

**ENFIELD TOWN COUNCIL  
MINUTES OF A SPECIAL MEETING  
MONDAY, JANUARY 4, 2021**

A Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick on Monday, January 4, 2021. The meeting was called to order at 5:45 p.m.

**ROLL-CALL** – Present were Councilors Bosco, Cekala, Cressotti, Hemmeler, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Suzanne Olechnicki; Town Attorney, James Tallberg; Director of Public Works, Donald Nunes; Deputy Director of Public Works, Jeffrey Leonowicz; Director of Finance, John Wilcox

**MOTION #5640** by Councilor Mangini seconded by Councilor Muller to go into Executive Session to discuss Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5640** adopted 11-0-0.

**EXECUTIVE SESSION**

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 5:46 p.m.

**ROLL-CALL** - Present were Councilors Bosco, Cekala, Cressotti, Hemmeler, Ludwick, Mangini, Muller, Riley, Sferrazza, Szewczak and Unghire. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello; Suzanne Olechnicki; Town Attorney, James Tallberg

Chairman Ludwick reconvened the Special Meeting at 6:13 p.m. and stated during Executive Session the Council discussed Real Estate Negotiations with no action or votes being taken.

**BUILDING CONSOLIDATION PRESENTATION**

Mr. Bromson stated this evening there will be a presentation on how the Town can combine services at existing buildings and sell properties. He noted this is a global plan they've embarked on over the last couple years. He stated within the next couple weeks, the Town will be meeting with Eversource regarding the North River Street property, and hopefully the Town will attain that property. He went on to note there will also be a meeting soon with DOT regarding the train station. He stated he will have an update at either the next meeting or early February on these matters.

He stated the Town will be soon starting the budget process and they will concentrate this year on some CIP priorities that had to be deferred last year that he believes can be accomplished this year and yet be fiscally responsible. He stated his belief the Town will be in a position to propose a

road and roof referendum project. He noted after this evening, Enfield taxpayers will see that the Town Council has been very prudent stewards of their money. He pointed out they've done smaller projects, and they will be discussing consolidation this evening, and they will address some long-range CIP problems in the budget. He stated his belief they will have the respect and confidence of taxpayers to continue the roads project, which will close the loop for 20 years, and of course, they'll have to start again. He noted on a concurrent path, they can do the other Town and School roofs that need to be done. He feels this will put the Town of Enfield on a very sound footing for managing its resources for the next couple decades.

## **BUILDING CONSOLIDATION PRESENTATION**

Mr. Bromson provided an overview of the presentation, which will be on the Town's website.

### **Alcorn**

It is proposed moving Social Services to Alcorn and selling 110 High Street. Also proposed is moving Youth Services to Alcorn as part of the Lamagna closure.

### **Senior Center**

It is proposed to relocate the Transportation Office from High Street to the Senior Center.

### **The Enfield Annex**

It is proposed moving the Recreation Department from the Lamagna Center to the Enfield Annex. Also, moving Building & Grounds to the Enfield Annex and closing and selling 52 Prospect Street.

### **The Enfield Express**

With the future acquisition of the Enfield Express building, they can consolidate and move the Tax and Assessor's Office from Town Hall to the Enfield Express building, which will allow for the creation of a shared conference space and state-of-the-art video meeting center in Town Hall, which will be centrally located for everyone to use.

### **St. Adalbert's**

Mr. Bromson stated Mr. Bellock previously made a presentation regarding the renovation of the St. Adalbert's gymnasium for tournaments and theater.

### **Strand Theater**

Nelson Tereso, Deputy Director of Economic and Community Development, is in negotiation with the State to get money that would pay for the demolition of the Strand Theater, so they can merge that property with the Lamagna property, so that they can market it fairly soon.

Mr. Bromson stated he will provide in-depth details for the Council's review.

Mr. Bromson stated these proposals would result in money savings, is highly efficient and it does not require the Town going to referendum because the money savings and the amount to be spent are minimal compared to the savings. He noted all this can be done within one year.

Ms. Purciello stated the Lamagna Center was built in the 1970's and would need millions of dollars' worth of work done over the next ten years just to meet status quo. This location has only seven park spaces, which is completely inadequate for the activities currently going on there. Moving the departments located at that facility will allow them to close the Lamagna Center and market the property to allow for transit-oriented development. Under this plan, the Recreation Department will be moved the Enfield Annex. DPW staff will renovate the offices in the D Wing of the Enfield Annex to accommodate the staff of the Recreation Department. All recreation programming will be moved to the Annex, which is currently the site of the Tons of Fun Summer Camp. The Annex also has a gymnasium, pool, fields and tennis courts.

Mr. Leonowicz stated Recreation currently resides on mainly the lower level of the Lamagna Center. The lion's share of the Recreation programming is spread across Town facilities, i.e., gyms, pools, fields, etc. with the exception of the gym and a classroom at Lamagna. The Lamagna Center is mostly used for administrative functions for recreation. These administration functions are limited in staffing level and parking because of the physical size, the footprint of the parcel and the parking, therefore, trying to grow that site would be challenging. The proposal is to reutilize the D Wing at the Enfield Annex. This provides more room for future expansion of the department in terms of staffing and parking, and utilizing the old Fermi main office would be easy because it is already designed to host staff and visitors. Re-occupying this space requires a small investment as the core infrastructure already exists. It really doesn't need much more than just reactivation. Multiple year-round and seasonal programming does go on at the Enfield Annex, and a lot of it is hosted by the Recreation Department.

Mr. Nunes stated the renovation cost is going to be approximately \$25,000. The five-year capital investment savings is \$827,500 and by closing the Lamagna Center, they will also be saving \$47,550 in operational costs for FY2022. This work will be primarily done by Building & Grounds staff, and they should be able to move the Recreation Department before March if they begin in February. The core exists, and only a little sprucing up and carpentry is needed.

Ms. Purciello stated Social Services and Youth Services is currently housed at the Lamagna Center, and this plan moves those departments to the Alcorn Building. Alcorn is currently the home of the Board of Education, including the Transitional Learning Center. There were discussions with the School Superintendent, Christopher Drezek, to ensure that the Transitional Learning programming and Board of Education operations will not be impacted by these moves. It is proposed marketing 110 High Street.

Ms. Purciello explained Youth Services is a component of Social Services, and this consolidation will be a benefit to these departments and will more effectively and efficiently address the needs of Enfield residents.

Ms. Purciello stated Enfield Television, which is currently located at the Alcorn Building, will be moved to the Enfield Annex.

She stated transportation is also a key component of Social Services, but unfortunately Alcorn is not large enough to accommodate the Transportation Office, therefore, under this plan they would relocate Transportation to the Senior Center. The Senior Center was originally built to accommodate staff and offices for Dial-A-Ride. This change allows all the transportation vehicles to reside in one place, rather than having them scattered across town and this will streamline the day-to-day operations for staff. This will not impact Senior Center programming in any way.

Ms. Purciello stated as part of the plan for the Alcorn Building, they are proposing several outdoor improvements, which the Council has already reviewed and approved. In November, the Council voted to expand the Community Garden Program, and they will be adding community garden plots at Alcorn. The Town Council also approved the construction of a new outdoor basketball court, which will be in place in the spring of 2021. The students involved in Youth Services and the Transitional Learning Center will have access to the gardens and the basketball court.

Ms. Purciello stated the Alcorn plan also envisions expanding the parking lot at Alcorn. Currently there are 78 parking spaces at Alcorn, and the plan envisions expanding the parking lot to 122 spaces.

Mr. Leonowicz stated moving Youth Services and Social Services to the lower level of Alcorn allows them to make use of the gym, the kitchen and the whole level. He noted these spaces already exist; therefore, they don't have to reinvent those types of large spaces. He stated the main entrance they'd be utilizing would be the northwest corner.

Mr. Nunes stated the cost of this renovation is estimated at about \$395,000, and the five-year capital investment savings would be \$827,500, and they'd also be saving about \$47,500 in operational costs. The estimated tax revenue for this property is about \$33,000 per year.

He stated the work on the Youth Services side would be handled primarily through Building & Grounds. He noted this involves taking mostly existing large office spaces and turning them into smaller private offices. The contractor portion of this project would be primarily for HVAC or data usage. It's expected to get this work done before August 1<sup>st</sup>.

Mr. Leonowicz spoke about 110 High Street and noted Social Services and Transportation are at this site. The challenge is the parcel size because horizontal expansion is not feasible unless they acquire more land. Service programming at this location is also limited due to the facility size. It's being proposed that Social Services be moved to the lower level of Alcorn, which would be on the same level as Youth Services, which also unites those departments. They would be utilizing the old cafeteria and band room where ETV currently resides. Another advantage of this move is that they are still downtown.

He stated the Transportation Department is using a small area at 110 High Street, and the parcel size is a big challenge and buses cannot congregate, which means drivers must pick up buses all across town. In this proposal, they're proposing moving Transportation to the Senior Center. The

Senior Center has a tremendous parking lot as compared to 110 High Street, so they can put everything in one area. There should not be any impact to the Senior Center or users of the Senior Center.

Mr. Nunes stated the renovation cost is about \$415,000 to move Social Services to Alcorn and Transportation to the Senior Center. The five-year capital savings is \$235,000. The Fiscal Year 2022 operational cost savings is \$57,000 and the estimated tax revenue is \$15,000 per year. The estimated sales price is approximately \$400,000 for that property.

He stated this part of the Alcorn renovation will require an architect, and it's estimated about four months to get through design and permitting, with two months for a public bid. It's expected to move Social Services to Alcorn before December 1<sup>st</sup>.

Mr. Nunes stated design and permitting for Transportation is minor and that work will be done in-house with a December completion date.

Ms. Purciello stated another plan is to close and sell 52 Prospect Street, which is the current Building & Grounds facility. This property is surrounded by residential housing, which is not ideal for a lot of equipment and early start times of the B&G operations. The Building & Grounds staff will be relocated to the Annex, which will be closer to the Public Works Complex. The Annex currently has the space needed to build an equipment shed for all the B&G equipment that currently they do not have space for.

Mr. Leonowicz stated the current location at 52 Prospect Street doesn't allow for expansion, especially when it comes to equipment and vehicles. Plow trucks, field equipment and snow removal equipment should be inside and protected from the elements. They are already occupying the Annex with their woodshop, HVAC and electrical. In this plan, it's proposed locating everyone at the Annex. There are 5,000 square feet in the old varsity locker room, which includes the old coach offices, showers, lockers, storage areas and an area, which could be renovated as a break room. This area provides for a larger footprint than at Prospect Street. It's also proposed including a 10,000 square foot equipment facility at the Annex.

Mr. Nunes stated the renovation cost is approximately \$354,000, but the majority of it is going to be for that building, which will contain the equipment. The five-year capital investment savings is estimated at \$385,000. The FY22 operational cost savings is \$60,000, and the estimated tax revenue is \$16,000 per year. If 52 Prospect Street is sold, the Town could realize a \$420,000 sales price. This will require some use of an architect for design and permitting, along with time to go out to bid. The majority of the work will be for the contractor erecting the building, and there's some light work, which will be done by B&G inside the Annex. They will try to get this done by January, 2022.

Ms. Purciello stated the next proposed consolidation involves the Enfield Express. This facility has been a tremendous success. The plan is to move the Tax Office and Assessment Office to the Enfield Express. With all the staff in one location, Tax Assessors will be better able to act as a one-stop shop to serve the community. As concerns the vacated space at Town Hall, it's planned to construct a multi-media conference room. The Town Hall is a centralized location with ample

parking. This space will be renovated with the help of ETV to insure its compatible with live streaming of meetings when needed.

Mr. Leonowicz stated currently the Tax Office and Assessor's Office are co-located between the lower level of Town Hall and the Enfield Express, and the current location for the Tax Office at Town Hall is easily congested, especially during the tax season. The Enfield Express is designed for high-volume transactions and it also offers a drive-up window. Having this contactless drive-through, especially during this pandemic, has been helpful.

Mr. Nunes stated there is the potential for expanding the parking between Town Hall and the Enfield Express. He referred to the property just to the west of the drive-through area which could accommodate 55 to 60 more parking spaces. The renovation cost for moving these offices to the Enfield Express is about \$81,000. Construction would be done in-house using B&G staff, and they hope this could be done by May 1<sup>st</sup>.

Mr. Leonowicz referred to the vacated space at Town Hall and noted there's never enough meeting space in town. The proposed conference room will be located on the lower level, which is advantageous because it isolates all the foot traffic in one area, so people aren't moving throughout the whole building. There's plenty of parking at Town Hall, which is already centrally located.

Mr. Nunes stated the renovation cost is projected at about \$43,000, and it will be done in concert with the Assessment and Revenue move to the Enfield Express. The goal is for a completion date in May.

Ms. Purciello stated the last piece of the consolidation plan has to do with the St. Adalbert's gymnasium, which abuts Town Hall property. There is currently an option to purchase this gymnasium, which expires at the end of the year. The gym is approximately 9,800 square feet and can be used for tournament-style basketball and other sports or activities in town. In addition, it has a beautiful theater, which can be used to promote arts in Enfield. Future goals include tying this in with Higgins Park and someday they hope to have a large community pool.

Mr. Leonowicz stated this is a very large gymnasium and stage located in a great location.

Mr. Nunes stated this renovation cost is projected at about \$400,000. It's believed it will take about four months for permitting and design and another eight months for construction. They are looking at a completion date of 2022.

Mr. Wilcox provided a slide which summarized the costs for these projects.

Mr. Bromson stated the Council will be provided with a 40-page report detailing these projects. He commended all staff for bringing together all these projects, which are projected to be done in one year. He stated that is remarkable. He went on to note Enfield has been fiscally well-run, even with COVID, and he believes the town is in good shape. He stated his belief Enfield is in very solid fiscal shape to be able to embark on these projects which will save a lot of money.

Councilor Unghire questioned if all the department heads concurred with and support this move. Mr. Bromson responded yes, they've met with all the directors. He stated his belief they're very excited.

Councilor Sferrazza stated he does not believe he has ever seen a presentation as thought-out as this one. He expressed his appreciation for the speed with which this is going to get done, the cost savings, and making things better for everyone. He commended Mr. Bromson for all his hard work and noted he has done a lot more than the past three Town Managers.

Councilor Bosco stated these proposals make it sensible to keep the Enfield Annex. He stated this is great, and he's very excited and thankful to everyone involved. He stated a 10,000 square foot garage isn't that big, and he questioned whether it will be big enough. Chairman Ludwick indicated that question will be addressed at the next meeting.

Councilor Riley questioned if they would get more in-depth details on the last financial slide that was provided, and Mr. Bromson responded yes, there are very specific costs for every part of this proposal as concerns the revenue and expenditure side.

Councilor Mangini questioned whether they will be leasing the gym from St. Adalbert's. Mr. Bromson stated at the next meeting they can discuss either purchasing it, or if they wished to lease it long term. He noted personally, he likes to buy and own what they have, especially with such an asset.

Councilor Mangini agreed with Councilor Sferrazza in that Mr. Bromson has done more in his tenure than the past three or four Town Managers. She expressed her appreciation for Mr. Bromson thinking outside the box and his creativity.

Mr. Bromson stated he has the most incredible directors and staff of any town in the State of Connecticut. He noted they want to be here, they're enthusiastic, and they do a lot of work. He stated he sat here during all of those Town Managers, and the only reason he can get done what he did is because of the Enfield Town Council. He stated this Council shared his frustration because they wanted action, and the Council gave staff authority to accomplish things. He pointed out it takes all hands-on deck to do these things, and they have a perfect team in place right now, between the Council and this staff. He thanked the Town Council.

Councilor Cressotti commended staff for a great presentation, and he commended staff for their creativity in these projects. He referred to the D Wing at the Annex and questioned if everyone took into consideration that there's a state CNA program run at the Annex. Mr. Bromson stated staff investigated all these sites, so he's hopeful that was taken into account, and that will be further checked out and there will be an answer at the next meeting.

Chairman Ludwick expressed his appreciation for the detailed information being provided about these projects. He noted the Town listened about the needs of the community, i.e., a new basketball court behind Alcorn to replace the one that was removed. He stated staff did a great job.

**ADJOURNMENT**

**MOTION #5641** by Councilor Muller, seconded by Councilor Cekala to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #5641** adopted 11-0-0, and the meeting stood adjourned at 7:12 p.m.

Respectfully submitted,

Kenzy Lee  
Acting Town Clerk  
Clerk of the Council

Jeannette Lamontagne  
Secretary to the Council