



**AGENDA  
ENFIELD TOWN COUNCIL  
REGULAR MEETING**

**Monday, June 6, 2016  
7:00 p.m. – Council Chambers**

**6:45 Public Hearing – Chapter 58, Peddlers and Solicitors, To Include and to Regulate Mobile Food Vendors**

**Swearing In of Liz Davis**

1. **PRAYER – Joseph Bosco**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL.**
4. **FIRE EVACUATION ANNOUNCEMENT.**
5. **MINUTES OF PRECEDING MEETINGS.**
  - **Special Meeting – May 16, 2016**
  - **Regular Meeting – May 16, 2016**
6. **SPECIAL GUESTS.**
7. **PUBLIC COMMUNICATIONS AND PETITIONS.**
8. **COUNCILOR COMMUNICATIONS AND PETITIONS.**
9. **TOWN MANAGER REPORT AND COMMUNICATIONS.**
10. **TOWN ATTORNEY REPORT AND COMMUNICATIONS.**
11. **REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.**
  - **Enfield High School Renovation Building Committee**
12. **OLD BUSINESS.**
  - A. **Appointment(s) - Town Council Appointed.**
    1. **Area 25 Cable Television Advisory Committee -** The Term of Office of William St. George (I) Expired 06/30/2012. Reappointment or Replacement Would be Until 06/30/16. (Tabled 04/15/2013)
    2. **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 6/30/2016. (Tabled 09/15/2014)

3. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Stephen Moriarty (R). Replacement Would be Until 03/17/2018. (Tabled 12/21/2015)
4. **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)
5. **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)
6. **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)
7. **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)
8. **\*\*\*Enfield Culture and Arts Commission-** The Term of Office of Kassie Huhtanen (D), Expired 05/31/2016. Reappointment or Replacement Would be Until 05/31/2018. (Tabled 05/16/2016)
9. **\*\*\*Enfield Culture and Arts Commission-** The Term of Office of Elizabeth Maguire (R), Expired 05/31/2016. Reappointment or Replacement Would be Until 05/31/2018. (Tabled 05/16/2016)
10. **Enfield Culture and Arts Commission-** The Term of Office of Yvonne Wollenberg (U), Expired 05/31/2016. Reappointment or Replacement Would be Until 05/31/2018. (Tabled 05/16/2016)
11. **\*\*\*Enfield Culture and Arts Commission-** The Term of Office of Susan Muldoon (D), Expired 05/31/2016. Reappointment or Replacement Would be Until 05/31/2018. (Tabled 05/16/2016)
12. **Enfield Culture and Arts Commission-** The Term of Office of Stephen Opalick (D), Expired 05/31/2016. Reappointment or Replacement Would be Until 05/31/2018. (Tabled 05/16/2016)
13. **\*\*\*Enfield Culture and Arts Commission-** The Term of Office of Jennifer Ryan (U), Expired 05/31/2016. Reappointment or Replacement Would be Until 05/31/2018. (Tabled 05/16/2016)
14. **Enfield High School Renovation Building Committee –** A Vacancy Exists Due to the Resignation of Walter Kruzel (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. **Ethics Commission (Alternate)** – A Vacancy Exist for a Regular Member (R). Replacement Would be Until 10/31//2017.(Tabled 12/06/2010)
18. **Ethics Commission (Alternate)** – A Vacancy Exist Due to the Regular Appointment of Ben Ide (U). Replacement Would be Until 10/31/2017.(Tabled 12/06/2010)
19. **Ethics Commission** – A Vacancy Exists Due to the Resignation of David Lapierre, Secretary, (U). Replacement Would be Until 10/31/2017. (Tabled 12/07/2015)
20. **John F. Kennedy Middle School Pre-Referendum Committee** - A Vacancy Exists due to the creation of the Committee. Appointment Would be Until 07/22/2016. (Tabled 05/16/2016)
21. **John F. Kennedy Middle School Pre-Referendum Committee** - A Vacancy Exists due to the creation of the Committee. Appointment Would be Until 07/22/2016. (Tabled 05/16/2016)
22. **John F. Kennedy Middle School Pre-Referendum Committee** - A Vacancy Exists due to the creation of the Committee. Appointment Would be Until 07/22/2016. (Tabled 05/16/2016)
23. **Joint Facilities Committee**- A Vacancy Exists Due to the Creation of Committee. Appointment Would be Indefinite. (Tabled 05/16/2016)
24. **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)
25. **Inland Wetland and Watercourse Agency (Alternate)** – A Vacancy Exists Due to the Resignation of Joseph Porello (R). Replacement Would be Until 06/30/2017.(Tabled 04/18/2016)
26. **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)
27. **Planning and Zoning Commission (Alternate)** – A Vacancy Exists due to the Appointment of an Alternate to a Regular Member. Replacement Would be Until 12/31/2017. (02/01/2017)
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 11/01/2016. (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 11/01/2016. (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. **Fair Rent Commission** – The Term of Office of Samuel McGill (D), Expired 06/30/2008. Replacement Would be Until 06/30/2016.
  6. **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)
  7. **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)
  8. **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 Appoint 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:** Energy Performance Special Referendum. (Tabled 12/21/2015)
  - G. **Discussion:** Commemorative Partner Program. (Tabled 12/21/2015)
13. **NEW BUSINESS.**
- A. **Consent Agenda – Action.**
  - B. **Appointment(s)–Town Council Appointed.**
    1. **Enfield Beautification Committee** – A Vacancy Exists Due to the Resignation of Elizabeth Bouley (R). Replacement Would Be Until 12/01/2018.
    2. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Rebecca Olesen (D). Replacement Would Be Until 04/30/2017.
    3. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Kassie Huhtanen (D). Replacement Would be Until 04/30/2017.
  - C. **Appointment(s) – Town Manager Appointed/Council Approved.**
  - D. **Appointment(s) - P & Z Commission Appointed- Council Approved**

14. **ITEMS FOR DISCUSSION.**

**A. \*\*Consent Agenda – Review.**

1. **Discussion/Resolution:** Request for Transfer of Funds for Adult Day Center \$200.

**B. Appointment(s) – Town Council Appointed.**

1. **Area 25 Cable Television Advisory Committee Enfield Representative –** The Term of Office of Walter Shermer (R), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2018.
2. **Inland Wetland and Watercourse Agency-** The Term of Office of Joseph Albert (R), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2020.
3. **Inland Wetland and Watercourse Agency-** The Term of Office of Jane Smith, Expires 06/30/2016. Replacement Would be Until 06/30/2020.
4. **Inland Wetland and Watercourses Agency –** A Vacancy Exists Due to the Resignation of Liz Davis (D). Replacement Would be Until 06/30/2017.
5. **North Central District Health Department Board of Directors Enfield Representative-** The Term of Office of Richard Regnier (R), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2019.
6. **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.
7. **Greater Hartford Transit District –** The Term of Office of Kevin Mooney (R), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2020.
8. **Enfield Beautification Committee –** A Vacancy Exists for Rachel Burnes (U), by Resolution No 3672, Replacement Would be Until 12/01/2016.
9. **Enfield Beautification Committee –** A Vacancy Exists for Todd Barsalou (R), by Resolution No 3672, Replacement Would be Until 12/01/2016.

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

1. **Fair Rent Commission –** The Term of Office of William Downs (U), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2018.
2. **\*\*\*Fair Rent Commission –** The Term of Office of Elizabeth Gillen (R), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2018.

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

- E. \*\*Discussion/Resolution:** Request for Transfer of Funds for Emergency Medical Services \$20,000.

- F. \*\*Discussion/Resolution:** Request for Transfer of Funds for Enfield Library \$16,000.

- G. \*\*Discussion/Resolution:** Request for Transfer of Funds for Public Works \$22,000.
- H. \*\*Discussion/Resolution:** Request for Transfer of Funds for Public Works \$60,000.
- I. \*\*Discussion/Resolution:** Resolution Waiving the Bid Requirements for Providing Temporary Air Conditioning at the Central Library.
- J. \*\*Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into Agreement with the State of Connecticut Office of Early Childhood.
- K. \*\*Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into Agreement with the Connecticut State Department of Education.
- L. \*\*Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter into Agreement with Connecticut Department of Mental Health and Addiction Services.
- M. \*\*Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into Agreement with Connecticut Light and Power d/b/a Eversource Energy.
- N. \*\*Discussion/Resolution:** Resolution Setting a Public Hearing for the 2016 Neighborhood Assistance Act.
- O. \*\*Discussion/Resolution:** Request to Dispose of Surplus Property Valued in Excess of \$2,000.
- P. Discussion/Resolution:** Resolution to Amend Chapter 58 of the Town Code of Enfield, Article II, Hawkers, Peddlers and Auctioneers, Section 58-35. Mobile Food Vendors.

**15. MISCELLANEOUS**

**16. PUBLIC COMMUNICATIONS/APPLIES ONLY IF PRIOR TO 11:00 p.m.**

**17. COUNCILOR COMMUNICATIONS.**

**18. ADJOURNMENT.**

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

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**OFFICE OF THE TOWN MANAGER**

- Date: June 6, 2016
- To: Scott Kaupin, Mayor
- From: Bryan Chodkowski, Town Manager
- Re: PUBLIC HEARING GROUND RULES – A Public Hearing has been scheduled to allow interested citizens an opportunity to express their opinions regarding the proposed **AMENDMENT TO CHAPTER 58, PEDDLERS AND SOLICITORS, ARTICLE II, SECTION 58-35, TO INLCUDE AND TO REGULATE MOBILE FOOD VENDORS.**
1. Roll Call.
  2. READ BY MAYOR: The following Notice of Public Hearing was published in the Hartford Courant, Friday, May 27, 2016.

**TOWN OF ENFIELD  
LEGAL NOTICE  
PUBLIC HEARING**

The ENFIELD TOWN COUNCIL will hold a Public Hearing in the Enfield Town Hall Council Chamber, 820 Enfield Street, Enfield, Connecticut on Monday, June 6, 2016 at 6:45 p.m. to allow interested citizens an opportunity to express their opinions regarding the proposed **AMENDMENT TO CHAPTER 58, PEDDLERS AND SOLICITORS, ARTICLE II, SECTION 58-35, TO INLCUDE AND TO REGULATE MOBILE FOOD VENDORS.** Copies of the proposed amendment is on file in the office of the Town Clerk, 820 Enfield Street, Enfield, CT

Suzanne F. Olechnicki, Town Clerk  
Dated: May 17, 2016

3. Announce Ground Rules for Public Hearing:
  - a. There is no time limit, but I ask that each person not take up too much time, so that everyone will have an opportunity to speak.
  - b. After each person, who desires, has had one chance to speak, I shall permit those individuals who desire a second chance.
  - c. After those individuals who desire to speak a second time, I shall permit those individuals who desire a third, fourth, etc., time.
  - d. Please refrain from personalities.

/dm



# PUBLIC NOTICE

**REVAY'S**  
Garden & Gift Shop

**TOWN OF WILLINGTON  
LEGAL NOTICE**

The Zoning Board of Appeals will hold a Public Hearings on June 9, 2016 at the Town Office Building, 40 Old Farms Road, at 7:30 p.m., for the following applications:

**ZBA2016-4** Application for Special Exception to have "summer concerts with live music weekly in June, July & August at 511 River Road Owner: Town of Willington Applicant: Willington Parks & Recreation Commission

At these hearings interested persons may appear and be heard, and written communications received. Details can be found in the Land Use Office.

Dated this 24th May 2016  
Clerk, Willington ZBA

**NOTICE TO CREDITORS**

ESTATE OF Jean E. Drake (16-0272)

The Hon. Steven M. Zelman, Judge of the Court of Probate, District of Tobacco Valley Probate Court, by decree dated May 24, 2016, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Stephanie Smith, Assistant Clerk

The fiduciary is:  
Dennis W. Drake  
c/o Robert A. Platt, Esq., PO BOX 590, 71 Rover Street, Windsor, CT 06095-0590

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**NOTICE TO CREDITORS**

ESTATE OF Edmund W. Carroll (16-0242)

The Hon. Steven M. Zelman, Judge of the Court of Probate, District of Tobacco Valley Probate Court, by decree dated May 26, 2016, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Stephanie Smith, Assistant Clerk

The fiduciary is:  
Robert F. Carroll, 35 Parkwood Drive, Windsor, CT 06096

**NOTICE TO CREDITORS**

ESTATE OF Gloria H. Stino (16-0245)

The Hon. Steven M. Zelman, Judge of the Court of Probate, District of Tobacco Valley Probate Court, by decree dated May 24, 2016, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Stephanie Smith, Assistant Clerk

The fiduciary is:  
J. Christopher Kervick, Esq., 576 Elm Street, Windsor Locks, CT 06096

**NOTICE TO CREDITORS**

ESTATE OF Cynthia S. Berowetz (16-0230)

The Hon. Steven M. Zelman, Judge of the Court of Probate, District of Tobacco Valley Probate Court, by decree dated May 24, 2016, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Louis A. Taylor, Clerk

The fiduciary is:  
Jan Carol Rosenthal, Esq., The Law Office of Jan Carol Rosenthal, 43 East Cedar Street, Newington, CT 06111

**TOWN OF ENFIELD  
LEGAL NOTICE**

The Enfield Town Council will hold a PUBLIC HEARING in the Enfield Town Hall, Council Chambers, 820 Enfield Street, Enfield, Connecticut on June 6, 2016 at 6:45 p.m. to allow interested citizens an opportunity to express their opinions regarding the amendments to CHAPTER 58, PEDDLERS AND SOLICITORS, TO INCLUDE AND TO REGULATE MOBILE FOOD VENDORS. The proposed changes are on file in the office of the Town Clerk, 820 Enfield St., Enfield CT or at www.enfield-ct.gov.

Suzanne F. Olechnicki, Town Clerk  
Dated: May 17, 2016

Brook, CT 06016  
8-6, Sun 9-6  
s.com



Brook Continuing Care Community Presents

**NOTICE TO CREDITORS**

ESTATE OF John J. Fabich (15-0523)

The Hon. Steven M. Zelman, Judge of the Court of Probate, District of Tobacco Valley Probate Court, by decree dated May 26, 2016, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Stephanie Smith, Assistant Clerk

The fiduciary is:  
Robert A. Fabich, Sr.  
c/o Jason Maur, 97 Bugg Hill Road, Monroe, CT 06468

**LEGAL NOTICE  
TOWN OF WILLINGTON**

The Planning and Zoning Commission will hold a Public Hearing June 7, 2016 at the Town Office Building, 40 Old Farms Road, 7:30 p.m. on the following:

**PZC2016-9** Application for Special Permit for temporary sale of legal sparklers at 327 Ruby Road (Map 42 Lot 45 Zone DC) Owner: Royce Properties Applicant: Tatiana De Jesus

**PZC2016-12** Application for Special Permit to store and maintain construction equipment used for septic company and office space at 7 River Road (Map 5 Lot 4 Zone DC) Owner: Willington Auto Body Applicant: Christopher Sulya & Michael Norcross

At this hearing Interested persons may appear and be heard, and written communications received. Details can be found in the Land Use Office.

Dated this 16rd day of May, 2016  
Secretary, Willington PZC

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**ARBORS**  
OFFICE BROKER  
Retirement Community

**ENFIELD TOWN COUNCIL  
MINUTES OF A SPECIAL MEETING  
MONDAY, MAY 16, 2016**

A 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 Monday, May 16, 2016. The meeting was called to order at 5:30 p.m.

**ROLL-CALL** – Present were Councilors Arnone, Bosco, Deni, Edgar, Kaupin, Lee, Stokes and Szewczak. Councilor Cekala entered at 5:32 p.m. Councilor Hall was absent. Also present were Town Manager, Brian Chodkowski; Town Clerk, Suzanne Olechnicki; Town Attorney, Christopher Bromson; Consultant, Lee Erdmann; Director of Public Works, Jonathan Bilmes; Deputy Director of Public Works, Bill Taylor; Roads Engineer, J.P. Rodriguez; Director of Human Resources, Steven Bielenda; Chief of Police, Carl Sferrazza

**CRESCENT LAKE TAX DISTRICT**

Represent from the Crescent Lake Tax District were President, Nancy Martin; Director Duncan Campbell and Past Director/Chairman Tod Lambert.

Ms. Martin stated on August 14, 2015, J.P. Rodriguez asked her to sign a right-of-entry form to the beach at Crescent Lake to get the project started, which they did in good faith. She noted Mr. Rodriguez indicated at that time that he was waiting for the appraiser to come to the lake to do the assessments for property owners (3 residents and one for the Crescent Lake Tax District for the acquisition of the easement at the cul-de-sac at the beach.) She stated Mr. Rodriguez stated as soon as the appraisals were completed, the residents would receive their compensation.

She stated the project first started on Crescent Beach Drive and during that time she spoke to Mr. Rodriguez and Piya Hawkes regarding a few issues that came up, including the catch basin, rip rap issue and concerns about safety of the children. She noted during discussions with Mr. Rodriguez the monetary compensation came up, and he stated they were still waiting on the appraisers and they'd be in touch with her as soon as they could about the beach. She stated she never heard from them.

She noted on October 28, 2015 she left a message for Mr. Rodriguez, and he returned her call. She stated the voicemail from him stated the appraisals were on the Town Manager's desk and that is what he knew to date. She noted the project was then on hold during the winter months.

Ms. Martin stated on April 7<sup>th</sup>, she left a message for Mr. Rodriguez about the beach, monetary compensation and other issues. She noted she received a call back on April 29<sup>th</sup> and a voicemail message apologizing for the delay in responding and to call him back. She noted she called him back the same day, and he told her the Council decided at an April 18<sup>th</sup> Executive Session that the Town was not going to pay the monetary compensation to the people of Crescent Lake, and Mr. Rodriguez confirmed that he had

expected that the Crescent Lake Tax District would be compensated, and he recalled all previous conversations he had with her regarding this matter. She noted she then spoke with Bill Taylor, who confirmed what she and Mr. Rodriguez had spoken about. She stated she then spoke with Town Manager, Lee Erdmann, who expressed that he had the same understanding of the situation, and he encouraged her to call Mayor Scott Kaupin. She noted she then spoke to Mayor Kaupin and explained what transpired to date, and Mayor Kaupin confirmed that the Council did discuss this matter and made this decision, and further stated the Town Council was mad at the people of Crescent Lake for even asking for the money in the first place, and that from the outset of the project the Council had no intention of giving this said money to the people of Crescent Lake. She noted he also stated that it really wasn't the Town's responsibility at that point to even plow or maintain the cul-de-sac if the people of Crescent Lake own that property.

Ms. Martin stated they would like the Council to consider the following – any calls that the Council received from private residents about the roads project were not approved by the Crescent Lake Board of Directors. She acknowledged these are obviously private callers, and people are concerned about the project and it's their right to voice their opinion about how their tax dollars are being spent. She stated if anyone should be upset or mad, it should be the taxpaying people of Crescent Lake for having to wait so long in the first place for these roads to be repaired. She stated they are constantly being overlooked by this town, and they're always the last people on the "to do" list. She stated everyone is very aware of how long it's taken for this project to get off the ground, and if anyone should be upset, it's them.

She stated they did not ask for this compensation, but rather it was offered to them. She noted they'd like to see a copy of the appraisal that was done on their property. She stated as Town taxpayers, they paid to have this appraisal done. She asked the Council not to insult her intelligence by telling her it was never intended to give them this money. She questioned the reasoning for doing an appraisal if there was no intention of giving them the money in the first place. She questioned if the taxpayers of Enfield know that the Town is using tax dollars needlessly by doing unnecessary appraisals in the first place. She stated she would have not even known about an appraisal if it wasn't offered.

Ms. Martin stated as concerns the Taylor Road/Oak Road access, they met with Mr. Rodriguez last week at the community house where there were issues with the in and out access and a concern for safety. She noted children use that as a bus stop, and they wanted to be sure the driveway access was correct for the children. She stated she expects to be able to sign a right-of-entry for that piece of the project as soon as she hears back from Mr. Rodriguez about the final plans for that project.

Mr. Campbell questioned whether a town provides compensation when land is taken by eminent domain.

Attorney Bromson stated when there is an item for discussion, it's for interested parties to come forward and give their position. He noted normally, they don't have a back and forth. He stated it would be appropriate to have Public Works answer to the Town Manager and submit that response to the Town Council.

Ms. Martin stated she did some research on her own about rights-of-way and easements, and they have a call into an attorney. She noted their land is not for sale, and if the Town thinks they're taking it by eminent domain, they're mistaken.

Chairman Kaupin questioned if that has been proposed to her, and she responded no, but she's just making it very clear.

Mr. Campbell stated his belief there's been a lot of misleading through this whole thing. He noted this lake district has never caused any problem to anyone. He noted Mr. Rodriguez has been very good in his correspondence.

Chairman Kaupin stated his belief Ms. Martin's timeline is not complete because he knows they discussed this issue long before April of 2016 because it goes back prior to any of the work beginning last fall, and that was the position of the Town last fall. He stated Mr. Erdmann and Mr. Chodkowski have some history on this, and a timeline and milestones as to what was discussed with the Crescent Lake Tax District and with the Council so it's understood in writing exactly what the timeline was. He went on to note that in his phone conversation with Ms. Martin that it came back up in April that the decision on Oak and at the entrance to Taylor Road was not moving forward, therefore, that's what was putting the project on hold. He noted there was also the issue that the cul-de-sac came up again. He stated it was then brought to the Council, and it was the Council's perspective that this issue was resolved months ago before the construction even began. He noted a timeline is needed, and staff will have to be very forward with the Council as to exactly what was said to the Crescent Lake Tax District in their meetings, and the Council will make a decision.

Ms. Martin clarified it only came up because the Town needed something from them, which was that they sign another right-of-entry for the Oak Road project. She noted they did not realize they weren't going to be given the money until then.

Chairman Kaupin stated the Council's perspective is that no offer to the tax district was ever authorized by the Council. He added the Council never made an offer and never directed staff to make an offer to the tax district for that property, and this is the point that they're going to have to understand from staff. He stated no offer was ever to be made to the tax district because part of the property belongs to the tax district and part belongs to the Town, and the Council did not feel that they should compensate the tax district because public work was being done on private land.

Ms. Martin questioned why appraisals were being done. Attorney Bromson stated it's important to get a timeline on this matter. He went on to state there's never been any talk of taking property that he's aware of. He stated only the Town Council can authorize payment, and employees and agents cannot.

Chairman Kaupin stated the point of contact for the Crescent Lake Tax District should be through the Town Manager's office.

Mr. Chodkowski stated he would like to be in a position to have a recommendation back to the Town Council as to how to best address this issue at the next Council meeting. He noted he will provide the Crescent Lake Tax District his contact information, and they can contact his office tomorrow morning, and his secretary can set up an appointment for him to meet with the Tax District.

**MOTION #3649** by Councilor Deni, seconded by Councilor Stokes to go into Executive Session to discuss Personnel Matters, Pending or Threatened Litigation and Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3649** adopted 11-0-0. The meeting stood recessed at 5:51 p.m.

### **EXECUTIVE SESSION**

The Executive Session of the Enfield Town Council was called to order by Chairman Kaupin at 5:51 p.m.

**ROLL-CALL** – Present were Councilors Arnone, Bosco, Cekala, Deni, Edgar, Kaupin, Lee, Stokes and Szewczak. Also present were Town Manager, Brian Chodkowski; Town Clerk, Suzanne Olechnicki; Town Attorney, Christopher Bromson; Consultant, Lee Erdmann; Director of Human Resources, Steven Bielenda; Chief of Police, Carl Sferrazza; Attorney James N. Tallberg of Karsten & Tallberg LLC

Personnel Matters, Pending or Threatened Litigation and Real Estate Negotiations were discussed with no action or votes being taken.

Chairman Kaupin adjourned the Executive Session at 6:44 p.m. He reconvened the Special Meeting at 6:45 p.m. and stated during Executive Session, Personnel Matters, Pending or Threatened Litigation and Real Estate Negotiations were discussed with no action or votes being taken.

### **ADJOURNMENT**

**MOTION #3650** by Councilor Szewczak, seconded by Councilor Deni to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3650** adopted 9-0-0, and the meeting stood adjourned at 6:46 p.m.

Respectfully submitted,

Suzanne F. Olechnicki  
Town Clerk  
Clerk of the Council

Jeannette Lamontagne  
Secretary to the Council

**ENFIELD TOWN COUNCIL  
MINUTES OF A REGULAR MEETING  
MONDAY, MAY 16, 2016**

Before the Regular Meeting was called to order Chairman Kaupin read a proclamation designating May 21, 2016 as “Kids to Parks Day”. He read another proclamation designating May 15 to May 21 as Public Works Week.

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 Monday, May 16, 2016. The meeting was called to order at 7:00 p.m.

**PRAYER** – The Prayer was given by Councilor Arnone.

**PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was led by Boy Scout Troop 2000.

**ROLL-CALL** – Present were Councilors Arnone, Cekala, Deni, Edgar, Kaupin and Stokes. Councilor Szewczak entered at 7:12 p.m. and Councilors Bosco and Lee entered at 7:14 p.m. Councilor Hall was absent. Also present were Town Manager, Bryan Chodkowski; Consultant, Lee Erdmann; Town Clerk, Suzanne Olechnicki; Town Attorney, Christopher Bromson; Director of Public Works, Jonathan Bilmes; EMS Director, Gary Wiemokly; Superintendent of Water Pollution Control, Kevin Shlatz

**FIRE EVACUATION ANNOUNCEMENT**

Chairman Kaupin made the fire evacuation announcement.

**MINUTES OF PRECEDING MEETINGS**

**MOTION #3651** by Councilor Arnone, seconded by Councilor Deni to accept the minutes of the April 27, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3651** adopted 6-0-0.

**MOTION #3652** by Councilor Stokes seconded by Councilor Deni to accept the minutes of the May 2, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3652** adopted 6-0-0.

**MOTION #3653** by Councilor Stokes, seconded by Councilor Cekala to accept the minutes of the May 2, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3653** adopted 6-0-0.

**MOTION #3654** by Councilor Arnone, seconded by Councilor Stokes to accept the minutes of the May 2, 2016 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3654** adopted 6-0-0.

## **SPECIAL GUEST**

### **Welcome Home Vietnam Veterans Day**

Present were Lori Gates from Enfield Hooah and Kelly Davis from The Daughters of the American Revolution

Ms. Davis stated veterans never ask for, nor expect anything in return for their service other than respect and dignity. She noted Vietnam veterans did not receive respect or dignity upon their return from Vietnam. She stated the 50<sup>th</sup> Vietnam Commemorative Program is a program to correct that wrong and an opportunity for a grateful nation and community to finally give these men and women the thanks and respect they so rightfully deserve.

She stated the 2008 National Defense Authorization Act empowers the Secretary of Defense to conduct a program on behalf of the nation that commemorates the 50<sup>th</sup> anniversary of the Vietnam War. She noted this law also authorizes the Secretary to coordinate, support and facilitate federal, state and local government commemorative programs and activities. She stated to that end the United States of America Vietnam War Commemoration was formed by Presidential proclamation on May 25, 2012, and the commemoration extends from Memorial Day 2012 to Veterans Day 2025. She noted Congress articulated five objectives for this commemoration:

- 1) To thank and honor veterans of the Vietnam War, including personnel who were held as prisoners of war or listed as missing in action for their service and sacrifice on behalf of the United States and to thank and honor the families of these veterans.
- 2) To highlight the service of armed forces during the Vietnam War and contributions of federal agencies and government and non-governmental organizations that serve with or are in support of the armed forces.
- 3) Pay tribute to the contributions made on the home front by the people of the United States during the Vietnam War.
- 4) Highlight the advances in technology, science and medicine related to military research conducted during the Vietnam War.
- 5) Recognize the contributions and sacrifices made by the allies of the United States during the Vietnam War.

Ms. Davis stated according to the Department of Veterans Affairs, nine million Americans served on active duty in the U.S. Armed Forces during the period of Vietnam. She noted approximately seven million are still living today. She noted to reach these large numbers, the Commemoration has enlisted the assistance of many thousands of partner organizations at the local, state and national levels to conduct home town centric events and activities that thank and honor Vietnam veterans, their families and their local communities.

Ms. Davis noted the Penelope Terry Abbe DAR Chapter became a partner to work with the local organizations in Enfield to thank and honor Vietnam veterans.

Ms. Gates stated since Enfield has a huge celebration for Independence Day, they approached the Fourth of July Town Celebration Committee and asked for assistance and input, and they're proud to announce that the theme of the Independence Day Parade this year is welcome home Vietnam Veterans with Vietnam Veterans being the Grand Marshals of that parade.

Ms. Gates stated Vietnam veterans are invited to get in touch with Mike Emmons of the Town Celebration Committee. She stated in conjunction with the parade, they decided to declare July 9<sup>th</sup> as an official Welcome Home Vietnam Veterans Day in Enfield. She noted they're looking for businesses to partner with them in offering discounts or giveaways for Vietnam veterans on this date, i.e., Brunos Pizza is offering a free slice of pizza for veterans and Home Depot is offering a free gift. She stated if a business owner wishes to add their listing, they may contact her or Kelly Davis. She stated flyers with participating businesses will be available in paper form at the Enfield Public Library, the Enfield Senior Center and at American Legion Post 80. She noted flyers will be available as of July 1<sup>st</sup>. She stated there will be a page on Facebook entitled, "Welcome Home Vietnam Veterans Day in Enfield", and they will post up-to-date information.

Ms. Gates thanked the Enfield Fourth of July Town Celebration Committee for their enormous help with this project, and she also thanked anyone willing to assist them in saying a very long overdue welcome home to Vietnam Veterans.

Councilor Stokes stated his belief this is a great idea, and he offered his assistance. He stated the town would love having Vietnam Veterans march in this parade.

Councilor Arnone thanked Ms. Gates and Ms. Davis. He stated the Council previously expressed its desire to help with this celebration. He noted they also discussed trying to get the rolling Vietnam Veterans Wall in Enfield.

Councilor Deni stated this is long overdue, and he expressed his appreciation for this.

Mr. Erdmann stated his recollection was that this item was discussed early in his tenure, and there was a referral to the Veterans Committee to discuss specific ways in which the Town could support the national effort. He noted he's unsure whether or not a report

came back from the Veterans Committee. Councilor Arnone suggested the Veterans Committee be invited to give a report to the Council.

Chairman Kaupin stated his belief Enfield's commitment is to do a minimum of two recognition type of events each year for a three-year period. He stated his understanding Councilor Edgar is following up with the Veterans Council to see if they can get involved as well and start to plan some events.

### **EMS DISCUSSION**

Present was Gary Wiemokly, EMS Director.

Mr. Wiemokly stated May 15<sup>th</sup> to May 21<sup>st</sup> is National EMS Week. He noted today there was an awards celebration at the Capitol building, and Captain Erin Maloney received the Distinguished Achievement Award from the State of Connecticut for her work with having Enfield become a Heart Safe Community. He shared the plaque which Ms. Maloney received.

He stated last week Enfield EMS achieved the gold level, which indicates that for the last two years Enfield achieved a gold level of emergency cardiac care. He stated he's very proud of the crews, and they're doing a terrific job.

Chairman Kaupin extended the Council's congratulations to Erin Maloney and the entire EMS staff for their achievements.

For the next item on the agenda, Chairman Kaupin introduced Enfield's new Town Manager, Brian Chodkowski.

Mr. Chodkowski thanked everyone for their welcome and for this opportunity. He noted it's his goal and objective to serve Enfield faithfully and as the best dedicated servant he knows how to be and to insure that he and his staff are consistently bringing forward their best ideas and efforts to advance Enfield. He noted his office is open to everyone.

### **PUBLIC COMMUNICATIONS & PETITIONS**

William Watson, 57 Spring Street

Stated he has brought to the attention of the Town Manager's Office and Building Department a situation at his rental property on Spring Street, however, the problem has not yet been resolve. He noted he is still waiting for a visit from Town officials.

Mr. Watson stated a few years ago, he complained about the condition of High Street. He noted this road is deteriorating as is Spring Street.

He concluded expressing his appreciation for the help his family received after a house fire.

Cheryl Pavlakis, 90 Shaker Road

Voiced serious concerns about the safety of her family, home and pets due to target shooting on an abutting property. She noted there have been close calls with stray bullets coming through her property. She pointed out this is also a hazard to vehicles passing by in this area. She stated after some police investigation things have quieted down, but she is looking for a permanent resolution through some legal fashion.

Elizabeth Windsor-Post, 48 Indian Run

Spoke about the importance of safe playgrounds for school children. As concerns the new playground at Eli Whitney School and the proximity to nearby residences, she suggested the playground have light sensors for any after hour activities.

Christina Tetreault & son, Aiden Tetreault

Aiden expressed his desire for a new playground at Eli Whitney. He noted currently there isn't enough equipment for all the children to play on. He suggested perhaps Eli Whitney School children could use the Enfield Public Library playground.

Ms. Tetreault stated a new playground will allow her son to get the proper exercise he needs for his physical disabilities.

Jane Haertel, 92 Middle Road

Stated her only issue with the Whitney playground is the location near her home. She feels playground equipment would fit into the old location if that equipment was properly sized and configured. She urged the Town to consider the old location for this playground.

Jennifer Ryan, 116 Sheridan Road

Stated she is glad to see the playground at Whitney being relocated to a safer location.

Lucien LeFevre, 54 Kimberly Road

Questioned if someone will follow up on the road cut made on Sam Street. He noted he'd like to see proper maintenance of new roadways.

Mr. LeFevre stated a speed limit sign is down at 1 Michael Drive, and he would like that put back up.

Kimberly Pierce, 24 Tyler Road (accompanied by Michaela Pierce and Hannah Ryan)

Urged the Town continue building the playground at Eli Whitney School in the new location and work with the neighbors regarding their concerns. She noted perhaps there can be some regulations in place with possible fencing and locks so that the playground is used by just the school. She noted the students have been without a playground the entire school year. She stated the original location was in the middle of a parking lot. Michaela and Hannah expressed their hope to have a new playground.

April Mattoon, 47 Marion Place

Stated she would like the Town to move forward with a playground for Eli Whitney School. She added her hope the Town can work with the neighbors regarding their concerns.

Maureen Mullen, 1625 King Street

Stated the Town did a beautiful job with the paving on Mullen Road. She pointed out there's a large gouge in the pavement at the top of the hill and she would like to see this repaired before it further deteriorates.

### **COUNCILOR COMMUNICATIONS & PETITIONS**

Councilor Szewczak stated the Leisure Subcommittee discussed the Whitney playscape, and Enfield is committed to every school having a playscape. She noted the committee came to the conclusion this is the only place for this playscape. She stated playscapes don't have good results on blacktop. She suggested perhaps the Town could consider fencing in that playground so that it can only be used during school time. She pointed out the Enfield Library has a playscape that's quite well used by Town residents.

Councilor Bosco referred to the gouge in the road that Ms. Mullen spoke about. He noted he reported that about two weeks ago, and it was supposed to be fixed, however, he hasn't heard anything about this. He stated a resident told him it was not repaired.

Councilor Bosco referred to the Eli Whitney playscape and stated he does not want to see it located near a parking lot. He feels any playscape should be located as far away as possible from a parking lot.

Councilor Arnone agreed the playscape has to continue, and they did direct staff for that to happen.

Councilor Arnone stated Norway went from the bottom in education to the top in the world, and they did this by cutting back the hours in school and letting kids play. He noted hands-on education is the best.

Councilor Arnone questioned the possibility of having a blog or information on Facebook that provides an overview of what's going on with the roads program.

Councilor Stokes stated he visited Whitney recently, and he agrees the new location is the best place for the playscape. He noted a completion date should be announced.

Councilor Arnone stated the committee did discuss a completion date, but it's always an issue of weather.

Councilor Lee stated there was some discussion about initiating a traffic study at a few of the elementary schools, and if the old Whitney playscape area is to be used for parking, there should be a site plan for safe usage of that area.

Councilor Lee stated perhaps they could enhance fencing at school playgrounds where they abut residential properties, i.e., adding plantings to minimize noise.

Councilor Lee stated there will be a unique talk in Town Hall Council Chambers on June 29<sup>th</sup> regarding vernal pools. He noted vernal pools are critical to the environment because they host a large spectrum of wildlife.

**MOTION #3655** by Councilor Lee, seconded by Councilor Stokes to suspend the rules to address under Miscellaneous Items 14 B1-B2, F, G, H, I, J, K and L.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3655** adopted 9-0-0.

Councilor Deni stated there's some rebar coming out of the ground near a catch basin at Prudence Crandall School. He noted he left a message with Mark Gahr about this, and he would like it taken care of.

Chairman Kaupin stated there will be a Fun Run Day sponsored by the Hazardville Memorial PTO on Saturday, May 21<sup>st</sup> at 9:00 a.m. with registration at 7:30 a.m. He noted the pre-registration fee is \$15.00 and registration on the day of the race is \$20.00

Chairman Kaupin stated First Readers will hold their next event on May 23<sup>rd</sup> at 6:00 p.m. at Fermi High school. He pointed out this will be a large class of first readers.

He stated the quarterly Q & A is scheduled for Thursday, May 26<sup>th</sup> at 7:00 pm at Enfield Street School.

Chairman Kaupin stated the Memorial Day Parade is scheduled for Sunday, May 29<sup>th</sup> at 1:00 p.m.

He noted there will be a Puppy Pride Day at the Moose Lodge on South Road from 10:00 a.m. to 3:00 p.m. on June 4, 2016.

Chairman Kaupin requested the Town Manager provide an update as to where High and Spring Streets fall in the Roads 2015 work list.

Regarding concerns raised about a shooting range on Shaker Road, Chairman Kaupin requested a report from the Police Department with recommendation as to how the Town should move forward and whether existing laws are in place. He questioned whether there's a cease and desist order in place.

Chairman Kaupin stated he would like someone to address the building issue brought up by Mr. Watson.

Chairman Kaupin questioned whether a consensus of the Council is required to continue moving forward with the Whitney playscape as planned. Mr. Chodkowski stated it's his

impression after conversations with Mr. Erdmann, Public Works staff and the Town Attorney, that they are in a position to move forward without any further direction or action from the Council and that the review from Leisure Services was a final effort to see whether or not there was any other alternative.

Mr. Chodkowski stated Building & Grounds did indicate a tentative schedule for the playscape of three to five weeks depending on weather condition and contractor response.

Chairman Kaupin requested concerns be addressed about the road cut on Sam Street, the gouge on Mullen Road, and the Michael Street speed limit sign.

### **TOWN MANAGER REPORT AND COMMUNICATIONS**

There was no formal report this evening.

### **TOWN ATTORNEY REPORT AND COMMUNICATIONS**

Attorney Bromson spoke in recognition of EMS Week. He noted he was involved with Public Safety over the past ten years, and the Council is aware Enfield has a tremendous EMS system in Enfield and it's augmented by the Police Department and Fire Departments, which is unusual and unique in the State of Connecticut. He noted with their computer-assisted dispatch, they're able to dispatch the closest police officer who's capable of assisting, and they've encouraged the force to keep EMT certifications, and most of the force has done that. He noted after this service was implemented, all of the fire departments became supplemental first responders to EMS. He stated they've come far in ten years and it is second to none to any EMS service in the State of Connecticut. He thanked the Council for supporting this system with the finest equipment and training.

### **REPORTS OF SPECIAL COMMITTEES OF THE COUNCIL**

#### **Enfield High School Renovation Building Committee**

Councilor Szewczak stated the project is moving along, and they want the school open and on time.

Councilor Szewczak stated the Garden Club received a sapling from the Charter Oak Tree, and they're working with the landscape architect of Enfield High school to plant it in a proper location. She noted it's a great honor to receive this tree.

Councilor Lee stated the Economic Development Commission met last week, and they're learning about different strategies that they can pass through the Council and staff and start incorporating some of those into the economic development strategy for the community. He noted two areas have to do with the State of Connecticut's TIF regulations, which is tax increment financing. He explained this is a financial tool that both municipalities and developers can leverage together to make projects happen. He added they'll be gaining an understanding about what the Connecticut Main Street Center

does. He noted they'll try coordinating how Main Street works and how communities are using those strategies.

Councilor Lee stated the Information Technology Joint Committee with the Board of Education worked in the spring to develop some revisions to the Memorandum of Understanding that they have with Enfield Public Schools. He stated his belief the Town Manager and Town Attorney's office are going through one final check. He noted they already incorporated some of the intent of that into the budget, but the document will spell this out more succinctly.

## **OLD BUSINESS**

### **APPOINTMENTS (TOWN COUNCIL)**

**MOTION #3656** by Councilor Cekala, seconded by Councilor Edgar to remove Item #19 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3656** adopted 9-0-0.

**NOMINATION #3657** by Councilor Cekala to appoint Elizabeth Davis (D) to the Enfield Town Council for a term which expires 11/13/2017.

Councilor Cekala stated she is honored and excited to be able to nominate Liz Davis to the Town Council. She noted Liz was endorsed by the Enfield Democratic Town Committee, and she has dedicated her adult life in one way or another to public service. She noted she has known Liz for over 13 years and has the honor of calling her a friend.

Councilor Edgar stated his belief Ms. Davis will be an asset to the Town. He noted she puts the Town and public service ahead of herself in everything she's done. He stated she has an excellent military background as well as a public background.

**MOTION #3658** by Councilor Deni, seconded by Councilor Stokes to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3658** adopted 9-0-0.

Councilor Stokes stated he looks forward to working with Liz Davis.

Chairman Kaupin stated he will be voting for Liz Davis, and she will be welcomed to the Town Council. He noted there will be a swearing in ceremony at the June 6<sup>th</sup> meeting.

Upon a **ROLL-CALL** vote being taken, the Chair declared Elizabeth Davis appointed to the Enfield Town Council by a 9-0-0 vote.

All other Old Business items remained tabled.

### **NEW BUSINESS**

**NOMINATION #3659** by Councilor Lee to appoint Evelyn Dupuis (R) to the Culture and Arts Commission for a term which expires 5/31/2018.

**MOTION #3660** by Councilor Szewczak, seconded by Councilor Arnone to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3660** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Evelyn Dupuis appointed to the Culture and Arts Commission by a 9-0-0 vote.

**NOMINATION #3661** by Councilor Arnone to appoint Mary Keller to the John F. Kennedy Middle School Pre-Referendum Committee for a term which expires 7/22/2016.

**MOTION #3662** by Councilor Deni, seconded by Councilor Stokes to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3662** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Mary Keller appointed to the John F. Kennedy Middle School Pre-Referendum Committee by a 9-0-0 vote.

**NOMINATION #3663** by Councilor Arnone to appoint Mark Gahr to the John F. Kennedy Middle School Pre-Referendum Committee for a term which expires 7/22/2016.

**MOTION #3664** by Councilor Cekala, seconded by Councilor Szewczak to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3664** adopted 9-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Mark Gahr appointed to the John F. Kennedy Middle School Pre-Referendum Committee by a 9-0-0 vote.

### **ITEMS FOR DISCUSSION**

Appointments to the Enfield Beautification Committee and the Enfield Revitalization Committee will appear under New Business on the next regular meeting agenda.

All other items have been moved to Miscellaneous.



TO: Town Manager  
Other Professional Services 10120000-533900 \$12,223

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of May 11, 2016.

/s/ John Wilcox, Acting Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3667** adopted 9-0-0.

**RESOLUTION #3668** by Councilor Arnone, seconded by Councilor Stokes.

WHEREAS, the Town Council would like to amend Enfield Code of Ordinances Chapter 58, Peddlers and Solicitors, to include and to regulate Mobile Food Vendors within the Town of Enfield; and

WHEREAS, Council wishes to seek input from the public on these proposed amendments;

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby schedule a Public Hearing to be held on June 6, 2016 at 6:45 p.m. in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut in order to allow interested citizens an opportunity to express their opinions regarding the amendments to Chapter 58, Peddlers and Solicitors, to include and to regulate Mobile Food Vendors.

Councilor Szewczak referred to Item #15 where it says they must have trash receptacles, and stated her belief they should have that for all Enfield restaurants.

Chairman Kaupin explained this work product came out of a joint committee comprised of members of the Council and Planning & Zoning Commission. He noted if this is adopted, this would allow mobile food trucks in the Town of Enfield. He stated this will open up opportunities to sell food in regulated or permitted areas, which would include public roads, rights-of-way and parking lots.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3668** adopted 9-0-0.

**RESOLUTION #3669** by Councilor Lee, seconded by Councilor Cekala.

BE IT RESOLVED, in accordance with Chapter VI, Section 8, Paragraph (d) of the Enfield Town Charter, the Enfield Town Council does hereby determine that it is against the best interests of the Town to require competitive bidding for sludge disposal services for the Water Pollution Control Facility.

Mr. Chodkowski stated Mr. Bilmes and his staff have been evaluating the options available to the Town, and at this point there are two facilities which will be able to receive Enfield's transported sludge. He noted one town informed Mr. Bilmes that while they have the ability to take Enfield's by-product, they will not take it. He stated that leaves the MDC facility as the next closest facility, unless Enfield trucks its product out of state to another facility. He noted MDC has indicated to Mr. Bilmes' staff that while they're happy to take Enfield's product, they would prefer to do so under a contract extension and a negotiated price as opposed to being compelled to bid on that service publicly. If compelled to bid on that service publicly, they've indicated they may not respond with a bid, thereby forcing Enfield to take that product out of state to another facility. He stated based on the information that Mr. Bilmes and his staff presented to him, it is their recommendation that they waive the bid requirement and negotiate a contract extension with MDC.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3669** adopted 8-0-1, with Councilor Edgar abstaining.

**RESOLUTION #3670** by Councilor Cekala, seconded by Councilor Stokes

RESOLVED, that the Town Manager, Bryan R.H. Chodkowski, is authorized to enter into and amend contractual instruments, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with the LEGO Community Fund US and to affix the Corporate Seal.

Chairman Kaupin expressed appreciation for LEGO'S support.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3670** adopted 9-0-0.

**RESOLUTION #3671** by Councilor Cekala, seconded by Councilor Arnone.

WHEREAS, the Town of Enfield has scheduled a tax sale for May 26, 2016; and

WHEREAS, owing to a variety of circumstances, a number of properties subject to such sale have been identified as unlikely to be sold at the opening bid price; and

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby authorize Bryan R.H. Chodkowski or his designee to reduce the opening bid price as needed in order to sell such properties.

Councilor Cekala questioned whether this is going to be every property, or just for a property that doesn't get the opening bid that was originally wanted. Mr. Erdmann stated his understanding they'll open all the bids at the opening bid price, and if they don't get any bids, they'll consider strategically dropping to sell some of these properties.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3671** adopted 9-0-0.

**RESOLUTION #3672** by Councilor Arnone seconded by Councilor Cekala.

WHEREAS, on October 6, 2014, pursuant to Nomination #2872, the Enfield Town Council appointed Rachel Burnes to be a member of the Enfield Beautification Committee (Committee); and

WHEREAS, on February 16, 2016, pursuant to Nomination #3510, the Enfield Town Council appointed Todd Barsalou to be a member of the Enfield Beautification Committee; and

WHEREAS, neither member has attended any meetings since their respective appointments; and

WHEREAS, numerous phone calls have been made and emails have been sent to each member regarding lack of attendance; and

WHEREAS, on April 18, 2016 letters were mailed to Rachel Burnes and Todd Barsalou requesting their resignations; and

WHEREAS, no response has been received in response to those letters requesting resignation; and

WHEREAS, given the absenteeism of the afore-mentioned members, the committee cannot transact its business in that it cannot gather a quorum;

WHEREAS, there are applicants who wish to be appointed to the Committee.

NOW, THEREFORE, BE IT RESOLVED, that Rachel Burnes and Todd Barsalou are hereby removed as members of the Enfield Beautification Committee.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3672** adopted 9-0-0.

### **PUBLIC COMMUNICATIONS**

Lucien LeFevre, 54 Kimberly Road

Stated it's great to see spectators at the Memorial Day Parade, however, the most important part of the day is the ceremony on the Town Green. He stated his hope people will attend the ceremony at the Town Green. He also informed people that prior to the parade, American Legion Post 154 visits three cemeteries – St. Bernards, St. Adalberts and Holy Cross and at those locations they play taps. He noted they visit St. Bernard's Cemetery at approximately 9:15, then to St. Adalbert's Cemetery and then onto Holy Cross. He pointed out they do this every year, and they're the only ones in the cemetery.

## **COUNCILOR COMMUNICATIONS**

Councilor Lee referred to the topic of the Vietnam traveling wall and noted the reservation process is a multi-year thing, plus there is some fundraising that has to go into that. He noted they collected some contact information regarding this.

Councilor Edgar stated he would like a complete report and what action is being taken on 16 Glendale Road. Mr. Erdmann stated the office did receive his email, and that's one of Mr. Chodkowski's top priorities to learn what can and will be done.

Councilor Arnone stated they need help getting the word out about the Memorial Day Parade because there are less and less spectators. He feels this is a result of poor press coverage.

## **ADJOURNMENT**

**MOTION #3673** by Councilor Szewczak, seconded by Councilor Cekala to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3673** adopted 9-0-0, and the meeting stood adjourned at 9:02 p.m.

Respectfully submitted,

Suzanne F. Olechnicki  
Town Clerk  
Clerk of the Council

Jeannette Lamontagne  
Secretary to the Council

Appended to minutes  
of May 16, 2016 Regular  
Town Council Minutes  
See Page 11

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:	Enfield Child Development Center		
	Food	22040432-563000	\$ 7889.7
FROM:	Enfield Child Development Center		
	Other Professional Services	22044432-417060	\$ 7889.75

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 4, 2016.

John Wilcox, Acting Director of Finance

APPROVED BY: \_\_\_\_\_ Town Manager      Date: \_\_\_\_\_

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.

FROM:	Grant Other State Revenue	10040000-460001	\$ 2,402.23
TO:	Police Overtime Account		
	Overtime	10200500-514000	\$ 2,368.60
	Medicare	25006049-522100	\$ 33.63

CERTIFICATION: I hereby certify that the above-stated funds are available as of May 3, 2016.

John Wilcox, Acting Director of Finance \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ Town Manager      Date: \_\_\_\_\_



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# TOWN OF ENFIELD

May 23, 2016

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Adult Day Center \$200**

**Highlights:**

- The Adult Day Center would like to transfer \$200 from Food to Other Professional Services.
- The transferred funds would cover expenses for admission tickets for chaperones to attend three ADC field trips.
- The remaining amount in the Food account is sufficient to meet the health and nutrition requirements of ADC clients.

**Budget Impact:**

There is no impact to the budget as a result of this action.

**Recommendation:**

The Town Council adopts the attached resolution.

Respectfully Submitted,

Dawn Homer-Bouthiette, MSW  
Director of Social Services

**Attachments:**

- 1. Resolution**





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# TOWN OF ENFIELD

May 18, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for transfer of funds for Emergency Medical Services \$20,000**

Councilors:

**Background:**

- Review of EMS accounts finds certain line items short at the end of the fiscal year.
- Increased revenue and legal settlement led to a shortage in the EMS billing account.
- Funds are available in Rental Equipment line item; lease to purchase loan payments of cardiac monitors has been completed

**Budget Impact:**

There is no budget impact as funds are available in the account listed.

**Recommendation:**

It is recommended that the resolution be passed.

Respectfully Submitted,

Gary Wiemokly  
EMS Chief

**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:       Emergency Medical Services**

Other Professional Services   25222000 – 533900       \$ 20,000.00

**FROM:   Emergency Medical Services**

Rental- Equipment/Vehicles   25222000 – 544200       \$ 20,000.00

**CERTIFICATION: I hereby certify that the above-stated funds are available as of May 18, 2016.**

  
**John Wilcox, Acting Director of Finance**

**APPROVED BY:**  \_\_\_\_\_ **Town Manager**       **Date:** 6/2/16



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# TOWN OF ENFIELD

May 16, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Enfield Library \$16,000**

Councilors:

**Highlights:**

- The salary line is short due to the Pearl St. Librarian and the Assistant Director having payouts totaling \$59,457.57.
- The entire amount is not needed since there was a delay in filling the Library Director and Reference Librarian.
- The Health/Medical Insurance line has a surplus due to these vacancies.

**Budget Impact:**

There is no budget Impact.

**Recommendation:**

That the Town Council approve the attached Resolution.

Respectfully Submitted,

Jason Neely  
Library Director

**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.

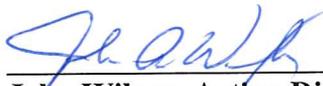
**TO: Library**

Salaries	10500100 – 511000	\$16,000
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**FROM: Library**

Health/Medical	10500100 – 521000	\$ 16,000
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**CERTIFICATION:** I hereby certify that the above-stated funds are available as of May 23, 2016.

  
\_\_\_\_\_  
John Wilcox, Acting Director of Finance

5/23/16  
Date: \_\_\_\_\_

**APPROVED BY:**  \_\_\_\_\_ **Town Manager**

**Date:** 6/2/16



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# TOWN OF ENFIELD

June 6, 2016

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Public Works \$22,000**

Councilors:

**Highlights:**

- The residents of Enfield are required to use Tipper Barrels for trash, recycling and yard waste.
- Residents pay \$60 for each trash (gray) and yard waste (brown) Tipper Barrel. Blue recycling tipper barrels are distributed at no cost to residents.
- The money that DPW collects from the sale of Tipper Barrels is deposited into a dedicated revenue account CIP Revenue Sales-Tipper Barrel account #31042011-417022.
- This budget transfer request is similar to those previously approved by the Council for routine purchases of Tipper Barrels.

**Budget Impact:**

There will be no budget impacts to Refuse and Resource Management operational accounts. This is a fund transfer between two dedicated CIP accounts. There are funds available in the CIP Revenue Sales-Tipper Barrel account #31042011-417022 that can be transferred into the CIP Tipper Barrel Account 31008825-561900. We will purchase additional Tipper Barrels at the price per a previously approved CRCOG bid.

**Recommendation:**

Approve the enclosed Resolution so we can purchase additional Tipper Barrels.

Respectfully Submitted,

Jonathan Bilmes, PE  
Public Works Director

**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: CIP Tipper Barrels**

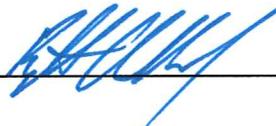
Other Supplies/Materials	31008825-561900	\$ 22,000
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**FROM: CIP Revenue Tipper Barrels**

Sales-Tipper Barrels	31042011-417022	\$ 22,000
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**CERTIFICATION: I hereby certify that the above-stated funds are available as of May 26, 2016.**

  
**John Wilcox, Acting Director of Finance**

**APPROVED BY:**  \_\_\_\_\_ **Town Manager**      **Date:** 6/2/16



## TOWN OF ENFIELD

May 27, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds For Public Works \$60,000**

**Subject: Resolution Waiving the Bid Requirements for Providing Temporary Air Conditioning at the Central Library, 104 Middle Road**

Councilors:

**Highlights:**

- The 50-year-old multi-zone air handling unit and chiller system at the Central Library is failing and in need of replacement.
- The Honeywell Preliminary Site Assessment completed in November 2014 estimated the cost of replacing the entire system to be \$595,515.
- As of this date there is no air conditioning since both evaporator coils have failed.
- Several attempts to repair the coils have failed and they cannot be recharged.
- The estimated cost for new coils is \$25,000 but replacement is impractical and would require demolition of part of the building. In addition, there is a six-week lead time for delivery.
- The Town has no air conditioning equipment that can provide the cooling requirement of the building.
- The only practical way to quickly air condition the building is to rent portable cooling units at a cost of about \$15,000 per month.
- The Town's electricians recently installed additional electrical wiring to accommodate the portable air conditioners in case of a system failure at a cost of about \$9,000.
- There is no State bid for temporary cooling.
- There is not enough time to go through a formal bidding process in order to rent the equipment needed.
- The Municipal Facilities capital account has insufficient funds to pay for the temporary cooling.

**Budget Impact:**

A transfer of \$60,000 from the Parking Lot ALAC & Hazardville account can be made to provide the necessary funds.

**Recommendation:**

I recommend that Council approve both resolutions.

Respectfully Submitted,

Billy G. Taylor, P.E.  
Deputy Director of Public Works

**Attachments:**

1. Transfer
2. Resolution

**ENFIELD TOWN COUNCIL**  
**RESOLUTION NO. \_\_\_\_\_**

**Resolution Waiving the Bid Requirements for Providing Temporary Air Conditioning at  
the Central Library, 104 Middle Road**

**BE IT RESOLVED**, in accordance with Chapter V, Section 8, Paragraph (d) of the Enfield Town Charter, the Enfield Town Council does hereby determine that it is not in the best interest of the Town to require competitive bidding for providing Temporary Air Conditioning for the Central Library, 104 Middle Road.

Date Prepared: May 27, 2016

Prepared by:                      Department of Public Works

**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: Capital & Nonrecurring**

Municipal Facilities	31008110-543100	\$ 60,000
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**FROM: Capital & Nonrecurring**

Parking Lot ALAC & Hazardville	31008865-545000	\$ 60,000
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**CERTIFICATION: I hereby certify that the above-stated funds are available as of 27 May, 2016.**



**John Wilcox, Acting Director of Finance**

**APPROVED BY:**  **Town Manager** **Date:** 5/31/16



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# TOWN OF ENFIELD

May 23, 2016

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution authorizing the Town Manager to enter into an agreement with the State of Connecticut Office of Early Childhood.**

**Highlights:**

- The Town of Enfield receives funding from the State of Connecticut Office of Early Childhood (OEC).
- The OEC funding is used to support twenty-six full-time infant/toddler slots, thirty full-time preschool slots, sixty-five full-time school-age slots and seventy part-time school age slots at the Enfield Child Development Center.
- The OEC has requested that contract #14OEC0049AA be amended to extend the term for two additional years, through June 30, 2018.
- The total maximum amount payable under the amended contract will increase by \$1,449,295.20, from \$1,449,576.76 to \$2,898,862.96.

**Budget Impact:**

There are no additional expenses associated with this grant.

**Recommendation:**

The Town Council adopts the attached resolution.

Respectfully Submitted,

Dawn Homer-Bouthiette, MSW  
Director of Social Services

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**Resolution Authorizing the Town Manager to Enter Into Agreement with the Connecticut State Office of Early Childhood to amend Contract # 14OEC0049AA.**

RESOLVED, that the Town Manager, Bryan R.H. Chodkowski, is authorized to enter into and amend contractual instruments, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with the Connecticut Office of Early Childhood and to affix the Corporate Seal.

Submitted: May 23, 2016

Submitted by: Dawn Homer-Bouthiette, Social Services Director



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# TOWN OF ENFIELD

May 23, 2016

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution authorizing the Town Manager to enter into an agreement with the Connecticut State Department of Education for the Child and Adult Care Food Program Grant.**

**Highlights:**

- The Town of Enfield Child Development Center and Adult Day Center are recipients of grant funds from the Child and Adult Care Food Program (CACFP), administered by the Connecticut State Department of Education.
- The original grant agreement required that the Town appoint two authorized signatories. The signatories are responsible for authorizing monthly reimbursement requests and signing annual application renewals. According to program requirements, the first authorized signer must be the Town Manager. Historically, the second authorized signer has been the Director of Social Services.
- The Town is required to submit an “Authorized Signatures Change Form” whenever there are changes to the first or second authorized signer. These changes must be approved by the Town Council.
- It is now necessary for the Council to authorize appointing the Town Manager as an authorized signer for the CACFP grants.

**Budget Impact:**

There is no impact to the budget as a result of this action.

**Recommendation:**

The Town Council adopts the attached resolution.

Respectfully Submitted,

Dawn Homer-Bouthiette, MSW  
Director of Social Services

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**Resolution Authorizing the Town Manager to Enter Into Agreement with the Connecticut State Department of Education for the Child and Adult Care Food Program.**

RESOLVED, that the Town Manager, Bryan R.H. Chodkowski, is authorized to enter into and amend contractual instruments, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with the Connecticut State Department of Education for the Child and Adult Care Food Program (CACFP) and to affix the Corporate Seal.

Submitted: May 23, 2016

Submitted by: Dawn Homer-Bouthiette, Social Services Director



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# TOWN OF ENFIELD

May 13, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution Authorizing the Town Manager to enter into an agreement with Connecticut Department of Mental Health and Addiction Services for the Partnership for Success grant**

**Highlights:**

Youth Services would like to submit a Partnership for Success grant application to The State of Connecticut Department of Mental Health and Addiction Services. The Grant's purpose is to:

- Prevent and reduce the progression of underage drinking for individuals aged 12-20
- Prevent and reduce prescription drug and illicit opioid misuse and abuse in 12 -25 year olds
- Strengthen capacity and infrastructure to implement data-driven, evidenced based policies, practices and programs
- Align strategies and redirect existing services and leverage resources to sustain efforts
- As Enfield is a Drug Free Communities grantee, the Town of Enfield must select a low capacity community different from the designated DFC community
- Currently Suffield, Somers, Windsor, and Ellington are considering partnering on the grant
- The grant term is for four (4) years for \$150,000 annually.

**Budget Impact:**

There are no additional expenses associated with this grant. The Department of Youth Services will be responsible for the coordination of the program and program deliverables.

**Recommendation:**

That the Town Council adopt the attached resolution.

Respectfully Submitted,

Dawn Homer-Bouthiette, MSW  
Director of Social Services

**Attachments:**

1. Resolution

# ENFIELD TOWN COUNCIL

RESOLUTION NO. \_\_\_\_\_

## **Resolution Authorizing the Town Manager to Enter Into Agreement with State of Connecticut Department of Mental Health and Addiction Services, Partnership For Success Grant**

RESOLVED, that the Town Manager, Bryan Chodkowski, is authorized to enter into and amend contractual instruments, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with State of Connecticut Department of Mental Health and Addiction Services and to affix the Corporate Seal.

Date Submitted:  
Submitted by:

May 13, 2016  
**Social Services Director**

*ENFIELD TOWN COUNCIL*  
*RESOLUTION NO.*

**Resolution Authorizing the Town Manager to Enter Into Agreement with  
Connecticut Light & Power d/b/a Eversource Energy**

**RESOLVED**, that the Town Manager, Bryan RH Chodkowski is authorized to enter into and amend contractual instruments, subject to review and approval by the Town Attorney, in the name and on behalf of the Town of Enfield with Connecticut Light & Power to participate in the Clean Energy Communities Energy Efficiency Incentive Program.

Prepared by: Town Manager's Office  
May 16, 2016



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# TOWN OF ENFIELD

June 6, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution Setting a Public Hearing for the 2016 Neighborhood Assistance Act**

Councilors:

**Background**

The Neighborhood Assistance Act (NAA) is a State program which allows non-profit organizations and government agencies to solicit private sector enterprises for donations to support specific community service projects. In return, those businesses can claim a State business tax credit. In order for a specific community service project to be eligible for the State business tax credit, an application must first be submitted from the sponsoring organization to the Enfield Town Council for approval. Council-sanctioned applications are subsequently forwarded to the State Department of Revenue Services for final approval.

Over forty agencies received information about the Neighborhood Assistance Act program. In anticipation of applications being received, we are requesting that Council schedule the public hearing.

**Budget Impact:**

None

**Recommendation:**

For Council to approve the attached resolution.

Respectfully Submitted,

Bryan R.H. Chodkowski  
Town Manager

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**

**RESOLUTION NO. \_\_\_\_\_**

**Resolution Setting a Public Hearing for the 2016 Neighborhood Assistance Act**

**RESOLVED**, that the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, June 20 at 6:45 p.m. to allow interested citizens an opportunity to express their opinion regarding the 2016 Neighborhood Assistance Act proposals.

Date Prepared: June 6, 2016  
Prepared By: Town Manager's Office



## TOWN OF ENFIELD

June 6, 2016

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request to Dispose of Surplus Property Valued in Excess of \$2,000**

Dear Councilors:

**Highlights:**

1. Adopted Policy for Disposition of Town-Owned Surplus Personal Property requires Town Council approval for disposition of surplus property valued at two thousand dollars (\$2,000) or more.
2. Public Works has identified "*Surplus Property*" that is unneeded presently or in the foreseeable future and/or is no longer of benefit to the Town.
3. The following *Surplus Property* (detailed on the enclosed sheets "ASSET DISPOSAL AND TRANSFER FORM-ITEMS VALUED AT \$2,000 OR MORE" is valued in excess of \$2,000)

<u>Surplus Property</u>	<u>Estimated Value</u>
2007 Ford E450 Dial A Ride Bus	\$2,600
2008 Ford Expedition	\$2,450
2009 Ford F150 Pick Up	\$2,800

4. The sale of the equipment will be announced by public notice and sold via online Internet auction.

**Budget Impact:**

The funds obtained by selling this vehicle/equipment will be used toward future purchases of equipment thus reducing the amount of capital requests and expenditures.

**Recommendation:**

Approve the Resolution authorizing disposal of vehicles/equipment as detailed on "ASSET DISPOSAL AND TRANSFER FORM-ITEMS VALUED AT \$2,000 OR MORE" enclosed.

Respectfully Submitted,

Jonathan Bilmes, PE  
Public Works Director

**Attachments:**

1. Resolution for Transfer of Funds with Attachment A, List of Surplus Property

ENFIELD TOWN COUNCIL

RESOLUTION NO. \_\_\_\_\_

**Resolution Authorizing the Disposition of Town-Owned Surplus  
Personal Property**

**WHEREAS,** the Town of Enfield adopted Resolution #3002 establishing a policy for the Disposition of Town-Owned Surplus Personal Property;

**WHEREAS,** *Surplus Property* is defined as “tangible personal property owned by the Town of Enfield that has been determined to be unneeded presently or in the foreseeable future, or that is no longer of value or use to the Town”;

**WHEREAS,** the Policy requires that the Town Council approve the disposition of *Surplus Property* valued at Two Thousand Dollars (\$2,000) or more;

**WHEREAS,** the Department of Public Works has identified the property listed on Attachment A as *Surplus Property* valued at Two Thousand Dollars (\$2,000) or more;

**WHEREAS,** the Town Manager has reviewed the recommendations by the Department Of Public Works and now seeks Town Council approval;

**NOW THEREFORE, BE IT RESOLVED,** the disposal of the property listed on Attachment A, pursuant to the policy for the Disposition of Town-Owned Surplus Personal Property, is hereby approved.

Date Prepared: November 2, 2015

Prepared by: Public Works Director

**ATTACHMENT A**

<b><u>YEAR VEHICLE/EQUIPMENT</u></b>	<b><u>SERIAL/VIN#</u></b>	<b><u>MILEAGE/HOURS</u></b>	<b><u>EST. VALUE</u></b>
2007 Ford E450 Dial A Ride Bus	VIN#1FDXE45S37DB43900	152,380 miles	\$2,600
2009 Ford F150 Pick Up	VIN#1FTRF14WK89KA34697	150,133 miles	\$2,800
2008 Ford Expedition	VIN#1FMFU16508LA86617	96,189 miles	\$2,450



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# TOWN OF ENFIELD

June 1, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution to Amend Chapter 58 of the Town Code of Enfield, Article II, Hawkers, Peddlers and Auctioneers, Section 58-35. Mobile Food Vendors**

Councilors:

**Highlights:**

- In June 2015 the Town Council formed a Subcommittee to explore the issue of mobile food vendors in public places
- The Subcommittee determined that there should be a permit process to allow mobile food vendors at specific public locations throughout the town
- The Subcommittee, with assistance from staff crafted a mobile food vendor ordinance which requires a vote by the Town Council
- A public hearing for the ordinance has been set for June 6, 2016 prior to the regular Town Council meeting.

The issue of allowing mobile food vendors in Enfield arose from a complaint about mobile food vendors operating on public property in violation of the Town's Zoning Regulations. Upon further investigation it was determined that the Town did not have an ordinance allowing mobile food vendors on public property and that mobile food vendors could only operate on private property in conjunction with a special event permit obtained from the Planning and Zoning Commission. In response from members of the public to address the matter, the Town Council appointed a subcommittee comprised of Town Council and Planning and Zoning members. After almost a year of deliberation and review, the subcommittee developed the proposed ordinance for your consideration.

**Budget Impact:**

There will be no impact to the Town budget.

**Recommendation:**

Town Council adoption of proposed ordinance.

Thank you.  
Respectfully Submitted,

Peter Bryanton  
Director of Community Development

**Attachments:**

1. Resolution
2. Ordinance

**ENFIELD TOWN COUNCIL**  
**RESOLUTION No. \_\_\_\_\_**

**Resolution to Amend Chapter 58 of the Town Code of Enfield, Article II, Hawkers,  
Peddlers and Auctioneers, Section 58-35. Mobile Food Vendors**

**WHEREAS**, Chapter 58, Article II of the Town Code addresses Hawkers, Peddlers, and Auctioneers; and

**WHEREAS**, the Town Council proposes to regulate mobile food vendors and to amend Article II to include Section 58-35, Mobile Food Vendors; and

**WHEREAS**, the Town Council held a public hearing on May 16, 2016 to receive input from the residents of the Town of Enfield regarding the proposed amendment;

**NOW, THEREFORE, BE IT RESOLVED**, the Enfield Town Council hereby amends Chapter 58 of the Town Code to include Section 58-35, Mobile Food Vendors.

**Chapter 58 - PEDDLERS AND SOLICITORS**  
**ARTICLE II. – HAWKERS, PEDDLERS AND AUCTIONEERS**  
**Sec. 58-35. - Mobile Food Vendors**

- a) A “mobile food vendor” is one who sells food and/or drink which is processed or prepared in, and sold from, a licensed or moveable vehicle to walk-up customers. A mobile food vendor shall include “food truck” vendors.
- b) No mobile food vendor shall:
  - 1) Conduct business upon any street, alley, sidewalk, park or any other public place unless he/she has obtained a license pursuant to subsection (c) hereof, which permits the sale of food in such public place as permitted thereunder, and, in no case shall such sale be allowed without approval by the Chief of Police or his designee;
  - 2) Sell from any establishment or permanent location upon any street, alley, sidewalk, park or other public place except in a location designated for a mobile food vendor approved by the Town Council or its designee;
  - 3) Park or stand his wagon, automobile or other vehicle upon any sidewalk or sidewalk area, or upon any street, alley, highway or public thoroughfare so as to cause or increase congestion, obstruct travel or inconvenience the public. For the purpose of this section, the judgment of a Police Officer, exercised in good faith, shall be conclusive as to whether the area is congested, or the public impeded or inconvenienced; and.
  - 4) Connect to town/municipal utilities in connection with the sale of food.
- c) A mobile food vendor shall obtain a license as follows:
  - 1) Subject to the provisions of Chapter 54 of the Town Code, the Enfield Chief of Police or his designee may approve an application for a license to use a public place designated by the Town Council; provided, however, that the Enfield Police Chief or his designee may, after considering the location or area in which the applicant proposes to conduct his business, the type of business to be conducted and other applicable information, determine that the mobile food vending would constitute an obstruction of the public way or place, would constitute a safety hazard or other hazardous condition upon the public way or place, would not be in compliance with the laws of the Town, and may deny the application for a license or issue a license with reasonable conditions.
  - 2) Before the issuance of any such license, the Chief of Police shall cause such investigation of the applicant as the Chief may deem necessary in order to determine whether or not such applicant seeks to engage in a legitimate and lawful enterprise.

- 3) Each such licensee shall be issued and shall prominently display upon such licensee's vehicle in a conspicuous place such identifying signs or insignia as the Chief of Police shall determine, which sign or insignia shall be displayed at all times while such business is being conducted within the Town by such licensee.
- 4) Each such licensee shall obtain a mobile food vendor license from the North Central-District Health Department prior to the issuance of a license hereunder.
- 5) The Chief of Police, or his designee, may revoke a license issued pursuant to this ordinance for the following reasons:
  - i. loss or suspension of the North Central-District Health Department issue mobile food vendor license;
  - ii. expiration of any applicable state required motor vehicle registration of the mobile food vendor's vehicle;
  - iii. participation by the licensee and/or his/her/its employee in criminal activity during mobile food operations;
  - iv. vending from an unapproved or undesignated location; or
  - v. violation of the provisions of this ordinance or the Vending Regulations and Restrictions set forth in the Mobile Food Vendor License.
- d) No stand for the purpose of mobile food vending shall be of a height or size so as to obstruct the view of pedestrian or motor vehicle traffic. All stands shall be portable in nature.
- e) No vehicle or stand shall be so located or placed as to obstruct pedestrian or motor vehicle traffic or be detrimental or injurious to public safety or interfere with the use of any street, sidewalk or public place by the public at large.
- f) All food for sale by a mobile food vendor shall be contained upon or within the vehicle or stand used by the mobile food vendor. In no case shall any food be placed directly upon a street, sidewalk or public place.
- g) Adequate trash containers, directly adjacent to the food service, shall be maintained by the mobile food vendor. Vendors shall be responsible for removing trash discarded by their customers within the designated vending areas.
- h) No mobile food vendor shall, while stationary, shout, blow a horn, ring a bell or use any sound device for the purpose of attracting attention.
- i) Only the Enfield Town Council, by resolution, may designate approved locations for a mobile food vendor on any street, alley, sidewalk, park or other public place.

**Town of Enfield****Application for Vacancy on Boards, Agencies & Commissions**

Date: 06/01/2016  
 Name: Kassie Huhtanen  
 Address: 26 Wheeler Drive  
 Telephone No. (Home): 8604907668 (Work): 8604907668  
 Occupation: E-Mail: kassiehuhtanen@yahoo.com  
 Registered Voter:  Yes  No Party Affiliation: Democrat

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Board, Commission or Agency Interested in: Culture & Arts Commission

New Appointment  Reappointment

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

I have been serving as the Chairperson of ECAC since January and have played a role in adopting the new logo, rewriting our outlined bylaws and also am working to enhance the parameters for recruiting artists and cultural groups to our community

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:

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

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

**Town of Enfield****Application for Vacancy on Boards, Agencies & Commissions**

Date: 05/31/2016  
 Name: Elizabeth Maguire  
 Address: 51 Field Rd.  
 Telephone No. (Home): 860-745-4094 (Work):  
 Occupation: Retired Social Worker E-Mail: betiam@sbcglobal.net  
 Registered Voter:  Yes  No Party Affiliation: Republican

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Board, Commission or Agency  
 Interested in: Culture & Arts Commission

New Appointment  Reappointment

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

Present member of Enfield Cultural & Arts--would like the opportunity to continue to serve on the Commission.

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 Juvenile Review Board--1975-1988 Suffield Social Services--1978-2004

If this is a reappointment, please list the number of meetings attended during the last 12 months: 8

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

### Town of Enfield

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

Date: 05/31/2016  
 Name: Sue Muldoon  
 Address: 56 Cottage Rd  
 Telephone No. (Home): 8603945470 (Work): 8603945470  
 Occupation: E-Mail: suemuldoon@suemuldoonimages.com  
 Registered Voter:  Yes  No Party Affiliation: Democrat

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Board, Commission or Agency Interested in: Culture & Arts Commission  
 New Appointment  Reappointment

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

I am a current Board member and wish to continue

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 Culture and Arts Commission

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

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

### Town of Enfield

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

Date: 05/13/2016  
 Name: jennefer ryan  
 Address: 116 Sheridan Rd  
 Telephone No. (Home): 2034947563 (Work): 8606989794  
 Occupation: Marketing & Advertising E-Mail: jenwason@hotmail.com  
 Registered Voter:  Yes  No Party Affiliation: Unaffiliated

Board, Commission or Agency Interested in: Culture & Arts Commission  
 New Appointment  Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:  
 I am the VP of Marketing & Advertising for a Global Pro Audio Manufacturer in town. I hold a BFA in Graphic Design and have over 20 years of experience in the advertising & online media world.

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:  
 Culture & Arts Commission 1 year Mayors Advisory Council 4 years

If this is a reappointment, please list the number of meetings attended during the last 12 months: 9

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

**Town of Enfield****Application for Vacancy on Boards, Agencies & Commissions**

Date: 05/10/2016  
 Name: Leigh-An F. Boyer  
 Address: 23 Oxford Drive  
 Telephone No. (Home): 860-741-5414 (Work):  
 Occupation: Special Ed. Teacher E-Mail: Leigh2012@att.net  
 Registered Voter:  Yes  No Party Affiliation: Unaffiliated

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Board, Commission or Agency  
 Interested in: Ethics Commission

New Appointment  Reappointment

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

I believe that my vast experience as a special education teacher makes me uniquely qualified to be a member of this commission. In my role I have encountered countless occasions in which I have listened to various viewpoints, have been impartial, and assist the parties involved to come to mutual agreements. I would take what I have practiced and apply those same skills to my duties on the Ethics Commission. I believe that I am able to demonstrate impartiality in listening to and deciding upon ethical issues that may arise within the town.

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:

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

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

### Town of Enfield

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

Date: 04/20/2016  
 Name: Scott Ellis  
 Address: 1 Guild Street  
 Telephone No. (Home): 860-930-1024 (Work):  
 Occupation: FireFighter E-Mail: Ellis3059@att.net  
 Registered Voter:  Yes  No Party Affiliation: Republican

Board, Commission or Agency Interested in: Joint Facilities Committee / *JFK Middle School Pref/Ref.*  
 New Appointment  Reappointment

Please outline your qualifications and how you feel you would contribute to the committee or commission:  
 Life Long Resident of Enfield, with children in the public school system, elderly parent and several siblings and family utilizing almost every facet of facilities in town. Professional background in code compliance and construction, as a Ct. Lic. Fire Marshal with over 25 years experience.

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:

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

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

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**Town of Enfield****Application for Vacancy on Boards, Agencies & Commissions**

Date: 05/31/2016  
 Name: Joseph Muller  
 Address: 28 Broad Brook Road  
 Telephone No. (Home): 8604624109 (Work): 8602533055  
 Occupation: Facility Manager E-Mail: mrj0428@gmail.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 have served on the Enfield Athletics Field Committee and the New Enfield High School Building Committee. At my job, I oversee multiple large construction projects at the campus. This includes parking lots, fields, new building and Master Plan Phase 1. My role is to be the on-site person (owner's representative) that coordinates with the users and the General Contractor/Construction Administrator. One of the challenges is that this is an occupied campus and must remain open.

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 2011 - Present High School Athletic Fields Committee 2007 - 2009

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

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

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# TOWN OF ENFIELD

## APPLICATION FOR VACANCY ON AGENCIES, BOARDS & COMMISSIONS

Name Steven L. Twitchell Date June 2, 2016

Address 18 Long Hollow Rd

Telephone (Home) 860-763-5512 (Work) 860-463-6935

Email Address SLTwitch@yahoo.com Occupation Supervisor of Bldg + Grounds

Registered Voter  (Yes)  (No) Party Affiliation Democrat

Agency, Board, or Commission Interested In: Building advisory  
Joint facilities Committee

New Appointment  Reappointment

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

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

Commission. Working for 22 years in Facility  
maintenance @ Hamilton Standard 10 years as  
a supervisor. Concurrently employed by Simsbury  
Board of Ed. 18+ years in this field.

Have you ever served on an Agency, Board or Commission in Enfield or elsewhere? No/yes.

If yes, please state the name of the Agency, Board or Commission and the time served. School expansion/renovation as an alternate

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

PLEASE MAIL TO:  
TOWN MANAGER'S OFFICE  
TOWN OF ENFIELD  
820 ENFIELD STREET  
ENFIELD CT 06082

OR FAX to 253-6310

THANK YOU FOR YOUR  
INTEREST IN THE  
TOWN OF ENFIELD

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**Town of Enfield****Application for Vacancy on Boards, Agencies & Commissions**

Date: 04/24/2016  
 Name: Deborah Gaskell  
 Address: 94 South River Street  
 Telephone No. (Home): 8605733873 (Work): 8605733873  
 Occupation: Teacher E-Mail: gaskelldeborah@gmail.com  
 Registered Voter:  Yes  No Party Affiliation: Republican

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Board, Commission or Agency Interested in: Enfield Beautification Committee

New Appointment  Reappointment

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

Having a long family history in Enfield, growing up here, and now teaching the children who also live in this community help to make me a committed and qualified applicant for meaningful town involvement. Participation on the Beautification Committee will allow me to participate in activities that help to make our residents proud to live here as well. I take my endeavors seriously, and I can assure I will serve on the committee to the best of my capacity. I specifically offer organizational skills, creativity, writing and editing knowledge, and dedication to task. Also, I hope to utilize my involvement with JFK, the school I teach in, as a resource to continue to promote Enfield in a positive light.

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:

I have not served previously on a town committee; however, I am currently serving on various committees at JFK as well as in the Enfield Teachers' Association.

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

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

## McCarthy, Debra

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**From:** Elizabeth Davis <ld06082@gmail.com>  
**Sent:** Tuesday, May 31, 2016 3:21 PM  
**To:** McCarthy, Debra  
**Subject:** IWWA

Deb,

I'm writing this to inform who needs to know that I Elizabeth Davis is resigning from IWWA as of today 31 May 2016 do to being sworn in Monday June 6th on the TC.

Thanks  
Liz

**Town of Enfield****Application for Vacancy on Boards, Agencies & Commissions**

Date: 06/02/2016  
 Name: Elizabeth Gillen  
 Address: 5 Hickory Lane  
 Telephone No. (Home): 860-745-7349 (Work): 860-763-2044  
 Occupation: Director, Non-Profit E-Mail: egillen2012@gmail.com  
 Registered Voter:  Yes  No Party Affiliation: Unaffiliated

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Board, Commission or Agency  
 Interested in: Fair Rent Commission

New Appointment  Reappointment

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

I have been a member of the Fair Rent Commission since June 2000; I am keenly aware of rental issues having been a tenant for many years. I am also aware of the problems people face due to low wages and un-affordable housing in CT.

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:  
 National Life Center, Woodbury, NJ; since 2001

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

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