



**AGENDA
ENFIELD TOWN COUNCIL
REGULAR MEETING**

**Monday, October 17, 2016
7:00 p.m. – Council Chambers**

6:45 Public Hearing – Town Code Chapter 14, Building

1. PRAYER – Bill Lee
2. PLEDGE OF ALLEGIANCE.
3. ROLL CALL.
4. FIRE EVACUATION ANNOUNCEMENT.
5. MINUTES OF PRECEDING MEETINGS.
 - Special Meeting – October 3, 2016
 - Regular Meeting – October 3, 2016
 - Special Meeting – October 4, 2016
6. SPECIAL GUESTS.
 - Enfield Plays On
7. PUBLIC COMMUNICATIONS AND PETITIONS.
8. COUNCILOR COMMUNICATIONS AND PETITIONS.
9. TOWN MANAGER REPORT AND COMMUNICATIONS.
 - Project and Activities Report
10. TOWN ATTORNEY REPORT AND COMMUNICATIONS.
11. REPORT OF SPECIAL COMMITTEES OF THE COUNCIL.
 - Enfield High School Renovation Building Committee
 - JFK Pre-Referendum Committee
12. OLD BUSINESS.
 - A. Appointment(s) - Town Council Appointed.
 1. **Area 25 Cable Television Advisory Committee** - The Term of Office of William St. George (I) Expired 06/30/2012. Reappointment or Replacement Would be Until 06/30/18. (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 6/30/2018. (Tabled 09/15/2014)
3. *****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.(Tabled 06/20/2016)
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. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Patrick Droney (R). Replacement Would be Until 03/17/2018. (Tabled 07/05/2016)
6. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Andrew Laprade (D). Replacement Would be Until 03/17/2018. (Tabled 07/05/2016)
7. **Clean Energy Committee –** A Vacancy Exists Due to Resignation of Ann Marie Dooley. Replacement Would be Until 03/17/2009. (Tabled 07/05/2016)
8. **Clean Energy Committee-** A Vacancy Exists Due to the Resignation of Raymond Bouchard (R). Replacement Would be Until 03/17/2018. (Tabled 09/06/2016)
9. **Commission on Aging (Alternate) –** A Vacancy Exist Due to the appointment of an Alternate Member to a Regular Member (R). Replacement Would be Until 12/31/2017.(Tabled 09/19/2016)
10. **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)
11. **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)
12. **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)
13. **Enfield Beautification Committee –** A Vacancy Exists for Rachel Burnes (U), by Resolution No 3672, Replacement Would be Until 12/01/2016.(Tabled 06/20/2016)
14. **Enfield Beautification Committee –** A Vacancy Exists for Todd Barsalou (R), by Resolution No 3672, Replacement Would be Until 12/01/2016. (Tabled 06/20/16)
15. **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)

16. **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)
17. **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)
18. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Rebecca Olesen (D). Replacement Would Be Until 04/30/2017. (Tabled 06/06/2016)
19. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Kassie Huhtanen(D). Replacement Would be Until 4/30/2017. (Tabled 06/06/2016)
20. **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)
21. **Greater Hartford Transit District** – The Term of Office of Stephen Mitchell (R), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2020.(Tabled 06/20/2016)
22. **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)
23. **Inland Wetland and Watercourse Agency (Alternate)** – A Vacancy Exists Due to the Appointment of Kevin Zorda (U) to a Regular Member. Replacement Would be Until 06/30/2019. (Tabled 10/03/2016)
24. **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)
25. **Planning and Zoning Commission (Alternate)** – A Vacancy Exists due to the Appointment of an Alternate to a Regular Member (U). Replacement Would be Until 12/31/2017. (02/01/2017)
26. **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. **Fair Rent Commission** – The Term of Office of William Downs (U), Expires 06/30/2016. Reappointment or Replacement Would be Until 06/30/2018. (Table 06/20/2016)
 7. **Housing Code Appeals Board (Alternate)** - The Term of Office of Constance P. Harmon (R) Expired on 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/01/2021)
 8. **Housing Code Appeals Board (Alternate)** - The Term of Office of Lawrence P. Tracey, Jr. (R), Insurance, Expired 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/01/2021)
 9. **Housing Code Appeals Board** - The Term of Office of Karen Chadderton (D), Registered Nurse, Expired 05/01/2016. Replacement Would be Until 05/01/2021. (Tabled 05/16/2016)
- C. Discussion:** Establish Community Center Study Committee. (Develop Charge and 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:** Commemorative Partner Program. (Tabled 12/21/2015)
- G. Discussion/Resolution:** Request for Transfer of Funds or the Purposes of Performing a Splash Pad Assessment Study \$15,000. (Tabled 08/01/2016)
- H. Discussion/Resolution:** Request for Transfer of Funds for Performing a School Infrastructure and Educational Needs Assessment Study on John F. Kennedy Middle School \$75,000. (Tabled 08/01/2016)
- I. Discussion/Resolution:** Resolution Waiving the Bid Requirements for Performing a School Infrastructure and Educational Needs Assessment Study on John F. Kennedy Middle School. (Tabled 08/01/2016)
- J. Discussion/Resolution:** Resolution Establishing Rules and Regulations for the Issuance of Mobile Food Vendor Permits and the Lawful Operation of Mobile Food Vendors.(Tabled 09/06/2016)
- K. Discussion/Resolution:** Resolution Regarding the Non-Union Plan.(Tabled 09/06/2016)

- L. **Discussion/Resolution:** Resolution to Approve Pay Range for the Director of Development Services (Tabled 09/06/2016).
- M. **Discussion/Resolution:** Request for Transfer of Funds for Development Services \$43,551. (Tabled 09/06/2016)

13. NEW BUSINESS.

- A. **Consent Agenda – Action.**
- B. **Appointment(s)–Town Council Appointed.**
- 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 Recording Secretaries \$4,824.
- B. **Appointment(s) – Town Council Appointed.**
 - 1. **Ethics Commission-** The Term of Office of Philip Kober (U), Expires on 10/31/2016. Reappointment or Replacement Would be Until 10/31/2018.
 - 2. **Ethics Commission-** The Term of Office of Brian Turner (R), Expires on 10/31/2016. Reappointment or Replacement Would be Until 10/31/2018.
 - 3. **Joint Facilities Committee –** A Vacancy Exists for the Board of Education Appointment of One Elector. Appointment Would be Indefinite.
- C. **Appointment(s) – Town Manager Appointed/Council Approved.**
- D. **Appointment(s) – P & Z Commission Appointed- Council Approved.**
- E. ****Discussion/Resolution:** Request for Transfer of Funds for Transit-Oriented Development Planning Grant \$100,000.
- F. ****Discussion/Resolution:** Request for Transfer of Funds for Magic Carpet Grant \$249,348.
- G. ****Discussion/Resolution:** Request for Transfer of Funds for Thompsonville Incentive Housing Zone Grant \$25,000.
- H. ****Discussion/Resolution:** Request for Transfer of Funds for Youth Services STOP Act Grant \$47,145.
- I. ****Discussion/Resolution:** Request for Transfer of Funds for Town Attorney \$270,000.

- J. ****Discussion/Resolution:** Resolution to Amend the Enfield Town Code, Chapter14, Article II, Section 14-32 Fee Schedule.
- K. ****Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into a Master Municipal Agreement with the State of Connecticut.
- L. ****Discussion/Resolution:** Resolution Authorizing the Town Manager to Convey Property on Oliver Road.
- M. ****Discussion/Resolution:** Request to Dispose of Surplus Property Valued in Excess of \$2,000.
- N. ****Discussion/Resolution:** Resolution for 8-24 Referral to Planning and Zoning for the Towns Public Safety Communications Tower.
- O. ****Discussion/Resolution:** Resolution Setting a Public Hearing Regarding the Lease of Town Owned Property.
- P. **Discussion/Resolution:** CREC V. Town.

15. MISCELLANEOUS.

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

17. COUNCILOR COMMUNICATIONS.

18. ADJOURNMENT.

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

OFFICE OF THE TOWN MANAGER

- Date: October 17, 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 **THE ENFIELD TOWN CODE, CHAPTER 14, BUILDING AND BUILDING REGULATIONS, ARTICLE II, BUILDING CODE, SECTION 14-132 FEE SCHEDULE.**
1. Roll Call.
 2. READ BY MAYOR: The following Notice of Public Hearing was published in the Hartford Courant, Friday, October 7, 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, October 17, 2016 at 6:45 p.m. to allow interested citizens an opportunity to express their opinions regarding the proposed **THE ENFIELD TOWN CODE, CHAPTER 14, BUILDING AND BUILDING REGULATIONS, ARTICLE II, BUILDING CODE, SECTION 14-132 FEE SCHEDULE.** 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: October 4, 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 NOTICES

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 Monday, October 17, 2016 at 6:45 p.m. to allow residents an opportunity to express their opinions regarding the proposed revisions to ENFIELD TOWN CODE, CHAPTER 14, BUILDING AND BUILDING REGULATIONS, ARTICLE II, BUILDING CODE, SECTION 14-32 FEE SCHEDULE. The proposed revisions 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: October 4, 2016

NOTICE TO CREDITORS

ESTATE OF KENNETH C. GRECHKO (16-0304)

The Hon. Sean Michael Peoples, Judge of the Court of Probate, District of Glastonbury - Hebron Probate Court, by decree dated October 4, 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.

Mary M. MacGregor, Chief Clerk

The fiduciary is:
 Erick T. Grechko
 c/o Steven M. Basche, Esq., HASSETT & GEORGE, P.C., 945 Hopmeadow Street, Simsbury, CT 06070

NOTICE TO CREDITORS

ESTATE OF Stanley J. Gnacek (16-0452)

The Hon. Steven M. Zelman, Judge of the Court of Probate, District of Tobacco Valley Probate Court, by decree dated October 5, 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:
 William J. Gnacek
 c/o Joseph E. Fournier, Esq., Fournier Legal Services, 64 Thompson Street, Unit B101, East Haven, CT 06513

NOTICE OF PUBLIC SALE OF PERSONAL PROPERTY

Notice is hereby given that Extra Space Storage will sell at public auction, to satisfy the lien of the owner, personal property described below belonging to those individuals listed below at location indicated:

- 171 Roberts Street
 East Hartford, CT 06108
 October 14th, 2016 2:00 PM
 - 12 Sierra White - Household goods
 - 33 Juan Dejesus - Business equipment
 - 48 Sybill Wilson - Household goods
 - 59 Jeffrey Gilbert - Household goods, boxes
 - 86 John Gibson - Boxes and bins, furniture
 - 89 Jimmy Ball - Household items
 - 133 Bonnie Poudrier - Household goods
 - 138 Jackie Lynn Noel - Household goods, mattress, bins
 - 160 Don Jackson - Boxes
 - 214 Luis Cerna - Boxes
 - 230 Cheryl Rouelle - Household
 - 241 Nathaniel Soto - Household goods, furniture, boxes, kids toys
 - 267 Gust Galluci - Furniture, electronics
 - 269 George James - Boxes, household goods, furniture
 - 306 Dejea Elkey - Household goods and furniture
 - 321 Deana Rice - Appliances
 - 354 Antonio Roman 3rd - Household goods, kayak
 - 456U Antonio Armando Camilo Robles - Furniture
 - 557 Eli Alberto - Quads and Dirtbikes
 - 572 Darlene White - Household goods, furniture
 - 659 James Green - Household goods
 - 747 EF Intercultural Foundation INC - Business Items
 - 776 Krystal Sutherland - Household goods, furniture
 - 819 Karta Pereira - 2 bedroom sets, living room set
 - 837 Andre Keitt - Household goods
- The auction will be listed on www.storage-treasures.com. Purchases must be made with cash only and paid at the above referenced facility in order to complete the transaction. Extra Space Storage may refuse any bid and may rescind any purchase up until the winning bidder takes possession of the personal property.

TOWN OF WILLINGTON LEGAL NOTICE

The Zoning Board of Appeals will hold a Public Hearing on October 13, 2016 at the Town Office Building, 40 Old Farms Road, at 7:30 p.m., for the following application:

ZBA2016-10 Application for Special Exception to open an Antique/Flea market Mall selling household items, furniture, clothing and collectibles at 165 River Road Representative for Owner: Ruling Wei Applicant: Ruling Wei

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 27th September 2016
 Clerk, Willington ZBA

NOTICE TO CREDITORS

ESTATE OF MARIA GRECHKO (16-0305)

The Hon. Sean Michael Peoples, Judge of the Court of Probate, District of Glastonbury - Hebron Probate Court, by decree dated October 4, 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.

Mary M. MacGregor, Chief Clerk

The fiduciary is:
 Eric T. Grechko
 c/o Steven M. Basche, Esq., HASSETT & GEORGE, P.C., 945 Hopmeadow Street, Simsbury, CT 06070

NOTICE TO CREDITORS

ESTATE OF JENNIE S. BROWN (16-0302)

The Hon. Sean Michael Peoples, Judge of the Court of Probate, District of Glastonbury-Hebron Probate Court, by decree dated October 3, 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.

Mary M. MacGregor, Chief Clerk

The fiduciary is:
 Jeannette L. Brown
 c/o Attorney Howard M. Wood, III, Phelon, FitzGerald & Wood, P.C., 773 Main Street, Manchester, CT 06040

TOWN OF WILLINGTON LEGAL NOTICE

The Zoning Board of Appeals will hold a Public Hearings October 13, 2016 at the Town Office Building, 40 Old Farms Road, at 7:30 p.m., pursuant to sections 20.08.01 and 20.08.04 of the Willington Zoning Regulations regarding Special Exception ZBA2014-18, original granted January 8, 2015. The original notice for ZBA2014-18 read:

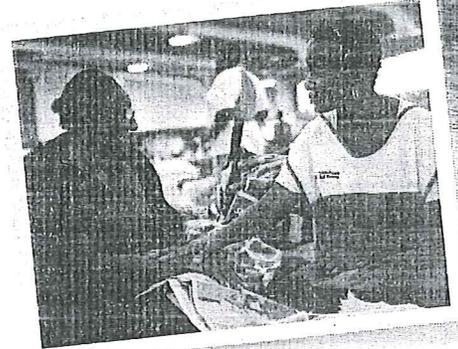
ZBA2014-18 Application for Special Exception to create a Center for the Arts for visual arts display, workshop, conferences, performance, film, lecture, instruction, community events, etc. in unit #1301 3,530 sq. ft. at 156 River Road Owner: Irma L. Buccino Applicant: Friends of The Mill Works

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 21 September 2016
 Clerk, Willington ZBA



placeanad.courant.com
860-525-2525

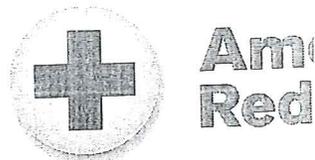


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**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, OCTOBER 3, 2016**

The Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, October 3, 2016 at 5:30 p.m.

ROLL-CALL - Present were Councilors Bosco, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Councilor Cekala arrived at 5:32 p.m. Councilor Arnone was absent. Also present, Town Manager Bryan Chodkowski, Town Attorney Christopher Bromson, Assistant Town Attorney Mark Cerrato, Chief of Police Carl Sferrazza, Town Clerk Suzanne Olechnicki. Also present Attorney James Tallberg

MOTION #3842 by Councilor Hall, seconded by Councilor Bosco to go into Executive Session to discuss Pending or Threatened Litigation, Real Estate Negotiations and Personnel Matters.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3842** adopted 9-0-0 and the meeting stood recessed at 5:31 p.m.

EXECUTIVE SESSION

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

ROLL-CALL - Present were Councilors Bosco, Cekala, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Councilor Arnone was absent. Also present, Town Manager Bryan Chodkowski, Town Attorney Christopher Bromson, Assistant Town Attorney Mark Cerrato, Chief of Police Carl Sferrazza, Town Clerk Suzanne Olechnicki. Also present Attorney James Tallberg.

Chairman Kaupin recessed the Executive Session at 6:40 p.m., reconvened the Special Meeting at 6:41 p.m. and stated that during Executive Session, Pending or Threatened Litigation, Real Estate Negotiations and Personnel Matters were discussed with no action or votes being taken.

ADJOURNMENT

MOTION #3843 by Councilor Cekala, seconded by Councilor Davis to adjourn.

Upon a **SHOW OF HANDS** vote being taken the Chair declared **MOTION #3843** adopted 10-0-0 and the meeting stood adjourned at 6:42 p.m.

Suzanne F. Olechnicki
Town Clerk/Clerk of the Council

**ENFIELD TOWN COUNCIL
MINUTES OF A REGULAR MEETING
MONDAY, OCTOBER 3, 2016**

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, October 3, 2016. The meeting was called to order at 7:00 p.m.

PRAYER – The Prayer was given by Councilor Hall.

PLEDGE OF ALLEGIANCE – The Pledge of Allegiance was recited.

ROLL-CALL – Present were Councilors Bosco, Cekala, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Councilor Arnone was absent. Also present were Town Manager, Brian Chodkowski; Town Attorney, Christopher Bromson; Town Clerk, Suzanne Olechnicki; Deputy Director of Public Works, Bill Taylor; Director of Finance, John Wilcox

FIRE EVACUATION ANNOUNCEMENT

Chairman Kaupin made the fire evacuation announcement.

MINUTES OF PRECEDING MEETINGS

MOTION #3844 by Councilor Deni, seconded by Councilor Szewczak to accept the minutes of the September 19, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3844** adopted 8-0-2, with Councilors Bosco and Hall abstaining.

MOTION #3845 by Councilor Edgar, seconded by Councilor Stokes to accept the minutes of the September 19, 2016 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3845** adopted 8-0-2, with Councilors Bosco and Hall abstaining.

SPECIAL GUESTS

REGISTRAR OF VOTERS

Present for this item was Lewis Fiore, Registrar of Voters, Mark Sheehan, Head Moderator and Thomas Stalgaitis, Deputy Registrar of Voters

Mr. Fiore stated on Tuesday, November 8th there will be a major election across the country and the polling places will remain the same in Enfield. He listed the polling places as follows:

District 1 – The gymnasium of John F. Kennedy Middle School
District 2 – The front of Enfield Street School
District 3 – The gymnasium of Enrico Fermi building
District 4 – Henry Barnard School near the Board of Education offices

Mr. Fiore stated there will be Election Day Registration (EDR), and this is only done in November at Town Hall in the Enfield Room from 6:00 a.m. to 8:00 p.m. EDR is for people who just moved into Enfield or for people who never registered before. He stated such people still have another month to register the normal way, which can be done online or through the traditional registration card.

He stated people have up until October 31st to register using the new State online system, which has been very successful. The online system is shut down a week before the election. He pointed out people can still register up until the night before the election.

Mr. Fiore stated a big turnout of absentee ballots is expected, and the Town Clerk's Office is responsible for disbursing absentee ballots. He noted at this time applications are being taken for absentee ballots, and they will continue taking them right up until a couple days before the election. He stated his belief the actual absentee ballots will start being mailed out on October 7th. He noted the public can watch absentee ballots being counted in the Thompsonville Room of Town Hall.

He stated people don't have to change their party for this election.

Mr. Sheehan stated all their moderators and assistant registrars have been through training, and they have training sessions set up for all poll workers over the next few weeks, and they are prepared for the election no matter how big the turnout.

Mr. Fiore stated in July the State of Connecticut came up with funding to replace their voting system with new equipment for handicapped people.

Councilor Lee questioned what a person needs to bring with them for same day registration.

Mr. Fiore responded they only need to bring a Connecticut Driver's License with an Enfield address. He noted if they do not have a Connecticut Driver's License with an Enfield address, they would need to bring something else to demonstrate that they reside at an Enfield address, i.e., a utility bill, paycheck or a lease agreement.

Councilor Lee questioned whether the polling places have accommodations for people who need to be closer to the door. Mr. Fiore explained where such parking accommodations can be found at each polling place.

Councilor Lee requested the phone number for people requesting absentee ballots and was told that phone number is 860-253-6440.

PUBLIC COMMUNICATIONS & PETITIONS

There were no comments from the public.

COUNCILOR COMMUNICATIONS & PETITIONS

Councilor Stokes stated the recent open house for the Stowe Early Learning Center was wonderful. He noted this is a great environment for early learners.

He thanked the Miller family and Shop Rite who hosted a Bag-A-Thon where Councilors bagged groceries on Tuesday. He noted they then had a pasta dinner on Friday night at Mt. Carmel to raise awareness and money for the Food Shelf and Loaves and Fishes to help those in need. He commended the Miller family and Shop Rite, who are active participants in this community.

Councilor Stokes stated the Moose Lodge had a breakfast to recognize and to honor First Responders. He thanked the Moose Lodge for their service to the community.

Councilor Cekala stated this year's Jack-O-Lantern Festival is scheduled for October 15th from 4:00 p.m. to 8:00 p.m.

Councilor Bosco requested some attention be given to trip hazards or non-navigable areas at the polling area of John F. Kennedy Middle School. He noted if needed, he can provide information regarding these areas.

Councilor Hall requested the Director of the Health Department be invited to the next meeting to provide an update on the State's proposals for the wider regionalization of the health district.

Councilor Davis stated the new T.J. Max store had a grand opening this weekend, and they donated \$5,000 to Loaves & Fishes. She noted it's nice that they are already supporting the community.

Councilor Deni stated Carr Hardware on Enfield Street recently opened and they will have their grand opening on October 15th.

Councilor Lee requested the Town Manager provide some information about the leaf program.

He thanked those who organized the 20th Source to Sea Cleanup. He noted there were many participants. He noted over 19 years, 900 tons of material has been taken from the banks and tributaries of the Connecticut River from Vermont and New Hampshire down to the ocean. He stated Enfield's effort brought in 2.84 tons of material from the river.

Councilor Lee stated there will be an Enfield High School open house for students' parents at which time they can follow the student schedule and meet teachers.

He stated the Autumn Village Supper, sponsored by the faith community in Thompsonville, is scheduled for Sunday at 3:30. There will be a buffet at St. Patrick's Church, and this event is open to anyone.

Councilor Lee stated he received a call from a resident on Sherman Road in Green Manorville, who has requested the Town look at a storm drain, which is sitting higher than the road and causing a large puddle at the bottom of the resident's driveway.

MOTION #3846 by Councilor Lee, seconded by Councilor Hall to suspend the rules to address under Miscellaneous Items 14 B2, E, F, G, H, I, J, K and L.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3846** adopted 10-0-0.

Chairman Kaupin stated he and Councilor Stokes attended an event put on by the Enfield Adult Day Care Center on September 22nd. He pointed out they are seeing an increase in client participation at the Enfield Adult Day Care Center.

He stated the quarterly informational meeting was held at Nathan Hale recently, and the first half of that meeting involved a Q&A on the energy performance contracting referendum, which is on the ballot in November. He noted they had good questions back and forth, and Honeywell provided good information. He stated this was a well-attended meeting.

Chairman Kaupin stated this Friday the Enfield Food Shelf is hosting an open house and dedication from 5:00 to 8:00 p.m. at 96 Alden Avenue with a special ceremony honoring Charles Miller's support of the fight against hunger. He invited everyone to come and tour the facility and be present for the recognition for Mr. Miller.

He stated last week he attended the Stowe Early Learning Center open house. He noted this was well attended, and this is a great facility. He stated Building & Grounds was recognized for their work at this facility over the last two years.

Chairman Kaupin stated for people wishing to support the Enfield Police Department, there is a new group called, "Friends of the Enfield Police Department", and they are holding a pasta dinner at 5:00 p.m. at Mt. Carmel. He invited people to come out and support this new group.

TOWN MANAGER REPORT & COMMUNICATIONS

Mr. Chodkowski stated the Council has within their packets the Project and Activities Report. He noted also included is information about the leaf collection, which will begin October 31st and run through December 2nd. He stated they're preparing to publicize this next week.

Mr. Chodkowski stated there's an updated schedule for the skatepark project.

Councilor Hall referred to the next skatepark RFP which is going out and stated her understanding DPW had an issue with doing the topographicals and all the environmental things required by the contractor. She questioned what will be done differently.

Mr. Taylor stated the initial work envisioned the design/build approach to the park were the vendor that was selected would design it and build it. He noted traditionally, the Town follows a different process, and that's what they're recommending for the next attempt. He explained they will hire a consultant to design the project and produce plans and specifications. He noted they'd also do all the surveys, geotechnical investigation and design work, and then the Town would take those documents and put them out for a competitive bid through the Enfield Finance Department. He pointed out this would be similar to what the Town does for all its roads projects and other projects.

Councilor Hall questioned if this is something typically done with playscapes. Mr. Taylor stated playscapes are a little different. He explained Mary Keller, the Recreation Supervisor, selects and orders a playscape for a facility. He noted the playscape is delivered to the site or to Building & Grounds, and then Building & Grounds personnel build the playscape. Councilor Hall questioned why the skatepark wasn't done this way at the very beginning. Mr. Taylor responded he's not sure because Public Works only became involved in this sometime in June when he was asked to look at the contract that the selected vendor had proposed. He noted he looked at the contract and made over 20 comments on it. He stated Mary Keller is a Recreation Supervisor and doesn't really have a construction background, but she was charged over a year ago with getting the skatepark built within a very short time. He stated his understanding the design/build approach had been used in many other communities, therefore, Ms. Keller put together an RFP to the best of her ability to get a vendor to do that.

Councilor Hall questioned whether the contractor that the Town already has on the table still has the opportunity to come in on this project, and whether they are the preferred contractor from the group involved in this from the beginning. Mr. Taylor stated his understanding the RFP went out, they were one of the groups that responded, and the selection committee selected this vendor.

Councilor Hall referred to the timeline, and stated she's a little disappointed in the process so far, and she doesn't believe it's Mary Keller's problem because she was tasked with something that really wasn't her expertise, and it should never have been in her "basket". She noted she would like to see this move along a little quicker than the outlined timeline in the memo sent to the Council. She stated her understanding there's someone in-house that's pretty well versed in how to do these. She stated she would like to see this pushed along since it's been on the table for so long, and she would like to get it up and running so children can use it at the beginning of the summer and not the end of the summer.

Chairman Kaupin stated his understanding that it might cost more to speed up the schedule, and Mr. Chodkowski responded that's correct. Chairman Kaupin questioned the delay.

Mr. Taylor stated the schedule that's been put together is actually very tight. He acknowledged they do have a member of the staff that has experience in building these parks, and that person helped put together this schedule, however, he's fully occupied at this time with the roads program.

Chairman Kaupin stated he would like to see what can be done to move up the schedule so that the kids will have this for the summer.

Councilor Lee stated there will be a paper shredding day at DPW on October 15th and an October 22nd event, which is the annual household hazardous waste day. He questioned if these events are for residents only, and Mr. Taylor responded yes. Councilor Lee questioned if a listing will be going out as to what's acceptable material, and Mr. Taylor noted that can be found online.

Councilor Deni stated Mt. Carmel is allowing touch football to use their fields again. He noted there are no seating accommodations. He requested the Town provide something for either sideline. Mr. Chodkowski noted that can be discussed at the staff meeting tomorrow.

TOWN ATTORNEY REPORT & COMMUNICATIONS

Attorney Bromson stated his office spoke to the court today on the CREC mediation for tomorrow, however, it's not certain it's going to go forward because the judge was not in today, and they will not know until the morning. He advised Ms. Mullen to check with his office in the morning so they will know if it's going to be continued and until when.

REPORT OF SPECIAL COMMITTEES OF THE COUNCIL

Present was Christopher Rutledge, 7 Victory Street and Vice Chairman of the JFK Pre-Referendum Committee. Mr. Rutledge gave an update regarding the JFK Pre-Referendum Committee. He noted on October 6th at 6:00 p.m. there will be a committee meeting when they will be listening to presentations from architectural firms. He stated the committee chairman resigned recently, and they look forward to seating another member.

Councilor Edgar stated one bid was around \$58,000 and the other was \$28,000. He noted normally they take the low bid, and he doesn't understand why both firms are being interviewed. Mr. Rutledge responded the Committee is hoping to have a better understanding what each firm is offering and why there's the price discrepancy.

Chairman Kaupin stated he is one of the liaisons, and it's his understanding the members of the committee did not feel comfortable that the two proposals were presenting apples to apples. He noted originally the committee was going to go with the low bid, but they then started questioning whether it's actually comprehensive, and is it going to get them to the finished final product that is needed. He stated his belief they're doing their due diligence.

Councilor Szewczak stated she sent out an initial “look/see” at some of the changes to the Policies and Procedures. She noted she did receive back some comments, and she worked them in. She stated she does have another document that she’d like to bring before the Council, but she’d really like some input back because she feels it’s time to move forward on policy and procedure changes that are required. Chairman Kaupin indicated this can be included on the next agenda.

OLD BUSINESS

APPOINTMENTS

All appointments remained tabled.

MOTION #3847 by Councilor Edgar, seconded by Councilor Szewczak to remove Item F. from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3847** adopted 10-0-0.

MOTION #3848 by Councilor Stokes, seconded by Councilor Deni to remove Item F. from the agenda because this business has been completed.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3848** adopted 10-0-0.

All other Old Business items remained on the table.

NEW BUSINESS

RESOLUTION #3849 by Councilor Edgar, seconded by Councilor Stokes.

RESOLVED, that the Enfield Town Council does hereby approve the proposed settlement in the case entitled Marilyn Tyler v. Town of Enfield, Docket Number HHD-CV-09-5032569-S, as set forth in the attached Stipulated Judgment.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3849** adopted 10-0-0.

ITEMS FOR DISCUSSION

All items have been moved to Miscellaneous.

MISCELLANEOUS

NOMINATION #3850 by Councilor Edgar, seconded by Councilor Davis to appoint Vincent Weseliza to the JFK Middle School Pre-Referendum Committee for an indefinite term.

MOTION #3851 by Councilor Lee, seconded by Councilor Stokes to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3851** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Vincent Weseliza appointed to the JFK Middle School Pre-Referendum Committee by a 10-0-0 vote.

Chairman Kaupin requested someone get in touch with Mr. Weseliza so that he is placed on the email string and is able to receive documents.

RESOLUTION #3852 by Councilor Stokes, seconded by Councilor Edgar.

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

TO: Unallocated Charges	FROM: Police Services
Transfer Out	Overtime
10800092-593014 \$45,225.00	10200500-514000 \$45,225.00
TO: DUI Enforce. Program	FROM: DUI Enforcement Program
Overtime \$169,809.82	DUI Enforcement \$135,675.00
25006049-514000	25040000-460490
Medicare \$ 2,462.24	General Fund Transfer In
25006049-522100	25040000-480001 \$45,225.00
Workers' Comp \$ 8,184.83	
25006049-526000	
Unemployment \$ 407.54	
25006049-525000	

CERTIFICATION: I hereby certify that the above-stated funds are available as of September 20, 2016.

/s/ John Wilcox, Director of Finance

Councilor Edgar stated 75% of that will come back in state grants. Chairman Kaupin stated the General Fund transfer in of \$45,225.00 is the Town's match for the grant.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3852** adopted 10-0-0.

RESOLUTION #3853 by Councilor Szewczak, seconded by Councilor Stokes.

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

CERTIFICATION: I hereby certify that the funds stated in Attachment A are available as of September 28, 2016.

Mr. Wilcox stated this is the typical year-end transfer. He noted this year they typically did not budget for non-union salary increases, staff departures, etc. He stated some of the biggest items include changes due to staff departures with at least eight long-tenured employees departing, and they had significant sick and vacation time payouts. He noted most of those payouts were covered within the fund budgets. He stated one additional transfer had to be made, which was to the Dog Fund.

Councilor Lee referred to Health Insurance transfers and stated his impression they take funds out of the insurance fund. Mr. Wilcox explained the combination of what the Town pays plus what is withheld from the employees is paid into the internal service fund, and it comes out of there to pay claims.

Councilor Lee questioned if the end of the year has money left over in a line item that is insurance related, does that impact the health of the insurance fund, or does that just mean it wasn't spent in this department. Mr. Wilcox responded that just means it was not spent in that department.

Chairman Kaupin questioned where is the fund balance today now that the books have been reconciled. Mr. Wilcox stated he completed the expenditure side, but still has to finish the revenue side, therefore, he's not in a position to answer that question right now. He noted he should have an answer by the next Council meeting.

Councilor Lee questioned if the Council can be told how over-funded this line item was for last year. Mr. Wilcox stated the insurance fund and the expense budget are similar, but they don't necessarily go hand-in-hand. Councilor Hall stated more information will be available after the next insurance committee meeting.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3853** adopted 10-0-0.

RESOLUTION #3854 by Councilor Hall, seconded by Councilor Szewczak.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Enfield hereby ratifies and accepts the Labor Agreement between the Town's Board of Education and the Enfield Teachers' Association for the period from July 1, 2017 to June 30, 2020.

Councilor Stokes commended the Teachers' Association and Board of Education for working together, and he believes this has been a good show of cooperation, and it's a fair package for the Teachers and Board.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3854** adopted 10-0-0.

RESOLUTION #3855 by Councilor Szewczak, seconded by Councilor Deni.

WHEREAS, the Town of Enfield acquired 13 properties from the 2016 Tax Sale; and

WHEREAS, those 13 property addresses were referred to the Development Services Subcommittee to be claimed by the Town of Enfield; and

WHEREAS, of those 13 property addresses, upon vote, the following nine parcels, identified as follows, would be acquired:

Woodward Avenue, parcel ID #020700010035
Parsons Road, parcel ID #031600010135
Enfield Street, parcel ID# 000700020285
John Street, parcel ID# 020400010060
Weymouth Road, parcel ID# 002900010150
Mountain View Avenue, parcel ID #020600020040
King Court, parcel ID #032200010076
King Court, parcel ID #032200020073
Taylor Road, parcel ID #002700010065; and

WHEREAS, pursuant to the requirements of Connecticut General Statute §8-24, acceptance of real property must be referred to the Enfield Planning and Zoning Commission for a report; and

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby refer the proposed acceptance of the afore-mentioned nine parcels to the Planning and Zoning Commission for a report in conformance with the requirements of Connecticut General Statute §8-24

AMENDMENT #1 by Councilor Lee, seconded by Councilor Hall to strike the Weymouth Road parcel and add the following:

King Court, parcel ID #032200010125

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **AMENDMENT #1** adopted 10-0-0.

Councilor Edgar stated on a committee level the ones that were approved were approved by the Conservation Commission. He noted the three on Kings Court were not approved by the Conservation Commission, and for that reason, he will vote “no”.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3855** adopted as amended by a 9-1-0 vote, with Councilor Edgar voting against the resolution.

RESOLUTION #3856 by Councilor Lee, seconded by Councilor Szewczak.

WHEREAS, the Crescent Lake Tax District is the owner of real property on Crescent Beach Drive; and

WHEREAS, the Town of Enfield has made certain improvements upon said property in the interest of the public health, safety and well-being; and

WHEREAS, the Town of Enfield seeks to acquire a permanent access and maintenance easement for such improvements upon said property; and

WHEREAS, the Crescent Lake Tax District seeks compensation in exchange for providing the requested easement.

NOW, THEREFORE, BE IT RESOLVED THAT, the Enfield Town Council hereby agrees to compensate the Crescent Lake Tax District in the amount of \$4,229.25 in exchange for the granting the request permanent access and maintenance easement.

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT, said compensation shall be provided immediately following the execution of permanent access and maintenance easement.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3856** adopted 6-4-0, with Councilor Cekala, Davis, Deni and Edgar voting against the resolution.

RESOLUTION #3857 by Councilor Hall, seconded by Councilor Szewczak.

WHEREAS, the Town Council recognizes that crumbling foundations caused by defective concrete are a serious issue facing our region and may impact property owners in our community; and

WHEREAS, the Town Council recognizes the enormous hardship and financial burden that the discovery and remedy of a defective foundation may have upon our residents; and

WHEREAS, the Town Council wishes to amend Section 14-32 Fee Schedule to include an exemption for local building permit fees pursuant to PA 16-45 related to the repair or replacement of a defective foundation; and

WHEREAS, the Town Council wishes to seek input on a proposed amendment to Section 14-32 Fee Schedule, appended hereto as “Attachment A”;

NOW, THEREFORE, BE IT RESOLVED, the Enfield Town Council will hold a Public Hearing in the Enfield Town Hall Council Chambers, 820 Enfield Street, Enfield, Connecticut on Monday, October 17, 2016 at 6:45 p.m. to allow residents an opportunity to express their opinions regarding the proposed revisions to Enfield Town Code, Chapter 14, Article II, Section 14-32 Fee Schedule, appended hereto as “Attachment A.”

Councilor Lee stated there are some properties they’re aware of and potentially more properties that may have the conditions they’ve been hearing about over the last couple years regarding concrete foundations that have chemical issues, and they’re beginning to break down. He noted as of October 1st, the Public Act that the State of Connecticut adopted last spring sets forward a means for a property owner to have such a condition validated and seek some protections from the municipality. He stated it was felt that Enfield would be wise to establish relief from the building permit process for a property owner who has to go through a very arduous and expensive process to remediate this condition in their foundation.

Chairman Kaupin stated if someone needs a total foundation replacement, the quotes are coming in around \$250,000. He noted the small amount of building fee money that the Town can actually waive through the public act is a financial gesture recognizing such a condition was totally out of a property owner’s control, and the Town is not going to take advantage financially of that situation that wasn’t caused by the property owner.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3857** adopted 10-0-0.

RESOLUTION #3858 by Councilor Lee, seconded by Councilor Stokes.

BE IT RESOLVED, that the Enfield Town Council hereby provides its consent to the Town’s insurer, CIRMA, to settle the matter of Avalos v. Enfield, et al., No. 3:15cv00902 (VAB), pursuant to the discussion with the Town’s legal counsel in executive session on October 3, 2016.

Councilor Edgar stated he understands the settlement, but it’s not transparent because it’s not making known the amount, therefore, he will vote no.

Councilor Davis agreed with Councilor Edgar. She stated her belief not disclosing the amount wasn’t part of the lawsuit agreement.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3852** adopted 6-4-0, with Councilors Davis, Deni, Edgar and Kaupin voting against the resolution.

RESOLUTION #3859 by Councilor Lee, seconded by Councilor Szewczak.

BE IT RESOLVED, that the Enfield Town Council hereby provides its consent to the Town’s insurer, CIRMA, to settle the matter of Ronnie Salas and Frank Salas v. Enfield, et al., No. 3:14cv01883 (WWE), pursuant to the discussion with the Town’s legal counsel in executive session on October 3, 2016.

Attorney Bromson explained they have an insurance policy with CIRMA which states they will provide us with the defense and also with an attorney to defend these matters that's separate and apart from the Town. He noted when they make a recommendation and a determination that a case should be settled, it is within their prerogative under the contract of insurance with the carrier if the Council were not to follow their advice and the matter were to go to trial, the Town then would lose the insurance coverage beyond the amount of the settlement and be on the hook to pay whatever the amount is up to which could be millions of dollars and also they would stop paying for the attorney at that time.

Councilor Lee questioned if the Town Attorney can provide some light on the transparency issue. Attorney Bromson stated he can provide his own general concept of this, but he would be more comfortable if the attorney for the insurance carrier would give his opinion. He went on to state his understanding is that these matters were tried in settlement mediations at the court, and these were agreements made with the input of a federal magistrate and between the parties, and it's more common practice in the federal courts to enter into these confidentiality agreements, and it was recommended this be done. He stated it's incumbent on the Council to follow the attorney's advice because he's the attorney in this matter.

Councilor Lee stated his understanding the exposure of the municipality in accepting these recommendations of the insurance carrier is just to the limit of their deductible. Attorney Bromson responded that's correct and added the Town has a deductible in all liability cases, including police matters, and they pay up to that deductible, and the carrier then pays attorneys' fees and cost of settlement beyond that, unless they recommend settlement and the Town doesn't follow their advice at which time the Town becomes responsible for anything thereafter.

Councilor Lee questioned whether at some point in the future the factual nature of the cases become more public, and Attorney Bromson stated he does not believe so and noted the settlement is confidential under federal rules.

Councilor Cekala stated she appreciates the explanation for people and the understanding the Council might not like it, but it makes the most economical sense.

Councilor Edgar stated he understands everything Attorney Bromson is saying, but in Executive Session he told the insurance attorney that he was going to vote against this because of transparency.

Councilor Davis agreed with Councilor Edgar. She stated her belief not disclosing the amount wasn't part of the lawsuit agreement. Attorney Bromson stated perhaps it wasn't discussed as fully this time, but it is his understanding it was a specific condition of this settlement.

Chairman Kaupin stated his vote of "no" is not a transparency issue, but rather he does not want this resolution to pass overwhelmingly. He stated he knows what has to be done, but he believes everyone understands this legal process does not serve the Town of Enfield or the Police Department well. He noted there's a lot of information that the Town can't share with

the public, therefore, it raises a lot of questions. He stated he does not like this whole process, and his vote is more of a protest vote.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3859** adopted 6-4-0 with Councilors Davis, Deni, Edgar and Kaupin voting against the resolution.

PUBLIC COMMUNICATIONS

There were no comments from the public.

COUNCILOR COMMUNICATIONS

Councilor Bosco requested the men's room ceiling in Town Hall be repaired.

Councilor Lee stated on October 19th from 6:00 to 8:00 p.m. in the Council Chambers of Town Hall there will be a transit oriented development workshop sponsored by the Connecticut Department of Transportation. He noted they're working on fulfilling the action plan along the corridor, and Enfield has been very actively working on its own, which has been in part funded by DOT.

Councilor Lee stated Boy Scout Troop #819 is sponsoring an event at Red Robin on Wednesday night from 5:00 to 9:00 p.m. He noted a good portion of the bill will go toward funding the scout troop.

ADJOURNMENT

MOTION #3860 by Councilor Hall, seconded by Councilor Deni to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3860** adopted 10-0-0, and the meeting stood adjourned at 8:39 p.m.

Respectfully submitted,

Suzanne F. Olechnicki
Town Clerk
Clerk of the Council

Jeannette Lamontagne
Secretary to the Council

Appended to minutes
of 10/03/2016 Regular
Town Council Meeting
See Page 7

DOCKET NO. HDD CV-09-5032569-S : SUPERIOR COURT
MARILYN TYLER : J. D. OF HARTFORD
V. : AT HARTFORD
TOWN OF ENFIELD : OCTOBER ____, 2016

STIPULATED JUDGMENT

The Court, having canvassed the parties and having satisfied itself that the parties are in agreement that judgment should enter in accordance with their stipulation, enters judgment in the above-captioned matter as follows:

1. The Plaintiff Marilyn Tyler ("Mrs. Tyler" or "Plaintiff") is the current owner of the real property consisting of approximately 17 acres located at Post Office Road and Oliver Road in Enfield, Connecticut. Mrs. Tyler acquired the property by conservator's deed from the Estate of John Mokrycki dated November 22, 2005, and recorded at Volume 2490, Page 682 of the Enfield Land Records.
2. The Town of Enfield ("Town" or "Defendant") is a municipal corporation organized under the laws of the State of Connecticut.
3. By Amended Complaint dated August 1, 2011, the Plaintiff brought the above-captioned matter in six counts against the Defendant. Common to all of the counts is the allegation that without the Plaintiff's consent or permission the Defendant caused water from properties upland to the Plaintiff's property to drain onto the Plaintiff's property, and that a permanent pond and stream were created on the property, resulting in damage to the property.
4. The Defendant has denied the material allegations of the Plaintiff's Complaint.

5. The parties commenced trial before this Court in May, 2015, and the trial remains pending at the time of the entry of judgment. The parties wish to resolve their differences in accordance with this stipulated judgment.

6. Accordingly, judgment shall enter and is entered in favor of the Plaintiff and against the Defendant on Count Two of the Amended Complaint, sounding in nuisance. In connection with all other counts the Plaintiff shall withdraw those counts, without costs or fees to any party.

7. The Defendant shall purchase Lots 1, 2, and 7 of the Plaintiff's property, known as the Sunny Brook Farms Subdivision ("the Subdivision") as shown on the maps filed August 17, 2006, and recorded at Volume 259, Pages 5201 and 5202 of the Enfield Land Records for the amount of \$270,000, and as is more particularly described in Schedule A attached to this Judgment, and which is incorporated in and made a part of the Judgment. The purchase of Lots 1, 2 and 7 is subject to the terms and provisions of Conn. Gen. Stat. §8-24, and as such shall be referred to the Enfield Planning and Zoning Commission in conformance therewith. In the event that this purchase is approved per the terms and provisions of Conn. Gen. Stat. §8-24, the Plaintiff shall convey to the Defendant the property by warranty deed upon receipt of the purchase price. This purchase shall take place within thirty (30) days of such final approval by the Town Council as required by Conn. Gen. Stat. §8-24. If the purchase price is not paid within the thirty-day period then interest shall begin to run at the post-judgment rate set forth in Conn. Gen. Stat. Section 37-3a.

8. The Defendant acknowledges and agrees that the Plaintiff has paid to the Town the sum of \$99,165.18, representing the real estate and fire district taxes paid by

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the Plaintiff owing on the property since 2006 and through June 30, 2016. The Town shall issue to the Plaintiff a credit for real estate taxes in the amount of \$99,165.18. This credit shall run with the land and/or shall be assignable by the Plaintiff; the plaintiff will specify to whom the credit will be applied and/or which properties will receive the credit. The Town shall release and forgive the Plaintiff from the payment of any real estate taxes due July 1, 2016, which covers the period of July 1, 2016 through December 31, 2016.

9. The Defendant shall pay to the Plaintiff as damages the sum of \$100,000 within thirty (30) days of the entry of judgment. If payment is not paid within the thirty-day period then interest shall begin to run at the post-judgment rate set forth in Conn. Gen. Stat. Section 37-3a.

10. The Town shall pay to the Plaintiff on or before June 30, 2017, the sum of \$25,000, plus \$427.59 representing overpayment of the fire district taxes plus interest at the rate of three percent (3%) per annum running from the date of the entry of judgment.

11. The Town shall pay to the Plaintiff on or before June 30, 2018 the sum of \$25,000, plus \$427.59 representing overpayment of the fire district taxes plus interest at the rate of three percent (3%) per annum running from the date of the entry of judgment.

12. The Town shall pay to the Plaintiff on or before June 30, 2019, the sum of \$25,000, plus \$427.59 representing overpayment of the fire district taxes plus interest at the rate of three percent (3%) per annum running from the date of the entry of judgment.

13. With respect to Lots 3, 4, 5, and 6 of the Subdivision, the Town will forgive and abate any real estate taxes that otherwise might be due and owing through June 30, 2019.

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14. It is adjudged and decreed that the Lots 3, 4, 5, and 6 within the Subdivision shall be, and each hereby is, an approved Subdivision lot within the meaning of the Enfield Ordinances and the Connecticut General Statutes, and that the Plaintiff shall not need any further approvals to market, sell, and or build any of said lots within the Subdivision. It is understood and agreed that applications for building permits and certificates of occupancy must satisfy local and/or state requirements.

15. It is further adjudged and decreed that the Plaintiff, or any buyer or subsequent owner of the Subdivision or Lots 3, 4, 5, and 6 within the subdivision, shall not be required by the Town of Enfield to utilize city sewers or public water in connection with any of the lots, but rather may install septic systems and wells, subject to Health Department Approval. Should the Plaintiff or any subsequent owner determine that wells are not to be utilized, the Plaintiff, and/or any subsequent owner, shall not be required to pay any fees to the Town of Enfield for hooking up to the water systems. Should the Plaintiff or any subsequent owner determine that septic systems are not to be utilized, the Plaintiff, and/or any subsequent owner, shall pay the Town of Enfield the following fees for hooking up to the sewer systems - Lot 3: \$1,181.25; Lot 4: \$1,181.25; Lot 5: \$1,181.25; and Lot 6: \$2,130.50. The aforementioned fees shall automatically expire twenty-four (24) months from the date of the entry of judgment, at which time the fees for hooking up to the sewer system shall revert to those in effect at the time the plaintiff and/or any subsequent owner elects to hook up to the sewer system.

16. It is further adjudged and decreed that the Town of Enfield shall not enforce any requirement that the Plaintiff shall be required to pay to the Town a fee in

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lieu of open space as more fully described as Condition #4 as shown on the Conditions of Approval of PH #2565 with respect to the first sale of any of the seven lots of the Subdivision.

17. The Town shall permit surface water runoff from Lots 3, 4, 5, and 6 of the Subdivision to continue to drain onto the land being acquired by the Town, namely Lots 1, 2, and 7, and shall not prevent the drainage of water from Lots 3, 4, 5, and 6 once built for single family residential use. The parties acknowledge that the Town intends to market Lots 2 and 7 for sale as single family homes and that neither party, nor their successors and assigns, will interfere with the other party's efforts to market and sell any of Lots 2, 3, 4, 5, 6, or 7. With respect to Lots 2, 3, 4, 5, 6, and 7 surface water runoff shall be permitted in accordance with the approved Subdivision on file.

18. The benefits, burdens and encumbrances set forth in this judgment shall run with the land and is personal to Marilyn Tyler.

19. Judgment shall enter without costs or fees to any party.

BY THE COURT

(Aurigemma, J.)

SCHEDULE "A"

Three (3) certain pieces or parcels of land, together with all improvements thereon and appurtenances thereto, two (2) of which are situated on the southerly side of Post Office Road in the Town of Enfield, County of Hartford and State of Connecticut, being known and designated as Lots No. 1 and 2, and one (1) of which is situated on the northerly side of Oliver Road in the Town of Enfield, County of Hartford and State of Connecticut, being known and designated as Lot No. 7, according to and as shown on two certain maps or plans, the first map or plan entitled "**Sunny Brook Farms SITE & LOCATION PLAN** Drawn By: DF Drawing 1 of 2 **John Mokrycki, Jr. Marilyn Tyler, Conservatrix Post Office Road & Oliver Road Enfield, Connecticut L.P. CONSULTANTS 262 Hazard Ave. Enfield, CT. 06082 Scale: Noted Date: 5-31-06**" which map or plan is on file in the Enfield Town Clerk's Office in **Book of Public Maps, Volume 259 at Page 5201**, together with the second map or plan entitled "**Sunny Brook Farms SITE PLAN** Drawn By: DF Drawing 2 of 2 **John Mokrycki, Jr. Marilyn Tyler, Conservatrix Post Office Road & Oliver Road Enfield, Connecticut L.P. CONSULTANTS 262 Hazard Ave. Enfield, CT. 06082 Scale: Noted Date: 5-31-06**" which map or plan is on file in the Enfield Town Clerk's Office in **Book of Public Maps, Volume 259 at Page 5202**, to which reference is hereby made.

Appended to minutes
of 10/03/2016 Regular
Town Council Meeting
See Page 9

Town of Enfield
Year End Council Transfer
FY 2016

Attachment A

Department	Account	Description	From Amount	To Amount	Description	Account	Department
General Fund							
Registrar of Voters	10150000	533900 Other Professional Services	906	323 Social Security 583 Medicare	10150000 522000.00 10150000 522100.00		Registrar of Voters
Town Clerk	10160100	521000 Health/Medical Insurance	1,200	1,200 Salaries	10160100 511000.00		Town Clerk
Human Resources	10170000	521000 Health/Medical Insurance	5,639	5,639 Salaries	10170000 511000.00		Human Resources
Treasury	10181000	511000 Salaries	17,912	17,912 Salaries	10181000 511000.00		Finance Administration
General Services	10184000	521000 Health/Medical Insurance	310	424 Salaries	10184000 511000.00		General Services
	10184000	522000 Social Security	137	3,027 Salaries - Part Time	10184000 512000.00		
	10184000	543200 Equipment Repairs	306				
	10184000	553100 Telephone	905				
	10184000	553500 Postage	230				
	10184000	554000 Advertising	200				
	10184000	555000 Printing & Reproduction	64				
	10184000	561200 Office Supplies	1,281				
Boards and Commissions							Boards and Commissions
Board of Assessment	10190905	589000 Miscellaneous	457	370 Social Security 87 Medicare	10190905 522000.00 10190905 522100.00		Board of Assessment
Enfield Revitalization	10190922	589000 Miscellaneous	8	6 Social Security 2 Medicare	10190922 521000.00 10190922 522100.00		Enfield Revitalization
Beautification Committee	10190955	589000 Miscellaneous	29	23 Social Security 6 Medicare	10190955 522000.00 10190955 522100.00		Beautification Committee
Historic District Commission	10190960	589000 Miscellaneous	45	36 Social Security 9 Medicare	10190960 522000.00 10190960 522100.00		Historic District Commission
Police Services	10200500	521000 Health/Medical Insurance	128,159				Police Services
	10200500	521200 Heart & Hypertension	125,487				
Public Works Administration	10300100	521000 Health/Medical Insurance	6,718	6,553 Salaries 165 Stipend	10300100 511000.00 10300100 516000.00		Public Works Administration
Building & Grounds	10300340	543100 Building Maint/Repairs	17,000				Building & Grounds
	10300340	561400 Maint/Building Supplies	28,000				
Highway Maintenance	10300370	514000 Overtime	13,221	13,221 Health/Medical	10300370 521000.00		Highway Maintenance
T'ville Revitalization	10606155	514000 Overtime	3,415	4,415 Health Insurance	10606155 521000.00		T'ville Revitalization
	10606155	516000 Stipend	1,000	60 Life Insurance	10606155 521500.00		
	10606155	533900 Other Professional Services	751	33 Social Security 658 Medicare	10606155 522000.00 10606155 522100.00		
Economic and Community Development	10506600	511000 Salaries	5,209				
Building Inspection	10606800	511000 Salaries	3,540	3,540 Miscellaneous Expenditures	10700780 589000.00		Celebration and Special Events
Liability Insurance	10800090	530000 Purchased Prof Technical	11,668				Liability Insurance

Department	Account	Description	From Amount	To Amount	Description	Account	Department
Employee Benefits				174,833	Employee Separation Pay	10800091	Employee Benefits
				66,000	Health/Medical Insurance	10800091	Employee Benefits
				357,813	Workers Compensation	10800091	Employee Benefits
Unallocated Charges	10800092	593070 Transfers to Collective Barg	300,000	5,209	Transfer to Dog Fund	10800092	Unallocated Charges
Debt Service	10800096	533100 Finance/Audit	49,633	176,301	Interest	10800096	Debt Service
	10800096	591000 Redemption of Principal	115,000				
Total General Fund			838,448	838,448			

Social Services Fund							
Social Services Administration							Social Services Administration
	22040001	553100 Telephone	1,600	65,889	Salaries	22040001	Social Services Administration
	22040001	573500 Furniture and Fixtures	2,384	2,384	Social Security	22040001	Social Services Administration
Social Services Liability Insurance							Social Services Liability Insurance
	22040090	552200 Property Insurance	5,478				
	22040090	552300 Fleet/Vehicle Insurance	1,785				
Social Services Dial-A-Ride							Social Services Dial-A-Ride
	22040412	521000 Health/Medical Insurance	33,857				
	22040412	562600 Gasoline	34,484				
Congregate Living							Congregate Living
	22040413	563000 Food/Food Related	10,649				
Adult Day Care							Adult Day Care
	22040431	521000 Health/Medical Insurance	2,305	2,305	Salaries	22040431	Adult Day Care
	22040431	563000 Food/Food Related	10,356				
Enfield Child Development							Enfield Child Development
	22040432	521000 Health/Medical	39,542	58,269	Salaries	22040432	Enfield Child Development
	22040432	553100 Telephone	2,502	10,788	Salaries - Part Time	22040432	Enfield Child Development
				720	Salaries - Temp/Seasonal	22040432	Enfield Child Development
				9,817	Overtime	22040432	Enfield Child Development
Senior Center							Senior Center
	22040440	521000 Health/Medical Insurance	1,224	1,224	Salaries	22040440	Senior Center
	22040440	533900 Other Professional Services	3,823				
	22040440	563000 Food/Food Related	4,107				
Total Social Services Fund			148,096	148,096			

Records Preservation Fund							
Records Preservation	23006064	589000 Miscellaneous Expenditures	7,066	7,066	Technological Services	23006064	Records Preservation
Total Records Preservation			7,066	7,066			

Finance Fund							
Emergency Medical Services	23500022	552800 Deductibles/Small Claims	12,050				Emergency Medical Services
Water Pollution Control	23500350	522800 Deductibles/Small Claims	13,442				Water Pollution Control
Social Services	23500400	522800 Deductibles/Small Claims	7,008				Social Services

Department	Account	Description	From Amount	To Amount	Description	Account	Department
Board of Education				47,686	Deductibles/Small Claims	23501000 522800.00	Board of Education
General Government	23501001	533900 Other Professional Services	15,186				General Government
Total Insurance Fund			47,686	47,686			Total Insurance Fund

Information Technology Fund							
	24012100	521000 Health/Medical Insurance	5,988	5,778	Salaries	24012100 511000.00	
				210	Stipend	24012100 516000.00	
Total Information Technology Fund			5,988	5,988			

Animal Control							
	25104000	480001 General Fund Transfers In	5,209	11,518	Salaries - Part Time	25120075 511000.00	
	25120075	553100 Telephone	200	722	Social Security	25120075 522000.00	
	25120075	553500 Postage	752	169	Medicare	25120075 522100.00	
	25120075	554000 Advertising	710				
	25120075	561500 Other Supplies/Materials	2,254				
	25120075	589000 Miscellaneous Expenditures	3,284				
Total Animal Control			12,409	12,409			Total Animal Control

EMS							
	25222000	521000 Health Insurance	59,070	13,174	Salaries - Part Time	25222000 512000.00	
	25222000	562600 Gasoline	24,983	77,310	OverTime	25222000 514000.00	
	25222000	565000 Uniforms	855				
	25222000	573500 Other Equipment	5,566				
Total EMS Fund			90,484	90,484			Total EMS Fund

Recreation - Swimming							
Recreation - Swimming	26136300	513000 Salaries - Temp/Seasonal	185	150	Social Security	26136300 522000.00	Recreation - Swimming
				36	Medicare	26136300 522100.00	
			185	185			

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

Finance Director

[Signature]

Town Manager

[Signature] 9/30/16

ATTACHMENT A

ARTICLE II. - BUILDING CODE

Section 14-32 Fee schedule.

Fees for permits issued by the division of building inspection shall be:

FEE SCHEDULE		
(a)	New construction and alterations per \$1,000.00 or fraction thereof	\$16.50
(b)	Demolition per \$1,000.00 or fraction thereof	16.50
(c)	Moving a building per \$1,000.00 or fraction thereof	16.50
(d)	Mechanical permits per \$1,000.00 or fraction thereof	16.50
(e)	Minimum fee for any permit	30.00
(f)	Residential sewer construction	50.00
(g)	Commercial sewer construction	200.00
(h)	Removing a stop work order	100.00
(i)	Except for emergencies, fees shall be doubled for work started before permit issuance.	
(j)	When a permit is issued, any fees paid are non-refundable	
(k)	Permits for work on a structure owned by the Town of Enfield or any fire district incorporated within the Town of Enfield are exempt from the fees in this schedule.	
(l)	The value of the work being done includes labor and materials at fair market rates. The value of new construction shall be determined by using approved, established construction costing data such as the International Code Council Building Valuation Data or the Marshall & Swift Residential Cost Handbook.	
(m)	During the time that a residential building owner is receiving a tax reassessment in accordance with PA-16-45 where the foundation of such residential building was made with defective concrete, said owner may provide a copy of such reassessment to the building official and be exempt from the fees in this schedule for the defective foundation repairs or replacement.	

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
TUESDAY, OCTOBER 4, 2016**

The Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Tuesday, October 4, 2016 at 7:03 p.m.

ROLL-CALL - Present were Councilors Arnone, Bosco, Cekala, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Also present, Town Manager Bryan Chodkowski

MOTION #3861 by Councilor Hall, seconded by Councilor Deni to go into Executive Session to discuss Personnel Matters.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3861** adopted 11-0-0 and the meeting stood recessed at 7:04 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Kaupin at 7:05 p.m.

ROLL-CALL - Present were Councilors Arnone, Bosco, Cekala, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Also present, Town Manager Bryan Chodkowski

Chairman Kaupin recessed the Executive Session at 8:22 p.m., reconvened the Special Meeting at 8:23 p.m. and stated that during Executive Session, Personnel Matters were discussed with no action or votes being taken.

ADJOURNMENT

MOTION #3862 by Councilor Stokes, seconded by Councilor Deni to adjourn.

Upon a **SHOW OF HANDS** vote being taken the Chair declared **MOTION #3862** adopted 11-0-0 and the meeting stood adjourned at 8:24 p.m.

Suzanne F. Olechnicki
Town Clerk/Clerk of the Council



TOWN OF ENFIELD

TO: Enfield Town Council

FROM: Bryan R.H. Chodkowski,
Town Manager

DATE: October 14, 2016

RE: Bi-Monthly Projects & Activities Report (PAR)

CC: Town Department Directors &
Direct Reports

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

TOWN MANAGER'S OFFICE:

General Comments: No comments at this time.

Hazardville Institute Renovation Grant: Final comments from the Town Attorney's Office were provided as well as recommended insurance coverages from USI. The updated document was forwarded to the Conservancy for review and comment on October 14.

JFK Pre-Referendum Committee: The Committee has interviewed the responsive firms to the Town's RFP for a feasibility study. The Committee is recommending the Town Council select Silver Pertrucelli to perform the study. Representatives from the Committee will be in attendance at Council's October 17 meeting to brief Council further on this subject.

Development Services Committee: The Committee is scheduled to meet on Thursday, October 20.

Joint Facilities Committee: The Committee met on October 13. The group reviewed and discussed several ways to evaluate the needs of the community. The Committee is scheduled to meet next on November 10.

E-TV

Emergency Crawl System: IT has responded to our request to look into the connectivity of the emergency system to our computers and have successfully re-established the link from our computers to the device. The next step is to have the engineer return and see if we can hook it back into the system and get it to work again. The call will go out this week and I expect a date for the engineer to come in sometime late this week or early next week.



TOWN OF ENFIELD

FINANCE:

FY 2015/2016 Year-End Audit: The auditors have begun conducting the audit and are expected to complete their field work by the end of October. They are expected to finalize the audit in December. The Comprehensive Annual Financial Report (CAFR) needs to be completed and submitted to the State by December 31.

Tax Assessment: The Assessor's Office has begun preparing the 2016 Grand List. The Grand List is the overall list of property values in town as of October, 2016 and is the basis of the property taxes collected in fiscal year 2017-2018. This process will take until January 2017.

LIBRARY:

Library Programing: The Library constantly strives to provide changing programs to meet the needs of both adult and youth audiences. Examples of our recent programing are as follows:

Children's Programming: Fall and Winter Children's programs have begun. Recent programs include Family Bingo Night, Fire Truck Day, and the kickoff of our After School Program. Our usual Storytimes and Rhymetimes are ongoing.

Adult Programming: Recent highlights have included a local author talk, Metropolitan Opera Adventures and Historical Songs of Outlaws, Rogues and Villains.

Head of Reference Services Position: Interviews were conducted on Friday, 9/23. Samantha Lee, currently Head of Teen Services at West Haven Public Library, was selected for the position and will begin on Monday, 10/24.

The Friends of the Enfield Library: The Friends held two recent programs, a luncheon with an actress that portrayed Mark Twain's maid and an evening program that featured Enfield Police Officer Chris Dufresne and his K9 partner, Bruin.

HUMAN RESOURCES:

Clerical Union Negotiations: The Union informed the Human Resources Director that they rejected the Town's last offer and both Parties appear to be at an impasse.

Professional & Technical Union and Supervisory Union Negotiations: Negotiations continue with the next meeting between the Town and the Unit scheduled for November 17. Council will be updated as appropriate as negotiations continue.

Police Pension Negotiation: A Special Meeting is being scheduled to update Council on this matter.



TOWN OF ENFIELD

HUMAN RESOURCES (Cont'd):

Public Works Positions Recruitment: DPW and HR are actively interviewing candidates to fill the part-time position of Environmental, Health and Safety Manager. Interviews started last week. Council will be updated as we move further along in this process.

Director of Development Services Recruitment: Human Resources is now actively recruiting to fill the Director of Development Services position anticipating a January 2017 start date. Council will be updated as we move further along in this process.

TOWN CLERK:

Records Management: We were recently contacted by the Central Library in an effort to review the records of the previous Director. We are in the process of evaluating this request.

The Officials Directory: The Town Clerk's Office maintains this directory and it will soon have a new look. We will be using ClerkBase software in place of the SharePoint system now in use.

November 2016 Election: With the election fast approaching, we continue to receive requests for absentee ballots. The last day to register to vote is Tuesday, November 1.

POLICE:

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

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

Narcotics Enforcement: Heroin and opiate use continue to be a priority in our department. The most current stats from the Office of the Chief Medical Examiner show 3 deaths related to heroin or fentanyl in 2014, 12 deaths related to heroin or fentanyl in 2015, and 6 deaths to date in 2016. Our Narcotic task force continues to work on sale of heroin cases. Council will be updated as appropriate in the future on this subject.

Safe Exchange Zone Program: Effective Nov 1, 2016, the Enfield Police Department will be starting a "Safe Exchange Zone Program." This program is intended to create a safe environment for the in-person transfer of goods and money between sellers and buyers involved in an internet based commerce. This informational item will be removed from future PARs.



TOWN OF ENFIELD

ECONOMIC DEVELOPMENT:

25 Bacon Rd: The Town and WE 25 have come to tentative terms on a potential Tax Assessment Agreement and a draft agreement is being compiled. Once completed, the draft agreement will be reviewed with Town Council.

General Economic Development Activities: The Economic Development Commission is working on the development of Tax Increment Financing Districts. They recently discussed several proposed TIF districts and will continue to explore the matter in the coming months.

COMMUNITY DEVELOPMENT:

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

River Access Project: Town and State officials met in August to finalize plans for the long awaited river access project. The project will connect the existing bike path from Freshwater Pond recreational area to the CT Riverfront utilizing the Asnuntuck Street underpass for the high-speed rail crossing. A draft scope of work has been completed by the BL Companies and submitted to state DOT for review and will be presented to the Federal Highway Administration in the near future. Once approved funds for the project can be obligated.

Community & Famers Market: The Fall-O-Ween celebration was held and was a success. The market enjoyed a strong turn-out from both vendors and customers. We hope to build on our success in 2017. This item will be removed from future PARs.

The Community Gardens: The Gardens are wrapped up for the year. Much of the produce this year was donated to the Loaves and Fishes soup kitchen and the Food Shelf to help feed local residents. This item will be removed from future PARs.

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



TOWN OF ENFIELD

COMMUNITY DEVELOPMENT (Cont'd):

Transit Center: Our office continues to work with our environmental attorney to finalize the terms of an access agreement with Eversource. The latest version was reviewed by the Town Attorney's Office and forwarded back to Eversource for final revisions. There has been no further movement on this project.

Transit Oriented Development Plan: Town officials, State planners, and their consultants continue the development of a Transit Oriented Development Action Plan in conjunction with the Hartford Line Commuter Rail Project. A workshop has been scheduled for October 19 with local land-use board and commission members and Town Council members to discuss the initiative with the consulting team and develop a strategy for public workshops. The State will be collecting data from each station area and using the information to develop a corridor TOD Action Plan. Public meetings will be conducted sometime this fall.

North Central Chamber: The Town continues to coordinate efforts with the Chamber of Commerce. They will be hosting a Business Economic Symposium on October 27 from 5 to 8 p.m. Our office is helping to market the event and encourages Town board, committee and commission members to attend.

BUILDING SERVICES:

25 Bacon Road: Plans are under review for the alterations to the high-bay building. Work and inspections are continuing in the Low-Bay Building.

Mayfield Apartments: Four more buildings were recently permitted bringing the total to 17 or half of the planned buildings. The remaining 17 buildings must be designed, permitted, and built to the standards of the newly adopted 2016 State Building Code.

Brookside Plaza: The Certificate of Occupancy is issued and the store is open for business. This informational item will be removed from future PARs.

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

General Information: On October 1, 2016, the new 2016 Connecticut State Building Code became effective. The Building Inspection web page is being updated to reflect the many changes caused by the new code. Permitted work for September 2016 had a construction value of \$7,241,883 on 217 permits yielding \$120,349 in fees. The Mobil Gas Station at 100 Elm Street received the Certificate of Occupancy and is open to the public. A Smashburger restaurant is under construction at 54 Hazard Avenue in the Stop & Shop plaza.



TOWN OF ENFIELD

PLANNING & ZONING:

General Information: Work continues on 25 Bacon Road, Phase III which is the new building concept plan received for a new 796,800 sq. foot building. Staff time also remains committed to working on various zoning text amendments to modernize and streamline code. Site plan review efforts also consist of the following:

- Lia Honda –Palomba Dr. exterior renovations
- 243 Shaker Rd.-rebuild of Yankee Castings
- Revision to Enfield High School approval to allow Riverview St. to be open rather than restricted to emergency vehicles.

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

- 80 Shaker Rd.-additions to building-Camerota Truck-satellite site
- 250 South Rd.- Phoenix Manufacturing

Commission Activities: PZC heard 19 formal applications in the months of June, July, and August. Staff reviewed, researched and approved 261 PZC permits during this same time period. IWWC heard nine formal applications with staff researching, reviewing and issuing 84 IWWC permits for the months of June, July and August.

Enforcement Activities: There are about 45 property maintenance/code enforcement cases active on any given day. June to August: 227 cases -190 cases resolved-18 formal citations issued-10 properties cleaned by Town and a lien placed—37 cases open currently. Top seven current cases: 46 Cottage Green, 3 Cook Avenue, 46 Sword Ave, 1 Knox St, 32 Church St, 17 Burnham St, 15 Weymouth Dr. There are 29 open zoning complaints. During June-August approximately 62 zoning complaints were handled.

EMS:

Medic 3 Refurbishment: American Emergency Vehicles (AEV) will be picking up the ambulance to be refurbished on or about November 4, 2016 and it is anticipated that the return date will be the later part of January 2017. We have scheduled the “stripping out” of equipment: radios, connectors, antenna, oxygen source, etc. the week prior the pick-up date.

Community Relations: Captain Maloney has continues with the monthly Citizen CPR Training. These classes continue to be filled to capacity each month.



TOWN OF ENFIELD

INFORMATION TECHNOLOGY:

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

Office 365 - The Town staff's files will be moving to the Cloud! This upgrade will include migration of all files and upgrade to Office 2016, Windows 10. Staff will be able to access their files from anywhere, anytime! Training will be provided for these new software products.

Social Services Move - This past weekend, the Neighborhood Center, Social Services and Dial A Ride moved to a new location!! IT has moved their phones, computers, copiers and printers to ensure their downtime was minimal. They are currently up and functioning and enjoying their new home!

RECREATION:

Prudence Crandall Playscape: Buildings and Grounds is currently assembling the structure with the specialized matting to be installed the week of October 17. The project is approximately 50% complete.

Recreational Programing: Fall Registration is underway for many programs. Programming begins the first week in October. Open Swim Hours: Saturday, October 15 12:00-3:00 pm at JFK.

Skate Park: Council received a short briefing on this project on October 3. Future progress on this project will be reported to Council as appropriate.

Liaison Committees:

- Enfield Culture and Arts Commission is sponsoring a piano concert by Paul Bisaccia on Sunday, October 23 from 2:00-4:00pm at the Enfield Sr. Center. Tickets are now on sale at the Sr. Center or the Recreation Office.

SOCIAL SERVICES:

Relocation: The move to 110 High Street is complete. Neighborhood Services, Transit Services & Social Service Administration is fully operational. This project is complete and will be removed from future PARs.

Senior Center Carpet Project: Based on delivery of carpet, this project is scheduled for October. The carpet will be installed over the weekend to minimize the impact on the Senior Center activities. This project is being led by the Town's Public Works Department.



TOWN OF ENFIELD

SOCIAL SERVICES (Cont'd):

CRT Meals at the Adult Day Center: Meals for ADC patrons have been produced and delivered daily by the ECDC staff since October. This service is being provided within existing resources. This informational item will be removed from future PARs.

Fundraiser to Benefit CCMC: DSS has relocated its fundraiser to benefit CCMC from the Senior Center to the Enfield Street School. This relocation is to partner with a pre-scheduled tag sale coordinated by 2Moms on a Mission. This effort is part of a national campaign to support the Children's Miracle Network Hospitals. Our goal is to raise \$5,000 and has 100 people participate in a "board game" marathon.

2016 Volunteer of the Year Award: The 2016 Volunteer of the Year Award Ceremony, given annually in memory of Peg Smith, will be held at Town Hall on Friday, November 4 at 9:00 AM.

Assistant Director Position: The Director is currently working with staff to review needs within DSS that can be addressed with the hire of a new Assistant Director in the spring. (.41FTEs of the position were reallocated to avert the lay-off of one CNA @ the ADC.)

Expanding Services: Each Wednesday, a staff person from Inter-Community, an East Hartford non-profit agency subcontracted by the State DSS, is available at 110 High Street to process Medicaid and SNAP (formerly food stamp) applications. This informational item will be removed from future PARs.

PUBLIC WORKS:

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

Crackseal Program: The project has been completed. 24 miles of roads were treated with almost 375 tons of material. This item will be removed from future PARs.

Green Manor South (excluding Northfield St.): Reclamation of sub-base began on October 11 with a cement infusion process. Staff has coordinated with the EPD, the bus company, and residents to try to minimize the inconvenience.

Freshwater Boulevard: Work scheduled to start October 11 begins just north of Cranbrook Drive and runs north to Elm Street. Milling and paving operations will be at night so as to produce as little disruption to businesses and motorists as possible. 100% of the cost of construction is funded by the State of Connecticut through a LOTCIP grant.

Crescent Lake/Spruceland Drive: Work is substantially complete.



TOWN OF ENFIELD

PUBLIC WORKS (Cont'd):

Palomba Drive and Elm St: Paving work on is complete and the contractor is working on striping, signage and loop detectors.

Northfield St: We are working with Eversource to relocate their lines and updated information will be shared with Council as appropriate. Staff will continue to meet with Eversource to seek resolution while the Town Attorney is reviewing the situation.

Elm St. Resurfacing: Loop detectors at the intersections are in the process of being installed by ConnDOT contractor.

Park-Taylor Reconstruction: The contractor is working on driveway aprons and side slopes. On Park Street, the contractor is continuing with earthwork operations. Hazardville Water's water main replacement project on Taylor Road is scheduled to commence in the next 2 weeks. The water main replacement project will require night work near the intersection of Taylor Road and Hazard Ave. One lane of Taylor Road will be open to traffic at all times.

Manhole Lid Offset & Adjustment Inquiry: DPW has ordered lids and frames and delivery is scheduled for later this week. The infrared work has been contracted. This project is scheduled for the latter half of October using a combination of Town staff and contractors.

Water Pollution Control Updates: Staff received proposals on October 5 from three on-call firms for a Contract Project Manager. Proposals will be reviewed with the Council in the near future.

100 High St Painting: Final project walkthrough took place and contractor's invoice is being reviewed. A 5% retainage is recommended for outstanding items.

Refuse and Resource Management: Staff has been working on options for July 1, 2017 when the current refuse disposal contract (with Covanta) and recycling contract (with USA Recycling) expire. The vendors have been asked to submit renewal proposals by October 7. The Town's regional bid option with CCSWA, a subset of CRCOG, resulted in only one (1) bid, by MIRA. That bid is under review.

Community Paper Shredding and Household Hazardous Waste Collection: The popular events are scheduled for October 15 and October 22, respectively, at DPW, 40 Moody Rd. Ads will be placed in the area newspapers, information is posted on our website, and "A" frame signs will be strategically placed around town. Kudos to Paul Kelly for managing these events so well.

Still Meadow Water Supply: Staff recently met with Fuss & O'Neill to discuss next steps in the grant application process with DEEP. The consultant will be moving forward with a new grant application using previously appropriated funds.



TOWN OF ENFIELD

PUBLIC WORKS (Cont'd):

Fleet Services Operation- Second Shift: Fleet Services has been operating one shift the past few months pursuant to an MOU with Local 1029. The MOU expires October 3 and we will be temporarily re-instituting a modified second until December 9. In addition, we are advertising for temporary mechanics to be able to provide the desired level of service.

Leaf Collection Program: The annual leaf collection program starts on October 31. Flyers and information for all of these events are posted on the web site and ads have been placed in area newspapers. E-TV has updated the leaf collection video and will be running the program in the next week. The video explains the program and has updated collection information.

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



TOWN OF ENFIELD

October 11, 2016

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Recording Secretaries \$4,824

Councilors:

Highlights:

- Former Acting Town Manager, Mr. Erdmann created three subcommittees of Council.
- The three committees are:
 - JFK Pre-Referendum Committee
 - Joint Facilities Committee
 - Town Council/Board of Education Joint Insurance Subcommittee
- There was no budget for these committees to have a recording secretary.

Instead of high level notes these three committees have asked for detailed minutes in which haven't been provided in the past. This task has become quite cumbersome for our office staff and is taking away from daily responsibilities. In order to provide the requested minutes, we are asking to hire recording secretaries to attend the meetings and take minutes.

Budget Impact:

There will be a minimal impact on the budget.

Recommendation:

That the Town Council approve the attached Resolutions.

Respectfully Submitted,

Debra McCarthy
Executive Secretary

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: Town Clerk

Other Compensation 10160100-517000 \$4,824

FROM: General Fund

Collective Bargaining 10800092-593070 \$4,824

CERTIFICATION: I hereby certify that the above-stated funds are available as of October 10, 2016


John Wilcox, Director of Finance

10/11/16

APPROVED BY:  _____ **Town Manager**

Date: 10/13/16



TOWN OF ENFIELD

October 7, 2016

Honorable Member
Enfield Town Council
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Transit-Oriented Development Planning Grant
\$100,000**

Councilors:

Highlights:

- In October 2014, the Town Council approved a resolution authorizing the submission of a Thompsonville Transit Oriented Development Implementation Plan, in accordance with the state's Transit-Oriented Development (TOD) Planning Grant Program Request for Applications.
- In April 2015, the State of CT Office of Policy and Management (OPM) awarded the Town with \$100,000 from the Transit-Oriented Development Planning Grant Program.
- The grant funds the creation of an Economic Development Strategy that supports Transit-Oriented Development for the Thompsonville section of town.
- This project was delayed due to personnel changes in the Development Services Department.
- This strategy will identify key parcels for redevelopment, acquisition planning, and incentive strategies for investors and developers, support marketing and promotional programs, include public participation and outreach, and potentially lead to re-zoning.

Budget Impact:

As this is a grant program there will be no financial impact on the Town's budget.

Recommendation:

I recommend approval of this resolution.

Respectfully Submitted,

Peter Bryanton
Director of Community Development

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: Rail Station

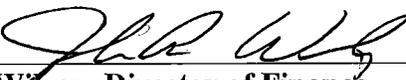
Other Professional Services	31008157-533900	\$100,000
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FROM: CIP Revenue FY17 Other State Grants

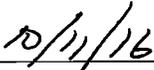
Office of Policy and Management Grant	31042017-460001	\$100,000
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CERTIFICATION:

I hereby certify that the above-stated funds are available as of October 7, 2016.



John Wilcox, Director of Finance



Date: 10/11/16

APPROVED BY:  _____ **Town Manager**

Date: 10/13/16



TOWN OF ENFIELD

October 7, 2016

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for Magic Carpet Grant \$249,348

Councilors:

Highlights:

- Received a commitment letter from DOT New Freedom Grant for funds
- Purchase of two Magic Carpet buses.

This is needed to purchase two new buses for the fixed bus route. The buses that are currently used have exceeded their useful life.

Budget Impact:

No additional cost to the Town of Enfield.

Recommendation:

The Town Council adopted the attached request for transfer of funds.

Respectfully Submitted,

Annette Orlandi
Bus Transportation Director

Attachments:

1. Resolution



TOWN OF ENFIELD

October 7, 2016

Honorable Member
Enfield Town Council
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Thompsonville Incentive Housing Zone Grant
\$25,000**

Councilors:

Highlights:

- In January 2014, the Town Council approved a resolution authorizing the submission of an application for a "Housing for Economic Growth Program" pre-development grant.
- In May 2014, the State of CT Department of Housing (DOH) awarded the Town with \$20,000 from the Incentive Housing Zone Program, requiring an additional \$5,000 Town contribution.
- In June 2016, the CT DOH approved a Grant Award Extension due to changes in Town staff and key leadership positions.
- These grant funds will be utilized in developing a Transit-Oriented Development Master Plan for the village of Thompsonville that incorporates an Incentive Housing Zone within the plan.

Budget Impact:

There is no increase to the Town's budget, as the \$5,000 Town contribution comes from CIP funds already budgeted for Thompsonville Revitalization, and the balance is grant funds.

Recommendation:

I recommend approval of this resolution.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Peter Bryanton", is written over a horizontal line.

Peter Bryanton
Director of Community Development

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.

FROM: Thompsonville Revitalization-
Other Professional Services

TO: Transfer to Capital

10606155-533900 \$5,000

1080092-593010 \$5,000

FROM: General Fund Transfers

TO: Thompsonville Incentive-Other Prof Services

31042017-480001 \$5,000

31008168-533900 \$5,000

FROM: CIP Revenue FY17-Other State Grants

TO: Thompsonville Incentive-Other Prof Services

31042017-460001 \$20,000

31008168-533900 \$20,000

CERTIFICATION:

I hereby certify that the above-stated funds are available as of October 7, 2016.



John Wilcox, Director of Finance



Date:

APPROVED BY:



Town Manager

Date: 10/13/16



October 3, 2016

TOWN OF ENFIELD

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Transfer Funds for Youth Services STOP Act Grant \$47,145

Councilors:

Highlights:

- The Substance Abuse and Mental Health Services Administration has awarded The Town of Enfield, Enfield Together Coalition, a four year grant of \$188,580 with an annual budget of \$47,145.
- The project period is from 09/30/2016 – 09/29/2020. SAMHSA allows less than 10% of the total grant award to be carried forward across federal fiscal years without a formal budget revision.
- The Stop Act Grant is a partnering grant with the Drug-Free Communities (DFC) Grantees. The Stop Act Grant is a collaborative effort between the White House Office of National Drug Control Policy (ONDCP) and the Substance Abuse and Mental Health Services Administration (SAMHSA).
- ONDCP issues grants to community coalitions through an interagency agreement with SAMHSA. According to the Sober Truth on Preventing Underage Drinking Act (STOP ACT) grant the goal of this program is to prevent and reduce alcohol use among youth and young adults ages 12 – 20 in communities throughout the United States.
- This grant runs through a federal fiscal year, September 1, through August 31.
- Youth Services would like to carry over unspent monies into next fiscal year.

Budget Impact:

There will be no town expenses used for this grant.

Recommendation:

That the Town Council approve the attached Resolutions.

Respectfully Submitted,

Dawn Homer-Bouthiette
Director of Social Services

Attachments:

1. Transfer

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

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

TO: Youth Services STOP ACT Grant Appropriations FY16-17 – Year (9/30/2016 – 9/29/17)

Full Time Salaries	22046122 511000	\$5,265
Part Time Salaries	22046122 512000	\$5,000
Social Security	22046122 522000	\$310
Medicare	22046122 522100	\$73
Other Professional Services	22046122 533900	\$27,200
Advertising	22046122 554000	\$1,000
Printing & Reproduction	22046122 555000	\$2,960
Travel	22046122 558000	\$4,395
Office Supplies	22045122 561200	\$222
Materials & Supplies	22046122 561900	\$720

FROM: STOP ACT Revenue

STOP ACT Grant	22046122 460161	\$ 47,145
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CERTIFICATION: I hereby certify that the above-stated funds are available as of October 4, 2016

John Wilcox, Director of Finance

 10/11/16

APPROVED BY:



Town Manager

Date: 10/13/16



TOWN OF ENFIELD

October 11, 2016

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for the Purchase of Lots 1, 2 & 7 Sunny Brook Farms Subdivision \$270,000.

Councilors:

Highlights:

- On October 3, 2016, the Town Council approved Resolution #3849 to settle the case entitled *Marilyn Tyler v. Town of Enfield* in accordance with the Stipulated Judgment attached thereto.
- Pursuant to the Stipulated Judgment, the Town will purchase Lots 1, 2 and 7 in the subdivision known as Sunny Brook Farms on Post Office Road and Oliver Road.
- The purchase price for the three lots is \$270,000.

Budget Impact:

This will be in addition to the approved budget and will be funded from the appropriated fund balance account.

Recommendation:

That the Town Council approve the transfer of funds.

Respectfully submitted,
Office of the Town Attorney

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:

Town Attorney – Judgements and Settlements

10130000 582000

\$270,000

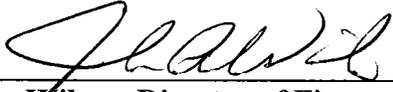
FROM:

General Fund Revenue – Appropriated Fund Balance

10040000 499000

\$270,000

CERTIFICATION: I hereby certify that the above-stated funds are available as of September 14, 2015.



John Wilcox, Director of Finance

Date: 10/11/16

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

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

**Resolution to Amend Enfield Town Code, Chapter 14, Article II,
Section 14-32 Fee Schedule**

WHEREAS, in order to include an exemption for local building permit fees pursuant to PA 16-45 related to the repair or replacement of a defective foundation, the Town Council wishes to amend the Fee Schedule located in Section 14-32 of the Town Code; and

WHEREAS, in accordance with the Town Charter, Chapter 3, Section 6, a Public Hearing was held on October 17, 2016; and

WHEREAS, it has been determined that it is in the best interest of the Town to amend Section 14-32;

NOW, THEREFORE BE IT RESOLVED, the Enfield Town Council does hereby adopt the amendment to Enfield Town Code, Chapter 14, Article II, Section 14-32 Fee Schedule, appended hereto as "Attachment A".

Date Prepared: October 11, 2016
Prepared by: Town Manager's Office

ATTACHMENT A

ARTICLE II. - BUILDING CODE

Section 14-32 Fee schedule.

Fees for permits issued by the division of building inspection shall be:

FEE SCHEDULE		
(a)	New construction and alterations per \$1,000.00 or fraction thereof	\$16.50
(b)	Demolition per \$1,000.00 or fraction thereof	16.50
(c)	Moving a building per \$1,000.00 or fraction thereof	16.50
(d)	Mechanical permits per \$1,000.00 or fraction thereof	16.50
(e)	Minimum fee for any permit	30.00
(f)	Residential sewer construction	50.00
(g)	Commercial sewer construction	200.00
(h)	Removing a stop work order	100.00
(i)	Except for emergencies, fees shall be doubled for work started before permit issuance.	
(j)	When a permit is issued, any fees paid are non-refundable	
(k)	Permits for work on a structure owned by the Town of Enfield or any fire district incorporated within the Town of Enfield are exempt from the fees in this schedule.	
(l)	The value of the work being done includes labor and materials at fair market rates. The value of new construction shall be determined by using approved, established construction costing data such as the International Code Council Building Valuation Data or the Marshall & Swift Residential Cost Handbook.	
(m)	During the time that a residential building owner is receiving a tax reassessment in accordance with PA-16-45 where the foundation of such residential building was made with defective concrete, said owner may provide a copy of such reassessment to the building official and be exempt from the fees in this schedule for the defective foundation repairs or replacement.	



TOWN OF ENFIELD

October 7, 2016

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution Authorizing Town Manager to sign the “Master Municipal Agreement for Preliminary Engineering Projects (Agreement)” from State DOT

Councilors:

Highlights:

- The CT DOT has requested that municipalities enter into a new Agreement¹ covering municipally administered design projects involving CT DOT grant funds. The cover letter from the State of Connecticut (enclosed) addresses the State’s goal in proposing this Agreement.
- Signing this agreement now will, in theory, shorten the timeline for projects such as South River Street Bridge, where multi-party negotiations on the design portion have been ongoing.
- The Town Attorney’s Office has reviewed the agreement document and approved as to the form.
- Given that the Agreement is being issued by the state agency disbursing funds (CT DOT) and has been approved by the State Attorney General, it would be very difficult, if not impossible, to negotiate revisions.
- Other municipalities have signed the Agreement as presented, including Ellington, South Windsor and Bristol.

Budget Impact:

There is no immediate budget impact.

Recommendation:

That the Enfield Town Council adopt the attached resolution.

Respectfully Submitted,

John Cabibbo, PE
Assistant Town Engineer

Attachments:

1. Resolution
-

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**RESOLUTION REGARDING AUTHORIZATION FOR THE TOWN MANAGER
TO SIGN THE STATE MASTER MUNICIPAL AGREEMENT FOR
PRELIMINARY ENGINEERING PROJECTS**

NOW THEREFORE, BE IT RESOLVED, that Bryan R. H. Chodkowski, Town Manager, is hereby authorized to sign, for the Town of Enfield, the Agreement with State DOT entitled "Master Municipal Agreement for Preliminary Engineering Projects."

Prepared by: John Cabibbo, Assistant Town Engineer
Date Prepared: October 7, 2016



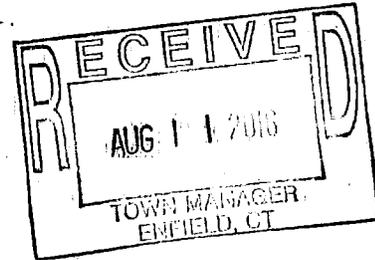
STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

August 10, 2016



Mr. Bryan Chodkowski
Town Manager
Town of Enfield
820 Enfield Street
Enfield, Connecticut 06082

Dear Mr. Chodkowski:

Subject: Master Municipal Agreement for Preliminary Engineering Projects

The Connecticut Department of Transportation (Department) is pleased to introduce a new way of doing business with the municipalities of Connecticut. The enclosed Master Municipal Agreement for Preliminary Engineering Projects (MMAPE) is the third in a series of agreements that will fundamentally improve how the Department conducts business with its municipal partners by dramatically streamlining the agreement process.

It is anticipated that once an MMAPE is executed with your municipality, project specific information and monetary terms will be set forth in a Project Authorization Letter (PAL) issued by the Department to the municipality for individual preliminary engineering projects. PALs are expected to take only days to execute, as opposed to the numerous months that were previously required to execute individual project agreements.

This ten-year term MMAPE covers municipally administered design projects. The MMAPE includes standard terms, conditions and contracting "boiler plate" language that should govern all municipal design projects involving the Department which are undertaken throughout the ten-year term.

It is my great hope that you will sign the enclosed agreement and join the Department in this new and innovative way of doing business that will improve delivery of Department services to its customers.

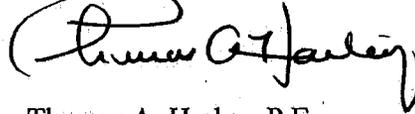
Mr. Bryan Chodkowski

-2-

August 10, 2016

Please process the MMAPE in accordance with the enclosed instructions and return the agreement, along with your authority to sign, to Mr. Hugh Hayward, Highway Design – Local Roads, at the letterhead address. If you have any questions, please contact Mr. Hugh Hayward at (860) 594-3219.

Very truly yours,

A handwritten signature in black ink, appearing to read "Thomas A. Harley". The signature is written in a cursive style with a large, looping initial "T".

Thomas A. Harley, P.E.
Chief Engineer
Bureau of Engineering and Construction

Enclosures

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Authorizing the Town Manager to Convey Property on Oliver Road

WHEREAS, the Town of Enfield owns property on the northerly side of Oliver Road, shown as Lot 2 on Assessor's Map 47 ("the property"); and

WHEREAS, the Town acquired the property through a Certificate of Devise recorded in the Enfield Records at Volume 2633, Page 1125; and

WHEREAS, there is no public need for the Town to retain ownership of the property; and

WHEREAS, at its January 21, 2016 meeting, pursuant to Conn. Gen. Stat. §8-24, the Enfield Planning and Zoning Commission made a positive recommendation to the Enfield Town Council regarding the proposed conveyance of the property; and

NOW THEREFORE, BE IT RESOLVED, that the Enfield Town Council authorizes the Town Manager to execute any documents necessary to effectuate the conveyance of the property subject to the review and approval by the Town Attorney.

Prepared by: Town Manager's Office
Date Prepared: October 11, 2016



TOWN OF ENFIELD

September 29, 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>
2002 Ford F550 4X4 Service Body Utility Vehicle	\$4,500
2005 Ford F350 4X4 Flatbed Truck	\$5,000

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

<u>YEAR</u>	<u>VEHICLE/EQUIPMENT</u>	<u>SERIAL/VIN#</u>	<u>MILEAGE/HOURS</u>	<u>EST. VALUE</u>
2002	Ford F550 4X4 Service Body Utility Vehicle	1FDXF47F72EC27170	61,858	\$4,500.00
2005	Ford F350 4X4 Flatbed Truck	1FTWF33PX5EC87151	52,922	\$3,500.00



TOWN OF ENFIELD

TO: Enfield Town Council

FROM: Bryan R.H. Chodkowski,
Town Manager

DATE: October 4, 2016

RE: Resolution for 8-24 Referral

CC: Roger O'Brien,
Town Planner

Attached to this memorandum, you will find a resolution for a Connecticut General Statute §8-24 Referral to the Planning & Zoning Commission.

Earlier this year, the Town was approached by representatives for T-Mobile Cellular. T-Mobile identified the Town's Public Safety Facility Communications Tower as a colocation site which would improve their network's service platform. When the Town's Public Safety Communications Tower was constructed, it was constructed with the intent for future cellular antenna colocation.

This request was reviewed and recommended for advancement by Communications Supervisor Hall and Chief Sferrazza. The matter was also reviewed Council Leadership on September 14 who asked that staff proceed with presenting a lease for Council review and consideration.

In furtherance of the direction provided by Council Leadership, the attached resolution is to meet statutory requirements to advance this matter.

Should you have any questions or concerns regarding the content of this memorandum, please do not hesitate to contact me.

Att. (1): *Resolution to Schedule a Connecticut General Statute §8-24 Referral*

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

**RESOLUTION REGARDING THE REFERRAL TO PLANNING AND ZONING
COMMISSION FOR A PROPOSED LEASE AGREEMENT FOR COLOCATION
ON THE TOWN OF ENFIELD COMMUNICATION TOWER**

WHEREAS, the Town of Enfield has received a request from T-Mobile Cellular to enter into a lease agreement for a colocation on the Town's communication tower (the tower); and

WHEREAS, the tower located at the Enfield Police Department was constructed with the intent of future cellular antenna colocation; and

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

NOW, THEREFORE, BE IT RESOLVED, that the proposed lease with T-Mobile be referred to the Planning and Zoning Commission in conformance with the requirements of Connecticut General Statute §8-24.

Prepared by: Town Manager's Office
Date Prepared: October 11, 2016



TOWN OF ENFIELD

TO: Enfield Town Council

FROM: Bryan R.H. Chodkowski,
Town Manager

DATE: October 4, 2016

RE: Resolution for Connecticut General Statute
§7-163 Public Hearing

CC: Roger O'Brien,
Town Planner

Attached to this memorandum, you will find a resolution setting a Connecticut General Statute §7-163 Public Hearing.

Earlier this year, the Town was approached by representatives for T-Mobile Cellular. T-Mobile identified the Town's Public Safety Facility Communications Tower as a colocation site which would improve their network's service platform. When the Town's Public Safety Communications Tower was constructed, it was constructed with the intent for future cellular antenna colocation.

This request was reviewed and recommended for advancement by Communications Supervisor Hall and Chief Sferrazza. The matter was also reviewed Council Leadership on September 14 who asked that staff proceed with presenting a lease for Council review and consideration.

In furtherance of the direction provided by Council Leadership, the attached resolution is to meet statutory requirements to advance this matter

Should you have any questions or concerns regarding the content of this memorandum, please do not hesitate to contact me.

Att. (1): *Resolution Setting a Connecticut General Statute §7-163 Public Hearing*

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Setting a Public Hearing

WHEREAS, the Town of Enfield owns the property located at 293 Elm Street on which the Public Safety Communications Tower is located (“the Tower”); and

WHEREAS, the Enfield Planning and Zoning Commission will make a recommendation at its November 3, 2016 meeting regarding the proposed lease of the Tower;

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

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby schedule a public hearing to be held on November 14, 2016 to begin at 6:50 PM in the Council Chambers of the Enfield Town Hall which is located at 820 Enfield Street, Enfield, Connecticut 06082 in order to receive public comment.

Prepared by: Town Managers Office
Date Prepared: October 12, 2016



TOWN OF ENFIELD

APPLICATION FOR VACANCY ON AGENCIES, BOARDS & COMMISSIONS

Name K. WALTER SHERMER Date 10/11/16

Address 10 BELINDA LANE

Telephone (Home) 860-745-3511 (Work) ---

Email Address MAGICMOMENTSVID@COX.NET Occupation ---

Registered Voter (Yes) (No) Party Affiliation ---

Agency, Board, or Commission Interested In: COX CABLE ADVISORY COUNCIL (AREA #25)

New Appointment Reappointment

If this is a reappointment, please list the number of meetings attended during the last 12 months. (2) MEETINGS HELD ONLY 2 PER YEAR

Please outline your qualifications and how you feel you would contribute to the Agency, Board or Commission. BOARD (COUNCIL, COX) FOR MANY YEARS AND PRESENTLY AM SECRETARY OF THE (CCAC).

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

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

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