



**AGENDA  
ENFIELD TOWN COUNCIL  
REGULAR MEETING**

**Monday, November 14, 2016  
7:00 p.m. – Council Chambers**

**6:50 – Public Hearing – Public Safety Tower §7-163e**

1. **PRAYER – Greg Stokes**
2. **PLEDGE OF ALLEGIANCE.**
3. **ROLL CALL.**
4. **FIRE EVACUATION ANNOUNCEMENT.**
5. **MINUTES OF PRECEDING MEETINGS.**
  - **Special Meeting – October 17, 2016**
  - **Regular Meeting – October 17, 2016**
  - **Special Meeting - October 24, 2016**
6. **SPECIAL GUESTS.**
  - **Enfield Together Coalition**
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. **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)
4. **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)
5. **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)
6. **Clean Energy Committee –** A Vacancy Exists Due to Resignation of Ann Marie Dooley. Replacement Would be Until 03/17/2009. (Tabled 07/05/2016)
7. **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)
8. **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)
9. **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)
10. **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)
11. **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)
12. **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)
13. **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)
14. **Enfield High School Renovation Building Committee –** A Vacancy Exists Due to the Resignation of Walter Kruzal (R), Replacement Would be Indefinite. (Tabled 12/07/2015)
15. **Enfield High School Renovation Building Committee –** A Vacancy Exists Due to the Resignation of George Rypysc (D), Replacement Would be

Indefinite. (Tabled 12/07/2015)

16. **Enfield High School Renovation Building Committee** - A Vacancy Exists Due to the Appointment of Laura Vella (U) to a Regular Member. Replacement is Indefinite. (Tabled 10/05/2015)
17. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Rebecca Olesen (D). Replacement Would Be Until 04/30/2017. (Tabled 06/06/2016)
18. **Enfield Revitalization Committee** – A Vacancy Exists Due to the Resignation of Kassie Huhtanen(D). Replacement Would be Until 4/30/2017. (Tabled 06/06/2016)
19. **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)
20. **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)
21. **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)
22. **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)
23. **Loan Review Committee** – The Term of Office of Jason Jones (R), Expires 12/31/2015. Reappointment or Replacement Would be Until 12/31/2017. (Tabled 12/21/2015)
24. **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)
25. **Zoning Board of Appeals (Alternate)** – The Term of Office of Robert Gillespie (R), Expires 12/31/2015. Reappointment or Replacement Would be Until 12/31/2018. (Tabled 12/21/2015)

**B. Appointment(s) - Town Manager Appointed/Council Approved.**

1. **Building Code Appeals Board** – A Vacancy Exist for Contractor (D), Expired 11/01/2004. Replacement Would be Until 11/01/2021. (Tabled 11/25/2004)
2. **Building Code Appeals Board** - A Vacancy Exists Due to the Resignation of Kenneth J. Bergeron, (D) Chairman, Architect. Replacement Would be Until 11/01/2021. (Tabled 10/16/2006)
3. **Building Code Appeals Board** - A Vacancy Exists Due to the Resignation of Howard Coro, (D). Replacement Would be Until 11/01/2018. (Tabled 02/04/2013)

4. **Building Code Appeals Board-** The Term of Office of Gary Sullivan,(R) Engineer Expired on 11/01/2014. Reappointment of Replacement Would be Until 11/01/2019.(Tabled 11/17/2014)
  5. **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:** 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)
- I. **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)
- J. **Discussion/Resolution:** Resolution Regarding the Non-Union Plan.(Tabled 09/06/2016)
- K. **Discussion/Resolution:** Resolution to Approve Pay Range for the Director of Development Services (Tabled 09/06/2016).
- L. **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.**

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.

**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 Senior Center \$6,243.
2. **Discussion/Resolution:** Request for Transfer of Funds for Town Clerk Historical Documents Preservation Grant \$5,000.

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

1. **River Valley CT Central Regional Tourism District** –The Term of Office of William Hosley (R), Expired 06/30/2016. Reappointment or Replacement would be Until 06/30/2018.

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

1. **Building Code Appeals Board** – The Term of Office of William Marr (D), Professional Engineer, Expired 11/01/2016. Reappointment of Replacement Would be Until 11/01/2021.
2. **\*\*\*Housing Authority** – The Term of Office of Howard Coro Expires 11/30/2016. Reappointment or Replacement Would be Until 11/30/2021.

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

**E. \*\*Discussion/Resolution:** Resolution Approving the Wage Increase for the E-TV Station Manager Position to Comply with the Fair Labor Standard Act.

**F. \*\*Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into Agreement with the US Department of Homeland Security.

**G. \*\*Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter Into Agreement with the Travelers.

**H. Discussion/Resolution:** Trowbridge v. Enfield

**15. MISCELLANEOUS.**

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

17. COUNCILOR COMMUNICATIONS.

18. ADJOURNMENT.

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

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**OFFICE OF THE TOWN MANAGER**

Date: 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 **LEASE AGREEMENT WITH T-MOBILE CELLULAR FOR A COLOCATION ON THE PUBLIC SAFETY COMMUNICATION TOWER LOCATED AT 293 ELM STREET.**

1. Roll Call.
2. READ BY MAYOR: The following Notice of Public Hearing was published in the Hartford Courant, Friday, November 4, 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, November 14, 2016 at 6:50 p.m. to allow interested citizens an opportunity to express their opinions regarding the proposed **LEASE AGREEMENT WITH T-MOBILE CELLULAR FOR A COLOCATION ON THE PUBLIC SAFETY COMMUNICATION TOWER LOCATED AT 293 ELM STREET.** 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 19, 2016

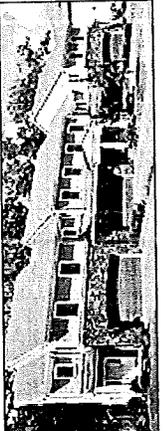
3. Announce Ground Rules for Public Hearing:
  - a. There is no time limit, but I ask that each person not take up too much time, so that everyone will have an opportunity to speak.
  - b. After each person, who desires, has had one chance to speak, I shall permit those individuals who desire a second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



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### PUBLIC NOTICES

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**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, November 14, 2016 at 6:50 p.m. in order to receive public comment with regard to a proposed lease agreement with T-Mobile Cellular for a colocation on the Public Safety Communication Tower located at 293 Elm Street. For information contact Town Manager's office at 860 253-6350 or townmanager@enfield.org. Suzanne F. Olechnicki, Town Clerk Dated: October 19, 2016

Appeared in: **Hartford Courant** on Friday, 11/04/2016

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## TOWN OF ENFIELD

**TO:** Enfield Town Council

**FROM:** Bryan R.H. Chodkowski,  
Town Manager 

**DATE:** November 9 2016

**RE:** November Project & Activities Reports

**CC:** Town Department Heads &  
Direct Reports

While the staff traditionally provides a Project and Activities Report with both Council Packets, November's Town Council schedule is somewhat unique. With the week preceding the November 14 Town Council being a short week due to Veterans Day and Council having its second meeting of the month on the following Monday, staff will be providing Council with only one Project & Activities Report in the month of November to be included with the November 21 Council Packet.

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

**ENFIELD TOWN COUNCIL  
MINUTES OF A SPECIAL MEETING  
MONDAY, OCTOBER 17, 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 17, 2016 at 5:37 p.m.

**ROLL-CALL** - Present were Councilors Arnone, Cekala, Davis, Deni, Edgar, Kaupin, Lee, Stokes and Szewczak. Councilors Bosco and Hall were absent. Councilor Stokes left the meeting at 6:40 p.m. Also present were Town Manager Bryan Chodkowski, Town Attorney Christopher Bromson, Senior Assistant Town Attorney Maria Elsdon, Director of Planning Roger O'Brien, Town Clerk Suzanne Olechnicki

**MOTION #3863** by Councilor Stokes, seconded by Councilor Szewczak to go into Executive Session to discuss Pending or Threatened Litigation, Personnel Matters and Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3863** adopted 9-0-0 and the meeting stood recessed at 5:38 p.m.

**EXECUTIVE SESSION**

The Executive Session of the Enfield Town Council was called to order by Chairman Kaupin at 5:39 p.m.

**ROLL-CALL** - Present were Councilors Arnone, Cekala, Davis, Deni, Edgar, Kaupin, Lee, Stokes and Szewczak. Councilors Bosco and Hall were absent. Councilor Stokes left the meeting at 6:40 p.m. Also present were Town Manager Bryan Chodkowski, Town Attorney Christopher Bromson, Senior Assistant Town Attorney Maria Elsdon, Director of Planning Roger O'Brien, Town Clerk Suzanne Olechnicki

Present from the Planning & Zoning Commission were Linda DeGray, Alan Drinan, Chairman Charles Duren, Secretary Peter Falk, Charles Ladd, and Mary Scutt and from the Zoning Board of Appeals, Robert Kwasnicki, Chairman Maurice LaRosa, Charles Mastroberti and Secretary Mary Ann Turner.

Chairman Kaupin recessed the Executive Session at 6:43 p.m., reconvened the Special Meeting at 6:44 p.m. and stated that during Executive Session, Pending or Threatened Litigation and Real Estate Negotiations were discussed with no action or votes being taken.

**ADJOURNMENT**

**MOTION #3864** by Councilor Edgar, seconded by Councilor Deni to adjourn.

Upon a **SHOW OF HANDS** vote being taken the Chair declared **MOTION #3864** adopted 8-0-0 and the meeting stood adjourned at 6:45 p.m.

Suzanne F. Olechnicki  
Town Clerk/Clerk of the Council

**ENFIELD TOWN COUNCIL  
MINUTES OF A REGULAR MEETING  
MONDAY, OCTOBER 17, 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 17, 2016. The meeting was called to order at 7:05 p.m.

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

**PLEDGE OF ALLEGIANCE** – The Pledge of Allegiance was recited.

**ROLL-CALL** – Present were Councilors Arnone, Cekala, Davis, Deni, Edgar, Kaupin, Lee, and Szewczak. Councilors Bosco, Hall and Stokes were absent. Also present were Town Manager, Brian Chodkowski; Town Attorney, Christopher Bromson; Town Clerk, Suzanne Olechnicki; Director of Community Development, Peter Bryanton; Recreation Supervisor, Mary Keller; Director of Social Services, Dawn Homer-Bouthiette; Assistant Town Engineer, John Cabibbo

**FIRE EVACUATION ANNOUNCEMENT**

Chairman Kaupin made the fire evacuation announcement.

**MINUTES OF PRECEDING MEETINGS**

**MOTION #3865** by Councilor Cekala, seconded by Councilor Deni to accept the minutes of the October 3, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3865** adopted 7-0-1, with Councilor Arnone abstaining.

**MOTION #3866** by Councilor Deni, seconded by Councilor Cekala to accept the minutes of the October 3, 2016 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3866** adopted 7-0-1, with Councilor Arnone abstaining.

**MOTION #3867** by Councilor Arnone, seconded by Councilor Deni to accept the minutes of the October 4, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3867** adopted 8-0-0.

## **SPECIAL GUESTS**

### **Enfield Culture and Arts Commission**

Theresa Jedynak, Diane Carlone and Yvonne Wallenberg were recognized for their years of service on the Enfield Culture and Arts Commission.

### **Enfield Plays On**

Ashley Levesque and Karen Edelson, members of the KITE collaborative and the Enfield Plays On Committee were present for this item.

Ms. Levesque stated KITE is dedicated to the work of play and has launched the Enfield Plays On campaign. She explained with this campaign they want to share with parents, caregivers and the general public the importance of play for children's cognitive, physical, social and emotional growth and they want to support parents in incorporating play as part of their child's daily life and routine.

She stated KITE is offering the opportunity to apply for a \$200 play grant, and this is going to go out to businesses, organizations or any other group who needs support to hold a large play event. She noted there will be traditional and non-traditional play areas.

Ms. Levesque stated they are before the Council asking for support. She noted they would like to begin working on an application through an organization called KaBOOM and they would like Enfield to become a Playful City USA. She explained Playful City USA is a national recognition program that honors cities and towns across the country for taking bold steps that makes it easy for all kids to get the balance and active play they need to thrive. She noted these communities are recognized for their efforts to create more playable, family-friendly cities. She stated if Enfield is able to become a Playful City, they will be given two Playful City USA highway road signs, and will have the opportunity to apply for additional grants to continue this work. She noted part of the application requires them to show that they have the full support of town leaders. She explained this includes, but is not limited to collaboration, letters of support and even some short video appearances. She stated they are here to ask the Council to join and support them.

Councilor Szewczak stated her understanding they've already had a collaboration with Collins Creamery, and Ms. Levesque noted they have set up a play area at Collins Creamery, which includes a bucket full of toys for children to play with, and this includes hoola hoops, jump ropes, board games and other fun items.

Councilor Arnone voiced his full support of this effort. He noted Enfield is constantly trying to improve playgrounds.

Councilor Deni voiced his support of this effort.

There was a consensus to allow them to move forward.

### **PUBLIC COMMUNICATIONS & PETITIONS**

There were no comments from the public.

### **COUNCILOR COMMUNICATIONS & PETITIONS**

Councilor Szewczak reminded the public that gray barrels can be used for yard waste with a special tag that can be procured from Public Works.

Councilor Deni reminded the public that the Town will not be picking up leaf bags until October 31<sup>st</sup>.

Councilor Davis commended all the volunteers that helped make the recent Jack-O-Lantern event a great success.

Councilor Davis stated there was a great grand opening for the new True Value store.

Councilor Lee thanked Public Works for responding to inquiries on Spruceland Road.

**MOTION #3868** by Councilor Lee, seconded by Councilor Davis to suspend the rules to address Items 14 A1, E, F, G, H, I, J, K, L, M, N, O, P.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3868** adopted 8-0-0.

Chairman Kaupin stated there will be a transit-oriented development workshop on Wednesday, October 19<sup>th</sup> at 6:00 p.m. in the Council Chambers.

Chairman Kaupin stated there will be no Town Council meeting the first Monday of November because Election Day is the next day. He noted the Council will then meet November 14<sup>th</sup> and November 21<sup>st</sup>.

### **TOWN MANAGER REPORT & COMMUNICATIONS**

Mr. Chodkowski stated his Project and Activities Report is in the Council's packet. He invited any questions or concerns the Council may have on this report or any other matter.

### **TOWN ATTORNEY REPORT & COMMUNICATIONS**

Attorney Bromson stated he had no formal report this evening.

## **REPORT OF SPECIAL COMMITTEES OF THE COUNCIL**

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

There was no report this evening.

### **JFK Pre-Referendum Committee**

Present for this item was Christopher Rutledge, Chairman of the Committee.

Mr. Rutledge stated last Wednesday the Committee met and discussed the presentations from BL Companies and Silver Petrucelli & Associates. He noted after the presentations, the Committee did a pro-con comparison as well as a high level cost benefit analysis, and at the end of the meeting a vote was taken, and the Committee voted in favor of Silver Petrucelli & Associates. He stated a handout has been passed around to provide a high level summary as to why they made this decision.

Mr. Rutledge stated Silver Petrucelli made a superior presentation, and they had a more solid relationship with the Town, which they felt they could leverage since they're more familiar with some of Enfield's grounds and buildings. He added Silver Petrucelli has a 100% referendum success rate.

He stated the last time he came before the Council, one of the major concerns was the difference in costs. He noted at the time, Silver Petrucelli gave a price of \$59,100 and BL Companies gave a price of \$28,400. He stated they were able to get Silver Petrucelli to break out the cost of Phase I (the first three months) when they would basically be doing the feasibility evaluation, looking at the requirements and trying to put a design and cost to those. He noted Silver Petrucelli put a cost of Phase I at \$29,500. He stated the analogy used during the meeting was not apples to apples, but the same type of apples, and that's what they were looking for. He noted when that item is considered, they're only looking at a delta of about \$1,100. He stated considering what Silver Petrucelli was offering over and above what BL Companies was offering, the Committee felt the cost difference was negligible in terms of the value.

Mr. Rutledge stated other items that they were very impressed about from Silver Petrucelli was the team composition, especially the fact that they keep building code and fire inspectors on staff, and they like the fact that they're corporate focused, and 80% of what they do is K-12. He noted Silver Petrucelli showed a great deal more flexibility in terms of how many times they'd be willing to go back and change the product as long as it is still within scope. He stated they indicated they'd go back and do a dozen extra renderings if need be if it was still in scope on the same building in order to put forth the best referendum.

As concerns the project duration, Silver Petrucelli quoted through the referendum, and BL Companies was only for the first three months, and they wouldn't know what the

second bid process is going to be like. He noted given everything Silver Petrucelli was offering, they again felt they were a better choice.

Mr. Rutledge stated Silver Petrucelli had a much better understanding of the State reimbursement policies and had a sounder strategy in regards to that.

He stated BL Companies and Silver Petrucelli passed around a copy of a study they did for a school, and the members of the Committee had an opportunity to do a cursory overview of that, and it could be seen that Silver Petrucelli's study had a lot more depth, renderings and information. He noted when looking at the value versus cost comparison, they leaned heavily toward Silver Petrucelli.

Mr. Rutledge stated in the end the Committee voted to recommend Silver Petrucelli & Associates.

Councilor Arnone stated he's very happy to see this phase broken out because it has been a difficult decision because people don't realize how much more information that Silver Petrucelli had in the original bid compared to BL Companies. He stated this helps him with his decision, and he wanted this to be as transparent as possible to the public.

Mr. Rutledge thanked the Committee for all their hard work.

Councilor Deni questioned whether BL Companies will be able to bid on the second phase because they didn't have an opportunity to do that to begin with. He stated he has a feeling that Silver Petrucelli had an upbeat because they worked with the Town before, they're here, they knew what the Town was looking for and BL Companies did not. He stated BL Companies came out with \$28,000. He stated Enfield has a lot of lawsuits, and he doesn't want this company coming back saying Enfield worked with Silver Petrucelli before, they did a nice job in Enfield, and this was a fixed deal, and the Town didn't give them an opportunity to bid on what Silver Petrucelli already knew that they were going to go through the whole process with the Town all the way to November to referendum.

Mr. Rutledge stated to some extent that was talked about at least in terms of why Silver Petrucelli & Associates offered the Town so much more. He noted a lot of people on the Committee felt that they anticipated the Town's needs a little better than BL Companies. As to whether or not there would be any legalities, he'd defer to other offices.

Councilor Deni questioned whether BL Companies came in cold and only thinking they were going to do a Phase I and not bring the Town to referendum.

Mr. Rutledge stated the second phase would take it from study to referendum. Councilor Deni responded that's not what was in the original proposal that went out to both of these companies. Mr. Rutledge stated he would have to defer on the legalities of that.

Chairman Kaupin stated the bid that was put out was specific to what people are referring to as Phase I. He noted prior to the bid going out, Silver Petrucelli put in unsolicited

information as to what it will take the Town to go from the beginning of the process through referendum. He noted the Council then wanted a bid, therefore, the bid was put out by the Town to get them to Phase I. He stated although Silver Petrucelli brought the number down, it still took them from the beginning through referendum. He noted BL Companies responded solely to what the bid had required, but in their comments to the Committee, had said there would be additional costs once they got through the first phase, but they did not outline what those costs would be. He stated the decision would be if the Council wants to award the bid on Phase I, or actually award the bid on the entire package. He noted it's up to the Council, and it's not necessarily up to the Committee to determine if there's a bid for the second phase.

Councilor Deni recommended bringing back BL Companies and have them bid on the second phase.

Councilor Edgar stated the request for proposals went out to five companies, and two companies answered. He noted the request for proposals was answered on a low bid and a high bid. He stated the award of the contract, as he sees it legally, has to be on the basis of those answers to the RFP, not all of the other things added in. He noted there was no mention of Phase I or Phase II on the RFP. He stated the original low and high bids were sent by the Town Manager to Public Works to see if there was any major difference, and it came back that there was not. He noted the Charter says that you have to award to the low bid, unless you can find a substantial difference. He stated he wants the Committee to do their job right, and their job is based on the RFP's. He noted if there's a problem with the RFP's, they should be re-written and go out and give all five companies another chance to bid. He stated they can't consider all these extra things because it wasn't in the RFP. He noted the small print says Phase II beyond three months-rebid. He stated his belief what the Committee has done is contrary to contract law, and they should be answering to the RFP's and not anything else. He noted if they're adding on other things, they have to go out to bid.

Chairman Kaupin stated the Charter does not require them to go out to bid for architectural design services because they only go out for commodity. He noted the bid that went out was more of a guide, not a requirement. He stated after the Committee met last week, he asked the Town Manager to get the breakdown between Phase I and Phase II because that was the biggest question. He noted the vote at the Committee level was five for Silver Petrucelli; one for BL Companies and two abstentions. He stated Mr. Rutledge was one of the abstentions because he wanted the breakdown information. He stated they were following the guidance of staff, and their decision was based on a hunch that they knew the Phase I cost was going to be competitive, but also the presentation that Silver Petrucelli made. He noted he was present, and hands down the better company is Silver Petrucelli. He noted this isn't based on their track record, but based on their actual presentation and their interaction with the Committee. He noted Phase II is the selling of the project that an architect created, therefore, they wouldn't have a different company come in and do Phase II. He stated the Committee really feels confident that Silver Petrucelli is the way to go, and based on the breakdown, it shows that they're very close

in price. He noted it was explained to the Committee that this is not a requirement of the Town Charter, but a request of the Council to get the cost.

Councilor Edgar stated it comes down to the basic point that an RFP went out, two people answered the RFP, and a decision has to be made on that, not on all the other things that came up afterwards. As concerns the question of commodities, he suggested there be a legal opinion on that. He stated he has nothing against Silver Petrucelli or anyone else, however, the question in his mind is what is right and what is wrong. He stated they have to take the low bid.

Chairman Kaupin stated it was explained to the Committee that they do not have to take the low bid. He noted the Committee is an advisory body to the Council and ultimately they produce their opinion, and the decision belongs to the Town Council.

Councilor Edgar stated the technicality has to do with the RFP that they answered, and that's where the lawsuit is going to come, and he doesn't want to see it happen.

Councilor Edgar stated his belief Mr. Rutledge is doing a very good job, but he feels it's under trying circumstances because he feels he has been pushed this way and that way, and he's caught in the middle. He thanked Mr. Rutledge for abstaining and not voting.

Councilor Szewczak stated she attended the interviews and the next meeting to see how the Committee would go on this. She noted Silver Petrucelli did a much better presentation. She added BL Companies did a good presentation, but the thing that struck her was that BL Companies stated point blank that they do not work with a PAC. She stated she needs to have confidence that whoever works with the staff and designs something for the middle school can go out and present it properly so that constituents will support it. She noted it's very important to take something from start to finish. She stated she was stunned by the fact that BL Companies did not expect to take it all the way to referendum. She stated her belief the Committee did a good job, and she will support their choice.

Councilor Davis thanked Mr. Rutledge and the whole Committee for all their hard work. She stated they need a referendum that will pass, and they need the best state-of-the-art middle school for their children. She stated an RFP has to be answered by the questions that are asked, and that's what came back, and they weren't much different by the scope of the work that was asked. She stated they need this referendum to pass, and they need to do everything right from the beginning and be 100% transparent to the residents, otherwise, the referendum will not pass. She stated this contract bidding is already unethical because they can't put it out, have one come in and then have the other company change and lower their price when they know the price of the other company. She stated this should be sent back out the right way with the right scope, get the RFP's back and then look at them. She noted she's sure the same company will win because they're great, but they have to give the right to every company, and they have to have the right scope of work that the Town wants.

Councilor Deni stated everyone wants this to pass. He noted people read the headlines in the Hartford Courant about Silver Petrucelli \$60,000 and BL Companies \$28,000, and then the phone calls start with people asking what kind of deal is going on and what is happening and why is this so much. He noted there's not enough transparency, and it didn't go out the right way. He questioned if they can do this the right way.

Mr. Rutledge referred to transparency and noted the Committee meetings are open to the public and they invite public commentary. He stated if there are concerns, he suggested those concerns be directed to the Committee. He noted if they re-bid this, BL Companies has an advantage because they've now heard everything Silver Petrucelli offered and can adjust their presentation and proposal. He pointed out BL Companies was already able to see the initial proposal offered by Silver Petrucelli in July, therefore, they would have seen that Silver Petrucelli is already offering additional services.

Councilor Edgar stated he has no problem going back out for a re-bid. He questioned if the RFP stated it was required to work with a PAC, and did it say they had to go from start to finish, or to just provide the requirements. Mr. Rutledge stated the bid didn't refer to any political action committee. Councilor Edgar stated then that should not enter into the decision because it was not a request. Mr. Rutledge stated even if they were to stop the Silver Petrucelli bid at the same point as the BL Companies bid, the Committee very likely would still have chosen Silver Petrucelli for no other reason than the example of the study document they provided which was so much more comprehensive than BL Associates.

Councilor Edgar stated the RFP was sent to five companies, and two answered. He noted a decision is made on the RFP and not all the other contingencies being brought up.

Chairman Kaupin stated if they compare to the request of the RFP, the study documents are part of that request and both companies presented them as saying this is what the end product will be. He noted that's why they asked for the division in the price, which results in Silver Petrucelli at \$29,500 and BL Companies at \$28,400, and Silver Petrucelli had a far superior presentation and documentation.

Councilor Edgar stated they are also counting on getting another \$29,600 on Phase II, and Chairman Kaupin responded BL Companies would be doing the same thing, and he stated his belief they quoted an hourly charge for anything afterwards. Councilor Edgar responded it should go out to bid. Chairman Kaupin stated he's not ready for it to go out to bid, and he lends his support to the process.

This discussion ended with Chairman Kaupin concluding this will be voted upon at the October 24<sup>th</sup> Special Meeting.

Councilor Szewczak stated the Facilities Committee made a lot of headway on Thursday night. She noted they re-prioritized things, and they will meet on November 10<sup>th</sup> at which time they'll have their new BOE person present so there will be a full complement. Chairman Kaupin stated the Board of Education had a special meeting earlier this

evening, and they did appoint Randy Daigle as the resident committee member representing the Board. He noted that vote does not have to come to the Council because it's an appointment based on the resolution by the Board of Education.

## **OLD BUSINESS**

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

**MOTION #3869** by Councilor Edgar, seconded by Councilor Lee to remove Item #3 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3869** adopted 8-0-0.

**NOMINATION #3870** by Councilor Edgar to reappoint Walter Shermer to the Area 25 Cable Television Advisory Committee for a term which expires 6/30/18.

**MOTION #3871** by Councilor Lee, seconded by Councilor Szewczak to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3871** adopted 8-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Walter Shermer reappointed to the Area 25 Cable Television Advisory Committee by an 8-0-0 vote.

All other Old Business items remained tabled.

## **NEW BUSINESS**

There were no New Business items on this evening's agenda.

### **ITEMS FOR DISCUSSION**

All Appointments remained on the agenda.

All items were moved to Miscellaneous.

## **MISCELLANEOUS**

**MOTION #3872** by Councilor Lee, seconded by Councilor Szewczak to adopt the Consent Agenda. Request for Transfer Town Clerk \$4,824

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3872** adopted 8-0-0.

**RESOLUTION #3873** by Councilor Arnone, seconded by Councilor Deni.

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
FROM:	CIP Revenue FY17 Other State Grants		
	Office of Policy & Management Grant	31042017-460001	\$100,000

**CERTIFICATION:**

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

/s/ John Wilcox, Director of Finance

Councilor Lee stated the hearing is part of the grant process that this was involved in. Mr. Chodkowski stated this particular grant will actually be a springboard from the TOD element that is currently ongoing from ConnDOT so this will take the product that comes out of the ConnDOT process and elevate that forward more specific to Enfield.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3873** adopted 8-0-0.

**RESOLUTION #3874** by Councilor Cekala, seconded by Councilor Deni.

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

TO:	Vehicles	22046099-573200	\$249,348
FROM:	DOT Fixed Route Bus Grant	22044990-460990	\$249,348

**CERTIFICATION:**

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

/s/ John Wilcox, Director of Finance

Councilor Lee questioned if there's any feedback on the Wi-Fi question. Mr. Chodkowski stated that question was relayed to Ms. Homer-Bouthiette at Thursday's staff meeting, and he doesn't know what the resolution to that is as yet, but they will be following up tomorrow at the staff meeting.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3874** adopted 8-0-0.

**RESOLUTION #3875** by Councilor Arnone, seconded by Councilor Szewczak.

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

FROM:	Thompsonville Revitalization- Other Professional Services 10606155-533900	\$5,000	TO:	Transfer to Capital 1080092-593010	\$5,000
FROM:	General Fund Transfers 31042017-480001	\$5,000	TO:	Thompsonville Incentive-Other Other Prof Services 31008168-533900	\$5,000
FROM:	CIP Revenue FY17- Other State Grants 31042017-460001	\$20,000	TO:	Thompsonville Incentive Other Prof Services 31008168-533900	\$20,000

**CERTIFICATION:**

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

/s/ John Wilcox, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3875** adopted 8-0-0.

**RESOLUTION #3876** by Councilor Arnone, seconded by Councilor Szewczak.

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

TO:	Youth Services STOP ACT Grant Appropriation 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 Profess 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

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

/s/ John Wilcox, Director of Finance

Councilor Arnone stated this is part of the Drug Free Community grants and also helps with preventing teenage drinking. He noted this is great for the Enfield Together Coalition as well as Youth Services. He encouraged everyone to move forward on this.

Councilor Lee stated his understanding this is just one part of the award, and Mr. Chodkowski stated the actual grant itself is \$188,000, and that's divided out over a four-year period.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3876** adopted 8-0-0.

**RESOLUTION #3877** by Councilor Edgar, seconded by Councilor Cekala.

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

TO:	Town Attorney-Judgments & 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, 2016.

/s/ John Wilcox, Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3877** adopted 8-0-0.

**RESOLUTION #3878** by Councilor Szewczak, seconded by Councilor Arnone.

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".

Councilor Lee stated he supports this. He noted this is the least the Town can do for Enfield residents who are dealing with crumbling foundations. He stated he's encouraged that CRCOG has put together a working group and has representatives of the North Central area sitting on it. He stated his belief this is the right thing for Enfield to do.

Councilor Arnone stated he is glad this has been brought to the Council's attention, and he's glad the Town can do this.

Councilor Cekala stated her belief this is the least the Town can do and hopefully the State and Federal government can also chip in.

Chairman Kaupin stated there's one more thing the Council can do, and that would be talking to State and Federal government leaders.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3878** adopted 8-0-0.

**RESOLUTION #3879** by Councilor Arnone, seconded by Councilor Szewczak.

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".

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3879** adopted 8-0-0.

**RESOLUTION #3880** by Councilor Edgar, seconded by Councilor Szewczak.

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 October 6, 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.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3880** adopted 8-0-0.

**RESOLUTION #3881** by Councilor Arnone, seconded by Councilor Davis.

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.

Councilor Lee listed the items on the Attachment A as follows:

2002 Ford F550 4X4 service body utility vehicle with 62,000 miles – estimated value is \$4,500 and a 2005 Ford F350 flatbed truck with almost 53,000 miles- estimated value is \$3,500

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3881** adopted 8-0-0.

**RESOLUTION #3882** by Councilor Lee, seconded by Councilor Edgar

WHEREAS, the Town of Enfield has received a request form T-Mobile Cellular to enter into a lease agreement for a collocation 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 collocation; 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.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3882** adopted 8-0-0.

**RESOLUTION #3883** by Councilor Arnone, seconded by Councilor Cekala.

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 p.m. 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.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3883** adopted 8-0-0.

**RESOLUTION #3884** by Councilor Edgar, seconded by Councilor Arnone.

RESOLVED, that the Enfield Town Council does hereby approve the proposed settlement in the case entitled Capital Region Education Council vs. Town of Enfield et al, Docket #HHD-LND-CV-14-6050338-S as set forth in the attached stipulated judgment subject to final review of its Exhibit A by the Town Engineer and the Director of Planning and approval by the Town Attorney.

Councilor Lee thanked all of the parties involved. He stated his belief this settlement is a win-win between the Town, CREC and neighbors and comes after a long and in-depth debate.

Chairman Kaupin thanked Ms. Mullen for her tireless advocacy, continuing the fight and enlightening the Council and bringing them information, which really helped. He also thanked Attorney Bromson and his staff for their hard work. He stated the Town Council, Planning & Zoning and the Zoning Board of Appeals worked well together on this.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3884** adopted 8-0-0.

### **PUBLIC COMMUNICATIONS**

Maureen Mullen, 1625 King Street

Stated she's glad they've gotten to this point. She noted she has not seen the actual write-up and doesn't know all the details. She thanked everyone for listening and their encouragement. She stated she's looking forward to mentoring at the school. She thanked Attorney Bromson for his work on this.

### **COUNCILOR COMMUNICATIONS**

There were no Councilor communications.

### **ADJOURNMENT**

**MOTION #3885** by Councilor Szewczak, seconded by Councilor Arnone to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3885** adopted 8-0-0, and the meeting stood adjourned at 8:35 p.m.

Respectfully submitted,

Suzanne F. Olechnicki  
Town Clerk  
Clerk of the Council

Jeannette Lamontagne  
Secretary to the Council

Appended to minutes  
of October 17, 2016 Regular  
Town Council Meeting  
See Page 9

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-state funds are available as of October 10, 2016.

John Wilcox, Director of Finance

APPROVED       BY: \_\_\_\_\_Town       Manager  
Date\_\_\_\_\_

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.	

Appended to minutes  
of October 27, 2016 Regular  
Town Council Meeting  
See Page 14

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

Appended to minutes  
of October 27, 2016 Regular  
Town Council Meeting  
See Page 15

**DOCKET NO.: LND-CV-14-6050338-S : SUPERIOR COURT**  
**CAPITOL REGION EDUCATION COUNCIL : JUDICIAL DISTRICT OF HARTFORD**  
**VS. : AT HARTFORD**  
**THE TOWN OF ENFIELD, ET AL. : OCTOBER \_\_, 2016**

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**DOCKET NO.: LND-CV-14-6050339-S : SUPERIOR COURT**  
**CAPITOL REGION EDUCATION COUNCIL : JUDICIAL DISTRICT OF HARTFORD**  
**VS. : AT HARTFORD**  
**ZONING BOARD OF APPEALS OF THE TOWN OF ENFIELD : OCTOBER \_\_, 2016**

**STIPULATION AND SETTLEMENT AGREEMENT**

This Stipulation and Settlement Agreement ("Stipulation") is made and entered into this \_\_\_ day of OCTOBER, 2016 by and between Capitol Region Education Council ("CREC"), Zoning Board of Appeals of the Town of Enfield, Town of Enfield, Planning and Zoning Commission of the Town of Enfield and the Zoning Enforcement Officer Supervisor, Chief Building Official, Assistant Town Planners and Town Manager of the Town of Enfield (all, except CREC, collectively, the "Enfield Parties").

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**RECITALS**

- A. The parties to this Stipulation are parties to the captioned actions (the "Actions"), which include an appeal under Conn. Gen. Stat. § 8-8.
- B. The parties wish to resolve the Actions by agreement.

**AGREEMENTS**

For good and valuable consideration, including the mutual promises contained herein the parties agree as follows:

- 1. Modified Plans. The Special Permit and Site Plan approved by the Defendant Planning and Zoning Commission on October 20, 2011 with respect to construction of a school at 1617 King Street in Enfield (the "Property") is amended and modified pursuant to the plans annexed to this Stipulation as Exhibit A (the "Plans"). Such modification and amendment are deemed approved by the PZC and shall be effective upon Court approval of this Stipulation. The Plans shall be supplemented by a site management plan ("Soil Management Plan") including soil and erosion controls, for the Soil Removal work as described in Section 2 below. CREC shall use reasonable efforts to complete the Soil Management Plan for submittal to the Enfield Director of Planning and the Town Engineer as soon as practicable, so as not to delay the start of work (based on an anticipated Court approval date of November 14, 2016). The Soil Removal Work shall not start until the Soil Management Plan has been approved by the Director of Planning and the Town Engineer.

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2. Conformance with Renderings. The Plans provide for, among other things, removal of approximately 9,392 cubic yards of soil (the "Soil") from an existing earthen mound in the southwest corner of the Property immediately to the south of the main entrance drive (the "Soil Removal Work"). The Soil Removal Work shall result in a final grading and appearance, substantially as shown on the renderings annexed to this Stipulation as Exhibit B.

3. Acceptance of Soil at Town Landfill/Tipping Fee. The Soil shall be delivered to and accepted by the Town of Enfield at a landfill operated by the Town of Enfield located at 77 Town Farm Road, Enfield, Connecticut (the "Landfill"). The Town of Enfield represents it has obtained all necessary approvals by the Connecticut Department of Energy and Environmental Protection ("DEEP Approval") for the deposit and acceptance of the Soil at the Landfill. The Soil shall be excavated, irrespective of section 8.40.2 of the Zoning Regulations from which the excavation shall be specifically exempt, and transported to the Landfill at CREC's sole expense. The Soil shall be deposited by CREC or its contractor at a location or locations at the Landfill designated by the Town of Enfield, subject to and in accordance with the DEEP Approval and Map annexed to this Stipulation as Exhibits C and D, respectively, and in coordination with the Department of Public Works through the Town Attorney's Office. Transfer of ownership of, and responsibility for, the Soil to the Town of Enfield shall occur upon its arrival at the Landfill. As a tipping fee for the Soil, CREC shall make payable to the Town of

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Enfield a check in the amount of \$100,000 (one-hundred thousand dollars), payable before the Soil is delivered to the Landfill.

4. Certificate of Zoning Compliance. Promptly upon excavation and deposit of the Soil referenced in paragraph 2 and of construction of the French Drain referenced in paragraph 5, to the satisfaction of all Enfield Parties, and completion of all work reflected in Exhibit A and performed in compliance with the Enfield Zoning Regulations, a final Certificate of Compliance will be issued and all bonds for public or other improvements (if any) shall be released.

5. Timing of Certain Work. CREC shall use reasonable efforts to perform the following work, as shown on the Plans, as soon as reasonably practical after Court approval of this Stipulation, and to commence such work on or before thirty days following Court approval of this Stipulation, but in no event later than November 15, 2016: (1) the Soil Removal Work and (2) the construction of the French drain system in the southwestern portion of the Property. CREC shall be entitled to schedule both components of such work so that they occur concurrently.

6. Withdrawal of Actions. Upon Court approval of this Stipulation, CREC shall withdraw both of the Actions with prejudice. In accordance with Conn. Gen. Stat. § 8-8(n), a hearing shall be held before the Court.

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7. Mutual Releases. Upon Completion of all Work required herein, CREC, on the one hand, and the Enfield Parties, on the other hand, release each other from all claims and causes of action arising from or related to the matters described in the complaints in the Actions without costs.

8. Severability. Whenever possible, each provision of this Stipulation shall be interpreted in such manner as to be effective and valid under applicable law, but if any such provision of the Stipulation shall be prohibited by or invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Stipulation, it being the parties' intention that each and every provision of this Stipulation be enforced to the fullest extent permitted by applicable law.

9. Execution in Counterparts. This Stipulation may be executed by the parties hereto in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute but one and the same instrument.

10. Modification. This Stipulation may be modified only by a written agreement signed by all the parties hereto.

11. Entire Agreement. This is the entire agreement of the parties concerning the subject matter hereof, and in executing this Stipulation no party has relied upon any statements, representations or agreements, whether oral or in writing, relating to the subject matter hereof, except as is expressly set forth herein.

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12. Governing Law/Jurisdiction/Venue. This Stipulation shall be deemed to be made under the laws of the State of Connecticut and for all purposes shall be governed by and construed in accordance with the law thereof. The parties agree that this Stipulation is made in Connecticut and stipulate to the continuing jurisdiction of this Court with respect to the subject matter of this Stipulation.

13. Parties Bound. This Stipulation shall be binding upon, and shall inure to the benefit of, the parties and their respective heirs, representatives, successors and assigns.

**IN WITNESS WHEREOF**, this Stipulation has been duly executed and delivered, pursuant to proper authority, as of the day and year first written above.

THE PLAINTIFF,  
CAPITOL REGION EDUCATION COUNCIL

DEFENDANTS,  
ZONING BOARD OF APPEALS OF  
THE TOWN OF ENFIELD, TOWN OF  
ENFIELD, PLANNING AND ZONING  
COMMISSION OF THE TOWN OF  
ENFIELD, ZONING ENFORCEMENT  
SUPERVISOR, CHIEF BUILDING  
OFFICIAL, ASSISTANT TOWN  
PLANNERS AND TOWN MANAGER  
OF THE TOWN OF ENFIELD

By: \_\_\_\_\_  
David S. Hoopes  
Jay R. Lawlor  
Hoopes Morganthaler Rausch & Scaramozza LLC  
CityPlace II—185 Asylum Street  
Hartford, CT 06103-3426  
Telephone: (860) 275-6800  
Juris No. 423839  
Its Attorneys

By: \_\_\_\_\_  
Christopher W. Bromson  
Town Attorney  
Town of Enfield  
820 Enfield Street  
Enfield, CT 06082  
Telephone: (860) 253-6405  
Juris No. 105034  
Their Attorney

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**ENFIELD TOWN COUNCIL  
MINUTES OF A SPECIAL MEETING  
MONDAY, OCTOBER 24, 2016**

A Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, October 24, 2016. The meeting was called to order at 6:30 p.m.

**ROLL-CALL** –Present were Councilors Arnone, Bosco, Davis, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Councilor Cekala was absent. Also present were Town Manager, Bryan Chodkowski; Town Clerk, Suzanne Olechnicki; Deputy Director of Public Works, Bill Taylor; Water Pollution Control Superintendent, Kevin Shlatz; Director of Human Resources, Steve Bielenda; Director of Finance John Wilcox

Present from the Enfield Board of Education were Walter Kruzel, Tina LeBlanc, Michael Ludwick, Timothy Neville and Raymond Peabody. Lori Unghire entered at 7:05 p.m. Deputy Superintendent of Schools, Chris Drezek was also present.

**INSURANCE DISCUSSION**

Present from Milliman was Steven May, Senior Health Benefits Consultant

Mr. May stated the Insurance Committee requested he be present this evening to talk about the RFP process. He noted they will be going out for bids for insurance carriers this November. He stated an RFP has been drafted that's specific to the public sector. He noted some of the potential bidders include Cigna, Anthem, Connecticutare, Aetna and United Healthcare.

He stated it's recognized that the Town must adhere to some collective bargaining issues.

Mr. May stated as part of the RFP process, they will be asking for both self and fully insured quotes. He noted each company will be asked to break out the expenses. He stated they will do a discount analysis, and they must pay attention to the details of the discounts. He noted they will provide twelve months of claims, and they will ask the insurance bidders to re-price as if they had those twelve months of claims.

He reviewed the schedule as follows:

- November 18 – The RFP goes out to the market
- December 16 – Proposals come back
- The analysis should be completed after the new year
- January 9 – final presentation

There should be time for any kind of change by July 1<sup>st</sup>.

Mr. May then reviewed market expectations.

- **Cigna** understands the Town is dissatisfied with their service, and they have been tracking and trying to correct the issues. **Cigna** is doing everything they can in this RFP process to keep the Town of Enfield.
- **Anthem** wants to show they can win back the Town.
- It's expected that the merger between **Cigna** and **Anthem** will not happen.
- **Connecticare** is now the local health benefits provider. Effective July 1, 2016, they won eight new municipalities in Connecticut.
- **Aetna** is a national health insurance option and they're struggling in the Connecticut sector. They are working to improve network discount arrangements. They give great full-insure proposals, and they take the hits. Note: The senior person at **Cigna** left for **Aetna**.
- **United Healthcare** is a big national player, and they're partnered with the State of Connecticut through the Partnership Plan. Their rates are already published, and they won't compete.

Mr. May then reviewed market expectations for dental insurance:

- **Cigna** recently became the dental insurance provider for State of CT employees, and that state relationship helped to expand the network and increase network discounts.
- **Anthem's** network includes all dentists and can provide PPO type options, and pricing will be competitive, but loss of State plan has changed their position.
- **Delta** is a PPO network based product. They have good network coverage and lower network discount with a competitive fee structure.

He reviewed market expectation for a **Prescription Benefit Manager (PBM)**:

#### **CT Public Sector Purchasing Coalition**

- Enfield is part of the coalition for traditional plan options
- Express Scripts, Inc. (ESI) is the incumbent
- Recently to bid, analysis of bids was presented Friday, June 24

#### **Cigna**

- Incumbent for H.S.A. plans pricing is competitive
- Retains PBM services for ease of administration

#### **CVS Caremark**

- Direct national competitor with ESI

- Provides the PBM services for the State of Connecticut Employees' Plan
- State of Connecticut does offer the prescription drug pricing to local municipalities
- CVS Caremark may offer a proposal with the State financial parameters or separately.
- Enfield's size may dictate their offering.

**Optum**

- Large national PBM
- No quoted the Public Sector Purchasing Coalition

Mr. May then invited questions.

Councilor Hall stated the Insurance Committee met quite often, and the issues they were having with Cigna consumed most of the meetings, and other discussions were about the RFP.

There were no other questions or comments from the Council.

**RESOLUTION #3886** by Councilor Szewczak, seconded by Councilor Bosco.

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

FROM: Unallocated – Contingency 10800092-584000 \$65,000	TO: Unallocated-Transfers to Capital 10800092-593010 \$65,000
FROM: CIP Revenue 2017 - Transfer from General Fund 31042017-480001 \$65,000	TO: Architectural & Engineering- Other Professional Fees 31008153-533900 \$65,000

**CERTIFICATION:**

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

/s/ John A. Wilcox, Director of Finance

Chairman Kaupin stated this would be the Committee's recommendation for Silver Petrucelli, and Mr. Chodkowski stated this was based on Silver Petrucelli's bid plus any cost overruns.

Councilor Lee questioned whether it's known when this contract will be executed, and Mr. Chodkowski stated he doesn't expect an extended delay if this is approved.

Councilor Davis stated she will not support this because it's not 100% transparent, and she doesn't believe the referendum will pass because things were not transparent from the start.

Councilor Edgar questioned why it was reduced from \$75,000 to \$65,000. He noted the original \$75,000 bid was based on an unsolicited bid received from Silver Petrucelli, and then it was adjusted down. He noted they should only be responding to the original RFP. He recalled Chairman Kaupin stating this did not have to go out to bid, however, it did go out to bid. He stated the Town Manager saw the difference in bids, and sent that to Public Works, and Public Works saw no difference. He agreed with Councilor Davis that this is not transparent, and he feels this is not how things should be done. He stated his belief this should be re-bid so that everyone has an equal chance.

Councilor Deni stated he has nothing against Silver Petrucelli, but he feels they are not doing the right thing.

Councilor Bosco stated he will be supporting the resolution. He stated his belief this matter is transparent.

Councilor Hall questioned if the Committee chose this firm, and Chairman Kaupin responded yes.

Councilor Hall questioned whether the Board of Education is in agreement with this choice. Ms. LeBlanc stated she is on the Committee, and she feels comfortable with Silver Petrucelli because it's known what Silver Petrucelli will provide up until the end. She noted the fact that BL Companies was not willing to work with a PAC was instrumental. She stated a PAC was instrumental in passing the last referendum. She noted they have to watch every dollar and be cautious of hidden costs.

Mr. Peabody stated the phases were never included in the RFP. He noted all of the meetings were fully transparent, and the discussions about the different architectural firms were public and not in executive session. He stated the Committee was justified in choosing Silver Petrucelli. He pointed out Silver Petrucelli took a full view whereby BL Companies took a three-month view. He noted the Committee felt that BL Companies did not put their best foot forward

Ms. LeBlanc stated there was an overwhelming consensus to go with Silver Petrucelli. She went on to state that she would never allow herself to be on a committee that is not transparent, and she finds it frustrating when the Committee is working so hard and being told they're not being transparent.

Councilor Szewczak stated the Committee meetings were transparent. She noted she attended the meetings and there were no closed doors, and every meeting was open to the public. She stated they do not have to choose the lowest bidder because quality comes first.

Councilor Arnone stated time is of the essence regarding this. He noted he was satisfied, and he is supporting this.

Mr. Peabody stated the RFP was written in an open meeting.

Chairman Kaupin stated non-political people made this recommendation, and he will support it.

Councilor Edgar stated he is not against education. He noted this is a matter of contract. He stated the Town put out an RFP, and the RFP was answered. He stated he could find nothing in the RFP saying the firm would have to go with a PAC. He noted this is just a point of law. He stated he has nothing against Silver Petrucelli, but he just wants a good job and wants it done right. He noted firms have to answer the RFP and not bring in all these other things.

Councilor Davis stated she never once stated they were not transparent. She questioned how hard would it be to re-bid this.

Chairman Kaupin stated the Committee is saying this was done right.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3886** adopted 7-3-0, with Councilors Davis, Deni and Edgar voting against the resolution.

### **ADJOURNMENT**

**MOTION #3887** by Councilor Lee, seconded by Councilor Hall to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3887** adopted 10-0-0, and the meeting stood adjourned at 7:20 p.m.

Respectfully submitted,

Suzanne F. Olechnicki  
Town Clerk  
Clerk of the Council

Jeannette Lamontagne  
Secretary to the Council



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# TOWN OF ENFIELD

October 21, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Senior Center \$6,243**

Councilors:

**Highlights:**

- Mr. Donald A. Taylor bequest \$6,243 to the Senior Center and the funds were placed into the FY 16-17 deferred funds account.
- Mr. Taylor was a member of the PRIME Fitness gym at the Senior Center. His bequest will be used to support the purchase of four (4) weight training stations to replace a 14-year-old multi-gym that is not repairable.
- The total cost of the equipment is \$10,246. The Friends of the Enfield Senior Center will fund the remaining \$4,003 for this purchase.

**Budget Impact:**

There will be no impact on the budget. No Town funds will be used for the purchase.

**Recommendation:**

That the Town Council approve the attached Resolution.

Respectfully Submitted,

Dawn Homer-Bouthiette, MSW  
Director of Social Services

**Attachments:**

1. Resoluion

**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: Senior Center Appropriations FY 16-17**

Athletic/Recreation Equipment	22040440-573500	\$6,243.94
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**FROM: Senior Center Revenue**

Miscellaneous Contributions/Donations	22044440-417050	\$6,243.94
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**CERTIFICATION:** I hereby certify that the above-stated funds are available as of October 21, 2016.



**John Wilcox, Director of Finance**

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

**Date:** 10/25/16



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# TOWN OF ENFIELD

November 8, 2016

Honorable Members  
Enfield Town Council  
Enfield, Connecticut

**Subject: Request for Transfer of Funds for Town Clerk Historical Documents Preservation Grant  
\$5,000**

Councilors:

**Highlights:**

- The Town of Enfield received a Historical Document Preservation Grant in the amount of \$5,000 for FY 2016-2017.
- This grant will fund the addition of images to the land record index for the years 1976-1983.
- The attached Request for Transfer of Funds will distribute the grant funds to the appropriate account.

**Budget Impact:**

As this is a distribution of grant dollars received, there is no budget impact.

**Recommendation:**

That the Enfield Town Council approve the attached resolution.  
Respectfully Submitted,

Suzanne F. Olechnicki  
Town Clerk

**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.

<b>TO:</b>	<b>Town Clerk</b>		
	Technical Services	10160100-534000	\$5,000
<b>FROM:</b>	<b>General Revenue</b>		
	Miscellaneous State Revenue	10040000-413699	\$5,000

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of 11/8/2016

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

**APPROVED BY:**  \_\_\_\_\_ **Town Manager**      **Date:** 11/9/16



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# TOWN OF ENFIELD

November 4, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution Approving the Wage Increase For The E-TV Station Manager Position To Comply With The Fair Labor Standard Act.**

Councilors:

**Highlights:**

- Currently, the E-TV Station manager position is exempt from receiving any overtime compensation for working over 40 hours per week.
- Effective December 1, 2016, however, recently signed legislation governing the Fair Labor Standards Act (FLSA) increased the annual income threshold whereby the Town of Enfield would now be mandated to pay the E-TV Station Manager overtime for any hours worked over 40 hours per week.
- The E-TV Station Manager regularly works more than 40 hours per week depending on the events and programs scheduled by the Town and BOE.
- To maintain the exempt overtime status of this position and save the Town money from paying overtime, the Town Council needs to increase the annual salary level of the E-TV Station Manager position by \$1,698.40.
- This is a non-union position.

**Budget Impact:**

This position will result in an increase of \$1,698.40 dollars to the Town's budget.

**Recommendation:**

It is recommended that the Town Council adopts the attached resolution.

Respectfully Submitted,

Steven Bielenda  
Human Resources Director

**Attachments:**

1. Resolution

# ENFIELD TOWN COUNCIL

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

## **Resolution Approving the Wage Increase for the E-TV Station Manager Position to Comply With the Fair Labor Standard Act**

**Resolved**, that in accordance with the Town Charter, chapter VII, section 2, the Enfield Town Council does hereby amend the classification plan to include an annual salary wage increase in the amount of \$1,698.40 for the position of E-TV Station Manager.

Date Submitted: 11-14-16

Submitted by: Steve Bielenda, Human Resources Director



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# TOWN OF ENFIELD

October 28<sup>th</sup>, 2016

Honorable Member  
Enfield Town Council  
Enfield, Connecticut

**Subject: Resolution Authorizing the Town Manager to Enter into Agreement with The US Department of Homeland Security for a FEMA Grant for Emergency Medical Services**

Councilors:

**Highlights:**

- FEMA is offering the Assistance to Firefighters Grant (AFG) to support public safety
- Enfield EMS will apply for this grant to purchase a power lift and load ambulance stretcher
- This grant would pay for 90% of the cost of the replacement stretcher

EMS has one remaining manual stretcher that has a usable service life through 2017. The Assistance to Firefighters Grant will pay for ninety percent (90%) of the cost of replacing this stretcher. This is critically needed equipment to comply with mandates from State of Connecticut's Office of Emergency Medical Services.

**Budget Impact:**

The grant will pay for 90% of the cost for replacing this stretcher; Enfield EMS will be responsible for 10% of the cost, which is approximately \$4,000.00.

**Recommendation:**

Respectfully Submitted,

Gary Wiemokly  
EMS Chief

**Attachments:**

1. Resolution

**ENFIELD TOWN COUNCIL**

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

**Resolution Authorizing the Town Manager to Enter into an Agreement with the  
U.S. Department of Homeland Security for a FEMA grant for  
Emergency Medical Services**

**RESOLVED**, that the **Town Manager, Bryan R.H. Chodkowski**, is empowered to enter into and amend contractual instruments on behalf of the Town of Enfield with the US Department of Homeland Security for the purpose of a FEMA grant, subject to review and approval by the Town Attorney, and to affix the Corporate Seal.

Date Submitted: **October 28, 2016**  
Submitted by: **EMS Chief**



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## TOWN OF ENFIELD

**TO:** Enfield Town Council

**FROM:** Bryan R.H. Chodkowski,  
Town Manager 

**DATE:** November 9, 2016

**RE:** Travelers Insurance Agreement –  
General Insurance Coverage for Fiscal Year 2016/2017

For your reference, the insurance contract between Travelers and the Town of Enfield is currently on-filed in my office. The agreement itself totals 37 pages and copies of the full agreement were provided to Council Leadership. In an effort to minimize the size of the Council Packet, staff has elected to not include the complete copy of the contract. Should you wish to the complete contract text, please do not hesitate to contact me.

***ENFIELD TOWN COUNCIL***

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

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO AN  
AGREEMENT WITH TRAVELERS**

RESOLVED, that the Town Manager, Bryan Chodkowski, is empowered to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with Travelers Insurance Company for workers compensation/employers liability loss insurance and property liability insurance, subject to review and approval by the Town Attorney.

Date Prepared: August 30, 2016

Prepared By: Town Manager's Office

## McCarthy, Debra

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**From:** noreply@civicplus.com  
**Sent:** Friday, October 14, 2016 5:36 PM  
**To:** McCarthy, Debra  
**Subject:** Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

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

Date	10/13/2016
First and Last Name	Philip Kober
Address	4 E Forrest Dr.
City	Enfield
State	CT
Zip	06082
Phone Number	8608887323
Second Phone:	8608887323
Email	PKober3011@westfield.ma.edu
Occupation	State Correction Officer
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Ethics Commission
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Present commissioner seeking reappointment to town Ethics Commission.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? Yes

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If so, please state name of board, commission or agency and time server: Ethics Commission, 2 year term completed as of 10/31/2016.

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If this is a reappointment, please list the number of meetings attended during the last 12 months: 5

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

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## McCarthy, Debra

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**From:** noreply@civicplus.com  
**Sent:** Wednesday, October 19, 2016 6:39 PM  
**To:** McCarthy, Debra  
**Subject:** Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

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

Date	10/19/2016
First and Last Name	Brian Turner
Address	1436C Enfield Street
City	Enfield
State	Connecticut
Zip	06082
Phone Number	8603948618
Second Phone:	8606986196
Email	turnerbrianf@aol.com
Occupation	Financial Compliance Investigator
Occupation Phone Number	8602914224
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Ethics Commission
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have served on the Ethics Commission for just under a year; I have 13 years of corporate finance, and 20 years of law enforcement experience. I hold both a Master's, and Bachelor's degree in Business.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? Yes

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If so, please state name of board, commission or agency and time server: Enfield Ethics Commission

---

If this is a reappointment, please list the number of meetings attended during the last 12 months: 4

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

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## McCarthy, Debra

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**From:** noreply@civicplus.com  
**Sent:** Monday, October 24, 2016 7:27 PM  
**To:** McCarthy, Debra  
**Subject:** Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

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

Date	10/24/2016
First and Last Name	Howard Coro Jr.
Address	5 Grove Road
City	Enfield
State	Ct
Zip	06082
Phone Number	860-745-1387
Second Phone:	413-426-5176
Email	hcoro59583@aol.com
Occupation	Project Manager
Occupation Phone Number	413-785-4779
Party Affiliation	Democratic
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Housing Authority
Appointment	Reappointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have worked in housing for 17 years as a Project manager and I currently setting on two boards in the town of Enfield. (Enfield Housing Authority, North Thompsonville Fire Dept.) I have been sitting on these boards for 3 years.

Have you ever served on a Board, Commission or Agency in Enfield or elsewhere? Yes

---

If so, please state name of board, commission or agency and time server: Enfield Housing 3 years and North Thompsonville fire Dept. going on five years.

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If this is a reappointment, please list the number of meetings attended during the last 12 months: I have attended all 12 months. Never missed any meetings.

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

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## McCarthy, Debra

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**From:** noreply@civicplus.com  
**Sent:** Thursday, October 20, 2016 1:17 PM  
**To:** McCarthy, Debra  
**Subject:** Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

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

Date	10/20/2016
First and Last Name	Muriel Capocci
Address	26 Yale Drive
City	Enfield
State	Ct
Zip	06082
Phone Number	(860) 741-0857
Second Phone:	(860)741-0857
Email	m.capocci@cox.net
Occupation	Retired
Occupation Phone Number	<i>Field not completed.</i>
Party Affiliation	Democrat
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Commission on Aging
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	I have worked with the Aging population my entire carrer. Now that I'm retired I feel my skills would be beneficial to the Aging population in my home town.

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

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If so, please state name of board, commission or agency and time server: *Field not completed.*

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If this is a reappointment, please list the number of meetings attended during the last 12 months: *Field not completed.*

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

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