



**AGENDA
ENFIELD TOWN COUNCIL
SPECIAL VIRTUAL MEETING**

Wednesday, April 22, 2020 – 5:00 PM

[Available Live on YouTube](#)

<https://www.youtube.com/watch?v=UVCgDLNZGIQ>

The meeting will also be aired on ETV- Channel 16 the following evening.

- 1. Roll Call**
- 2. Discussion/Resolution:** Resolution Regarding Setting Public Hearing for the 2020/2021 Budget.
- 3. Discussion/Resolution:** Resolution Authorizing the Town Manager to Enter into an Ambulance Staffing Agreement with the Town of Somers
- 4. Discussion/Resolution:** Resolutions to Implement Executive Order 7S
 - a) Tax Deferment Program
 - b) Low Interest Rate Program
- 5. Discussion:** Budget Discussions
 - a) Police Department
 - b) Social Services
 - c) Public Works
- 6. Adjournment**

**ENFIELD TOWN COUNCIL
RESOLUTION NO. _____**

Resolution Regarding Setting Public Hearing for the 2020/2021 Budget

WHEREAS, the Town Council of the Town of Enfield values the opinions and comments of its constituents; and

WHEREAS, in accordance with Chapter VI, Section 4, of the Enfield Town Charter, any elector or taxpayer may have an opportunity to be heard regarding appropriations for the ensuing fiscal year and for the purpose of being heard on issues of vital community importance and concern; and

WHEREAS, the Town Council shall conduct a virtual public hearing Wednesday April 29, 2020, at 5:00 p.m. that will be available for viewing on YouTube; and

WHEREAS, due to the public health emergency, public speaking will be by written testimony only and electors or taxpayers may submit written testimony stating name and address to PHBudgetComments@enfield.org by 5:00 p.m. on Monday, April 27, 2020; and

WHEREAS, all public comment received from any Enfield electors or taxpayers will be posted to a link provided at the Town's website at least 24 hours prior to the public hearing; now, therefore;

BE IT RESOLVED, that the order of business of the 2020-2021 budget hearing be arranged follows:

1. Mayor will recite the gross number of public comments received, memorializing the fact that they were received by email in accordance with procedures provided by Governor Lamont's Executive Order 7B, issued March 14, 2020 and Executive Order 7I, issued March 21, 2020.
2. Mayor will confirm receipt and review of those public comments by each Town Councilor as part of their budget deliberation.
3. After documenting receipt and review of public comment, the record for the public hearing will be closed and the Council's budget deliberations should proceed forthwith.

Date Prepared: April 20, 2020
Prepared By: Town Manager's Office



TOWN OF ENFIELD

April 21, 2020

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Resolution to Sign Ambulance Staffing Agreement Town of Somers Fire Department

Councilors:

Highlights:

- Due to the Covid-19 pandemic, several Town EMS personnel have been placed in quarantine.
- The Somers Fire Department has trained and certified personnel who can provide emergency medical services.
- The EMS Division will provide an ambulance to the Somers Fire Department to be staffed by its personnel.
- The attached Ambulance Staffing Agreement, drafted by the Town Attorney's Office, was forwarded to the Somers Fire Chief for review and comment.
- The Somers' Fire Chief has advised the EMS Chief that the Agreement has been forwarded to the Somers First Selectman for signature.

Budget Impact:

There will be no anticipated impact on the town budget.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution of authorization.

Respectfully Submitted,
Office of the Town Attorney

Attachments:

1. Resolution
2. Ambulance Staffing Agreement

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Authorizing the Town Manager to Enter into an Ambulance Staffing Agreement with the Town of Somers

WHEREAS, Due to the Covid-19 emergency, the Town's EMS Division would like to provide an ambulance to the Somers Fire Department; and

WHEREAS, The ambulance will be crewed by appropriately trained and certified personnel from the Somers Fire Department; and

NOW THEREFORE BE IT RESOLVED, that the Town Manager, Christopher W. Bromson, is authorized to enter into and amend the Ambulance Staffing Agreement with the Town of Somers, subject to the approval of the Town Attorney.

Submitted: April 21, 2020
Submitted by: Town Attorney's Office

**Town of Enfield and Town of Somers
Emergency Medical Service
Ambulance Staffing Agreement**

I. Parties

The parties to this Agreement are the Town of Enfield, a municipal corporation within the County of Hartford and State of Connecticut (Enfield) and the Town of Somers, a municipal corporation within the County of Tolland and State of Connecticut (Somers).

II. Services

(A) Enfield, acting through the Emergency Medical Services Division (EMSD) of its Public Safety Department, shall provide an ambulance to the Somers Fire Department (SFD) to be staffed by personnel of the SFD. The dates and times that an ambulance is provided to the SFD shall be determined by the EMSD Director.

(B) Somers shall provide:

- (1) a parking space for the ambulance; and
- (2) two state certified or licensed emergency medical services providers (EMTs).

(C) Somers shall immediately notify the EMSD Director or EMSD supervisor on duty if Somers does not have two EMTs available to staff the ambulance and the anticipated duration of such unavailability. Somers shall immediately notify the EMSD Director or EMSD supervisor on duty when two EMTs become available.

III. Compensation and Payments

(A) The parties agree that the EMTs are employees of the SFD and that Somers shall pay the EMTs' salaries, wages, and benefits for services provided pursuant to this Agreement.

(B) Somers shall bill patients and/or their insurance carriers, including Medicare and Medicaid, for services provided hereunder and shall retain all payments made therefor.

(C) Enfield shall not be responsible for any costs, salaries, wages, and benefit payments incurred by Somers pursuant to this Agreement.

IV. Duration

This Agreement shall run for the duration of the COVID-19 emergency, but in no event longer than _____ months. The parties may renew this Agreement on a month to month basis.

V. Claims and Liability

(A) As stated in section Paragraph III, Section (A), above, the EMTs are employees of the SFD. As such, Somers and/or the SFD shall be responsible for processing and managing its employees' worker's compensation claims arising from injuries incurred while serving as a member of an ambulance crew.

(B) Somers and/or the SFD shall defend, indemnify and hold harmless Enfield for all claims arising out of the negligent and/or intentional acts of an EMT acting outside of the scope of his/her duties while providing services pursuant to this Agreement.

(C) Somers and/or the SFD shall provide proof of insurance, in an amount as determined by the Enfield's Risk Manager, and such insurance shall include riders and endorsements as required by the Enfield's Risk Manager.

VI. Notices

All notices required by this Agreement shall be sent by registered mail to:

Town of Enfield
Director of Emergency Medical Services
1296 Enfield Street
Enfield, CT 06082

Somers Fire Department
Office of the Chief
400 Main Street
Somers, CT 06071

VII. Complete Instrument and Amendments

This agreement is the sole and entire understanding between the parties relating to the subject matter hereof, and supersedes all prior understandings, agreements, and documentation relating to the subject hereof. This Agreement may be amended only by an instrument executed by the authorized representatives of both parties.

VIII. Termination

This Agreement may be terminated by either party at any time by giving 24 hours prior written notice to the other party.

IX. Miscellaneous

Somers and the SFD agree that they shall:

- (A) Not use or further disclose Protected Health Information (hereinafter referred to as "PHI") as defined by HIPAA except as permitted under this Agreement or required by law;
- (B) Use appropriate safeguards to prevent use or disclosure of PHI except as permitted by this Agreement;
- (C) Mitigate, to the extent practicable, any harmful effect that is known to Somers of a use or disclosure of PHI by in violation of this Agreement; and
- (D) Report, immediately upon discovery, to the EMSD Director any use or disclosure of PHI not provided for by this Agreement of which SFD becomes aware.

Agreed to this _____ day of April 2020.

Town of Enfield

Town of Somers

By: _____
Christopher W. Bromson
Town Manager

By: _____
C.G. 'Bud' Knorr Jr.,
First Selectman



TOWN OF ENFIELD

April 21, 2020

Honorable Member
Enfield Town Council
Enfield, Connecticut

Subject: Resolutions to Implement Executive Order 7S – Tax Deferment Program and/or Low Interest Rate Program

Councilors:

Highlights:

- Governor Lamont issued Executive Order 7S which requires towns to provide specified tax relief to residents.
- Executive Order 7S specified 2 programs: the Deferment Program and the Low Interest Program.
- The Deferment Program extends the due dates for taxes or sewer use fees billed from April 1st and July 1st to 3 months. Residents must submit an application by July 1st unless the program is applied to all residents
- The Low Interest Program keeps the same payment due dates for taxes and sewer use fees, however, it specifies a reduced interest rate for late payments from 1.5% per month (18% annual interest rate) to .25% per month (3% annual rate).
- Executive Order 7S requires towns to adopt one or both programs.

Budget Impact:

There will be a budget impact from the adoption of these resolutions.

Recommendation:

I recommend that the Town Council approve one or both of these resolutions.

Respectfully Submitted,

John A. Wilcox
Director of Finance

Resolutions: (2)

1. Deferment Program Resolution
2. Low Interest Rate Resolution

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Tax Deferment Program

WHEREAS, on March 20, 2020, Governor Lamont issued a declaration of public health and civil preparedness emergency, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19); and

WHEREAS, Governor Lamont issued Executive Order No. 7S on April 1, 2020, and under Section 6, requires municipalities, by vote of its legislative body to participate in at least one of the two established programs: a) Tax Deferment Program, and/or b) Low Interest Rate Program; and

WHEREAS, the Tax Deferment Program can provide up to 90 days relief for certain payments due by taxpayers for tax and sewer use accounts; and

WHEREAS, the Town must inform the Office of Policy and Management (OPM) no later than April 25, 2020 which program(s) the Town will participate in.

NOW THEREFORE BE IT RESOLVED, the Enfield Town Council hereby selects to participate in the Tax Deferment Program, under Section 6(b) of the Executive Order No. 7S, and the Director of Finance and the Supervisor of Assessment and Revenue Collection are hereby authorized to carry out all such requirements in the implementation of the program.

Date Prepared: April 20, 2020
Prepared by: Director of Finance

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Low Interest Rate Program

WHEREAS, on March 20, 2020, Governor Lamont issued a declaration of public health and civil preparedness emergency, proclaiming a state of emergency throughout the State of Connecticut as a result of the coronavirus disease 2019 (COVID-19); and

WHEREAS, Governor Lamont issued Executive Order No. 7S on April 1, 2020, and under Section 6, requires municipalities, by vote of its legislative body to participate in at least one of the two established programs: a) Tax Deferment Program, and/or b) Low Interest Rate Program; and

WHEREAS, the Low Interest Rate Program can provide, for up to 90 days, relief for certain interest payments due by taxpayers for tax and sewer use accounts; and

WHEREAS, the Town must inform the Office of Policy and Management (OPM) no later than April 25, 2020 which program(s) the Town will participate in.

NOW THEREFORE BE IT RESOLVED, the Enfield Town Council hereby selects to participate in the Low Interest Rate Program, under Section 6(b) of the Executive Order No. 7S, and the Director of Finance and the Supervisor of Assessment and Revenue Collection are hereby authorized to carry out all such requirements in the implementation of the program.

Date Prepared: April 20, 2020
Prepared by: Director of Finance