

**ENFIELD TOWN COUNCIL  
MINUTES OF A REGULAR MEETING  
MONDAY, MAY 2, 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, May 2, 2016. The meeting was called to order at 7:20 p.m.

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

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

**ROLL-CALL** – Present were Councilors Arnone, Bosco, Cekala, Deni, Edgar, Hall, Kaupin, Lee, Stokes and Szewczak. Also present were Town Manager, Lee Erdmann; Town Clerk, Suzanne Olechnicki; Town Attorney, Christopher Bromson; Chief of Police, Carl Sferrazza; Deputy Director of Public Works, Bill Taylor

**FIRE EVACUATION ANNOUNCEMENT**

Chairman Kaupin made the fire evacuation announcement.

**MINUTES OF PRECEDING MEETINGS**

**MOTION #3620** by Councilor Stokes, seconded by Councilor Cekala to accept the minutes of the April 14, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3620** adopted 9-0-1, with Councilor Edgar abstaining.

**MOTION #3621** by Councilor Deni, seconded by Councilor Stokes to accept the minutes of the April 18, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3621** adopted 9-0-1, with Councilor Bosco abstaining.

**MOTION #3622** by Councilor Cekala, seconded by Councilor Stokes to accept the minutes of the April 18, 2016 Regular Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3622** adopted 10-0-0.

**MOTION #3623** by Councilor Stokes, seconded by Councilor Cekala to accept the minutes of the April 19, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3623** adopted 10-0-0.

**MOTION #3624** by Councilor Deni, seconded by Councilor Stokes to accept the minutes of the April 25, 2016 Special Meeting.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3624** adopted 10-0-0.

### **SPECIAL GUEST**

There were no special guests this evening.

### **PUBLIC COMMUNICATIONS & PETITIONS**

Maureen Mullen, 1625 King Street

Thanked Mr. Erdmann for his service to the Town of Enfield. She noted she has been very impressed with all the things that have happened during his time with the Town of Enfield. She also commended John Wilcox, the Acting Director of Finance for all his help.

### **COUNCILOR COMMUNICATIONS & PETITIONS**

**MOTION #3625** by Councilor Lee, seconded by Councilor Hall to suspend the rules to address under Miscellaneous Items 14 A1-A3, B8, 9, 10, 11 and E, F, G, H, I and J.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3625** adopted 10-0-0.

Councilor Lee stated Hazardville Memorial is having its Third Annual Fun Run Day on Saturday, May 21<sup>st</sup>. He noted the 5K Fun Run starts at 9:00 a.m., and the 1K Fun Run starts at 9:15 a.m. People may register for this Fun Run by registering at [www.active.com](http://www.active.com). He noted this is a fundraiser and sanctioned event with proceeds going to the Hazardville Memorial School PTO. He noted the PTO does great work at that school, and they've been very active with the Town and Recreation Department in funding\* playground equipment.

\*finding corrected to funding – 05/17/2016

Councilor Stokes stated this Thursday on the Town Green there will be an observation of the National Day of Prayer at 6:00 p.m. at the Town Gazebo.

He stated the Enfield Rotary is having its Cinco de Mayo 5K race on Saturday. He noted registration is at 8:00 a.m., and the race begins at 9:00 a.m.

Councilor Cekala thanked Mark Gahr and Building & Grounds staff for their wonderful work in preparation for the opening day of baseball.

She stated the ERFC is putting on their Annual Toast of the Town, which is a beer/wine tasting event on May 13<sup>th</sup> at the Knights of Columbus from 7:00 to 10:30 and tickets are

\$25.00 per person, which can be purchased at the door or paid for in advance at [www.erfc.us](http://www.erfc.us)

Chairman Kaupin stated there will be a ceremony/dedication at the Rotary walking path at the Enfield Public Library on Saturday, May 14<sup>th</sup> at 10:00 a.m.

He stated on Monday, May 9<sup>th</sup> at 11:00 a.m. in Town Hall Council Chambers Congressman Courtney is conducting another Korean War medal ceremony.

Councilor Hall stated she and Councilor Szewczak attended the Enfield Fire Honorary Dinner in appreciation to the spouses of the firemen. She noted it was a great evening.

She stated the Memorial Day Parade is scheduled for Sunday, May 29<sup>th</sup> at 1:00 p.m., and it starts at the Felician Sisters and ends at the Town gazebo. She noted the Enfield Veterans Council is sponsoring the parade.

Councilor Szewczak stated the Enfield Home Front will have its annual day of service on May 7<sup>th</sup>. She stated this is the town coming together and helping people who need help with home repairs. She noted St. Patrick's and St. Adalbert's are big supporters of the Home Front, and they took up a collection for this purpose.

Councilor Deni congratulated Chief Provencher of the North Thompsonville Fire Department on his 25 years as a Chief and 40 years as a fire fighter. He also congratulated Ed Richards for 45 years as a firefighter.

## **TOWN MANAGER REPORT & COMMUNICATIONS**

### **Fletcher Road Bike Path**

Deputy Director of Public Works Bill Taylor stated the recommendation is for a 24-foot wide road, which will accommodate bicycles with general traffic with standard pavement markings and signage.

Councilor Hall questioned how much wider will the reconstructed road be, and Mr. Taylor responded four feet wider, amounting to two feet on each side. He noted there wouldn't be any property taking because this would be on the Town's right-of-way on both sides.

Councilor Cekala questioned why they're even putting a bike path on Fletcher Road. Mr. Taylor stated this wouldn't be an exclusive lane, but rather the proposal is to build a 24-foot wide road with a center line down the middle with no designated bike lane because the road isn't wide enough, but simply the use of a standard marking that indicates to drivers that they need to share the 12-wide lane in each direction with cyclists. He added this would be in keeping with the Complete Streets policy.

Councilor Cekala stated her opinion this is a road that should not have a bike path.

Councilor Arnone stated he was in favor of this because he believes this makes it safer for cyclists. He feels this is a great compromise, and he thanked Public Works for their work on this.

Councilor Szewczak stated her belief this is a good idea for Fletcher Road.

Councilor Lee questioned whether a 24-foot road gets a shoulder stripe, and Mr. Taylor responded no, however, that might be considered if they weren't considering the bicycle markings.

There was a consensus of the Council that Mr. Taylor can move forward with this plan.

### **Town Manager Resignation**

Mr. Erdmann stated the Town Attorney included a clause in his contract that he submits his resignation as soon as the Council approves the contract for the new Town Manager. He stated it has been a great pleasure to serve the Town Council, Enfield citizens and businesses and especially working with great department heads and staff.

Councilor Stokes thanked Mr. Erdmann for his service. He noted Mr. Erdmann's knowledge in this position has been impressive. He stated Enfield has been very well served.

Councilor Hall stated Mr. Erdmann has been a class act, and it has been a great honor to work with him. She noted the feedback from Town staff has been great.

Councilor Arnone stated Mr. Erdmann has a kind demeanor and has treated everyone equally.

Councilor Lee expressed his appreciation for Mr. Erdmann's service.

Councilor Deni stated Mr. Erdmann has done a great job.

Councilor Cekala thanked Mr. Erdmann for his work and noted he has done a wonderful job.

Councilor Edgar stated he was very impressed with Mr. Erdmann's financial background and noted this has been a tremendous help to the Council. He thanked him for his work.

Councilor Bosco stated anytime the Council called upon him, Mr. Erdmann was there. He noted everyone he talks to has high praise for him.

Chairman Kaupin thanked Mr. Erdmann for his service. He noted the Council values his efforts and the guidance he provided for the entire town. He stated Enfield is a better town for Mr. Erdmann being here. He thanked him for his willingness to work with the new Town Manager in this transition.

## **TOWN ATTORNEY REPORT & COMMUNICATIONS**

Concerning CREC, Attorney Bromson stated they went to mediation in New Britain and spent several hours with a judge, and he continued it until May 20<sup>th</sup>. He noted present at that mediation were members of Planning & Zoning, ZBA, the Town Council the Town Planner and Mr. Erdmann.

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

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

Councilor Szewczak stated they have their certificate of occupancy for the gymnasium. She noted the building looks beautiful. She stated more furniture is being brought in and things are really starting to come together as a unified high school.

## **OLD BUSINESS**

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

**MOTION #3626** by Councilor Edgar, seconded by Councilor Lee to remove Item #7 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3626** adopted 10-0-0.

**NOMINATION #3627** by Councilor Edgar to appoint Valerie Romano (U) to the North Central District Health Department Board of Directors for a term which expires 6/30/2017.

**MOTION #3628** by Councilor Lee, seconded by Councilor Szewczak to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3628** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Valerie Romano appointed to the North Central District Health Department Board of Directors by a 10-0-0 vote.

**MOTION #3629** by Councilor Szewczak, seconded by Councilor Arnone to remove Item #10 from the table.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3629** adopted 10-0-0.

**NOMINATION #3630** by Councilor Szewczak to appoint Noah Cross (D) to the Clean Energy Committee.



Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3636** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Carmen Nuccio appointed to the John F. Kennedy Middle School Pre-Referendum Committee by a 10-0-0 vote.

**NOMINATION #3637** by Councilor Lee to appoint Trish Neild Barry (U) to the John F. Kennedy Middle School Pre-Referendum Committee for a term which expires 7/22/2016.

**MOTION #3638** by Councilor Hall, seconded by Councilor Arnone to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3638** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Trish Neild Barry appointed to the John F. Kennedy Middle School Pre-Referendum Committee by a 10-0-0 vote.

**NOMINATION #3639** by Councilor Arnone to appoint Christopher Rutledge (R) to the John F. Kennedy Middle School Pre-Referendum Committee for a term which expires 7/22/2016.

**MOTION #3640** by Councilor Hall, seconded by Councilor Stokes to close nominations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3640** adopted 10-0-0.

Upon a **ROLL-CALL** vote being taken, the Chair declared Christopher Rutledge appointed to the John F. Kennedy Middle School Pre-Referendum Committee by a 9-0-1 vote, with Councilor Deni abstaining.

**RESOLUTION #3641** by Councilor Arnone, seconded by Councilor Stokes.

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

TO:	Public Safety Communication	
	Public Safety Communication - Overtime	
	10200250-514000	\$40,000
FROM:	Public Safety Administration	
	Public Safety Administration - Salaries	
	10200100-511000	\$40,000

**CERTIFICATION:**

I hereby certify that the above-stated funds are available as of April 28, 2016.

/s/ John Wilcox, Acting Director of Finance

Councilor Cekala questioned why they're over their overtime by \$40,000.

Mr. Erdmann stated the amount of overtime they're projecting for the current year is similar to what they've had in past years. He noted this brings the overtime from \$50,000 adopted up to \$90,000, which they're now estimating. He stated there have been some workers' compensation claims or illnesses that have contributed to this.

Chief Sferrazza agreed with Mr. Erdmann and noted they usually spend more than what they're allocated every year, and then they have to come back in March. He stated next year's figure in the budget may be more realistic. He added they also had a long-time dispatcher that has been out of work since July.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3641** adopted 10-0-0.

**RESOLUTION #3642** 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:	Public Safety Communications	
	Public Safety Communication-Health/Medical Insurance	
	10200250-521000	\$4,500
	Public Safety Communication-Social Security (FICA)	
	10200250-522000	\$5,000
	Public Safety Communication-Medicare	
	10200250-522100	\$1,200
FROM:	Public Safety Administration	
	Public Safety Administration-Health/Medical Insurance	
	10200100-514000	\$10,700

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of April 28, 2016.

/s/ John Wilcox, Acting Director of Finance

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3642** adopted 9-0-0. Councilor Bosco absent at the vote.

**RESOLUTION #3643** by Councilor Arnone, seconded by Councilor Edgar.

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

TO: Employee Benefits  
Employee Benefits - Health/Medical Insurance  
10800091-521000 \$105,000

FROM: Unallocated Charges  
Unallocated Charges - Contingency 10800092-584000 \$105,000

**CERTIFICATION:** I hereby certify that the above-stated funds are available as of April 28, 2016.

/s/ John Wilcox, Acting Director of Finance

Councilor Edgar requested an explanation. Mr. Wilcox stated this is a benefit provided to retirees. He noted this has traditionally been a little under-funded. He noted they currently have about 114 retirees for whom the Town pays a Medicare supplement insurance. He stated there are also police officers who retired under the age of 65, and the Town contributes \$3,000 per year for their medical benefits. He noted there are also a few other settlements. He stated the totals usually run around \$380,000 per year, and they increased the FY2017 budget for that amount.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3643** adopted 10-0-0.

**RESOLUTION #3644** by Councilor Arnone, seconded by Councilor Hall.

WHEREAS, the Enfield Town Council and the Enfield Board of Education jointly provide funding for an internal service fund entitled, "Health Insurance Fund"; and

WHEREAS, the Health Insurance Fund net position has been substantially spent down over the course of Fiscal Years 2013-14, 2014-15, and 2015-16; and

WHEREAS, improved monitoring and oversight of the Health Insurance Fund is essential in order to provide sufficient transparency and assurance that the Fund is restored to an appropriate level, and

WHEREAS, the cost of health insurance continues to escalate at a pace of several times the rate of the cost of living requiring continued vigilance over plan design and employer/employee cost shares, and

WHEREAS, the Joint Health Insurance Committee will be supported by appropriate staff, such as Human Resources and Finance from the Town, the Board of Education and the Health Insurance Consultant.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council appoint two (2) of its members to the Joint Health Insurance Committee, and

BE IT FURTHER RESOLVED, that the Board of Education appoint two (2) of its members to the Joint Health Insurance Committee, and

BE IT FURTHER RESOLVED, that the Joint Health Insurance Committee be charged with the following duties and responsibilities:

1. Review the Health Insurance Budget for the next fiscal year;
2. Periodically review actual revenues and expenditures in the Health Insurance Fund in comparison with the Health Insurance Budget for that fiscal year;
3. Periodically report to the Town Council and the Board of Education concerning the status of the Health Insurance Fund;
4. Annually review plan design and employer/employee cost shares and make recommendations to the Town Council and the Board of Education concerning plan design and employer/employee cost share changes.

Chairman Kaupin stated those serving on the Insurance Committee are Councilors Hall and Edgar representing the Town Council. He stated his belief Tina LeBlanc and Michael Ludwick are representing the Board of Education on this committee.

**AMENDMENT #1** by Councilor Lee, seconded by Councilor Stokes to change #3 as follows: “Quarterly report to the Town Council and the Board of Education concerning the status of the Health Insurance Fund”.

Discussion followed about the frequency of reporting to the Town Council and Board of Education.

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

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3644** adopted 10-0-0.

**RESOLUTION #3645** by Councilor Stokes, seconded by Councilor Cekala.

WHEREAS, the Town of Enfield maintains a self-insurance program for health insurance coverage of both Town of Enfield and Enfield Board of Education employees; and

WHEREAS, it is determined that it is in the interests of the Town of Enfield to procure a stop loss policy to mitigate the Town of Enfield’s exposure to large loss claims, and that savings may be achieved by procuring such stop loss coverage through its membership in a new Connecticut-domiciled captive insurer to be created by the Capitol Region Education Council (CREC) and a number of other participating municipal entities.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Enfield hereby approves the procurement of a stop loss policy to mitigate the Town of Enfield’s exposure to large loss claims through a new Connecticut-domiciled captive insurer to be

known as CT Prime, Inc. and is to be created by the Capitol Region Education Council (CREC)(the Captive”);

BE IT FURTHER RESOLVED, that the Town Manager is authorized, on behalf of the Town of Enfield, to contract with the Captive for the procurement of such insurance and to enter into a participation agreement, a membership agreement, or such other agreement as may be necessary to procure such insurance, subject to review and approval of the Town Attorney.

Councilor Hall questioned the date they need to respond. Mr. Erdmann stated CREC asked this resolution be passed by the end of April, therefore, they’re anxious this be done as soon as possible.

Councilor Hall stated her impression the new stop loss policy wouldn’t really need to be taken up until the fiscal year, and Mr. Wilcox stated he would need to check with CREC. He added CREC would probably want a more definite response as to who the members are going to be.

Councilor Edgar stated his belief that when this was discussed, there was a substantial savings to the Town. Mr. Erdmann responded yes, there is a substantial savings and that’s why staff and the health insurance consultant, Steve May from Milliman are recommending this. He stated this is new and innovative, but there are enough communities in the region that believe this is worthwhile, and CREC is willing to go forward and form this new entity. He stated it’s believed the substantial savings is worth it, and it’s something that can be re-evaluated in future years. He added there’s the potential for further savings in the future depending upon what the actual experience is.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3645** adopted 10-0-0.

**RESOLUTION #3646** by Councilor Arnone, seconded by Councilor Deni.

RESOLVED, that the Town Council is authorized to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with Lee C. Erdmann to provide consultant services, with the approval and concurrence of the Enfield Town Attorney.

Chairman Kaupin stated this agreement is only for three weeks. He stated his understanding this is approved by the new Town Manager.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3646** adopted 10-0-0.

**RESOLUTION #3647** by Councilor Lee, seconded by Councilor Hall.

RESOLVED, that the Town Manager, Lee C. Erdmann, is authorized to enter into and amend contractual instruments in the name and on behalf of the Town of Enfield with Enfield Fire District No. 1, Thompsonville Fire District No. 2, Hazardville Fire District No. 3, Shaker Pines Fire District No. 5 and North Thompsonville Fire District No. 10 (Districts) and to affix the Corporate Seal, subject to review and approval by the Town Attorney.

Attorney Bromson stated this deals with the channels that the fire departments uses. He noted they have a great collaborative and working relationship with the fire departments. He stated this also relates to dispatch as well.

Upon a **ROLL-CALL** vote being taken, the Chair declared **RESOLUTION #3647** adopted 10-0-0.

### **PUBLIC COMMUNICATIONS**

There were no comments from the public.

### **COUNCILOR COMMUNICATIONS**

Councilor Edgar stated everyone has an application for the vacancy on the Town Council, and it was approved by the Democratic Town Committee. He requested the Council look closely at the qualifications and look at this with an open mind.

Councilor Lee stated the Enfield Beautification Committee hosted another great Clean Sweep event last weekend. He noted several dozen volunteers fanned out all over the neighborhoods and the riverfront and waterways, and they filled a 12-yard dumpster. He thanked everyone who worked for this event.

Councilor Szewczak requested an update on Water Pollution Control.

Chairman Kaupin referred to the JFK Pre-Referendum Committee and noted the liaisons from the Board of Education are Ray Peabody and Tina LeBlanc and Town Council liaisons are Tom Arnone and himself. As concerns the Joint Facilities Committee, he noted the Board liaisons are Tim Neville and Walter Kruzel and from the Town Council – Ed Deni and Donna Szewczak.

### **ADJOURNMENT**

**MOTION #3648** by Councilor Hall, seconded by Councilor Cekala to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3648** adopted 10-0-0, and the meeting stood adjourned at 8:35 p.m.

Appended to minutes  
of May 2, 2016 Regular  
Town Council Meeting  
See Page 6

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:	Human Resources			
	Travel	10170000-558000		\$1625.00
FROM:	Human Resources			
	Professional Development	10170000-532200		\$1625.00

CERTIFICATION: I hereby certify that the above-stated funds are available as of April 25, 2016.

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

\_\_\_\_\_  
Date:

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

ENFIELD TOWN COUNCIL  
REQUEST FOR TRANSFER OF FUNDS  
RESOLUTION NO. \_\_\_\_\_

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

TO:	Youth Services			
	Materials & Supplies	22040450	561900	\$1,000
FROM:	Youth Services client fees account			
	Client Fees	22044450	4144000	\$1,000

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

John Wilcox, Acting Director of Finance

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

Appended to minutes  
of May 2, 2016 Regular  
Town Council Meeting  
See Page 6

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:	Drug Free Communities Grant			
	Printing	22046121	555000	\$8,000
FROM:	Drug Free Communities Grant			
	Salaries	22046121	511000	\$8,000

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

John Wilcox, Acting Director of Finance

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