

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
TUESDAY, FEBRUARY 19, 2019**

A Special Meeting of the Enfield Town Council was called to order by Chairman Ludwick in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Tuesday, February 19, 2019. The meeting was called to order at 5:48 p.m.

Present were Councilors Bosco, Cekala, Cressotti, Davis, Deni, Ludwick, Muller, Sferrazza, Szewczak and Unghire. Councilor Kiner was absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello, Assistant Town Attorney, Mark Cerrato, Town Clerk, Suzanne Olechnicki

MOTION #4892 by Councilor Szewczak, seconded by Councilor Bosco to go into Executive Session to discuss Pending Litigation.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4892** adopted 10-0-0 and the meeting stood recessed at 5:49 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Ludwick at 5:50 p.m.

Present were Councilors Bosco, Cekala, Cressotti, Davis, Deni, Ludwick, Muller, Sferrazza, Szewczak and Unghire. Councilor Kiner was absent. Also present were Town Manager, Christopher Bromson; Assistant Town Manager, Kasia Purciello, Assistant Town Attorney, Mark Cerrato, Town Clerk, Suzanne Olechnicki

Chairman Ludwick recessed the Executive Session at 6:01 p.m., reconvened the Special Meeting at 6:02 p.m. and stated that during Executive Session, Pending Litigation was discussed with no action or votes being taken.

The Special Meeting moved to the Council Chambers.

Also present for this portion of the meeting were Director of Public Works, Donald Nunes and Deputy Director of Public Works, Gregg Gabinelle

NOVAK STUDY

Mr. Bromson explained that the DPW Subcommittee had met many times to discuss the implementation of recommendations contained within the Novak report. He stated that some of the recommendations that the subcommittee would like to go forward with have prices, therefore this is perfect timing prior to the budget. Mr. Bromson concluded that the study was considered and major portions of it will be implemented for the betterment of the department and to save the taxpayers money.

Director of Public Works Donald Nunes and Public Works Deputy Director Gregg Gabinelle addressed the Council with a presentation regarding the Novak report. Mr. Nunes presented a brief recap of the process up to this point and read through the list of Priority 1 recommendations. He went over the points that the presentation will provide follow-up on, including DPW progress in addressing Novak recommendations, proposed modifications to certain Novak recommendations, and seeking Council input/approval on DPW recommendations and next steps.

Mr. Gabinelle described the work order system and preventative maintenance planning, which was one of the Priority 1 recommendations in the Novak report. He described the “Dude Solutions” system and explained why they decided on it as a work order management system. Mr. Gabinelle stated that the annual subscription cost is \$23,000, prorated for the current fiscal year, adding that DPW has the funds for this and IT will be handling it in the future.

Mr. Nunes went over the additional Priority 1 recommendations of seasonal hiring changes and comprehensive snow and ice control plan, which had been done with no impact to the budget.

Mr. Nunes and Mr. Gabinelle utilized charts to illustrate the Novak proposed organizational structures for Administration, Fleet Division, Buildings & Grounds/Custodial Divisions, Highway/RRM Division and Water Pollution Control (WPC) Facility. They went over various questions and concerns brought up by the DPW Subcommittee regarding some of these proposed organizational structures, utilizing additional charts to illustrate the organizational structures subsequently proposed by DPW for each of the divisions as well as the differences between the Novak and DPW recommendations.

Mr. Nunes stated that the WPC proposed organizational structure has the most impact to the budget. He went over the seven new positions proposed for the WPC and the reasons these new positions are required as well as the resulting impact to account rates.

Mr. Nunes gave a summary of the progress made on no/low cost recommendations. He stated that DPW recommendations were able to reduce the Novak proposed labor costs by \$282,023 inclusive of WPC. Mr. Nunes outlined the items that they would like the Council to take action on tonight.

Chairman Ludwick asked if there were any questions.

Councilor Bosco stated that, as a member of the DPW Subcommittee, they had beat this to death and everything here is what is needed to run the town properly. He stated that there was a lot of give and take, but that it has been well vetted and he thinks the Council should move it ahead.

Councilor Deni stated that eliminating the second shift is a great idea and they should move on it right away.

Councilor Sferrazza asked if the “Dude Solutions” cost of \$23,000 is a one-time licensing fee or an annual fee, to which Mr. Gabinelle replied that it is an annual subscription fee. Councilor Sferrazza asked if this fee will go up every year, to which Mr. Gabinelle replied that it might.

Councilor Szewczak stated that she is not in favor of moving yard waste pickup to Monday. She asked what the Council can do today and what has to wait until budget.

Mr. Bromson stated that his suggestion is for the Council to implement the recommendations. He stated that nothing is irrevocable and they can always go back and change anything that needs adjustment.

Councilor Cressotti thanked the presenters for their time and effort. He pointed out that there is a lot of reduction in overtime, which will save money in the long run despite hiring new people.

Councilor Bosco asked if a resolution is needed for the purchase of the truck, which he said needs to be done sooner than later. Mr. Bromson stated that they wanted to make sure there was a consensus of the Council, so now they will work immediately on preparing the documents and resolutions.

Mr. Bromson went back to the issue of the continuing costs of IT, stating that everything will be going under IT so that it is all in one place in the budget and IT will oversee it.

Councilor Bosco asked if the garbage truck will have to be done under a bid waiver, to which Mr. Bromson replied that he will defer to DPW now that they know the direction of the Council.

Chairman Ludwick thanked the DPW Subcommittee and staff for their work on this project.

ADJOURNMENT

MOTION #4893 by Councilor Szewczak, seconded by Councilor Muller to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #4893** adopted 10-0-0, and the meeting stood adjourned at 6:50 p.m.