Town Council Meeting Agenda

Anthony C. Harrington, Mayor
Cindi A. Lloyd, Deputy Mayor
Darrell Goodwin
Elizabeth A. Waterhouse
Joseph P. Merritt
Michael J. Oliver
Shamar A. Mahon
Suzette DeBeatham-Brown
Todd E. Cooper

Monday, June 8, 2026, 7:00 pm
Town Hall – Council Chambers • 800 Bloomfield Avenue, Bloomfield, CT 06002

PLEASE NOTE: This meeting of the Town of Bloomfield will be a hybrid meeting. This means that you can attend in person, by using the Zoom link below or viewing the meeting via YouTube

https://bloomfieldct.zoom.us/webinar/register/WN_uqTEgxXKQxy__yx_vYVPUw

YouTube:

https://youtube.com/live/8pehnnM1yRE?feature=share

AGENDA

I. Pledge of Allegiance

II. Roll Call

III. Announcements and Presentations

A. Presentation:
- Proclamation – 100th Anniversary of the Bloomfield Center Fire Department

IV. Citizens' Statements and Petitions

Statements by members of the public may be oral or written and shall start with the speaker's name and address and shall continue for no longer than three (3) minutes, unless permitted by the Mayor or councilor presiding.

V. Report from Council Subcommittees

A. Governance, Policy & Economic Development – Mayor Anthony Harrington

B. Finance, Budget, Audit & Bonding – Deputy Mayor Cindi Lloyd

C. Public Health, Safety & Environment – Councilor Todd Cooper

D. Education, Workforce, Youth Development & Community Services - Councilor Michael Oliver

VI. Council Business

Consent Agenda:

A. Approval of Minutes
- May 26, 2026
- May 14, 2026
- May 9, 2026
- May 8, 2026

B. Consider and Take Action Regarding Tax Refunds

Old Business

2026-47: Consider and Take Action Regarding Approval of Applications for the Neighborhood Assistance Act (NAA) Program

New Business

2026-62: Consider and Take Action Regarding the Acceptance of Anthonys Way Roadway
2026-63: Consider and Take Action Regarding the Acceptance of Anthonys Way Open Space
2026-64: Consider and Take Action Regarding the Reinstitution of the Town Council Subcommittee – Committee on Committees
2026-65: Discussion and Possible Action Regarding Revisions to the Town Council Rules of Procedure to Establish the Committee on Committees as a Standing Council Subcommittee

VII. Report from the Town Manager

VIII. Report from the Mayor

IX. Council Comments

X. Executive Session

A. Update on Pending Claims and Litigations

i. Los Cabos II Equity LLC vs Town of Bloomfield, ET. Al

B. Discussion – Performance Evaluation Criteria for Town Manager

XI. Adjournment

Proclamation

100th Anniversary of the Bloomfield Center Fire Department

WHEREAS, in 1923, the Bloomfield Center Fire District was established to support the growing needs of the community, including extending water service along Bloomfield Avenue, controlling dust on local roadways, encouraging electric distribution, and constructing and maintaining sidewalks; and

WHEREAS, the Bloomfield Center Fire Department was organized in 1926 to provide fire protection and emergency services to the residents of the district, beginning with a repurposed Ford Model T chemical truck and the dedication of a small group of volunteers; and

WHEREAS, the Department's early volunteers demonstrated remarkable dedication by acquiring and refurbishing fire apparatus, including its first Ford Model T chemical truck, and establishing its first permanent firehouse on Wintonbury Avenue in 1931, laying the foundation for a century of service to the community; and

WHEREAS, throughout its history, the Department has grown alongside the community, expanding its facilities, apparatus, and service area to meet the evolving public safety needs of Bloomfield residents; and

WHEREAS, for 100 years, the Department has been staffed entirely by volunteer firefighters whose selfless service, courage, and commitment have protected lives and property during fires, rescues, hazardous materials incidents, motor vehicle accidents, and countless other emergencies. Generations of members have devoted their time to training, preparedness, and community service, establishing a proud tradition of excellence that continues today through Companies 1, 2, and 3; and

WHEREAS, the Bloomfield Center Fire Department has remained a cornerstone of the community, exemplifying the values of volunteerism, professionalism, and public service for a century; and

NOW, THEREFORE, I, Anthony C. Harrington, Mayor of the Town of Bloomfield, on behalf of the Town Council and the residents of Bloomfield, do hereby proclaim the year 2026 as the celebration of the 100th Anniversary of the Bloomfield Center Fire Department**,** and extend our sincere appreciation and gratitude to all past and present volunteer firefighters, officers, commissioners, and supporters whose dedication and sacrifice have safeguarded our community for one hundred years**.**

Dated at Bloomfield, Connecticut, this 8th Day of June 2026

_____

Anthony C. Harrington, Mayor

Deputy Mayor Cindy Lloyd, Councilor Michael J. Oliver,
Councilor Todd Cooper, Councilor Darrell Goodwin,
Councilor Suzette DeBeatham-Brown, Councilor Joseph P. Merritt,
Councilor Shamar Mahon and Councilor Elizabeth Waterhouse

CONSENT AGENDA ITEMS

Consent Agenda

A. Approval of Minutes
   - May 26, 2026
   - May 14, 2026
   - May 9, 2026
   - April 8, 2026
B. Consider and Take Action Regarding Tax Refunds

Minutes not yet approved.
Approval and any edits to be made in succeeding minutes.

BLOOMFIELD TOWN COUNCIL

There was a special meeting of the Bloomfield Town Council held on Tuesday May 26, 2026 at 7:00 p.m. in a hybrid meeting style. The in-person meeting location was Bloomfield Town Hall – Council Chambers, 800 Bloomfield Avenue, Bloomfield, CT, and the virtual location was via Zoom.

Councilors present: ***In-Person:*** Mayor Harrington; Councilor(s) DeBeatham-Brown, Mahon, Merritt, Waterhouse ***via Zoom:*** Deputy Mayor Lloyd; Councilor(s) Goodwin, Cooper, & Oliver

Councilors absent: None

Also present were: ***In-Person***—Latonia Tabb, Clerk of Council; Jon Colman, Director of Building & Land Use; Darrell Hill, Director of Finance; Annatouchur Kingland, Senior Administrative Assistant; Elizabeth Lane, Director of Bloomfield Public Library; Matt Childress, Facilities Manager; Glen Garrity, Assistant Director, Public Works; India Rodgers, Director of Operations & Communications; Alvin D. Schwapp, Jr., Town Manager; Andrew Crumbie, Town Attorney.

The meeting was called to order at 7:03 p.m.

Public Hearing

It was motioned by Mayor Harrington to open the meeting in person and online of the public hearing notice to solicit public input for the ***Neighborhood Assistance Act (NAA) Applications***. A copy of the draft ordinance is available in the Town Clerk's Office for public inspection.

It was moved by Councilor DeBeatham-Brown, seconded by Councilor Merritt and voted unanimously to close any statements.

Announcements and Presentations

A. Presentation

Mayor Harrington read the following proclamations (see attached) and provided each representative with the award

- Proclamation- 100th Anniversary of the Blue Hills Fire Department
- Proclamation- Pride Month
- Proclamation- National Public Works Week

Citizens' Statements and Petitions

Statements by members of the public may be oral or written and shall start with the speaker's name and address and shall continue for no longer than three (3) minutes, unless permitted by the Mayor or councilor presiding.

1. **Robert Sommons, 23 Capewell Drive,** expressed concern that additional budget cuts could result in reductions to youth and social service programs, job losses for Town employees, or decreased services for residents. He noted that the Council had already proposed a budget lower than the previous year and emphasized that further reductions would require difficult sacrifices. He concluded by urging consideration of the potential impacts of additional cuts.

2. **Erin Barringer, 28 Kenmore Rd.,** referenced prior Town Council discussions regarding the Housing Trust Fund, including a 2024 allocation through a fourth-quarter transfer, and compared those discussions to statements made during the May 14, 2026, Finance Subcommittee meeting. The speaker questioned whether the current Town Council intends to fund future projects through fourth-quarter transfers that were not approved as part of the FY 2027 budget process and asked what safeguards are in place to ensure such transfers are used for appropriate fiscal management rather than to advance spending priorities outside the regular budget process.

Additions To The Agenda

Mayor Harrington requested a motion to add an item to the agenda concerning the budget referendum. He explained that the proposed action would direct the Town Clerk, pursuant to Section 906 of the Bloomfield Town Charter, to set a referendum with the ballot question: "*Shall the annual budget, as adopted by the Town of Bloomfield Town Council for the fiscal year ending June 30, 2027, be approved?*" Mayor Harrington noted that the referendum would be conducted at all five polling locations from 6:00 a.m. to 8:00 p.m. to maximize voter access and participation. Discussion followed regarding the establishment of the FY 2027 budget referendum date.

It was moved by Councilor Mahon, seconded by Councilor Waterhouse and voted unanimously to add the following agenda items:

2026-60: Consider and Take Action regarding the Bloomfield Town Charter, Section 906 (Referendum to the Budget)

2026-61: Discussion and Take Action to Set the FY2027 Budget Referendum Date

Council Business

It was moved by Councilor Cooper, seconded by Councilor DeBeatham-Brown and voted unanimously to approve the consent agenda.

A. Approval of Minutes

- May 6, 2026
- May 4, 2026
- April 28, 2026
- April 27, 2026

Old Business

2026-54: Discussion and Possible Action Regarding Revisions to Council Rules and Procedures for Virtual Attendance at Council Meetings

Mayor Harrington opened discussion on proposed revisions to the Council Rules of Procedure concerning virtual attendance at Council meetings. Councilor Mahon requested additional information and clarification regarding the proposed changes. Attorney Crumbie shared communications with Mr. Russell Blair regarding this matter, provided legal guidance and context regarding the matter. The Council discussed the need for further information before considering any revisions.

It was moved by Councilor Goodwin, seconded by Councilor DeBeatham-Brown and voted to table this agenda item for discussion.

VOTE: **AYE:** S. DeBeatham-Brown, S. Mahon, M. Oliver, J. Merritt, E. Waterhouse, D. Goodwin, C. Lloyd, A. Harrington
NAY: None
ABSTAIN: T. Cooper
Motion passes 8-0-1.

New Business

2026-57: Consider and Take Action on Budget Transfer to Replace the Fuel Management System and Associated Equipment- Gasboy Islander Plus

Matt Childress, Facilities Director, presented a proposed budget transfer to replace the Department of Public Works' aging Gasboy fuel management system, which is used for fleet fueling authorization, fuel tracking, and reporting. He explained that the existing system has reached end-of-life status, replacement parts are no longer readily available, and failure could significantly disrupt fleet operations. Mr. Childress requested authorization to transfer $25,000 from a completed LOSIP Fuel Island Canopy project account to the fleet account to fund the replacement with a newer, compatible Gasboy Islander Prime system.

There was discussion between the councilors regarding this item. Councilor Mahon called the question, seconded by Councilor Merritt and voted unanimously to vote on this agenda item.

It was moved by Mayor Harrington, seconded by Councilor DeBeatham-Brown and voted unanimously to move to approve the resolution to Authorization of Fund Transfer for Replacement of Fuel Management System for the Department of Public Works. (*attached*)

2026-58: Consider and Take Action on Funding for the Wintonbury Library Site Improvements

Mark Wiseman, Chair of the Library Building Committee, provided an update on the McMahon-Wintonbury Library project, noting that after construction bids exceeded budget projections in 2023, the project scope was modified, and the Public Works Department assumed a construction management role. He explained that the building renovation is substantially complete and requested authorization to utilize bond interest earnings to fund the final phase of the project, including exterior site improvements, landscaping, the children's garden, and parking lot repaving.

During discussion, Finance Director Daryl Hill reported that approximately $2 million in interest had been earned on project bond proceeds, subject to federal arbitrage restrictions, with an estimated $750,000 to $800,000 potentially available for eligible project costs. Council members discussed the permissible uses of the interest earnings and whether sufficient funds would remain available for other authorized capital projects.

It was moved by Councilor Mahon, seconded by Deputy Mayor Lloyd and voted unanimously to call the question.

It was moved by Councilor Mahon, seconded by Councilor DeBeatham-Brown, and voted unanimously to move to approve the resolution for funding for the Wintonbury Library Site Improvements. *(attached)*

2026-59: Consider and Take Action on the Town Center Community Investment Fund (CIF)

It was moved by Councilor DeBeatham-Brown, seconded by Councilor Waterhouse and voted unanimously for Mayor Harrington to read the Department of Economic and Community Development, State of Connecticut, Certified Resolution of the Governing Body.

I, Andrea DiStephan, Town Clerk, *certify that below is a true and correct copy of resolution duly adopted by the Town of Bloomfield at a meeting of its Bloomfield Town Council, duly convened on May 26th be* rescinded or modified in any way whatsoever, and is at present in full force and effect.

WHEREAS, pursuant to CGS Section 32-285A, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects, and ***WHEREAS***, it is desirable and in the public interest that the Town of Bloomfield make an application to the state for an amount not to exceed $15 million in order to undertake the Town Center, Bloomfield-centered, and Strong Development, and to execute and Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE Bloomfield Town Council that it is cognizant of the conditions and prerequisites for the state financial assistance imposed by CGS Section 32-285A, that the filing of an application for state financial assistance by the Town of Bloomfield in an amount not to exceed $15 million is hereby approved, and that Alvin D. Schwab, Jr, Town Manager, is directed to execute and file such application with the state… with the Connecticut Department of Economic and Community Development, and to provide such additional information to execute such other documents as may be required to execute an assistance agreement with the State of Connecticut for state financial assistance if such an agreement is offered to execute any amendments, decisions and revisions thereto, and to act as the authorized representative of the town of Bloomfield.

It was moved by Councilor DeBeatham-Brown, seconded by Councilor Waterhouse and voted unanimously to move to approve the Certified Resolution for the Town Center Community Investment (CIF) Grant Application – Round 9.

2026-60: Consider and Take Action regarding the Bloomfield Town Charter, Section 906 (Referendum to the Budget)

It was moved by Councilor DeBeatham-Brown, seconded by Councilor Merritt to place this motion on the floor for discussion. Mayor Harrington read the question "**the annual budget as adopted by the Town of Bloomfield Town Council for fiscal year ending June 30, 2027, be approved?"** Councilor DeBeatham-Brown discussed setting the referendum language to spell out the amount, adding the Board of Education (BOE), Town Council and Town Manager budget numbers. There was discussion among the Town Councilors regarding this item.

It was moved by Councilor DeBeatham-Brown, seconded by Councilor Mahon to make a friendly amendment to edit the original language of ***"SHALL THE ANNUAL BUDGET AS ADOPTED BY THE TOWN OF BLOOMFIELD TOWN COUNCIL FOR FISCAL YEAR ENDING JUNE 30, 2027, BE APPROVED?"*** by adding the adopted FY27 budget numbers (BOE, Town Council, Town Manager). There was discussion among the Town Councilors regarding the friendly amendment.

It was moved by Councilor Goodwin, seconded by Councilor DeBeatham-Brown to call the question on the friendly amendment.

VOTE: AYE: S. DeBeatham-Brown, S. Mahon, D. Goodwin

NAY: T. Cooper, J. Merritt, E. Waterhouse, C. Lloyd, A. Harrington

ABSTAIN: M. Oliver

Motion failed 3-5-1.

Councilor Merritt motioned to call the question, seconded by Deputy Mayor Lloyd to approve and vote on the original ballot question language as set forth and presented.

VOTE: AYE: T. Cooper, J. Merritt, E. Waterhouse

NAY: S. DeBeatham-Brown, S. Mahon, M. Oliver, D. Goodwin, C. Lloyd, A. Harrington

ABSTAIN: None

Motion failed 3-6-0.

Additional discussion was had regarding the language used for the question. Councilor Mahon read the language of the question to include the amount. It was moved by Deputy Mayor Lloyd, seconded by Councilor Mahon to make a motion to add the total amount of $118,443,032 to the ballot question, to the original language and to direct the Town Clerk, per the Bloomfield Town Charter, Section 906 to set a referendum with the following ballot question:

"SHALL THE ANNUAL BUDGET of $118,445,032, AS ADOPTED BY THE TOWN OF BLOOMFIELD TOWN COUNCIL FOR FISCAL YEAR ENDING JUNE 30th, 2027, BE APPROVED?

VOTE: AYE: S. DeBeatham-Brown, S. Mahon, M. Oliver, J. Merritt, E. Waterhouse, D. Goodwin, C. Lloyd, A. Harrington

NAY: T. Cooper

ABSTAIN: None

Motion passes 8-1-0.

2026-61: Discussion and Take Action to Set the FY2026 Budget

It was moved by Councilor Mahon, seconded by Councilor DeBeatham-Brown and voted to establish the referendum date for Tuesday June 9, 2026.

VOTE: AYE: S. DeBeatham-Brown, S. Mahon, M. Oliver

NAY: T. Cooper, J. Merritt, E. Waterhouse, D. Goodwin, C. Lloyd, A. Harrington

ABSTAIN: None

Motion failed 3-6-0.

There was discussion regarding the best date due to the Board of Education involvement of school events and staff, testing of voting machines, and school testing conflicts. It was moved by Councilor Merritt, seconded by Deputy Mayor Lloyd to call the question.

VOTE: AYE: T. Cooper, S. DeBeatham-Brown, J. Merritt, E. Waterhouse, M. Oliver, D. Goodwin, C. Lloyd, A. Harrington

NAY: S. Mahon

ABSTAIN: None

Motion passes 8-1-0.

Further discussion was had. It was moved by Councilor Merritt, seconded by Councilor Waterhouse to select the referendum date for Saturday, June 6, 2026, from 6:00 a.m. – 8:00 p.m.at all five polling locations.

VOTE: AYE: T. Cooper, M. Oliver, J. Merritt, E. Waterhouse, D. Goodwin, C. Lloyd, Harrington

NAY: S. DeBeatham-Brown, S. Mahon

ABSTAIN: None

Motion passes 7-2-0.

EXECUTIVE SESSION

It was moved by Councilor Mahon, seconded by Councilor Waterhouse and voted unanimously to enter Executive Session at 9:50 p.m. to discuss pending claims and litigation. It was moved by Councilor Waterhouse seconded by Councilor DeBeatham-Brown and voted unanimously to exit executive session at 10:45 p.m.

ADJOURNMENT

It was moved by Councilor DeBeatham-Brown, seconded by Deputy Mayor Lloyd and voted unanimously to adjourn regular session at 10:46 p.m.

Proclamation

100th Anniversary of the Blue Hills Fire Department

WHEREAS, the Blue Hills Volunteer Fire Department was organized on December 6, 1925, and formally incorporated in 1926 to serve the growing public safety needs of residents in the Blue Hills section of Bloomfield; and

WHEREAS, the department's first Fire Chief was Mr. George Frank Trombley, with Mr. Harry Goodwin serving as Assistant Chief, and the first District meeting was held on February 11, 1926, at Gordy's Market; and

WHEREAS, through the dedication of volunteers, community fundraising efforts, and strong local leadership, the department grew from an all-volunteer organization into a combination department staffed by both volunteer and career firefighters serving approximately 12,000 residents in the eastern portion of Bloomfield; and

WHEREAS, under the leadership of Chief Willie Jones, who has dedicated more than forty years of service to the District, the department continues to provide fire protection, emergency response, fire safety education, community outreach, inspections, and code enforcement with professionalism and pride; and

WHEREAS, the Blue Hills Fire Department has earned the respect and gratitude of the Bloomfield community through a century of courage, commitment, and distinguished public service; and
WHEREAS, in 2026, the Blue Hills Fire Department proudly celebrates its 100th Anniversary, marking one hundred years of dedicated service to the Town of Bloomfield;

NOW, THEREFORE, I, Anthony C. Harrington, Mayor of the Town of Bloomfield, on behalf of the Town Council, do hereby recognize and congratulate the Blue Hills Fire Department on the occasion of its 100th Anniversary and extend sincere appreciation to all past and present firefighters, commissioners, staff, volunteers, and supporters for their outstanding service and dedication to the community.

Dated at Bloomfield, Connecticut, this 26th Day of May 2026

Anthony C. Harrington, Mayor

Deputy Mayor Cindy Lloyd, Councilor Michael J. Oliver, Councilor Todd Cooper, Councilor Darrell Goodwin, Councilor Suzette DeBeatham-Brown, Councilor Joseph P. Merritt, Councilor Shamar Mahon and Councilor Elizabeth Waterhouse

Proclamation

Pride Month

WHEREAS, the Town of Bloomfield affirms the rights of every resident to equality and freedom from discrimination; and

WHEREAS, all people—regardless of age, gender identity or expression, race, color, religion, marital status, national origin, sexual orientation, or physical ability—deserve to be treated with dignity and respect based on their intrinsic value as human beings; and

WHEREAS, the Town of Bloomfield recognizes that a diverse population contributes to a more vibrant, inclusive, and resilient community; and

WHEREAS, LGBTQ+ people continue to face unique systemic challenges and backlash threatening their safety and autonomy; and

WHEREAS, inclusive education remains a vital tool in safeguarding the rights of students to learn and thrive in environments free from censorship or fear; and

WHEREAS, Connecticut serves as a safe haven for those seeking gender-affirming and reproductive healthcare, and the Town of Bloomfield stands in solidarity with all individuals asserting their right to bodily autonomy and medically necessary care; and

WHEREAS, June is nationally recognized as Pride Month, commemorating the 1969 uprising at the Stonewall Inn in Manhattan—widely regarded as the catalyst for the modern LGBTQ+ rights movement in the United States; and

WHEREAS, the Town of Bloomfield will raise the Progress Pride Flag in front of Town Hall during June to symbolize our unwavering commitment to inclusion, respect, and the active protection of all people;

NOW, THEREFORE, I, Mayor Anthony C. Harrington, on behalf of the Town Council and the residents of Bloomfield, do hereby proclaim June 2026 as Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ+) Pride Month in the Town of Bloomfield. I call upon our community to celebrate our diversity and to work together to dismantle prejudice and systemic bias wherever they exist.

Dated at Bloomfield, Connecticut, this 26th Day of May 2026

Anthony C. Harrington, Mayor

Deputy Mayor Cindy Lloyd, Councilor Michael J. Oliver, Councilor Todd Cooper, Councilor Darrell Goodwin, Councilor Suzette DeBeatham-Brown, Councilor Joseph P. Merritt, Councilor Shamar Mahon and Councilor Elizabeth Waterhouse

Proclamation

National Public Works Week

WHEREAS, public works professionals provide essential infrastructure, facilities, and services that are vital to maintaining sustainable and resilient communities and safeguarding the public health, quality of life, and well-being of the residents of Bloomfield; and,

WHEREAS, the dedicated employees of the Bloomfield Public Works Department work diligently each day to maintain and improve the Town's roads, public buildings, water systems, parks, sanitation services, and other critical public infrastructure that support the daily lives of our residents and businesses; and,

WHEREAS, these important services could not be provided without the commitment, expertise, and professionalism of public works employees, engineers, managers, and staff who ensure the safety, efficiency, and reliability of the Town's infrastructure and public services; and,

WHEREAS, it is important for the citizens, civic leaders, and youth of Bloomfield to recognize and understand the essential role that public works professionals play in protecting the health, safety, and welfare of the community; and,

WHEREAS, the year 2026 marks the 66th annual National Public Works Week, sponsored by the American Public Works Association, recognizing the substantial contributions public works professionals make to communities across the nation; and,

NOW, THEREFORE, I, Anthony C. Harrington, Mayor of the Town of Bloomfield, on behalf of the Town Council, do hereby proclaim the week of May 17–23, 2026, as National Public Works Week in the Town of Bloomfield and encourage all residents to join in recognizing and thanking the members of the Bloomfield Public Works Department for their dedication, service, and commitment to enhancing the quality of life for all residents.

Dated at Bloomfield, Connecticut, this 26th Day of May 2026

Anthony C. Harrington, Mayor

Deputy Mayor Cindy Lloyd, Councilor Michael J. Oliver, Councilor Todd Cooper, Councilor Darrell Goodwin, Councilor Suzette DeBeatham-Brown, Councilor Joseph P. Merritt, Councilor Shamar Mahon and Councilor Elizabeth Waterhouse

RESOLUTION

Whereas, the interior renovations at McMahon Wintonbury Library have been completed and the improvements to Prosser Library have been substantially completed; and

Whereas, the remaining scope of work to be completed is the exterior renovations for the McMahon Wintonbury Library consists of the Children's Garden, site work, and parking lot improvements; and

Whereas, at the request of the Bloomfield Library Committee, Public Bid No. 1165 was duly solicited in accordance with the Town of Bloomfield purchasing requirements for the McMahon Wintonbury Library Children's Garden, Site and Parking Improvements Project; and

Whereas, the Vendor Selection Panel reviewed the bids received and recommends award of the contract to Mather Corporation of Bloomfield, Connecticut, as the lowest responsible and responsive bidder meeting all bid requirements; and

Whereas, the original estimate for the Prosser and Wintonbury Library improvements was understated, and the project scope was previously reduced to accommodate budget constraints associated with the overall library improvement program; and

Whereas, an additional $700,000 is required to fully fund the McMahon Wintonbury Library Children's Garden, Site and Parking Improvements Project; and

Whereas, funding for the additional $700,000 is available from interest earnings generated from the Library Bond proceeds; and

Resolved, that the Town Council hereby authorizes the expenditure of up to $700,000 from Library Bond interest earnings to fund the McMahon Wintonbury Library Children's Garden, Site and Parking Improvements Project; and

Be it Further Resolved, that the Town Council approves a budget amendment to appropriate said interest earnings accordingly.

Adopted by the Library Building Committee

April 22, 2026

RESOLUTION

RE: Authorization of Fund Transfer for Replacement of Fuel Management System – Department of Public Works

Account: LOCIP Account No. 15151900-52231 to Fleet Account No. 04011500-52231

WHEREAS, the Town of Bloomfield successfully completed the Fuel Island Canopy Project in Fiscal Year 2025 (FY25), funded through LOCIP Account No. 15151900-52231; and

WHEREAS, upon completion of the Fuel Island Canopy Project, a balance of $49,879.48 remains available within LOCIP Account No. 15151900-52231; and

WHEREAS, the Town of Bloomfield Department of Public Works (DPW) currently relies on a Gasboy Islander Plus Fuel Management System to manage and authorize fuel dispensing operations for the Town's fleet vehicles and equipment; and

WHEREAS, the existing Gasboy Islander Plus Fuel Management System has reached end-of-life status and is at increasing risk of failure, as replacement parts and manufacturer service support are no longer available; and

WHEREAS, failure of the Gasboy Islander Plus system would disrupt automated fuel usage tracking and fueling authorization for the Town's fleet, impacting daily municipal operations; and

WHEREAS, Gasboy has formally recommended proactive replacement of the existing Islander Plus system with the Islander PRIME Fuel Management System before equipment failure occurs; and

WHEREAS, the Islander PRIME Fuel Management System is fully backward compatible with the Town's existing fuel dispensing equipment and Gasboy FOB key system, thereby minimizing additional infrastructure and transition costs; and

WHEREAS, the Town of Bloomfield is a member of Sourcewell (Member ID #73833) and is eligible to procure the Islander PRIME Fuel Management System through Gasboy Sourcewell Contract #081524-GVR, which provides pre-negotiated pricing and a streamlined, competitively awarded procurement process; and

WHEREAS, sufficient funding is available within LOCIP Account No. 15151900-52231 to support this capital replacement project without requiring additional appropriation.

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby authorizes the transfer of **$25,000.00** from LOCIP Account No. 15151900-52231 to Fleet Account No. 04011500-52231 for the purpose of replacing the Department of Public Works' end-of-life Gasboy Islander Plus Fuel Management System with the updated Gasboy Islander PRIME Fuel Management System and any associated equipment necessary for installation and operation.

Procurement shall be conducted through Sourcewell Contract #081524-GVR in accordance with the Town's purchasing policies and applicable state statutes.

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
STATE OF CONNECTICUT
(AN EQUAL OPPORTUNITY EMPLOYER)

CERTIFIED RESOLUTION OF THE GOVERNING BODY

I, Andrea DiStephan, Town Clerk, certify that below is a true and correct copy of a resolution duly adopted by
(Name of Official) (Title of Official)

Town of Bloomfield at a meeting of its Bloomfield Town Council duly convened on May 26, 2026 and which has not
(Name of the Applicant) (Governing Body) (Meeting Date)

been rescinded or modified in any way whatsoever and is at present in full force and effect.

June 4, 2026
(Date)

(Signature and Title of Official)

SEAL

WHEREAS, pursuant to C.G.S. Sec. 32- 285a the Connecticut Department of Economic and Community
(State Statutory Reference)
Development is authorized to extend financial assistance for economic development projects; and **WHEREAS,** it is desirable and in the public interest that the Town of Bloomfield make an application to the State for an amount not to exceed
(Applicant)
$ 15,000,000 in order to undertake the Town Center Bloomfield Centered and Strong Development and to execute an
(Name and Phase of Project)
Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE

Bloomfield Town Council
(Governing Body)

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by

C.G.S. Sec. 32-285a
(State Statutory Reference)

2. That the filing of an application for State financial assistance by

Town of Bloomfield
(Applicant)

in an amount not to exceed $ 15,000,000 is hereby approved and that Alvin D. Schwapp, Jr., Town Manager
(Title and Name of Authorized Official)

is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of

Town of Bloomfield
(Name of Applicant)

Revised 07/29/09

Minutes not yet approved.
Approval and any edits to be made in succeeding minutes.

BLOOMFIELD TOWN COUNCIL

There was a special meeting of the Bloomfield Town Council held on Tuesday, April 14, 2026 at 6:30 p.m. in a hybrid meeting style. The in-person meeting location was Bloomfield Town Hall – Council Chambers, 800 Bloomfield Avenue, Bloomfield, CT, and the virtual location was via Zoom.

Councilors present were: *In-Person:* Mayor Harrington; Councilors Cooper, DeBeatham-Brown, Mahon, Merritt, Oliver & Waterhouse; *via Zoom:* Deputy Mayor Lloyd; Councilor Goodwin

Councilors absent were: None

Also present were: *In-Person*—Angelica Candelaria, Deputy Town Clerk; Dwight Carlson, Chief Building Official; Dan Carter, Director of Public Works; Matt Childress, Facilities Manager; Andrew Crumbie, Town Attorney; Ashley DeJesus, Tax Collector; Andrea DiStephan, Town Clerk; Glen Garrity, Assistant Director of Public Works; Chief Paul Hammick, Bloomfield Police Department; Deputy Chief Stephen Hajdasz Hammick, Bloomfield Police Department; Darrell Hill, Director of Finance; Yvette Huyghue-Pannell, Director of Senior Services; Robert Ike, Republican Registrar of Voters; Annatouchur Kingland, Senior Administrative Assistant; Bruce Lajoie, Assistant Director of Information Technology & Innovation; Lynda Laureano, Assistant Director of Building & Land Use; Rosa Matias, Director of Human Resources; Vincentia Midodzi, Assessor; Warren Plumber, Director of Information Technology & Innovation; Sharon O'Connor, Democratic Registrar of Voters; Bart Ritson, Field Operations Manager; Kathy Roberts, Assistant Director of Human Resources; India Rodgers, Director of Operations & Communications; Alvin D. Schwapp, Jr., Town Manager; Sharron Tai-Williams, Deputy Town Manager; Brian Wolff, Community Engagement & Public Relations Coordinator ; *and via Zoom*—Jon Colman, Director of Building & Land Use

The meeting was called to order at 6:35 p.m.

Discussion regarding the FY 2027 Budget Presentation – Public Safety, Public Works, Building & Land Use, General Government/Administration, Boards and Agencies

The Town Manager introduced the meeting, and highlighted that the budget was the Town Manager's proposed budget.

Public Safety

Chief Hammick presented the Town Manager's FY2027 proposed operating budget for the Bloomfield Police Department and reported on requested budget modifications.

Council asked a variety of questions, including: the cost of police vehicles; the impact of not filling vacant officer positions; the reduction of the senior administrative assistant position; how the digital forensic program works; if administrative vehicles were in the budget; membership in regional groups/task forces; the impact of overtime on the budget; vehicle repair costs; recruitment efforts; and the possibility of phasing in technological enhancements.

Public Works

Mr. Carter presented the Town Manager's FY2027 proposed budget for the Department of Public Works, along with DPW's proposed budget modifications.

Council questions included: the proposed outsourcing of custodians; the reasons for the fleet division budget increase; information about the striping machine; partnering with horticulturalists; how vehicles are purchased; and how fuel use is tracked.

Building & Land Use

Ms. Laureano presented an overview of the Building & Land Use department, the proposed FY2027 budget, and proposed budget modification.

Questions from Council included the role of the economic development consultant if an in-house economic development specialist was hired and if there would be potential cost savings. There were a variety of personnel questions, including if the recording secretary position was new and where it was located previously; positions within the part-time line item; the hiring of an environmental planner; the transfer of the GIS specialist to the department; and the increased cost of medical insurance. It was also asked if CRCOG could assist with economic development service.

Mr. Colman spoke to the department's proposed budget and budget modification.

Mr. Schwapp highlighted the money generated by the department.

The importance of making sure companies in Town felt taken care of was mentioned.

There was a five-minute break.

General Government/Administration

Ms. Tai-Williams presented the proposed budget for the Town Manager's Office. She noted that the divisions of Operations and Communications and Information Technology fall under the Town Manager's Office, and would be presented by the directors of those divisions.

Ms. Tai-Williams also presented the proposed budget for the Town Council and for the Town Attorney.

Council questions for the Town Attorney budget included: how to decrease the projected FY2026 cost for the Town Attorney to the number in the proposed FY2027 budget; if FOI requests will return to being managed by Town staff; the process for answering FOI requests; the increase in the Town Attorney's rate; and where the cost of other attorneys that work for the Town is documented.

Ms. Rodgers presented the proposed budget for Operations & Communications, including proposed budget modifications.

Questions from the Council for the Operations & Communications budget included: if Boards & Commissions could use part of their budgets to support the Boards & Commissions budget modification; the FOI requests answered by the department; the discrepancy in the numbers in the presentation vs. the numbers in the budget book; the senior administrative position; and what is included in part-time. Concerns shared by Council included the growing budget for the department and the need to right size.

Mr. Plummer presented the proposed budget and proposed budget modifications for Information Technology & Innovation. Mr. Lajoie explained the budget modifications further.

Council questions for Information Technology & Innovation included: the cost benefit of Mr. Plummer's salary being split between the Town and Board of Education; what items fall under contractual services; the status of backup systems; what software was approved by Council the prior year; the number of people in

the department, and if people working on the Board of Education side are included in this department budget.

Boards and Agencies

Ms. Rodgers presented the proposed budget for Boards & Agencies and proposed budget modification.

Mr. Ike presented the proposed budget for the Registrar of Voters.

Council questions for the Registrar of Voters included: if any money was included for early voting or included for a potential budget referendum; and costs transferred from the Town Clerk's Office to the Registrar of Voters.

Human Resources

Ms. Matias presented the proposed Human Resources budget.

Council questions included: the increase in the training and education line item and policies surrounding tuition reimbursement.

Town Clerk's Office

Ms. DiStephan presented the proposed Town Clerk's Office budget.

Finance Department

Mr. Hill presented the proposed budget for the Finance Department, along with a proposed budget modification.

Council questions included: the number of FTEs in the budget and the budget development process.

There was a brief discussion about the budget in general and budget modifications.

Adjournment

It was moved by Councilor Merritt, seconded by Councilor Oliver, and voted unanimously to adjourn the meeting at 11:30 p.m.

Minutes submitted by Lynn Weisel, Recording Secretary, based on the Zoom Video Recording.

The meeting can be viewed in its entirety at www.youtube.com/live/ZpRY9EPSqKg

Minutes not yet approved.
Approval and any edits to be made in succeeding minutes.

BLOOMFIELD TOWN COUNCIL

There was a special meeting of the Bloomfield Town Council held on Thursday, April 9, 2026 at 6:30 p.m. in a hybrid meeting style. The in-person meeting location was Bloomfield Town Hall – Council Chambers, 800 Bloomfield Avenue, Bloomfield, CT, and the virtual location was via Zoom.

Councilors present were: *In-Person:* Mayor Harrington; Councilors DeBeatham-Brown, Mahon (via Zoom from 6:31 – 6:40 p.m., and then joined in-person), Merritt, Oliver & Waterhouse; *via Zoom:* Deputy Mayor Lloyd; Councilor Goodwin

Councilors absent were: Councilor Cooper

Also present were: *In-Person*—Dan Carter, Director of Public Works; Matt Childress, Facilities Manager; Luz Cora-Small, Assistant Director of Senior Services; Andrew Crumbie, Town Attorney; Glen Garrity, Assistant Director of Public Works; Darrell Hill, Director of Finance; Yvette Huyghue-Pannell, Director of Senior Services; Annatouchur Kingland, Senior Administrative Assistant; Bruce Lajoie, Assistant Director of Information Technology & Innovation; Lisa Lamenzo, Executive Director of Teaching, Learning, and Leadership, Bloomfield Public Schools; Dave Melesko, Director of Parks, Recreation & Leisure Services; Sly Pereira, Director of Facilities, Bloomfield Public Schools; Warren Plumber, Director of Information Technology & Innovation; India Rodgers, Director of Operations & Communications; Alvin D. Schwapp, Jr., Town Manager; Sharron Tai-Williams, Deputy Town Manager; Dr. Tracy Youngberg, Superintendent, Bloomfield Public Schools

The meeting was called to order at 6:33 p.m.

Discussion regarding the FY 2027 Budget Presentation – Board of Education and Capital Improvements

Board of Education

Dr. Youngberg presented the FY2027 budget for Bloomfield Public Schools.

There was discussion around potential Board of Education cost savings, and the upcoming move of central office to Carmen Arace Middle School was highlighted. There was a suggestion to move the new alternative learning center to existing space inside the middle or high school and sell the Global Experience Magnet School building.

Council questions included: cost savings from the alternative school; ownership of the school buildings; details of the alternative school, including number of students, opportunities and career paths for alternative learning students; and growth potential in the vocational agriculture program.

Ms. Lamenzo outlined district collaborations, including with the University of Hartford and other local colleges and universities.

Council members asked additional questions, including: when the move from central office would occur; capacity of the alternative learning center; if special ed costs and transportation costs factored into Education Cost Share funding; start-up costs and staffing for the alternative learning center; and the amount of the magnet school grant received for Global Experience Magnet School.

Council members highlighted the student artwork in the budget book and congratulated the Bloomfield High School track team for their accomplishments.

Capital Improvements

Mr. Pereira presented the proposed Board of Education Capital Improvement Projects for FY2027.

Council questions included: if DPW could assist in digging for the pipe replacement needed at Metacomet for cost savings; the type of hot water heater replacements at Bloomfield High School; the cause of the pipe leak at Metacomet; and the number of restrooms and staff members at Metacomet.

Mr. Hill presented the proposed Town Capital Improvement Projects for FY2027, highlighting that all proposed projects would be grant funded.

Questions and comments from Council members included: the impact of deferring purchase of replacement police cruisers; the critical need for a generator for Town Hall; the need for a strategic plan to determine how to fund capital projects; how the importance of an item on the capital plan is determined, particularly between labeling an item as "critical" vs. "important."

Mr. Carter spoke to the capital projects and noted that projects are currently funded based on sources of revenue, and not based on what is critical.

The need to balance priorities was discussed.

Additional Council questions included the number and location of generators in Town.

Mr. Schwapp discussed the need to focus on safety when determining capital project priorities.

Adjournment

It was moved by Councilor Merritt, seconded by Councilor DeBeatham-Brown, and voted unanimously to adjourn the meeting at 8:30 p.m.

Minutes submitted by Lynn Weisel, Recording Secretary, based on the Zoom Video Recording.

The meeting can be viewed in its entirety at https://www.youtube.com/live/d-Cgdmd5Q8A

Minutes not yet approved.
Approval and any edits to be made in succeeding minutes.

BLOOMFIELD TOWN COUNCIL

There was a special meeting of the Bloomfield Town Council held on Wednesday, April 8, 2026 at 6:30 p.m. in a hybrid meeting style. The in-person meeting location was Bloomfield Town Hall – Council Chambers, 800 Bloomfield Avenue, Bloomfield, CT, and the virtual location was via Zoom.

Councilors present were: *In-Person:* Mayor Harrington; Councilors Cooper, DeBeatham-Brown, Mahon, Merritt, Oliver & Waterhouse; *via Zoom:* Deputy Mayor Lloyd; Councilor Goodwin

Councilors absent were: None

Also present were: *In-Person*—Dan Carter, Director of Public Works; Matt Childress, Facilities Manager; Jon Colman, Director of Building & Land Use; Dawn Cooper-Grodger, Assistant Director of Social & Youth Services; Luz Cora-Small, Assistant Director of Senior Services; Andrew Crumbie, Town Attorney; Ashley DeJesus, Tax Collector; Andrea DiStephan, Town Clerk; Paul Hammick, Bloomfield Police Department; Darrell Hill, Director of Finance; Camillia Hillian, Director of Social & Youth Services; Yvette Huyghue-Pannell, Director of Senior Services; Annatouchur Kingland, Senior Administrative Assistant; Bruce Lajoie, Assistant Director of Information Technology & Innovation; Elizabeth Lane, Bloomfield Public Library Director; Lynda Laureano, Assistant Director of Building & Land Use; Matt Mace, Assistant Director of Parks, Recreation & Leisure Services; Rosa Matias, Director of Human Resources; Dave Melesko, Director of Parks, Recreation & Leisure Services; Vincentia Midodzi, Assessor; Warren Plumber, Director of Information Technology & Innovation; Kathy Roberts, Assistant Director of Human Resources; India Rodgers, Director of Operations & Communications; Kristian Rosado, Mini-Bus Coordinator; Alvin D. Schwapp, Jr., Town Manager; Chris Siloac, Bloomfield Public Library Assistant Director; Sharron Tai-Williams, Deputy Town Manager; Angelica Thompson, Youth Services Division Manager; Allison Wilkos, Bloomfield Public Library Assistant Director

The meeting was called to order at 6:30 p.m.

Mayor Harrington announced that the Town submitted the FY2024 audit to the Connecticut Office of Policy and Management. He reported that S&P Global Ratings reaffirmed Bloomfield's AA credit rating, and had removed the Town from credit watch.

Discussion and Action Regarding Move that the Town Council Appoint Su'Nia Bailey as an Alternate on the Zoning Board of Appeals (ZBA)

Deputy Mayor Lloyd moved that Su'Nia Bailey be appointed as an alternate on the Zoning Board of Appeals and Councilor Cooper seconded.

Deputy Mayor Lloyd spoke briefly in favor of the appointment.

Councilor Cooper moved that the Town Council appoint Su'Nia Bailey as the Zoning Board of Appeals alternate, Councilor Oliver seconded, and the motion passed unanimously.

Discussion Regarding the FY 2027 Budget Overview by Town Manager; Revenue, Expenditures, Fixed Charges; Parks, Recreation & Leisure Services; Senior Services; Social & Youth Services; Library Services

Budget Overview

Mr. Schwapp presented a high-level overview of the FY2027 Town Manager's proposed budget.

Council questions and comments included: if the Town Manager had received any specific budget directives; caution in tone of how information was presented; the importance of services in Town and the importance of taking care of residents; a request for staffing information from previous years; looking at how the impact of the budget on working families, seniors, and young people; and if there are ways to phase changes instead of making them all at once.

Revenue, Expenditures, and Fixed Charges

Mr. Hill presented the FY2027 Town Manager's proposed budget for revenue, expenditures, and fixed charges.

Council questions and comments included: what items are included in contractual services, with a request for more detail to be included; additional information on the reserves for accruals; estimation of what the unassigned fund balance will be on July 1 and potentially using fund balance in the budget; additional information about the reduction in debt service; how to make adjustments without compromising the Town's fiscal stability; if proposed cuts strengthen financial stability long-term; potential incentives for employees of retirement eligibility; spreading any needed cuts wholistically and equitably; and right-sizing the organization.

There was a five-minute break.

Parks, Recreation & Leisure Services

Mr. Melesko presented the FY2027 Town Manager's proposed budget for Parks, Recreation & Leisure Services.

Council questions and comments included: what services remained in the proposed budget; the value of all that occurs at 330 Park Ave. to the community; the possibility of reducing programming rather than eliminating it; if the Town pool is an income driver; the possibility of opening the pool for reduced hours; the long-term idea of having an indoor pool that could generate income year-round; and potential impact to the summer youth employment program.

Mr. Melesko briefly reported on proposed budget modifications.

Council questions and comments included: why the proposed grant writer would be in this department; if a grant writer could be utilized across all departments; requests from residents for a Town dog park; and a potential public dog park being built by a local developer.

Senior Services

Ms. Huyghue-Pannell presented the FY2027 Town Manager's proposed budget for Senior Services.

Council questions and comments included: noting that Bloomfield is an aging Town; the impact of upcoming changes to SNAP and Medicaid, with additional support potentially needed; the importance of

seniors being able to live out their lives with dignity; research that shows the impact of reduced services on seniors and youth, particularly those on the margins; the budget as a moral document; the possibility of asking for donations for mini-bus rides; if product/snack donations would be helpful; energy cost distribution at 330 Park Ave; and the support mini-bus drivers give at Town Hall events.

Social & Youth Services

Ms. Hillian presented the FY2027 Town Manager's proposed budget for Social & Youth Services.

Council questions and comments included: the need for support with SNAP and Medicaid changes coming; the need for the youth diversion program; if food bank distribution would be impacted; the importance of the support that families receive from social services, specifically the foster care program; and how the youth diversion program works, with its cost.

Ms. Hillian provided information on an upcoming food resource event.

Library Services

Ms. Lane presented the FY2027 Town Manager's proposed budget for Library Services.

Questions and comments from Councilors included: the number of library card users; the possibility of the library being open every day of the week; the impact that additional staff would have on the library; the number of visits at each location, and how the numbers are calculated; and the possibility of sharing part-time employees across municipalities.

Adjournment

It was moved by Councilor Merritt, seconded by Councilor DeBeatham-Brown, and voted unanimously to adjourn the meeting at 10:41 p.m.

Minutes submitted by Lynn Weisel, Recording Secretary, based on the Zoom Video Recording.

The meeting can be viewed in its entirety at https://www.youtube.com/live/0E6j5aLyybQ

To: Alvin D. Schwapp, Jr., *Town Manager*
Sharron L. Tai-Williams, *Deputy Town Manager*

From: Ashley A. DeJesus, CCMC, CCMO, *Tax Collector*

Through: Darrell V. Hill, *Director of Finance*

Copy: Donna J. Stewart, *Deputy Director of Finance / Controller*
Teresa A. Blesso, CCMC, CCMO, *Deputy Tax Collector*

Re: **June 2026 Tax Refunds**

Date: May 27, 2026

The attached requests for property tax refunds are submitted for your review and approval in accordance with Section 12-129 of the Connecticut General Statutes.

Shown below are the reasons for the refunds above $1,000.00:

- CoreLogic is due to a volunteer abatement that was due to the owner.
- Penske Leasing & Rental Co. is due to duplicate tax bills.

June 2026 Tax Refunds

Customer Name	List Number	Amount Refunded
CoreLogic	2024-01-0004306	$1,911.71
Lugo, Angelett	2024-04-0081373	15.26
Morey, Jeffrey	2024-01-0005293	381.49
PDS Engineering & Const Inc.	2023-03-0063305	894.60
Penske Leasing & Rental Co.	2024-04-0081418	1,829.54
Penske Leasing & Rental Co.	2024-04-0081419	1688.18
Quinones, Julio	2024-03-0063761	86.40
Toyota Lease Trust	2024-04-0081156	104.75
		$6,911.93

TO: Town Councilors

FROM: Alvin D. Schwapp, Jr., Town Manager

DATE: June 4, 2026

RE: FY 2026-47: APPROVAL OF APPLICATIONS FOR THE NEIGHBORHOOD ASSISTANCE ACT (NAA) PROGRAM

At the May 26, 2026, Town Council meeting, a public hearing was held on the Neighborhood Assistance Act Applications, as required by the Department of Revenue Services.

Each year, the Town Council is asked to review and approve applications submitted by organizations seeking to participate in the Neighborhood Assistance Act (NAA) Tax Credit Program. The NAA program provides tax credits to businesses that make cash investments to qualifying community programs conducted by tax-exempt or municipal agencies.

All proposed community programs must be approved by both the Town of Bloomfield (the municipality in which the programs are conducted) and the Connecticut Department of Revenue Services.

The attached 2026 NAA applications provide specific details regarding their programs.

Should Council wish to move forward, the following motion will be in order:

> *Move to approve the applications for the Neighborhood Assistance Act Program, as received by the Town of Bloomfield.*

TOWN OF BLOOMFIELD

NOTICE OF PUBLIC HEARING

The Bloomfield Town Council will conduct a public hearing on **Tuesday, May 26, 2026 at 7:00 p.m.** The in-person meeting location will be held at the Bloomfield Town Hall, Council Chambers, 800 Bloomfield Avenue, Bloomfield, Connecticut. Remote attendees can join the meeting via the Zoom meeting platform:

https://bloomfieldct.zoom.us/webinar/register/WN_s8DMCDXCSjOrXIFdLQ1r9w

This meeting will also be streamed live to You Tube at:

https://youtube.com/live/lwzhPH-d_LE?feature=share

The purpose of this public hearing is for review and approval of the applications to the Neighborhood Assistance Act Program.

A copy of the Neighborhood Assistance Act applications is on file in the Office of the Town Manager and the Town Clerk.

Dated at Bloomfield, CT 18th day of May 2026.

Latonia Y. Tabb

Clerk of Council

CONNECTICUT
portal.ct.gov/DRS
(Rev. 02/26)

Department of Revenue Services

Municipality: Bloomfield, CT

Form NAA-01

2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax-exempt organization/municipal agency: Old St. Andrews Episcopal Church (OSA)

Address: 59 Tariffville Road
Bloomfield, CT 06002

Federal Employer Identification Number: 06-6036894

Program title: OSA Energy Saving Initative

Name of contact person: David Schupp

Telephone number: 860-716-5610

Email address: SchuppdAVE@AOL.com

Total NAA funding requested ($250 minimum, $150,000 maximum): $ _____

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☐ Yes ☒ No Churches ARE exempt from FILING FORM 990

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- [X] Energy conservation; **or**
- [ ] Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- [ ] Job training/education for unemployed persons aged 50 or over;
- [ ] Job training/education for persons with physical disabilities;
- [ ] Program serving low-income persons;
- [ ] Child care services;
- [ ] Establishment of a child day care facility;
- [ ] Open space acquisition fund; **or**
- [ ] Other (specify): _____

Description of program: ENERGY SAVING IMPROVEMENTS TO SEVERAL AREAS OF THE OSA CAMPUS FACILITIES INCLUDING PARISH HALL, ADMINISTRATIVE AREAS AND SOLAR PANELS ON ROOF.

Need for program:

LEAKING WINDOWS
SOLAR PANEL INSTALLATION
HEAT PUMP INSTALLATION

Neighborhood area to be served:

OSA IS A BLOOMFIELD CHURCH PROVIDING WORSHIP AND NOW WORSHIP TO THE REGIONAL COMMUNITY. IN ADDITION TO WORSHIP, OSA PROVIDES BICYCLES AND WATER FOR FREE USE TO ALL, YOGA, A SERIES OF MUSIC CONCERTS, A HOMELESS MINISTRY IN HARTFORD.

Plan to implement the program:

OSA ENERGY SAVING COMMITTEE IS CURRENTLY ARRANGING WITH CONTRACTORS TO IMPLEMENT THE ENERGY SAVING PROGRAM NEEDS.

Timetable:

Program start date: 09-15-2026 (MM - DD - YYYY)

Program completion date: 12-15-2027 (MM - DD - YYYY)

Post-project audit due date: 03-15-2028 (MM - DD - YYYY)

The program start date must not be more than two years prior to the program completion date. Additionally, the program completion date must not extend beyond December 31, 2028.

Any program receiving $25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	$129,384
Other funding sources - itemized sources:	
a) SOLAR PANEL INSTALLATION	$33,688
b) WINDOW REPLACEMENT	15,000
c) HEAT PUMP INSTALLATION	77,696
d)	
Total Funding:	

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a)	
b)	
c)	
d)	
Administrative expenses - itemized description:	
a) AUDIT COST ESTIMATE	$3,000
b)	
c)	
d)	
Total Proposed Expenditures:	$129,384

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: Town of Bloomfield, CT

Mailing address: 800 Bloomfield Ave, Bloomfield CT 06002

Name of municipal liaison: Annatouchur D. Kingland

Telephone number: 860-769-3504

Fax number: **860-242-2965**

Email address: akingland@bloomfieldct.gov

Post-Project Audit

Is a post-project audit required for this proposal?

☒ Yes ☐ No

If **Yes**, date post-project audit due:

03-15-2028

Date

2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal.* Incomplete applications will **not** be accepted. For where to direct inquiries, see *Additional Information* below.

Part I — General Information

Enter the name of the tax-exempt organization or municipal agency, address, Federal Employer Identification Number, name, telephone number, and email address of the contact person.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II — Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to Implement the Program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III — Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is $250, with a maximum funding of $150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV — Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with the Department of Revenue Services (DRS) for all NAA matters.

Post-Project Audit: Any program receiving $25,000 or more in NAA funding is required to have a post-project audit prepared by a certified public accounting firm and submitted for certification, to the municipality overseeing the program, no later than three months after the program completion date. For further information on the post-project audit requirements, please refer to Conn. Gen. Stat. § 12-637a.

Additional Information

See the *Guide to Connecticut Business Tax Credits* available on the DRS website at **portal.ct.gov/DRS**. E-mail any questions to **NAAProgram@ct.gov** or call **860-297-5687**, Monday through Friday, 8:30 a.m. to 4:30 p.m. for more information.

CONNECTICUT
portal.ct.gov/DRS
(Rev. 02/26)

Department of Revenue Services

Municipality: City of Bloomfield

Form NAA-01

2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services**.

Part I — General Information

Name of tax-exempt organization/municipal agency: Financial Scholars, Inc. (CT Financial Scholars is a chapter of Financial Scholars, Inc.)

Address: 201 Rouse Boulevard, Philadelphia, PA 19112

Federal Employer Identification Number: 8 5 4 2 5 4 0 2 0

Program title: Financial Education & Empowerment for Bloomfield Public School students and families

Name of contact person: Betsy McNeil, Executive Director, Connecticut Financial Scholars

Telephone number: (916) 753-7000

Email address: bmcneil@financialscholars.org

Total NAA funding requested ($250 minimum, $150,000 maximum): $ 8,000.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☒ Yes ☐ No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- [ ] Energy conservation; **or**
- [ ] Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- [ ] Job training/education for unemployed persons aged 50 or over;
- [ ] Job training/education for persons with physical disabilities;
- [x] Program serving low-income persons;
- [ ] Child care services;
- [ ] Establishment of a child day care facility;
- [ ] Open space acquisition fund; **or**
- [x] Other (specify): Education for under-resourced, low-income communities

Description of program:

CTFS provides high school students, teachers, and families with the tools needed to develop financial skills, build greater wealth, and achieve financial empowerment. We implement a 4-part strategy: (1) curated curriculum; (2) paid training for classroom teachers; (3) adult financial empowerment workshops; (4) enrichment and community building. Unlike many financial literacy programs that drop in temporarily, our model. centers on the classroom and is designed for long-term, systemic impact. Teacher partners learn the CTFS model to become equipped to deliver the program to cohorts of students year after year.

Need for program:

Connecticut has one of the largest wealth gaps in the country. CTFS believes that access to financial education and empowerment is critical to overcoming systemic economic barriers and key to unlocking economic mobility. CT is also one of now 30 states with a legislative mandate that requires all public high school students take a personal finance course to graduate. The CTFS model addresses a root driver of financial instability that affects communities like Bloomfield: the lack of access to high-quality financial education and asset-building pathways in historically under-resourced communities.

Neighborhood area to be served:

The proposed project will serve Bloomfield, CT where CTFS currently works with the personal finance teacher at Bloomfield High School, serving 69 students. Bloomfield Public Schools is an Alliance District, a designation by the CT Department of Education for the lowest-performing districts that need the most support. CTFS has designed its model with the primary focus on high school students and school communities in historically overlooked and underserved neighborhoods. Not all students, teachers and schools have the same access to resources and supports as others.

Plan to implement the program:

The key components to implementing the course are curriculum and professional development from CTFS for teacher partners at each partner school. Course content is comprehensive, covering Behavioral Economics, Budgeting, Banking, Credit, Borrowing, How to Buy a Car, Home Ownership, College Affordability, Investing, Taxes, and more. The professional development scope includes a 2-day kickoff training in summer before the school year starts, followed by monthly training. CTFS pays teachers a stipend to compensate them for their time and provides customizable lesson plans, activities, and assessments as well as ongoing coaching.

Timetable:

Program start date: 08-06-2026
MM - DD - YYYY

Program completion date: 07-01-2027
MM - DD - YYYY

Post-project audit due date: _____
MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date. Additionally, the program completion date must not extend beyond December 31, 2028.

Any program receiving $25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	$8,000.00
Other funding sources - itemized sources:	
a) Individual contributions (Bloomfield allocation)	$1,000.00
b)	
c)	
d)	
Total Funding:	$9,000.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) Program teacher stipends (Bloomfield)	$2,000.00
b) Program travel & tech (Bloomfield)	$323.00
c) Program food & events (Bloomfield)	$184.00
d) Program supplies, incentives, scholarships (Bloomfield)	$380.00
Administrative expenses - itemized description:	
a) Program salaries (Bloomfield allocation)	$4,421.00
b) Benefits & taxes (Bloomfield allocation)	$102.00
c) Indirect cost (Bloomfield allocation)	$645.00
d)	
Total Proposed Expenditures:	$8,055.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: City of Bloomfield

Mailing address: Bloomfield Town Hall, 800 Bloomfield Avenue, Bloomfield CT 06002

Name of municipal liaison: Annatouchur Kingland

Telephone number: (860) 769-3585

Fax number:

Email address: akingland@bloomfieldct.gov

Post-Project Audit

Is a post-project audit required for this proposal?

☐ Yes ☒ No

If **Yes**, date post-project audit due:

_____
Date

2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal.* Incomplete applications will **not** be accepted. For where to direct inquiries, see *Additional Information* below.

Part I — General Information

Enter the name of the tax-exempt organization or municipal agency, address, Federal Employer Identification Number, name, telephone number, and email address of the contact person.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II — Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to Implement the Program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III — Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures.

Please note that the minimum NAA funding is $250, with a maximum funding of $150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed totalfunding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV — Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with the Department of Revenue Services (DRS) for all NAA matters.

Post-Project Audit: Any program receiving $25,000 or more in NAA funding is required to have a post-project audit prepared by a certified public accounting firm and submitted for certification, to the municipality overseeing the program, no later than three months after the program completion date. For further information on the post-project audit requirements, please refer to Conn. Gen. Stat. § 12-637a.

Additional Information

See the *Guide to Connecticut Business Tax Credits* available on the DRS website at **portal.ct.gov/DRS**. E-mail any questions to **NAAProgram@ct.gov** or call **860-297-5687**, Monday through Friday, 8:30 a.m. to 4:30 p.m. for more information.

Addendum to Form NAA-01
Municipality: City of Bloomfield
Date: April 23, 2026

Connecticut Financial Scholars

Background:

Connecticut Financial Scholars (CTFS) is the local chapter of Financial Scholars (FS), a nonprofit organization founded in 2020 to attack wealth inequity and address a fundamental gap in the education system by offering financial empowerment classes in high school.

We launched pilot services in Connecticut in August 2024 in preparation to support schools after the passage of the financial education graduation requirement – but the underlying purpose of our work goes far beyond the mandate. The mission of CTFS is to provide high school students, teachers, and families with the tools needed to develop financial skills, build greater wealth, and achieve financial empowerment. We believe access to financial empowerment education is critical to overcoming systemic economic barriers and are united in a vision of bringing financial knowledge and confidence to every student.

CTFS is currently working with 52 teacher partners in 35 schools and 10 school districts across the state, serving over 3,000 students in the 2025-2026 school year.

Program Request:

CTFS is seeking $8,000 in NAA funding in Bloomfield to help support our direct service work in the Bloomfield Public Schools.

Budget Narrative:

The primary driver of our expense budget is the number of teacher partners we support at each school/district. Therefore, the Bloomfield-specific allocations are based on supporting approximately 1 teacher at Bloomfield High School for the upcoming 2026-2027 school year. The NAA funds would go towards the direct operating expenses in the budget, which include stipends for teachers.

The majority of our current and projected revenue is general operating support for the organization. The current estimated organization budget for the upcoming 2026-27 school year is approximately $550,000. In addition to individual donors, our current investors include: Webster Bank ($100,000), Synchrony ($150,000), Gridiron Capital ($25,000), Balance Point Capital ($25,000), L Catterton ($25,000), and Per and Astrid Heidenreich Family Foundation ($5,000).

PHILFINSCHO

Forms 990 / 990-EZ Return Summary

For calendar year 2023, or tax year beginning 07/01/23 , and ending 06/30/24

-*4020

Financial Scholars, Inc.

Net Asset / Fund Balance at Beginning of Year			232,331
Revenue			
Contributions	1,089,710		
Program service revenue			
Investment income			
Capital gain / loss			
Fundraising / Gaming:			
Gross revenue			
Direct expenses			
Net income			
Other income	12,918		
Total revenue		1,102,628	
Expenses			
Program services	482,149		
Management and general	79,219		
Fundraising	56,377		
Total expenses		617,745	
Excess / (deficit)			484,883
Changes			
Net Asset / Fund Balance at End of Year			717,214

Reconciliation of Revenue

Total revenue per financial statements	1,102,628
Less:	
Unrealized gains	
Donated services	
Recoveries	
Other	
Plus:	
Investment expenses	
Other	
Total revenue per return	1,102,628

Reconciliation of Expenses

Total expenses per financial statements	617,745
Less:	
Donated services	
Prior year adjustments	
Losses	
Other	
Plus:	
Investment expenses	
Other	
Total expenses per return	617,745

Balance Sheet

	Beginning	Ending	Differences
Assets	254,005	795,632	
Liabilities	21,674	78,418	
Net assets	232,331	717,214	484,883

Miscellaneous Information

Amended return	
Return / extended due date	05/15/25
Failure to file penalty	

CONNECTICUT
portal.ct.gov/DRS
(Rev. 02/26)

Department of Revenue Services

Municipality: Bloomfield

Form NAA-01

2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax-exempt organization/municipal agency: New Horizons, Inc. dba Sunshine Wheels

Address: We have a location at: 200 Seabury Rd, Bloomfield, CT 06002

Federal Employer Identification Number: 0 6 6 0 4 0 5 1 3

Program title: Wheelchair Accessible Van

Name of contact person: Stephanie Tetreault

Telephone number: (860) 673-8893

Email address:

Total NAA funding requested ($250 minimum, $150,000 maximum): $ 79,986.00

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

☒ Yes ☐ No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- [ ] Energy conservation; **or**
- [ ] Comprehensive college access loan forgiveness (see Conn. Gen. Stat. § 12-635(3)).

60% credit percentage

- [ ] Job training/education for unemployed persons aged 50 or over;
- [ ] Job training/education for persons with physical disabilities;
- [X] Program serving low-income persons;
- [ ] Child care services;
- [ ] Establishment of a child day care facility;
- [ ] Open space acquisition fund; **or**
- [X] Other (specify): Wheelchair Accessible Van - Medical Transportation

Description of program:

Sunshine Wheels is a division of New Horizons. Sunshine Wheels provides wheelchair accessible transportation for both medical and recreational purposes. Most of our passengers are on Medicaid and have very limited means. New Horizons needs to purchase another vehicle in order to meet the extensive need for our services. Thank you for considering this important request!

Need for program:

Sunshine Wheels currently provides close to 400 trips per week for seniors and individuals with physical disabilities. The need is significant! A new vehicle will allow Sunshine Wheels to provide transportation to those in need. We provide trips to doctor appointments, critical medical procedures, food banks, pharmacies, physical therapy sessions as well as many other locations. Seniors and individuals with physical disabilities rely on Sunshine Wheels each and every day. Here is a short video on Sunshine Wheels: https://www.youtube.com/watch?v=yBj8mNk2w-o

Neighborhood area to be served:

Bloomfield, CT

Plan to implement the program:

We plan to order and utilize the new vehicle as soon as we receive funding to purchase it.

Timetable:

Program start date: 12-31-2026
MM - DD - YYYY

Program completion date: 12-31-2027
MM - DD - YYYY

Post-project audit due date: 02-28-2028
MM - DD - YYYY

The program start date must not be more than two years prior to the program completion date. Additionally, the program completion date must not extend beyond December 31, 2028.

Any program receiving $25,000 or more in NAA funding is required to provide a post-project audit, prepared by a certified public accounting firm, to the municipality overseeing the program, no later than three months after the program completion date.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	$79,986.00
Other funding sources - itemized sources:	
a) N/A	
b)	
c)	
d)	
Total Funding:	$79,986.00

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) Cost of a Ford Transit Wheelchair Accessible Van	$79,986.00
b)	
c)	
d)	
Administrative expenses - itemized description:	
a) N/A	
b)	
c)	
d)	
Total Proposed Expenditures:	$79,986.00

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: Town of Bloomfield

Mailing address: 800 Bloomfield Ave, Bloomfield, CT 06002

Name of municipal liaison: Annatouchur Deanna Kingland

Telephone number: (860) 769-3504

Fax number: (860) 242-2965

Email address: akingland@bloomfieldct.gov

Post-Project Audit

Is a post-project audit required for this proposal?

[X] Yes [ ] No

If **Yes**, date post-project audit due:

02-28-2028

Date

2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2026 Connecticut Neighborhood Assistance Act (NAA) Program Proposal.* Incomplete applications will **not** be accepted. For where to direct inquiries, see *Additional Information* below.

Part I — General Information

Enter the name of the tax-exempt organization or municipal agency, address, Federal Employer Identification Number, name, telephone number, and email address of the contact person.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II — Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to Implement the Program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III — Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures.

Please note that the minimum NAA funding is $250, with a maximum funding of $150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed totalfunding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV — Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with the Department of Revenue Services (DRS) for all NAA matters.

Post-Project Audit: Any program receiving $25,000 or more in NAA funding is required to have a post-project audit prepared by a certified public accounting firm and submitted for certification, to the municipality overseeing the program, no later than three months after the program completion date. For further information on the post-project audit requirements, please refer to Conn. Gen. Stat. § 12-637a.

Additional Information

See the *Guide to Connecticut Business Tax Credits* available on the DRS website at **portal.ct.gov/DRS**. E-mail any questions to **NAAProgram@ct.gov** or call **860-297-5687**, Monday through Friday, 8:30 a.m. to 4:30 p.m. for more information.

EXTENDED TO AUGUST 15, 2025

Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)
Do not enter social security numbers on this form as it may be made public.
Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2023

Open to Public Inspection

A For the 2023 calendar year, or tax year beginning OCT 1, 2023 and ending SEP 30, 2024

B Check if applicable:
- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/ termin-ated
- ☐ Amended return
- ☐ Applica-tion pending

C Name of organization
NEW HORIZONS, INC.
Doing business as

Number and street (or P.O. box if mail is not delivered to street address) | Room/suite
37 BLISS MEMORIAL ROAD

City or town, state or province, country, and ZIP or foreign postal code
UNIONVILLE, CT 06085

F Name and address of principal officer: CAROL FITZGERALD
SAME AS C ABOVE

D Employer identification number
06-6040513

E Telephone number
860-675-4711

G Gross receipts $ 22,573,008.

H(a) Is this a group return for subordinates? ☐ Yes ☒ No

H(b) Are all subordinates included? ☐ Yes ☐ No
If "No," attach a list. See instructions

H(c) Group exemption number

I Tax-exempt status: ☒ 501(c)(3) ☐ 501(c) ( ) (insert no.) ☐ 4947(a)(1) or ☐ 527

J Website: N/A

K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other

L Year of formation: 1967

M State of legal domicile: CT

Part I Summary

1 Briefly describe the organization's mission or most significant activities: NEW HORIZONS, INC. PROVIDES AFFORDABLE HOUSING, ACCESSIBLE TRANSPORTATION, OTHER SUPPORT

2 Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.

3	Number of voting members of the governing body (Part VI, line 1a)	3	12
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	12
5	Total number of individuals employed in calendar year 2023 (Part V, line 2a)	5	243
6	Total number of volunteers (estimate if necessary)	6	12
7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.

		Prior Year	Current Year
8	Contributions and grants (Part VIII, line 1h)	2,992,918.	379,076.
9	Program service revenue (Part VIII, line 2g)	18,883,216.	19,440,609.
10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	163,069.	413,905.
11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	55,837.	444,325.
12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	22,095,040.	20,677,915.
13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	1,849,720.	1,891,101.
14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	13,196,277.	10,991,011.
16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
b	Total fundraising expenses (Part IX, column (D), line 25) 3,789.		
17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	8,044,430.	7,390,232.
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	23,090,427.	20,272,344.
19	Revenue less expenses. Subtract line 18 from line 12	-995,387.	405,571.

		Beginning of Current Year	End of Year
20	Total assets (Part X, line 16)	30,557,358.	29,367,172.
21	Total liabilities (Part X, line 26)	7,730,973.	5,992,359.
22	Net assets or fund balances. Subtract line 21 from line 20	22,826,385.	23,374,813.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer — Date

NICOLE DOWNES, CFO
Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check if self-employed	PTIN
LORI ROTHE YOKOBOSKY	LORI ROTHE YOKOBOSKY	04/03/25	☐	P01273422

Firm's name COHNREZNICK LLP — Firm's EIN 22-1478099

Firm's address 350 CHURCH STREET, 12TH FLOOR HARTFORD, CT 06103 — Phone no. 959-200-7000

May the IRS discuss this return with the preparer shown above? See instructions ☒ Yes ☐ No

LHA For Paperwork Reduction Act Notice, see the separate instructions. 332001 12-21-23 Form **990** (2023)

SEE SCHEDULE O FOR ORGANIZATION MISSION STATEMENT CONTINUATION

TO: Town Councilors

FROM: Alvin D. Schwapp, Jr., Town Manager ADS

DATE: June 4, 2026

RE: FY 2026-62: ACCEPTANCE OF ANTHONYS WAY ROADWAY

Please review the attached memorandum dated May 27, 2026, from Director of Building and Land Use Jonathan Colman regarding the proposed acceptance of Anthonys Way Roadway.

The memorandum provides the Town Council with relevant information and recommendations concerning the request to accept Anthonys Way as a Town roadway.

Anthonys Way Subdivision is a 12-lot residential subdivision which was originally approved by the Town Plan and Zoning Commission on February 22, 2018, and revised in September of 2020. The subdivision includes a 1065' +/- road which was designed and approved to be a public road.

Should Council wish to move forward, the following motion will be in order:

Move to adopt the attached resolution

RESOLUTION

WHEREAS, the roadway known as Anthonys Way is part of a 12-lot residential subdivision originally approved by the Town Plan and Zoning Commission on February 22, 2018, and revised in September 2020; and

WHEREAS, the subdivision includes a public road approximately 1,065 feet in length, designed and approved to be a Town road; and

WHEREAS, the Town Engineer inspected all public improvements including the road construction and as-built plan with respect to the approved plans and Town standards in June, 2021 and developed a punch list of items for the developer to address; and

WHEREAS, the Engineering Division has confirmed that all punch list items have been satisfactorily completed and has confirmed that the road is ready to be accepted as a Town road; and

WHEREAS, the developer, Anthony Maulucci, has provided an executed roadway deed, which has been reviewed by the Town Attorney and is ready for filing upon acceptance; and

WHEREAS, the Land Use Department therefore recommends acceptance of Anthonys Way as a Town road;

NOW, THEREFORE, BE IT RESOLVED, that the Town Council formally accepts Anthonys Way as a public road of the Town of Bloomfield.

Background Memorandum

To: Alvin D. Schwapp, Jr., Town Manager
From: Jonathan Colman, Director of Building & Land Use
Date: 5/27/2026
Subject: Acceptance of Anthonys Way

Background

The purpose of this agenda item is to request Town Council acceptance of the roadway known as Anthonys Way. Anthonys Way Subdivision is a 12-lot residential subdivision which was originally approved by the Town Plan and Zoning Commission on February 22, 2018, and revised in September of 2020. The subdivision includes a 1065' +/- road which was designed and approved to be a public road. The road improvements were inspected with respect to Town Standards by the Town Engineer in June of 2021 and all punch list items identified during that inspection have recently been completed by the developer, Anthony Maulucci. The Town Engineering Department is therefore recommending that the road be accepted as a Town road. The developer's attorney has provided an executed copy of the roadway deed which has been reviewed by the Town attorney and is ready for filing pending acceptance by the Town Council.

Analysis

All public improvements have been completed and the road is ready for acceptance by the Town Council.

Financial Impact

The Public Works Department will be responsible for roadway maintenance after Town Council acceptance.

Legal Considerations

The Town Attorney has reviewed the deeds for the roadway which are ready for filing upon acceptance by the Town Council.

Alternatives

Alternatives are not applicable.

Attachments

Proposed Resolution

Recommendations

The Land Use Department recommends that the Town Council votes to approved the resolution to accept Anthonys Way as a Town road.

RESOLUTION

WHEREAS, the roadway known as Anthonys Way is part of a 12-lot residential subdivision originally approved by the Town Plan and Zoning Commission on February 22, 2018, and revised in September 2020; and

WHEREAS, the subdivision includes a public road approximately 1,065 feet in length, designed and approved to be a Town road; and

WHEREAS, the Town Engineer inspected all public improvements including the road construction and as-built plan with respect to the approved plans and Town standards in June, 2021 and developed a punch list of items for the developer to address; and

WHEREAS, the Engineering Division has confirmed that all punch list items have been satisfactorily completed and has confirmed that the road is ready to be accepted as a Town road; and

WHEREAS, the developer, Anthony Maulucci, has provided an executed roadway deed, which has been reviewed by the Town Attorney and is ready for filing upon acceptance; and

WHEREAS, the Land Use Department therefore recommends acceptance of Anthonys Way as a Town road;

NOW, THEREFORE, BE IT RESOLVED, that the Town Council formally accepts Anthonys Way as a public road of the Town of Bloomfield.

TO: Town Councilors

FROM: Alvin D. Schwapp, Jr., Town Manager

DATE: June 4, 2026

RE: FY 2026-63: ACCEPTANCE OF ANTHONYS WAY OPEN SPACE PARCEL

Please review the attached memorandum dated May 27, 2026, from Director of Building and Land Use Jonathan Colman regarding the proposed acceptance of Anthonys Way Open Space Parcel associated with Anthonys Way subdivision.

The memorandum provides the Town Council with relevant information and recommendations concerning the request to accept Anthonys Way Open Space Parcel. Anthonys Way is a twelve (12) lot residential subdivision approved by the Town of Bloomfield Plan and Zoning Commission on February 22, 2018, as thereafter revised in September 2020. The approved subdivision plans provide for the designation and conveyance of this open space parcel to the Town of Bloomfield.

The approved subdivision plans provide for the designation and conveyance of this open space parcel to the Town of Bloomfield. The parcel is directly adjacent to Town-owned LaSalette Park.

Should Council wish to move forward, the following motion will be in order:

Move to adopt the attached resolution

RESOLUTION

WHEREAS, Anthonys Way is a twelve (12) lot residential subdivision approved by the Town of Bloomfield Plan and Zoning Commission on February 22, 2018, as thereafter revised in September 2020; and

WHEREAS, the approved subdivision plans provide for the designation and conveyance to the Town of Bloomfield of an approximately 9.832-acre open space parcel associated with said subdivision; and

WHEREAS, the developer, Anthony Maulucci, has delivered executed deeds for the conveyance of said open space parcel to the Town of Bloomfield, which deeds have been reviewed and approved as to form by the Town Attorney and are ready for filing and recording upon acceptance by the Town Council; and

WHEREAS, acceptance of said open space parcel is in the public interest and is consistent with the approved subdivision plans, and because the parcel is directly adjacent to Town-owned LaSalette Park, its acquisition represents a significant opportunity to expand and strengthen an existing public open space asset, preserve a larger contiguous area of protected land, safeguard natural resources, enhance passive recreational opportunities for residents, and advance the Town's long-term goals of conservation, stewardship, and preservation of community character; and

WHEREAS, said open space parcel is being conveyed in lieu of foreclosure of municipal tax liens in favor of the Town of Bloomfield, Connecticut and Bloomfield Center Fire District together with all municipal real property taxes and assessments due and owning with respect to the October 1, 2023 Grand List (payable July 1, 2024)together with any interest, penalties, fees and charges due thereon; and

WHEREAS, Upon recording of the deed, Town of Bloomfield Tax Collector shall enter or cause to be entered in her books against the unpaid tax or assessment account of such real estate, the following notation, "Acquired by deed in lieu of Foreclosure", which notation shall be completed by a statement of the day, month and year of the acquisition of such real estate. Immediately after such entry in her books against such unpaid account, the Tax Collector shall file for record, in the Bloomfield Town Clerk's, a release of such lien or liens on such real estate then on record in such office.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Bloomfield hereby accepts, on behalf of the Town of Bloomfield, the conveyance of the approximately 9.832-acre open space parcel as shown on the approved plans for the Anthonys Way subdivision; and be it further RESOLVED, that the appropriate Town officials are hereby authorized to take such actions, and to execute and file or record such documents, as may be necessary or appropriate to effectuate and complete the acceptance of said conveyance.

Background Memorandum

To: Alvin D. Schwapp, Jr., Town Manager
From: Jonathan Colman, Director of Building & Land Use
Date: 5/27/2026
Subject: Acceptance of Anthonys Way Open Space Parcel

Background

The purpose of this agenda item is to request Town Council acceptance of the approximately 9.832-acre open space parcel associated with the Anthonys Way subdivision. Anthonys Way is a twelve (12) lot residential subdivision approved by the Town of Bloomfield Plan and Zoning Commission on February 22, 2018, as thereafter revised in September 2020. The approved subdivision plans provide for the designation and conveyance of this open space parcel to the Town of Bloomfield. The parcel is directly adjacent to Town-owned LaSalette Park. The developer, Anthony Maulucci, has delivered executed deeds for conveyance of the open space parcel to the Town, and the deeds have been reviewed and approved as to form by the Town Attorney and are ready for filing and recording upon acceptance by the Town Council. The parcel is being conveyed in lieu of foreclosure of municipal tax liens in favor of the Town of Bloomfield, Connecticut and the Bloomfield Center Fire District, together with all municipal real property taxes and assessments due and owing with respect to the October 1, 2023 Grand List, payable July 1, 2024, together with any interest, penalties, fees, and charges due thereon.

Analysis

Acceptance of the open space parcel is consistent with the approved subdivision plans and is in the public interest. Because the parcel is directly adjacent to LaSalette Park, its acquisition represents a significant opportunity to expand and strengthen an existing public open space asset, preserve a larger contiguous area of protected land, safeguard natural resources, enhance passive recreational opportunities for residents, and advance the Town's long-term goals of conservation, stewardship, and preservation of community character.

Financial Impact

There is no significant immediate financial impact associated with acceptance of the open space parcel. Any future maintenance responsibilities will be limited to the Town's ownership and stewardship of the property as open space.

Legal Considerations

The Town Attorney has reviewed and approved as to form the executed deeds for the open space parcel, which are ready for filing and recording upon acceptance by the Town Council. The conveyance is being made in lieu of foreclosure of municipal tax liens in favor of the Town of Bloomfield, Connecticut and the Bloomfield Center Fire District, together with all municipal real property taxes and assessments due and owing with respect to the October 1, 2023 Grand List, payable July 1, 2024, including any interest, penalties, fees, and charges due thereon. Upon recording of the deed, the Town of Bloomfield Tax Collector shall enter or cause to be entered in her books against the unpaid tax or assessment account of such real estate the notation, "Acquired by deed in lieu of Foreclosure," together with the day, month, and year of acquisition, and shall thereafter file for record in the Bloomfield Town Clerk's Office a release of the applicable lien or liens then on record for such real estate.

Alternatives

Alternatives are not applicable.

Attachments

Proposed Resolution for Acceptance of Anthonys Way Open Space Parcel

Recommendations

The Land Use Department recommends that the Town Council vote to approve the revised resolution accepting the approximately 9.832-acre open space parcel associated with the Anthonys Way subdivision and authorizing the appropriate Town officials to take the actions necessary to effectuate and complete the acceptance of the conveyance.

RESOLUTION

WHEREAS, Anthonys Way is a twelve (12) lot residential subdivision approved by the Town of Bloomfield Plan and Zoning Commission on February 22, 2018, as thereafter revised in September 2020; and

WHEREAS, the approved subdivision plans provide for the designation and conveyance to the Town of Bloomfield of an approximately 9.832-acre open space parcel associated with said subdivision; and

WHEREAS, the developer, Anthony Maulucci, has delivered executed deeds for the conveyance of said open space parcel to the Town of Bloomfield, which deeds have been reviewed and approved as to form by the Town Attorney and are ready for filing and recording upon acceptance by the Town Council; and

WHEREAS, acceptance of said open space parcel is in the public interest and is consistent with the approved subdivision plans, and because the parcel is directly adjacent to Town-owned LaSalette Park, its acquisition represents a significant opportunity to expand and strengthen an existing public open space asset, preserve a larger contiguous area of protected land, safeguard natural resources, enhance passive recreational opportunities for residents, and advance the Town's long-term goals of conservation, stewardship, and preservation of community character; and

WHEREAS, said open space parcel is being conveyed in lieu of foreclosure of municipal tax liens in favor of the Town of Bloomfield, Connecticut and Bloomfield Center Fire District together with all municipal real property taxes and assessments due and owning with respect to the October 1, 2023 Grand List (payable July 1, 2024)together with any interest, penalties, fees and charges due thereon; and

WHEREAS, Upon recording of the deed, Town of Bloomfield Tax Collector shall enter or cause to be entered in her books against the unpaid tax or assessment account of such real estate, the following notation, "Acquired by deed in lieu of Foreclosure", which notation shall be completed by a statement of the day, month and year of the acquisition of such real estate. Immediately after such entry in her books against such unpaid account, the Tax Collector shall file for record, in the Bloomfield Town Clerk's, a release of such lien or liens on such real estate then on record in such office.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Bloomfield hereby accepts, on behalf of the Town of Bloomfield, the conveyance of the approximately 9.832-acre open space parcel as shown on the approved plans for the Anthonys Way subdivision; and be it further RESOLVED, that the appropriate Town officials are hereby

authorized to take such actions, and to execute and file or record such documents, as may be necessary or appropriate to effectuate and complete the acceptance of said conveyance.

TO: Town Councilors

FROM: Alvin D. Schwapp, Jr., Town Manager ADS

DATE: June 4, 2026

RE: FY 2026-64: REINSTUTITION OF THE TOWN COUNCIL SUBCOMMITTEE – COMMITTEE ON COMMITTEES

Please review the attached memorandum dated June 3, 2026, from Director of Operations, India Rodgers regarding the Reinstitution of Town Council Subcommittee - Committee on Committees.

The memorandum provides the Town Council with information and recommendations arising from the Governance, Policy & Economic Development Subcommittee meeting held on June 1, 2026. At that meeting, the Subcommittee voted unanimously to recommend that the Town Council reinstitute the Committee on Committees and forward the matter to the full Town Council for consideration and approval.

Historically, the Committee on Committees served as a Town Council subcommittee responsible for reviewing and recommending appointments to the Town's various Boards and Commissions. The intent of this subcommittee is to provide a structured and transparent process for evaluating vacancies, reappointments, and new appointments to citizen boards and commissions.

Should Council wish to move forward, the following motion will be in order:

> *Move that the Town Council approve the reinstitution of Committee on Committees and direct the Mayor to appoint its membership.*

Memorandum

To: Town Council

Cc: Alvin D. Schwapp, Jr., Town Manager

From: India M. Rodgers, Director of Operations & Communications

Date: June 3, 2026

Subject: Reinstitution of Town Council Subcommittee - Committee on Committees

Background

The purpose of this agenda item is to consider the reinstitution of the Town Council's Committee on Committees. Historically, the Committee on Committees served as a Town Council subcommittee responsible for reviewing and recommending appointments to the Town's various Boards and Commissions. The intent of this subcommittee is to provide a structured and transparent process for evaluating vacancies, reappointments, and new appointments to citizen boards and commissions.

Under its previous charge, the Committee on Committees would engage with the chairpersons of each Board and Commission to determine which members wished to continue serving upon the expiration of their terms and to identify existing or anticipated vacancies. The committee would also solicit recommendations from local political parties, including the Democratic and Republican Town Committees, and consider expressions of interest from residents seeking to serve the community.

The committee's work promoted citizen engagement, strengthened the appointment process, and ensured that qualified individuals with appropriate skills, experience, and interests were matched with Boards and Commissions that aligned with their backgrounds. The reinstitution of the Committee on Committees is intended to enhance transparency, consistency, and community participation in the Town's appointment process while providing a centralized forum for reviewing and recommending candidates to the full Town Council.

Analysis

The Town currently relies on various methods to identify and fill vacancies on Boards and Commissions. Reestablishing the Committee on Committees would formalize the

appointment review process and create a consistent framework for evaluating candidates and making recommendations to the full Town Council.

Key responsibilities of the Committee on Committees would include:

- Reviewing expiring terms and vacancies on Town Boards and Commissions.
- Consulting with Board and Commission chairpersons regarding membership needs, attendance records, and desired qualifications.
- Soliciting recommendations from community stakeholders and recognized political parties.
- Reviewing applications submitted by interested residents.
- Conducting interviews when appropriate.
- Evaluating candidates based on qualifications, experience, interests, and compatibility with the mission of the Board or Commission.
- Forwarding appointment recommendations to the full Town Council for consideration and action.

Potential benefits of reinstituting the committee include:

- Increased transparency and consistency in the appointment process.
- Enhanced opportunities for resident engagement and volunteerism.
- Improved recruitment and retention of qualified board and commission members.
- Better alignment between applicant skills and board responsibilities.
- Increased communication between Boards and Commissions and the Town Council.

Potential challenges include:

- Additional meeting and administrative coordination requirements.
- Extended timelines for appointments if vacancies require committee review prior to Council action.

Overall, the Committee on Committees would provide a structured mechanism for strengthening the Town's citizen engagement efforts and supporting the effective operation of its Boards and Commissions.

Financial Impact

There is no anticipated direct financial impact associated with the reinstitution of the Committee on Committees. Existing Town Council administrative support staff can provide meeting coordination, agenda preparation, and recordkeeping within current operational resources.

Any costs associated with public outreach, recruitment efforts, or advertising Board and Commission vacancies are expected to be minimal and can be accommodated within existing departmental budgets.

Legal Considerations

The Town Council possesses the authority to establish and modify its committee structure pursuant to the Town Charter, Council Rules of Procedure, and applicable municipal governance practices.

Any recommendations for appointments made by the Committee on Committees would remain subject to final approval by the Town Council in accordance with the appointment procedures established by the Town Charter and applicable ordinances.

Town staff and legal counsel should review any proposed committee charge or operating procedures to ensure consistency with governing documents and applicable state laws.

Recommendation

At the Governance, Policy & Economic Development Subcommittee meeting held on Monday, June 1, 2026, the committee voted unanimously to recommend the reinstitution of Committee on Committees Subcommittee to the full Town Council for approval.

MOTION

The following motion would be in order:

Move that the Town Council approve the reinstitution of Committee on Committees and direct the Mayor to appoint its membership.

TO: Town Councilors

FROM: Alvin D. Schwapp, Jr., Town Manager

DATE: June 4, 2026

RE: FY 2026-65: REVISIONS TO THE TOWN COUNCIL RULES OF PROCEDURE TO ESTABLISH THE COMMITTEE ON COMMITTEES AS A STANDING COUNCIL SUBCOMMITTEE

Please review the attached memorandum dated June 3, 2026, from Director of Operations, India Rodgers regarding the amendment to the Town Council Rules of Procedure to formally establish the Committee on Committees as a standing Town Council subcommittee.

The Committee on Committees was responsible for reviewing and recommending appointments to Town Boards and Commissions. The committee helped promote community engagement, identify qualified candidates, and provide a consistent process for filling vacancies and reappointing members.

The proposed amendment would add the Committee on Committees as a standing Town Council subcommittee. The committee would serve in an advisory capacity and be responsible for reviewing vacancies, soliciting recommendations, evaluating applicants, and forwarding appointment recommendations to the full Town Council.

Should Council wish to move forward, the following motion will be in order:

Move that the Town Council amend its Rules of Procedure to establish the Committee on Committees a standing Town Council subcommittee.

Memorandum

To: Town Council

Cc: Alvin D. Schwapp, Jr., Town Manager

From: India M. Rodgers, Director of Operations & Communications

Date: June 3, 2026

Subject: Revisions to the Town Council Rules of Procedure to Establish the Committee on Committees as a Standing Council Subcommittee

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Background

The purpose of this agenda item is to consider an amendment to the Town Council Rules of Procedure to formally establish the Committee on Committees as a standing Town Council subcommittee.

The Committee on Committees was responsible for reviewing and recommending appointments to Town Boards and Commissions. The committee helped promote community engagement, identify qualified candidates, and provide a consistent process for filling vacancies and reappointing members.

Formal inclusion of the Committee on Committees within the Rules of Procedure would provide continuity and establish a permanent framework for reviewing and recommending appointments to Town Boards and Commissions.

Analysis

The proposed amendment would add the Committee on Committees as a standing Town Council subcommittee. The committee would serve in an advisory capacity and be responsible for reviewing vacancies, soliciting recommendations, evaluating applicants, and forwarding appointment recommendations to the full Town Council.

Final appointment authority would remain with the Town Council.

Financial Impact

There is no anticipated financial impact associated with this proposed amendment.

Legal Considerations

The Town Council has the authority to amend its Rules of Procedure and establish standing subcommittees consistent with the Town Charter and applicable laws.

Recommendation

MOTION

The following motion would be in order:

Move that the Town Council amend its Rules of Procedure to establish the Committee on Committees as a standing Town Council subcommittee.