



## IN THIS ISSUE

- Introduction Message
- Town Manager's Message
- Employee of the Quarter Spotlight
- HR Tips for Employees
- HR Benefits Corner
- EAP Information
- Wellness Recap (Massages, Mocktails and Biometric Screenings)
- Ice Cream Social Recap
- Promotions & Retirements
- We're Hiring
- Birthdays & Work Anniversaries
- Upcoming Events
- Summer Thursdays
- Save the Date! – Town Hall Selfie Day
- August 15, 2024
- Recipe Corner
- Newsletter Feedback
- Joke Corner

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## SUMMER, SUMMER, SUMMERTIME!!

As we enter the month of July, we are reminded of the importance of sun safety and protection against harmful ultraviolet (UV) rays. July is designated as Ultraviolet Safety Month, a time to raise awareness about the risks of UV exposure and the steps we can take to safeguard ourselves and our loved ones.

With the summer season in full swing, many of us will be spending more time outdoors enjoying the sunshine. While it is essential to soak up the sun's warmth and vitamin D, it is equally crucial to protect our skin and eyes from the damaging effects of UV rays. Prolonged exposure of UV rays can lead to sunburn, premature aging, and an increased risk of skin cancer.

To ensure the safety and well-being of our employees and their families, here are some tips for protecting against UV radiation:

- **Wear sunscreen:** Apply a broad-spectrum sunscreen with a SPF of 30 or higher before going outdoors. Reapply every two hours and after swimming or sweating.
- **Seek shade:** Limit direct sun exposure, especially during peak hours between 10 am and 4 pm when UV rays are strongest.
- **Wear protective clothing:** Cover up with lightweight, long-sleeved shirts, pants, hats, and sunglasses to shield your skin and eyes from UV rays.
- **Stay hydrated:** Drink plenty of water to stay hydrated, especially on hot and sunny days.

Let's make Ultraviolet Safety Month a time to prioritize our health and well-being as we soak up the sun responsibly.



## MESSAGE FROM THE TOWN MANAGER

Hello Team,

I hope you are all enjoying the beautiful summer days and taking some time to relax and recharge. As we move into the second half of the year, I want to take a moment to reflect on our collective achievements and outline an exciting initiative that underscores our commitment to staff development and recognition.

First and foremost, I want to express my heartfelt appreciation for your hard work and dedication. Our team continues to make remarkable strides in serving our community, and it's your commitment and passion that drive our success.

### **Focusing on Staff Development**

Our team is the heart of everything we do, and investing in your growth and development is a top priority. To support this, we are rolling out new training programs, workshops, and professional development opportunities tailored to help you enhance your skills and advance your careers. Whether it's through leadership training, technical skills enhancement, or personal development courses, we are dedicated to providing you with the resources needed to succeed.

As part of our ongoing commitment to staff development, I am thrilled to announce the introduction of our new Employee Recognition Program. Starting this quarter, July 1, 2024, we will be honoring outstanding employees who have demonstrated exceptional performance and commitment to our town's values. I encourage our CBLT members to recognize the hard work of your staff by submitting a nomination that will be sent out at the end of each quarter. Let's celebrate the achievements that make our team so extraordinary!

### **Quarterly Recognition**

Each quarter, we will spotlight employees who have gone above and beyond in their duties. Recipients will be featured in our newsletter and will receive a certificate of recognition along with a token of appreciation.

### **Annual Recognition**

At the end of the year, we will hold a special ceremony to celebrate our "Employee of the Year." This prestigious award will be given to an individual who has consistently exemplified our core values and has made significant contributions to our community. The recipient will receive a special award and will be honored with a feature in our annual report.



### **Community Engagement, Health and Wellness**

Summer is a wonderful time for community engagement, and we have several events and volunteer opportunities coming up. These activities are great ways to connect with our residents and show our town spirit. Keep an eye on the events calendar and consider participating in these meaningful initiatives.

In this edition, we also introduce the Wellness Corner, a new section dedicated to promoting health and well-being. This month, we focus on staying hydrated and managing stress during the hot summer months. Look for tips and resources to help you stay healthy and energized.

As we continue through the summer, let's keep our momentum going. Your enthusiasm and dedication are what make our town a great place to live and work. Together, we can achieve even more in the months ahead.

Thank you for your continued hard work and for being an integral part of our community.

Let's continue to support each other and strive for excellence in all that we do. I look forward to celebrating your achievements in the coming months.

Wishing you all a fantastic July!

Very Respectfully,

**Alvin "Al" D. Schwapp, Jr.,  
Town Manager  
One Team, One Fight!**

# EMPLOYEE OF THE QUARTER SPOTLIGHT

## ADILEN VALENTINA - HUMAN RESOURCES

### Supporting Information from Nominator:

I would like to recognize Adilen Valentina, Human Resource Generalist for her dedication and hard work during my absence (vacation).

Unfortunately, during my absence, Kathy Roberts, Assistant Director, had an unexpected medical emergency and was unable to be at work.

Adilen has been with the Town since January 2024 and not only was she was able to run the HR Department alone, but she did also it with an excellent professional manner. It's a great relief for any leader to have a team member who manages themselves.

Her effort is deeply, deeply appreciated. Her hard work and dedication is an example to everyone!

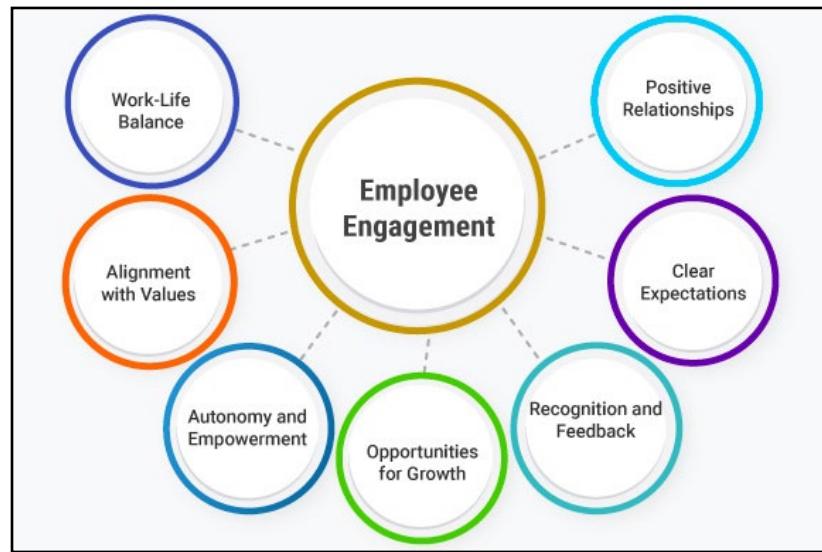


### HR TIPS FOR EMPLOYEES

In conjunction, with our new Employee Engagement initiative efforts, you and your supervisor should continuously look for ways to help you perform to the best of your abilities, to strive for improvement, to develop your skills, and to collaborate well with your team members.

Consider the following steps to best manage your performance as an employee:

- Periodically review the expectations of your position. Work with your manager to clarify short-term and long-term objectives and formulate strategies and plans to achieve those objectives. Make sure you understand priorities and time frames for the implementation of objectives.
- Listen to feedback and receive coaching with an open mind
- Take part in training and development activities



for your individual growth and improved departmental performance.

- Be the best employee you can be by striving for quality of service, fostering a commitment for achieving goals, and setting an example for others to follow.

## EMPLOYEE WELLNESS EVENTS

### Wellness Recap

#### **(Massages, Mocktails and Biometric Screenings)**

Thanks to the Human Resources department for their hard work and dedication in hosting our recent wellness event for town employees. The chair massages, mocktails, and biometric screenings provided a much-needed opportunity for relaxation, rejuvenation, and health monitoring. Your efforts to prioritize employee well-being are much appreciated by all.



### Ice Cream Social Recap

We also want to send a special thanks to our own Human Resources department for sponsoring our Ice Cream Social on June 17th. Thank you to everyone who joined us for the Ice Cream Social! It was wonderful to see so many smiling faces enjoying delicious treats and engaging in lively conversations. We look forward to seeing you at future events. Stay tuned for more exciting gatherings! If you have any suggestions or feedback, please feel free to share.

Thank you once again for making the Ice Cream Social a memorable occasion!



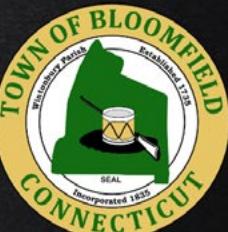


## EMPLOYEE WELLNESS GIVEAWAY WINNERS

Sara Ray - Library  
 Rachel Tonucci - Library  
 Jonathan Sykes - Police  
 Sharron Howe - Town Manager's Office  
 Elaine Perez - Finance

### GRAND PRIZE WINNER

Matt Childress - Public Works



**TOWN OF BLOOMFIELD**  
 Bloomfield Parish, Connecticut  
 Incorporated 1735  
 GRANITE STATE  
 Incorporated 1823

## TOWN OF BLOOMFIELD EARNS BRONZE NATIONAL RECOGNITION FROM THE AMERICAN HEART ASSOCIATION

The American Heart Association, a global force for longer, healthier lives for all, has awarded the Town of Bloomfield Bronze recognition in the [2024 Well-being Works Better™ Scorecard](#), representing a notable commitment to the health of its workforce and community.

Built on the Association's 100-year history of saving and improving lives, the Scorecard brings together emerging research and input from leading experts to help employers create a healthy and effective work environment. Organizations can earn a recognition level of Bronze, Silver, Gold or Platinum based on their adherence to the Association's science-backed recommended practices in areas such as health equity, burnout prevention, compensation and benefits, and more.

"We're proud to recognize organizations like the Town of Bloomfield that have made bold moves to build workplaces where everyone can thrive," said American Heart Association CEO Nancy Brown. "By completing

the Well-being Works Better Scorecard, these leaders have shown an incredible dedication to the health of their businesses and communities, and their contributions are helping us bring to fruition a world of longer, healthier lives for all."



The American Heart Association's Well-being Works Better is a curated solution for fostering and evolving a healthy work culture while supporting employees' health—mind, heart and body. The Well-being Works Better Scorecard helps leaders assess their health and well-being strategy based on leading best practices. On completion, organizations receive access to a results dashboard with exclusive industry benchmarking data and resources for continued learning and improvement.

## EMPLOYEE ASSISTANCE PROGRAM

SupportLinc offers expert guidance to help you address and resolve everyday issues

**In-the-moment support**  
Reach a licensed clinician by phone 24/7/365

**Short-term counseling**  
Access in-person or video counseling sessions

**Financial expertise**  
Consultation and planning with a licensed counselor

**Legal consultation**  
By phone or in-person with a local attorney

**Convenience resources**  
Referrals for child and elder care, home repair, housing needs, education, pet care and so much more

**Confidentiality**  
SupportLinc ensures no one will know you have accessed the program without your written permission except as required by law

Support for everyday issues. Every day.

**Family and relationships**  
SupportLinc helps you build and maintain connections at work and at home

Communication skills • Healthy relationships  
Balancing work and family • Restoring intimacy  
Divorce or separation

**Work-life balance**  
Balancing multiple demands just got easier with SupportLinc

Expert referrals to child care and elder care services  
Legal and financial consultation • Identity theft recovery assistance • Referrals for pet care, home repair, travel and more

**Stress**  
Everyday issues add up. When SupportLinc is part of the equation, life is easier to manage  
Depression • Anxiety • Grief and loss • Managing change  
Work-related pressures

**Substance abuse**  
Get confidential and professional assistance when you need it most

Comprehensive assessment • Identify treatment options • Navigate benefits • Facilitate return to work  
Support for continued sobriety

Emotional wellbeing and work-life balance resources to keep you at your best

 supportlinc

1-888-881-LINC (5462)  
supportlinc.com

## SPREAD THE WORD: WE'RE HIRING!!

The Town of Bloomfield is not only a great place to live; but it is home to many wide-ranging career opportunities as well. Our website houses the open positions for all the 15 different Town departments. We currently have vacant positions with our departments of Public Works, Building & Land Use, Parks, Recreation & Leisure Services, and much more. If you happen to be interested or know anyone that you could recommend working with us, we highly suggest that you have them apply. We always appreciate employee referrals!

For a full listing of job opportunities, visit <https://www.governmentjobs.com/careers/bloomfieldct> today!



## WELCOME SUMMER INTERNS!!

Over the past four years, the Town of Bloomfield, Social & Youth Services, in partnership with Capital Workforce Partners, Summer Youth Employment Learning Program (SYELP) has employed over 100 Bloomfield youth, ages 14-17 to work in various offices throughout the Town. Please welcome them with warm smiles and be an example of what exceptional public service looks like in the workplace.

Congrats to all of the Town of Bloomfield Summer Youth Interns!



## HAIL



**Kelli Thomas**  
**Foster Care Activity Coordinator**  
**Social & Youth Services**

Kelli joins the Town of Bloomfield Social & Youth Services Department as a Foster Care Activity Coordinator. She brings over ten years of experience working with and supporting youth in education and DCF settings. Kelli graduated from Saint Augustine's College, North Carolina, with a bachelor's in criminal justice.



**Rafael Battle**  
**Back Up Mini-Bus Driver**  
**Senior Services**

Rafael joins the Town of Bloomfield Senior Services Department as a Back Up Mini-Bus Driver. He holds a CDL and has over 30 years of driving experience.

## FAREWELL

*We wish you the best in your future endeavors*

**Quantas Forsythe**  
**Custodian**

**Date of Resignation:** 6/24/24

**Sarah Cote**  
**Deputy Town Engineer**  
**Date of Resignation:** 7/12/24

**Nicole Mueller**  
**Police Officer**  
**Date of Resignation:** 6/28/24

## WORK ANNIVERSARIES

NAME	YEARS OF SERVICE	DEPARTMENT
Heather Barrett	7/15/13 - 11 years	Police
Magaret Hacia	7/18/08 - 16 years	Senior Services
Rosa Matias	7/24/01 - 23 years	Human Resources
Ray Merz	7/1/10 - 14 years	Public Works
Virginia Monteiro	7/5/18 - 6 years	Assessor
Arika-Ann Nadeau	7/30/23 - 1 year	Finance
Katherine Roberts	7/1/11 - 13 years	Human Resources
Angelica Thompson	7/8/19 - 5 years	Social & Youth Services

## PROMOTIONS



**Sharron L. Howe**  
**Deputy Town Manager**  
**Town Manager's Office**

Sharron Howe has been promoted to Deputy Town Manager by current Town Manager Alvin D. Schwapp, Jr. Sharron has served in a variety of positions with the Town, most recently as the Interim Town Manager.



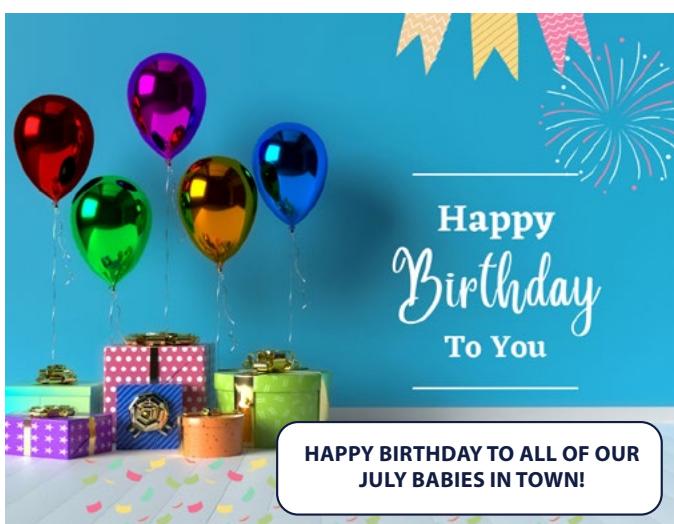
**Warren Plummer**  
**Director**  
**Information Technology & Innovation**

Warren has been promoted to Director of Information Technology and Innovation by Town Manager Alvin D. Schwapp, Jr. Warren has been a fixture in the Information Technology Department for over a decade, having served as Interim Director twice. His most recent role was as the Assistant Director of Information Technology & Innovation.



**Lynda Lauriano**  
**Assistant Director**  
**Building & Land Use**

Lynda has been promoted to Assistant Director of the Building and Land Use Department by current Director Jon Coleman. Lynda has served as the Zoning Enforcement Official for the Town and as the staff liaison for the Town's Zoning Board of Appeals





***The ninth annual City Hall Selfie Day returns on Thursday, Aug. 15, 2024!***

Organized by ELGL (Engaging Local Government Leaders), City Hall Selfie Day is a celebration of public service showcasing pride in local government institutions. Every year since 2016, government employees, elected officials, members of the media, and community members participate in the event.

It doesn't matter if you work for a town, city, county, library, or special district — just hop in front of your government building, snap a selfie, and use the hashtag #CityHallSelfie to share it with the world!

## JOKE CORNER

**Q: Why was Cinderella so bad at Soccer?**

**A: She kept running away from the ball!**

**Q: What does corn say when it gets a compliment?**

**A: Aw, shucks!**

**Q: Why shouldn't you use a broken pencil?**

**A: Because it's pointless!**



## TIPS & IDEAS FOR NEWSLETTER CONTENT

Have a great idea for an upcoming newsletter? Please let us know by submitting the webform by clicking this link:

<https://ct-bloomfield.civicplus.com/FormCenter/General-Forms-4/The-Monthly-Tea-Employee-Newsletter-Cont-72>

Or contact India Rodgers at [irodgers@bloomfieldct.gov](mailto:irodgers@bloomfieldct.gov) or Brian Wolff at [bwolff@bloomfieldct.gov](mailto:bwolff@bloomfieldct.gov)

## RECIPE CORNER

### Best Caprese Pasta Salad

#### Ingredients:

##### Vinaigrette Dressing

- ¼ c. olive oil
- ¼ c. balsamic vinegar
- 2-3 tablespoons fresh lemon juice
  - 1 clove minced garlic
- 1 teaspoon Italian seasoning
- ¼ teaspoon kosher salt
- ¼ teaspoon black pepper

##### Caprese Pasta Salad

- ½ pound dried pasta (farfalle or other small pasta)
- 8 oz. mozzarella pearls (or cubed fresh mozzarella)
- 2 c. grape tomatoes, sliced in half
  - ¼ c. fresh basil, thinly sliced
  - Salt and pepper to taste

At a summer cookout, pair this salad with [Grilled Sausages](#), [BBQ Chicken Legs](#), Or [Grilled Flank Steak](#).



#### Instructions

- To a small bowl or jar with a lid, add olive oil, balsamic vinegar, lemon juice, garlic, Italian seasoning, salt, and pepper. Whisk or shake until all ingredients are incorporated. Set aside.
- Cook pasta according to package directions. Drain and rinse with cold water.
- To a large bowl add cooked pasta, tomatoes, mozzarella pearls, and basil. Drizzle with vinaigrette dressing and toss. Taste and adjust seasoning. Serve immediately.

**NOTE:** To make ahead, drizzle on ¾ of dressing, toss, cover, and store the pasta salad and remaining dressing in the refrigerator until ready to serve. Uncover, drizzle with dressing, toss and serve.