

Robert J. Paek

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT
AUGUST 19, 2014

2014 AUG 14 A 11:43

TOWN CLERK
EAST HARTFORD

7:00 P.M. Executive Session

=====

Announcement of Exit Locations (C.G.S. § 29-381)

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
 - A. East Hartford Police Department's K-9 Division
 - B. Youth Services Program: Charter Oak Club – "One Act of Kindness"
 - C. Beautification Commission: July 2014 Awards
 1. Residential: Giadone Family, 23 Andover Road
 2. Business: Farmington Bank of East Hartford, 957 Main Street
4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
5. APPROVAL OF MINUTES
 - A. August 5, 2014 Public Hearing/ Road Bond
 - B. August 5, 2014 Regular Meeting
 - C. August 6, 2014 Special Joint Meeting/Board of Education
6. COMMUNICATIONS AND PETITIONS
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Road Improvement Bond Referendum
 - B. US Department of Justice: Equitable Sharing Agreement/East Hartford Police Dept.
 - C. Referral to Fees Committee:
 1. Lease Fees for ERASE, YMCA Day Care and Friends of Center Cemetery – all at McCartin School
 2. Lease Fees for St. Isaac Jogues Church Parking Area
 3. Review of Fees for Various Town Departments
 - D. Referral to Ordinance Committee re: Town and Board of Education Budget Format
 - E. Outdoor Amusement Permit: Outdoor Family Movie Night Fundraiser:
 1. Approval of Application
 2. Waiver of \$10 Associated Permit Fee
 - F. Recommendation from Real Estate Acquisition & Disposition Committee re: 26 Bissell St

9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
 - A. Costa Associates, LLC v Town of East Hartford – tax appeal
11. OPPORTUNITY FOR RESIDENTS TO SPEAK
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
12. ADJOURNMENT (next meeting: September 2nd)

From Officer Todd Mona:

Here is the K-9 information and statistics since 2010, which is the last time town hall recognized the unit:

K9 Ofc. Zavalick/K9 Axel.....2013 K9 Olympics top team tactical obedience award

2014 K9 Olympics 2nd place overall

K9 Ofc. Grossi/K9 Hades.....2013 K9 Olympics top team criminal apprehension Award

2013 Daniel Wasson Memorial award 2nd runner up

K9 Ofc. Mona/K9 Primo.....2010 K9 Olympics 2nd place overall

2012 K9 Olympics top team obedience award

2012 Daniel Wasson Memorial ** award 1st runner up

2013 K9 Olympics 1st place winner overall

**Daniel Wasson Awards candidates are for the entire state of Connecticut Police canine teams

2ND Runner Up

Officer Steve C. Grossi & K-9 Partner "Hades"

East Hartford Police Department



1. vehicle pursuit,
Vehicle pursuit that ended with the driver bailing out of the car. Subject hopped over a fence and then ran into woods. I pulled up and sent Hades from the car. Hades jumped over the fence and went into the woods. The subject made his way onto the railroad track. Hades pursued him and apprehended him.
2. building search
Burglar alarm at a large warehouse. Responding officers saw a flashlight inside and a backpack. Hades and I conducted a building search. Hades began alerting high. I then saw the subject

hiding behind large boxes on a shelf. The subject attempted to elude us. Officers grabbed him but he continued to try and flee. K9 Hades apprehended the subject and he was taken into custody.

3. attempted assault on a police officer I responded to emotionally disturbed person. The subject was armed with a meat cleaver. Hades and I exited the car. The subject began walking towards us wanting me to shoot him. I gave him numerous commands to drop the cleaver. Eventually telling him that I was going to send the police dog. Prior to me sending the dog another officer pulled up in a police car next to me. He ordered the subject to drop the cleaver the subject refused. He use the vehicle in a tactical maneuver striking the subject with the vehicle. This tactical maneuver knocked the subject from his feet and onto the ground. The subject began to get up and I moved in with K9 Hades. K9 Hades was sent and apprehended the subject. The subject was taken into custody.


4. Suicidal barricaded subject Subject barricaded himself inside a garage and was threatening to light the house on fire. After a barrage of gas the subject escaped through a rear door and into the backyard. The subject ran from the backyard to the front directly towards myself and K9 Hades. K9 Hades was sent and apprehended the subject. The subject was taken in to custody.



2nd Runner Up



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

Date: August 1, 2014
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: CHARTER OAK CLUB

Attached is a memo from Youth Services Outreach Coordinator Marc Bassos requesting time on the council agenda to recognize new members of the Youth Service Program "Charter Oak Club".

Please allocate time for this brief ceremony on the August 19, 2014 Town Council agenda.

Thank you.

C: C. Nolen, Youth Services Director

M. Bassos, Outreach Coordinator

Carrero, Jessica

From: Bassos, Marc
Sent: Friday, August 01, 2014 3:57 PM
To: Carrero, Jessica
Cc: Nolen, Cephus
Subject: Town Council presentation request

Good afternoon,

The Department of Youth Services would like to request the opportunity to make a presentation of the CHARTER OAK CLUB awards recognizing the following individuals for their "One Act of Kindness" at an upcoming meeting of the Town Council.

All recipients are employees of the East Hartford Parks & Recreation Department. Summer Lifeguard and Camp Staff were first responders to a terrible car accident in front of Terry Pool. Parks and Recreation staff were first on the scene and provided immediate first aid to the victims. While assisting the victims of the crash, additional lifeguards and camp staff attended to the needs of many young campers that also saw this event.

Recipients:

Shariff Lewis
Parks & Recreation Counselor
3 Years

John Boissette
Parks & Recreation Counselor
1st Year

Laura Sobolewski
Parks & Recreation Aquatics Director
Employed since 2002

Jake Skyrzpiec
Parks & Recreation Head Guard
Employed since 2008

Brittany Kingsbury
Parks & Recreation Assistant Head Guard
Employed since 2009

Arlene Drake
Parks & Recreation Lifeguard
Employed since 2012

Cephus Nolen, Youth Services Director, will make the presentation with Mayor Leclerc and Parks and Recreation Director Ted Fravel. Recipients will be awarded certificates of appreciation and a Charter Oak Club t-shirt.

Attenello, Angela

From: pasirois@comcast.net
Sent: Thursday, July 31, 2014 8:31 AM
To: Attenello, Angela
Subject: Re: Beautification Awards

Angela,

I will present the JULY Awards on August 19th:

Resident:
GIADONE Family
23 Andover Road

Business:
FARMINGTON BANK OF EAST HARTFORD
957 Main Street

See you then,
Pat

From: "attenello, angela" <Aattenello@easthartfordct.gov>
To: pasirois@comcast.net
Cc: Mmourey@easthartfordct.gov
Sent: Tuesday, July 29, 2014 1:33:00 PM
Subject: Beautification Awards

Hi Pat:
Will you have any awards for the August 5th meeting? Or will you wait till August 19th?

Angela Attenello
Town Council Clerk
740 Main Street
East Hartford CT 06108
Office: (860)291-7208
Fax: (860)291-7389

Robert J. Paek

2014 AUG 12 A 9:19

TOWN COUNCIL CHAMBERS

740 MAIN STREET

TOWN CLERK
EAST HARTFORD

EAST HARTFORD, CONNECTICUT

AUGUST 5, 2014

PUBLIC HEARING/PROPOSED BOND FOR THE ROAD IMPROVEMENT PROGRAM

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader
Barbara Ann Rossi, Minority Leader Esther B. Clarke, Councillors Marc I.
Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Anita
Morrison

Chair Kehoe called the public hearing to order at 7:08 p.m. The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the pledge of allegiance.

The following is a copy of a legal notice published in the Hartford Courant on Tuesday, July 29, 2014.

=====

LEGAL NOTICE

The Town Council of the Town of East Hartford will meet in the Council Chambers on **Tuesday, August 5, 2014 at 7:00 p.m.** for the purpose of holding a public hearing on the following proposed bond resolution:

RESOLUTION APPROPRIATING \$15,000,000 FOR THE PLANNING, DESIGN, CONSTRUCTION AND RECONSTRUCTION OF TOWN ROADS AND PARKING LOTS AND AUTHORIZING THE ISSUANCE OF \$15,000,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Copies of said resolution are on file and open to public inspection at the office of the Town Clerk and the Town Council.

Angela Attenello
Town Council Clerk

Chair Kehoe summarized the history of the town's road improvement program, which started approximately ten years ago. The project began by targeting arterial roads; it has now reached the neighborhood areas, moving slowly through the town's roadways but making progress.

The following citizens came forward:

John Zullo, 78 Shady Lane, asked that both Shady Lane and Primrose Drive be added to the list of roads which will be repaired/repaved under this proposed bond. Additionally, Mr. Zullo asked that the town add curbing to both streets.

Susan Kniep, 50 Olde Roberts Street, is opposed to the proposed road bond. However, Ms. Kniep asked that Church Street be added to the list of roads to be repaired/repaved.

MOTION By Esther Clarke
 seconded by Bill Horan
 to **adjourn** (7:30 p.m.).
 Motion carried 9/0.

Attest Angela M. Attenello
 Angela M. Attenello
 Town Council Clerk

Robert J. Beck

EAST HARTFORD TOWN COUNCIL

2014 AUG 11 A 10: 54

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

AUGUST 5, 2014

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader
Barbara-Ann Rossi, Minority Leader Esther B. Clarke, Councillors Marc I.
Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Anita D.
Morrison

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:40 p.m. The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the pledge of allegiance.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Robert Leech, 22 Farm Drive, asked if a Connecticut electrician will be assigned the work under the Ameresco Energy Performance Contract. *Later in the meeting, Tim Bockus, Director of Public Works, stated that a Wolcott Connecticut contractor was hired to perform the electrical work on the energy performance contract.*

Mayor Leclerc (1) will honor the individuals who were the first responders at the July 16th accident on High Street at a future Council meeting; (2) True Green has posted their performance bond for the solar field at the landfill; (3) Sounds of Summer Concert is ongoing and urged all to attend; (4) the town's pools will close for the season on August 17th; (5) the Fire Department is in the process of purchasing ten iPads to replace the department's ToughBooks; (6) the sale of King Court to Goodwin College was finalized on July 30th – the town's share of the proceeds is \$1,088,612; (7) announced several promotions and new recruits to the East Hartford Police Department; (8) Michael Walsh, Finance Director, has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association; (9) the end of the summer reading program at the Library will be held on August 9th; and (10) the town's new website is a success.

APPROVAL OF MINUTES

July 15, 2014 Executive Session

MOTION By Barbara Rossi
seconded by Ram Aberasturia
to **approve** the minutes of the July 15, 2014 Executive Session.
Motion carried 8/0. Abstain: Horan

July 15, 2014 Public Hearing/Bissell Street

MOTION By Barbara Rossi

seconded by Pat Harmon
to **approve** the minutes of the July 15, 2014 Public Hearing/Bissell Street.
Motion carried 8/0. **Abstain:** Horan

July 15, 2014 Regular Meeting

MOTION By Barbara Rossi
seconded by Marc Weinberg
to **approve** the minutes of the July 15, 2014 Regular Meeting.
Motion carried 8/0. **Abstain:** Horan

COMMUNICATIONS AND PETITIONS

Responses to Questions Asked of Administration – July 15th Meeting

Traffic Signal at Brewer and Forbes Street

Chair Kehoe read from the Mayor's report that the signal had deteriorated resulting in the signal operating in a recall mode. The loops have since been repaired and the traffic light is in good working order.

Tree Belt Repair – Sandra Drive area

Chair Kehoe read from the Mayor's email that the turf establishment concerns will be noted for the final punch list and anticipates the corrective action will be in September.

Town of East Hartford Personnel Rules and Merit System Recent Changes

Chair Kehoe briefly summarized the five revisions to the town's Personnel Rules and noted that the full set of Rules is online for those who wish to review those changes.

Michael Walsh: Certificate of Achievement for Excellence in Financial Reporting

The Chair congratulated Mike Walsh, the town's Finance Director, for receiving the Certificate of Achievement for Excellence in Financial Report from the Government Finance Officers Association. This honor is a testimony to the extraordinary job that Director Walsh does for the town and its citizens.

NEW BUSINESS

Contingency Transfer: Republican Primary

MOTION By Pat Harmon
seconded by Anita Morrison
to **authorize** the transfer of \$16,000 from Contingency Reserve to cover

the costs associated with the Republican Primary to be held on August 12, 2014 as follows:

From Acct # G9600-63492, Contingency Reserve	\$16,000
To Acct# G1300-60135, ROV – Election Officials	\$11,175
To Acct# G1300-62360, ROV – Election Day Expenses	\$ 1,725
To Acct# G1300-63227, ROV – Inspec. Of Voting Mchns.	\$ 1,500
To Acct# G1300-65212, ROV – Telephone	\$ 1,600

Motion carried 8/0. Abstain: Clarke

East Hartford Board of Education Capital Improvement Projects: Langford School Roof, EHMS Science Wing HVAC and Site Re-Pavements

Resolution Creating a Fund Balance Commitment

MOTION By Barbara Rossi
seconded by Ram Aberasturia
to adopt the following resolution:

RESOLUTION CONCERNING THE CREATION OF A FUND BALANCE COMMITMENT OF \$417,780 TO PROVIDE THE FUNDING SOURCE FOR THE LOCAL SHARE OF THE BOARD OF EDUCATION CAPITAL IMPROVEMENT PLAN

WHEREAS, the East Hartford Board of Education has compiled its annual Capital Improvement Plan including a construction project related to the replacement of the Langford School roof; and

WHEREAS, the total cost associated with the aforementioned construction project identified by the Board of Education is \$1,800,000; and

WHEREAS, a State of Connecticut Department of Education construction reimbursement approximating 76.79% or \$1,382,220 related to the Langford School roof reconstruction is expected to offset the Board's costs leaving \$417,780 to be funded locally.

NOW THEREFORE BE IT RESOLVED that the East Hartford Town Council does hereby approve of this Commitment of Fund Balance in the amount of \$417,780 from the Town's Unassigned Fund Balance. In recognition of this Commitment, the following entry is hereby approved:

G01-33100	Unassigned Fund Balance	\$417,780
G01-33101	Committed Fund Balance	\$417,780

Funds certified as Unassigned and available to Commit.

On call of the vote, motion carried 9/0.

Application for a Construction Grant (ED049) – Langford School Roof

MOTION By Barbara Rossi
seconded by Anita Morrison
to authorize the East Hartford Board of Education to apply to the State Department of Education to submit an ED049 grant application for the Langford School roof replacement project.
Motion carried 9/0.

Referral to the Public Building Commission

MOTION By Barbara Rossi
seconded by Ram Aberasturia
that in accordance with subsection (d) of §2-67 of the Town of East Hartford Code of Ordinances, the Town Council refer to the Public Building Commission the Langford School Roof Replacement project.
Motion carried 9/0.

Preparation of Design Plans

MOTION By Barbara Rossi
seconded by Marc Weinberg
to **authorize** the preparation by the East Hartford Board of Education of schematic drawing and outline specifications for the Langford School Roof Replacement project.
Motion carried 9/0.

EHMS Science Wing HVAC and Site Re-Pavements

No action taken on these items.

Energy Performance Contract – Ameresco, Inc. – tabled at the July 15th Meeting

MOTION By Linda Russo
seconded by Barbara Rossi
to **REMOVE FROM THE TABLE** the Energy Performance Contract with Ameresco, Inc., which was originally presented at the July 15, 2014 meeting and subsequently tabled at that meeting.
Motion carried 9/0.

Energy Performance Contract Resolution

MOTION By Linda Russo
seconded by Barbara Rossi
to adopt the following resolution:

RESOLUTION CONCERNING AN ENERGY SAVINGS PERFORMANCE CONTRACT

WHEREAS, the Town of East Hartford, working through the Request for Proposal process, has selected Ameresco, Inc. to identify energy and maintenance savings opportunities related to streetlights and other fixtures in town, and

WHEREAS, Ameresco, Inc. and their engineers have identified approximately \$2.1 million of energy related facility improvement measures including streetlight fixtures that will generate approximately \$4.6 million of total budget savings over the life of contract and financing through direct energy savings, maintenance savings, and utility rebates, and

WHEREAS, the total budget savings generated under this energy savings performance contract with Ameresco, Inc. will allow the town to secure much needed Emergency Operations Plan capital improvements and through lease financing, to issue debt over a period of 6.6 years whereby the debt service will be paid

completely by the savings generated under this contract, resulting in no net cost increase to the Town budget or East Hartford taxpayers.

NOW THEREFORE BE IT RESOLVED, that the Mayor of the Town of East Hartford is authorized to enter into an Energy Savings Performance Contract with Ameresco, Inc, or its affiliates not to exceed \$2.1 million. The contract terms, payment schedule, and other details of the contract shall be mutually determined between the company and the Mayor, whose signatures will indicate approval of specific terms and conditions.

On call of the vote, motion carried 9/0.

The above motion revised later during this meeting.

Municipal Tax-exempt Lease Purchase Financing Resolution

MOTION By Linda Russo
 seconded by Ram Aberasturia
 to **adopt** the following resolution:

AUTHORIZING A MUNICIPAL TAX-EXEMPT LEASE PURCHASE FINANCING AGREEMENT

WHEREAS, the Town of East Hartford intends to purchase various capital equipment under a Energy Savings Performance Contract with Ameresco, Inc. and/or its affiliates; and

WHEREAS, the cost of the various capital equipment is \$2.1 million; and

WHEREAS, the Town is expected to save through direct energy savings, maintenance savings, and utility rebates \$2.7 million in total over the next 7 years and will use those savings to pay principal and interest on the borrowing.

THEREFORE BE IT RESOLVED, that the Mayor of the Town of East Hartford is authorized to enter into a lease purchase agreement and related documents with Bank of America and/or its affiliates in an amount not to exceed \$2.1 million. The interest rate, payment schedule and other details of the financing shall be mutually determined between the company and the Mayor, whose signatures will indicate approval of specific terms and conditions.

BE IT FURTHER RESOLVED, that the Town declares its intent to be reimbursed for any temporary advances from the General Fund to pay for any part of the equipment from proceeds of the lease financing in accordance with Treasury Regulation 26 CFR 1.103-18 and/or 26CFR1.150-2.

On call of the vote, motion carried 9/0.

Energy Performance Contract Resolution

MOTION By Linda Russo
 seconded by Ram Aberasturia
 to **adopt** the following resolution **as revised**:

RESOLUTION CONCERNING AN ENERGY SAVINGS PERFORMANCE CONTRACT

WHEREAS, the Town of East Hartford, working through the Request for Proposal process, has selected Ameresco, Inc. to identify energy and maintenance savings opportunities related to streetlights and other fixtures in town, and

WHEREAS, Ameresco, Inc. and their engineers have identified approximately \$2.1 million of energy related facility improvement measures including streetlight fixtures that will generate approximately ~~\$4.6~~ \$2.7 million of total budget savings over the life of contract and financing through direct energy savings, maintenance savings, and utility rebates, and

WHEREAS, the total budget savings generated under this energy savings performance contract with Ameresco, Inc. will allow the town to secure much needed Emergency Operations Plan capital improvements and through lease financing, to issue debt over a period of ~~6.6~~ 7 years whereby the debt service will be paid completely by the savings generated under this contract, resulting in no net cost increase to the Town budget or East Hartford taxpayers.

NOW THEREFORE BE IT RESOLVED, that the Mayor of the Town of East Hartford is authorized to enter into an Energy Savings Performance Contract with Ameresco, Inc. or its affiliates, not to exceed \$2.1 million. The contract terms, payment schedule, and other details of the contract shall be mutually determined between the company and the Mayor, whose signatures will indicate approval of specific terms and conditions.

On call of the vote of this amendment, motion carried 9/0.

MOTION By Linda Russo
seconded by Ram Aberasturia
to direct the Administration to provide the Town Council with its recommendations for financing the phased-in acquisition of generators at East Hartford High School, East Hartford Middle School and East Hartford elementary schools, which may include lease purchase, use of operating funds or use of fund balance.
Motion carried 9/0.

Appointment to Commission on Aging

MOTION By Esther Clarke
seconded by Barbara Rossi
to approve the appointment of Marie Carlson, 59 Brentmoor Road, to the Commission on Aging, whose term shall expire December 2016.
Motion carried 9/0.

Nuclear Safety Emergency Preparedness Program Grant

MOTION By Bill Horan
seconded by Barbara Rossi
to adopt the following resolution:

WHEREAS, the State of Connecticut Division of Emergency Management and Homeland Security (DEMHS) is providing funding to municipalities that provide shelter and monitoring for evacuees through the Nuclear Safety Preparedness Program.

WHEREAS, the East Hartford Fire Department request to make application to this program to receive funds to purchase a mobile trailer, to store and transport program equipment.

WHEREAS, the total amount of the grant would be \$5,620.00, without any matching funds require by the Town of East Hartford.

NOW, THEREFORE, BE IT RESOLVED that the Town Council does support and authorize the submission of this grant application to DEMHS and authorizes its Mayor, Marcia A. Leclerc, to act as representative of the Town and to enter into contract and make any amendments thereto receive funding from DEMHS.

On call of the vote, motion carried 9/0.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Ram Aberasturia asked that Godar Terrace be added to the list of roads to be repaired and/or repaved under the proposed bond.

Esther Clarke inquired on (1) the progress of the development of Rentschler Field. *Mayor Leclerc stated that the Administration is in frequent contact with the developer and that development of Rentschler Field is a multi-faceted effort.* (2) what is being done to stop residents from parking cars on front lawns and sidewalks. *The Mayor replied that this is an ongoing problem. Police are continuously monitoring this situation and ticket vehicles that are not in compliance with town laws*

Anita Morrison asked if the monies due HUD from the East Hartford Housing Authority had been paid through the recent sale of King Court. *Mayor Leclerc indicated that the debt due HUD has been paid by the Housing Authority.*

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

OPPORTUNITY FOR RESIDENTS TO SPEAK

The following citizens from King Court Residents Association Council came forward to inform the Council of their disappointment in how they have been treated by Goodwin College – the new owners of King Court: Mary Hill, Maria Claudio, Beatrice Kettles, Suzette Wright, Denise Summers and Mary Holmes.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Bill Horan
 to adjourn (9:50 p.m.).
 Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be on August 19th.

Attest Angela M. Attenello
 Angela M. Attenello
 TOWN COUNCIL CLERK

Robert J. Paack

2014 AUG 11 A 10: 54

TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD CT 06108

TOWN CLERK
EAST HARTFORD

AUGUST 6, 2014

JOINT TOWN COUNCIL/BOARD OF EDUCATION

PRESENT TOWN COUNCIL Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr. (arrived 8:05pm), Majority Leader Barbara-Ann Rossi, Minority Leader Esther B. Clarke, Councillors Marc I. Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Anita Morrison

PRESENT BOARD OF EDUCATION MEMBERS Chair Jeffrey Currey, Dorese Roberts (arrived 7:20pm), Marilyn Pet, Valerie Sheer, Tom Rup, Stephanie Watkins and Tyron Harris

ALSO PRESENT Mayor Marcia Leclerc
Michael Walsh, Finance Director
Nathan Quesnel, Superintendent of Schools
Paul Mainuli, Director, Business Services
Christopher Wetjhe, Human Resources Director

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:07 p.m. He announced the exit locations in accordance with CGS §29-381, after which all present joined him in the Pledge of Allegiance.

The Board of Education provided an overview of the significant changes to their 2013-2014 budget, their adjustments to the 2014-2015 fiscal year budget and the impact of the Alliance funding. The Town Council asked numerous questions regarding these adjustments and the accounting for revenues and grant funds.

Chair Kehoe summarized the results of this meeting, which are (1) to call another joint meeting in the near future to discuss labor negotiations; (2) that the Board of Education budget should be presented in a manner that shows all expenses without the adjustments for cashbook credits and including grant funds; and (3) the Town Council and Board of Education shall meet in September to discuss shared services.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Bill Horan
 to **adjourn** (9:9:13 p.m.)
 Motion carried 9/0.

Attest *Angela M. Attenello*
 Angela M. Attenello
 Town Council Clerk

280 Trumbull Street
Hartford, CT 06103-3597
Main (860) 275-8200
Fax (860) 275-8299
dpanico@rc.com
Direct (860) 275-8390

VIA E-MAIL AND U.S. MAIL

May 20, 2014

The Honorable Marcia A. Leclerc
Mayor
Town of East Hartford
740 Main Street
East Hartford, CT 06108

Re: Resolution Appropriating \$15,000,000 For The Planning, Design, Construction And Reconstruction Of Town Roads And Parking Lots And Authorizing The Issuance Of \$15,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose

Dear Mayor Leclerc:

Enclosed please find the captioned bond resolution and proceedings to be followed by the Town in connection with their submission to the voters at the November 4, 2014 general election.

The procedure for the vote on the resolutions pursuant to Town Charter and the Connecticut General Statutes, is as follows:

1. The Town Council sets a date for a public hearing.
2. The Council holds at least one public hearing giving notice at least five (5) days in advance by publication in a newspaper of general circulation in the Town.
3. The Council adopts the resolution and adopts a resolution providing for their submission to the voters in conjunction with the general election on November 4, 2014.
4. The resolution is submitted to the Mayor for approval.
5. After approval by the Mayor, the resolution is published in its entirety within ten (10) days thereafter.
6. Per Connecticut General Statutes Section 9-370, all local action taken to submit the resolutions to a vote on November 4, 2014 must be completed at least sixty (60) days prior to the election date, i.e. by September 4, 2014. Therefore, the Town Council must adopt the resolutions and the Mayor must approve the resolutions no later than September 4, 2014.



Law Offices

BOSTON

PROVIDENCE

HARTFORD

NEW LONDON

STAMFORD

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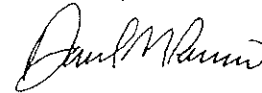
The Honorable Mayor Marcia A. Leclerc
May 20, 2014
Page 2

7. Per Connecticut General Statutes Section 9-369a, the Town Clerk must file a certificate regarding the local questions to be voted upon (a form thereof is enclosed) with the Secretary of the State at least forty-five (45) days prior to the election, i.e. by September 19, 2014.
8. The election is warned in the usual manner, including the notice of referendum on local questions, absentee ballots are made available, results of vote reported, and all other matters regarding the holding of the election are conducted in the usual manner.
9. In addition, the Town Clerk per Section 8.3 of the Charter is to publish the election and referendum notice in a newspaper of general circulation not less than fifteen (15) days nor more than thirty (30) days prior to November 4, 2014, i.e. between October 5, 2012 and October 20, 2012.

By copy of this letter, I am requesting the Town Clerk to send me one certified copy of all the proceedings as they appear in the Town Record Book and two newspaper affidavits of the publication of the Notice of Public Hearing and the Notice of General Election and Referendum.

Please feel free to call me if you have any questions concerning the enclosed.

Very truly yours,



David M. Panico

DMP/wmj
Enclosure

cc: Michael P. Walsh, Director of Finance
Robert J. Pasek, Town Clerk
Richard F. Kehoe, Chairman, Town Council
Scott Chadwick, Corporation Counsel



RESOLUTION APPROPRIATING \$15,000,000 FOR THE PLANNING, DESIGN, CONSTRUCTION AND RECONSTRUCTION OF TOWN ROADS AND PARKING LOTS AND AUTHORIZING THE ISSUANCE OF \$15,000,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAST HARTFORD:

Section 1. The sum of \$15,000,000 is appropriated by the Town of East Hartford, Connecticut (the "Town") for the planning, design, construction and reconstruction of Town roads and parking lots, including rebuilding, resurfacing, drainage, conduits, and related subsurface and infrastructure improvements, and for administrative, legal and financing costs related thereto (the "Project").

Section 2. To meet said appropriation, \$15,000,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the tenth year after their date. Said bonds may be issued in one or more series as determined by the Mayor, the Treasurer and the Director of Finance in the amount necessary to meet the Town's share of the cost of the Project, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. The bonds shall be in the denominations of \$1,000, or any whole multiple in excess thereof, be issued fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the Mayor and the Treasurer, bear the Town seal or a facsimile thereof, be certified by a bank or trust company which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including approval of the rate or rates of interest, shall be determined by the Mayor, the Treasurer and the Director of Finance in accordance with the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes").

Section 3. Said bonds shall be sold by the Mayor, the Treasurer and the Director of Finance in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Mayor, the Treasurer and the Director of Finance.

Section 4. The Mayor, the Treasurer and the Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the Treasurer, have the seal of the Town affixed, be payable at a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes. The notes shall be general obligations of the Town and

each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount of the Project with the proceeds of bonds, notes or other obligations ("Tax Exempt Obligations") authorized to be issued by the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of the Tax Exempt Obligations.

Section 6. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of certain events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 7. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to apply for and accept any and all Federal and State loans and or grants-in-aid of any Project, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the Town with engineers, contractors and others.

I HEREBY APPROVE the above action taken by the Town Council on _____, 2014 appropriating \$15,000,000 for the Project, authorizing general obligation bonds and notes to finance the Project and submitting same to the electors for approval or disapproval.

Dated at East Hartford, Connecticut this ____ day of _____, 2014.

MARCIA A. LECLERC, Mayor

Witness

Witness

Excerpt for Minutes of Meeting of
Town Council held _____, 2014

(List members present, etc.)

* * *

_____ introduced the following proposed resolution:

RESOLUTION APPROPRIATING \$15,000,000 FOR THE PLANNING,
DESIGN, CONSTRUCTION AND RECONSTRUCTION OF TOWN
ROADS AND PARKING LOTS AND AUTHORIZING THE
ISSUANCE OF \$15,000,000 BONDS OF THE TOWN TO MEET SAID
APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE
MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

* * *

_____ introduced and read the following resolution:

RESOLVED: That the Town Council hold a public hearing on the proposed resolution in the Council Chambers at 7:00 o'clock P.M. (E.D.T.) on _____, _____, 2014, and that the Town Council Clerk be directed to cause a notice of said hearing to be posted in a public place and to be published in full as a paid advertisement in a newspaper having a general circulation in the Town at least five days in advance thereof.

_____ moved that said resolution be adopted as introduced and read, and the motion was seconded by _____. Upon roll call vote the ayes and nays were as follows:

Ayes
(List Names)

Nays

The Chairman thereupon declared the motion carried and the resolution adopted.

* * *

TOWN OF EAST HARTFORD
NOTICE OF PUBLIC HEARING

The Town Council of the Town of East Hartford will meet in Council Chambers on _____,
_____, 2014 at 7:00 o'clock P.M. (E.D.T.) for the purpose of holding a public hearing on the following
resolution:

RESOLUTION APPROPRIATING \$15,000,000 FOR THE PLANNING,
DESIGN, CONSTRUCTION AND RECONSTRUCTION OF TOWN
ROADS AND PARKING LOTS AND AUTHORIZING THE
ISSUANCE OF \$15,000,000 BONDS OF THE TOWN TO MEET SAID
APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE
MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

Copies of said resolution are on file open to public inspection at the office of the Town Clerk.

Dated this ____ day of _____, 2014.

Angela Attenello
Town Council Clerk

RETURN OF POSTING AND PUBLICATION OF
NOTICE OF PUBLIC HEARING

I, ANGELA M. ATTENELLO, Town Council Clerk of the Town of East Hartford, Connecticut, hereby certify that I caused a copy of the attached Notice, bearing my written signature, to be posted in a public place on _____, 2014; and that I caused a copy of said Notice to be published in _____, a newspaper having a general circulation in said Town of East Hartford, in its issue of _____, 2014.

Dated _____, 2014.

Town Council Clerk

RETURN OF PUBLICATION OF NOTICE
OF PASSAGE OF RESOLUTION

I, ANGELA M. ATTENELLO, Town Council Clerk of the Town of East Hartford, hereby certify that I caused a copy of the attached Notice to be published in _____, a newspaper having a general circulation in said Town of East Hartford, in its issue of _____, 2014, which is within ten days after final passage, pursuant to the Charter of the Town.

Dated _____, 2014.

Town Council Clerk

TOWN OF EAST HARTFORD
NOTICE OF PASSAGE OF RESOLUTION

The following resolution was adopted by the Town Council on _____, 2014.

RESOLUTION APPROPRIATING \$15,000,000 FOR THE PLANNING, DESIGN, CONSTRUCTION AND RECONSTRUCTION OF TOWN ROADS AND PARKING LOTS AND AUTHORIZING THE ISSUANCE OF \$15,000,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAST HARTFORD:

Section 1. The sum of \$15,000,000 is appropriated by the Town of East Hartford, Connecticut (the "Town") for the planning, design, construction and reconstruction of Town roads and parking lots, including rebuilding, resurfacing, drainage, conduits, and related subsurface and infrastructure improvements, and for administrative, legal and financing costs related thereto (the "Project").

Section 2. To meet said appropriation, \$15,000,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the tenth year after their date. Said bonds may be issued in one or more series as determined by the Mayor, the Treasurer and the Director of Finance in the amount necessary to meet the Town's share of the cost of the Project, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. The bonds shall be in the denominations of \$1,000, or any whole multiple in excess thereof, be issued fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the Mayor and the Treasurer, bear the Town seal or a facsimile thereof, be certified by a bank or trust company which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including approval of the rate or rates of interest, shall be determined by the Mayor, the Treasurer and the Director of Finance in accordance with the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes").

Section 3. Said bonds shall be sold by the Mayor, the Treasurer and the Director of Finance in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Mayor, the Treasurer and the Director of Finance.

Section 4. The Mayor, the Treasurer and the Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the Treasurer, have the seal of the Town affixed, be payable at a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance, be approved as to their legality by

Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount of the Project with the proceeds of bonds, notes or other obligations ("Tax Exempt Obligations") authorized to be issued by the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of the Tax Exempt Obligations.

Section 6. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of certain events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 7. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to apply for and accept any and all Federal and State loans and or grants-in-aid of any Project, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the Town with engineers, contractors and others.

I HEREBY APPROVE the above action taken by the Town Council on _____, 2014 appropriating \$15,000,000 for the Project, authorizing general obligation bonds and notes to finance the Project and submitting same to the electors for approval or disapproval.

Dated at East Hartford, Connecticut this ____ day of _____, 2014.

MARCIA A. LECLERC, Mayor

Witness

Witness

Excerpt for Minutes of Public Hearing to be held by the
Town Council on _____, 2014

_____ declared open the public hearing on the proposed resolution entitled:

RESOLUTION APPROPRIATING \$15,000,000 FOR THE PLANNING,
DESIGN, CONSTRUCTION AND RECONSTRUCTION OF TOWN
ROADS AND PARKING LOTS AND AUTHORIZING THE
ISSUANCE OF \$15,000,000 BONDS OF THE TOWN TO MEET SAID
APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE
MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

(Here insert brief summary of proceedings)

_____ thereupon declared the public hearing on said proposed resolution closed.

Excerpt for Minutes of Meeting of
Town Council held _____, 2014

(List members present, etc.)

* * *

_____ introduced the following resolution, on which a public hearing was held by the
Town Council on _____, 2014:

RESOLUTION APPROPRIATING \$15,000,000 FOR THE PLANNING,
DESIGN, CONSTRUCTION AND RECONSTRUCTION OF TOWN
ROADS AND PARKING LOTS AND AUTHORIZING THE
ISSUANCE OF \$15,000,000 BONDS OF THE TOWN TO MEET SAID
APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE
MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAST HARTFORD:

Section 1. The sum of \$15,000,000 is appropriated by the Town of East Hartford, Connecticut (the "Town") for the planning, design, construction and reconstruction of Town roads and parking lots, including rebuilding, resurfacing, drainage, conduits, and related subsurface and infrastructure improvements, and for administrative, legal and financing costs related thereto (the "Project").

Section 2. To meet said appropriation, \$15,000,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the tenth year after their date. Said bonds may be issued in one or more series as determined by the Mayor, the Treasurer and the Director of Finance in the amount necessary to meet the Town's share of the cost of the Project, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. The bonds shall be in the denominations of \$1,000, or any whole multiple in excess thereof, be issued fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the Mayor and the Treasurer, bear the Town seal or a facsimile thereof, be certified by a bank or trust company which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including approval of the rate or rates of interest, shall be determined by the Mayor, the Treasurer and the Director of Finance in accordance with the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes").

Section 3. Said bonds shall be sold by the Mayor, the Treasurer and the Director of Finance in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale

shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Mayor, the Treasurer and the Director of Finance.

Section 4. The Mayor, the Treasurer and the Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the Treasurer, have the seal of the Town affixed, be payable at a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount of the Project with the proceeds of bonds, notes or other obligations ("Tax Exempt Obligations") authorized to be issued by the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of the Tax Exempt Obligations.

Section 6. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of certain events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 7. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to apply for and accept any and all Federal and State loans and or grants-in-aid of any Project, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the Town with engineers, contractors and others.

I HEREBY APPROVE the above action taken by the Town Council on _____, 2014 appropriating \$15,000,000 for the Project, authorizing general obligation bonds and notes to finance the Project and submitting same to the electors for approval or disapproval.

Dated at East Hartford, Connecticut this ____ day of _____, 2014.

MARCIA A. LECLERC, Mayor

Witness

Witness

_____ moved that said resolution be adopted and the motion was seconded by _____ . Upon roll call vote the ayes and nays were as follows:

Ayes
(List Names)

Nays

The Chairman thereupon declared the motion carried and the resolution adopted.

* * *

_____ introduced and read the following resolution.

RESOLVED: That the resolution entitled "Resolution Appropriating \$15,000,000 For The Planning, Design, Construction And Reconstruction Of Town Roads And Parking Lots And Authorizing The Issuance Of \$15,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose", adopted by the Town Council on _____, 2014 be submitted to the Town electors for approval or disapproval at a referendum in conjunction with the general election to be held on Tuesday, November 4, 2014, between the hours of 6:00 a.m. and 8:00 p.m. (E.S.T.), and that the warning of said referendum shall state the questions to be voted upon as follows:

1. "Shall the resolution entitled 'Resolution Appropriating \$15,000,000 For The Planning, Design, Construction And Reconstruction Of Town Roads And Parking Lots And Authorizing The Issuance Of \$15,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose', adopted by the Town Council on _____, 2014, be approved?"

The ballot label for said question shall read as follows:

"Shall the \$15,000,000 appropriation and bond authorization for the planning, design, construction and reconstruction of Town roads and parking lots be approved?"

YES _____

NO _____

The warning shall also state that the full text of the aforesaid resolution is on file, open to public inspection in the office of the Town Clerk, that the vote on the aforesaid bond resolution is taken under the authority of Chapter VI, Section 6.9 of the Charter of the Town of East Hartford, and Chapter 152 of the Connecticut General Statutes, as amended, and that absentee ballots will be available in accordance with law in the office of the Town Clerk.

_____ moved that said resolution be adopted as read and the motion was seconded by _____. Upon roll call vote the ayes and nays were as follows:

Ayes
(List Names)

Nays

The Chairman thereupon declared the motion carried and the resolution adopted.

* * * *

There being no further business the meeting was adjourned.

CERTIFICATE

I, ROBERT J. PASEK, Town Clerk of the Town of East Hartford, hereby certify that on _____, 2014, the Town Council of said Town approved the resolution entitled "Resolution Appropriating \$15,000,000 For The Planning, Design, Construction And Reconstruction Of Town Roads And Parking Lots And Authorizing The Issuance Of \$15,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose" subject to the approval of the electors of the Town at a referendum to be held on November 4, 2014.

The submission of said resolution to the electors of the Town is pursuant to Chapter VI, Section 6.9 of the Charter of the Town of East Hartford and Chapter 152 of the General Statutes of Connecticut, as amended (the "Connecticut General Statutes").

The warning of said referendum shall state the questions to be voted upon as follows:

* * *

"Shall the resolution entitled 'Resolution Appropriating \$15,000,000 For The Planning, Design, Construction And Reconstruction Of Town Roads And Parking Lots And Authorizing The Issuance Of \$15,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose', adopted by the Town Council on _____, 2014, be approved?"

The ballot label for said question shall read as follows:

"Shall the \$15,000,000 appropriation and bond authorization for the planning, design, construction and reconstruction of Town roads and parking lots be approved?"

YES _____

NO _____

* * *

The warning shall also state that the full text of the aforesaid resolution is on file, open to public inspection, in the office of the Town Clerk, that the vote on the aforesaid resolution is taken under the authority of Chapter VI, Section 6.9 of the Charter of the Town of East Hartford, and Chapter 152 of the Connecticut General Statutes, and that absentee ballots will be available as provided by law in the office of the Town Clerk.

Dated _____, 2014

Robert J. Pasek
Town Clerk

LEGAL NOTICE OF GENERAL ELECTION AND REFERENDUM

The electors of the Town of East Hartford are hereby warned and notified to meet at their respective polling places in said Town on Tuesday, November 4, 2014 between the hours of 6:00 A.M. and 8:00 P.M. (E.S.T.) for the following purposes, to wit:

- I. XXX
- II. By way of Referendum:

To vote "YES" or "NO" on the following question:

- I. "Shall the resolution entitled 'Resolution Appropriating \$15,000,000 For The Planning, Design, Construction And Reconstruction Of Town Roads And Parking Lots And Authorizing The Issuance Of \$15,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose', adopted by the Town Council on _____, 2014, be approved?"

The ballot label for said question shall read as follows:

"Shall the \$15,000,000 appropriation and bond authorization for the planning, design, construction and reconstruction of Town roads and parking lots be approved?"

YES _____ NO _____

* * *

The voting will be by optical voting tabulator. Those desiring to vote for a resolution shall fill in the oval over the question on the optical voting tabulator at "Yes". Those desiring to vote against a resolution shall fill in the oval over the question on the optical voting tabulator at "NO".

The polls will be open during the hours between 6:00 A.M. and 8:00 P.M. (E.S.T.) and electors shall cast their votes at the following places in the districts specified:

<u>District</u>	<u>Polling Place</u>	<u>Address</u>
-----------------	----------------------	----------------

(* * * List polling places * * *)

The full text of the aforesaid resolution is on file, open to public inspection, in the office of the Town Clerk.

The vote on the aforesaid bond resolution is taken under the authority of Chapter VI, Section 6.9 of the Charter of the Town of East Hartford, and Chapter 152 of the Connecticut General Statutes, as amended.

Absentee ballots will be available as provided by law in the office of the Town Clerk.

Dated: _____, 2014

Robert J. Pasek
Town Clerk

TOWN OF EAST HARTFORD
DECLARATION OF
RESULTS OF REFERENDUM

I, ROBERT J. PASEK, Town Clerk of the Town of East Hartford, do hereby certify that at the referendum held on November 4, 2014, the following vote was taken on the following questions, and I do hereby certify, further, that pursuant to Section 8.5 of the Charter of said Town the total number of votes cast on said question is at least twenty percent of the electors eligible to vote at the immediately preceding regular election:

“Shall the resolution entitled ‘Resolution Appropriating \$15,000,000 For The Planning, Design, Construction And Reconstruction Of Town Roads And Parking Lots And Authorizing The Issuance Of \$15,000,000 Bonds Of The Town To Meet Said Appropriation And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose’, adopted by the Town Council on _____, 2014, be approved?”

YES _____ NO _____

Dated at East Hartford, Connecticut, this ____ day of _____, 2014.

Town Clerk

RETURN OF POSTING AND PUBLICATION OF
NOTICE OF GENERAL ELECTION AND REFERENDUM
PURSUANT TO SECTION 8.3 OF THE
TOWN CHARTER

I, ROBERT J. PASEK, Town Clerk of the Town of East Hartford, Connecticut, hereby certify that I caused a copy of the attached Notice of General Election and Referendum bearing my written signature to be posted in a public place on _____, 2014; and that I caused a copy of said Notice to be published in a newspaper having a general circulation in said Town of East Hartford, in its issue of _____, 2014, pursuant to the provisions of Section 8.3 of the Charter of said Town not more than thirty (30) days and not less than fifteen (15) days before the date set for said referendum.

Dated: _____, 2014

Town Clerk

RETURN OF POSTING AND PUBLICATION OF
NOTICE OF STATE ELECTION AND REFERENDUM


I, ROBERT J. PASEK, Town Clerk of the Town of East Hartford, Connecticut, hereby certify that I caused a copy of the attached Notice of State Election and Referendum bearing my written signature to be posted in a public place on _____, 2014; and that I caused a copy of said Notice to be published in a newspaper having a general circulation in said Town of East Hartford, in its issue of _____, 2014.

Dated _____, 2014

Town Clerk



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 11, 2014
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: Equitable Sharing Agreement and Certification

I am submitting for your review and consideration the attached memo from Paul O'Sullivan, Grants Manager, requesting inclusion of a Resolution on the Town Council Agenda for the meeting to be held on August 19, 2014. This is for the FY 2013-2014 Equitable Sharing Agreement of the East Hartford Police Department for the U. S. Department of Justice.

Attached is a draft copy of the agreement and certification report. Our Grants Manager and representatives from the Police Department will be at the meeting to address any concerns or questions that may arise.

Thank you.

C: P. O'Sullivan, Grants Manager
E. Buckheit, Development Director

I, Angela M. Attenello, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 19th day of August, 2014.

R E S O L U T I O N

WHEREAS; the U.S. Department of Justice (DOJ) requires an annual report regarding monies received by the Town from asset forfeitures (such as drug investigations) where properties are seized and then distributed to the agencies responsible for the arrest, and

WHEREAS part of this report includes entering into an Equitable Sharing Agreement among the DOJ, the local law enforcement agency and the local governing body, and

WHEREAS this agreement spells out the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies

NOW THEREFORE LET IT BE RESOLVED; that Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the DOJ as they pertain to this Justice Equitable Sharing Program.


AND I DO CERTIFY that the above resolution has not been in any way altered, amended, or repealed, and is now in full force and effect.

IN WITNESS WHEREOF, I do hereunto set my hand and affix the corporate seal of said Town of East Hartford the ____ day of August, 2014.

Seal

Signed: _____
Angela M. Attenello, Council Clerk

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Marcia A. Leclerc
FROM: Paul O'Sullivan, Grants Manager 
SUBJECT: Council Resolution – Equitable Sharing Agreement and Certification
DATE: August 7, 2014

Attached is a draft Town Council resolution authorizing your signature on the FY 2013-14 Equitable Sharing Agreement of the East Hartford Police Department (EHPD) for the U.S. Department of Justice (DOJ).

DOJ requires this agreement and annual certification report regarding monies received by the Town from asset forfeitures, such as drug investigations where properties are seized and then distributed to the agencies responsible for the arrest.

I have attached a draft copy of the agreement and certification report, as well as an excerpt from the DOJ "Guide to Equitable Sharing for State and Local Law Enforcement Agencies." I will be in attendance at the upcoming Council meeting, along with a representative from the EHPD, to answer any questions you may have regarding this resolution.

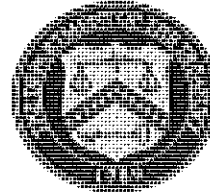
I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on August 19th, 2014. Please contact me at extension 7206 if you have any questions.

Attachments (3)

Cc: Eileen Buckheit, Development Director
Lt. Ricardo Soto, East Hartford Police Department



Equitable Sharing Agreement and Certification



OMB Number 1123-0011
Expires 9-30-2014

- Police Department
 Sheriff's Office
 Task Force (Complete Table A)
 Prosecutor's Office
 National Guard Counterdrug Unit
 Other

* Please fill each required field. Hover mouse over any fillable field for pop-up instructions. *

Agency Name: East Hartford Police Department

NCIC/ORI/Tracking Number:

C	T	0	0	0	4	3	0	0
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Mailing Address: 31 School St

City: East Hartford State: CT Zip: 06108-2638

Finance Contact: First: Ricardo Last: Soto

Phone: 860-291-7582 E-mail: rsoto@easthartfordct.gov

Preparer: First: Ricardo Last: Soto

Same as Finance Contact Phone: 860-291-7582 E-mail: rsoto@easthartfordct.gov

Independent Public Accountant: E-mail: focskay@blumshapiro.com

Last FY End Date: 06/30/2014 Agency Current FY Budget: \$13,184,044.00

- New Participant:** Read the Equitable Sharing Agreement and sign the Affidavit.
 Existing Participant: Complete the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.
 Amended Form: Revise the Annual Certification Report, read the Equitable Sharing Agreement, and sign the Affidavit.

Annual Certification Report

Summary of Equitable Sharing Activity		Justice Funds ¹	Treasury Funds ²
1	Beginning Equitable Sharing Fund Balance (must match Ending Equitable Sharing Fund Balance from prior FY)	\$1,960.26	
2	Federal Sharing Funds Received	\$7,398.00	
3	Federal Sharing Funds Received from Other Law Enforcement Agencies and Task Forces (To populate, complete Table B)		
4	Other Income		
5	Interest Income Accrued Non-Interest Bearing <input type="radio"/> Interest Bearing <input checked="" type="radio"/>	\$4.52	
6	Total Equitable Sharing Funds (total of lines 1 - 5)	\$9,362.78	\$0.00
7	Federal Sharing Funds Spent (total of lines a - m below)	\$0.00	\$0.00
8	Ending Balance (difference between line 7 and line 6)	\$9,362.78	\$0.00

¹ Justice Agencies are: FBI, DEA, ATF, USPIS, USDA, DCIS, DSS, and FDA.

² Treasury Agencies are: IRS, ICE, CBP, TT8, USSS, and USCG.

Summary of Shared Funds Spent		Justice Funds	Treasury Funds
a	Total spent on salaries under permitted salary exceptions		
b	Total spent on overtime		
c	Total spent on informants, "buy money", and rewards		
d	Total spent on travel and training		
e	Total spent on communications and computers		
f	Total spent on weapons and protective gear		
g	Total spent on electronic surveillance equipment		
h	Total spent on buildings and improvements		
i	Total transfers to other participating state and local law enforcement agencies (To populate, complete Table C)		
j	Total spent on other law enforcement expenses (To populate, complete Table D)		
k	Total Expenditures in Support of Community-Based Programs (To populate, complete Table E)		
l	Total Windfall Transfers (To populate, complete Table F)		
m	Total spent on matching grants (To populate, complete Table G)		
n	Total	\$0.00	\$0.00
o	Did your agency receive non-cash assets? <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, complete Table H.		

Please fill out the following tables, if applicable.

Table A: Members of Task Force

Agency Name	NCIC/ORI/Tracking Number										
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%; height: 20px;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> </tr> </table>										

Table B: Equitable Sharing Funds Received from other Agencies

Transferring Agency Name, City, and State	Justice Funds	Treasury Funds								
Agency Name: <input style="width: 450px;" type="text"/>										
NCIC/ORI/Tracking Number: <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td></tr></table>										

Table C: Equitable Sharing Funds Transferred to Other Agencies

Receiving Agency Name, City, and State	Justice Funds	Treasury Funds								
Agency Name: <input style="width: 450px;" type="text"/>										
NCIC/ORI/Tracking Number: <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td></tr></table>										

Table D: Other Law Enforcement Expenses

Description of Expense	Justice Funds	Treasury Funds

Table E: Expenditures in Support of Community-Based Programs

Recipient	Justice Funds	Treasury Funds

Table F: Windfall Transfers

Recipient	Justice Funds	Treasury Funds

Table G: Matching Grants

Matching Grant Name	Justice Funds	Treasury Funds

Table H: Other Non-Cash Assets Received

Source	Description of Asset
Justice <input type="radio"/>	
Treasury <input type="radio"/>	

Table I: Civil Rights Cases

Name of Case	Type of Discrimination Alleged			
		<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin
	<input type="checkbox"/> Disability	<input type="checkbox"/> Age	<input type="checkbox"/> Other _____	

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a valid OMB control number. We try to create accurate and easily understood forms that impose the least possible burden on you to complete. The estimated average time to complete this form is 30 minutes. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, please write to the Asset Forfeiture and Money Laundering Section, 1400 New York Avenue, N.W., Washington, DC 20005.

Equitable Sharing Agreement

This Federal Equitable Sharing Agreement, entered into among (1) the Federal Government, (2) the above-stated law enforcement agency ("Agency"), and (3) the governing body, sets forth the requirements for participation in the federal Equitable Sharing Program and the restrictions upon the use of federally forfeited cash, property, proceeds, and any interest earned thereon, which are equitably shared with participating law enforcement agencies. By its signatures, the Agency agrees that it will be bound by the statutes and guidelines that regulate shared assets and the following requirements for participation in the federal Equitable Sharing Program. Receipt of the signed Equitable Sharing Agreement and Certification (this "Document") is a prerequisite to receiving any equitably shared cash, property, or proceeds.

- 1. Submission.** This Document must be submitted to aca.submit@usdoj.gov within 60 days of the end of the Agency's fiscal year. This Document must be submitted electronically with the Affidavit/Signature submitted by fax. This will constitute submission to the Department of Justice and the Department of the Treasury.
- 2. Signatories.** This agreement must be signed by the head of the Agency and the head of the governing body. Examples of Agency heads include police chief, sheriff, director, commissioner, superintendent, administrator, chairperson, secretary, city attorney, county attorney, district attorney, prosecuting attorney, state attorney, commonwealth attorney, and attorney general. The governing body's head is the person who allocates funds or approves the budget for the Agency. Examples of governing body heads include city manager, mayor, city council chairperson, county executive, county council chairperson, director, secretary, administrator, commissioner, and governor.
- 3. Uses.** Any shared asset shall be used for law enforcement purposes in accordance with the statutes and guidelines that govern the federal Equitable Sharing Program as set forth in the current edition of the Department of Justice's *Guide to Equitable Sharing for State and Local Law Enforcement (Justice Guide)*, and the Department of the Treasury's *Guide to Equitable Sharing for Foreign Countries and Federal, State, and Local Law Enforcement Agencies (Treasury Guide)*.
- 4. Transfers.** Before the Agency transfers cash, property, or proceeds to other state or local law enforcement agencies, it must first verify with the Department of Justice or the Department of the Treasury, depending on the source of the funds, that the receiving agency is a current and compliant Equitable Sharing Program participant.
- 5. Internal Controls.** The Agency agrees to account separately for federal equitable sharing funds received from the Department of Justice and the Department of the Treasury. Funds from state and local forfeitures and other sources must not be commingled with federal equitable sharing funds. The Agency shall establish a separate revenue account or accounting code for state, local, Department of Justice, and Department of the Treasury forfeiture funds. Interest income generated must be accounted for in the appropriate federal equitable sharing account.

The Agency agrees that such accounting will be subject to the standard accounting requirements and practices employed for other public funds as supplemented by requirements set forth in the current edition of the *Justice Guide* and the *Treasury Guide*, including the requirement in the *Justice Guide* to maintain relevant documents and records for five years.

The misuse or misapplication of shared resources or the supplantation of existing resources with shared assets is prohibited. Failure to comply with any provision of this agreement shall subject the recipient agency to the sanctions stipulated in the current edition of the *Justice or Treasury Guides*, depending on the source of the funds/property.

6. Audit Report. Audits will be conducted as provided by the Single Audit Act Amendments of 1996 and OMB Circular A-133. The Department of Justice and Department of the Treasury reserve the right to conduct periodic random audits.

Affidavit - Existing Participant

Under penalty of perjury, the undersigned officials certify that **they have read and understand their obligations under the Equitable Sharing Agreement** and that the information submitted in conjunction with this Document is an accurate accounting of funds received and spent by the Agency under the *Justice* and/or *Treasury Guides* during the reporting period and that the recipient Agency is in compliance with the National Code of Professional Conduct for Asset Forfeiture.

The undersigned certify that the recipient Agency is in compliance with the nondiscrimination requirements of the following laws and their Department of Justice implementing regulations: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 *et seq.*), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794), and the Age Discrimination Act of 1975 (42 U.S.C. § 6101 *et seq.*), which prohibit discrimination on the basis of race, color, national origin, disability, or age in any federally assisted program or activity, or on the basis of sex in any federally assisted education program or activity. The Agency agrees that it will comply with all federal statutes and regulations permitting federal investigators access to records and any other sources of information as may be necessary to determine compliance with civil rights and other applicable statutes and regulations.

During the past fiscal year: (1) has any court or administrative agency issued any finding, judgment, or determination that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above; or (2) has the Agency entered into any settlement agreement with respect to any complaint filed with a court or administrative agency alleging that the Agency discriminated against any person or group in violation of any of the federal civil rights statutes listed above? Yes No

If you answered yes to the above question, complete Table I

Agency Head

Signature: _____

Scott M. Sansom 001

Name: Scott M. Sansom

Title: Chief of Police

Date: 7-9-14

E-mail: ssansom@easthartfordct.gov

Governing Body Head

Signature: _____

Name: Marcia A. Leclerc

Title: Mayor

Date: _____

E-mail: mleclerc@easthartfordct.gov

Subscribe to Equitable Sharing Wire:

The Equitable Sharing Wire is an electronic newsletter that gives you important, substantive, information regarding Equitable Sharing policies, practices, and procedures.

Final Instructions:

Step 1: Click to save for your records

Step 2: Click to save in XML format

Step 3: Email the XML file to aca.submit@usdoj.gov

Step 4: Scan & email this Affidavit to aca.affidavit@usdoj.gov

(Email subject line must include Agency NCIC/ORI Code)

FOR AGENCY USE ONLY

Entered by _____

Entered on _____

FY End: 06/30/2014

NCIC: CT0004300

State: CT



Date Printed: July 02, 2014 15:22

Agency: East Hartford Police Department

Phone: 860-291-7582

Preparer: Ricardo Soto

E-mail: rsoto@easthartfordct.gov



Guide to Equitable Sharing for State and Local Law Enforcement Agencies

April 2009

Foreword

In the nearly 25 years since the Comprehensive Crime Control Act of 1984 authorized federal officials to implement a national asset forfeiture program, asset forfeiture has become one of the most powerful tools for targeting criminals—including drug dealers and white collar criminals—who prey on the vulnerable for financial gain. Forfeiture statutes are now prevalent throughout the federal legal code and their use, along with other important anti-crime measures, has had a significant impact on crime.

One of the most important provisions of asset forfeiture is the authorization to share federal forfeiture proceeds with cooperating state and local law enforcement agencies. The Department of Justice Asset Forfeiture Program serves not only to deter crime but also to provide valuable additional resources to state and local law enforcement agencies. As this is written, the Department of Justice has shared over \$4.5 billion in forfeited assets with more than 8,000 state and local law enforcement agencies.

A Guide to Equitable Sharing for State and Local Law Enforcement Agencies serves to promote and maintain the integrity of the equitable sharing program so that it can continue to merit public confidence and support. For this reason it is supplemented with the National Code of Professional Conduct for Asset Forfeiture (see Appendix B). All seizing and prosecutorial agencies should ensure compliance with this Code.

Most importantly, this *Guide* seeks to assist state and local law enforcement agencies participating in the program by clarifying the directives they must follow to obtain and use equitably shared funds. The goal is to make the process as clear as possible so that local communities and the nation can thrive from reduced crime and from quality law enforcement.

Richard Weber, Chief
Asset Forfeiture and Money Laundering Section
Criminal Division
Department of Justice

I. What Is the Department of Justice Asset Forfeiture Program?

The Department of Justice Asset Forfeiture Program (the Program) is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations, deprives wrongdoers of the proceeds of their crimes, recovers property that may be used to compensate victims, and deters crime. The most important objective of the Program is law enforcement. Equitable sharing further enhances this law enforcement objective by fostering cooperation among federal, state, and local law enforcement agencies.

Federal law authorizes the Attorney General to share federally forfeited property with participating state and local law enforcement agencies.¹ The exercise of this authority is discretionary and limited by statute. The Attorney General is not required to share property in any case.

The Controlled Substances Act most fully states the intent of Congress in the sharing of forfeited property. Section 881(e)(3) of Title 21, United States Code, provides that:

The Attorney General shall assure that any property transferred to a State or local law enforcement agency...

(A) has a value that bears a reasonable relationship to the degree of direct participation of the State or local agency in the law enforcement effort resulting in the forfeiture, taking into account the total value of all property forfeited and the total law enforcement effort as a whole; and with respect to the violation of law on which the forfeiture is based; and

(B) will serve to encourage further cooperation between the recipient State or local agency and Federal law enforcement agencies.²

A Guide to Equitable Sharing for State and Local Law Enforcement Agencies applies only to the sharing of assets that were seized by Department of Justice investigative agencies and federal agencies participating in the Department of Justice Asset Forfeiture Program and that were forfeited judicially or administratively to the United States by the United States Attorney's Offices or Forfeiture Program participants. Participating agencies and components currently approved include:

U.S. Department of Justice agencies and components:

- Criminal Division, Asset Forfeiture and Money Laundering Section (AFMLS)
- Justice Management Division, Asset Forfeiture Management Staff (AFMS)
- Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)
- Drug Enforcement Administration (DEA)

¹ 21 U.S.C. § 881(c)(1)(A) and (c)(3), 18 U.S.C. § 981(c)(2), and 19 U.S.C. § 1616a.

² 21 U.S.C. § 881(e)(3).

- Federal Bureau of Investigation (FBI)
- U.S. Attorney's Offices (USAO)
- U.S. Marshals Service (USMS)

Components outside of the U.S. Department of Justice:

- U.S. Department of Agriculture, Office of Inspector General (USDA-OIG)
- U.S. Department of Defense, Criminal Investigative Service (DCIS)
- U.S. Department of State, Bureau of Diplomatic Security (DSS)
- U.S. Food and Drug Administration, Office of Criminal Investigations (FDA-OCI)
- U.S. Postal Inspection Service (USPIS)

The FBI, DEA, ATF, and USPIS are the only agencies participating in the Department of Justice Program that directly adopt seizures by state or local law enforcement agencies. Under limited circumstances, the USAOs may directly adopt such seizures.³

As soon as assets are identified for seizure/forfeiture in a federal investigation or an adoptive forfeiture, the USAO or seizing agency handling the case should contact the USMS to discuss pre-seizure planning to determine the necessary resources for property management and disposal requirements.⁴ Pre-seizure planning is required to seize real property, businesses, or any unusual, complex, or unique assets (e.g., animals, property contaminated with hazardous material, leasehold agreements, partnership interests, valuable arts and antiques, or a large quantity of assets posing potential storage problems).

The U.S. Department of the Treasury administers its own Asset Forfeiture Program.⁵ For policies and participating agencies, please visit the Treasury Executive Office for Asset Forfeiture website at www.treas.gov/offices/enforcement/teofaf/.

³ In accordance with *Asset Forfeiture Policy Manual* (2008), Chap. 1, Sec. VIII.G.

⁴ See Pre-Seizure Planning Guide, USMS Pub. No. 106 (June 2000) for further information regarding pre-seizure planning.

⁵ Participating agencies in the Treasury Asset Forfeiture Program include the Internal Revenue Service (IRS), U.S. Immigration and Customs Enforcement (ICE), U.S. Customs and Border Protection (CBP), U.S. Secret Service (USSS), and U.S. Coast Guard.

II. Which Non-federal Agencies Are Eligible to Participate in the Justice Equitable Sharing Program?

A. State or local law enforcement agencies

Any state or local law enforcement agency that directly participates in an investigation or prosecution that results in a federal forfeiture may request an equitable share of the net proceeds of the forfeiture.⁶

For purposes of equitable sharing, the Department of Justice defines *law enforcement agency* as a state or local government organization authorized to engage in as its primary function the investigation and apprehension, or the prosecution of individuals suspected or convicted of offenses against the criminal laws of the United States or of any state, county, municipality, or territory of the United States. Furthermore, a law enforcement agency is primarily composed of or employs individuals designated or qualified under state statutes as peace officers or those who are authorized to prosecute criminal violations or to exercise police powers such as making arrests, seizing property, executing warrants and court orders, and carrying firearms.

A *primary function* is one that: (1) occupies a clear majority of the agency's working time over a typical work cycle; and (2) is performed on a regular and recurring basis by the agency and a majority of its officers, employees, and agents. Functions that are of an emergency, incidental, or temporary nature are not considered primary even if they should amount to a majority of an agency's working time.

Typically, a law enforcement agency will include city, district, local, county, or state police, sheriff, or highway patrol departments, and state or local prosecutors' offices. Determinations of agency eligibility are solely within the discretion of the Department of Justice, Criminal Division.

Department of Justice policy requires shared monies and property to be used for law enforcement purposes. Sharing will be withheld from any state or local law enforcement agency where state or local law, regulation, or policy requires federal equitable sharing funds to be transferred to non-law enforcement agencies or expended for non-law enforcement purposes.

No sharing request or recommendation, including shares negotiated in a task force or other agreement, is final until approved by the federal deciding authority.

In accordance with the Crime Victims' Rights Act and the Attorney General's authority, the Department of Justice gives priority in the distribution of forfeited assets to valid owners, lienholders, federal financial regulatory agencies, and victims (in that order) through petitions for remission or mitigation or requests for restoration.⁷ After losses to the above parties have been satisfied, any remaining net proceeds can be shared with state and local law enforcement agencies.⁸


⁶ See part VII on how to calculate sharing percentages for participating agencies.

⁷ Remission or mitigation is the return of forfeited property to an owner or lienholder of the property or to a victim of the crime underlying the forfeiture. See 28 C.F.R. § 9.8 (2008). Restoration is the use of forfeited funds to pay restitution to the victim of a criminal offense in accordance with a restoration order entered as part of a criminal judgment.

⁸ Sharing is always based on net proceeds. See part III.E.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 11, 2014
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL TO FEES COMMITTEE

The Town leases space to four organizations as described in the attached memo from Paul O'Sullivan, Grants Manager.

It is proposed that we increase by twenty cents per square foot the space leased to ERASE at McCartin School and the YMCA Day Care Center at McCartin School for the next three years. All other terms will remain the same.

Also, it is proposed that the space leased to Friends of Center Cemetery at McCartin School remain the same for the next three years.

St. Isaac Jogues Church has leased the parking lot on the corner of Home Terrace and Community Street since 1967 and it is proposed that we continue for three years under the same terms.

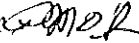
I am in agreement with these terms and conditions and request that the Town Council forward to the Fees Subcommittee for review and consideration at their August 19, 2014 meeting.

Thank you.

C: P. O'Sullivan, Grants Manager
E. Buckheit, Director, Development

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Marcia A. Leclerc

FROM: Paul O'Sullivan, Grants Manager 

SUBJECT: Referral to Council – Lease Fees

- A. ERASE at McCartin
- B. YMCA Day Care at McCartin
- C. Friends of Center Cemetery at McCartin
- D. St. Isaac Jogues Church Parking Area

DATE: August 7, 2014

Pursuant to our discussion on July 28, 2014, I am requesting that the lease information listed below be placed on the **August 18, 2014 agenda of the Town Council** as a referral to the Subcommittee on Fees. These are four non-profit organizations which are leasing space from the Town of East Hartford.

Separate actions may be taken by the Council to determine their fees. The recommendations described below are independent of each other.

A. The “**East of the River Action for Substance-Abuse Elimination**” (ERASE) program has leased 1,343.5 square feet at the former McCartin School since April 1996. Space is used as offices for 6 to 8 staff members. Their current three-year lease is due to expire on August 17, 2014. The tenant has been paying \$3.59 per square foot (\$4,823.17 annually) for the present year. They also reimburse the Town for a portion of the cost of utilities based on the amount of leased space.

We are proposing a three-year agreement with an increase of twenty cents per square foot per year. The Town will continue to be reimbursed for utilities.

ERASE PROPOSED 3-YEAR RENT SCHEDULE				
Year #	Period	Per Sq. Foot	Annual Rent	Monthly Rent
1	8/18/2014 – 8/17/2015	\$3.79	\$5,091.08	\$424.32
2	8/18/2015 – 8/17/2016	\$3.99	\$5,360.57	\$446.71
3	8/18/2016 – 8/17/2017	\$4.19	\$5,629.27	\$469.11

B. The **YMCA Day Care Center** leases 5,144 square feet in the former McCartin School for their child care programs. Their current three-year lease is due to expire on August 17, 2014. The tenant has been paying \$2.67 per square foot (\$13,734.48 annually) for the present year. They also reimburse the Town for a portion of the cost of utilities based on the amount of leased space.

We are proposing a three-year agreement with an increase of twenty cents per square foot per year. The Town will continue to be reimbursed for utilities.

YMCA PROPOSED 3-YEAR RENT SCHEDULE				
Year #	Period	Per Sq. Foot	Annual Rent	Monthly Rent
1	8/18/2014 – 8/17/2015	\$2.87	\$14,763.68	\$1,230.27
2	8/18/2015 – 8/17/2016	\$3.07	\$15,792.08	\$1,316.01
3	8/18/2016 – 8/17/2017	\$3.27	\$16,820.88	\$1,401.74

C. The local non-profit organization, **Friends of Center Cemetery, Inc.**, has used 763 square feet at the former McCartin School as storage, office, and meeting space for their Board of Directors since 1996. They have been leased the space for \$1 (one dollar) per year and are not assessed a charge for utility consumption.

In recognition of their volunteer advocacy efforts for our historic Center Cemetery, we are proposing that our agreement with the Friends remain the same for a three-year lease period.

Please note that each of the above leases contain language providing the Town, as Landlord, with the option to treat each tenant as a month-to-month lessee in the event that a new written lease is not executed before the expiration date of the previous lease. Such status is subject to all the terms and conditions of the expired lease.


D. **St. Isaac Jogues Church** has leased a parcel of land (0.6488 acres) on the corner of Community Street and Home Terrace as a paved parking lot from the Town of East Hartford since 1967. The fee for this use has been \$1 (one dollar) per year and expires on August 31, 2014. The Church maintains the lot and provides the Town with insurance protection.

We are proposing that this arrangement remain in effect for the next three years at the same terms and conditions as noted above.

Cc: Eileen Buckheit, Development Director



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 12, 2014
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFFERAL- Fees Committee

Over the past several years the Town has embarked upon a review of several departments' fee schedules. During this review it was determined that our fees are not in line with surrounding towns, nor do the current fees cover the costs associated with the processing or overhead required. Therefore I recommend that the attached fees be referred to the Fees Committee for approval and implementation.

Upon approval by the Fees Committee a referral to the Ordinance Committee would be required to amend the language of the parking fees in ordinance 21-6a., as well as all language pertaining to the collection of fines for vehicles in violation of parking ordinances, as outlined in the attached memo from Assistant Tax Collector, Kristy Foran.

Thank you.

C:

Town of East Hartford Current and Proposed Fee Schedule

Town Department Fee Comparisons and fee proposals		East Hartford Current Fees	East Hartford Proposed Fees	Town Comparison/ Comments
Department	Fee Description			
Development	Flood Hazard Zone	\$ 160.00	\$ 200.00	comparable to the rates in gbury,meriden, manchester,htfd
	Special Permit	\$ 160.00	\$ 200.00	
	Text Amendment	\$ 160.00	\$ 200.00	
	Zone Change	\$ 160.00	\$ 200.00	
Tax Collector	Printing Duplicate Bill	\$ -	\$ 0.50	cover cost incurred by Town
Fire Marshall Office	Permits			
	Building Plan Review & Permit Fee - first \$1,000	\$ 20.00	\$ 40.00	S.Windor \$25, Meriden 65% building fee, Manchester \$20
	Building Plan Review & Permit Fee - each additional \$1,000	\$ 10.00	\$ 20.00	S.windsor \$4,Manchester \$7
	Permit for temporary membrane structure (tents)	\$ 20.00	\$ 50.00	Meriden \$50
	Blasting Permit	\$ 20.00	\$ 50.00	S.windsor \$60
	Permit for Fireworks or Special Effects Display	\$ 150.00	\$ 100.00	Manchester \$60
	Vendors (food/outdoor events)	\$ 20.00	\$ 50.00	Meriden \$250,Manchester \$125
	One day Liquor Permit	\$ 10.00	\$ 25.00	Manchester \$20
	Duplication of Records			
	Hand Scanner(person reviewing files uses handheld scanner or camera)		\$ 20.00	
	Mail		\$ 5.00	
	Email		\$ 5.00	
	Fax		\$ 5.00	
	Audio Cassette Tape	\$ 2.00	\$ 10.00	
	CD/DVD	\$ 4.00	\$ 5.00	
	Photos on CD/DVD	\$.50/photo	\$1.00/photo	
	Inspection Fees			
	Cargo Tank Trucks (CGS changes effective January, 2013)	\$10.00/truck	Eliminate Fee	
	Carnivals or Circus' (including rides)	\$ 25.00	\$ 50.00	Meriden \$60
	Theater, seating capacity of 1,000 people or less	\$50.00/month	\$75.00/month	
	Multiple theaters in one building	\$100.00/month	\$75.00/month	
	Explosive Storage Magazine	\$ 20.00	\$ 50.00	
	commercial, industrial, business,health care, or retail facilities due to non-compliance with License		\$ 250.00	
	Liquor License	\$ 10.00	\$ 25.00	Meriden \$60-340 depending on sq. footage
	Daycare Center	\$ 10.00	\$ 25.00	
	Healthcare Facilities	\$ 10.00	\$ 25.00	
	Group Homes	\$ 10.00	\$ 25.00	
	Business School	\$ 10.00	\$ 25.00	

Town Department Fee Comparisons and fee proposals		East Hartford Current Fees	East Hartford Proposed Fees	Town Comparison/ Comments
Department	Fee Description			
Police Dept.	ALARMS			
	Alarm Registration Fee	\$ 5.00	\$ 25.00	Gbury \$25, S.Windsor \$35, Meriden \$75
	Failure to Register	\$25-1000	\$ 99.00	Gbury \$100, Meriden \$75, Manchester \$100, Hartford \$99
	False Alarm Fee	\$25-75	\$25-100	S.Windsor \$50-75, Meriden \$25-100
	Alarm Renewal Fee	\$ 5.00	\$ 25.00	S.Windsor \$35, Meriden \$75
				The \$5 registration fee does not cover the cost of administrative "Overhead" to process the registration applications and mailings. The Alarm ordinances were written and the fees were set in 1992. The fees should be increased to provide an "incentive for compliance" (alarm registration and false alarm avoidance) Fees in surrounding towns are in some cases more than 10 times the fees in EH An increase in fees will increase revenue
	PARKING TICKETS			
	Handicapped Parking	\$ 30.00	\$ 125.00	W.Hartford \$107(dbis after 14 + 13.5% fee) Waterbury \$150 (dbis after 14) Newington \$85(trpls after 5)
	Fire Lane	\$ 30.00	\$ 50.00	W.Hartford \$107(dbis after 14 + 13.5% fee) Waterbury \$25 (dbis after 14) Newington \$40(trpls after 5)
	Snow Ban	\$ 15.00	\$ 99.00	W.Hartford \$18(dbis after 14 + 13.5% fee) Waterbury \$150 (dbis after 14) Newington \$25(trpls after 5)
All other Violations	\$ 15.00	\$ 45.00	W.Hartford \$18(dbis after 14 + 13.5% fee) Waterbury \$25 (dbis after 14) Newington \$25(trpls after 5)	
Parks Dept.	Youth Basketball	\$ 50.00	\$ 55.00	Gbury \$65, Enfield \$70, S.Windsor \$85
	Picnic Pavilion	\$ 30/ 4 hr	\$10.00 / hr	Meriden \$150 all day
	Fitness Programs	\$20/\$25	Add \$2.00/Session for Class under \$30	
	CCC Rental Room	\$ 50.00	\$ 60.00	
	CCC Rental Gym	\$ 150.00	\$ 160.00	
	Brewer House	\$ 150.00	\$ 160.00	
	Softball Permits	\$ 5.00	\$ 10.00	
	Fun Days Camp Summer	\$ 576.00	\$ 600.00	Gbury \$1,112, Enfield \$680, S.Windsor \$1,400
	CIT Program Summer	\$ 175.00	\$ 200.00	Gbury \$300, Meriden \$220
50m Terry Pool Rental	\$ 226.00	\$ 320.00		
Public Works	Bulky Waste Permit	\$ 35.00, \$15.00 Snr	Fee schedule	See Addendum
	New/Relacement Barrels	\$50 Waste, \$0 Rcl	\$50 Waste, free Recycling + \$10 delivery charge	
	Commercial Waste Hauler (Vehicle)	\$100.00 Each	\$200.00 Each	
	Encroachment Permit	\$35.00	\$35 / \$15	Meriden \$50
	Copies & Prints	\$ 2.00/sheet	Fee sched. to include, several sizes & BW/color options	
	Eviction Storage Fees	\$ 5.00 A Day	\$7.50 a Day	Meriden \$20 a day, Gbury \$221 a month
	Bid Document Reproduction		\$50.00 Small Project \$100 Large Project	

Town Department Fee Comparisons and fee proposals		East Hartford Current Fees		East Hartford Proposed Fees	Town Comparison/ Comments
Department	Fee Description				
Inspections and Permits	BUILDING PERMITS				
	Building Plan Review & Permit Fee-1st \$1,000	Res.	\$20.00	no change	
		Comm.	\$20.00	\$30.00	Hartford \$22
	Building Plan Review & Permit Fee-2nd \$1,000 and any \$1000 after	Res.	\$15.00	no change	
		Comm.	\$15.00	\$20.00	Hartford \$22
	DEMOLITION PERMIT				
	1st \$1,000 - \$3,000 each	Res/Comm	\$20.00, 1st \$1,000	\$30.00	
	Any \$1,000 after	Res/Comm	\$4.00, Add'l \$1,000	\$20.00	
	CERT OF OCCUPANCY				
	Per \$1,000 up to \$2,000	Res.	\$10 fixed	\$25 fixed	Gbury \$25 Fixed
		Comm.	\$20 fixed	\$50 fixed	Gbury \$25 Fixed
	CERT. OF APPROVAL				
	Per \$1,000 up to \$2,000	Res.	\$-	\$10 fixed	Manchester \$10
		Comm.	\$-	\$20 fixed	Manchester \$15
	TEMP. CERT. OF OCCUPANCY				
	1st 30 days	Res.	\$50.00	no change	
		Comm.	\$50.00	\$75.00	
Additional 30 day periods	Res.	\$150.00	no change		
	Comm.	\$150.00	\$200.00		
REINSPECTIONS					
Construction inspections	Res.	\$-	\$10.00	Manchester \$20	
	Comm.		\$20.00	Manchester \$20	
Final inspection	Res.	\$-	\$10.00	Manchester \$20	
	Comm.		\$20.00	Manchester \$20	
Site Plan Approval.					
Residential		\$ -	\$150.00	Hartford \$110	
Commercial		\$ -	\$150.00	Hartford \$310	
Variance		\$150 - \$235	no change		

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

August 8, 2015

Richard F. Kehoe, Chairman
East Hartford Town Council
740 Main Street
East Hartford, CT 06108

**Re: Outdoor Amusement Permit Application -
"Outdoor Family Movie Night Fundraiser"**

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by Monica Carr, Event Coordinator. The applicant seeks to conduct an outdoor family friendly movie night with music, food, vendors, information tables and raffles as a fundraiser for The C.H.A.I.N. Fund which assists cancer patients with interim financial assistance while undergoing treatment. The event will take place at the open field behind 1807-1811 Main Street on Saturday, August 30th from 3 PM - 10 PM. A rain date of Sunday, August 31st during the same hours is requested.

The applicant respectfully requests a waiver of the associated permit fee of \$10.00 under the provisions of (TO) 5-6(a), due to the Town of East Hartford as this is a fundraising event for The C.H.A.I.N. Fund.

The applicant further respectfully requests a waiver of any additional fees under the provisions of (TO) 5-6(a), due to the Town of East Hartford as this is a fundraising event for The C.H.A.I.N. Fund.

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed by the Directors of the Fire, Health, Parks & Recreation, Public Works Departments and the Offices of the Corporation Counsel and Finance.

The **Risk Management Department** states that the applicant will need to provide a Certificate of Liability Insurance in the amount of one (1) million limits for general liability. They must also endorse the policy to name the Town of East Hartford and its officials, employees and volunteers as additional insured. The policy will need to be reviewed and approved prior to the event.

The **Fire Department** states the application be revised, approved subject to the conditions set forth:

- A site plan is required to show location of vendors, cooking activity and seating.
- Pre-event inspection is required and if inspection is necessary on the day of the event, the anticipated cost to the Department is \$240.00.

The **Health and Parks & Recreation Departments** approve the application as submitted and state the anticipated cost to their Departments is \$0.00.

The **Public Works Department** recommends the application be approved with the following condition:

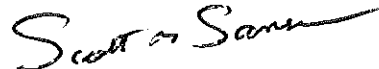
- All vehicle parking shall be on the applicant's property. There is not sufficient road width for on-street parking in this area.

The **Police Department** conducted a review of the application and the following comments/recommendations are made:

- The Police Department can provide adequate police protection for the event. The site is suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the area has sufficient parking available. It further states **there are no anticipated costs to the Department for this event.**

Respectfully submitted for your information.

Sincerely,



Scott M. Sansom
Chief of Police

Cc: Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

OUTDOOR AMUSEMENT PERMITS
31 SCHOOL STREET
EAST HARTFORD, CT 06108-2638
(860) 528-4401

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

THIS APPLICATION IS DUE NOT LESS THAN 30 DAYS PRIOR TO THE EVENT APPLIED FOR

1. Name of Event:
Outdoor Family Movie Night - Fundraiser
2. Date(s) of Event:
Saturday, August 30, 2014. 3pm-10pm Rain date: August 31, 2014(same time)
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant) :
Monica Carr
1807 Main St.
East Hartford, CT. 06108
Email: monicascarr@gmail.com
W- 860-721-5730 Cell -860-895-7329
4. If Applicant is a partnership, corporation, limited liability company , club, or association, list the names of all partners, members, directors and officers AND provide their business address.
N/A
5. List the location of the proposed amusement: (Name of facility and address)
1807-1811 Main St. East Hartford, Ct. (Held in open field)
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
8/30/14 Doors open 3pm-10pm
7. Provide a detailed description of the proposed amusement:
Pre-show Activities Vendors/Info tables/raffles.
Outdoor movie screen showing a family friendly movie to friends & neighbors.

8. Will music or other entertainment be provided wholly or partially outdoors?

Yes No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? **3pm to 8:30pm (until movie begins at dusk)**

9. What is the expected age group(s) of participants?

0-100

10. What is the expected attendance at the proposed amusement:

(If more than one performance, indicate time / day / date and anticipated attendance for each.)

Under 100

11. Provide a detailed description of the proposed amusement's anticipated impact on the surrounding community. Please comment on each topic below:

a. Crowd size impact:

The crowd will be contained in the open field area of the property.

b. Traffic control and flow plan at site & impact on surrounding / supporting streets:

All attendees will be maintained in the open field and will not impact the street

c. Parking plan on site & impact on surrounding / supporting streets:

Cars can park on the property parking circle and on street not blocking traffic

d. Noise impact on neighborhood:

Noise will be kept to minimum by facing speakers towards the open field

e. Trash & litter control plan for the amusement site and surrounding community during and immediately after the proposed amusement:

Will provide rubbish cans on site, and will dispose from property personally.

f. List expected general disruption to neighborhood's normal life and activities:

Very minimal disruption with light traffic with occasional passerby

g. Other expected influence on surrounding neighborhood:

None

12. Provide a detailed plan for the following:

a. Accessibility of amusement site to emergency, police, fire & medical personnel and vehicles:

Firehouse #2 is nearby up the street. (less than 1 mile away)

b. Provisions for notification of proper authorities in the case of an emergency:

Signage stating how to notify authorities in case of an emergency

c. Any provision for on-site emergency medical services:

No

d. Crowd control plan:

All crowd will in the open field

e. If on town property, the plan for the return of the amusement site to pre-amusement condition:

N/A

f. Provision of sanitary facilities:

Portable Potty on site

13. Will food be provided, served, or sold on site:

Food truck vendor and Bar B Q

Food available Yes No AND contact has been made with the East Hartford Health

Department Yes No.

14. Does the proposed amusement involve the sale and/or provision of alcoholic beverages to amusement attendees,

Yes No Alcoholic beverages will be served / provided.

If 'YES', describe, in detail, any and all arrangements and what procedures shall be employed:

a. For such sale or provision,

b. To ensure that alcohol is not sold or provided to minors or intoxicated persons.

Check if copy of the liquor permit, as required by State law, is included with application.

15. Include any other information which the applicant deems relevant (ie: time waivers and fee waiver requests should go here):

See attached

CGS Sec. 53a-157. False Statement: Class A Misdemeanor.

A person is guilty of False Statement when he intentionally makes a false written statement under oath or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable, which he does not believe to be true and which statement is intended to mislead a public servant in the performance of his official duties.

a. False Statement is a Class A Misdemeanor.

b. The penalty for a Class A Misdemeanor is imprisonment for a term not to exceed one (1) year, or a fine not to exceed \$1,000, or both a fine and imprisonment.

I declare, under the penalties of False Statement, that the information provided in this application is true and correct to the best of my knowledge:

Monica Carr

(Legal Name of Applicant)

~~Monica Carr~~

(Applicant Signature)

Monica Carr

(Printed Name)

7/30/2014

(Date Signed)

Event Coordinator

(Capacity in which signing)

(Send application electronically to cfrank@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included:

YES

NO

Liquor Permit Included:

YES

NO N/A

Certificate of Alcohol Liability Included:

YES

NO N/A

Time Waiver Request Included:

YES

NO

Fee Waiver Request Included:

YES

NO

Received By: _____

Paul Frank

Employee Number: _____

9019

Date & Time Signed: _____

July 30 2011 9:40 AM

Time remaining before event: _____

30' days.

If roads or sidewalks will be closed to public use as a result of this event the applicant must comply with signage requirements per Section 5-4 and present a signed affidavit attesting to this at the Town Council meeting.

7/29/2014

To whom it may concern,

My name is Monica Carr. I am a resident of East Hartford and will be coordinating an Outdoor Movie Night with family, neighbors, and friends. I plan to invite 50-75 people to participate with their families.

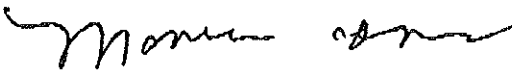
The purpose for holding this event is bring the neighborhood together and to raise funds for The C.H.A.I.N. Fund a 501c3 non-profit organization that assists cancer patients with interim needs like paying co-pays, mortgages/rents, utilities, etc. while undergoing treatment. I'm a seasoned community event coordinator who volunteers my time and expertise to helping non-profit organizations such as The C.H.A.I.N. Fund raise awareness and much needed funds.

I reside on a huge property (see attached property info) with lots of open field space, and spoke with the owner about hosting the event which he gave me approval to do so. I'm humbly asking (at such short notice), for the permission of the department to approve the 1 day event by issuing the necessary permit. I will be purchasing out of my own pocket, a 1-day million dollar event insurance policy to cover the event. I also, would like to be considered for any waivers seeing that this is a fundraiser and there is very little resources. I do plan to send a letter to all my neighbors within a radius of my home to inform them of the event, and invite them out to attend.

If you have any questions, feel free to contact me. I can be reached at 860.895.7239.

Best Regards,

Monica Carr



Event Coordinator
Proposed Outdoor Movie Night Event 8/30/2014

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAY 22 2007

C H A I N FUND INC
PO BOX 6344
HAMDEN, CT 06517-2705

Employer Identification Number:
52-2375279
DLN:
17053003810097
Contact Person:
THOMAS C KOESTER ID# 31116
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
509(a)(2)

Dear Applicant:

Our letter dated May 2003, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Fire Dept



Scott M. Sansom
Chief of Police

TOWN OF EAST HARTFORD
Outdoor Amusement Permits
31 School Street
East Hartford, CT 06108
(860) 528-4401



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 30, 2014** Rain Date: **August 31, 2014**

Event: **Outdoor Family Movie Night Fundraiser**

Applicant: **Monica Carr, Event Coordinator**

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:

- 1. the application be approved as submitted.
- 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
- 3. the application be disapproved for the reason(s) set forth in the attached comments.

- Fire Department
- Health Department
- Parks & Recreation Department
- Public Works Department
- Corporation Counsel

Anticipated cost(s) if known \$ _____ \$240 _____

William Perez, Assistant Fire Chief
Signature

August 1, 2014
Date

Comments:

- 1. Required site plan to show location of vendors, cooking activity, and seating
- 2. Pre-event inspection is required (if inspection is necessary on day of event, please reference anticipated cost).



8/4/2014

Attn: Carol Franks 610-6290

Good Morning Carol,

I have attached the handwritten site map that Tom at the Fire Marshalls office said would be sufficient to send in for the Outdoor Movie Night Event. I will follow-up with Gloria Stokes when she returns tomorrow; I just wanted to send in this so that you may forward it to all parties to add to the application. Please let me know if you have any questions, I can be reached at 860.721.5730 days.

Thank you,

Monica Carr

Movie Screen

open LAWN seating

Kid Zone
(Bouncer House)

Vendor Area

(Cooking Activity)
Grill, popcorn machine,
cotton candy.

Potty

LAWN parking

(BARE FIELD)

House: 1807-Mans St.

Driveway Entrance

(Hydrant)
15 FT.

S T R E E T



Scott M. Sansom
Chief of Police

TOWN OF EAST HARTFORD
Outdoor Amusement Permits
31 School Street
East Hartford, CT 06108
(860) 528-4401



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 30, 2014** Rain Date: **August 31, 2014**

Event: **Outdoor Family Movie Night Fundraiser**

Applicant: **Monica Carr, Event Coordinator**

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- 3. the application be disapproved for the reason(s) set forth in the attached comments.

- Fire Department
- Health Department
- Parks & Recreation Department
- Public Works Department
- Corporation Counsel

Anticipated cost(s) if known \$0

Ted Fravel
Signature

8/7/14
Date

Comments:

Frank, Carol

From: Milkove, Tess
Sent: Friday, August 01, 2014 11:07 AM
To: Frank, Carol
Cc: Bockus, Tim; Horan, Denise
Subject: RE: Outdoor Family Movie Night Fundraiser

Carol,

I have reviewed this application and Pursuant to Town Ordinance 5.3. I recommend that the application be approved subject to the following condition:

- All vehicle parking shall be on the applicant's property. There is not sufficient road width for on-street parking in this area.

Thanks,

Tess Milkove, PE
Assistant Director of Public Works
Town of East Hartford
740 Main Street
East Hartford, CT 06108
Phone (860)291-7365
Fax (860) 291-7370
www.easthartfordct.gov

From: Frank, Carol
Sent: Wednesday, July 30, 2014 9:56 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: Outdoor Family Movie Night Fundraiser

Good morning all.

This application was received 30 days prior to the event, I am requesting that your reviews be returned to me in one week's time in order to have this placed before the Town Council in a timely manner. Your attention in this matter is greatly appreciated.

Attached please find the Outdoor Amusement Permit Application, Date and Fee Waiver Requests and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by **Wednesday, August 6, 2014**. Thank you.

Frank, Carol

From: Bennett, Cindy
Sent: Wednesday, July 30, 2014 10:07 AM
To: Frank, Carol
Subject: RE: Outdoor Family Movie Night Fundraiser

The applicant will have to provide proof of a 1 million dollar liability policy for the event, naming the Town as an additional insured with liabilities associated with the event.

From: Frank, Carol
Sent: Wednesday, July 30, 2014 9:56 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: Outdoor Family Movie Night Fundraiser

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Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by **Wednesday, August 6, 2014**. Thank you.

If you should have any questions, please feel free to contact me.

Carol A. Frank
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

Ph: 860-291-7631
Fax: 860-610-6290

Frank, Carol

From: DeMaine, Michael
Sent: Wednesday, July 30, 2014 11:56 AM
To: Frank, Carol
Subject: RE: Outdoor Family Movie Night Fundraiser

I see no problem with this application. Extra attention district 25 for the special events calendar.

Sergeant Michael DeMaine
Public Information Officer
East Hartford Police Department
31 School Street
East Hartford, CT 06108
Office (860)291-7583
Fax (860)289-1249
mdemaine@easthartfordct.gov

From: Frank, Carol
Sent: Wednesday, July 30, 2014 9:56 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: Outdoor Family Movie Night Fundraiser

Good morning all.

This application was received 30 days prior to the event, I am requesting that your reviews be returned to me in one week's time in order to have this placed before the Town Council in a timely manner. Your attention in this matter is greatly appreciated.

Attached please find the Outdoor Amusement Permit Application, Date and Fee Waiver Requests and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Wednesday, August 6, 2014. Thank you.

If you should have any questions, please feel free to contact me.

Carol A. Frank
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

Frank, Carol

From: Grew, Greg
Sent: Wednesday, July 30, 2014 2:09 PM
To: Frank, Carol
Subject: RE: Outdoor Family Movie Night Fundraiser

Carol:

Per town ordinance 5-3 my review and approval is not required. Permits and inspections may be required for set up of temporary structures or utilities.

Regards,
Greg Grew

MILTON GREGORY GREW, AIA
Director of Inspections & Permits
(Building/Zoning/Property Maint.)
TOWN OF EAST HARTFORD
740 Main Street
East Hartford, CT 06108
Direct (860)291-7345
Cell (860)874-8034
www.easthartfordct.gov

-----Original Message-----

From: Frank, Carol
Sent: Wed 7/30/2014 9:56 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/03/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain parties may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Helios Insurance Group 1400 S. Lamar St., Suite 1007 Dallas, TX 75215	CONTACT NAME PHONE FAX EMAIL ADDRESS CITY STATE ZIP INSURANCE CLASSIFICATION
AGENCY Morgan Carr Subscribed Agent Organizers of Helios Insurance Group Program 1400 S. Lamar St., Suite 1007 Dallas, TX 75215	INSURER Heli Group POLICY NO. POLICY EFF. DATE POLICY EXP. DATE INDUSTRY

COVERAGES: CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE COVERAGE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TR	TYPE OF COVERAGE	DESCRIPTION (BY ENDORSEMENT)	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY					EACH OCCURRENCE: \$ 1,000,000 DAMAGE TO RENTED PREMISES: \$ 100,000 MED EXP (INJURED PARTY): Not Covered PERSONAL & ADJUTORY: \$ 1,000,000 GENERAL ASSAULT: \$ 2,000,000 PRODUCTS - COMBOPASS: \$ 1,000,000
X	COMMERCIAL GENERAL LIABILITY	X	Policy Number: 8097001059	02/28/2014	03/31/2014	
	CLAIMSMADE	X	Policy Id: 02745			
X	Host Liquor					
	GEN'L AGGREGATE LIMIT / APPLIES PER					
	PERIOD					
	AUTOMOBILE LIABILITY					COVERED SINGLE EAR (EYESIGHT) BODILY INJURY (PERSONAL) BODILY INJURY (PER ACCIDENT) PROPERTY DAMAGE (PER ACCIDENT)
	ANY AUTO					
	ALL OWNED AUTOS					
	SCHEDULED AUTOS					
	HIRED AUTOS					
	NON-OWNED AUTOS					
	UMBRELLA LIME	AGGREGATE				EACH OCCURRENCE AGGREGATE
	EXCESS/MADE	CLAIMSMADE				
	DEDUCTIBLE					
	RETENTION					
	WORKER COMPENSATION AND EMPLOYERS' LIABILITY	Y/N				WC STATUTORY LIMIT / OTHER EL EACH ACCIDENT EL DISEASE - EX-EMPLOYEE EL DISEASE - POLICY LIMIT
	PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A				
	(Manually in (1-4))					
	If YES, describe when					
	DESCRIPTION OF OPERATIONS					

DESCRIPTION OF OPERATIONS (LOCATIONS (VEHICLES (ATTACH ACORD 101. Additional Remarks Schedule, if more space is required)
The Certificate Holder is added as an Additional Insured with respects to our Insured's operations only.
This coverage is with respect to Outdoor Movie Night event to be held 03/30/2014 at East Hartford.

CERTIFICATE HOLDER City of East Hartford member of Helios Group 740 Main Street East Hartford, CT 06108	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/08/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Helios Insurance Group 1409 S. Lamar St., Suite 1007 Dallas, TX 75215	CONTACT NAME: PHONE: _____ FAX: _____ (A/C No. Ext): _____ EMAIL: _____ ADDRESS: _____ PRODUCER CUSTOMER ID #: _____
	INSURER(S) AFFORDING COVERAGE
INSURED Monica Carr Subscribed Event Organizers of Helios Insurance Group Program 1409 S. Lamar St., Suite 1007 Dallas, TX 75215	INSURER A: HCC Specialty
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	ADDITIONAL INSURED	POLICY NUMBER	POLICY EFF. DATE	POLICY EXPIRATION DATE	LIMITS
GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> FROST LIQUOR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO. <input type="checkbox"/> 100	Y	Policy Number: 5097001059 Policy Id: 02745			EACH OCCURRENCE: \$ 1,000,000 SUBJECTS TO RETENTION: \$ 300,000 MED EMPLOYER'S LIABILITY: Not Covered PERSONAL & ADJ. GRIEV: \$ 1,000,000 GENERAL AGGREGATE: \$ 2,000,000 PRODUCTS-COMPLETE AGG: \$ 1,000,000
AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Per person): \$ BODILY INJURY (Per person): \$ BODILY INJURY (Per accident): \$ PROPERTY DAMAGE (Per person): \$
UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$					EACH OCCURRENCE: \$ AGGREGATE: \$
WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (mandatory in CT) If yes, describe why: DESCRIPTION OF OPERATIONS below	Y/N	N/A			WC STATUTORY LIMITS: OTHER: E.L. EACH ACCIDENT: \$ E.L. DISEASE - EA EMPLOYEE: \$ E.L. DISEASE - POLICY LIMIT: \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
The Certificate Holder is added as an Additional Insured with respects to our Insured's operations only. This coverage is with respect to Outdoor Movie Night event to be held 08/30/2014 at East Hartford.

CERTIFICATE HOLDER Monica Carr member of Helios Group 1807 Main St East Hartford, CT 06108	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE:
--	---

OLD BUSINESS

Two Parcels on Park Avenue/Main Street (Route 5 North)

Public Works Director Tim Bockus reported on the history of demolition of structure and removal of underground tanks on the property. The removal of the tanks was done within DEEP guidelines. No further action taken at this time.

26 Bissell Street

Development Director Eileen Buckheit received letters from Carlos Costa, owner of Main Street Properties and Marcel Bizier, owner of the property on which Gold's Gym and Discount Trophy is located, indicating that they were not interested in purchasing 26 Bissell Street. (see attached) TAB Computers agreed to purchase 26 Bissell Street for \$50,000 to be paid over a ten year period, the balance of which could be paid off without incurring any penalty charges.

- MOTION By Linda Russo
 seconded by Anita Morrison
 to recommend that the Town Council vote to convey 26 Bissell Street to
 TAB COMPUTER SYSTEMS, INC., on the following terms:
1. A public hearing is held, pursuant to C.G.S. §7-163(e), prior to the Town Council's vote on the sale.
 2. The Planning and Zoning Commission approves the sale pursuant to C.G.S. §8-24.
 3. The purchase price for the property shall be \$50,000.
 4. The purchase price shall be paid as follows: a payment of \$5,000 on the closing date. An additional payment of \$5,000 plus interest shall be paid by TAB COMPUTER SYSTEMS, INC., to the Town on each anniversary date of the closing, up to and including the 9th anniversary. To secure the repayment, the purchaser shall sign a promissory note in the Town's favor, with interest accruing at 4% per annum, and shall execute a mortgage in the Town's favor. The note may be paid off, at any time, without penalty.

Motion carried 2/0.

ADJOURNMENT

- MOTION By Linda Russo
 seconded by Anita Morrison
 to **adjourn** (8:00 p.m.)
 Motion carried 2/0.

cc: Town Council
 Marcia Leclerc, Mayor
 Rich Gentile, Assistant Corporation Counsel
 Tim Bockus, Public Works Director
 Eileen Buckheit, Development Director

Robert J. Paek

OFFICE OF THE
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

2014 AUG 14 A 11:43
(860) 291-7208
TOWN CLERK
EAST HARTFORD FAX (860) 291-7389

DATE: August 14, 2014

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: **Tuesday, August 19, 2014 7:00 p.m. Town Council Majority Office**

In accordance with Section 3.3 (a) of the Town Charter, a Special Meeting of the Town Council will be held as follows:

Tuesday, August 19, 2014

7:00 p.m.

Town Council Majority Office

The purpose of the meeting is to meet in executive session to discuss the pending real property tax appeal known as Costa Associates, LLC v Town of East Hartford, Docket No.CV-13-6019933S, involving 1008-1010 Main Street.

cc: Mayor Leclerc
Scott Chadwick, Corporation Counsel
Brian Smith, Assessor

Attenello, Angela

From: Scott Chadwick <src@chadwickstone.com>
Sent: Wednesday, August 13, 2014 3:44 PM
To: Attenello, Angela; Smith, Brian
Cc: Corporation Counsel
Subject: RE: Executive Session

Pending real property tax appeal known as *Costa Associates, LLC v. Town of East Hartford*, Docket No. CV-13-6019933-S, involving 1008-1010 Main Street.

-----Original Message-----

From: Aattenello@easthartfordct.gov [mailto:Aattenello@easthartfordct.gov]
Sent: Wednesday, August 13, 2014 10:51 AM
To: src@chadwickstone.com; bsmith@easthartfordct.gov
Cc: CorpCounsel@easthartfordct.gov
Subject: Executive Session

The next Town Council meeting date is Tuesday, August 19th. Any need for an exec session?

Angela Attenello
Town Council Clerk
740 Main Street
East Hartford CT 06108
Office: (860)291-7208
Fax: (860)291-7389