

Robert J. Beck

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT

2016 MAR -2 A 9:53

TOWN CLERK
EAST HARTFORD

MARCH 6, 2018

6:45 P.M. Executive Session

REVISED 03-02-18

=====

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. SPECIAL PRESENTATION: Connecticut Department of Transportation re: I-84/Rt2 Interchange
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. February 20, 2018 Regular Meeting
 - B. February 26, 2018 Budget Workshop/Police & Fire Depts.
 - C. February 28, 2018 Budget Workshop/Inspc&Prmts, Health & Social Svcs, Parks & Rcrtn Depts.
6. COMMUNICATIONS AND PETITIONS
 - A. Resignation of Daniel DePietro from the Public Building Commission
7. OLD BUSINESS
8. NEW BUSINESS
 - A. North Central Area Agency on Aging (NCAAA) Grant
 - B. Town of East Hartford and CSEA Local No. 2001 Tentative Agreement:
 1. Approval of Agreement
 2. Budget Transfer of Funds
 - C. Recommendation from Investigation & Audit Committee re: Appointment of Town Auditor for FY2017-2018
 - D. Appointment to Zoning Board of Appeals:
 1. Rescission of February 20, 2018 Motion to Appoint Nancy Vivar-Ramos
 2. Appointment of Nancy Vivar-Ramos, as Alternate
 - E. Refund of Taxes
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
 - A. **Corey Overstreet v East Hartford Board of Education, Docket No. CV-16-6070362-S**
 - B. **Workers' Compensation claim of former employee Richard Walz, Claim # 265795**
11. OPPORTUNITY FOR RESIDENTS TO SPEAK
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
12. ADJOURNMENT (next *regular* meeting: March 20th)

Habitat for Humanity

EAST HARTFORD TOWN COUNCIL

2018 FEB 26 P 12: 28

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

FEBRUARY 20, 2018

PRESENT Chair Richard F. Kehoe, Vice Chair Linda A. Russo, Majority Leader Ram Aberasturia, Minority Leader Esther B. Clarke, Councillors Marc I. Weinberg, Joseph R. Carlson, Shelby J. Brown, Patricia Harmon and Caroline Torres

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:32 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

Mayor Leclerc announced that the Connecticut Department of Transportation will hold an informational meeting on Thursday, February 22nd at Veterans' Memorial Clubhouse on the I-84/Route 2 Interchange Roadwork Project.

APPROVAL OF MINUTES

February 6, 2018 Executive Session

MOTION By Ram Aberasturia
seconded by Marc Weinberg
to **approve** the minutes of the February 6, 2017 Executive Session.
Motion carried 7/0. **Abstain**: Clarke, Harmon

February 6, 2018 Regular Meeting

MOTION By Ram Aberasturia
seconded by Marc Weinberg
to **approve** the minutes of the February 6, 2018 Regular Meeting.
Motion carried 7/0. **Abstain**: Clarke, Harmon

COMMUNICATIONS AND PETITIONS

Pension Valuation and Investment Results Presentations:

Donald Currey, Town Treasurer and Chair of the Pension and Retiree Benefit Board (Retirement Board), summarized the presentations that the Council would hear this

bingo and bazaar or raffles as follows:

Bingo:

Class A	\$75
Class B	\$10 per day
Class C	\$50

Bazaar or raffle:

Class 1	\$75
Class 2	\$30
Class 3	\$60 per day
Class 4	\$15
Class 5	\$120
Class 6	\$150
Class 7	\$300

Motion carried 9/0.

Appointment of Gary LeBeau to the Metropolitan District Commission

MOTION

By Joe Carlson
seconded by Marc Weinberg
to **approve** the appointment of Gary LeBeau, 19 Garvan Street, to the
Metropolitan District Commission, whose term shall expire December 2022.
Motion carried 8/0. **Abstain:** Russo

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Esther Clarke inquired on the status of the Shoppes at Rentschler Field project. *Mayor Leclerc said that the project is still on hold. The next major milestone is March 15th for the developer to demonstrate sufficient financing.*

Caroline Torres noticed that there are many cars parked on lawns and asked how the town plans to alert the public to the new ordinance that was recently passed. *The Mayor indicated that the administration will spread the word through the website and other publications. She is reviewing hiring part-timers to enforce the provisions of the new ordinance, especially on weekends and after normal working hours.*

Ram Aberasturia wished his father a Happy Birthday.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Linda Russo
 to **adjourn** (9:35 p.m.).
 Motion carried 9/0.

The Chair announced that the next **regular** meeting of the Town Council would be March 6th.

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

Robert F. Kehoe

2018 MAR -1 A 8:30

TOWN COUNCIL CHAMBERS
EAST HARTFORD, CONNECTICUT

TOWN CLERK
EAST HARTFORD

FEBRUARY 26, 2018

BUDGET WORKSHOP/POLICE and FIRE DEPARTMENTS

PRESENT Chair Richard F. Kehoe, Vice Chair Linda A. Russo, Majority Leader Ram Aberasturia,
Minority Leader Esther B. Clarke, Councillors Marc I. Weinberg, Joseph R. Carlson,
Patricia Harmon, and Caroline Torres

ABSENT Councillor Shelby J. Brown

ALSO Mayor Marcia A. Leclerc
PRESENT Finance Director Michael Walsh
Fire Chief John Oates, Deputy Fire Chief Will Perez
Scott Sansom, Chief of Police
Deputy Chiefs of Police Mack Hawkins and Robert Davis
Lieutenant Ricardo Soto
Lieutenant Timothy Juergens

CALL TO ORDER

Chair Kehoe called the meeting to order at 6:35 p.m. He announced the exit locations in accordance with Connecticut General Statutes §29-381 after which he led the Town Council in the Pledge of Allegiance.

Mayor Leclerc addressed the Council on her recommended budget for the Police and Fire Departments, as well as the budget in general. Chair Kehoe provided an overview of the Council's review of the Mayor's proposed budget, which will culminate in a projected adoption of the budget on March 13, 2018.

The Council reviewed the following departments' 2018-2019 budgets:

Police Department: (7:05 p.m.)

Scott Sansom, Chief of Police presented an overview of the Police department's budget and answered questions from the Councillors.

Fire Department: (8:45 p.m.)

Fire Chief Oates presented an overview of his department's budget and answered questions from the Councillors.


ADJOURNMENT

MOTION By Esther Clarke
seconded by Linda Russo
to **adjourn** (9:59 p.m.).
Motion carried 8/0.

Attest *Richard F. Kehoe*
Richard F. Kehoe
Town Council Chair



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 1, 2018
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESIGNATION: Boards and Commissions

Attached is a letter received by my office from Daniel DePietro, who is resigning from Public Building Commission.

Please place this resignation on the March 6, 2018 agenda and share our appreciation as a community for the valuable service Daniel has provided by volunteering his time on the Public Building Commission.

Thank you.

C: R. Pasek, Town Clerk

Date: February 28, 2018

**Marcia Leclerc, Mayor
Town Of East Hartford
740 Main Street
East Hartford, CT 06108**

Re: Resignation from the PUBLIC BUILDING COMMITTEE

Dear Marcia,

Due to a serious health issue I am dealing with, please accept my resignation from the East Hartford P.B.C. I hope my service to the Town has been worthy and satisfactory.

I know the Commission is in good hands under Vice Chair Richard Domler Jr. I recommend his nomination to be the next Chairman of the P.B.C. due to his experience and judgment should and when the P.B.C. elects new officers.

Sincerely,


Daniel R. DePietro

**Daniel R. DePietro
Chairman
Public Building Commission
Town Of East Hartford**

**Cc: Robert Pasek, Town Clerk
Richard Kehoe, Deputy Mayor
P.B.C. Members
Department of Facilities
Craig Stevenson, EHTDC Chair**



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: February 28, 2018
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: NCAAA Grocery Delivery Program

The Town of East Hartford is once again eligible to apply to the North Central Area Agency on Aging (NCAAA) for a grant funding of our grocery delivery program for East Hartford Senior citizens.

The Town will be required to provide a local match which will be met by a grant from Masonicare for senior programming.

Attached is a draft resolution authorizing an application to the North Central Area Agency on Aging for the grant funding. Please place this information on the agenda for the March 6, 2018 meeting. I recommend that the Town Council approve this request as submitted and adopt the attached resolution.

Thank you.

C: E. Buckheit, Development Director
K. Kane, Senior Services
P. O'Sullivan, Grants Manager

RESOLUTION

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 6th day of March, 2018.

WHEREAS: the North Central Area Agency on Aging, Inc. (NCAAA) has made funds available for the operation of a grocery delivery program to benefit senior citizens in the Town of East Hartford; and

WHEREAS: this program provides East Hartford senior citizens with assistance that helps them remain independent and self-sufficient residents of their own homes;

NOW THEREFORE LET IT BE RESOLVED; that Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized and directed to file an application on forms prescribed by the North Central Area Agency on Aging, Inc. for financial assistance in an amount not to exceed \$3,000 and upon approval of said request to enter into and execute a funding agreement and any amendments as may be required with the North Central Area Agency on Aging, Inc. for the purposes of administering a grocery delivery to elderly residents 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 March, 2018.

Signed: _____
Angela M. Attenello, Council Clerk

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: North Central Area Agency on Aging (NCAAA) Older Americans Act Grant

Funder: Federal Older Americans Act Title III-B via NCAAA

Grant Amount: \$3,000

Frequency: ☐ One time ☒ Annual ☐ Biennial ☐ Other _____

First year received:	<u>1992</u>		
Last 3 years received:	<u>2018</u>	<u>2016</u>	<u>2015</u>
Funding level by year:	<u>\$2,100</u>	<u>\$2,100</u>	<u>\$3,000</u>

Is a local match required? ☒ Yes ☐ No

If yes, how much? \$3,000

From which account? Match provided by grant from Masonicare, Inc. No Town funds expended.

Grant purpose: To fund supportive services & senior center programs. Funding umbrella encompasses the areas of access, legal, in-home, adult day care, community services, and community education/counseling.

Results achieved: Grocery delivery to senior citizens unable to shop for groceries on their own.

Duration of grant: One year

Status of application: Under development

Meeting attendee: Parks and Rec Director Ted Fravel, x7166

Comments: None

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Marcia A. Leclerc

FROM: Paul O'Sullivan, Grants Manager *PMO/S*

SUBJECT: Council Resolution – NCAAA Grocery Delivery Program

DATE: February 23, 2018

Attached is a draft resolution authorizing you as Mayor to enter into a grant contract with the North Central Area Agency on Aging (NCAAA) to operate a grocery delivery program for East Hartford senior citizens.

NCAAA is a regional agency which grants federal dollars to programs benefiting the older adult population. They have granted East Hartford various amounts for many senior citizen programs since 1992. This year we intend to apply for \$3,000 to continue funding the Grocery Delivery Program.

The Grocery Delivery Program has operated for the past 10 years by providing homebound residents with grocery delivery service. Seniors pay for their groceries, and the grant funding pays for the cost of the delivery. Approximately 570 deliveries will be provided to East Hartford seniors if the full amount of our request is approved. I have attached a copy of the Project Summary from the application for your information. Please note that the "Town of East Hartford funding" referred to in the summary will be supplied by a grant from Masonicare for senior programs.

The attached Resolution will authorize you as Mayor to make application and execute all documents associated with this grant. I respectfully request that this resolution be included on the Town Council agenda for the March 6, 2018 meeting.

Please contact me at extension 7206 if you have any questions.

Attachments (2)

Cc: Eileen Buckheit, Development Director
Kathy Kane, Coordinator, Senior Services



151 New Park Avenue, Box 75, Hartford, CT 06106

Phone: 860-724-6443 • 800-994-9422

Fax: 860-251-6107

Website: www.ncaaact.org

TO: Service Providers

FROM: Maureen McIntyre, Chief Executive Officer

DATE: February 1, 2018

RE: **OLDER AMERICANS ACT REQUEST FOR PROPOSALS**

The North Central Area Agency on Aging, Inc. (NCAAA) is soliciting proposals for programs that serve older persons (age 60 and older) and their families in the North Central Connecticut Region under Title III-B, D, and E of the Older Americans Act (1965, as amended). The project period for proposals being solicited will run from October 1, 2018 through September 30, 2019. **Proposals are due in the NCAAA office no later than FRIDAY, MARCH 16, 2018 at 4:00 p.m. (Eastern Standard Time).**

Proposals will be accepted for the following service categories:

- Title III-B: Supportive Services and Senior Centers;
- Title III-D: Disease Prevention and Health Promotion; and
- Title III-E: Family Caregiver Support.

TITLE III-B: SUPPORTIVE SERVICES & SENIOR CENTERS


1. **Access** – Programs that decrease the isolation and alienation of older persons. Programs shall provide older persons access to available services. Services include outreach, transportation, and information and referral. Programs designed to provide enhanced and/or integrated access to community-based health services are also encouraged.
2. **Legal** – Programs that will ensure free or low-cost legal services are available to low income, culturally and/or geographically isolated older persons in the North Central region.
3. **In-Home** – Programs that provide new or expanded services, which may include homemaker, home health aide, chore, and companion. These programs should give preference to older persons with the greatest social and economic need, with particular attention to low-income older individuals, low income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas.
4. **Adult Day Care** – Programs that provide a structured program of social, health, and rehabilitative services for frail older adults in an effort to prevent premature institutionalization and provide respite for caregivers.
5. **Community Services** – Programs that provide opportunities, foster independent action, create intergenerational opportunities, and provide specific services to the older adult community such as economic development, housing and job placement, and health services. Programs providing services that are coordinated and delivered through multipurpose senior centers are strongly encouraged.
6. **Community Education/Counseling** – Programs that educate communities about issues, services, and products designed to assist seniors, their families and caregivers. Programs designed for older individuals with respect to mental health services, including outreach for, education concerning, and screening for such services, and referral to such services for treatment are strongly encouraged.

All Older Americans Act, Title III awards are contingent upon NCAAA's receipt of federal and state funding. Not-for-profit, public, and proprietary agencies are eligible to apply.

Applications can be downloaded from the NCAAA website at www.ncaaact.org.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: February 28, 2018
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: Tentative Agreement between the Town of East Hartford and the East Hartford CSEA Local No. 2001, SEIU Union (Town Municipal Employees Union)

On February 09, 2018 the Town of East Hartford and the East Hartford CSEA Union Local No. 2001, SEIU (hereinafter "the Town Municipal Employees Union") entered into a tentative agreement for a new collective bargaining agreement effective July 1, 2017 through June 30, 2021. The tentative agreement was ratified by the bargaining unit members on February 22, 2018.

The impetuses for the tentative agreement centered on maintaining the wage increases and health insurance costs for the eighty two (82) members in the Town Municipal Employees Union within the parameters established in the Town's Proforma for Labor Contract Negotiations. During the negotiation process the Town negotiating committee focused on the need to 1) eliminate the 50% portion of the seed funded by the Town, for the High Deductible Health Plan ("HDHP Plan") paired with a Health Savings Account ("HSA"), 2) Negotiate wages comparable to what has been recently negotiated with other unions in the Town.

You'll find that the tentative agreement with the Town Municipal Employees Union regarding these items have achieved the objectives of the Town, while staying within the Town Council's spending directive from the joint Town and Board of Education meeting.

The duration of the agreement is for four years. Below is a summary listing of the financial items that were negotiated:

Active Member Health Insurance

HDHP Participants

Year 1 – Effective 07/01/2017 14% Premium Share, Seed 50%
Year 2 – Effective 07/01/2018 11% Premium Share, Seed *25%
Year 3 – Effective 07/01/2019 10% Premium Share, Seed 20%
Year 4 – Effective 07/01/2020 10% Premium Share, Seed 0

*Employees transferring from the PPO to the HDHP for plan year 2018-2019 only will receive the 50% Town contribution to their HSA.

Wellness Incentive

Reduce from \$500.00 to \$250.00 for all current HDHP participants. Members transferring from the PPO to the HDHP will receive \$500.00 wellness incentive for the July 2018-2019 year only.

PPO Participants– 24% Premium Share – no change to plan design

Wages:

July 1, 2017 - June 30, 2018	2%
July 1, 2018 - June 30, 2019	2%
July 1, 2019 - June 30, 2020	1%
July 1, 2020 - June 30, 2021	1%

In addition to the above financial items the successor agreement also contains the following negotiated changes:

- Yearly Health Insurance Opt- Out amount for single, single plus one, and family increased from \$500/\$750/\$1000 to \$1000/\$1500/\$2000
- Life Insurance - AD and D increase from \$20,000/\$40,000 to 40,000/\$80,000
- Workers' Compensation - Limit salary continuation to six months
- HVAC Maintainer - Take home car eliminated effective 12/31/2018
- Overtime – To be distributed equally within job classification provided the member is qualified to perform the work.
- Vacation - 50 days paid @ retirement or separation – 40 days includable in pension calculation.
- Safety Shoes – Current \$125 annual reimbursement extended to Engineer positions.

Attached for transmittal to the Town Council is a memorandum from Mike Walsh, Director of Finance, with the financial analysis of the four year tentative agreement. Also, attached for your review and transmittal to the Town Council are a copy of the tentative agreement and a draft of the successor collective bargaining agreement highlighting in detail the new contract changes.

Since this matter involves a need to fund the successor collective bargaining agreement, the Town's Finance and Human Resources Directors will be present at the Town Council meeting should there be any questions or concerns, or a need to go into executive session.

The attached tentative agreement is being submitted to you within fourteen days from the date the union members ratified the agreement. In accordance to Section 7-474 of the General Statutes of the State of Connecticut " Such request shall be considered approved if the legislative body fails to vote to approve or reject such request within thirty days of the end of the fourteen-day period for submission to said body."

The tentative agreement was ratified by the Town Municipal Employees Union on February 22, 2018. I respectfully request that this agreement be added as an agenda item for the Council meeting on March 06, 2018. I also recommend that the Council approve the agreement for the reasons indicated above.

C: M. Walsh, Finance Director
S. Malave, Human Resources Director

**The Town of East Hartford
And CSEA Local #2001
Full Tentative Agreement
2/9/2018**

1. Duration 4 years: July 1, 2017 – June 30, 2021

2. GWI w/ steps

Effective and retroactive:	July 1, 2017 – June 30, 2018	2%
Effective:	July 1, 2018 – June 30, 2019	2%
Effective:	July 1, 2019 – June 30, 2020	1%
Effective:	July 1, 2020 – June 30, 2021	1%

3. Active EE medical PPO – 24% PCS - no changes to plan design

 HDHP \$1500/\$3000 – enhance plan to include "ConditionCare Rewards Program" and "PreventiveRX" effective July 1, 2018.

 PCS:

7/1/17	14%
7/1/18	11%
7/1/19	10%
7/1/20	10%

 Town seed:

7/1/17	50%
7/1/18	*25%
7/1/19	20%
7/1/20	-0-

** Employees transferring from the PPO to the HDHP for plan year 2018-2019 only will receive the 50% Town contribution to their HSA.*

 Wellness:
 Reduce to \$250 for all current HDHP participants. Employees transferring from the PPO to the HDHP will receive \$500 wellness incentive for the July 2018 – June 2019 year only. Thereafter, all participants eligible for \$250 per plan year.

4. Opt-Out Increase quarterly payments from \$500/\$750/\$1000 TO \$1000/\$1500/\$2000

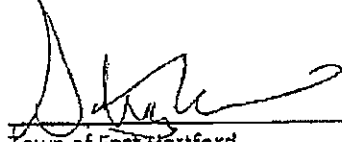
5. Life/AD&D Increase from \$20,000/\$40,000 to \$40,000/\$80,000


6. Workers' Comp limit salary continuation to six months

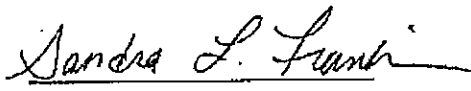
7. HVAC car the take home car for HVAC Maintainer shall be eliminated 12/31/2018

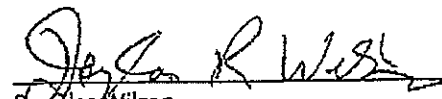
8. Overtime Overtime work shall be distributed equally within job classification, provided the Bargaining unit member is qualified to perform the work.
9. Safety Shoes \$125 reimbursement annually
10. Vacation up to 50 days paid @ retirement or separation – 40 includable in pension calculation

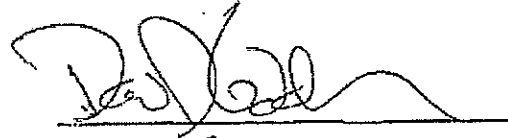
All other language is to remain unchanged from the July 1, 2017 to June 30, 2021 Working Agreement.
Signed this 9th day of February, 2018 by:


Town of East Hartford
Santiago Malave
Director of Human Resources


Aliyn Tarbell
President, CSEA, Local #2001, Chapter I-15


Sandra L. Franklin
For the Town


Douglas Wilson
Vice President, CSEA, Local #2001, Chapter I-15


DAVID D. GUZMAN
EXECUTIVE DIRECTOR
CSEA (CNU Local 2001)

AGREEMENT BETWEEN
THE TOWN OF EAST HARTFORD
and
THE EAST HARTFORD
CSEA, LOCAL NO. 2001, SEIU, CTW, CLC

~~JULY 1, 2013 – JUNE 30, 2017~~

JULY 1, 2017 – JUNE 30, 2021

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ARTICLE I

Recognition

1.0: The Town recognizes the Civil Service Employees Affiliates, Inc. (CSEA, Local 2001, SEIU, CTW, CLC) as the sole and exclusive bargaining agent for the purposes of collective bargaining on matters of wages, hours of employment, other conditions of employment and all other benefits derived through contractual negotiations to all classified employees, excluding: seasonal employees, supervisors, professionals, uniformed and investigatory employees of the Police and Fire Departments, Secretary to the Mayor, employees in the Department of Human Resources, office of the Corporation Counsel, Board of Education and the Classifications of employees presently constituting a recognized bargaining unit represented by Local #1174 of Council #4, American Federation of State, County and Municipal Employees, and employees presently represented by Local #818 of Council #4, AFL-CIO and employees represented by Teamsters Local #559.

1.1: "Seasonal" means working for a period of not more than one hundred twenty calendar days in any calendar year.

ARTICLE II

Union Security

2.0.a: During the term of this Agreement, every employee shall retain the freedom to elect whether or not to become or remain a member of the Union.

2.0.b: Union dues shall be deducted by the Town from the paycheck of each employee who signs and remits to the Town an authorization form. Such deduction shall be discontinued upon written request of an employee thirty (30) days in advance. In addition, new employees shall be required to pay a one time initiation fee as determined by the Union.

2.0.c: Any employee covered by this Agreement who, within thirty (30) days after the end of her/his probationary period, fails to become a member of the Union, or any employee whose Union membership is terminated for any reason, or any employee who resigned from Union membership, shall be required to pay an agency service fee under Section 2.0.d.

2.0.d: The Town shall deduct the agency service fee from the paycheck of each employee who is required to pay such fee as a condition of employment.

2.1: Deductions provided for in Section 2.0 shall be remitted to the duly authorized Financial Officer of the Union not later than three (3) days following the pay period in which the deduction is made. The Town will simultaneously furnish the duly authorized Financial Officer of the Union each week, for those employees who are paid weekly and bi-weekly for employees paid bi-weekly, a list of the employees from whose earnings deductions have been made.

2.2: The Town's obligation to make such deduction shall terminate automatically upon termination of the employee who signed the authorization or upon his transfer to a job not covered by this Agreement.

2.3: The Town agrees that there will be no lockout of any employee or employees during the life of this Agreement. The Union agrees that during the term of this Agreement, it will not authorize any strike.

2.4: At least two (2) bulletin boards shall be reserved at an accessible place for the exclusive use of the Union for posting of Official Union notices or announcements. One bulletin board shall be placed in Town Hall and one shall be placed in the East Hartford Police Department.

2.5: The Union agrees that it will indemnify and save the Town harmless from any and all liability, claim, responsibility, damage, or suit which may arise out of any action taken by the Town in accordance with the terms of this Article, or in reliance upon the authorization described herein, in an amount not to exceed the sum received by the Union on account of the deductions made from earnings of such employee or employees.

2.6: The Town will provide the Union with sufficient copies of this Agreement and a copy of agreed-upon work rules within thirty (30) days after the signing of this Agreement.

ARTICLE III

Seniority, Discipline and Dismissal

3.0: The Town shall prepare a list of all bargaining unit employees showing their seniority in length of service with the Town and deliver the same to the Union on or before December 1st of each year. Upon completion of their probationary period, new employees shall be added to this list.

3.1.a: New employees shall serve a probationary period of six (6) months but shall be subject to all other provisions of this Agreement. The dismissal of a probationary employee during the probationary period shall not be subject to the grievance procedure. All employees who have completed their probationary period shall be full-time employees and shall acquire seniority as of the date of their employment.

Probationary employees shall receive written evaluations once each month by their department head or his/her designee.

3.1. b: Any bargaining unit employee who is promoted or transferred to a new position shall serve a probationary period of three (3) months in the new position. The employee shall be evaluated by the new supervisor at least twice in the first month and once each month thereafter during the probationary period. Such employee may voluntarily return to his/her former position within the first month of probation. The supervisor may return the employee to his/her former position at the end of the three (3) month probationary period if the written evaluations show the employee is not performing well in the new position.

3.2: All vacancies and new positions shall be posted for a period of seven (7) working days on the Union's bulletin boards and the Town of East Hartford's website prior to any action taken by the Town to fill such vacancies or new positions. The Human Resources Department shall notify the union President, in writing, of any such vacancy. Employees will not be permitted a lateral or demotional transfer more than once in a twelve (12) month period. Employees wishing to be

considered for assignment to such vacancies or new positions may, personally, or through their union representative, submit their request to their supervisor. Employees requesting consideration and who are not selected for assignment, in accordance with the provisions of this Agreement, may appeal the action through the grievance procedure.

3.3: Copies of the job posting and a list of persons bidding for the job shall be sent to the Union Secretary at the end of the posting period.

3.4: When a vacancy exists or a new position is created, the employee with the highest department seniority from within the department wherein the vacancy or new position exists shall be given first opportunity to fill the position, provided he or she is qualified and has the fitness and the ability to perform the work. If he or she refuses, it shall go to the next senior person who has qualified and has the ability and fitness to perform the work. Determination of ability and fitness to perform the work shall include, but not be limited to, consideration of attendance and disciplinary records, overall past performance, and demonstrated leadership ability, if appropriate, to this position.

3.5: If no employee in the department wherein the vacancy or new position exists is qualified, the position shall be filled by an employee from other departments in the bargaining unit, with the employee with the highest seniority being given the first opportunity to fill the position, provided he or she is qualified and has the ability and fitness to perform the work. If he or she refuses, it shall go to the next senior person, provided he or she is qualified and deserves the position.

3.6: The person appointed to the vacancy or new position and the Union Secretary shall be notified, in writing, of the appointment. Notification shall be made not later than twenty (20) working days after the posting period.

3.7: If no employees in the bargaining unit are qualified, the position may be filled through recruitment of applicants from outside the bargaining unit.

3.8.a: Employees shall not be disciplined without just cause. The following shall be sufficient causes for reprimand, suspension, or discharge though such action may be for causes other than those enumerated:

1. Willful violation of the Provisions of the Charter.
2. Incompetence or inefficiency in the performance of the duties of the position to which the employee has been appointed.
3. Wanton carelessness or negligence in the use or care of Town property.
4. Habitual tardiness or absence from duty which results in unsatisfactory attendance. Unsatisfactory attendance is evident when the sum of days of absence, plus periods of absence is greater than 15 in a twelve-month period. Potentially unsatisfactory

attendance may be sufficient cause for a verbal warning. Employees shall have the right to utilize the grievance procedure pertaining to this Article.

5. Conviction of a felony or misdemeanor involving moral turpitude which is related to the performance of the employee's job.
6. Intoxication on duty, illegal use of drugs or use of illegal drugs.
7. Conduct which reflects unfavorably upon the Town service.
8. Violation of any reasonable official order or failure to carry out any lawful and reasonable directions made and given by a proper supervisor, or violation of any written Town of East Hartford policy endorsed by the Mayor.

3.8.b: Following are the types of disciplinary action that may be invoked against members of the Union. They may be independently invoked.

1. Reprimand: An appointing authority shall report any verbal or written reprimand as a part of the employee's service record by the forwarding of a written memorandum to the Human Resources Director for inclusion in the employee's file. A copy of such reprimand shall be forwarded to the employee and to the Union President.
2. Suspension: An appointing authority may, for disciplinary purposes, suspend, without pay, any employee under his control. Such suspension shall not exceed ten (10) working days for any one offense. Suspensions totaling more than thirty (30) days in any twelve (12) successive months shall be deemed a dismissal and be so treated.
3. Dismissal: An appointing authority may dismiss for cause any employee under his control occupying a position subject hereto when he considers that the good of the service shall be served thereby. It shall be the responsibility of the appointing authority, in any case of suspension, demotion or dismissal, within five (5) days after the effective date of such action, to give the concerned employee a written statement setting forth in substance the reasons therefor and to file a copy of such statement with the Human Resources Director.

3.9: Layoffs are permitted when an appointing authority, with the approval of the Mayor, deems it necessary by reason of lack of work or funds, the abolition of the position, or material change in the duties or organization which is outside the employee's control and which do not reflect discredit of the service of the employee.

- a. Positions in the classified service may be abolished upon recommendation of the Mayor and approval of the Town Counsel.

3.10: In the event of a layoff, any bargaining unit employee selected for layoff shall be given at least two (2) weeks notice in writing, and the layoffs shall take effect in the following order:

- a. Temporary and Seasonal Employees who perform bargaining unit work within the department in which the layoff is to occur;
- b. Part-time Employees who perform bargaining unit work (commencing with those having the shortest length of service with the Town) within the department in which the layoff is to occur;
- c. Probationary employees who perform bargaining unit work (commencing with those having the shortest length of service with the Town) within the department in which the layoff is to occur;
- d. If further layoffs are necessary, the Town shall select the classification and the department in which the layoff is to occur. The Town shall first lay off the employee in the affected classification¹ with the least seniority on the seniority list. (For example, if the Town determines that it must layoff an "Administrative Secretary III" in the Public Works Department, it shall begin with the employee within that job classification and department who has the least seniority).

3.11: Employees in section 3.10 (d) above who were laid off as a result of the above process shall be able to bump a less senior, bargaining unit member in the same or lower paid wage group, in any department, providing the laid off employee is able to perform the duties of the position into which he or she is bumping with minimal training. An employee bumped from his/her position shall have the same bumping rights as the originally laid off employee. In all cases, the Director of Human Resources shall decide whether the employee is able to perform the duties of the desired position. Said decision shall be reviewable under the grievance procedure.

Employees referred to in section 3.10 (a) and (b) above shall mean only employees that perform bargaining unit work under any of the job classifications outlined in Appendix C, and excludes employees that currently do not perform bargaining unit work in any of the classification outlined in Appendix C (e.g. life guards, pool attendants, camp counselors, camp directors, park rangers, or any other employees who do not perform bargaining unit work).

3.12: Employees who are laid off shall have recall rights for a period of eighteen (18) months from the date of layoff and may be recalled into a bargaining unit position in his/her wage group or a lower wage group for which he/she is qualified without further training in the judgment of the Department Head. The recall rights described above shall take place in order of seniority. An employee electing to take a position via recall that is in a lower pay group than the position from which he/she was laid off shall, for the remainder of the eighteen (18) month recall period, retain recall rights to other positions, as they may become available, until the employee obtains a position in the same pay group from which the employee was laid off. Employees shall have two weeks from the date the Town sends a notice of recall to the employee at their last known address to return to the job. An employee's recall rights shall terminate if the employee declines recall into an available position in the same pay grade from which they were laid off or fails to return to the same job within two weeks of the date the Town sends the recall notice. During the

¹ When used in this article, classification shall mean "job title" as contained in Appendix C.

period of time that an employee has recall rights pursuant to this section he/she shall have the same rights to promotional opportunities as any employee on the active payroll.

3.13: During the period of layoff the employee shall have the right to receive all insurance benefits listed pursuant to Article IX of this labor Agreement, under the provisions of COBRA.

3.14: To relieve excesses of help in any department wherein a layoff might be required, the Town shall have the management right to transfer the least senior employee in such department to a position in another department, or another classification within the same department, wherein his or her services can be utilized, if the employee is qualified to perform the duties of such position. If reassignment pursuant to this section results in the employee performing the responsibilities of a higher paid position, then the employee performing those responsibilities shall, for the remainder of that assignment, be placed on the lowest step of the new pay grade that produces an increase of pay. Notwithstanding this provision, any reassignment made pursuant to this Section shall not result in a change in the reassigned employee's classification.

3.15: No new employee, full-time or part-time, shall be hired into a bargaining unit position for which an employee has recall rights pursuant to Section 3.12 above. Nothing herein shall prevent the Town from hiring employees into a position for which a bargaining unit employee does not have recall rights or a position for which an employee has declined recall under Section 3.12 above.

3.16: An employee shall lose his seniority rights under any of the following circumstances:

- a. Resignation.
- b. Discharge for just cause.
- c. Failure to report to work within ten (10) working days after due notice by the Town to the employee's last known address to return to work after layoff, provided the employee makes known his desire, in writing, to return within five (5) days.

3.17: For all purposes, except layoff, the seniority rights of the Union President, Vice President, Secretary, Treasurer, Executive Committee and stewards shall be exactly the same as the seniority rights of all other employees except that in the case of a layoff, the above-named Union Officials will have superseniority during their term of office.

ARTICLE IV

Hours of Work, Overtime and Holiday

4.0: The work week, consistent with the operating requirements of the Town, shall be regular, irregular, or flexible as defined in this Agreement.

- a) A regular work schedule is a work schedule with the same starting and stopping times on five (5) working days of seven (7) continuous hours each, Monday through Friday, unless identified in this subsection, subsection (B), or mutually agreed under subsection (C) of this Article, shall adhere to the Town Hall operating hours

8:30 a.m. to 4:30 p.m. Monday through Friday, with one hour for lunch. Shift schedules for the following classifications are as follows:

Clerical PW-Street:	A Shift 7:30 a.m. - 3:00 p.m. 1/2 hour lunch
Public Works-Building:	A Shift 6:00 a.m. - 2:00 p.m. 1 hour lunch
Public Works-Building:	B Shift 7:00 a.m. - 3:00 p.m. 1 hour lunch
Public Works-Building:	C Shift 4:30 p.m. - 11:00 p.m. 1/2 hour lunch
Custodian (Police):	A Shift 7:30 a.m. - 3:00 p.m. 1/2 hour lunch
Custodian (Police):	B Shift 3:00 p.m. - 9:30 p.m. 1/2 hour lunch
Data Processing:	A Shift 7:00 a.m. - 3:00 p.m. 1 hour lunch
Computer Operator:	A1 Shift 10:00 a.m. - 6:00 p.m. 1 hour lunch
Data Entry:	B1 Shift 7:30 a.m. - 3:30 p.m. 1 hour lunch

Custodians (Library) shall work the shifts identified in July of 1983.

- b) A flexible work schedule is a work schedule which varies the number of hours worked on a daily basis, but not necessarily each day, or a work schedule in which starting and stopping times vary on a daily basis, but not necessarily each day, but does not exceed 35 hours within a pay period and is agreed upon in advance in writing by the employee, the department director, and the Union.

4.1: The Town shall have the right to require overtime work consistent with the demands of public service. Compensation or compensatory time will be granted, if the overtime work is requested by the Department Head and authorized by the Mayor. ~~All overtime work within the various departments shall be distributed equally to all bargaining unit employees, providing they are capable of doing the overtime work.~~ **Overtime work shall be distributed equally within job classification, provided the bargaining unit member is qualified to perform the work.** "Equally" shall mean a good faith effort to distribute overtime over a 12-month period, reviewed periodically, and balanced within several hours between each employee.

4.2: Employees shall be granted compensation for overtime work in the following manner:

1. One and one-half times their regular rate of pay for any overtime work performed in excess of eight hours in a regular work day or in excess of forty hours in a work week. All pre-scheduled evening meetings of boards or commissions requiring an employee's attendance will be paid at time and one-half for a minimum of two (2)

hours. Pre-scheduled shall be defined as seventy-two (72) hours prior to the scheduled meeting.

2. One and one-half times their regular rate of pay for all work performed on Saturday. The overtime rate specified for Saturday and/or Sunday shall not apply to employees who are regularly scheduled to work on Saturday and or Sunday.
3. One and one-half times their regular rate of pay plus holiday pay for all work performed on holidays, as observed in Article V of this contract, provided the holiday is part of their regular work schedule. Employees must work their last scheduled work day prior to the holiday to be eligible for holiday pay.

Employees who may be required to return to duty to perform overtime duties on a regular working day shall be paid not less than four (4) hours at time and one-half rate. Employees who are called in early for their scheduled shift shall be paid for the time actually worked in excess of their scheduled number of hours. Notwithstanding the foregoing, if, at the employee's request, he/she is released prior to the completion of four (4) hours, he/she shall be paid at the time and one-half rate for actual time worked, subject to a minimum of two (2) hours of compensation.

At the employee's option, he/she may choose to receive compensatory time at the applicable overtime rate. Compensatory time may not be chosen for hours in excess of 40 in a given week.

4. Overtime work, when required, will be offered first to qualified bargaining unit members within the department, and then to other qualified bargaining unit members.
5. Employees who may be required to return to duty to perform overtime duties on a Sunday or a holiday which is not a scheduled work day, shall be paid not less than four (4) hours at double their normal rate of pay for actual time worked. Notwithstanding the foregoing, if, at the employee's request, he/she is released prior to the completion of four (4) hours, he/she shall be paid at double his/her normal rate of pay for actual time worked, subject to a minimum of two (2) hours of compensation.

At the employee's option, he/she may choose to receive compensatory time at the applicable overtime rate. Compensatory time may not be chosen for hours in excess of 40 in a given week.

6. When overtime work is required beyond an employee's regular work day, the Town will make a good faith effort to provide the impacted employee with two (2) hours' notice, if possible.

4.3: Compensatory time shall not accumulate to more than fifteen (15) working days. Compensatory time off will be taken at the mutual convenience of the employee and his department head, as far as practical. In case of a conflict, the department head shall have the

final authority to decide when the employee may use compensatory time, subject to the provisions of the Grievance Procedure.

4.4: A conscientious effort shall be made by the Town to give employees the opportunity to use compensatory time accumulated prior to this Agreement in order to bring their accumulation below fifteen (15) working days.

4.5: Payments for holidays shall be included in a paycheck for the pay period in which the holiday occurs.

ARTICLE V

Holidays

5.0: The following holidays shall be observed as days off with full pay:

New Year's Day	Good Friday	Columbus Day
Martin L. King's Birthday	Memorial Day	Veterans Day
Lincoln's Birthday	Independence Day	Thanksgiving Day
Washington's Birthday	Labor Day	Christmas Day

The employee's birthday shall constitute an additional paid holiday. Any employee's birthday falling on a weekend or holiday shall be celebrated within the month in which it occurs. With the prior approval of the Department Head, an employee may select another day within the calendar month on which to observe the birthday.

5.1: Holidays falling on a Saturday shall be celebrated on the preceding day. Holidays falling on a Sunday will be celebrated on Monday.

5.2: Whenever any of the above cited holidays occurs while an employee is out on sick leave, the employee shall be granted an additional day off at a time mutually agreeable to the department head with no additional charge to sick leave.

5.3: When a holiday occurs during an employee's vacation, such holiday shall not be charged against the employee's earned vacation time.

5.4: Any unanticipated holiday or day of mourning declared by the Mayor, or his designee, and celebrated by all other Town employees, other than Board of Education employees, in the form of time off with pay, shall be granted to the members of this bargaining unit. A holiday shall mean a day in which the usual Town business is suspended for the commemoration of some event or person.

ARTICLE VI
Vacations

6.0: Annual vacation leave with pay shall be earned by members of the Union on their anniversary in the following manner:

<u>Full Years Of Service</u>	<u>Vacation Days</u>
Less than 5 years	10
5 to 9 years	15
10 to 14 years	20
15 years	21
16 years	22
17 years	23
18 years	24
19 years and over	25

Vacation leave shall not be granted to employees with less than six (6) months' service; however, upon completion of six (6) months of service, employees shall have the benefit of using pro rata vacation earned from their original date of employment.

6.1: The scheduling of vacation periods, if there is to be a vacation, shall be compiled by the department head not later than May 1st of each year.

6.2: Requested dates for vacation leave shall be granted with due consideration to the wishes of the employee, except that it may be deferred by the supervisor so as not to conflict with any emergency or peak workloads of the department.

6.3: Whenever there is a conflict in requested dates, preference shall be given to the employee with the most seniority.

6.4: When an employee has no sick leave available, he/she may elect to use vacation leave as sick leave.

6.4.a: When an employee has exhausted his/her sick leave, he/she must use any other accumulated time, unless a leave of absence has been requested and granted under the provisions of Article VII.

6.5: When an employee is separated from Town service, he/she shall be paid his/her pro rata accumulated vacation leave to a maximum of ~~eight (8)~~ **ten (10)** weeks. In the event of an employee's death, such payment shall be made to his dependent survivor or estate if there is no dependent survivor. Such payment will be made within two (2) weeks of expiration, in a lump sum, providing it does not cross the fiscal year. In the event it does cross the fiscal year, payment will be made in two (2) installments.

6.6: The maximum accumulation of vacation leave permitted will be ten (10) weeks. Earned vacation leave will be credited to the employee's record on his/her anniversary date. No vacation beyond ~~eight (8)~~ **ten (10)** weeks will be paid by the Town at retirement or separation. **However, only forty (40) days of the fifty (50) days shall be credited to the employee's pension calculation.**

ARTICLE VII

Leave Provisions

7.0 Sick Leave: All employees shall earn paid sick leave at the rate of 1 1/4 days per month with no maximum on accumulation. Sick leave with pay may only be used for the employee's recovery from illness or injury, or to permit the absence of the employee for five days to care for a member of the employee's immediate family. Immediate family, for purposes of this section, is defined as the employee's spouse, dependent child or either parent of the employee who is currently domiciled with the employee. Use of sick leave to care for a family member shall be limited to two occurrences per calendar year.

- a) Accrual of earned sick leave credits will continue while employees are absent from work due to vacation, injury or illness, except for unpaid leave.
- b) In exceptional cases, the Human Resources Director, with the advice of the department head, may grant additional sick leave with pay. Requests for such additional sick leave shall be in writing and signed by the employee, when possible.
- c) Sick leave with pay will not be granted for recuperation from illness or injury which is directly traceable to employment by another employer.
- d) Employees will be allowed two (2) hours per calendar quarter, if needed, for doctor or dentist appointments which cannot be made outside of work hours. Medical appointments in excess of this will be charged against sick time. Employees are encouraged to schedule such appointments outside of their work hours.
- e) One (1) personal/sick day of the fifteen (15) potential days which can be accrued per year may be taken during the fiscal year in a minimum of one-quarter (1/4) day segments for personal business or appointments that must be conducted during the working hours. Use of this personal/sick time will not interrupt the earning of Personal Days.
- f) It shall be the responsibility of the employee to notify the department head in advance of sick leave usage, if possible. If the absence exceeds five consecutive days, or when an employee's attendance shows frequent or habitual absence because of claimed sickness, the employee will be required to provide the department head with a doctor's certificate on the approved form (Appendix G) or substantially equivalent information testifying to the need for absence. Whenever possible, an employee who has been absent for more than five (5) days must notify his department head of his intention to return to work along with a written doctor's note.

- g) It shall be the responsibility of each department head to maintain accurate up-to-date leave records for his/her employees. Once every calendar year in the month of January, the department head shall notify all employees of the amount of vacation and sick leave to their credit.
- h) For every calendar quarter of perfect attendance, an employee shall earn one Personal Day, up to a maximum of four (4) days. Perfect attendance for the purpose of this Article shall mean no time taken for tardiness, sick leave, unauthorized leave, authorized leave without pay, or disciplinary suspension. If an employee is prevented from earning a Personal Day because of a disciplinary suspension, and that suspension is later rescinded or overturned, the lost Personal Day will be restored. Personal Days shall be used at times mutually agreeable to the employee and the department head.
- i) If an employee has unused sick leave at the time of his/her retirement, he/she shall receive pay for each day of unused sick leave up to a maximum of one-hundred (100) days if he/she has a total accrual of 200 days or more as of the retirement date. If such accrual is less than 200 days, the maximum payment will be for fifty percent (50%) of the employee's accrued unused sick leave at the time of retirement.
- j) If an employee has unused sick leave at the time of his/her death, his/her spouse and/or dependent children shall receive, on the basis of the employee's current wages, full compensation for any of the employee's unused accumulation of sick leave up to a maximum of one hundred (100) days if 200 or more days have been accrued as of the date of death. If such accrual is less than 200 days, the maximum payment will be for ninety (90) sick days.
- k) In the event that an employee becomes sick during his/her vacation, an employee may elect to change the vacation time that he/she is sick to sick leave and reschedule his/her vacation at a time mutually agreeable to the parties, provided that the employee has notified the Town immediately upon becoming sick, or as soon as possible. Medical verification of any sickness incurred while on vacation must be provided on a form provided by the Town before vacation time may be changed to sick time.

7.1 Special Leave with Pay: The following types of leave with pay may be offered:

- a) **Worker's Compensation:** The Town will comply with all applicable state legislation relating to Worker's Compensation. All Town Worker's Compensation policies must be followed.

Whenever an employee is absent because of a Town service-connected disability or illness, such absence will not be charged against his/her accrued sick leave. Employees absent through such service-connected disability and who are eligible for Worker's Compensation payment shall receive salary continuation in an amount

which together with weekly Worker's Compensation payments does not exceed his/her base weekly wage. Such salary continuation will apply only in the case of temporary total disability. The duration of salary continuation for work-related disability will be ~~until the employee is able to return to duty~~ **up to six (6) months** or the employee reaches maximum medical improvement, whichever comes first.

During the period of salary continuation, the Town will provide the employee with his/her regular weekly paycheck. Before and after the period of salary continuation, any Worker's Compensation payments will be made directly to the employee.

In those cases where the disabled employee may receive damages or awards through litigation or settlement against third parties, such employees will reimburse the Town for monies received during such absence. The Corporation Counsel is authorized by the Town to negotiate anything less than the full amount of such reimbursement subject to approval by the Town Council.

- b) **Jury Duty:** The Town will comply with State statutes regarding jury duty leave. Any employee who is required to be absent from work in order to report for jury duty on a regularly scheduled work day will receive pay for those hours for which he/she is absent from work for this reason, at his/her regular base hourly rate less any fee or other compensation paid to him/her for performing such jury duty. A second shift employee who reports for jury duty and is excused from jury service prior to 3:00 p.m. on any regularly scheduled work day shall report for work at the beginning of his regularly scheduled shift on such day. He shall not be eligible for pay by the Town unless he so reports to work. These provisions shall not apply in case of jury duty on any day during which the employee is not scheduled to work, nor on holidays, vacation periods, or authorized leaves of absence nor shall such provision apply to employees who have volunteered for jury duty.
- c) **Funeral Leave:** Three (3) days of special leave with full pay, in a period of seven (7) working days following the date of death shall be granted for death in the employee's immediate family. Immediate family, for purposes of this section, is defined as parents, grandparents, spouse, brother, sister, child, step-child, grandchild, son-in-law, daughter-in-law, brother-in-law, sister-in-law, mother-in-law, father-in-law, and any other relative that is domiciled in the employee's household.
- d) **Military Leave:** Employees may be granted leave with full pay at current base rate for the purpose of attending training camps for Reservists or National Guard members provided:
 - Military pay and wages paid by the Town together do not exceed employee's regular wages.
 - Such training periods do not exceed two weeks.

- e) **Education Leave:** Employees may be granted leave with pay for participation in education or training courses, provided such courses are related to the employee's position and will enhance his/her value to the Town. A request for Education Leave must be in writing and must have the approval of the department head and the Mayor. Attendance at such education or training courses will not result in overtime payment, unless the attendance is required by the Department Director.

7.2 Family Medical Leave: The Town will comply with the terms of the Federal Family Medical Leave Acts. These terms include but are not limited to the following:

- a) Under circumstances described below, employees will be eligible for up to 12 weeks of paid or unpaid family and medical leave in a twelve-month period. Pursuant to Federal Law, employees may choose, or employers may require the employee to use, accrued paid leave to cover some or all of the FMLA leave taken. In addition, employees may choose, or employers may require, the substitution of accrued paid vacation or personal leave for any of the situations covered by FMLA.
- b) Events which qualify employees for such unpaid leave are:
- Birth or adoption of a child or placement of a child in the employee's home for foster care.
 - A serious health condition, as defined by FMLA, of the employee or employee's spouse, employee's parent or child.
- c) To qualify for FMLA leave, employees requesting such leave must explain the reason for the leave in writing to Human Resources so that the Town can determine if FMLA-qualified leave will be granted.
- d) The Town may require medical certification to document the reason for the leave, where provided by law.
- e) The Town will notify the employee in writing before the leave begins that the leave has been designated as FMLA leave and will be deducted from the allowable maximum.
- f) During the period of FMLA-qualified leave, the employee shall not be credited for length of service and shall not be credited with time for the purpose of accruing sick leave, vacation leave.
- g) During the period of FMLA-qualified leave, the employee shall retain health benefits at the same level as before the leave. The Town will continue to pay the premiums as before the leave. Any employee contributions to health insurance shall be made directly to the Town by the employee.

7.3 Unpaid Leave of Absence: The Human Resources Director, with the advice of the department head, may grant a leave of absence without pay for a period not to exceed one (1)

year, provided such leave may not be taken for the purpose of seeking or performing other employment. Requests for such leave shall be made in writing to the Human Resources Director and shall include a statement of the reasons for the leave and proposed length of the leave.

- a) During the period of leave without pay, except for military leave, the employee shall not be credited for length of service and shall not be credited with time for the purposes of accruing sick leave or vacation leave.
- b) Except as provided for in Article 7.3.d.2 below, an employee shall be reinstated from unpaid leave of absence to any position for which he/she is qualified that is comparable to the position the employee last held with the Town, but without any preferred status from his/her prior employment.
- c) Any employee who is on an unpaid leave of absence shall not be paid for any holidays or sick leave during the period of absence. Any vacation time due to an employee at the time the unpaid leave of absence commences may be paid at that time. Authorized unpaid leaves of absence for one (1) month or less will not be used as a basis of reducing health insurance benefits.
- d) The Town will comply with the terms of the Uniformed Services Employment and Reemployment Rights Act.
 - 1. No employee shall lose any seniority standing because of any military service including service in the National Guard or organized Reserves.
 - 2. Upon returning from extended active military service, an employee shall be reinstated to his former job, or one of like rank, and shall receive credit for the yearly increments awarded, if any, during his/her absence for military service, provided that he/she reports for work within ninety (90) days of his discharge from military service. The Human Resources Director will so notify, in writing, all employees entering extended active duty in the military service.
 - 3. The Town will give credit to the employee for time spent in military service for retirement purposes.
 - 4. The employee's accumulation of sick leave upon leaving for extended active duty in the military service shall be retained to his/her credit when he/she returns.

ARTICLE VIII

Wages and Benefits

8.0: The position classification and compensation plan shall be negotiated and made a part of this Agreement and attached hereto as Appendix "B," Appendix "C."

8.1: Whenever an employee is required to work in a higher classification for a period of fifteen (15) consecutive working days or more, he/she shall be paid at the lowest step in the higher classification that will produce an increase.

8.2: Whenever an employee is permanently moved from a class or position in one grade to a different class in a grade having a higher maximum, they shall be paid at the lowest step in the higher range that produces an increase of not less than five percent (5%).

8.3: Whenever an employee is permanently moved from a class or position in one grade to a class having a lower maximum, they shall be paid at the step in the lower range that is the same as received in the former.

8.4: Employees shall receive longevity payments in a lump sum which shall be computed on their anniversary date in recognition of their length of service on the following basis and paid annually in September, or date first due, if it should be after September.

- a) Pro rata longevity payments shall be granted to an employee in the event he terminates his services provided such termination is not the result of a dismissal.

<u>Years of Service</u>	<u>Minimum Amount</u>
6 to 8	\$230.00
9 to 13	\$260.00
14 to 19	\$290.00
20 or more	\$330.00

8.5: Employees required using a privately-owned automobile for the conduct of Town business shall be reimbursed, once a month, for all mileage driven at the published I.R.S. rate. Employees must adhere to the Town of East Hartford's motor vehicle use policy.

8.6: No employee will be paid more than the maximum, nor less than the minimum listed for his/her position grade.

8.7: In order to be considered for a change in pay grade, an employee must show that he/she is: (a) performing duties in a competent manner that are significantly different from the duties of his/her current classification; and (b) the change in his/her duties are so substantial that the position in question is of a different classification than his/her current classification.

In all cases, the burden of proof shall be on the employee.

When and if an employee considers his/her duties meet the criteria set forth under (a) and (b) above, a request for a change in pay grade shall be submitted to the Human Resources Director.

The Human Resources Director shall review the request and shall either deny the request or approve the request. If the Human Resources Director approves the request, such approval shall be submitted to the Mayor for consideration.

If the Mayor agrees with the decision of the Human Resources Director, the request shall be submitted to the Town Council for consideration. If the Town Council approves the request, the Town Council shall determine the grade and start date for the change in grade.

In the event that the Human Resources Director denies the request, the decision of the Human Resources Director shall be final and binding and not subject to review by the Mayor, the Town Council or the grievance procedure (as set forth under Article XIII of the collective bargaining agreement).

In the event that either the Mayor or Town Council denies the request, such decision shall be final and binding and not subject to either review or the grievance procedure (as set forth under Article XIII of the collective bargaining agreement).

8.8 The take home care for HVAC Maintainer shall be eliminated 12/31/2018.

ARTICLE IX
Insurance and Pension

9.0: The Town shall provide and pay for the following insurance benefits for all active employees and their enrolled dependents:

- a) Preferred Provider (PPO) Plan with Managed Care provisions, as described in Appendix D.
- b) Full Service Prescription Drug coverage, as described in Appendix D.
- c) The Triple Option Dental Plan, as described in Appendix E.
- d) Vision Care Endorsement for employee and spouse, as described in Appendix D.
- e) The Town shall provide and pay for a ~~Twenty Thousand (\$20,000)~~ **Forty Thousand (\$40,000)** dollar life insurance policy for each employee, with Accidental Death and Dismemberment coverage in the principal sum and including ~~Forty Thousand (\$40,000)~~ **Eighty Thousand (\$80,000)** dollar coverage in the event of accidental death.
- ~~f) Employees may select, in lieu of the plan described in Appendix D and subject to availability, coverage in a health maintenance organization~~
- g) All members of the bargaining unit who elect coverage under Sections a), b), **and** d) ~~and f)~~ above (health, prescription drug, **and** vision, ~~and the HMO option~~) will contribute toward the cost of such insurance benefits.

1. Effective July 1, 2013 **2017 – June 30, 2021** bargaining unit members shall be required to contribute twenty-four percent (24%) of the cost of his or her insurance coverage through weekly payroll deductions.
 2. ~~Effective July 1, 2014, bargaining unit members shall be required to contribute twenty-four percent (24%) of the cost of his or her insurance coverage through weekly payroll deductions.~~
 3. ~~Effective July 1, 2015, bargaining unit members shall be required to contribute twenty-four percent (24%) of the cost of his or her insurance coverage through weekly payroll deductions.~~
 4. ~~Effective July 1, 2016, bargaining unit members shall be required to contribute twenty-four percent (24%) of the cost of his or her insurance coverage through weekly payroll deductions.~~
- h) Employees may select, in lieu of the plan described in Appendix D ~~or coverage in a health maintenance organization~~, coverage under the HDHP with vision rider described in Appendix H. The Town will make the following contributions toward the deductible:
1. ~~The Town will deposit \$750 into a health-savings account for single coverage or \$1,500 for single plus one or family coverage. The Town will annually deposit an additional \$500 toward deductible for completion of all of the requirements of its voluntary health screening program. Completion of the voluntary health screening program means the employee shall annually: (a) have their physician complete the Preventative Health Attestation Form utilized by the Town certifying that they have had medical screenings appropriate for their age; (b) have their physician provide them with biometrical results; and (c) complete an on-line health risk assessment including biometrical results. Employees will be required to submit proof of completion.~~

Effective July 1, 2017, the Town shall contribute 50% of a participating HDHP member's annual plan deductible into such employees' Health Savings Account (HSA) in a single lump sum deposit during the first week of each plan year. Employees may also contribute to the HSA on a pre-tax basis.

Effective July 1, 2018, the Town shall contribute 25% of a participating HDHP members's annual plan deductible into such employees' Health Savings Account (HSA) in a single lump sum deposit during the first week of each plan year. Employees may also contribute to the HSA on a pre-tax basis. **Employees transferring from the PPO to the HDHP for plan year 2018-2019 only will receive the 50% Town contribution to their HSA.*

Effective July 1, 2019, the Town shall contribute 20% of a participating HDHP members's annual plan deductible into such employees' Health Savings Account (HSA) in a single lump sum deposit during the first week of each plan year. Employees may also contribute to the HSA on a pre-tax basis.

Effective July 1, 2020, the Town will no longer contribute any portion of the annual plan deductible.

2. **Effective July 1, 2017,** Bargaining unit members that elect the High Deductible Health Plan as an optional form of health insurance coverage shall be required to contribute fourteen percent (14%) of the cost of his or her insurance coverage under said plan through weekly payroll deductions.

Effective July 1, 2018 Bargaining unit members that elect the High Deductible Health Plan as an optional form of health insurance coverage shall be required to contribute ~~fourteen percent (14%)~~ **eleven percent (11%)** of the cost of his or her insurance coverage under said plan through weekly payroll deductions.

Effective July 1, 2019 Bargaining unit members that elect the High Deductible Health Plan as an optional form of health insurance coverage shall be required to contribute ~~fourteen percent (14%)~~ **ten percent (10%)** of the cost of his or her insurance coverage under said plan through weekly payroll deductions.

Effective July 1, 2020 Bargaining unit members that elect the High Deductible Health Plan as an optional form of health insurance coverage shall be required to contribute ~~fourteen percent (14%)~~ **ten percent (10%)** of the cost of his or her insurance coverage under said plan through weekly payroll deductions.

3. **The Town will annually deposit an additional \$500 toward deductible for completion of all of the requirements of its voluntary health screening program. Completion of the voluntary health screening program means the employee shall annually: (a) have their physician complete the Preventative Health Attestation Form utilized by the Town certifying that they have had medical screenings appropriate for their age; (b) have their physician provide them with biometrical results; and (c) complete an on-line health risk assessment including biometrical results. Employees will be required to submit proof of completion.**

Effective July 1, 2018, this wellness incentive will reduce to \$250. *Employees transferring from the PPO to the HDHP for plan year 2018-2019 only will receive the \$500 Town contribution to their HSA for completing the voluntary health screening program.

4. **Effective July 1, 2018, the Town will participate in Anthem's ConditionCare Rewards and PreventiveRX programs, subject to availability and plan rules.**

- j) The premium cost sharing described above will be on a pre-tax basis in accordance with Section 125 of the Internal Revenue Service Code.
- k) The Town of East Hartford will implement a "Health Benefit Opt-Out Incentive Program." This plan will offer employees a financial incentive to drop Town-sponsored health insurance (excluding Dental) if they have or can get health benefits through another plan.
1. The payments to be made to employees who drop their Town-sponsored health insurance plan, excluding dental, will be as follows:

Coverage Type	Payment Amount
Individual	\$ 500.00 <u>\$1000</u>
Individual plus one dependent	\$ 750.00 <u>\$1500</u>
Individual plus two or more dependents	\$1,000.00 <u>\$2000</u>

No payment will be made for a reduction in the number of dependents. The employee's entire contract must be canceled by the employee to qualify for payment.

2. One-quarter of the above amounts (~~\$125.00, \$187.50, \$250.00, respectively~~) will be paid at the end of the fiscal quarter for which the plan is canceled. Prorated payments will be made if an employee's plan is canceled partway through a quarter.
3. Employees wishing to take advantage of this option will fill out the change form provided by their plan and the "Health Benefit Opt-Out Form," attached as Appendix F and will provide written evidence of health insurance coverage by another plan.
4. Current employees who are eligible but are not now on a Town-sponsored insurance plan will be qualified for this incentive upon presentation of proof of coverage by another health insurance plan.
5. New employees who are eligible for Town coverage upon employment but chooses not to enroll will be eligible for this incentive upon presentation of written evidence of health insurance coverage by another plan. Prorated payments will be made to new employees if they begin employment partway through a quarter.
6. Employees who opt-out of their Town-sponsored plan and then find that the other source of coverage is no longer available may re-enroll in a Town plan subject to the rules of that plan. Employees can enroll in the Town's Blue Cross & Blue Shield only at the first of each month. Enrollment in the HDHP

~~or any of the Town's HMO's~~ can be done only at Open Enrollment in May of each year or during a Special Enrollment as determined by the Town.

9.1: The Town reserves the option to change insurance carriers from time to time, through competitive bidding, for all insurance benefits; however, any insurance benefits being provided shall not be affected by the change in carriers, and shall be the equivalent or better than the then existing referenced coverages.

9.2: "Retired employee" shall mean a former employee who was continuously employed by the Town until commencement of a pension benefit, who has met the requirements for a normal or disability retirement as defined by the pension plan. "Vested benefit recipient" shall mean any former employee who terminated service after meeting the requirements for vesting under the pension plan.

For employees who retire as defined in Section 9.2 above within sixty (60) calendar days of the date of the Award in Case No. 2011-MBA-424, the Town shall provide and pay for the insurance benefits listed in Section 9.0 a. and b. upon retirement.

- a) For retired employees age 65 and over, who retired as defined in Section 9.2 above, within sixty (60) calendar days of the date of the award in Case No. 2011-MBA-424, and who are eligible for Medicare, Parts A and B Supplemental coverage shall be provided in place of the foregoing coverage.
- b) The Town shall provide and pay for the insurance benefits as described in Section 9.0 a. and b. for the spouse of a retired employee who retired as defined in Section 9.2 above, within sixty (60) calendar days of the date of the award in Case No. 2011-MBA-424, under the following circumstances:
 - i. The retired employee must attain age 60 before his spouse will be eligible for this coverage.
 - ii. If the retired employee remarries, the new spouse will not be eligible for this coverage.
 - iii. The term spouse shall mean the retired employee's spouse who shall have been married and living with the employee as his wife at the time of his retirement. When the retired employee dies, all coverages to his spouse shall cease, unless such spouse elects to continue this coverage by the deduction of 100% of the monthly premium from her pension check.
 - iv. In order for this coverage to be effective, the retired employee must pay to the Town 50% of the monthly premium, as determined by the Town. This premium shall be deducted from the retired employee's monthly pension check. If such deduction is not made continuously from his pension check commencing with his 60th birthday, all coverage to the spouse shall cease and not be reinstated.

- v. When the retired employee's spouse reaches age sixty-five (65) and enrolls in Medicare, the Town will pay 100% of the premium for the Parts A and B Supplemental coverage.

9.3: Employees who retire as defined in Section 9.2 above, later than sixty (60) calendar days after the date of the Award in Case No. 2011-MBA-424, shall be subject to the following:

- a) Employees who retire at age 55 years of age or younger will pay 50% of the cost of employee-only insurance coverage until the employee reaches age 65;
- b) Employees who retire at 56-59 years of age will pay 25% of the cost of employee-only insurance coverage until the employee reaches age 65;
- c) Employees who retire at age 60-64 years of age will pay 0% of the cost of employee-only insurance coverage until the employee reaches age 65;
- d) The Town will cease providing and paying for any and all health insurance coverage when the retired employee reaches age 65.

9.4 For employees who retire as defined in Section 9.2 above, later than sixty (60) calendar days after the date of the award in Case No. 2011-MBA-424, the Town shall provide the insurance benefits described in 9.0 a. and b. for the retired employee's spouse, under the following circumstances:

- a. If the retired employee remarries, the new spouse will not be eligible for this coverage.
- b. Payment of the cost of spousal insurance coverage shall be subject to the following:
 - i. Employees who retire at 55 years of age or younger will pay 100% of the cost of spousal insurance coverage until the spouse reaches age 65;
 - ii. Employees who retire at 56 through 59 years of age will pay 75% of the cost of spousal insurance coverage until the spouse reaches age 65;
 - iii. Employees who retire at 60 through 64 years of age will pay 50% of the cost of spousal insurance coverage until the spouse reaches age 65;
- c. This premium shall be deducted from the retired employee's monthly pension check. If such deduction is not made continuously from his pension check all coverage to the spouse shall cease and not be reinstated.
- d. The Town shall cease providing and paying for any and all health insurance coverage when the retired employee's spouse reaches age 65. If the retired employee dies before his spouse reaches age 65, all coverage to

his spouse shall cease, unless such spouse elects to continue this coverage by the deduction of 100% of the monthly premium from her pension check.

9.5 Any other provisions of this Agreement notwithstanding, bargaining unit members who are eligible to retire on or before January 31, 2013, in accordance with the terms of a Town retirement plan, regardless of their actual date of retirement, shall remain eligible to receive the employee-only and spousal retiree health insurance coverage under the terms set forth in Section 9.2 and 9.3, above.

9.6 Disability Insurance – Employees shall have the option to purchase disability insurance (i.e. AFLAC) through payroll deduction.

9.7 Each retiree will be provided with a Five Thousand Dollar (\$5,000) life insurance policy.

9.8 The employee Retirement Plan shall be a part of the Agreement and annexed thereto.

ARTICLE X

Safety and Health

10.0: A Safety Committee consisting of two members representing the Union and two members representing the Town shall be appointed and said committee shall meet with the Town to review and recommend safety and health conditions.

10.1: An employee may be away from his/her work station a maximum of thirty (30) minutes during the work day for breaks.

10.2: The Town shall provide each employee with a proper identification card which will include photo and other data for identification purposes where there is a demonstrated need.

10.3: Upon receiving the original sales receipt, the Town shall reimburse employees for the purchase of hardened toe safety shoes (i.e. steel or plastic). The Town shall not be obligated to reimburse any employee more than one time in a 12 month period. If such safety shoes exceed the price of \$125 dollars, the employee shall pay the remainder of the cost. The following positions are entitled to have safety shoes: Custodian, Building Maintainer, HVAC Maintainer, **Assistant Town Engineer, Civil Engineer, Operations Engineer, Engineering Tech III, Engineering Tech IV** and the following Assistant Building Officials: Building Inspector, Electrical Inspector, and Plumbing and Heating Inspector. Employees shall be required to wear such shoes at all times while on duty. Any waivers to this requirement must be approved in writing by a Doctor or Director of the Department.

Uniforms shall also be provided to the Custodian, Building Maintainer, and HVAC Maintainer, if such employees request on or before July 1 of each year they be issued such uniforms. Employees who are provided uniforms shall wear such uniforms at all times while on duty.

ARTICLE XI
Savings Clause

11.0: If any section, sentence, clause, or phrase of this Agreement shall be held for any reason to be inoperative, void or invalid, the validity of the remaining portions of this Agreement shall not be affected thereby, it being the intention of the parties in adopting this Agreement that no portion or provisions herein shall become inoperative or fail by reason of the invalidity of any other portion or provision and the parties do hereby declare that it would have severally approved of the adopted provisions contained herein, separately and apart from the other.

ARTICLE XII
Management Rights

12.0: Except as specifically abridged or modified by any provision of this Agreement, the Town will continue to have, whether exercised or not, all of the rights, powers and authority heretofore existing, including but not limited to the following: Determine the standards of selection for employment; direct its employees; take disciplinary action; issue rules and regulations; maintain the efficiency of governmental operations, determine the methods, means and personnel by which the Town's operations are to be conducted; determine the content of job classifications; exercise complete control and discretion over its organization and the technology of performing its work; and fulfill all of its legal responsibilities. The above rights and prerogatives are inherent in the Town Council and the Mayor by virtue of statutory and charter provisions and cannot be subject to any grievance or arbitration proceeding except as specifically provided for in this Agreement, but the manner of exercises of such fights may be subject to the grievance procedure described in this Agreement.

ARTICLE XIII
Grievance Procedure

13.0: Grievances arising out of matters covered by this Agreement and disputes and consultations of any questions arising out of the employer-employee relationship will be processed in the following manner at the request of either party.

Step 1: Between the Union Steward, the aggrieved party, and the immediate Supervisor. The immediate Supervisor shall hear the grievance at once, and notify the Union Steward of his decision within five (5) working days from the day the grievance was presented.

A grievance may be presented either orally or in writing at this step of the grievance procedure. If the grievance is presented orally to the Supervisor and is not satisfactorily settled, it must be reduced to writing and there must be set forth in the spaces provided, all of the following:

- A. A statement of the grievance and the facts involved.
- B. The remedy requested.
- C. The violation, if any, of the Agreement which is claimed.

Step 2: If the grievance is not settled in Step 1 within the required time, the aggrieved party, his Steward, and one member of the Executive Committee may take the grievance up with the Director of the department involved. Such appeal action from the first step of this procedure must take place within fifteen (15) working days of the date on which the first step disposition was rendered. The Director of the department involved will confer with the aggrieved party and his representatives within five (5) working days of receipt of the appeal action. The Director of the department and the Union may include in the conference any other individual concerned and the Director of the department involved shall give his deposition, in writing, no later than five (5) working days after such conference.

Step 3: If the decision of the Director of the department involved in Step 2 is not satisfactory, the Union may appeal within ten (10) working days of such decision to the Human Resources Director. The aggrieved party may be represented at this step of the grievance procedure by the Steward, one member of the Executive Committee and one other individual of the Union's own choosing. The Human Resources Director and the Union may include in the conference any individuals concerned and the Human Resources Director will give an answer in writing to the appealing employee within five (5) working days. Such written disposition will be rendered on the form provided. Employees appealing decisions regarding promotion, demotion, suspension, or discharge may submit such grievances directly to this step of the grievance procedure without the necessity of complying with procedures set forth in Steps 1 and 2.

Step 4: If the grievance is not satisfactorily settled at Step 3, either party may submit the dispute, within thirty (30) days of receiving such disposition, to arbitration by the Connecticut State Board of Mediation and Arbitration. The decision of the arbitrators will be final and binding on both parties.

13.1: Officers and/or Stewards, not to exceed three (3) members of the Union, as shall be designated by the Union for the purpose of conducting contract negotiations, shall be afforded the necessary amount of time, without loss of pay, to conduct such business.

Officers and/or Stewards, not to exceed two (2) members of the Union, may be designated by the Union for the purpose of adjusting grievances and shall be afforded the necessary amount of time, without loss of pay, to conduct such business.

13.2: The Union shall furnish the Town with a list of its Officers, Executive Committee members and Stewards, and shall, as soon as possible, notify the Town, in writing, of any change therein. Such notification shall be sent to the Human Resources Director, Town Hall, East Hartford. No Officer, Executive Committee member or Steward shall be recognized by the Town until such written notification of his appointment is received by the Town from a duly authorized officer of the Union.

13.3: In addition to those persons specified, the Union or the Town may, at Step 3 and 4 of the grievance procedure, have other representatives present during the presentation of grievances, provided either party shall so advise the other a reasonable period in advance of such hearing.

Employee grievances must be filed no later than ten (10) working days following the date of the incident giving rise to the alleged grievance; however, failure of an individual to grieve does not establish a precedent for settlement in any future grievance.

ARTICLE XIV
Union Leave

14.0: Two (2) members of the Union may attend the State CSEA convention or other Union event each year without loss of pay. Each employee shall be granted up to a maximum of three (3) days of such leave. The total number of days granted to the bargaining unit shall not exceed six (6) days in any year. Employees using such leave shall notify their supervisor at least five (5) days in advance of taking the leave.

14.1: One (1) day of paid Union business leave shall be provided to two (2) bargaining unit members in even numbered calendar years for the purpose of attending the Union's biennial convention.

ARTICLE XV
Right to Review

15.0: All employees shall have the right to review their personnel file upon reasonable request to the Human Resources Director and at such time that the request will not interfere with the orderly operation of the Human Resources Department. The Human Resources Director shall have the right to refuse a request when there is a reasonable cause to believe an employee is abusing the privilege.

ARTICLE XVI
Non-Discrimination

16.0: The provisions of this Agreement shall be applied equally to all employees in the Bargaining Unit without discrimination because of age, sex, marital status, race, color, creed, national origin, political affiliation, sexual orientation, or Union membership.

ARTICLE XVII
Duration

17.0: This Agreement shall remain in full force and effect until the 30th day of June, ~~2017~~ 2021 except that it may be amended at any time by mutual agreement, or upon the anniversary date of said Agreement by giving to the other party not less than one hundred twenty (120) days written notice of intention to propose amendments.

IN WITNESS WHEREOF, the parties have caused their names to be signed on this

_____ day of _____, 2014 2018

TOWN OF EAST HARTFORD

CSEA, LOCAL #2001, SEIU, CTW, CLC

Marcia A. Leclerc
Mayor

David Glidden
Executive Director, CSEA, Local #2001

Santiago Malave
Director of Human Resources

Allyn Tarbell
President, CSEA, Local #2001, Chapter I-15

Edward F. O'Donnell, Jr.
For the Town

Douglas Wilson
Vice President, CSEA, Local #2001, Chapter I-15

Sandra L. Franklin
For the Town

For the Union

The above and foregoing is a true and attested copy of the contract between the Town of East Hartford and CSEA, Local #2001, SEIU, CTW, CLC

ATTEST _____(s)
Town Clerk

APPENDIX A

EAST HARTFORD CSEA, Local 2001, SEIU,CTW,CLC

AUTHORIZATION FOR PAYROLL DEDUCTION

BY: _____
(Please Print) Last Name First Middle

BY: _____
Name of Employer

Effective _____ I hereby request and authorize you deduct from my earnings a sufficient amount to provide for the regular payment of the current rate of monthly Union dues, as certified by the Union. The amount deducted shall be paid to the Treasurer of CSEA, Local 2001, SEIU, CTW, CLC.

The authorization shall remain in effect in accordance with the working Agreement or upon termination of my employment.

Employee's Signature

Street Address

City and State

APPENDIX B

Wages

Effective and retroactive to July 1, ~~2013~~ **2017** the salaries in effect on June 30, ~~2013~~ **2017** under each grade and for each step will be increased by two percent (2%).

Effective ~~and retroactive to~~ July 1, ~~2014~~ **2018**, the salaries in effect on June 30, ~~2014~~ **2018** under each grade and step will be increased by two percent (2%).

Effective July 1, ~~2015~~ **2019**, the salaries in effect on June 30, ~~2015~~ **2019**, under each grade and step will be increased by ~~two percent (2%)~~ **one percent (1%)**.

Effective July 1, ~~2016~~ **2020**, the salaries in effect on June 30, ~~2016~~ **2020**, under each grade and step will be increased by ~~two percent (2%)~~ **one percent (1%)**.

Employees shall move up one step each year until they reach maximum step in their classification.

APPENDIX C
Salary Schedule July 2013 2017 – June 2017 2021

Grade	Classification/Job Title	Increase	Fiscal Year	Step 1	Step 2	Step 3	Step 4	Step 5
1	Custodian		6/30/2017	\$30,375	\$31,892	\$33,487	\$35,162	\$36,921
		2.0%	2017-2018	\$30,983	\$32,530	\$34,157	\$35,865	\$37,659
		2.0%	2018-2019	\$31,603	\$33,180	\$34,840	\$36,582	\$38,412
		1.0%	2019-2020	\$31,919	\$33,512	\$35,188	\$36,948	\$38,796
		1.0%	2020-2021	\$32,238	\$33,847	\$35,540	\$37,317	\$39,184
3	Accounts Clerk		6/30/2017	\$34,225	\$35,939	\$37,732	\$39,621	\$41,600
	Administrative Clerk II	2.0%	2017-2018	\$34,910	\$36,658	\$38,487	\$40,413	\$42,432
	Assessment Clerk II	2.0%	2018-2019	\$35,608	\$37,391	\$39,257	\$41,221	\$43,281
	Food Bank Coordinator	1.0%	2019-2020	\$35,964	\$37,765	\$39,650	\$41,633	\$43,714
		1.0%	2020-2021	\$36,324	\$38,143	\$40,046	\$42,049	\$44,151
4	Police Records Clerk I		6/30/2017	\$36,381	\$38,198	\$40,108	\$42,114	\$44,218
	Accounts Clerk II	2.0%	2017-2018	\$37,109	\$38,962	\$40,910	\$42,956	\$45,102
	Admin.Clerk III	2.0%	2018-2019	\$37,851	\$39,741	\$41,728	\$43,815	\$46,004
	Admin.Clerk III - Landfill	1.0%	2019-2020	\$38,230	\$40,138	\$42,145	\$44,253	\$46,464
	Administrative Secretary II	1.0%	2020-2021	\$38,612	\$40,539	\$42,566	\$44,696	\$46,929
	Assessment Clerk III							
5	Accounts Clerk III		6/30/2017	\$38,708	\$40,644	\$42,677	\$44,813	\$47,051
	Admin. Secretary II - Parks	2.0%	2017-2018	\$39,482	\$41,457	\$43,531	\$45,709	\$47,992
	Building Maintainer	2.0%	2018-2019	\$40,272	\$42,286	\$44,402	\$46,623	\$48,952
		1.0%	2019-2020	\$40,675	\$42,709	\$44,846	\$47,089	\$49,442
		1.0%	2020-2021	\$41,082	\$43,136	\$45,294	\$47,560	\$49,936
6	Accounts Clerk III (PD)		6/30/2017	\$41,224	\$43,288	\$45,451	\$47,723	\$50,109
	Administrative Secretary III	2.0%	2017-2018	\$42,048	\$44,154	\$46,360	\$48,677	\$51,111
	Assessors Assistant	2.0%	2018-2019	\$42,889	\$45,037	\$47,287	\$49,651	\$52,133
	Assistant Town Clerk	1.0%	2019-2020	\$43,318	\$45,487	\$47,760	\$50,148	\$52,654
	Office Interdepartmental	1.0%	2020-2021	\$43,751	\$45,942	\$48,238	\$50,649	\$53,181
	Police Records Clerk II							
	Admin. Sec. III (PD/Floater)							
7	Accounting Assistant		6/30/2017	\$43,946	\$46,146	\$48,449	\$50,872	\$53,418
	Administrative Aide	2.0%	2017-2018	\$44,825	\$47,069	\$49,418	\$51,889	\$54,486
	Caseworker I	2.0%	2018-2019	\$45,721	\$48,010	\$50,406	\$52,927	\$55,576
	Town Council Clerk	1.0%	2019-2020	\$46,178	\$48,490	\$50,910	\$53,456	\$56,132
		1.0%	2020-2021	\$46,640	\$48,975	\$51,419	\$53,991	\$56,693
8	Deputy Town Clerk		6/30/2017	\$46,892	\$49,234	\$51,694	\$54,280	\$56,996
	Delinquent Tax Collector	2.0%	2017-2018	\$47,830	\$50,219	\$52,728	\$55,366	\$58,136
	Engineering Tech III	2.0%	2018-2019	\$48,789	\$51,223	\$53,783	\$56,473	\$59,299

		1.0%	2019-2020	\$49,275	\$51,735	\$54,321	\$57,038	\$59,892
		1.0%	2020-2021	\$49,768	\$52,252	\$54,864	\$57,608	\$60,491
Grade	Classification/Job Title	Increase	Fiscal Year	Step 1	Step 2	Step 3	Step 4	Step 5
9	Asst. Collector of Revenue		6/30/2017	\$50,079	\$52,583	\$55,210	\$57,972	\$60,872
	Asst. Grants Administrator	2.0%	2017-2018	\$51,081	\$53,635	\$56,314	\$59,131	\$62,089
	Assessment Systems Coordinator	2.0%	2018-2019	\$52,103	\$54,708	\$57,440	\$60,314	\$63,331
	Animal Control Officer	1.0%	2019-2020	\$52,624	\$55,255	\$58,014	\$60,917	\$63,964
	Caseworker II	1.0%	2020-2021	\$53,150	\$55,808	\$58,594	\$61,526	\$64,604
	Housing Specialist							
	HVAC Maint./Repairman							
	Property Maint. Inspector							
	Real & Personal Prop Asst.							
	Senior Sec. to the Mayor							
10	Asst. Zoning Enforcement Official		6/30/2017	\$53,531	\$56,212	\$59,020	\$61,970	\$65,070
	Counseling Coordinator	2.0%	2017-2018	\$54,602	\$57,336	\$60,200	\$63,209	\$66,371
	Economic Dev. Specialist	2.0%	2018-2019	\$55,694	\$58,483	\$61,404	\$64,473	\$67,698
	Engineering Tech IV	1.0%	2019-2020	\$56,251	\$59,068	\$62,018	\$65,118	\$68,375
	Housing Planning Analyst	1.0%	2020-2021	\$56,814	\$59,659	\$62,638	\$65,769	\$69,059
	Information Systems Specialist							
	Payroll Coordinator							
	Program Supervisor, Senior Centers							
	Supervisor Rec/Aquatics							
	Youth Services Program Coordinator							
11	Asst. Bldg. Official Electrical		6/30/2017	\$57,283	\$60,146	\$63,152	\$66,310	\$69,624
	Asst. Bldg. Official General	2.0%	2017-2018	\$58,429	\$61,349	\$64,415	\$67,636	\$71,016
	Asst. Bldg. Official P & H	2.0%	2018-2019	\$59,598	\$62,576	\$65,703	\$68,989	\$72,436
	Elderly Services Coordinator	1.0%	2019-2020	\$60,194	\$63,202	\$66,360	\$69,679	\$73,160
	Emergency Management Coordinator	1.0%	2020-2021	\$60,796	\$63,834	\$67,024	\$70,376	\$73,892
	Public Health Sanitarian							

Grade	Classification/Job Title	Increase	Fiscal Year	Step 1	Step 2	Step 3	Step 4	Step 5
12	Operations Engineer		6/30/2017	\$61,345	\$64,416	\$67,636	\$71,018	\$74,569
	Supervisor Property Maintenance Inspector	2.0%	2017-2018	\$62,572	\$65,704	\$68,989	\$72,438	\$76,060
		2.0%	2018-2019	\$63,823	\$67,018	\$70,369	\$73,887	\$77,581
		1.0%	2019-2020	\$64,461	\$67,688	\$71,073	\$74,626	\$78,357
		1.0%	2020-2021	\$65,106	\$68,365	\$71,784	\$75,372	\$79,141
13	Assistant Town Engineer		6/30/2017	\$65,765	\$69,051	\$72,509	\$76,128	\$79,940
	Civil Engineer	2.0%	2017-2018	\$67,080	\$70,432	\$73,959	\$77,651	\$81,539
	Purchasing Agent	2.0%	2018-2019	\$68,422	\$71,841	\$75,438	\$79,204	\$83,170
	Programmer Systems Analyst	1.0%	2019-2020	\$69,106	\$72,559	\$76,192	\$79,996	\$84,001
		1.0%	2020-2021	\$69,797	\$73,285	\$76,954	\$80,796	\$84,841
14	Building Division Supervisor		6/30/2017	\$70,564	\$74,096	\$77,803	\$81,687	\$82,591
	Deputy Assessor	2.0%	2017-2018	\$71,975	\$75,578	\$79,359	\$83,321	\$84,243
	Network Systems Administrator	2.0%	2018-2019	\$73,415	\$77,090	\$80,946	\$84,987	\$85,928
		1.0%	2019-2020	\$74,149	\$77,861	\$81,755	\$85,837	\$86,787
		1.0%	2020-2021	\$74,890	\$78,640	\$82,573	\$86,695	\$87,655
15	Town Planner		6/30/2017	\$75,792	\$79,579	\$83,555	\$87,733	\$92,119
	Risk Manager	2.0%	2017-2018	\$77,308	\$81,171	\$85,226	\$89,488	\$93,961
		2.0%	2018-2019	\$78,854	\$82,794	\$86,931	\$91,278	\$95,840
		1.0%	2019-2020	\$79,643	\$83,622	\$87,800	\$92,191	\$96,799
		1.0%	2020-2021	\$80,439	\$84,458	\$88,678	\$93,113	\$97,767

Appendix D
CSEA #2001 PPO Medical Plan

Benefits	P.P.O. Plan with Managed Benefits
Costshares	In-Network
	In-Network services subject to co-pays <ul style="list-style-type: none"> • \$5 Office Co-pay • \$25 Emergency Room Co-pay • \$0 Outpatient Surgical Co-pay • \$0 Per Hospital Admission Co-pay • Lifetime Maximum-Unlimited
	Out-of-Network
	<ul style="list-style-type: none"> • Deductible - \$200/\$400/\$500 • Coinsurance - 80%/20% to \$4,000/\$8,000/\$10,000 • Out-of-Pocket Maximum \$1,000/\$2,000/\$2,500 • Lifetime Maximum Out-of-Network - \$1,000,000
Preventive Care	
Pediatric	\$5 Co-pay. Covered according to age-based schedule Examination Schedule:
	<ul style="list-style-type: none"> • Birth - 1 year 6 examinations • 1 year - 5 years 6 examinations • 6 years - 10 years 1 examination every 2 years • 11 years - 21 years 1 examination every year • 22 years - 29 years 1 examination every 5 years • 30 years - 39 years 1 examination every 3 years • 40 years - 49 years 1 examination every 2 years • 50 and over 1 examination annually
Adult	
Vision	\$5 Co-pay covered once every 2 years
Hearing	\$5 Co-pay covered once every year
Gynecological	\$5 Co-pay, one routine examination every year
Medical Services	
Medical Office Visit	\$5 Co-pay
Outpatient PT/OT/Chiro/ Speech Therapy	Covered up to 60 combined treatments per member per calendar year. (Treatment Plan Required)
Allergy Services	\$5 Co-pay for visits and tests (<i>Treatment Plan Required</i>) \$0 Co-pay on injections

Diagnostic Lab & X-ray	Covered
Surgery Fees	Covered
Office Surgery	Covered
Outpatient MH/SA	Covered at 50% up to 40 visits per Calendar year In and Out-of-Network
Emergency Care	
Emergency Room	\$25 Co-pay (Waived if Admitted)
Urgent Care	\$25 Co-pay
Ambulance	Covered up to \$500 per trip - land Covered up to \$3,000 per trip - air
Inpatient Hospital	Note: All hospital admissions require pre-cert.
General/Medical/Surgical/ Maternity (Semi-Private)	Covered
Ancillary Services (Medical Supplies)	Covered
Psychiatric	Covered up to 60 days per calendar year <i>(120 partial)</i>
Substance Abuse/Detox	Covered up to 60 days per calendar year <i>(120 partial)</i>
Rehabilitative	Covered up to 60 days per calendar year
Skilled Nursing Facility	Covered up to 120 days per calendar year
Hospice	Covered up to 60 days
Outpatient Hospital	
Outpatient Surgery	Covered
Facility Charges	
Diagnostic Lab & X-ray	Covered
Pre-Admission Testing	Covered
Other Services	
Durable Medical Equipment	Covered

Prosthetics	Covered
Home Health Care	200 Visits per calendar year
Prescription Drugs	\$3/\$6/\$0 Managed Pharmacy Card Plan, \$2,000 annual maximum, additional coverage out-of-network
This is a summary of benefits and is by its nature limited in detail and scope. Refer to the plan document for full details of coverage.	

APPENDIX D (continued)
Vision Rider

With regard to Article IX, Section 9.0 d) Vision Care:

It is the intent of the parties to retain the Century 98 Vision Care Endorsement as specified in the 7/1/95 - 6/30/98 contract.

Appendix E
Triple Option Dental Plan

BENEFIT DESCRIPTION	PPO IN NETWORK NO DEDUCTIBLE	FLEX DENTAL \$50 DEDUCTIBLE*	OUT OF NETWORK \$200 DEDUCTIBLE
ANNUAL MAXIMUM	Unlimited	Unlimited	Unlimited
BENEFIT	Coinsurance	Coinsurance	Coinsurance
PREVENTIVE SERVICES			
Prophylaxis	100%	100%	80%
Oral Hygiene Instruction (Included with Oral Evaluation)	100%	100%	80%
Fluoride Treatment to age 19	100%	100%	80%
Sealants	100%	100%	50%
Space Maintainers	100%	100%	50%
DIAGNOSTIC SERVICES			
Oral Evaluation	100%	100%	70%
Radiographs	100%	100%	70%
Pulp Vitality Test (Included with Oral Evaluation)	100%	100%	70%
RESTORATIVE SERVICES			
Amalgam Fillings	100%	100%	50%
Resin Fillings	100%	100%	50%
ENDODONTICS			
Root Canal	100%	80%	50%
Apicoectomy	100%	80%	50%
ORAL SURGERY			
Simple Extractions	100%	100%	50%
Surgical Extractions and Impaction	50%	50%	50%
Treatment of Fractures & Dislocations	50%	50%	Not Covered
GENERAL SERVICES			
Consultation	60%	50%	Not Covered
General Anesthesia	60%	50%	Not Covered
Emergency Treatment	100%	100%	50%
PERIDONTICS			
Gingival Curettage	50%	50%	Not Covered
Gingivectomy or Gingivoplasty	50%	50%	Not Covered
Osseous Surgery	50%	50%	Not Covered
Mucogingival Surgery	50%	50%	Not Covered
Management of Acute Infection and oral lesions	50%	50%	Not Covered
PROSTHODONTICS			
Dentures Full and Partial	50%	Not Covered	Not Covered

	PPO IN NETWORK NO DEDUCTIBLE	FLEX DENTAL \$50 DEDUCTIBLE*	OUT OF NETWORK \$200 DEDUCTIBLE
Crowns, Bridges, fixed and removable	50%	Not Covered	Not Covered
Inlays, onlays and crowns not part of bridge	100%	50%	Not Covered
Addition of teeth to partial denture to replace extracted teeth	50%	Not Covered	Not Covered
Repair of Dentures	100%	100%	Not Covered
Orthodontia			
\$1,000 Lifetime maximum	50%	50%	Not Covered
Dependents covered to age 19			

*Flex Dental deductible does not apply to preventive services or sealants.

Benefits will be available for resin (synthetic) fillings on anterior or bicuspid teeth only. For resin (synthetic) fillings on molar teeth, the member coinsurance obligation will increase. Benefits will be provided in an amount equal to the maximum allowable (MAA) amount for an amalgam filling. The member will be responsible for any amounts over the MAA.

This is not a legal contract. It is only a general description of the Triple Option Dental Program.

11-May-01

APPENDIX F
HEALTH BENEFIT OPT-OUT FORM

Employee Name _____

Date of Form Completion _____

Department _____

Effective Date of Cancellation _____

Statement of Election to Participate in Town of East Hartford
Health Benefit Opt-Out Program

I elect to cancel my health insurance (but not my dental insurance) with the Town of East Hartford. The health plan that I will be covered under is offered through _____ (name of company offering program).

The name of the plan providing my insurance coverage (name of health insurance carrier) is _____.

This plan covers: ☐ my spouse, ☐ my family, and ☐ myself (*check all that apply*).

Attached is documentation of my enrollment in the above plan.

In exchange for canceling my health insurance, I elect to receive a cash payment (totaling ~~\$500~~ **\$1000** for individual employee coverage, ~~\$750~~ **\$1500** for employee plus one dependent coverage, or ~~\$1,000~~ **\$2000** for employee plus family coverage) to be paid in quarterly installments in October, January, April, and July. I understand that by accepting the opt-out program, I am no longer covered by the Town's health insurance program. However, I will continue to be covered by the Town's dental insurance program.

Employee Signature _____ Date _____

Witness _____ Date _____

APPENDIX G
Medical Certificate Form

A medical certificate submitted in accordance with Article VII, Section 7.0 (f) shall be on the following form or shall contain substantially equivalent information

NAME OF DOCTOR _____

ADDRESS: _____

TEL. NO. _____

TO: Director of Human Resources
740 Main Street
East Hartford, CT 06108

FROM: _____

DATE: _____

As a physician duly licensed by the State of _____, I hereby certify that _____ who was seen by me on _____ was unable to work during the continuous period from _____ to _____.

CHOICE ONE

He/she was under my care on or after _____.

I also certify that said employee can return to duty with no restrictions on _____.

CHOICE TWO

He/she was under my care on or after _____.

I also certify that said employee can return to duty with the following restrictions:

_____.

Signature of Physician

Date

APPENDIX H

HIGH DEDUCTIBLE HEALTH PLAN SUMMARY

This schedule is intended to generally describe the benefits available for Covered Services under the Summary Booklet. For a more detailed explanation of benefits provided, you should refer to the appropriate section of the Summary Booklet. This schedule is subject to all the terms, conditions, and limitations set forth in the Summary Booklet. The Summary Booklet prevails if there is any discrepancy between this schedule and the terms, conditions, and limitations set forth in the Summary Booklet.

COVERED SERVICE	IN-NETWORK SERVICES	OUT-OF-NETWORK SERVICES
Covered Person Plan Year Deductible	\$1,500 single* \$3,000 family**	
Covered Person Coinsurance	Not Applicable	20%
Covered Person Plan Year Out-of-Pocket Limit *Applies to Prescription Drug Copayments	\$1,500 single*** \$3,000 family****	\$4,000 single*** \$8,000 family****
Lifetime Maximum	Unlimited	Unlimited
<p>*Single Deductible – The Deductible must be satisfied before any Covered Services are paid by the Plan except for Preventive Services which are not subject to the Deductible.</p> <p>**Family Deductible – The family Deductible must be satisfied before any Covered Services are paid by the plan except for Preventive Services which are not subject to the Deductible. The family Deductible may be satisfied by one Covered Person or all members of the family collectively.</p> <p>***Single Out-of-Pocket Limit – Once the Member Out-of-Pocket Limit is satisfied, no additional Coinsurance will be required for the Covered Person for the remainder of the benefit period except for Out-of-Network Human Organ and Tissue Transplant services.</p> <p>****Family Out-of-Pocket Limit – Once the family Out-of-Pocket Limit is satisfied, no additional Coinsurance will be required for the Family for the remainder of the benefit period except for Out-of-Network Human Organ and Tissue Transplant services.</p> <p>In-Network and Out-of-Network Out-of-Pocket Limits are separate and do not accumulate toward each other.</p>		
PREVENTIVE SERVICES		
Well Child Care	No Cost-Share	Deductible & Coinsurance
Adult Physical Examinations	No Cost-Share	Deductible & Coinsurance
Other Preventive Screenings including but not limited to: Routine gynecological care: pap smear and pelvic exam, Prostate screening, Mammography screening, colorectal cancer screening, flexible sigmoidoscopy, colonoscopy, total cholesterol screening, lipid screenings and panels, diabetic screening (See Preventive Svs in Covered Services section for add'l info)	No Cost-Share	Deductible & Coinsurance

COVERED SERVICE	IN-NETWORK SERVICES	OUT-OF-NETWORK SERVICES
Immunizations and Vaccinations (Other than those needed for travel, see OTHER MEDICAL SERVICES section of the Schedule of Benefits)	No Cost-Share	Deductible & Coinsurance
HOSPITAL SERVICES		
All Inpatient Admissions	Deductible	Deductible & Coinsurance
Specialty Hospital 100 days per Member per Calendar Year	Deductible	Deductible & Coinsurance
Outpatient Surgery (including colonoscopy) Note: See Other Medical Services section also, for Outpatient Surgery rendered in an ambulatory surgical center	Deductible	Deductible & Coinsurance
DIAGNOSTIC SERVICES		
Diagnostic, Laboratory and X-Ray Services	Deductible	Deductible & Coinsurance
High Cost Diagnostic Tests MRI, MRA, CAT, CTA, PET, and SPECT scans	Deductible	Deductible & Coinsurance
THERAPY SERVICES		
Outpatient Rehabilitation Outpatient rehabilitative and restorative physical, occupational, speech and chiropractic therapy for up to 50 combined visits per Calendar Year	Deductible	Deductible & Coinsurance
Other Therapy Services: Outpatient cardiac rehabilitation therapy; Radiation therapy; Chemotherapy for the treatment of cancer; Electroshock therapy; Kidney Dialysis in a Hospital or free-standing dialysis center	Deductible	Deductible & Coinsurance
Allergy Office Visit/Testing	Deductible	Deductible & Coinsurance
Allergy Injections Immunotherapy or other therapy treatments	Deductible	Deductible & Coinsurance

COVERED SERVICE	IN-NETWORK SERVICES	OUT-OF-NETWORK SERVICES
MEDICAL EMERGENCY/URGENT CARE SERVICES		
Emergency Room Treatment Emergency Room Cost-Share waived if the Member is admitted directly to the Hospital from the emergency room	Deductible	Deductible
Urgent Care Services	Deductible	Paid as In-Network Emergency Room
Ambulance Land & Air: Paid according to the Department of Public Health Ambulance Service Rate Schedule	Deductible	Deductible
PHYSICIAN MEDICAL/SURGICAL SERVICES		
Medical Office Visit	Deductible	Deductible & Coinsurance
Surgical Services Performed by a Surgeon or Physician (Specialist) in any setting other than an Office Visit	Deductible	Deductible & Coinsurance
Non-Surgical Services of a Physician or Surgeon (other than a medical office visit) These services may include after care or attending medical care	Deductible	Deductible & Coinsurance
MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES		
Outpatient Treatment for Mental Health Care & Substance Abuse Care	Deductible	Deductible & Coinsurance
Inpatient Hospital Services In a Hospital or Residential Treatment Center for Mental Health Care	Deductible	Deductible & Coinsurance
Inpatient Rehabilitation Treatment for Substance Abuse Care In a Hospital or Substance Abuse Treatment Facility	Deductible	Deductible & Coinsurance
OTHER MEDICAL SERVICES		
Outpatient Surgery	Deductible	Deductible & Coinsurance
In a licensed ambulatory surgical center (not located in a Hospital setting) (including colonoscopy) Note: See the Hospital Svs section for Outpatient Surgery rendered in a Hospital setting	Deductible	Deductible & Coinsurance

COVERED SERVICE	IN-NETWORK SERVICES	OUT-OF-NETWORK SERVICES
Skilled Nursing Facility Up to 120 days per calendar year	Deductible	Deductible & Coinsurance
Immunizations and Vaccinations for Travel	Deductible	Deductible & Coinsurance
Prescription Drugs: Retail Pharmacy: The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is a 30 day supply. Diabetic equipment, drugs and supplies Specialty Pharmacy: The maximum supply of a Specialty Drug for which benefits will be provided when dispensed under any one prescription is a 30 day supply. Mail Order Prescription Drug Program The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is a 1-90-day supply. Diabetic drugs & supplies	Deductible and then: Tier 1 \$10 Copay per Covered Drug Tier 2 \$25 Copay per Covered Drug Tier 3 \$40 Copay per Covered Drug Tier 1 \$10 Copay per Covered Drug Tier 2 \$25 Copay per Covered Drug Tier 3 \$40 Copay per Covered Drug Tier 1 \$10 Copay per Covered Drug Tier 2 \$50 Copay per Covered Drug Tier 3 \$80 Copay per Covered Drug	Deductible & Coinsurance per prescription Deductible & Coinsurance per prescription Deductible & Coinsurance per prescription Deductible & Coinsurance per prescription
Human Organ and Tissue Transplant Services Unlimited maximum	Deductible	Deductible & Coinsurance
Home Health Care (including In-Home Hospice Care) Nursing and therapeutic services limited to 200 visits In the Home Hospice Medical Social Services under the direction of a physician up to \$420	Deductible Deductible	Deductible & Coinsurance Deductible & Coinsurance

APPENDIX H

Vision Rider

This schedule is only a brief summary of the amount of benefits you will be paid when you receive Covered Services from a provider. Please refer to the Covered Services Section of the Summary Plan Description for a more complete explanation of the specific vision services covered by the Plan. All Covered Services are subject to the conditions, exclusions, limitations, terms and provisions of the Certificate of Coverage and Summary Plan Description including any attachments or riders. The Certificate of Coverage and Summary Plan Description prevail if there is any discrepancy between this schedule and the terms, conditions, exclusions, limitations, terms and provisions set forth in the Certificate of Coverage or Summary Plan Description.

BENEFIT PERIOD	Calendar Year
DEPENDENT AGE LIMIT	To the end of the month after which the child attains 26.

COVERED SERVICES	COPAYMENTS/MAXIMUMS	
	Network Providers	Non-Network Providers
Prescription Lenses		
Standard: (including factory scratch coating, polycarbonate lenses for children under 19 years old and Photochromic lenses for children under 19 years old)		
Basic Lenses (Pair)		
Single Vision lenses	\$25 Copayment	Reimbursed up to \$36
Bifocal lenses	\$25 Copayment	Reimbursed up to \$54
Trifocal lenses	\$25 Copayment	Reimbursed up to \$69
(Limited to one set of lenses per Calendar Year.)		
Frame		
(Limited to one frame per Calendar Year)	\$130 Retail Amount	Reimbursed up to \$64
Prescription Contact Lenses (traditional or disposable)		
Non-Elective Contact Lenses (Availability once every Calendar Year)	Covered in full	Reimbursed up to \$210
Elective Contact Lenses (in lieu of eyeglass lenses allowances) (Availability once every Calendar Year)	\$130 Retail Amount	Reimbursed up to \$105
Note: If you elect covered Non-Elective Contact Lenses or Elective Contact Lenses within one calendar year period, no benefits will be available for covered lenses and frames until the next calendar year period.		



MEMORANDUM

DATE: February 26, 2018

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance *MPW*

TELEPHONE: (860) 291-7246

RE: CSEA Settlement - Contingency Transfer

By way of this memo, attached please find a Contingency Transfer of Funds related to the settlement of the CSEA contract.

To cover the costs related to the settlement, \$97,880 of funding is needed and will be transferred from Contingency. Accordingly, the Budget Transfer of Funds attached should be approved.

Please contact me if you have any questions or problems on any of the aforementioned information. Thank you.

Hyp.	Wages	Prem. Share
	2%, 2%, 1%, 1%	24% PPO/10% HDHP

82

Year	Wage Inc. Per Year	Wage Inc. Total
Pre	-	-
1	97,880	97,880
2	98,838	197,718
3	50,917	248,635
4	51,426	300,061
5	-	-
Total		844,293

Total Per Year	Total Per Contract	Net Prem. Share Inc.	Ann. Net Increase	Net Increase	% Inc. Ann.
-	-	-	-	-	0.00%
97,880	97,880	-	97,880	97,880	1.98%
99,838	197,718	-	99,838	197,718	1.98%
50,917	248,635	-	50,917	248,635	1.00%
51,426	300,061	-	51,426	300,061	1.00%
-	-	-	-	-	0.00%
300,061	844,293	-	300,061	844,293	5.95%

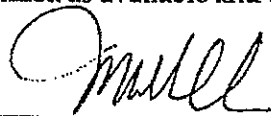
Annualized 1.49%

1. The Town desired to eliminate the 50% seed, a fixed cost, and in its place negotiated lower premium shares
2. This group still has a high concentration of PPO members so the seed and enhanced wellness payment was kept in place for one year
3. The PPO premium is set at such a high level that there is no overriding need by the Town to eliminate the PPO option for this group
4. The OPT out enhancement is set at a higher level in order to attract prospective members while still allowing the town to save money on providing medical benefits to employees (20 of 80)
5. The cost of the increased life insurance is \$3,860
6. The cost of the vacation payout at separation will average \$2,500 per employee with 2-3 employees retiring annually
7. The Town added "Condition Care Rewards" and "Preventive RX" enhancements to the contract in order to deliver better medical outcomes to the employee while lowering medical costs

The Town of East Hartford
For the Fiscal Year Ended June 30, 2018
Budget Transfer

FROM		
Account Number	Name	Amount
G9600-60201	CONTINGENCY - RESERVE FOR CONTRACT NEG.	97,880
	TOTAL	<u>97,880</u>
TO		
Account Number	Name	Amount
G1100 60110	TOWN COUNCIL PERM SERV	1,068
G1200 60110	TOWN CLERK PERM SERV	3,300
G2100-60110	MAYOR'S OFFICE PERM SERV	1,100
G2600 60110	YOUTH SERV PERM SERV	3,700
G2950 60110	GRANT ADMIN PERM SERV	2,500
G3200-60110	ACCTS AND CONTROLS PERM SERV	3,600
G3300-60110	DATA PROCESSING PERM SERV	7,000
G3400 60110	PURCHASING PERM SERV	1,500
G3600-60110	ASSESSOR PERM SERV	4,900
G3700-60110	REVENUE/COLLECT PERM SERV	5,000
G4100-60110	DEV ADMIN PERM SERV	3,000
G5203 60110	POLICE ADMIN PERM SERV	13,000
G5316 60110	FIRE ADMIN PERM SERV	2,030
G5319 60110	FIRE MARSHALL PERM SERV	942
G5324 60110	EMER MNGT PERM SERV	1,484
G6100 60110	INSPECTIONS PERM SERV	12,000
G7100 60110	PUB WORKS ADMIN PERM	3,150
G7200 60110	ENGINEERING PERM SERV	9,000
G7800-60110	BLDG. MAINT. PERM SERV	6,000
G8100 60110	PARK ADMIN PERM SERV	4,806
G9300 60110	ENVIRON PERM SERV	2,700
G9400-60110	SOCIAL SVS PERM SERV	3,500
G9430 60110	SENIOR SERV PERM SERV	2,600
	TOTAL	<u>\$ 97,880</u>

The funds being transferred are certified as available and unobligated.



Michael P. Walsh, Director of Finance

Marcia A. Leclerc, Mayor

Angela Attenello, Town Council/Clerk

Dated this 26th day of February 2018

Robert J. Porek

2018 FEB 22 A 9:25

INVESTIGATION AND AUDIT COMMITTEE
TOWN COUNCIL MAJORITY OFFICE

TOWN CLERK
EAST HARTFORD

FEBRUARY 20, 2018

PRESENT Ram Aberasturia, Chair; Councillors Linda Russo and Esther Clarke

ALSO Michael Walsh, Finance Director
PRESENT Ken Sayers, Information Technology Supervisor
Susan Kniep, 50 Olde Roberts Street
Donald Sugalski, 1736 Main Street

CALL TO ORDER

Chair Aberasturia called the meeting to order at 5:34 p.m.

APPROVAL OF MINUTES

December 5, 2017 Meeting

MOTION By Esther Clarke
seconded by Linda Russo
to approve the minutes of the December 5, 2017 meeting.
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

Susan Kniep, 50 Olde Roberts Street, is concerned that the town is contracted with BlumShapiro – the same auditing firm that was used in Winsted and there were repercussions there. She asked if anyone from town has spoken with representatives from BlumShapiro about errors made in Winsted. Finance Director Mike Walsh explained that someone has spoken to BlumShapiro.

NEW BUSINESS

Review of RFP Auditor Results and Selection

Mike Walsh, Finance Director, led a discussion on the results of the Request for Proposal for auditing services for the town. The RFP was for a 5-year bid, approved annually by the Town Council. Finance Director Walsh stated that according to State law and Town Charter, the town must have an independent audit every year. There was only 1 bid received and that was from BlumShapiro. Chair Aberasturia expressed his confidence in the Finance Director and that the town performed its due diligence. Councillor Clarke commented that she did not like a 5-year contract, but agrees with a 5-year bid renewable each year for 5 years. Councillor Russo asked Finance Director Walsh if, under the agreement entered into with BlumShapiro, the town would be subject

to a penalty by BlumShapiro should the town choose not to renew annually with that firm. He indicated there was no penalty.

MOTION By Esther Clarke
seconded by Linda Russo
to **accept** the proposal of Blum Shapiro to provide auditing services
for the Town of East Hartford for FY ending June 30, 2018 in the amount
of \$71,200, contingent upon approval of the Town Council.
Motion carried 3/0.

See email dated February 21st from Mike Walsh to Vanesa Rossitto of BlumShapiro that follows these minutes regarding the 1-year contract.

Review Result of Penetration Test Quotes and Set Direction

Ken Sayers, IT Supervisor, gave the Committee a presentation on the penetration test. It was reported that the town has 50 different servers and the Board of Education has 30. Finance Director Mike Walsh stated that 4 municipalities in Connecticut have suffered losses due to computer hacking and that East Hartford has areas of vulnerability. He presented the Committee with a list of 5 vendors that he contacted. Both Ken Sayers and Mike Walsh are comfortable with a company named Foresite, One Hartfield Blvd, Suite #300, East Windsor CT 06088 and are prepared to recommend contracting with them, but will leave that up to the Committee.

MOTION By Esther Clarke
seconded by Linda Russo
to engage Foresite for the purposes of performing a network systems
penetration test for the town's and Board of Education's computer
systems, at a cost not to exceed \$8,000.00.
Motion carried 3/0.

ADJOURNMENT

MOTION By Esther Clarke
seconded by Linda Russo
to adjourn at 6:13 p.m.
Motion carried 3/0.

C: Town Council
Mayor Leclerc
Mike Walsh, Finance Director
Ken Sayers, IT Supervisor

Walsh, Mike

From: Walsh, Mike
Sent: Wednesday, February 21, 2018 9:01 AM
To: vrossitto@blumshapiro.com
Cc: Trzetzziak, Linda; Paul Mainuli, BOE Business Services Director; 'JOANNE B. ZATARAIN'
Subject: I and A Action 2/20/2018

V --

Last night I and A held a meeting for the purpose of reviewing and acting on the recent Auditor RFP and the submissions the town received. They voted to accept Blum's bid making Blum the auditor for FY 18, so congratulations.

As you may recall, our Town Charter requires the Town Council to annually approve the auditor so rather than the Blum bid being a five-year contract, it ends up being five one-year contracts each requiring Town Council annual approval.

The I and A Subcommittee wanted me to communicate this process to you as they expect to discuss reselecting Blum annually moving forward. Please let me now if you have any questions on the process. Thanks.

Michael P. Walsh, Director of Finance
Town of East Hartford
740 Main Street
East Hartford, CT 06108
Telephone: (860) 291-7246
Facsimile: (860) 289-0831
E-Mail: MWalsh@easthartfordct.gov

On February 20th, the Town Council approved the appointment of Nancy Vivar-Ramos as a full member to the Zoning Board of Appeals. Ms. Vivar-Ramos should have been appointed as an *Alternate*.

On March 6th, the Council should rescind the February 20th motion:

Appointment to the Zoning Board of Appeals

MOTION By Esther Clarke
seconded by Caroline Torres
to **approve** the appointment of Nancy Vivar-Ramos, 202 Brewer Street,
to the Zoning Board of Appeals, whose term shall expire December 2019.
Motion carried 9/0.

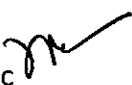
And make the following motion:

Appointment to the Zoning Board of Appeals

MOTION By
seconded by
to **approve** the appointment of Nancy Vivar-Ramos, 202 Brewer Street,
as **Alternate**, to the Zoning Board of Appeals, whose term shall expire
December 2019.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: February 15, 2018
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: APPOINTMENT: Boards and Commissions

The following name has been submitted by the Republican Town Committee Chair for appointment to the below commission.

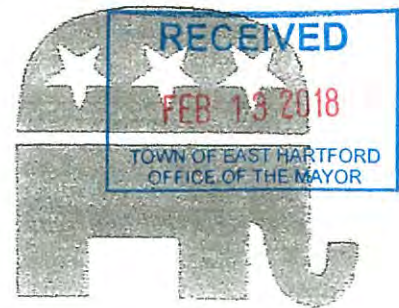
Zoning Board of Appeals (5 Year Term)

R Nancy Vivar-Ramos 202 Brewer Street

12/19

C: R. Pasek, Town Clerk

TOWN OF EAST HARTFORD, CT
STATEMENT OF INTEREST IN SERVING ON A
BOARD OR COMMISSION



The Town of East Hartford, CT is a "Minority Representation" Municipal Government.

This Form is to be used to request nomination to a position by the East Hartford Republican Town Committee and will be submitted to its Permanent Nominating Committee for consideration.

Republican Town Committee Chairman,

-Please print and complete the following information in full-

1. NANCY VIVAL- RAMOS
Your name exactly as it appears on the E. Htfd. Voter Registration List
2. 202 Brewer St, E. Hartford, CT
Street Address Zip Code 06118
3. PARTY AFFILIATION ☒ REPUBLICAN ☐ UNAFFILIATED ☐ OTHER _____
4. (860) 568-4868
Home Phone
5. (860) 983-6730
Cell Phone
6. njramos@usn.com
Personal e-mail address
7. Housing Counselor / Acct Mgr.
Occupation
8. _____
Employer
9. _____
Employer/Work Address
10. _____
Work Phone
11. Bachelor in Science
Formal Education Level Achieved
12. White (Hispanic)
Ethnicity (Optional)
13. 20 years
Years as E. Htfd. Resident
14. Zoning Board of Appeals
Name of Board or Commission you would like to serve on
15. St. Rose Church, St. Lawrence Church, Archdiocese of Hartford
*Community based activities and/or civic/volunteer organizations activities you have participated in
16. I have lived here x 20 years, and need to be involved on its develop.
*Your reason for being interested in serving our Town in this capacity
17. Negotiator, Organizational skills, bilingual (spanish)
*List any qualifications you believe will be an asset to the board or commission on which you wish to serve

*Please use the back of this page if you need more space or attach a resume if you wish

18. Nancy Vival-Ramos
YOUR SIGNATURE
19. 2/12/2018
DATE

THIS SPACE FOR USE BY REPUBLICAN TOWN COMMITTEE

Submitted for consideration by Town Committee Member

Voter Registration Information Certified by Voter Registrar

At a duly called meeting of the E. Htfd. Republican Town Committee's Permanent Nominating Committee and by majority vote, the East Hartford Resident described above is hereby nominated for appointment to the:

Antonia M. Mousa
Republican Town Committee Secretary

2/12/18
Date

NANCY VIVAR-RAMOS

E-Mail: njramos@msn.com

202 Brewer Street
East Hartford, CT 06118

Cel (860) 983-6730
Fax (860) 461-0344

EMPLOYMENT

Housing Education Resource Center, Inc., Hartford, CT

Program Assistant - 2010-2017

Housing Mobility Counselor- 2014-2017

- ◆ Managed the North Central Mobility Program (NCMP) providing counseling, assistance & support services enabling rental subsidy participants to explore all of their housing options.
- ◆ Significant training, experience and proficiency in Housing Mobility.
- ◆ Received housing counseling training and attends training relevant to mobility, fair housing, landlord/tenant matters, financial and credit literacy, and rental subsidy programs.
- ◆ Provided mobility counseling services to HERC program participants in the areas of landlord/tenant matters, fair housing, financial education, and home ownership preparation.
- ◆ Conducted educational workshops in English and Spanish on NCMP tenant/landlord matters, financial budgeting and credit issues, and provides individual counseling to program clients.
 - ❖ Individual counseling, housing search assistance and support services aimed at facilitating relocation from high- to low-poverty neighborhoods will be provided until the lease-up is complete.
 - ❖ Additional services included educating landlords about the subsidy program rules, regulations and procedures as well as negotiating rent and security deposit amounts. Assisted with ensuring required paperwork is completed correctly and submitted in a timely manner. Also helped clients identify and overcome barriers that may affect their household moves.
- ◆ Bilingual with fluency in English and Spanish.
 - ❖ Bilingual with fluency in English and Spanish and is responsible for developing program materials in both languages.
 - ❖ Available to all HERC clients for translation services.
 - ❖ Conduct individual and group training and education of clients, service providers, town personnel, and others on current housing matters and concerns
- ◆ Counseled clients to facilitate resolutions to clients' various housing-related needs
- ◆ Efficient assessment of client housing needs to formulate an action plan as a framework for resolution
- ◆ Conducted regularly scheduled educational classes for housing mobility clients
- ◆ Assisted regularly scheduled educational classes for rental, and home ownership clients
- ◆ Very active participation in and collaboration with Housing Authorities offices on housing issues including client eligibility and additional allowances for housing mobility

Conducted a ***Needs Assessment***, that helped to identify household needs and family goals, including education, employment, vocational training, etc. Provided referrals to community resources that provide services in these areas.

Addressed financial and credit concerns and helped clients create a family budget as a part of an overall Action Plan.

U.S. Census Bureau, East Hartford, CT

Enumerator/ Crew Leader Assistant, Apr - Aug 2010

Aetna, Inc., Hartford, Connecticut

International Account Service Rep/Account Manager, Sep 01 - Oct 06

Premium Reconciliation Specialist, Nov 99 - Sep 01

Public Storage, East Hartford, Connecticut

Property Manager, 1999 - 2001

Job Assistance Center, Vilseck, Germany

Administrative Assistant & System Administrator, 1995- 1996

Counselor's Assistant, 1992 - 1995

EDUCATION

Park University - Parkville, Missouri

Bachelor of Science, Major - Business Management 1998

Summa Cum Laude GPA 4.0

OTHER TRAINING

Archdiocese of Hartford - St. Thomas Seminary, Bloomfield, Connecticut

Spanish Lay Minister - 2015

Social Justice .

Bill	Name	Prop Loc/Vehicle Info.	Int Paid	Over Paid
2016-03-51764	ARI FLEET LT	2010/ NMOKS9AN5AT031906		-39.83
2016-03-51794	ARI FLEET LT	2013/NMOLS7DN8DT144693		-24.45
2016-09-51764	ARI FLEET LT	2010/NMOKS9AN5AT031906		-142.89
2016-09-51796	ARI FLEET LT	2012/5TFNX4CN1CX014579		-204.90
2016-09-51802	ARI FLEET LT	2011/3N1BC1CP5BL451576		-105.91
2016-01-0012744	BAEZ VICTOR W	1069 TOLLAND ST		-163.14
2016-03-0055216	CAB EAST LLC DEPT 231601	2015/1FMCU0F71FUA72179		-211.55
2016-03-0055224	CAB EAST LLC DEPT 231601	2015/1FMCU0F71FUC53153		-120.83
2016-01-0000001	CONNECTICUT HOUSING FINANCE AUTHORITY	1-36 JAIDEE DR		-10,210.78
2016-03-0057848	COOLEY WILLIAM G	1997/1GNDT13W5VK165950		-36.49
2016-03-0058166	COTE ROGER J	2006/1GCHK29226E136221		-19.14
2016-09-0058166	COTE ROGER J	2006/1GCHK29226E136221		-104.37
2016-03-0061775	ENTERPRISE FM TRUST	2012/3C6JD6DK2CG128254		-111.37
2016-01-0005416	FARMINGTON BANK	35 BANCROFT RD		-4,708.53
2016-03-0062231	FENTON EDWARD J JR	2007/1G6DP577770135227		-57.66
2016-09-0062231	FENTON EDWARD J JR	2007/1G6DP577770135227		-12.61
2016-09-0063860	GARNES LATOYA L	2005/JNRAS08W85X202901		-86.12
2016-03-0065702	HAMPTON CONSTANCE	1998/JT8CH32Y1W1001766		-100.54
2016-09-0065702	HAMPTON CONSTANCE	1998/JT8CH32Y1W1001766		-21.99
2016-09-0066307	HEREDIA RAMON	2009/3TMLU42N69M020412		-124.59
2016-03-0066942	HONDA LEASE TRUST	2014/5FNRL5H66EB077789		-176.17
2016-03-0066968	HONDA LEASE TRUST	2015/5J8TB4H54FL020503		-191.28
2016-03-0066982	HONDA LEASE TRUST	2013/2HGF2F51DH588156		-183.34
2016-03-0067000	HONDA LEASE TRUST	2013/2HGF8E57DH710074		-341.42
2016-03-0067003	HONDA LEASE TRUST	2014/5J6RM4H55EL013121		-389.16
2016-03-0067014	HONDA LEASE TRUST	2014/5J6RM4H71EL044769		-93.68

2016-03-0067042	HONDA LEASE TRUST	2014/19XFB2F51EE231202	-25.36
2016-03-0067056	HONDA LEASE TRUST	2013/19UUA9F50DA000085	-44
2016-03-0067076	HONDA LEASE TRUST	2013/1HGCR2F80DA237200	-111.54
2016-03-0067080	HONDA LEASE TRUST	2014/1HGCR2F36EA149483	-101.17
2016-03-0067123	HONDA LEASE TRUST	2015/5FNRL5H66FB036306	-56.38
2016-04-0084032	HONDA LEASE TRUST	2017/3CZRU6H53HM714304	-53.27
2016-04-0084034	HONDA LEASE TRUST	2014/1HGCR3F85EA000483	-281.19
2016-03-0070072	LAGAKOS ILIAS I	1999/3C3EL55H8XT570693	-12.51
2015-03-0070401	LEWIS LAURA C	1999/2T1BR12E7XC176265	-6.59
2016-03-0071720	LUCERO CHRISTOPHER	2004/4A4MN21S84E038771	-30.65
2016-09-0072363	MARCI SALVATRICE	2005/1FMYU93185KD85668	-24.29
2016-03-0073086	MAYETTE TIMOTHY A	2003/1J4GW48S13C596789	-102.82
2016-03-0073087	MAYETTE TIMOTHY A	2001/1J4GW48S81C626187	-193.22
2016-03-73364	MCFINI CATHERINE	2007/ 4T1BE46K77U669794	-52.48
2016-03-0074166	MILLER BERRELL J	2011/1GKKVPEDXBJ378939	-6.26
2016-03-0076129	NISSAN INFINITI LT	2015/1N4AL3AP4FN400394	-288.67
2016-09-0076129	NISSAN INFINITI LT	2015/1N4AL3AP4FN400394	-63.15
2015-04-0090735	PETERSON D L TRUST	2011/1GC SHAF42B1177227	-268.36
2015-03-0079833	RIVERA ELIZABETH	2008/1HGCP254X8A101313	-31.65
2015-04-0087772	RIVERA ELIZABETH	2004/4A3AB36F34E127097	-89.22
2016-03-0080595	RIVERA ELIZABETH	2004/4A3AB36F34E127097	-95.32
2016-09-0080595	RIVERA ELIZABETH	2004/4A3AB36F34E127097	-19.64
2016-03-80846	RIVERS CHRISTOPHER	2003/ 2T1CF28P03C608443	-78.66
2016-03-0084534	SOTO MARIA J	1997/2FTDX18W6VCA01679	-13.36
2016-09-84534	SOTO MARIA J	1997/ 2FTDX18W6VCA01679	-2.00
2015-03-0085859	TOYOTA LEASE TRUST	2015/2T1BURHE6FC230402	-344.29

2016-03-0087333	VALENTIN KEVIN A	2004/JTDBR32E242026103	-54.56
2016-09-0087333	VALENTIN KEVIN A	2004/JTDBR32E242026103	-11.93
2016-03-0088322	VW CREDIT LEASING LTD	2013/WVGEF9BP6DD012196	-424.32
SUB TOTAL			-15.36
			-20,989.96
		TOTAL	-21,005.32

OFFICE OF THE
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

Robert J. Black

2018 MAR - 2 4:53 PM

FAX (860) 291-7389
TOWN CLERK
EAST HARTFORD

DATE: March 2, 2018

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: Tuesday, March 6, 2018 6:45 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, March 6, 2018

6:45 p.m.

Town Council Majority Office

The purpose of the meeting is to meet in executive session to discuss:

- the pending Superior Court action known as Corey Overstreet v. East Hartford Board of Education, Docket No. CV-16-6070362-S; and
- the pending Workers' Compensation claim of a former employee, Richard Walz Claim # 265795.

cc: Mayor Leclerc
Scott Chadwick, Corporation Counsel
Mike Walsh, Finance Director
Christine Sasen, Risk Manager