

TOWN COUNCIL AGENDA
COMMUNITY CULTURAL CENTER AUDITORIUM / MICROSOFT "TEAMS"
50 Chapman Place
EAST HARTFORD, CONNECTICUT
April 4, 2023

=====

This Town Council meeting is accessible through **"Microsoft Teams" [929-235-8441](tel:929-235-8441)**
Conference ID: 197 454 50# or [Click here to join the meeting](#)

Pledge of Allegiance 7:30 p.m.

1. CALL TO ORDER

2. AMENDMENTS TO AGENDA

3. RECOGNITIONS AND AWARDS

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. March 21, 2023 Executive Session
- B. March 21, 2023 Regular Meeting
- C. March 22, 2023 Combined Meeting re: Draft Affordable Housing Plan

6. COMMUNICATIONS AND PETITIONS

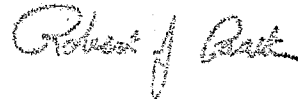
- A. Disposition of Obsolete or Broken Town-Owned Equipment
- B. Resignation/s from Boards and Commissions

7. OLD BUSINESS

8. NEW BUSINESS

- A. Council Resolution - AccelerateCT Summer Program Expansion Grants
- B. Council Resolution - 2023 Speed & Aggressive Driving Enforcement Program
- C. Setting of Public Hearing Date re: Reserve Fund Requirements Ordinance
- D. Recommendation from Tax Policy Committee re: Tax Lien Sales
- E. Referral to Tax Committee re: Tax Stabilization Agreement for 1-36 Jaidee Drive "Easton Place"
- F. Referral to Tax Policy and Fees Committee re: 650 Connecticut Boulevard
- G. Referral to Fees Committee re: Use of Cricket Field at Shae Park
- H. Recommendations from Personnel and Pensions Subcommittee re: Job Descriptions
 - 1. Human Resources & Chief Diversity Officer
 - 2. Deputy Director of Health and Human Services
 - 3. Youth Outreach Coordinator
 - 4. Custodian I- Public Works

- 5. Custodian I- Library
 - 6. Custodian I- Police Department
 - I. Amusement Permit Applications
 - 1. 17th Abelon Memorial Walk
 - 2. Memorial Day Parade
 - 3. Juneteenth Celebration
 - 4. Sounds of Summer Concert Series
 - 5. Annual Car Show
 - J. Refund of Taxes
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
11. OPPORTUNITY FOR RESIDENTS TO SPEAK
- A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
12. ADJOURNMENT (next meeting: April 18, 2023 at Community Cultural Center)



Community Cultural Center Room 111

March 21, 2023

2023 MAR 23 AM 11:44

EXECUTIVE SESSION

TOWN CLERK
EAST HARTFORD

PRESENT Chair Richard F. Kehoe, Vice Chair Donald Bell, Jr., Majority Leader Sebrina Wilson, Minority Leader John Morrison, Councilors Angela Parkinson, Harry O. Amadasun, Jr. Awet Tsegai, Thomas Rup and Travis Simpson

ABSENT

ALSO PRESENT Rich Gentile, Assistant Corporation Counsel
James Hartley, Jr., Attorney, Drubner Hartley Mengacci & Hellman, LLC
Devin Hartley, Attorney, Drubner Hartley Mengacci & Hellman, LLC
Ciarra Lofstrom, Associate Attorney, Drubner Hartley Mengacci & Hellman, LLC

CALL TO ORDER

Chair Kehoe called the meeting to order at 6:35 p.m.

MOTION By John Morrison
seconded by Don Bell

to go into Executive Session to discuss:

1. Settlement of all opioid related claims against Teva Pharmaceuticals Industries, Ltd.: City of Waterbury, et. al. v. Purdue Pharma L.P., d/b/a/ Purdue Pharma (Delaware), et. al., No. X07-HHD-CV-18-60884602-S (Conn. Jan. 8, 2018), appeal docketed S.C. 20312 (Conn. Jun. 11, 2019).
2. Settlement of all opioid related claims against CVS Health Corporation and CVS Pharmacy, Inc.: City of Waterbury, et. al. v. Walgreens Boots Alliance, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022)
3. Settlement of all opioid related claims against Walgreens Co. : City of Waterbury, et. al. v. Walgreens Boots Alliance, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022)
4. Settlement of all opioid related claims against Walmart, Inc.: City of Waterbury, et. al. v. Walgreens Boots Alliance, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022)
5. Settlement of all potential opioid related claims against Allergan Finance, LLC and Allergan Limited, as set forth in the settlement agreement, "Allergan Public Global Opioid Settlement Agreement."

Motion carried 9/0

MOTION By John Morrison
seconded by Don Bell

to **go back to** Regular Session.


Motion carried 9/0

ADJOURNMENT

MOTION By John Morrison
seconded by Don Bell

to **adjourn** at 6:59 p.m.

Motion carried 9/0

Attest 
Richard F. Kehoe
Town Council Chair

EAST HARTFORD TOWN COUNCIL
COMMUNITY CULTURAL CENTER AUDITORIUM

March 21, 2023

PRESENT Chair Richard F. Kehoe, Vice Chair Donald Bell, Jr., Majority Leader Sebrina Wilson, Minority Leader John Morrison, Councillors Angela Parkinson, Awet Tsegai, Travis Simpson, Thomas Rup and Harry Amadasun, Jr.

ABSENT

ALSO Mayor Michael P. Walsh
PRESENT Melissa McCaw, Finance Director
Connor Martin, Chief of Staff
Eileen Buckheit, Development Director
Rich Gentile, Assistant Corporation Counsel
Laurence Burnsed, Director of Health and Human Services
Kevin Munson, Fire Chief
Stephen Alsup, Assistant Fire Chief

TOWN CLERK
EAST HARTFORD
2023 MAR 27 AM 10:03
Richard F. Kehoe

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:32 pm. The Chair stated that this meeting was also available to the public through the "Teams" platform.

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.

AMENDMENTS TO THE AGENDA

RECOGNITIONS AND AWARDS

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Eduardo Cruz Mazzini, 1615 Main Street East Hartford, owner of Malibu Sports Bar & Lounge, located at 808 Silver Lane, spoke with concerns over potential changes to his lease agreement on the property now that the Town has acquired it through eminent domain.

Colin Haughtin, 43 Piper Lane, spoke in favor of providing funding for a sports complex through bond referendum in November so that East Hartford youth have more options for entertainment and skill development

Stephan Thompson, owner of Last Rep Fitness, 1288 Main Street also spoke in favor of the proposal of a sports complex as an investment into youth programming.

Mayor Walsh

- wished all a good evening
- Governor Lamont has declared March 22 – 29 as Climate Action Week and will be reading a proclamation on March 22nd at DEEP's air quality monitoring site in McAuliffe Park at 11:30 AM

- The Town has begun the process of awarding funds to local eligible businesses who applied to the Small Business Assistance Program in 2022.
- Parks and Recreation has announced Teen & Adult Social Club scheduled hang outs. There are a variety of activities to be held from March 24 to May 12. The club is for participants with special needs, ages 13 & up.
- The Department of Youth Services and the East Hartford Local Prevention Council are launching a survey to understand residents' perception of the risk of harm to youth (ages 12-18) from marijuana & vaping. The anonymous survey will help to design local substance abuse prevention strategies.
- The Town is collaborating with community partners to host a "Men's Health is Community Health" event on Saturday, March 25 at the Community Cultural Center (50 Chapman Place). The free event will offer various health screenings for men and brief seminars by physicians on their respective specialties.
- Administration invites residents to participate in the Summer Youth Employment and Learning Program (SYELP). The application for Summer Youth Employment closes May 31. The program runs in July and August. Participants are eligible for up to 120 hours of paid work across a variety of fields.
- Alexander Trujillo has been appointed as the new Public Works Director.
- A public information session to present the Town's Draft Affordable Housing Plan will be held on Wednesday, March 22 at 6:00 PM in the Community Cultural Center Conference Room #111 (50 Chapman Place).
- A number of April vacation programs will be held at East Hartford Public Library during the week of April 12-16.
- Japan Week 2023 events will take place at the two libraries in East Hartford as well as at the University of Saint Joseph in West Hartford. Opening ceremonies will be held on Friday, April 21 at 4:30 PM at the newly renovated Wickham Memorial Library (656 Burnside Avenue) with the dedication of two cherry trees to be planted on site.
- The second annual East Hartford's Memorial Day parade and series of events will take place Monday, May 29, 2023 at 10 AM.
- The Town Registrar of Voters Office has begun a state-mandated canvassing of the town's voting process.

The Mayor also provided updates on the following items currently in process with Administration:

- 8 residents of Church Corners Inn are still in need of relocation services that are in process. *The Council confirmed that all residents have been moved out of Church Corners Inn to temporary housing, but some still do not have permanent residences established as of yet.*
- Negotiations with 860 Lounge are in process with Corporation Counsel. The building is secured and an RFP for development is ready once interior demolition and relocation of the personal items of the residents is complete.
- Ownership of Silver Lane Plaza was transferred to the Town on March 1st. The Town is currently reviewing lease agreements of tenants some of whom are in arrears with the previous owner.
- Administration anticipates the YMCA moving out McCartin School by the end of March or mid-April. A demolition RFP has been created with the goal of selling the property for single family homes.
- Simon Konover's proposal for a possible apartment complex along East River Drive is still under evaluation.
- Concrete is being poured at the National Development site and a portion of permit and inspection fees has been received by the Town.

March 7, 2023 Executive Session

MOTION By Sebrina Wilson
seconded by Angie Parkinson

to **approve** the minutes of the March 7, 2023 Executive Session

Motion carried 9/0

March 7, 2023 Public Hearing re: Showcase Cinema Properties

MOTION By Sebrina Wilson
seconded by Awet Tsegai

to **approve** the minutes of the March 7, 2023 Public Hearing re: Showcase Cinema Properties

Motion carried 9/0

March 7, 2023 Regular Meeting

MOTION By Sebrina Wilson
seconded by Harry Amadasun

to **approve** the minutes of the March 7, 2023 Regular Meeting

Motion carried 9/0

March 8, 2023 Public Hearing re: 2023-24 Budget

MOTION By Sebrina Wilson
seconded by Travis Simpson

to **approve** the minutes of the March 8, 2023 Public Hearing re: 2023-24 Budget

Motion carried 9/0

March 13, 2023 Special Meeting

MOTION By Sebrina Wilson
seconded by John Morrison

to **approve** the minutes of the March 13, 2023 Special Meeting

Motion carried 9/0

COMMUNICATIONS AND PETITIONS

Update from Health and Human Services re: Relocation of Residents of 860 Main Street (Church Corners Inn)

Mayor Walsh presented a document that details the status of relocation efforts of Church Corners Inn residents. Of the thirty residents at time of takeover by the Town, twenty-two have been relocated or are in the process of moving to new residences, while eight residents remain looking for housing with assistance from the Department of Health and Human Services.

Discussion of Possible Bond Referendum Questions for 2023 Ballot

Mayor Walsh provided the Council with detailed comments regarding three possible bond referendum questions for the November, 2023 election.

The Mayor feels that the current level of debt service is unsustainable given current market conditions and the historic level of deferred maintenance with Town buildings.

The Council acknowledged the challenge of prioritizing resources and services to meet resident need while maintaining an affordable property tax rate.

The proposed bond questions that were presented for discussion were as follows:

\$9 million for a Youth Sports Facility and Winter Ice Skating Rink:

Administration is in discussions with Pratt and Whitney on the use of the 18 acre Aircraft Club as a possible location for a Youth Sports Facility. The Mayor stated that possible parcels around Prestige Park could also serve as a suitable site for the facility. The Mayor feels the youth of East Hartford are underserved and need more after school, weekend, and winter sports programs that a facility like this can provide. Using a Public Private Partnership model, the Town would own the facility and an outside entity will operate the facility.

The Mayor presented three plans of action for development of a Youth Sports Facility: Plan A would be to approach the State Department of Education for existing bond funds set aside to provide sports facilities for students at the Greater Hartford magnet schools. Plan B would be to use the impact payment the Town received from the National Development project with a Public/Private Partnership contribution of a similar amount; with the remainder financed traditionally by a local bank. Leveraging a bond referendum question if approved serves as a last resort. The Mayor stated that an additional option for consideration would be revenue bonds, where revenue generated from the project would be used to pay off the bonds.

The Council acknowledged the positive impact an investment in such a complex would have on local youth. The Council discussed proposed potential location options for the project that would accommodate adequate parking and proper traffic flow without negatively impacting residents. The Council discussed the various types of amenities that could be provided by such a facility and that the priority audience for services be the Town's residents while also being self-sustaining financially.

The Mayor offered to provide a more detailed economic presentation in May to further assist in determining whether to proceed.

\$2.4-2.6 Million for Phase 1 of Public Works Facility Renovations

A presentation on the current Public Works Facility and proposed renovation projects was provided to the Town Council in February, 2023. The Mayor feels the Town needs to provide a safer operating environment for all employees. Using the Public Works Facility upgrade

to **adopt** the following resolution:

WHEREAS, On July 20, 2022, the Town of East Hartford Redevelopment Agency, acting as the Town's designated redevelopment agent duly approved and adopted the Silver Lane Redevelopment Plan;

WHEREAS, On August 25, 2022 and October 27, 2022 public hearings were held on the topic of East Hartford's acquisition of the Silver Lane Plaza;

WHEREAS, On November 1, 2022, this Council met to consider the acquisition of the Silver Lane Plaza by eminent domain and voted to approve the same;

WHEREAS, An action for eminent domain was filed in the superior court known as, TOWN OF EAST HARTFORD REDEVELOPMENT AGENCY Et Al v. EAST HARTFORD VENTURE, LLC;

WHEREAS, On February 21, 2023, the superior court issued two executed amended certificates of taking;

WHEREAS, On March 1, 2023, the executed amended certificates of taking were recorded on the land records for the Town of East Hartford finalizing transfer of the Silver Lane Plaza to the Town;

WHEREAS, portions of the Silver Lane Plaza, at the time of acquisition, were leased by various business entities;

WHEREAS, the council desires to continue furthering the Silver Lane Redevelopment Plan and to support existing businesses in the plaza;

THEREFORE, BE IT RESOLVED, that the East Hartford Town Council does hereby approve the following items:

1. This Council waives the requirements of Town Ordinance 10-19, acting as a committee of the whole for the Fees Committee to permit the Town to enter into lease agreements in amounts equal to the same per square foot rate that tenants of Silver Lane Plaza paid immediately prior to the Town's acquisition of the property;
2. Such leases shall be in substantially the same form as prepared by the Office of Corporation Counsel and presented to this Council as may be modified as deemed necessary by Mayor, Michael P. Walsh, to best meet the facts of each tenant and space leased;
3. This Council waives the requirement of rent for Bare Bones Boxing EH L.L.C. and JE MART, LLC for the months of March, April, and May, 2023 in consideration of these entities willingness to vacate the premises during or before June, 2023.
4. That Mayor, Michael P. Walsh, is hereby authorized to make, execute and deliver all lease agreements, additional and supplemental documents, and to do and perform such acts and to take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

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

Bid Waivers re: Fire Department Training

Vehicle Rescue

MOTION By Don Bell
seconded by John Morrison

that in accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council **waive** the bidding procedures required by Section 10-7(b) and allow the Fire Department to purchase an NFPA 1006 Compliant Vehicle Rescue class from Spec. Rescue International, Inc. at a purchase price of \$82,347.28 as detailed in a memo from Kevin Munson, Fire Chief to Mayor Michael P. Walsh dated March 6, 2023.

Motion carried 9/0

On-Site Fire Behavior

MOTION By Don Bell
seconded by Tom Rup

that in accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council **waive** the bidding procedures required by Section 10-7(b) and allow the Fire Department to purchase on-site fire behavior training from Flash Fire Industries, LLC for \$16,500 as requested in a memo from Kevin Munson, Fire Chief to Mayor Michael P. Walsh dated March 6, 2023.

Motion carried 9/0

Machine Rescue

MOTION By Don Bell
seconded by John Morrison

that in accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council **waive** the bidding procedures required by Section 10-7(b) and allow the Fire Department to purchase an NFPA 1670/1006 Compliant Machine Rescue class from P.L. Vulcan Fire Training Concepts, Inc. at a purchase price of \$27,600 as detailed in a memo from Kevin Munson, Fire Chief to Mayor Michael P. Walsh dated March 6, 2023.

Motion carried 9/0

Referral to Ordinance Committee re: Review of Reserve Fund Requirements

MOTION By Sebrina Wilson
seconded by Tom Rup

to refer to the Town Ordinance Committee a review of Town Ordinance sections 10-34 through 10-44 and 10-51 through 10-52

regarding Reserve Fund Requirements and report back to the full Council with its recommendations, if any.

Motion carried 9/0

Recommendations from Personnel and Pensions Subcommittee re: Job Descriptions

Chief Administrative Officer and Finance Director

MOTION By Awet Tsegai
seconded by Tom Rup

to **approve** the revised Job Description for the position of “Chief Administrative Officer and Finance Director” dated January 3, 2023 as provided by the Department of Human Resources and presented at the Personnel and Pensions Subcommittee meeting held on March 2, 2023.

Motion carried 9/0

Deputy Development Director

MOTION By Awet Tsegai
seconded by Tom Rup

to **approve** the Job Description for the position of “Deputy Development Director” dated February 6, 2023 as provided by the Department of Human Resources and presented at the Personnel and Pensions Subcommittee meeting held on March 2, 2023.

Motion carried 9/0

Director, East Hartford Works

MOTION By Awet Tsegai
seconded by Tom Rup

to **approve** the Job Description for the position of “Director, East Hartford Works” dated February 6, 2023 as provided by the Department of Human Resources and presented at the Personnel and Pensions Subcommittee meeting held on March 2, 2023.

Motion carried 9/0

Career Coach

MOTION By Awet Tsegai
seconded by Tom Rup

to **approve** the Job Description for the position of “Career Coach” dated February 6, 2023 as provided by the Department of Human

Resources and presented at the Personnel and Pensions Subcommittee meeting held on March 2, 2023.

Motion carried 9/0

Referral to Personnel and Pensions Subcommittee re: Job Descriptions for Human Resources & Chief Diversity Officer, Deputy Director of Health and Human Services, Youth Outreach Coordinator, Custodian I- Public Works, Custodian I- Library, and Custodian I- Police Department

MOTION By Awet Tsegai
seconded by Tom Rup

to refer to the Personnel & Pensions Subcommittee the proposed job descriptions for the positions of Human Resources & Chief Diversity Officer, Deputy Director of Health and Human Services, Youth Outreach Coordinator, Custodian I- Public Works, Custodian I- Library, and Custodian I- Police Department as provided in a memo from Mayor Michael P. Walsh to Richard Kehoe, Town Council Chair dated March 14, 2023 with instructions to review the position and report back to the full Council with its recommendations, if any.

Motion carried 9/0

Referral to Tax Policy Committee re: Tax Lien Sales

MOTION By Angie Parkinson
seconded by Don Bell

to refer to the Tax Policy Committee the list of 97 properties recommended for the town's annual tax lien sale, totaling \$1,477,585.76 in delinquent taxes as recorded on a list attached to a memorandum dated March 16, 2023 from Finance Director Melissa McCaw to Mayor Mike Walsh, with instructions to review the proposed lists of properties and the criteria used by the town to implement a tax lien sale and to report back to the Town Council with its recommendations, if any.

Motion carried 9/0

Appointment/s to Boards and Commissions

MOTION By Harry Amadasun
seconded by Awet Tsegai

to approve the following appointments to Boards and Commissions:

Commission on Aging

- (D) Lorraine H. Kraft— 242 Hollister Drive—term to expire 12/23

Veterans Commission

- (D) Candis B. Guastamachio — 1386 Silver Lane —term to expire 12/23

Motion carried 9/0

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Councillor Morrison as liaison for the East Hartford Housing Authority received a 100 score on the annual Public Housing Assessment by the US. Department of Housing and Urban Development (HUD) which is a rare but outstanding occurrence. The Councillor commended the Housing Authority staff for their efforts.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Settlement of all opioid related claims against Teva Pharmaceuticals Industries, Ltd.: City of Waterbury, et. al. v. Purdue Pharma L.P., d/b/a/ Purdue Pharma (Delaware), et. al., No. X07-HHD-CV-18-60884602-S (Conn. Jan. 8, 2018), appeal docketed S.C. 20312 (Conn. Jun. 11, 2019)

MOTION By Don Bell
seconded by John Morrison

to: (i) approve participation in the proposed Teva Global Opioid Settlement Agreement (the "Settlement") with the opioid manufacturer, Teva Pharmaceuticals Industries, Ltd. ("Teva"), which Settlement will require Teva to pay a maximum of approximately \$3.5 billion over 13 years, approximately \$2.9 billion of which is earmarked for use by participating states, political subdivisions, and special districts to remediate and abate the impacts of the opioid crisis;

(ii) cease all litigation activity related to the Settlement, and request dismissal with prejudice of its lawsuit, City of Waterbury, et. al. v. Purdue Pharma L.P., d/b/a/ Purdue Pharma (Delaware), et. al., No. X07-HHD-CV-18-60884602-S (Conn. Jan. 8, 2018), appeal docketed S.C. 20312 (Conn. Jun. 11, 2019), as it relates to Teva Pharmaceuticals Industries, Ltd;

(iii) release all past, present, and future opioid related claims against Teva; and

(iv) authorize the Mayor or his designee to execute all documents and take all steps necessary to ensure the Town's participation in the Settlement.

Motion carried 9/0

Settlement of all opioid related claims against CVS Health Corporation and CVS Pharmacy, Inc.: City of Waterbury, et. al. v. Walgreens Boots Alliance, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022)

MOTION By Don Bell
seconded by John Morrison

to : (i) approve the Town's participation in the proposed nationwide CVS Settlement Agreement (the "Settlement") with the pharmacy chain, CVS Health Corporation and CVS Pharmacy, Inc. (collectively, "CVS"), which

Settlement will require CVS to pay a maximum of approximately \$5 billion over 10 years, approximately \$4.2 billion of which is earmarked for use by participating states, political subdivisions, and special districts to remediate and abate the impacts of the opioid crisis;

(ii) cease all litigation activity related to the Settlement, and request dismissal with prejudice of its lawsuit, City of Waterbury, et. al. v. Walgreens Boots Alliance, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022), in which CVS is a named defendant;

(iii) release all past, present, and future opioid related claims against CVS; and

(iv) authorize the Mayor or his designee to execute all documents and take all steps necessary to ensure the Town's participation in the Settlement.

Motion carried 9/0

Settlement of all opioid related claims against Walgreens Co.: City of Waterbury, et. al. v. Walgreens Boots Alliance, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022)

MOTION By Don Bell
seconded by John Morrison

to: (i) approve participation in the proposed nationwide Walgreens Settlement Agreement (the "Settlement") against the pharmacy chain, Walgreens Co. ("Walgreens"), which Settlement will require Walgreens to pay a maximum of approximately \$5.5 billion over 15 years, approximately \$4.7 billion of which is earmarked for use by participating states, political subdivisions and special districts to remediate and abate the impacts of the opioid crisis;

(ii) cease all litigation activity related to the Settlement, and request dismissal with prejudice of its lawsuit, City of Waterbury, et. al. v. Walgreens Boots Alliance, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022), in which Walgreens is a named defendant;

(iii) release all past, present, and future opioid related claims against Walgreens; and

(iv) authorize the Mayor or his designee to execute all documents and take all steps necessary to ensure the Town's participation in the Settlement.

Motion carried 9/0

Settlement of all opioid related claims against Walmart, Inc.: City of Waterbury, et. al. v. Walmart, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022)

MOTION By Don Bell
seconded by John Morrison

to : (i) approve participation in the proposed nationwide Walmart Settlement Agreement (the "Settlement") with, Walmart, Inc. ("Walmart"), which Settlement will require Walmart to pay a maximum of approximately \$2.7 billion over 6 years, approximately \$2.3 billion of which is earmarked for use by participating states, political subdivisions and special districts to remediate and abate the impacts of the opioid crisis;

(ii) cease all litigation activity related to the Settlement, and request dismissal with prejudice of its lawsuit, City of Waterbury, et. al. v. Walgreens Boots Alliance, Inc., et. al., No. 3:22-CV-01184-VAB (D. Conn. filed Sept. 20, 2022), in which Walmart is a named defendant;

(iii) release all past, present, and future opioid related claims against Walmart; and

(iv) authorize the Mayor or his designee to execute all documents and take all steps necessary to ensure the Town's participation in the Settlement.

Motion carried 9/0

Settlement of all potential opioid related claims against Allergan Finance, LLC and Allergan Limited, as set forth in the settlement agreement, "Allergan Public Global Opioid Settlement Agreement."

MOTION By Don Bell
seconded by John Morrison

to: (i) approve participation in the proposed Allergan Public Global Opioid Settlement Agreement (the "Settlement") with the opioid manufacturer, Allergan Finance, LLC and Allergan Limited (collectively, "Allergan"), which Settlement will require Allergan to pay a maximum of approximately \$2 billion over 7 years, approximately \$1.8 billion of which is earmarked for use by participating states, political subdivisions, and special districts to remediate and abate the impacts of the opioid crisis;

(ii) release all past, present, and future opioid related claims against Allergan; and

(iii) authorize the Mayor or his designee to execute all documents and take all steps necessary to ensure the Town's participation in the Settlement.

Motion carried 9/0

OPPORTUNITY FOR RESIDENTS TO SPEAK

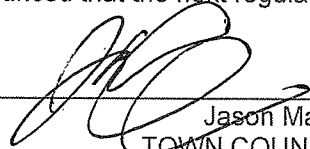
ADJOURNMENT

MOTION By John Morrison
seconded by Don Bell
to **adjourn** (10:29 pm)

Motion carried 9/0

The Chair wished all a good evening and announced that the next regular meeting of the Town Council would be on April 4, 2023.

Attest



Jason Marshall
TOWN COUNCIL CLERK

Community Cultural Center Room 111

March 22, 2023

COMBINED MEETING OF TOWN COUNCIL AND
PLANNING AND ZONING COMMISSION

TOWN COUNCIL
PRESENT Chair Richard F. Kehoe, Vice Chair Donald Bell, Jr., Majority Leader
Sebrina Wilson (via Teams, arrived in person 6:48 pm), Minority Leader
John Morrison, Councilors Angela Parkinson, Harry O. Amadasun, Jr.
(via Teams, arrived in person 6:48 pm) Awet Tsegai (via Teams, arrived
in person 6:48 pm, Thomas Rup and Travis Simpson

P/Z COMMISSION
PRESENT Chair John Ryan, Vice Chair Henry Pawlowski- via Teams, Secretary
Carol Noel, Valentine Povinelli, Sidney Soderholm, Peter Marra

ABSENT Stephen Roczynski

ALSO PRESENT Eileen Buckheit, Development Director
Carlene Shaw, Town Planner
Steve Hnatuk, Interim Town Planner
John Guskowski, Principal, Tyche Policy and Planning

TOWN COUNCIL
EAST HARTFORD

2023 MAR 29 PM 2:32

CALL TO ORDER

The meeting was called to order at 6:03 p.m.

Presentation of the East Hartford Draft Affordable Housing Plan by Tyche Policy and Planning

John Guskowski, Principal of Tyche Policy and Planning presented the draft affordable housing plan which is being developed pursuant to state law, Conn. Gen. Stat. section 8-30j which requires each town to develop an affordable housing plan with affordable being described as deed restricted rent payments, section 8 and other state assisted rental properties.

The Councilors appreciated the work that went into developing the draft and noted that while East Hartford is one of a few towns that meet the state minimum mandate for providing affordable housing as defined in Conn. Gen. Stat. section 8-30g and 8-30j, we should do more to ensure that our housing opportunities are generally affordable to a broad spectrum of people - not just subsidized or deed restricted - and maintained in good condition. The plan should go beyond the narrow definition of affordable housing and provide an overview of the town's housing stock, measures we are taking to ensure quality, diverse housing opportunities and steps to take to improve our housing opportunities.

Specifically, the Councilors suggested:

- The plan should have two sections. The first deals with the affordable housing plan as limited by state law. It should contain an overview of East Hartford's

affordable housing stock, compare East Hartford's percentage to the rest of the CT towns, and note that we have a disproportionate share of such housing. It should also note that the East Hartford Housing Authority is renovating approximately 300 units of such housing, making them more modern and meeting modern housing needs. Also note that East Hartford has partnered with Habitat for Humanity on several home ownership properties and that King Court has several deed restricted rental units.

- The second section should encompass a review of the broader housing market. The following bullets pertain to this section
- The report should start by highlighting current programs and recent changes and additions of programs made proactively by P&Z as well as Town Council.
- Metrics should be proposed to track effectiveness of existing programs that can be reviewed to determine if desired effect is being achieved. The summary of the report can recommend any additional measures that should be considered.
- Because the survey in the draft plan had very limited responses, the results should be in a general narrative summarizing the broad takeaways of the responses rather than in poll result format. The information is useful but the results were not statistically significant.
- Given East Hartford's lower than CT State average median income, special attention needs to be given to initiatives lifting up the community through enhanced employment opportunities and education to better their general financial well-being and reduce the income gap
- The housing data for East Hartford should also include a comparison to statewide averages. This is important because while we have a large percentage of people spending more than 30% of their income on housing, that is likely because we have a household income less than the statewide median.
- The section should note that housing affordability is a function of state and national economic issues and the town is limited in what it can do to address the affordability gap.
- The section should note that affordability without quality and well maintained housing does not help residents. Therefore, attention should be made to ensure quality housing.
- The section should talk about East Hartford's housing stock in positive terms as we have a solid, comparatively affordable housing opportunities for lower income households
- Among the initiatives that East Hartford has taken is requiring inspection of rental units upon tenant vacancy and the budgeting for additional inspectors. We worked with the housing authority on its renovation of Veterans Terrace. and we allocate several hundred thousand dollars a year in CDBG funding to assist low income homeowners with necessary repairs.
- The Planning and Zoning Commission adopted accessory use housing zoning and expanded the ability of developers to incorporate rental housing units in commercial zones to increase more affordable housing choices.
- Recommendations for action that require town funding should make clear that this would need to be done within the context and constraints of local budgeting.
- If East Hartford and statewide eviction and foreclosure rates are available, they should be included in the plan.
- There was general agreement that simply looking into the age of a building is not a good metric to judge quality of housing, an equivalent year built, or other metric is needed to judge quality of housing. East Hartford has an existing stock of

housing that is well diversified but certain areas need to be highlighted for renewal/renovation.

ADJOURNMENT

MOTION By John Morrison
 seconded by Don Bell

 to adjourn at 7:30 p.m.

 Motion carried 9/0

Attest 
 Richard F. Kehoe
 Town Council Chair



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 14, 2023
TO: Richard F. Kehoe, Chair
FROM: Michael P. Walsh, Mayor
RE: Ordinance 10-3(c) Disposition of obsolete or broken Town-Owned Equipment.

Pursuant to Section 10-3 (c), this memo serves as a notification of intent by the Senior Center to dispose of the following equipment.

- "J&J" Railroad Train Set.

Donated to the Senior Center in 2015, the model train set was housed in its own dedicated space at McCartin School. Due to its size and current condition, the Town is unable to display it at the new Senior Center or other Town facilities.

This item has been circulated amongst directors to identify if they have an interest and it has been determined there is no town use for it. However, a town employee's family showed personal interest in the item.

Therefore, this train set shall be disposed of through auction to the highest bidder.

Please place this item on the Town Council agenda as a communication for the April 4, 2023 meeting.

C: T. Fravel, Director of Parks & Recreation

Sec. 10-3 (c):

(c) Notwithstanding the provisions of subsection (a) of this section, the Mayor may authorize the disposal of any furniture or equipment that is determined by the Finance Director to be unsuitable for town use and of any computer equipment that is determined by the Information Technology Manager to be unsuitable for town use because of obsolescence or damage, provided no Director has indicated an interest in the property within fourteen days of notice of intent to dispose by the Mayor, and provided further, that if such furniture or equipment has some use other than for town use, such furniture or equipment shall be disposed by auction or other means of sale. The Mayor shall notify in writing the Town Council of any disposal or auction of property pursuant to this section prior to such disposal or auction.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 28, 2023
TO: Richard F. Kehoe, Chair
FROM: Michael P. Walsh
RE: RESIGNATIONS: Boards and Commissions

Attached is a letter received by my office from the following boards or commission members stating their resignation from their respective board or commissions.

Steven Strange Full Member Historic District Commission 12/22

Please place these resignations on the April 4th 2023 Town Council agenda and share our appreciation as a community for the valuable service these members have provided by volunteering their time on the above mentioned boards and commissions.

C: R. Pasek, Town Clerk

40 Maplewood Avenue
East Hartford, CT 06108
860-528-4989
micomicona1605@yahoo.com

To: Town Clerk
Historic District Commission

This is to inform you that I am resigning from my position on the Historic District Commission effectively as of this date, March 28, 2023.

My experience on the Commission has been interesting, pleasant, and fruitful. I am grateful for the opportunity to serve on the Commission for the people of East Hartford.

Respectfully,

Steven Strange



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 24, 2023
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: AccelerateCT Summer Program Expansion Grants

A handwritten signature in black ink, appearing to read "M. Walsh", is written over the "FROM:" line of the header.

Attached is a draft Town Council resolution authorizing you as Mayor to apply to the State Department of Education for funding under the AccelerateCT Summer Program Expansion Grant Program.

The purpose of these funds is to increase the number of Connecticut children who can participate in summer enrichment programs, with an emphasis on children who were most impacted by the pandemic

Please place this item on the Town Council agenda for the April 4, 2023 meeting.

C: M. McCaw, Finance Director
P. O'Sullivan, Grants Manager

Introduction

The Connecticut State Department of Education (CSDE) is pleased to announce a third round of funding for the 2023-2024 Summer Enrichment Grant Program, which provides equitable, high-quality, and accessible summer enrichment opportunities for Connecticut children.

This grant program, totaling \$11.5 million, will provide two-year awards for programming and activities during the summer of 2023 and the summer of 2024. The grant period begins on June 5, 2023, ending on September 1, 2023, and will recommence on June 3, 2024 with an end date of August 30, 2024. No funding may be obligated or expended before or after these time periods. Applications for only one of the two summer periods will not be considered.

Similar to previous years, the 2023-2024 program is designed to expand or create new opportunities for children to participate in high-quality summer programming including summer camps, theme-based enrichment programming, and programs combining academic and enrichment activities.

Applicants are encouraged to take a community-wide approach in developing their application and partner with other stakeholders in their communities to strengthen the opportunities available to students. Additionally, programs should aim to address the ongoing consequences of the COVID-19 pandemic on students' academic, social, and emotional needs and demonstrate how their programming serves historically marginalized student populations.


As a competitive grant program, only applicants with the highest quality proposals that sufficiently address the questions and grant criteria will be awarded funding. In the spring of 2021, the state launched its inaugural Summer Enrichment Grant Program. Using funding from the federal American Rescue Plan Act (ARPA) of 2021, Connecticut granted over \$8 million to 235 summer camps, child care centers, and other innovative programs that offered impactful out-of-school learning and enrichment opportunities for students. Following a successful summer, the CSDE launched the 2022 Summer Enrichment Grant Program in April 2022, awarding over \$12 million in ARPA funding to 200 high-quality programs.

This year, applicants can apply for either one Expansion Grant (up to \$50,000) or one Innovation Grant (between \$50,000 and \$150,000) per program site per year (for two grants total). A maximum of one grant will be awarded per site/location per year, though organizations with multiple sites may submit multiple applications. Applicants should only apply for the amount that they are certain they will be able to spend efficiently during the grant period, and the CSDE reserves the right to award a grant less than the total amount requested. The number of grants awarded will depend on the number of applicants, the quality of the proposals, and the amount of funds available.

Finally, camps that are interested in exploring the possibility of finding a federally-funded summer meals sponsor with the capacity to serve their site should contact Caroline Cooke at the Connecticut State Department of Education at caroline.cooke@ct.gov.

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Michael P. Walsh

FROM: Paul O'Sullivan, Grants Manager 

SUBJECT: Council Resolution – AccelerateCT Summer Program Expansion Grants

DATE: March 23, 2023

Attached is a draft Town Council resolution authorizing you as Mayor to apply to the State Department of Education for funding under the AccelerateCT Summer Program Expansion Grant Program.

The purpose of these funds is to increase the number of Connecticut children who can participate in summer enrichment programs, with an emphasis on children who were most impacted by the pandemic. Funding can be used to expand local existing programs, offer subsidies to offset enrollment costs, or create new programs to serve students who might otherwise not have access to summer camp/programs.

The federal American Rescue Plan Act (ARPA) requires states to reserve at least 1% of the state set aside for summer learning and enrichment programs. Programs should respond to students' academic, social, and emotional needs and address the disproportionate impact of COVID-19 on student subgroups, including each major racial and ethnic group, children from low-income families, children with disabilities, English learners, gender, migrant students, students experiencing homelessness, and children and youth in foster care.

The AccelerateCT grant program for Summer 2023 and Summer 2024 was announced by the Connecticut State Department of Education on March 13, with applications due on April 3, 2023. Department of Parks and Recreation and the East Hartford Public Library are working together on an application to be submitted in advance of the upcoming Council meeting.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on April 4, 2023. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director
Sarah Morgan, Library Director
Ted Fravel, Parks and Recreation Director

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: AccelerateCT Summer Program Expansion Grant

Funder: CT State Department of Education

Grant Amount: Between \$50,000 - \$80,000 per year*

Frequency: One time Annual Biennial Other Until funding is expended

| | | | |
|------------------------|-----------------|---------------|---------------|
| First year received: | <u>2021</u> | | |
| Last 3 years received: | <u>2021</u> | <u>N/A</u> | <u>N/A</u> |
| Funding level by year: | <u>\$59,622</u> | <u>\$ N/A</u> | <u>\$ N/A</u> |

Is a local match required? Yes No

If yes, how much? n/a

From which account? n/a

Grant purpose: To expand opportunities for children to participate in high quality summer programming including summer camp, theme based enrichment programming, and programs combining academic and enrichment activities

Results achieved: Provide students and families with engaging summer enrichment and learning experiences.

Duration of grant: Summer 2023 and Summer 2024

Status of application: Submitted (due date: 4/3/23)

Meeting attendee: Library Director Sarah Morgan, ext. 4340

Comments: *Funds will be disbursed on a reimbursement basis only. Funding for year 2 (summer 2024) will be conditional upon successful completion of all grant requirements in year 1 (summer 2023).

I, Jason Marshall, 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 4th day of April, 2023

RESOLUTION

WHEREAS; the State of Connecticut has announced the dedication of funding toward the expansion of programs that connect students to high-quality summer enrichment and recreational opportunities; and;

WHEREAS; these grants will be awarded to entities to expand existing enrichment opportunities and increase access for children who might otherwise not have access to summer camp or programming.

NOW THEREFORE LET IT BE RESOLVED; that Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the Connecticut Department of Education as they pertain to this AccelerateCT Summer Program Expansion Grant.

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 April, 2023

Seal

Signed: _____
Jason Marshall, Council Clerk

I. Introduction

In the spring of 2021, the CSDE launched the state's inaugural Summer Enrichment Grant Program. Using funding from the federal American Rescue Plan (ARP) of 2021, Connecticut granted over \$8 million to 235 summer camps, child care centers, and other innovative programs that offered impactful out-of-school learning and enrichment opportunities for students.

In large part due to the significant success of the 2021 Summer Enrichment Grant program, the CSDE is pleased to announce a second round of funding through the 2022 Summer Enrichment Grant Program. Like last year, the 2022 program is designed to expand or create new opportunities for children to participate in high quality summer programming including summer camps, theme-based enrichment programming, and programs combining academic and enrichment activities. Applicants are encouraged to take a community-wide approach in developing their application and partner with other stakeholders in their communities to strengthen the opportunities available to students.

Programs should respond to students' academic, social, and emotional needs and address the impact of COVID-19 on students, especially students from low-income families, children with disabilities, English learners, migrant students, students experiencing homelessness, and children and youth in foster care.

Funding will be provided for programming and activities during the summer of 2022 only. The grant period begins on June 6, 2022 and ends on September 2, 2022; no funding may be obligated for or expended before or after this time period. Applicants can apply for either one Expansion Grant (up to \$75,000) or one Innovation Grant (between \$75,000 and \$250,000) per program site. A maximum of one grant will be awarded per site/location, though organizations with multiple sites may submit multiple applications. Applicants should only apply for the amount that they are certain they will be able to spend efficiently during the grant period.

The number of grants awarded will depend on the number of applicants, the quality of the proposals, and the amount of funds available.

Finally, camps that are interested in exploring the possibility of finding a federally-funded summer meals sponsor with the capacity to serve their site should contact Caroline Cooke at the Connecticut State Department of Education at caroline.cooke@ct.gov.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 24, 2023
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: Speed and Aggressive Driving Grant.

A handwritten signature in black ink, appearing to read "MPW", is written over the "TO:" and "FROM:" lines of the memo.

Attached is a draft Town Council resolution authorizing you as Mayor to apply to the Connecticut Department of Transportation for funding under the FY 2023 Speed & Aggressive Driving Enforcement Grant Program


This funding will allow Connecticut state and local law enforcement to participate in grant funded overtime enforcement through the use of dedicated speed and aggressive overtime enforcement patrols.

Please place this item on the Town Council agenda for the April 4, 2023 meeting.

C: M. McCaw, Finance Director
P. O'Sullivan, Grants Manager

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Michael P. Walsh

FROM: Paul O'Sullivan, Grants Manager 

SUBJECT: Council Resolution – 2023 Speed & Aggressive Driving Enforcement Program

DATE: March 24, 2023

Attached is a draft Town Council resolution authorizing you as Mayor to apply to the Connecticut Department of Transportation for funding under the FY 2023 Speed & Aggressive Driving Enforcement Grant Program.

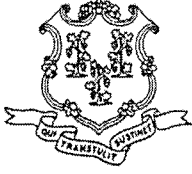
According to the 2023 State of Connecticut Highway Safety Plan, the predominant contributing factors to injury crashes in 2020 were related to aggressive driving. This funding will allow Connecticut state and local law enforcement to participate in grant funded overtime enforcement through the use of dedicated speed and aggressive overtime enforcement patrols.

This enforcement effort will run from July 1, 2023 through September 4, 2023, in areas where speeding occurs more frequently. Municipal police agencies are chosen for funding based on the severity of the speed and aggressive driving problems identified through data analysis.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on April 4, 2023. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director
Lieutenant Paul Neves, EHPD



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
Phone: 860-594-2369

March 15, 2023

Dear Chief,

Subject: **Highway Safety Office Grant Application**
2023 Speed and Aggressive Driving Enforcement Program

The purpose of this letter is to inform you that your agency is eligible to apply for the Speed and Aggressive Driving High Visibility Enforcement (HVE) grant. This opportunity will utilize Connecticut's grant monies, funded through the National Highway Traffic Safety Administration (NHTSA). This NHTSA funding source will allow Connecticut Law Enforcement to participate in grant funded overtime enforcement through the use of dedicated speed and aggressive overtime enforcement patrols.

This enforcement effort will run from July 1, 2023 through September 4, 2022, in areas where speeding occurs more frequently in your specific municipality. Eligible expenses for this activity are limited to overtime wages and overtime fringe benefits. This grant is designed for specialized speed and aggressive driving enforcement operations beyond your agency's routine patrol activities. We have allocated \$50,000 for this OT enforcement activity.

If you are interested in partnering with the Highway Safety Office (HSO) for this Speed and Aggressive Driving High Visibility Enforcement grant, you must send a **Statement of Interest (SOI) by April 15, 2023** notifying the HSO of your intention to participate in this program. An email to Mr. Nicholas Just (Nicholas.just@ct.gov) will suffice as your municipality or agency's SOI. Failure to send this notification will result in non-approval of grant applications for this program. Grant application will be provided once SOI is received by the HSO.

It is essential to Connecticut's highway safety initiatives that all investigating law enforcement agencies comply with Fatality Analysis Reporting System (FARS) reporting guidelines. FARS is a national program administered by NHTSA. To comply with FARS reporting objectives, the Department requests that copies of fatal police crash reports be forwarded to the Department within 60 days of the occurrence of the crash. Please be aware that the timely and accurate reporting of fatal crashes to the Department is required to qualify for federal funding. Failure to comply with the FARS reporting guidelines may affect the ability of your agency to qualify for this grant opportunity.

I, Jason Marshall, 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 4th day of April, 2023

RESOLUTION

WHEREAS; the Connecticut Department of Transportation (DOT) has made funding available under the FY 2023 Speed & Aggressive Driving Enforcement Program, and;

WHEREAS; this funding will allow the East Hartford Police Department to participate in grant funded overtime enforcement through the use of dedicated speed and aggressive overtime enforcement patrols.

NOW THEREFORE LET IT BE RESOLVED; that Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the DOT as they pertain to this Speed & Aggressive Driving Enforcement grant.

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 April, 2023.

Seal

Signed: _____
Jason Marshall, Town Council Clerk

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: FY 2023 Speed & Aggressive Driving Enforcement Grant Program

Funder: CT DOT

Grant Amount: \$50,000

Frequency: One time Annual Biennial Other

| | | | |
|------------------------|---------------|---------------|---------------|
| First year received: | <u>N/A</u> | | |
| Last 3 years received: | <u>N/A</u> | <u>N/A</u> | <u>N/A</u> |
| Funding level by year: | <u>\$ N/A</u> | <u>\$ N/A</u> | <u>\$ N/A</u> |

Is a local match required? Yes No

If yes, how much? Not applicable

From which account? Not applicable

Grant purpose: To allow local law enforcement to participate in grant funded overtime enforcement through the use of dedicated speed and aggressive overtime enforcement patrols

Results achieved: Increase enforcement of speed and aggressive driving prohibition laws.

Duration of grant: Enforcement effort will run from July 1, 2023 through September 4, 2023

Status of application: Under development

Meeting attendee: Lieutenant Paul Neves, 7616

Comments: None

COMMUNITY CULTURAL CENTER ROOM 111

ORDINANCE COMMITTEE

March 27, 2023

PRESENT Rich Kehoe, Chair; Councillors Sebrina Wilson and John Morrison

ALSO Melissa McCaw, Finance Director

PRESENT Connor Martin, Chief of Staff
Jessica Carrero, Project Manager

CALL TO ORDER

Chair Kehoe called the meeting to order at 6:02 pm

APPROVAL OF MINUTES

November 30, 2022

MOTION By Sebrina Wilson
seconded by John Morrison
to **approve** the November 30, 2022 meeting minutes.

Motion carried 3/0

OPPORTUNITY FOR RESIDENTS TO SPEAK

No resident came forward to speak.

NEW BUSINESS

Reserve Fund Requirements

The Chair explained that the Town Council previously enacted ordinances establishing the mandatory amounts for reserve funds covering general liability, workers' compensation, health benefits and retiree health benefits (OPEB). In addition, there are future unfunded liabilities in the workers' compensation fund for long term expenses related to heart and hypertension benefits and retiree health benefits. The ordinances establish a process for slowly increasing reserves to cover those long term expenses.

The OPEB account has the largest unfunded liability and the ordinance provides that any amount in the town's fund balance in excess of 10% of the budget for that year shall be transferred to the OPEB trust fund. Over the years, millions of dollars have been transferred. Recently, the bond rating agencies have recommended towns have a 15% of budget fund balance. The Finance Director provided an overview of the reserves in other towns which demonstrate that large urban areas have fund balances less than 10% but similar sized towns to East Hartford have a higher balance. Bond rating agencies look more favorably on those towns which in turn can reduce the costs of borrowing.

Motion carried 3/0

cc: Mayor Walsh

**FUND BALANCE AND RESERVE FUND ORDINANCE
(03/27/2023)**

Subsection (b) of section 10-52 of the East Hartford Town Ordinances, Retiree Benefit Trust Fund, is hereby repealed and the following is substituted in lieu thereof:

(b) Income to such fund shall include any amounts appropriated to such fund by the town council or as provided in this subsection and any return on investments of such funds. If, at the close of any fiscal year, the undesignated reserve fund for the town exceeds ten percent of the total budget appropriation for such fiscal year, the budget surplus in such fiscal year, as verified by the town auditors, shall be appropriated to the Retiree Benefit Trust Fund, provided that effective July 1, 2023, the percentage by which the fund exceeds the total budget appropriation shall be as follows: for fiscal year 2022-2023, ten and one quarter percent; for fiscal year 2023-24, ten and one half percent; for fiscal year 2024-25, ten and three quarter percent; for fiscal year 2025-2026; eleven percent and for fiscal year 2026-2027 eleven and one quarter percent..



MEMORANDUM

DATE: March 29, 2023
TO: Michael Walsh, Mayor
FROM: Melissa McCaw, Director of Finance
TELEPHONE: (860) 291-7246
RE: Referral to Tax Policy Committee - Properties Recommended for Tax Lien Sale

Attached please find a list of properties being recommended for the town's annual tax lien sale. The list contains 95 properties that are moving forward toward a tax lien sale totaling \$1,430,365.44 and represents properties that have fallen into delinquency where all town efforts have failed to secure payment. The estimated \$1.4 million includes a \$24 lien fee adjustment on all 2021 Grand List Bills.

Please note this list is preliminary and will decrease substantially as the process proceeds but all amounts that eventually move to lien sale will be updated through the expected date of sale, which should be no later than August 31, 2023.

The policy criteria applied by the Tax Office that results in a property being selected for lien sale includes any real estate delinquency in excess of \$10,000 or any amount when the delinquency spans any portion of the three grand list years.

As background information related to the process followed by the Tax Office, the collection process completed for each grand list year is summarized below:

- The tax bill first installment legal notice is published (3 times; before due date, after due and before it becomes delinquent).
- An individual tax bill is printed and mailed to the property address (mid-June).
- If full payment is not received, an individual delinquent letter is mailed (August).
- The tax bill second installment legal notice is published (3 times; before due date, after due and before it becomes delinquent).
- If full payment is not received, an individual demand letter is mailed (February).
- If amounts remain unpaid, a notice of intention to file lien letter is mailed (April).
- If amounts remain unpaid, a lien is filed by the Tax Collector (in May).

Based on the aforementioned, the town will issue a tax lien sale request for proposal (RFP). When the town has accepted bids in the past, the town was able to collect 100% of the tax due on the parcels when the lien was sold.

On some properties, the owner came forward and entered into an agreement with the town to deposit an initial payment approximately 25% of the taxes due while agreeing to retire the remaining balance over 18 months while keeping new taxes current.

Like past lien sales, the town will advertise these properties and request sealed bids. The bids received by the town will be opened and analyzed by the Administration, who then will return to the Town Council with approximate recommendations for the sale. The Finance Department, including the Tax Office, will work closely with Corporation Counsel to facilitate this sale by August 31, 2023 for tax receipt recording purposes.

In addition, the Tax Office, with the Corporation Counsel will be working to assign subsequent tax liens in cases where that property's tax liens have been sold in prior years. This encompasses 54 properties totaling \$345,668.56.

In closing, while it is regrettable that the town has to initiate these actions, despite our best efforts, we have been unable to secure collection with these particular properties. Accordingly, to maintain a fair and equitable tax collection system and support city services upon which our town residents rely, we must initiate this process.

Should you have any questions or concerns regarding the above noted, please do not hesitate to contact me.

Thank you.

Revised - Town of East Hartford Lien Sale Properties - 2023

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|---|------------------------|-----------|----------|------|----------|-----------|
| 2018-01-0009503 | 3507 MCCRAY CAROLYN E | 113 CRESCENT DR | 4,698.84 | 833.65 | 24 | 833.47 | 6,389.96 |
| 2019-01-0009503 | 3507 MCCRAY CAROLYN E | 113 CRESCENT DR | 4,776.36 | 2,077.72 | 24 | 0 | 6,878.08 |
| 2020-01-0009093 | 3507 MCCRAY CAROLYN E | 113 CRESCENT DR | 4,721.82 | 1,204.06 | 24 | 0 | 5,949.88 |
| 2021-01-0009083 | 3507 MCCRAY CAROLYN E | 113 CRESCENT DR | 5,350.50 | 401.29 | 0 | 0 | 5,751.79 |
| TOTAL | 4 | 3507 113 CRESCENT DR | 19,547.52 | 4,516.72 | 72 | 833.47 | 24,969.71 |
| 2021-01-0012133 | 8716 RIVERSIDE HEALTH CARE REALTY L L C | 751 MAIN ST | 94,651.17 | 2,839.54 | 0 | 0 | 97,490.71 |
| TOTAL | 1 | 8716 751 MAIN ST | 94,651.17 | 2,839.54 | 0 | 0 | 97,490.71 |
| 2017-01-0010037 | 405 MONTANEZ RAUL P & AWILDA N | 113 ARNOLD DR | 5,797.84 | 2,957.13 | 24 | 1,316.85 | 10,095.82 |
| 2018-01-0010037 | 405 MONTANEZ RAUL P & AWILDA N | 113 ARNOLD DR | 5,974.24 | 3,674.16 | 24 | 1,450.86 | 11,123.26 |
| 2020-01-0009635 | 405 MONTANEZ RAUL P & AWILDA N | 113 ARNOLD DR | 6,003.44 | 1,530.88 | 24 | 0 | 7,558.32 |
| 2021-01-0009607 | 405 MONTANEZ RAUL P & AWILDA N | 113 ARNOLD DR | 6,255.38 | 469.15 | 0 | 0 | 6,724.53 |
| TOTAL | 4 | 405 113 ARNOLD DR | 24,030.90 | 8,631.32 | 72 | 2,767.71 | 35,501.93 |
| 2021-01-0004472 | 12236 ECOLOCHEM INC | 405 SCHOOL ST | 34,126.15 | 1,023.78 | 0 | 0 | 35,149.93 |
| TOTAL | 1 | 12236 405 SCHOOL ST | 34,126.15 | 1,023.78 | 0 | 0 | 35,149.93 |
| 2020-01-0008637 | 8780 MAIN APARTMENTS LLC | 1252-1256 MAIN ST | 8,758.64 | 1,839.31 | 24 | 0 | 10,621.95 |
| 2021-01-0008611 | 8780 MAIN APARTMENTS LLC | 1252-1256 MAIN ST | 20,661.96 | 1,549.65 | 0 | 0 | 22,211.61 |
| TOTAL | 2 | 8780 1252-1256 MAIN ST | 29,420.60 | 3,388.96 | 24 | 0 | 32,833.56 |
| 2021-01-0000146 | 12944 8 NEW BRITAIN PIZZA LLC | 300 SILVER LN | 27,198.02 | 2,039.85 | 0 | 0 | 29,237.87 |
| TOTAL | 1 | 12944 300 SILVER LN | 27,198.02 | 2,039.85 | 0 | 0 | 29,237.87 |
| 2020-01-0006148 | 14593 TUGER PROPERTIES LLC | 20 WESTBROOK ST | 8,994.29 | 1,888.80 | 24 | 0 | 10,907.09 |
| 2021-01-0014612 | 14593 TUGER PROPERTIES LLC | 20 WESTBROOK ST | 15,101.12 | 1,132.59 | 0 | 0 | 16,233.71 |
| TOTAL | 2 | 14593 20 WESTBROOK ST | 24,095.41 | 3,021.39 | 24 | 0 | 27,140.80 |
| 2017-01-0008400 | 13411 FERRARO-LEE TEENA & LEE PERRY | 24 SPAULDING CIR | 3,456.30 | 2,747.76 | 24 | 934.21 | 7,162.27 |
| 2018-01-0008400 | 13411 FERRARO-LEE TEENA & LEE PERRY | 24 SPAULDING CIR | 3,330.64 | 2,048.34 | 24 | 810.45 | 6,213.43 |
| 2019-01-0008400 | 13411 FERRARO-LEE TEENA & LEE PERRY | 24 SPAULDING CIR | 3,385.58 | 1,472.73 | 24 | 0 | 4,882.31 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|---|------------------------|-----------|----------|------|----------|-----------|
| 2020-01-0004817 | 13411 FERRARO-LEE TEENA & LEE PERRY | 24 SPAULDING CIR | 3,346.92 | 853.47 | 24 | 0 | 4,224.39 |
| 2021-01-0004806 | 13411 FERRARO-LEE TEENA & LEE PERRY | 24 SPAULDING CIR | 3,781.02 | 283.58 | 0 | 0 | 4,064.60 |
| TOTAL | 5 | 13411 24 SPAULDING CIR | 17,300.46 | 7,405.88 | 96 | 1,744.66 | 26,547.00 |
| 2021-01-0006936 | 8757 JCT WHITNEY REALTY GROUP LLC | 1123 MAIN ST | 23,470.24 | 626.19 | 0 | 0 | 24,096.43 |
| TOTAL | 1 | 8757 1123 MAIN ST | 23,470.24 | 626.19 | 0 | 0 | 24,096.43 |
| 2021-01-0010990 | 4235 MORRIS WAREHOUSING LLC | 1 FAIRFIELD ST | 22,642.25 | 679.27 | 0 | 0 | 23,321.52 |
| TOTAL | 1 | 4235 1 FAIRFIELD ST | 22,642.25 | 679.27 | 0 | 0 | 23,321.52 |
| 2021-01-0005108 | 2013 FRANKLIN PLAZA TIC 1 LLC & FRANKLIN PLAZ | 1120 BURNSIDE AVE | 22,575.22 | 677.26 | 0 | 0 | 23,252.48 |
| TOTAL | 1 | 2013 1120 BURNSIDE AVE | 22,575.22 | 677.26 | 0 | 0 | 23,252.48 |
| 2021-01-0004353 | 8650 DUONG ANH THU THI | 445 MAIN ST | 19,553.56 | 1,466.52 | 0 | 20 | 21,040.08 |
| TOTAL | 1 | 8650 445 MAIN ST | 19,553.56 | 1,466.52 | 0 | 20 | 21,040.08 |
| 2021-01-0015119 | 7115 WADE LYNE | 85-87 JAMES ST | 19,818.35 | 452.75 | 0 | 0 | 20,271.10 |
| TOTAL | 1 | 7115 85-87 JAMES ST | 19,818.35 | 452.75 | 0 | 0 | 20,271.10 |
| 2020-01-0002527 | 17010 CASSADY JAMES & JUNE | 7 STRAWBERRY LN | 8,200.00 | 2,091.00 | 24 | 0 | 10,315.00 |
| 2021-01-0002520 | 17010 CASSADY JAMES & JUNE | 7 STRAWBERRY LN | 7,418.96 | 556.42 | 0 | 0 | 7,975.38 |
| TOTAL | 2 | 17010 7 STRAWBERRY LN | 15,618.96 | 2,647.42 | 24 | 0 | 18,290.38 |
| 2020-01-0015315 | 11762 WELDON RENEE C & DEANDRE L | 11 RECTOR ST | 6,315.79 | 1,459.46 | 24 | 0 | 7,799.25 |
| 2021-01-0015301 | 11762 WELDON RENEE C & DEANDRE L | 11 RECTOR ST | 9,459.52 | 709.46 | 0 | 0 | 10,168.98 |
| TOTAL | 2 | 11762 11 RECTOR ST | 15,775.31 | 2,168.92 | 24 | 0 | 17,968.23 |
| 2019-01-0013380 | 10443 COLWICK CHRISTOPHER & EILEEN | 123 OAK ST | 2,870.38 | 947.23 | 24 | 0 | 3,841.61 |
| 2020-01-0003031 | 10443 COLWICK CHRISTOPHER & EILEEN | 123 OAK ST | 5,353.98 | 1,365.27 | 24 | 0 | 6,743.25 |
| 2021-01-0003030 | 10443 COLWICK CHRISTOPHER & EILEEN | 123 OAK ST | 6,801.50 | 510.11 | 0 | 0 | 7,311.61 |
| TOTAL | 3 | 10443 123 OAK ST | 15,025.86 | 2,822.61 | 48 | 0 | 17,896.47 |
| 2019-01-0000939 | 14704 LARACUENTE PROPERTY MANAGEMENT LLC | 123 WHITEHALL DR | 274.37 | 0 | 24 | 0 | 298.37 |
| 2020-01-0007914 | 14704 LARACUENTE PROPERTY MANAGEMENT LLC | 123 WHITEHALL DR | 6,792.04 | 1,731.97 | 24 | 0 | 8,548.01 |
| 2021-01-0007878 | 14704 LARACUENTE PROPERTY MANAGEMENT LLC | 123 WHITEHALL DR | 7,383.28 | 553.75 | 0 | 0 | 7,937.03 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL | |
|-----------------|--|-------------------------|-----------|----------|------|-----|-------|-----------|
| TOTAL | 3 | 14704 123 WHITEHALL DR | 14,449.69 | 2,285.72 | | 48 | 0 | 16,783.41 |
| 2019-01-0013343 | 1309 OBRIEN JOSEPH A | 139 BRITT RD | 3,937.02 | 472.44 | | 24 | 0 | 4,433.46 |
| 2020-01-0010315 | 1309 OBRIEN JOSEPH A | 139 BRITT RD | 4,949.82 | 1,262.20 | | 24 | 0 | 6,236.02 |
| 2021-01-0010310 | 1309 OBRIEN JOSEPH A | 139 BRITT RD | 5,591.58 | 419.36 | | 0 | 0 | 6,010.94 |
| TOTAL | 3 | 1309 139 BRITT RD | 14,478.42 | 2,154.00 | | 48 | 0 | 16,680.42 |
| 2020-01-0010223 | 11382 NO CHOICE LLC | 195 PITKIN ST | 7,371.90 | 1,879.84 | | 24 | 0 | 9,275.74 |
| 2021-01-0010210 | 11382 NO CHOICE LLC | 195 PITKIN ST | 6,513.80 | 488.54 | | 0 | 0 | 7,002.34 |
| TOTAL | 2 | 11382 195 PITKIN ST | 13,885.70 | 2,368.38 | | 24 | 0 | 16,278.08 |
| 2021-01-0004663 | 1706 EZ CASHING LLC | 78-84 BURNSIDE AVE | 15,048.52 | 1,128.64 | | 0 | 0 | 16,177.16 |
| TOTAL | 1 | 1706 78-84 BURNSIDE AVE | 15,048.52 | 1,128.64 | | 0 | 0 | 16,177.16 |
| 2020-01-0011786 | 8656 RAVALESE MICHAEL & RAVALESE HARRY A | 456 MAIN ST | 5,393.94 | 1,126.91 | | 24 | 0 | 6,544.85 |
| 2021-01-0011769 | 8656 RAVALESE MICHAEL & RAVALESE HARRY A | 456 MAIN ST | 8,844.52 | 663.34 | | 0 | 0 | 9,507.86 |
| TOTAL | 2 | 8656 456 MAIN ST | 14,238.46 | 1,790.25 | | 24 | 0 | 16,052.71 |
| 2019-01-0009911 | 14471 MILLETTE ROLAND J & VIRGINIA A | 52 WARREN DR | 3,011.43 | 496.88 | | 24 | 0 | 3,532.31 |
| 2020-01-0009497 | 14471 MILLETTE ROLAND J & VIRGINIA A | 52 WARREN DR | 4,860.48 | 1,239.42 | | 24 | 0 | 6,123.90 |
| 2021-01-0009475 | 14471 MILLETTE ROLAND J & VIRGINIA A | 52 WARREN DR | 5,697.36 | 427.3 | | 0 | 0 | 6,124.66 |
| TOTAL | 3 | 14471 52 WARREN DR | 13,569.27 | 2,163.60 | | 48 | 0 | 15,780.87 |
| 2019-01-0005206 | 10843 FORBES ANTHONY | 50 ORCHARD ST | 2,539.43 | 990.38 | | 24 | 0 | 3,553.81 |
| 2020-01-0005019 | 10843 FORBES ANTHONY | 50 ORCHARD ST | 5,020.88 | 1,280.32 | | 24 | 0 | 6,325.20 |
| 2021-01-0005003 | 10843 FORBES ANTHONY | 50 ORCHARD ST | 5,489.08 | 411.68 | | 0 | 0 | 5,900.76 |
| TOTAL | 3 | 10843 50 ORCHARD ST | 13,049.39 | 2,682.38 | | 48 | 0 | 15,779.77 |
| 2020-01-0006792 | 10533 IARACUENTE PROPERTY MANAGEMENT LLC | 486 OAK ST | 6,670.58 | 0 | | 24 | 0 | 6,694.58 |
| 2021-01-0006754 | 10533 IARACUENTE PROPERTY MANAGEMENT LLC | 486 OAK ST | 8,269.70 | 620.23 | | 0 | 0 | 8,889.93 |
| TOTAL | 2 | 10533 486 OAK ST | 14,940.28 | 620.23 | | 24 | 0 | 15,584.51 |
| 2020-01-0010610 | 14238 PACK LEADERS RESCUE OF CT INC | 1026 TOLLAND ST | 6,624.94 | 1,689.36 | | 24 | 0 | 8,338.30 |
| 2021-01-0010601 | 14238 PACK LEADERS RESCUE OF CT INC | 1026 TOLLAND ST | 6,394.78 | 479.61 | | 0 | 0 | 6,874.39 |
| TOTAL | 2 | 14238 1026 TOLLAND ST | 13,019.72 | 2,168.97 | | 24 | 0 | 15,212.69 |
| 2019-01-0001078 | 5385 BEGIN RICHARD A | 683 GOODWIN ST | 873.33 | 248.9 | | 24 | 0 | 1,146.23 |
| 2020-01-0001178 | 5385 BEGIN RICHARD A | 683 GOODWIN ST | 5,348.56 | 1,363.88 | | 24 | 0 | 6,736.44 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|----------------------------------|-----------------------|-----------|----------|------|-----|-----------|
| 2021-01-0001180 | 5385 BEGIN RICHARD A EST OF | 683 GOODWIN ST | 6,704.32 | 502.82 | 0 | 0 | 7,207.14 |
| TOTAL | 3 | 5385 683 GOODWIN ST | 12,926.21 | 2,115.60 | 48 | 0 | 15,089.81 |
| 2019-01-0002138 | 14274 DIAZ DENISE R | 1177 TOLLAND ST | 2,342.00 | 456.69 | 24 | 0 | 2,822.69 |
| 2020-01-0003980 | 14274 DIAZ DENISE R | 1177 TOLLAND ST | 4,703.56 | 1,199.40 | 24 | 0 | 5,926.96 |
| 2021-01-0003992 | 14274 DIAZ DENISE R | 1177 TOLLAND ST | 5,692.86 | 426.96 | 0 | 0 | 6,119.82 |
| TOTAL | 3 | 14274 1177 TOLLAND ST | 12,738.42 | 2,083.05 | 48 | 0 | 14,869.47 |
| 2020-01-0006157 | 8159 HACHI GROUP LLC | 32-34 LILAC ST | 6,106.58 | 1,557.18 | 24 | 0 | 7,687.76 |
| 2021-01-0006126 | 8159 HACHI GROUP LLC | 32-34 LILAC ST | 6,500.56 | 487.54 | 0 | 0 | 6,988.10 |
| TOTAL | 2 | 8159 32-34 LILAC ST | 12,607.14 | 2,044.72 | 24 | 0 | 14,675.86 |
| 2019-01-0001092 | 3575 BELCH WILLIAM E EST OF | 30 CROSS DR | 3,029.45 | 954.27 | 24 | 0 | 4,007.72 |
| 2020-01-0001185 | 3575 BELCH WILLIAM E EST OF | 30 CROSS DR | 4,295.42 | 1,095.33 | 24 | 0 | 5,414.75 |
| 2021-01-0001186 | 3575 BELCH WILLIAM E EST OF | 30 CROSS DR | 4,827.76 | 362.09 | 0 | 0 | 5,189.85 |
| TOTAL | 3 | 3575 30 CROSS DR | 12,152.63 | 2,411.69 | 48 | 0 | 14,612.32 |
| 2021-01-0000042 | 12866 18 SIGNOR STREET LLC | 18 SIGNOR ST | 14,152.59 | 424.58 | 0 | 0 | 14,577.17 |
| TOTAL | 1 | 12866 18 SIGNOR ST | 14,152.59 | 424.58 | 0 | 0 | 14,577.17 |
| 2021-01-0014247 | 13047 THE NGUYEN & CAI GROUP LLC | 825 SILVER LN | 13,919.71 | 417.59 | 0 | 0 | 14,337.30 |
| TOTAL | 1 | 13047 825 SILVER LN | 13,919.71 | 417.59 | 0 | 0 | 14,337.30 |
| 2019-01-0008947 | 874 MAGNOTTA BARBARA T & | 37 BODWELL RD | 2,227.44 | 868.7 | 24 | 0 | 3,120.14 |
| 2020-01-0008621 | 874 MAGNOTTA BARBARA T & | 37 BODWELL RD | 4,420.78 | 1,127.30 | 24 | 0 | 5,572.08 |
| 2021-01-0008597 | 874 MAGNOTTA BARBARA T & | 37 BODWELL RD | 5,246.36 | 393.48 | 0 | 0 | 5,639.84 |
| TOTAL | 3 | 874 37 BODWELL RD | 11,894.58 | 2,389.48 | 48 | 0 | 14,332.06 |
| 2021-01-0013553 | 8644 SKELLY PATRICK M | 438 MAIN ST | 13,312.30 | 998.42 | 0 | 0 | 14,310.72 |
| TOTAL | 1 | 8644 438 MAIN ST | 13,312.30 | 998.42 | 0 | 0 | 14,310.72 |
| 2020-01-0014797 | 4189 VALE DASERRA JOSE | 11 ERIC WAY | 5,955.59 | 268.01 | 24 | 0 | 6,247.60 |
| 2021-01-0014774 | 4189 VALE DASERRA JOSE | 11 ERIC WAY | 7,073.32 | 530.5 | 0 | 0 | 7,603.82 |
| TOTAL | 2 | 4189 11 ERIC WAY | 13,028.91 | 798.51 | 24 | 0 | 13,851.42 |
| 2021-01-0010027 | 14016 120 TOLLAND LLC | 120 TOLLAND ST | 13,148.29 | 394.45 | 0 | 0 | 13,542.74 |
| TOTAL | 1 | 14016 120 TOLLAND ST | 13,148.29 | 394.45 | 0 | 0 | 13,542.74 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|--|------------------------|-----------|----------|------|-----|-----------|
| 2020-01-0014271 | 13022 THE BLUE ARMY TRUST | 709 SILVER LN | 5,625.42 | 1,434.48 | 24 | 0 | 7,083.90 |
| 2021-01-0014229 | 13022 THE BLUE ARMY TRUST | 709 SILVER LN | 5,685.88 | 426.44 | 0 | 0 | 6,112.32 |
| TOTAL | 2 | 13022 709 SILVER LN | 11,311.30 | 1,860.92 | 24 | 0 | 13,196.22 |
| 2020-01-0004343 | 5828 DUNKLE AVIS M | 91 GREEN MANOR DR | 5,313.02 | 1,354.82 | 24 | 0 | 6,691.84 |
| 2021-01-0004342 | 5828 DUNKLE AVIS M | 91 GREEN MANOR DR | 5,972.88 | 447.96 | 0 | 0 | 6,420.84 |
| TOTAL | 2 | 5828 91 GREEN MANOR DR | 11,285.90 | 1,802.78 | 24 | 0 | 13,112.68 |
| 2020-01-0014512 | 8866 TORRES MELANIE A | 1725 MAIN ST | 4,164.77 | 562.24 | 24 | 0 | 4,751.01 |
| 2021-01-0014478 | 8866 TORRES MELANIE A | 1725 MAIN ST | 7,746.14 | 580.96 | 0 | 0 | 8,327.10 |
| TOTAL | 2 | 8866 1725 MAIN ST | 11,910.91 | 1,143.20 | 24 | 0 | 13,078.11 |
| 2020-01-0010987 | 13584 PATRICK JANICE E | 25 STRONG DR | 4,288.59 | 952.29 | 24 | 0 | 5,264.88 |
| 2021-01-0010977 | 13584 PATRICK JANICE E | 25 STRONG DR | 7,220.10 | 541.51 | 0 | 0 | 7,761.61 |
| TOTAL | 2 | 13584 25 STRONG DR | 11,508.69 | 1,493.80 | 24 | 0 | 13,026.49 |
| 2020-01-0007912 | 536 LARACUENTE PROPERTY MANAGEMENT LLC | 58 BARBONSEL RD | 5,262.68 | 1,341.98 | 24 | 0 | 6,628.66 |
| 2021-01-0007876 | 536 LARACUENTE PROPERTY MANAGEMENT LLC | 58 BARBONSEL RD | 5,916.30 | 443.72 | 0 | 0 | 6,360.02 |
| TOTAL | 2 | 536 58 BARBONSEL RD | 11,178.98 | 1,785.70 | 24 | 0 | 12,988.68 |
| 2019-01-0007311 | 2586 GRAHAM CHRISTOPHER & | 158 CHESTER ST | 723.63 | 0 | 24 | 0 | 747.63 |
| 2020-01-0005937 | 2586 GRAHAM CHRISTOPHER & | 158 CHESTER ST | 4,897.50 | 1,248.87 | 24 | 0 | 6,170.37 |
| 2021-01-0005904 | 2586 GRAHAM CHRISTOPHER & | 158 CHESTER ST | 5,613.72 | 421.03 | 0 | 0 | 6,034.75 |
| TOTAL | 3 | 2586 158 CHESTER ST | 11,234.85 | 1,669.90 | 48 | 0 | 12,952.75 |
| 2021-01-0009812 | 14058 MS PROPERTY ASSOCIATES LLC | 284 TOLLAND ST | 11,717.44 | 878.81 | 0 | 0 | 12,596.25 |
| TOTAL | 1 | 14058 284 TOLLAND ST | 11,717.44 | 878.81 | 0 | 0 | 12,596.25 |
| 2019-01-0015353 | 72 WHEELER JARED L | 84 ALPS DR | 77.72 | 1.17 | 24 | 0 | 102.89 |
| 2020-01-0015360 | 72 WHEELER JARED L | 84 ALPS DR | 4,967.08 | 1,266.60 | 24 | 0 | 6,257.68 |
| 2021-01-0015346 | 72 WHEELER JARED L | 84 ALPS DR | 5,782.64 | 433.7 | 0 | 0 | 6,216.34 |
| TOTAL | 3 | 72 84 ALPS DR | 10,827.44 | 1,701.47 | 48 | 0 | 12,576.91 |
| 2021-01-0005885 | 8745 GOVERNOR BUILDING LLC | 991 MAIN ST | 12,204.88 | 366.15 | 0 | 0 | 12,571.03 |
| TOTAL | 1 | 8745 991 MAIN ST | 12,204.88 | 366.15 | 0 | 0 | 12,571.03 |
| 2021-01-0003249 | 12921 193 SILVER LANE LLC | 193 SILVER LN | 11,243.84 | 843.29 | 0 | 0 | 12,087.13 |
| TOTAL | 1 | 12921 193 SILVER LN | 11,243.84 | 843.29 | 0 | 0 | 12,087.13 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|---|------------------------|-----------|----------|------|-----|-----------|
| 2021-01-0010892 | 11057 PARK PLACE PLAZA LLC | 353-357 PARK AVE | 11,483.28 | 344.5 | 0 | 0 | 11,827.78 |
| TOTAL | 1 | 11057 353-357 PARK AVE | 11,483.28 | 344.5 | 0 | 0 | 11,827.78 |
| 2020-01-0002956 | 10485 COLEMAN ARLENE M | 284 OAK ST | 4,643.84 | 1,184.18 | 24 | 0 | 5,852.02 |
| 2021-01-0002950 | 10485 COLEMAN ARLENE M | 284 OAK ST | 5,528.44 | 414.64 | 0 | 0 | 5,943.08 |
| TOTAL | 2 | 10485 284 OAK ST | 10,172.28 | 1,598.82 | 24 | 0 | 11,795.10 |
| 2021-01-0015700 | 2025 WOODLAND AUTO BODY | 1208 BURNSIDE AVE | 10,930.20 | 819.76 | 0 | 0 | 11,749.96 |
| TOTAL | 1 | 2025 1208 BURNSIDE AVE | 10,930.20 | 819.76 | 0 | 0 | 11,749.96 |
| 2020-01-0004057 | 7618 DINEEN ROSEMARY W EST OF | 16 KIRKWOOD DR | 2,996.55 | 134.84 | 24 | 0 | 3,155.39 |
| 2021-01-0004066 | 7618 DINEEN ROSEMARY W EST OF | 16 KIRKWOOD DR | 7,988.86 | 599.16 | 0 | 0 | 8,588.02 |
| TOTAL | 2 | 7618 16 KIRKWOOD DR | 10,985.41 | 734 | 24 | 0 | 11,743.41 |
| 2020-01-0012909 | 8202 SAWANIEWICZ HALINA L/U & CONSERVED PER\$ | 26 LINWOOD DR | 3,289.18 | 690.73 | 24 | 0 | 4,003.91 |
| 2021-01-0012898 | 8202 SAWANIEWICZ HALINA L/U & CONSERVED PER\$ | 26 LINWOOD DR | 7,066.76 | 530.01 | 0 | 0 | 7,596.77 |
| TOTAL | 2 | 8202 26 LINWOOD DR | 10,355.94 | 1,220.74 | 24 | 0 | 11,600.68 |
| 2021-01-0011766 | 8659 RAVALESE HARRY A | 456 MAIN ST REAR | 10,765.38 | 807.4 | 0 | 0 | 11,572.78 |
| TOTAL | 1 | 8659 456 MAIN ST REAR | 10,765.38 | 807.4 | 0 | 0 | 11,572.78 |
| 2020-01-0007913 | 3504 LARACUENTE PROPERTY MANAGEMENT LLC | 107 CRESCENT DR | 4,916.26 | 1,063.35 | 24 | 0 | 6,003.61 |
| 2021-01-0007877 | 3504 LARACUENTE PROPERTY MANAGEMENT LLC | 107 CRESCENT DR | 5,174.20 | 388.06 | 0 | 0 | 5,562.26 |
| TOTAL | 2 | 3504 107 CRESCENT DR | 10,090.46 | 1,451.41 | 24 | 0 | 11,565.87 |
| 2020-01-0015802 | 10635 YOUNG ROBERT S JR EST OF | 992 OAK ST | 4,520.78 | 67.81 | 24 | 0 | 4,612.59 |
| 2021-01-0015781 | 10635 YOUNG ROBERT S JR EST OF | 992 OAK ST | 6,423.06 | 481.73 | 0 | 0 | 6,904.79 |
| TOTAL | 2 | 10635 992 OAK ST | 10,943.84 | 549.54 | 24 | 0 | 11,517.38 |
| 2020-01-0015245 | 2753 WARMOLTS ELIZABETH L | 16 CHRISTINE DR | 4,543.66 | 1,158.63 | 24 | 0 | 5,726.29 |
| 2021-01-0015233 | 2753 WARMOLTS ELIZABETH L | 16 CHRISTINE DR | 5,193.06 | 389.48 | 0 | 0 | 5,582.54 |
| TOTAL | 2 | 2753 16 CHRISTINE DR | 9,736.72 | 1,548.11 | 24 | 0 | 11,308.83 |
| 2020-01-0005707 | 14648 GONZALEZ JORGE | 175 WESTERLY TER | 4,312.20 | 1,099.61 | 24 | 0 | 5,435.81 |
| 2021-01-0005684 | 14648 GONZALEZ JORGE | 175 WESTERLY TER | 4,862.20 | 364.66 | 0 | 0 | 5,226.86 |
| TOTAL | 2 | 14648 175 WESTERLY TER | 9,174.40 | 1,464.27 | 24 | 0 | 10,662.67 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|---|------------------------------|-----------|----------|------|-----|-----------|
| 2021-01-0009200 | 8318 PIANKA MARK | 292-294 LONG HILL ST | 9,839.18 | 737.94 | 0 | 0 | 10,577.12 |
| TOTAL | 1 | 8318 292-294 LONG HILL ST | 9,839.18 | 737.94 | 0 | 0 | 10,577.12 |
| 2021-01-0000110 | 222 51 APPLGATE PARTNERS LLC | 51 APPLGATE LN | 10,208.39 | 306.25 | 0 | 0 | 10,514.64 |
| TOTAL | 1 | 222 51 APPLGATE LN | 10,208.39 | 306.25 | 0 | 0 | 10,514.64 |
| 2020-01-0013773 | 1404 SOUZA-BAILEY IAN | 85 BROOKFIELD DR | 3,813.00 | 57.2 | 24 | 0 | 3,894.20 |
| 2021-01-0013757 | 1404 SOUZA-BAILEY IAN | 85 BROOKFIELD DR | 6,022.90 | 451.71 | 0 | 0 | 6,474.61 |
| TOTAL | 2 | 1404 85 BROOKFIELD DR | 9,835.90 | 508.91 | 24 | 0 | 10,368.81 |
| 2021-01-0012870 | 4071 GONDAL CORPORATION | 379 ELLINGTON RD | 10,054.82 | 301.64 | 0 | 0 | 10,356.46 |
| TOTAL | 1 | 4071 379 ELLINGTON RD | 10,054.82 | 301.64 | 0 | 0 | 10,356.46 |
| 2020-01-0004440 | 6420 EASTERN ASSOCIATES LLC | 33-35 HIGHLAND ST | 2,741.81 | 287.89 | 24 | 0 | 3,053.70 |
| 2021-01-0004443 | 6420 EASTERN ASSOCIATES LLC | 33-35 HIGHLAND ST | 6,783.86 | 508.79 | 0 | 0 | 7,292.65 |
| TOTAL | 2 | 6420 33-35 HIGHLAND ST | 9,525.67 | 796.68 | 24 | 0 | 10,346.35 |
| 2019-01-0007270 | 16639 FREEMAN ESSENCE | 14 WAKEFIELD CIR | 2,843.94 | 1,237.12 | 24 | 0 | 4,105.06 |
| 2020-01-0005156 | 16639 FREEMAN ESSENCE | 14 WAKEFIELD CIR | 2,811.48 | 716.93 | 24 | 0 | 3,552.41 |
| 2021-01-0005134 | 16639 FREEMAN ESSENCE | 14 WAKEFIELD CIR | 2,423.92 | 181.8 | 0 | 0 | 2,605.72 |
| TOTAL | 3 | 16639 14 WAKEFIELD CIR | 8,079.34 | 2,135.85 | 48 | 0 | 10,263.19 |
| 2021-01-0002396 | 11003 CAPO REALTY LLC | 115 PARK AVE | 9,851.82 | 295.55 | 0 | 0 | 10,147.37 |
| TOTAL | 1 | 11003 115 PARK AVE | 9,851.82 | 295.55 | 0 | 0 | 10,147.37 |
| 2021-01-0007268 | 15872 KANE STREET CONDOMINIUMS WH 2 LLC | 235 EAST RIVER DR 1701 | 9,748.16 | 292.44 | 0 | 0 | 10,040.60 |
| TOTAL | 1 | 15872 235 EAST RIVER DR 1701 | 9,748.16 | 292.44 | 0 | 0 | 10,040.60 |
| 2021-01-0003567 | 3273 DAL HOLDINGS LLC | 34 CONNECTICUT BLVD | 9,304.54 | 697.84 | 0 | 0 | 10,002.38 |
| TOTAL | 1 | 3273 34 CONNECTICUT BLVD | 9,304.54 | 697.84 | 0 | 0 | 10,002.38 |
| 2021-01-0012393 | 15867 ROMANELLI IRENE H & PAUL F | 235 EAST RIVER DR 1501 | 9,266.42 | 694.99 | 0 | 0 | 9,961.41 |
| TOTAL | 1 | 15867 235 EAST RIVER DR 1501 | 9,266.42 | 694.99 | 0 | 0 | 9,961.41 |
| 2020-01-0001595 | 15125 BOUTIETTE SUSAN LAURIE | 113 WOODLAWN CIR | 4,375.86 | 314.85 | 24 | 0 | 4,714.71 |
| 2021-01-0001596 | 15125 BOUTIETTE SUSAN LAURIE | 113 WOODLAWN CIR | 4,847.84 | 363.59 | 0 | 0 | 5,211.43 |
| TOTAL | 2 | 15125 113 WOODLAWN CIR | 9,223.70 | 678.44 | 24 | 0 | 9,926.14 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|---|------------------------|----------|----------|------|-----|----------|
| 2020-01-0009963 | 6092 NAPPER JOHNELL A | 45 HARTZ LN | 1,868.00 | 0 | 24 | 0 | 1,892.00 |
| 2021-01-0009939 | 6092 NAPPER JOHNELL A | 45 HARTZ LN | 7,450.12 | 558.76 | 0 | 0 | 8,008.88 |
| TOTAL | 2 | 6092 45 HARTZ LN | 9,318.12 | 558.76 | 24 | 0 | 9,900.88 |
| 2020-01-0014603 | 9527 TRIUMPH NADIA | 61-63 MELROSE ST | 1,976.00 | 59.28 | 24 | 0 | 2,059.28 |
| 2021-01-0014571 | 9527 TRIUMPH NADIA | 61-63 MELROSE ST | 7,199.60 | 539.97 | 0 | 0 | 7,739.57 |
| TOTAL | 2 | 9527 61-63 MELROSE ST | 9,175.60 | 599.25 | 24 | 0 | 9,798.85 |
| 2020-01-0011671 | 6789 RACICOT SANDRA | 42 HOCKANUM DR | 3,874.96 | 988.11 | 24 | 0 | 4,887.07 |
| 2021-01-0011652 | 6789 RACICOT SANDRA | 42 HOCKANUM DR | 4,533.78 | 340.04 | 0 | 0 | 4,873.82 |
| TOTAL | 2 | 6789 42 HOCKANUM DR | 8,408.74 | 1,328.15 | 24 | 0 | 9,760.89 |
| 2020-01-0008855 | 2321 MARTINAJ AVNI | 33 CENTRAL AVE | 2,594.83 | 544.91 | 24 | 0 | 3,163.74 |
| 2021-01-0008833 | 2321 MARTINAJ AVNI | 33 CENTRAL AVE | 6,120.48 | 459.04 | 0 | 0 | 6,579.52 |
| TOTAL | 2 | 2321 33 CENTRAL AVE | 8,715.31 | 1,003.95 | 24 | 0 | 9,743.26 |
| 2020-01-0010503 | 2113 O & S REAL ESTATE LLC | 174 CAMBRIDGE DR | 2,676.99 | 562.17 | 24 | 0 | 3,263.16 |
| 2021-01-0010282 | 2113 O & S REAL ESTATE LLC | 174 CAMBRIDGE DR | 5,942.54 | 445.69 | 0 | 0 | 6,388.23 |
| TOTAL | 2 | 2113 174 CAMBRIDGE DR | 8,619.53 | 1,007.86 | 24 | 0 | 9,651.39 |
| 2019-01-0014214 | 10728 TARIDONA AGNES J | 238 OCONNELL DR | 766.51 | 68.99 | 24 | 0 | 859.5 |
| 2020-01-0014151 | 10728 TARIDONA AGNES J | 238 OCONNELL DR | 4,731.68 | 1,206.58 | 24 | 0 | 5,962.26 |
| 2021-01-0014114 | 10728 TARIDONA AGNES J | 238 OCONNELL DR | 2,742.70 | 82.28 | 0 | 0 | 2,824.98 |
| TOTAL | 3 | 10728 238 OCONNELL DR | 8,240.89 | 1,357.85 | 48 | 0 | 9,646.74 |
| 2021-01-0015489 | 2003 WEINER HOWARD N | 1073 BURNSIDE AVE | 8,900.70 | 667.55 | 0 | 0 | 9,568.25 |
| TOTAL | 1 | 2003 1073 BURNSIDE AVE | 8,900.70 | 667.55 | 0 | 0 | 9,568.25 |
| 2019-01-0013967 | 12884 VANESSA E STEVENS REVOCABLE TRUST | 65 SILVER LN | 2,440.59 | 951.83 | 24 | 0 | 3,416.42 |
| 2021-01-0009930 | 12884 NAIPAUL KAVITA | 65 SILVER LN | 5,661.28 | 424.6 | 0 | 0 | 6,085.88 |
| TOTAL | 2 | 12884 65 SILVER LN | 8,101.87 | 1,376.43 | 24 | 0 | 9,502.30 |
| 2020-01-0007782 | 8410 LACHAPELLE LOUIS E | 140 LYDALL RD | 2,620.24 | 550.25 | 24 | 0 | 3,194.49 |
| 2021-01-0007748 | 8410 LACHAPELLE LOUIS E | 140 LYDALL RD | 5,867.10 | 440.04 | 0 | 0 | 6,307.14 |
| TOTAL | 2 | 8410 140 LYDALL RD | 8,487.34 | 990.29 | 24 | 0 | 9,501.63 |
| 2020-01-0009089 | 884 MCCORMICK PENELOPE ANN B EST OF | 61 BODWELL RD | 3,546.30 | 904.31 | 24 | 0 | 4,474.61 |
| 2021-01-0009079 | 884 MCCORMICK PENELOPE ANN B EST OF | 61 BODWELL RD | 4,614.14 | 346.06 | 0 | 0 | 4,960.20 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|-------------------------------|----------------------|----------|----------|------|-----|----------|
| TOTAL | 2 | 884 61 BODWELL RD | 8,160.44 | 1,250.37 | 24 | 0 | 9,434.81 |
| 2021-01-0005732 | 00008763A GOODWIN COLLEGE INC | 1137 MAIN ST | 9,006.88 | 270.21 | 0 | 0 | 9,277.09 |
| TOTAL | 1 00008763A | 1137 MAIN ST | 9,006.88 | 270.21 | 0 | 0 | 9,277.09 |
| 2020-01-0001566 | 9637 BOTELHO-ORTIZ FILOMENA | 25 MIDDLE DR | 3,745.18 | 955.02 | 24 | 0 | 4,724.20 |
| 2021-01-0001570 | 9637 BOTELHO-ORTIZ FILOMENA | 25 MIDDLE DR | 4,220.96 | 316.57 | 0 | 0 | 4,537.53 |
| TOTAL | 2 | 9637 25 MIDDLE DR | 7,966.14 | 1,271.59 | 24 | 0 | 9,261.73 |
| 2020-01-0011647 | 2357 QUIROZ RAFAEL | 124 CENTRAL AVE | 3,721.80 | 558.27 | 24 | 0 | 4,304.07 |
| 2021-01-0011629 | 2357 QUIROZ RAFAEL | 124 CENTRAL AVE | 4,510.00 | 338.25 | 0 | 0 | 4,848.25 |
| TOTAL | 2 | 2357 124 CENTRAL AVE | 8,231.80 | 896.52 | 24 | 0 | 9,152.32 |

PAYMENT ARRANGEMENTS

| | | | | | | | |
|-----------------|--|------------------------|-----------|----------|----|---|-----------|
| 2020-01-0015978 | 8001 LIVING WORD EMPOWERMENT MINISTRIES | 24 LEGGETT ST | 44,342.74 | 0 | 24 | 0 | 44,366.74 |
| TOTAL | 1 | 8001 24 LEGGETT ST | 44,342.74 | 0 | 24 | 0 | 44,366.74 |
| 2021-01-0008293 | 00008001A LIVING WORD EMPOWERMENT MINISTRIES | 24 LEGGETT ST | 2,450.16 | 183.76 | 0 | 0 | 2,633.92 |
| TOTAL | 1 00008001A | 24 LEGGETT ST | 2,450.16 | 183.76 | 0 | 0 | 2,633.92 |
| 2019-01-0000939 | 14704 LARACUENTE PROPERTY MANAGEMENT LLC | 123 WHITEHALL DR | 274.37 | 0 | 24 | 0 | 298.37 |
| 2020-01-0007914 | 14704 LARACUENTE PROPERTY MANAGEMENT LLC | 123 WHITEHALL DR | 6,792.04 | 1,731.97 | 24 | 0 | 8,548.01 |
| 2021-01-0007878 | 14704 LARACUENTE PROPERTY MANAGEMENT LLC | 123 WHITEHALL DR | 7,383.28 | 553.75 | 0 | 0 | 7,937.03 |
| TOTAL | 3 | 14704 123 WHITEHALL DR | 14,449.69 | 2,285.72 | 48 | 0 | 16,783.41 |
| 2020-01-0006792 | 10533 IARACUENTE PROPERTY MANAGEMENT LLC | 486 OAK ST | 6,670.58 | 0 | 24 | 0 | 6,694.58 |
| 2021-01-0006754 | 10533 IARACUENTE PROPERTY MANAGEMENT LLC | 486 OAK ST | 8,269.70 | 620.23 | 0 | 0 | 8,889.93 |
| TOTAL | 2 | 10533 486 OAK ST | 14,940.28 | 620.23 | 24 | 0 | 15,584.51 |
| 2019-01-0015353 | 72 WHEELER JARED L | 84 ALPS DR | 77.72 | 1.17 | 24 | 0 | 102.89 |
| 2020-01-0015360 | 72 WHEELER JARED L | 84 ALPS DR | 4,967.08 | 1,266.60 | 24 | 0 | 6,257.68 |
| 2021-01-0015346 | 72 WHEELER JARED L | 84 ALPS DR | 5,782.64 | 433.7 | 0 | 0 | 6,216.34 |
| TOTAL | 3 | 72 84 ALPS DR | 10,827.44 | 1,701.47 | 48 | 0 | 12,576.91 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|---|--------------------------|-----------|----------|------|--------|-----------|
| 2019-01-0007311 | 2586 GRAHAM CHRISTOPHER & | 158 CHESTER ST | 223 | 0 | 24 | 0 | 247 |
| 2020-01-0005937 | 2586 GRAHAM CHRISTOPHER & | 158 CHESTER ST | 4,897.50 | 1,248.87 | 24 | 0 | 6,170.37 |
| 2021-01-0005904 | 2586 GRAHAM CHRISTOPHER & | 158 CHESTER ST | 5,613.72 | 421.03 | 0 | 0 | 6,034.75 |
| TOTAL | 3 | 2586 158 CHESTER ST | 10,734.22 | 1,669.90 | 48 | 0 | 12,452.12 |
| 2020-01-0004057 | 7618 DINEEN ROSEMARY W EST OF | 16 KIRKWOOD DR | 2,996.55 | 134.84 | 24 | 0 | 3,155.39 |
| 2021-01-0004066 | 7618 DINEEN ROSEMARY W EST OF | 16 KIRKWOOD DR | 7,988.86 | 599.16 | 0 | 0 | 8,588.02 |
| TOTAL | 2 | 7618 16 KIRKWOOD DR | 10,985.41 | 734 | 24 | 0 | 11,743.41 |
| 2020-01-0007913 | 3504 LARACUENTE PROPERTY MANAGEMENT LLC | 107 CRESCENT DR | 4,916.26 | 1,063.35 | 24 | 0 | 6,003.61 |
| 2021-01-0007877 | 3504 LARACUENTE PROPERTY MANAGEMENT LLC | 107 CRESCENT DR | 5,174.20 | 388.06 | 0 | 0 | 5,562.26 |
| TOTAL | 2 | 3504 107 CRESCENT DR | 10,090.46 | 1,451.41 | 24 | 0 | 11,565.87 |
| 2018-01-0000798 | 16722 SANCHEZ ORTIZ REVOCABLE TRUST | 120 WAKEFIELD CIR | 682.72 | 81.93 | 24 | 118.3 | 906.95 |
| 2019-01-0000798 | 16722 SANCHEZ ORTIZ REVOCABLE TRUST | 120 WAKEFIELD CIR | 2,843.94 | 1,237.12 | 24 | 0 | 4,105.06 |
| 2020-01-0012776 | 16722 SANCHEZ ORTIZ REVOCABLE TRUST | 120 WAKEFIELD CIR | 2,811.48 | 716.93 | 24 | 0 | 3,552.41 |
| 2021-01-0012760 | 16722 SANCHEZ ORTIZ REVOCABLE TRUST | 120 WAKEFIELD CIR | 2,423.92 | 181.8 | 0 | 0 | 2,605.72 |
| TOTAL | 4 | 16722 120 WAKEFIELD CIR | 8,762.06 | 2,217.78 | 72 | 118.3 | 11,170.14 |
| 2018-01-0007492 | 14590 KAMPFMAN MARY ELLEN | 11 WESTBROOK ST | 1,950.36 | 1,199.48 | 24 | 496.08 | 3,669.92 |
| 2019-01-0007492 | 14590 KAMPFMAN MARY ELLEN | 11 WESTBROOK ST | 2,010.56 | 874.59 | 24 | 0 | 2,909.15 |
| 2020-01-0007289 | 14590 KAMPFMAN MARY ELLEN | 11 WESTBROOK ST | 1,968.20 | 501.89 | 24 | 0 | 2,494.09 |
| 2021-01-0007258 | 14590 KAMPFMAN MARY ELLEN | 11 WESTBROOK ST | 1,425.10 | 106.89 | 0 | 0 | 1,531.99 |
| TOTAL | 4 | 14590 11 WESTBROOK ST | 7,354.22 | 2,682.85 | 72 | 496.08 | 10,605.15 |
| 2020-01-0004517 | 1544 ELAINE S ELDRIDGE REVOCABLE TRUST INDENT | 216 BURKE ST | 3,214.99 | 48.22 | 24 | 0 | 3,287.21 |
| 2021-01-0004517 | 1544 ELAINE S ELDRIDGE REVOCABLE TRUST INDENT | 216 BURKE ST | 5,030.70 | 377.3 | 0 | 0 | 5,408.00 |
| TOTAL | 2 | 1544 216 BURKE ST | 8,245.69 | 425.52 | 24 | 0 | 8,695.21 |
| 2020-01-0002142 | 777 CALANO DEBORAH M 1/2 INT & | 22 BITTERSWEET DR | 259.06 | 0 | 0 | 0 | 259.06 |
| 2021-01-0002145 | 777 CALANO DEBORAH M 1/2 INT & | 22 BITTERSWEET DR | 7,380.82 | 553.56 | 0 | 0 | 7,934.38 |
| TOTAL | 2 | 777 22 BITTERSWEET DR | 7,639.88 | 553.56 | 0 | 0 | 8,193.44 |
| 2019-01-0013581 | 16405 SKOGLUND THOMAS & SUSAN | 50 HILLSIDE ST B-9 | 1,790.59 | 161.15 | 24 | 0 | 1,975.74 |
| 2020-01-0013586 | 16405 SKOGLUND THOMAS & SUSAN | 50 HILLSIDE ST B-9 | 2,051.48 | 523.13 | 24 | 0 | 2,598.61 |
| 2021-01-0013563 | 16405 SKOGLUND THOMAS & SUSAN | 50 HILLSIDE ST B-9 | 1,601.06 | 120.08 | 0 | 0 | 1,721.14 |
| TOTAL | 3 | 16405 50 HILLSIDE ST B-9 | 5,443.13 | 804.36 | 48 | 0 | 6,295.49 |

| BILL# | UNIQUE ID NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|-------------------------------|--------------------------|------------|-----------------|-------------|------------|---------------------|
| 2020-01-0006037 | 14633 GRIFFETH NANCY A | 120 WESTERLY TER | 995 | 0 | 24 | 0 | 1,019.00 |
| 2021-01-0006005 | 14633 GRIFFETH NANCY A | 120 WESTERLY TER | 4,840.88 | 363.06 | 0 | 0 | 5,203.94 |
| TOTAL | 2 | 14633 120 WESTERLY TER | 5,835.88 | 363.06 | 24 | 0 | 6,222.94 |
| 2021-01-0006825 | 876 JACKSON CHESTER & | 41 BODWELL RD | 4,459.41 | 110.56 | 0 | 0 | 4,569.97 |
| TOTAL | 1 | 876 41 BODWELL RD | 4,459.41 | 110.56 | 0 | 0 | 4,569.97 |
| 2021-01-0000687 | 11274 MENENDEZ PAULA EDELMIRA | 48-50 PHELPS ST | 3,134.20 | 0 | 0 | 0 | 3,134.20 |
| TOTAL | 1 | 11274 48-50 PHELPS ST | 3,134.20 | 0 | 0 | 0 | 3,134.20 |
| TOTAL | | | | | | | 1,430,365.44 |

TOWN OF EAST HARTFORD SUB LIENS 2023

| BILL# | UNIQUE ID | NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|-----------|-------------------------|----------------------|-----|-----------|----------|-----|-----------|
| 2021-01-0011650 | 8775 | R R A PROPERTIES LLC | 1251-1265 MAIN ST | | 23,212.52 | 1,740.94 | 0 | 24,953.46 |
| TOTAL | 1 | 8775 | 1251-1265 MAIN ST | | 23,212.52 | 1,740.94 | 0 | 24,953.46 |
| 2021-01-0000160 | 14103 | A & M TOWING & RECOVERY | 422-430 TOLLAND ST | | 18,363.38 | 1,377.25 | 0 | 19,740.63 |
| TOTAL | 1 | 14103 | 422-430 TOLLAND ST | | 18,363.38 | 1,377.25 | 0 | 19,740.63 |
| 2020-01-0009797 | 13448 | MOSCOSCO-DIAZ LILIANA | 38 SPRINGSIDE AVE | | 4,997.68 | 1,274.41 | 24 | 6,296.09 |
| 2021-01-0009771 | 13448 | MOSCOSCO-DIAZ LILIANA | 38 SPRINGSIDE AVE | | 5,699.00 | 427.43 | 0 | 6,126.43 |
| TOTAL | 2 | 13448 | 38 SPRINGSIDE AVE | | 10,696.68 | 1,701.84 | 24 | 12,422.52 |
| 2021-01-0012979 | 1121 | SHARAFLL LLC | 270 BREWER ST | | 9,905.20 | 742.89 | 0 | 10,648.09 |
| TOTAL | 1 | 1121 | 270 BREWER ST | | 9,905.20 | 742.89 | 0 | 10,648.09 |
| 2021-01-0001871 | 114 | BRYANT JULIE G & KING | MAR 31-33 AMY DR | | 8,150.40 | 611.28 | 0 | 8,761.68 |
| TOTAL | 1 | 114 | 31-33 AMY DR | | 8,150.40 | 611.28 | 0 | 8,761.68 |
| 2021-01-0012076 | 14715 | RIVERA JANET | 9 WHITING RD | | 7,747.36 | 581.05 | 0 | 8,328.41 |
| TOTAL | 1 | 14715 | 9 WHITING RD | | 7,747.36 | 581.05 | 0 | 8,328.41 |
| 2021-01-0003212 | 1936 | COPELAND ELOUISE | 800-802 BURNSIDE AVE | | 7,485.38 | 561.4 | 0 | 8,046.78 |
| TOTAL | 1 | 1936 | 800-802 BURNSIDE AVE | | 7,485.38 | 561.4 | 0 | 8,046.78 |
| 2021-01-0008533 | 2399 | LYNCH VIRGINIA J | 75 CHAPEL ST | | 6,983.12 | 523.74 | 0 | 7,506.86 |
| TOTAL | 1 | 2399 | 75 CHAPEL ST | | 6,983.12 | 523.74 | 0 | 7,506.86 |
| 2021-01-0014806 | 1683 | VALLE LORRI | 13-15 BURNSIDE AVE | | 6,751.48 | 506.36 | 0 | 7,257.84 |
| TOTAL | 1 | 1683 | 13-15 BURNSIDE AVE | | 6,751.48 | 506.36 | 0 | 7,257.84 |
| 2021-01-0000871 | 9728 | BAEZ MANUEL | 65 MILWOOD RD | | 6,320.16 | 474.01 | 0 | 6,794.17 |
| TOTAL | 1 | 9728 | 65 MILWOOD RD | | 6,320.16 | 474.01 | 0 | 6,794.17 |
| 2021-01-0015670 | 5295 | WOJNILO EUGENE JOSEPH | 267 GOODWIN ST | | 6,140.98 | 460.57 | 0 | 6,601.55 |
| TOTAL | 1 | 5295 | 267 GOODWIN ST | | 6,140.98 | 460.57 | 0 | 6,601.55 |
| 2021-01-0007360 | 11863 | KELLER BRIAN L | 135 RIDGEWOOD RD | | 5,943.78 | 445.79 | 0 | 6,389.57 |
| TOTAL | 1 | 11863 | 135 RIDGEWOOD RD | | 5,943.78 | 445.79 | 0 | 6,389.57 |
| 2021-01-0008589 | 6391 | MAFFESSOLI CURTIS F | 71-73 HIGBIE DR | | 5,874.90 | 440.61 | 0 | 6,315.51 |

| BILL# | UNIQUE ID | NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|-----------|---------------------------------|-------------------------|----------|----------|------|-----|----------|
| TOTAL | | 1 | 6391 71-73 HIGBIE DR | 5,874.90 | 440.61 | 0 | 0 | 6,315.51 |
| 2021-01-0005508 | | 5604 GILBERT KAREN E | 45 GRANDE RD | 5,762.56 | 432.19 | 0 | 0 | 6,194.75 |
| TOTAL | | 1 | 5604 45 GRANDE RD | 5,762.56 | 432.19 | 0 | 0 | 6,194.75 |
| 2021-01-0007404 | | 1594 KENT WILLIAM F EST OF | 90 BURNBROOK RD | 5,668.66 | 425.15 | 0 | 0 | 6,093.81 |
| TOTAL | | 1 | 1594 90 BURNBROOK RD | 5,668.66 | 425.15 | 0 | 0 | 6,093.81 |
| 2021-01-0001135 | | 2540 BEAULIEU CLAUDE J & TINA M | 106 CHESSLEE RD | 5,666.20 | 424.96 | 0 | 0 | 6,091.16 |
| TOTAL | | 1 | 2540 106 CHESSLEE RD | 5,666.20 | 424.96 | 0 | 0 | 6,091.16 |
| 2021-01-0001144 | | 4659 BEAULIEU REED | 1092 FORBES ST | 5,432.50 | 407.44 | 0 | 0 | 5,839.94 |
| TOTAL | | 1 | 4659 1092 FORBES ST | 5,432.50 | 407.44 | 0 | 0 | 5,839.94 |
| 2021-01-0005078 | | 3076 FRALEIGH CARL F & NANCY N | 27 COLLIMORE RD | 5,407.90 | 405.59 | 0 | 0 | 5,813.49 |
| TOTAL | | 1 | 3076 27 COLLIMORE RD | 5,407.90 | 405.59 | 0 | 0 | 5,813.49 |
| 2021-01-0007264 | | 8377 KANDZIORA URSZULA | 39 LYDALL RD | 5,400.12 | 405.01 | 0 | 0 | 5,805.13 |
| TOTAL | | 1 | 8377 39 LYDALL RD | 5,400.12 | 405.01 | 0 | 0 | 5,805.13 |
| 2021-01-0011669 | | 11662 RAHMAN OMAR & HOQUE F, | 109 PROSPECT ST | 5,255.80 | 394.19 | 0 | 0 | 5,649.99 |
| TOTAL | | 1 | 11662 109 PROSPECT ST | 5,255.80 | 394.19 | 0 | 0 | 5,649.99 |
| 2021-01-0012977 | | 1117 SCHULTZ JOSEPH W | 260 BREWER ST | 4,888.44 | 366.64 | 0 | 0 | 5,255.08 |
| TOTAL | | 1 | 1117 260 BREWER ST | 4,888.44 | 366.64 | 0 | 0 | 5,255.08 |
| 2021-01-0007997 | | 1060 LE HOAI T | 11 BREWER ST | 4,714.60 | 353.6 | 0 | 0 | 5,068.20 |
| TOTAL | | 1 | 1060 11 BREWER ST | 4,714.60 | 353.6 | 0 | 0 | 5,068.20 |
| 2021-01-0004400 | | 12655 DYER JUSTIN D | 127 SHADYCREST DR | 4,705.98 | 352.95 | 0 | 0 | 5,058.93 |
| TOTAL | | 1 | 12655 127 SHADYCREST DR | 4,705.98 | 352.95 | 0 | 0 | 5,058.93 |
| 2021-01-0003510 | | 2072 CYR ROGER E | 70 CAMBRIDGE DR | 4,618.24 | 346.36 | 0 | 0 | 4,964.60 |
| TOTAL | | 1 | 2072 70 CAMBRIDGE DR | 4,618.24 | 346.36 | 0 | 0 | 4,964.60 |
| 2021-01-0001142 | | 9902 BEAULIEU PAUL L | 60 MONTAGUE CIR | 4,590.78 | 344.31 | 0 | 0 | 4,935.09 |
| TOTAL | | 1 | 9902 60 MONTAGUE CIR | 4,590.78 | 344.31 | 0 | 0 | 4,935.09 |
| 2021-01-0001757 | | 12560 BROOKES MCKENZIE | 23 SCOTT CIR | 4,572.74 | 342.95 | 0 | 0 | 4,915.69 |
| TOTAL | | 1 | 12560 23 SCOTT CIR | 4,572.74 | 342.95 | 0 | 0 | 4,915.69 |
| 2021-01-0005396 | | 5057 GAUTHIER DAWN D & HOWA | 9-91/2 GARDEN ST | 4,096.68 | 307.25 | 0 | 0 | 4,403.93 |

| BILL# | UNIQUE ID | NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-----------------|-----------|---------------------------|----------------------------|----------|----------|------|-----|----------|
| TOTAL | 1 | | 5057 9-91/2 GARDEN ST | 4,096.68 | 307.25 | 0 | 0 | 4,403.93 |
| 2021-01-0010985 | 5662 | PATTISON JAMES R | 4 GREAT HILL RD | 4,062.16 | 304.66 | 0 | 0 | 4,366.82 |
| TOTAL | 1 | | 5662 4 GREAT HILL RD | 4,062.16 | 304.66 | 0 | 0 | 4,366.82 |
| 2021-01-0009552 | 10942 | MITTICA DEBBIE E | 109 OXFORD DR | 2,943.74 | 220.78 | 0 | 0 | 3,164.52 |
| TOTAL | 1 | | 10942 109 OXFORD DR | 2,943.74 | 220.78 | 0 | 0 | 3,164.52 |
| 2021-01-0012976 | 1108 | SCHULTZ JOSEPH W | 226 BREWER ST | 2,639.58 | 197.96 | 0 | 0 | 2,837.54 |
| TOTAL | 1 | | 1108 226 BREWER ST | 2,639.58 | 197.96 | 0 | 0 | 2,837.54 |
| 2021-01-0011573 | 16757 | QUANSAH EDITH | 190 WAKEFIELD CIR | 2,423.92 | 181.8 | 0 | 0 | 2,605.72 |
| TOTAL | 1 | | 16757 190 WAKEFIELD CIR | 2,423.92 | 181.8 | 0 | 0 | 2,605.72 |
| 2021-01-0012974 | 1097 | SCHULTZ JOSEPH W | 179 BREWER ST | 2,068.04 | 155.1 | 0 | 0 | 2,223.14 |
| TOTAL | 1 | | 1097 179 BREWER ST | 2,068.04 | 155.1 | 0 | 0 | 2,223.14 |
| 2021-01-0009111 | 16608 | MCFARLANE ALLI G | 421 TOLLAND ST 301 | 1,856.48 | 139.24 | 0 | 0 | 1,995.72 |
| TOTAL | 1 | | 16608 421 TOLLAND ST 301 | 1,856.48 | 139.24 | 0 | 0 | 1,995.72 |
| 2021-01-0000639 | 15965 | ANGUS CLIVE | 233 ELLINGTON RD 109 | 1,492.40 | 111.93 | 0 | 0 | 1,604.33 |
| TOTAL | 1 | | 15965 233 ELLINGTON RD 109 | 1,492.40 | 111.93 | 0 | 0 | 1,604.33 |
| 2021-01-0014723 | 9591 | URBAN SUBURBAN AFFORDA | 109 MERCER AVE LAND | 1,452.22 | 108.91 | 0 | 0 | 1,561.13 |
| TOTAL | 1 | | 9591 109 MERCER AVE LAND | 1,452.22 | 108.91 | 0 | 0 | 1,561.13 |
| 2021-01-0013091 | 15971 | SERVILLE RONALD A | 233 ELLINGTON RD 115 | 1,352.18 | 101.41 | 0 | 0 | 1,453.59 |
| TOTAL | 1 | | 15971 233 ELLINGTON RD 115 | 1,352.18 | 101.41 | 0 | 0 | 1,453.59 |
| 2021-01-0008509 | 6632 | LUPACCHINO ROBIN A | 359 HILLS ST | 6,152.06 | 461.4 | 0 | 0 | 6,613.46 |
| TOTAL | 1 | | 6632 359 HILLS ST | 6,152.06 | 461.4 | 0 | 0 | 6,613.46 |
| 2021-01-0006470 | 12623 | HERRICK EDWARD E | 21 SHADYCREST DR | 4,818.32 | 361.37 | 0 | 0 | 5,179.69 |
| TOTAL | 1 | | 12623 21 SHADYCREST DR | 4,818.32 | 361.37 | 0 | 0 | 5,179.69 |
| 2021-01-0006470 | 12623 | HERRICK EDWARD E | 21 SHADYCREST DR | 4,818.32 | 361.37 | 0 | 0 | 5,179.69 |
| TOTAL | 1 | | 12623 21 SHADYCREST DR | 4,818.32 | 361.37 | 0 | 0 | 5,179.69 |
| 2021-01-0009342 | 6149 | MERRICK LUCILLE A TRUSTEE | 123 HARVEST LN | 8,065.94 | 604.95 | 0 | 0 | 8,670.89 |
| TOTAL | 1 | | 6149 123 HARVEST LN | 8,065.94 | 604.95 | 0 | 0 | 8,670.89 |
| 2021-01-0006646 | 13566 | HORAN CORINNE Y | 36 STEVENS ST | 4,847.44 | 363.56 | 0 | 0 | 5,211.00 |

| BILL# | UNIQUE ID | NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-------------------|-----------|---------------------------|------------------------------|-----------|----------|------|-----|-------------------|
| TOTAL | 1 | | 13566 36 STEVENS ST | 4,847.44 | 363.56 | 0 | 0 | 5,211.00 |
| 2021-01-0003905 | 13 | DENIGRIS ALICE | 54 ADAMS ST | 5,671.94 | 425.4 | 0 | 0 | 6,097.34 |
| TOTAL | 1 | | 13 54 ADAMS ST | 5,671.94 | 425.4 | 0 | 0 | 6,097.34 |
| 2021-01-0009008 | 9122 | MAW SOLO PLAN 401(K) | 91 MANNING LN | 7,230.36 | 542.28 | 0 | 0 | 7,772.64 |
| TOTAL | 1 | | 9122 91 MANNING LN | 7,230.36 | 542.28 | 0 | 0 | 7,772.64 |
| 2021-01-0007916 | 10580 | LATORRE JODI M & RICHARD | 750 OAK ST | 7,445.20 | 558.39 | 0 | 0 | 8,003.59 |
| TOTAL | 1 | | 10580 750 OAK ST | 7,445.20 | 558.39 | 0 | 0 | 8,003.59 |
| 2021-01-0009812 | 14058 | MS PROPERTY ASSOCIATES LI | 284 TOLLAND ST | 11,717.44 | 878.81 | 0 | 0 | 12,596.25 |
| TOTAL | 1 | | 14058 284 TOLLAND ST | 11,717.44 | 878.81 | 0 | 0 | 12,596.25 |
| 2021-01-0007689 | 411 | KUPLINS ARNIS J & | 138 ARNOLD DR | 5,586.66 | 419 | 0 | 0 | 6,005.66 |
| TOTAL | 1 | | 411 138 ARNOLD DR | 5,586.66 | 419 | 0 | 0 | 6,005.66 |
| 2021-01-0010285 | 5015 | O BRIEN LILLIAN K | 15 FRANKLIN ST | 3,120.88 | 234.06 | 0 | 0 | 3,354.94 |
| TOTAL | 1 | | 5015 15 FRANKLIN ST | 3,120.88 | 234.06 | 0 | 0 | 3,354.94 |
| 2021-01-0012393 | 15867 | ROMANELLI IRENE H & PAUL | 235 EAST RIVER DR 1501 | 9,266.42 | 694.99 | 0 | 0 | 9,961.41 |
| TOTAL | 1 | | 15867 235 EAST RIVER DR 1501 | 9,266.42 | 694.99 | 0 | 0 | 9,961.41 |
| 2021-01-0005069 | 4956 | FOWLER LANE MANAGEMENT | 33 FOWLER LN | 5,989.28 | 449.2 | 0 | 0 | 6,438.48 |
| TOTAL | 1 | | 4956 33 FOWLER LN | 5,989.28 | 449.2 | 0 | 0 | 6,438.48 |
| 2021-01-0003010 | 15845 | COLON VILMARIS | 235 EAST RIVER DR 1104 | 3,676.06 | 275.7 | 0 | 0 | 3,951.76 |
| TOTAL | 1 | | 15845 235 EAST RIVER DR 1104 | 3,676.06 | 275.7 | 0 | 0 | 3,951.76 |
| 2021-01-0009136 | 5276 | MCGUIRE JAMES L (C) | 201 GOODWIN ST | 5,218.90 | 391.41 | 0 | 0 | 5,610.31 |
| TOTAL | 1 | | 5276 201 GOODWIN ST | 5,218.90 | 391.41 | 0 | 0 | 5,610.31 |
| 2021-01-0006591 | 13571 | HOHMANN GREGORY & PATI | 50 STEVENS ST | 5,043.82 | 378.29 | 0 | 0 | 5,422.11 |
| TOTAL | 1 | | 13571 50 STEVENS ST | 5,043.82 | 378.29 | 0 | 0 | 5,422.11 |
| 2021-01-0014284 | 3229 | THOMAS ALBERT J JR EST OF | 22 CONCORD ST | 5,986.82 | 449.01 | 0 | 0 | 6,435.83 |
| TOTAL | 1 | | 3229 22 CONCORD ST | 5,986.82 | 449.01 | 0 | 0 | 6,435.83 |
| 2021-01-0012981 | 8586 | SCHULTZ JOSEPH W | 247 MAIN ST | 1,389.90 | 104.24 | 0 | 0 | 1,494.14 |
| TOTAL | 1 | | 8586 247 MAIN ST | 1,389.90 | 104.24 | 0 | 0 | 1,494.14 |
| Total Subs | | | | | | | | 345,668.56 |

| BILL# | UNIQUE ID | NAME | PROPERTY LOCATION | TAX | INTEREST | LIEN | FEE | TOTAL |
|-------|-----------|------|------------------------|-------------------|----------|------|-----|-------|
| | | | SUB HOLDER | TOTAL | | | | |
| | | | ATCF | 18,575.41 | | | | |
| | | | CRUICKSHANK - IN LIMBO | 24,953.46 | | | | |
| | | | FIG | 96,065.77 | | | | |
| | | | RTFL | 6,194.75 | | | | |
| | | | RTLFL | 140,857.89 | | | | |
| | | | TLOA | 7,506.86 | | | | |
| | | | TLOA | 10,648.09 | | | | |
| | | | TOWER | 28,443.81 | | | | |
| | | | TOWER | 12,422.52 | | | | |
| | | | Total | 345,668.56 | | | | |

CCC Meeting Room 111 / MICROSOFT "TEAMS"

TAX POLICY COMMITTEE

March 29, 2023

PRESENT Angie Parkinson, Chair, Councillors Travis Simpson and Don Bell

ABSENT

ALSO Melissa McCaw, Finance Director

PRESENT Councillor Awet Tsegai

CALL TO ORDER

Chair Parkinson called the meeting to order at 6:05 pm

APPROVAL OF MINUTES

February 14, 2023

MOTION By Don Bell
seconded by Travis Simpson

to **approve** the minutes of the February 14, 2023 meeting

Motion carried 3/0

OPPORTUNITY FOR RESIDENTS TO SPEAK

NEW BUSINESS


Tax Lien Sales

Melissa McCaw, Finance Director, provided background on the annual procedure for Tax Lien sales. Before the March 21 Town Council Regular Meeting, the Finance Department provided a list of properties with delinquent taxes. There are 95 properties totaling \$1.430 million in taxes due. Typically, as properties are notified, a number of tax payers will bring their accounts current so the amount owed should decrease significantly. Residents are provided the opportunity to settle any outstanding taxes due with the town through August. The criteria for identifying properties are a delinquency in excess of \$10,000 or those that have fallen into delinquency for 3 or more Grand List years. The collection process completed for each grand list year is as follows:

- The tax bill first installment legal notice is published (3 times; before due date, after due and before it becomes delinquent).
- An individual tax bill is printed and mailed to the property address (mid-June). If full payment is not received, an individual delinquent letter is mailed (August).
- The tax bill second installment legal notice is published (3 times; before due date, after due and before it becomes delinquent).



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 29, 2023
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh 
RE: REFERRAL: Proposed tax Stabilization Agreement for Easton Place

Please see attached memo from Finance Director Melissa McCaw to refer Easton Place (1-36 Jaidee Drive) proposed tax stabilization to tax policy committee.

Please place this item on the Town Council agenda for the April 4, 2023 meeting.

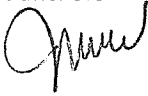
C: Melissa McCaw, Finance Director



MEMORANDUM

DATE: March 29, 2023

TO: All East Hartford Town Councilors

FROM: Mike Walsh, Mayor 

TELEPHONE: (860) 291-7201

RE: Referral to Tax Policy – Proposed Tax Stabilization Agreement for Easton Place

By way of this memo, please accept the following materials:

1. A Tax Modification agreement for Easton Place (1-36 Jaidee Drive)
2. A cover letter from outside counsel detailing the need for this agreement
3. A proforma outlining the project

By way of background, this is an exciting project for the residents of Easton Place (1-36 Jaidee Drive) in that 50 individual units of quality, affordable housing in place will receive a \$3.3 million renovation to upgrade and make new appliances, countertops, and other furnishings within the units at that location.

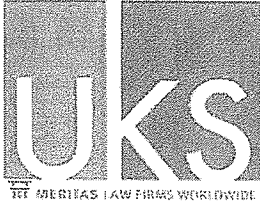
The project is being financed by the Connecticut Department of Housing in combination with tax credits administered by the Connecticut Housing Finance Authority.

There is a sense of urgency on this request in that the project is ready to close with the State of Connecticut to secure financing, and accordingly, a referral at the April 4th Town Council meeting to the Tax Policy subcommittee is necessary so that this item can be considered with final action needing to take place at the April 18th Town Council meeting.

Simply put, in order for this transaction to close and funding released to make the renovations, this tax stabilization agreement must be approved and executed to level fund the current taxes at \$83,689 for 15 years. Of note, prior to revaluation, the taxes paid on this complex were \$63,908.

Without the stabilization agreement in place, the underwriters of the project will not move forward with an unbalance proforma/projection.

I will be on hand at the next Town Council meeting and will answer any questions that you may have.



Robert M. DeCrescenzo
(t) 860.548.2625
(f) 860.548.2680
rdcrescenzo@uks.com

March 23, 2023

mwalsh@easthartfordct.gov

The Honorable Michael Walsh
Mayor
Town of East Hartford
740 Main Street
East Hartford, CT 06108

Re: Proposed Tax Stabilization Agreement – Easton Place

Dear Mayor Walsh:

This is to follow up on our recent meeting regarding the proposed tax stabilization agreement for the property known as Easton Place, 1-36 Jaidee Drive, East Hartford (“Easton Place”).

Easton Place has provided quality, affordable housing for East Hartford residents for decades. The development is scheduled to undergo a major redevelopment that will substantially improve the quality and appearance of each of the 50 units of affordable housing in the complex. The project will be funded by Connecticut Department of Housing (DOH), Low Income Housing Tax Credits administered by the Connecticut Housing Finance Authority (CHFA) and a first mortgage from CHFA.

Both the DOH tax credits and CHFA loan program carry with them significant limits on both rent rates and rent increases as well as obligations to budget annually a high level of expenses for the operation of the development. These constraints and expense obligations are included in the underwriting criteria that CHFA applies to the eligibility for the renovations tax credits and the CHFA loan.

To meet the loan underwriting requirements, Easton Place must show a proforma for a balanced budget for the next 15 years. Because of the limitations on rent and the mandated expenses the Property needs to stabilize the property tax burden to support the required proforma loan balance sheet.

Based on its location within the East Hartford Enterprise Zone, Easton Place qualifies as of right for a seven year tax abatement according to the schedule found in East Hartford Ordinance Section 2-119. General Statutes Section 32-71(e) permits the Town to extend the period of the tax abatement. Based on the underwriting criteria for the above-referenced CHFA mortgage, Easton Place requests a 15 year tax stabilization agreement that fixes the tax payment at \$83,000 per year. This amount represents the full tax liability for the 2022 Grand List year.

Updike, Kelly & Spellacy, P.C.
Goodwin Square • 225 Asylum Street 20th Floor • Hartford, CT 06103 (t) 860.548.2600 (f) 860.548.2680
www.uks.com

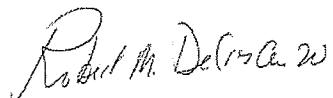
3903585

The Honorable Michael Walsh
Page 2
March 23, 2023

The project financing structure for the extensive renovations outlined above is dependent on a tax agreement fixing the tax liability for the renovated units. For this reason, Jaidee Drive requests consideration and approval of the attached proposed Tax Modification Agreement under the Enterprise Zone Statute, General Statute §32-71(e). The Agreement stabilizes the taxes for a period of fifteen years, beginning with the Grand list of October 1, 2025.

Please forward this request for a tax agreement for Easton Place to the Town Council for consideration and action.

Very truly yours,

A handwritten signature in cursive script that reads "Robert M. DeCrescenzo".

Robert M. DeCrescenzo, Esq.

RMDe/psm



TAX MODIFICATION AGREEMENT

This Tax Modification Agreement (the "Agreement") entered into this ___ day of March 2023 (the "Effective Date"), by and between the TOWN OF EAST HARTFORD, a municipal corporation organized and existing under the laws of the State of Connecticut, with an address of 740 Main Street, East Hartford, CT (the "Town"), and JAIDEE DRIVE ASSOCIATION LIMITED PARTNERSHIP ("Jaidee"), a limited partnership company, with an address of c/o Millenium Real Estate Services, P.O. Box 973, Rocky Hill, CT 06067.

WITNESSETH:

WHEREAS, Jaidee has committed to renovating the residential development known as Easton Place, 1-36 Jaidee Drive, East Hartford, Connecticut consisting of approximately fifty (50) multi-family apartment units; and

WHEREAS, pursuant to General Statutes section 32-70, as amended, the Premises are included within the boundaries of the Enterprise Zone; and

WHEREAS, the Premises and Improvements are eligible for a modification of local property taxes under the provisions of General Statutes Section 32-71(e), as amended, for a period of ten (10) years; and

WHEREAS, this Agreement between the Town and Jaidee has been found to be in the best interests of the Town; and

WHEREAS, both parties desire to enter into this Agreement; and

WHEREAS, the Town Council adopted Resolution No. _____, on _____, 2023, authorizing the Mayor to enter into this Agreement to modify the local property taxes on the Premises and the Improvements; and

NOW, THEREFORE, the Town and Jaidee do, in consideration of the undertaking of each other hereinafter set out, hereby mutually agree as follows:

ARTICLE I - DEFINITIONS

1.1. "Premises" shall mean the property known as 1-36 Jaidee Drive Street, as more particularly described in Exhibit A attached hereto.

1.2 "Real Property Improvements" or "Improvements" shall mean the improvements and renovations as described in **Exhibit A** hereto.

ARTICLE II – UNDERTAKING

2.1 The Town and Jaidee agree that for the October 1 Grand List year or partial Grand List year commencing on the date that Jaidee has obtained temporary certificates of occupancy for the Improvements to fifty (50) multi-family apartment units built on the Premises, the actual real estate tax due on the Premises and the Improvements will be \$83,000 for the fifty (50) units that have received a temporary certificate of occupancy, inclusive of any accessory building and any amenity structures such as community rooms. Assuming satisfaction of the terms of this Agreement, the intent of this Section 2.1 is to provide Jaidee with the tax modification benefit for a full ten (10) year term.

2.2 The parties agree that in the event Jaidee does not obtain temporary certificates of occupancy for the Improvements to at least fifty (50) multi-family apartment units on the Premises prior to October 1, 2026, the Premises shall be assessed for the October 1, 2025 grand list and each October 1 grand list year thereafter in accordance with the taxation laws set forth in the Connecticut General Statutes.

2.3 Jaidee agrees to make an Investment in the Improvements of at least \$3.2 Million. The term "Investment in the Improvements" shall mean all costs incurred by Jaidee in development and construction of the Premises and Improvements, including the cost of materials, labor, fixtures, and all other hard costs capitalized as part of the Improvements, excluding land cost. No later than October 1, 2025, Jaidee shall furnish the Mayor with a third-party certificate confirming Jaidee's satisfaction of the obligations contained in this Section 2.3. The Town acknowledges that any certification from a third-party architect, managing contractor, engineer or general contractor, which certifies such Investment in the Improvements will satisfy this obligation.

2.4 Unless terminated in accordance with Article III below, this Agreement shall remain effective through the 2039 October 1 Grand List year, or portion thereof after Jaidee has satisfied the requirements set forth in Section 2.1 of this Agreement.

2.5 This Agreement does not apply to any taxes levied by any district or other taxing entity. The assessment value and taxation of any personal property and any motor vehicles located on the Premises shall be determined in the normal course pursuant to state and local laws.

ARTICLE III - PROVISIONS FOR TERMINATION AND ASSIGNMENT

3.1 The Agreement shall terminate if Jaidee fails to (i) commence construction of the renovations and improvements on the Premises within twelve (12) months after receiving a building permit for the renovations of the Premises, (ii) continue the work with diligence and continuity in an effort to substantially complete the same subject to extensions for the discovery of latent conditions, force majeure, or other reasons beyond the control of Jaidee and/or its contractor(s), (iii) obtain temporary certificates of occupancy for at least Fifty (50) renovated rate multi-family

apartment units on the Premises prior to October 1, 2026, or (iv) make an Investment in the Improvements of at least the amount as set forth herein. The Town agrees that the term shall be extended for a reasonable period of time necessary to resolve any unforeseen circumstance(s).

3.2 Jaidee shall pay all real property taxes due on the Premises and Improvements no later than the applicable due dates of the tax billing. If the Jaidee fails to make such payment, in addition to subsections 3.2(a) and (b) below, such payment shall be subject to penalty interest for late payment. In the event Jaidee fails to pay all real property taxes due on the Premises and Improvements on or before the applicable due dates of the tax billing, the following shall apply:

(a) in the event of delinquency with respect to a tax installment payment due in July, the Town may terminate this Agreement as of the October 1st immediately following such failure to pay such tax installment as due subject to the right to cure set forth in Section 3.2(b); and

(b) in the event of delinquency with respect to a tax installment payment due in January, the Town may terminate this Agreement as of the April 1st immediately following such failure to pay such tax installment as due, provided, however, that any attempted termination of this Agreement shall be initiated by a notice of intent to terminate sent to Jaidee in accordance with section 5.3 and further provided that Jaidee shall have no less than thirty (30) days from the date of the notice to cure the default.

3.3 Upon termination of this Agreement pursuant to Section 3.1 or 3.2, the Town shall be entitled to terminate this Agreement as set forth in Section 2.1 of this Agreement. In the event of such termination by the Town, the Premises and Improvements shall be assessed and taxed in the normal course pursuant to state and local laws.

3.4 (a) Except as expressly provided herein neither this Agreement nor any rights or obligations hereunder may be otherwise assigned or transferred.

ARTICLE IV – REPRESENTATION AND WARRANTIES

4.1 The Town hereby represents and warrants to Jaidee as follows:

4.1.1 This Agreement is in material compliance with the Town Charter and with the Connecticut General Statutes, et seq.

4.1.2 The Town is a municipality duly organized and operating under the laws of the State.

4.1.3 The Town has the power to enter into this Agreement and to carry out its obligations hereunder.

4.1.4 The execution and delivery of this Agreement, the conferral of the modified real estate taxes to Jaidee for the Premises and Improvements, the performance of its other obligations contained in this Agreement, and the fulfillment of the compliance with the terms and conditions of this Agreement, by the Town are not prevented by or result in a breach of, the terms, conditions or provisions of the Town Charter, any statute, law, ordinance or regulation by which the Town is bound.

4.1.5 This Agreement has been duly authorized by the Town Council, will be a valid and binding obligation of the Town, and is enforceable in accordance with its terms against the Town.

4.1.6 The representative of the Town executing this Agreement is in good standing with the Town, and is authorized to execute and deliver this Agreement, in such capacity.

4.1.7 There is no claim or litigation, or to the best of the Town's knowledge, threat of any claim or litigation, against the Town with respect to its execution and delivery of this Agreement or otherwise pertaining to the conferral of the modified real estate tax payments or any other matter contained in this Agreement.

4.2 Jaidee hereby represents and warrants to Town as follows:

4.2.1 Jaidee is a private for-profit enterprise qualified and licensed to transact business in the State of Connecticut.

4.2.2 Jaidee has the power to enter into this Agreement and to carry out its obligations hereunder.

4.2.3 The execution and delivery of this Agreement, the performance of the obligations of Jaidee contained in this Agreement, and the fulfillment of the compliance with the terms and conditions of this Agreement by Jaidee are not prevented by or result in a breach of, the terms, conditions or provisions of any statute, law, ordinance or regulation by which Jaidee is bound, or any contractual restriction, financing, agreement or instrument to which Jaidee is now a party by which it is bound.

4.2.4 This Agreement has been duly authorized by Jaidee and is a valid and binding obligation of Jaidee and is enforceable in accordance with its terms against Jaidee.

4.2.5 The officer of Jaidee executing this Agreement is in good standing with Jaidee and is authorized to execute and deliver this Agreement, in such capacity.

4.2.6 There is no claim or litigation, or to the best of Jaidee's knowledge, threat of any claim or litigation, against Jaidee with respect to its execution and delivery of this

Agreement, the conferral of the fixed real estate tax payments or any other matter contained in this Agreement.

4.2.7 There are no actions, suits or proceedings pending or, threatened against or affecting Jaidee or before any arbitrator or any governmental body in which there is a reasonable possibility of an adverse decision which could materially affect the ability of Jaidee to perform its obligations under this Agreement.

4.2.8 Jaidee is not in violation of any law, regulation or agreement with the Town, the State of Connecticut or the federal government.

ARTICLE V - MISCELLANEOUS

5.1 This Agreement sets forth all (and is intended by the parties hereto to be an integration of all) of the promises, agreements, conditions, understandings, warranties and representations between the parties hereto with respect to the modification of real property taxes on the Premises and the Improvements, and there are no promises, agreements, conditions, understandings, warranties or representations, oral or written, express or implied, between them with respect to said abatement of taxes other than as set forth herein.

5.2 This Agreement may not be modified or amended except by a written agreement signed by both parties.

5.3 Any consent, approval, advice or notice required or permitted to be given hereunder shall be in writing and deemed to be given (i) when hand delivered, (ii) one (1) business day after pickup by Federal Express or similar overnight express service, or (iii) via email with confirmation of delivery in either case addressed to the parties at their respective addresses referenced below:

If to the Town:

Town of East Hartford
740 Main Street
East Hartford, CT
Attention: Mayor
Email: mwalsh@easthartfordct.gov

With a copy to:

Assistant Corporation Counsel
Corporation Counsel Office
740 Main Street
East Hartford, CT 06108
Hartford, CT 06103
Phone: (860) 291-7217
Email: rpgentile@easthartfordct.gov

If to Jaidee:

Jaidee Drive Associates, L.P.
c/o Millenium Real Estate Services
P.O. Box 973
Rocky Hill, CT 06067

With a copy to:

Updike, Kelly & Spellacy, P.C.
Goodwin Square
225 Asylum Street, 20th Floor
Hartford, CT 06103
Attention: Robert M. DeCrescenzo
Email: rdecrescenzo@uks.com

or in each case to such other address as either party may from time to time designate by giving notice in writing to the other party. Effective notice will be deemed given only as provided above.

5.4 Except as to Article II, a ruling by any court or administrative body that a portion of this Agreement is invalid or unconstitutional shall have no effect on the other terms hereof which shall remain in full force and effect and binding on the parties hereto.

5.5 During the term of this Agreement, Jaidee will use good faith efforts to create and preserve jobs for Town residents during construction and operation of the Premises and Improvements, including the retention of Town businesses during construction and operation. Jaidee shall exercise good faith efforts to recruit and retain qualified and diverse residents of Town to fill part and full-time construction and operation positions at the Premises and Improvements; provided, however, that Jaidee is under no legal obligation to hire any resident of Town for such purposes, it being understood that Jaidee, in its sole discretion, will make the ultimate determination on whether or not a resident is qualified to fill a position or to hire such person. For purposes of this Agreement, Jaidee's good faith efforts shall include providing notice of job openings for the Premises and Improvements to the Mayor of the Town for dissemination. In furtherance of Jaidee's and the Town's mutual desire to encourage the use of local businesses at the Premises and Improvements, Jaidee agrees to locally publicize information about its procurement processes and its anticipated needs for goods and services in connection with the Premises and Improvements and will use good faith efforts to procure from local businesses at least \$50,000 of goods and services per year in connection with Premises and Improvements. During the construction of the Improvements, Jaidee shall provide annual written reports to the Mayor on or before each January 1 describing its efforts over the prior year to (i) recruit qualified and diverse residents of Town to fill part and full-time positions at the Premises and Improvements, including the number of qualified residents hired by Jaidee at the Premises and Improvements for the prior year, and (ii) use local businesses at the Premises and

Improvements, including the amount of goods and services procured from local businesses during the prior year.

5.6 This Agreement shall be interpreted and enforced in accordance with the laws of the State of Connecticut.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

Signed, Sealed and Delivered
in the Presence of:

TOWN
TOWN OF EAST HARTFORD

By: _____
Name: Michael P. Walsh
Title: Mayor

JAIDEE
1-36 JAIDEE DRIVE ASSOCIATES
LIMITED PARTNERSHIP

By _____
Name: William Collins
Title:

EXHIBIT A

The anticipated scope of work for the renovations of Premises may include but is not limited to:

1. Hazardous material abatement and radon system installation, site work including parking lot replacement;
2. Site sidewalk repairs and new site lighting;
3. Building envelope work including new gutters, siding repairs, brick repairs, new roofing, window repairs, exterior doors and door hardware, and possibly additional attic insulation;
4. New kitchens at all 50 apartment units. Kitchen work will likely include new cabinets, countertops, sinks, low-flow faucets, and energy star appliances;
5. New bathrooms at all 50 apartment units control valves, low-flow shower heads, vanities, low-flow faucets, high-efficiency toilets, and bathrooms accessories such as towel bars, etc;
6. New flooring and fresh paint throughout the interior spaces;
7. LED apartment lighting; and
8. New Boilers and HVAC equipment.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 27, 2023
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh *MW*
RE: REFERRAL: Fees Committee

Please see the enclosed request from Development Director Eileen Buckheit for a referral to the fees committee. The Hoffman Group is undertaking improvements to their largest facility. The current estimate for this project is \$360,000 and they are requesting a review and reconsideration.

Please place this item on the council agenda for the April 4, 2023 meeting

C: E. Buckheit, Development Director
M. McCaw, Finance Director
M. Walsh, Mayor



TO: Mayor Mike Walsh

FROM: Eileen Buckheit, Development Director

DATE: March 27, 2023

RE: April 4th Town Council agenda item

I am respectfully requesting an item be placed on the April 4th Town Council agenda.

Please see attached correspondence from Mr. Bradley Hoffman regarding a permit fee reduction request. This is in reference to a new 35,000 square foot Porsche facility on Connecticut Boulevard. As Mr. Hoffman stated they anticipate the permits to cost approximately \$360,000 and are requesting a review and reconsideration.

Thank you and let me know if you have any questions or concerns.



600 Connecticut Boulevard
East Hartford, CT 06108
860.289.7721
www.hoffmanauto.com

3/16/23

Mayor
Town of East Hartford
740 Main St.
East Hartford, CT 06108

Attn: Michael P. Walsh

Re: Permit Fees 650 Connecticut Blvd

Dear Mike,

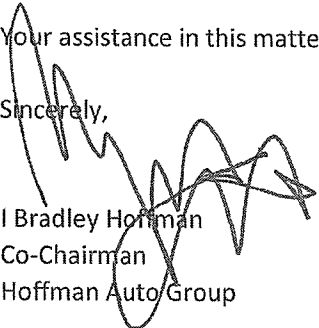
The Hoffman Auto Group is undertaking its' largest facility improvement in company history. We will be demolishing the former Used Car Super Store at 650 Connecticut Blvd and constructing a new state of the art Generation 5 Porsche facility totaling 35,000 sq ft of new construction in its place.

We are about to enter the permitting phase of our project and were surprised by the extremely uncompetitive permit fee structure. The current estimate for our permit fee's for this project are \$360,000. We recently constructed a brand new BMW facility in Waterbury and the permit fee's were less than half this amount.

As a long term and loyal commercial tax payer and community member in East Hartford we are respectfully asking that these uncompetitive fee's be reviewed and reconsidered.

Your assistance in this matter is greatly appreciated.

Sincerely,



I Bradley Hoffman
Co-Chairman
Hoffman Auto Group

860-290-6180

Lexus/Audi/Porsche/Ford
Lincoln/Collision Center

600-750 Connecticut Blvd
East Hartford, CT 06108
860.289.7721

Honda/Toyota/Nissan
Collision Center

36-44 Albany Tpk., Rt. 44
West Simsbury, CT 06092
860.289.7721

Hoffman
Insurance Agency

36-44 Albany Tpk., Rt. 44
West Simsbury, CT 06092
860.970.0221

BMW of Waterbury

133 Schraffts Drive
Waterbury, CT 06705
860.274.7515

Audi of New London

490 Broad Street
New London, CT 06320
860.447.5000



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 27, 2023
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: REFERRAL: Fees Committee Cricket Field

Please see the enclosed request from Parvez Bandi to the council to engage PCF in leasing the Cricket Filed.

Please place this item on the council agenda for the April 4, 2023 meeting

C: Connor Martin
Paul O'Sullivan

March 20, 2023
Town of East Hartford
740 Main Street
East Hartford CT, 06118

To the Town Council of East Hartford, CT
Re: PCF East Hartford Lease,

Dear East Hartford Town Council,

My name is Parvez Bandi, proud resident of East Hartford for over 35 years. I am the founder of the Parvez Cricket Field (PCF). I want to first thank the Town of East Hartford Town Council and Mayor Mike for accepting my request and building a cricket field at Shae Park. The Field is well built, adds an amenity to the existing park and is well attended by our membership. We had a good successful last year managing & running the Cricket program and would like to continue to make it a great year for our upcoming Season !

I am looking forward to continuing to work alongside the Town of East Hartford to support and advance the Cricket program here in East Hartford. Therefore, I respectfully request the council engage PCF in leasing the cricket Field so that we may better maintain/ manage cricket field programming. We would happily maintain liability coverage and any other requirements that shields the Town from liability. We understand due to DEEP restrictions on Shae park that equipment, permanent structures such a shed or bleachers is not permitted at this time. However, we would appreciate if the Town continued to mow the grass around the field and maintain the wicket (playing surface).

PCF's goal is to provide Cricket programming not only to our members but to the community as a whole. I have included a few examples of how the community will benefit from our programming.

- The Field will operate from April to October.
- We at PCF will be running a Cricket Academy for East Hartford residents 10 years old and above to learn the inherited Cricket game of our ancestor's and the culture of the sports at large.
- PCF will be organizing T20 Tournament/Friendly Matches throughout the season.
- PCF will host town residents for Friendly Cricket games and barbeque events.
- PCF will be hosting CT League 40 overs /T20 games from May through October on Sundays.

- PCF will host practice sessions on Wednesday, Thursday, Friday from 5pm until sundown open to all in the community.
- The Residents & Business owners of the town of East Hartford use the Cricket field as a recreational outing with family members.

Again I would like to take this opportunity to thank and acknowledge the support we've received in bringing Cricket and its culture to the Town of East Hartford.

Regards,

Parvez Bandi
PCF

A handwritten signature in blue ink, appearing to read 'Parvez Bandi', with a stylized flourish at the end.

TOWN OF EAST HARTFORD

(860) 291-7207

OFFICE OF
THE TOWN COUNCIL

740 Main Street
East Hartford, Connecticut 06108

WWW.EASTHARTFORDCT.GOV

MICROSOFT TEAMS

PERSONNEL AND PENSIONS SUBCOMMITTEE

March 30, 2023

TO: Harry Amadasun and Tom Rup

FROM: Awet Tsegai, Chair

RE: Thursday, March 30, 2023 5:30 pm CCC 111/Microsoft Teams

**This meeting is accessible through "Microsoft Teams" 1 929-235-8441
Conference ID: 780 420 746# or [Click here to join the meeting](#)**

AGENDA

1. CALL TO ORDER
2. APPROVAL OF MINUTES
 - A. March 2, 2023
3. OPPORTUNITY FOR RESIDENTS TO SPEAK
4. OLD BUSINESS
5. NEW BUSINESS
 - A. Human Resources & Chief Diversity Officer
 - B. Deputy Director of Health and Human Services
 - C. Youth Outreach Coordinator
 - D. Custodian I- Public Works
 - E. Custodian I- Library
 - F. Custodian I- Police Department
6. ADJOURNMENT
 - C: Town Council
Mayor Walsh
Tyron Harris, Human Resources Director

MICROSOFT TEAMS

PERSONNEL AND PENSIONS SUBCOMMITTEE

March 2, 2023

PRESENT Awet Tsegai, Chair, Councilors Harry Amadasun Jr. and Tom Rup

ALSO Tyron Harris, Human Resources Director

PRESENT

CALL TO ORDER

Chair Tsegai called the meeting to order at 5:40 pm

APPROVAL OF MINUTES

January 23, 2023 Meeting

MOTION By Tom Rup
seconded by Harry Amadasun
to **approve** the minutes of the January 23, 2023 Personnel & Pensions
Subcommittee meeting.

Motion carried 3/0

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

OLD BUSINESS

None

NEW BUSINESS

Chief Administrative Office & Finance Director

Tyron Harris, Human Resources Director detailed additions made to the job description of the Finance Director to incorporate the responsibilities of the role of Chief Administrative Officer to properly reflect overlap of the two positions as well as to clearly divide responsibilities between the Finance Director and that of the recently hired Deputy Finance Director position.

The Committee made the recommendation to revise the job description to be less restrictive to candidates from private enterprise. The Director agreed to make the appropriate edits.

MOTION By Tom Rup
Seconded by Harry Amadasun

to **recommend** the Town Council accept the proposed Job Description and Compensation Plan for the position of Chief Administrative Office & Finance Director, dated January 3, 2023 as amended by the Department of Human Resources per the subcommittee's recommendations.

Motion carried 3/0

Deputy Development Director

Director Harris stated that this is a newly created position based on the realignment of the Mayor's organizational chart. The administration's vision of service delivery within the department will allow for the Deputy Development Director to serve in a support role to the current Development Director focusing more on day-to-day functions and team management while the Development Director will be concentrated more on larger projects. The Director also stated that the position will provide an additional resource for succession planning should the Development Director position become open.

MOTION By Harry Amadasun
 Seconded by Tom Rup

to **recommend** the Town Council accept the proposed Job Description and Compensation Plan for the position of Deputy Development Director, dated February 6, 2023 as amended by the Department of Human Resources per the subcommittee's discussion.

Motion carried 3/0

Director, East Hartford Works

Director Harris shared that this also is a new position to the Town. East Hartford Works (initially East Hartford Connects) as a department was initially a part of the Board of Education and has recently been incorporated as a Town administrative department. This position and the Career Coach position to be discussed are fully granted funded. The Director confirmed that both positions are non-bargaining.

The Committee recommended that the "position definition" focus be edited to reflect a strategy focus on advancing opportunity for our citizens to make it more inclusive.

MOTION By Tom Rup
 Seconded by Harry Amadasun

to **recommend** the Town Council accept the Job Description and Compensation Plan for the position of Director, East Hartford Works, dated February 6, 2023 as provided by the Department of Human Resources with the subcommittee's recommendations.

Motion carried 3/0

Career Coach

Similarly to the Director, East Hartford Works position, the committee proposed changes made to the position definition language as previously discussed.

MOTION By Tom Rup
Seconded by Harry Amadasun

to **recommend** the Town Council accept the Job Description and Compensation Plan for the position of Career Coach, dated February 6, 2023 as provided by the Department of Human Resources with the subcommittee's recommendations.

Motion carried 3/0

ADJOURNMENT

MOTION By Tom Rup
seconded Awet Tsegai
to **adjourn** at 5:55 pm

Motion carried 3/0

C: Town Council
Mayor Walsh
Tyron Harris, Human Resources Director
Melissa McCaw, Finance Director

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD

(860) 291-7220

TYRON HARRIS
DIRECTOR
OFFICE OF HUMAN
RESOURCES

740 Main Street
East Hartford, Connecticut 06108

WWW.EASTHARTFORDCT.GOV

March 14th 2023

The Hon. Mayor Mike Walsh
740 Main Street
East Hartford, CT 06108

Re: Human Resources & Chief Diversity Officer, Deputy Director of Health and Human Services, and Youth Outreach Coordinator.

Dear Mr. Walsh:

Please see the attached Human Resources & Chief Diversity Officer, Deputy Director of Health and Human Services, and Youth Outreach Coordinator job descriptions to align with the new organizational structure.

Tyron V. Harris

Human Resources Director

Customer Service. Collaboration. Communication.

TOWN OF EAST HARTFORD

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TITLE: ~~Director of~~ Human Resources & Chief Diversity Officer

LEVEL: 11

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DEPARTMENT: Human Resources

DATE: 3/1/2023

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POSITION DEFINITION:

Works under the general direction of the Mayor. Plans, organizes, and administers the personnel and affirmative action programs of the town, and provides related consultative services to departments, town boards and commissions.

ESSENTIAL JOB FUNCTIONS:

- Plans and organizes work according to standard or established procedures.
- Establishes priorities in work assignments.
- Assigns work and projects to professional and secretarial staff.
- Directs personnel programs including: recruitment, examination, appointment, classification, compensation, and development and training.
- Directs labor relations programs including development of collective bargaining demands in concert with department management, negotiation and administration of collective bargaining agreements.
- Provides near term and long range planning for employee relations programs and collective bargaining strategy and objectives.
- Receives legal direction from Corporation Counsel to implement collective bargaining contracts and practices.
- Serves as an advisor and representative of the Town in grievance and arbitration hearings.
- Provides consultation and administrative assistance to department heads, boards and commissions in personnel and labor relations matters.
- Administers equal employment opportunity and affirmative action programs.
- Advises and counsels department heads on employee training and development programs to improve work methods and procedures.
- Prepares budget recommendations for the department and administers adopted budget.
- Prepares complex statistical and narrative reports for the Mayor and the Town Council upon request.
- Serves as staff to assigned Boards and Commissions.
- Reports work accomplished to Mayor.

• Create and manage DEI programs related to recruitment, promotion, pay equality, etc.

• Stay on top of trends, laws, and other factors influencing DEI programs.

• Represent the town at industry meetings and events.

• Develops and implements training to promote cultural understanding and competency and a climate of equity and inclusion.

• Serves as the central resource for staff and the community on issues related to protected class discrimination, harassment and Title IX.

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• Regularly meets with key diversity professionals to build strategic relationships.

• Set the tone and HR systems to provide a welcoming, ethical, diverse and inclusive, supportive, engaging, and high-performance workplace with an established network of trust-based, positive work relationships throughout the town with stakeholders and union representatives.

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• Oversees and contributes to productive relationships and outcomes with labor unions.

ADDITIONAL JOB FUNCTIONS:

- Organizes the collection and analysis of labor relation experiences of departments, including general employee relations activities.
 - Analyzes economic impact of present and projected employee agreements.
 - Develops training programs for administrators and supervisors in Contract administration, grievance handling, and related labor relations matters.
 - Strives to maintain a positive working relationship with employee organizations and their representatives.
- Appears before civic, cultural, and other groups to inform them of town employment activities.
 - Oversees the administration of the town's pension program, employee benefits, and unemployment compensation programs.
 - Participates in public personnel organizations to remain current in the field.
 - [Assesses community needs and promotes community cohesion to stimulate changes within town and the wider community.](#)
 - [Maintains knowledge of anti-discriminatory legislation.](#)
 - [Analyze the current environment to develop an asset-based approach for improvement and monitor and track national trends using benchmarks to assess institutional best performance.](#)
 - [Support the delivery of individual and organizational needs assessments, including consideration of institutional climate surveys, in the areas of diversity, equity, and inclusion related to the school's strategic plan.](#)

KNOWLEDGE, SKILLS AND ABILITIES:

- Thorough knowledge of the principles and practices of public personnel administration, including labor relations, personnel selection, classification, compensation and affirmative action.
- Knowledge of local, state and federal laws and regulations governing personnel practices.
- Considerable ability in written and oral communication.
- Ability to deal effectively with employees, department heads, labor representatives and the public skill in negotiating collective bargaining agreement.
- Ability to plan and direct department programs and staff activities.
- Ability to supervise.
- Ability to apply State, and Federal Laws, Town Ordinances, Departmental policies, procedures, rules and regulations to determine necessary action.
- Ability to digest, review and disseminate large quantities of information to the proper authorities.
- Ability to understand municipal operations and their budgetary impact.
 - [Ability to handle difficult subjects and sensitive information with confidentiality and maturity.](#)
 - [A comfort in speaking to and across different groups.](#)
 - [Exceptional conflict resolution skills.](#)
 - [Cultural awareness and competence.](#)
 - [Notable creativity and organizational skills.](#)
 - [Building Productive and Trusted Relationships](#)
 - [Strategic Planning and Consulting](#)
 - [Full Cycle Talent Management Innovation and Excellence](#)
 - [Enabling Team-Based Results](#)
 - [Culture Assessment, Alignment, and Development](#)
 - [Diversity, Inclusion, and Collaboration](#)
 - [Business Acumen and Political Savvy](#)
 - [Decision Making Efficacy](#)
 - [Performance Management and Total Rewards.](#)

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PHYSICAL AND MENTAL EFFORT, AND ENVIRONMENTAL CONDITIONS:

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- Works in office setting subject to continuous interruptions and background noise.
- Includes exposure to video display terminals on a daily basis.
- Must be able to work under stress from demanding deadlines and changing priorities and conditions.

JOB QUALIFICATIONS:

The Director of Personnel shall have a Bachelor's degree in Personnel and Industrial Relations, Public Administration, Business Administration, or some closely related field, and five years of progressively responsible experience in personnel administration or labor relations with two years of experience in public personnel administration. A Master's degree in Business or Public Administration may be substituted for two years of the aforementioned practical work experience.

- [SPHR or SHRM-SCP Certification – not required](#)

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LICENSING REQUIREMENTS:

- Valid Motor Vehicle Operator's License

The above tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

This job description is compliant with Section 2-114, 2-115, and 2-116 of the Town Code of Ordinances, as repealed and enacted by the Town Council at the regular meeting of May 2, 2000

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TOWN OF EAST HARTFORD

TITLE: Deputy Director of Health and Human Services

LEVEL: 112

DEPARTMENT: Health

DATE: 1/3/2023

POSITION DEFINITION:

The Deputy Director is responsible for assisting the Director of Health and Human Services to oversee and coordinate the provision of services of several Divisions within a major Department of the town of East Hartford including the administration of operating budgets, grant management, contract execution, personnel matters, and the establishment and implementation of policies and standard operating procedures in accordance with local ordinances and regulations as well as State and Federal laws and/or regulations. Oversees the operation of the Department in the event of the temporary absence of the Director of Health and Human Services. The employee is required to perform all similar or related duties.

GENERAL DUTIES:

- Assists the Director of Health and Human Services in managing and directing the department. Assists in planning, organizing and directing activities and operations of the department; confers with the Director regarding policies and operating processes; reviews, evaluates and recommends changes in policies, programs and operations; mentors and coaches subordinates to implement the direction of the Director; identifies emerging issues, assesses alternative strategies and action plans, and solves problems.
- Assists the Director with coordinating and integrating program components into a cohesive and effective service delivery system in accordance with policies, budgets, program goals and regulations.
- Assists with planning and enacting health and human service programs in collaboration with town staff and community organizations to provide services to residents of all ages. Services include and are not limited to public health nursing services; environmental health; emergency preparedness and response; immunization programs; community mental health programs to link residents to behavioral health and treatment services, social services programs; programs targeted to the senior population; and nutritional programs, including the federally funded, regional Women, Infants, and Children program based in East Hartford.
- Provide guidance to department staff for the development and implementation of work plans and performance measures; assigns work activities, projects and programs; monitors workflow; reviews and evaluates work products, methods and procedures.
- Assists in developing the department long-range goals; identifies and facilitates development and training, developing, monitoring, and resolving health and human services issues and reporting progress to Town leadership.
- Assists in managing and participates in the development and administration of the Department's budget; forecasts the need for funding for staffing, equipment and supplies; monitors and assists the Director in approving expenditures; preparation and

implementation of budgetary adjustments; and plans and develops cost estimates for new or revised program elements.

- Participating in a leadership role in quality improvement systems and processes; providing technical or professional assistance and direction, particularly in a disease outbreak or emerging disease event of public health importance.
- Attends and participates in events and meetings hosted by advocates, providers, or the general community. Works with the Mayor's office to respond to media requests, write op-eds or tell our own story through social media.
- Remains current on best practices for integrating multiple funding streams, billing and fee structures for services, and delivery system reform models relating to public health and human services.
- Maintaining and assuring compliance with current federal regulations and requirements, evidence-based practices, and Public Health Laws and regulations applicable to the Department.
- Researches and prepares technical and administrative reports; prepares written correspondence.
- Conducts evaluations and review data relevant to the community needs as well as public health to develop long-range plans.
- Ability to take after-hours on-call, work longer shifts, nights, and weekends to meet operational needs as determined by the Director.

KNOWLEDGE, SKILLS AND ABILITIES:

- Thorough knowledge of public health administration, policies and practices.
- Knowledge of departmental administration procedures, including planning coordination evaluation.
- Principles and modern methods of health and human services administration; administrative practices, and general principles of risk management related to the functions of the assigned area.
- Principles and practices of governmental budget preparation and administration.
- Principles and techniques of statistical and quantitative management analysis; grant sources and contract administration.
- Working knowledge of the department operations and services provided as well as municipal budgetary procedures and applicable local ordinances, State and Federal laws and regulations.
- Demonstrated proficiency with computers and proficiency with Microsoft Office Suite (Word, Excel, Outlook, and PowerPoint).
- Ability to effectively handle problems in the field and during emergencies.
- Ability to read and interpret Federal, State, and local laws and ordinances.
- Ability to interact effectively with disgruntled members of the public, local officials, and other department personnel
- Ability to work independently, exercise good judgment, and make sound decisions
- Ability to think critically and problem solve
- Ability to establish and maintain effective working relationships with diverse populations, organizations, and interests
- Ability to maintain confidentiality

- Ability to conduct research, prepare grant applications, and to prepare detailed, accurate reports
- Ability to manage multiple tasks simultaneously in a detailed and organized manner in a fast-paced environment.
- Ability to supervise the work of others; instruct, persuade, negotiate and motivate individuals with diverse backgrounds and interests.
- Excellent verbal and written communication skills
- Excellent organizational skills

PHYSICAL AND MENTAL EFFORT, AND ENVIRONMENTAL CONDITIONS:

- Works in an office setting subject to continuous interruptions and background noise.
- Includes exposure to video display terminals on a daily basis.
- Must be able to work under stress from demanding deadlines and changing priorities and conditions.
- Ability to operate equipment requiring eye and hand coordination and mechanical aptitude.
- Ability to access and reach difficult places and varied terrain for inspection purposes.

JOB QUALIFICATIONS:

- Graduation from an accredited program with a Master’s Degree in public health, social work, healthcare administration, public administration or related field; OR
- Bachelor’s Degree in Nursing from an accredited college or university; AND
- A minimum of five (5) years of increasingly-responsible work experience in public health, social services, human services or a related field, serving in a supervisory role, developing policy, and delivering services.
- An equivalent combination of education and experience that provides the knowledge, skills, and abilities to perform the required duties of the position will be considered in lieu of the above-mentioned requirements.
- Demonstrated experience in working with diverse communities.

PREFERRED QUALIFICATIONS:

- Master’s Degree in Public Health, Business/Public Administration, or related field.
- Seven (7) years of related work experience in public health or a related field.
- Five (5) years of prior supervisory experience.

LICENSING REQUIREMENTS:

Valid Motor Vehicle Operator’s License.

Possession of current license issued by the State of Connecticut, if applicable (Nursing, Clinical Social Work, etc.).

EEO/AA Statement

In the Town of East Hartford, we don't just accept difference — we celebrate it, support it, and thrive on it for the benefit of our employees, residents, and community partners. The Town of East Hartford is proud to be an equal-opportunity workplace.

The above tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

TOWN OF EAST HARTFORD

TITLE: Youth Outreach Coordinator

GRADE: NBU

DEPARTMENT: Youth Services

Date: 1/1/2023

GENERAL DESCRIPTION:

The Youth Outreach Coordinator is assigned to the Department of Youth Services and is responsible for reducing youth violence, delinquency and truancy in the East Hartford community. The Coordinator shall maintain a strong working relationship with the East Hartford Police Department and East Hartford Public Schools. The Coordinator will manage the Juvenile Review Board (JRB). As the JRB Manager, the Coordinator will conduct JRB youth and family pre-JRB hearing intakes, conduct all State-required (Ohio Scales) screenings, facilitate the JRB hearings, perform diversion follow-up duties that include case management and monitoring, data collection, coordination with all stakeholder agencies, as well as with board members and families to support East Hartford youth involved in minor criminal offenses. The Youth Outreach Coordinator will also conduct all Youth Services intakes for truancy/defiance of school rules, runaways, beyond control of parent and immoral conduct referrals. The coordinator will actively participate in community organizations and meetings that support programs that reach and benefit the youth of East Hartford.

GENERAL DUTIES:

- Identifies positive youth development, risk prevention/intervention, and leadership opportunities
- Partners with and convenes East Hartford (public and private) community agencies, schools, and municipal departments concerning youth issues and trends in the community.
- Initiates outreach strategies targeting underserved and high-risk youth and families.
- Supervises and evaluates program facilitators, youth outreach workers, case and family mentors.
- Furthers the goals of Youth Services within several areas of focus, with examples including teen employment, community service, youth at-risk intervention and prevention strategies, youth academic support, and parental skill development.
- Uses a variety of marketing techniques to facilitate organization visibility, participant recruitment, program media coverage, information dissemination to the community.
- Ensures that computer data is entered/maintained, for program evaluation, recording, and reporting to state and local resources.
- Maintains awareness of local, state and national grants, fulfills grant requirements, adheres to grant objectives, follows Youth Services plans, monitors expenditures.
- Assists with other program and administrative functions and performs related work as required to benefit the Department of Youth Services.
- Develop and maintain relationships with state agencies to include Department of Children and Families (DCF), State Department of Education (SDE), Judicial Court Support Services Division (CSSD), CT Youth Services Association (CYSA), and CT State Police (relationships with the CSP SRO's are required to service East Hartford youth who may engage in criminal conduct in schools outside of East Hartford that result in JRB referrals).

REQUIRED VALUES, SKILLS, KNOWLEDGE, AND EXPERIENCE:

- 3-5 years of experience working with children, adults, and/or families.
- Experience in and knowledge of the Juvenile Justice System including Judicial Juvenile Court processes and Juvenile Review Board practices.
- Experience providing critical feedback to staff.

- Ability to work autonomously and take initiative.
- Demonstrate a history of program development. **(required)**
- Excellent verbal and written communication skills are essential in conjunction with computer literacy.
- Strong organizational skills, able to multi-task and prioritize, able to meet deadlines.
- Strong motivational and leadership skills, including ability to orient and train.
- Must be receptive and responsive to supervision and professional development.
- Values coaching as an educational profession on par with academic instruction in its net effect on young adult's self-efficacy and future orientation.
- Build mutually beneficial relationships with partners necessary to help young people, including internal services within Youth Services, the police department, juvenile probation, school partners, and external referral community partners so that our young people get opportunities for positive community connections.

LICENSE OR CERTIFICATE:

Graduation from a four-year college or university and 3-5 years of experience or 5-8 years of direct criminal justice experience in program planning and administration. Must have experience in researching funding sources and preparing grant applications on a federal, state and local level. Additionally, must have experience conducting presentations and preparing press releases, brochures and reports; or an equivalent combination of experience that includes the following knowledge, skills and abilities:

- Bachelor's degree preferred, experience working with disengaged and disconnected youth within the juvenile criminal justice system considered in lieu of a BA.
- Considerable knowledge of youth development and of community agencies and key contacts, along with existing area resources.
- Knowledge of research methodologies, analysis and report writing.
- Knowledge of State labor laws as they relate to youth.
- Knowledge of personal computer technology and application software needed to run reports, build and maintain databases and track fiscal and program data.
- Skill and experience in community outreach and communication building.
- Skill and experience in preparing and maintaining program budgets and issuing required fiscal reports.
- Skill and experience in monitoring and evaluating program effectiveness and identifying gaps in services.
- Knowledge of criminal law and law enforcement practices.
- Knowledge of State Board of Education regulations.
- Knowledge of DCF policies and practices.
- Knowledge of CYSA (CT Youth Services Association) policies.
- Valid motor vehicle operator's license.

EEO/AA Statement

In the Town of East Hartford, we don't just accept difference — we celebrate it, support it, and thrive on it for the benefit of our employees, residents, and community partners. The Town of East Hartford is proud to be an equal-opportunity workplace.

NOTE: The description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task and responsibility.

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD

(860) 291-7220

TYRON HARRIS
DIRECTOR
OFFICE OF HUMAN
RESOURCES

740 Main Street
East Hartford, Connecticut 06108

WWW.EASTHARTFORDCT.GOV

March 15th 2023

The Hon. Mayor Mike Walsh
740 Main Street
East Hartford, CT 06108

Re: Custodian Job Descriptions for Public Works, Library and Police

Dear Mr. Walsh:

Please see the attached job descriptions for our Public Works, Library and Police custodians.

Tyron V. Harris

Human Resources Director

Customer Service. Collaboration. Communication.

TOWN OF EAST HARTFORD

TITLE: Custodian I **GRADE:** 13
DEPARTMENT: Library **DATE:**
7/1/874/1/2023

POSITION DEFINITION:

Performs general cleaning and minor maintenance duties in maintaining town buildings, adjacent walks and grounds, and equipment in clean, orderly, and functional condition. ~~Provides assistance~~ to assist officials, staff, the general public, and other employees as necessary.

GENERAL DUTIES:

- Receives oral or written orders from a supervisor.
- Performs work according to standard procedure and ~~by the~~ building's operational schedule.
- Cleans rooms, hallways, restrooms, ~~locker rooms~~, offices, stairways, and windows.
- Uses brooms, mops, and floor equipment to sweep, mop, strip, and wax floors.
- Uses vacuum cleaners to clean rugs, carpets, upholstered furniture, and blinds.
- Dusts furniture and equipment.
- Washes walls, ceilings, woodwork, windows, doors, and sills.
- Empties wastebaskets.
- Replenishes ~~rest room~~restroom supplies.
- Replaces light bulbs.
- ~~Sets up and tears tear down chairs, tables, and equipment in meeting rooms and function rooms.~~
- ~~Sets up and breaks down~~ furniture and equipment for library events and meeting room uses
- ~~Clears snow from entrances.~~
- Picks up and delivers supplies and materials within the library.
- Follows all applicable safety rules and procedures.
- Reports work accomplished orally or on written work order to supervisor.

ADDITIONAL JOB DUTIES:

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- Participates in general cleaning, painting, and repair work.
- Uses hand tools and power tools in making minor maintenance repairs.
- ~~Provides assistance~~ Transports library circulating materials and supplies between branches.
- Checks building at the beginning and end of shifts.
- Secures building at closing time.

SUPERVISED BY:

Receives general supervision from the Library Assistant Director.

QUALIFICATIONS PROFILES:

- The skills and knowledge required would generally be obtained with previous experience in building cleaning and maintenance work.
- Ability to apply common sense understanding to carry out detailed but uninvolved oral or written instructions.
- Ability to relate to officials, staff, and the public in a courteous manner.
- Ability to acquire job skills with three months of on-the-job training.
- ~~Ability to lift and carry objects weighing from 25 to 50 pounds.~~
- Ability to work occasionally in poor weather conditions, including heat, cold, rain, or snow.
- Ability to use tact and diplomacy with the public and other town departments.
- A High School diploma or equivalent is required
- Valid CT Driver's License
- Ability to work at other locations.

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REQUIREMENTS:

- Education: High school diploma or GED - Preferred
- Basic cleaning responsibilities require no previous experience
- Must be able to take direction, work with minimal supervision, and function cooperatively as part of a team
- Ability to use cleaning tools and equipment.
- Use a portable vacuum cleaner – back pack style.
- Requires attention to detail, pride in delivering excellent service, organization, and high energy and endurance levels.

Physical: CONTINUOUS walking, reaching, and handling; lifting and carrying objects weighing up to 50 pounds.

FREQUENT standing, stooping, kneeling, and crouching; reaching at and above shoulder height; pushing/pulling, twisting at waist; strong power or pinch grasp; upward and downward flexion of the neck, a side-to-side turning of neck; lifting and carrying objects weighing up to 50 pounds; pushing/pulling of objects up to 50 pounds.

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LICENSING REQUIREMENTS:

~~Not applicable.~~



- Valid CT Driver's License

NOTE: The above tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

EEO/AA Statement

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NOTE: The above tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

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TOWN OF EAST HARTFORD

TITLE: Custodian I **GRADE:** 13
DEPARTMENT: Police **DATE:** July 1,
~~1987~~ ~~October 1st, 2022~~ 4-1-2023

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POSITION DEFINITION:

Performs general cleaning and minor maintenance duties in maintaining police buildings, adjacent walks and grounds, and equipment in clean, orderly, and functional condition. Provides minor servicing of police vehicles and equipment. ~~Provides assistance to~~ Assists to assist officials, staff, visitors, and other employees as necessary.

GENERAL DUTIES:

- Receives oral or written orders from a supervisor.
- Performs work according to standard procedure and ~~by the~~ building's operational schedule.
- Cleans rooms, hallways, restrooms, locker rooms, offices, stairways, and windows.
- Uses brooms, mops, and floor equipment to sweep, mop, strip, and wax floors.
- Uses vacuum cleaners to clean rugs, carpets, upholstered furniture, and blinds.
- Dusts and clean furniture and equipment.
- Washes walls, ceilings, woodwork, windows, doors, and sills.
- Empties wastebaskets.
- Replenishes ~~rest room~~ restroom supplies.
- Replaces light bulbs.
- Sets up and tears down chairs, tables, and equipment meeting ~~tears down chairs, tables, and equipment in meeting rooms~~ and function rooms.
- Prepares rooms for use by private organizations.
- Clears snow from entrances.
- Picks up and delivers supplies and materials to rooms.
- Follows all applicable safety rules and procedures.
- Reports work accomplished orally or on written work order to supervisor.
- Clean and sanitize booking, holding, inmate, and observation cells, which may contain human fluids and biohazard materials.
-

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ADDITIONAL JOB DUTIES:

- Vacuums interiors of police vehicles.
- Fuels police vehicles; and checks check oil, coolant, and battery levels.
- Maintains records of fuel consumption.
- Participates in general cleaning, painting, and repair work.

- Uses hand tools and power tools in making minor maintenance repairs.
- ~~Provides assistance~~ Assists to officials, staff, visitors, and other employees as necessary.
- Checks building at the beginning and end of shifts.
- Comply with all safety rules, standards, and regulations.
- Mix chemical solutions safely and efficiently.

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SUPERVISED BY:

Receives general supervision from the Administrative Commander and functional supervision from the Building Superintendent.

QUALIFICATIONS PROFILES:

- The skills and knowledge required would generally be obtained with previous experience ~~in~~ building cleaning and maintenance work.
- Ability to apply common sense understanding to carry out detailed but uninvolved oral or written instructions.
- Ability to relate to officials, staff, and the public ~~in a courteous manner~~ courteously.
- Ability to acquire job skills with three months of on-the-job training.
- Ability to lift and carry objects weighing from 25 to 50 pounds.
- Ability to work occasionally in poor weather conditions, including heat, cold, rain, or snow.
- Ability to use tact and diplomacy with the public and other town departments.
- ~~A High School diploma or equivalent is required~~

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REQUIREMENTS:

- Education: High school diploma or GED - Preferred
- Basic cleaning responsibilities require no previous experience
- Must be able to take direction, work with minimal supervision, and function cooperatively as part of a team
- Ability to use cleaning tools and equipment.
- Use a portable vacuum cleaner – back pack style.
- Requires attention to detail, pride in delivering excellent service, organization, and high energy and endurance levels.

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Physical: ~~C~~**ONTINUOUS** walking, reaching, and handling; lifting and carrying objects weighing up to 50 pounds. ~~Frequent~~**REQUENT** standing, stooping, kneeling, and crouching; reaching at and above shoulder height; pushing/pulling, twisting at waist; strong power or pinch grasp; upward

and downward flexion of the neck, a side-to-side turning of neck; lifting and carrying objects weighing up to 50 pounds; pushing/pulling of objects up to 10 pounds.

EEO/AA Statement

In the Town of East Hartford, we don't just accept difference — we celebrate it, we support it, and we thrive on it for the benefit of our employees, our residents, and our community partners. The Town of East Hartford is proud to be an equal-opportunity workplace.

LICENSING REQUIREMENTS:

- Not Ne applicable.

NOTE: The above tasks and responsibilities are illustrative only. The description does not-not include every task or responsibility.

TOWN OF EAST HARTFORD

TITLE: Custodian I **GRADE:** 34
DEPARTMENT: Public Works **DATE:**
07/04/874/1/2023

POSITION DEFINITION:

Performs general cleaning and minor maintenance duties in maintaining town buildings, adjacent walks and grounds, and equipment in clean, orderly, and functional condition. ~~Provides assistance to~~ Assists officials, staff, visitors, and other employees as necessary.

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GENERAL DUTIES:

- Receives oral or written orders from a supervisor.
- Performs work according to standard procedure and by the building's operational schedule.
- Cleans rooms, hallways, restrooms, locker rooms, offices, stairways, and windows.
- Uses brooms, mops, and floor equipment to sweep, mop, strip, and wax floors.
- Uses vacuum cleaners to clean rugs, carpets, upholstered furniture, and blinds.
- Dusts furniture and equipment.
- Washes walls, ceilings, woodwork, windows, doors, and sills.
- Empties wastebaskets.
- Replenishes ~~the rest room~~ restroom supplies.
- Replaces light bulbs.
- ~~Sets Setup~~ and ~~tears tear~~ down chairs, tables, and equipment in meeting rooms and function rooms.
- Prepares rooms for use by private organizations.
- Clears snow from entrances.
- Picks up and delivers supplies and materials to rooms.
- Follows all applicable safety rules and procedures.
- Reports work accomplished orally or on written work order to supervisor.

ADDITIONALJOB DUTIES:

- Participates in general cleaning, painting, and repair work.
- Uses hand tools and power tools in making minor maintenance repairs.
- Provides assistance to officials, staff, visitors, and other employees as necessary.
- Checks building at the beginning and end of shifts.

SUPERVISED BY:

Receives general supervision from the Building Superintendent

QUALIFICATIONS PROFILES:

- The skills and knowledge required would generally be obtained with previous experience in building cleaning and maintenance work.
- Ability to apply common sense understanding to carry out detailed but uninvolved oral or written instructions.
- Ability to relate to officials, staff, and the public in a courteous manner.
- Ability to acquire job skills with three months of on-the-job training.
- Ability to lift and carry objects weighing from 25 to 50 pounds.
- Ability to work occasionally in poor weather conditions, including heat, cold, rain, or snow.

Physical: CONTINUOUS walking, reaching, and handling; lifting and carrying objects weighing up to 50 pounds. FREQUENT standing, stooping, kneeling, and crouching; reaching at and above shoulder height; pushing/pulling, twisting at waist; strong power or pinch grasp; upward and downward flexion of the neck, a side-to-side turning of neck; lifting and carrying objects weighing up to 50 pounds; pushing/pulling of objects up to 50 pounds.

REQUIREMENTS:

- Education: High school diploma or GED - Preferred
- Basic cleaning responsibilities requires no previous experience
- Must be able to take direction, to work with minimal supervision, and to function cooperatively as part of a team
- Ability to use cleaning tools and equipment.
- Use a portable vacuum cleaner – back pack style.
- Requires attention to detail, a pride in delivering excellent service, organization, and high levels of energy and endurance.

LICENSING REQUIREMENTS:

- No applicable.

NOTE: The above tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

EEO/AA Statement

In the Town of East Hartford, we don't just accept difference — we celebrate it, we support it, and we thrive on it for the benefit of our employees, our residents, and our community partners. The Town of East Hartford is proud to be an equal-opportunity workplace.

NOTE: The above tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

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TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 24, 2023
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: AMUSEMENT PERMIT APPLICATION

The following Amusement Permits are before you due to the East Hartford Code of Ordinances, Chapter 5, Amusements, Section 5-3 (e), passed by the Town Council:

Sec. 5-3 (e):

(e) If the application is submitted pursuant to subsection (b) of section 5-1 of the Town Ordinances, within one week of receipt of written comments from the Directors, the Chief of Police shall forward those comments to the Town Council. The Chief of Police shall also forward to the Town Council written comments pertaining to the impact the proposed amusement would have on the areas under the purview of the Police Department and any recommended changes in the planned operations, as well as a statement as to whether the Police Department can supply adequate police protection.

Please add the following amusement permits to the Town Council agenda for the April 4, 2023 meeting.

- Memorial Day Parade
 - Monday, May 29, 2023; 10AM – 3PM PM at Goodwin University
- Juneteenth Celebration
 - Saturday, June 17, 2023; 11AM – 4PM at Town Green/Alumni Park
- Annual Car Show
 - Saturday, July 8, 2023; 1PM-4PM at Sunset Ridge School
- Sounds of Summer Concert
 - June 15, 22, 29 and July 6, 13, 27, 2023; 6PM-8PM at Great River Park
- Abelon Memorial Walk
 - Saturday, May 13, 2023; 730AM-2PM at starts at CIBA and proceeds down Forbes to Sunset Ridge

C: S. Sansom, Chief of Police

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

31 School Street
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: March 23, 2023

Re: **Amusement Permit Application**
“17th Abelon Memorial Walk”

Pursuant to the East Hartford Code of Ordinances, Chapter 5, Amusements, Section 5-3(e), the attached Amusement Permit Application should be forwarded to the Town Council for appropriate action.

If you require any further information, please contact me at your convenience.



Scott M. Sansom
Chief of Police

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

March 23, 2023

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

**Re: Outdoor Amusement Permit Application
"17th Abelon Memorial Walk"**

Dear Chairman Kehoe:

Attached please find the amusement permit application by the **Michael Abelon Memorial Foundation by Rachel Buck, Walk Faculty Advisor for the CIBA Student Advisory Board**. The applicant seeks to conduct a walk to raise money and awareness for pancreatic cancer research and money for a college scholarship for a CIBA student. The walk includes refreshments and guest speakers who will be on the grounds of the **Connecticut IB Academy, 857 Forbes Street on Saturday, May 13, 2023** from approximately 7:30 a.m. to 2:00 p.m. The walk will begin at CIBA and proceeds down **Forbes Street to Sunset Ridge School (450 Forbes Street)**, then turns, retracing its steps back to CIBA.

The applicant respectfully requests a waiver of the associated permit fee, under the provisions of (TO) 5-6(a), due to the Town of East Hartford as this is a not-for-profit student initiated event.

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

The **Risk Management Department and the Office of Corporation Counsel** approve the application as submitted.

The **Fire Department** approves the application as submitted and indicates there are no anticipated costs to their Department. The Fire Marshal would need to inspect any food trucks that may be present.

The **Health and Parks & Recreation Departments** approve the application as submitted and state there are no anticipated costs to their Departments.

The **Public Works Department** approves the application as submitted and states there are no anticipated costs to their Department.

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

- The Police Department can provide adequate police protection for the event. The site is suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the area has sufficient parking available.

- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- **There are no anticipated costs to the Department for this event.**

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink that reads "Scott M. Sansom". The signature is written in a cursive style with a long horizontal flourish at the end.

Scott M. Sansom
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Friday, March 10, 2023 8:54 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- 17th Abelon Memorial Walk

Ok with me.

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Thursday, March 9, 2023 8:54 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- 17th Abelon Memorial Walk

Good morning,

Attached are the **Director's Review & Notice** and a copy of the **Outdoor Amusement Permit Application** from the Connecticut IB Academy for the "17th Abelon Memorial Walk" to be held on **Saturday, May 13, 2023** rain or shine.

Please review and send me your comments by **noon** on **Thursday, March 23, 2023**.

Thank you.

Tina

Augustina Rivera
Administrative Clerk 3
Support Services/Operations Bureau
East Hartford Police Department
31 School Street
East Hartford, CT 06108
Office: 860-291-7631 Fax: 860-610-6290
arivera@easthartfordct.gov
www.easthartfordct.gov/police-department

Rivera, Augustina

From: Fitzgerald, Robert
Sent: Thursday, March 23, 2023 8:43 AM
To: Sasen, Christine; Rivera, Augustina
Cc: Corp Counsel
Subject: RE: Outdoor Amusement Permit Application- 17th Abelon Memorial Walk

Tina:

Once the applicant name is corrected per the below I am all set with this and have no further comment. No need to see it again once the name is updated.

Thanks,

Robert Fitzgerald

From: Sasen, Christine <CSasen@easthartfordct.gov>
Sent: Thursday, March 23, 2023 8:25 AM
To: Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Rivera, Augustina <ARivera@easthartfordct.gov>
Cc: Corp Counsel <corpcounsel@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application- 17th Abelon Memorial Walk

No

From: Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Sent: Wednesday, March 22, 2023 1:46 PM
To: Rivera, Augustina <ARivera@easthartfordct.gov>
Cc: Corp Counsel <corpcounsel@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application- 17th Abelon Memorial Walk

Tina:

If the foundation is hosting the event that entity should be the applicant. Can this be clarified?

Besides that, this looks good from my perspective. It seems the gathering points are on board of education property so I assume the BOE approves, and it appears the walking will be done on sidewalks so I don't see the need for a license agreement .

Chris, is this one we have historically required insurance for?

Thanks,

Robert Fitzgerald

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Wednesday, March 22, 2023 10:31 AM
To: Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Subject: FW: Outdoor Amusement Permit Application- 17th Abelon Memorial Walk

**TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit**

DATE: 3/10/23

APPLICATION FOR: 17th Abelon Memorial Walk

APPLICANT: Connecticut IB Academy, Rachel Buck, Walk faculty Advisor for the CIBA


ADDRESS: Connecticut IB Academy, 857 Forbes St

DATE(S) OF EVENT: May 13, 2023. 7:30am to 2:00pm.

Pursuant to your request, a review of the above application was completed and the following recommendation is made:

- The application is approved as submitted.
- The application be revised. Approved conditionally.
- The application is disapproved.
- No application to the Connecticut Fire Safety Code

COMMENTS: will need an inspection if food trucks are present



**JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD**



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, May 13, 2023

Event: "17th Abelon Memorial Walk"

Applicant: Connecticut IB Academy, Rachel Buck, Walk Faculty Advisor

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

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

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

Anticipated Cost(s) if known \$ n/a

Signature
Stephen Alsup, Assistant Fire Chief

03/09/2023
Date

Comments:



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, May 13, 2023

Event: "17th Abelon Memorial Walk"

Applicant: Connecticut IB Academy, Rachel Buck, Walk Faculty Advisor

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

- 1. the application be approved as submitted.
 - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
 - Anticipated Cost(s) if known \$ _____

Laurence Burnsed, MPH, MBA
Signature

March 12, 2023
Date

Comments:



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, May 13, 2023

Event: "17th Abelon Memorial Walk"

Applicant: Connecticut IB Academy, Rachel Buck, Walk Faculty Advisor

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

- 1. the application be approved as submitted.
 - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated Cost(s) if known \$0.00

Ted Fravel

Signature

3/10/23

Date

Comments:



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, May 13, 2023

Event: "17th Abelon Memorial Walk"

Applicant: Connecticut IB Academy, Rachel Buck, Walk Faculty Advisor

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

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

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

Anticipated Cost(s) if known \$ 0

Alexander M. Trujillo 3/20/2023

Signature

Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Monday, March 20, 2023 2:22 PM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- 17th Abelon Memorial Walk

Tina,

I have reviewed the Outdoor Amusement Permit Application for "17th Annual Abelon Walk" for 2023. I approve the application as submitted. Please mark the worksheet "Extra Attention" for the day of the event.

Thank you,

Mack S. Hawkins

Assistant Chief of Police
East Hartford Police Department
31 School St.
East Hartford, CT 06108
Office 860 291-7597

Serving Our Community with Pride and Integrity



From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Thursday, March 9, 2023 8:54 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- 17th Abelon Memorial Walk

Good morning,

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Michael P. Walsh
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
17th Abelon Memorial Walk
2. Date(s) of Event:
Saturday, May 13, 2023
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):
**Michael Abelon Memorial Foundation
Connecticut IB Academy, Student Advisory Board
857 Forbes Street, East Hartford, CT 06118
(C) 203-530-1171
(W) 860-622-5590
mabelonmf@gmail.com**
4. If Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address.
**Rachel Buck, Vice President, buck.rl@easthartford.org
CIBA, 857 Forbest Street, East Hartford, CT 06118
Additional Officer: Rebecca Delois - President, Doug Clarke - Secretary/Treasurer (same address)**
5. List the location of the proposed amusement: (Name of facility and address)
Connecticut IB Academy (CIBA), 857 Forbes Street, East Hartford, CT 06118 >> Forbes Street >> Sunset Ridge School, 450 Forbes Street, East Hartford, CT 06118 (and back)
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
5/13/23 7:30 am - 2 pm
7. Provide a detailed description of the proposed amusement:
Please see attached

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

✓ Yes No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? 5/13/23 9 - 12 noon

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

mostly 14 - 18 year olds, but walkers draw from all age groups

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

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

100 - 150

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

a. Crowd size impact:

Please see attached

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

Please see attached

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

Please see attached

d. Noise impact on neighborhood:

Please see attached

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

Please see attached

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

Please see attached

g. Other expected influence on surrounding neighborhood:

Please see attached

12. Provide a detailed plan for the following:

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

full accessibility

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

Please see attached

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

Please see attached

d. Crowd control plan:

Please see attached

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

Please see attached

f. Provision of sanitary facilities:
Please see attached

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

- a. Food available: Yes No AND
- b. Contact has been made with the East Hartford Health Department Yes No.

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

Yes No Alcoholic beverages will be served / provided.

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

- a. For such sale or provision,
- b. To ensure that alcohol is not sold or provided to minors or intoxicated persons.

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

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

Please see attached

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

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

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

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

Michael Abelon Memorial Foundation

(Legal Name of Applicant)

Rachel A. Buck

(Applicant Signature)

Rachel Buck

(Printed Name)

3/23/23

(Date Signed)

Walk Faculty Advisor

(Capacity in which signing)

• (Click button to send application electronically to ehpdpermits@easthartfordct.gov)

FOR OFFICE USE

| | | |
|--|--------------------------------------|--------------------------|
| Insurance Certificate Included: | YES | <input type="radio"/> NO |
| Liquor Permit Included: | YES | <input type="radio"/> NO |
| Certificate of Alcohol Liability Included: | YES | <input type="radio"/> NO |
| Time Waiver Request Included: | YES | <input type="radio"/> NO |
| Fee Waiver Request Included: | <input checked="" type="radio"/> YES | <input type="radio"/> NO |

Outdoor Amusement Permit Fees:

| | |
|--|------------------------|
| Sport, athletic contest, musical, operatic, dramatic, theatrical or pictorial performance or other exhibitions | \$ 10/performance §5-6 |
| Parades | \$ 25/each parade §5-6 |
| Fireworks display or air show | \$ 25/performance §5-6 |
| Carnival, rodeo, circus, or tent show | \$ 100/day §5-6 |

Total Assessed Amusement Permit Fee

Received By: Augustina Rucina

Employee Number: 9099

Date & Time Signed: 3/9/23 7:00 AM PM

Time remaining before event: 65 days.

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

Outdoor Amusement Permit Application Additional Responses

7. Provide a detailed description of the proposed amusement:

Set-up will commence at 7:30 am outside of CIBA and will include setting up registration tables, refreshments, prize drawing items, signage and activities. Registration will start at 9 am. Guest speakers will introduce the event at 9:40. The walk will commence at 10 am, proceed down Forbes Street to Sunset Ridge, and then retrace the path back to CIBA. We will have a grand farewell, and walkers will leave. Students and volunteers will remain to help clean up. COVID safety precautions will be taken - hand sanitizer will be provided, it will be suggested that participants wear masks and social distance when possible.

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

a. Crowd size impact:

There is a large amount of pedestrian traffic, as the event consists of a fundraising walk that starts at CIBA, follows Forbes Street to Sunset Ridge School, loops around in the parking lot with a stop at the water station there, and retraces the path back to CIBA. All collective gatherings aside from the walk and water break take place in the parking lot outside of CIBA. All walkers are to use designated crosswalks and sidewalks.

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

All participants use designated crosswalks and sidewalks. As well, participants park their vehicles in the CIBA/EHHS parking lot. This does not create any undue congestion, and the impact on surrounding streets is minimal.

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

All participants park their vehicles in the CIBA/EHHS parking lot. This does not create any undue congestion, and the impact on surrounding streets is minimal.

d. Noise impact on neighborhood:

There is some noise, but this is limited to the casual conversation of the participants as they walk the planned route. There will be music and speeches in the parking lot of CIBA during registration and welcome, but this should not create too much noise impact on the surrounding neighborhoods.

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

Student cleaning crews man the back of the walk, cleaning up any visible litter as they go. A water station with trash receptacles will be set up at Sunset Ridge School, and student volunteers

will be responsible for keeping all areas clean and removing the trash and receptacles at the end of the walk. Event supervisors inspect these areas prior to the end of the event.

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

Minimal; there will be heavy pedestrian traffic on the road for approx. 1 hour.

g. Other expected influence on surrounding neighborhood:

We hope to spread awareness of the devastating statistics that surround pancreatic cancer, raise funds for its treatment and patient support services, as well as raise money to support higher education.

12 Provide a detailed plan for the following:

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

There are functioning landlines at CIBA, the main hub of this event. Additionally, the walk advisor listed on this form and other CIBA staff will have operational cell phones along the entire route.

c. Any provision for on-site medical services:

We will have first aid kits on site and access to telephones in the event that more serious medical treatment is necessary.

d. Crowd control plan:

CIBA staff helps to lead the walk and are in great attendance at this event, and they help to supervise and enforce crowd control.

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

Student volunteers are stationed at key locations along the route. They are responsible for the maintenance of the location, and these conditions are checked by the advisor listed on this form prior to the end of the event.

f. Provision of sanitary facilities:

A custodian is present at CIBA during the hours of the event, making restrooms inside the school available to event participants.

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

Since this event is non-profit and student-initiated, we would like to request a waiver of any fees.

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: March 22, 2023

Re: **Amusement Permit Application**
"Memorial Day Parade"

Pursuant to the East Hartford Code of Ordinances, Chapter 5, Amusements, Section 5-3(e), the attached Amusement Permit Application should be forwarded to the Town Council for appropriate action.

If you require any further information, please contact me at your convenience.



Scott M. Sansom
Chief of Police

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

31 School Street
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SCOTT M. SANSOM
CHIEF OF POLICE

March 22, 2023

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

**Re: Outdoor Amusement Permit Application
"Memorial Day Parade"**

Dear Chairman Kehoe:

Attached please find the amusement permit application from **The Town of East Hartford Mayor's Office by Connor Martin, Chief of Staff**. The applicant seeks to conduct the **Memorial Day Parade on Monday, May 29, 2023** starting at **Riverside Drive to the Fallen Star Memorial at Goodwin University** with the parade taking place from **10:00am to 11:00am**, a program at the **Fallen Star from 11:00am – 12:30pm** and a celebration to follow from **12:30pm to 3:00pm** with music and food.

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

The **Risk Management and Office of Corporation Counsel** approve the application as submitted.

The **Inspections and Permits Department** states that permits and inspections may be required for temporary installations.

The **Fire Department** approves the application as submitted and indicates there is anticipated costs of **\$1,002.16** to their Department. The Fire Marshall will need to inspect any food trucks that may be in attendance.

The **Health and Parks & Recreation Departments** approve the application as submitted and state there are no anticipated costs to their Departments. They will work with event organizers to assure vendors are licensed and inspected the day of event.

The **Public Works Department** approves the application as submitted and indicates there is anticipated estimated costs of **\$1,800** to their Department.

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

- There will be significant detours for several hours. Traffic on the adjacent streets can be maintained with a near-normal flow of traffic.

- Police manpower required for these events exceeds the Department's normal Patrol Complement and overtime hiring will be necessary. As an event that is not Town-sponsored, this expense will have to be borne by the applicant. **The anticipated cost to the Department for this event is \$3,639.79 for one Sergeant and eight Officers.**

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott M. Sansom". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Scott M. Sansom
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Monday, March 13, 2023 10:03 AM
To: Rivera, Augustina; Burnsed, Laurence; Fravel, Theodore; Munson, Kevin; Trujillo, Alexander
Cc: Alsup, Steve; Browning, Craig; Cohen, Bruce; Cummings, Kim; Davis, Robert; Drouin, Darrell; Dwyer, Sean; Fitzgerald, Robert; Hawkins, Mack; McCaw, Melissa; Neves, Paul; O'Connell, Michael; Pelow, John; Sansom, Scott
Subject: RE: Outdoor Amusement Permit Application- 2023 Memorial Day Parade

Tina,

Ok with me. Connor and I did discuss that I would like the Rules and Regulations tightened up and we will work on together. Chris

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Wednesday, March 8, 2023 2:33 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- 2023 Memorial Day Parade

Good afternoon,

Attached are the **Director's Review & Notice** and a copy of the **Outdoor Amusement Permit Application** from the **Mayor's Office** for the "2023 Memorial Day Parade" to be held on **Monday, May 29, 2023**.

Please review and send me your comments by noon on **Wednesday, March 22, 2023**.

Thank you.

Tina

Augustina Rivera
Administrative Clerk 3
Support Services/Operations Bureau
East Hartford Police Department
31 School Street
East Hartford, CT 06108
Office: 860-291-7631 Fax: 860-610-6290
arivera@easthartfordct.gov

Rivera, Augustina

From: Fitzgerald, Robert
Sent: Wednesday, March 22, 2023 9:34 AM
To: Rivera, Augustina
Cc: Corp Counsel
Subject: RE: Outdoor Amusement Permit Application- 2023 Memorial Day Parade

Okay by me, no comment.

Thank you,

Robert P. Fitzgerald, Esq.
Assistant Corporation Counsel
Town of East Hartford
740 Main Street
East Hartford, CT 06108

Rfitzgerald@easthartfordct.gov



THIS MESSAGE AND ANY OF ITS ATTACHMENTS ARE INTENDED ONLY FOR THE USE OF THE DESIGNATED RECIPIENT, OR THE RECIPIENT'S DESIGNEE, AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL OR PRIVILEGED. IF YOU ARE NOT THE INTENDED RECIPIENT, PLEASE (1) IMMEDIATELY NOTIFY THE OFFICE OF THE CORPORATION COUNSEL ABOUT THE RECEIPT BY TELEPHONING (860)291-7219; (2) DELETE ALL COPIES OF THE MESSAGE AND ANY ATTACHMENTS; AND (3) DO NOT DISSEMINATE, FORWARD, OR MAKE ANY USE OF ANY OF THEIR CONTENTS.

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Tuesday, March 21, 2023 2:32 PM
To: Fravel, Theodore <tfravel@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Subject: FW: Outdoor Amusement Permit Application- 2023 Memorial Day Parade

Good afternoon,

Just a friendly reminder that your comments are due to me tomorrow, Tuesday, March 22nd for the Memorial Day Parade event.

Thank you.

Tina

From: Rivera, Augustina
Sent: Wednesday, March 8, 2023 2:33 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>

**TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit**

DATE: 3/10/23

APPLICATION FOR: 2023 Memorial Day Parade

APPLICANT: Town of East Hartford Mayor's Office, Connor Martin, Chief of Staff

ADDRESS: Riverside Drive to the Fallen Star Memorial, Goodwin University

DATE(S) OF EVENT: May 29, 2023. 10:00 am to 3 pm.

Pursuant to your request, a review of the above application was completed and the following recommendation is made:

- The application is approved as submitted.
- The application be revised. Approved conditionally.
- The application is disapproved.
- No application to the Connecticut Fire Safety Code

COMMENTS: will need an inspection if food trucks are present.



**JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD**



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Monday, May 29, 2023**

Event: **"2023 Memorial Day Parade"**

Applicant: **The Town of East Hartford's Mayor's Office**

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

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

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

Anticipated Cost(s) if known \$ \$1002.16


Signature Stephen Alsup, Assistant Fire Chief

03/09/2023
Date

Comments:

Dedicated EMS Stand-by FF/PM x2
Fire Marshal Inspections if necessary



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Monday, May 29, 2023**

Event: **"2023 Memorial Day Parade"**

Applicant: **The Town of East Hartford's Mayor's Office**

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

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

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

Anticipated Cost(s) if known \$ _____

Laurence Burnsed, MPH, MBA

March 12, 2023

Signature

Date

Comments:

Health will work with event organizers to assure vendors are licensed and inspected day of the event.



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Monday, May 29, 2023**

Event: **"2023 Memorial Day Parade"**

Applicant: **The Town of East Hartford's Mayor's Office**

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

- 1. the application be approved as submitted.
 - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated Cost(s) if known \$0.00

Ted Fravel

Signature

3/21/23

Date

Comments:



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Monday, May 29, 2023**

Event: **"2023 Memorial Day Parade"**

Applicant: **The Town of East Hartford's Mayor's Office**

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

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

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

Anticipated Cost(s) if known \$ 1800.00

Alexander M. Trujillo 3/21/2023

Signature

Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Friday, March 17, 2023 12:38 PM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- 2023 Memorial Day Parade

Tina,

I have reviewed the Outdoor Amusement Permit Application for the 2023 **Memorial Day Parade**. I approve the application as submitted. The anticipated cost for this event is \$3,639.79 for **1 Sergeant and Eight Officers**.

Thanks,

Mack S. Hawkins

Assistant Chief of Police
East Hartford Police Department
31 School St.
East Hartford, CT 06108
Office 860 291-7597

Serving Our Community with Pride and Integrity



From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Wednesday, March 8, 2023 2:33 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- 2023 Memorial Day Parade

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Michael P. Walsh
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
2023 Memorial Day Parade
2. Date(s) of Event:
May 29th, 2023
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):
Town of East Hartford, Mayor's office, 740 Main Street East Hartford 06108.
4. If Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address.
5. List the location of the proposed amusement: (Name of facility and address)
Riverside Drive to the Fallen Star Memorial at Goodwin University.
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
Monday May 29th, 2023 from 10am - 3pm.
10am -11am - parade, 11am - 12:30pm - Program, 12:30pm - 3pm - Celebration
7. Provide a detailed description of the proposed amusement:
Parade, speaking program, after celebration.

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

✓ Yes No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? Monday may 29th, 2023, duration of the event.

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

0-100, all are welcome.

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

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

Plus or minus 1,000.

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

a. Crowd size impact:

Will impact traffic on Riverside Drive and Ensign Street.

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

Route 2 exit 5 on and off ramp will be blocked off, requesting to block off Ensign, Willow Street & Riverside

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

Parking will be at Goodwin University

d. Noise impact on neighborhood:

Minimal, will be music and crowd noise.

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

DPW will handle Town roads, Goodwin staff will handle the campus.

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

Traffic disruption, music, crowd noise.

g. Other expected influence on surrounding neighborhood:

12. Provide a detailed plan for the following:

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

PD/ FD will develop plan

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

PD/ FD will be notified and on site

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

EMS will be on site/ FD to lead.

d. Crowd control plan:

PD will develop crowd control plan

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

DPW will take lead.

f. Provision of sanitary facilities:
10 Porta Potties will be stationed on site.

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

a. Food available: ✓ Yes No AND

b. Contact has been made with the East Hartford Health Department ✓ Yes No.

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

Yes ✓ No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

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

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

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

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

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

a. False Statement is a Class A Misdemeanor.

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

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

Connor Martin

(Legal Name of Applicant)


(Applicant Signature)

Connor Martin

(Printed Name)

3/7/2023

(Date Signed)

Chief of Staff

(Capacity in which signing)

• (Click button to send application electronically to ehpdpermits@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included: YES
Liquor Permit Included: YES
Certificate of Alcohol Liability Included: YES
Time Waiver Request Included: YES
Fee Waiver Request Included: YES

NO
NO
NO
NO
NO

Outdoor Amusement Permit Fees:

Sport, athletic contest, musical, operatic, dramatic, theatrical or pictorial performance or other exhibitions \$ 10/performance §5-6
Parades \$ 25/each parade §5-6
Fireworks display or air show \$ 25/performance §5-6
Carnival, rodeo, circus, or tent show \$ 100/day §5-6

Total Assessed Amusement Permit Fee

Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 3/7/2023 1:50 AM PM

Time remaining before event: 82 days.

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

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: March 22, 2023

Re: **Amusement Permit Application**
“Juneteenth Celebration”

Pursuant to the East Hartford Code of Ordinances, Chapter 5, Amusements, Section 5-3(e), the attached Amusement Permit Application should be forwarded to the Town Council for appropriate action.

If you require any further information, please contact me at your convenience.



Scott M. Sansom
Chief of Police

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

March 22, 2023

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

**Re: Outdoor Amusement Permit Application
"Juneteenth Celebration"**

Dear Chairman Kehoe:

Attached please find the amusement permit application from **The Town of East Hartford Mayor's Office by Connor Martin, Chief of Staff**. The applicant seeks to conduct the **Juneteenth Celebration on Saturday, June 17, 2023 from 11:00am to 4:00pm** at the **Town Green/Alumni Park**. This celebration will feature **live performances, food, and will mirror the Fall Fest with inflatables and other fun activities for families**.

Rain date: Sunday, June 18, 2023 with the same hours.

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

The Risk Management Office approves the application subject to receipt and approval of the Certificate of Insurance for any inflatables used.

The Office of Corporation Counsel approves the application as submitted.

The Inspections and Permits Department states that permits and inspections may be required for temporary installations.

The Fire Department approves the application as submitted and indicates there is anticipated costs of \$947.36 to their Department. The Fire Marshall will need to inspect any food trucks that may be in attendance.

The Health Department approves the application as submitted and note that they will work with organizers to assure food vendors are licensed and inspected day of event.

The Parks & Recreation Departments approves the application as submitted and state there are no anticipated costs to their Departments.

The Public Works Department approves the application as submitted and indicates there is anticipated costs of \$1,800 to their Department.

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

- The Police Department can provide adequate police protection for the event. The site is suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the area has sufficient parking available.
- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- There are no anticipated costs to the Department for this event.

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott M. Sansom". The signature is written in a cursive style with a long horizontal stroke at the end.

Scott M. Sansom
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Friday, March 10, 2023 10:10 AM
To: Cooper, Jonathan; Martin, Connor
Cc: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- Juneteenth Celebration

Thank you.

Tina-my approval is subject to sufficient COI. Thank you. Chris

From: Cooper, Jonathan <JCooper@easthartfordct.gov>
Sent: Friday, March 10, 2023 10:00 AM
To: Martin, Connor <CMartin@easthartfordct.gov>
Cc: Sasen, Christine <CSasen@easthartfordct.gov>; Rivera, Augustina <ARivera@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application- Juneteenth Celebration

Hello,

I will be able to have the company provide CIOs. I learned recently the company we used for years has been bought. I just reached out to the new company to book the date and get COIs, waiting on response.

Best,
Jon

From: Martin, Connor <CMartin@easthartfordct.gov>
Sent: Friday, March 10, 2023 9:46 AM
To: Sasen, Christine <CSasen@easthartfordct.gov>; Rivera, Augustina <ARivera@easthartfordct.gov>
Cc: Cooper, Jonathan <JCooper@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application- Juneteenth Celebration

Hey Jon,

For the vendor for the inflatables for Juneteenth, I assume we'll do inflatables again, can you get a COI from them to send to Chris.

Connor Martin
Chief of Staff
Mayor's Office
Town of East Hartford
Phone number 860-291-7203
cmartin@easthartfordct.gov

From: Sasen, Christine <CSasen@easthartfordct.gov>
Sent: Friday, March 10, 2023 9:36 AM
To: Rivera, Augustina <ARivera@easthartfordct.gov>
Cc: Martin, Connor <CMartin@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application- Juneteenth Celebration

Rivera, Augustina

From: Fitzgerald, Robert
Sent: Wednesday, March 22, 2023 9:46 AM
To: Rivera, Augustina
Cc: Corp Counsel
Subject: RE: Outdoor Amusement Permit Application- Juneteenth Celebration

Okay by me, no comment.

Thank you,

Robert P. Fitzgerald, Esq.
Assistant Corporation Counsel
Town of East Hartford
740 Main Street
East Hartford, CT 06108

Rfitzgerald@easthartfordct.gov



THIS MESSAGE AND ANY OF ITS ATTACHMENTS ARE INTENDED ONLY FOR THE USE OF THE DESIGNATED RECIPIENT, OR THE RECIPIENT'S DESIGNEE, AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL OR PRIVILEGED. IF YOU ARE NOT THE INTENDED RECIPIENT, PLEASE (1) IMMEDIATELY NOTIFY THE OFFICE OF THE CORPORATION COUNSEL ABOUT THE RECEIPT BY TELEPHONING (860)291-7219; (2) DELETE ALL COPIES OF THE MESSAGE AND ANY ATTACHMENTS; AND (3) DO NOT DISSEMINATE, FORWARD, OR MAKE ANY USE OF ANY OF THEIR CONTENTS.

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Tuesday, March 21, 2023 2:32 PM
To: Fravel, Theodore <tfravel@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Subject: FW: Outdoor Amusement Permit Application- Juneteenth Celebration

Good afternoon,

Just a friendly reminder that your comments are due to me tomorrow, Tuesday, March 22nd for the Juneteenth event.

Thank you.

Tina

From: Rivera, Augustina
Sent: Wednesday, March 8, 2023 2:33 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>

**TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit**

DATE: 3/10/23

APPLICATION FOR: Juneteenth Celebration

APPLICANT: Town of East Hartford Mayor's Office, Connor Martin, Chief of Staff

ADDRESS: Town Green/Alumni Park

DATE(S) OF EVENT: Saturday, June 17th 2023. 11 am to 4 pm. Rain Date June 18, 2023 same hours

Pursuant to your request, a review of the above application was completed and the following recommendation is made:

- The application is approved as submitted.
- The application be revised. Approved conditionally.
- The application is disapproved.
- No application to the Connecticut Fire Safety Code

COMMENTS: will need an inspection if food trucks are present.



**JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD**



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, June 17, 2023**
Rain Date: **Sunday, June 18, 2023**

Event: **"Juneteenth Celebration"**

Applicant: **The Town of East Hartford's Mayor's Office**

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

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

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

Anticipated Cost(s) if known \$ 947.36


Signature **Stephen Alsup, Assistant Fire Chief**

03/09/2023
Date

Comments:

EMS Stand-by FF/PM x2
Fire Marshal Inspections if necessary.



Scott Sansom
Chief of Police

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

Health Dept



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, June 17, 2023**
Rain Date: **Sunday, June 18, 2023**

Event: **"Juneteenth Celebration"**

Applicant: **The Town of East Hartford's Mayor's Office**

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

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

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

Anticipated Cost(s) if known \$ _____

Laurence Burnsed, MPH, MBA
Signature

March 12, 2023
Date

Comments:

Health will work with organizers to assure food vendors are licensed and inspected day of event.



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, June 17, 2023**
Rain Date: **Sunday, June 18, 2023**

Event: **"Juneteenth Celebration"**

Applicant: **The Town of East Hartford's Mayor's Office**

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

- 1. the application be approved as submitted.
 - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated Cost(s) if known \$0.00

Ted Fravel

Signature

3/21/23

Date

Comments:



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, June 17, 2023**
Rain Date: **Sunday, June 18, 2023**

Event: **"Juneteenth Celebration"**

Applicant: **The Town of East Hartford's Mayor's Office**

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

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

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

Anticipated Cost(s) if known \$ 1800.00

Alexander M. Trujillo 3/22/2023

Signature

Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Monday, March 20, 2023 2:31 PM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- Juneteenth Celebration

Tina,

I have reviewed the Outdoor Amusement Permit Application for Juneteenth Celebration 2023. I approve the application as submitted. Please mark the worksheet "Extra Attention" for the day(s) of the event.

Thank you,

Mack S. Hawkins

Assistant Chief of Police
East Hartford Police Department
31 School St.
East Hartford, CT 06108
Office 860 291-7597

Serving Our Community with Pride and Integrity



From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Wednesday, March 8, 2023 2:33 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- Juneteenth Celebration

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Michael P. Walsh
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
Juneteenth Celebration
2. Date(s) of Event:
Saturday June 17th, 2023, Rain date: Sunday June 18th, 2023
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):
Town of East Hartford, Mayor's Office
4. If Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address.
5. List the location of the proposed amusement: (Name of facility and address)
Town Green/ Alumni Park
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
6/17/2023 11am - 4pm.
Rain Date: 6/18/2023.11am - 4pm
7. Provide a detailed description of the proposed amusement:
Festival/ celebration. Similar to Fall fest. vendors and performances.

8. Will music or other entertainment be provided wholly or partially outdoors?
- ✓ Yes No
- a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? Duration of the event 11am - 4pm.
9. What is the expected age group(s) of participants?
5-85
10. What is the expected attendance at the proposed amusement:
(If more than one performance, indicate time / day / date and anticipated attendance for each.)
Plus or Minus 1,000
11. Provide a detailed description of the proposed amusement's anticipated impact on the surrounding community. Please comment on each topic below:
- a. Crowd size impact:
Similar to Fall fest, pedestrian traffic.
- b. Traffic control and flow plan at site & impact on surrounding / supporting streets:
Some traffic on Chapman street and main street as people enter the park and look for parking.
- c. Parking plan on site & impact on surrounding / supporting streets:
Plan to allow parking on site, on Main street and surrounding neighborhoods.
- d. Noise impact on neighborhood:
There will be music and performances from 11am - 4pm.
- e. Trash & litter control plan for the amusement site and surrounding community during and immediately after the proposed amusement:
All vendors/ performers are asked to take their trash with them. Parks will perform a final clean up.
- f. List expected general disruption to neighborhood's normal life and activities:
Music, talking, dancing, pedestrain traffic.
- g. Other expected influence on surrounding neighborhood:
12. Provide a detailed plan for the following:
- a. Accessibility of amusement site to emergency, police, fire & medical personnel and vehicles:
Site will remain accessible with PD/ FD on site.
- b. Provisions for notification of proper authorities in the case of an emergency:
Point person will be identified, either Mayors office staff or Parks staff.
- c. Any provision for on-site emergency medical services:
EMS may be on site if determined necessary by FD.
- d. Crowd control plan:
PD/ Parks would use similar crowd
- e. If on town property, the plan for the return of the amusement site to pre-amusement condition:
Park will address the site and return it to normal.

f. Provision of sanitary facilities:
2 porta potties already on site.

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

- a. Food available: Yes No AND
- b. Contact has been made with the East Hartford Health Department Yes No.

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

Yes No Alcoholic beverages will be served / provided.

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

- a. For such sale or provision,
- b. To ensure that alcohol is not sold or provided to minors or intoxicated persons.

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

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

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

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

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

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

Connor Martin

(Legal Name of Applicant)


(Applicant Signature)

Connor Martin

(Printed Name)

3/7/2023

(Date Signed)

Chief of Staff, Mayor's office

(Capacity in which signing)

-
- (Click button to send application electronically to ehpdpermits@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included: YES
Liquor Permit Included: YES
Certificate of Alcohol Liability Included: YES
Time Waiver Request Included: YES
Fee Waiver Request Included: YES

NO
NO
NO
NO
NO

Outdoor Amusement Permit Fees:

Sport, athletic contest, musical, operatic, dramatic, theatrical or pictorial performance or other exhibitions \$ 10/performance §5-6
Parades \$ 25/each parade §5-6
Fireworks display or air show \$ 25/performance §5-6
Carnival, rodeo, circus, or tent show \$ 100/day §5-6

Total Assessed Amusement Permit Fee

Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 3/7/2023 1:50 AM PM

Time remaining before event: 101 days.

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

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

31 School Street
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: March 23, 2023

Re: **Amusement Permit Application**
“Sounds of Summer Concert Series”

Pursuant to the East Hartford Code of Ordinances, Chapter 5, Amusements, Section 5-3(e), the attached Amusement Permit Application should be forwarded to the Town Council for appropriate action.

If you require any further information, please contact me at your convenience.



Scott M. Sansom
Chief of Police

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

March 23, 2023

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

**Re: Outdoor Amusement Permit Application
"Sounds of Summer Concert Series"**

Dear Chairman Kehoe:

Attached please find the amusement permit application by the **East Hartford Parks and Recreation Department** by **Sean Dwyer, Assistant Director**. The applicant seeks to conduct a series of summer evening concerts at the **Amphitheater** located in **Great River Park** from **6pm to 8pm** with **set up at 5pm** and **clean up at around 8:30pm**. The concert dates, all **Thursdays**, are as follows:

June 15, 22, 29 and July 6, 13, and 27, 2023
Rain Dates: August 3 and 10, 2023

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

The **Risk Management and Office of Corporation Counsel** approve the application as submitted.

The **Fire Department** approves the application as submitted and **indicates there are no anticipated costs to their Department**. The Fire Marshal will need to inspect any food trucks that are present.

The **Health Department** approves the application as submitted and states **there are no anticipated costs to their Department**. They will work with Parks and Recreation regarding approved food vendors.

The **Parks & Recreation and Public Works Departments** approve the application as submitted and state **there are no anticipated costs to their Departments**.

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

- The Police Department can provide adequate police protection for the event. The site is suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the area has sufficient parking available.

- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- There are no anticipated costs to the Department for this event.

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink that reads "Scott M. Sansom". The signature is written in a cursive style with a long horizontal flourish at the end.

Scott M. Sansom
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Friday, March 10, 2023 1:59 PM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- Sounds of Summer Concert Series

okay

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Friday, March 10, 2023 9:28 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- Sounds of Summer Concert Series

Good morning,

Attached are the **Director's Review & Notice** and a copy of the **Outdoor Amusement Permit Application** from the **Town of East Hartford' Parks and Recreation Department** for the "Sounds of Summer Concert Series" to be held on **Thursdays, June 12, 22, 29; and July 6, 13, and 27, 2023** with a rain dates of **Thursday, August 3 and 10, 2023.**

Please review and send me your comments by **noon on Friday, March 24, 2023.**

Thank you.

Augustina Rivera
Administrative Clerk 3
Support Services/Operations Bureau
East Hartford Police Department
31 School Street
East Hartford, CT 06108
Office: 860-291-7631 Fax: 860-610-6290
arivera@easthartfordct.gov
www.easthartfordct.gov/police-department

Rivera, Augustina

From: Fitzgerald, Robert
Sent: Thursday, March 23, 2023 1:09 PM
To: Rivera, Augustina
Cc: Corp Counsel; Dwyer, Sean
Subject: RE: Outdoor Amusement Permit Application- Sounds of Summer Concert Series

Tina:

This is okay by me. For my own edification, has the town historically signed contracts with the performers and vendors for this event. I copied Sean on this as he may have the background on this process.

Thanks,

Robert Fitzgerald

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Friday, March 10, 2023 10:12 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcumplings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: FW: Outdoor Amusement Permit Application- Sounds of Summer Concert Series

My apologies,

There was a typo on the previous version, it had the events starting June 15th, but it should have read June 12th.

Here is a revised copy.

Tina

From: Rivera, Augustina
Sent: Friday, March 10, 2023 9:28 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <[kcummings@easthartfordct.gov](mailto:kcumplings@easthartfordct.gov)>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine



Scott Sansom
Chief of Police

**TOWN OF EAST HARTFORD
POLICE DEPARTMENT
SUPPORT SERVICES BUREAU
Outdoor Amusement Permits**
31 School Street
East Hartford, CT 06108
(860) 528-4401



Michael P. Walsh
Mayor

REVISED

Administrative Review of Amusement Permit

Event Date: Thursdays: June 12, 22 and 29; July 6, 13 and 27, 2023
 Rain Dates: Thursday August 3 and August 10, 2023

Event: "Sounds of Summer Concert Series"

Applicant: **East Hartford Parks and Recreation Department**

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

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

- Fire Department
- Health Department
- Parks & Recreation Department
- Public Works Department
- Corporation Counsel
- Anticipated Cost(s) if known \$ _____



Signature
Assistant Chief Stephen Alsup

3/17/2023
Date

Comments:

**TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit**

DATE: 3/10/23

APPLICATION FOR: Sounds of Summer Concert Series

APPLICANT: East Hartford Parks and Rec. Sean Dwyer

ADDRESS: Great River Park, Amphitheater

DATE(S) OF EVENT: June 15, 22, 29 July 6, 13, and 27 form 6pm to 8pm. Rain dates August 3 and 10 2023.

Pursuant to your request, a review of the above application was completed and the following recommendation is made:

- The application is approved as submitted.
- The application be revised. Approved conditionally.
- The application is disapproved.
- No application to the Connecticut Fire Safety Code

COMMENTS: will need to be inspected if food trucks are present.



**JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD**



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Thursdays: June 15, 22 and 29; July 6, 13 and 27, 2023
 Rain Dates: Thursday August 3 and August 10, 2023

Event: "Sounds of Summer Concert Series"

Applicant: **East Hartford Parks and Recreation Department**

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

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

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

Anticipated Cost(s) if known \$ _____

Laurence Burnsed, MPH, MBA

March 12, 2023

Signature

Date

Comments:

Environmental consulting with P&R regarding approved food vendors.



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Thursdays: June 15, 22 and 29; July 6, 13 and 27, 2023
 Rain Dates: Thursday August 3 and August 10, 2023

Event: "Sounds of Summer Concert Series"

Applicant: **East Hartford Parks and Recreation Department**

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

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

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

X Anticipated Cost(s) if known \$0.0

Ted Fravel

Signature

3/10/23

Date

Comments:



Scott Sansom
Chief of Police

**TOWN OF EAST HARTFORD
POLICE DEPARTMENT
SUPPORT SERVICES BUREAU
Outdoor Amusement Permits
31 School Street
East Hartford, CT 06108
(860) 528-4401**



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Thursdays: June 15, 22 and 29; July 6, 13 and 27, 2023
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- Fire Department
- Health Department
- Parks & Recreation Department
- Public Works Department
- Corporation Counsel

Anticipated Cost(s) if known \$ 0 _____

Alexander M. Trujillo 3/20/2023

Signature

Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Monday, March 20, 2023 2:14 PM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- Sounds of Summer Concert Series

Tina,

I have reviewed the Outdoor Amusement Permit Application for Sounds of Summer Concert Series for 2023. I approve the application as submitted. Please mark the worksheet "Extra Attention" for the day(s) of the event.

Thank you,

Mack S. Hawkins

Assistant Chief of Police
East Hartford Police Department
31 School St.
East Hartford, CT 06108
Office 860 291-7597

Serving Our Community with Pride and Integrity



From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Friday, March 10, 2023 9:28 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- Sounds of Summer Concert Series

Good morning,

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Michael P. Walsh
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
Sounds of Summer Concert Series
2. Date(s) of Event:
Thursday, June 15, 22, 29, July 6, 13 and 27th. Rain Dates - August 3 and 10
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):
**Sean Dwyer
Work Phone: 860-291-7171
Email: sdwyer@easthartfordct.gov
East Hartford Parks and Recreation Department
50 Chapman Place**
4. If Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address.
**East Hartford Parks and Recreation
50 Chapman Place
East Hartford CT 06108**
5. List the location of the proposed amusement: (Name of facility and address)
Great River Park Amphitheater, 301E, River Drive East Hartford CT 06108
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
6:00 to 8:00 pm - set up at approximately 5 pm. Take down to approximately 8:30 pm
7. Provide a detailed description of the proposed amusement:
Outdoor concert held at the Amphitheater for the Sounds of Summer Concert Series

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

✓ Yes No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)?

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

All Ages

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

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

200 to 300 per show

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

a. Crowd size impact:

200 to 300 per show

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

Parking will be on site, American Eagle, and Street Parking. Staff and directions sign will be provided

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

Parking will be on site, American Eagle, and Street Parking. Staff and directions signs will be on site

d. Noise impact on neighborhood:

No Neighborhood nearby

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

Parks and Recreation Staff and Park Rangers will monitor throughout the show

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

none

g. Other expected influence on surrounding neighborhood:

none

12. Provide a detailed plan for the following:

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

Vehicles may enter from Main Entrance of Park

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

Cell Phone, communicate with Riverfront Ranger through the show

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

none

d. Crowd control plan:

Seating in Amphitheater, grass area behind stage, walk ways stay open

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

Parks and Recreation Staff and Park Rangers will return to site to pre-amusement condition

f. Provision of sanitary facilities:
Port-o-potties

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

a. Food available: Yes No AND

b. Contact has been made with the East Hartford Health Department Yes No.

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

Yes No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

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

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

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

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

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

a. False Statement is a Class A Misdemeanor.

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

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

Parks and Recreation Department

(Legal Name of Applicant)


(Applicant Signature)

Sean Dwyer

(Printed Name)

3/1/23

(Date Signed)

Assistant Director of Parks and Rec

(Capacity in which signing)

• (Click button to send application electronically to ehpdpermits@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included: YES
Liquor Permit Included: YES
Certificate of Alcohol Liability Included: YES
Time Waiver Request Included: YES
Fee Waiver Request Included: YES

~~NO~~
~~NO~~
~~NO~~
~~NO~~
~~NO~~

Outdoor Amusement Permit Fees:

Sport, athletic contest, musical, operatic, dramatic,
theatrical or pictorial performance or other exhibitions \$ 10/performance §5-6
Parades \$ 25/each parade §5-6
Fireworks display or air show \$ 25/performance §5-6
Carnival, rodeo, circus, or tent show \$ 100/day §5-6

Total Assessed Amusement Permit Fee

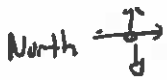
Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 3/10/23 7:15 PM

Time remaining before event: 97 days.

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



River View Square

Sounds of Summer Parking Plan

① 4 STAFF

- a) Amphitheatre - site supervisor
- b) Boat Ramp Lot - Reserve 8 to 12 Handicapped spaces
- c) Park entrance - directing concert goers
- d) Riverview Square / American Eagle Parking lot.

② Will need Temporary / Event Street Parking From Farthest Lower parking entrance south to Riverview square

③ Need to get contact and permission to use American Eagle Financial Center

④ Expecting 75 to 100 cars.

East River Drive

Temporary / Event Street Parking

Great River Parking Lot

- 42 spaces
- 3 Handicapped
- 1 Regular
- 1 Double

NOTE -> STAFF can block off 8 to 12 spaces

East River Drive

East River Drive

Temporary / Event Street Parking

PARKING

Riverview Square

PARKING

American Eagle Financial Center

Amphitheatre

STAFF

STAFF

STAFF

STAFF

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: March 23, 2023

Re: **Amusement Permit Application**
“Annual Car Show”

Pursuant to the East Hartford Code of Ordinances, Chapter 5, Amusements, Section 5-3(e), the attached Amusement Permit Application should be forwarded to the Town Council for appropriate action.

If you require any further information, please contact me at your convenience.



Scott M. Sansom
Chief of Police

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

March 23, 2023

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

**Re: Outdoor Amusement Permit Application
"Annual Car Show"**

Dear Chairman Kehoe:

Attached please find the amusement permit application by the **East Hartford Parks and Recreation Department** by **Sean Dwyer, Assistant Director**. The applicant seeks to conduct a car show for viewing with awards and musical entertainment provided by a DJ. The Car Show will take place at **Sunset Ridge Middle School, 450 Forbes Street** on **Saturday July 8, 2023** from **1:00pm to 4:00pm** with a rain date of **Sunday, July 15, 2023**.

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

The **Risk Management Department** approves the application as submitted with the understanding that **Connecticut Street Legends incorporates language in their car registration forms** releasing the Town of East Hartford, and/or any sponsors and organizers of any responsibility for all loss, costs, damages, injuries, judgements, and/or claims from any cause whatsoever while attending and participating in the Car Show.

The **Office of Corporation Counsel** approves the application as submitted.

The **Inspections and Permits Department** states that permits and inspections may be required for temporary installations.

The **Fire Department** approves the application as submitted and indicates there are **no anticipated costs to their Department**. The Fire Marshal would need to do inspection of any food trucks present.

The **Health Department** approves the application as submitted and state there are **no anticipated costs to their Department**. They will consult on food safety and approved vendors.

The **Parks & Recreation and Public Works Departments** approve the application as submitted and state there are **no anticipated costs to their Departments**.

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

- The Police Department can provide adequate police protection for the event. The site is suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the area has sufficient parking available.
- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- There are no anticipated costs to the Department for this event.

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott M. Sansom". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Scott M. Sansom
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Monday, March 13, 2023 6:35 AM
To: Rivera, Augustina; Burnsed, Laurence; Fravel, Theodore; Munson, Kevin; Trujillo, Alexander
Cc: Alsup, Steve; Browning, Craig; Cohen, Bruce; Cummings, Kim; Davis, Robert; Drouin, Darrell; Dwyer, Sean; Fitzgerald, Robert; Hawkins, Mack; McCaw, Melissa; Neves, Paul; O'Connell, Michael; Pelow, John; Sansom, Scott
Subject: RE: Outdoor Amusement Permit Application- Annual Car Show

Follow Up Flag: Follow up
Flag Status: Flagged

If CT Street Legends is involved again this year, waiver used in the past for car registrants will be required.

Thank you. Chris

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Friday, March 10, 2023 9:28 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcumplings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- Annual Car Show

Good morning,

Attached are the Director's Review & Notice and a copy of the Outdoor Amusement Permit Application from the Town of East Hartford' Parks and Recreation Department for the "Annual Car Show" to be held on Saturday, July 8, 2023 with a rain date of Saturday, July 15, 2023.

Please review and send me your comments by noon on Friday, March 24, 2023.

Thank you.

Augustina Rivera
 Administrative Clerk 3
 Support Services/Operations Bureau
 East Hartford Police Department
 31 School Street
 East Hartford, CT 06108
 Office: 860-291-7631 Fax: 860-610-6290

Rivera, Augustina

From: Fitzgerald, Robert
Sent: Thursday, March 23, 2023 10:09 AM
To: Rivera, Augustina
Cc: Corp Counsel
Subject: RE: Outdoor Amusement Permit Application- Annual Car Show

Okay by me, no further comment. I assume the BOE approves.

Robert P. Fitzgerald

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Friday, March 10, 2023 9:28 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- Annual Car Show

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Attached are the **Director's Review & Notice** and a copy of the **Outdoor Amusement Permit Application** from the **Town of East Hartford' Parks and Recreation Department** for the "Annual Car Show" to be held on **Saturday, July 8, 2023** with a rain date of **Saturday, July 15, 2023**.

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Thank you.

Augustina Rivera
Administrative Clerk 3
Support Services/Operations Bureau
East Hartford Police Department
31 School Street
East Hartford, CT 06108
Office: 860-291-7631 Fax: 860-610-6290
arivera@easthartfordct.gov
www.easthartfordct.gov/police-department



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, July 8, 2023
Rain Date: Saturday, July 15, 2023

Event: "Annual Car Show"

Applicant: **East Hartford Parks and Recreation Department**

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

- 1. the application be approved as submitted.
 - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated Cost(s) if known \$ _____

Bruce Cohen
Signature

3/14/23
Date

Comments:

Fire Dept



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, July 8, 2023
Rain Date: Saturday, July 15, 2023

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Applicant: **East Hartford Parks and Recreation Department**

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

Anticipated Cost(s) if known \$ _____



Signature
Assistant Chief Stephen Alsup

3/17/2023
Date

Comments:

**TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit**

DATE: 3/10/23

APPLICATION FOR: Annual Car Show

APPLICANT: East Hartford Parks and Rec. Sean Dwyer

ADDRESS: Sunset Ridge Middle School, 450 Forbes St

DATE(S) OF EVENT: July 8th 2023, from 1 pm to 4 pm. Setup to begin at 9 am, parking beginning at 11 am. Rain date is Saturday July 15th 2023

Pursuant to your request, a review of the above application was completed and the following recommendation is made:

- The application is approved as submitted.
- The application be revised. Approved conditionally.
- The application is disapproved.
- No application to the Connecticut Fire Safety Code

COMMENTS: will need an inspection if food trucks are present



**JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD**



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

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Event Date: Saturday, July 8, 2023
Rain Date: Saturday, July 15, 2023

Event: "Annual Car Show"

Applicant: **East Hartford Parks and Recreation Department**

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-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated Cost(s) if known \$ _____

Laurence Burnsed, MPH, MBA

Signature

March 12, 2023

Date

Comments:

Environmental consulting regarding food safety and approved vendors.



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, July 8, 2023
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-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated Cost(s) if known \$0.00

Ted Fravel

Signature

3/10/23

Date

Comments:



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

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Applicant: **East Hartford Parks and Recreation Department**

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-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
- Anticipated Cost(s) if known \$ 0 _____

Alexander M. Trujillo 3/20/2023

Signature

Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Monday, March 20, 2023 2:20 PM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- Annual Car Show

Tina,

I have reviewed the Outdoor Amusement Permit Application for the Annual Car Show for 2023. I approve the application as submitted. Please mark the worksheet "Extra Attention" for the day of the event.

Thank you,

Mack S. Hawkins

Assistant Chief of Police
East Hartford Police Department
[31 School St.](#)
[East Hartford, CT 06108](#)
Office 860 291-7597

Serving Our Community with Pride and Integrity



From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Friday, March 10, 2023 9:28 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- Annual Car Show

Good morning,

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Michael P. Walsh
Mayor

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



Scott M. Sansom
Chief of Police

OUTDOOR AMUSEMENT PERMIT APPLICATION

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

1. Name of Event:
Annual Car Show
2. Date(s) of Event:
Saturday, July 8, 2023 - 1 to 4 pm. Rain Date, Saturday, July 15, 2023 - 1 to 4 pm
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):
Sean Dwyer
Work 860-291-7171 Email - sdwyer@easthartfordct.gov
East Hartford Parks and Recreation
50 Chapman Place
4. If Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address.
East Hartford Parks and Recreation Department
50 Chapman Place
East Hartford CT 06108
Sean Dwyer Assistant Director Parks and Recreation
5. List the location of the proposed amusement: (Name of facility and address)
Sunset Ridge Middle School, 450 Forbess Street, East Hartford 06118
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
Saturday, July 8th 2023 - 1 to 4 pm. Rain Date, Saturday, July 15th 2023 - 1 to 4 pm
7. Provide a detailed description of the proposed amusement:
Set-up will begin after 9am, parking begins at 11 am, Car Show Viewing is from 1 to 4 pm. DJ playing music/making announcements during the event. Park Rangers and Car Show volunteers assist event

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

Yes No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? **11 am to 4:00 pm**

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

All Ages

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

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

100 "Show" cars and 150 to 200 attendees

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

a. Crowd size impact:

150 to 200 attendees throughout the day, passive event and cars to designate on-site parking

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

Park Rangers will be directing participants/spectators and cars to designated on-site parking

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

No impact on neighborhood

d. Noise impact on neighborhood:

None

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

Park Rangers, Park and Recreation Staff (outside), school custodian (inside)

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

None

g. Other expected influence on surrounding neighborhood:

None

12. Provide a detailed plan for the following:

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

No Street closures, Emergency Accessible, Parks and Recreation staff will be on site

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

Park Rangers trained for emergencies, will call EMS if needed

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

None

d. Crowd control plan:

Park Rangers and Parks and Recreation staff will monitor

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

Parks Rangers, Parks and Recreation staff and custodians will evaluate before and after event

f. Provision of sanitary facilities:
Lavatories open inside school

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

- a. Food available: Yes No AND
- b. Contact has been made with the East Hartford Health Department Yes No.

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

Yes No Alcoholic beverages will be served / provided.

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

- a. For such sale or provision,
- b. To ensure that alcohol is not sold or provided to minors or intoxicated persons.

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

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

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

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

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

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

Parks and Recreation

(Legal Name of Applicant)

Sean Dwyer
(Applicant Signature)

Sean Dwyer

(Printed Name)

3/1/23

(Date Signed)

Assistant Parks and Recreation Director

(Capacity in which signing)

- (Click button to send application electronically to ehpdpermits@easthartfordct.gov)

FOR OFFICE USE

| | | |
|--|------------|-----------|
| Insurance Certificate Included: | YES | NO |
| Liquor Permit Included: | YES | NO |
| Certificate of Alcohol Liability Included: | YES | NO |
| Time Waiver Request Included: | YES | NO |
| Fee Waiver Request Included: | YES | NO |

Outdoor Amusement Permit Fees:

| | |
|--|------------------------|
| Sport, athletic contest, musical, operatic, dramatic, theatrical or pictorial performance or other exhibitions | \$ 10/performance §5-6 |
| Parades | \$ 25/each parade §5-6 |
| Fireworks display or air show | \$ 25/performance §5-6 |
| Carnival, rodeo, circus, or tent show | \$ 100/day §5-6 |

Total Assessed Amusement Permit Fee

Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 3/10/23 7:15 AM PM

Time remaining before event: 120 days.

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



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 24, 2023
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: REFERRAL: Refund of Taxes

A handwritten signature in black ink, appearing to read "M. Walsh", is written over the "FROM:" line of the header.

I recommend that the Town Council approve a total refund of taxes in the amount of \$17,795.23 as detailed in the attached listing from our Assistant Collector of Revenue.

Please place on the Town Council Agenda for the April 4, 2023 Town Council meeting.

Thank you.

C: Kristy Foran, Tax Collector
M. McCaw, Finance Director

INTEROFFICE MEMORANDUM

TO: MICHAEL P WALSH, MAYOR
MCCAW MELISSA, DIRECTOR OF FINANCE

FROM: KRISTY FORAN, ASSISTANT COLLECTOR OF REVENUE

SUBJECT: REFUND OF TAXES

DATE: 3/28/2023

Under the provisions of Section 12-129 of the Connecticut General Statutes, the following persons are entitled to the refunds as requested. The total amount to be refunded is \$17,795.23. Please see attached listing. Please place this item on the Town Council agenda for April 4, 2023

| Bill | Name/ Check Payable to: | Address | City/State/Zip | Prop Loc/Vehicle Info. | Int Paid | Over Paid |
|-----------------|---|--------------------------------|------------------------------|------------------------|----------|-------------|
| 2021-01-0000003 | 101 GOODWIN EAST L L C | 49 LYNDAL STREET | MANCHESTER, CT 06040 | 101 GOODWIN ST | 0 | -\$5.00 |
| 2021-01-0000178 | ABBOTT BARBARA S | 32 MIDDLE DR | EAST HARTFORD, CT 06118 | 32 MIDDLE DR | 0 | -\$2,467.59 |
| 2021-03-0056123 | CHAMROEN CHAO | 303 FOREST ST | EAST HARTFORD, CT 06118-2451 | 2016/2T2BZMCA8GC051204 | 0 | -\$161.33 |
| 2021-04-0081410 | COLON SARO | 886 MAIN ST APT 907 | EAST HARTFORD, CT 06108-2228 | 2005/2C8GP54L85R429703 | 0 | -\$7.47 |
| 2021-01-0003225 | CORBIN WAYNE | 5 RIVERMEAD BLVD | EAST HARTFORD, CT 06118 | 5 RIVERMEAD BLVD | 0 | -\$45.36 |
| 2021-01-0057845 | CRISTOBAL-ZARATE GIOVANNY | 205 GREEN MANOR DR | EAST HARTFORD, CT 06118-3523 | 2005/JKBVKA195A016327 | 0 | -\$29.51 |
| 2021-03-0057846 | CRISTOBAL-ZARATE GIOVANNY | 205 GREEN MANOR DR | EAST HARTFORD, CT 06118-3523 | 2011/1D7RV1CT5B5563708 | 0 | -\$100.53 |
| 2021-03-0061255 | ENTERPRISE FM TRUST ATTN: MGARNETT PPT | 9315 OLIVE BLVD | ST. LOUIS, MO 63132 | 2018/1FM5K8D83JGC46950 | 0 | -\$318.92 |
| 2021-01-0082421 | FINANCIAL SER VEH TRUST ATTN: TAX DEPT | 1400 CITY VIEW DR | COLUMBUS, OH 43215-1477 | 2021/WBA13AR05MCG65968 | 0 | -\$1,329.24 |
| 2021-03-0053541 | GARVEY JOAN | 481 TOLLAND ST | EAST HARTFORD, CT 06108-2560 | 2012/2T3BF4DV2CW262753 | 0 | -\$302.30 |
| 2021-01-0005982 | GREENE DONALD W | 174 LOMBARDO DR | EAST HARTFORD, CT 06118 | 174 LOMBARDO DR | 0 | -\$136.30 |
| 2020-03-0065007 | HARLEY TIMOTHY AND DEBRA | 111 TEMPLE DR | EAST HARTFORD, CT 06108-1335 | 2016/1N4AA6AP7GC902806 | 0 | -\$527.86 |
| 2021-03-0065099 | HARLEY TIMOTHY AND DEBRA | 111 TEMPLE DR | EAST HARTFORD, CT 06108-1335 | 2016/1N4AA6AP7GC902806 | 0 | -\$415.16 |
| 2021-01-0010619 | HENRY LSHAUN | 27 MAY ST | EAST HARTFORD, CT 06108 | 27 MAY ST | 0 | -\$2,571.11 |
| 2021-03-0066211 | HONDA LEASE TRUST | 11675 GREAT OAKS WAY SUITE 200 | ALPHARETTA, GA 30022 | 2017/1HGCR2F33HA137084 | 0 | -\$438.54 |
| 2021-03-0066426 | HORIZON SERVICES CORPORATION | 250 GOVERNOR STREET | EAST HARTFORD, CT 06108 | 2018/2G1105S36J9113931 | 0 | -\$41.71 |
| 2021-03-0066634 | HUTCHINS GRACELYN J | 83 ENSIGN ST | EAST HARTFORD, CT 06118 | 2019/KMH35LE4KU094762 | 0 | -\$392.86 |
| 2021-03-0066757 | HYUNDAI LEASE TITLING TRUST | 3161 MICHELSON DR SUITE 1900 | IRVINE, CA 92612 | 2019/5XYPGDA35KGS49846 | 0 | -\$295.71 |
| 2021-01-0002857 | JAY C TRUCKING LLC | 79 MICHAEL AVENUE | EAST HARTFORD, CT 06108 | 79 MICHAEL AVE | 0 | -\$88.35 |
| 2021-01-0015297 | KAD EAST HARTFORD REALTY LLC | 583 SOUTH ST | NEW BRITAIN, CT 06051 | 68R ALNA LN REAR | 0 | -\$1,439.51 |

| | | | | | | |
|-----------------|--|------------------------|------------------------------|------------------------|---|-------------|
| 2021-03-0068692 | KEARNS DEBRA A | 144 HOLLAND LN | EAST HARTFORD, CT 06118-1727 | 2003/WAULT64B33N044596 | 0 | -\$40.72 |
| 2021-03-0007416 | KERR KATHERINE M | 670 NORTH MAIN ST | MANCHESTER, CT 06042 | 50 NORTHBROOK CT | 0 | -\$100.00 |
| 2021-04-0087690 | LOPEZ DIAZ FELIX J JR | 72 WARREN DR | EAST HARTFORD, CT 06118-1140 | 2003/1N6ED27Y13C464996 | 0 | -\$49.34 |
| 2021-03-0070895 | MAHONEY PATRICK J | 173 BRENTMOOR RD | EAST HARTFORD, CT 06118-1709 | 2017/4T1BF1FK7HU771013 | 0 | -\$220.73 |
| 2021-03-0071773 | MATHESON DAVID W | 23 PHILLIPS FARM RD | EAST HARTFORD, CT 06118-1258 | 2018/3C4NJDB89JT190779 | 0 | -\$280.62 |
| 2021-03-0009126 | MCGOWAN MELVIN H | 385 BREWER ST | EAST HARTFORD, CT 06118 | 385 BREWER ST | 0 | -\$10.00 |
| 2021-03-0073350 | MOORE BRIAN A | 140 MAIN ST | BALTIC, CT 06330 | 2018/4S4BSACCXJ3285414 | 0 | -\$137.47 |
| 2021-03-0010585 | P & W AIRCRAFT CLUB | 200 CLEMENT RD | EAST HARTFORD, CT 06118 | 200-B CLEMENT RD | 0 | -\$3,539.00 |
| 2021-03-0077954 | QUINTERO CARLOS A | 241 KING ST | EAST HARTFORD, CT 06108-1019 | 2011/4JGBB8GB9BA635221 | 0 | -\$280.78 |
| 2021-03-0085647 | RESTORATION SPECIALISTS LLC | 18 E FRANKLIN ST | DANBURY, CT 06810 | 2022/3GNAXSEV5NS172998 | 0 | -\$236.28 |
| 2021-03-0012991 | SCHWARTZ ESMUND TRUSTEE FOR ESMUND SCHWA | 347 BUTTONBALL LN | GLASTONBURY, CT 06033 | 421 TOLLAND ST 308 | 0 | -\$10.00 |
| 2021-04-0014354 | THOMAS SARA & WILLIE F | 19 WAKEFIELD CIRCLE | EAST HARTFORD, CT 06118 | 19 WAKEFIELD CIR | 0 | -\$189.60 |
| 2021-02-0041701 | WHITE & KATZMAN MGMT INC | 111 ROBERTS ST STE G-1 | EAST HARTFORD, CT 06108 | 111 ROBERTS ST | 0 | -\$956.61 |
| 2021-01-0015709 | WORON THOMAS C & JULIA W | 16 BANTLE ROAD | EAST HARTFORD, CT 06118 | 2020/4S4BTACC6L3125255 | 0 | -\$365.50 |
| 2021-03-0087627 | WORON THOMAS C & JULIA W | 16 BANTLE ROAD | EAST HARTFORD, CT 06118 | 16 BANTLE RD | 0 | -\$264.22 |

TOTAL

-\$17,795.23