

Robert J. Black

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT
APRIL 7, 2020

2020 APR -1 A 11: 05

TOWN CLERK
EAST HARTFORD

=====
Due to the coronavirus outbreak, Town Hall is closed. Pursuant to Governor Lamont's Executive Order No. 7B, the April 7th Town Council meeting will be accessible through teleconferencing by dialing 1-605-468-8035; use Access Code 1 4 5 8 2 5 7 9 #.

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

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
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 17, 2020 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
7. OLD BUSINESS
8. NEW BUSINESS
 - A. 2020-2021 LoCIP Projects
 - B. Library Services and Technology Act Program Grant
 - C. Setting an Inspection Fee for Salons – Acting as the Committee of the Whole re: Fees Committee
 - D. Referral to Tax Policy Committee re: Subsequent Tax Lien Assignments
 - E. Referral to Real Estate Acquisition & Disposition Committee re: Disposition of 1177 Burnside Ave
 - F. Outdoor Amusement Permit Application: East Hartford's Back to School Rally
 - G. Appointments to Various Boards/Commissions
 - H. 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 21st)

Robert J. Clark

EAST HARTFORD TOWN COUNCIL 2020 MAR 23 A 8:51

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

MARCH 17, 2020

PRESENT Chair Richard F. Kehoe, Vice Chair Donald Bell, Jr., Majority Leader Sebrina Wilson, Councillors Connor Martin, Angela Parkinson and Awet Tsegai

PRESENT via Teleconferencing:

Minority Leader Esther B. Clarke, Patricia Harmon and John Morrison

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:30 p.m. The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the pledge of allegiance.

The Chair announced that due to the recent pandemic – the coronavirus outbreak – Town Hall is closed to the general public. The addition of a call-in phone line has been provided by the Administration for those Councillors and residents who wish to participate in the meeting, but also want to keep the social distances recommended by the CDC.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Mayor Leclerc explained the process by which she came to the decision to close the schools and all town buildings to the general public due to the coronavirus outbreak. Over the past two weeks, the Unified Command – which consists of the Mayor, the Chief of Police, the Fire Chief, the Board of Education, the Health Director, and the Public Works Director – has been meeting to move forward with a plan to deal with the outbreak if it was necessary. Subsequently, it became necessary and thus the closures went into effect. Schools were closed, as well as the Senior Center, the Library, the Parks & Recreation programs and lastly, Town Hall.

The Mayor thanked all those involved in the implementation of this strategy to combat the spread of the coronavirus.

APPROVAL OF MINUTES

March 2, 2020 Budget Workshop/Health-Parks-Public Works

MOTION By Sebrina Wilson
seconded by Don Bell
to **approve** the minutes of the March 2, 2020 Budget Workshop/Health-Parks-Public Works.
Motion carried 9/0.

March 3, 2020 Executive Session

MOTION By Sebrina Wilson
seconded by Connor Martin
to **approve** the minutes of the March 3, 2020 Executive Session.
Motion carried 9/0.

March 3, 2020 Regular Meeting

MOTION By Sebrina Wilson
seconded by Angie Parkinson
to **approve** the minutes of the March 3, 2020 Regular Meeting.
Motion carried 9/0.

March 4, 2020 Public Hearing/Budget

MOTION By Sebrina Wilson
seconded by Awet Tsegai
to **approve** the minutes of the March 4, 2020 Public Hearing/Budget.
Motion carried 9/0.

March 10, 2020 Special Meeting/Budget

MOTION By Sebrina Wilson
seconded by Don Bell
to **approve** the minutes of the March 2, 2020 Budget Workshop/Health-
Parks-Public Works.
Motion carried 9/0.

COMMUNICATIONS AND PETITIONS

U. S. Census Presentation

Catherine Marx, Partnership Specialist, addressed the Council through a PowerPoint presentation on the importance of an accurate count for the upcoming census project. She quoted the U.S. Census Bureau's mission which is: "Count Everyone Once and Only Once and in The Right Place". Ms. Marx stated that invitations to respond to the census were mailed to each resident starting March 12th and will continue through March 20th. An accurate census determines the annual allocation of \$675B of federal funding. Additionally, Ms. Marx spoke to the confidentiality of the information collected by the Census Bureau. She stated that private information such as names, addresses, Social Security numbers and telephone numbers are never provided to any other person, including federal, state and local agencies.

Mayor Leclerc thanked Sarah Morgan, Library Director, and Amy Pelletier, Director of East Hartford Connects, for their efforts to acquire an accurate count of East Hartford residents during this census.

Resignations from Boards and Commissions

The Chair announced the resignations of Marie Frederickson from the Commission on Aging and Joshua Quintana from the Historic District Commission and the Planning & Zoning Commission. He thanked Ms. Frederickson and Mr. Quintana for their dedication to the community through their service on these Boards.

NEW BUSINESS

Recommendation from the Personnel and Pensions Subcommittee re: Legal Administrative Assistant Job Description

MOTION By Awet Tsegai
seconded by Connor Martin
that the Town Council approve (1) the revised job description of the non-union position currently entitled "Legal Secretary"; (2) the change in salary from Grade 5 to Grade 7, (salary range: \$62,039 to \$69,785), therefore making the salary of this position more competitive; and (3) the revised title of this position to "Legal Administrative Assistant" as noted in a memo dated March 2, 2020 to Mayor Marcia A. Leclerc from Human Resources Director Santiago Malave. (see below)
Motion carried 9/0.

TITLE: Legal Administrative Assistant

GRADE: 7

DEPARTMENT: Corporation Counsel

DATE: 03/17/20

POSITION DEFINITION:

Works under the general supervision of the Corporation Counsel and the full-time Assistant Corporation Counsel. Provides Corporation Counsel Attorneys with direct assistance, such as helping with research for cases and gathering necessary documents for trials. Prepares documents, including legal briefs, motions, conveyance documents, contracts, spreadsheets and other office related letters. Duties also include scheduling appointments, answering calls, performing varied and responsible confidential secretarial and administrative tasks in managing the office; and organizing and maintaining all office legal files.

GENERAL DUTIES:

- Develops and maintains complex restricted files and records.
- Observes strict confidentiality in establishing and maintaining complex restricted litigation files.
- Observe strict confidentiality with respect to all documents and information prepared, received or reviewed by the office
- Records and transcribes correspondence and documents from rough notes, dictation notes, or transcription equipment.
- Composes and types routine correspondence and reports.
- Prepares (types) legal forms including, but not limited to instruments of conveyance, pleadings, complaints, appearances, briefs, motions, agreements, stipulations, leases, affidavits, judgment files, opinions, contracts, deeds and correspondence.
- Calendars, keeps track of and prepares necessary motions after suit has been filed to bring the matter to judgment.
- Calendars and keeps track of correspondence and responses concerning delinquent tax matters referred by the Tax Collector, before a foreclosure action is initiated.
- Maintains docket control by reviewing court calendars and maintains diary of calendar dates and appropriate deadlines.

- Exercises responsibility for getting important pleadings and/or correspondence filed with court or mailed on time.
- Maintains and refines a diary system for court calendars (pre-trials, trials, etc.) for all attorneys.
- Maintains appointment schedules for Corporation Counsel staff.
- Maintains inventory of office supplies.
- Monitors office budget and prepares necessary paperwork to facilitate payments.
- Manages office law library, including processing orders, maintaining records of all purchases, and updating books with supplemental material.
- Opens, logs in and distributes mail.
- Reports work accomplished to Corporation Counsel and/or Assistant Corporation Counsel.
- Prepares analysis and information for office budget requests.

ADDITIONAL JOB FUNCTIONS:

- Maintains contact with other legal offices, state administrative agencies, court personnel, other Town departments and elected and appointed officials and the public.
- Prepares yearly list of litigation files to be destroyed in accordance with State statutes and maintains and disposes of all files and documents in accordance with the State's Record Retention Act.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to work independently with a minimum of supervision.
- Ability to understand State and Federal Laws, Town Ordinances, departmental policies, procedures, rules, regulations and Connecticut Practice Book.
- Ability to type with speed and accuracy.
- Ability to handle and process high volume of paperwork accurately and efficiently and establish and maintain complex file and record systems.
- Ability to operate word processing and transcription equipment.
- Comprehensive working knowledge of desktop products, word processors, desktop database manager and electronic spreadsheet including excel and power point.
- Ability to take dictation, meeting minutes and to transcribe notes from rough drafts and/or correspondence with speed and accuracy.
- Must be able to access and process information contained in file records and computer databases.
- Ability to apply principles of management to solve practical problems and to deal with a variety of problems independently.
- Ability to transmit clear, concise written and oral instructions to others as directed by staff attorneys and work effectively with staff, superiors, attorneys and the general public.
- Ability to manage office through exercise of strong organizational and communications skills.
- Ability to prioritize.
- Ability to complete projects accurately and on time.
- Ability to work well under time constraints.
- Knowledge of Connecticut law and court policies and procedures as well as Connecticut Practice Book and rules of State and Federal Courts

JOB QUALIFICATIONS

An Associate Degree from an accredited college in Legal Support and Services or a closely related field with at least five (5) years of increasingly responsible legal secretarial experience with at least three (3) years of experience in a law office. Relevant work experience may be substituted for college training on a year-for-year basis. A four year degree from an accredited college or successful completion of an American Bar Association (ABO) approved Paralegal Education Program" will be preferred. Qualified for appointment as Notary Public.

PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS

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

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

North Central Area Agency on Aging: Grocery Delivery Grant

MOTION By Don Bell
 seconded by
 to **adopt** the following resolution:

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

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

NOW THEREFORE LET IT BE RESOLVED that Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized and directed to file an application on forms prescribed by the NCAAA for financial assistance in an amount not to exceed \$2,100 and upon approval of said request to enter into and execute a funding agreement and any amendments as may be required with the North Central Area Agency on Aging, Inc. for the purposes of administering a grocery delivery to elderly residents program.

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

Historic Document Preservation Grant

MOTION. By Angie Parkinson
 seconded by Don Bell
 to **adopt** the following resolution:

WHEREAS The Public Records Administration of the Connecticut State Library offers a non-competitive grant each year to the Town Clerk's Office; and

WHEREAS the grant for the fiscal year of 2021, is in the amount of \$7,500.00; and

WHEREAS said grant supports the preservation of Historic Documents in the Town Clerk's Office.

NOW THEREFORE LET IT BE RESOLVED that Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the Connecticut State Library Public Records Administrator as they pertain to this Historic Documents Preservation grant.

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

Outdoor Amusement Permit Application: National Night Out

MOTION By Sebrina Wilson
 seconded by Connor Martin
 to **approve** the outdoor amusement permit application entitled "National Night Out" submitted by Officer Theodore Branon, Community Service Officer, East Hartford Police Department, to conduct an open-house community building campaign that promotes police-community partnerships and neighborhood camaraderie, on Tuesday, August 4, 2020 from 5PM to 8PM on the front lawn and front parking lot of the Public Safety Complex, 31 School Street with a K-9 demonstration,

specialized units, music, a bounce house and dunk tank, tours of the department and food and refreshments; subject to compliance with adopted codes and regulations of the State of Connecticut, the Town of East Hartford, and any other stipulations required by the Town of East Hartford or its agencies.
 Motion carried 9/0.

Appointment of Jon Petoskey to the Metropolitan District Commission's Board of Commissioners

MOTION By Esther Clarke
 seconded by John Morrison
 to **appoint** Jon Petoskey, 147 Jessica Drive, as a Commissioner of the Metropolitan District Commission; term to expire December 2025.
 Motion carried 9/0.

Appointments to Boards & Commissions

MOTION By Connor Martin
 seconded by Don Bell
 to **approve** the following appointments:

- Randolph Krause, Jr. as a full member to the Building Board of Appeals; whose term is set to expire December 2022
- Melissa-Sue John as an Alternate to the Planning & Zoning Commission; was term is set to expire December 2024
- Randolph Krause, Jr. as a full member to the Zoning Board of Appeals; whose term is set to expire December 2023

Motion carried 9/0.

Refund of Taxes

MOTION By Connor Martin
 seconded by Don Bell
 to **refund** taxes in the amount of \$20,280.28 pursuant to Section 12-129 of the Connecticut General Statutes.
 Motion carried 9/0.

Bill	Name	Prop Loc/Vehicle Info.	Int Paid	Tax Paid
2017-01-0000283	AIELLO JOSEPH P & LINDA J & IMMA &	33-37 INDIAN HILL ST	0	-28.20
2018-03-0050724	ALEJANDRO-CAPO NELSON G ASSOCIATED SECURITY CORPORATION	2014/4T1BF1FK4EU389842	0	-375.75
2018-03-0052032		2011/1FTKR1AD5BPA48223	0	-145.80

2017-03-0053034	BEAGLE NICOLE R	2006/2G4WC582X61144622	-19.99	-148.05
2018-03-0052843	BEAGLE NICOLE R	2006/2G4WC582X61144622	0	-131.40
2017-03-0055578	CAMPBELL TONGINETTA	2012/1FMHK8F87CGA84558	-24.01	-249.71
2017-03-0055579	CAMPBELL TONGINETTA	2004/1GNDD13S842185573	-11.98	-159.75
2017-03-0057938	COOK PEGGY J	2007/5FNRL38447B096296	-23.91	-227.70
2018-03-0057799	CORTES LUIS A	1995/1GCDT14Z9SK134665	0	-22.50
2018-03-0059301	DELACRUZ-GALARZA DAVID A	2013/4T3BK3BB6DU093725	0	-18.00
2017-04-0082394	EAN HOLDINGS LLC ATTN: BILL HOKANSON	2017/KM8SMDHF3HU224876	0	-202.81
2018-03-0061462	ENTERPRISE FM TRUST	2012/1FTEX1EM1CFB36383	0	-517.50
2018-03-0061463	ENTERPRISE FM TRUST	2014/2FMDK4GC0EBB01138	0	-420.76
2018-03-0061469	ENTERPRISE FM TRUST	2011/2FMDK4JC3BBA88714	0	-344.25
2018-03-0061479	ENTERPRISE FM TRUST	2017/1FM5K8DXXHGB75739	0	-911.26
2018-03-0061481	ENTERPRISE FM TRUST	2014/1FM5K8D83EGA10885	0	-628.66
2018-03-0061483	ENTERPRISE FM TRUST	2017/5UXKR0C37H0V81561	0	-1,307.26
2018-03-0061488	ENTERPRISE FM TRUST	2016/1FTEX1E84GFB29243	0	-871.20
2018-03-0061493	ENTERPRISE FM TRUST	2016/1FM5K8D85GGC41533	0	-827.10
2018-03-0061750	FAGAN MATTIE	2005/1N6AD06W55C405343	0	-39.82
2018-03-0062460	FLEBEAU PAUL A & FLEBEAU LOREENE F	2013/1N6AD0EVXDN712938	0	-268.88
2018-04-0082919	FLOWERS HAZEL E	2001/19UYA42601A024711	0	-20.70
2018-04-0082921	FLOWERS HAZEL E	2000/2G4WS52J9Y1301465	0	-66.42
2017-03-0090620	FLOYD CRYSTAL DENISE	2007/1HGCM665X7A095874	0	-52.30
2018-03-0065018	GUERRETTE RAYNOLD J	2012/JH2PF0142CK900381	0	-149.85
2018-03-0066629	HONDA LEASE TRUST	2016/5J6RM4H59GL079397	0	-434.02
2018-03-0066863	HRUSKOCY HEATHER A	2017/5J8TB4H79HL031744	0	-524.93
2018-03-0070342	HUNYADI LISE-PROGRESSIVE INSURANCE	2016/KMHD35LH4GU332352	-23.92	-469.80
2018-03-0067088	HYUNDAI LEASE TITLING TRUST	2016/5XYZT3LB9GG353807	0	-217.66
2018-03-0067108	HYUNDAI LEASE TITLING TRUST	2016/5NPE24AF3GH290144	0	-211.05
2018-03-0067437	IVEY JEFFREY S	2011/3GCPKTE32BG384214	0	-325.58
2018-03-0068403	JP MORGAN CHASE BANK NA	2016/JF2GPAKC0G8284444	0	-112.96
2017-01-0010107	LERETTA LLC ATTN: CENTRAL REFUNDS CONTRACT # 48127940	70 BROOKLINE DR	0	-2,027.46
2018-04-0085895	MUSHENO DANA L	2015/KNDJN2A26F7776215	0	-19.21

2018-01-0001691	NATIONAL TAX SEARCH	191 HIGH ST	0	-1,101.54
2017-03-0075720	NGUYEN CARL R	2005/4S3BL626357227797	0	-155.25
2018-03-0075651	NISSAN INFINITI LT	2016/JN8AT2MV6GW153815	0	-491.89
2018-04-0086111	NISSAN INFINITI LT	2019/3N1AB7AP9KL608403	0	-255.78
2018-03-0075743	NORELL RITCHARD N	1999/1G1JC1242X7176821	0	-53.23
2018-03-0077552	PEREZ JUAN R	2008/1HGCP36798A031060	0	-46.12
2018-03-0078042	PICKERING LEAL L	2005/1C4GP45R05B217407	0	-6.25
2018-04-0086990	RELIABLE TIRE DISTRIBUTORS INC.	2018/1FDWE3F60JDC08197	0	-2,162.62
2018-03-0079938	RIVERA DIANE	2006/JTKKT604360164821	0	-99.72
2018-04-0087124	RIVERA DIANE	2011/3FAHP0JG9BR343442	0	-56.34
2018-03-0082083	SANTANA NESTO D	2013/1HGCR2F82DA258596	0	-74.48
2018-03-0082829	SERRANO-OYOLA ELSA H	2013/5XYZW3LA2DG045677	0	-310.95
2017-03-0084664	SOTO JOHANNA L	2010/3N1AB6AP7AL686655	0	-181.35
2018-03-0083873	SOTO JOHANNA L	2010/3N1AB6AP7AL686655	0	-155.25
2018-03-0084725	TADEO JESUS	2007/4T1BE46K47U548947	0	-174.15
2018-03-0084726	TADEO JESUS	2010/JN8AS5MV0AW103374	0	-220.50
2018-03-0086555	USB LEASING LT	2016/1GNSKBKC8GR410600	0	-1,263.16
2018-04-0088845	VEGA ANGELA P	1999/JN8AR05Y7XW300543	0	-86.85
2018-03-0088725	WILSON JANESE E	2004/1HGCM56394A114953	-8.45	-140.85
2018-03-0089024	YANEZ DONNA M	2006/JHLRD78926C047726	0	-241.69
2018-04-0089383	YANEZ DONNA M	2001/WBABN53471JU25178	0	-115.65
2018-03-0089318	ZIMMER COLLEEN N	2011/1GNSKJE39BR187045	0	-296.10
			SUBTOTAL	-112.26
			TOTAL	-20168.02
				<u>\$ (20,280.28)</u>

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Pat Harmon asked if trash and/or recycling collections, as well as the hours of operation for the transfer station, have been impacted by the closing of Town Hall due to the coronavirus. *Mayor Leclerc* stated that the timeline for services provided by the Public Works department remains unchanged. Employees of Public Works who work mostly outside in an open air environment are not at a high risk level. However, there is one change: there will be no direct interaction between the public and town employees. Because of this, Public Works is in the process of developing a new way to issue bulky waste and transfer station permits for residents.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Don Bell
 to **adjourn** (8:26 p.m.).
 Motion carried 9/0.

The Chair announced that the next meeting of the Town Council is scheduled for April 7th. However, a reassessment will be made early in April to determine if it will be held.

Attest



Angela M. Attenello
TOWN COUNCIL CLERK



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 30, 2020
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *ML*
RE: RESOLUTION: 2020 – 2021 LoCIP Projects

The Local Capital Improvement Program (LoCIP) of the State of Connecticut Office of Policy and Management distributes funds to municipalities to reimburse the cost of eligible local capital improvement projects such as building construction.

The following projects have been identified for funding from LOCIP:

- 2021-214 Facilities Sign Replacement Phase II in the amount of \$200,000
- 2021-216 Repair of Hockanum River Walkway in the amount of \$100,000
- 2021-217 Public Safety Complex Vehicle Storage Building in the amount of 89,404
- 2021-218 Public Safety Complex Fuel Storage Tank in the amount of \$60,000.

The Town of East Hartford is not required to provide a local match.

Please place this resolution on the Town Council agenda for the April 7th, 2020 meeting.

Thank you.

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

I, Angela M. Attenello, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a Resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 7th day of April, 2020.

RESOLVED: That Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents as may be required by the State of Connecticut Office of Policy and Management to secure Local Capital Improvement Program funds (LoCIP) in the amount of \$449,404 for the following projects:

- Facilities Sign Replacement Phase II \$200,000
- Repair Hockanum River Walkway \$100,000
- Public Safety Complex Vehicle Storage Building \$ 89,404
- Public Safety Complex Fuel Storage Tank \$ 60,000

AND I DO FURTHER CERTIFY that the above resolution has not been in any ways 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 this ____ day of April, 2020.

Angela M. Attenello, Town Council Clerk

seal

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: 2020-21 LoCIP Projects

Funder: State of CT Office of Policy and Management

Grant Amount: \$449,404

Frequency: One time Annual Biennial Other _____

First year received:	<u>1988</u>				
Last years received:	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Funding level by year:	<u>\$455,350</u>	<u>\$531,730</u>	<u>\$829,765</u>	<u>\$0.00</u>	<u>\$446,673</u>

Is a local match required? Yes No

If yes, how much? N/A From which account? N/A

Grant purpose: The Local Capital Improvement Program (LoCIP) distributes funds to municipalities to reimburse the cost of eligible local capital improvement projects such as road, bridge or public building construction activities.

Results achieved: Funding for projects listed on the Town's Capital Improvement Plan

Duration of grant: Until projects are completed

Status of application: Application will be submitted to OPM pending Council approval

Meeting attendee: To be determined

Comments: Projects are as follows:

- Facilities Sign Replacement Phase II \$200,000
- Repair Hockanum River Walkway \$100,000
- Public Safety Complex Vehicle Storage Building \$ 89,404
- Public Safety Complex Fuel Storage Tank \$ 60,000

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Marcia A. Leclerc
FROM: Paul O'Sullivan, Grants Manager *PS*
SUBJECT: Referral to Council – LoCIP Grant Allocations (\$449,404)
DATE: March 27, 2020

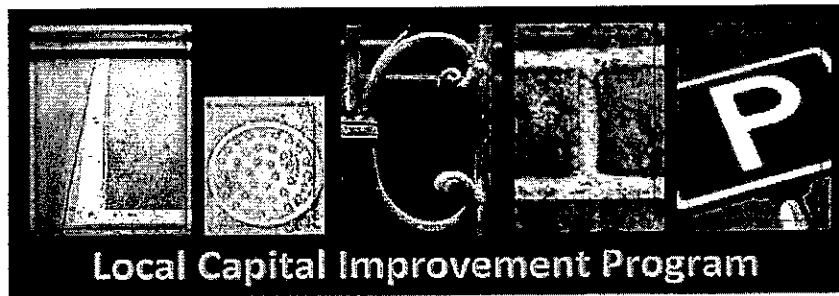
Local Capital Improvement Program (LoCIP) funds from the State of Connecticut are distributed to support projects which are included in a municipality's approved Capital Improvement Program (CIP). The following projects have been identified for funding from LoCIP:

CIP #	Project Name	Amount	Description
2021-214	Facilities Sign Replacement Phase II	\$200,000	Installation of 128 new signs to be installed at Town facilities, buildings, parks and cemeteries
2021-216	Repair Hockanum River Walkway	\$100,000	Repair of the walkway section between Town Hall and the parking lot on Elm Street
2021-217	Public Safety Complex Vehicle Storage Building	\$ 89,404	Construction of a large Butler-type building to house impounded vehicles and other town equipment
2021-218	Public Safety Complex Fuel Storage Tank	\$ 60,000	purchase of an aboveground fuel storage tank for the Public Safety Complex

I respectfully request the attached resolution be placed on the Town Council agenda for their meeting to be held on April 7, 2020. The purpose is to authorize you as Mayor to make application and execute any documents necessary to utilize LoCIP grant funds for these projects.

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

Cc: Linda Trzetzkiak, Director of Finance
Eileen Buckheit, Director of Development



LOCAL CAPITAL IMPROVEMENT PROGRAM (LoCIP) GUIDELINES

INTRODUCTION

These guidelines have been prepared to assist municipalities in applying for state aid entitlements under the Local Capital Improvement Program (LoCIP). Additional information, including reports regarding project authorizations, reimbursements, project summaries, historical LoCIP data, as well as required forms can be found on the [LoCIP website](#).

LoCIP provides financial assistance to municipalities for eligible capital projects funded with State general obligation bonds. Annual entitlements are announced on March 1st of each year. Municipalities must apply to the Office of Policy and Management (OPM) for project authorization for each eligible project on the LoCIP Project Authorization Request form, and then once a municipality expends funds for an OPM-authorized LoCIP project, it may apply for reimbursement on the LoCIP Reimbursement Request form. Project Authorization Request forms and Reimbursement Request forms can be submitted at the same time. Only capital projects which have been approved by the town's legislative body and which comport with program guidelines will be considered.

LoCIP Projects will only be authorized when:

- The municipality's legislative body has approved the project, and such approval is documented in certified minutes of the required municipal meeting(s);
- The project is included in the town's most recently approved Capital Improvement Plan (CIP);
- The amount listed on the project authorization request does not exceed the municipality's available LoCIP entitlement balance;
- The project is an allowable project pursuant to the LoCIP Guidelines; and
- The request is submitted on the required form and is signed by the **Chief Executive Officer of the municipality**

Reimbursements will only be approved:

- For allowable expenditures associated with OPM-approved LoCIP projects after the municipality has incurred and expended funds;
- The reimbursement request is submitted on the required form and all required information is provided in the required format, and is signed by the **Chief Executive Officer of the municipality**; and
- The amount of the requested reimbursement does not exceed the available project balance.

ALLOWABLE LoCIP PROJECTS

LoCIP funds can only be used for municipal capital expenditure projects which are specifically categorized below (pursuant to C.G.S. §7-535 through 7-538). Please note that the use of LoCIP funds for school-related projects is strictly limited. School related project information is specifically addressed on page 5 of this document.

Eligible LoCIP projects are defined in the following major categories:

- **ROADS** - construction, renovation, repair, or resurfacing
- **SIDEWALK and PAVEMENT** - improvements
- **SEWAGE TREATMENT PLANTS, SANITARY OR STORM, WATER OR SEWER LINES** - construction, renovation, enlargement, or repair, including separation of lines
- **PUBLIC BUILDINGS OTHER THAN SCHOOLS** - construction, renovation, code compliance, energy conservation and fire safety
- **DAMS/BRIDGES/FLOOD CONTROL** - construction, renovation, enlargement, or repair
- **WATER TREATMENT OR FILTRATION FACILITIES/MAINS** - construction, renovation, enlargement, or repair
- **SOLID WASTE FACILITIES** - construction, renovation, or enlargement
- **PUBLIC PARKS** - improvements
- **CAPITAL IMPROVEMENT PLANS** – costs associated with preparation or revision (only 1X/ten-year period)
- **EMERGENCY COMMUNICATIONS SYSTEMS, BUILDING SECURITY SYSTEMS, INCLUDING SCHOOLS** - improvements
- **PUBLIC HOUSING** - renovation/improvements, including energy conservation projects and development of additional public housing
- **VETERANS' MEMORIALS** - renovations or construction
- **THERMAL IMAGING SYSTEMS** – acquisition
- **BULKY WASTE/LANDFILL PROJECTS**
- **CONSERVATION & DEVELOPMENT PLANS** - preparation and revision (reimbursed not more than 1x/10 year period)
- **AUTO EXTERNAL DEFIBRILLATORS** - acquisition
- **FLOODPLAIN MANAGEMENT AND HAZARD MITIGATION ACTIVITIES**
- **ON-BOARD OIL REFINING SYSTEMS***
- **THE PLANNING OF A MUNICIPAL BROADBAND NETWORK***
- **BIKEWAY AND GREENWAY** - establishment
- **LAND ACQUISITION** – including for open space, and costs involved in making land available for public uses
- **TECHNOLOGY (FOR SCHOOLS)** - acquisition related to the implementation of SDE's Common Core State Standards
- **TECHNOLOGY UPGRADES (NOT SCHOOLS)** - including for improvements to expand public access to government information through electronic portals and kiosks
- **NEW! HAZARDOUS TREE REMOVAL OR TRIMMING for nonutility-related hazardous branches, limbs and trees on municipal property or within a municipal right-of-way.**

**see specific statutory details on page 12 of this document related to these items.*

A LoCIP project may include repairs incidental to reconstruction and renovation but **does not include ordinary repairs and maintenance of a routine, ongoing nature.**



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE March 30th, 2020
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: Library Services and Technology Act (LSTA) Grant Program

The Library Services and Technology Act (LSTA) program provides federal funds to support local libraries, statewide programs and the people of Connecticut.

The East Hartford Public Library is seeking this grant in the amount of \$3,273 to provide East Hartford youth with career competency development through a series of workshops that culminate with a career fair connecting youth with local employers and summer job opportunities.

A local match of 25% of the grant is required and will come out of the library's media funds already allocated in departmental budget.

Please place this resolution on the Town Council agenda for the April 7th, 2020 meeting.

Thank you.

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

I, Angela M. Attenello, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true and correct copy of a resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 7th day of April, 2020.

R E S O L U T I O N

WHEREAS the Connecticut State Library has made funds available through the Library Services and Technology Act (LSTA) Grant Program and;

WHEREAS the LSTA promotes access to information resources provided by all types of libraries throughout Connecticut

NOW THEREFORE LET IT BE RESOLVED; that Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the Connecticut State Library as they pertain to this Library Services and Technology Act 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, 2020.

Seal

Signed: _____
Angela M. Attenello, Council Clerk

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: Library Services and Technology Act (LSTA) Grant Program

Funder: Connecticut State Library

Grant Amount: \$3,273.00

Frequency: One time Annual Biennial Other _____

First year received:	<u>2014</u>		
Last 3 years received:	<u>2014</u>	_____	_____
Funding level by year:	<u>\$3,000</u>	\$_____	\$_____

Is a local match required? Yes No

If yes, how much? 25% of grant amount

From which account? Library media funds already allocated in departmental budget

Grant purpose: Offer grants to public libraries for new programs developed in response to community needs

Results achieved: Provide East Hartford youth with career competency development through a series of workshops that culminate with a career fair connecting youth with local employers and summer job opportunities.

Duration of grant: 7/1/2020 to 6/30/2021


Status of application: Under development

Meeting attendee: To be determined

Comments: None

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Marcia A. Leclerc

FROM: Paul O'Sullivan, Grants Manager 

SUBJECT: Council Resolution – Library Services and Technology Act (LSTA) Grant Application

DATE: March 27, 2020

Attached is a draft Town Council resolution authorizing an application from the Town to the Connecticut State Library for a Library Services and Technology Act (LSTA) Grant.

The Library is seeking this grant to provide East Hartford youth with career competency development through a series of workshops that culminate with a career fair connecting youth with local employers and summer job opportunities.

The LSTA program provides federal funds to support local libraries, statewide programs and the people of Connecticut. LSTA funds can be used for a variety of purposes, including new programs developed in response to community needs. I have attached additional information on the program.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on April 7, 2020. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director
Sarah Kline Morgan, Library Director

*In 2018, Connecticut received
\$2,041,923 in LSTA funds.*

Connecticut uses LSTA funds to:

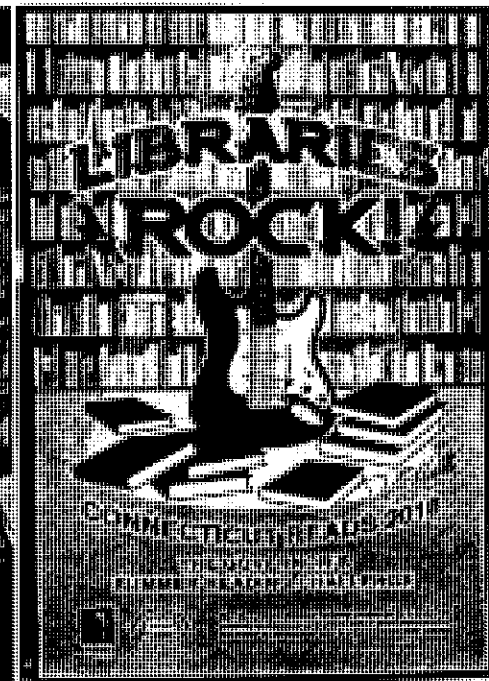
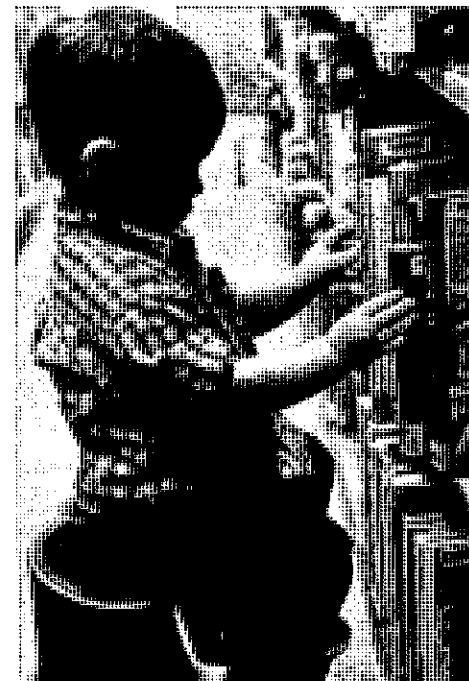
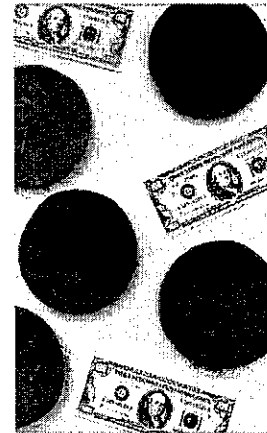
- Provide a statewide delivery service for library materials.
- Sustain and improve the academic progress of children and teens through summer reading programs.
- Provide access to reliable, high quality research resources through a statewide database program.
- Supply audiobooks and special listening devices to 5,000+ patrons with disabilities through the Library for the Blind and Physically Handicapped.
- Help libraries reach underserved communities by providing supplementary collections of large print books, children's materials, and audiobooks that can be borrowed for 90 days.
- Provide consultation, training, and professional development opportunities to enhance the skills of the library workforce.
- Offer grants to public libraries for new programs developed in response to community needs.
- Assist libraries in helping patrons develop digital, financial, and health literacy skills.
- Collect and analyze statistics to create a statewide profile of library usage.

Library Services and Technology Act funds are made available from the Institute of Museum and Library Services and are administered in Connecticut by the Division of Library Development, Connecticut State Library.



CT State Library

Preserving the Past. Informing the Future.



The LSTA Program provides federal funds to support local libraries, statewide programs, and the people of Connecticut.

Summer Reading

Over the summer, **51,136** kids and teens read:

10,032,508 minutes

+2,542,657 pages

+ 345,741 books

to help retain their reading skills while school was out.

Statewide Delivery

To help libraries share books with patrons across the state, deliverIT CT drivers delivered

28,815 library items

each

week.

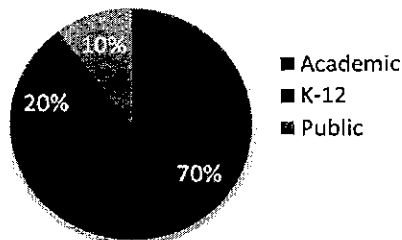


Library for the Blind and Physically Handicapped

LBPH circulated an average of **21.8 audiobooks** to each active patron who is reading disabled.

Statewide Databases

Academic libraries are the heaviest users of researchIT CT



State and LSTA investment in researchIT CT databases, used by **921** libraries, saved more than **\$36.5 million.**

The E-rate Program provides funds for schools and libraries to improve their broadband access.

E-rate in Connecticut

- **64** CT libraries saved a total of **\$502,217** in FY18.
- **83%** of E-rate funding to CT libraries is for **fiber connections** and **internet access.**



Faster Internet Access



In three years, libraries in **55 communities** across the state have improved internet speed on their public computers from 6 Mbps to more than **25 Mbps.** In many of these communities, residents have few, if any, other places to access free internet and WiFi.

Public Services

At Beardsley Library, the new connection made a noticeable difference for people using the network for **job applications** and students using library computers for **online courses.** Durham Public Library now offers better connectivity for the many municipal boards, committees, and community groups that use their **meeting rooms.**

TOWN COUNCIL OFFICE

DATE: March 16, 2020

TO: All Councillors

FROM: Rich Kehoe

RE: Salons

Public Act 19-117 requires local health directors to inspect all hairdressing, cosmetology, barbers, nail technicians and esthetician businesses. This state law also sets out guidelines for such inspections. Further, the state law authorizes the town to charge up to \$250 per inspection with the funds going to offset the cost of conducting such inspections. I would recommend that the Council, acting as a committee of the whole, set this fee to be at the maximum of \$250 per inspection.

House Bill No. 7424

Sec. 195. (NEW) (*Effective January 1, 2020*) (a) Any person employed as a nail technician on or after September 30, 2020, who does not have evidence satisfactory to the commissioner of continuous practice as a nail technician for not less than two years prior to said date, may apply to the department for a nail technician trainee license, provided such person applies for an initial trainee license not later than January 1, 2021.

(b) Each person seeking an initial license as a nail technician trainee shall apply to the department on a form prescribed by the department, accompanied by an application fee of fifty dollars. Such application shall include the name and address of the spa or salon where such person is employed and the licensed nail technician who will be the applicant's supervisor. Upon the granting of a license under this section, the licensee may practice as a nail technician full-time or part-time under the supervision of a nail technician licensed under section 194 of this act, at a spa or salon managed by a person described in section 198 of this act. Such license shall be valid for one year, and shall be renewable once for an additional year, for a fee of fifty dollars. No person shall hold such a license for more than two years.

(c) Any person who has held a nail technician trainee license for at least one year and has obtained a statement signed by the supervising nail technician documenting such nail technician trainee has completed a minimum of twenty hours per week of training in the techniques associated with the licensure of a nail technician and infection prevention and control plan guidelines pursuant to section 19a-231 of the general statutes may apply for a nail technician license under section 194 of this act.

Sec. 196. Section 19a-231 of the general statutes is repealed and the following is substituted in lieu thereof (*Effective July 1, 2019*):

(a) As used in this section, [:]

House Bill No. 7424

[(1) "Salon"] "salon" includes any shop, store, day spa or other commercial establishment at which the practice of barbering, as described in section 20-234, hairdressing and cosmetology, as defined in section 20-250, or the services of a nail technician, an esthetician or an eyelash technician, as such terms are defined in section 191 of this act, or any combination thereof, is offered and provided. [; and]

[(2) "Nail technician" means a person who, for compensation, cuts, shapes, polishes or enhances the appearance of the nails of the hands or feet, including, but not limited to, the application and removal of sculptured or artificial nails.]

(b) Not later than October 1, 2019, the Department of Public Health, in collaboration with the local directors of health of the state, shall establish a standardized inspection form and guidelines concerning standards for the inspection of the sanitary condition of a salon. Such guidelines shall include, but need not be limited to: (1) The use of personal protective equipment, including, but not limited to, disposable gloves as a barrier against infectious materials; (2) the immediate disposal after use in a covered waste receptacle of all articles that came into direct contact with the customer's skin, nails or hair that cannot be effectively cleaned or sanitized; (3) the proper cleaning and sanitizing of bowls used for soaking fingers; (4) the use of hospital-grade cleaner to clean the area and materials used in the practice of hairdressing, cosmetology and by nail technicians, estheticians and eyelash technicians, including, but not limited to, chairs, armrests, tables, countertops, trays, seats and soaking tubs for both hands and feet; and (5) the required availability of handwashing sinks in an area where the hairdresser, cosmetologist or nail technician is working. The department shall post such standardized inspection form and guidelines on the department's Internet web site.

[(b)] [(c)] The director of health for any town, city, borough or district department of health, or the director's authorized representative, shall,

House Bill No. 7424

on an annual basis, inspect all salons within the director's jurisdiction regarding their sanitary condition and on and after the adoption of standards under subsection (b) of this section, such inspection shall be in accordance with such standards. The director of health, or the director's authorized representative, shall have full power to enter and inspect any such salon during usual business hours. If any salon, upon such inspection, is found to be in an unsanitary condition, the director of health shall [make] issue a written order that such salon [be placed in a sanitary condition] correct any inspection violations identified by the director of health or the director's authorized representative.

(d) Not later than October 1, 2019, the Commissioner of Public Health, or the commissioner's designee, in collaboration with the local directors of health of the state, shall establish infection prevention and control plan guidelines for licensed nail technicians, eyelash technicians or estheticians, which shall be posted on the department's Internet web site.

(e) The director of health may collect from the operator of any such salon a reasonable fee, not to exceed [one] two hundred fifty dollars, for the cost of conducting any annual inspection of such salon pursuant to this section. Notwithstanding any municipal charter, home rule ordinance or special act, any fee collected by the director of health pursuant to this section shall be used by the town, city, borough or district department of health for conducting inspections pursuant to this section.

} \$ 250⁰⁰
inspection
fee

Sec. 197. (NEW) (Effective January 1, 2020) (a) Schools for instruction in services provided by estheticians, nail technicians or eyelash technicians may be established in this state. All such schools may be inspected regarding their sanitary conditions by the department whenever the department deems it necessary and any authorized representative of the department may enter and inspect the school during usual business hours. If any school, upon inspection, is found



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 27, 2020
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL: Tax Policy and/or Disposition of Town-Owned Property Subcommittees

Attached, please find a list of 59 properties totaling \$450,749.09, where tax liens have been sold via the RFP process and where subsequent liens now need to be assigned to the exiting lien holders.

Please place this on the Town Council agenda for the April 7th, 2020 Town Council meeting.

Thank you.

C: L. Trzetzziak, Finance Director
I. Laurenza, Tax Collector



MEMORANDUM

DATE: March 27, 2020

TO: Marcia A. Leclerc, Mayor

FROM: Linda M. Trzetzak, Director of Finance *LMT*

TELEPHONE: (860) 291-7246

RE: Referral to Tax Policy and/or Disposition of Town Owned Property Subcommittees:

- Subsequent Liens on Properties - Recommended for Assignment
-

Attached please find a list of 59 properties where prior year tax liens have been sold via the RFP process and now the subsequent liens need to be assigned to the existing lien holders. The subsequent liens total \$450,749.09. All amounts that eventually move to assignment will be updated through the expected date of sale which should be no later than August 31, 2020.

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 (the middle of June).
- An individual tax bill is printed and mailed to the property address (late June).
- If full payment is not received, an individual delinquent letter is mailed (August).
- The tax bill second installment legal notice is published (late December).
- 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 (May).
- If amounts remain unpaid, a lien is filed by the Tax Collector (by June 30th).

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, we must initiate this actions.

Should you have any questions or problems on the aforementioned, please feel free to let me know.

BILL#	UNIQUE # NAME	PROPERTY LOCATION	TAX	INTEREST	LIEN TOTAL	LIEN HOLDER
2018-01-0011933	8775 R R A PROPERTIES LLC	1251-1265 MAIN ST	21,477.68	3,543.82	24	25,045.50
TOTAL	1	8775 1251-1265 MAIN ST		0	0	25,045.50 Cruickshank
2017-01-0013154	1121 SCHULTZ JOSEPH W	270 BREWER ST	8,982.96	3,099.12	24	12,106.08
2018-01-0013154	1121 SCHULTZ JOSEPH W	270 BREWER ST	9,256.26	1527.29	24	10,807.55
TOTAL	2	1121 270 BREWER ST				22,913.63 Empire
2017-01-0014747	13426 UN QUE REALTY LLC	30 SPENCER CT	7,270.06	2,508.17	24	9,802.23
2018-01-0014747	13426 UN QUE REALTY LLC	30 SPENCER CT	7,491.24	1236.05	24	8,751.29
TOTAL	2	13426 30 SPENCER CT				18,553.52 Empire
2017-01-0010037	405 MCNTANEZ RAUL P & AWI	113 ARNOLD DR	5,797.84	2,000.26	24	7,822.10
2018-01-0010037	405 MCNTANEZ RAUL P & AWI	113 ARNOLD DR	5,974.24	985.75	24	6,983.99
TOTAL	2	405 113 ARNOLD DR				14,806.09 Empire
2017-01-0004327	12655 DYER JUSTIN D	127 SHADYCREST DR	4,022.50	1,387.77	24	5,434.27
2018-01-0004327	12655 DYER JUSTIN D	127 SHADYCREST DR	4,144.88	683.9	24	4,852.78
TOTAL	2	12655 127 SHADYCREST DR				10,287.05 Empire
2017-01-0010895	7666 ORTIZ REINALDO EST OF	21 LAFAYETTE AVE	3,425.32	1181.74	24	4,631.06
2018-01-0010895	7666 ORTIZ REINALDO EST OF	21 LAFAYETTE AVE	3,529.54	582.37	24	4,135.91
TOTAL	2	7666 21 LAFAYETTE AVE				8,766.97 Empire
2018-01-0015107	7115 WADE LYNE	85-87 JAMES ST	18,705.52	3,086.41	24	21,815.93
TOTAL	1	7115 85-87 JAMES ST		0	0	21,815.93 Fig
2018-01-0009487	14191 MCCLELLAN ROBERT L	776 TOLLAND ST	9,078.98	1498.03	24	10,601.01
TOTAL	1	14191 776 TOLLAND ST		0	0	10,601.01 Fig
2018-01-0016404	17010 CASSADY JAMES & JUNE	7 STRAWBERRY LN	8,160.12	1346.42	24	9,530.54
TOTAL	1	17010 7 STRAWBERRY LN		0	0	9,530.54 Fig
2018-01-0013563	1257 SITARAS JO ANN & SITARA	45 BRIARWOOD LN	7,849.26	1295.13	24	9,168.39

BILL#	UNIQUE II NAME	PROPERTY LOCATION	TAX	INTEREST	LIEN	TOTAL	LIEN HOLDER
TOTAL	1	1257 4S BRIARWOOD LN		0	9,168.39	Fig	
2018-01-0C01869	114 BRYANT JULIE G & KING M.31-33 AMY DR		7,767.24	1281.59	24	9,072.83	
TOTAL	1	114 31-33 AMY DR		0	9,072.83	Fig	
2018-01-0C01810	8102 BROWN RONALD F EST OF 70 LEVERICH DR		7,392.04	1219.68	24	8,635.72	
TOTAL	1	8102 70 LEVERICH DR		0	8,635.72	Fig	
2018-01-0C04074	5261 149 GOODWIN STREET LLC 149 GOODWIN ST		7,258.96	1197.73	24	8,480.69	
TOTAL	1	5261 149 GOODWIN ST		0	8,480.69	Fig	
2018-01-0C01529	8866 ARANGO ARMANDO E 1725 MAIN ST		7,254.54	1197.00	24	8,475.54	
TOTAL	1	8866 1725 MAIN ST		0	8,475.54	Fig	
2018-01-0C00939	14704 LARACUENTE PROPERTY M123 WHITEHALL DR		6,759.02	1115.24	24	7,898.26	
TOTAL	1	14704 123 WHITEHALL DR		0	7,898.26	Fig	
2018-01-0C08231	10580 LATORRE JODI M & RICHAF 750 OAK ST		6,669.14	1100.41	24	7,793.55	
TOTAL	1	10580 750 OAK ST		0	7,793.55	Fig	
2018-01-0C08835	696 MVC HOME LLC 31 BIDWELL AVE		6,414.76	1058.44	24	7,497.20	
TOTAL	1	696 31 BIDWELL AVE		0	7,497.20	Fig	
2018-01-0C14423	15843 MITA REAL ESTATE II L L (235 EAST RIVER DR 1102		6,301.80	1039.8	24	7,365.60	
TOTAL	1	15843 235 EAST RIVER DR 1102		0	7,365.60	Fig	
2018-01-0C07665	1936 COPELAND ELOUISE 800-802 BURNSIDE AVE		6,279.20	1036.07	24	7,339.27	
TOTAL	1	1936 800-802 BURNSIDE AVE		0	7,339.27	Fig	
2018-01-0C14850	1683 VALLE LORRI 13-15 BURNSIDE AVE		5,726.24	944.83	24	6,695.07	
TOTAL	1	1683 13-15 BURNSIDE AVE		0	6,695.07	Fig	
2018-01-0C06690	9728 BAEZ MANUEL 65 MILWOOD RD		5,637.84	930.24	24	6,592.08	

BILL#	UNIQUE I INAME	PROPERTY LOCATION	TAX	INTEREST	LIEN TOTAL	LIEN HOLDER
TOTAL	1	9728 65 MILWOOD RD		0	6,592.08	Fig
2018-01-0012355	1607 RIZZUTO ALBERT S	21 BURNHAM ST	5,605.42	924.9	24	6,554.32
TOTAL	1	1607 21 BURNHAM ST		0	6,554.32	Fig
2018-01-0010929	13390 LANTHIER TAMMIE L	73 SPARROWBUSH RD	5,590.68	922.46	24	6,537.14
TOTAL	1	13390 73 SPARROWBUSH RD		0	6,537.14	Fig
2018-01-0006815	11863 KELLER BRIAN L	135 RIDGEWOOD RD	5,342.20	881.46	24	6,247.66
TOTAL	1	11863 135 RIDGEWOOD RD		0	6,247.66	Fig
2018-01-0007659	1594 KENT WILLIAM F EST OF	90 BURNBROOK RD	5,336.30	880.49	24	6,240.79
TOTAL	1	1594 90 BURNBROOK RD		0	6,240.79	Fig
2018-01-0015589	5295 WCJNILO EUGENE JOSEPH	267 GOODWIN ST	5,296.52	873.92	24	6,194.44
TOTAL	1	5295 267 GOODWIN ST		0	6,194.44	Fig
2018-01-0008587	14088 LIBERTY INVESTMENT GRO	362 TOLLAND ST	5,254.28	866.96	24	6,145.24
TOTAL	1	14088 362 TOLLAND ST		0	6,145.24	Fig
2018-01-0001023	2540 BEAULIEU CLAUDE J	106 CHESSLEE RD	5,251.34	866.47	24	6,141.81
TOTAL	1	2540 106 CHESSLEE RD		0	6,141.81	Fig
2018-01-0013168	1111 SCHULTZ WILLIAM C	236 BREWER ST	5,172.28	853.43	24	6,049.71
TOTAL	1	1111 236 BREWER ST		0	6,049.71	Fig
2018-01-0013161	1117 SCHULTZ JOSEPH W	260 BREWER ST	5,118.24	844.51	24	5,986.75
TOTAL	1	1117 260 BREWER ST		0	5,986.75	Fig
2018-01-0011236	5662 PATTISON JAMES R	4 GREAT HILL RD	5,049.88	833.23	24	5,907.11
TOTAL	1	5662 4 GREAT HILL RD		0	5,907.11	Fig
2018-01-0001033	4659 BEAULIEU REED & ANTOIN	1092 FORBES ST	4,857.96	801.57	24	5,683.53


BILL#	UNIQUE II NAME	PROPERTY LOCATION	TAX	INTEREST	LIEN TOTAL	LIEN HOLDER
TOTAL	1	4659 1092 FORBES ST		0	5,683.53	Fig
2018-01-0005278	3076 FRALEIGH CARL F & NANCY	27 COLLIMORE RD	4,852.56	800.67	24	5,677.23
TOTAL	1	3076 27 COLLIMORE RD		0	5,677.23	Fig
2018-01-0011467	4666 PESCE TIMOTHY L/U	1134 FORBES ST	4,843.72	799.21	24	5,666.93
TOTAL	1	4666 1134 FORBES ST		0	5,666.93	Fig
2018-01-0001341	2192 BINETTE RICHARD	59 CANTERBURY ST	4,765.64	786.33	24	5,575.97
TOTAL	1	2192 59 CANTERBURY ST		0	5,575.97	Fig
2018-01-0004631	1544 ELAINE S ELDRIDGE	REVOC 216 BURKE ST	4,444.96	733.42	24	5,202.38
TOTAL	1	1544 216 BURKE ST		0	5,202.38	Fig
2018-01-0005640	5057 GAUTHIER DAWN D & HOV	9-91/2 GARDEN ST	4,430.70	731.06	24	5,185.76
TOTAL	1	5057 9-91/2 GARDEN ST		0	5,185.76	Fig
2018-01-0011331	379 HONORA LLC	228 ARBUTUS ST	4,426.78	730.42	24	5,181.20
TOTAL	1	379 228 ARBUTUS ST		0	5,181.20	Fig
2018-01-0001253	10868 BEST GAIL D	12 ORCHARD TER	4,361.74	719.68	24	5,105.42
TOTAL	1	10868 12 ORCHARD TER		0	5,105.42	Fig
2018-01-0006988	12916 HUPPER DOREEN F	151 SILVER LN	4,185.16	690.55	24	4,899.71
TOTAL	1	12916 151 SILVER LN		0	4,899.71	Fig
2018-01-0001835	2784 BROWN WILLIAM SHANN	C 139 CHRISTINE DR	4,066.32	670.94	24	4,761.26
TOTAL	1	2784 139 CHRISTINE DR		0	4,761.26	Fig
2018-01-0000402	12560 BROOKES MCKENZIE	23 SCOTT CIR	4,056.50	669.32	24	4,749.82
TOTAL	1	12560 23 SCOTT CIR		0	4,749.82	Fig
2018-01-0007526	10140 KASPER DOROTHY	15 NASSAU CIR	3,845.32	634.48	24	4,503.80

BILL#	UNIQUE I/NAME	PROPERTY LOCATION	TAX	INTEREST	LIEN TOTAL	LIEN HOLDER
TOTAL	1	10140 15 NASSAU CIR		0	4,503.80	Fig
2018-01-0009022	4531 MALITSKY FRANK X	552 FORBES ST	3,779.32	623.59	24	4,426.91
TOTAL	1	4531 552 FORBES ST		0	4,426.91	Fig
2018-01-0012053	7907 RAYE NANCY A	27 LATIMER ST	3,779.02	623.54	24	4,426.56
TOTAL	1	7907 27 LATIMER ST		0	4,426.56	Fig
2018-01-0007486	1097 SCHULTZ JOSEPH W	179 BREWER ST	2,801.74	462.28	24	3,288.02
TOTAL	1	1097 179 BREWER ST		0	3,288.02	Fig
2018-01-0014784	9591 URBAN SUBURBAN AFFOR	109 MERCER AVE LAND	1,240.52	204.68	24	1,469.20
TOTAL	1	9591 109 MERCER AVE LAND		0	1,469.20	Fig
2018-01-0007333	11696 JOJIN OZREN	187 PROSPECT ST	10,526.74	1736.91	24	12,287.65
TOTAL	1	11696 187 PROSPECT ST		0	12,287.65	RTLF
2018-01-0006480	4838 HARRISON RICHARD J	275 FOREST ST	5,920.70	976.91	24	6,921.61
TOTAL	1	4838 275 FOREST ST		0	6,921.61	RTLF
2018-01-0008850	2399 LYNCH VIRGINIA J	75 CHAPEL ST	6,174.60	1018.81	24	7,217.41
TOTAL	1	2399 75 CHAPEL ST		0	7,217.41	TLOA
2018-01-0000508	8062 ANDREOLI THOMAS V & DI	24 LELAND DR	4,887.92	806.51	24	5,718.43
TOTAL	1	8062 24 LELAND DR		0	5,718.43	TLOA
2018-01-0009841	14715 RIVERA JANET	9 WHITING RD	5,482.64	904.64	24	6,411.28
TOTAL	1	14715 9 WHITING RD		0	6,411.28	ATCF
2018-01-0007462	8377 KANDZIORA URSZULA	39 LYDALL RD	4,789.22	790.22	24	5,603.44
TOTAL	1	8377 39 LYDALL RD		0	5,603.44	ATCF
2018-01-0003728	4890 DELLARIPA THOMAS L/U &	467 FOREST ST	4,772.52	787.46	24	5,583.98

BILL#	UNIQUE IINAME	PROPERTY LOCATION	TAX	INTEREST	LIEN TOTAL	LIEN HOLDER
TOTAL	1	4890 467 FOREST ST		0	5,583.98	ATCF
2018-01-0C07877	4549 KOUTSOPOULOS JAMES C	626 FORBES ST	4,509.78	744.12	5,277.90	
TOTAL	1	4549 626 FORBES ST		0	5,277.90	ATCF
2018-01-0C13153	1108 SCHULTZ JOSEPH W	226 BREWER ST	3,211.80	529.95	3,765.75	
TOTAL	1	1108 226 BREWER ST		0	3,765.75	ATCF
2018-01-0C00765	16668 FREEMAN JUSTIN	44 WAKEFIELD CIR	2,797.80	461.64	3,283.44	
TOTAL	1	16668 44 WAKEFIELD CIR		0	3,283.44	ATCF
2018-01-0C08978	15965 ANGUS CLIVE	233 ELLINGTON RD 109	1,959.00	323.24	2,306.24	
TOTAL	1	15965 233 ELLINGTON RD 109		0	2,306.24	ATCF
2017-01-0C09503	3507 MCCRAY CAROLYN E	113 CRESCENT DR	4,560.12	1146.58	5,730.70	
2018-01-0C09503	3507 MCCRAY CAROLYN E	113 CRESCENT DR	4,698.84	775.31	5,498.15	
TOTAL	2	3507 113 CRESCENT DR			11,228.85	Woods Cove /BRP
Total					450,749.09	



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 23, 2020
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL: Real Estate Acquisition and Disposition Committee

Please see the attached letter and accompanying documents for referral to the Real Estate Acquisition and Disposition Committee.

The representative for the owners of 1177 Burnside Avenue Liane Lombardi would like to discuss the sale of the property to the Town of East Hartford.

Thank you.

C: R. Gentile, Assistant Corporation Counsel



RECEIVED

MAR 23 2020

Borden-Lombardi Realty, LLC
Sales, Leasing & Property Management
646 Porter Street, Manchester, CT 06040
27 Hartford Turnpike - Suite 208, Vernon, CT 06066
Tel. (860) 268-8115 Fax (860) 645-7807
LTlomb@SBCGlobal.net www.Borden-LombardiRealty.com

TOWN OF EAST HARTFORD
OFFICE OF THE MAYOR

Mayor Marcia A. Leclerc
740 Main Street
East Hartford, CT 06108

Re: Sale of 1177 Burnside Avenue, East Hartford, CT to the Town of East Hartford

Dear Mayor Leclerc:

As the representative for the owners of 1177 Burnside Avenue, Felix Effa and FGE Enterprise, I am authorized to offer the property for sale at the very reasonable price of \$20,000.

This offer includes 1.76 acres of commercial land, zoned B2, that includes part of the Hockanum River, wildlife habitat, some wetlands, and cleared land. After receiving a full price purchase offer from someone whose company has been investigated by the Department of Environmental Protection for neglecting to file a permit to operate or discharge contaminated materials near the Housatonic River, which could certainly result in pollution of the Hockanum River, the owner and I believe that the best owner of this land, for best safekeeping and environmental health, would be the town of East Hartford. This property should be protected as part of the Hockanum River watershed, or town plan of conservation and development.

Additionally, this property would complement to the other Hockanum River land owned by the town. As you will see on the maps provided, this land is adjacent to 3 town owned properties (2 Preston Street, 44 Preston Street, and 14 Cumming Street), and the addition of this land would allow the town to have contiguous Hockanum River land through this area, especially if the donation of 1241R Burnside Avenue to the town is accepted. The town property card is also provided for your reference.

Also provided for your reference, is a recent soil scientist report regarding wetlands delineation. It is estimated that almost 1 acre of the land is free of wetlands.

Please consider this proposal at your earliest opportunity. I would be happy to answer any questions that you might have and I look forward to hearing from you or a representative of East Hartford, soon.

Sincerely,

Liane Lombardi, Broker/Owner

Enclosures:

Map
Property card
Soils scientist report

Map of 1177 Burnside Avenue
Source - Town of East Hartford website



Town property abutters: 2 Preston Street, 44 Preston Street and 14 Cummings St. Also town owned is 1261R, and possibly 1241R.

Property Card

1177 BURNSIDE AVE			
MAP LOT:	59-205	CAMA PID:	2022
LOCATION:	1177 BURNSIDE AVE		
OWNER NAME:	EFFA FELIX		



2022 03/29/2016

OWNER OF RECORD
EFFA FELIX
1096 SILVER LN
EAST HARTFORD, CT 06118

LIVING AREA:	null	ZONING:	B2	ACREAGE:	1.76
--------------	------	---------	----	----------	------

SALES HISTORY			
OWNER	BOOK / PAGE	SALE DATE	SALE PRICE
EFFA FELIX	3708/ 275	23-Aug-2017	\$0.00
POWDER MILL LLC	1592/ 152	13-Nov-1995	\$350,000.00
JAMES HAROLD T	1016/ 232	29-Jul-1981	\$350,000.00
POWDER MILL ASSOCIATES C/O POWDER MILL ASSOC.	764/ 5	29-Jul-1981	\$350,000.00
SOCIETY FOR SAVINGS	709/ 258		\$0.00

CURRENT PARCEL ASSESSMENT					
TOTAL:	\$21,420.00	IMPROVEMENTS:	\$0.00	LAND:	\$21,420.00

ASSESSING HISTORY			
FISCAL YEAR	TOTAL VALUE	IMPROVEMENT VALUE	LAND VALUE
2018	\$21,420.00	\$0.00	\$21,420.00
2017	\$21,420.00	\$0.00	\$21,420.00

Datum Engineering & Surveying LLC.

Richard Zulick

Consulting Soil Science

400 Nott Highway

Ashford, CT 06278

(860) 429-1918

December 6, 2019

*Town of East Hartford
Inland Wetlands Commission*

RE: Wetland delineation 1177 Burnside Ave. , East Hartford, C

To whom it may concern:

The wetlands shown on this plan were field delineated by me in accordance with the standards of the standards of the National Cooperative Soil Survey and the definition of wetlands as found in the Connecticut General Statutes, Chapter 440, Section 22A-38.

This delineation is not intended to be used for soil mapping but to identify the wetland soils on this parcel. The wetlands boundaries have been marked with florescent pink and blue flagging and labeled as shown on sketch entitled "1177 Burnside Avenue, East Hartford, CT 06180 – Wetland Delineation". The flags are numbered WB1 to WB10.

The flagged wetland exists adjacent to the Hockanum River. This wetland consists of poorly drained flood plain or Limerick and Lim alluvial soils.

The Limerick series consists of very deep, poorly drained soils on flood plains. They formed in loamy alluvium. Saturated hydraulic conductivity is moderately high or high.

TAXONOMIC CLASS: Coarse-silty, mixed, superactive, nonacid, mesic Fluvaquentic Endoaquepts.

Please feel free to contact me at the above number if additional services are required or if you have any questions regarding this delineation.

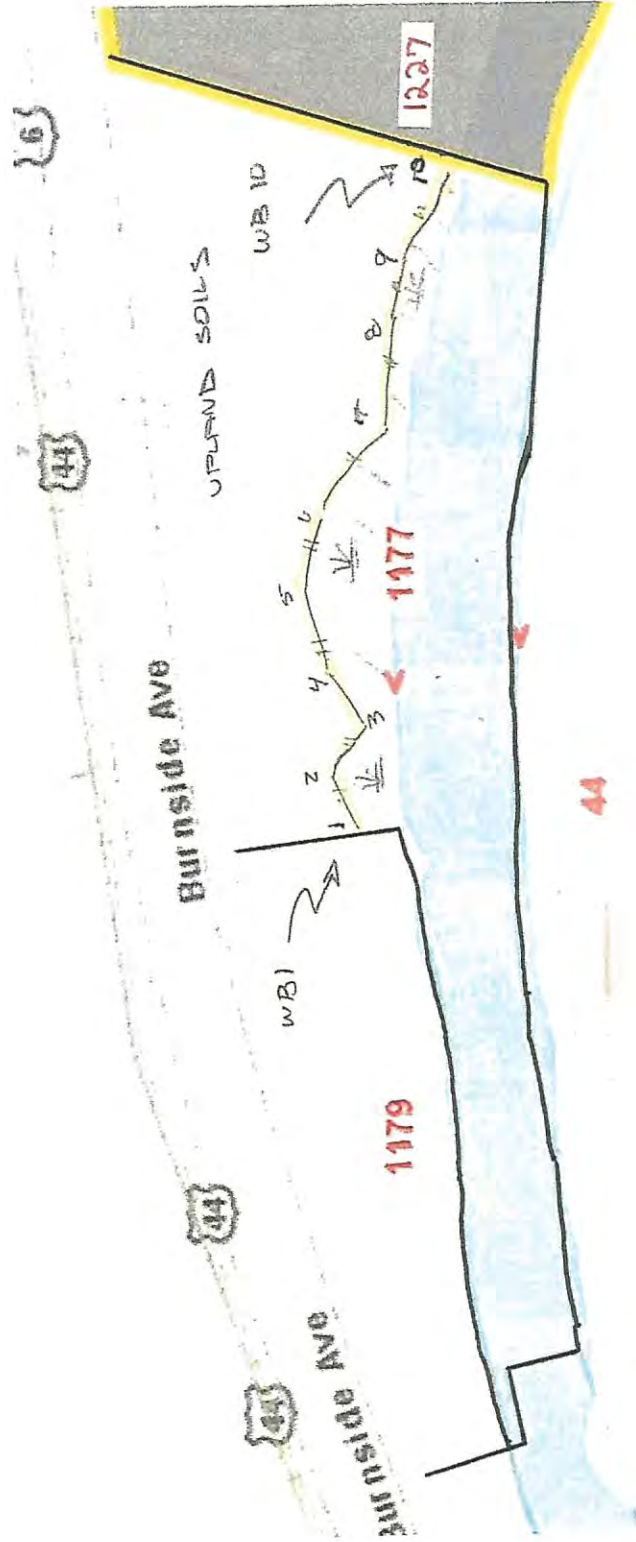
Thank You,



Richard Zulick R.S , Soil Scientist

1177 Burnside Avenue, East Hartford, CT 06108 - Wetland Delineation

Note: The wetland delineation line below is an estimated location, subject to surveyor verification or visual inspection of property, as needed. On the property, flags (which are not to be removed) identify the delineation.



10 Flags Total - WB1 to WB10

SKETCH NOT TO SCALE

* FLAGGING IS PINK & BLUE
TIED TOGETHER

Richard Zulick, Soil Scientist
400 Nott Hwy, Ashford, CT 06278
860-428-9355, 860-429-1918
RVZulick@hotmail.com

LEGEND

WETLANDS
WETLAND BOUNDARY
WETLANDS

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

www.easthartfordct.gov

March 17, 2020

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

**Re: Outdoor Amusement Permit Application
"East Hartford's Back to School Rally"**

Dear Mr. Kehoe:

Attached please find an Outdoor Amusement Permit Application submitted by **Cephus Nolen, Jr., Director, Youth Services**. The applicant seeks to conduct a Back to School rally utilizing community resources (providers), and back pack giveaways as well as food. The event will take place on **Saturday, August 20, 2020** from **3 PM to 6 PM** and **music from 3 PM to 5 PM** at the **Town Green and Gazebo**.

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

The Office of **Corporation Counsel** approves the application.

The **Finance Department** approves the application as submitted subject to the Director of Youth Services touching base with the Board of Education in regards to exposures, such as the use of inflatables.

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

The **Health Department** recommends approval provided that any food vendors obtain permits from the health Department prior to the event and further states that **any anticipated costs to the Department are unknown at this time**.

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,



Scott M. Sansom
Chief of Police

Cc: Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
East Hartford's "Back to School Rally"
2. Date(s) of Event:
August 20th, 2020
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) :
Veronica Marion: EHPS Coordinator Office of Family Community Partnerships:
marion.vd@easthartford.org : 860-622-5103, EH BOE 1110 Main St. East
Hartford, East Hartford Youth Services: Cephus Nolen Jr, Director:
860-291-7181, cnolen@easthartfordct.gov :50 Chapman Place , EH
4. If Applicant is a partnership, corporation, limited liability company , club, or association. list the names of all partners, members, directors and officers AND provide their business address.
5. List the location of the proposed amusement: (Name of facility and address)
East Hartford Town Green & Gazebo, 50 Chapman Place, East Hartford, CT
6. List the dates and hours of operation for each day (if location changes on a particular day. please list):
August 20th: 3:00pm -6:00pm
7. Provide a detailed description of the proposed amusement:
The "Back to School Rally" will be compromised of community resources (providers) who will share information about services . There will be back-pack give-aways and activities for the children.

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)? 3:00-5:00 PM

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

School age children and their parents

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

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

250-300 in and out over the course of the 2 hours

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

a. Crowd size impact:

The crowd size will minimally impact the surrounding neighborhood

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

There is adequate parking in the lots with minimal impact on traffic flow

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

There is adequate parking in the lots with minimal impact on traffic flow

d. Noise impact on neighborhood:

Minimal impact

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

Park & Rec will have additional garbage and recycle bins available.

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

Minimal disruption to the neighborhood is expected

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:

The Town Green has easy accessibility from various entrances

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

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

d. Crowd control plan:

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

There will be a setup and clean up team to clean the area

f. Provision of sanitary facilities:

There are out door porta-potty along with rest rooms within the Cultrual Center

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

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

Department Yes No.

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

Yes No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

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

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

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

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:

East Hartford Youth Services

(Legal Name of Applicant)

Cephus Nolen Jr.
(Applicant Signature)

Cephus Nolen Jr.

(Printed Name)

2/26/2020

(Date Signed)

Director, Youth Services

(Capacity in which signing)

(Send application electronically to cfrank@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

Received By: Paulyna Pham

Employee Number: 9084

Date & Time Signed: 3/17/20 8 : 42 (AM) PM

Time remaining before event: 155 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.

Pham, Paulyna

From: Greg Grew <mggrew@easthartfordct.gov>
Sent: Thursday, February 27, 2020 5:14 PM
To: Pham, Paulyna
Subject: RE: Back to School Rally OAP

Per Town Ordinance 5-3 my review and approval are not required. Permits and inspections may be required for temporary installations.

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

From: Pham, Paulyna [mailto:PPham@easthartfordct.gov]
Sent: Thursday, February 27, 2020 10:50 AM
To: James Cordier; Marilyn Cruz-Aponte; Theodore Fravel; John Oates
Cc: Bruce Cohen; Robert Davis; Darrell Drouin; Sean Dwyer; Joseph Ficacelli; Richard Gentile; Greg Grew; Mack Hawkins; Kevin Munson; Paul Neves; Michael O'Connell; Scott Sansom; Christine Sasen; Linda Trzetzziak; Justin Wagner
Subject: Back to School Rally OAP

Good morning all –

Please see attached for the outdoor amusement permit application for “East Hartford’s ‘Back to School Rally’”.

Date: August 11, 2020

Town Ordinance (TO) 5-3 requires that certain department heads submit their comments, regarding this amusement application, within two weeks from the date the application was filed. Please send signed reviews, or an e-mail, regarding your comments no later than **Thursday, March 12, 2020.**

Thank you,

Paulyna Pham

East Hartford Police Department
Administrative Clerk
31 School St.
East Hartford CT 06108
Ph: (860) 291-7631

“Serving Our Community with Pride and Integrity”

Pham, Paulyna

From: Richard Gentile <RPGentile@easthartfordct.gov>
Sent: Thursday, March 12, 2020 3:30 PM
To: Pham, Paulyna
Subject: RE: Back to School Rally OAP

These should state that the applicant is the Town of East Hartford. For example, Town of East Hartford, c/o Cephus Nolan, Director of Youth Services.

Rest of application looks fine.

Richard P. Gentile
Assistant Corporation Counsel
Town of East Hartford
740 Main Street
East Hartford, CT 06108
860-291-7217
rpgentile@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 AND/OR COVERED BY THE ATTORNEY /CLIENT PRIVILEGE. IF YOU ARE NOT THE INTENDED RECIPIENT, PLEASE DELETE ALL COPIES OF THIS MESSAGE INCLUDING ANY ATTACHMENTS AND NOTIFY THE OFFICE OF THE CORPORATION COUNSEL THAT YOU RECEIVED THIS COMMUNICATION IN ERROR BY CALLING 860 291-7215. THANK YOU

From: Pham, Paulyna [mailto:PPham@easthartfordct.gov]
Sent: Thursday, March 12, 2020 12:10 PM
To: Theodore Fravel <tfravel@easthartfordct.gov>; Richard Gentile <RPGentile@easthartfordct.gov>; Marilyn Cruz-Aponte <mcruzaponte@easthartfordct.gov>
Subject: FW: Back to School Rally OAP

Good afternoon,

Please send me your approval/review for the Back to School Rally as soon as possible.

Thank you,

Paulyna Pham

East Hartford Police Department
Administrative Clerk
31 School St.
East Hartford CT 06108
Ph: (860) 291-7631

“Serving Our Community with Pride and Integrity”

From: Pham, Paulyna
Sent: Thursday, February 27, 2020 10:50 AM

Pham, Paulyna

From: Christine Sasen <CSasen@easthartfordct.gov>
Sent: Wednesday, March 11, 2020 8:42 AM
To: Pham, Paulyna
Subject: RE: Back to School Rally OAP

Approved subject to Cephus e-mailing me after he checks with BOE to see if there are exposures such as inflatables.
Chris

From: Pham, Paulyna <PPham@easthartfordct.gov>
Sent: Thursday, February 27, 2020 10:50 AM
To: James Cordier <jcordier@easthartfordct.gov>; Marilyn Cruz-Aponte <mcruzaponte@easthartfordct.gov>; Theodore Fravel <tfravel@easthartfordct.gov>; John Oates <Joates@easthartfordct.gov>
Cc: Bruce Cohen <BCohen@easthartfordct.gov>; Robert Davis <RDavis@easthartfordct.gov>; Darrell Drouin <Ddrouin@easthartfordct.gov>; Sean Dwyer <SDwyer@easthartfordct.gov>; Joseph Ficacelli <JFicacelli@easthartfordct.gov>; Richard Gentile <RPGentile@easthartfordct.gov>; Greg Grew <mggrew@easthartfordct.gov>; Mack Hawkins <MHawkins@easthartfordct.gov>; Kevin Munson <KMunson@easthartfordct.gov>; Paul Neves <Pneves@easthartfordct.gov>; Michael O'Connell <Moconnell@easthartfordct.gov>; Scott Sansom <SSansom@easthartfordct.gov>; Christine Sasen <CSasen@easthartfordct.gov>; Linda Trzetzziak <Ltrzetzziak@easthartfordct.gov>; Justin Wagner <Jwagner@easthartfordct.gov>
Subject: Back to School Rally OAP

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East Hartford Police Department
Administrative Clerk
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Ph: (860) 291-7631

“Serving Our Community with Pride and Integrity”



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 11, 2020**

Event: **East Hartford's "Back to School Rally"**

Applicant: **Cephus Nolen, Jr., Director, Youth Services**

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 A.C. Stephen Alsup Date 4 MAR 20

Comments:



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 11, 2020**
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-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
 - Anticipated Cost(s) if known \$_none_____

Marilynn Cruz-Aponte 3-13-2020
Signature _____ Date

Comments:



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

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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 3-12-20
Signature _____ Date

Comments:



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 11, 2020**
Event: **East Hartford's "Back to School Rally"**
Applicant: **Cephus Nolen, Jr., Director, Youth Services**

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 \$ _____

Michael O'Connell
Signature

02/28/2020
Date

Comments:

If any food is to be provided at this event, a temporary foodservice permit application needs to be submitted to the Health Department at least 2 weeks prior to the event.

Pham, Paulyna

From: Mack Hawkins <MHawkins@easthartfordct.gov>
Sent: Monday, March 9, 2020 3:32 PM
To: Pham, Paulyna
Subject: RE: Back to School Rally OAP

Paulyna,

I have reviewed the Outdoor Amusement Permit Application for Back To School Rally for 2020. I approve the application as submitted. Please mark the worksheet **Extra Attention** for the day of the event.

Thanks you,

Deputy Chief Mack S. Hawkins

Chief of Field Operations
East Hartford Police Department
[31 School St.](#)
[East Hartford, CT 06108](#)
Office 860 291-7597

Serving Our Community with Pride and Integrity




From: Pham, Paulyna [mailto:PPham@easthartfordct.gov]
Sent: Thursday, February 27, 2020 10:50 AM
To: James Cordier <jcordier@easthartfordct.gov>; Marilyn Cruz-Aponte <mcruzaponte@easthartfordct.gov>; Theodore Fravel <tfravel@easthartfordct.gov>; John Oates <Joates@easthartfordct.gov>
Cc: Bruce Cohen <BCohen@easthartfordct.gov>; Robert Davis <RDavis@easthartfordct.gov>; Darrell Drouin <Ddrouin@easthartfordct.gov>; Sean Dwyer <SDwyer@easthartfordct.gov>; Joseph Ficacelli <JFicacelli@easthartfordct.gov>; Richard Gentile <RPGentile@easthartfordct.gov>; Greg Grew <mggrew@easthartfordct.gov>; Mack Hawkins <MHawkins@easthartfordct.gov>; Kevin Munson <KMunson@easthartfordct.gov>; Paul Neves <Pneves@easthartfordct.gov>; Michael O'Connell <Moconnell@easthartfordct.gov>; Scott Sansom <SSansom@easthartfordct.gov>; Christine Sasen <CSasen@easthartfordct.gov>; Linda Trzetzak <Ltrzetzak@easthartfordct.gov>; Justin Wagner <Jwagner@easthartfordct.gov>
Subject: Back to School Rally OAP

Good morning all –



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 26, 2020
TO: Richard F. Kehoe, Chair 
FROM: Mayor Marcia A. Leclerc
RE: APPOINTMENT/REAPPOINTMENT: Boards and Commissions

The following names have been submitted by the Republican Town Committee Chair for reappointment to the below boards and commissions.

Historic District Commission		(5-Year Term)
R Jeffrey W. Cummings	641 Hills Street	12/23
Commission on Services for Persons with Disabilities		(2-Year Term)
R Arthur W. Parker	139 Mercer Avenue	12/21
R Bernard A. Corona	27 Winding Lane	12/21
Veterans Commission		(2-Year Term)
R James Shelmerdine	745 Tolland Street	12/21

The following names have been submitted by the Republican Town Committee Chair for appointment to the below boards and commissions.

Commission on Aging		(3-Year Term)
R Maria Elena Potvin	38 Matthew Road	12/22
Economic Development Commission		(3-Year Term)
R Anita Morrison	34 Jonathan Lane	12/20

Please place these nominations on the agenda for the April 7th, 2020 meeting.

Thank you

C: R. Pasek, Town Clerk



**Town of East Hartford
Boards and Commissions
Reappointment Expression of Interest Form**

Board or Commission Name: Historical District Comm.

Date: 3/3/2020

Name: JEFFREY W CUMMINGS
Your name exactly as it appears on the E. Htd. Voter Registration List

Address: 641 WILKS ST. E. HARTFD Apt.# _____ Zip: 06118

Home Phone: 860 569 5818 Email: JWC9610@GMAIL.COM

Cell Phone: 860 205 6617 Years as an E.Hartford Resident: 20

Please answer the following:

How long have you served on this Board or Commission? 10+

Why do you wish to be considered for reappointment by the Mayor and Council?

GIVE BACK TO MY COMMUNITY

What other information should be considered for your reappointment? (Examples: Ways in which you have personally contributed to the work of the Board or Commission; leadership roles you have held on behalf of the work of the group such as chair, head of a committee or task force etc.)

MORE THAN 10 YEARS AS AN ALTERNATE

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

I understand the commitment required for this reappointment and that members who have been absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.

I understand that I may be required to complete training and/or continuing education.

I understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature: [Signature] Date: MARCH 3, 2020

Please return completed and signed form to: Prescille F. Yamamoto 225 East River Drive #508 East Hartford, CT 06108	BCpost @easthartfordct.gov	or mail to:	Town of East Hartford Office of the Mayor 740 Main Street East Hartford CT 06108
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For internal use only.

Attendance Record: #of Meetings _____ Absences _____ % _____	Mandatory Qualifications: Resident _____ T/O _____ C/R _____ T/C _____
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Forwarded to Council: _____



**Town of East Hartford
Boards and Commissions
Reappointment Expression of Interest Form**

Board or Commission Name: PERSONS w/ Disabilities Date: 1/29/2020

Name: ARTHUR W PARKER
Your name exactly as it appears on the E. Htd. Voter Registration List

Address: 139 MERCER AV EAST HARTFORD CT 06115 Apt.# _____ Zip: 06118

Home Phone: 860 569 2257 Email: arpvc+96@comcast.net

Cell Phone: 860 966 5582 Years as an E.Hartford Resident: 45

Please answer the following:

How long have you served on this Board or Commission? 7 MONTHS

Why do you wish to be considered for reappointment by the Mayor and Council?
TO SERVE THE TOWN AND DISABLED MEMBERS OF MY COMMUNITY

What other information should be considered for your reappointment? (Examples: Ways in which you have personally contributed to the work of the Board or Commission; leadership roles you have held on behalf of the work of the group such as chair, head of a committee or task force etc.)

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

- I understand the commitment required for this reappointment and that members who have been absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.
- I understand that I may be required to complete training and/or continuing education.
- I understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature <u>Arthur W Parker</u>	Date <u>1/29/2020</u>
Please return completed and signed form to: <u>Prescille F. Yamamoto</u> <u>225 East River Drive #508</u> <u>East Hartford, CT 06108</u>	BCpost @easthartfordct.gov or mail to: <u>Town of East Hartford</u> <u>Office of the Mayor</u> <u>740 Main Street</u> <u>East Hartford CT 06108</u>

For internal use only:

Attendance Record: #of Meetings _____ Absences _____ % _____	Mandatory Qualifications: Resident _____ T/O _____ C/R _____ T/C _____
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Forwarded to Council: _____



**Town of East Hartford
Boards and Commissions
Reappointment Expression of Interest Form**

Board or Commission Name: Comm. Services for Persons w/ Disabilities

Date: 3/1/20

Name: BERNARD A CORONA
Your name exactly as it appears on the E. Hfd. Voter Registration List

Address: 27 WINDING LANE Apt.# _____ Zip: 06118

Home Phone: 860 568-3103 Email: B.A. CORONA@COMCAST.NET

Cell Phone: _____ Years as an E.Hartford Resident: SIXTY (60)

Please answer the following:

How long have you served on this Board or Commission? TEN YEARS

Why do you wish to be considered for reappointment by the Mayor and Council?

I AM A DISABLED VETERAN AND HAVE HELPED NUMEROUS PERSONS WITH A DISABILITY SINCE 1990.

What other information should be considered for your reappointment? (Examples: Ways in which you have personally contributed to the work of the Board or Commission; leadership roles you have held on behalf of the work of the group such as chair, head of a committee or task force etc.)

- ① I WAS THE CO-MANAGER OF DAU CHAPTER 12 FOR SEVEN YEARS
- ② TEN YEARS CHAIR VETERANS AFFAIRS COMMISSION

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

understand the commitment required for this reappointment and that members who have been absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.

understand that I may be required to complete training and/or continuing education.

understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Bernard A Corona

Signature _____ Date 3/1/20

Please return completed and signed form to: <u>Prescille F. Yamamoto 335 East River Drive #508 East Hartford, CT 06108</u>	BCpost @easthartfordct.gov	or mail to: Town of East Hartford Office of the Mayor 740 Main Street East Hartford CT 06108
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For internal use only:

Attendance Record: #of Meetings _____ Absences _____ % _____	Mandatory Qualifications: Resident _____ T/O _____ C/R _____ T/C _____
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Forwarded to Council: _____

**Town of East Hartford
Boards and Commissions
Reappointment Expression of Interest Form**



Veterans Commission

Board or Commission Name: _____

Date: 3/9/20

Name: James W. Shelmerdine
Your name exactly as it appears on the E. Hfd. Voter Registration List

Address: 745 Tolland St. Apt.# _____ Zip: 06108

Home Phone: 860-528-0251 Email: N/A

Cell Phone: 860-500-0000 Years as an E.Hartford Resident: 87
550-4880

Please answer the following:

How long have you served on this Board or Commission? _____

Why do you wish to be considered for reappointment by the Mayor and Council?

I Feel I can serve the town veterans because of my military service and experience

What other information should be considered for your reappointment? (Examples: Ways in which you have personally contributed to the work of the Board or Commission; leadership roles you have held on behalf of the work of the group such as chair, head of a committee or task force etc.)

Both Past and Present Service on Patriotic and Veterans Commission.

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

I understand the commitment required for this reappointment and that members who have been absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.

I understand that I may be required to complete training and/or continuing education.

I understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature <u>James W. Shelmerdine</u>		Date <u>3/9/20</u>
Please return completed and signed form to: <u>Prescille F. Yamamoto</u> <u>225 East River Drive #508</u> <u>East Hartford, CT 06108</u>	BCpost @easthartfordct.gov	or mail to: <u>Town of East Hartford</u> <u>Office of the Mayor</u> <u>740 Main Street</u> <u>East Hartford CT 06108</u>

For internal use only:

Attendance Record: # of Meetings _____ Absences _____ % _____	Mandatory Qualifications: Resident _____ T/O _____ C/R _____ T/C _____
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Forwarded to Council: _____



Town of East Hartford
Boards and Commissions
Application

Date: 2/28/20

Name: Marea Elena Potvin
Your name exactly as it appears on the E. Htfd. Voter Registration List

Address: 38 Matthew Rd. E. Htfd Ct Apt.# Zip: 06108

Home Phone: 860-528-5523 Email: _____

Cell Phone: 860-776-5869 Years as an E. Hartford Resident: 45 years

Occupation: retired Employer: Htfd Hospital & CCME
Employer/Work Address

Formal Education/Certifications: Pt. care assistant

Party Affiliation: Unaffiliated _____ Democrat _____ Republican Minority Party _____
As it appears on the E. Htfd. Voter Registration List

Name of board or commission you wish to serve on: Commission on Aging

Interest statement:

Your reason for being interested in serving our Town in this capacity I am a retired individual who has worked in a hospital setting for geriatrics as well as a pediatrician.

I enjoy serving the elderly during the flu shot season having worked as a volunteer. I do spend time helping @ the thrift shop @ the Senior Cen

List of qualifications that you believe will be an asset to the board/commission on which you wish to serve: Senior Cen

I worked as a med tech in the hospital so I have a lot of experience @ medical & also helped @ interpreting for

patients since I am the lingual. I have worked in the hospital for 30 years of my life

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

- I understand the commitment required for this appointment and have attended at least one meeting of the board/commission I am applying to serve on, and I understand that members who are absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.
- I understand that I may be required to complete training and/or continuing education.
- I understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature Marea Elena Potvin Date 2/28/20

Please return completed and signed form to: <u>Prescille F. Yamamoto</u> <u>225 East River Drive #508</u> <u>East Hartford, CT 06108</u>	BCpost@easthartfordct.gov	or mail to: <u>Town of East Hartford</u> <u>Office of the Mayor</u> <u>740 Main Street</u> <u>East Hartford CT 06108</u>
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For internal use only:

Mandatory Qualifications:

Resident _____ T/O _____ C/R _____ T/C _____



**Town of East Hartford
Boards and Commissions
Application**

Date: 3-9-2020

Name: Anita M Morrison
Your name exactly as it appears on the E. Hfd. Voter Registration List

Address: 34 Jonathan Ln, EH Apt.# _____ Zip: 06118

Home Phone: 860 2898327 Email: anita.morrison@comcast.net

Cell Phone: 860 9958651 Years as an E.Hartford Resident: _____

Occupation: Realtor/Bookkeeper Employer: Self
Employer/Work Address

Formal Education/Certifications: Associates Degree, Real Estate License

Party Affiliation: Unaffiliated _____ Democrat _____ Republican Minority Party _____
As it appears on the E. Hfd. Voter Registration List

Name of board or commission you wish to serve on: Economic Development Commission

Interest statement:

Your reason for being interested in serving our Town in this capacity

Economic Development in Town

List of qualifications that you believe will be an asset to the board/commission on which you wish to serve:

Commercial & Residential Real Estate for past 20+ years

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

I understand the commitment required for this appointment and have attended at least one meeting of the board/commission I am applying to serve on, and I understand that members who are absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.

I understand that I may be required to complete training and/or continuing education.

I understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature <u>Anita M Morrison</u>	Date <u>3/9/2020</u>
Please return completed and signed form to: <u>Prescille F. Yamamoto</u> <u>225 East River Drive #508</u> <u>East Hartford, CT 06108</u>	BCpost@easthartfordct.gov
or mail to:	Town of East Hartford Office of the Mayor 740 Main Street East Hartford CT 06108

For internal use only:

Mandatory Qualifications:
Resident _____ T/O _____ C/R _____ T/C _____

East Hartford Republican Committee
Prescille F. Yamamoto
235 East River Drive, #508
East Hartford, CT 06108
pfyamamoto@sbcglobal.net
860.289.1011

March 16, 2020

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

Dear Mayor Leclerc:

The East Hartford Republican Town Committee meet on March 9, 2020. The Town Committee voted to nominate the following members for appointments and reappointment to various Commissions.

Please see the attached list of nominations: 3 new applications and 4 reappointments.

We look forward to having these nominations sent on to the Town Council for reappointment. Thank you for your assistance.

Sincerely,



Prescille F. Yamamoto, chair

Enc: 7 applications

East Hartford RTC Boards & Commissions Nominations:
Applications to Boards & Commissions: 3/09/2020s

Applications:

Comm. On Aging: Maria Elena Potvin, 38 Matthew Road, 06108 -
860.528.5523 - cell: 830.776.5869 – (no email)

Economic Development: Anita Morrison, 34 Jonathan Lane, 06118,
860.995-8651 - anita.morrison@comcast.net

Reappointments:

Historical District Comm – Alternate: Jeffrey W. Cummings, 641 Hills
Street, 06118 – 860.568.5819 – cell: 860.205-6617 -
JWC9610@gmail.com


Persons w/ Disabilities: Arthur W. Parker, 139 Mercer Avenue, 06118
860.569.2257 – cell: 860.966-5582 - navet96@comcast.net

Persons w/ Disabilities: Bernard A. Corona, 27 Winding Lane, 06118,
860.568-3103 - B.A.Corona@comcast.net

Veterans Commission: James Shelmerdine, 745 Tolland Street, 06108,
860.528-0251 – cell: 860.550.4880 (no email)



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: March 20, 2020
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL: Refund of Taxes

I recommend that the Town Council approve a total refund of taxes in the amount of \$421,697.76 as detailed in the attached listing from our Assistant Collector of Revenue.

Please place on the Town Council Agenda for the April 7th, 2020 Town Council meeting.

Thank you.

C: I. Laurenza, Tax Collector
L. Trzetzziak, Finance Director

INTEROFFICE MEMORANDUM

TO: MARCIA A LECLERC, MAYOR ✓
LINDA TRZETZIAK, DIRECTOR OF FINANCE

FROM: KRISTY FORAN, ASSISTANT COLLECTOR OF REVENUE



SUBJECT: REFUND OF TAXES

DATE: 3/20/2020

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 \$421,697.76 Please see attached listing. Please place this item on the Town Council agenda for April 7, 2020.

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Int Paid	Over Paid
2018-03-0050561	AGUILAR MILAGROS	101 WOODLAWN CIR	EAST HARTFORD, CT 06108	2009/5FNRL38499B011732		-310.94
2013-03-0050654	ALERIA FRANK J	785 FORBES STREET	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-68.10
2014-03-0050651	ALERIA FRANK J	785 FORBES STREET	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-68.79
2015-03-0050679	ALERIA FRANK J	785 FORBES STREET	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-55.50
2016-03-0050728	ALERIA FRANK J	785 FORBES STREET	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-48.00
2016-09-0050728	ALERIA FRANK J	785 FORBES STREET	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-10.50
2017-03-0050777	ALERIA FRANK J	785 FORBES STREET	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-67.50
2018-03-0050727	ALERIA FRANK J	785 FORBES STREET	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-67.50
2017-03-0053741	BLACK OLAYINKA A	74 KENWOOD CIRCLE	BLOOMFIELD, CT 06002	2012/1VWBP7A3XCC04352	-49.67	-301.05
2018-01-0009480	CORELOGIC CENTRALIZED REFUNDS	PO BOX 9202	COPPELL, TX 75019-9760	1905 MAIN ST	0	-2,275.51
2016-01-0008576	CP PLAZA HOLDINGS LLC	911 EAST COUNTY LINE RD SUITE 206	LAKEWOOD, NJ 08701	940 SILVER LN	0	-64,155.63
2017-01-0008576	CP PLAZA HOLDINGS LLC	911 EAST COUNTY LINE RD SUITE 206	LAKEWOOD, NJ 08701	940 SILVER LN	0	-185,138.14
2018-03-0064759	GRAVESANDE LYNETTE V	24 OVERBROOK DR	EAST HARTFORD, CT 06118-3142	2013/5TDBK3EH3DS188891	0	-267.30
2018-03-0066045	HERNANDEZ WANDA	28 LEHIGH DR	EAST HARTFORD, CT 06108-1317	2007/JTHCK262075015069	0	-56.11
2018-03-0066498	HOLMES LUZI	162 BLUE HILLS AVE	HARTFORD, CT 06112-1818	2016/3NICE2CP2GL354251	-20.86	-278.10
2017-01-0006787	IDAHO HOUSING LLC C/O LERETA LLC	1123 PARKVIEW DR	COVINA, CA 91723	52 BRANDON RD	0	-2,549.34
2018-03-0067498	JACKSON EBONY S	48 GOODWIN ST	EAST HARTFORD, CT 06108-1127	2010/2HNYB1H40AH000467	0	-392.85
2018-01-0007398	JONES ARTHUR W IV	193 OCONNELL DR	EAST HARTFORD, CT 06118	193 OCONNELL DR	0	-2,183.19
2018-03-0070812	USBOA DAMIAN	99 GLENN RD	EAST HARTFORD, CT 06118	2014/JH4CU2F85EC004236		-71.21
2016-03-0071656	LOVE DANIELLE M	10 MORGAN DR	GLASTONBURY, CT 06033	2011/JN8AS1MW5BM140581	0	-243.84
2018-01-0015485	MANAHAN KIMMARIE	53 WENTWORTH DR	EAST HARTFORD, CT 06118	41 WHITNEY ST	0	-2,071.95
** CALL TO PICK UP CHECK**						
2017-04-0085666	MORENO ERNESTO E	59 WEBSTER ST APT A2	HARTFORD, CT 06114-1258	2010/JHGC51B76AA019317	-4.98	-161.10
2018-03-0074277	MORENO ERNESTO E	59 WEBSTER ST APT A2	HARTFORD, CT 06114-1258	2010/JHGC51B76AA019317	-11.56	-256.95
2017-03-0075543	NAZARIO ELIZABETH	87 COWLES	HARTFORD, CT 06114	2015/SNPE24AF5FH042640	-18.79	-417.60
2018-03-0074927	NAZARIO ELIZABETH	87 COWLES	HARTFORD, CT 06114	2015/SNPE24AF5FH042640	0	-388.35
2018-01-0010520	NEZNAKO ROGER D & BARBARA ANN	67 BATES DR	EAST HARTFORD, CT 06108	67 BATES DR	0	-143.41
2016-03-0075834	NIEVES JACKELINE	68 CHAPMAN ST	NEWINGTON, CT 06111	2007/3N1A861E17L722010	0	-12.92
2018-03-0075445	NISSAN INFINITI LT- TAX OPERATIONS	PO BOX 650214	DALLAS, TX 75265-0214	2016/JN8AT2MV4GW151383	0	-491.89

2018-03-0075455	NISSAN INFINITI LT- TAX OPERATIONS	PO BOX 650214	DALLAS, TX 75265-0214	2016/5N1A2ZMH7GN127973	0	-622.72
2018-03-0075475	NISSAN INFINITI LT- TAX OPERATIONS	PO BOX 650214	DALLAS, TX 75265-0214	2017/3N1AB7AP1HY347666	0	-73.00
2018-03-0076653	OJK SOPHA & RITTY C	33 BERKELEY LN	EAST HARTFORD, CT 06118-1602	2017/4S4BSACC1H3302434	0	-5.57
2018-04-0086377	OJK SOPHA & RITTY C	33 BERKELEY LN	EAST HARTFORD, CT 06118-1602	2006/JF15G63676H745769	0	-2.40
2018-01-0010961	OJK SOPHA & RITTY C	33 BERKELEY LN	EAST HARTFORD, CT 06118-1602	33 BERKELEY LN	0	-46.87
2018-02-0041417	ROGO DISTRIBUTORS	65 OLDE ROEBRTS ST	EAST HARTFORD, CT 06108	65 OLDE ROBERTS ST/PPR03010	0	-27,864.28
2017-03-0081025	ROBINSON AISHA V	10 MERRIAM AVE	BLOOMFIELD, CT 06002-3807	2013/JTDKN3DU0D1679907	0	-113.19
2018-03-0089634	SPECIALTY PACKAGING LLC	47 LEGGETT ST	EAST HARTFORD, CT 06108-1140	2003/1GTHG35U031131083	0	-185.85
2018-02-0040257	SUPER SAVER LAUNDROMAT	1210 MAIN ST	EAST HARTFORD, CT 06108	1210 MAIN ST/PPP04060	0	-348.24
2018-03-0087614	VW CREDIT INC	PO BOX 7498	LIBERTYVILLE, IL 60048-74498	2018/WA1BNAFY9I2I71178	0	-1,082.93
2018-03-0087618	VW CREDIT INC	PO BOX 7498	LIBERTYVILLE, IL 60048-74498	2018/WA1ANAFY5I2074071	0	-1,004.99
2018-03-0087620	VW CREDIT INC	PO BOX 7498	LIBERTYVILLE, IL 60048-74498	2018/WA1ANAFY2I2042887	0	-1,004.99
2018-03-0087626	VW CREDIT INC	PO BOX 7498	LIBERTYVILLE, IL 60048-74498	2018/WA1JENAF44JA167302	0	-982.84
2018-03-0087627	VW CREDIT INC	PO BOX 7498	LIBERTYVILLE, IL 60048-74498	2018/WA1JENAF44JIN003434	0	-982.84
2018-03-0087633	VW CREDIT INC	PO BOX 7498	LIBERTYVILLE, IL 60048-74498	2018/WA1JCCFS8JR030893	0	-879.8
2018-03-0087635	VW CREDIT INC	PO BOX 7498	LIBERTYVILLE, IL 60048-74498	2018/WA1ANAFY6I2018933	0	-1,004.99
2018-01-0011791	UTC-PRATT & WHITNEY	8 FARM SPRINGS RD C/O TAX DEPT	FARMINGTON, CT 06032	1 PENT RD	0	-122,382.12
2018-03-0088571	WILLIAMS LENWORTH H	32 HARVARD DR	EAST HARTFORD, CT 06108-1430	2014/1N4AA5AP4EC437893	0	-451.01
SUBTOTAL					-105.86	-421591.9
TOTAL						\$ (421,697.76)