

*Robert J. Paetz*

TOWN COUNCIL AGENDA  
TOWN COUNCIL CHAMBERS  
740 MAIN STREET  
EAST HARTFORD, CONNECTICUT  
APRIL 20, 2021

2021 APR 19 P 1:56

TOWN CLERK  
EAST HARTFORD

7:00 P.M. Public Hearing

**REVISED 04-19-21**

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Due to the coronavirus outbreak, Town Hall is closed. Pursuant to Governor Lamont's Executive Order No. 7B, this Town Council meeting is accessible through "Microsoft Teams" 1-929-235-8441 Conference ID: 185 902 703 # or click on link below.

[Click here to join the meeting](#)

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
  - A. Other Elected Officials
  - B. Other Residents
  - C. Mayor
5. APPROVAL OF MINUTES
  - A. April 6, 2021 Executive Session
  - B. April 6, 2021 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
  - A. East Hartford Housing Authority: Liaison Report
  - B. Collective Bargaining Agreement: East Hartford Board of Education and East Hartford School Registered Nurses Union
  - C. Resignation of Scott Thompson from the Pension and Retiree Benefit Board
7. OLD BUSINESS
8. NEW BUSINESS
  - A. Recommendation from the Ordinance Committee re:
    1. Section 1-16 and Section 14-1. Columbus Day/Indigenous People's Day
    2. Section 2-3. Mayor's Salary
    3. Section 2-3b.Registrars and Deputy Registrars of Voters Salary
  - B. Recommendation from the Real Estate Acquisition & Disposition Committee re: 150 Prospect Street and 1177 Burnside Avenue
  - C. Town Council – Acting as the Committee of the Whole of the Real Estate Acquisition and Disposition Committee re: Acquisition of Silver Lane Transportation Easements
  - D. Vaccine Equity Partnerships Funding Program
  - E. FEMA Mobile Vaccination Unit: Memorandum of Agreement
  - F. Bid Waiver: Fire Department ~~EMS Training~~ Firehouse Records Management Software

- G. Referral to Tax Policy Committee re: Properties Recommended for Tax Lien Sales
- H. Outdoor Amusement Permit Application: "RiMaConn Relay"
- I. Referral to Personnel & Pensions Subcommittee re: Part-time Blight Inspector
- J. Appointments to Boards and Commissions:

- 1. Commission on Aging  
Joan Gentile, 1871 Main Street
- 2. Commission on Services for Persons with Disabilities  
Rena Berube, 124 Tiffany Road

- 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: May 4<sup>th</sup>)

*Richard F. Kehoe*

2021 APR 12 A 10:20  
TOWN COUNCIL CHAMBERS/MICROSOFT "TEAMS"  
TOWN CLERK  
EAST HARTFORD

APRIL 6, 2021

EXECUTIVE SESSION

PRESENT Chair Richard F. Kehoe, Minority Leader Esther B. Clarke, Councillors  
Connor Martin, Angela Parkinson, Awet Tsegai and John Morrison

PRESENT Vice Chair Donald Bell, Jr., Majority Leader Sebrina Wilson and Councillor  
Via Teams Patricia Harmon

ALSO Scott Chadwick, Corporation Counsel  
PRESENT Brian Smith, Assessor  
Via Teams

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:00 p.m.

MOTION By Esther Clarke  
seconded by Don Bell  
to **go into** Executive Session to discuss the pending assessment (tax)  
appeal known as Empire East, LLC v. Town of East Hartford, Docket No.  
HHB-CV-20-6061188-S, involving real property located at 14 George  
Street.  
Motion carried 9/0.

MOTION By Esther Clarke  
seconded by Don Bell  
to **go back to** Regular Session.  
Motion carried 9/0.

ADJOURNMENT

MOTION By Esther Clarke  
seconded by Don Bell  
to **adjourn** (7:09 p.m.)  
Motion carried 9/0.

Attest

*Richard F. Kehoe*

Richard F. Kehoe  
Town Council Chair

*Robert J. Clark*

EAST HARTFORD TOWN COUNCIL 2021 APR 12 A 10:20

TOWN COUNCIL CHAMBERS/MICROSOFT TEAMS TOWN CLERK EAST HARTFORD

APRIL 6, 2021

PRESENT Chair Richard F. Kehoe, Minority Leader Esther B. Clarke, Councillors Connor Martin, Angela Parkinson, Awet Tsegai and John Morrison

PRESENT Vice Chair Donald Bell, Jr., Majority Leader Sebrina Wilson and Councillor  
Via Teams Patricia Harmon

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:33p.m. The Chair announced that again, the Council was holding a hybrid meeting; 6 of the Councillors were physically present in Chambers and 3 were attending virtually. He then invited the Council to join him in the Pledge of Allegiance.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

None

APPROVAL OF MINUTES

March 16, 2021 Executive Session

MOTION By Sebrina Wilson  
seconded by Connor Martin  
to **approve** the minutes of the March 16, 2021 Executive Session.  
Motion carried 9/0.

March 16, 2021 Regular Meeting

MOTION By Sebrina Wilson  
seconded by Connor Martin  
to **approve** the minutes of the March 16, 2021 Regular Meeting.  
Motion carried 9/0.

COMMUNICATIONS AND PETITIONS

Habitat for Humanity Presentation: 550 and 590 Burnside Avenue

Chair Kehoe summarized the history of this tract of land near the offices of the East Hartford Housing Authority. On behalf of the Redevelopment Agency (RDA), the town advertised a Request for Proposal on these properties in 2020. Habitat for Humanity was awarded the bid and their proposal for a small, private single-family home development was favorably endorsed by the RDA.

Mayor Leclerc noted the close working relationship that the town has with Habitat for Humanity. She introduced Eileen Buckheit, Director of Development; who explained the different phases of development that Habitat will take – or have already gone through – that are necessary to receive town approvals for this project. Ms. Buckheit will be working with Corporation Counsel in negotiating a purchase price for the property at Burnside Avenue with Habitat. The final approval of the purchase and sales agreement for the land rests with the Town Council.

The areas that the town has partnered with Habitat are: 67 Woodbridge Avenue; 66 and 76 & 78 Bliss Street; 9 Moore Avenue; 48 Branch Street and 118 Governor Street. Most recently, land clearing and excavation work has begun on 2 building lots at the corner of Chester Street and Forbes Street.

Representatives of Habitat for Humanity were Kris McKelvie, Director of Construction and Karraine Moody, Chief Executive Officer. Mr. McKelvie stated that the new houses on Chester and Forbes Street and the 10-lot subdivision at 550-590 Burnside Avenue will all be Zero Energy-Ready Certified Homes. All potential homeowners go through an intensive process to qualify for the interest-free mortgages that are available to them through Habitat for Humanity.

The Councillors raised concerns about the long-term viability of a small ten-unit homeowners association, which is the design of this project. Habitat will provide additional information on that issue.

#### Resignation of Judith Okeson from the Commission on Culture and Fine Arts

Chair Kehoe announced the resignation of Judith Okeson from the Commission on Culture and Fine Arts. Ms. Okeson has spent years on this Commission and the Chair thanked her for her dedication to East Hartford. She will be missed.

#### NEW BUSINESS

#### COVID-19 Vaccination Outreach to Black, Indigenous and People of Color (BIPOC) Grant

Laurence Burnsed, Director of Health, addressed the Council on the vaccination percentage rate for East Hartford. Mr. Burnsed reviewed with the Council the efforts that the town's Health Department is making to address any inequities.

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

WHEREAS U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Bureau of Justice Assistance (BJA) has made grant funds available through Coronavirus Emergency Supplemental Funding Program; and

WHEREAS this program will provide funding to assist eligible states, local units of government, and tribes in preventing, preparing for, and responding to the coronavirus.

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

On call of the vote, motion carried 8/0. Abstain: Kehoe

Setting a Public Hearing Date of Tuesday April 20, 2021 @ 7PM in Council Chambers and via Microsoft "Teams"

MOTION By Sebrina Wilson  
seconded by Awet Tsegai  
to **set** a public hearing date of Tuesday, April 20, 2021 at 7PM in Council Chambers, via Microsoft Teams, to hear public comment on the following revisions to the town of East Hartford Code of Ordinances:

1. Section 1-16 & Section 14-1. Columbus Day/Indigenous People's Day
2. Section 2-3. Mayor's Salary
3. Section 2-3b. Registrars and Deputy Registrars of Voters Salary

Motion carried 9/0.

Appointments to Boards and Commissions:

MOTION By Angie Parkinson  
seconded by John Morrison  
to **approve** the following appointments:

- To the Pension and Retiree Benefits Board –  
Marcus Rice, 141 Mallard Drive; term to expire December 2022
- To the Board of Selectmen –  
Charles K. Botts, III, 131 Jessica Drive; term to expire November 2021

Motion carried 9/0.

Referral to Personnel & Pensions Subcommittee: Deputy Finance Director and Chief Information Security Officer

MOTION By Awet Tsegai  
seconded by Angie Parkinson  
to **refer** to the Personnel & Pensions Subcommittee the job descriptions for the new positions of Deputy Finance Director and Chief Information Security Officer, which were included in the town's budget for the 2021-2022 fiscal year, with instructions to review the positions and report back to the full Council with its recommendations, if any.  
Motion carried 9/0.

Bid Waiver: East Hartford's Solid Waste Disposal and Recycling Service re: Murphy Road Recycling LLC

MOTION

By Connor Martin

seconded by Angie Parkinson

to **waive** the bidding requirements of Town Ordinances Section 10-7 and **authorize** the Administration, acting through Mayor Leclerc, to enter into a contract with Murphy Road Recycling, LLC, or one of its affiliates, to provide municipal solid waste disposal and recycling services; such waiver being in the best interests of the Town as it will allow the Town to immediately secure a municipal solid waste disposal and recycling services contract at more beneficial terms and rates than those being offered by the Town's current provider, thereby saving the Town in excess of \$100,000 in fiscal year 2021-2022, subject to the following contract terms:

1. The initial term of the contract shall be 3 years.
2. There shall be an option to extend the term of the contract for 2 additional 3-year terms, at tipping fees and on terms acceptable to both parties.
3. The per ton tipping fee for municipal solid waste during the first year of the initial term shall be as set forth below, and during the second and third years shall be the lesser of the below, or the per ton tipping fees charged by the Material Innovation and Recycling Authority:

Waste Stream	7/1/21-6/30/22	7/1/22-6/30/23	7/1/23-6/30/24
Municipal Solid Waste	\$ 98.50	\$103.00	\$108.00

4. The per ton tipping fee for bulky waste during the first year of the initial term shall be as set forth below, and during the second and third years shall be the greater of the below, or: (a) an amount equal to the per ton fee charged by the Town of Manchester for bulky waste; or (b) the per ton fee charged by Material Innovation and Recycling Authority for bulky waste, BUT ONLY if such per ton fee is less than the fee charged by the Town of Manchester:

Waste Stream	7/1/21-6/30/22	7/1/22-6/30/23	7/1/23-6/30/24
Bulky Waste	\$100.00	\$100.00	\$100.00

5. There shall be no fee charged for receipt and disposal of delivered and accepted Recyclables during the initial term.
6. The fee for delivered and rejected waste and recyclables shall be \$115.00 per ton.
7. Per ton fees may be further adjusted by agreement of the parties for new assessments, taxes or charges as a result of a change in laws.
8. The terms and form of the final contract shall be approved by the Mayor and Public Works Director as being in the best interests of the Town as to the disposal of municipal solid waste, bulky waste and recyclables.
9. The Office of the Corporation Counsel shall approve the contract as to its legal form.
10. The Mayor shall provide the Town Council with a copy of the executed contract.

Motion carried 9/0.

Refund of Taxes

MOTION By Connor Martin  
 seconded by Awet Tsegai  
 to **refund** taxes in the amount of \$ 210,798.11  
 pursuant to Section 12-129 of the Connecticut General Statutes.  
 Motion carried 9/0.

Bill	Name	Prop Loc/Vehicle Info.	Over Paid
2019-01-0010980	580 TOLLAND STREET LLC	580 TOLLAND ST	-6421.46
2018-03-0050145	ACAR LEASING LTD	2016/1G6AJ5SXXG0106087	-146.80
2019-03-0050164	ACAR LEASING LTD	2017/2GKFLUEK4H6148999	-426.52
2019-03-0050169	ACAR LEASING LTD	2017/1G1RC6S53HU204833	-43.32
2019-03-0051119	ALSTON HOWARD	2013/WDDGF8AB5DR260400	-204.78
2019-01-0000716	AZINHEIRA NELSON M	17-19 ECHO LN	-3443.23
2019-01-0014822	BREAUDREAU SEAN E	58 ADAMS ST	-2157.79
2019-03-0053445	BERNARD CLAUDINE	2010/5TDJY5G15AS035124	-626.88
2019-03-0054613	BROWN GARFIELD W	2005/5TBDT44125S479652	-355.56
2018-01-0000005	CORELOGIC CNTRLZD RFUND	111-121 ROBERTS ST	-87661.35
2019-01-0000005	CORELOGIC CNTRLZD RFUND	111-121 ROBERTS ST	-89107.20
2019-03-0057996	CORTES MADELINE	2009/4T1BE46KX9U375650	-223.29
2019-03-0058078	COTE RONALD R JR	2006/WMWRC33526TK15729	-94.50
2019-04-0081632	CRUZ ADA L	2007/1G1ZS68N67F276834	-59.40
2019-01-0003966	DIONNE NORMAND J & KAREN R	405-407 HIGH ST	-32.85
2019-03-0062152	FELICIANO-GONZALEZ ZULIANA F	2005/JTLKT334450178411	-17.50
2019-03-0062153	FELICIANO-GONZALEZ ZULIANA F	2007/JM1CR29L170143951	-10.08
2019-04-0082575	FINNIGAN FRANK W	2002/1J4GW48S82C254836	-8.87
2019-01-0010333	GIULIETTI JESSICA Y	20-22 FRANCIS ST	-3101.94
2019-02-0043745	GUASTAMACHIO ROBERT	8 HIGHLAND ST	-301.02
2019-01-0006501	HARTL WILLIAM & DOROTHY	772 FORBES ST	-643.60
2019-04-0083256	HAYWARD ZACHARIAH M	2003/1GCDT19X538212879	-36.99
2019-03-0066502	HICKS THOMAS L	2007/JF1GG63627G807267	-6.21
2019-03-0066866	HONDA LEASE TRUST	2016/5J6RM4H51GL098252	-94.18
2019-03-0066903	HONDA LEASE TRUST	2016/2HGFC1F47GH645673	-515.26
2019-03-0066919	HONDA LEASE TRUST	2017/19XFC2F73HE213965	-129.60
2019-03-0066920	HONDA LEASE TRUST	2017/1HGCR2F5XHA215524	-192.69
2019-03-0067482	HYUNDAI LEASE TITL TRUST	2017/3KPFK4A73HE031107	-207.54



2019-04-0084184	LE TAN	2020/4T1G11AK1LU959658	-5.00
2019-01-0013811	LERETA LLC: CNTRL RFNDS	7 DOBSON DR	-2405.15
2018-01-0012006	LERETA LLC: CNTRL RFNDS	11 GREEN MANOR DR	-258.00
2019-03-0071158	LINDSAY GAIL A	2018/4T1B11HK0JU114247	-312.75
2019-01-0011567	LONGO TODD	49 ARAWAK DR	-287.79
2019-03-0072313	MARHOLIN ELAINE G	2014/2C4RC1CG0ER417905	-234.68
2019-03-0072895	MATHIAU GARY A	2014/1GCVKREC7EZ181074	-106.20
2019-03-0074830	MORGAN MARY L	2016/5N1AT2MV1GC875637	-65.48
2019-03-0076019	NISSAN INFINITI LT	2017/KNMAT2MV8HP615573	-423.95
2019-03-0076145	NISSAN INFINITI LT	2017/1N4AA6AP2HC431097	-145.66
2019-03-0076198	NOEL CAROL P	2019/2T3P1RFV6KW059510	-326.03
2003-03-0077870	ORTIZ CHRIS	2001/ KMHCG45C61U179797	-743.00
2019-04-0085572	PENSKE LEASING & RENTAL	2020/3AKJHPDV0LSMD7584	-3361.68
2019-04-0085573	PENSKE LEASING & RENTAL	2020/3AKJHPDV2LSMD7585	-2480.94
2018-03-0077441	PENSKE LEASING & RENTAL	2015/3AKJGED52FDGR0977	-1272.60
2019-03-0081020	RODRIGUE ROGER J	2015/2G61W5S83F9127250	-393.54
2019-03-0081378	RODRIGUEZ WINILFREDO	2015/1HGCT1B7XFA014741	-44.00
2019-01-0001803	RUIZ YOHANNA	64 CHEYENNE RD	-57.97
2019-03-0083069	SAYERS BERNARD M	2014/JYAVP32E3EA005332	-6.20
2019-03-0083070	SAYERS BERNARD M	2018/4S4BSANC8J3344814	-12.63
2019-03-0083072	SAYERS BERNARD M	2019/1GCGTCEN9K1151864	-13.92
2019-03-0083390	SENETHEP SOUTHANOU	2002/WBAEW534X2PG09025	-117.45
2019-03-0083391	SENETHEP SOUTHANOU	2013/JF1ZNAA15D1733169	-334.80
2019-03-0083392	SENETHEP SOUTHANOU	2001/1J4FA49S01P365381	-214.20
2019-03-0083388	SENETHEP LAMPHONE	2018/ 4T1B11HK9JU609594	-312.75
2019-03-0083389	SENETHEP LAMPHONE	2008/5UXFE43528L006952	-230.15
2019-03-0085876	THOMPSON DERVON A	2014/4T1BK1FK9EU552576	-5.97
2017-03-0086410	TORRES OSVALDO	2005/JN8AZ08W95W442108	-210.15
2019-03-0089400	WILSON DALTON L	2012/3GTP2VE77CG202670	-110.32
2019-03-0089764	YARDE RUSSEL M	2006/5N1AR18W06C631830	-34.74
TOTAL			<u>\$ (210,798.11)</u>

#### OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Esther Clarke inquired if the town owned any of the property at the corner of Chester and Forbes Streets. *The Mayor stated that the town does actually own a strip of land that fronts along Forbes Street.*

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Empire East, LLC v. Town of East Hartford, HHB-CV-20-6061188-S, involving real property located at 14 George Street.

MOTION By Sebrina Wilson  
seconded by Connor Martin  
to **accept** the recommendation of Corporation Counsel to settle the pending assessment (tax) appeal known as Empire East, LLC. v. Town of East Hartford, Docket Number. HHB-CV-20-6061188-S, involving real property located at 14 George Street, from the fair market value of \$796,280.00 to the fair market value of \$625,000 which shall generate a reduction of \$5,985.00 in property taxes, for the Grand List Year of 2019.  
Motion carried 9/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

Craig Stevenson, Chair of the Economic Development Commission and Redevelopment Agency member, supports the design of cluster housing for the 10-lot subdivision on Burnside Avenue that Habitat for Humanity is preparing to develop.

Chair Kehoe is hopeful that Habitat for Humanity will come up with an alternative plan for the land on Burnside Avenue, rather than cluster housing, which would entail a homeowners' association.


Mayor Leclerc commented on: (1) the Library will hold a Youth Summer Career Workshop in conjunction with East Hartford Connects and Liberty Bank and the town of East Hartford's Youth Services; (2) renters' rebate signup started April 1<sup>st</sup> and will run through October 1<sup>st</sup>; (3) the Development Department is offering a Tic-Tac-Toe Business Contest intended to support local businesses; (4) FoodShare will continue to distribute food through April 21<sup>st</sup>; (5) FEMA has established a funeral assistance program for anyone who has lost a loved one to Covid-19; (6) the town's Sf-Fi program is advancing with the support of Connecticut Innovations; (7) thanked the Parks and Recreation Department for a really great Easter Egg Hunt; and (8) free Covid-19 testing will continue in the parking lot at Town Hall with our partners at First Choice.

ADJOURNMENT

MOTION By Esther Clarke  
seconded by Don Bell  
to **adjourn** (9:27 p.m.).  
Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be April 20<sup>th</sup>.

Attest

  
Angela M. Attenello  
TOWN COUNCIL CLERK

## Summary of Negotiated Contract Agreement – School Nurses

April 2021

1. Duration: 3 year contract – 2021-2024
2. Wages:
  - 2021-22: 2.0%, plus step
  - 2022-23: 2.0%, plus step
  - 2023-24: 2.0%, plus step
3. Insurance:
  - Premium cost share for the HDHP:
    - 2021-22: 10.0%
    - 2022-23: 11.0%
    - 2023-24: 12.0%
  - Premium cost share for the dental plan:
    - 2021-22: 23.0%
    - 2022-23: 24.0%
    - 2023-24: 25.0%
4. Eliminated \$60 automobile insurance reimbursement
5. Revised Section 15.2 to address the Supreme Court's Janus decision allowing union membership to be voluntary



East  
Hartford  
Public  
Schools

*Christopher T. Wethje*  
*Director, Human Resources*

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1110 Main Street, East Hartford, CT 06108    Tel: (860) 622-5129    Fax: (860) 622-5119    [wethje.ct@easthartford.org](mailto:wethje.ct@easthartford.org)

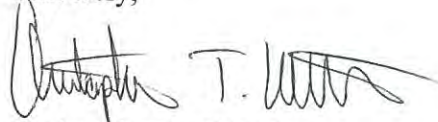
April 8, 2021

Robert Pasek  
Town Clerk  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

Dear Mr. Pasek:

Enclosed please find the 2021-2024 collective bargaining agreement between the East Hartford Board of Education and the School Registered Nurses union which was ratified by the Union on March 18, 2021 and approved by the Board of Education on April 5, 2021.

Sincerely,



Christopher T. Wethje

cc: Richard Mills, Esq.  
Nicole Tarbell, President, School Registered Nurses  
Mary Richardson, Field Representative, AFT Connecticut  
Mayor Marcia LeClerc  
**Town Council Chairman Richard Kehoe**

AGREEMENT

between the

EAST HARTFORD BOARD OF EDUCATION

and

EAST HARTFORD SCHOOL REGISTERED NURSES UNION

JULY 1, 2021 - JUNE 30, 2024



TABLE OF CONTENTS

ARTICLE

I	Union Recognition.....	1
II	Board Prerogatives.....	1
III	Work Year .....	1
IV	Vacations .....	3
V	Holidays.....	3
VI	Leave Provisions.....	3
VII	Salaries.....	5
VIII	Travel Allowance.....	7
IX	Insurance and Retirement .....	7
X	Grievance Procedure.....	9
XI	Protections .....	11
XII	Accident Benefits.....	11
XIII	Reduction in Force.....	11
XIV	Seniority.....	12
XV	Union Activity .....	13
XVI	Personnel.....	13
XVII	Assignment/Vacancies/Transfers .....	14
XVIII	Duration .....	15
XIX	Savings Clause.....	15
XX	Miscellaneous .....	15
XXI	Signature.....	16

**APPENDIXES**

A	Salary Schedule .....	17
	Memorandum of Understanding.....	18
B	Summary of High Deductible Health Plan .....	19



THIS AGREEMENT IS MADE AND ENTERED INTO by and between the EAST HARTFORD BOARD OF EDUCATION, (hereinafter referred to as the "Board") and the EAST HARTFORD SCHOOL REGISTERED NURSES UNION, affiliated with the FEDERATION OF NURSES AND HEALTH PROFESSIONALS, AFTCT, AFL-CIO, (hereinafter referred to as the "Union").

ARTICLE I  
UNION RECOGNITION

1.1 The Board recognizes the Union as the sole and exclusive bargaining agent for the purposes of collective bargaining on matters of wages, hours of employment and other working conditions for all of its school registered nurses, with the exclusion of the Supervisor of Nursing Services.

ARTICLE II  
BOARD PREROGATIVES

2.1 It is recognized that the Board has and will continue to retain, whether exercised or not, the sole and unquestioned right, responsibility and prerogative to direct the operation of the public schools in the Town of East Hartford in all its aspects, including but not limited to the following: to maintain public elementary and secondary schools and such other educational activities as in its judgment will best serve the interests of the Town of East Hartford; to determine the type of work to be performed; to assign all work to employees or other persons; to determine shift schedules and hours of work; to decide the methods, procedures and means of conducting the work; to select, hire, retire and demote employees, including the right to prescribe and enforce reasonable rules and regulations for the maintenance of discipline and for the performance of work in accordance with the requirements of the Board of Education provided such rules and regulations are made known in a reasonable manner to the employees affected by them; to discharge or otherwise discipline any employee for just cause; to promote, transfer and lay off employees. These rights, responsibilities and prerogatives are not subject to delegations in whole or in part, except that the same shall not be exercised in a manner inconsistent with or in violation of any of the specific terms and provisions of this Agreement. No action taken by the Board with respect to any of its rights, responsibilities and prerogatives, other than as specifically provided for elsewhere in this Agreement, shall be subject to the grievance and arbitration provision of this Agreement.

ARTICLE III  
WORK YEAR

- 3.1 (a) The work year of nurses shall not exceed 183 days; any professional development days shall be scheduled prior to the start of the first day of school for students.
- (b) The Board may request any nurse to work two (2) additional days per year during the month of August (prior to the start of the school year) to review medical forms, issue gold cards prior to the start of the Fall sports season

to ensure the health and safety of the student athletes, etc. Compensation for this additional work shall be in accordance with Section 3.2 (a).

- (c) In the event that the Board desires to extend the work year from 183 days to a maximum of 185 days, the Union agrees to negotiate with the Board over the impact over such extension of the work year. Such negotiations shall be conducted in accordance with the provisions of the Municipal Employees Relations Act.

- 3.2 (a) The nurses' work day shall be seven (7) hours and twenty (20) minutes.

Nurses shall be compensated at the following hourly rates for summer work, any medical emergency, graduation exercise, or other activities, as approved by the appropriate administrator, beyond normal working hours. The hourly rates shall be as follows:

Effective July 1, 2021:	\$33.00 per hour
Effective July 1, 2022:	\$33.66 per hour
Effective July 1, 2023:	\$34.33 per hour

The hourly rates for the special education summer school work shall be as follows:

Effective July 1, 2021:	\$40.76 per hour
Effective July 1, 2022:	\$41.58 per hour
Effective July 1, 2023:	\$42.41 per hour

- (b) Nurses shall not be required to attend more than one after school department meeting per month. Such meetings shall start no later than 3:30 p.m. and nurses may be required to stay as long as one hour and fifteen minutes, as needed, in the Board's sole discretion.
- (c) All summer and after school work shall be posted in accordance with Article 17.2. Such summer and after school work shall be assigned on a rotating basis to those nurses who apply and are qualified as follows: 1) names of those nurses who apply shall be placed in seniority order for each position that the nurse applied for; 2) assignment shall be made in such seniority order for each position, except in the case of a nurse who had a summer assignment within the past two years in which case that nurse shall be bypassed; 3) if only one nurse applies, that nurse shall be assigned.
- (d) Notwithstanding the foregoing, the parties understand that the work year for certain early childhood education personnel will normally exceed the work year set forth above in Section 3.1. The Board shall have the right to determine the work year for such early childhood education personnel. To the extent that the Board designates a work year for such personnel in

excess of the work year set forth in Section 3.1, such additional work shall be compensated at the per diem rates for such employees. The per diem rates used for such compensation shall be based on the salaries in effect for that contract year.

- 3.3 (a) When students have been dismissed early and are no longer present in the building (e.g. after departure of buses), nurses may leave the school grounds during their lunch period with prior notice to the Principal.
- (b) In the event of an emergency closing, nurses shall be required to remain until students are dismissed and the school buses have exited the school parking lot. In the event of a late opening, nurses shall not be required to report earlier than fifteen (15) minutes before the start of the altered student day.

#### ARTICLE IV VACATIONS

- 4.1. Vacation period shall consist of the vacations listed in the school calendar.

#### ARTICLE V HOLIDAYS

- 5.1. Nurses will follow the holidays on the school calendar.

#### ARTICLE VI LEAVE PROVISIONS

##### SECTION A - Sick Leave

6.1 Nurses shall be entitled to sick leave with full pay at the rate of fifteen (15) days per year. Such days are cumulative over a period of years, subject to a maximum accrual of 185 days. Notwithstanding the foregoing, any such nurse who has accrued more than one hundred and eighty-five (185) days as of June 30, 2007 shall be permitted to retain such accumulated sick days, but shall not be permitted to accumulate any additional sick days on or after July 1, 2007 unless and until such time as such nurse's total sick leave accumulation falls below one hundred and eighty-five (185) days. Accumulated sick leave will be determined on the basis of the nurse's service to the Board since the most recent date of hire.

6.2 In exceptional cases, the Board may grant additional sick leave with pay. Requests for such additional sick leave shall be in writing and signed by the person making the request.

6.3 The sick leave days may be used for any of the following reasons:

- (a) Personal illness or physical incapacity.

- (b) Enforced quarantines of the nurse in accordance with Community Health Regulations.
- (c) Illness or physical incapacity of the following: spouse, son, daughter, mother, father, sister, brother, or any relative domiciled in the household of the nurse.
- (d) Marriage in the immediate family (not to exceed one (1) working day). For purposes of this subsection, "immediately family" shall be defined to include son, daughter, mother, father, sister, brother, stepson, stepdaughter, stepmother or stepfather.
- (e) Absence for personal reasons limited to situations not under the control of the nurse which make such absence from service necessary. Except in emergencies, prior approval must be given by the Superintendent or his/her designee, provided that for two (2) days per year, said request need not state the reason for the leave.
- (f) The two (2) days per year, as described in paragraph (e), may not be used in conjunction with any other leave or school holiday, but may otherwise be used in conjunction with each other.

6.4 Sick leave days may not be used to extend vacations.

#### SECTION B - Leave of Absence

6.5 Leave of absence shall be granted with full pay and not charged against sick leave for the following reasons:

- (a) Death in the immediate family (not to exceed three (3) working days).
- (b) Absence for any nurse who is required to report for jury duty, provided that reimbursement for same and regular pay together do not exceed regular wage.
- (c) For purposes of 6.5 (a), "immediate family" shall be defined as spouse, son, daughter, mother, father, sister, brother, mother-in-law, father-in-law, grandchildren, grandparents, stepson, stepdaughter, stepmother, stepfather and any relative domiciled in the household of the nurse. One day special leave with full pay shall be granted for death of son/daughter-in-law, brother/sister-in-law.

#### SECTION C - Additional Provisions

6.6 The Board agrees to comply with any applicable law regarding pregnancy disability leave and/or family and medical leave.

6.7 Upon approval of the Superintendent or his designee, leave with full pay shall be granted to a nurse for attending conferences or important professional meetings. Travel expenses may be granted at the discretion of the Superintendent.

6.8 Leaves with full pay (not to exceed three school days per year) may be granted to nurses for the celebration of religious high holy days. An employee requesting religious leave must submit such request to Human Resources for approval at least five (5) school days prior to the date of the requested leave.

6.9 When it is necessary for official representatives of the Union to engage in negotiations or grievance meetings during their work day, they shall be given such free time, without the loss of pay as is necessary to perform any such activities. The Union, and its officers, recognize and agree that this privilege should not be abused.

6.10 Nurses may request leave without pay for the purpose of pursuing a full time course of study in a school health related field. The Board shall consider all such requests and provide each applicant with a written explanation of its' decision. Any nurse who takes an education leave shall be required to return to work for a period equal to the length of her leave upon completion of her leave. Nurses on such leave without pay shall be entitled to continue their existing health insurance coverage by paying one hundred percent (100%) of the cost of such coverage.

6.11 One (1) Federation representative shall be entitled to leave with full pay to attend the funeral of a deceased member of the bargaining unit.

6.12 Federation delegates shall be granted leave with full pay not to exceed a total of three (3) days per year to attend official Union conferences and conventions.

6.13 If a nurse is absent because of illness of a contagious communicable disease, other than the common cold or flu, traceable to contact made in school as determined by the school medical advisor, the absence will not be charged against that nurse's sick leave.

## ARTICLE VII SALARIES

- 7.1 (a) The salary schedules for the fiscal years covered by this Agreement are set forth in Schedule A attached hereto and are hereby made a part of this Agreement.
- (b) Any nurse completing ninety-one consecutive and continuous school days as of the close of the school year shall be eligible for movement to the next step on the salary schedule.
- (c) Each nurse whose work is satisfactory shall be advanced one step annually on the appropriate salary schedule until the stated maximum of the schedule has been reached. Work shall be determined satisfactory unless

an unsatisfactory report has been delivered to the nurse at least twenty (20) days prior to the close of the school year.

- (d) Upon notification to the Superintendent's office of the earning of an appropriate degree and upon submission of appropriate transcriptions or other satisfactory evidence, advancement of the nurse will be made effective on the next first of September or the next first of February whichever comes first.
  - (e) Nurses currently serving in the East Hartford School System who are certified will be paid in accordance with degree schedule.
  - (f) Newly hired employee's placement on the salary schedule shall take into account previous nursing experience and shall be in the sole discretion of the Director of Human Resources and shall not be subject to the grievance procedure.
- 7.2
- (a) On completion of ten (10) years of service, \$250.00 will be added to the salary schedule. This amount will be payable in a lump sum in the first pay period in June of the eleventh (11th) year of service. This will be increased by \$250.00 each two year period thereafter until retirement.
  - (b) Pro-rated longevity payments will be made to an employee in the event said employee terminates his/her services to the Board.
  - (c) Employees on paid sick leave shall be included under longevity payments.
  - (d) Longevity payments shall be available only to nurses hired prior to June 30, 1999.

7.3 Nurses who have worked for a minimum of fifteen (15) continuous years in East Hartford shall receive a retirement separation pay of fifty percent (50) of their accumulated unused sick leave up to a maximum of ninety (90) days. Beginning on July 1, 2010, the maximum retirement separation pay for accumulated sick leave for such nurses shall be seventy-four (74) days. Payment is at 1/183 of the nurse's annual salary based on the degree and step in the retirement year. The Board shall pay to the estate of a nurse who dies before retirement, but would otherwise be eligible for a benefit under this paragraph, an amount computed as if the nurse had retired on the date of death.

This provision regarding separation pay shall not apply to any nurse hired on or after July 1, 2010.

7.4 Nurses shall not be required to perform the duties of the Supervisor of Nursing Services. The Supervisor of Nursing Services shall not perform the duties of members of the bargaining unit except in emergency situations or where the Board determines it is in the best interest of the District, provided the Supervisor of Nursing Services shall not be used to fill a vacant position and/or fill an extended leave of absence. In addition, in the event that the

covering nurse (assigned to the “sister” school) is not available to respond to a need at the school that requires coverage, the Supervisor of Nursing Services may provide such coverage.

7.5 In the event a nurse is assigned to cover more than one (1) school as his/her regular assignment, the nurse shall be reimbursed by the Board for the annual cost of his/her professional liability insurance for each year (limit of \$100.00 a year).

ARTICLE VIII  
TRAVEL ALLOWANCE

8.1 Employees who are requested to use a privately owned automobile for conducting Board business shall be reimbursed once a month, after submitting a reimbursement request, for all mileage driven at the applicable IRS rate. In order to be eligible for such reimbursement, the employee must submit a written request for reimbursement to the Business Office no later than the thirtieth (30<sup>th</sup>) calendar day of the calendar month following the travel, except that reimbursement requests for mileage for the months of May and June must be submitted by the tenth (10<sup>th</sup>) calendar day of the calendar month following the travel. Payment will be monthly. The Board may request proof of minimum insurance coverage required by law.

ARTICLE IX  
INSURANCE AND RETIREMENT

9.1 The Board shall provide the following insurance for all nurses who work half time or more and their enrolled dependents:

- (a) High Deductible Health Plan.
- (b) The Board will provide Blue Cross Full Service Dental Plan with riders A, B, and C.
- (c) For nurses who are eligible for Medicare Plan B, the Board shall pay the cost of Medicare Plan B (minus the employee contribution toward such costs, as described below), or at the option of the employee, 9.1(a).

- (d) Employees shall pay the following percentages of the premiums for the health insurance coverage described in paragraph (a) of this section, through payroll deduction:

Effective July 1, 2021	10.0%
Effective July 1, 2022	11.0%
Effective July 1, 2023	12.0%

- (e) Employees shall pay the following percentage of the premium for the dental insurance coverage described in paragraph (b) and Medicare Plan B described in paragraph (c) of this section, through payroll deduction:

Effective July 1, 2021	23.0%
Effective July 1, 2022	24.0%
Effective July 1, 2023	25.0%

- (f) The Board will not fund any portion of the deductible under the High Deductible Plan.

Effective June 30, 2020, the Board will not process employee contributions into employees' health savings accounts, unless the Board and the Union mutually agree otherwise.

Employees enrolled in the high deductible health plan must remain in the plan for the entire plan year unless an IRS-approved qualifying event can be documented.

The Board shall implement a Wellness Program which offers a financial incentive for employees to take a more active role in their health. The Wellness Program requires employees to annually: (a) have their physician complete the Preventative Health Attestation Form utilized by the Board certifying that they have had medical screenings appropriate for their age; (b) have their physician provide them with biometrical results; and (c) complete an on-line health risk assessment utilizing the biometrical results. Employees will be required to submit written proof of completion to qualify for this contribution. Effective July 1, 2015, employees who fully comply with all of the Wellness Program requirements in a given year shall receive a two hundred and fifty dollar (\$250.00) contribution into the employee's Health Savings Account.

- (g) The Board shall adopt an Internal Revenue Code Section 125 Plan, which allows nurses to pay insurance contributions with pre-tax dollars.

9.2 The Board shall provide and pay for a life insurance policy with a double indemnity provision for each nurse who works half time or more in the amount of \$25,000.00.

9.3 Life Insurance for nurses retiring after January 1, 1971, shall be paid in full by the Board in the amount of \$3,000.

9.4 The Board shall have the right to self-insure for any of the insurance benefits described in this Article and/or to change administrators/carriers/plans for any of the insurance benefits, provided the overall level of benefits, when considered as a whole, remains substantially comparable to the overall level of benefits in effect immediately preceding any such change.

9.5 New employees shall not be eligible for insurance benefits for a period of ninety (90) calendar days from the date of hire, unless the Director of Human Resources waives this requirement.



9.6 Effective July 1, 2017, bargaining unit members who retire in accordance with the Town of East Hartford's defined benefit retirement plan will be permitted to continue their medical and dental coverage for themselves, their spouses, and any eligible dependents provided the retiree pays the premium cost share in effect at the time of retirement for the duration of their retirement. The employee shall pay the full cost of premium for any spouse or dependents electing health and/or dental coverage.

9.7 If the total cost of a group health plan or plans offered under this contract triggers an excise tax under Internal Revenue Code Section 4980I, or any other local, state or federal statute or regulation, the parties agree to open negotiations over an insurance plan that will reduce the cost of the plan to under the excise tax thresholds or reduces the amount of any applicable excise tax. Other negotiated subject matter shall not be subject to this reopener provision.

## ARTICLE X GRIEVANCE PROCEDURE

10.1 A grievance shall mean a complaint by a nurse that his/her rights under the specific language of this Agreement have been violated, or that as to his/her there is a misinterpretation or misapplication of the specific provisions of this Agreement. As used in this Agreement the term "nurse" shall mean either (1) an individual nurse, or (2) a group of nurses having the same grievance.

10.2 Grievances must be processed in the following manner:

Step 1: This nurse or his/her union representative (if the nurse so desires) shall first discuss her/his grievance with his/her immediate superior with the objective of resolving the matter informally, and in the event that the nurse is not satisfied, he/she shall submit his/her grievance in writing to his/her immediate superior. The written statement of a nurse's grievance shall contain a statement of facts, the remedy requested, and a reference to that provision of this Agreement, if any, which the nurse claims has been violated. Such immediate supervisor shall meet with the nurse and the Union representative (if the nurse so desires) prior to making his decision, but in any event must render his decision in writing with copies to the nurse and the Union within five (5) school days of the submission to him of the nurse's written statement of grievance.

Step 2: If the grievance is not settled in Step 1 within the required time, the nurse or his/her Union representative (if the nurse so desires), may, within ten (10) school days, appeal in writing to the Superintendent or his designated representative. The Superintendent and/or his representative shall meet with the nurse, a Union representative (if she/he so desires), and may include at such meeting any other individuals concerned. Such meeting shall be held within ten (10) school days of the receipt by the Superintendent of the nurse's appeal. The Superintendent shall give a

written answer to the nurse and the Union within five (5) school days of the conclusion of such meeting.

Step 3: If the grievance is not settled in Step 1 and 2 within the required time, the Union may submit such grievance to arbitration. Notice of intention to submit such grievance to arbitration must be in writing addressed to the Superintendent of Schools, and submission to an arbitrator who shall be acceptable to both parties or to the American Dispute Resolution Center, must be made not later than thirty (30) calendar days following the decision of the Superintendent, or the expiration of the time limits for making such decision, whichever shall first occur. Arbitration by the American Dispute Resolution Center shall be in accordance with its administrative procedures, practices, and rules.

The arbitrator shall hear and decide only one grievance in each case. He shall be bound by and must comply with all of the terms of this Agreement. He shall have no power to add to, delete from or modify in any way any of the provisions of this Agreement. The decision of the arbitrator shall be binding upon both parties and all nurses during the life of this Agreement. Fees and expenses, if any, of the arbitrator shall be borne equally by the Board and the Union. References to "Arbitrator" include a single arbitrator or a panel of arbitrators.

10.3 Any grievance, as defined above, not presented for disposition through the grievance procedure set forth above within ten (10) school days of the occurrence of the condition giving time thereto, or within ten (10) school days of her/his knowledge of its occurrence, whichever comes later, shall not thereafter be considered a grievance under this Agreement. Failure at any step of this procedure to communicate a decision within the specified time limits shall permit the aggrieved to proceed immediately to the next step. Failure at any step to appeal within the specified time limits shall be considered acceptance by the aggrieved of the decision rendered, and such decision shall therefore be binding upon the aggrieved.

10.4 Meetings held under this procedure shall be conducted at a time and place which will afford a fair and reasonable opportunity to attend for all persons proper to be present. When such meetings are held during school hours, all persons who participate shall be excused without loss of pay for that purpose.

10.5 Each Union representative shall be permitted the necessary time without loss of pay to investigate and process grievances within her/his area of representation, provided he/she has informed his/her immediate superior of where he/she is going and why he/she has left his/her school building and received permission therefore, which permission shall not be unreasonably withheld.

10.6 If in the judgment of the President of the Union, a grievance affects a group or class of nurses, such grievances may be submitted in the name of the President of the Union.

10.7 Failure of a nurse or the Union to file a grievance within the time limits specified in the grievance procedure does not establish a precedent for settlement of any future grievance.

10.8 In addition to those specified, the Union, or the Board may, at Step 3 of the grievance procedure, have other representatives present during the presentation of the grievance.

#### ARTICLE XI PROTECTIONS

11.1 Nurses shall immediately report to their superior orally, to be followed by a written report, all cases of assault suffered by them in connection with their employment.

11.2 Such report shall be forwarded to the Superintendent and the Board which shall comply with any reasonable request from the nurses for information in its possession not privileged under the law which relates to the incident or the persons involved.

11.3 If civil proceedings are brought against a nurse alleging that he/she committed an assault or alleging professional misconduct or negligence in the course of or in connection with his/her employment, such nurses may request the Board to furnish legal counsel to defend her/him in such proceeding. If the Board does not provide such counsel, then the Board shall reimburse the nurse for reasonable counsel fees incurred by him/her in defending the proceeding, in accordance with the Connecticut General Statutes, Section 10-235, as amended from time to time.

#### ARTICLE XII ACCIDENT BENEFITS

12.1 Whenever an employee is absent as the result of a personal injury caused by an accident arising out of an in the course of his/her employment within the meaning of and in accordance with the Connecticut Workers' Compensation Act, he/she shall be compensated in accordance with the provisions of such Act. An employee may elect to charge the difference between his/her workers' compensation benefits and his/her regular net pay to his/her accumulated sick leave.

#### ARTICLE XIII REDUCTION IN FORCE

13.1 After the Board of Education determines the number of nursing positions which are to be eliminated, the following criteria shall be applied in sequential order:

- (a) List the employees who are serving as school nurses by ranking those most senior at the bottom and those most junior at the top on the basis of continuous service in the school district.
- (b) Review all evaluations of the people on the seniority list.

- (c) Terminate the employment of the least senior person if no other position exists to which the person may be appointed if qualified.
- (d) In all considerations of seniority, if appropriate experience, evaluation and other relevant school health care considerations demonstrate that a nurse has overriding professional value to the school system, such nurse may be retained in preference to the next most senior nurse.
- (e) Time off for sabbatical leave, leaves of absence with or without pay, not exceeding a total of one school year, shall be counted toward determining seniority ranking. Time off for any reason beyond one year shall not count toward determining seniority ranking. Connecticut State Statutes will be applied for those employees who were absent due to required military leave.
- (f) Employees who are laid off because of reduction in staff shall be eligible for reemployment for up to two years from the last day of employment prior to termination of employment by being placed on a "recall list."
- (g) An employee on the recall list will be notified of recall by a letter mailed return receipt requested to the last known address. If the employee fails to respond to the notice of recall within five days of receipt or fifteen (15) days of mailing whichever is shorter, the employee shall be deemed to have refused reappointment. The name of any employee who refuses reappointment shall be removed from the recall list.

ARTICLE XIV  
SENIORITY

14.1 Seniority shall be determined by the total length of continuous service as a nurse in the school system. In the event of a tie, the question of seniority shall be decided by:

1. Date initial contract signed.
2. Previous service in the school system.

14.2 Seniority shall not be broken by vacations, sick time, jury duty, suspension, any authorized leave of absence, or any call to military service.

- (a) Employees who have not broken their seniority by voluntary resignation, termination for cause or failure to accept recall from layoff under the terms of this Agreement, shall be considered to have continuous service for purposes of this article.

14.3 New employees shall serve a probationary period of sixty (60) work days and shall have no seniority rights or recourse for grievance during this period, but shall be subject to all other provisions of this Agreement. Effective July 1, 2003, the probationary period for

employees hired after that date shall be ninety (90) working days. Effective July 1, 2004, the probationary period for employees hired after that date shall be one hundred twenty (120) working days.

During such probationary period it shall be the prerogative of the Superintendent to evaluate performance and if deemed unsatisfactory, to issue a formal notice of termination. All employees who have completed their probationary period shall acquire length of service records as of the most recent date of their hiring. In no event shall the judgment, decision or determination of the administration or the Board be subject to challenge in the matter of probationary employees.

#### ARTICLE XV UNION ACTIVITY

15.1 The Board agrees that, upon submission of a dues check-off card for payroll deduction of his/her Union membership dues, the proper deduction will be made each month from the employee's salary and forwarded to the Union monthly. Upon the payment thereof to the Union, the Board shall be held free and harmless from any liability in handling such Union dues and may require a release from Union.

15.2 The Board shall deduct the amount certified by the Union as the annual dues from the pay of each member that voluntarily authorizes in writing such deduction from their wages, in equal installments every pay period. All such deductions shall be remitted to the Union monthly by mutual agreement. Employees on leaves of absence must make suitable arrangements in advance of such leave to pay the Union dues directly to the Union.

15.3 One bulletin board or adequate space on another bulletin board shall be reserved at an accessible place in each school for the exclusive use of the Union for the posting of official Union notices or announcements.

15.4 The Union may call meetings in any school before or immediately after school upon request to and permission from the principal.

15.5 The Board agrees to furnish a copy of this Agreement to each employee within thirty (30) working days after its signing. New employees will be given a copy of this Agreement at the time of hire.

#### ARTICLE XVI PERSONNEL

16.1 No material derogatory to a Nurse's conduct, service, character or personality shall be placed in a nurse's personnel file unless it has first been shown to the nurse.

16.2 The nurse may submit a written notation regarding any material placed in his/her personnel file, and the same shall be attached to the file copy of the material in question.

16.3 There shall be only one official Personnel file per nurse to be kept in the Personnel Office. Information not contained in the above official file shall not be used in any way against the nurse at any hearing or disciplinary action or meeting concerning the nurse.

16.4 Nurses shall be disciplined for cause only.

#### ARTICLE XVII ASSIGNMENT, VACANCIES, TRANSFERS

17.1 Nurses shall be notified in writing of any changes in their assignments for the ensuing school year, including the schools to which they will be assigned as soon as practicable and under normal circumstances not later than the last day of school. Upon request by the nurse following receipt of notification of a change in the nurse's assignment, the Supervisor of Nursing and the Director of Pupil Personnel Services will meet with the nurse to discuss the reason(s) for the change. Thereafter, upon request by the nurse, the Director of Human Resources will meet with the nurse to discuss the reason(s) for the change. A Federation representative will attend the meeting(s) with the nurse if the nurse so desires. In the event of a change in circumstances in the months June through September, such assignments may be changed as required to meet the situation.

17.2 In the event a vacancy occurs within the bargaining unit, notice of such vacancy shall be posted for ten (10) school days prior to closing of applications. Any nurse may submit a written request for transfer to the Director of Human Resources. If such vacancy is filled by transfer, seniority and experience shall be factors in considering such requests.

17.3 In filling vacancies the Board will interview all bargaining unit member candidates prior to interviewing candidates from outside the school system. If in the opinion of the Director of Human Resources two or more bargaining unit members are equal in qualifications, the most senior employee shall be appointed to the vacant position.

17.4 If vacancies or new positions become available during the summer months, such positions shall be posted in the central office for a period of ten (10) business days and such posting shall be mailed to the Federation president and to any other employee who has provided self-addressed, stamped envelopes with the Director of Human Resources for such purpose.

17.5 Before an involuntary transfer or change in assignment is made, consideration may be given first to those nurses who have expressed a desire to transfer.

17.6 Upon request by the nurse following receipt of notification of an involuntary transfer, the Supervisor of Nursing and the Director of Pupil Personnel Services will meet with the nurse to discuss the reason(s) for the involuntary transfer. Thereafter, upon request by the nurse, the Director of Human Resources will meet with the nurse to discuss the reason(s) for the involuntary transfer. A Federation representative will attend the meeting(s) with the nurse if the nurse so desires.

ARTICLE XVIII  
DURATION

18.1 This Agreement shall become effective July 1, 2021 and shall remain in full force and effect through June 30, 2024.

18.2 This Agreement contains the full and complete Agreement between the Board and the Association on all negotiable issues, and neither party shall be required during the term thereof, except as noted in Article VII, to negotiate upon any issue, whether it is covered or not covered in this Agreement. All prior practices, agreements and understandings are not binding upon the Board unless specifically incorporated herein.

18.3 Not later than the first of March of the year of the expiration of this Agreement, the parties agree to negotiate in good faith in accordance with the procedure set forth herein, to secure a Successor Agreement.

ARTICLE XIX  
SAVINGS CLAUSE

19.1 It is agreed that if any section, clause or phrase of this Agreement is found to be illegal or void by an authority of competent legal jurisdiction, such section, clause or phrase will be severed from this Agreement. The remaining portions or provisions of this Agreement shall remain in full force and effect.

ARTICLE XX  
MISCELLANEOUS

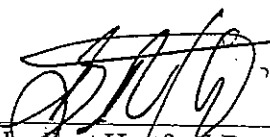
20.1 The Board of Education shall provide five (5) hours of staff development activities that result in educational contact hours for the nursing staff annually. The five hours shall be provided during staff meeting time.

20.2 Nurses shall be excused from general staff development activities and staff meetings that are designed specifically for the certified teaching staff only when a priority nursing activity is mutually agreed upon between the Supervisor of Nursing Services and the Director of Human Resources.

20.3 In the event that a nurse is working in a school that is not his/her regular assignment, the nurse shall, upon his/her request, be accompanied by the principal or his/her designee for verification of student identification during distribution of medication.

ARTICLE XXI  
SIGNATURE

21.1 In witness whereof the parties hereto have hereunto caused this Agreement to be executed by their duly authorized representative this 5<sup>th</sup> day of April, 2021.



\_\_\_\_\_  
For the East Hartford Board of Education



\_\_\_\_\_  
For the East Hartford School Registered  
Nurses Union



SCHEDULE A

CLASSIFICATION

	7/1/2021	7/1/2022	7/1/2023
<b>Degree Nurse</b>	2.00%	2.00%	2.00%
Step 1	\$50,267	\$51,272	\$52,298
Step 2	\$52,294	\$53,340	\$54,407
Step 3	\$54,372	\$55,459	\$56,569
Step 4	\$56,580	\$57,711	\$58,865
Step 5	\$58,913	\$60,091	\$61,293
Step 6	\$61,374	\$62,601	\$63,853
Step 7	\$63,079	\$64,341	\$65,627

	7/1/2021	7/1/2022	7/1/2023
<b>NonDegree Nurse</b>	2.00%	2.00%	2.00%
Step 1	\$49,100	\$50,082	\$51,084
Step 2	\$51,057	\$52,078	\$53,120
Step 3	\$53,097	\$54,159	\$55,243
Step 4	\$55,357	\$56,465	\$57,594
Step 5	\$57,675	\$58,828	\$60,005
Step 6	\$60,135	\$61,338	\$62,565
Step 7	\$61,842	\$63,079	\$64,340

MEMORANDUM OF UNDERSTANDING

- 9.2 Nurses retiring after July 1, 1974, shall be permitted to continue their Major Medical insurance coverage at their own expense, and the Board of Education shall perform whatever administrative services are required to permit such continuation through the group plan, provided such arrangement is acceptable to the respective insurance carriers, and provided such action does not cause a substantial increase in the group rates.

The parties agree to remove this provision from the main body of the contract with the understanding that the administrative services referenced in above Section 9.2 are in fact performed by the Town of East Hartford.

In the event that the Town of East Hartford discontinues the administrative services referenced in Section 9.2 above, the East Hartford Board of Education assures the performance of such service.

Any violation of this Memorandum of Understanding shall be grievable in accordance with the grievance provisions of the contract between the parties.

This Agreement is entered into with past, present or future prejudice or precedent to the position of the parties.

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East Hartford Board of Education

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East Hartford School Registered  
Nurses Union

**APPENDIX B  
HIGH DEDUCTIBLE HEALTH PLAN  
HEALTH SAVINGS ACCOUNT**

*THIS IS A BRIEF SUMMARY OF THE BENEFITS COVERED UNDER THE PLAN. IT IS NOT INTENDED TO BE A COMPLETE LIST OF BENEFITS*

<b>COST SHARE PROVISIONS</b>	<b>In-Network Member pays:</b>	<b>Out-of-Network Member pays:</b>
Annual Deductible ( <i>single/ family</i> )	\$2,000 / \$4,000	
Coinsurance	Not applicable	20%
Coinsurance Maximum ( <i>single/ family</i> )	\$4,000/ \$8,000	\$4,000/\$8,000
Lifetime Maximum	Unlimited	Unlimited
Single Deductible must be satisfied before any Covered Services		
	<b>In-Network After Annual Deductible Member pays:</b>	<b>Out-of-Network After Annual Deductible Member pays:</b>
<b>PREVENTIVE CARE</b>		
Well child care	No cost share	Deductible & Coinsurance
Adult Physical examinations	No cost share	Deductible & Coinsurance
<b>Other Preventive Screenings:</b>		
Routine gynecological care: pap smear & pelvic exam	No cost share	Deductible & Coinsurance
Mammography, Prostate, colorectal, colonoscopy, lipid & diabetic	No cost share	Deductible & Coinsurance
Hearing & Vision screening	No cost share	Deductible & Coinsurance
Immunizations and Vaccinations (other than those needed for travel)	No cost share	Deductible & Coinsurance
<b>HOSPITAL SERVICES</b>		
<b>All Inpatient Admissions</b>	Deductible	Deductible & Coinsurance
Specialty Hospital 100 days per member per Calendar Year – additional visits are available once maximum is met, subject to Out of Network cost shares	Deductible	Deductible & Coinsurance
<b>Outpatient Surgery in a licensed ambulatory surgical center</b>	Deductible	Deductible & Coinsurance
<b>DIAGNOSTIC SERVICES</b>		
Diagnostic lab and x-ray	Deductible	Deductible & Coinsurance
High Cost Diagnostic Tests MRI, MRA, CAT, CTA, PET, and SPECT scans	Deductible	Deductible & Coinsurance
<b>THERAPY SERVICES</b>		
<b>Outpatient Rehabilitation</b> Outpatient Rehabilitation and restorative physical, occupational, speech and chiropractic therapy for up to 50 combined visits per Calendar Year. Additional visits are available once maximum is met, subject to Out of Network cost shares.	Deductible	Deductible & Coinsurance
<b>Allergy Office Visit/Testing</b>	Deductible	Deductible & Coinsurance
Allergy Injections – Immunotherapy or other therapy treatments	Deductible	Deductible & Coinsurance

<b>MEDICAL EMERGENCY/URGENT CARE SERVICES</b>		
Emergency Room Treatment Emergency cost share waive if the Member is admitted directly to the Hospital from the emergency room	Deductible	Deductible & Coinsurance
Ambulance- Land & Air: Paid according to the Department of Public Health Ambulance Service Rate Schedule	Deductible	Deductible & Coinsurance
<b>PHYSICIAN MEDICAL/SURGICAL SERVICES</b>		
Medical Office Visits	Deductible	Deductible & Coinsurance
Services of a Physician or Surgeon (Other than a medical office visit.	Deductible	Deductible & Coinsurance
	<b>In-Network After Annual Deductible</b> <i>Member pays:</i>	<b>Out-of-Network After Annual Deductible</b> <i>Member pays:</i>
<b>MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES</b>		
<b>Outpatient Treatment for Mental Health Care and Substance Abuse Care</b>	Deductible	Deductible & Coinsurance
<b>Inpatient Hospital Services</b> In a Hospital or Residential Treatment Center for Mental Health Care	Deductible	Deductible & Coinsurance
<b>Inpatient Rehabilitation Treatment for Substance Abuse Care</b> In a Hospital or a Substance Abuse Treatment Facility	Deductible	Deductible & Coinsurance
<b>OTHER MEDICAL SERVICES</b>		
<b>Skilled Nursing Facility</b> Up to 120 days per Calendar Year	Deductible	Deductible & Coinsurance
<b>Private Duty Nursing</b> Limited to \$15,000 per Plan Year	Deductible	Deductible & Coinsurance
<b>Immunizations and Vaccinations for Travel</b>	Deductible	Deductible & Coinsurance
<b>Prescription Drugs</b> <b>Retail Pharmacy:</b> The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is a 30 day supply.  Diabetic equipment, drugs, and supplies.	Deductible	Deductible & Coinsurance
<b>Mail Order Pharmacy:</b> The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is a 90 day supply.  Diabetic equipment, drugs, and supplies.	Deductible	Deductible & Coinsurance

<b>Prescription drugs –after deductible</b> <i>(when purchased from network pharmacy)</i>	<u>Retail (30 day supply)</u> \$10 Tier 1 co payment \$25 Tier 2 co payment \$40 Tier 3 co payment  <u>Mail Order (90 day supply)</u> \$10 Tier 1 co payment \$50 Tier 2 co payment \$80 Tier 3 co payment	
<b>Human Organ and Tissue Transplant</b> Unlimited Maximum	Deductible	Deductible & Coinsurance
Home health care Nursing and therapeutic services limited to 200 visits per calendar year  Home health aide services limited to 80 visits tat (applicable to the 200 visit limit)  <b>In the Home Hospice Medical Social Services</b> under the direction of a Physician Up to \$420	Deductible  Deductible  Deductible	Deductible & Coinsurance  Deductible & Coinsurance  Deductible & Coinsurance
<b>Infusion Therapy</b> Unlimited lifetime maximum	Deductible	Deductible & Coinsurance
<b>Durable Medical Equipment and Prosthetic Devices</b>  <b>Hearing Aid Coverage</b> Available for dependent children age 12 years and under with a maximum of 41,000 within a two year period  Diabetic equipment and supplies	Deductible	Deductible & Coinsurance
Ostomy Related Services	Deductible	Deductible & Coinsurance
<b>Hospice Care ( Inpatient)</b>	Deductible	Deductible & Coinsurance
Wig Up to \$500 maximum per Member per Plan Year		
<b>Specialized Formula</b>	Deductible	Deductible & Coinsurance
Infertility Services – covered only to the levels pursuant to State of CT mandate  Office Visits Outpatient Hospital Inpatient Hospital Infertility Drugs The maximum supply of a drug for which benefits will provided when dispensed under any one prescription is 30 day supply	Deductible	Deductible & Coinsurance
<b>Maternity</b>	Deductible	Deductible & Coinsurance

**Dependent Maximum age is 26 years.**

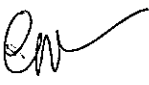
**Notes to Benefit Descriptions**

- Skilled nursing facility services limited to 120 days per calendar year.
- Home health care services are limited to 200 visits per calendar year.
- Inpatient rehabilitative services limited to 100 days per member per calendar year.
- PT, OT, ST, and chiropractic services limited to 50 combined visits per member per calendar year.
- Inpatient hospitalizations require authorizations.
- For a complete list of exclusions and limitations, please reference your Certificate of Coverage.

*This does not constitute your health plan or insurance policy. It is only a general description of the plan.*



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 12, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc   
RE: RESIGNATION: Boards and Commissions

---

Attached is a letter received by my office from Scott Thompson who has resigned from his position as a full member of the Pension and Retiree Benefit Board.

Please place this resignation on the April 20, 2021 Town Council Agenda and share our appreciation as a community for the valuable service he has provided by volunteering his time on the above mentioned Board.

C: R. Pasek, Town Clerk

*Robert J. Beck*

2021 APR -8 A 11: 07

TOWN CLERK  
EAST HARTFORD

30 March 30, 2021

Mayor Leclerc,

Madam Mayor it has been an Honor and privilege to serve as the union rep on the Town's Pension Board. I have met and worked with many great people both on the Political side as well as the Town Citizens appointed to the board. It is time for me to step down and let some of the younger employees take over this important role.

Again, thank you to the Mayors office and the Town Unions I represented over the last 12+ years for trusting me to be their voice on the oversight Board for the Defined Benefit Pension.

Good luck on your Future as well as I hear you are not running for Mayor; I will always be available and willing to help if needed to the future Board Members.

Respectfully,

Scott Thompson

East Hartford Firefighter, IAFF Local 1548

860-299-5071



OFFICE OF THE  
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108



*Robert J. Paek*  
2021 APR - 9 (860) 291-7389

TOWN CLERK  
EAST HARTFORD  
FAX: (860) 291-7389

April 7, 2021

Please publish the following legal notice in the EH Gazette on **Thursday April 8, 2021**.  
Mail bill to the East Hartford Town Council Office, 740 Main Street, East Hartford, CT  
06108.

=====

LEGAL NOTICE

Public notice is hereby given that the Town Council of the Town of East Hartford, Connecticut, will hold a public hearing on **Tuesday, April 20, 2021 at 7:00.m.** via Microsoft "Teams", to hear public comment on revisions to the Town of East Hartford's Code of Ordinances as follows:

1. Section 1-16 and Section 14-1. Columbus Day/Indigenous People's Day
2. Section 2-3. Mayor's Salary
3. Section 2-3b. Registrars and Deputy Registrars of Voters Salary

Any person(s) wishing to express an opinion on this matter may do so at this meeting. Copies of the proposed revisions to the ordinances are on file in the Town Clerk's Office and in the Town Council's Office.

Angela Attenello  
Town Council Clerk

**COLUMBUS DAY/INDIGENOUS PEOPLE'S DAY ORDINANCE**  
**(January 31, 2021)**

Sec 1. The Town of East Hartford Code of Ordinances is hereby amended by adding a new Section 1-16 as follows:

Notwithstanding any provision of town contracts or state or federal law, the Town of East Hartford shall recognize the second Monday in October as "Indigenous People's Day".

Sec.2. Section 14-1 of the Town of East Hartford Code of Ordinances is repealed and the following is substituted in lieu thereof:

(a) There is established the Commission on Culture and Fine Arts which shall consist of fifteen members appointed for a term of five years. Terms shall be staggered so that three members are appointed each year. On the effective date of this ordinance, the Commission members shall consist of the members of the Fine Arts Commission and the Library Commission who shall serve until their terms expire. Vacancies shall be filled once the membership of the commission is no more than 15 members.

(b) The Commission shall promote and stimulate general interest among the citizens of the town in the fine arts and other cultural arts and the town libraries. On or about the second Monday in October, the Commission shall conduct ceremonies or recognition activities to further the public's understanding of the history and contributions of Indigenous People to the community of East Hartford and the United States. The Commission shall also further the recognition of the many groups that emigrated to the United States and their contributions to the town of East Hartford and the nation.

(c) The Commission shall work with the Town Librarian to encourage the use of the Raymond Library and other town libraries for the display of fine arts and other cultural arts. The Commission may charge a fee for any activity that it conducts. Such revenue shall be credited to an account for use by the Commission on future projects or to offset expenses of such activity.

**MAYOR'S SALARY**  
**(January 31, 2021)**

Summary: This proposal provides an increase in the mayor's salary starting after the November election for the next two years which, by tradition, has reflected the increase in inflation over the two years since the last change in salary. The salary is rounded up slightly to eliminate odd salary amounts.

Section 2-3 of the Town of East Hartford Code of Ordinances is repealed and the following is substituted in lieu thereof:

Beginning November 14, 2007, the Mayor's salary shall be \$78,723, which is a zero increase and beginning on November 14, 2008, the Mayor's salary shall be \$81,400 which is an increase of 3.4%, representing the increase in the consumer price index for 2005. Beginning November 11, 2014 and annually thereafter, the Mayor's salary shall increase by fifty percent of the increase in the consumer price index-all urban consumers for the preceding calendar year, provided that the Mayor's salary for November 11, 2013 shall be increased by fifty percent of the consumer price index-all urban consumers for the calendar years 2006 through 2012 inclusive. Effective November 2015, the Mayor's salary will be \$90,067 which is based on the increase in the 2013 consumer price index. Effective November 2016, the Mayor's salary will be \$91,688 which is based on the increase in the 2014 consumer price index. Effective November 13, 2017, the Mayor's salary shall be \$93,522 which is an increase of 2% and effective November 1, 2018, the Mayor's salary shall be \$95,392 which is an increase of 2%. Effective November 11, 2019, the Mayor's salary shall be \$97,777 which is an increase of 2.5% based on the increase in the 2017 Consumer Price Index. Beginning November 1, 2020, the Mayor's salary shall be \$100,221 which is an increase of 2.5% based on the Consumer Price index for 2018. Effective November 8, 2021, the Mayor's salary shall be \$102,000 which is based on the 1.7% increase in the Consumer Price Index for 2019. Effective November 1, 2022, the Mayor's salary shall be \$103,000 which is based on the 1% increase in the Consumer Price Index for 2020.

**SALARIES OF REGISTRARS AND DEPUTY REGISTRARS OF VOTERS  
(January 31, 2021)**

The proposal increases the registrars' salary by \$1,000 and the deputy registrars' salary by \$1,000 starting a year from now in January. This reflects the continuing increase in responsibilities by the registrars. It also changes the requirement that the office remain open to the public 24 hours a week because the vast majority of registrations are performed online or through the DMV. However, it is expected that the registrars would work no less than 24 hours per week on average.

Section 2-3b of the Town of East Hartford Code of Ordinances is repealed and the following is substituted in lieu thereof:

Beginning [on January 1, 2020, the salary for each registrar of voters shall be \$ 26,000 and the salary for each of the deputy registrar of voters shall be \$9,000 and beginning] January 1, 2021 the salary for each registrar of voters shall be \$27,000 and the deputy registrar of voters shall be \$9,000 and beginning January 1, 2022, the salary for each registrar of voters shall be \$28,000 and the salary for the deputy registrars of voters shall be \$10,000 provided: (1) the registrar of voters [office] shall [be open to the public] work no less than twenty-four hours per week; (2) the registrar of voters and deputy registrar of voters shall conduct no less than four voter outreach session in locations outside of town hall annually; (3) the registrars of voters and deputy registrars of voters shall take state mandated training for such offices; (4) the registrar of voters and the deputy registrar of voters shall comply with all state election law requirements; and (5) the registrars of voters shall provide an annual written report to the mayor and town council within two months after each election which shall consist of an overview of the office's activities for the year, an appraisal of the conduct of voting process for the previous election including any primary or special elections and recommendations for improving the election process. The Town Council may reduce the salary of a registrar of voters or a deputy registrar of voters if it determines that such person violated any provision of this section.

*Robert J. Pask*

OFFICE OF THE  
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

2021 APR 16 4:10:13  
(860) 291-7208

TOWN CLERK (860) 291-7889  
EAST HARTFORD

DATE: April 16, 2021

TO: Town Council

FROM: Rich Kehoe  
Town Council Chair

RE: Tuesday, April 20, 2021 7:00 P.M. Town Council Chambers  
and Microsoft "Teams"

**Due to the coronavirus outbreak, Town Hall is closed. Pursuant to Governor Lamont's Executive Order No. 7B, this Public Hearing is accessible through "Microsoft Teams" 1-929-235-8441 Conference ID: 623 971 559# or please click on link below.**

[Click here to join the meeting](#)

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

**Tuesday, April 20, 2021**

**7:00 p.m.**

**Town Council Chambers and Microsoft "Teams"**

The purpose of the meeting is to hear public comment on revisions to the Town of East Hartford's Code of Ordinances as follows:

1. Section 1-16 and Section 14-1. Columbus Day/Indigenous People's Day
2. Section 2-3. Mayor's Salary
3. Section 2-3b. Registrars and Deputy Registrars of Voters Salary

cc: Mayor Leclerc  
Rich Gentile, Assistant Corporation Counsel  
Mary Mourey and Stephen Watkins, Registrars of Voters

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*Robert J. Paset*

OCT. 30 A 9:21

TOWN CLERK  
EAST HARTFORD

MICROSOFT "TEAMS"

REAL ESTATE ACQUISITION AND DISPOSITION COMMITTEE

OCTOBER 6, 2020

PRESENT Angie Parkinson, Chair; Councillors Awet Tsegai and John Morrison

ALSO Marcia A. Leclerc, Mayor

PRESENT Rich Gentile, Assistant Corporation Counsel – via TEAMS

CALL TO ORDER

Chair Parkinson called the meeting to order at 6:02 p.m.

APPROVAL OF MINUTES

June 17, 2020 Meeting

MOTION By Awet Tsegai  
seconded by John Morrison  
to approve the minutes of the June 17, 2020 meeting.  
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

Possible Acquisition of 150 Prospect Street

Mayor Leclerc explained that the Administration has no interest in this parcel of land.

MOTION By Awet Tsegai  
seconded by John Morrison  
to recommend to the Town Council that the Town **not** accept the donation  
of the 4.6 acre parcel known as 150 Prospect Street; the Administration  
having notified this Committee that the Town has no current, or anticipated  
future use, for such property.  
Motion carried 3/0.

Possible Sale of 103 Harvest Lane

Rich Gentile, Assistant Corporation Counsel, offered the Committee background information on this parcel. The owners of 99 Harvest Lane – Richard and Sandra Marques – are interested in purchasing 103 Harvest Lane, a "stub" road valued by the Assessor's Office at \$2,260.00. In Mr. Marques' letter to the Mayor, he indicates that he has maintained 103 Harvest Lane over the last 43

years which includes mowing, raking, snow-blowing and removing overgrown trees. The Mayor informed the Committee that Mr. Marques sent a bill to the town for the removal of 2 trees from the property after a storm in August.

Attorney Gentile also explained the process that is in place for maintaining and disposing of town-owned property. It was the consensus of the Committee to have Attorney Gentile contact Mr. Marques with a proposed sale price of \$2,200.00 for 103 Harvest Lane.

#### OLD BUSINESS

##### Brookside Lane – Acceptance as a Town Road

Rich Gentile, Assistant Corporation Counsel, is still waiting to hear from the State. He will keep the Committee apprised of any progress on this matter.

No further action necessary at this time.

##### Possible Acquisition of 1177 Burnside Avenue

Mayor Leclerc explained to the Committee that Public Works Director John Lawlor had concerns about two pipes – approximately 18" or 24" in diameter – on the property that discharge to the Hockanum River. They appear to have been there for a while, but he cannot determine where they come from. It was determined by the Administration that the town has no interest in this parcel of land.

MOTION           By Awet Tsegai  
                          seconded by John Morrison  
                          to recommend to the Town Council that the Town **not** acquire the 1.76 acre parcel known as 1177 Burnside Avenue; the Administration having notified this Committee that the Town has no current, or anticipated future use, for such property.  
                          Motion carried 3/0.

#### ADJOURNMENT

MOTION           By Awet Tsegai  
                          seconded by John Morrison  
                          to **adjourn** (6:22 p.m.)  
                          Motion carried 3/0.

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

*Robert J. Paetz*

2021 OCT 30 A 9:21

TOWN CLERK  
HARTFORD

MICROSOFT "TEAMS"

REAL ESTATE ACQUISITION AND DISPOSITION COMMITTEE

OCTOBER 6, 2020

- PRESENT Angie Parkinson, Chair; Councillors Awet Tsegai and John Morrison
- ALSO Marcia A. Leclerc, Mayor
- PRESENT Rich Gentile, Assistant Corporation Counsel – via TEAMS

CALL TO ORDER

Chair Parkinson called the meeting to order at 6:02 p.m.

APPROVAL OF MINUTES

June 17, 2020 Meeting

MOTION By Awet Tsegai  
 seconded by John Morrison  
 to **approve** the minutes of the June 17, 2020 meeting.  
 Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

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 seconded by John Morrison  
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                          Motion carried 3/0.


#### ADJOURNMENT

MOTION           By Awet Tsegai  
                          seconded by John Morrison  
                          to **adjourn** (6:22 p.m.)  
                          Motion carried 3/0.

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



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 12, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc   
RE: Acquisition of Silver Lane Transportation Easements

---

Attached are the easements from the State of Connecticut which will be required to install sidewalks on Silver Lane along the Rentschler Field property. In addition, attached are illustrations and photos representative of a foot bridge which will cross Willow Brook over the wetland area.

One of the priority goals for the Silver Lane Corridor identified in the completed transportation study was to establish a "Complete Streets" program for the corridor, which would enhance mobility, safety, pedestrian, bike, and handicapped accessibility issues.

The easement has been reviewed by our Engineering staff and is being offered to the Town at no cost. The total cost of the project, including design, is approximately \$1.3 million and is available to the Town by the Capital Region Development Authority.

While this is the first phase using a secured funding source, we will be back in future meetings with additional easements east of the referenced area to complete the connectivity of sidewalks. The funding source for those sidewalks and the inclusion of pedestrian lighting will be LOTCIP funds secured through CRCOG.

Please place this item on the Town Council agenda for the April 20, 2021 meeting.

C: E. Buckheit, Development Director  
R. Gentile, Asst. Corporation Counsel



TO: Mayor Marcia Leclerc

FROM: Eileen Buckheit, Development Director

DATE: April 12, 2021

RE: April 20, 2021 Town Council agenda item

---

I am respectfully requesting an item be placed on the April 20, 2021 Town Council agenda under new business.

One of the priority goals for the Silver Lane Corridor identified in the completed transportation study was to establish a "Complete Streets" program for the Corridor which would enhance mobility, safety, pedestrian, bike, and handicapped accessibility issues. As a result of left over project funding for road construction project, we have the opportunity to install sidewalks along the south side of the street where currently there is no sidewalk and forces people to either cross the street or walk along the fence on the grass area.

Please find attached, the easements from the State of Connecticut which will be required to install the sidewalks on the state property, also known as the Rentschler Field property. As you see in the attached memo from Corporation Counsel, the easements have been reviewed by our Engineering staff and are being offered to the Town at no cost.

In addition, in order to cross a small segment of the Willow Brook, we will be installing a foot bridge over the wetland area. I have attached an illustration of the bridge and a map of its location.

The total cost of the project including design is approximately \$1.3 million and is available to the Town by the Capital Region Development Authority.

Thank you for your assistance and let me know if you have any further questions.

OFFICE OF THE CORPORATION COUNSEL

To: Eileen Buckheit

From: Rich Gentile, ACC

April 6, 2021

RE: TRANSPORTATION EASEMENTS, SILVER LANE

In connection with the goal of placing sidewalks along the southern side of Silver Lane, a series of 5 transportation easements have been drafted and negotiated with the State of Connecticut. These easements will allow the Town to locate sidewalks along Silver Lane, adjacent to Rentschler Field. The property descriptions contained in the easements are based on surveys reviewed in detail by our Engineering Department. The easements are being offered to the Town at no cost.

To move the entire Silver Lane sidewalk project forward, I would suggest that the Town Council, acting as a committee of the whole, approve the acquisition of the easements. I have attached a proposed motion, and copy of the easements, to this memo.

DRAFT

MOTION:

Move: that this Town Council, acting as a Committee of the Whole for the Real Estate Acquisition and Disposition Committee: (i) waive the requirements of Town Ordinances Section 10-18 (b) as to obtaining an appraisal, phase one environmental assessment, and full title search with respect to the below mentioned interests in real property, waiver being in the best interests of the Town since the Town is obtaining easements not fee ownership, no consideration will be paid for the easements, and full A-2 surveys have been conducted of both the burdened and benefitted easement parcels, and (ii) accept from the State of Connecticut, acting through the Secretary of the Office of Policy and Management, transportation easements for the placement of sidewalks over State of Connecticut property at 593, 611, 615 (two easements) and 627 Silver Lane, in the general form attached hereto.



RECORDING REQUESTED BY AND  
WHEN

RECORDED MAIL TO:

Richard P. Gentile  
Assistant Corporation Counsel  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

Space Above for Recorder's Use

## TRANSPORTATION EASEMENT

**KNOW ALL MEN BY THESE PRESENTS**, pursuant to Connecticut General Statutes §§ 4-8, 32-650, 32-651, 32-655(a)(3), that the **State of Connecticut, acting through the Secretary of the Office of Policy and Management (the "State")** with an address at 450 Capitol Avenue, Hartford, CT 06106 ( hereinafter "Grantor"), owner of a certain parcel of land located at and known as Pratt & Whitney Stadium at Rentschler Field, with an address at 593 Silver Lane, in the Town of East Hartford, County of Hartford, and State of Connecticut, which piece or parcel of land is more particularly described on Schedule A attached hereto and made a part hereof, and is referred to herein as "Burdened Parcel"), for One and 00/100 Dollar (\$1.00) and other valuable consideration the receipt of which is hereby acknowledged from the **TOWN OF EAST HARTFORD**, a Connecticut municipal corporation, with an address 740 Main Street, East Hartford, Connecticut 06108 (hereinafter "Grantee"), does hereby give, grant, bargain, sell and convey unto the Grantee, its heirs, successors and assigns forever, a full and perpetual easement (the "Transportation Easement") upon, over, under, and across a portion of the Burdened Parcel, such easement area being described as the area of land between the boundary line between the Burdened Property and the Silver Lane Right-of-Way, as shown and described on Schedule B attached hereto and made a part hereof, including the right to install, construct, inspect, remove, replace, repair, maintain, including but not limited to, graffiti removal and debris and snow removal, and use pedestrian sidewalks and a pedestrian bridge structure ("Transportation Facilities") as Grantee may from time to time require in the Transportation Easement Area; along with the right and privilege of the Grantee, its successors and assigns, and its and their officers, employees, servants and agents as well as the general public to enter upon the Transportation Easement Area in the exercise of the rights, privileges and authorities granted herein and to use the Transportation Facilities in the Transportation Easement Area as a public sidewalk. Grantor, its agents, and contractors (including the Capital Region Development Authority, "CRDA") shall have no responsibilities or liabilities for the pedestrian sidewalks and bridge structure, including maintaining insurance, construction, inspections, maintenance, including but not limited to graffiti removal and debris and snow removal and sand and salt applications as necessary, repairs, replacement or structure removal. Grantee agrees, at its sole expense, to secure and keep in force at all times during the term of this Easement a one million dollar (\$1,000,000) liability insurance policy or policies, naming the State and CRDA as additional insureds, by an insurance carrier licensed to do business in the State of Connecticut to cover all of Grantees activities and all allowed uses under this Easement, and, further, Grantee hereby indemnifies and shall defend and hold harmless CRDA, the State, its officers, and its

employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance or use of this Easement, including those arising out of injury to or death of Grantee's employees or contractors, whether arising before, during, or after completion of the services hereunder, to the extent caused by Grantee's or its employees, agents or contractor's negligent act, error or omission, or willful misconduct. Grantee shall not be responsible for indemnifying or holding the CRDA, the State, their officers, and their employees harmless from any liability arising to the extent due to the act, omission, fault or negligence of the State, the CRDA, or any third party acting under the direct control or supervision of the CRDA, the State, or their officers or employees.

Grantor agrees, for itself and its successors and assigns, that neither Grantor, nor any servant, agent, tenant, employee or contractor of Grantor, its successors or assigns, shall place or erect any permanent or temporary building or structure other permanent item, plant any tree or shrub, or take any other action, which will materially interfere with or adversely affect in a material way Grantee's use of the Transportation Easement Area.

Grantee shall not use the Transportation Easement in any manner which is in violation of any federal, state or local law, statute, rule, regulation, code or ordinance nor shall Grantee use the Transportation Easement in any manner which violates any permit issued by the Town of East Hartford or State of Connecticut. Grantee further covenants and agrees to obtain, at its own cost and expense, any and all appropriate governmental permits, and to pay any and all required fees, before exercising any of its rights pursuant to this Agreement.

The foregoing Transportation Easement shall burden the Burdened Parcel and shall run with the land forever and shall be binding in perpetuity upon the parties, their heirs, successors and assigns.

**TO HAVE AND TO HOLD** unto the Grantee, its heirs, successors and assigns forever, to its and their own proper use and behoof.

**IN WITNESS WHEREOF**, the Grantor has executed this Easement this \_\_\_ day of \_\_\_\_\_, 2021.

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_ By: \_\_\_\_\_  
Name:

\_\_\_\_\_

STATE OF CONNECTICUT)

)

ss. Hartford

\_\_\_\_\_, 2021

COUNTY OF HARTFORD )

Personally appeared \_\_\_\_\_, ( \_\_\_\_\_ of

\_\_\_\_\_) signer and sealer of the foregoing Easement, and acknowledged the same to be his free act and deed (as such \_\_\_\_\_, and the free act and deed of said corporation,) before me.

\_\_\_\_\_  
Name:  
Commissioner of the Superior Court/  
Notary Public  
My Commission Expires \_\_\_\_\_

**SCHEDULE A****(LEGAL DESCRIPTION OF BURDENED PARCEL)**

The following described property set forth in a deed from United Technologies Corporation to the State of Connecticut recorded at Volume 3139 Page 242 of the East Hartford land Records.

A certain parcel of land situated in the Town of East Hartford, County of Hartford and State of Connecticut bounded and described as follows:

Beginning at a point on the southerly street line of Silver Lane at the division line between land now or formerly of Mobil Oil Corporation and the parcel herein described;

thence running South 78°-50'-13" East 102.54 feet to a point, thence turning and running North 82°-28'-16" East 205.73 feet to a point, thence turning and running North 79°-01'-18" East 438.00 feet to a point, thence turning and running North 78°-58'-54" East 66.03 feet, all along the southerly street line of Silver Lane, to a point;

thence running South 40°-06'-37" West 648.06 feet to a point; thence turning and running South 09°-31' -35" East 37.09 feet, all along existing land of the State of Connecticut, to a point;

thence running along a counterclockwise curve, having a radius of 278.73 feet, 184.54 feet to a point, thence turning and running South 78°-35'-01" West 153.77 feet, all along remaining land of United Technologies Corporation, to a point;

thence running North 07°-09'-54" West 340.31 feet along land now or formerly of Eastern Holdings, LLC to a point;

thence running North 08°-39'-58" West 100.00 feet along land now or formerly of Mobil Oil Corporation to the point of beginning.

**SCHEDULE B****(DESCRIPTION OF SIDEWALK EASEMENT AREA)****593 SILVER LANE**

A PORTION OF PROPERTY OR LAND NOW OR FORMERLY OF THE STATE OF CONNECTICUT AND DEPICTED AS "EASEMENT AREA" IN FAVOR OF THE TOWN OF EAST HARTFORD ON A MAP ENTITLED "EASEMENT SURVEY- TOWN OF EAST HARTFORD, MAP SHOWING EASEMENT ACQUIRED FROM STATE OF CONNECTICUT BY TOWN OF EAST HARTFORD, 593 SILVER LANE SIDEWALK IMPROVEMENTS". PREPARED BY MARTINEZ COUCH & ASSOCIATES, LLC, SCALE:1"=20', DATED MARCH 2, 2021, WHICH MAP IS FILED OF EVEN DATE HERewith ON THE TOWN OF EAST HARTFORD LAND RECORDS, AND MORE PARTICULARLY DESCRIBED AS:

**EASEMENT AREA DESCRIPTION**

BEGINNING AT A POINT ON THE SOUTHERLY STREET LINE OF SILVER LANE AT AND 18.8' PERPENDICULAR TO STATION 67+67. SAID POINT BEING THE NORTHWESTERLY CORNER OF LAND NOW OR FORMERLY STATE OF CONNECTICUT 615 SILVER LANE. SAID POINT ALSO BEING THE NORTHEASTERLY CORNER OF THE HEREIN DESCRIBED PARCEL, THENCE RUNNING SOUTHWESTERLY ALONG SAID LAND OF 615 SILVER LANE 116.96' TO A POINT. SAID POINT BEING LOCATED AT AND 92.2' PERPENDICULAR TO STATION 66+76, THENCE RUNNING THROUGH LAND NOW OR FORMERLY THE STATE OF CONNECTICUT 593 SILVER LANE, THE FOLLOWING COURSES, NORTHWESTERLY A DISTANCE OF 61.66' TO A POINT. SAID POINT BEING LOCATED AT AND 58.50' PERPENDICULAR TO STATION 66+24, NORTHWESTERLY A DISTANCE OF 18.79' TO A POINT. SAID POINT BEING LOCATED AT AND 41.00' PERPENDICULAR TO STATION 66+17, SOUTHWESTERLY A DISTANCE OF 286.68' TO A POINT. SAID POINT BEING LOCATED AT AND 47.1' PERPENDICULAR TO STATION 63+30, NORTHWESTERLY A DISTANCE OF 48.99' TO A POINT ON THE SOUTHERLY STREET LINE OF SILVER LANE. SAID POINT BEING LOCATED AT AND 18.8' PERPENDICULAR TO STATION 62+91, THENCE RUNNING ALONG SAID STREET LINE OF SILVER LANE A DISTANCE OF 476.17', PARALLEL TO SILVER LANE BASELINE, TO THE POINT AND PLACE OF BEGINNING.

EASEMENT AREA= 14,297 SQ. FT.



RECORDING REQUESTED BY AND  
WHEN

RECORDED MAIL TO:

Richard P. Gentile  
Assistant Corporation Counsel  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

Space Above for Recorder's Use

## **TRANSPORTATION EASEMENT**

**KNOW ALL MEN BY THESE PRESENTS**, pursuant to Connecticut General Statutes §§ 4-8, 32-650, 32-651, 32-655(a)(3), that the **State of Connecticut, acting through the Secretary of the Office of Policy and Management (the "State")** with an address at 450 Capitol Avenue, Hartford, CT 06106 ( hereinafter "Grantor"), owner of a certain parcel of land located at and known as Pratt & Whitney Stadium at Rentschler Field, with an address at 611 Silver Lane, in the Town of East Hartford, County of Hartford, and State of Connecticut, which piece or parcel of land is more particularly described on Schedule A attached hereto and made a part hereof, and is referred to herein as "Burdened Parcel"), for One and 00/100 Dollar (\$1.00) and other valuable consideration the receipt of which is hereby acknowledged from the **TOWN OF EAST HARTFORD**, a Connecticut municipal corporation, with an address 740 Main Street, East Hartford, Connecticut 06108 (hereinafter "Grantee"), does hereby give, grant, bargain, sell and convey unto the Grantee, its heirs, successors and assigns forever, a full and perpetual easement (the "Transportation Easement") upon, over, under, and across a portion of the Burdened Parcel, such easement area being described as the area of land between the boundary line between the Burdened Property and the Silver Lane Right-of-Way, as shown and described on Schedule B attached hereto and made a part hereof, including the right to install, construct, inspect, remove, replace, repair, maintain, including but not limited to, graffiti removal and debris and snow removal, and use pedestrian sidewalks and a pedestrian bridge structure ("Transportation Facilities") as Grantee may from time to time require in the Transportation Easement Area; along with the right and privilege of the Grantee, its successors and assigns, and its and their officers, employees, servants and agents as well as the general public to enter upon the Transportation Easement Area in the exercise of the rights, privileges and authorities granted herein and to use the Transportation Facilities in the Transportation Easement Area as a public sidewalk. Grantor, its agents, and contractors (including the Capital Region Development Authority, "CRDA") shall have no responsibilities or liabilities for the pedestrian sidewalks and bridge structure, including maintaining insurance, construction, inspections, maintenance, including but not limited to graffiti removal and debris and snow removal and sand and salt applications as necessary, repairs, replacement or structure removal. Grantee agrees, at its sole expense, to secure and keep in force at all times during the term of this Easement a one million dollar (\$1,000,000) liability insurance policy or policies, naming the State and CRDA as additional insureds, by an insurance carrier licensed to do business in the State of Connecticut to cover all of Grantees activities and all allowed uses under this Easement, and, further, Grantee hereby indemnifies and shall defend and hold harmless CRDA, the State, its officers, and its

employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance or use of this Easement, including those arising out of injury to or death of Grantee's employees or contractors, whether arising before, during, or after completion of the services hereunder, to the extent caused by Grantee's or its employees, agents or contractor's negligent act, error or omission, or willful misconduct. Grantee shall not be responsible for indemnifying or holding the CRDA, the State, their officers, and their employees harmless from any liability arising to the extent due to the act, omission, fault or negligence of the State, the CRDA, or any third party acting under the direct control or supervision of the CRDA, the State, or their officers or employees.

Grantor agrees, for itself and its successors and assigns, that neither Grantor, nor any servant, agent, tenant, employee or contractor of Grantor, its successors or assigns, shall place or erect any permanent or temporary building or structure other permanent item, plant any tree or shrub, or take any other action, which will materially interfere with or adversely affect in a material way Grantee's use of the Transportation Easement Area.

Grantee shall not use the Transportation Easement in any manner which is in violation of any federal, state or local law, statute, rule, regulation, code or ordinance nor shall Grantee use the Transportation Easement in any manner which violates any permit issued by the Town of East Hartford or State of Connecticut. Grantee further covenants and agrees to obtain, at its own cost and expense, any and all appropriate governmental permits, and to pay any and all required fees, before exercising any of its rights pursuant to this Agreement.

The foregoing Transportation Easement shall burden the Burdened Parcel and shall run with the land forever and shall be binding in perpetuity upon the parties, their heirs, successors and assigns.

**TO HAVE AND TO HOLD** unto the Grantee, its heirs, successors and assigns forever, to its and their own proper use and behoof.

**IN WITNESS WHEREOF**, the Grantor has executed this Easement this \_\_\_\_ day of \_\_\_\_\_, 2021.

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_ By: \_\_\_\_\_  
Name:

\_\_\_\_\_



STATE OF CONNECTICUT)

)

ss. Hartford \_\_\_\_\_, 2021

COUNTY OF HARTFORD )

Personally appeared \_\_\_\_\_, ( \_\_\_\_\_ of

\_\_\_\_\_) signer and sealer of the foregoing Easement, and acknowledged the same to be his free act and deed (as such \_\_\_\_\_, and the free act and deed of said corporation,) before me.

\_\_\_\_\_  
Name:  
Commissioner of the Superior Court/  
Notary Public  
My Commission Expires \_\_\_\_\_

**SCHEDULE A****(LEGAL DESCRIPTION OF BURDENED PARCEL)**

The following described property set forth in a deed from United Technologies Corporation to the State of Connecticut recorded at Volume 3139 Page 242 of the East Hartford land Records.

A certain parcel of land situated in the Town of East Hartford, County of Hartford and State of Connecticut being more particularly bounded and described as follows:

Beginning at a point on the southerly street line of Silver Lane at the division line between land now or formerly of Noel Gonzalez and the parcel herein described;

thence running North 78°-58'-54" East 507.08 feet along the southerly street line of Silver Lane to a point;

thence running South 09°-17'-20" East 149.78 feet along land now or formerly of Margaret Griffen to a point;

thence running South 07°-15'-17" East 25.25 feet to a point, thence turning and running South 09°-32'-21" East 205.16 feet to a point, thence turning and running South 78°-58'-52" West 560.40 feet to a point, thence turning and running North 11°-02'-55" West 230.01 feet, all along existing land of the State of Connecticut, to a point;

thence running North 78°-58'-54" East 65.00 feet to a point, thence turning and running North 11°-02'-55" West 150.00 feet, all along land now or formerly of Noel Gonzalez, to the point of beginning.

**SCHEDULE B****(DESCRIPTION OF SIDEWALK EASEMENT AREA)****611 SILVER LANE**

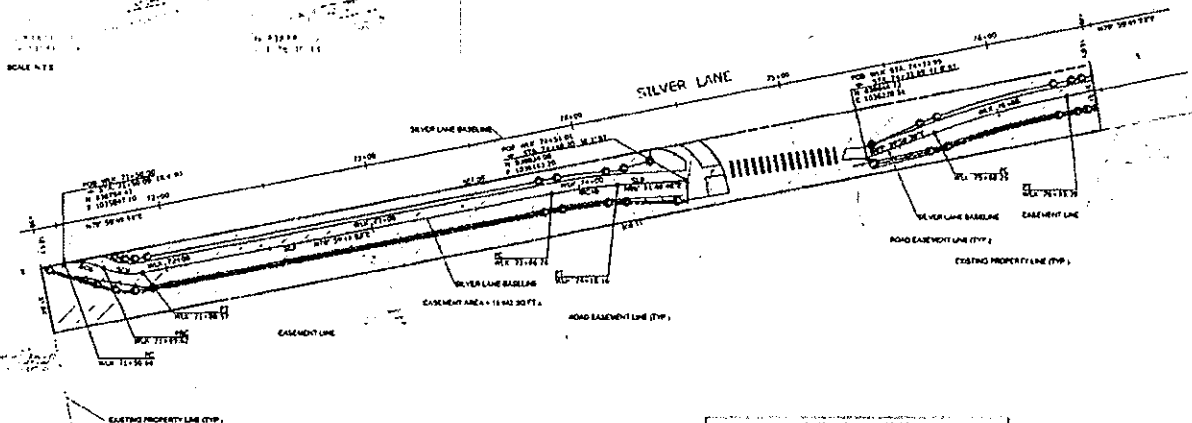
A PORTION OF PROPERTY OR LAND NOW OR FORMERLY OF THE STATE OF CONNECTICUT AND DEPICTED AS "EASEMENT AREA" IN FAVOR OF THE TOWN OF EAST HARTFORD ON A MAP ENTITLED "EASEMENT SURVEY- TOWN OF EAST HARTFORD, MAP SHOWING EASEMENT ACQUIRED FROM STATE OF CONNECTICUT BY TOWN OF EAST HARTFORD, 611 SILVER LANE SIDEWALK IMPROVEMENTS". PREPARED BY MARTINEZ COUCH & ASSOCIATES, LLC, SCALE:1"=20', DATED MARCH 2, 2021, WHICH MAP IS FILED OF EVEN DATE HERewith ON THE TOWN OF EAST HARTFORD LAND RECORDS, AND MORE PARTICULARLY DESCRIBED AS:

**EASEMENT AREA DESCRIPTION**

BEGINNING AT A POINT ON THE SOUTHERLY STREET LINE OF SILVER LANE AT AND 18.6' PERPENDICULAR TO STATION 76+46. SAID POINT BEING THE NORTHWESTERLY CORNER OF LAND NOW OR FORMERLY THE STATE OF CONNECTICUT 627 SILVER LANE. SAID POINT ALSO BEING THE NORTHEASTERLY CORNER OF THE HEREIN DESCRIBED PARCEL, THENCE RUNNING SOUTHERLY ALONG SAID LAND OF 627 SILVER LANE AND PERPENDICULAR TO SAID BASELINE A DISTANCE OF 31.41' TO A POINT, THENCE RUNNING THROUGH SAID LAND OF 611 SILVER LANE A DISTANCE OF 506.11' TO THE EASTERLY LINE OF LAND NOW OR FORMERLY MARGARITA E. GONZALEZ TO A POINT. SAID POINT BEING LOCATED AT AND 49.94' PERPENDICULAR TO STATION 71+39, THENCE RUNNING NORTHERLY ALONG SAID LAND OF GONZALEZ A DISTANCE OF 31.54' TO SAID STREET LINE OF SILVER LANE. SAID POINT BEING LOCATED AT STATION 71+39, THENCE RUNNING ALONG SAID STREET LINE OF SILVER LANE, PARALLEL TO SAID BASELINE, A DISTANCE OF 507.06' TO THE POINT AND PLACE OF BEGINNING.

EASEMENT AREA= 15,942 SQ. FT.

SCALE 1" = 20'



**NOTES**

1. ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.

2. THE EASEMENT AREA IS 15' WIDE.

3. THE RIGHT OF GRADE IS 33' WIDE.

4. THE RIGHT TO INSTALL FENCE IS 4' WIDE.

5. THE RIGHT TO INSTALL MEDIAN FENCE CONTROL SYSTEM IS 15' WIDE.

STATE OF OHIO

EASEMENT AREA  
15' WIDE

RIGHT TO GRADE  
33' WIDE

RIGHT TO INSTALL FENCE  
4' WIDE

RIGHT TO INSTALL  
MEDIAN FENCE CONTROL SYSTEM  
15' WIDE

SILVER LANE EASEMENT LINE			
LINE	STATION	DESCRIPTION	DATE
1	10+00	START OF EASEMENT	10/1/00
2	10+15	END OF EASEMENT	10/1/00
3	10+30	START OF EASEMENT	10/1/00
4	10+45	END OF EASEMENT	10/1/00

SILVER LANE RIGHT OF GRADE			
LINE	STATION	DESCRIPTION	DATE
1	10+00	START OF RIGHT OF GRADE	10/1/00
2	10+15	END OF RIGHT OF GRADE	10/1/00
3	10+30	START OF RIGHT OF GRADE	10/1/00
4	10+45	END OF RIGHT OF GRADE	10/1/00

SILVER LANE RIGHT TO INSTALL FENCE			
LINE	STATION	DESCRIPTION	DATE
1	10+00	START OF FENCE RIGHT	10/1/00
2	10+15	END OF FENCE RIGHT	10/1/00
3	10+30	START OF FENCE RIGHT	10/1/00
4	10+45	END OF FENCE RIGHT	10/1/00

SCALE 1" = 20'

DATE: 10/1/00

BY: [Signature]

SCALE 1" = 20'

MATCH 2 100'

RECORDING REQUESTED BY AND  
WHEN

RECORDED MAIL TO:

Richard P. Gentile  
Assistant Corporation Counsel  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

Space Above for Recorder's Use

## TRANSPORTATION EASEMENT

**KNOW ALL MEN BY THESE PRESENTS**, pursuant to Connecticut General Statutes §§ 4-8, 32-650, 32-651, 32-655(a)(3), that the **State of Connecticut, acting through the Secretary of the Office of Policy and Management (the "State")** with an address at 450 Capitol Avenue, Hartford, CT 06106 ( hereinafter "Grantor"), owner of a certain parcel of land located at and known as Pratt & Whitney Stadium at Rentschler Field, with an address at 615 Silver Lane, in the Town of East Hartford, County of Hartford, and State of Connecticut, which piece or parcel of land is more particularly described on Schedule A attached hereto and made a part hereof, and is referred to herein as "Burdened Parcel"), for One and 00/100 Dollar (\$1.00) and other valuable consideration the receipt of which is hereby acknowledged from the **TOWN OF EAST HARTFORD**, a Connecticut municipal corporation, with an address 740 Main Street, East Hartford, Connecticut 06108 (hereinafter "Grantee"), does hereby give, grant, bargain, sell and convey unto the Grantee, its heirs, successors and assigns forever, a full and perpetual easement (the "Transportation Easement") upon, over, under, and across a portion of the Burdened Parcel, such easement area being described as the area of land between the boundary line between the Burdened Property and the Silver Lane Right-of-Way, as shown and described on Schedule B attached hereto and made a part hereof, including the right to install, construct, inspect, remove, replace, repair, maintain, including but not limited to, graffiti removal and debris and snow removal, and use pedestrian sidewalks and a pedestrian bridge structure ("Transportation Facilities") as Grantee may from time to time require in the Transportation Easement Area; along with the right and privilege of the Grantee, its successors and assigns, and its and their officers, employees, servants and agents as well as the general public to enter upon the Transportation Easement Area in the exercise of the rights, privileges and authorities granted herein and to use the Transportation Facilities in the Transportation Easement Area as a public sidewalk. Grantor, its agents, and contractors (including the Capital Region Development Authority, "CRDA") shall have no responsibilities or liabilities for the pedestrian sidewalks and bridge structure, including maintaining insurance, construction, inspections, maintenance, including but not limited to graffiti removal and debris and snow removal and sand and salt applications as necessary, repairs, replacement or structure removal. Grantee agrees, at its sole expense, to secure and keep in force at all times during the term of this Easement a one million dollar (\$1,000,000) liability insurance policy or policies, naming the State and CRDA as additional insureds, by an insurance carrier licensed to do business in the State of Connecticut to cover all of Grantees activities and all allowed uses under this Easement, and, further, Grantee hereby indemnifies and shall defend and hold harmless CRDA, the State, its officers, and its

employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance or use of this Easement, including those arising out of injury to or death of Grantee's employees or contractors, whether arising before, during, or after completion of the services hereunder, to the extent caused by Grantee's or its employees, agents or contractor's negligent act, error or omission, or willful misconduct. Grantee shall not be responsible for indemnifying or holding the CRDA, the State, their officers, and their employees harmless from any liability arising to the extent due to the act, omission, fault or negligence of the State, the CRDA, or any third party acting under the direct control or supervision of the CRDA, the State, or their officers or employees.

Grantor agrees, for itself and its successors and assigns, that neither Grantor, nor any servant, agent, tenant, employee or contractor of Grantor, its successors or assigns, shall place or erect any permanent or temporary building or structure other permanent item, plant any tree or shrub, or take any other action, which will materially interfere with or adversely affect in a material way Grantee's use of the Transportation Easement Area.

Grantee shall not use the Transportation Easement in any manner which is in violation of any federal, state or local law, statute, rule, regulation, code or ordinance nor shall Grantee use the Transportation Easement in any manner which violates any permit issued by the Town of East Hartford or State of Connecticut. Grantee further covenants and agrees to obtain, at its own cost and expense, any and all appropriate governmental permits, and to pay any and all required fees, before exercising any of its rights pursuant to this Agreement.

The foregoing Transportation Easement shall burden the Burdened Parcel and shall run with the land forever and shall be binding in perpetuity upon the parties, their heirs, successors and assigns.

**TO HAVE AND TO HOLD** unto the Grantee, its heirs, successors and assigns forever, to its and their own proper use and behoof.

**IN WITNESS WHEREOF**, the Grantor has executed this Easement this \_\_\_\_ day of \_\_\_\_\_, 2021.

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_ By: \_\_\_\_\_  
Name:

\_\_\_\_\_

STATE OF CONNECTICUT)

)

ss. Hartford

\_\_\_\_\_, 2021

COUNTY OF HARTFORD )

Personally appeared \_\_\_\_\_, ( \_\_\_\_\_ of

\_\_\_\_\_) signer and sealer of the foregoing Easement, and acknowledged the same to be his free act and deed (as such \_\_\_\_\_, and the free act and deed of said corporation,) before me.

\_\_\_\_\_  
Name:  
Commissioner of the Superior Court/  
Notary Public  
My Commission Expires \_\_\_\_\_

**SCHEDULE A****(LEGAL DESCRIPTION OF BURDENED PARCEL)**

The following described property set forth in a deed from United Technologies Corporation to the State of Connecticut recorded at Volume 1914 Page 83 of the East Hartford land Records.

A certain piece or parcel of land located in the Town of East Hartford, County of Hartford and State of Connecticut bounded and described as follows:

Beginning at the point of commencement, N 212752.421 E 689082.583, said point being on the southerly Right of Way line of Silver Lane and the northwesterly corner of land now or formerly of the Estate of Roxie Futtner Trust ("Blue Army Trust");

Thence running S 04° 36' 53" E 377 .88' to a point;

Thence turning and running N 80° 02' 03" E 872.80' to a point; the last two courses being along land now or formerly of the Estate of Roxie Futtner Trust ("Blue Army Trust");

Thence turning and running S 09° 33' 50" E 336.67' along land now or formerly of Blacey J. Futtner, Angelus Futtner, Mary Sposito, Roseanne Andrulot & Raymond Futtner to a point;

Thence turning and running S 78° 53' 17" W 654.16' along land now or formerly of Gordon F. Leone & Joan Maschi, and along land now or formerly of Joan Leone Maschi et. al., partly by each, to a point;

Thence turning and running S 09° 10' 56" E 339.20' to a point;

Thence turning and running S 79° 21' 14" W 112.00' to a point;

Thence turning and running S 10° 35' 04" E 391.05' to a point; the last three courses being along land now or formerly of Joan Leone Maschi et. al.;

Thence turning and running S 79° 24' 56" W 176.00' to a point;

Thence turning and running S 10° 35' 04" E 121.00' to a point;

Thence turning and running S 79 ° 24' 56" W 167.27' to a point;

Thence turning and running N 10° 35' 04" W 182. 77' to a point;

Thence turning and running S 79° 24' 56" W 177.78' to a point;

Thence turning and running S 15° 19' 12" W 176.64' to a point;

Thence turning and running S 10° 35' 04" E 216.46' to a point;



Thence turning and running S 78° 43' 26" W 293.49' to a point;

Thence turning and running S 10° 02' 51" E 130.98' to a point;

Thence turning and running S 78° 58' 52" W 946.65' to a point;

Thence turning and running N 09° 31' 35" W 1,408.51' to a point;

Thence continuing N 09° 31' 35" W 85.29';

Thence turning and running N 40° 06' 37" E 647.75' to a point in the southerly Right of Way line of Silver Lane;

Thence turning and running N 78° 57' 05" E 306.83' along the southerly Right of Way line of Silver Lane to a point;

Thence turning and running S 11° 02' 55" E 379.97' along land now or formerly of Norreen D. & Edward A. Brault to a point;

Thence turning and running N 78° 58' 52" E 560.40' to a point;

Thence turning and running N 09° 32' 21" W 205.16' to a point;

Thence turning and running N 07° 15' 17" W 25.25' to a point;

Thence turning and running N 78° 58' 57" E 54.00' to a point;

Thence turning and running N 09° 17' 20" W 149.78' to a point in the southerly Right of Way line of Silver Lane; the last two courses running along land now or formerly of Margaret M. and Fred J. Griffen;

Thence turning and running N 78° 58' 54" E 151.16' to a point;

Thence turning and running N 79° 01' 53" E 173.70' to the point and place of commencement; the last two courses being along the southerly Right of Way line of Silver Lane.

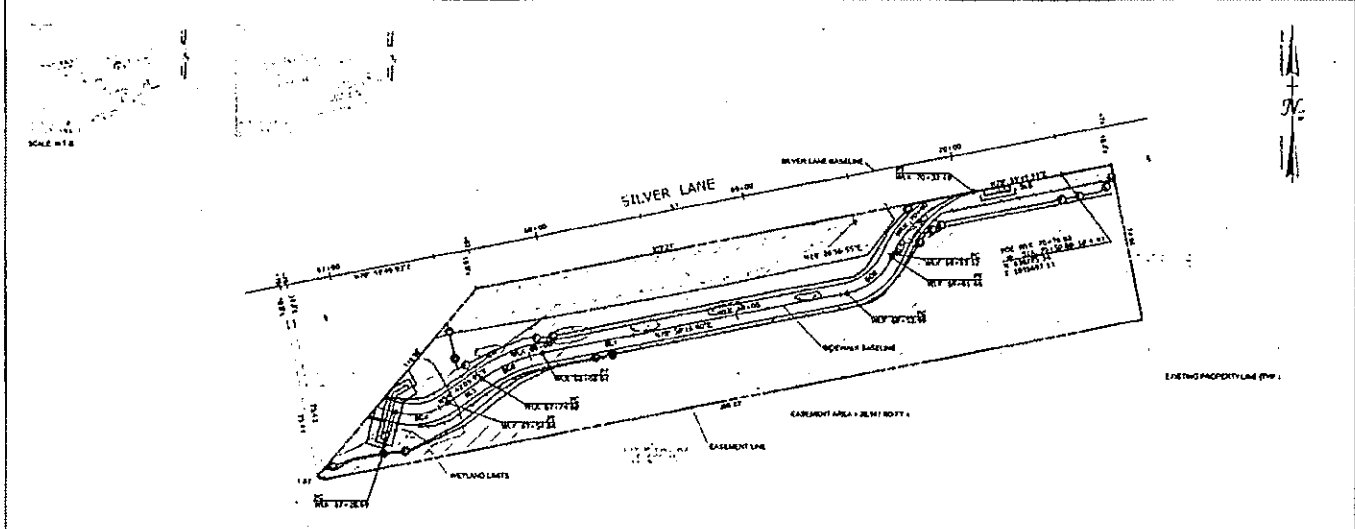
**SCHEDULE B****(DESCRIPTION OF SIDEWALK EASEMENT AREA)****615 SILVER LANE (STA 66+76 TO STA 70+74)**

A PORTION OF PROPERTY OR LAND NOW OR FORMERLY OF THE STATE OF CONNECTICUT AND DEPICTED AS "EASEMENT AREA" IN FAVOR OF THE TOWN OF EAST HARTFORD ON A MAP ENTITLED "EASEMENT SURVEY- TOWN OF EAST HARTFORD, MAP SHOWING EASEMENT ACQUIRED FROM STATE OF CONNECTICUT BY TOWN OF EAST HARTFORD, 615 SILVER LANE SIDEWALK IMPROVEMENTS STA 66+76 TO STA 70+74". PREPARED BY MARTINEZ COUCH & ASSOCIATES, LLC, SCALE:1"=20', DATED MARCH 2, 2021 , WHICH MAP IS FILED OF EVEN DATE HERewith ON THE TOWN OF EAST HARTFORD LAND RECORDS, AND MORE PARTICULARLY DESCRIBED AS:

**EASEMENT AREA DESCRIPTION**

BEGINNING AT A POINT ON THE SOUTHERLY STREET LINE OF SILVER LANE AT AND 18.4' PERPENDICULAR TO STATION 70+74. SAID POINT BEING THE NORTHWESTERLY CORNER OF LAND NOW OR FORMERLY MARGARITA E. GONZALEZ. SAID POINT ALSO BEING THE NORTHEASTERLY CORNER OF THEHEREIN DESCRIBED PARCEL, THENCE RUNNING SOUTHERLY ALONG SAID LAND OF GONZALEZ AND PERPENDICULAR TO SAID BASELINE A DISTANCE OF 74.84', THENCE RUNNING THROUGH SAID LAND OF 615 SILVER LANE A DISTANCE OF 395.23' TO A POINT. SAID POINT BEING LOCATED AT AND 94.2' PERPENDICULAR TO STATION 66+79. THENCE RUNNING A DISTANCE OF 1.83' TO A POINT ON THE EASTERLY LINE OF LAND NOW OR FORMERLY 593 SILVER LANE. SAID POINT BEING LOCATED AT AND 92.2' PERPENDICULAR TO STATION 66+76. THENCE RUNNING ALONG SAID LAND OF 593 SILVER LANE A DISTANCE OF 116.96' TO THE STREET LINE OF SILVER LANE. SAID POINT BEING LOCATED AT AND 18.8' PERPENDICULAR TO STATION 67+67. THENCE RUNNING ALONG SAID STREET LINE OF SILVER LANE, PARALLEL TO SAID BASELINE, A DISTANCE OF 307.21' TO THE POINT AND PLACE OF BEGINNING.

EASEMENT AREA= 26,567 SQ. FT.



**NOTES**

1. ALL DISTANCES ARE IN FEET AND DECIMALS THEREOF UNLESS OTHERWISE NOTED.

2. THE PROPERTY LINES SHOWN ON THIS PLAN ARE BASED ON THE RECORD DEEDS AND SURVEYS REFERENCED HEREIN.

3. THE EASEMENT LINES SHOWN ON THIS PLAN ARE BASED ON THE RECORD DEEDS AND SURVEYS REFERENCED HEREIN.

4. THE SETBACKS SHOWN ON THIS PLAN ARE BASED ON THE RECORD DEEDS AND SURVEYS REFERENCED HEREIN.

5. THE POTENTIALS SHOWN ON THIS PLAN ARE BASED ON THE RECORD DEEDS AND SURVEYS REFERENCED HEREIN.

- STATE OF CONNECTICUT
- EASEMENT AREA 20.00 FEET
- RIGHT TO EXCAVATE 10.00 FEET
- RIGHT TO INSTALL FENCE 5.00 FT.
- RIGHT TO INSTALL SEWERAGE CONTROL SYSTEM 5.00 FT.

LINE	LENGTH	BEARING	START POINT AC. 43	END POINT AC. 43
1	272.25	N73°15'17" W	100.00	100.00

LINE	LENGTH	BEARING	START POINT AC. 43	END POINT AC. 43
2	17.52	S75°00'00" W	100.00	100.00
3	17.52	N75°00'00" E	100.00	100.00
4	17.52	S75°00'00" W	100.00	100.00
5	17.52	N75°00'00" E	100.00	100.00
6	17.52	S75°00'00" W	100.00	100.00
7	17.52	N75°00'00" E	100.00	100.00

LINE	LENGTH	BEARING	START POINT AC. 43	END POINT AC. 43
8	17.52	S75°00'00" W	100.00	100.00
9	17.52	N75°00'00" E	100.00	100.00
10	17.52	S75°00'00" W	100.00	100.00
11	17.52	N75°00'00" E	100.00	100.00

APPROVED FOR RECORDATION

DATE: 03/20/2024

BY: [Signature]

SCALE: 1" = 20'

DATE: 03/20/2024

SCALE: 1" = 20'

DATE: 03/20/2024

BY: [Signature]



LINE	LENGTH	BEARING	START POINT AC. 43	END POINT AC. 43
12	17.52	S75°00'00" W	100.00	100.00
13	17.52	N75°00'00" E	100.00	100.00
14	17.52	S75°00'00" W	100.00	100.00
15	17.52	N75°00'00" E	100.00	100.00

RECORDING REQUESTED BY AND  
WHEN

RECORDED MAIL TO:

Richard P. Gentile  
Assistant Corporation Counsel  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

Space Above for Recorder's Use

## **TRANSPORTATION EASEMENT**

**KNOW ALL MEN BY THESE PRESENTS**, pursuant to Connecticut General Statutes §§ 4-8, 32-650, 32-651, 32-655(a)(3), that the **State of Connecticut, acting through the Secretary of the Office of Policy and Management (the "State")** with an address at 450 Capitol Avenue, Hartford, CT 06106 ( hereinafter "Grantor"), owner of a certain parcel of land located at and known as Pratt & Whitney Stadium at Rentschler Field, with an address at 615 Silver Lane, in the Town of East Hartford, County of Hartford, and State of Connecticut, which piece or parcel of land is more particularly described on Schedule A attached hereto and made a part hereof, and is referred to herein as "Burdened Parcel"), for One and 00/100 Dollar (\$1.00) and other valuable consideration the receipt of which is hereby acknowledged from the **TOWN OF EAST HARTFORD**, a Connecticut municipal corporation, with an address 740 Main Street, East Hartford, Connecticut 06108 (hereinafter "Grantee"), does hereby give, grant, bargain, sell and convey unto the Grantee, its heirs, successors and assigns forever, a full and perpetual easement (the "Transportation Easement") upon, over, under, and across a portion of the Burdened Parcel, such easement area being described as the area of land between the boundary line between the Burdened Property and the Silver Lane Right-of-Way, as shown and described on Schedule B attached hereto and made a part hereof, including the right to install, construct, inspect, remove, replace, repair, maintain, including but not limited to, graffiti removal and debris and snow removal, and use pedestrian sidewalks and a pedestrian bridge structure ("Transportation Facilities") as Grantee may from time to time require in the Transportation Easement Area; along with the right and privilege of the Grantee, its successors and assigns, and its and their officers, employees, servants and agents as well as the general public to enter upon the Transportation Easement Area in the exercise of the rights, privileges and authorities granted herein and to use the Transportation Facilities in the Transportation Easement Area as a public sidewalk. Grantor, its agents, and contractors (including the Capital Region Development Authority, "CRDA") shall have no responsibilities or liabilities for the pedestrian sidewalks and bridge structure, including maintaining insurance, construction, inspections, maintenance, including but not limited to graffiti removal and debris and snow removal and sand and salt applications as necessary, repairs, replacement or structure removal. Grantee agrees, at its sole expense, to secure and keep in force at all times during the term of this Easement a one million dollar (\$1,000,000) liability insurance policy or policies, naming the State and CRDA as additional insureds, by an insurance carrier licensed to do business in the State of Connecticut to cover all of Grantees activities and all allowed uses under this Easement, and, further, Grantee hereby indemnifies and shall defend and hold harmless CRDA, the State, its officers, and its

employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance or use of this Easement, including those arising out of injury to or death of Grantee's employees or contractors, whether arising before, during, or after completion of the services hereunder, to the extent caused by Grantee's or its employees, agents or contractor's negligent act, error or omission, or willful misconduct. Grantee shall not be responsible for indemnifying or holding the CRDA, the State, their officers, and their employees harmless from any liability arising to the extent due to the act, omission, fault or negligence of the State, the CRDA, or any third party acting under the direct control or supervision of the CRDA, the State, or their officers or employees.

Grantor agrees, for itself and its successors and assigns, that neither Grantor, nor any servant, agent, tenant, employee or contractor of Grantor, its successors or assigns, shall place or erect any permanent or temporary building or structure other permanent item, plant any tree or shrub, or take any other action, which will materially interfere with or adversely affect in a material way Grantee's use of the Transportation Easement Area.

Grantee shall not use the Transportation Easement in any manner which is in violation of any federal, state or local law, statute, rule, regulation, code or ordinance nor shall Grantee use the Transportation Easement in any manner which violates any permit issued by the Town of East Hartford or State of Connecticut. Grantee further covenants and agrees to obtain, at its own cost and expense, any and all appropriate governmental permits, and to pay any and all required fees, before exercising any of its rights pursuant to this Agreement.

The foregoing Transportation Easement shall burden the Burdened Parcel and shall run with the land forever and shall be binding in perpetuity upon the parties, their heirs, successors and assigns.

**TO HAVE AND TO HOLD** unto the Grantee, its heirs, successors and assigns forever, to its and their own proper use and behoof.

**IN WITNESS WHEREOF**, the Grantor has executed this Easement this \_\_\_ day of \_\_\_\_\_, 2021.

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_ By: \_\_\_\_\_  
Name:

\_\_\_\_\_

STATE OF CONNECTICUT)

)

ss. Hartford

\_\_\_\_\_, 2021

COUNTY OF HARTFORD )

Personally appeared \_\_\_\_\_, ( \_\_\_\_\_ of

\_\_\_\_\_) signer and sealer of the foregoing Easement, and acknowledged the same to be his free act and deed (as such \_\_\_\_\_, and the free act and deed of said corporation,) before me.

\_\_\_\_\_  
Name:

Commissioner of the Superior Court/

Notary Public

My Commission Expires \_\_\_\_\_

**SCHEDULE A****(LEGAL DESCRIPTION OF BURDENED PARCEL)**

The following described property set forth in a deed from United Technologies Corporation to the State of Connecticut recorded at Volume 1914 Page 83 of the East Hartford land Records.

A certain piece or parcel of land located in the Town of East Hartford, County of Hartford and State of Connecticut bounded and described as follows:

Beginning at the point of commencement, N 212752.421 E 689082.583, said point being on the southerly Right of Way line of Silver Lane and the northwesterly corner of land now or formerly of the Estate of Roxie Futtner Trust ("Blue Army Trust");

Thence running S 04° 36' 53" E 377.88' to a point;

Thence turning and running N 80° 02' 03" E 872.80' to a point; the last two courses being along land now or formerly of the Estate of Roxie Futtner Trust ("Blue Army Trust");

Thence turning and running S 09° 33' 50" E 336.67' along land now or formerly of Blacey J. Futtner, Angelus Futtner, Mary Sposito, Roseanne Andrulot & Raymond Futtner to a point;

Thence turning and running S 78° 53' 17" W 654.16' along land now or formerly of Gordon F. Leone & Joan Maschi, and along land now or formerly of Joan Leone Maschi et. al., partly by each, to a point;

Thence turning and running S 09° 10' 56" E 339.20' to a point;

Thence turning and running S 79° 21' 14" W 112.00' to a point;

Thence turning and running S 10° 35' 04" E 391.05' to a point; the last three courses being along land now or formerly of Joan Leone Maschi et. al.;

Thence turning and running S 79° 24' 56" W 176.00' to a point;

Thence turning and running S 10° 35' 04" E 121.00' to a point;

Thence turning and running S 79 ° 24' 56" W 167.27' to a point;

Thence turning and running N 10° 35' 04" W 182.77' to a point;

Thence turning and running S 79° 24' 56" W 177.78' to a point;

Thence turning and running S 15° 19' 12" W 176.64' to a point;

Thence turning and running S 10° 35' 04" E 216.46' to a point;

Thence turning and running S 78° 43' 26" W 293.49' to a point;

Thence turning and running S 10° 02' 51" E 130.98' to a point;

Thence turning and running S 78° 58' 52" W 946.65' to a point;

Thence turning and running N 09° 31' 35" W 1,408.51' to a point;

Thence continuing N 09° 31' 35" W 85.29';

Thence turning and running N 40° 06' 37" E 647.75' to a point in the southerly Right of Way line of Silver Lane;

Thence turning and running N 78° 57' 05" E 306.83' along the southerly Right of Way line of Silver Lane to a point;

Thence turning and running S 11° 02' 55" E 379.97' along land now or formerly of Norreen D. & Edward A. Brault to a point;

Thence turning and running N 78° 58' 52" E 560.40' to a point;

Thence turning and running N 09° 32' 21" W 205.16' to a point;

Thence turning and running N 07° 15' 17" W 25.25' to a point;

Thence turning and running N 78° 58' 57" E 54.00' to a point;

Thence turning and running N 09° 17' 20" W 149.78' to a point in the southerly Right of Way line of Silver Lane; the last two courses running along land now or formerly of Margaret M. and Fred J. Griffen;

Thence turning and running N 78° 58' 54" E 151.16' to a point;

Thence turning and running N 79° 01' 53" E 173.70' to the point and place of commencement; the last two courses being along the southerly Right of Way line of Silver Lane.



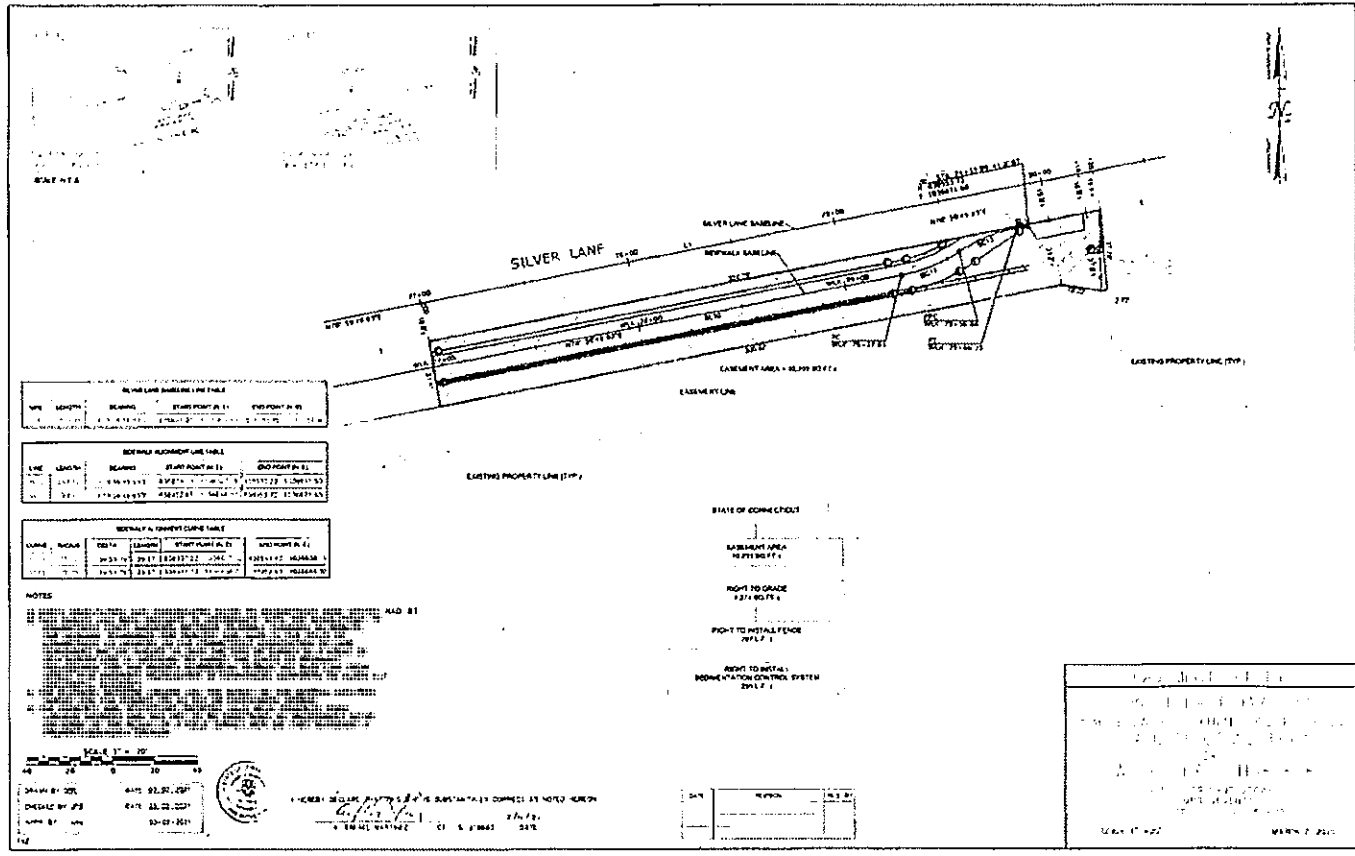
**SCHEDULE B****(DESCRIPTION OF SIDEWALK EASEMENT AREA)****615 SILVER LANE (STA 77+00 TO STA 80+25)**

A PORTION OF PROPERTY OR LAND NOW OR FORMERLY OF THE STATE OF CONNECTICUT AND DEPICTED AS "EASEMENT AREA" IN FAVOR OF THE TOWN OF EAST HARTFORD ON A MAP ENTITLED "EASEMENT SURVEY- TOWN OF EAST HARTFORD, MAP SHOWING EASEMENT ACQUIRED FROM STATE OF CONNECTICUT BY TOWN OF EAST HARTFORD, 615 SILVER LANE SIDEWALK IMPROVEMENTS STA 77+00 TO STA 80+25". PREPARED BY MARTINEZ COUCH & ASSOCIATES, LLC, SCALE:1"=20', DATED MARCH 2, 2021, WHICH MAP IS FILED OF EVEN DATE HERewith ON THE TOWN OF EAST HARTFORD LAND RECORDS, AND MORE PARTICULARLY DESCRIBED AS:

**EASEMENT AREA DESCRIPTION**

BEGINNING AT A POINT ON THE SOUTHERLY STREET LINE OF SILVER LANE AT AND 18.8' PERPENDICULAR TO STATION 80+25. SAID POINT BEING THE NORTHWESTERLY CORNER OF LAND NOW OR FORMERLY THE BLUE ARMY TRUST. SAID POINT ALSO BEING THE NORTHEASTERLY CORNER OF THE HEREIN DESCRIBED PARCEL, THENCE RUNNING SOUTHERLY ALONG SAID LAND OF BLUE ARMY A DISTANCE OF 37.78' TO A POINT, THENCE RUNNING THROUGH SAID LAND OF 615 SILVER LANE, THE FOLLOWING COURSES; SOUTHWESTERLY A DISTANCE OF 2.72' TO A POINT. SAID POINT BEING LOCATED AT AND 56.4' PERPENDICULAR TO 80+18, NORTHWESTERLY A DISTANCE OF 19.22' TO A POINT. SAID POINT BEING LOCATED AT AND 50.0' PERPENDICULAR TO STATION 80+00, SOUTHWESTERLY A DISTANCE OF 300.67' TO A POINT ON THE EASTERLY LINE OF LAND NOW OR FORMERLY 627 SILVER LANE. SAID POINT BEING LOCATED AT AND 50.01' PERPENDICULAR TO STATION 77+00, THENCE RUNNING ALONG SAID LAND OF 627 SILVER LANE A DISTANCE OF 31.41' TO THE STREET LINE OF SILVER LANE. SAID POINT BEING A DISTANCE OF 18.6' TO SILVER LANE BASELINE. THENCE RUNNING ALONG THE STREET LINE OF SILVER LANE A DISTANCE OF 324.79' TO THE POINT AND PLACE OF BEGINNING.

EASEMENT AREA= 10,203 SQ. FT.



LINE	LENGTH	BEARING	START POINT N. E.	END POINT N. E.
1	11.100	S 89° 15' 00" W	111.100 0.000	111.100 11.100
2	11.100	S 00° 00' 00" W	111.100 11.100	111.100 22.200
3	11.100	S 89° 15' 00" E	111.100 22.200	111.100 11.100

LINE	LENGTH	BEARING	START POINT N. E.	END POINT N. E.
4	11.100	S 89° 15' 00" W	111.100 0.000	111.100 11.100
5	11.100	S 00° 00' 00" W	111.100 11.100	111.100 22.200
6	11.100	S 89° 15' 00" E	111.100 22.200	111.100 11.100

LINE	BEARING	LENGTH	START POINT N. E.	END POINT N. E.
7	S 89° 15' 00" W	11.100	111.100 0.000	111.100 11.100
8	S 00° 00' 00" W	11.100	111.100 11.100	111.100 22.200
9	S 89° 15' 00" E	11.100	111.100 22.200	111.100 11.100

**NOTES**

1. ALL DIMENSIONS ARE IN FEET AND DECIMALS THEREOF.

2. THE PROPERTY LINES SHOWN ARE BASED ON THE RECORD PLANS REFERRED TO IN THE NOTES.

3. THE EASEMENT LINES SHOWN ARE BASED ON THE RECORD PLANS REFERRED TO IN THE NOTES.

4. THE UTILITY LINES SHOWN ARE BASED ON THE RECORD PLANS REFERRED TO IN THE NOTES.

5. THE DISTANCES BETWEEN THE PROPERTY LINES AND THE UTILITY LINES ARE AS SHOWN.

6. THE DISTANCES BETWEEN THE PROPERTY LINES AND THE EASEMENT LINES ARE AS SHOWN.

7. THE DISTANCES BETWEEN THE UTILITY LINES AND THE EASEMENT LINES ARE AS SHOWN.

8. THE DISTANCES BETWEEN THE UTILITY LINES AND THE PROPERTY LINES ARE AS SHOWN.

9. THE DISTANCES BETWEEN THE EASEMENT LINES AND THE PROPERTY LINES ARE AS SHOWN.

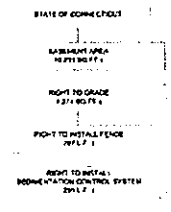
10. THE DISTANCES BETWEEN THE EASEMENT LINES AND THE UTILITY LINES ARE AS SHOWN.

SCALE: 1" = 20'

DRAWN BY: JES  
CHECKED BY: JES  
DATE: 11-21-2021



STATE OF CONNECTICUT  
JAMES E. SMITH  
REGISTERED PROFESSIONAL ENGINEER  
NO. 12345  
EXPIRES 12/31/2024



DATE: 11-21-2021  
MARK: J. SMITH

RECORDING REQUESTED BY AND  
WHEN

RECORDED MAIL TO:

Richard P. Gentile  
Assistant Corporation Counsel  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

Space Above for Recorder's Use

## **TRANSPORTATION EASEMENT**

**KNOW ALL MEN BY THESE PRESENTS**, pursuant to Connecticut General Statutes §§ 4-8, 32-650, 32-651, 32-655(a)(3), that the **State of Connecticut, acting through the Secretary of the Office of Policy and Management (the "State")** with an address at 450 Capitol Avenue, Hartford, CT 06106 ( hereinafter "Grantor"), owner of a certain parcel of land located at and known as Pratt & Whitney Stadium at Rentschler Field, with an address at 627 Silver Lane, in the Town of East Hartford, County of Hartford, and State of Connecticut, which piece or parcel of land is more particularly described on Schedule A attached hereto and made a part hereof, and is referred to herein as "Burdened Parcel"), for One and 00/100 Dollar (\$1.00) and other valuable consideration the receipt of which is hereby acknowledged from the **TOWN OF EAST HARTFORD**, a Connecticut municipal corporation, with an address 740 Main Street, East Hartford, Connecticut 06108 (hereinafter "Grantee"), does hereby give, grant, bargain, sell and convey unto the Grantee, its heirs, successors and assigns forever, a full and perpetual easement (the "Transportation Easement") upon, over, under, and across a portion of the Burdened Parcel, such easement area being described as the area of land between the boundary line between the Burdened Property and the Silver Lane Right-of-Way, as shown and described on Schedule B attached hereto and made a part hereof, including the right to install, construct, inspect, remove, replace, repair, maintain, including but not limited to, graffiti removal and debris and snow removal, and use pedestrian sidewalks and a pedestrian bridge structure ("Transportation Facilities") as Grantee may from time to time require in the Transportation Easement Area; along with the right and privilege of the Grantee, its successors and assigns, and its and their officers, employees, servants and agents as well as the general public to enter upon the Transportation Easement Area in the exercise of the rights, privileges and authorities granted herein and to use the Transportation Facilities in the Transportation Easement Area as a public sidewalk. Grantor, its agents, and contractors (including the Capital Region Development Authority, "CRDA") shall have no responsibilities or liabilities for the pedestrian sidewalks and bridge structure, including maintaining insurance, construction, inspections, maintenance, including but not limited to graffiti removal and debris and snow removal and sand and salt applications as necessary, repairs, replacement or structure removal. Grantee agrees, at its sole expense, to secure and keep in force at all times during the term of this Easement a one million dollar (\$1,000,000) liability insurance policy or policies, naming the State and CRDA as additional insureds, by an insurance carrier licensed to do business in the State of Connecticut to cover all of Grantees activities and all allowed uses under this Easement, and, further, Grantee hereby indemnifies and shall defend and hold harmless CRDA, the State, its officers, and its

employees from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance or use of this Easement, including those arising out of injury to or death of Grantee's employees or contractors, whether arising before, during, or after completion of the services hereunder, to the extent caused by Grantee's or its employees, agents or contractor's negligent act, error or omission, or willful misconduct. Grantee shall not be responsible for indemnifying or holding the CRDA, the State, their officers, and their employees harmless from any liability arising to the extent due to the act, omission, fault or negligence of the State, the CRDA, or any third party acting under the direct control or supervision of the CRDA, the State, or their officers or employees.

Grantor agrees, for itself and its successors and assigns, that neither Grantor, nor any servant, agent, tenant, employee or contractor of Grantor, its successors or assigns, shall place or erect any permanent or temporary building or structure other permanent item, plant any tree or shrub, or take any other action, which will materially interfere with or adversely affect in a material way Grantee's use of the Transportation Easement Area.

Grantee shall not use the Transportation Easement in any manner which is in violation of any federal, state or local law, statute, rule, regulation, code or ordinance nor shall Grantee use the Transportation Easement in any manner which violates any permit issued by the Town of East Hartford or State of Connecticut. Grantee further covenants and agrees to obtain, at its own cost and expense, any and all appropriate governmental permits, and to pay any and all required fees, before exercising any of its rights pursuant to this Agreement.

The foregoing Transportation Easement shall burden the Burdened Parcel and shall run with the land forever and shall be binding in perpetuity upon the parties, their heirs, successors and assigns.

**TO HAVE AND TO HOLD** unto the Grantee, its heirs, successors and assigns forever, to its and their own proper use and behoof.

**IN WITNESS WHEREOF**, the Grantor has executed this Easement this \_\_\_ day of \_\_\_\_\_, 2021.

Signed, Sealed and Delivered  
in the presence of:

\_\_\_\_\_ By: \_\_\_\_\_  
Name:

\_\_\_\_\_



**SCHEDULE A****(LEGAL DESCRIPTION OF BURDENED PARCEL)**

The following described property set forth in a deed from Barbara W. McCarthy, Successor Trustee of the Margaret M. Griffen Living Trust, Dated February 1, 2006 to the State of Connecticut recorded at Volume 3499 Page 162 of the East Hartford land Records.

A certain piece or parcel of land, with the buildings thereon, situate, lying and being in the Town of East Hartford, known as 627 Silver Lane, which said piece or parcel of land is more particularly bounded and described as follows, to wit:

Beginning at an iron pipe set in the south line of Silver Street, and in the northeast corner of the herein described parcel of land, which said iron pipe is measured Three Hundred Twenty Four (324) feet westerly along the southerly line of Silver Street from the northwest corner of property now or formerly of Bease and Annunziata Furtunato; thence, running southerly along other land of Dominic Leone, One Hundred Fifty (150) feet to an iron pipe; thence, turning and running westerly along other land of said Antonio Leone, Fifty Four (54) feet to an iron pipe; thence, turning and running northerly One Hundred Fifty (150) feet along other land of said Antonio Leone to an iron pipe set in the south line of Silver Street, Fifty Four (54) feet westerly from the first mentioned iron pipe; thence, turning and running easterly along the south line of Silver Street, Fifty Four (54) feet to the point or place of beginning.

**SCHEDULE B****(DESCRIPTION OF SIDEWALK EASEMENT AREA)****627 SILVER LANE**

A PORTION OF PROPERTY OR LAND NOW OR FORMERLY OF THE STATE OF CONNECTICUT AND DEPICTED AS "EASEMENT AREA" IN FAVOR OF THE TOWN OF EAST HARTFORD ON A MAP ENTITLED "EASEMENT SURVEY- TOWN OF EAST HARTFORD, MAP SHOWING EASEMENT ACQUIRED FROM STATE OF CONNECTICUT BY TOWN OF EAST HARTFORD, 627 SILVER LANE SIDEWALK IMPROVEMENTS". PREPARED BY MARTINEZ COUCH & ASSOCIATES, LLC, SCALE:1"=20', DATED MARCH 2, 2021, WHICH MAP IS FILED OF EVEN DATE HERewith ON THE TOWN OF EAST HARTFORD LAND RECORDS, AND MORE PARTICULARLY DESCRIBED AS:

**EASEMENT AREA DESCRIPTION**

BEGINNING AT A POINT ON THE SOUTHERLY STREET LINE OF SILVER LANE AT AND 18.6' PERPENDICULAR TO STATION 77+00. SAID POINT BEING THE NORTHWESTERLY CORNER OF LAND NOW OR FORMERLY THE STATE OF CONNECTICUT, 615 SILVER LANE. SAID POINT ALSO BEING THE NORTHEASTERLY CORNER OF THE HEREIN DESCRIBED PARCEL, THENCE RUNNING SOUTHERLY ALONG SAID LAND OF 615 SILVER LANE AND PERPENDICULAR TO SAID BASELINE A DISTANCE OF 31.41' TO A POINT, THENCE RUNNING SOUTHWESTERLY THROUGH SAID LAND OF 627 SILVER LANE, PARALLEL TO SAID BASELINE A DISTANCE OF 54.00' TO THE EASTERLY LINE OF LAND NOW OR FORMERLY 611 SILVER LANE TO A POINT. SAID POINT BEING LOCATED AT AND 50.01' PERPENDICULAR TO STATION 76+46, THENCE RUNNING NORTHERLY ALONG SAID LAND OF 611 SILVER LANE AND PERPENDICULAR TO SAID BASELINE A DISTANCE OF 31.41' TO A POINT ALONG THE SOUTHERLY STREETLINE OF SILVER LANE, THENCE RUNNING ALONG SAID STREET LINE OF SILVER LANE, PARALLEL TO SAID BASELINE, A DISTANCE OF 54.00', TO THE POINT AND PLACE OF BEGINNING.

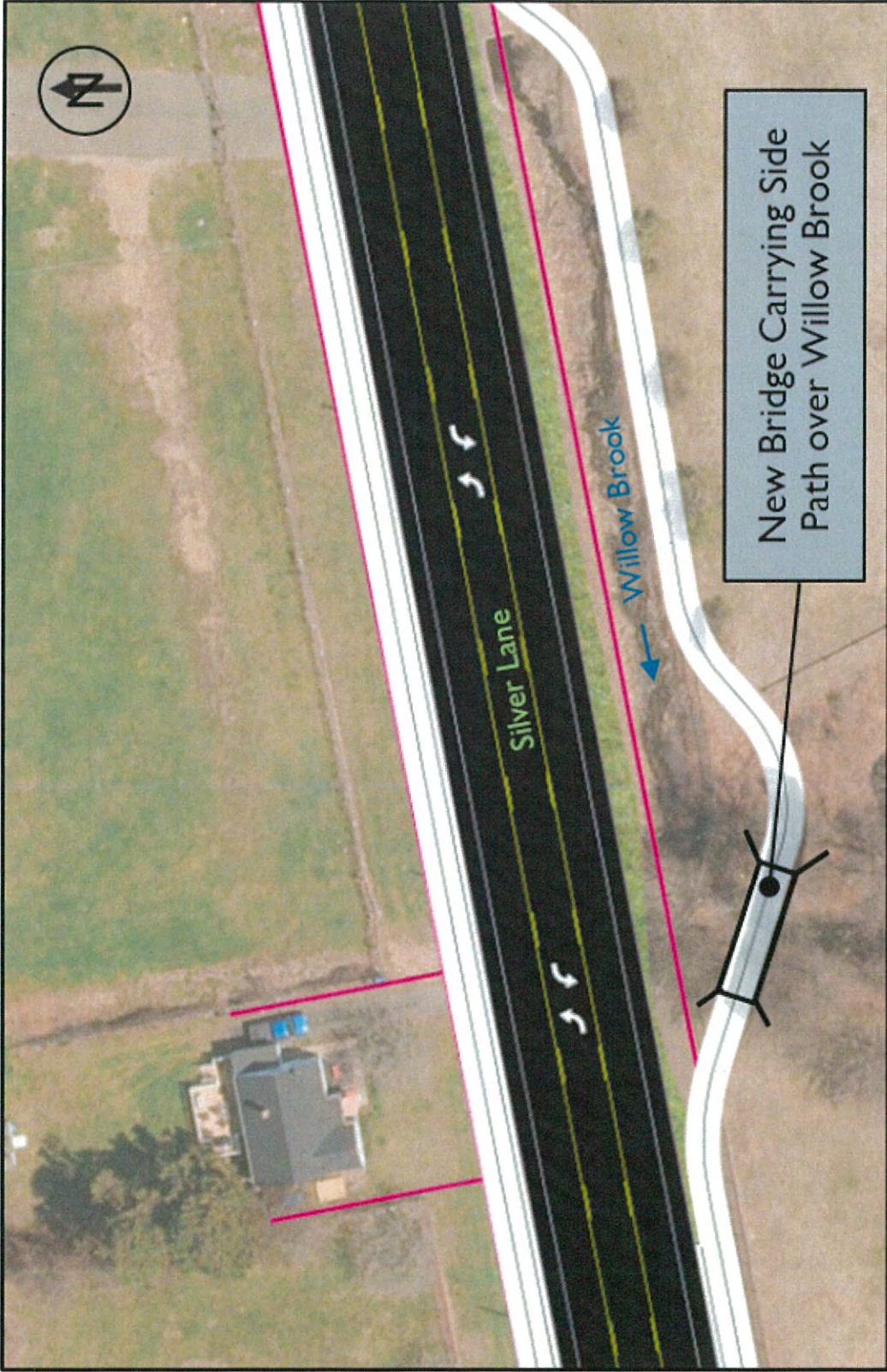
EASEMENT AREA= 1,695 SQ. FT.











New Bridge Carrying Side Path over Willow Brook



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 9, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *ML*  
RE: RESOLUTION: Vaccine Equity Partnerships Funding (VEPF)

---

The Town is eligible to apply through the Connecticut Department of Public Health (DPH) for funding under the Vaccine Equity Partnerships Funding (VEPF) program.

The VEPF Program is designed to address inequities in vaccine distribution and to form equity partnerships with providers and community organizations to work together to support equitable COVID-19 vaccination.

Funding under the program will go towards efforts such as door-to-door canvassing, out-bound calling, and mobile vaccination outreach. It will also be used to hire individuals for Vaccine Equity work, which includes community health workers, door-to-door canvassers, call center staff, and technical support.

Please place this item of the Town Council agenda for the April 20, 2021 meeting.

C: P. O'Sullivan, Grants Manager  
E. Buckheit, Development Director  
L. Burnsed, Director of Health and Social Services

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 20th day of April, 2021

### RESOLUTION

**WHEREAS;** the Connecticut Department of Public Health (DPH) has made funding available to local health districts through its Vaccine Equity Partnerships Funding (VEPF) program, and,

**WHEREAS;** it is critical that the Town and region address racial equity in vaccination to ensure the well-being of all residents.

**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 DPH as they pertain to this VEPF Program.

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


**IN WITNESS WHEREOF,** I do hereunto set my hand and affix the corporate seal of said Town of East Hartford the \_\_\_\_ day of April, 2021.

Seal

Signed: \_\_\_\_\_  
Angela M. Attenello, Council Clerk

GRANTS ADMINISTRATION  
MEMORANDUM

---

**TO:** Mayor Marcia A. Leclerc  
**FROM:** Paul O'Sullivan, Grants Manager   
**SUBJECT:** Council Resolution – Local Health Department Vaccine Equity Partnerships Funding (VEPF) Program  
**DATE:** April 9, 2021

---

Attached is a draft Town Council resolution authorizing you as Mayor to apply to the CT Department of Public Health (DPH) for funding under the Vaccine Equity Partnerships Funding (VEPF) Program

The VEPF Program is designed to address the inequities by a grassroots movement of community engagement. The DPH will use the VEPF funding to:

- Implement Equity Partnerships with local health departments/districts, community organizations, and providers in high CDC Social Vulnerability Index (SVI) communities. These partnerships will be tailored to achieve high penetration through door-to-door canvassing, out-bound calling and mobile vaccine clinic outreach.
- Hire human resources for Vaccine Equity work, including but not limited to, community health workers, door-to-door canvassers, call center staff, data analysts and technical support.
- Develop platforms and networks for vaccination education and awareness, including but not limited to, paid advertising, media, language bank services and trusted messenger forums.

I have attached additional information on the grant from the Program Guidance.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on April 20, 2021. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director  
Laurence Burnsed, Director of Health and Social Services

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: Vaccine Equity Partnerships Funding (VEPF)

Funder: Connecticut Department of Public Health (DPH)

Grant Amount: To be Determined (\$33 million available statewide)

Frequency:  One time     Annual     Biennial     Other \_\_\_\_\_

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

Is a local match required?     Yes     No

If yes, how much?    Not applicable

From which account? Not applicable

Grant purpose: The VEPF Program is designed to form Equity Partnerships with providers and community organizations to work together to support equitable COVID-19 vaccination

Results achieved: Strengthen local leadership and coordination in leveraging community partnerships to enhance effectiveness and efficiency of vaccination programs to close vaccine coverage gaps for communities of color and vulnerable populations.

Increase awareness, education, and outreach to address vaccine access barriers in communities of color and vulnerable populations.

Duration of grant: 3 years

Status of application: Submitted (due date for applications is April 15, 2021)

Meeting attendee: Laurence Burnsed, Director of Health and Social Services

Comments: The issuance of the RFP and the proposal due date did not allow for Town Council review prior to grant deadline. If Council approval is not given, the application will be withdrawn.

**STATE OF CONNECTICUT**  
DEPARTMENT OF PUBLIC HEALTH

Page 2

Deidre S. Gifford, MD, MPH  
Acting Commissioner



Ned Lamont  
Governor  
Susan Bysiewicz  
Lt. Governor

Date: Wednesday, March 31, 2021

To: Local Health Directors

From: Deidre S. Gifford, Acting Commissioner

Re: COVID-19 Vaccine Equity Rapid Grant Funding For Local Health Departments/districts and Community Organizations

Dear Local Health Director:

In accordance with Governor Lamont's concerted efforts to break down all barriers to vaccine access, the Department of Health (DPH) is pleased to announce the Vaccine Equity Partnership Funding (VEPF) program for local health departments/districts to enhance Equity Partnerships for the CoVID-19 Vaccination. Connecticut is committed to deploying COVID-19 vaccines equitably in communities with health and economic inequities.

The preliminary data analyzed by the DPH demonstrates inequities in the deployment of the COVID-19 vaccine in communities of color and vulnerable populations across Connecticut. When looking at eligible residents over the age of 55 years as of March 22nd, 60% of White eligible residents have received a first dose of a COVID-19 vaccine, 44% of Black eligible residents have received a first dose (a 16% coverage gap) and 47% of Hispanic eligible residents have received a first dose (a 13% coverage gap). These findings underscore an urgency to address inequalities and close the gap as the State ramps up capacity to the roll-out of open enrollment vaccinations.

#### Permissible Use of VEPF Funding

The VEPF Program is designed to address the inequities by a grassroots movement of community engagement. The DPH will use the VEPF funding to:

- Implement Equity Partnerships with local health departments/districts, community organizations, and providers in high CDC Social Vulnerability Index (SVI) communities. These partnerships will be tailored to achieve high penetration through door-to-door canvassing, out-bound calling and mobile vaccine clinic outreach.
- Hire human resources for Vaccine Equity work, including but not limited to, community health workers, door-to-door canvassers, call center staff, data analysts and technical support.



Phone: (860) 509-7566 • Fax: (860) 707-1904  
Telecommunications Relay Service 7-1-1  
410 Capitol Avenue, P.O. Box 340308  
Hartford, Connecticut 06134-0308  
[www.ct.gov/dph](http://www.ct.gov/dph)



*Affirmative Action/Equal Opportunity Employer*



- Develop platforms and networks for vaccination education and awareness, including but not limited to, paid advertising, media, language bank services and trusted messenger forums.

### **Rapid Grant Amount**

The state budget for VEPF program is \$33.3 million. The grant amounts to be received by each eligible local health department will be based on the detailed level of programming (2) and High SVI (3) demographic.

### **Rapid Grant Eligibility**

The VEPF funding is non-competitive and locally directed. The funding will be made available to all local health departments/districts who apply and who have formed a partnership with a minimum of 1 provider partner and 1 community group partner. Local health departments/districts that submit qualifying applications are guaranteed to receive funding to support your equity partnerships and will have discretion to use funding within the Local Health Department and/or with equity partners. We want this program to help you fill the unmet need in your communities with vaccine inequities.

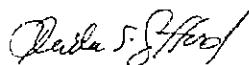
### **Rapid Grant Process**

The DPH's goal is to quickly get the funds to the local communities to support your Equity Partnerships. To start the grant process, DPH invites you to participate in a grant information session on April 5<sup>th</sup>, 2021. The program for the information session will be communicated separately. This session will be followed by application submission by April 15<sup>th</sup>, 2021. Awards will be made on April 23<sup>rd</sup>, 2021 and the following week, and projects are expected to begin within the last week of April, 2021. The goal is to align vaccine equity partnership activities with the state-wide roll-out of equity initiatives.

Full information, including VEPF program description and grant application guidelines, a grant calendar, among other materials, will be posted at <https://portal.ct.gov/DPH/Public-Health-Preparedness/Main-Page/LHD-Funding-Guidance>. Please send questions about the grant informational session to the DPH's Vaccine Equity team, led by Heather Aaron, Deputy Commissioner, to Agnes Nabasirye at [agnes.nabasirye@ct.gov](mailto:agnes.nabasirye@ct.gov) or Millicent Cripe at [millicent.cripe@ct.gov](mailto:millicent.cripe@ct.gov).

We look forward to your participation in the Vaccine Equity Partnership Funding Program.

Sincerely,



Deidre S. Gifford, MD, MPH  
Commissioner

c: Heather Aaron, Deputy Commissioner



**TOWN OF EAST HARTFORD OFFICE OF THE MAYOR**

DATE: April 8, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc  
RE: RESOLUTION: FEMA Mobile Vaccination Unit

---

Attached is the Memorandum of Agreement (MOA) between the State of Connecticut Department of Emergency Management and Homeland Security (DEMHS) and the Town of East Hartford. The agreement outlines the Town's responsibility regarding the FEMA mobile vaccination unit that will be operating in East Hartford on April 28, 2021 and April 29, 2021.

While UConn Health has been contracted by the State to operate the clinic, East Hartford must agree to provide logistical support for the operation.

Please place this item on the Town Council agenda for the April 20, 2021 meeting.

C: B. Jennes, Emergency Management Captain  
J. Oates, Fire Chief

MARCIA LECLERC  
MAYOR

TOWN OF EAST HARTFORD  
FIRE DEPARTMENT  
31 School Street

(860) 291-7400  
FAX (860) 282-9706

JOHN OATES  
FIRE CHIEF

East Hartford, Connecticut 06108

TO: Mayor Marcia Leclerc

FROM: Brian Jenness, Captain Emergency Management

SUBJECT: Memorandum of Agreement between the State of Connecticut and Town of  
East Hartford regarding FEMA Mobile Vaccination Unit

DATE: April 7, 2021

---

Attached you will find the Memorandum of Agreement (MOA) between the State of Connecticut Department of Emergency Management and Homeland Security (DEMHS) and the Town of East Hartford. The agreement outline the Town's responsibility with regards to the FEMA mobile vaccination unit that be being operating in East Hartford on April 28, 2021 and April 29, 2021.

While UConn Health has been contracted by the State to operate the clinic, East Hartford must agree to provide logistical support to the mission.

A Town Council resolution is needed to authorize you as the Mayor to sign this MOA. The MOA has been reviewed and approved by Corporation Counsel.

I am respectfully requesting an item be placed on the April 20, 2021 Town Council agenda. Please contact me at extension 7411 if you have any questions.

Attachments: as stated

Cc: John Oates, Fire Chief

**MEMORANDUM OF AGREEMENT  
BETWEEN  
THE STATE OF CONNECTICUT DEPARTMENT OF EMERGENCY SERVICES AND  
PUBLIC PROTECTION/  
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY  
AND  
THE CITY OF EAST HARTFORD  
REGARDING  
FEMA MOBILE VACCINATION UNIT**

WHEREAS, as part of the State of Connecticut's response to the COVID pandemic, and in particular, to support a comprehensive vaccination program, the State has entered into an agreement with the Federal Emergency Management Agency (FEMA) for the temporary use of a FEMA Mobile Vaccination Unit (MVU), and;

WHEREAS, the Department of Emergency Services and Public Protection (DESPP), Division of Emergency Management and Homeland Security (DEMHS) is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for grants awarded beginning in Federal Fiscal Year (FFY) 2004, up to the present time, and;

WHEREAS, personnel and officials of DESPP/DEMHS are serving as the State Coordinating Officer and Governor's Authorized Representative for the FEMA Presidential Major Disaster Declaration, DR 4500, in connection with the state's response to the COVID pandemic, and;

WHEREAS, in accordance with the State Response Framework, the Department of Public Health is the lead agency for the pandemic response, with DESPP/DEMHS as the coordinating agency, and;

WHEREAS, to further vaccination efforts for its community members, the City of East Hartford has agreed to host the MVU for a period of time;

NOW THEREFORE, DESPP/DEMHS and the City of East Hartford, (Municipality) enter into this Memorandum of Agreement ("MOA") to establish the terms, conditions, and responsibilities between the parties regarding the MVU:

**1. PARTIES**

The parties to this MOA are DESPP/DEMHS and the Municipality.

**2. DEFINITION**

As used in this MOA, the term "Mobile Vaccination Unit" or "MVU", includes the vehicle, and any additional equipment accompanying the vehicle to the Municipality, which may include but not be limited to generators, cones, barricades, tents, tables, and chairs.

### 3. AUTHORITY TO ENTER INTO MOA

This agreement is made under the authority granted to DESPP/DEMHS under Titles 28 and 29 of the Connecticut General Statutes, and Connecticut General Statute §4-8. The person executing this MOA on behalf of the Municipality hereby represents and warrants that he/she has the right, power, legal capacity, and appropriate authority to enter into this agreement.

### 4. RESPONSIBILITIES OF THE PARTIES:

#### A. DESPP/DEMHS shall:

- Work with state, local, federal and private sector partners as needed to schedule the deployment of the MVU to the Municipality;
- Work with state, local, federal, and private sector partners as needed to arrange for the movement of the MVU from the Municipality;
- Work with state, local, federal and private sector partners as needed to schedule the housing of the MVU when transferring between municipalities and coordinate overnight security with municipal or state support.
- Coordinate with Connecticut National Guard to provide eight (8) soldiers who will support with on-site (non-street) traffic control, greeting, or other support as necessary.
- Remain available to coordinate the resolution of any resource needs that might arise while the MVU is located in the Municipality.

#### B. The Municipality shall:

- Ensure that the site to be used for the operation of the MVU is ready to accept the unit, including any necessary arrangements with the owner of the property;
- Ensure that any permits, licenses, or inspections have been procured or performed, including any applicable land use agreements;
- Provide overnight security for the MVU from the time the MVU closes for the evening until the MVU opens the next day;
- Provide traffic support as needed from the municipal or state street into the property where the MVU is operating;
- Provide additional resources as needed to support the vaccine site, such as additional tenting for walk-up appointments, portable restrooms, lighting equipment, and the supported services (for example, fuel from lighting equipment, portable restroom cleaning services).
- Provide a standby EMT who will provide any medical first aid to the site and as warranted can communicate via cell (9-1-1) or radio for a transport ambulance.
- If Municipality wishes to seek reimbursement of eligible municipal costs associated with the MVU's deployment in the Municipality, file with FEMA for such reimbursement.

## 6. ADMINISTRATION AND PROVISION OF VACCINATION SHOTS

The parties agree that neither DESPP/DEMHS nor the Municipality are responsible to provide the doses of vaccinations to be used at the MVU, nor are they responsible to administer those doses.

## 7. LIABILITY

The Municipality agrees to indemnify and hold harmless the State of Connecticut from and against any and all claims to the extent permitted by law and to the extent such claim(s) arise from the intentional misconduct or negligent acts, errors, or omissions of the Municipality or any agent of the Municipality in the performance of the Municipality's obligations under this MOA. The Municipality recognizes that the State does not waive its right to sovereign immunity with regard to any provision of this MOA. This section shall survive the termination or expiration of this MOA.

## 8. RECORD-KEEPING REQUIREMENTS

The Municipality agrees to comply with any applicable federal or state record-keeping requirements.

## 9. EFFECTIVE DATE, AMENDMENT, AND TERMINATION

This agreement shall be effective when both parties have executed it and all required approvals have been granted. This agreement may be modified upon the mutual written consent of the parties. The Municipality also understands and agrees that DESPP/DEMHS may terminate this MOA and recall the MVU without prior notice to the Municipality, although every effort will be made to provide advance notice.

## 9. SETTLEMENT OF DISPUTES

The Parties agree to good faith consultation with one another to resolve disagreements that may arise under or relating to this MOA before referring the matter to any other person or entity for settlement. The Parties also agree that the sole and exclusive means for the presentation of any claim against the state arising from this agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Parties further agree not to initiate legal proceedings in any State or Federal Court in addition to, or in lieu of, said Chapter 53 proceedings.

## 10. EXECUTIVE ORDERS

This MOA is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of the MOA as if they had been fully set forth herein. The MOA may also be subject to Executive Order No. 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms and Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services, in accordance with their respective terms and conditions. If Executive Orders 7C and 14 are applicable, they are deemed to be incorporated into and are made a part of the MOA as if they had been fully set forth herein.

**11. OTHER LAWS**

All assistance provided under this MOA must comply with applicable state and federal laws and regulations. Nothing in this agreement is intended to conflict with current laws or regulations of the State of Connecticut or the Municipality. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have set their hands and seals on the dates written below:

**THE DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION  
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY**

By: \_\_\_\_\_ Date: \_\_\_\_\_

Regina Y. Rush-Kittle  
Deputy Commissioner  
DR 4500 Governor's Authorized Representative  
Duly Authorized

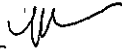
**THE CITY OF EAST HARTFORD**

By: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Chief Executive Officer  
Duly Authorized



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 13, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc   
RE: BID WAIVER: Firehouse Records Management Software

---

Please see the attached detailed information provided by Fire Chief John Oates requesting that a bid waiver be granted under the Town of East Hartford's Code of Ordinances Section 10-7(c) to permit the replacement of the department's records management system to include a fire incident reporting system.

The East Hartford Fire Department has utilized Firehouse Software for over 20 years. Firehouse Software was acquired by ESO in 2017, and in 2020 the department was notified that ESO would no longer support Firehouse Software after December 2021. The department's best and most economical way forward would be to transition to ESO's native fire records management suite of products.

ESO's suite of records management software is only offered directly from ESO Solutions, Inc. and cannot be procured from any other vendor. Funding for this change was included in line G3300 62349 of the 2021-2022 Council approved budget.

Please place this information on the Town Council agenda for the April 20, 2021 meeting. I recommend that the Town Council approve the bid waiver as submitted.

C: J. Oates, Fire Chief



MARCIA A. LECLERC  
MAYOR

**TOWN OF EAST HARTFORD**  
**31 School Street – Fire Headquarters**

Telephone  
(860) 291-7400  
FAX (860) 282-9706

FIRE DEPARTMENT  
JOHN H. OATES  
FIRE CHIEF

East Hartford, Connecticut 06108

April 13, 2021

TO: Mayor Marcia A. Leclerc

FROM: John H. Oates, Fire Chief



RE: Request for waiver of bidding requirements

In accordance with Section 10-7 (c) of the Town of East Hartford Code of Ordinances, I respectfully request a bid waiver to permit replacement of our records management system to include our fire incident reporting system.

The East Hartford Fire Department has utilized Firehouse Software for over 20 years. This platform is hosted local server and is supported by the Information Technology department. The platform consists of emergency incident reporting (required by both the state and federal governments), training reports, personnel records, building occupancy and inspection reports. The Fire Marshal's office utilizes the platform for management of specific occupancies including records for over 2000 occupancies. Currently, Firehouse contains over one hundred and twenty-five thousand emergency incident records. Successful data migration to a new platform is critical to maintain the records.

Firehouse software was acquired by ESO in 2017. At the time, we were assured that ESO would continue to support the Firehouse product. Over the past several years it became obvious that ESO was no longer investing to improve the Firehouse product. In 2020 we were notified that ESO would no longer support Firehouse software after December 2021, effectively ending its life.

In concert with Information Technology (Roberta Pratt, Ken Sayers, Chris Livesey) and Corporation Counsel (Rich Gentile) Assistant Chief Alsup did a holistic review of software options. It became clear that our best, and most economical, pathway forward was to transition to ESO's native fire records management suite of products.

ESO's new platform contains all the necessary modules for the Department. In addition to offering a good price point, selecting ESO provides the best opportunity for a successful data migration. Contracting with ESO eliminates the risk of having to work with multiple vendors on data migration and implementation. Since 2004, ESO has been

implementing software to fire departments, EMS agencies and hospitals across the country. They have conducted many successful data migrations and system implementations in Connecticut. No other vendor appears to offer a similar level of service that fits our needs.

ESO's suite of records management software is only offered directly from ESO Solutions, Inc. and cannot be procured from any other vendor. The fee for ESO is expected to be as follows:

Year 1: \$21,454.00

Year 2: \$22,552.05

Year 3: \$26,425.00

Funding for the change is available in the 2021-2022 Information technology budget.

I appreciate your consideration of this request. Please let me know if you need additional information or clarification.

CC: Roberta Pratt, CIO  
Richard Gentile, Assistant Corp Counsel  
Steve Alsup, Assistant Chief

**EXHIBIT A-1**

**SAAS SOFTWARE SCHEDULE**

**(Applications - ESO EHR, ESO Fire, ESO PM: IFC Codes)**

1. The SaaS subscription term shall begin 15 calendar days after the Effective Date ("SaaS Subscription Start Date"). Customer shall be deemed to have accepted the SaaS on the SaaS Subscription Start Date. The parties will make reasonable efforts to ensure that Customer is able to use the SaaS as contemplated as quickly as possible, but in no event will the SaaS Subscription Start Date be modified for implementation delays.
2. The following SaaS may be ordered under this Exhibit:
  - 2.1. ESO Electronic Health Record ("EHR") is a SaaS software application for prehospital patient documentation (<http://www.esosolutions.com/software/ehr>).
  - 2.2. ESO Personnel Management ("PM") is a SaaS software application for tracking personnel records, training courses and education history (<http://www.esosolutions.com/software/personnel-management>).
  - 2.3. ESO Fire is a SaaS software application for NFIRS reporting (<http://www.esosolutions.com/software/fire>).
3. The following Third-Party Data may be ordered under this Exhibit: 2018 International Fire Code, 2015 International Fire Code, 2012 International Fire Code.
4. During the first year, Customer hereby agrees to timely pay for the following products according to the schedule below:

Fire RMS Management Bundle				
Product	Price	Discount	Total	Fee Type
Fire RMS Management Bundle	\$25,821.00	(\$9,037.35)	\$16,783.65	Recurring
RMS Bundle - ESO Assets RMS Bundle - ESO Checklist RMS Bundle - ESO Scheduling Plus RMS Bundle - ESO Fire Incidents RMS Bundle - ESO Inspections RMS Bundle - ESO Properties RMS Bundle - ESO Personnel Management RMS Bundle - ESO Hydrants RMS Bundle - ESO Activities				

Fire					
Product	Volume	Price	Discount	Total	Fee Type
Fire Incidents NFIRS Data Import	4500 Incidents	\$3,995.00	(\$3,995.00)	\$0.00	One-time
Properties/Inspections Data Import	5 Stations	\$1,775.00	(\$1,775.00)	\$0.00	One-time
Fire Incidents CAD Integration	4500 Incidents	\$1,995.00	(\$299.25)	\$1,695.75	Recurring
Fire Setup & Online Training	5 Sessions	\$2,975.00	(\$0.00)	\$2,975.00	One-time

Personnel Management					
Product	Volume	Price	Discount	Total	Fee Type
Personnel Management Data Migration	130 Employees	\$400.00	(\$400.00)	\$0.00	One-time

<b>Total Recurring</b>	\$	<b>27,816.00</b>
<b>Total One-Time</b>	\$	<b>9,145.00</b>
<b>Discounts</b>	\$	<b>(15,506.60)</b>
<b>TOTAL</b>	\$	<b>21,454.40</b>

5. During the second year, Customer hereby agrees to timely pay for the following products according to the schedule below:

Fire RMS Management Bundle				
Product	Price	Discount	Total	Fee Type
Fire RMS Management Bundle	\$25,821.00	(\$5,164.20)	\$20,656.80	Recurring
RMS Bundle - ESD Assets				
RMS Bundle - ESD Checklist				
RMS Bundle - ESD Scheduling Plus				
RMS Bundle - ESD Fire Incidents				
RMS Bundle - ESD Inspections				
RMS Bundle - ESD Properties				
RMS Bundle - ESD Personnel Management				
RMS Bundle - ESD Hydrants				
RMS Bundle - ESD Activities				

Fire					
Product	Volume	Price	Discount	Total	Fee Type
Fire Incidents CAD Integration	4500 Incidents	\$1,995.00	(\$99.75)	\$1,895.25	Recurring

Total Recurring	\$	27,816.00
Total One-Time	\$	0.00
Discounts	\$	(5,263.95)
<b>TOTAL</b>	<b>\$</b>	<b>22,552.05</b>

6. During the third year and in any renewal years thereafter, Customer hereby agrees to timely pay for the following products according to the schedule below:

Fire RMS Management Bundle				
Product	Price	Discount	Total	Fee Type
Fire RMS Management Bundle	\$25,821.00	(\$1,291.05)	\$24,529.95	Recurring
RMS Bundle - ESO Assets				
RMS Bundle - ESO Checklist				
RMS Bundle - ESO Scheduling Plus				
RMS Bundle - ESO Fire Incidents				
RMS Bundle - ESO Inspections				
RMS Bundle - ESO Properties				
RMS Bundle - ESO Personnel Management				
RMS Bundle - ESO Hydrants				
RMS Bundle - ESO Activities				

Fire					
Product	Volume	Price	Discount	Total	Fee Type
Fire Incidents CAD Integration	4500 Incidents	\$1,995.00	(\$99.75)	\$1,895.25	Recurring

<b>Total Recurring</b>	\$	<b>27,816.00</b>
<b>Total One-Time</b>	\$	<b>0.00</b>
<b>Discounts</b>	\$	<b>(1,390.80)</b>
<b>TOTAL</b>	\$	<b>26,425.20</b>

7. All the Fees above will be invoiced by ESO as follows:

- 7.1. Training and Training Travel Fees shall be invoiced on the Effective Date.
- 7.2. During the first year, 100% of the remaining Fees shall be invoiced on the SaaS Subscription Start Date.
- 7.3. During the second year and any renewal years thereafter, 100% of the recurring Fees shall be due on the anniversary of the SaaS Subscription Start Date and as further specified above.



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 14, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *ML*  
RE: REFERRAL: Tax Policy Subcommittee – Properties Recommended for Tax Lien Sales

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Attached is a list of properties recommended for the Town's annual tax lien sale. The list contains 84 properties that are moving toward a tax lien sale totaling \$1,869,401.97 and represents properties that have fallen into delinquency where all town efforts have failed to secure payment.

Please place this item on the Town Council agenda for the April 20, 2021 meeting for referral to the Tax Policy Subcommittee.

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



## MEMORANDUM

**DATE:** April 14, 2021

**TO:** Marcia A. Leclerc, Mayor

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

**TELEPHONE:** (860) 291-7246

**RE:** Referral to Tax Policy Subcommittee:

- Properties Recommended for Tax Lien Sale

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Attached please find a list of properties being recommended for the town's annual tax lien sale. The list contains 84 properties that are moving toward a tax lien sale totaling \$1,869,401.97 and represents properties that have fallen into delinquency where all town efforts have failed to secure payment.

Please note this list is preliminary and will decrease substantially as the process proceeds but all amounts that eventually move to lien sale will be updated through the expected date of sale which should be no later than August 31, 2021.

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

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

- The tax bill first installment legal notice is published (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 30<sup>th</sup>).

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

On some properties, the owner came forward and entered into an agreement with the town to deposit an initial payment approximating 25% of the taxes due while agreeing to retire the remaining balance over 36 months while keeping new taxes current.

Like past lien sales, the town will advertise these properties and request sealed bids. The bids received by the town will be opened and analyzed by the Administration who then will return to the Town Council with appropriate recommendations for sale. The Finance Department, including the Tax Office, will work closely with Corporation Counsel to facilitate this sale by August 31, 2021 for tax receipt recording purposes.

In addition, the Tax Office, with the Corporation Counsel will be working to assign subsequent tax liens in cases where that property's tax liens have sold in prior years. This encompasses 45 properties totaling \$309,248.62.

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

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



2021 Delinquencies - Lien Sale

Bill Number	UNIQUE ID NAME	ADDRESS	TAX	INTEREST.	LIEN	FEE	TOTAL
2019-01-000972	6075 EAST HARTFORD FOUNDERS LLC	NC1-001-03-81	327,037.15	14,716.67	0	0	341,753.82
TOTAL	1	6075	327,037.15	14,716.67	0	0	341,753.82
2019-01-000003	3334 E H 800 CONNECTICUT BOULEVARD L L C	184 FERN AVE	168,925.78	6,485.30	0	0	175,411.08
TOTAL	1	3334	168,925.78	6,485.30	0	0	175,411.08
2018-01-000631	12075 363 ROBERTS PARTNERS L L C	363 ROBERTS ST	687.69	61.89	24	0	773.58
2019-01-000631	12075 363 ROBERTS PARTNERS L L C	363 ROBERTS ST	96,456.78	8,681.11	0	0	105,137.89
TOTAL	2	12075	97,144.47	8,743.00	24	0	105,911.47
2017-01-000630	14593 H D R HOLDINGS L L C	P O BOX 70	8,686.28	3,517.94	24	1,834.23	14,062.45
2018-01-000630	14593 H D R HOLDINGS L L C	P O BOX 70	17,901.10	4,833.29	24	0	22,758.39
2019-01-000630	14593 H D R HOLDINGS L L C	P O BOX 70	20,015.98	1,801.44	0	0	21,817.42
TOTAL	3	14593	46,603.36	10,152.67	48	1,834.23	58,638.26
2018-01-000012	14103 A & M TOWING & RECOVERY INC	P O BOX 1445	12,824.73	1,538.97	24	0	14,387.70
2019-01-000012	14103 A & M TOWING & RECOVERY INC	P O BOX 1445	16,769.58	1,509.27	0	0	18,278.85
TOTAL	2	14103	29,594.31	3,048.24	24	0	32,666.55
2018-01-000495	6417 FELLOWS GEORGE A & RONALD J	18 HIGHLAND ST	13,014.02	3,477.82	24	0	16,515.84
2019-01-000495	6417 FELLOWS GEORGE A & RONALD J	18 HIGHLAND ST	14,041.00	1,263.69	0	0	15,304.69
TOTAL	2	6417	27,055.02	4,741.51	24	0	31,820.53
2018-01-001481	4071 SAS ENERGY LLC	379 ELLINGTON RD	8,436.12	1,898.13	24	0	10,358.25
2019-01-001481	4071 SAS ENERGY LLC	379 ELLINGTON RD	17,150.52	1,543.55	0	0	18,694.07
TOTAL	2	4071	25,586.64	3,441.68	24	0	29,052.32
2017-01-001649	17093 FEDERAL NATIONAL MORTGAGE ASSOCI	3900 WISCONSIN AVE NW	7,913.94	3,561.27	24	1,724.88	13,224.09
2018-01-001649	17093 FEDERAL NATIONAL MORTGAGE ASSOCI	3900 WISCONSIN AVE NW	8,154.72	2,201.78	24	0	10,380.50



2018-01-001374:	5506 FUCHS GEORGE	21A ROBBINS LN	6,133.36	1,656.00	24	0	7,813.36
2019-01-001374:	5506 FUCHS GEORGE	21A ROBBINS LN	6,234.52	561.11	0	0	6,795.63
TOTAL	3	5506	15,879.73	3,663.51	48	747.34	20,338.58
2018-01-000228:	9265 CAREY JOSEPH D	296 MAPLE ST	8,536.55	1,920.72	24	0	10,481.27
2019-01-000228:	9265 CAREY JOSEPH D	296 MAPLE ST	8,677.35	1,171.44	0	0	9,848.79
TOTAL	2	9265	17,213.90	3,092.16	24	0	20,330.06
2017-01-000260:	7306 IRIZARRY LESLIE	133 JERRY RD	5,535.72	2,488.08	24	1,207.17	9,254.97
2018-01-000260:	7306 IRIZARRY LESLIE	133 JERRY RD	5,704.14	1,540.12	24	0	7,268.26
2019-01-000260:	7306 IRIZARRY LESLIE	133 JERRY RD	2,899.11	391.38	0	0	3,290.49
TOTAL	3	7306	14,138.97	4,419.58	48	1,207.17	19,813.72
2018-01-000002:	11011 150 PARK AVENUE LLC	P.O. BOX 1132	619.46	18.58	24	0	662.04
2019-01-000002:	11011 150 PARK AVENUE LLC	P.O. BOX 1132	17,250.36	1,552.53	0	0	18802.89
TOTAL	2	11011	17,869.82	1,571.11	24	0	19,464.93
2016-01-000531:	6934 SANTANA SANDRA	130 HOLLISTER DR	3,759.36	56.39	24	575.96	4,415.71
2017-01-000531:	6934 SANTANA SANDRA	130 HOLLISTER DR	4,196.00	1,888.20	24	916.23	7,024.43
2018-01-000531:	6934 SANTANA SANDRA	130 HOLLISTER DR	4,323.64	1,167.38	24	0	5,515.02
2019-01-000531:	6934 SANTANA SANDRA	130 HOLLISTER DR	2,197.48	296.66	0	0	2,494.14
TOTAL	4	6934	14,476.48	3,408.63	72	1,492.19	19,449.30
2016-01-001232:	6073 RIVERA LUIS A	19 HARRISON PL	2,101.96	1,229.65	24	503.34	3,858.95
2017-01-001232:	6073 RIVERA LUIS A	19 HARRISON PL	4,258.42	1,916.29	24	929.81	7,128.52
2018-01-001232:	6073 RIVERA LUIS A	19 HARRISON PL	4,387.98	1,184.76	24	0	5,596.74
2019-01-001232:	6073 RIVERA LUIS A	19 HARRISON PL	2,230.18	301.07	0	0	2,531.25
TOTAL	4	6073	12,978.54	4,631.77	72	1,433.15	19,115.46
2016-01-001123:	2581 PATTISON JAMES R SR & SHEILA M	146 CHESTER ST	816.37	110.21	24	142.59	1,093.17
2017-01-001123:	2581 PATTISON JAMES R SR & SHEILA M	146 CHESTER ST	4,791.26	2,156.07	24	1,045.70	8,017.03
2018-01-001123:	2581 PATTISON JAMES R SR & SHEILA M	146 CHESTER ST	4,937.04	1,333.00	24	0	6,294.04
2019-01-001123:	2581 PATTISON JAMES R SR & SHEILA M	146 CHESTER ST	2,509.23	338.75	0	0	2,847.98

TOTAL	4	2581		13,053.90	3,938.03	72	1,188.29	18,252.22
2019-01-000502:	8770 MAIN HARDWARE LLC	1191 MAIN ST		16,799.78	1,259.99	0	0	18,059.77
TOTAL	1	8770		16,799.78	1,259.99	0	0	18,059.77
2017-01-001049:	5604 GILBERT KAREN E	45 GRANDE RD		4,833.68	2,175.16	24	1,054.93	8,087.77
2018-01-001049:	5604 GILBERT KAREN E	45 GRANDE RD		4,980.74	1,344.80	24	0	6,349.54
2019-01-001049:	5604 GILBERT KAREN E	45 GRANDE RD		2,531.45	341.75	0	0	2,873.20
TOTAL	3	5604		12,345.87	3,861.71	48	1,054.93	17,310.51
2017-01-001272:	14661 RUDDY JOHN J EST OF & PATRICIA T	220 WESTERLY TER		4,770.78	2,146.85	24	1,041.24	7,982.87
2018-01-001272:	14661 RUDDY JOHN J EST OF & PATRICIA T	220 WESTERLY TER		4,915.92	1,327.30	24	0	6,267.22
2019-01-001272:	14661 RUDDY JOHN J EST OF & PATRICIA T	220 WESTERLY TER		2,498.50	337.3	0	0	2,835.80
TOTAL	3	14661		12,185.20	3,811.45	48	1,041.24	17,085.89
2019-01-000533:	14028 170 TOLLAND STREET LLC	1650 BUSHWICK AVE		15,591.02	701.6	0	0	16,292.62
TOTAL	1	14028		15,591.02	701.6	0	0	16,292.62
2017-01-001503:	13448 MOSCOSO-DIAZ LILIANA	38 SPRINGSIDE AVE		4,826.54	954.51	24	870.76	6,675.81
2018-01-001503:	13448 MOSCOSO-DIAZ LILIANA	38 SPRINGSIDE AVE		4,973.38	1,342.82	24	0	6,340.20
2019-01-001503:	13448 MOSCOSO-DIAZ LILIANA	38 SPRINGSIDE AVE		2,527.70	341.24	0	0	2,868.94
TOTAL	3	13448		12,327.62	2,638.57	48	870.76	15,884.95
2016-01-000983:	14533 MICKIEWICZ GENEVEVE F	133 WASHINGTON AVE		660.55	158.53	24	126.46	969.54
2017-01-000983:	14533 MICKIEWICZ GENEVEVE F	133 WASHINGTON AVE		4,074.94	1,833.73	24	889.9	6822.57
2018-01-000983:	14533 ESTATE OF MICKIEWICZ GENEVEVE F	C/O BONEWEINTRAUB LLC		4,198.92	1,133.71	24	0	5356.63
2019-01-000983:	14533 MICKIEWICZ GENEVEVE F ESTATE OF	C/O BONEWEINTRAUB LLC		2,134.08	288.1	0	0	2422.18
TOTAL	4	14533		11,068.49	3,414.07	72	1,016.36	15,570.92
2019-01-000223:	8650 DUONG ANH THU THI	5 JOSHUA TOWN RD		15,044.73	225.67	0	0	15,270.40
TOTAL	1	8650		15,044.73	225.67	0	0	15,270.40
2017-01-001474:	13426 UNIQUE REALTY L L C	P O BOX 1692		1,082.58	113.67	24	183.04	1,403.29

2018-01-001474:	13426	UNIQUE REALTY L L C	P O BOX 1692	7,491.24	2,022.63	24	0	9,537.87
2019-01-001474:	13426	UNIQUE REALTY L L C	P O BOX 1692	3,807.40	514	0	0	4,321.40
TOTAL	3		13426	12,381.22	2,650.30	48	183.04	15,262.56
2013-01-000748:	1119	SCHULTZ JOSEPH W	260 BREWER ST	1,114.58	1,304.06	24	366.4	2,809.04
2014-01-000748:	1119	SCHULTZ JOSEPH W	260 BREWER ST	1,125.86	1,114.60	24	339.67	2,604.13
2015-01-000748:	1119	SCHULTZ JOSEPH W	260 BREWER ST	1,125.86	911.95	24	309.27	2,371.08
2016-01-000748:	1119	SCHULTZ JOSEPH W	260 BREWER ST	1,317.88	830.26	24	325.82	2,497.96
2017-01-000748:	1119	SCHULTZ JOSEPH W	260 BREWER ST	1,334.96	600.73	24	293.95	2,253.64
2018-01-000748:	1119	SCHULTZ JOSEPH W	260 BREWER ST	1,375.58	371.4	24	0	1,770.98
2019-01-000748:	1119	SCHULTZ JOSEPH W	260 BREWER ST	699.13	94.38	0	0	793.51
TOTAL	7		1119	8,093.85	5,227.38	144	1,635.11	15,100.34
2019-01-000537:	11562	MDS BUILDING OWNER INC	60 AEROSPACE BLVD	14,324.55	644.6	0	20	14,989.15
TOTAL	1		11562	14,324.55	644.6	0	20	14,989.15
2018-01-001510:	7111	WADE LYNE	26 HALL ROAD	4,436.20	598.89	24	0	5,059.09
2019-01-001510:	7111	WADE LYNE	26 HALL ROAD	8,898.74	800.89	0	0	9,699.63
TOTAL	2		7111	13,334.94	1,399.78	24	0	14,758.72
2018-01-000005:	1772	PRIMARY PREVENTION HOME CARE LLC	254 BURNSIDE AVE	2,052.22	307.83	24	0	2,384.05
2019-01-000005:	1772	PRIMARY PREVENTION HOME CARE LLC	254 BURNSIDE AVE	10,920.90	982.88	0	0	11,903.78
TOTAL	2		1772	12,973.12	1,290.71	24	0	14,287.83
2016-01-000973:	11388	MERCHANT FOUNDERS LLC	1 HARTFIELD BLVD SUITE 10	2,536.00	1,597.68	24	623.65	4,781.33
2017-01-000973:	11388	MERCHANT FOUNDERS LLC	1 HARTFIELD BLVD SUITE 10	2,568.88	1,156.00	24	562.33	4,311.21
2018-01-000973:	11388	MERCHANT FOUNDERS LLC	1 HARTFIELD BLVD SUITE 10	2,647.04	714.7	24	0	3,385.74
2019-01-000973:	11388	MERCHANT FOUNDERS LLC	1 HARTFIELD BLVD SUITE 10	1,345.35	181.62	0	0	1,526.97
TOTAL	4		11388	9,097.27	3,650.00	72	1,185.98	14,005.25
2019-01-001328:	8772	PEPPAS LLC & TRIPLE A DINER INC &	262 FERGUSON RD	13,418.90	560.35	0	0	13,979.25
TOTAL	1		8772	13,418.90	560.35	0	0	13,979.25

2018-01-000976:	8367	MESSIER FAMILY IRREVOCABLE TRUST	111 JESSICA DR	7,518.74	2,030.06	24	0	9,572.80
2019-01-000976:	8367	MESSIER FAMILY IRREVOCABLE TRUST	111 JESSICA DR	3,821.38	515.89	0	0	4,337.27
TOTAL	2		8367	11,340.12	2,545.95	24	0	13,910.07
2017-01-001449:	10983	MORALES CAPELLAN YORLENI &	48 PARK AVE	4,196.94	888.62	24	766.43	5,875.99
2018-01-001449:	10983	MORALES CAPELLAN YORLENI &	48 PARK AVE	4,324.64	1,167.65	24	0	5,516.29
2019-01-001449:	10983	MORALES CAPELLAN YORLENI &	48 PARK AVE	2,197.98	296.73	0	0	2,494.71
TOTAL	3		10983	10,719.56	2,353.00	48	766.43	13,886.99
2019-01-001357:	8644	SKELLY PATRICK M	438 MAIN ST	12,621.28	1,135.92	0	0	13,757.20
TOTAL	1		8644	12,621.28	1,135.92	0	0	13,757.20
2019-01-000007:	11057	EXCLUSIVE PROPERTY HOLDINGS LLC	222 MAIN ST	13,104.00	589.68	0	0	13,693.68
TOTAL	1		11057	13,104.00	589.68	0	0	13,693.68
2017-01-001253:	14013	AGNELLI GEORGE JR	1015 MAIN ST	2,067.26	837.24	24	439.28	3,367.78
2018-01-001253:	14013	AGNELLI GEORGE JR	1015 MAIN ST	4,260.30	1,150.28	24	0	5,434.58
2019-01-001253:	14013	AGNELLI GEORGE JR	1015 MAIN ST	4,330.56	389.75	0	0	4,720.31
TOTAL	3		14013	10,658.12	2,377.27	48	439.28	13,522.67
2017-01-000283:	13987	GATTI JUSTIN D	46 TOLLAND ST	3,886.15	757.79	24	700.19	5,368.13
2018-01-000283:	13987	GATTI JUSTIN D	46 TOLLAND ST	4,360.48	1,177.33	24	0	5,561.81
2019-01-000283:	13987	GATTI JUSTIN D	46 TOLLAND ST	2,216.20	299.19	0	0	2,515.39
TOTAL	3		13987	10,462.83	2,234.31	48	700.19	13,445.33
2018-01-000393:	7618	DINEEN ROSEMARY W EST OF	69 DEREK DR	7,251.10	1,957.80	24	0	9,232.90
2019-01-000393:	7618	DINEEN ROSEMARY W EST OF	69 DEREK DR	3,685.35	497.52	0	0	4,182.87
TOTAL	2		7618	10,936.45	2,455.32	24	0	13,415.77
2018-01-000456:	6420	EASTERN ASSOCIATES LLC	33 HIGHLAND STREET	5,601.00	1,512.27	24	0	7,137.27
2019-01-000456:	6420	EASTERN ASSOCIATES LLC	33 HIGHLAND STREET	5,693.38	512.4	0	0	6,205.78
TOTAL	2		6420	11,294.38	2,024.67	24	0	13,343.05

2018-01-000380!	15064	DESROCHER DEBRA	42	WOODBIDGE AV	5,500.82	1,485.22	24	0	7,010.04
2019-01-000380!	15064	DESROCHER DEBRA	42	WOODBIDGE AV	5,591.54	503.24	0	0	6,094.78
TOTAL	2		15064		11,092.36	1,988.46	24	0	13,104.82
2017-01-001187!	1730	QUATTRO JAMES A	17	LAUREL STREET	3,331.08	49.96	24	510.76	3,915.80
2018-01-001187!	1730	QUATTRO JAMES A	17	LAUREL STREET	3,776.08	1,019.54	24	0	4,819.62
2019-01-001187!	1730	QUATTRO JAMES A	17	LAUREL STREET	3,838.36	345.45	0	0	4,183.81
TOTAL	3		1730		10,945.52	1,414.95	48	510.76	12,919.23
2018-01-000917!	777	CALANO DEBORAH M 1/2 INT &	22	BITTERSWEET DR	6,749.20	1,822.29	24	0	8,595.49
2019-01-000917!	777	CALANO DEBORAH M 1/2 INT &	22	BITTERSWEET DR	3,430.26	463.09	0	0	3,893.35
TOTAL	2		777		10,179.46	2,285.38	24	0	12,488.84
2017-01-000249!	14665	CATTANACH LINDA L	234	WESTERLY TER	2,288.87	926.99	24	485.98	3,725.84
2018-01-000249!	14665	CATTANACH LINDA L	234	WESTERLY TER	4,717.02	1,273.59	24	0	6,014.61
2019-01-000249!	14665	CATTANACH LINDA L	234	WESTERLY TER	2,397.41	323.65	0	0	2,721.06
TOTAL	3		14665		9,403.30	2,524.23	48	485.98	12,461.51
2017-01-000102!	9902	BEAULIEU PAUL L	60	MONTAGUE CIR	2,997.34	1,348.80	24	655.52	5,025.66
2018-01-000102!	9902	BEAULIEU PAUL L	60	MONTAGUE CIR	3,972.52	1,072.58	24	0	5,069.10
2019-01-000102!	9902	BEAULIEU PAUL L	60	MONTAGUE CIR	2,019.02	272.57	0	0	2,291.59
TOTAL	3		9902		8,988.88	2,693.95	48	655.52	12,386.35
2016-01-001187!	16757	QUANSAH EDITH	190	WAKEFIELD CIR	1,986.69	119.2	24	319.48	2,449.37
2017-01-001187!	16757	QUANSAH EDITH	190	WAKEFIELD CIR	2,715.20	1,221.84	24	594.16	4,555.20
2018-01-001187!	16757	QUANSAH EDITH	190	WAKEFIELD CIR	2,797.80	755.4	24	0	3,577.20
2019-01-001187!	16757	QUANSAH EDITH	190	WAKEFIELD CIR	1,421.97	191.97	0	0	1,613.94
TOTAL	4		16757		8,921.66	2,288.41	72	913.64	12,195.71
2017-01-001220!	8385	RICE CHARLES J	63	LYDALL RD	2,941.15	44.12	24	451.39	3,460.66
2018-01-001220!	8385	RICE CHARLES J	63	LYDALL RD	4,708.18	1,271.21	24	0	6,003.39
2019-01-001220!	8385	RICE CHARLES J	63	LYDALL RD	2,392.92	323.04	0	0	2,715.96
TOTAL	3		8385		10,042.25	1,638.37	48	451.39	12,180.01

2017-01-001434;	10117	THERRIEN BEVERLY A EST OF &	114L RACHEL RD	3,343.36	1,504.51	24	730.78	5,602.65
2018-01-001434;	10117	BEDNARZ CANDACE & BEDNARZ BRETT	114 RACHEL RD APT L	3,445.08	930.17	24	0	4,399.25
2019-01-001434;	10117	BEDNARZ CANDACE & BEDNARZ BRETT	114 RACHEL RD APT L	1,750.95	236.38	0	0	1,987.33
TOTAL	3		10117	8,539.39	2,671.06	48	730.78	11,989.23
2017-01-000840(	13411	FERRARO-LEE TEENA & LEE PERRY	24 SPAULDING CIR	3,456.30	1,555.33	24	755.34	5,790.97
2018-01-000840(	13411	FERRARO-LEE TEENA & LEE PERRY	24 SPAULDING CIR	3,330.64	899.28	24	0	4,253.92
2019-01-000840(	13411	FERRARO-LEE TEENA & LEE PERRY	24 SPAULDING CIR	1,692.79	228.53	0	0	1,921.32
TOTAL	3		13411	8,479.73	2,683.14	48	755.34	11,966.21
2018-01-001442(	11762	WELDON RENEE C & DEANDRE L	11 RECTOR ST	2,749.55	0	24	0	2,773.55
2019-01-001442(	11762	WELDON RENEE C & DEANDRE L	11 RECTOR ST	8,288.22	745.94	0	0	9,034.16
TOTAL	2		11762	11,037.77	745.94	24	0	11,807.71
2018-01-000392;	15005	DILLON WESLEY J	12 WIND RD	4,945.38	1,335.26	24	0	6,304.64
2019-01-000392;	15005	DILLON WESLEY J	12 WIND RD	5,026.94	452.43	0	0	5,479.37
TOTAL	2		15005	9,972.32	1,787.69	24	0	11,784.01
2017-01-000423;	2863	KING KAREN	128 CIPOLLA DR	3,252.36	1,463.56	24	710.99	5,450.91
2018-01-000423;	2863	KING KAREN	128 CIPOLLA DR	3,403.02	918.82	24	0	4,345.84
2019-01-000423;	2863	KING KAREN	128 CIPOLLA DR	1,743.60	235.39	0	0	1,978.99
TOTAL	3		2863	8,398.98	2,617.77	48	710.99	11,775.74
2018-01-001015;	6765	LORD JOSEPH	P O BOX 280173	6,275.28	1,694.33	24	0	7,993.61
2019-01-001015;	6765	LORD JOSEPH	P O BOX 280173	3,189.39	430.57	0	0	3,619.96
TOTAL	2		6765	9,464.67	2,124.90	24	0	11,613.57
2017-01-000369;	1060	LE HOAI T	121 OAKWOOD AVE	2,128.74	862.14	24	452.23	3,467.11
2018-01-000369;	1060	LE HOAI T	121 OAKWOOD AVE	4,387.00	1,184.49	24	0	5,595.49
2019-01-000369;	1060	LE HOAI T	121 OAKWOOD AVE	2,229.68	301.01	0	0	2,530.69
TOTAL	3		1060	8,745.42	2,347.64	48	452.23	11,593.29






TOTAL	2		13841		9,300.62	1,627.42	24	0	10,952.04
2015-01-000470	15971	SERVILLE RONALD A & IRMA E	233 ELLINGTON RD 115		876.25	433.74	24	200.1	1,534.09
2016-01-000470	15971	SERVILLE RONALD A & IRMA E	233 ELLINGTON RD 115		1,698.04	1,069.77	24	418.77	3,210.58
2017-01-000470	15971	SERVILLE RONALD A	233 ELLINGTON RD 115		1,720.06	774.02	24	377.71	2,895.79
2018-01-000470	15971	SERVILLE RONALD A	233 ELLINGTON RD 115		1,772.38	478.54	24	0	2,274.92
2019-01-000470	15971	SERVILLE RONALD A	233 ELLINGTON RD 115		900.81	121.61	0	0	1,022.42
TOTAL	5		15971		6,967.54	2,877.68	96	996.58	10,937.80
2018-01-000784	652	KOPEL MELVIN R	25 BARBER ST		4,836.84	587.85	24	0	5,448.69
2019-01-000784	652	KOPEL MELVIN R	25 BARBER ST		4,916.62	442.49	0	0	5,359.11
TOTAL	2		652		9,753.46	1,030.34	24	0	10,807.80
2017-01-000693	1735	171 BURNSIDE AVENUE L L C	2 FIELD PLACE		1,311.46	196.72	24	229.83	1,762.01
2018-01-000693	1735	171 BURNSIDE AVENUE L L C	2 FIELD PLACE		3,779.02	1,020.34	24	0	4,823.36
2019-01-000693	1735	171 BURNSIDE AVENUE L L C	27 DEERFIELD AVE		3,841.34	345.72	0	0	4,187.06
TOTAL	3		1735		8,931.82	1,562.78	48	229.83	10,772.43
2019-01-000277	1737	THE FAMILY TRUST OF EMILE G CLOUTIER P O BOX 343			10,303.78	438.36	0	0	10,742.14
TOTAL	1		1737		10,303.78	438.36	0	0	10,742.14
2017-01-000690	3117	HORNYAK WILLIAM P JR & CAROLA	16 COLONIAL LANE		2,928.31	43.93	24	449.44	3,445.68
2018-01-000690	3117	HORNYAK WILLIAM P JR & CAROLA	16 COLONIAL LANE		3,905.72	1,054.54	24	0	4,984.26
2019-01-000690	3117	HORNYAK CAROLA	16 COLONIAL LN		1,985.07	267.98	0	0	2,253.05
TOTAL	3		3117		8,819.10	1,366.45	48	449.44	10,682.99
2017-01-001061	55	BENNETT EUGINA	25 ALPS DR		2,392.43	143.55	24	384	2,943.98
2018-01-001061	55	BENNETT EUGINA	25 ALPS DR		4,370.17	262.21	24	0	4,656.38
2019-01-001061	55	BENNETT EUGINA	25 ALPS DR		2,675.71	361.22	0	0	3,036.93
TOTAL	3		55		9,438.31	766.98	48	384	10,637.29
2018-01-000831	3014	LAZU SONIA N	74 COLBY DR		3,083.62	693.81	24	0	3,801.43
2019-01-000831	3014	LAZU SONIA N	74 COLBY DR		6,268.96	564.2	0	0	6,833.16

TOTAL	2		3014		9,352.58	1,258.01	24	0	10,634.59
2017-01-000058	10942	AREL PAUL & BARBARA L/U	109	OXFORD DR	1,932.62	782.71	24	410.9	3,150.23
2018-01-000058	10942	AREL PAUL L/U & BARBARA L/U	109	OXFORD DR	3,982.82	1,075.36	24	0	5,082.18
2019-01-000058	10942	MITTICA DEBBIE E	109	OXFORD DR	2,024.26	273.28	0	0	2,297.54
TOTAL	3		10942		7,939.70	2,131.35	48	410.9	10,529.95
2018-01-001584	2329	A & L CONSTRUCTION SERVICES LLC	47	CENTRAL AVE	5,657.48	1,527.52	24	0	7,209.00
2019-01-001584	2329	A & L CONSTRUCTION SERVICES LLC	47	CENTRAL AVE	2,875.39	388.18	0	0	3,263.57
TOTAL	2		2329		8,532.87	1,915.70	24	0	10,472.57
2018-01-000544	13022	THE BLUE ARMY TRUST	115	ROYAL OAK CIR	5,598.06	1,511.47	24	0	7,133.53
2019-01-000544	13022	THE BLUE ARMY TRUST	115	ROYAL OAK CIR	2,845.19	384.1	0	0	3,229.29
TOTAL	2		13022		8,443.25	1,895.57	24	0	10,362.82
2017-01-000194	14628	BURLEY MARIE L & STEPHEN J	103	WESTERLY TERRACE	1,192.13	339.76	24	233.38	1,789.27
2018-01-000194	14628	BURLEY MARIE L & STEPHEN J	103	WESTERLY TERRACE	4,598.18	1,241.51	24	0	5,863.69
2019-01-000194	14628	BURLEY MARIE L & STEPHEN J	103	WESTERLY TERRACE	2,337.01	315.5	0	0	2,652.51
TOTAL	3		14628		8,127.32	1,896.77	48	233.38	10,305.47
2017-01-000731	2586	GRAHAM CHRISTOPHER &	158	CHESTER ST	1,072.96	16.09	24	166.96	1,280.01
2018-01-000731	2586	GRAHAM CHRISTOPHER &	158	CHESTER ST	4,873.68	1,315.89	24	0	6,213.57
2019-01-000731	2586	GRAHAM CHRISTOPHER &	158	CHESTER ST	2,477.03	334.4	0	0	2,811.43
TOTAL	3		2586		8,423.67	1,666.38	48	166.96	10,305.01
2013-01-001315	10522	SCHULTZ JOSEPH W	260	BREWER ST	790.42	924.79	24	260.88	2,000.09
2014-01-001315	10522	SCHULTZ JOSEPH W	260	BREWER ST	798.42	790.43	24	241.93	1,854.78
2015-01-001315	10522	SCHULTZ JOSEPH W	260	BREWER ST	798.42	646.72	24	220.37	1,689.51
2016-01-001315	10522	SCHULTZ JOSEPH W	260	BREWER ST	837.96	527.91	24	208.48	1,598.35
2017-01-001315	10522	SCHULTZ JOSEPH W	260	BREWER ST	848.82	381.97	24	188.22	1,443.01
2018-01-001315	10522	SCHULTZ JOSEPH W	260	BREWER ST	874.66	236.16	24	0	1,134.82
2019-01-001315	10522	SCHULTZ JOSEPH W	260	BREWER ST	444.54	60.01	0	0	504.55
TOTAL	7		10522		5,393.24	3,567.99	144	1,119.88	10,225.11





## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 12, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc   
RE: AMUSEMENT PERMIT APPLICATION— "RiMaConn Relay"

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

Sec. 5-3 (e):

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

Please add the following Amusement Permits to the Town Council agenda for the April 20, 2021 meeting.

- "RiMaConn Relay"
  - Saturday, August 28, 2021, 5:30PM - 9:30PM

C: S. Sansom, Chief of Police

MARCIA A. LECLERC  
MAYOR

**TOWN OF EAST HARTFORD**  
**Police Department**

SCOTT M. SANSOM  
CHIEF OF POLICE

31 School Street  
East Hartford, Connecticut 06108-2638

TELEPHONE  
(860) 528-4401

FAX (860) 289-1249

[www.easthartfordct.gov](http://www.easthartfordct.gov)

To: Mayor Leclerc  
From: Chief Scott M. Sansom  
Date: March 26, 2021  
Re: **Amusement Permit Application**  
**“RiMaConn Relay”**

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

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



Scott M. Sansom  
Chief of Police

MARCIA A. LECLERC  
MAYOR

**TOWN OF EAST HARTFORD**  
**Police Department**

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East Hartford, Connecticut 06108-2638

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SCOTT M. SANSOM  
CHIEF OF POLICE

March 26, 2021

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

**Re: Outdoor Amusement Permit Application  
"RiMaConn Relay"**

Dear Chairman Kehoe:

Attached please find the amusement permit application from **The Hartford Marathon Foundation by Josh Miller, its Vice President and Race Director**. The applicant seeks to conduct a team relay event that invites participants to complete a ninety-five (95) mile trek from Lincoln, Rhode Island to Hartford, Connecticut using the East Coast Greenway on **Saturday, August 28, 2021 from 5:30 PM – 9:30 PM**.

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

The **Risk Management** approves the application as submitted subject to the receipt and approval of Certificate of Insurance sixty (60) days prior to the event.

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

The **Office of Corporation Counsel** states it has no issues with this application assuming no roads will be closed.

The **Fire Department** approves the application as submitted and **indicates there are no anticipated costs to their Department**.

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

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

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

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

- Police manpower required for these events exceeds the Department's normal Patrol Complement and overtime hiring will be necessary. As an event that is not Town-sponsored, this expense will have to be borne by the applicant. **The anticipated cost to the Department for this event is \$3,255.60 for five officers, which does not include a potential contractual raise.**

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



Scott M. Sansom  
Chief of Police

## OUTDOOR AMUSEMENT PERMIT APPLICATION

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

1. Name of Event:  
RiMaConn Relay
2. Date(s) of Event:  
Saturday, August 28, 2021
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):  
Hartford Marathon Foundation  
41 Sequin Drive  
Glastonbury, CT 06033  
(w) 860-652-8866 (c) 860-338-1781
4. If Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address.  
Hartford Marathon Foundation  
41 Sequin Drive  
Glastonbury, CT 06033  
Board of Director list attached
5. List the location of the proposed amusement: (Name of facility and address)  
Attached Race Route
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):  
Saturday, August 28, 2021. 5:30 PM - 9:30 PM. Due to the nature of the event, participants will run through East Hartford between these times. Runners will be well spaced out and travel
7. Provide a detailed description of the proposed amusement.  
The RiMaConn Relay is a team relay even that invites participants to complete a 95 Mile trek from Lincoln, RI to Hartford, CT using the East Coast Greenway.

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

Yes No **NO**

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

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

14 - 85

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

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

**130 Team - 1 member of each team will complete this section of the event**

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:

**Runners will run on local roads, obeying traffic laws**

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

**HMF to work with local police/DOT on traffic impact/control. See additional attachment in email**

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

**Participants will park in Hartford, CT**

d. Noise impact on neighborhood:

**Minimal. No amplified sound.**

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

**HMF to handle any trash removal due to limited # of participants**

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

**Minor traffic impact as runners pass due to the nature of the event**

g. Other expected influence on surrounding neighborhood:

**This is a great opportunity for residents to participate and/or volunteer**

12. Provide a detailed plan for the following:

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

**Roads are accessible for emergency personnel to access all areas**

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

**HMF to remain in communication with public safety officials during event**

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

**Due to size of event, 911 to be utilized. HMF to confirm with EMS prior to event**

d. Crowd control plan:

**Staff / volunteers to direct runners along route**

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

**HMF staff to remove all signage, waste etc. as needed**

f. Provision of sanitary facilities:

**Portable toilets at each exchange location**

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

a. Food available: Yes No **NO AND**

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

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

Yes No **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):

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**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:

Josh Miller

(Legal Name of Applicant)



(Applicant Signature)

Josh Miller

(Printed Name)

3/5/2021

(Date Signed)

Vice President & Race Director

(Capacity in which signing)

(Click button to send application electronically to [ehpdpermits@easthartfordct.gov](mailto:ehpdpermits@easthartfordct.gov))

**FOR OFFICE USE**

Insurance Certificate Included:	YES	NO
Liquor Permit Included:	YES	NO
Certificate of Alcohol Liability Included:	YES	NO
Time Waiver Request Included:	YES	NO
Fee Waiver Request Included:	YES	NO

**Outdoor Amusement Permit Fees:**

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

**Total Assessed Amusement Permit Fee**

Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 3/8/21 7 : 17 AM PM

Time remaining before event: 173 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.

Hartford Marathon Foundation, Inc.  
2020 Board of Directors

Chairman

**Christine Andrews**  
Andrews Benefits  
Farmington, CT 06034

Vice Chairman

**Sivasenthil Arumugam, M.D.**  
Partner, Woodland Anesthesiology  
Associates, P.C.

Treasurer

**Robert M. Haggett, C.P.A.**

Secretary

**Peter A. Gutermann, Esq.**  
SVP, General Counsel, Secretary  
Barnes Group  
Bristol, CT

**Susan D. Albano**  
Chief Executive Officer,  
Prime HealthCare, PC  
Wethersfield, CT 06109

**Cynthia Costanzo**  
Executive Director  
UConn Recreation  
University of Connecticut  
Storrs, CT

**Brian J. Foley**  
Department of Emergency Service and  
Public Protection  
Hartford, CT 06103

**Irvin C. Girard**  
East Hartford High School  
East Hartford, CT

**Raymond M. Hassett**  
Partner, Hassett & George, P.C.  
Glastonbury, CT 06033

**Peter A. Holowesko**  
Vice President, Global Benefits  
United Technologies  
Farmington, CT 06032

**Christopher A. Montross**  
Senior Managing Director  
Aetna  
Hartford, CT 06156

**Nicole Mule**  
Attorney  
Ogletree, Deakins, Nash,  
Smoak & Stewart, P.C.  
Stamford, CT 06901

**Diane I. Perry**  
Managing Director,  
Integration and Business Alignment  
United Healthcare  
Bloomfield, CT 06022

**Patrick Steigman**  
Vice President & Editorial Director,  
Global Digital Content  
ESPN

**Kevin E. Verge**  
Assoc. General Counsel,  
Executive Director, Global Compliance  
Pratt & Whitney

**Jennifer Wislocki**  
Vice President, Corporate Services and  
Sponsorships  
Travelers  
One Tower Square | MS02  
Hartford, CT 06183

CEO/President

**Elizabeth G. Shluger**  
Founder, CEO and President  
Hartford Marathon Foundation  
Glastonbury, CT 06033

Emeritus

**Kenneth L. Shluger**  
Judge, Connecticut Superior Court

**David Polk**  
West Hartford, CT

**Brewster Perkins**

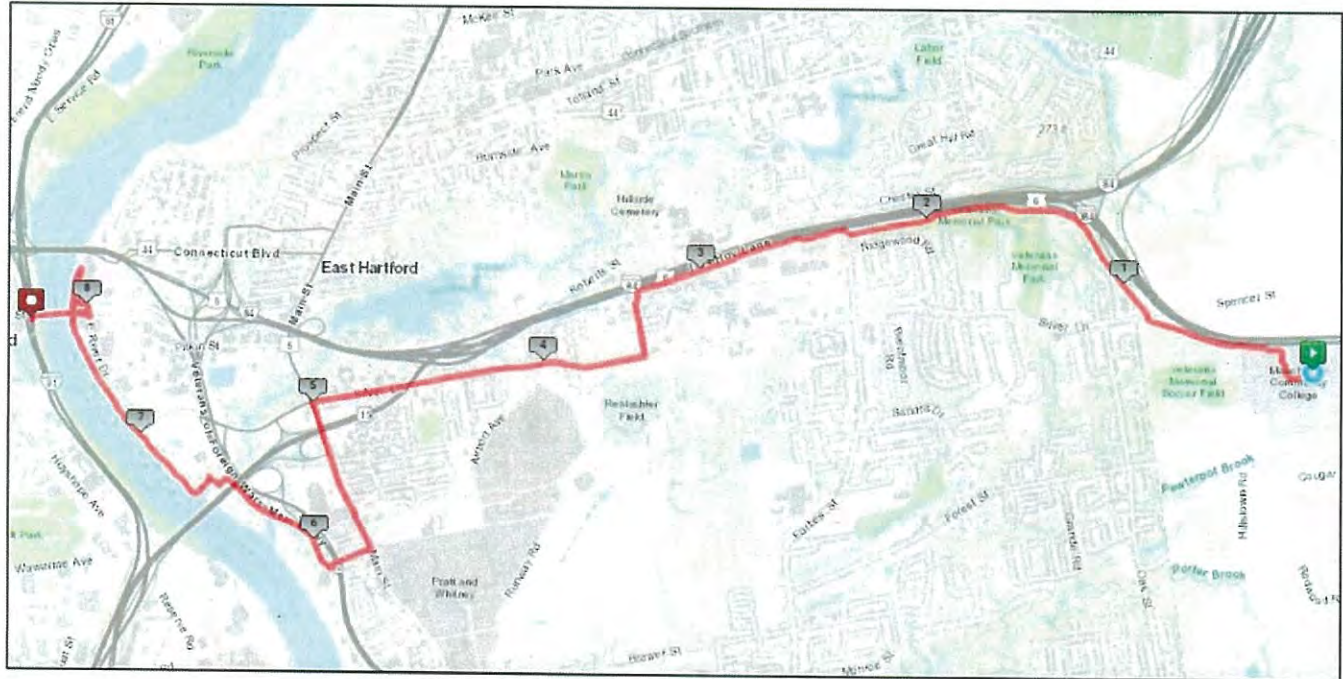
**Timothy Larson**  
Commission of Higher Education  
State of CT

**Running Details**

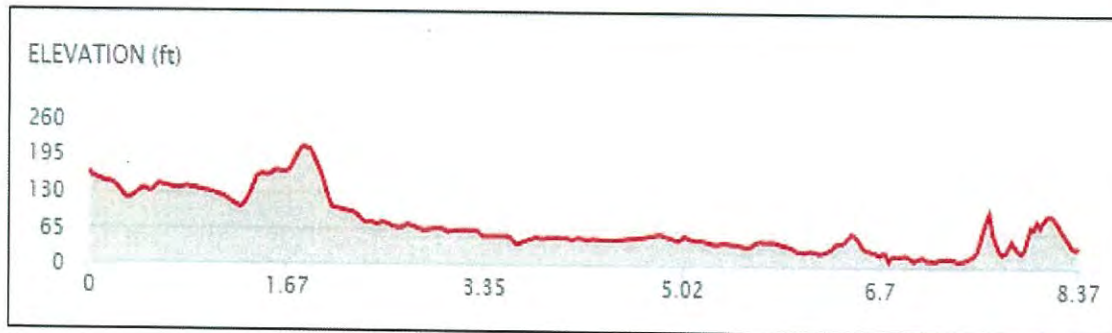
**Start:** Manchester Community College, 60 Bidwell St. Manchester, CT

**Finish:** Mortenson Riverfront Plaza, Hartford, CT

DISTANCE	START ELEVATION	MAX ELEVATION	ELEVATION GAIN	DIFFICULTY	TERRAIN
<b>8.3 MILES</b>	<b>165 FT</b>	<b>212 FT</b>	<b>247 FT</b>	<b>HARD</b>	<b>PAVED TRAIL/ROAD</b>



1. Head west on Charter Oak Greenway Trail (0.0 miles)
2. Bear right to stay on trail (0.1 miles)
3. Turn right on trail towards Spencer Street (0.1 miles)
4. Continue across Spencer Street (0.6 miles)
5. Continue on trail - DO NOT TAKE TUNNEL TRAIL SPUR (0.6 miles)
6. Continue on trail - DO NOT TAKE VETERANS PARK TRAIL (0.3 miles)
7. Continue west on trail under Forbes Street (0.6 miles)
8. Exit trail and turn left on Simmons Road (1.0 miles)
9. Turn right on Silver Lane (0.3 miles)
10. Turn left on Main Street (1.4 miles)
11. Turn right at Willow Street onto multi use trail (0.7 miles)
12. Continue across Riverside Drive (0.2 miles)
13. Turn right on trail – DO NOT TAKE STAIRWELL SPUR (0.6 miles)
14. Continue through Great River parking lot to stay on trail (0.6 miles)
15. Take hard right on trail at the top of the dike (0.7 miles)
16. Turn right on East River Drive (0.2 miles)
17. Take right onto Founders Bridge Ramp (0.0 miles)
18. Take left at top of ramp onto Founders Bridge (0.0 miles)
19. Arrive at the Finish Line at Mortenson Riverfront Plaza! (0.2 miles)



**Safety Notes:**

- Stay on sidewalk / bikeway / trail where applicable
- Use caution crossing streets
- Follow directional signs

### Driving Details

**Driving Directions to Finish Line Parking:** Convention Center, 100 Columbus Boulevard, Hartford, CT 06103 (Closest to Finish Line)

Additional Garages:

- Front Street North Garage, 24 Front Street, Hartford, CT 06103
- Front Street South Garage, 62 Front Street, Hartford, CT 06103

**Driving Distance:** 6.3 miles

**Estimated Drive Time:** 10 minutes



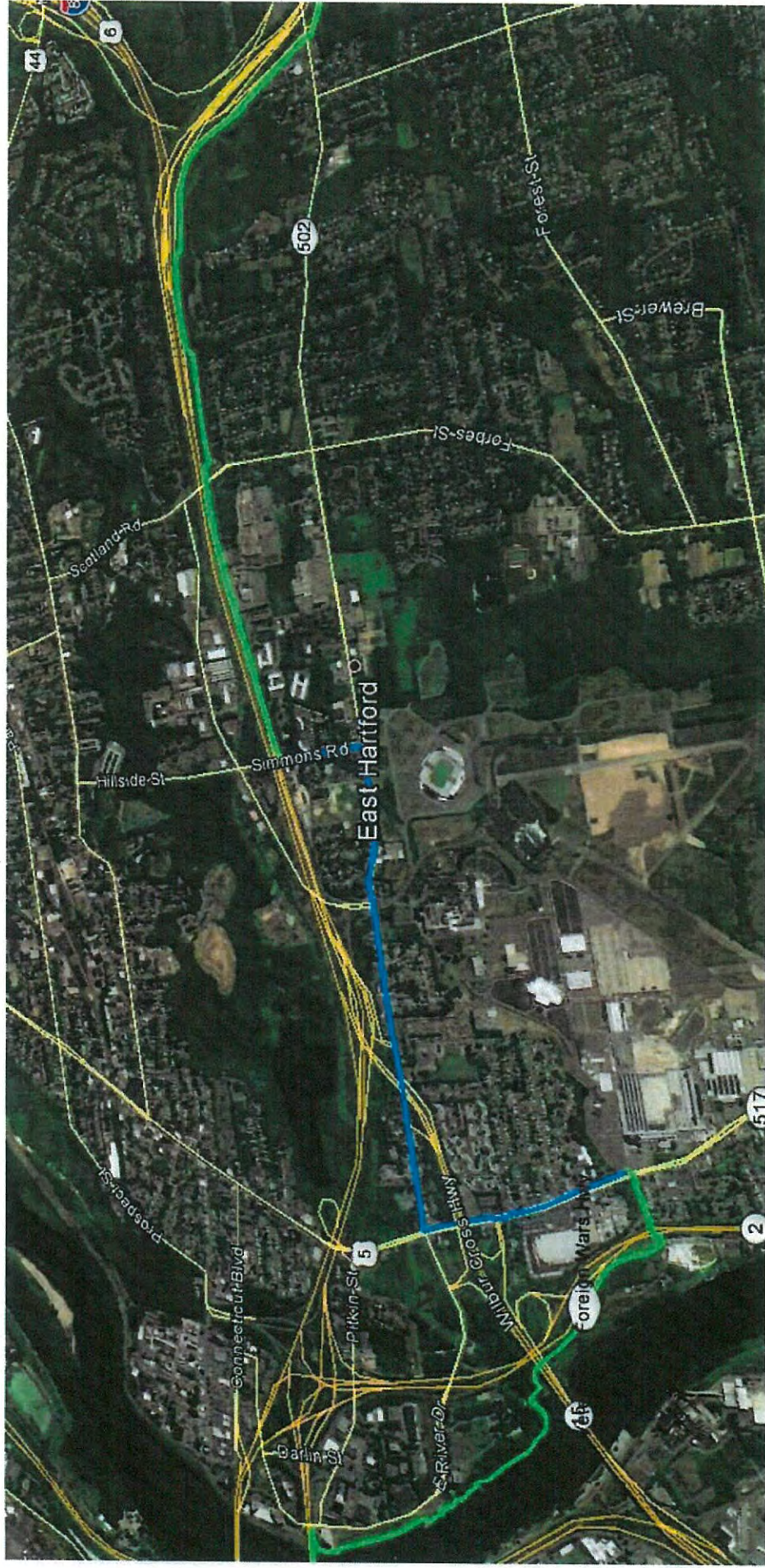
1. Head west on Founders Drive North (towards Great Path)
2. Turn right on Great Path
3. Turn right on Hillstown Road
4. Turn left on Spencer Street (Hwy. 502)
5. Turn right onto Cemetery Rd (signs for Interstate 84/Interstate 291/Hartford)
6. Take ramp on left towards Hartford
7. Merge onto Highway I-84
8. Use left 3 lanes to take Exit 54 towards Downtown/Hartford
9. At the end of the bridge/ramp, use left lane to take left onto Columbus Boulevard
10. Convention Center Garage entrance will be on your left
11. Exit garage and make your way to the top of the plaza and the finish line!

#### Parking Details:

- **Parking Pass** - Each team will be given a parking pass at Packet Pickup which will grant prepaid access to any of the above mentioned parking garages. **Parking Pass is only active from 5 PM – 11 PM, Saturday, August 24.**
- Once parked, teams should approach the Riverfront Plaza Level via the stairwell at the intersection of Columbus Boulevard and State Street. At the top of the stairs, continue east toward the Connecticut River.

RiMaConn Relay: East Hartford, Connecticut- Enlarged Map

Blue = On Road | Green = On Trail



Proposed route of travel on East Hartford streets:

Exit Charter Oak Greenway - Left onto Simmons Road - Right onto Silver Lane - Left onto Main Street - Right onto Charter Oak Greenway



**Rivera, Augustina**

---

**From:** Sasen, Christine  
**Sent:** Thursday, March 11, 2021 11:06 AM  
**To:** Rivera, Augustina  
**Subject:** RE: Outdoor Amusement Permit for "RiMaConn Relay"

Need Certificate of Insurance for my review and approval. Chris

**From:** Rivera, Augustina  
**Sent:** Monday, March 8, 2021 8:33 AM  
**To:** Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Oates, John <Joates@easthartfordct.gov>  
**Cc:** Alsup, Steve <SAlsup@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Ficacelli, Joseph <JFicacelli@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>; Trzetzziak, Linda <Ltrzetzziak@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>  
**Subject:** Outdoor Amusement Permit for "RiMaConn Relay"

Good morning,

Please find attached your Directors Review & Notice and the Outdoor Amusement Permit documents for "RiMaConn" for August 28, 2021. Please review and submit comments back to me no later than 12:00 noon, Monday, March 22nd.

Thank you.

Tina

Augustina Rivera  
Administrative Clerk 3  
Support Services Bureau  
East Hartford Police Department  
31 School Street  
East Hartford, CT 06108  
[arivera@easthartfordct.gov](mailto:arivera@easthartfordct.gov)

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

## Rivera, Augustina

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**From:** Grew, Greg  
**Sent:** Monday, March 8, 2021 9:57 AM  
**To:** Rivera, Augustina  
**Subject:** Re: Outdoor Amusement Permit for "RiMaConn Relay"

According to Ordinance 5-3 my review and approval is 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**  
CONNECTICUT

Town Hall  
740 Main Street  
East Hartford, CT 06108  
Direct [\(860\) 291-7345](tel:8602917345)  
Mobile [\(860\) 874-8034](tel:8608748034)  
<http://www.easthartfordct.gov/inspections-and-permits>

---

**From:** Rivera, Augustina <ARivera@easthartfordct.gov>  
**Sent:** Monday, March 8, 2021 8:33 AM  
**To:** Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Oates, John <Joates@easthartfordct.gov>  
**Cc:** Alsup, Steve <SAlsup@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Ficacelli, Joseph <JFicacelli@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>; Trzetzziak, Linda <Ltrzetzziak@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>  
**Subject:** Outdoor Amusement Permit for "RiMaConn Relay"

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Thank you.

Tina

Augustina Rivera  
Administrative Clerk 3

Rivera, Augustina

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**From:** Gentile, Richard  
**Sent:** Tuesday, March 9, 2021 10:04 AM  
**To:** Rivera, Augustina; Burnsed, Laurence; Fravel, Theodore; Lawlor, John; Oates, John  
**Cc:** Alsup, Steve; Cohen, Bruce; Cruz-Aponte, Marilynn; Davis, Robert; Drouin, Darrell; Dwyer, Sean; Ficacelli, Joseph; Grew, Greg; Hawkins, Mack; Neves, Paul; O'Connell, Michael; Sansom, Scott; Sassen, Christine; Trzetzziak, Linda; Wagner, Justin  
**Subject:** RE: Outdoor Amusement Permit for "RiMaConn Relay"

Assuming no roads are being closed, I have no issues or concerns with this Amusement Permit.

Richard P. Gentile  
Assistant Corporation Counsel  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

860-291-78217  
rpgentile@easthartfordct.gov

**From:** Rivera, Augustina  
**Sent:** Monday, March 8, 2021 8:33 AM  
**To:** Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Oates, John <Joates@easthartfordct.gov>  
**Cc:** Alsup, Steve <SAlsup@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilynn <mcruzaponte@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Ficacelli, Joseph <JFicacelli@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sassen, Christine <CSassen@easthartfordct.gov>; Trzetzziak, Linda <Ltrzetzziak@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>  
**Subject:** Outdoor Amusement Permit for "RiMaConn Relay"

Good morning,

Please find attached your Directors Review & Notice and the Outdoor Amusement Permit documents for "RiMaConn" for August 28, 2021. Please review and submit comments back to me no later than 12:00 noon, Monday, March 22nd.

Thank you.

Tina

Augustina Rivera



**TOWN OF EAST HARTFORD  
FIRE MARSHAL'S OFFICE  
ADMINISTRATIVE REVIEW  
Amusement Permit**

**DATE:** March 9, 2021

**APPLICATION FOR:** RiMaConn Relay

**APPLICANT:** Hartford Marathon Foundation

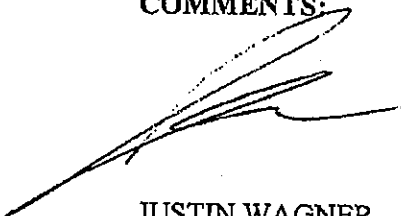
**ADDRESS:** 41 Sequin Dr  
Glastonbury, CT 06033

**DATE(S) OF EVENT:** August 28, 2021

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

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

**COMMENTS:**



**JUSTIN WAGNER  
FIRE MARSHAL.  
TOWN OF EAST HARTFORD**



Scott Sansom  
Chief of Police

<sup>2</sup>  
TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
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 28, 2021

Event: RiMaConn Relay

Applicant: The Hartford Marathon Foundation by Josh Miller, its Vice President and Race Director

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

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

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

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

Laurence Burnsed  
Signature

March 18, 2021  
Date

Comments:

Spoke with Josh Miller at the Hartford Marathon Foundation. There is no aid station on the course section in East Hartford. Staff and volunteers will follow COVID-19 social distance and masking guidelines. If an aid station is added, Josh will notify Town of East Hartford to revise his permit request.



Scott Sansom  
Chief of Police

TOWN OF EAST HARTFORD<sup>2</sup>  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
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 28, 2021**

Event: **RiMaConn Relay**

Applicant: **The Hartford Marathon Foundation by Josh Miller, its Vice President and Race Director**

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

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

Ted Fravel

Signature

3/22/21

Date

Comments:



Scott Sansom  
Chief of Police

TOWN OF EAST HARTFORD<sup>2</sup>  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
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 28, 2021**

Event: **RiMaConn Relay**

Applicant: **The Hartford Marathon Foundation by Josh Miller, its Vice President and Race Director**

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

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

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

Anticipated Cost(s) if known \$ 0

Marilynn Cruz-Aponte 3-18-2021  
Signature Date

Comments:

Limited roadway traffic impacts will be managed by Police and will not require Public Works involvement.



Rivera, Augustina

---

**From:** Hawkins, Mack  
**Sent:** Tuesday, March 23, 2021 10:22 AM  
**To:** Rivera, Augustina  
**Subject:** RE: Outdoor Amusement Permit for "RiMaConn Relay"

Tina,

I have reviewed the Outdoor Amusement Permit Application for 2021 **RiMaConn** Relay. I approve the application as submitted. The anticipated cost for this event is \$3,255.60 for five officers, which **does not** include a potential contractual raise.

Thanks,

*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:** Rivera, Augustina <ARivera@easthartfordct.gov>  
**Sent:** Friday, March 19, 2021 7:45 AM  
**To:** Hawkins, Mack <MHawkins@easthartfordct.gov>  
**Subject:** FW: Outdoor Amusement Permit for "RiMaConn Relay"


Happy Friday,

I know you are working on this, but just a friendly reminder that it is due to me on Monday.

Tina



**TOWN OF EAST HARTFORD OFFICE OF THE MAYOR**

DATE: April 14, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc   
RE: REFERRAL: Personnel and Pensions Subcommittee

---

Please see the attached job description for Part-Time Blight Inspector.

The FY 21 Budget contains funding for two part-time positions that were supported by the council. As such, I am referring the attached description to the Personnel and Pension Subcommittee for further review and discussion.

Please place this item on the Town Council agenda for the April 20, 2021 meeting.

C: T.Buchanan, HR Director

## TOWN OF EAST HARTFORD

**Title:** Blight Inspector

**Hourly Rate:** \$20 per hour

**Department:** Inspections and Permits

**Adoption Date:**

**Position:** Non – Bargaining Classified

### POSITION DEFINITION:

This part time position provides direct reports to the Supervisor of Property Maintenance and Director of Inspections and Permits. The function of this position is to identify blight in the Town of East Hartford. This position works to a maximum of 20 hours per week, Monday through Friday. Note inspectors may need to work after 4:30 with some weekends. Flexibility with hours is key for this position.

### ESSENTIAL JOB FUNCTIONS:

- Perform inspections for compliance of the following ordinances:

Property Maintenance Code (2015 IPMC with Town of East Hartford amendments):

- 302.4 Weeds, grass over 9 inches
- 302.8(b) Parking on front lawns and commercial vehicles parked in driveways
- 302.10 Excessive brush
- 308.1 Accumulation of rubbish or garbage

Ordinance Section

18-38: Removal of snow, ice, sleet debris and obstructions from sidewalks

- Other ordinances as may be deemed appropriate by director
- Inspections performed by visual observation when seen from the public right-of-way. Inspections notes and photos may be taken
- Violations entered into Town's Online permit and enforcement application.
- Identify potential violations and report to the Supervisor of property Maintenance for further review and enforcement.

### KNOWLEDGE, SKILLS AND ABILITIES:

- Able to use computer, tablets, cameras and smart phone apps
- Able to utilize email applications to log and send videos and pictures
- Knowledge of East Hartford ordinances
- Able to use electronic devices such as tablets, mobile phones and web based applications.

**PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS:**

- May be walking on uneven ground through the Town of East Hartford
- Position will require walking outdoors in a variety of temperatures

**JOB QUALIFICATIONS:**

This position requires a high school diploma or equivalent. Must have a valid driver's license.

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



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 19, 2021  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *Ma*  
RE: APPOINTMENT: Boards and Commissions

---

The following names were submitted by the Democratic Town Committee Chairman for appointment to the below boards and commissions. Please place these nominations on the agenda for the April 20<sup>th</sup>, 2021 Town Council meeting.

<b>Commission on Aging</b>	Full Member	(3-Year Term)
D Joan M. Gentile	1871 Main St	12/23
<b>Commission on Services for Persons with Disabilities</b>	Full Member	(2-Year Term)
D Rena M. Berube	124 Tiffany Rd	12/21
C: R. Pasek, Town Clerk		

Town of East Hartford  
Boards and Commissions  
Application



Date: 02/15/2021

Name: Rena M Berube  
Your name exactly as it appears on the E. Htfd. Voter Registration List

Address: 124 Tiffany Road Apt.# \_\_\_\_\_ Zip: 06108

Home Phone: \_\_\_\_\_ Email: Rena8520@sbcglobal.net

Cell Phone: 860-922-9917 Years as an E.Hartford Resident: 30

Occupation: Registered Nurse Employer: ECHN Manchester Memorial Hospital  
Employer/Work Address

Formal Education/Certifications: Associates degree in science/nursing

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: Com. on services of persons with disabilities

**Interest statement:**  
Your reason for being interested in serving our Town in this capacity

I would like to work on any area/group related to health/disabilities and insurance. I've been an ICU nurse for 12 years and a mother of a daughter with a disability. I feel I can bring an unique perspective to this commission. I've also been a long time resident of East Hartford and would love to be more involved in my community.

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

Ok ICU nurse  
Interested/up to date in issues related to disabilities ex: accessibility, social security benifits, etc  
Long time EH resident  
Well known and liked in my community

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 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.
- 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.

Signature  Verified by pdfFilter 02/15/2021 Date 02/15/2021

Please return completed and signed form to:	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 \_\_\_\_\_

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



Date: April 12, 2021

Name: Joan M. Gentile  
Your name exactly as it appears on the E. Httfd. Voter Registration List

Address: 1871 Main Street, East Hartford CT Apt.# \_\_\_\_\_ Zip: 06108

Home Phone: 860.282.7691 Email: jm.gentile@snet.net

Cell Phone: 860-212-8492 Years as an E.Hartford Resident: 36

Occupation: Retired attorney Employer: (former) The Hartford  
Employer/Work Address:

Formal Education/Certifications: JD

Party Affiliation: Unaffiliated  Democrat  Republican  Minority Party \_\_\_\_\_  
As it appears on the E. Httfd. 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 worked for over 30 years as a lawyer at The Hartford and for many years partnered closely with AARP and The Hartford's Mature Market group of gerontologists to develop services for customers who want to age safely in place. I also developed a "Law and the Elderly" course for St. Joseph's Masters in Gerontology program.

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

I volunteered for years as East Hartford's Municipal Agent for the Elderly , taught Law & the Elderly to gerontologists; volunteered to work on Medicare and Medicaid appeals and focus my continuing ed on Elderlaw coursework.

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 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.

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.

Signature <u>Joan M. Gentile</u>	Date <u>04/12/2021</u>		
Please return completed and signed form to:	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 _____