

Robert J. Paek

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT
MAY 1, 2018

2018 APR 30 A 10: 06

TOWN CLERK
EAST HARTFORD

6:45 P.M. Executive Session

=====

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

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
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 17, 2018 Regular Meeting
 - B. April 25, 2018 Special Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. Presentation from Hooker and Holcombe re: Other Post-Employment Benefits
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Referral to Ordinance Committee: Reserve Fund and Long-term Budget Principles
 - B. 2018-2019 School Readiness Grant
 - C. Referral to Real Estate Acquisition & Disposition Committee re: State-owned Property near the Burnside Avenue "S" Curve, a.k.a. 365-369 and 375-379 Burnside Avenue
 - D. Outdoor Amusement Permit Applications:
 1. World Vision Global 6K for Water
 - a. Approval of Application
 - b. Waiver of Associated Permit Fee
 2. Pappy's Café Golf Tournament and Customer Appreciation Days
 3. National Dance Day
 4. National Night Out
 - E. Appointment of Michael Torres to the Metropolitan District Commission
 - F. Appointments to Boards and Commissions:
 1. Board of Assessment Appeals
Timothy M. Siggia
 2. Commission on Aging
James Shelmerdine

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 15th)

Robert J. Rosak

EAST HARTFORD TOWN COUNCIL ²⁰¹⁸ APR 23 A 8:37

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

APRIL 17, 2018

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

CALL TO ORDER

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

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Susan Kniep, 50 Olde Roberts Street, stated that the Council should oppose the State bailout for the city of Hartford. Ms. Kniep also thinks that the Council should ask for a copy of the legal agreement between the State of Connecticut and the city of Hartford for the bailout.

APPROVAL OF MINUTES

April 3, 2018 Executive Session

MOTION By Ram Aberasturia
seconded by Marc Weinberg
to **approve** the minutes of the April 3, 2018 Executive Session.
Motion carried 9/0.

April 3, 2018 Regular Meeting

MOTION By Ram Aberasturia
seconded by Pat Harmon
to **approve** the minutes of the April 3, 2018 Regular Meeting.
Motion carried 9/0.

COMMUNICATIONS AND PETITIONS

2018 Proposed Bond Referenda: \$15M Road Program and \$2M Town Hall Improvements

Chair Kehoe explained that the proposed bond referenda for the road program and town hall improvements is being provided to the Town Council by the Mayor for consideration for placement on the November 2018 ballot. There will be a presentation on the referenda at one of the June 2018 Town Council meetings. Any Council decision regarding the proposed bonds would likely take place in August 2018.

NEW BUSINESS

Mike Zaleski, Executive Director, Riverfront Recapture, spoke on the following three amusement permits and addressed Councillors' questions.

Outdoor Amusement Permit Applications:

Riverfront Swing Night

MOTION By Linda Russo
seconded by Ram Aberasturia
to **approve** the outdoor amusement permit application entitled "Riverfront Swing Night" submitted by Josh Urrutia, Director of Events for Riverfront Recapture, to conduct a swing-style concert in Great River Park on Saturday, June 16th from 6:30PM to 8:00PM (rain date Sunday June 17th with the same hours for music), subject to compliance with adopted codes and regulations of the State of Connecticut, the Town of East Hartford, and any other stipulations required by the Town of East Hartford or its agencies; and to **waive** the permit fee and any associated town expenses for this event pursuant to the resolution passed by the Town Council on June 3, 2014.
Motion carried 9/0.

Riverfront Fireworks

MOTION By Shelby Brown
seconded by Marc Weinberg
to **approve** the outdoor amusement permit application entitled "Riverfront Fireworks", submitted by Joshua Urrutia, Director of Events, for Riverfront Recapture, to conduct an outdoor concert, with food and a fireworks display at Great River Park on Saturday, July 14th, beginning with the concert at 7PM to the conclusion of the fireworks display which is scheduled for 9PM to 9:30PM with a rain date of Sunday, July 15th with the same hours as the July 14th event; subject to compliance with adopted codes and regulations of the State of Connecticut, the Town of East Hartford, and any other stipulations required by the Town of East Hartford or its agencies; and to **waive** both the permit fee and any associated town expenses for this event pursuant to the resolution passed by the Town Council on June 3, 2014.

MOTION By Shelby Brown
seconded by Ram Aberasturia
to **amend** the motion as follows:
"...and to waive both the permit fee and any associated town expenses, **except for Police and Fire Department costs**, for this event pursuant to the resolution passed by the Town Council on June 3, 2014."
Motion carried 9/0.

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

Head of the Riverfront Regatta

MOTION By Joe Carlson
seconded by Linda Russo
to **approve** the outdoor amusement permit application, entitled "Head of the Riverfront Regatta" submitted by Joshua Urrutia, Director of Events for Riverfront Recapture to conduct a rowing regatta on the Connecticut River on Sunday, September 30th from 6AM to 5PM, with a flood and rain date of Sunday, November 4th; subject to compliance with adopted codes and regulations of the State of Connecticut, the Town of East Hartford, and any other stipulations required by the Town of East Hartford or its agencies; and to **waive** the permit fee and any associated town expenses for this event pursuant to the resolution passed by the Town Council on June 3, 2014.
Motion carried 9/0.

Refund of Taxes

MOTION By Marc Weinberg
seconded by Ram Aberasturia
to refund taxes in the amount of \$15,131.30
pursuant to Section 12-129 of the Connecticut General Statutes.
Motion carried 9/0.

Bill	Name	Prop Loc/Vehicle Info.	Fee	Int Paid	Over Paid
2016-03-0090319	1ST ALLIANCE LENDING LLC	2014/5YJSA1H10EFP48605		0	-630.08
2016-09-0090319	1ST ALLIANCE LENDING LLC	2014/5YJSA1H10EFP48605		0	-275.66
2016-09-0052524	BAJONERO ROBERTO C	2003/1GTGK13U93F197930			-56.84
2016-09-0052525	BAJONERO ROBERTO C	2004/KNAFE122445010813			-17.54
2016-03-0053565	BHURA ANAVAR M	2009/JTHCK262992029282		-8.85	-290.04
2016-09-0053565	BHURA ANAVAR M	2009/JTHCK262992029282		-2.9	-2.22
2004-03-0054248	BOYD TERRI T	1991/JKAEXVA10MA049568			-54.71
2016-04-0081336	BROWN MURIEL	2002/WDBRF61J92E006285			-54.71
2016-03-0089226	BYRD JASMINE N	2000/2G1WF52E5Y9158701			-36.7
2016-09-0089226	BYRD JASMINE N	2000/2G1WF52E5Y9158701			-8.03
2015-03-0055333	CAMPBELL JAMES E	2002/1GNNDT13S522227727			-122.47
2016-03-0055471	CAMPBELL JAMES E	2002/1GNNDT13S522227727			-100.8
2016-09-0055471	CAMPBELL JAMES E	2002/1GNNDT13S522227727			-22.05
2016-04-0081601	CHIN SHIAU C	1997/1HGEJ7222VL048116	5.00	-3.32	-73.71
2016-04-0081643	CLARK TAYLOR A	2007/WAUDF78E87A131932			-142.34
2016-09-0056929	CLARK TAYLOR A	2007/4A3AB36F97E052751			-25.31
2016-03-0057301	COLLINS ROBERT E	2010/JN8AS5MT0AW014550			-45.57
2016-09-0058068	CORTES JOSE A JR	2014/1HGCT1B78EA013117			-143.44

2016-09-0060455	DORAN DAMIAN M	2008/4T1BK46K48U569887	-5
2015-03-0061577	FABIAN NINETTE G	2009/1NXBU40E69Z031951	-191.7
2016-01-0005248	FORTY THREE FRANKLIN STREET LLC	43 FRANKLIN ST	-28.05
2016-01-0006804	HOBBY TERRANCE S & NANCY	16 PRATT ST	-13.09
2016-09-0069200	KELLY SEAN K	2003/1FMZU77E83UA09186	-44.87
2016-09-0069201	KELLY SEAN K	2011/JM1BL1VG0B1454256	-43.93
2016-01-0009519	KEY BANK ATTN :WENDY HOLLENBACH	1965 MAIN ST	-4,518.45
2016-03-0071053	LEVESQUE DENNIS W	2016/1FA6P8CF9G5200625	-257.54
2016-09-0071053	LEVESQUE DENNIS W	2016/1FA6P8CF9G5200625	-56.34
2016-03-0072062	MAJDAN ANDRZEJ	2010/JN8AS5MV9AW608510	-46.55
2016-01-0010525	NGUYEN ANH THI	615 FORBES ST	-2,960.86
2016-03-0077880	PELLETIER GEORGE R	2000/2G1WF52E2Y9357334	-12.04
2016-01-0000503	PHAM LYN	20-22 ECHO LN	-3,317.73
2016-01-0012452	RODRIGUES MARIA L & EDUARDO C	10 OBRIEN LN	-6
2016-03-0081719	RONCAL FEDERICO	2000/JM3LW28G2Y0130485	-33.12
2016-09-0081719	RONCAL FEDERICO	2000/JM3LW28G2Y0130485	-7.24
2016-03-0081788	ROSADO CHRISTIAN R	2006/19UUA66276A075468	-98.56
2016-09-0081788	ROSADO CHRISTIAN R	2006/19UUA66276A075468	-21.56
2016-03-0082599	SANCHEZ KARELLYN	2014/5TDKK3DC4ES468634	-401.13
2016-01-0013608	SLOCUM DWIGHT JR	14 ARAPAHO DR	-404.4
2016-09-0084491	SOTO ANTHONY	2005/JTEBU14R150070864	-58.63
2016-03-0084702	SPLETTSTOESZER KAMI M	2000/JN1CA31DXYT507739	-87.81
2016-09-0084702	SPLETTSTOESZER KAMI M	2000/JN1CA31DXYT507739	-22.96
2015-02-0043398	STAFF PROS LLC	323 PITKIN ST	-171.98
2016-02-0043398	STAFF PROS LLC	323 PITKIN ST	-193.85
2015-04-0089672	VIEIRA RYAN C	2006/JA3AH86C36U063591	-5.62
		SUBTOTAL	5.00 15.07 15111.23
		TOTAL	15131.30

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

None

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

OPPORTUNITY FOR RESIDENTS TO SPEAK

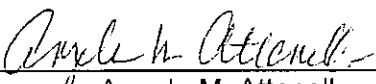
Susan Kniep, 50 Olde Roberts Street, reiterated her concerns about the Hartford bailout agreement with the State.

Mayor Leclerc assured the Council and the public that the town's legislative delegation is well aware of the financial challenges that East Hartford is facing and the concerns with the extent of the state's financial assistance to Hartford. However, the priority is ensuring East Hartford receives its fair share of promised state financial assistance. To that end, the delegation is working on the Enterprise Zone reimbursement for the Pratt & Whitney World Headquarters, another assessment appeal by Pratt & Whitney and full PILOT funds for the Rentschler Field stadium.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Linda Russo
 to **adjourn** (8:15 p.m.).
 Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be May 1st.

Attest 
 // Angela M. Attenello
 TOWN COUNCIL CLERK

Robert J. Cook

2018 APR 30 A 8:46

TOWN COUNCIL CHAMBERS

APRIL 25, 2018

TOWN CLERK
EAST HARTFORD

SPECIAL MEETING/PLACES OF ASSEMBLY

PRESENT Chair Richard F. Kehoe, Majority Leader Ram Aberasturia, Minority Leader Esther B. Clarke, Councillors Marc I. Weinberg, Shelby J. Brown (arrived 7:17p.m.), Patricia Harmon and Caroline Torres

ABSENT Vice Chair Linda A. Russo and Councillor Joseph R. Carlson

Chair Kehoe called the meeting to order at 7:00 p.m. He announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the pledge of allegiance.

Chair Kehoe explained that the origins of this special meeting started when the Town Council was discussing the town's purchase of Blessed Sacrament Church to use as a Senior Center. Attending the February 13th meeting, several citizens commented on the difficulties that religious organizations have in finding properties in East Hartford that are suitable for a place of worship. The Chair further explained that – pursuant to state law – while the Town Council has no authority over the Planning & Zoning Commission, the Council felt an obligation to follow up these comments with discussion on what the town's zoning policies are for places of worship.

Jeff Cormier, Town Planner, led a PowerPoint presentation that (1) outlined the duties and responsibilities of the Planning & Zoning Commission; (2) reviewed the zoning map with the Council – highlighting the zones where places of worship are allowed; (3) explained the process for submitting an application to be approved by the Planning & Zoning Commission for a House of Worship; and (4) showed the differences in application type, zoning districts and criteria for places of worship when East Hartford is compared to South Windsor, Windsor, Manchester and Glastonbury, noting that East Hartford has a significant percentage of properties where a place of worship could be located with a special permit approval. Mr. Cormier also presented to the Council a list of 28 tax exempt Places of Assembly (Churches) as determined by the town's Assessor.

Gregg Grew, Director, Inspections & Permits Department and Zoning Enforcement Official, explained that state statutes dictate that a denial of an application from the Planning & Zoning Commission goes directly to the Superior Court.

At this point, the Chair opened the meeting up for public comment. The following citizens came forward:

Jon Petoskey, 147 Jessica Drive, pastor to the Pentecostals of Greater Hartford, spoke to (1) the lack of dialogue between the town and faith-based groups; (2) the short notice of this meeting; (3) the possibility of renting town and/or Board of Education facilities for use by religious organizations; (4) a way to allow a religious organization to explore the

possibility of applying for a Special Permit in a particular area before expending an excess amount of funds; and (4) the hope for a positive partnership with East Hartford.

Susan Kniep, 50 Olde Roberts Street, (1) spoke to her lawsuit against the town regarding the Mt. Carmel issue and the Zoning Board of Appeals; and (2) stated that if there is the intent to change the zoning regulations as it affects residential zones, homeowners should be aware of this prior to that change.

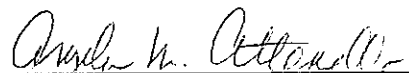
Rev. Leonel Sanabria, 306 Tolland Street, Pastor of Iglesia Fuente de Salvacion Misionera, stated that he has not had a good experience dealing with the town – that he and his church have not been embraced by the town. Additionally, he thought that there was a zoning issue on his property. Since there is pending litigation on this issue, Gregg Grew could only briefly explain that there are state and local building code compliance issues on his property, not zoning violations.

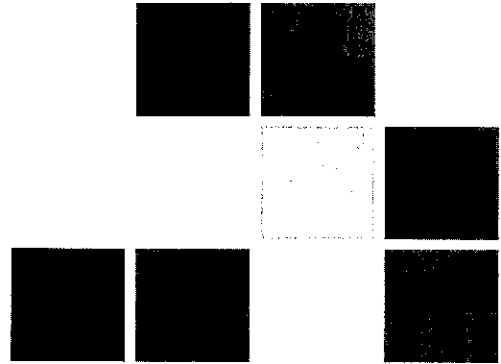
Donald Sugalski, 1736 Main Street, believes that currently the town has enough tax-exempt property (including churches) and is concerned about the financial burden to East Hartford taxpayers if more property is designated tax-exempt.

The Chair reiterated that the intent of this meeting was informational and educational only. The Town Council is not aware of, nor advocating for, any change in existing zoning ordinances related to places of worship.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Caroline Torres
 to **adjourn** (8:30 p.m.)
 Motion carried 7/0.

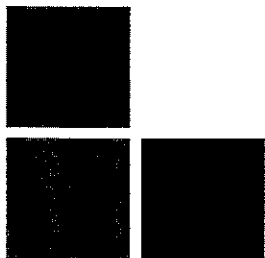
Attest 
 Angela M. Attenello
 Town Council Clerk



TOWN OF EAST HARTFORD

GASB 45 VALUATION REPORT - REVISED

AS OF JULY 1, 2015



h&hSM
hooker & holcombe



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Report Prepared By:

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Actuarial Certification

This report presents the results of the July 1, 2015 Actuarial Valuation for the Town of East Hartford post-retirement benefit other than pension (OPEB) for Town and Board of Education Employees (the Plan) for the purpose of estimating the funded status of the Plan and determining the Annual Required Contribution (ARC) for the fiscal years ending June 30, 2016, June 30, 2017 and June 30, 2018. This report is intended to satisfy the requirements of Connecticut General Statute 7-450a. This report may not be appropriate for any other purpose.

The valuation has been performed in accordance with generally accepted actuarial principles and practices. It is intended to comply with all applicable Actuarial Standards of Practice.

I certify that the actuarial assumptions and methods that were selected by me and represent my best estimate of anticipated actuarial experience under the Plan.

In preparing this valuation, I have relied on employee data provided by the Plan Sponsor, and on asset and contribution information provided by the Town. I have audited neither the employee data nor the financial information, although I have reviewed them for reasonableness.

The results in this valuation report are based on the Plan as summarized in the *Summary of Plan Provisions* section of this report and the actuarial assumptions and methods detailed in the *Description of Actuarial Methods and Assumptions* section of this report.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: retiree group benefits program experience differing from that anticipated by the assumptions; changes in assumptions; increase or decreases expected as part of the natural operation of the methodology used for these measurements; and changes in the retiree group benefits program provisions or applicable law. Retiree group benefits models necessarily rely on the use of approximations and estimates and are sensitive to changes in these approximations and estimates. Small variations in these approximations and estimates may lead to significant changes in actuarial measurements. Due to the limited scope of this report, an analysis of the potential range of such future measurements has not been performed.

I am a member of the American Academy of Actuaries and meet its Qualification Standards to render the actuarial opinion contained herein.

Evan W. Woollacott, Jr., FCA, MAAA
Enrolled Actuary 14-005126

August 4, 2016



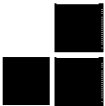
Executive Summary

The July 1, 2015 accrued liability of \$134,043,000 is lower than anticipated. The primary reason for the lower liability was premiums being lower than expected. The revised valuation reflects the addition of contributions from active police officers and some plan interpretation changes.

Below is a history of the Actuarial Accrued Liability (AAL) and Annual Required Contribution (ARC):

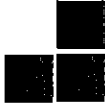
Schedule of Funding Status and Funding Progress						
Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liabilities (AAL)	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
7/1/2009	\$2,404,000	\$129,899,000	\$127,495,000	2%	N/A	N/A
7/1/2011	525,000	148,883,000	148,358,000	0%	N/A	N/A
7/1/2013	1,037,000	160,456,000	159,419,000	1%	92,364,000	173%
7/1/2015	2,448,000	134,043,000	131,595,000	2%	87,571,000	150%

History of Annual Required Contribution (ARC)	
Year Ended June 30	Annual Required Contribution (ARC)
2013	\$12,935,000
2014	13,816,000
2015	14,515,000
2016	13,747,000
2017	13,909,000
2018	14,076,000



Unfunded Actuarial Accrued Liability

GASB 45 Unfunded Actuarial Accrued Liability (UAAL)						
Actuarial Accrued Liability (AAL) 7/1/2015	Certified	Non-Certified	Town	Police & Fire	Grand Total	
Actives	\$6,179,000	\$18,582,000	\$7,454,000	\$36,596,000	\$68,811,000	
Retirees	<u>14,191,000</u>	<u>14,916,000</u>	<u>13,751,000</u>	<u>22,374,000</u>	<u>65,232,000</u>	
Total	20,370,000	33,498,000	21,205,000	58,970,000	134,043,000	
Assets 7/1/2015	<u>372,000</u>	<u>612,000</u>	<u>387,000</u>	<u>1,077,000</u>	<u>2,448,000</u>	
Unfunded Actuarial Accrued Liability (UAAL) 7/1/2015	19,998,000	32,886,000	20,818,000	57,893,000	131,595,000	



Annual Required Contribution

GASB 45 Annual Required Contribution (ARC)

Annual Required Contribution (ARC) 2015 / 2016 Fiscal Year	Certified	Non-Certified	Town	Police & Fire	Grand Total
Normal Cost	\$490,000	\$1,168,000	\$334,000	\$2,532,000	\$4,524,000
Employee Contributions	0	0	(41,000)	(26,000)	(67,000)
21 Year Amortization of UAAAL	1,371,000	2,254,000	1,427,000	3,968,000	9,020,000
Interest - Mid Year Payments	<u>37,000</u>	<u>68,000</u>	<u>35,000</u>	<u>130,000</u>	<u>270,000</u>
Total ARC 2015 / 2016	1,898,000	3,490,000	1,755,000	6,604,000	13,747,000

Annual Required Contribution (ARC) 2016 / 2017 Fiscal Year	Certified	Non-Certified	Town	Police & Fire	Grand Total
Normal Cost	\$507,000	\$1,209,000	\$346,000	\$2,621,000	\$4,683,000
Employee Contributions	0	0	(42,000)	(26,000)	(68,000)
21 Year Amortization of UAAAL	1,371,000	2,254,000	1,427,000	3,968,000	9,020,000
Interest - Mid Year Payments	<u>38,000</u>	<u>69,000</u>	<u>35,000</u>	<u>132,000</u>	<u>274,000</u>
Total ARC 2016 / 2017	1,916,000	3,532,000	1,766,000	6,695,000	13,909,000

Annual Required Contribution (ARC) 2017 / 2018 Fiscal Year	Certified	Non-Certified	Town	Police & Fire	Grand Total
Normal Cost	\$525,000	\$1,251,000	\$358,000	\$2,713,000	\$4,847,000
Employee Contributions	0	0	(43,000)	(26,000)	(69,000)
21 Year Amortization of UAAAL	1,371,000	2,254,000	1,427,000	3,968,000	9,020,000
Interest - Mid Year Payments	<u>38,000</u>	<u>70,000</u>	<u>36,000</u>	<u>134,000</u>	<u>278,000</u>
Total ARC 2017 / 2018	1,934,000	3,575,000	1,778,000	6,789,000	14,076,000



Participant Counts and Average Age as of July 1, 2015

Participant Counts			
Group	Active Participants	Retirees *	Total
BOE Certified	684	513	1,197
BOE Non Certified	234	178	412
Town	206	174	380
Police & Fire	<u>240</u>	<u>191</u>	<u>431</u>
Total	1,364	1,056	2,420

Average Age and Service			
Group	Active Average Age	Active Average Service	Retirees Average Age *
BOE Certified	41.4	10.2	74.6
BOE Non Certified	54.0	14.9	74.6
Town	48.8	12.5	71.9
Police & Fire	43.4	15.7	67.6

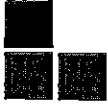
* Does not include spouses of retirees

Participant Counts and Average Age as of July 1, 2013

Participant Counts			
Group	Active Participants	Retirees *	Total
BOE	987	621	1,608
Town	<u>455</u>	<u>354</u>	<u>809</u>
Total	1,442	975	2,417

Average Age		
Group	Active Average Age	Retirees Average Age *
BOE	45.7	74.3
Town	46.4	69.5

* Does not include spouses of retirees



Projected Benefit Payments

Projected Benefit Payments			
Fiscal Year Beginning July 1st	Currently Active Employees	Currently Retired Employees	Total
2015	\$188,000	\$4,116,000	\$4,304,000
2016	437,000	4,158,000	4,595,000
2017	719,000	4,228,000	4,947,000
2018	1,039,000	4,312,000	5,351,000
2019	1,443,000	4,251,000	5,694,000
2020	2,058,000	4,351,000	6,409,000
2021	2,509,000	4,283,000	6,792,000
2022	3,006,000	4,075,000	7,081,000
2023	3,545,000	3,962,000	7,507,000
2024	4,142,000	3,914,000	8,056,000
2025	4,885,000	3,803,000	8,688,000
2026	5,513,000	3,715,000	9,228,000
2027	6,002,000	3,615,000	9,617,000
2028	6,605,000	3,559,000	10,164,000
2029	7,040,000	3,488,000	10,528,000
2030	7,470,000	3,377,000	10,847,000
2031	7,947,000	3,273,000	11,220,000
2032	8,192,000	3,221,000	11,413,000
2033	8,330,000	3,093,000	11,423,000
2034	8,452,000	2,978,000	11,430,000



Description of Actuarial Methods

Actuarial Cost Method: Entry Age Normal.

Normal Cost

The normal cost is the sum of the individual normal costs for all active participants. For an active participant, the normal cost is the participant's normal cost accrual rate, multiplied by the participant's current compensation. The normal cost accrual rate equals the present value of future benefits for the participant, determined as of the participant's entry age, divided by the present value of the compensation expected to be paid to the participant for each year of the participant's anticipated future service, determined as of the participant's entry age.

Compensation Increases

Town		Police & Fire	
Age	Rate	Age	Rate
20	6.50%	20	22.00%
25	5.75	25	14.50
30	5.00	30	7.00
35	4.25	>=35	4.00
>=40	3.50		

Certified: 3.5% for all ages.

Accrued Liability

A participant's accrued liability equals the present value, at the participant's attained age, of future benefits, less the present value at the participant's attained age of the individual normal costs payable in the future. A beneficiary's accrued liability equals the present value, at the beneficiary's attained age, of future benefits

The entry age used for each active participant is the participant's age at the time he or she would have commenced participation if the plan had always been in existence under current terms, or the age as of which he or she first earns service credits for purposes of benefit accrual under the current terms of the plan.

Amortization Method

As of July 1, 2015, 21 years are left using closed level dollar amortization.

Asset Valuation Method

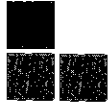
Market Value.

Contribution Policy

The plan sponsors' contribution policy is pay-as-you-go plus excess from the insurance reserve.

Data Collection Date

July 1, 2015.



Actuarial Assumptions – Teachers and School Administrators

Interest

4.00%.

Inflation/Salary Increase

3%.

This assumption is based on long-term historical inflation. While near-term averages have been lower, we do not believe this trend will continue indefinitely and expect that there will be a reversion to the long-term average.

Mortality

RP-2000 Mortality Table with separate male and female rates, with no collar adjustment, combined table for non-annuitants and annuitants, projected to the valuation date with Scale BB.

Mortality Improvement

Projected to date of decrement using Scale BB (generational mortality).

We have selected this mortality assumption and mortality improvement scale because it is commonly used by municipalities in both Connecticut and Massachusetts.

Service-Based Withdrawal Rates (until eligible to retire) (from CT State TRS 2014 OPEB Valuation)

Age	Male Rate	Female Rate
0-1	.1400	.1200
1-2	.0850	.0900
2-3	.0550	.0700
3-4	.0450	.0600
4-5	.0350	.0550
5-6	.0250	.0500
6-7	.0240	.0450
7-8	.0230	.0350
8-9	.0220	.0300
9-10	.0210	.0250
10 +	use age-related rates until eligible to retire	



Sample Age-Based Withdrawal Rates (until eligible to retire) (from CT State TRS 2014 OPEB Valuation)

Age	Male Rate	Female Rate
25-37	.0120	.0350
40	.0120	.0230
45	.0126	.0130
50	.0196	.0125
55	.0336	.0160
59+	.0400	.0190

Assumed Rates of Retirement (from CT State TRS 2014 OPEB Valuation)

Age	Eligible for Normal (Unreduced) Retirement (Age 60 and 20 Yrs. Serv. or 35 yrs. Serv.)		Eligible for Early (Reduced) Retirement (Age 55 and 20 Yrs. Serv. or 25 yrs. Serv.)	
	Male	Female	Male	Female
55	38.5	30.0	5.0	7.5
56	38.5	30.0	7.0	8.5
57	38.5	30.0	10.0	9.5
58	38.5	30.0	11.0	10.0
59	38.5	30.0	12.0	10.0
60	22.0	20.0		
61-62	25.3	22.5		
63-64	27.5	22.5		
65	36.3	30.0		
66-69	27.5	30.0		
70-79	100.0	40.0		
80	100.0	100.0		

The actuarial assumptions in regards to rates of decrement shown above are based on the rates used by the State of Connecticut Teachers' Retirement Plan actuaries.

Current Annual Premium

Pre 65:

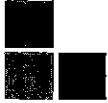
HDHP \$8,635

Premiums were used as the basis for per capita costs.

Expected per Capita claims (without Medicare Coordination)

We assume that actual claims will be distributed according to the following morbidity table:

Sample Age	Expected Claim
45	\$7,720
50	8,950
55	10,527
60	12,564
65	15,433
70	17,891
75	20,242



The sample per capita claims for plans not integrated with Medicare were developed as follows: Using the total count of active employees and retired participants currently electing medical coverage, we calculate the total projected claims by multiplying the total count by the average annual premium or allocation rate. Using the cost increases derived from a study sponsored by the Society of Actuaries Section prepared by J.P Petertil from August 1, 2003: "Aging Curves for Health Care Costs in Retirement", we allocate the total projected claims by age.

For plans integrated with Medicare, the premium is assumed to be unaffected by age.

Trend

Medical trend starts at 8.0% in 2015, decreases by 0.5% per year down to 5.0% in 2021 and beyond.

Health care trend rates reflect both the current and long-term outlook for increases in health care costs. The short term trend rate is based on recent industry surveys, plan experience and near-term expectations. The long term trend rate is based on our general inflation assumption plus 2% to reflect expectations for long-term medical inflation.

Medicare Eligibility

We assume that 15% of teachers hired prior to 1986 will continue coverage post 65, without Medicare coverage.

Utilization

We assume that 85% of teachers and their spouses will elect medical benefits at retirement.

Marriage Rates at Retirement

We assume 30% of active male employees and 30% of active female employees will be married at retirement and elect dual coverage and that husbands will be 3 years older than wives.

The actuarial assumptions in regards to utilization, marriage and Medicare eligibility shown above are based on standard assumptions modified for certain plan features such as eligibility for full and early retirement where applicable and input from the plan sponsor.

Patient Protection and Affordable Care Act (PPACA)

High Cost Plan Excise Tax ("Cadillac Tax"):

Effective in 2020 there will be a 40% excise tax on per capita medical benefit costs in excess of certain thresholds, which (in 2018) are \$10,200 for single coverage and \$27,500 for family coverage for Medicare eligible retirees. Thresholds (in 2018) for retirees who are between ages 55 and 65 are \$11,850 and \$30,950 for single and family coverage respectively.

After 2018, the thresholds are indexed by CPI (CPI +1% in 2018 only). CPI is assumed to be 3.0% in all future years. The impact of this future excise tax has been reflected in plan liabilities.

Other Requirements of PPACA:

Extended coverage for adult children and 100% coverage of preventive care are assumed to be reflected in per capita costs.

Elimination of lifetime maximum benefits and removal of the limits on essential healthcare are assumed to have no impact on plan liabilities.



Actuarial Assumptions – BOE Non-Certified and Town

Interest

4.00%.

Inflation

3.00%.

This assumption is based on long term (1926-2013) historical inflation numbers. While near term averages have been lower, we do not believe this trend will continue indefinitely and expect that there will be a reversion to the long term average.

Mortality

RP-2000 Mortality Table with separate male and female rates, with no collar adjustment, combined tables for non-annuitants and annuitants, projected to the valuation date with Scale BB.

Mortality Improvement

Projected to the date of decrement using Scale BB (generational mortality).

We have selected this mortality assumption and mortality improvement scale because it is commonly used by municipalities in both Connecticut and Massachusetts.

Rates of Withdrawals

Crocker-Sarason T-3 withdrawal table

Age	Rate
20	6.58%
25	5.27
30	4.83
35	4.47
40	3.84
45	3.21
50	1.52
55	0.33
>=60	0.00

The actuarial assumptions in regards to rates of decrement shown above are based on the Crocker-Sarason T-3 table.



Rates of Retirement

BOE Non-Certified and Town Others:

Age	Rate
55-59	2.00%
60	10.00
61	5.00
62	20.00
63	5.00
64	5.00
>=65	100.00

Dispatchers:

50% upon first becoming eligible for Normal Retirement, following by 20% for each of the next four years and then 100% in the fifth year.

The actuarial assumptions in regards to rates of decrement shown above are based on standard tables modified for certain plan features such as eligibility for full and early retirement where applicable and input from the plan sponsor.

Current Annual Premium

Pre 65:

Century Preferred \$10,897

Post 65:

High Option Plan 82 \$2,034

MME Rx \$3,526

Dental \$601

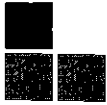
Premiums were used as the basis for per capita costs.

Expected per Capita claims (without Medicare Coordination)

We assume that actual claims will be distributed according to the following morbidity table:

Current Town Actives:

Sample Age	Expected Claim
45	\$9,980
50	11,569
55	13,608
60	16,241
64	19,146



Current BOE Non-Certified Actives:

Sample Age	Expected Claim
45	\$6,132
50	7,108
55	8,361
60	9,978
64	11,763

Current Retirees:

Sample Age	Expected Claim
45	\$6,334
50	7,343
55	8,637
60	10,308
64	12,151

The sample per capita claims for plans not integrated with Medicare were developed as follows: Using the total count of active employees and retired participants currently electing medical coverage, we calculate the total projected claims by multiplying the total count by the average annual premium or allocation rate. Using the cost increases derived from a study sponsored by the Society of Actuaries Section prepared by J.P. Petertil from August 1, 2003: "Aging Curves for Health Care Costs in Retirement", we allocate the total projected claims by age.

For plans integrated with Medicare, the premium is assumed to be unaffected by age.

Trend

Medical trend starts at 8.0% in 2015, decreases by 0.5% per year down to 5.0% in 2021 and beyond.

Health care trend rates reflect both the current and long-term outlook for increases in health care costs. The short term trend rate is based on recent industry surveys, plan experience and near-term expectations. The long term trend rate is based on our general inflation assumption plus 2% to reflect expectations for long-term medical inflation.

Utilization Rate

We assume that 90% of actives and their spouses will elect medical benefits at retirement.

Marriage Rates at Retirement

We assume 50% of active males and 50% of active females will be married at retirement, and that husbands will be 3 years older than their wives.

The actuarial assumptions in regards to utilization and marriage shown above are based on standard assumptions modified for certain plan features such as eligibility for full and early retirement where applicable and input from the plan sponsor.



Patient Protection and Affordable Care Act (PPACA)

High Cost Plan Excise Tax ("Cadillac Tax"):

Effective in 2020 there will be a 40% excise tax on per capita medical benefit costs in excess of certain thresholds, which (in 2018) are \$10,200 for single coverage and \$27,500 for family coverage for Medicare eligible retirees. Thresholds (in 2018) for retirees who are between ages 55 and 65 are \$11,850 and \$30,950 for single and family coverage respectively.

After 2018, the thresholds are indexed by CPI (CPI +1% in 2018 only). CPI is assumed to be 3.0% in all future years. The impact of this future excise tax has been reflected in plan liabilities.

Other Requirements of PPACA:

Extended coverage for adult children and 100% coverage of preventive care are assumed to be reflected in per capita costs.

Elimination of lifetime maximum benefits and removal of the limits on essential healthcare are assumed to have no impact on plan liabilities.



Actuarial Assumptions – Police and Fire

Interest

4.00%.

Inflation

3.00%.

This assumption is based on long term (1926-2013) historical inflation numbers. While near term averages have been lower, we do not believe this trend will continue indefinitely and expect that there will be a reversion to the long term average.

Mortality

RP-2000 Mortality Table with separate male and female rates, with blue collar adjustment, combined tables for non-annuitants and annuitants, projected to the valuation date with Scale BB.

Mortality Improvement

Projected to the date of decrement using Scale BB (generational mortality).

We have selected this mortality assumption and mortality improvement scale because it is commonly used by municipalities in both Connecticut and Massachusetts.

Rates of Withdrawals

Crocker-Sarason T-1 withdrawal table

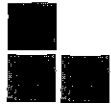
Age	Rate
20	5.44%
25	4.89
30	3.70
35	2.35
40	1.13
45	0.27
>=50	0.00

The actuarial assumptions in regards to rates of decrement shown above are based on the Crocker-Sarason T-1 table.

Rates of Retirement

Police:

Service	Rate
25	35.00%
26	30.00
27-29	20.00
30-34	50.00
>=35	100.00



Fire:

Service	Rate
25	30.00%
26	25.00
27-29	15.00
30	30.00
31-34	40.00
>=35	100.00

Rates of Disability

Age	Rate
20	0.06%
30	0.11
40	0.22
50	0.60

The actuarial assumptions in regards to rates of decrement shown above are based on standard tables modified for certain plan features such as eligibility for full and early retirement where applicable and input from the plan sponsor.

Current Annual Premium

Pre 65:

Century Preferred \$10,897

Post 65:

High Option Plan 82 \$2,034

MME Rx \$3,526

Dental \$601

Premiums were used as the basis for per capita costs.

Expected per Capita claims (without Medicare Coordination)

We assume that actual claims will be distributed according to the following morbidity table:

Current Actives:

Sample Age	Expected Claim
45	\$9,980
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55	13,608
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Current Retirees:

Sample Age	Expected Claim
45	\$6,334
50	7,343
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The sample per capita claims for plans not integrated with Medicare were developed as follows: Using the total count of active employees and retired participants currently electing medical coverage, we calculate the total projected claims by multiplying the total count by the average annual premium or allocation rate. Using the cost increases derived from a study sponsored by the Society of Actuaries Section prepared by J.P. Petertil from August 1, 2003: "Aging Curves for Health Care Costs in Retirement", we allocate the total projected claims by age.

For plans integrated with Medicare, the premium is assumed to be unaffected by age

Trend

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Health care trend rates reflect both the current and long-term outlook for increases in health care costs. The short term trend rate is based on recent industry surveys, plan experience and near-term expectations. The long term trend rate is based on our general inflation assumption plus 2% to reflect expectations for long-term medical inflation.

Utilization Rate

We assume that 90% of actives and their spouses will elect medical benefits at retirement.

Marriage Rates at Retirement

We assume 50% of active employees and 50% of active female employees will be married at retirement and elect dual coverage and that husband will be 3 years older than wives.

The actuarial assumptions in regards to utilization and marriage shown above are based on standard assumptions modified for certain plan features such as eligibility for full and early retirement where applicable and input from the plan sponsor.

Patient Protection and Affordable Care Act (PPACA)

High Cost Plan Excise Tax ("Cadillac Tax"):

Effective in 2020 there will be a 40% excise tax on per capita medical benefit costs in excess of certain thresholds, which (in 2018) are \$10,200 for single coverage and \$27,500 for family coverage for Medicare eligible retirees. Thresholds (in 2018) for retirees who are between ages 55 and 65 are \$11,850 and \$30,950 for single and family coverage respectively.

After 2018, the thresholds are indexed by CPI (CPI +1% in 2018 only). CPI is assumed to be 3.0% in all future years. The impact of this future excise tax has been reflected in plan liabilities.



Other Requirements of PPACA:

Extended coverage for adult children and 100% coverage of preventive care are assumed to be reflected in per capita costs.

Elimination of lifetime maximum benefits and removal of the limits on essential healthcare are assumed to have no impact on plan liabilities.



Summary of Plan Provisions

Eligibility

Teachers and Administrators

A Teacher or Administrator retiring under the Connecticut State Teachers Retirement System shall be eligible to receive medical and dental benefits for self and spouse.

Normal Retirement for Teachers and Administrators is the earliest of age 60 with 20 years of service, or completion of 35 years of service regardless of age. Early Retirement is the earliest of age 60 with 10 years of service, any age with 25 years of service, or age 55 with 20 years of service.

Town Local 818 and Local 1174

Hired prior to January 1, 2006: Local 818 employees must contribute annually 1% of Step 1 of their pay grade (Local 1174 - 1% of their base pay) to the Town's OPEB Trust in order to be eligible to receive medical benefits at retirement for self and spouse (effective December 12, 2013 for Local 818 and July 1, 2015 for Local 1174).

Hired on or after January 1, 2006: not eligible for OPEB benefits. (Local 818 and Local 1174)

Town and BOE (Others)

A retired Town employee shall be eligible to receive medical benefits for self and spouse.

Fire employees hired after September 1, 2013 and Police employees hired after 7/2/2014 must contribute \$1,700 annually to the Town's OPEB Trust to be eligible for benefits.

A retired BOE employee shall be eligible to receive medical and dental benefits for self and spouse.

Hired on or after January 1, 2006: not eligible for OPEB benefits. (Town CSEA Local 2001 and Non-Bargaining Unit)

General Employees hired on or after March 1, 1983, who terminate before retirement with 10 or more years of service (8 years of service for employees hired prior to March 1, 1983) are eligible for post-retirement health benefits upon the attainment of age 55 (age 52 for employees hired prior to March 1, 1983), provided they do not elect a refund of their pension deductions.

Paraprofessionals who terminate before retirement with 10 or more years of service are eligible for post-retirement health benefits upon Normal Retirement, provided they do not elect a refund of their pension deductions. (Hired on or after 7/1/2015 - not eligible for OPEB benefits)

Dispatchers who terminate before retirement with 5 or more years of service are eligible for post-retirement health benefits upon Normal Retirement, provided they do not elect a refund of their pension deductions.

Police who terminate before retirement with 15 or more years (**Fire** – 10 or more years) of service are eligible for post-retirement health benefits upon Normal Retirement, provided they do not elect a refund of their pension deductions.

Normal Retirement for **General Employees** hired prior to March 1, 1983, is the earlier of age 62 with 8 years of service, or Rule of 85. Early Retirement is age 52 with 8 years of service.



Eligibility (continued)

Normal Retirement for **General Employees** hired on or after March 1, 1983, is the earliest of age 65 with 10 years of service, age 62 with 25 years of service, or Rule of 85. Early Retirement is age 55 with 10 years of service.

Normal Retirement for **Paraprofessionals** is the earliest of age 65 with 10 years of service, age 62 with 25 years of service, or Rule of 85.

Normal Retirement for **Dispatchers** is the earliest of age 65 with 5 years of service, 25 years of service regardless of age, or Rule of 75. Early Retirement is age 55 with 5 years of service.

Normal Retirement for **Police and Fire** is the earliest of 25 years of service regardless of age, or mandatory retirement at age 65 with 15 years of service.

Cost Sharing

Dispatchers not eligible for retirement on or before December 31, 2019, Town NBU retiring after January 1, 2012, and CSEA Local 2001 who are not eligible to retire on or before January 31, 2013:

Retiring under age 55: Pay 50% (pay 100% for spouse)

Retiring at age 56 through 59: Pay 25% (Pay 75% for spouse)

Retiring at age 60 through 64: Free (Pay 50% for spouse)

Coverage is pre-65 only.

Town All Others

Pre 65: Retiree- 100% Town-paid.

Spouse - If retiree has attained age 60, then Town pays 50% of the premium. Otherwise, retiree pays 100% of the premium.

Post 65: Retiree/Spouse: Free High Option/Plan 82 Medicare Supplement Plan. (Retiree/spouse pays the difference in premiums if choose Plan F with BlueScript. Plan F is closed to new members as of 7/1/2014.)

Teachers and Administrators

Retiree/Spouse: Pay 100%

Coverage is pre-65 only. Post-65 non-Medicare eligible retirees can continue coverage at their own expense.

*less \$1,320 annual CT Teachers Retirement Board subsidy.

BOE Local 2727 (Office and Professional Employees)

Retiree: Free (if retired prior to 6/30/2006).

Retired between 7/1/2006 – 12/31/2014: Pay the same percentage as actives for PPO and Medicare Supplement.

Retired between 1/1/2015 – 6/30/2015: Pay the same percentage as actives for HDHP and Medicare Supplement.



Cost Sharing (continued)

Retired between 7/1/2015 – 6/30/2016: Pay 20% for HDHP and Medicare Supplement.

Retired after 7/1/2016: Pay 25% for HDHP and Medicare Supplement.

Spouse: 100% retiree-paid.

BOE Paraeducators

Retiree: Pay 15%

Spouse: 100% retiree-paid.

Coverage is post-65 only.

BOE Local 818 (Non-Certified Supervisors)

Retiree: Pay same percentage as active employees.

Spouse: 100% retiree-paid.

Medicare Supplement no longer offered.

BOE Local 1933 (Custodians) and BOE Nurses

Retired on or before 12/31/2014 (6/30/2017 for Nurses): Free

Retired on or after 1/1/2015 (7/1/2017 for Nurses): Pay the same percentage as actives for HDHP and Medicare Supplement.

Retiree Life Insurance

Police: \$15,000

Fire: \$15,000

Town (Local 818 and Non-Union): \$10,000

Town (Local 1174 and Local 2001): \$5,000

Town (Others) and BOE: \$3,000

ARTICLE 8 AN ORDINANCE CREATING RESERVE FUNDS FOR VARIOUS SELF-INSURED PROGRAMS.

Sec. 10-41. Creation.

- (a) The following reserve funds are hereby established:
 - 1. A reserve fund for self-insured workers' compensation benefits and heart and hypertension benefits in accordance with Connecticut General Statutes as same may be amended from time to time.
 - 2. A reserve fund for self-insured employee health benefits.
 - 3. A reserve fund for self-insured general and automobile liability.
- (b) The purpose of the establishment of said reserve funds -is to provide protection against expenses which, in the aggregate during any fiscal year, could significantly affect the budget.

Sec. 10-42. Income and Expenses of Funds.

- (a) Income to said funds shall include: in the reserve fund for self-insured workers' compensation and heart and hypertension benefits, the amount budgeted by the Town Council and the Board of Education for each fiscal year for such workers' compensation and heart and hypertension benefits reserve funds; in the reserve fund for self-insured employee health benefits, the amount budgeted by the Town Council and the Board of Education for each fiscal year for such employee health benefits reserve fund, subject to transfers to or from budget accounts for alternative health plans; in the reserve fund for general liability and automobile liability, the amount budgeted by the Town Council and the Board of Education for each fiscal year for such general and automobile liability reserve fund; and, in each fund, investment return accrued with respect to retained reserves, retrospective and experience-rated premium refunds and other recoveries as may from time to time be received in conjunction with each of these programs.
- (b) Expenses of each fund shall include those expenses necessary for the maintenance and administration of that fund, including, but not limited to, insurance premiums, actuary/consulting legal fees and cost control programs. Fund expenses shall not include compensation of any Town employee or other general office-related expenses unless approved by the Town Council.
- (c) The Town Council, upon recommendation of the mayor, may approve a transfer of any portion of a surplus of one of said funds to another of said funds. Such transfer shall be approved only after the Town Council has received the recommendations from the person contracted by the Town to provide actuarial services for the reserve funds for the annual appropriation to each reserve fund and the reserve funds affected by such transfer will receive sufficient funding to maintain minimum reserves as recommended by the person contracted by the Town to provide actuarial services for the reserve funds. The provisions of this subsection shall not apply to the Self-Insured Employee Health Benefits Reserve Fund.

Sec. 10-43. Appropriation and Maintenance of Funds.

Sixty days before the end of the fiscal year or on the date the Mayor shall present to the Council a budget whichever date is earlier, the Director of Finance, in consultation with the Risk

Manager, shall recommend to the Town Council the amount of appropriation necessary to keep each fund actuarially sound. Said funds shall be subject to normal budgetary procedures and appropriation action provided that due consideration be given to the recommendations of the Director of Finance and any actuary/consultant hired by the Town to review the fund.

The Director of Finance shall maintain each fund in accordance with generally accepted accounting principles and shall include complete financial statements for each fund in the Town's annual financial report.

(a) The Director of Finance shall provide the town council with (1) a quarterly report on the expenses paid from the reserve funds established pursuant to section 10-41; and (2) a report of any actuarial, consulting or legal expense from such reserve fund in excess of ten thousand dollars within fourteen days of such expense. As used in this section, "expense" means any request for payment from the town for an actuarial, consulting or legal service regardless of how such request is paid by the town.


Sec. 10-44. Transfer Between Funds Prohibited; Transfers from Funds to General Fund Prohibited; Funding From General Fund.

(a) Transfers between the reserve funds established by Section 10-41 is prohibited. Transfers from such funds to the General Fund is also prohibited.

(b) In an emergency, either of said funds may be funded through the General Fund pursuant to the procedures set forth in Section 6.8(e) and (f) of the Town Charter.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 27, 2018
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: 2018-2019 School Readiness Grant

As a priority school readiness district municipality, the Town of East Hartford and East Hartford Public Schools manage the allocation of \$2,885,178 available from the CSDE School Readiness Grant Program.

Attached is the Resolution which when approved will authorize the execution of the application and other documents as may be required by the State of Connecticut for the School Readiness Program. An overview and description of the program is also attached.

Please place this information on the agenda for the May 1, 2018 meeting. I recommend that the Town Council approve this request as submitted and adopt the attached resolution.

Thank you

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

I, Angela M. Attenello, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 1st of May, 2018.

RESOLUTION

WHEREAS, the Connecticut State Department of Education is authorized to extend financial assistance, through the School Readiness Grant Program, to Priority Communities for the development of a network of school readiness programs that provide open access for children to quality programs that promote the health and safety of children and prepare them for formal schooling; and

WHEREAS, the Town of East Hartford and East Hartford Public Schools desire to make and execute an application for funding in the amount of \$2,885,178 with the State of Connecticut to support School Readiness programs for East Hartford children.

NOW, THEREFORE, BE IT RESOLVED by the Town Council that Marcia A. Leclerc, Mayor of the Town of East Hartford, is hereby authorized to execute such application and, upon approval of said application, to enter into and execute a funding agreement and any amendments and other documents as may be required by the State of Connecticut for the School Readiness Program.

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

IN WITNESS WHEREOF, I do hereunto set my hand and affix the corporate seal of said Town of East Hartford this ____ day of May, 2018.

Signed: _____
Angela M. Attenello, Council Clerk

seal

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: 2018-19 School Readiness Grant

Funder: Connecticut State Department of Education

Grant Amount: \$2,885,178

Frequency: One time Annual Biennial Other _____

First year received:	<u>2011*</u>		
Last 3 years received:	<u>2016</u>	<u>2017</u>	<u>2018</u>
Funding level by year:	<u>\$2,649,490</u>	<u>\$2,872,860</u>	<u>\$2,885,178</u>

Is a local match required? Yes No

If yes, how much? Not applicable From which account? Not applicable

Grant purpose: This grant program provides spaces in accredited or approved school readiness programs for all preschool children in designated school districts. The local chief elected official and the superintendent of schools jointly appoint and convene a school readiness council that is responsible for making recommendations on issues relating to school readiness.

Results achieved: This program seeks to strengthen the family through encouragement of parental involvement in a child's development and education and enhancement of a family's capacity to meet the special needs of the children, including children with disabilities;


Duration of grant: One Year

Status of application: Application under development

Meeting attendee: To be determined

Comments: *Program was created by the state in 1997. However, Grants Administration Office records for this grant only go back to 2011.

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Marcia A. Leclerc
FROM: Paul O'Sullivan, Grants Manager 
SUBJECT: Council Resolution – 2018-19 School Readiness Grant
DATE: April 27, 2018

Attached is a draft resolution authorizing your signature of an application to the Connecticut State Department of Education (CSDE) for a School Readiness Grant.

As a priority school readiness district municipality, the Town of East Hartford has an allocation of \$2,885,178 available from the CSDE School Readiness Grant Program. This amount is identical to last year's grant. An overview and description of the program is attached.

School Readiness is an initiative that develops a network of programs to provide open access for children to quality programs that promote their health and safety and prepare them for formal schooling.

It is expected that all children who participate in quality school readiness programs will demonstrate the skills at kindergarten entry delineated in the Connecticut Early Learning and Development Standards (ELDS) developed by the CSDE.

I respectfully request that the attached Resolution be placed on the Town Council agenda for their meeting to be held May 1, 2018. The Resolution will authorize you to execute the application and other documents as may be required by the State of Connecticut for the School Readiness Program.

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

Attachments: as stated

Cc: E. Buckheit, Director of Development

What is Connecticut's School Readiness Preschool Program?

OBJECTIVE

A state-funded initiative administered by the Office of Early Childhood (OEC) that develops a network of school readiness programs in order to:

- Provide open access for children to quality programs that promote the health and safety of children and prepare them for formal schooling;
- Provide opportunities for parents to choose among affordable high-quality programs;
- Encourage coordination and cooperation among programs and prevent the duplication of services;
- Recognize the specific service needs and unique resources available to municipalities and provide flexibility in the implementation of programs;
- Prevent or minimize developmental delays in children prior to their reaching the age of five;
- Reduce educational costs by decreasing the need for special education services for school age children and to avoid grade repetition;
- Assure that children with disabilities are integrated into programs available to children who are not disabled;
- Enhance federally funded school readiness programs;
- Strengthen the family through:
 - encouragement of parental involvement in a child's development and education; and
 - enhancement of a family's abilities to meet the special needs of the children, including children with disabilities; and
- Improve the coordination of services of child care providers.

OVERVIEW

The School Readiness Program was established in 1997 under P.A. 97-259, An Act Concerning School Readiness and Child Day Care and codified in the CT General Statutes (CGS) 10-16p-10-16u. This legislation established a state grant program to provide spaces for eligible children in priority school districts and competitive grant municipalities in high-quality programs either accredited by the National Association for the Education of Young Children (NAEYC) or Head Start approved.

Priority School Districts

All current and former priority school districts receive a grant allocation for spaces for eligible children.

Competitive Grant Municipalities

Competitive grant municipalities or regional school districts are eligible to receive a grant allocation for spaces for eligible children if the area is served by a priority school or in a town ranked 1 to 50 when all towns are ranked in ascending order according to town wealth. Each eligible municipality or regional school district may apply for a Competitive School Readiness grant.

The School Readiness grant allocation is based on the formula that uses the March 30th space count of the prior fiscal year in which the grant is to be paid, plus or minus the current space requests, multiplied by the per child cost space rate.

Grant awards are made annually, within available appropriations, to eligible communities for a period of five years. The chief elected official and the superintendent of schools jointly submit a plan for the expenditure of the funds and a summary of the responses to the local request for proposals for programs that will serve 3- and 4-year olds.

To review the RFP for Priority or Competitive School Readiness Grants, please refer to the OEC website at [School Readiness RFP's](#).

ELIGIBILITY

Children who are ages 3 and 4, and children 5 years of age who are not eligible to enroll in kindergarten may enroll in a School Readiness program. Under C.G.S. Sec 10-16t, a School Readiness Council (SRC) may elect to reserve five percent of its spaces for 5-year-olds eligible to enroll in school provided they have been in the program for one year and the parent or legal guardian, the School Readiness provider and local or regional school district agree that the child is not ready for kindergarten. The parent **MUST** sign the public school option form exempting his/her child from attendance at the public school. This is an individual decision based on a specific child. In general, the OEC does not recommend delaying the start of kindergarten when a child is age eligible.

At least 60 percent of the children enrolled must be at or below 75 percent of the State Median Income.

PROGRAM TYPES

Full-day/Full-year Program:	Provide services for 10 hours per day for 50 weeks per year. Reimbursed at \$8,924 per child per year.
School-Day/School-Year Program:	Provide services for 6 hours per day for 180 consecutive days. Reimbursed at \$6,000 per child per year.
Part-Day/Part-Year Program:	Provide services for at least 2.5 hours per day for 180 consecutive days. Reimbursed at \$4,500 per child per year.

Extended-Day Program:

Only available in the priority school districts. This space type is to provide services that extend the hours, days, and/or weeks of programming for children who are enrolled part-time in a program not funded by School Readiness. The purpose is to provide these children with a full-time program of 10 hours per day for 50 weeks per year. Reimbursed at \$2,772 per child per year.

All programs must charge parent fees based on the School Readiness Sliding Fee Scale, and/or use the Care4Kids Program. School Readiness Councils may exempt part-day programs from charging parent fees. Families in exempt programs are not eligible to receive a Care4Kids subsidy. Specific information about fee guidance is available in General Policy B-02.

SCHOOL READINESS COUNCIL

The chief elected official and the superintendent of schools jointly appoint and convene a School Readiness Council (SRC) with the responsibility of making recommendations on issues related to the School Readiness Grant Program, including the application for School Readiness grants. The SRC is composed of the chief elected official or designee, the superintendent of schools or a management level staff person, parents, a representative of a community health care provider, a librarian, representatives from programs such as Head Start, family resource centers, nonprofit and for profit child care centers, group child care homes, pre-kindergarten and nursery schools, family child care home providers, representatives from the community who provide services to children or have an interest in young children and their families, and the school district's McKinney-Vento liaison.

REQUIREMENTS

In the Priority and Competitive School Readiness municipalities, the SRC shall issue a local request for proposals to identify and fund high-quality local early care and education providers to provide School Readiness spaces. After a review by the SRC to ensure that the proposals address all the requirements of the School Readiness legislation, the Council shall, within their allocation, purchase capacity in public schools, for profit and non-profit early childhood programs, Head Start and state-funded Child Day Care programs. All programs must either be accredited by the NAEYC or become NAEYC accredited within three years of being awarded the funds, or receive Federal Head Start funding. At least 50 percent of the spaces in a priority community must be full-day/full-year spaces.

In funded Competitive grant municipalities, an SRC may file a waiver application to the OEC for the purpose of seeking approval of a School Readiness schedule that varies from the minimum hours and number of days and maximizes available dollars to serve more children or address community needs. The SRC may purchase capacity in high-quality early care and education programs such as public schools, for profit and non-profit early childhood programs, Head Start

and state funded Child Day Care programs. These programs must be accredited by NAEYC or become NAEYC accredited within three years of being awarded the funds, or receive Federal Head Start funding.

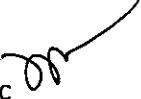
QUALITY COMPONENTS

The legislation identifies specific requirements for School Readiness programs as part of the continuum of services in high-quality programs to best meet the needs of children and families. These indicators require SRCs to:

- Develop a plan for collaboration with other community programs and services, including public libraries;
- Coordinate resources in order to facilitate full-day and full-year child care and education programs for children of working parents and parents in education or training programs;
- Encourage family involvement, parenting education and outreach;
- Provide referrals for health services, including referrals for appropriate immunizations and screenings;
- Provide nutrition services;
- Provide referrals to family literacy programs that incorporate adult basic education and provide for the promotion of literacy through access to public library services;
- Develop admission policies that promote enrollment of children from different racial, ethnic and economic backgrounds and from other communities;
- Develop a transition plan for children moving from the School Readiness program to kindergarten. This includes provisions for the transfer of records from the program to the kindergarten program;
- Develop a plan for professional development for staff;
- Use the OEC designated sliding fee scale for families participating in the program;
- Implement an annual evaluation of the effectiveness of the program; and
- Develop a plan to ensure that children with disabilities are integrated into programs with children who are not disabled.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 27, 2018
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL: Real Estate Acquisition and Disposition Committee

According to Section 3-14b of the General Statutes of Connecticut, prior to the sale of State-owned land, the State shall first notify in writing the Chief Executive Officer of the municipality in which the land is situated of the State's intention to sell such land.

My office has been notified of the sale of the attached parcel of land on Burnside Avenue (U.S. Route 44). I believe the Town should express an interest in acquiring the property and, acquire the same. Notification of such interest must be provided to the State of Connecticut Department of Transportation within 45 days of receipt of the communication.

Please refer this matter to the Real Estate Acquisition and Disposition Committee for timely action to comply with the deadline set by the State at the May 1, 2018 meeting.

Thank you.

C: E. Buckheit, Development Director
T. Bockus, Director of Public Works
R. Gentile, Corporation Counsel
M. Walsh, Finance Director



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546
Phone: (860) 594-2391

April 12, 2018

CERTIFIED MAIL

The Hon. Marcia A. Leclerc
Mayor
Town of East Hartford
740 Main Street
East Hartford, Connecticut 06108

Dear Mayor Leclerc:

Subject: Sale of State Owned Land – East Hartford
Burnside Avenue (U. S. Route 44)
File No. 42-292-2 A

Section 3-14b of the General Statutes of Connecticut provides that prior to the sale of State-owned land, the State shall first notify in writing the Chief Executive Officer or Officers of the municipality in which the land is situated of the State's intention to sell such land.

This letter shall serve as notification pursuant to the statute concerning the parcel(s) of land described above. Subsection (a) of the statute requires the municipality to give written notice to the State of the municipality's desire to purchase such land, subject to the conditions of sale acceptable to the State. The sale price for the subject property is \$61,100.00. This sale price is subject to approvals from the Office of Policy and Management and the State Properties Review Board in accordance with Section 13a-80 of the General Statutes of Connecticut.

If the Chief Executive Officer or Officers of the municipality fail to give notice to the State of the municipality's desire to purchase said land within forty-five (45) days, the municipality shall have waived its right to purchase said land.

Please indicate below if the municipality is interested or not interested in acquiring the subject property and return your notification to me at the above address.

Very truly yours,

Melani Faddai for

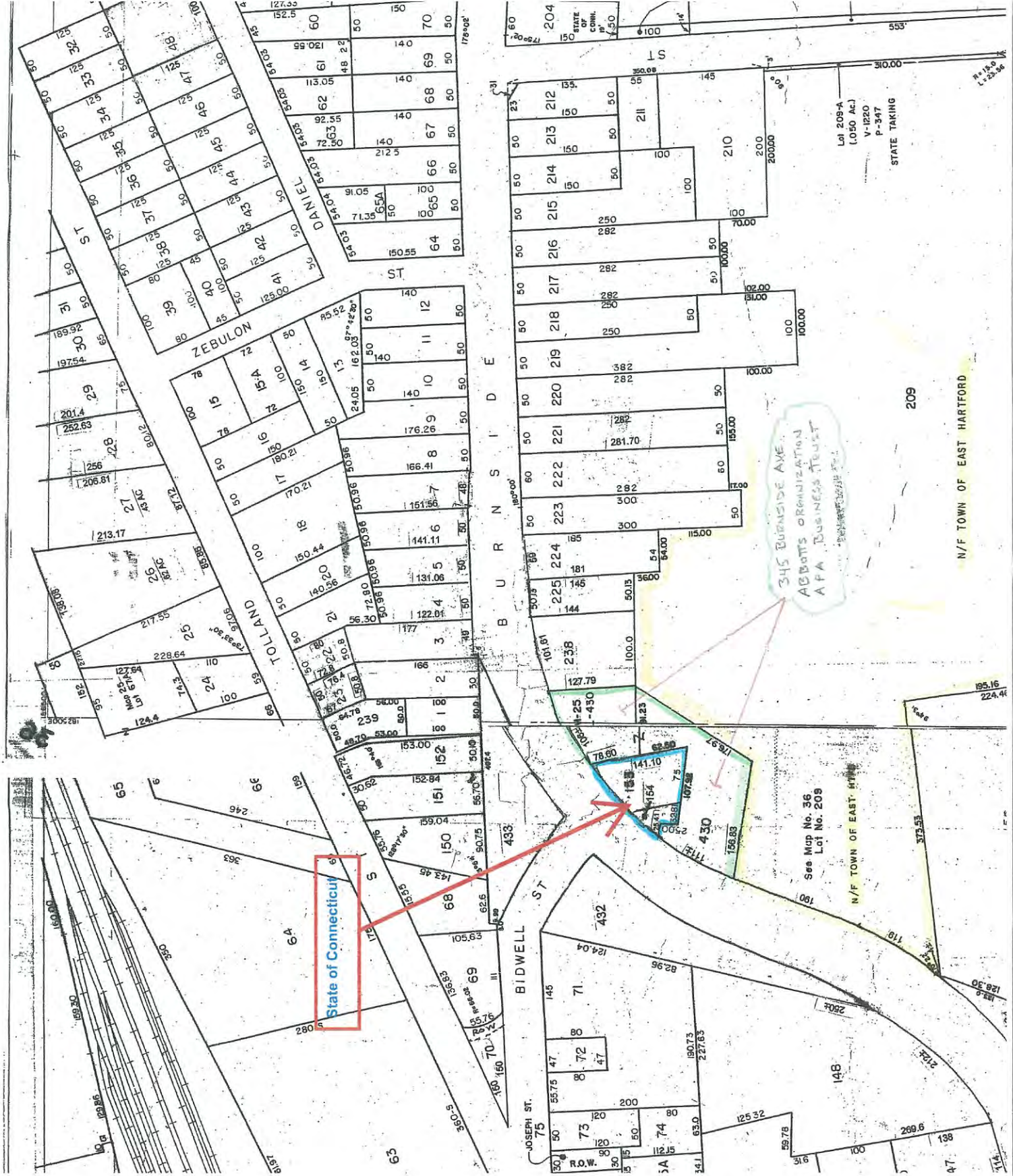
Amy N. Martinez
Assistant Director
Appraisals/Property Management Section
Division of Rights of Way

- () Interested
() Not Interested

Chief Executive Officer or Officers

Date

Enclosure



State of Connecticut

345 Burnside Ave.
Abbots Organization
APA Business Trust

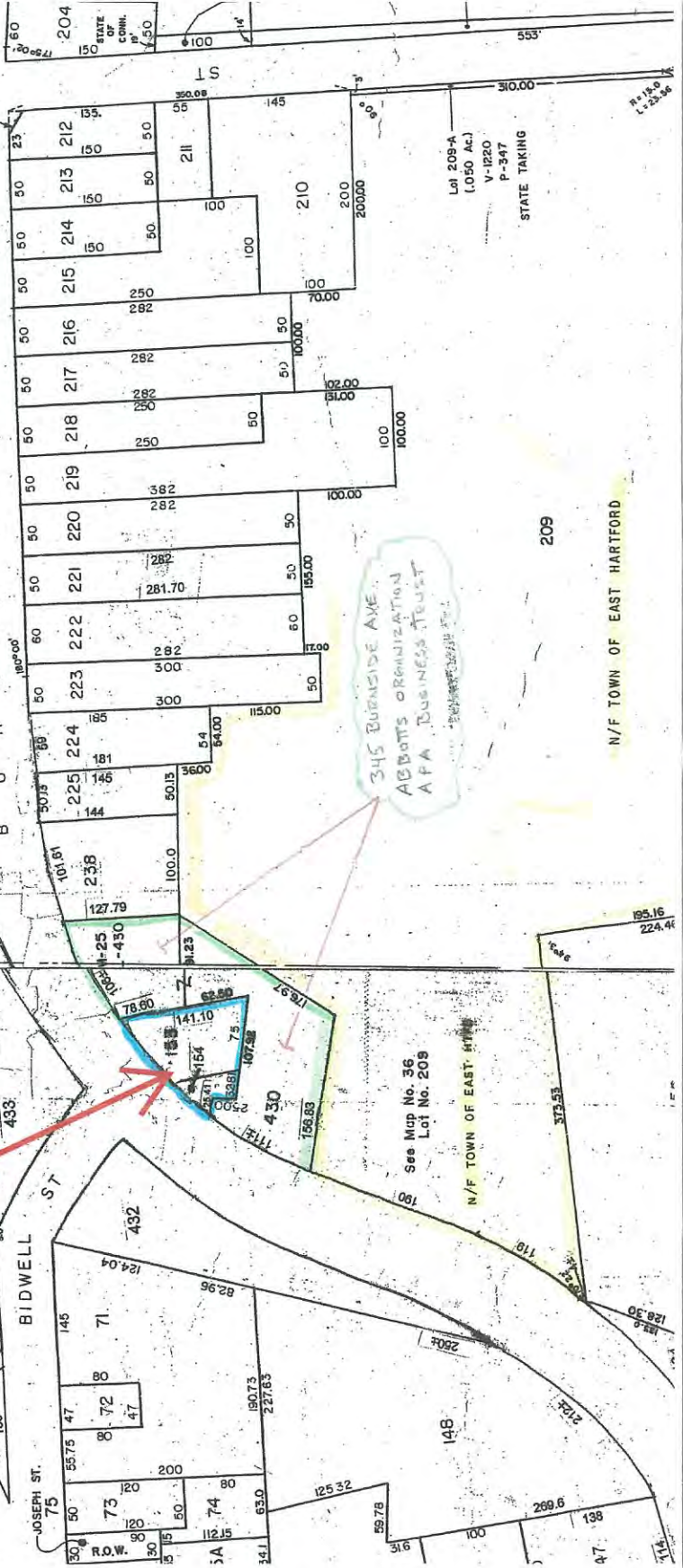
See Map No. 36,
Lot No. 209

N/F TOWN OF EAST HARTFORD

N/F TOWN OF EAST HARTFORD

209

Lot 209-A
(.050 Ac.)
V-1220
P-347
STATE TAKING



BURNSIDE ST

BIDWELL ST

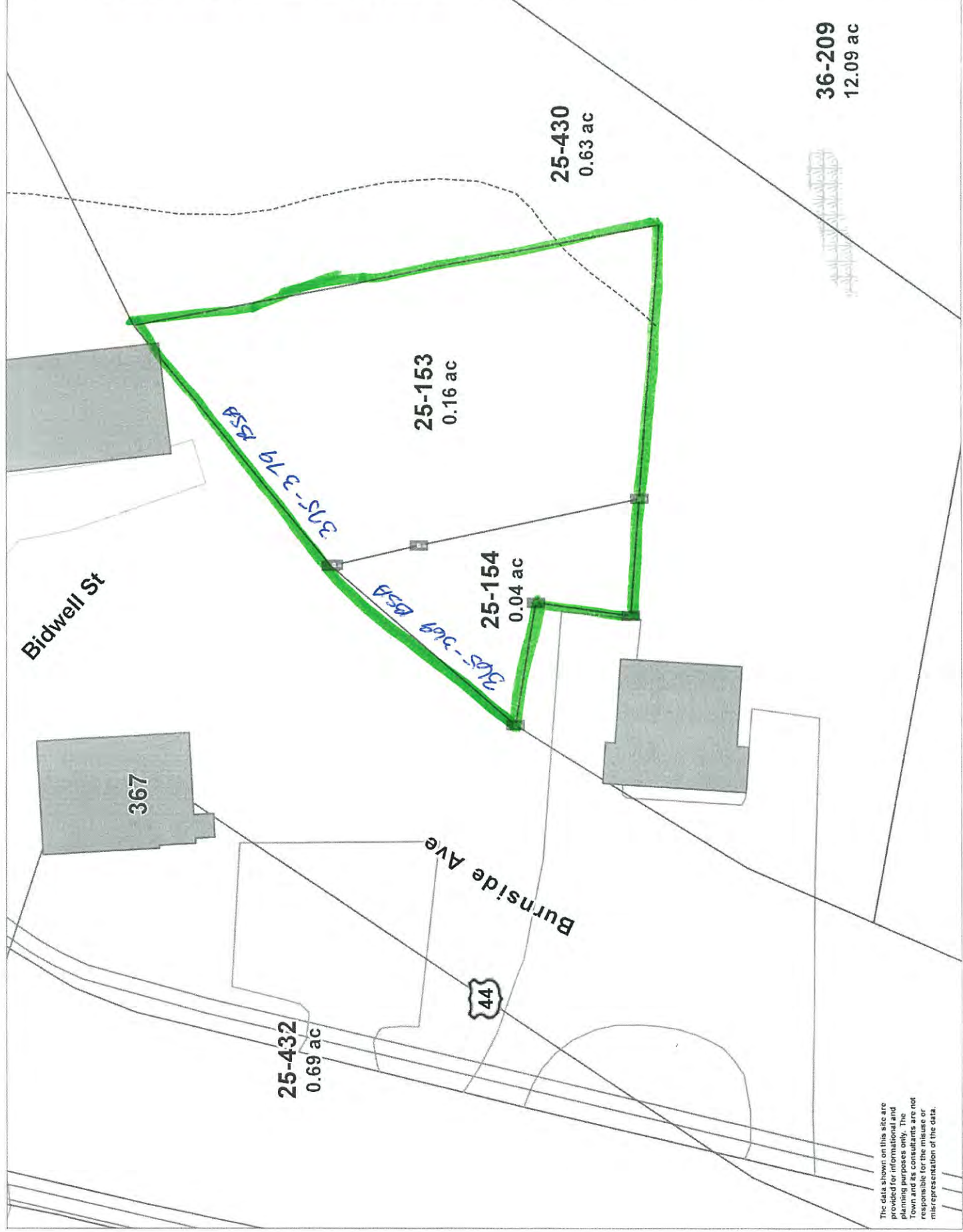
JOSEPH ST

N/F TOWN OF EAST HARTFORD

209

Lot 209-A
(.050 Ac.)
V-1220
P-347
STATE TAKING

- Town Boundary
- Schools
- Buildings
- Building
- Cement
- Deck
- Foundation
- Greenhouse
- Parcels
- Paved Features
- Driveway
- Road Edge
- Parking Lot
- Sidewalk
- Trail
- Tunnel
- Unpaved
- Water Features Arc
- Perennial Stream
- Draining Ditch
- Culvert
- Spillway
- Fence Wall
- Dam
- Directional Flow Arrow
- Water Features Poly
- Open Water
- Swamp
- Pier
- CT Highways
- Interstate
- US Highway
- State Highway
- Abutting Town Labels
- AZ
- Abutting Towns
- Streets



The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.



Printed on 04/30/2018 at 07:49 AM

Town of East Hartford Property Summary Report

365-369 BURNSIDE AVE

MAP LOT:	25-154	CAMA PID:	1801
LOCATION:	365-369 BURNSIDE AVE		
OWNER NAME:	STATE OF CONNECTICUT / C/O OFFICE OF RIGHTS OF WAY UNIT 403		



OWNER OF RECORD
STATE OF CONNECTICUT C/O OFFICE OF RIGHTS OF WAY UNIT 403 P O BOX 317546 NEWINGTON, CT 06131



LIVING AREA:	null	ZONING:	B1	ACREAGE:	0.04
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SALES HISTORY

OWNER	BOOK / PAGE	SALE DATE	SALE PRICE
STATE OF CONNECTICUT C/O OFFICE OF RIGHTS OF WAY UNIT	2918/ 283	02-Jul-2007	\$0.00
CROOKS RITA A 5/8 INT CROOKS RITA A ETAL	681/ 4	19-Oct-1978	\$37,000.00

CURRENT PARCEL ASSESSMENT

TOTAL:	\$2,430.00	IMPROVEMENTS:	\$0.00	LAND:	\$2,430.00
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ASSESSING HISTORY

FISCAL YEAR	TOTAL VALUE	IMPROVEMENT VALUE	LAND VALUE
2017	\$2,430.00	\$0.00	\$2,430.00
2016	\$2,430.00	\$0.00	\$2,430.00
2015	\$30,580.00	\$0.00	\$30,580.00
2014	\$30,580.00	\$0.00	\$30,580.00
2013	\$30,580.00	\$0.00	\$30,580.00

Town of East Hartford Property Summary Report

375-379 BURNSIDE AVE

MAP LOT:	25-153	CAMA PID:	1803
LOCATION:	375-379 BURNSIDE AVE		
OWNER NAME:	STATE OF CONNECTICUT		



OWNER OF RECORD
STATE OF CONNECTICUT
2800 BERLIN TRPKE
NEWINGTON, CT 06111



LIVING AREA:	null	ZONING:	B1	ACREAGE:	0.16
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SALES HISTORY

OWNER	BOOK / PAGE	SALE DATE	SALE PRICE
STATE OF CONNECTICUT	2947/ 156	21-Sep-2007	\$270,000.00
AUGUSTUS JAMES	1793/ 308	11-Dec-1998	\$76,000.00
KNOWLES ELTON J & HELEN	1562/ 79	01-Dec-1982	\$53,900.00
KNOWLES ELTON J & HELEN S	774/ 196	01-Dec-1982	\$53,900.00
RAPP DOUGLAS A & JUNE M	482/ 103	09-May-1972	\$40,000.00

CURRENT PARCEL ASSESSMENT

TOTAL:	\$2,680.00	IMPROVEMENTS:	\$0.00	LAND:	\$2,680.00
---------------	------------	----------------------	--------	--------------	------------

ASSESSING HISTORY

FISCAL YEAR	TOTAL VALUE	IMPROVEMENT VALUE	LAND VALUE
2017	\$2,680.00	\$0.00	\$2,680.00
2016	\$2,680.00	\$0.00	\$2,680.00
2015	\$29,330.00	\$0.00	\$29,330.00
2014	\$29,330.00	\$0.00	\$29,330.00
2013	\$29,330.00	\$0.00	\$29,330.00



DEPARTMENT OF TRANSPORTATION

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Active Public Bids

PUBLIC BID

EAST HARTFORD, CONNECTICUT

- Offered by -
State of Connecticut
Department of Transportation

Item No. 840

BID DATE: WEDNESDAY, APRIL 11, 2018, 2:00PM

LOCATION: Burnside Avenue (U.S. Route 44)

LOT SIZE: 9,760± square feet of vacant land

ZONE: B-1 Business Zone

UTILITIES: Electricity, Gas, City Sewer, City Water Available

FRONTAGE: 140± feet along Burnside Avenue with 25 feet of access

ASKING PRICE: \$60,000.00

DEPOSIT: 5% to be submitted with bid by a bank or certified check made payable to "Treasurer, State of Connecticut"



(select photo for larger image)

[View CTDOT Property](#)

[Google Map](#)

All properties are subject to the municipality's right of first refusal, as stated in Connecticut General Statute 3-14b, and to any state of fact as may appear of record or any inspection of the property may disclose.

Bids must be mailed or delivered to the Contract Section or placed in the Bid Box, Department of Transportation, and received before **2:00 P.M.** on **WEDNESDAY, APRIL 11, 2018**. It is the bidder's responsibility to verify that the bid has been received by calling (860) 594-3129. Bids will be opened publicly on **WEDNESDAY, APRIL 11, 2018**, at **2:00 P.M.** in Conference Room A at the Department of Transportation, 2800 Berlin Turnpike, Newington, Connecticut 06131.

Official State forms may be obtained at the Connecticut Department of Transportation, Property Management Division, P.O. Box 317546, Newington, Connecticut 06131-7546 or by calling **Ms. Christie A. LaBella** at (860)594-2465 (email: christie.labela@ct.gov). For Public Bid information, call (860) 594-2481 or visit our website at: <http://www.ct.gov/dot/properties>

- PLEASE NOTE -

All properties inclusive of the real property and all buildings and improvements situated thereon, if any, shall be sold in their "**AS IS**" **CONDITION**. The State shall not make any warranties or representations whatsoever. Each bidder shall be solely responsible for inspecting all public records, inspecting the subject premises and drawing his own conclusions. The information contained within the bid and from all officers, agents and employees of the State has been obtained from the State's records and the State makes no warranties or representations as to the accuracy or completeness of this information. Nothing within this bid package may be construed as an expressed or implied warranty, representation or a waiver or limitation of the State's sovereign immunity.

The State reserves the right to accept or reject any or all bids, and to withdraw this invitation to bid at any time before or after bids are opened. It also reserves the right to negotiate with the highest bidder prior to acceptance or rejection of bids or its withdrawal of this

invitation.

Content Last Modified on 3/20/2018 1:54:27 PM

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MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department



31 School Street
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

SCOTT M. SANSOM
CHIEF OF POLICE

April 23, 2018

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

Re: Outdoor Amusement Permit Application
"World Vision Global 6K for Water"

Dear Mr. Kehoe:

Attached please find a copy of the amusement permit application submitted by **World Vision, Inc. by Michael Bassett, Warehouse Manager**. The applicant seeks to conduct a walk raising funds for World Vision's clean water programs. Participants will walk laps around the park to complete a 6K. The walk will take place at **McAuliffe Park on Saturday, May 19, 2018 from 8:00 AM to 12:00 PM**.

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

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

The Offices of **Corporation Counsel and Finance** approve the application as submitted.

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

The **Public Works Department** approve the application as submitted and the following comments are made:

- We are pleased to know that the organization is taking responsibility for collecting the debris created by the event. However, please note that our parks do have both refuse and recycling containers and we'd appreciate it if separation of refuse from recycling is adhered to.
- **There are no anticipated costs to the Department for this event.**

The **Parks & Recreation Department** approve the application as submitted and the following comments are made:

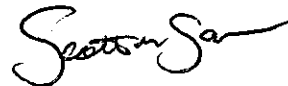
- This is a very small event. Last year it was held on their grounds. We have a staff member in the park to oversee the grounds for that day. The Certificate of Insurance is attached and they have the picnic permit for the park.
- **There are no anticipated costs to the Department for this event.**

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

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

Respectfully submitted for your information.

Sincerely,



Scott M. Sansom
Chief of Police

Cc: Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
World Vision Global 6K For Water
2. Date(s) of Event:
Saturday May 19, 2018
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):
World Vision, Inc. 62 Village St., East Hartford, CT 06108
By Michael Bassett, Warehouse Manager, mbassett@worldvision.org
Cell: 860.748.2721 Work: 860.881.2768
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.
World Vision is a nonprofit, religious organization.
List of World Vision Board of Directors (attached in separate document).
5. List the location of the proposed amusement: (Name of facility and address)
McAuliffe Park, Remington Rd., East Hartford, CT
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
Saturday May 19, 2018, 8am-12pm
7. Provide a detailed description of the proposed amusement:
This is a fundraising walk. Participants will walk laps around the park to complete a 6K.

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

Yes No

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

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

All ages.

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

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

30 to 40 people.

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:

Very limited. People will be spread out walking around the park.

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

Very limited. Small group going to the park.

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

Very limited. Parking at the park and Norris school is enough parking.

d. Noise impact on neighborhood:

None. People will be walking spread out.

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

We will bring trash cans and take out any garbage we create.

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

None

g. Other expected influence on surrounding neighborhood:

None

12. Provide a detailed plan for the following:

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

All of McAuliffe park can be accessed by emergency vehicles if needed.

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

Mike Bassett will be responsible for calling 911 in the event of an emergency.

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

None

d. Crowd control plan:

None. Small group.

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

We will take out all garbage and clean up the McAuliffe park pavilion.

f. Provision of sanitary facilities:

None

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

a. Food available: Yes No AND

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

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

Yes No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

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

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

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

World Vision is requesting a fee waiver. Request is attached as a separate docu

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.

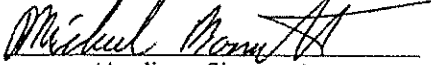
a. False Statement is a Class A Misdemeanor.

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:

World Vision, Inc.

(Legal Name of Applicant)



(Applicant Signature)

Michael Bassett


(Printed Name)

4/4/2018

(Date Signed)

Warehouse Manager

(Capacity in which signing)

 (Click button to send application electronically to lfitzgerald@easthartfordet.gov)

FOR OFFICE USE

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

Received By: A Fitzgerald

Employee Number: 9080

Date & Time Signed: 4-5-18 7:30 ^{AM} PM

Time remaining before event: 30~~x~~ 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.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/16/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

Table with PRODUCER, CONTACT NAME, PHONE, FAX, E-MAIL ADDRESS, INSURER(S) AFFORDING COVERAGE, NAIC #, and INSURED information.

COVERAGES CERTIFICATE NUMBER: 1260073983 REVISION NUMBER:

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

Main table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) *10 days cancellation notice for nonpayment of premium/30 days cancellation notice for all other reasons.

Event: Global 6k Walk for Water to be held on May 19, 2018 at the McAuliffe Park Remington Rd., East Hartford, CT RE: Town of East Hartford, its officials, employees, volunteers, boards an commissions are named as additional insureds with respects to the named insured interest per the event stated above.

Table with CERTIFICATE HOLDER (Town of East Hartford) and CANCELLATION (Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY BROADENING ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SUMMARY OF COVERAGES

1.	Additional Insured by Contract, Agreement or Permit	Included
2.	Additional Insured – Primary and Non-Contributory	Included
3.	Blanket Waiver of Subrogation	Included
4.	Bodily Injury Redefined	Included
5.	Broad Form Property Damage – Borrowed Equipment, Customers Goods & Use of Elevators	Included
6.	Knowledge of Occurrence	Included
7.	Liberalization Clause	Included
8.	Medical Payments – Extended Reporting Period	Included
9.	Newly Acquired or Formed Organizations - Covered until end of policy period	Included
10.	Non-owned Watercraft	51 ft.
11.	Supplementary Payments Increased Limits	
	- Bail Bonds	\$2,500
	- Loss of Earnings	\$1000
12.	Unintentional Failure to Disclose Hazards	Included
13.	Unintentional Failure to Notify	Included

This endorsement amends coverages provided under the Commercial General Liability Coverage Part through new coverages, higher limits and broader coverage grants.

1. Additional Insured by Contract, Agreement or Permit

The following is added to SECTION II – WHO IS AN INSURED:

Additional Insured by Contract, Agreement or Permit

- a. Any person or organization with whom you agreed in a written contract, written agreement or permit that such person or organization to add an additional insured on your policy is an additional insured only with respect to liability for "bodily injury", "property damage", or "personal and advertising injury" caused, in whole or in part, by your acts or omissions, or the acts or omissions of those acting on your behalf, but only with respect to:

(1) "Your work" for the additional insured(s) designated in the contract, agreement or permit;

(2) Premises you own, rent, lease or occupy; or

(3) Your maintenance, operation or use of equipment leased to you.

b. The insurance afforded to such additional insured described above:

(1) Only applies to the extent permitted by law; and

(2) Will not be broader than the insurance which you are required by the contract, agreement or permit to provide for such additional insured.

- (3) Applies on a primary basis if that is required by the written contract, written agreement or permit.
- (4) Will not be broader than coverage provided to any other insured.
- (5) Does not apply if the "bodily injury", "property damage" or "personal and advertising injury" is otherwise excluded from coverage under this Coverage Part, including any endorsements thereto.

c. This provision does not apply:

- (1) Unless the written contract or written agreement was executed or permit was issued prior to the "bodily injury", "property damage", or "personal injury and advertising injury".
- (2) To any person or organization included as an insured by another endorsement issued by us and made part of this Coverage Part.
- (3) To any lessor of equipment:
 - (a) After the equipment lease expires; or
 - (b) If the "bodily injury", "property damage", "personal and advertising injury" arises out of sole negligence of the lessor
- (4) To any:
 - (a) Owners or other interests from whom land has been leased which takes place after the lease for the land expires; or
 - (b) Managers or lessors of premises if:
 - (i) The occurrence takes place after you cease to be a tenant in that premises; or
 - (ii) The "bodily injury", "property damage", "personal injury" or "advertising injury" arises out of structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.
- (5) To "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or the failure to render any professional services.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" or the offense which caused the "personal and

advertising injury" involved the rendering of or failure to render any professional services by or for you.

- d. With respect to the insurance afforded to these additional insureds, the following is added to SECTION III - LIMITS OF INSURANCE:

The most we will pay on behalf of the additional insured for a covered claim is the lesser of the amount of insurance:

- 1. Required by the contract, agreement or permit described in Paragraph a.; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

2. Additional Insured - Primary and Non-Contributory

The following is added to SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph 4. Other insurance:

Additional Insured - Primary and Non-Contributory

If you agree in a written contract, written agreement or permit that the insurance provided to any person or organization included as an Additional Insured under SECTION II - WHO IS AN INSURED, is primary and non-contributory, the following applies:

If other valid and collectible insurance is available to the Additional Insured for a loss covered under Coverages A or B of this Coverage Part, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary to other insurance that is available to the Additional Insured which covers the

Additional Insured as a Named Insured. We will not seek contribution from any other insurance available to the Additional Insured except:

- (1) For the sole negligence of the Additional Insured;
- (2) When the Additional Insured is an Additional Insured under another primary liability policy; or
- (3) when b. below applies.

If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in c. below.

b. Excess Insurance

- (1) This Insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:
 - (a) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";
 - (b) That is Fire Insurance for premises rented to the Additional Insured or temporarily occupied by the Additional Insured with permission of the owner;
 - (c) That is insurance purchased by the Additional Insured to cover the Additional Insured's liability as a tenant for "property damage" to premises rented to the Additional Insured or temporarily occupied by the Additional Insured with permission of the owner; or
 - (d) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of SECTION I – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY.
- (2) When this insurance is excess, we will have no duty under Coverages A or B to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.
- (3) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:
 - (a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
 - (b) The total of all deductible and self insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each

insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first. If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers

3. Blanket Waiver of Subrogation

The following is added to SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us:

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damage under this coverage form. The damage must arise out of your activities under a written contract with that person or organization. This waiver applies only to the extent that subrogation is waived under a written contract executed prior to the "occurrence" or offense giving rise to such payments.

4. Bodily Injury Redefined

SECTION V – DEFINITIONS, Definition 3. "bodily injury" is replaced by the following:

3. "Bodily injury" means bodily injury, sickness or disease sustained by a person including death resulting from any of these at any time. "Bodily injury" includes mental anguish or other mental injury resulting from "bodily injury".

5. Broad Form Property Damage – Borrowed Equipment, Customers Goods, Use of Elevators

a. SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY, Paragraph 2. Exclusions subparagraph j. is amended as follows:

Paragraph (4) does not apply to "property damage" to borrowed equipment while at a jobsite and not being used to perform operations.

Paragraphs (3), (4) and (6) do not apply to "property damage" to "customers goods" while on your premises nor do they apply to the use of elevators at premises you own, rent, lease or occupy.

b. The following is added to SECTION V – DEFINITIONS:

24. "Customers goods" means property of your customer on your premises for the purpose of being:

- a. worked on; or
- b. used in your manufacturing process.
- c. The insurance afforded under this provision is excess over any other valid and collectible property insurance (including deductible) available to the insured whether primary, excess, contingent

6. Knowledge of Occurrence

The following is added to SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph 2. Duties In the Event of Occurrence, Offense, Claim or Suit:

- e. Notice of an "occurrence", offense, claim or "suit" will be considered knowledge of the insured if reported to an individual named insured, partner, executive officer or an "employee" designated by you to give us such a notice.

7. Liberalization Clause

The following is added to SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:

Liberalization Clause

If we adopt any revision that would broaden the coverage under this Coverage Form without additional premium, within 45 days prior to or during the policy period, the broadened coverage will immediately apply to this Coverage Part.

8. Medical Payments – Extended Reporting Period

- a. SECTION I – COVERAGES, COVERAGE C – MEDICAL PAYMENTS, Paragraph 1. Insuring Agreement, subparagraph a.(3)(b) is replaced by the following:

(b) The expenses are incurred and reported to us within three years of the date of the accident; and

- b. This coverage does not apply if COVERAGE C – MEDICAL PAYMENTS is excluded either by the provisions of the Coverage Part or by endorsement.

9. Newly Acquired Or Formed Organizations

SECTION II – WHO IS AN INSURED, Paragraph 3.a. is replaced by the following:

- a. Coverage under this provision is afforded until the end of the policy period.

10. Non-Owned Watercraft

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, Paragraph 2. Exclusions, subparagraph g.(2) is replaced by the following:

- g. Aircraft, Auto Or Watercraft

(2) A watercraft you do not own that is:

- (a) Less than 51 feet long; and
- (b) Not being used to carry persons or property for a charge;

This provision applies to any person who, with your consent, either uses or is responsible for the use of a watercraft.

11. Supplementary Payments Increased Limits

SECTION I – SUPPLEMENTARY PAYMENTS COVERAGES A AND B, Paragraphs 1.b. and 1.d. are replaced by the following:

- 1.b. Up to \$2,500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

- 1.d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$1000 a day because of time off from work.

12. Unintentional Failure to Disclose Hazards

The following is added to SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph 6. Representations:

We will not disclaim coverage under this Coverage Part if you fail to disclose all hazards existing as of the inception date of the policy provided such failure is not intentional.

13. Unintentional Failure to Notify

The following is added to SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph 2. Duties in the Event of Occurrence, Offense, Claim or Suit:

Your rights afforded under this policy shall not be prejudiced if you fail to give us notice of an "occurrence", offense, claim or "suit", solely due to your reasonable and documented belief that the "bodily injury" or "property damage" is not covered under this policy.

ALL OTHER TERMS, CONDITIONS, AND EXCLUSIONS REMAIN UNCHANGED.

Legal Department

34834 Weyerhaeuser Way S
P.O. Box 9716, MS 657
Federal Way, WA 98063-9716

tel. 253.815.1000
fax 253.815.3444

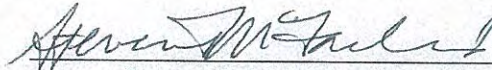
www.worldvision.org

AFFIDAVIT

I hereby certify that the attached letter dated November 18, 1998, from the Office of the Commissioner of Internal Revenue of the United States Treasury Department, exempting WORLD VISION, INC. under Sections 501 (c) (3) (or Section 101 (6) prior to 1954), 170 (b) (1) (A) (i) and 509 (a) (1) of the Internal Revenue Code, is a true and accurate copy and remains in effect.

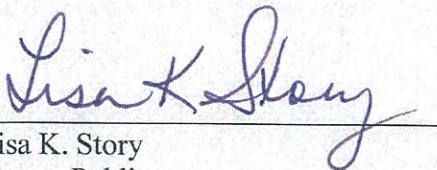
I further certify that **WORLD VISION, INC.** continues to function as a nonprofit, religious organization and meets the criteria established in its exemption application to the Internal Revenue Service.

Dated: May 2, 2014

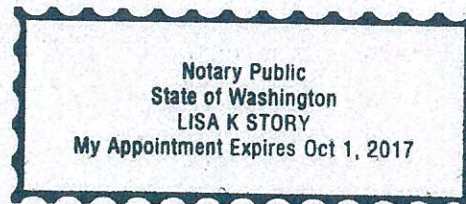


Steven T. McFarland
Vice President and Chief Legal Officer
World Vision, Inc.

Signed and sworn to before me this 2nd day of May 2014 by Steven T. McFarland.



Lisa K. Story
Notary Public



My Commission Expires 10/1/2017

Police

Fitzgerald, Laurie

From: Hawkins, Mack
Sent: Wednesday, April 11, 2018 8:00 AM
To: Fitzgerald, Laurie
Subject: RE: World Vision Global 6K for Water

Laurie,

I have reviewed the Outdoor Amusement Permit Application for World Vision Global 6K for Water. I approve the application as submitted. Mark the Worksheets *EXTRA ATTENTION* for the day of the event.

Thank you,

Deputy Chief Mack S. Hawkins

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

Serving Our Community with Pride and Integrity



From: Fitzgerald, Laurie
Sent: Thursday, April 05, 2018 10:26 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Cohen, Bruce; Cruz-Aponte, Marilyn; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Juergens, Timothy; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sassen, Christine; Vincent, Kristine; Wagner, Justin; Walsh, Mike
Subject: World Vision Global 6K for Water

Good Morning,

Attached please find the Directors Review & Notice and the Outdoor Amusement Permit Application which includes a list of Board of Directors, Fee Waiver request, COI and Tax Exempt information.

Fire



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 19, 2018**

Event: **World Vision Global 6K for Water**

Applicant: **World Vision, Inc., By Michael Bassett, Warehouse Manager**

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 _____

William Perez, Assistant Fire Chief

April 10, 2018

Signature

Date

Comments:



Scott M. Sansom
Chief of Police

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



Health

Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 19, 2018**

Event: **World Vision Global 6K for Water**

Applicant: **World Vision, Inc., By Michael Bassett, Warehouse Manager**

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

Michael O'Connell
Signature

04/19/2018
Date

Comments:



Scott M. Sansom
Chief of Police

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

Parks



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 19, 2018**

Event: **World Vision Global 6K for Water**

Applicant: **World Vision, Inc., By Michael Bassett, Warehouse Manager**

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

4/19/18
Date

Comments:

This is a very small event. Last year it was held on their grounds. We have a staff member in the park to oversee the grounds for that day. The certificate of insurance is attached and they have the picnic permit for the park.

Corp

Fitzgerald, Laurie

From: Gentile, Richard
Sent: Thursday, April 05, 2018 3:18 PM
To: Fitzgerald, Laurie
Cc: Fravel, Theodore
Subject: RE: World Vision Global 6K for Water

I have no comments on this. I assume they will fill out the standard parks application for use of the pavilion. Will they also need to get a waiver of those fees?

From: Fitzgerald, Laurie
Sent: Thursday, April 05, 2018 10:26 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Cohen, Bruce; Cruz-Aponte, Marilyn; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Juergens, Timothy; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sasen, Christine; Vincent, Kristine; Wagner, Justin; Walsh, Mike
Subject: World Vision Global 6K for Water

Good Morning,

Attached please find the Directors Review & Notice and the Outdoor Amusement Permit Application which includes a list of Board of Directors, Fee Waiver request, COI and Tax Exempt information.

Town Ordinance (TO) 5-3 requires that certain department heads submit their comments, regarding this amusement application, within two weeks from the date the application was filed. Please send signed reviews, or an e-mail, regarding your comments no later than **Thursday, April 19, 2018.**

Laurie Fitzgerald
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

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

Rox

Fitzgerald, Laurie

From: Sasen, Christine
Sent: Tuesday, April 17, 2018 10:25 AM
To: Fitzgerald, Laurie
Subject: RE: World Vision, Inc. - Town of East Hartford Certificate of Insurance

Ok'd. Thank you.

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

From: Fitzgerald, Laurie
Sent: Tuesday, April 17, 2018 6:59 AM
To: Sasen, Christine
Subject: FW: World Vision, Inc. - Town of East Hartford Certificate of Insurance
Importance: High

Chris,
Received this updated COI from World Vision.

Laurie

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

From: Debra Powell [mailto:Debra_Powell@ajg.com]
Sent: Monday, April 16, 2018 2:43 PM
To: Fitzgerald, Laurie <lfitzgerald@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Cc: Michael Bassett - US <mbassett@worldvision.org>; Lisa Story - US <LStory@WorldVision.org>
Subject: World Vision, Inc. - Town of East Hartford Certificate of Insurance
Importance: High

Good Morning Lauri:

Attached is the updated certificate of insurance for the Town of East Hartford regarding the subject matter stated above.

Please note that Lisa Story will be sending a separate certificate of insurance with respects to the Workers Compensation coverage.

Let me know if you have any further questions regarding this item.

Enjoy the rest of your day.

Sincerely,
Debra Powell
Senior Client Service Manager
www.ajg.com
1501 Market Street, Suite 250, PO Box 2925, Tacoma, WA 98402
P: 253-238-1151 | F: 253-572-1430
www.ajgrms.com

World Vision
62 Village St.
East Hartford, CT 06118
860.881.2768
mbassett@worldvision.org
www.worldvisionusprograms.org



APRIL 4, 2018

East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

To whom it may concern,

World Vision is requesting a fee waiver for the East Hartford Outdoor Amusement Permit for our event in McAuliffe Park on May 19, 2018. World Vision is a federal, state and East Hartford tax exempt organization. We are requesting a fee waiver because World Vision is a nonprofit and this event is raising funds to provide clean, accessible water in the developing world through World Vision's clean water programs. The cost savings of the fee waiver will enable World Vision to put more funds to our programs to help those in need.

Warm regards,

A handwritten signature in black ink that reads "Michael Bassett". The signature is fluid and cursive.

Mike Bassett

WAREHOUSE MANAGER

World Vision
P.O. Box 9716
Federal Way, WA 98063

World Vision is a nonprofit, religious organization.

List of World Vision Board of Directors:

Dr. Leith Anderson | President, National Assoc. of Evangelicals

Rev. Noel Castellanos | President, Christian Community Development Association

Dr. Vinh Chung | Surgeon, Vanguard Skin Specialists

Rev. John Crosby | Senior Pastor, Christ Presbyterian Church, Edina, MN

Lisa Trevino Cummins | President, Urban Strategies

Sandy Grubb*, Vice Chair | Columbia-Willamette Women of Vision; partner, Social Venture Partners
Portland; author

Vonna Laue | Executive Vice President, Evangelical Council for Financial Accountability

Wing Yew Lum | Former Head of Marketing for Amazon's Marketplace

Christin McClave | Chief People Officer, Cardone Industries

Andrew Morley | Chief Administrative Officer, World Vision International

Tim Pawlenty | President and CEO, Financial Services Roundtable

Dr. Soong-Chan Rah | Associate professor, North Park Theological Seminary; urban church planter

Dr. Joan Singleton*, Chair | Vice President, Milton Hershey School

Richard E. Stearns* | President, World Vision U.S

Roland C. Warren | President and CEO, Care Net; Board member, National Fatherhood Initiative

Dr. Jerry E. White | President Emeritus, The Navigators International

Laura Whitley | Executive Vice President, Bank of America (retired)

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department

31 School Street
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

SCOTT M. SANSOM
CHIEF OF POLICE

April 24, 2018

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

**Re: Outdoor Amusement Permit Application -
"Pappy's Golf Tournament and Customer Appreciation Days"**

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by Rancourt Enterprises, Inc., DBA: Pappy's Café by Arthur F. Rancourt, its Permittee. The applicant seeks to conduct two (2) **Customer Appreciation Days Cookouts** on **Saturday, June 16, 2018** (June 16th event will be preceded by a golf tournament) and **Saturday, June 23, 2018** from **12 PM – 8 PM**. The cookouts, with food and liquor to be served, **will be held at Pappy's Café on 37 Burnside Avenue.**

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 **Offices of Corporation Counsel and Finance** approve the application as submitted.

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

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

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

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

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott M. Sansom". The signature is written in a cursive style with a long, sweeping tail.

Scott M. Sansom
Chief of Police

Cc: Applicant

Amended Form

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

- Name of Event: *PAPPY'S Golf Tournament / PAPPY'S CUSTOMER Appreciation Day*
- Date(s) of Event: *SAT. June 16, 2018 / SAT June 23, 2018*
- 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):
*RAWKOURT ENT. DBA PAPPY'S CAFE
37 Burnside Ave E.H. CT
860 529-7720 Home 860 573-8611 Cell 860 289-2369 Work
PAPPY'S*
- 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.
*ARTHUR F RAWKOURT 37 Burnside Ave E.H. CT Pres.
LARRY J BARILE 37 Burnside Ave. E.H. CT Sec.*
- List the location of the proposed amusement: (Name of facility and address)
*PAPPY'S CAFE 37 Burnside Ave EAST HARTFORD CT
06108*
- List the dates and hours of operation for each day (if location changes on a particular day, please list):
*SAT JUNE 16, 2018 SAT JUNE 23, 2018
12-8pm Golf 12-8pm Customer Apprec Day*
- Provide a detailed description of the proposed amusement:
*RADIO FOR MUSIC. Both Days Ham Radio + Hot Dogs
Horse Shows + Bean BAG toss GAME
JUNE 16, GOLF AT E.H. then BACK to PAPPY'S.*

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

Yes No

Set June 16, 2018 12-8 PM

Set June 23, 2018 12-8 PM

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?

21 and older

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

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

40 For 601# / 75 For 600COUT

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:

None

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

Some

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

None

d. Noise impact on neighborhood:

None

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

Dumpster

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

None

g. Other expected influence on surrounding neighborhood:

None

12. Provide a detailed plan for the following:

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

Burnside Ave + Elm Street

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

phone

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

no

d. Crowd control plan:

owner on site

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

f. Provision of sanitary facilities:

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

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

Department Yes No.

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

Yes No Alcoholic beverages will be served / provided.

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

a. For such sale or provision, SOLD INSIDE BAR and ASK to BEAS outside with Feed

b. To ensure that alcohol is not sold or provided to minors or intoxicated persons. Owner + Bartenders to ID

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

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

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

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

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

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

RAWLWANT ENT INC DBA PAPPY'S CAFE
(Legal Name of Applicant)

[Signature]
(Applicant Signature)

ARTHUR F RAWLWANT
(Printed Name)

3-19-18
(Date Signed)

President
(Capacity in which signing)

(Send application electronically to cfrank@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included:

YES

NO

Liquor Permit Included:

YES

NO

Certificate of Alcohol Liability Included:

YES

NO

Time Waiver Request Included:

YES

NO

Fee Waiver Request Included:

YES

NO

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
Liquor Control Division
Telephone: (860) 713-6210
Email: dep.liquorcontrol@ct.gov
Web Site: www.ct.gov/dep/liquorcontrol



For Official Use Only
DEPARTMENT OF CONSUMER PROTECTION
LIQUOR DIVISION
APPROVED
1

ok - John Aug 4/5/18

MUST 4-5-18

4/3/18

04/05/18

APPLICATION FOR PATIO, EXTENSION OF USE and/or ADDITIONAL CONSUMER BAR

<input checked="" type="checkbox"/> PATIO (Restaurants & Cafes ONLY)	<input type="checkbox"/> EXTENSION OF USE (All other permit types)	<input type="checkbox"/> ACB (Additional Consumer Bar) # of ACB's: _____ (FEE: \$190.00 each)
--	--	--

Section A: BUSINESS INFORMATION

1. Trade Name (DBA Name) PAPPY'S CAFE		2. Permit Number LC A 0005708	
3. Permittee Name (First, Middle, Last) Arthur Fredrick Rawcourt		DEPARTMENT OF CONSUMER PROTECTION LIQUOR DIVISION	
4. Backer Name (Corporation, LLC, Partnership, Sole Proprietorship, etc.) Rawcourt Ent. Inc		APPROVED 4-5-2018	
5. Business Address 37 Bernside Ave	City East Hartford	State CT	Zip Code 06103
6. Business Telephone Number 860 289-2869	7. Business Fax Number 860 291 8779	8. Business Email Address Art2367@gmail.com	
9. Type of Request? <input type="checkbox"/> Permanent <input checked="" type="checkbox"/> Temporary		If TEMPORARY is checked, List Specific Dates Below: Set June 16, 2018 / Set June 23, 2018 6:00 P / 2:00 P	

Section B: APPROVAL/CERTIFICATION OF LOCAL OFFICIALS

10. Zoning Authority Approval: I certify that I am familiar with the zoning ordinances and bylaws of the city/town identified in Section A and on the sketch provided with this application, they do not prohibit the sale of alcoholic beverages under the type of liquor permit/establishment identified in this application.

Signature of Zoning Official X Milton Gregory Grew Print Name **MILTON GREGORY GREW**
Title of Official **ZEO** Date **03 / 22 / 2018**

11. Fire Marshal's Approval: I certify that the premises identified in Section A and on the sketch of this application is safe for this type of request.

Signature of Fire Marshal X Justin Wagner Print Name **Justin Wagner**
Title of Official **Fire Marshal** Date **3 / 27 / 18**

12. Local Health Approval: (Patio Requests ONLY) I certify that the Patio at the premises identified in Section A and on the sketch of this application meets local health approval.

Signature of Health Official X Michael O'Connell Print Name **Michael O'Connell**
Title of Official **Supervisor of Environmental Health** Date **03 / 22 / 2018**

Section C: CERTIFICATION OF BACKER OR AUTHORIZED REPRESENTATIVE OF BACKER

13. Backer Certification (To be signed by backer or the authorized representative of the backer) I certify that the information provided in this application is true to the best of my knowledge and that the permittee applicant identified in "Section A" of this application is designated as my principal representative on the premises for which this application is being submitted.	Signed by Backer or Authorized Representative of Backer x <u>Arthur F Rawcourt</u>	Date: 3-15-18
	Print name of Backer or Representative Arthur F Rawcourt	Title of Backer or Representative President

Attach a Sketch of the current premises, identifying the proposed Patio, Extension of Use area and/or ACB

Received By: L. J. Harold
Employee Number: 9080
Date & Time Signed: 4-10-18 10:12 (AM) PM
Time remaining before event: 30+ days.

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

ok - John Aug 4/5/18
 MUST 4-5-18

STATE OF CONNECTICUT
 DEPARTMENT OF CONSUMER PROTECTION
 Liquor Control Division
 Telephone: (860) 713-6210
 Email: dcp.liquorcontrol@ct.gov
 Web Site: www.ct.gov/dcp/liquorcontrol



For Official Use Only
 DEPARTMENT OF CONSUMER PROTECTION
 LIQUOR DIVISION
 APPROVED
 4-5-18

APPLICATION FOR PATIO, EXTENSION OF USE and/or ADDITIONAL CONSUMER BAR

<input checked="" type="checkbox"/> PATIO (Restaurants & Cafes ONLY)	<input type="checkbox"/> EXTENSION OF USE (All other permit types)	<input type="checkbox"/> ACB (Additional Consumer Bar) # of ACB's: _____ (FEE: \$190.00 each)
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Section A: BUSINESS INFORMATION

1. Trade Name (DBA Name) PAPPY'S CAFE		2. Permit Number LCA 0005708	
3. Permittee Name (First, Middle, Last) ARTHUR FREDRICK RAWCOURT			
4. Backer Name (Corporation, LLC, Partnership, Sole Proprietorship, etc.) RAWCOURT ENT. INC			
5. Business Address 37 Burnside Ave		City East Hartford	State CT
6. Business Telephone Number 860 289-2869		7. Business Fax Number 860 291 8779	8. Business Email Address Art23675@gmail.com
9. Type of Request? <input type="checkbox"/> Permanent <input checked="" type="checkbox"/> Temporary		If TEMPORARY is checked, List Specific Dates Below: Sat June 16, 2018 / Sat June 23, 2018 601F COOKOUT	

Section B: APPROVAL/CERTIFICATION OF LOCAL OFFICIALS

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Signature of Zoning Official X **Milton Gregory Grew** Print Name **MILTON GREGORY GREW**
 Title of Official **ZEO** Date **03 / 22 / 2018**

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Signature of Fire Marshal X **[Signature]** Print Name **Justin Wagner**
 Title of Official **Fire Marshal** Date **3 / 27 / 18**

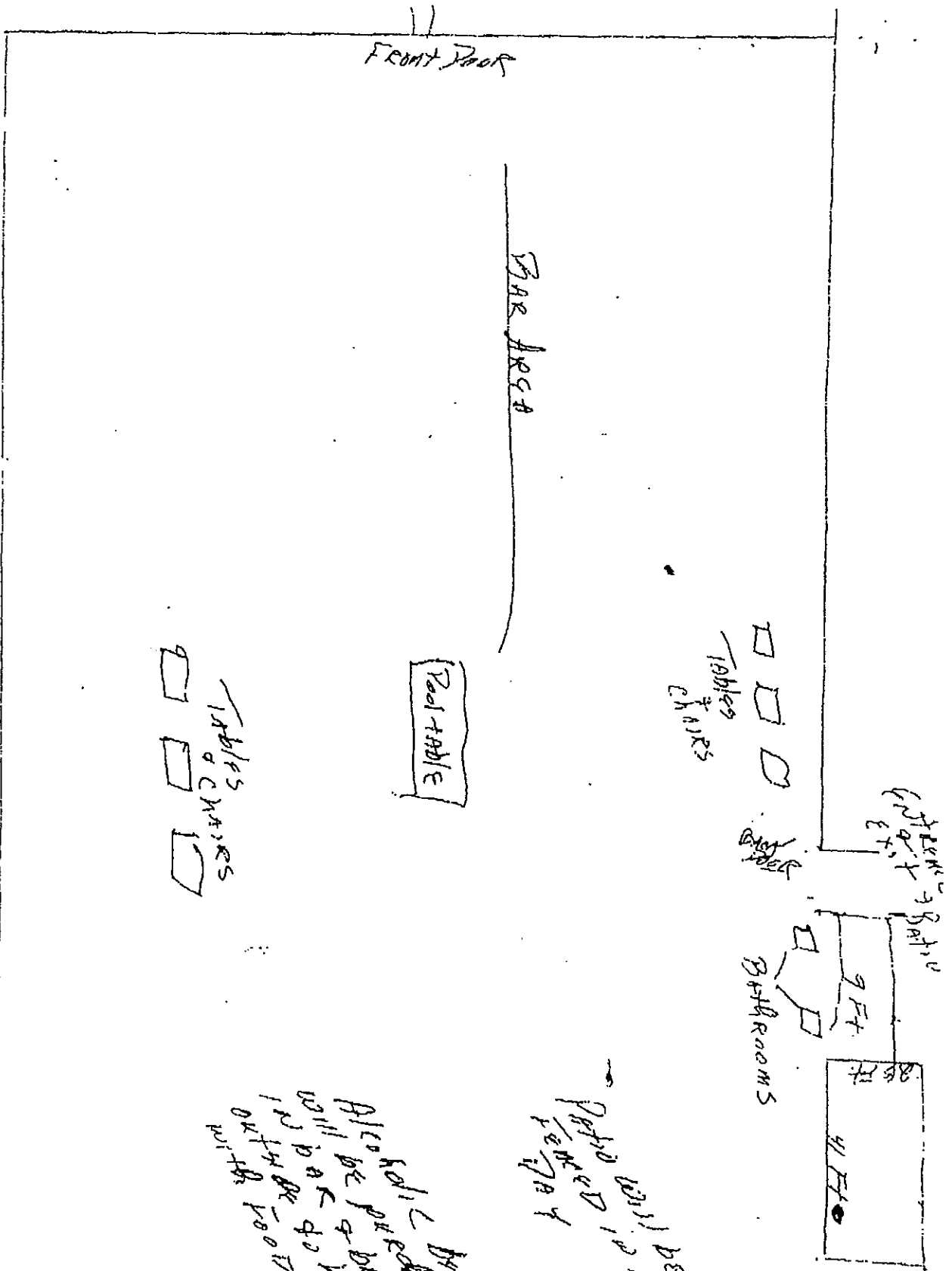
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 Title of Official **Supervisor of Environmental Health** Date **03 / 22 / 2018**

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13. Backer Certification (To be signed by backer or the authorized representative of the backer) I certify that the information provided in this application is true to the best of my knowledge and that the permittee applicant identified in "Section A" of this application is designated as my principal representative on the premises for which this application is being submitted.	Signed by Backer or Authorized Representative of Backer X [Signature]	Date: 3-18-18
	Print name of Backer or Representative ARTHUR F RAWCOURT	Title of Backer or Representative President

Attach a Sketch of the current premises, identifying the proposed Patio, Extension of Use area and/or ACB





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/19/2018

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

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

PRODUCER Caplan Insurance Agency LLC 1001 Farmington Avenue West Hartford CT 06107 INSURED Rancourt Enterprises Inc., DBA: Pappy's Cafe 37 Burnside Avenue East Hartford CT 06108	CONTACT NAME: Cheryl Follert PHONE (A/C No. Ext): (860)561-4713 FAX (A/C, No): (860)561-3269 E-MAIL ADDRESS: cheryl@caplaninsurance.com <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <tr> <td style="width: 80%; text-align: center;">INSURER(S) AFFORDING COVERAGE</td> <td style="width: 20%; text-align: center;">NAIC #</td> </tr> <tr> <td>INSURER A :Allianz</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A :Allianz		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES **CERTIFICATE NUMBER:** CL173240559 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD L WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		SAG2000747-17	10/17/2017	10/17/2018	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>EACH OCCURRENCE</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td style="text-align: right;">\$ 100,000</td></tr> <tr><td>MED EXP (Any one person)</td><td style="text-align: right;">\$ 5,000</td></tr> <tr><td>PERSONAL & ADV INJURY</td><td style="text-align: right;">\$ 1,000,000</td></tr> <tr><td>GENERAL AGGREGATE</td><td style="text-align: right;">\$ 2,000,000</td></tr> <tr><td>PRODUCTS - COMP/OP AGG</td><td style="text-align: right;">\$ 2,000,000</td></tr> <tr><td>LIQUOR LIABILITY</td><td style="text-align: right;">\$ 1,000,000</td></tr> </table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	MED EXP (Any one person)	\$ 5,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000	LIQUOR LIABILITY	\$ 1,000,000		
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	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td style="text-align: right;">\$</td></tr> <tr><td>BODILY INJURY (Per person)</td><td style="text-align: right;">\$</td></tr> <tr><td>BODILY INJURY (Per accident)</td><td style="text-align: right;">\$</td></tr> <tr><td>PROPERTY DAMAGE (Per accident)</td><td style="text-align: right;">\$</td></tr> <tr><td></td><td style="text-align: right;">\$</td></tr> </table>	COMBINED SINGLE LIMIT (Ea accident)	\$	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$		\$						
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	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;">PER STATUTE</td> <td style="width: 15%;">OTH-ER</td> <td style="width: 55%;"></td> </tr> <tr><td>E.L. EACH ACCIDENT</td><td></td><td></td><td style="text-align: right;">\$</td></tr> <tr><td>E.L. DISEASE - EA EMPLOYEE</td><td></td><td></td><td style="text-align: right;">\$</td></tr> <tr><td>E.L. DISEASE - POLICY LIMIT</td><td></td><td></td><td style="text-align: right;">\$</td></tr> </table>		PER STATUTE	OTH-ER		E.L. EACH ACCIDENT			\$	E.L. DISEASE - EA EMPLOYEE			\$	E.L. DISEASE - POLICY LIMIT			\$
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E.L. DISEASE - EA EMPLOYEE			\$																			
E.L. DISEASE - POLICY LIMIT			\$																			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: SPECIAL EVENT. For cookouts being held on 6/16/2018 & 6/23/2018 at the above referenced location. Certificate holder is named as additional insured with regard to this special event. Certificate is subject to all terms, conditions, warranties and exclusions per policy forms.

CERTIFICATE HOLDER Town of East Hartford 740 Main Street East Hartford, CT 06108	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE A Lefkowski/CHERYL
--	--

This liquor permit is not in effect until filed with the Town Clerk. CGS Section 30-53

STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION
LIQUOR PERMIT

This certifies that

ARTHUR F RANCOURT
37 BURNSIDE AVENUE
EAST HARTFORD, CT 06108

is authorized to sell such alcoholic liquor as is provided by law under permit number

CAFE LIQUOR

ACB: 0

Entertainment: Karaoke, Live Bands

Endorsements:

PERMIT # LCA.0005708

Trade Name: PAPPYS

Backer: RANCOURT ENTERPRISES INC

Effective: 11/13/2017

Expiration: 11/12/2018

M. Michelle Seagull
Michelle Seagull, Commissioner

2017 OCT 20 P 1:45
TOWN CLERK
EAST HARTFORD

Police

Fitzgerald, Laurie

From: Hawkins, Mack
Sent: Wednesday, April 11, 2018 7:56 AM
To: Fitzgerald, Laurie
Subject: RE: Pappy's Cafe Golf Tournament & Customer Appreciation Day.

Laurie,

I have reviewed the Outdoor Amusement Permit Application for Pappy's Cafe Golf Tournament & Customer Appreciation Day for 2018. I approve the application as submitted. Please mark the worksheet "Extra Attention."

Thank you,

Deputy Chief Mack S. Hawkins

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

Serving Our Community with Pride and Integrity



From: Fitzgerald, Laurie
Sent: Tuesday, April 10, 2018 10:45 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Cohen, Bruce; Cruz-Aponte, Marilyn; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Juergens, Timothy; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sassen, Christine; Vincent, Kristine; Wagner, Justin; Walsh, Mike
Subject: Pappy's Cafe Golf Tournament & Customer Appreciation Day.

Good Morning,

Attached please find your Directors Review & Notice, Outdoor Amusement Permit Application with COI and Liquor Permit and Patio permit application with Sketch of premises for Pappy's Café Golf Tournament and Customer Appreciation Day.

Fire



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **June 16 and June 23, 2018**
Event: **Pappy's Golf Tournament and Customer Appreciation Days**
Applicant: **Rancourt Enterprises, Inc., DBA: Pappy's Café by Arthur F. Rancourt, its Permittee**

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

William Perez, Assistant Fire Chief
Signature

April 13, 2018
Date

Comments:

Hear



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

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-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
- Anticipated Cost(s) if known \$ 0

Michael T. O'Connell 04/10/2018
Signature Date

Comments:

DPW



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

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-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated Cost(s) if known \$_0_____

Marilynn Cruz-Aponte , Assistant Director, Public Works
Signature

April 11, 2018
Date

Comments: No comments.

Parks



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

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-
- Fire Department
 - Health Department
 - X Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated Cost(s) if known \$0.00

Ted Fravel

Signature

4/13/18

Date

Comments:

Risk

Fitzgerald, Laurie

From: Sasen, Christine
Sent: Monday, April 23, 2018 3:18 PM
To: Fitzgerald, Laurie
Subject: RE: Pappy's Cafe Golf Tournament & Customer Appreciation Day.

Ok, risk management.

Chris

From: Fitzgerald, Laurie
Sent: Tuesday, April 10, 2018 10:45 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Cohen, Bruce; Cruz-Aponte, Marilyn; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Juergens, Timothy; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sasen, Christine; Vincent, Kristine; Wagner, Justin; Walsh, Mike
Subject: Pappy's Cafe Golf Tournament & Customer Appreciation Day.

Good Morning,

Attached please find your Directors Review & Notice, Outdoor Amusement Permit Application with COI and Liquor Permit and Patio permit application with Sketch of premises for Pappy's Café Golf Tournament and Customer Appreciation Day.

Town Ordinance (TO) 5-3 requires that certain department heads submit their comments, regarding this amusement application, within two weeks from the date the application was filed. Please send signed reviews, or an e-mail, regarding your comments no later than **Tuesday, April 24, 2018.**

Laurie Fitzgerald
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

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

copy

Fitzgerald, Laurie

From: Gentile, Richard
Sent: Tuesday, April 24, 2018 11:08 AM
To: Fitzgerald, Laurie
Subject: RE: Pappy's Cafe Golf Tournament/Customer Appreciation

OK.. Thank you. I will sign off for our office.

Rich

Richard P. Gentile
Assistant Corporation Counsel
Town of East Hartford
740 Main Street
East Hartford, CT 06108
860-291-7217
rpgentile@easthartfordct.gov

THIS MESSAGE AND ANY OF ITS ATTACHMENTS ARE INTENDED ONLY FOR THE USE OF THE DESIGNATED RECIPIENT, OR THE RECIPIENT'S DESIGNEE, AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL AND/OR PRIVILEGED. IF YOU ARE NOT THE INTENDED RECIPIENT, PLEASE DELETE ALL COPIES OF THIS MESSAGE INCLUDING ANY ATTACHMENTS AND NOTIFY THE OFFICE OF THE CORPORATION COUNSEL THAT YOU RECEIVED THIS COMMUNICATION IN ERROR BY CALLING 860.291-7215. THANK YOU.

From: Fitzgerald, Laurie
Sent: Tuesday, April 24, 2018 11:07 AM
To: Gentile, Richard
Subject: RE: Pappy's Cafe Golf Tournament/Customer Appreciation

Rich

Attached is the amended application.

Laurie

From: Gentile, Richard
Sent: Tuesday, April 24, 2018 8:41 AM
To: Fitzgerald, Laurie <lfitzgerald@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>
Subject: RE: Pappy's Cafe Golf Tournament/Customer Appreciation

Application should be amended to show the actual name of the corporation as the Applicant. They are using DBA's and names of principals. Rich

From: Fitzgerald, Laurie
Sent: Tuesday, April 24, 2018 7:28 AM
To: Gentile, Richard; Fravel, Theodore
Subject: Pappy's Cafe Golf Tournament/Customer Appreciation

Good Morning,

Bldg

Fitzgerald, Laurie

From: Grew, Greg
Sent: Tuesday, April 10, 2018 3:14 PM
To: Fitzgerald, Laurie
Subject: RE: Pappy's Cafe Golf Tournament & Customer Appreciation Day.

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

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

From: Fitzgerald, Laurie
Sent: Tuesday, April 10, 2018 11:03 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Cohen, Bruce; Cruz-Aponte, Marilyn; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Juergens, Timothy; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sassen, Christine; Vincent, Kristine; Wagner, Justin; Walsh, Mike
Subject: RE: Pappy's Cafe Golf Tournament & Customer Appreciation Day.

Sorry, The Amusement Permit application was not attached to the previous email

Laurie

From: Fitzgerald, Laurie
Sent: Tuesday, April 10, 2018 10:40 AM
To: Bockus, Tim <tbockus@easthartfordct.gov>; Cordier, James <jcordier@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Oates, John <joates@easthartfordct.gov>
Cc: Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <MCruz-Aponte@easthartfordct.gov>; Ficacelli, Joseph <JFicacelli@easthartfordct.gov>; Gentile, Richard <RGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; Juergens, Timothy <Tjuergens@easthartfordct.gov>; McConville, Timothy <Tmconville@easthartfordct.gov>; O'Connell, Michael <MO'Connell@easthartfordct.gov>; Perez, William <Wperez@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sassen, Christine <CSasen@easthartfordct.gov>; Vincent, Kristine <kvincent@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>; Walsh, Mike <mwalsh@easthartfordct.gov>
Subject: Pappy's Cafe Golf Tournament & Customer Appreciation Day.

Good Morning,

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department

31 School Street
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

SCOTT M. SANSOM
CHIEF OF POLICE

April 16, 2018

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

**Re: Outdoor Amusement Permit Application -
"National Dance Day"**

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by **Riverfront Recapture by Josh Urrutia, Director of Events**. The applicant seeks to conduct Square Dance Instruction then a Square Dance Performance. The dance will take place in **Great River Park on Saturday, July 28, 2018 from 12:00 pm – 5:00 pm**.

As part of Riverfront Recapture's agreement with the Town of East Hartford, which resolution passed June 3, 2014, the applicant respectfully requests that the application fee and any associated Town expenses be waived.

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 **Office of Finance** approves the application as submitted.

The **Office of Corporation Counsel** has the following comments:

- "So I am not sure that the 2014 resolution still applies per the 2015 contract with Riverfront Recapture. My wife, however, was just appointed to the Board so I may have a conflict at this point".

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

The **Health Department** approves the application as submitted but has the following Comments:

- Approval recommended provided any temporary foodservice permit applications be filed with the Health Department at least two weeks prior to the event.

The **Police Department** has reviewed the application and offers the following comments:

- The Police Department can provide adequate police protection for these events. The site is suitable for the proposed amusements. The crowds are expected to be moderate in size, and the area has sufficient parking available.
- These events can be conducted with a minimal impact upon the surrounding neighborhoods while maintaining a near-normal flow of traffic on the streets adjacent to the site.
- **There are no anticipated costs to the Department for these events.**

Respectfully submitted for your information.

Sincerely,

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

Scott M. Sansom
Chief of Police

Cc: Applicant

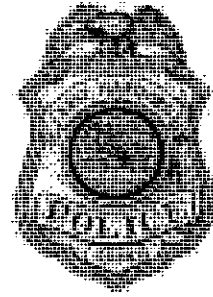
TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
National Dance Day
2. Date(s) of Event:
7/28/18
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) :
Josh Urrutia
Director of Events
Riverfront Recapture INC
50 Columbus BLVD 1st Floor
Hartford, CT 06106
4. If Applicant is a partnership, corporation, limited liability company, club, or association, list the names of all partners, members, directors and officers AND provide their business address.
See attached.
5. List the location of the proposed amusement: (Name of facility and address)
Great River Park
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
12pm-5:00pm
7. Provide a detailed description of the proposed amusement:
Square Dance Instruction and then a square dance performance.

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

Yes No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? **12-5pm limited music playing**

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

All ages

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

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

150+

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

a. Crowd size impact:

Low impact

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

Do not anticipate a traffic impact.

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

Will work with EHPD and local property owners on parking.

d. Noise impact on neighborhood:

minimal sound equipment being used.

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

We will utilize Open Hearth Cleans or RRI will handle.

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

None.

g. Other expected influence on surrounding neighborhood:

None

12. Provide a detailed plan for the following:

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

full access

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

Will call 911 if emergency.

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

Will call 911 if emergency.

d. Crowd control plan:

None at this attendance level.

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

RRI

f. Provision of sanitary facilities:

port o lets will be on site.

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

There is a plan to have food

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

Possibly, but nothing confirmed at this point.

Department Yes No.

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

Yes No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

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

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

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

Pursuant to Town Council Resolution passed 6/10/14 Amusement permit application fee and any associated town expenses are waived.

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:

Joshua M Urcutia
(Legal Name of Applicant)

Joshua M Urcutia
(Applicant Signature)

Joshua M Urcutia
(Printed Name)

3/8/18
(Date Signed)

Director of Events
(Capacity in which signing)

(Send application electronically to cfrank@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included:

YES

NO

Liquor Permit Included:

YES

NO

Certificate of Alcohol Liability Included:

YES

NO

Time Waiver Request Included:

YES

NO

Fee Waiver Request Included:

YES

NO

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/19/2018

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

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

PRODUCER People's United Ins. Agency CT One Financial Plaza 755 Main Street Hartford, CT 06103	CONTACT NAME: Rose Ann Musso
	PHONE (A/C, No, Ext): 860 524-7659
	FAX (A/C, No):
	E-MAIL ADDRESS: rose.muisso@peoples.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A : Philadelphia Indemnity Insurance Co.
	INSURER B : American Home Assurance Company
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> BI/PD Ded:25000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		PHPK1756352	01/01/2018	01/01/2019	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$0 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		PHPK1756352	01/01/2018	01/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10000		PHUB612462	01/01/2018	01/01/2019	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	WC005226867	01/01/2018	01/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
A - Liquor Liability
 Each Limit: \$1,000,000
 Aggregate : \$1,000,000
 Deductible: \$ 25,000
 (See Attached Descriptions)

CERTIFICATE HOLDER Town of East Hartford 740 Main Street East Hartford, CT 06108	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Peoples United Insurance Agency</i>
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DESCRIPTIONS (Continued from Page 1)

The Town of East Hartford, its officials, employees, volunteers, boards and commissions are included as Additional Insured on the General Liability policy.

RIVERFRONT RECAPTURE, INC.
2017-2018 BOARD OF DIRECTORS

Robert M. Annon, Jr., Essex, Retired; 16 years
Harold Blinderman, West Hartford, Partner, Day Pitney LLP; 5 years
Jamie Bratt*, Hartford, Director of Planning & Economic Development; 1 year
Jodi Brennan, Glastonbury, VP, Gilbane Building Company; 13 years
Christopher Byrd, West Hartford, President & Chief Operating Officer, Wex Health Inc.; 8 years
Patrick Caulfield, Trumbull, VP, Lincoln Financial Distributors, Inc; 5 years
Ranjana Chawla, West Hartford, 12 years
Peter Christian, Stamford, Director of Development & Acquisitions, HB Nitkin Group; 4 years
Susan B. Clemow, West Hartford, Managing Partner, Clemow Consulting Group; 6 years
Thomas P. Cody, Glastonbury, Partner, Robinson & Cole; 13 years
Frank C. Collins, Jr., East Hartford, Retired; 32 years
Roy Collins III, Bloomfield, Associate General Counsel, University of Hartford; 2 years
Julio Concepcion, Hartford, VP, Hartford Partnerships, MetroHartford Alliance; 4 years
John Henry Decker, West Hartford, VP & Branch Director, RBC Wealth Management; 3 years
William DiBella*, Hartford, Chairman MDC; 14 years
Susan Freedman, South Glastonbury, Partner, Shipman & Goodwin; 2 years
Donald S. Gershman, West Hartford, Principal, Development Resources LLC; 18 years
Margaret Gregg, Haddam Neck, Marketing Administrator, CTTRANSIT; 6 years
Scott W. Jellison*, Pomfret Center, CEO, Metropolitan District Commission; 2 years
Dave Jenkins, Middletown, Retired (VP, PricewaterhouseCoopers); 8 years
Evan Johnson, West Hartford, Corporate Citizenship, ESPN; 4 years
David Klein, Hartford, Retired; 10 years
Barry N. Lastra, Bloomfield, A & B Enterprises; 8 years
Marcia Leclerc*, East Hartford, Mayor; 7 years
Kathy Lilley, Wallingford; 8 years
Chris Montross, Wethersfield, Managing Director, Corporate Public Involvement, Aetna, Inc.; 3 years
Marjorie Morrissey, Hartford, Retired; 13 years
Thomas F. Mullaney, Jr., West Hartford, President, Mullaney, Keating & Wright, Inc.; 31 years
Rifa Ortiz, West Hartford, Community Relations Director, Travelers; 13 years
Kenneth A. Pouch, Jr., West Hartford, Retired; 27 years
Kenneth Provencher, West Hartford, Senior VP, Hartford Steam Boiler Inspection & Insurance Co.;
5 years
Michael J. Puckly, South Windsor, Financial Advisor, Lifeline Financial LLC; 10 years
John H. Riege, Bloomfield, Retired; 36 years
Christina B. Ripple, West Hartford; 18 years
Chris Rowlin, Cromwell, Managing Partner & Senior Consultant, Fiduciary Investment Partners;
appointed April 2017
Camille Simpson, Farmington, Corporate Liaison, Ass't VP & Counsel, MassMutual Financial Group;
appointed April 2017
Joyce Smith, Windsor, Assistant Director for Employment Services & Compensation, UConn Health
Center; 11 years
Donald Trinks*, Windsor, Mayor; 16 years
Josye Utick, Hartford, Senior Architect, JCJ Architecture; appointed April 2017
Marc Weinberg*, East Hartford, Councilman – Court of Common Council; 8 years
Lyle Wray*, West Hartford, Executive Director, CRCOG; 12 years

*= Ex-officio Member

Received By: L Fitzgerald
Employee Number. 9080
Date & Time Signed: 3/28/18 7:08 AM PM
Time remaining before event: 60+ 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.

Police

Fitzgerald, Laurie

From: Hawkins, Mack
Sent: Wednesday, April 11, 2018 3:26 PM
To: Fitzgerald, Laurie
Subject: RE: National Dance Day

Laurie,

I have reviewed the Outdoor Amusement Permit Application for National Dance Day. I approve the application as submitted. Mark the Worksheet *EXTRA ATTENTION* for the day of the event.

Thank you,

Deputy Chief Mack S. Hawkins

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

Serving Our Community with Pride and Integrity



From: Fitzgerald, Laurie
Sent: Wednesday, April 11, 2018 2:20 PM
To: Hawkins, Mack; Perez, William; Fravel, Theodore; Gentile, Richard
Cc: Vincent, Kristine
Subject: National Dance Day

Just a reminder, reviews for "National Dance Day" are due today.

Thank you.

Laurie Fitzgerald
East Hartford Police Department
Support Services Bureau
31 School Street

Fire



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Dates: **July 28, 2018**

Event: **National Dance Day**

Applicant: **Riverfront Recapture Inc. by Josh Urrutia, Director of Events.**

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

William Perez, Assistant Fire Chief

April 10, 2018

Signature

Date

Comments:

Heckler



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Dates: **July 28, 2018**

Event: **National Dance Day**

Applicant: **Riverfront Recapture Inc. by Josh Urrutia, Director of Events.**

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- 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 \$ _____ unknown at this time _____

Michael O'Connell
Signature

03/28/2018
Date

Comments:

Approval recommended provided any temporary foodservice permit applications be filed with the Health Department at least two weeks prior to the event.

Parks



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Dates: **July 28, 2018**

Event: **National Dance Day**

Applicant: **Riverfront Recapture Inc. by Josh Urrutia, Director of Events.**

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

4/12/18
Date

Comments:

DPW



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Dates: **July 28, 2018**

Event: **National Dance Day**

Applicant: **Riverfront Recapture Inc. by Josh Urrutia, Director of Events.**

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

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

Anticipated Cost(s) if known \$ _____

Marilynn Cruz-Aponte
Signature

March 28, 2018
Date

Comments:

RISK

Fitzgerald, Laurie

From: Sasen, Christine
Sent: Monday, April 09, 2018 8:32 AM
To: Fitzgerald, Laurie
Subject: RE: National Dance Day

Ok with me.

Chris

Christine M. Sasen, MBA
Risk Manager
Town of East Hartford
740 Main Street
East Hartford, CT 06108
Telephone: (860) 291-7244
Facsimile: (860) 289-0831
E-Mail: csasen@easthartfordct.gov

From: Fitzgerald, Laurie
Sent: Wednesday, March 28, 2018 9:58 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Cohen, Bruce; Cruz-Aponte, Marilyn; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Juergens, Timothy; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sasen, Christine; Vincent, Kristine; Wagner, Justin; Walsh, Mike
Subject: National Dance Day

Good Morning,

Attached please find your Directors Review & Notice, Outdoor Amusement Permit Application, Certificate of Insurance and list of Board of Directors for Riverfront Recapture, Inc.

Town Ordinance (TO) 5-3 requires that certain department heads submit their comments, regarding this amusement application, within two weeks from the date the application was filed. Please send signed reviews, or an e-mail, regarding your comments no later than **Wednesday, April 11, 2018.**

Laurie Fitzgerald
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

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

Corp.

Fitzgerald, Laurie

From: Gentile, Richard
Sent: Wednesday, April 11, 2018 2:29 PM
To: Fitzgerald, Laurie; Hawkins, Mack; Perez, William; Fravel, Theodore
Cc: Vincent, Kristine; Scott Chadwick (office)
Subject: RE: National Dance Day

So I am not sure that the 2014 resolution still applies per the 2015 contract with Riverfront Recapture. My wife, however, was just appointed to the Board so I may have a conflict at this point. Rich

From: Fitzgerald, Laurie
Sent: Wednesday, April 11, 2018 2:20 PM
To: Hawkins, Mack; Perez, William; Fravel, Theodore; Gentile, Richard
Cc: Vincent, Kristine
Subject: National Dance Day

Just a reminder, reviews for "National Dance Day" are due today.

Thank you.

Laurie Fitzgerald
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

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

Police

Fitzgerald, Laurie

From: Hawkins, Mack
Sent: Monday, April 16, 2018 10:15 AM
To: Fitzgerald, Laurie
Cc: Sansom, Scott
Subject: FW: National Dance Day

Laurie,

We will move forward with the process as normal. At this point the resolution has not changed.

Mack

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: Gentile, Richard
Sent: Wednesday, April 11, 2018 2:29 PM
To: Fitzgerald, Laurie; Hawkins, Mack; Perez, William; Fravel, Theodore
Cc: Vincent, Kristine; Scott Chadwick (office)
Subject: RE: National Dance Day

So I am not sure that the 2014 resolution still applies per the 2015 contract with Riverfront Recapture. My wife, however, was just appointed to the Board so I may have a conflict at this point. Rich

From: Fitzgerald, Laurie
Sent: Wednesday, April 11, 2018 2:20 PM
To: Hawkins, Mack; Perez, William; Fravel, Theodore; Gentile, Richard
Cc: Vincent, Kristine
Subject: National Dance Day

Just a reminder, reviews for "National Dance Day" are due today.

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

April 11, 2018

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

**Re: Outdoor Amusement Permit Application
"National Night Out"**

Dear Mr. Kehoe:

Attached please find a copy of the amusement permit application submitted by the **East Hartford Police Department by Officer Theodore Branon, Community Service Officer**. The applicant seeks to conduct an open house community building campaign that promotes police-community partnerships and neighborhood camaraderie. The event will take place on **Tuesday, August 7, 2018 from 5 PM to 8PM and will be located on the front lawn and front parking lot of the East Hartford Police Department at 31 School Street**. There will be a K-9 demonstration, displays of specialized units (SWAT and Marine), music, a bounce house and dunk tank as well as hot dogs and hamburgers. The building itself will host tours of the Department.

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 **Offices of Corporation Counsel and Finance** approve the application as submitted.

The **Public Works Department** recommends approval of the application subject to the following:

- Applicant shall coordinate trash collection and the provision of sanitary facilities with the Department of Public Works.
- Participants shall obey all posted parking restrictions when utilizing on-street parking.
- **The anticipated cost to the Department of waste disposal is incidental.**
- **Public Works typically provides a kiosk with recycling information.**

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

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

- The Police Department can provide adequate police protection for the event. The site is suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the area has sufficient parking available.
- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- **The anticipated costs to the Department is \$5,580.15.**

Respectfully submitted for your information.

Sincerely,



Mack S. Hawkins
Deputy Chief

Cc: Applicant

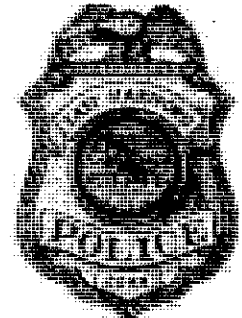
TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
National Night Out
2. Date(s) of Event:
August 7th 2018
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) :
East Hartford Police Department
31 School Street
East Hartford CT. 06108
(Community Service Officer Ted Branon)
4. If Applicant is a partnership, corporation, limited liability company , club, or association, list the names of all partners, members, directors and officers AND provide their business address.
N/A
5. List the location of the proposed amusement: (Name of facility and address)
East Hartford Police Department 31 School Street (front lawn & parking lot)
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
August 7th. 2018 5 P.M. - 8 P.M.
7. Provide a detailed description of the proposed amusement:
National Night Out - will include tours of the police department, k-9 demo, a display of specialized units (S.W.A.T., Marine Unit Ect.), a bounce house for kids, dunk tank, music, hotdogs & hamburgers

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

Yes No

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

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

less than a year old to a hundred years old

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

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

500-1000

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:

parking allowed on the streets surrounding the police dept.

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

normal traffic flow without any street closures

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

parking at the police dept., local businesses and on the street

d. Noise impact on neighborhood:

minimal, music will end by 8 P.M.

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

trash pickup will be coordinated through public works

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

besides the parking on the street there will be minimal disruption

g. Other expected influence on surrounding neighborhood:

none

12. Provide a detailed plan for the following:

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

on scene, no accessibility issues

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

on scene, no provisions

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

on scene, no provisions

d. Crowd control plan:

will be monitored & controled by the East Hartford Police Department

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

the area will be restored by volunteers from the police dept.&public works

f. Provision of sanitary facilities:

on scene and located within the police dept.

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

not sold but hamburgers and hotdogs will be served

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

Department Yes No.

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

Yes No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

n/a

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

n/a

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

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

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

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

a. False Statement is a Class A Misdemeanor.

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

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

Ted Branon

(Legal Name of Applicant)

(Applicant Signature)

Ted Branon

(Printed Name)

3/27/2018

(Date Signed)

Community Service Officer

(Capacity in which signing)

(Send application electronically to cfrank@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included:

YES

NO

Liquor Permit Included:

YES

NO

Certificate of Alcohol Liability Included:

YES

NO

Time Waiver Request Included:

YES

NO

Fee Waiver Request Included:

YES

NO

Attachment

OUTDOOR AMUSEMENT PERMIT APPLICATION

Question #1 - What's National Night Out - National Night Out is an annual community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live. National Night Out enhances the relationship between neighbors and law enforcement while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances. Neighborhoods or local police departments host block parties, festivals, parades, cookouts and various other community events with safety demonstrations, seminars, youth events, visits from emergency personnel, exhibits and much, much more.

Question #5 – East Hartford Police Department located at 31 School Street

Location – the front lawn, front parking lot and building

Police

Fitzgerald, Laurie

From: Hawkins, Mack
Sent: Tuesday, April 10, 2018 3:04 PM
To: Fitzgerald, Laurie
Subject: RE: NaLaurie,tional Night Out

Laurie,

I have reviewed the Outdoor Amusement Permit Application for National Night Out 2018 for 2018. I approve the application as submitted. The anticipated cost to the East Hartford Police Department for this event is \$5,580.15.

Thanks in advance,

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: Fitzgerald, Laurie
Sent: Tuesday, April 10, 2018 9:35 AM
To: Hawkins, Mack; Sasen, Christine; Fravel, Theodore; Gentile, Richard
Cc: Vincent, Kristine
Subject: National Night Out

Just a reminder, reviews for "National Night Out" are due today.

Laurie Fitzgerald
East Hartford Police Department
Support Services Bureau
31 School Street

Fire



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 7, 2018**
Event: **National Night Out**
Applicant: **East Hartford Police Department by Officer Theodore Branon,
Community Service Officer**

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 _____

William Perez, Assistant Fire Chief April 10, 2018
Signature _____ Date

Comments:

Hackett



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 7, 2018**
Event: **National Night Out**
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- 3. the application be disapproved for the reason(s) set forth in the attached comments.

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

Anticipated cost(s) if known \$ _____ 0 _____

Michael O'Connell
Signature

03/28/2018
Date

DPW



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 7, 2018**
Event: **National Night Out**
Applicant: **East Hartford Police Department by Officer Theodore Branon,
Community Service Officer**

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 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
-
- Anticipated cost(s) if known \$ Cost of waste disposal is incidental.

Marilynn Cruz-Aponte
Signature

3-28-2018
Date

Comments: Public Works typically provides a kiosk with recycling information.

Park



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **August 7, 2018**
Event: **National Night Out**
Applicant: **East Hartford Police Department by Officer Theodore Branon,
Community Service Officer**

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

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

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

Anticipated cost(s) if known \$ _____

Kristine Vincent, Assistant Director

4/10/18

Signature

Date

Risk

Fitzgerald, Laurie

From: Sasen, Christine
Sent: Wednesday, April 11, 2018 10:20 AM
To: Fitzgerald, Laurie
Cc: Gentile, Richard
Subject: RE: National Night Out

I am ok with National Night Out. I had one concern-the bouncy house. I wanted to confirm our General Liability did not have exclusion. It does not.

Ok with Risk Management.

Chris

From: Fitzgerald, Laurie
Sent: Wednesday, April 11, 2018 9:17 AM
To: Sasen, Christine
Subject: RE: National Night Out

Sent 3/27 .

From: Sasen, Christine
Sent: Wednesday, April 11, 2018 8:17 AM
To: Fitzgerald, Laurie <lfitzgerald@easthartfordct.gov>
Subject: RE: National Night Out

When did you send to me?

From: Fitzgerald, Laurie
Sent: Tuesday, April 10, 2018 9:35 AM
To: Hawkins, Mack; Sasen, Christine; Fravel, Theodore; Gentile, Richard
Cc: Vincent, Kristine
Subject: National Night Out

Just a reminder, reviews for "National Night Out" are due today.

Laurie Fitzgerald
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

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

Cocq

Fitzgerald, Laurie

From: Gentile, Richard
Sent: Tuesday, April 10, 2018 9:42 AM
To: Fitzgerald, Laurie; Hawkins, Mack; Sassen, Christine; Fravel, Theodore
Cc: Vincent, Kristine
Subject: RE: National Night Out

I have no questions or concerns with this event.

Richard P. Gentile
Assistant Corporation Counsel
Town of East Hartford
740 Main Street
East Hartford, CT 06108
860-291-7217
rpgentile@easthartfordct.gov

THIS MESSAGE AND ANY OF ITS ATTACHMENTS ARE INTENDED ONLY FOR THE USE OF THE DESIGNATED RECIPIENT, OR THE RECIPIENT'S DESIGNEE, AND MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL AND/OR PRIVILEGED. IF YOU ARE NOT THE INTENDED RECIPIENT, PLEASE DELETE ALL COPIES OF THIS MESSAGE INCLUDING ANY ATTACHMENTS AND NOTIFY THE OFFICE OF THE CORPORATION COUNSEL THAT YOU RECEIVED THIS COMMUNICATION IN ERROR BY CALLING 860.291-7215. THANK YOU.

From: Fitzgerald, Laurie
Sent: Tuesday, April 10, 2018 9:35 AM
To: Hawkins, Mack; Sassen, Christine; Fravel, Theodore; Gentile, Richard
Cc: Vincent, Kristine
Subject: National Night Out

Just a reminder, reviews for "National Night Out" are due today.

Laurie Fitzgerald
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

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

Received By: L Fitzgerald

Employee Number. 9080

Date & Time Signed: ~~4/27~~ 3/27/18 11:37 AM PM

Time remaining before event: 40+ 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.

April 25, 2018

To: Richard Kehoe

From: Esther Clarke

Re: MDC Appointment

The Republican Council Members have an appointment to make to the MDC which will fill the vacancy left by the death of Joe Kronen.


We would appreciate it if you could add it to the Agenda for May 2, 2018

We will nominate Michael Torres of 853 Main St. to fill the vacant term which will expire on 12/30/2019.

1863



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 25, 2018
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: APPOINTMENT: Boards and Commissions

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

Board of Assessment Appeals (3 Year Term)

R Timothy M. Siggia 145 Arbutus Street 12/19

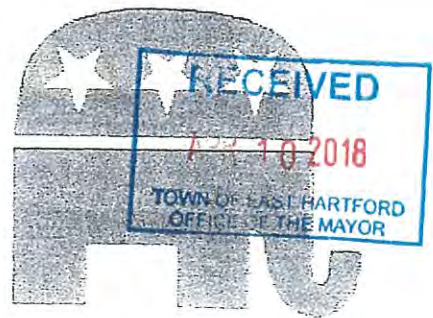
Commission on Aging (3 Year Term)

R James Shelmerdine 745 Tolland Street 12/19

Please place these nominations on the agenda for the May 1, 2018 meeting.

C: R. Pasek, Town Clerk

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



The Town of East Hartford, CT is a "Minority Representation" Municipal Government.
 This Form is to be used to request nomination to a position by the East Hartford Republican Town Committee and will be submitted to its Permanent Nominating Committee for consideration.

Republican Town Committee Chairman,

-Please print and complete the following information in full-

- 1. TIMOTHY M. SIGGIA
Your name exactly as it appears on the E. Htfd. Voter Registration List
- 2. 145 ARBUTUS ST. 06108
Street Address Zip Code
- 3. PARTY AFFILIATION REPUBLICAN UNAFFILIATED OTHER _____
- 4. 860-289-1679 Home Phone
- 5. 860-502-7122 Cell Phone
- 6. tsiggia145@comcast.net Personal e-mail address
- 7. RETIRED Occupation
- 8. N/A Employer
- 9. N/A Employer/Work Address
- 10. N/A Work Phone
- 11. COLLEGE GRAD. (BA) Formal Education Level Achieved
- 12. WHITE Ethnicity (Optional)
- 13. 72 Years as E. Htfd. Resident
- 14. ASSESSMENT BOARD OF APPEALS
Name of Board or Commission you would like to serve on
- 15. VETERANS COMM., ZONING BOARD OF APPEALS, VIETNAM VETS OF AM.
*Community based activities and/or civic/volunteer organizations activities you have participated in
- 16. WAS ASKED
*Your reason for being interested in serving our Town in this capacity
- 17. EXPERIENCE ON ZBA & VETS COMM., MILITARY EXPERIENCE
*List any qualifications you believe will be an asset to the board or commission on which you wish to serve

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

18. Timothy M. Siggia
YOUR SIGNATURE

19. 3/27/18
DATE

THIS SPACE FOR USE BY REPUBLICAN TOWN COMMITTEE

Submitted for consideration by Town Committee Member Cara Lynn V. Krown

Voter Registration Information Certified by Voter Registrar Mary J. Monahan

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

Assessment Board of Appeals

Christa M. Monahan
Republican Town Committee Secretary

4/10/18
Date

Resume of Timothy M. "Tim" Siggia

Name: Timothy M. Siggia

Age: 73

Occupation: Retired

Education: Graduated East Hartford High School 1963
Attended Central Connecticut State College (now University) 1963-67
Graduated University of Maine, Portland-Gorham (now University of Southern Maine) 1973, B.A., English
Journalism courses at University of Maryland
Management course at Old Dominion University via Program for Afloat College Education (PACE), U. S. Navy

Work History: United States Navy, 1968-91, served in Radioman rating to Radioman 1st Class (paygrade E-6), converted to Journalist rating 1981, retired as Chief Journalist, Qualified in Surface Warfare (paygrade E-7) 1991

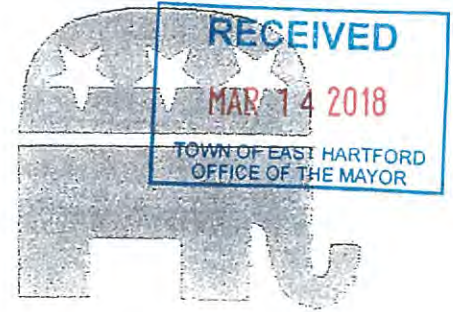
United States Postal Service, 1993-2012, retired as Mail Handler

Civic Involvement: Republican Town Committee, 6 years, recently elected
Corresponding Secretary
Veterans Affairs Commission, 5 years
Patriotic Commission, 2 years, served 1 year as Vice Chair
Veterans Commission since merger of V.A.C and P.C.
Zoning Board of Appeals, 5 years

Other Memberships: Connecticut Chapter 120, Vietnam Veterans of America,
Chair, Government Affairs
Connecticut Civil War Round Table, Corresponding Secretary
U. S. Navy Public Affairs Association
American Legion Post 77
Am Vets Post 18
Navy League of the United States
Fleet Reserve Association
Heritage Foundation

Personal: Married 43 years, 3 sons, 7 grandchildren

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



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

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

Republican Town Committee Chairman,

-Please print and complete the following information in full-

1. James Shelmerdine Jr. 2. 745 Tolland St 06108
 Your name exactly as it appears on the E. Htfd. Voter Registration List Street Address Zip Code

3. PARTY AFFILIATION REPUBLICAN UNAFFILIATED OTHER _____

4. 860 528 0251 5. 860 550 4880 6. N/A
 Home Phone Cell Phone Personal e-mail address

7. Retired 8. U.S. ARMY
 Occupation Employer

9. --- 10. -----
 Employer/Work Address Work Phone

11. BS Business, 90% MBA 12. _____ 13. 85
 Formal Education Level Achieved Ethnicity (Optional) Years as E. Htfd. Resident

14. Commission On Ageing
 Name of Board or Commission you would like to serve on

15. Constable, Patriotic Commission, Veterans Commission
 *Community based activities and/or civic/volunteer organizations activities you have participated in

16. Active with Seniors Center, Would like to help
 *Your reason for being interested in serving our Town in this capacity

17. See 16
 *List any qualifications you believe will be an asset to the board or commission on which you wish to serve

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

18. James Shelmerdine ~~XXX~~ 2018
 YOUR SIGNATURE DATE 2/23

THIS SPACE FOR USE BY REPUBLICAN TOWN COMMITTEE

Submitted for consideration by Town Committee Member Anto M. Manian

Voter Registration Information Certified by Voter Registrar Mary J. Moore

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

Anto M. Manian
 Republican Town Committee Secretary

Date 3/12/18

OFFICE OF THE
TOWN COUNCIL

Robert J. Peck
TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

APR 27 A 9 06
TOWN CLERK
EAST HARTFORD

(860) 291-7208

FAX (860) 291-7389

DATE: April 27, 2018

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: Tuesday, May 1, 2018 6:45 p.m. Town Council Majority Office

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

Tuesday, May 1, 2018

6:45 p.m.

Town Council Majority Office

The purpose of the meeting is to meet in executive session to discuss the pending Pratt & Whitney 2015 revaluation appeal.

cc: Mayor Leclerc
Scott Chadwick, Corporation Counsel
Michael Walsh, Finance Director