

Walter J. Vadal

2021 APR 33 P 1:49

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS/MICROSOFT "TEAMS"
740 MAIN STREET
EAST HARTFORD, CONNECTICUT

TOWN CLERK
EAST HARTFORD

MAY 4, 2021

7:00 P.M. Executive Session

REVISED 05-03-21

Due to the coronavirus outbreak, Town Hall is closed. Pursuant to Governor Lamont's Executive Order No. 7B, this Town Council meeting is accessible through "Microsoft Teams" 929-235-8441 Conference ID: 646 623 685 # or click on the link below.

[Click here to join the meeting](#)

Pledge of Allegiance

7:30 p.m.

- 1. CALL TO ORDER
- 2. AMENDMENTS TO AGENDA
- 3. RECOGNITIONS AND AWARDS
- 4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
- 5. APPROVAL OF MINUTES
 - A. April 20, 2021 Public Hearing
 - B. April 20, 2021 Regular Meeting
- 6. COMMUNICATIONS AND PETITIONS
 - A. Liaison Report: Riverfront Recapture
- 7. OLD BUSINESS
- 8. NEW BUSINESS
 - A. Accelerate CT Summer Program Extension Grant
 - B. Recommendations from Personnel & Pensions Subcommittee re:**
 - 1. **Blight Inspector**
 - 2. **Deputy Finance Director**
 - 3. **Chief Information Security Officer**
 - C. Town Council – Acting as a Committee of the Whole for the Real Estate Acquisition & Disposition Committee re: Acquisition 27 Jencks Street
 - D. 2021-2022 School Readiness Grant
 - E. Outdoor Amusement Permit Application: 15th Annual Abelon Memorial Walk
 - 1. Approval of Application
 - 2. Waiver of Associated Permit Fee
 - F. Refund of Taxes
- 9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
 - A. Worker's Compensation claim of former Board of Education employee, David Viera.

11. OPPORTUNITY FOR RESIDENTS TO SPEAK
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor

12. ADJOURNMENT (next meeting: May 18th)

Robert J. Beck

2021 APR 26 A 8:36
TOWN CLERK
EAST HARTFORD

TOWN COUNCIL CHAMBERS/MICROSOFT "TEAMS"

740 MAIN STREET

EAST HARTFORD, CONNECTICUT

APRIL 20, 2021

PUBLIC HEARING/MAYOR'S SALARY-REGISTRARS & DEPUTY REGISTRARS
SALARIES-INDIGENOUS PEOPLES DAY ORDINANCES

- PRESENT Chair Richard F. Kehoe, Minority Leader Esther B. Clarke, Councillors
Angela Parkinson, Connor Martin, Awet Tsegai and John Morrison
- PRESENT Vice Chair Donald Bell Jr., Majority Leader Sebrina Wilson and Patricia
Via Teams Harmon

Chair Kehoe called the public hearing to order at 7:05 p.m.

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

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LEGAL NOTICE

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

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

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

Angela Attenello
Town Council Clerk

Chair Kehoe gave a brief history of the revisions to the three ordinances.

Section 1-16 and Section 14-1 are the revised ordinances needed to change the title of "Columbus Day" to "Indigenous Peoples' Day" and to charge the Commission on Culture and Fine Arts with providing ceremonies and activities to further promote the contributions of indigenous people and the other various groups of immigrants who have contributed to the growth of our nation.

Both Section 2-3. "Mayor's Salary" and Section 2-3b. "Registrars and Deputy Registrars of Voters" are reviewed every two years to adjust for inflation according to the Consumer Price Index. If approved, the revision to Section 2-3 will increase the Mayor's salary to \$102,000 in November 2021 and to \$103,000 in November 2022. The revision to Section 2-3b. if approved, will increase the Registrars' salaries to \$28,000 and increase the Deputy Registrars salaries to \$10,000, both increases effective January 1, 2022. Additionally, there is minor change to the ordinance which states that the Registrars' office does not

need to be opened 24 hours per week, but the Registrars will need to work no less than 24 hours per week.

The following people came forward to ardently support Indigenous Peoples Day:

Tony Le, 53 Elida Court, noted that there are Native American words that have a personal meaning to East Hartford residents such as Podunk, which was the name of the tribe living on land that is now East Hartford and other surrounding towns. He also stated that one of the tribes native to East Hartford was the Hockanum tribe. He is glad that the town has made this important change.

Bonnie Arcari, 73 Birchwood Road, a resident who teaches in West Hartford, supports the town's decision to change Columbus Day to Indigenous Peoples Day since the East Hartford Board of Education has already adopted the change.

Rochelle Ripley, 306 Cavan Lane in Glastonbury, is a descendant of the Lakota tribe and believes that changing Columbus Day to Indigenous Peoples Day is another step forward in uniting all people as a whole American people.

Sandy and Jenny Peterson, 440 Deming Street, South Windsor, a descendent of Native Americans, is appreciative of the recognition that is given to the Native Americans by adopting the change to Indigenous Peoples Day.

MOTION By Esther Clarke
 seconded by Don Bell
 to **adjourn** (7:20 p.m.).
 Motion carried 9/0.

Attest Angela M. Attenello
 Angela M. Attenello
 Town Council Clerk

Robert J. Paek

EAST HARTFORD TOWN COUNCIL

2021 APR 26 A 8:36

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

APRIL 20, 2021

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

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

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:30 p.m. He stated that this is, once again, a hybrid meeting of the Town Council; 6 Councillors physically attending this meeting in the Council Chambers and 3 Councillors attending remotely via "Teams". He then invited the Council to join him in the pledge of allegiance.

AMENDMENTS TO THE AGENDA

MOTION By Awet Tsegai
seconded by Esther Clarke
to **amend** the agenda as follows:

Under New Business, **add** item. 8.K.
entitled "Rental of East Hartford Public Library".

Motion carried 9/0.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

None

APPROVAL OF MINUTES

April 6, 2021 Executive Session

MOTION By Sebrina Wilson
seconded by John Morrison
to **approve** the minutes of the April 6, 2021 Executive Session.
Motion carried 9/0.

April 20, 2021 Regular Meeting

MOTION By Sebrina Wilson
seconded by Esther Clarke
to **approve** the minutes of the April 20, 2021 Regular Meeting.
Motion carried 9/0.

COMMUNICATIONS AND PETITIONS

East Hartford Housing Authority: Liaison Report

The Chair explained that the Town Council liaisons to the East Hartford Housing Authority (EHHA), Metropolitan District Commission and Riverfront Recapture are going to present to the Council a report every six months to keep the Council apprised of what that agency is currently working on.

Esther Clarke and Connor Martin, are the Town Council liaisons to the EHHA. Councillor Martin began his report with a brief history of the EHHA, stating that over 1,000 East Hartford residents call EHHA's units their home. The EHHA oversees 10 housing sites, which are: Hockanum Park, Rochambeau, Shea Gardens, Elms Village, Hutt Heights, Meadow Hill, Heritage Gardens, The Highlands, Miller Gardens and Veterans Terrace. They also manage 8 scattered sites which is equal to 19 units. In total, EHHA manages 784 units of affordable housing.

Councillor Clarke stated that she and former Councillor Linda Russo started the practice of writing a brief report to the Council after an EHHA meeting to keep the Council updated on what was happening. Councillor Clarke stated that Covid testing and inoculations were a main focus to the EHHA for the safety of their residents. Regarding Veterans Terrace, the EHHA has begun construction. They are planning to start twenty more units in Phase II and Councillor Clarke said they have secured funds for Phase III.

James Kate, Chair of the Board of Directors for EHHA, and Deb Bouchard, Executive Director for EHHA, answered questions from the Council.

Collective Bargaining Agreement: East Hartford Board of Education and East Hartford School Registered Nurses Union

Chair Kehoe stated that the Council received the new contract between the Board of Education and the school nurses union. This agenda item is informational only. No Council action is required.

Resignation of Scott Thompson from the Pension and Retiree Benefit Board

Chair Kehoe announced the resignation of Scott Thompson from the Pension and Retiree Benefits Board. He held the position of union representative for over 12 years. Councillor Clarke, who also served on the same Board, thanked Mr. Thompson for his guidance and help during her tenure on that Board. She also noted Mr. Thompson's dedication and service to the town.

NEW BUSINESS

Recommendations from the Ordinance Committee:

Section 1-16 and Section 14-1 Columbus Day/Indigenous Peoples Day

MOTION By Sebrina Wilson

seconded by Angie Parkinson
to **amend** the town of East Hartford Code of Ordinances by adopting a new Section 1-16, entitled "Indigenous People's Day" and by repealing the existing Section 14-1 and substituting a new Section 14-1; both revisions consistent with the draft dated January 31, 2021 that was approved at the March 30, 2021 Ordinance Committee meeting.
Motion carried 9/0.

Section 2-3 Mayor's Salary

MOTION By Sebrina Wilson
seconded by Awet Tsegai
to **amend** the town of East Hartford Code of Ordinances by repealing Section 2-3, entitled "Mayor's Salary" and to substitute in lieu thereof a new Section 2-3 that is consistent with the draft dated January 31, 2021 which was approved at the March 30, 2021 Ordinance Committee meeting.
Motion carried 6/3. **Nays:** Clarke, Harmon, Morrison

Section 2-3b. Registrars and Deputy Registrars of Voters

MOTION By Sebrina Wilson
seconded by Awet Tsegai
to **amend** the town of East Hartford Code of Ordinances by repealing Section 2-3b, entitled "Registrars of Voters Salary" and substitute in lieu thereof a new Section 2-3b, that is consistent with the draft dated January 31, 2021 which was approved at the March 30, 2021 Ordinance Committee meeting.
Motion carried 8/0. **Abstain:** Clarke

Recommendation from the Real Estate Acquisition and Disposition Committee:

150 Prospect Street

MOTION By Angie Parkinson
seconded by John Morrison
to recommend that the Town **not** accept the donation of the 4.6 acre parcel known as 150 Prospect Street; the Administration having notified the Real Estate Acquisition and Disposition Committee that the Town has no current, or anticipated future use, for such property.
Motion carried 9/0.

1177 Burnside Avenue

MOTION By Angie Parkinson
seconded by John Morrison
to recommend that the Town **not** acquire the 1.76 acre parcel known as 1177 Burnside Avenue; the Administration having notified the Real Estate

Acquisition and Disposition Committee that the Town has no current, or anticipated future use, for such property.
Motion carried 9/0.

Town Council – Acting as the Committee of the Whole of the Real Estate Acquisition and Disposition Committee re: Acquisition of Silver Lane Transportation Easements

MOTION By Angie Parkinson
seconded by John Morrison
that this Town Council, acting as a Committee of the Whole for the Real Estate Acquisition and Disposition Committee: (1) waive the requirements of Town Ordinances Section 10-18 (b) as to obtaining an appraisal, phase one environmental assessment, and full title search with respect to the below mentioned interests in real property, waiver being in the best interests of the Town since the Town is obtaining easements not fee ownership, no consideration will be paid for the easements, and full A-2 surveys have been conducted of both the burdened and benefitted easement parcels, and (2) accept from the State of Connecticut, acting through the Secretary of the Office of Policy and Management, transportation easements for the placement of sidewalks over State of Connecticut property at 593, 611, 615 (two easements) and 627 Silver Lane, in the general form attached hereto.
Motion carried 9/0.

Vaccine Equity Partnerships Funding Program

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

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

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

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

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

FEMA Mobile Vaccination Unit: Memorandum of Agreement

MOTION By Don Bell
seconded by Angie Parkinson
to **authorize** Marcia Leclerc, Mayor of the Town of East Hartford, to sign the Memorandum of Agreement entitled "Memorandum of Agreement between the State of Connecticut Department of Emergency Services and

Public Protection – a Division of Emergency Management and Homeland Security – and the Town of East Hartford regarding FEMA Mobile Vaccination Unit” as attached to a memo from Mayor Leclerc to Town Council Chair Rich Kehoe dated April 8, 2021.
Motion carried 8/0. **Abstain:** Kehoe

Bid Waiver: East Hartford Fire Department Records Management System

MOTION By Connor Martin
seconded by Esther Clarke
to **waive** the bidding requirements in accordance with §10-7(c) of the Town of East Hartford Code of Ordinances to allow the East Hartford Fire Department to contract with ESO Solutions, Inc. to replace the department’s records management system to include a fire incident reporting system; such waiver being in the best interests of the town.
Motion carried 9/0.

Referral to Tax Policy Committee re: Properties Recommended for Tax Lien Sales

MOTION By Angie Parkinson
seconded by Connor Martin
to **refer** to the Tax Policy Committee the list of 84 properties recommended for the town’s annual tax lien sale, totaling \$1,869,401.97 in delinquent taxes as recorded on a list attached to a memorandum dated April 14, 2021 from Finance Director Linda Trzetzziak to Mayor Marcia Leclerc, with instructions to review the proposed lists of properties and the criteria used by the town to implement a tax lien sale and to report back to the Town Council with its recommendations, if any.
Motion carried 9/0.

Outdoor Amusement Permit Application: RiMaConn Relay

MOTION By Awet Tsegai
seconded by Angie Parkinson
to **approve** the outdoor amusement permit application entitled “RiMaConn Relay” as submitted by Josh Miller, Vice President and Race Director, for the Hartford Marathon Foundation, to conduct a team relay event to complete a 95 mile trek from Lincoln, Rhode Island to Hartford, Connecticut using the East Coast Greenway on Saturday, August 28th from 5:30pm to 9:30pm; subject to compliance with adopted codes and regulations of the State of Connecticut, the Town of East Hartford, and any other stipulations required by the Town of East Hartford or its agencies.
Motion carried 9/0.

Referral to Personnel & Pensions Subcommittee: Blight Inspector

MOTION By Awet Tsegai
seconded by Connor Martin
to refer to the Personnel & Pensions Subcommittee the job description for two new part-time positions entitled "Blight Inspector" included in the town's FY21 budget, with instructions to review the positions and report back to the full Council with its recommendations, if any.
Motion carried 9/0.

Appointments to Boards and Commissions:

MOTION By Connor Martin
seconded by Awet Tsegai
to approve the following appointments:

- To the Commission on Aging –
Joan Gentile, 1871 Main Street; term to expire December 2023
- To the Commission on Services for Persons with Disabilities –
Rena Berube, 124 Tiffany Road; term to expire December 2021

Motion carried 9/0.

Rental of East Hartford Public Library

MOTION By Awet Tsegai
seconded by Connor Martin
that the town may authorize the use of a portion of the Raymond Library by a video production company for a fee of not less than two thousand dollars for any portion of a day exceeding four hours and not less than one thousand dollars for any portion of a day up to four hours. The portion of the library to be used by such production company shall be subject to mutual agreement between the town and the production company. Such use agreement shall include indemnification of the town for any liability as a result of the production company's actions or non-actions and such other provisions as Corporation Counsel deems appropriate; such authorization shall expire on October 1, 2021.
Motion carried 9/0.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Awet Tsegai stated that he received his first Covid inoculation today at the East Hartford Cultural Community Center and complimented the Health Department staff for their efficient yet professional manner.

OPPORTUNITY FOR RESIDENTS TO SPEAK

Mayor Leclerc addressed the Council on the following: (1) Griffin Hospital in Derby CT is coordinating with the town to administer Covid vaccinations through outreach clinics; (2) there will be a vaccine clinic on April 20th and April 22nd and on Saturday April 24th; (3) the next Drug Take Back Day will be Saturday April 24th at the Public Safety Complex from 10AM to 2PM; (4) the Parks & Recreation Department, in conjunction with the East Hartford Public Library and the town's Youth Services, have many events planned for this summer – which means that several lifeguard and camp counsellor positions will need to be filled; and (7) the Mayor welcomed four new police officers who were sworn in yesterday, April 19th.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Don Bell
 to adjourn (9:30 p.m.).
 Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be May 4th.

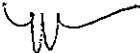
Attest



Angela M. Attenello
TOWN COUNCIL CLERK



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 28, 2021
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: AccelerateCT Summer Program Extension Grant

The Town of East Hartford is looking to apply for grant funding under the AccelerateCT Summer Program Expansion Grant, offered by the Connecticut State Department of Education (CSDE). The grant amount will range between \$25,000 - \$75,000, and the Town is not required to provide a local match.

This funding can be used to expand local existing summer opportunities, which will integrate social, educational and themed enrichment programs.

Please place this item on the agenda for the May 4, 2021 Town Council meeting. I recommend that the Town Council approve this request as submitted.

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

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 4th day of May, 2021

R E S O L U T I O N

WHEREAS; the State of Connecticut has announced the dedication of up to \$11 million in funding toward the expansion of programs that connect students to high-quality summer enrichment and recreational opportunities; and;

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

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

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

IN WITNESS WHEREOF, I do hereunto set my hand and affix the corporate seal of said Town of East Hartford the ____ day of May, 2021.

Seal

Signed: _____
Angela M. Attenello, Council Clerk

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: AccelerateCT Summer Program Expansion Grant

Funder: CT State Department of Education

Grant Amount: \$25,000 per program site*

Frequency: One time Annual Biennial Other _____

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

Is a local match required? Yes No

If yes, how much? Not applicable

From which account? Not applicable

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

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


Duration of grant: Summer 2021

Status of application: Under development

Meeting attendee: Library Director Sarah Morgan, ext. 4340

Comments: * Applicants may submit up to three separate applications for different sites. A maximum of one grant will be awarded per site/location, with a maximum of three per organization.

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Marcia A. Leclerc
FROM: Paul O'Sullivan, Grants Manager 
SUBJECT: Council Resolution – AccelerateCT Summer Program Expansion Grants
DATE: April 28, 2021

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

The purpose of these funds is to increase the number of Connecticut children who can participate in an enrichment program during the summer of 2021, with an emphasis on children who were most impacted by the pandemic. Funding can be used to expand local existing programs, offer subsidies to offset enrollment costs, or create new programs to serve students who might otherwise not have access to summer camp/programs.

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

I have attached an excerpt of a press release from Governor Ned Lamont announcing the dedication of these funds.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on May 4, 2021. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

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

The Office of Governor Ned Lamont

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Governor Lamont Announces \$11 Million To Expand High-Quality Summer Enrichment Programs for Connecticut Children

[Press Releases \(/Office-of-the-Governor/News/Press-Releases\)](#) >

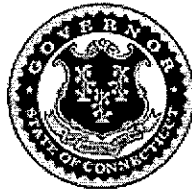
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Press Releases



STATE OF CONNECTICUT

GOVERNOR NED LAMONT

04/21/2021

Governor Lamont Announces \$11 Million To Expand High-Quality Summer Enrichment Programs for Connecticut Children

(HARTFORD, CT) – Governor Ned Lamont today announced that he is proposing to dedicate up to \$11 million in federal funding Connecticut has received for COVID-19 recovery efforts toward the expansion of programs that connect students to high-quality summer enrichment and recreational opportunities, with an emphasis on communities and children who were most impacted by the pandemic.

“After a challenging school year for so many students, our goal with this funding is for all kids to be able to access the terrific summer camps, child care centers, and other summer programs that our state has to offer,” **Governor Lamont said**. “By expanding access and lowering barriers that have precluded students from prior participation, we can help ensure that students have a fun and

educational summer with their peers and are set up for success in the fall. I want to especially thank our own Senator Chris Murphy, whose fervent advocacy of summer enrichment funding has made this all possible.”

The funding will come from the portion of the American Rescue Plan Act funding allocated to the Connecticut State Department of Education (CSDE). Through a partnership between Governor Lamont’s Office, CSDE, the Connecticut Office of Early Childhood, Regional Educational Service Centers (RESC), and members of the AccelerateCT Education Taskforce, the funding will be used through a two-pronged approach – expansion grants and innovation grants – to deliver these high-quality and financially accessible summer enrichment opportunities for children of all ages.

A competitive grant application will be launched to award expansion grants and innovation grants to eligible organizations to provide students and families with engaging summer enrichment and learning experiences. Grant application materials were created in collaboration with dozens of key stakeholders across the state – including leaders of summer programs – and will enable the state to identify and support high-quality programs that are able to expand capacity for summer 2021.

Expansion grants will be awarded to entities to expand existing enrichment opportunities and increase access for children who might otherwise not have access to summer camp or programming. These grants are geared towards local organizations. Applicants may apply for up to \$25,000 to either serve more children, subsidize enrollment costs, or both. Additionally, priority will be given to providers that can quickly scale programming to serve more students and/or make their programming more financially accessible to students from low-income communities. CSDE expects approximately 20,000 additional students to benefit from this grant program. The grant process will prioritize applications that have additional matches through the American Rescue Plan Act funding provided to local school districts and municipalities. By leveraging this match, the state could triple the number of students served.

Innovation grants will be awarded to entities to provide children with access to bold and innovative summer programming. These grants are geared towards entities that can implement programs at scale either regionally or statewide. Applicants may apply for up to \$250,000 to students through existing programming or through the creation of new programming. CSDE expects approximately 5,000 additional students to benefit from this grant program.

Earlier this spring, CSDE issued a survey to state education partners that revealed more than 90 percent of respondents agreed this funding should prioritize enrichment opportunities that will help children get caught up so that they can thrive in the 2021-22 school year. In March, Governor Lamont announced that summer camps and festivals could begin the planning stages to open for the upcoming season. Since then, enrollment for many camps has begun. Some camps have already reported that they are fully booked for the summer, suggesting that there is room for programs that receive expansion grants to serve more students.

TOWN OF EAST HARTFORD

Title: Blight Inspector

Hourly Rate: \$20 per hour

Department: Inspections and Permits

Adoption Date:

Position: Non – Bargaining Classified

POSITION DEFINITION:

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

ESSENTIAL JOB FUNCTIONS:

- Perform inspections for compliance of the following ordinances:

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

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

Ordinance Section

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

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

KNOWLEDGE, SKILLS AND ABILITIES:

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

PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS:

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

JOB QUALIFICATIONS:

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

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

DRAFT

TOWN OF EAST HARTFORD

TITLE: Deputy Finance Director

SALARY RANGE: \$90,000-\$120,000

DEPARTMENT: Finance

ADOPTED DATE:

HOURS: 40, Monday through Friday

POSITION DEFINITION:

Overall the deputy finance director provides highly responsible and complex administrative support to the Finance Director; and serves as second in charge of the Finance Department. Directly supports the management of the Finance, Tax and Assessor Departments. This position will assist with the Town budget, borrowing strategies, cash management and the overall administration of departments reporting to the Finance Director.

ESSENTIAL JOB FUNCTIONS:

- Works with departments to ensure compliance of budget related programs and policies
- Assists in establishing the priorities of accounting, cash management, payroll, tax revenue, property assessment and revenue collection.
- Oversees Assessor and Collector of Revenue departments.
- Assists in the administration of Tax and Assessor departments with respect to employee management, policy compliance, and adherence to sound accounting practices
- Assists with the development of annual budget; interfacing with directors, Town Council and Mayor.
- Prepares financial information of bond offerings
- Coordinates the financial administration of personnel policies and collective bargaining agreements for department employees.
- Works with human resource department in the administration of retirement plans and compliance with collective bargaining agreements.
- Assists with annual Town audits
- ~~Administer and reviews purchase orders and bill payments. not regularly currently Kim does.~~
- Serves as a financial resource for Town departments, commissions and boards
- Provides direction to departments and employees as developed by the Finance Director.
- Assists with fiscal management of grants
- Assists with actuary reporting for Town Pension and OPEB plans
- ~~Ability to prepare financial statements in accordance with generally accepted accounting principles. Not sure you want this here this really needs an accounting degree/Kim does~~
- Develop strategies for improvements of efficiency and productivity.
- Ability to manage employees ensuring maximum performance.

- Other duties as required.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of financial administration: accounting, budgeting, tax collection, purchasing and investing.
- Knowledge and expertise of software programs such as MUNIS, Novatime
- Able to understand municipal operations and relation to budgetary impact.
- Thorough knowledge of town, state and federal laws, policies, ordinances, rules and regulations
- Thorough knowledge of financial administration, including accounting, budgeting, purchasing and investing.
- ~~Able to prepare financial statements in accordance with generally accepted accounting principles. Again Not sure you want this here this really needs an accounting degree/Kim does~~
- Able to manage and supervise employees
- Able to interpret statistical and narrative reports
- Able to communicate clear, concise, written and oral instructions
- Demonstrates a level of expertise with financial software products

PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS:

- Works in office setting subject to continuous interruptions and background noise
- Long periods of time sitting and a computer terminal.
- May experience stress from multiple demands of this position.

JOB QUALIFICATIONS:

This position requires a bachelor's degree in public ~~administration?~~ ~~administration~~, ~~accounting~~, ~~public finance~~, business administrator or closely related field. 3 to 5 years increasingly responsible experience in financial management. Management experience in a team-oriented workplace preferred. ~~management. ?some supervision requirement~~ A Master's degree in business or public administration is highly preferred.

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

TOWN OF EAST HARTFORD

TITLE: Chief Information Security Officer

SALARY RANGE: \$90,000-\$120,000

DEPARTMENT: Information Technology

ADOPTION DATE:

POSITION DEFINITION:

The Chief Information Security Officer (CISO) is tasked with oversight of the Town's Office of Information Technology (OIT) Security division specifically focusing efforts on cyber-security, risk management, department Project Management and, assisting the Chief Information Officer with developing the IT Budget and Capital Plan. The CISO will develop policies, regulations and best practice documents for the OIT based on Industry Standards provided by NIST and SANS.

Working under the general direction of the Chief Information Officer; creates procedures, reviews policies and ensures compliance reporting overall metrics. This position will be in charge of building and ensuring compliance to a Cyber Security policy, focusing extensively on validation of all appropriate controls to comply with all Federal, state, local or financials based mandates the Town is regulated by. Additionally, the CISO is responsible for protecting the infrastructure from cyber threats internally and externally working with senior members to create best practices and adhering to them. The CISO will develop and provide security training for all Town staff as well as regularly run in house phishing attack's and pen testing

ESSENTIAL JOB FUNCTIONS:

- Reviews and monitors federal, state and local policies to ensure municipal data is managed, monitored and protected in compliance with all regulations
- Coordinates efforts of OIT team to ensure security decisions are rooted in best practice, clearly applied, and properly tested regularly
- Develops policies and procedures focused around Information Technology security and implements with the assistance of the CIO and IT Manager
- Develops and maintains network security baseline standards collaboratively with network team
- Develops security awareness training program
- Builds Cyber Security Strategy, focusing on strong cohesion with peer municipalities, State and Federal agencies, and business partners
- Monitors for compliance of Cyber Liability policies to protect fiduciary interests in the event of an attack or breach
- Participates in and helps determine broad direction of Network Security across WAN, LAN, and at the systems level
- Provides high-level oversight of department security operations and ensures adherence to published security plans
- Reviews and audit's security stances to ensure appropriate technologies are not circumvented

- Reviews network changes for compliance with security standards of the municipality
- Serves as incident manager for cyber security related detection and responses as necessary
- Oversees annual 3rd party testing and analyzes data with IT leadership team to address findings
- Participates in regional, state, and federal Information Security committees to represent and enhance the Town's Cyber Security strategies
- Trains any assigned Information Technology staff appropriately on security practices
- Maintains current knowledge of critical security monitoring software
- Serves as a project manager for the department for various assigned projects
- Assists in annual budget setting for the Office of Information Technology
- Other tasks as assigned by the chief information officer

KNOWLEDGE, SKILLS AND ABILITY:

- Knowledge of Information Technology security principles
- Knowledge of network engineering and design
- Knowledge of application and database security
- Considerable knowledge of broad base information technology tools available for defense of system resources
- Demonstrated ability to hold cooperative design and strategy session with multiple technical and non-technical staff
- Knowledge of Critical Infrastructure components used in IOT initiatives
- Strong knowledge of NIST 800-53
- Strong knowledge of CIS top 20 controls
- Oral and written communication skills
- Strong interpersonal skills

JOB REQUIREMENTS:

The skills and knowledge required would generally be acquired with a Bachelor's Degree in Computer Science and (10) years of experience in Network Engineering, IT Management, or similar roles.

The Town reserves the right to allow a combination of experience in lieu of certification.

Experience and advanced training in leadership highly desired as this role will work with multiple stakeholders to protect all user data while allowing innovation and creativity to occur in the best interests of Municipal Operations for expansion of citizen outreach.

Certifications in at least Security+ with CISM or CISSP strongly desired. Project management certification or equivalent experience running IT projects.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 29, 2021
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *ML*
RE: Acquisition of 27 Jencks Street

The Town is looking to acquire the property of 27 Jencks Street, adjacent to the Town's levee in the North Meadows area. This foreclosed property has been in disrepair for years, and its acquisition would allow the Town to resolve the blight issue and provide unfettered access to the levee for repairs and maintenance.

Please place this item on the Town Council agenda for the May 4, 2021 meeting. I ask that the Council act as a Committee of the Whole for the Real Estate Acquisition and Disposition Committee to waive the requirements of Town Ordinances, Section 10-18 (b) with respect to obtaining an appraisal of this property.

C: S. Chadwick, Corporation Counsel
R. Gentile, Assistant Corporation Counsel

MOVE:

That the Town Council, acting as a Committee of the Whole for the Real Estate Acquisition and Disposition Committee, waive the requirements of Town Ordinances Section 10-18(b) with respect to obtaining an appraisal of the property known as 27 Jencks Street (the "Property"), and a Phase 1 Environmental Report on the Property, such waivers being in the best interests of the Town, given the fact that the Town is receiving the property for \$1.00 and other non-monetary considerations, the Property has had a residential use that pre-dates the enactment of the Connecticut Transfer Act, and the property is being conveyed to the Town for municipal purposes; and approve the acquisition of the Property from US Bank National Association.

**SPECIAL MEETING MINUTES
PLANNING AND ZONING COMMISSION
APRIL 30, 2021**

A Special Meeting of the **EAST HARTFORD PLANNING AND ZONING COMMISSION** was held via Microsoft "Teams" in Town Hall, 740 Main Street, East Hartford CT on April 30, 2021.

CALL TO ORDER

The meeting was called to order at 12:05 p.m.

ROLL CALL

Present:

John Ryan, Chair
Henry Pawlowski, Vice Chair
Valentine Povinelli
Sidney Soderholm

Absent

Carol Noel, Secretary
Stephen Roczynski
Travis Simpson
Melissa-Sue John, Alternate
Wesaneit Tsegai, Alternate

Also Present

Jeff Cormier, Town Planner

The Chair declared a quorum with 4 voting members.

C.G.S. 8-24 REFERRAL – 27 Jencks Street; acquisition of the property by the Town to demolish the house and add the property to the levee system.

Upon a motion by Hank Pawlowski, seconded by Sid Soderholm, the Commission **Voted (4-0)** for a **favorable recommendation** of the 8-24 referral to acquire the property at 27 Jencks Street.

ADJOURNMENT

The meeting was adjourned at 12:10 p.m.

Robert J. Chalk
2021 APR 30 P 2:09
TOWN CLERK
EAST HARTFORD

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

(860) 291-7215

FAX (860) 291-0145

OFFICE OF THE
CORPORATION COUNSEL

From: Scott R. Chadwick
To: Mayor Marcia A. Leclerc
Date: 4/29/2021
Re: Acquisition of 27 Jencks Street

MEMO

Please place this matter on the next Town Council Agenda for May 4, 2021. In support hereof, attached hereto are copies of the following:

- (1) A memorandum from Assistant Corporation Counsel Rich Gentile;
- (2) A survey of the properties located on Jencks Street; and
- (3) A proposed Town Council resolution.

I anticipate having an offer letter from U.S. Bank later today. I will forward same to you upon receipt.

By: 

SCOTT R. CHADWICK
Town of East Hartford
East Hartford Corporation Counsel
740 Main Street
East Hartford, CT 06108
Tel. (860) 291-7214

OFFICE OF THE CORPORATION COUNSEL

To: Scott Chadwick, Corporation Counsel

From: Rich Gentile, Assistant Corporation Counsel

Date: April 28, 2021

Re: Acquisition of 27 Jencks Street

The property known as 27 Jencks Street is located adjacent to the Town's levee in the North Meadows. A copy of a survey showing the property is attached hereto. The property is one of a series of properties that have been identified through the years as a property to be acquired when/if available. Acquisition of the property would allow the Town to simplify overall repairs and maintenance of the levee as it would allow the Town additional, unfettered access to the levee.

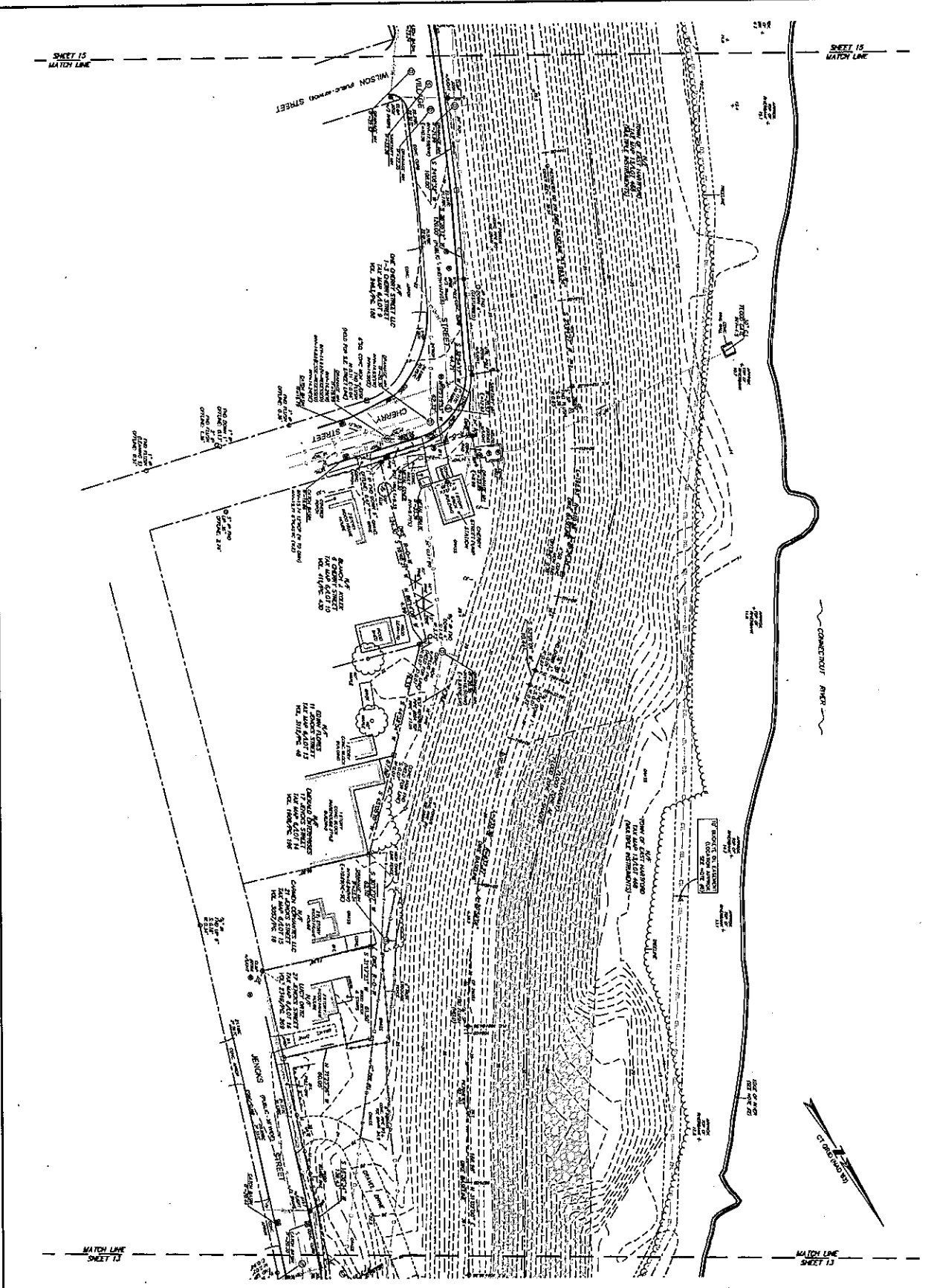
The property has been in terrible repair for years and has received demolition notices from the Town. In the midst of enforcement of the demolition notices, the mortgage on the property was foreclosed by the mortgage holder (US Bank National Association).

I understand that you have had numerous discussions with representatives of US Bank and they are willing to convey the property to the Town for \$1.00. This would allow the Town to quickly demolish the property without the need for liening the property and commencing a foreclosure action to obtain title.

I understand that US Bank needs to move quickly and, accordingly, the Town has a short time-frame to act.

I have reviewed title to the property, beginning with US Bank's foreclosure action, and find no liens on the property since that time. Town taxes are current.

If you wish to move forward, I would suggest that the Town Council act as a committee of the whole at next Tuesday's meeting (May 4). I have attached a draft motion for this purpose. I also note that I have asked our Town Planner to shepherd through an 8-24 approval prior to the Town Council approval.



REPRODUCTION OF THE PLAN AND MAP IS
 PROHIBITED WITHOUT THE WRITTEN PERMISSION
 OF THE ENGINEER.

TO BE KEPT FOR RECORD AND NOT TO BE
 DESTROYED OR DISPOSED OF WITHOUT THE
 WRITTEN PERMISSION OF THE ENGINEER.

ENGINEER: T. COPPIN, L.S. No. 7827

FOR THE
 EAST HARTFORD
 FLOOD CONTROL SYSTEM
 FEMA ACCREDITATION
 PROJECT

SITUATED IN THE
 TOWN OF EAST HARTFORD,
 COUNTY OF HARTFORD,
 STATE OF CONNECTICUT

JANUARY 24, 2014

NO.	DATE	DESC.

PREPARED FOR:
 G3 CONSULTANTS, INC.
 400 UNION PARK DRIVE
 NORBURN, MA 01801

BSC GROUP
 300 Winding Brook Drive
 Glastonbury, CT 06033
 860.532.8327

TITLE: FLOOD CONTROL SYSTEM
 DATE: 01/24/14
 SHEET: 14 OF 30

SCALE: 1" = 30'
 0 30 60 90 120 150 180 210 240 270 300



usbank.com

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

Re: Property Located at 27 Jencks Street, East Hartford, CT 06108

Dear Mayor Leclerc:

On or about April 21, 2017, U.S. Bank National Association, by and through a Certificate of Foreclosure, became the record title owner of property located at 27 Jencks Street, East Hartford, CT 06108. A Copy of the Certificate of Foreclosure, along with the pertinent legal description, is hereby attached. Based on discussions with Scott R. Chadwick, Corporation Counsel for Town of East Hartford, U.S. Bank has indicated its desire to sell the above referenced property to the City for the total sum of One Dollar (\$1.00).

If the terms of the sale are accepted, U.S. Bank and the City will agree that the property shall be sold, and that the City shall accept possession of the property upon a closing date to be determined by the parties, as is, where is, with all faults, and that, except for a limited warranty of title to be given in the deed to the City, shall be without representation or warranty of any kind or nature by U.S. Bank, whether express, implied, statutory or otherwise.

If the City wishes to purchase this property from U.S. Bank, please let me know. We look forward to hearing from you soon. Thank you for your time and consideration.

Sincerely,

Len McMorrow

Len McMorrow
Senior Vice President
REO & Special Asset Servicing
U.S. Bank National Association

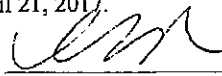
Cc: Scott Chadwick, Corporation Counsel, Town of East Hartford
Beth Northrop-Day, Assistant General Counsel, U.S. Bank

After Recording Return to:
Bendett & McHugh, P.C.
Heather L. Breton
270 Farmington Avenue, Suite 151
Farmington, CT 06032
1032FC-20163824

DOCKET NO. HHD-CV-16-6071415-S : SUPERIOR COURT
U.S. BANK NATIONAL : J.D. OF HARTFORD
ASSOCIATION
VS : AT HARTFORD
ORTIZ, LUCY, ET AL : April 25, 2017

CERTIFICATE OF FORECLOSURE

This certifies that a mortgage to Wells Fargo Home Mortgage, Inc. from Lucy Ortiz dated December 31, 2003 and recorded January 7, 2004 in Volume 2349 at Page 271 of the East Hartford Land Records; assigned to **The Leader Mortgage Company** by an assignment of mortgage dated December 31, 2003 and recorded January 7, 2004 in Volume 2349 at Page 283 of the East Hartford Land Records, was foreclosed upon the complaint of **U.S. Bank National Association** against **Lucy Ortiz, the owner of the equity of redemption, and against Connecticut Housing Finance Authority, Beneficial Financial I Inc. f/k/a Beneficial Mortgage Co. of Connecticut and State of Connecticut, Department of Revenue Services, each having an interest therein**, in the Superior Court for the Judicial District of Hartford at Hartford for the County of Hartford and the State of Connecticut on January 17, 2017. The premises foreclosed are commonly known as **27 Jencks Street, East Hartford, CT** and are more particularly described as follows: See Exhibit A attached hereto and made a part hereof. The time for the redemption in said judgment of foreclosure has passed and title to said premises has become absolute in **U.S. Bank National Association, with an address of 4801 Frederica Street Owensboro, KY 42301** on April 21, 2017.

By: 

Michelle L. Bibeau
Bendett & McHugh, PC

SCHEDULE A

a certain piece or parcel of land with the buildings and improvements thereon situated in the Town of East Hartford, County of Hartford and State of Connecticut, being the easterly portion of Lot No. 7 as shown on a map or plan entitled "Lots belonging to Lyman Wisley, East Hartford Meadow, W. H. Olmstead, C.E., Oct. 1895, Scale 50' = 1 inch" which map or plan is on file in the office of the Town Clerk in said Town of East Hartford, and to which reference is herein made, being all of said Lot No. 7, as shown on said map, with the exception of that portion of said Lot No. 7 which was conveyed, together with other land located westerly of said Lot No. 7, by a Quit-Claim deed from Elizabeth J. Ahlberg to the Town of East Hartford, said deed being dated December 30, 1939 and recorded April 3, 1940.

Said premises are more particularly bounded and described as follows:

Beginning at a marker in the westerly line of Jencks Street, which point also marks the southeasterly corner of said Lot No. 7 aforesaid, thence running westerly in a line at right angles with the westerly line of said Jencks Street a distance of seventy-three and fifty-five one-hundredths (73.55) feet to a point, thence turning and running northerly and in a straight line along the easterly line of land now or formerly of the Town of East Hartford a distance of sixty-three and seven-tenths (63.7) feet, more or less, to a point, thence turning and running easterly a distance of sixty and five one-hundredths (60.05) feet in a line, which line is at right angles with the westerly line of said Jencks Street, to a marker located in the westerly line of said Jencks Street, thence running southerly along the westerly line of said Jencks Street a distance of sixty (60) feet to the point or place of beginning.



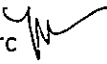


27





TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 28, 2021
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: 2021-2022 School Readiness Grant

As a priority school readiness district municipality, the Town of East Hartford is applying for an allocation of \$2,761,544 from the Connecticut State Department of Education (CSDE) School Readiness Grant Program.

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.

Please place this information on the agenda for the May 4, 2021 meeting. I recommend that the Town Council approve this request as submitted and adopt the attached resolution.

C: Eileen Buckheit, Director of Development
Paul O'Sullivan, Grants Manager
Jessica Carrero, Assistant to the Mayor
Mary Jo Terranova, Interim East Hartford School Readiness Liaison

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 4th of May, 2021.

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 \$2,761,544 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, 2021.

Signed: _____
Angela M. Attenello, Council Clerk

seal

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: 2021-22 School Readiness Grant

Funder: Connecticut State Department of Education

Grant Amount: \$2,761,544

Frequency: One time Annual Biennial Other _____

First year received:	<u>2011*</u>		
Last 3 years received:	<u>2021</u>	<u>2020</u>	<u>2019</u>
Funding level by year:	<u>\$2,885,178</u>	<u>\$2,885,178</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: Mary Jo Terranova, Interim East Hartford School Readiness Liaison, 860-539-4199

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 – 2021-22 School Readiness Grant
DATE: April 28, 2021

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 is applying for an allocation of \$2,761,544 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.

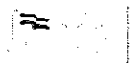
It is expected that all children who participate in quality school readiness programs will demonstrate the skills at kindergarten entry delineated in the Connecticut Early Learning and Development Standards (ELDS) developed by the CSDE.

I respectfully request that the attached Resolution be placed on the Town Council agenda for their meeting to be held May 4, 2021. 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: Eileen Buckheit, Director of Development
Jessica Carrero, Assistant to the Mayor
Mary Jo Terranova, Interim East Hartford School Readiness Liaison



Languages

The Office of Early Childhood (OEC) is supporting families and child care providers during the COVID-19 emergency. [Visit OEC's COVID-19 response page.](#)



[Home](#) > School Readiness Preschool Grant Program

In this section...

Funded Programs

School Readiness Preschool Grant Program

☰ On this page

[What does the program do?](#)

[Which communities are eligible?](#)

[What types of spaces are funded?](#)

[Are families charged a fee?](#)

[Who decides how to spend a school readiness grant?](#)

The School Readiness Preschool Program provides affordable, high-quality early care and education services in high-need communities that help young children prepare for kindergarten.

What does the program do?

The program funds spaces for children ages 3, 4, and 5 who aren't yet eligible for kindergarten. At least 60 percent of the children enrolled must be at or below 75 percent of the State Median Income.

The School Readiness Preschool Program benefits individual children, their families, and their communities. Find out more about the [benefits of school readiness](#).

i **Are you looking for high-quality preschool for your family?**

Dial 2-1-1 and we'll help you identify options. [Or visit the 2-1-1 website.](#)

Which communities are eligible to apply for a school readiness grant?

A community may be eligible to receive school readiness funds if:

- It's a community designated as a priority school district — either currently or in the past
- It's a community in the lowest 50 towns ranked by wealth

Each year, OEC determines eligibility and issues a request for proposals from communities.

What types of spaces are funded with school readiness funds?

There is a range of space types, from part-time to full-time, year-round programs. Each space type has specific requirements that determine how much the program will be reimbursed for each enrolled child.

Are families charged a fee for children enrolled in a school readiness program?

Programs charge parent fees based on the [OEC Fee Schedule](#). They may also use the [Care4Kids Program](#).

Who decides how each community spends its school readiness grant?

Communities receiving School Readiness Grant funds have a School Readiness Council (SRC) that's responsible for making recommendations about the school readiness grant program. [Find out more about how school readiness grants are awarded](#).

LAST UPDATED FEBRUARY 25, 2021



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 21, 2021

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

**Re: Outdoor Amusement Permit Application
"15th Annual Abelon Memorial Walk"**

Dear Chairman Kehoe:

Attached please find the amusement permit application by the **East Hartford Public Schools by Rachel Buck, Walk Faculty Advisor for the CIBA Student Advisory Board**. The applicant seeks to conduct a walk to raise money and awareness for pancreatic cancer research and money for a college scholarship for a CIBA student. The walk includes refreshments and guest speakers who will be on the grounds of the **Connecticut IB Academy, 857 Forbes Street on Saturday, May 15, 2021** from approximately 7:30 a.m. to 2:00 p.m. The walk will begin at CIBA and proceeds down **Forbes Street to Sunset Ridge School (450 Forbes Street)**, then turns, retracing its steps back to CIBA.

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

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

The **Risk Management Department** approves the application as submitted.

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

The **Office of Corporation Counsel** approves application as submitted.

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

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

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

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

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

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott M. Sansom". The signature is stylized with a large initial "S" and 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:
15th Annual Abelon Memorial Walk
2. Date(s) of Event:
Saturday, May 15, 2021
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):
Michael Abelon Memorial Foundation
Connecticut IB Academy, Student Advisory Board
857 Forbes St, East Hartford, CT 06118
(C) 203-530-1171, (W) 860-622-5590
mabelonmf@gmail.com
4. Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address
Rachel Buck - Vice President, buck.rl@easthartford.org
CIBA, 857 Forbes St, East Hartford, CT 06118
Additional Officer: Doug Clarke - Secretary/Treasurer (same address)
5. List the location of the proposed amusement: (Name of facility and address)
Connecticut IB Academy (CIBA), 857 Forbes Street, East Hartford, CT 06118 → Forbes Street → Sunset Ridge School, 450 Forbes Street, East Hartford, CT 06118 (and back)
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
5/15/21 7:30 am - 2 pm
7. Provide a detailed description of the proposed amusement:
Please see attached

8. Will music or other entertainment be provided wholly or partially outdoors?
- X Yes No
- a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? 5/15/21 9 - 12 noon
9. What is the expected age group(s) of participants?
mostly 14 - 18 year olds, but walkers draw from all age groups
10. What is the expected attendance at the proposed amusement:
(If more than one performance, indicate time / day / date and anticipated attendance for each.)
100 - 150 (if current COVID guidelines change, we will modify this number)
11. Provide a detailed description of the proposed amusement's anticipated impact on the surrounding community. Please comment on each topic below:
- a. Crowd size impact:
Please see attached
- b. Traffic control and flow plan at site & impact on surrounding / supporting streets:
Please see attached
- c. Parking plan on site & impact on surrounding / supporting streets:
Please see attached
- d. Noise impact on neighborhood:
Please see attached
- e. Trash & litter control plan for the amusement site and surrounding community during and immediately after the proposed amusement:
Please see attached
- f. List expected general disruption to neighborhood's normal life and activities:
Please see attached
- g. Other expected influence on surrounding neighborhood:
Please see attached
12. Provide a detailed plan for the following:
- a. Accessibility of amusement site to emergency, police, fire & medical personnel and vehicles:
full accessibility
- b. Provisions for notification of proper authorities in the case of an emergency:
Please see attached
- c. Any provision for on-site emergency medical services:
Please see attached
- d. Crowd control plan:
Please see attached
- e. If on town property, the plan for the return of the amusement site to pre-amusement condition:
Please see attached

f. Provision of sanitary facilities:
Please see attached

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

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

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

Yes X No Alcoholic beverages will be served / provided.

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

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

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

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

Please see attached

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

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

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

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

Rachel Buck

(Legal Name of Applicant)

Rachel Buck

(Applicant Signature)

Rachel Buck

(Printed Name)

4/3/2021

(Date Signed)

Walk Faculty advisor

(Capacity in which signing)

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

Outdoor Amusement Permit Application Additional Responses

7. Provide a detailed description of the proposed amusement:

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

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

a. Crowd size impact:

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

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

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

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

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

d. Noise impact on neighborhood:

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

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

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

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

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

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

g. Other expected influence on surrounding neighborhood:

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

12 Provide a detailed plan for the following:

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

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

c. Any provision for on-site medical services:

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

d. Crowd control plan:

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

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

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

f. Provision of sanitary facilities:

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

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

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

Rivera, Augustina

From: RACHEL L. BUCK <buck.rl@easthartford.org>
Sent: Monday, April 5, 2021 1:50 PM
To: Rivera, Augustina
Subject: Re: 15th Annual Abelon Memorial Walk Permit

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

President: Rebecca Delois, PO Box 2456, 92 Main St, Ogunquit, ME 03907
Vice President: Rachel Buck, 40 Meadow Way, Meriden, CT 06450
Secretary/Treasurer: Doug Clarke, 48 Tedwin Farms Rd, Rocky Hill, CT 06067

Thank you,

Rachel Buck



Rachel Buck

she/her/hers
Mathematics Teacher
Student Advisory Board Advisor
Interact Club Advisor
Abelon Committee Advisor
Connecticut IB Academy
888-822-8880
buck.rl@easthartford.org

FOR OFFICE USE

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

Outdoor Amusement Permit Fees:

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

Total Assessed Amusement Permit Fee

Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 4/5/21 7 : 35 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.

Rivera, Augustina

From: Sasen, Christine
Sent: Friday, April 9, 2021 1:02 PM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

ok

From: Rivera, Augustina
Sent: Monday, April 5, 2021 9:20 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Oates, John <Joates@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Ficacelli, Joseph <JFicacelli@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>; Trzetzziak, Linda <Ltrzetzziak@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>
Subject: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Good morning,

Please find attached your Directors Review & Notice and the Outdoor Amusement Permit documents for the "15th Annual Abelon Memorial Walk" for May 15, 2021. Please review and submit comments back to me no later than 12:00 noon, Monday, April 19th.

Thank you. Have a great day.

Tina

Augustina Rivera
Administrative Clerk 3
Support Services Bureau
East Hartford Police Department
31 School Street
East Hartford, CT 06108
arivera@easthartfordct.gov

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

Rivera, Augustina

From: Grew, Greg
Sent: Monday, April 19, 2021 11:07 AM
To: Rivera, Augustina
Subject: Re: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

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

MILTON GREGORY GREW, AIA
Director of Inspections & Permits
(Building / Zoning / Property Maint.)



Town of
EAST HARTFORD
CONNECTICUT

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

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Monday, April 19, 2021 7:15 AM
Subject: FW: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Good morning,

Just a friendly reminder that I need your feedback by today.

Thank you.

Tina

From: Rivera, Augustina
Sent: Monday, April 5, 2021 9:20 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Oates, John <Joates@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Ficacelli, Joseph <JFicacelli@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>; Trzetzziak, Linda <Ltrzetzziak@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>
Subject: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Rivera, Augustina

From: Gentile, Richard
Sent: Monday, April 5, 2021 3:16 PM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Thank you. I am all set. Rich

From: Rivera, Augustina
Sent: Monday, April 5, 2021 2:09 PM
To: Gentile, Richard <RPGentile@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Good Afternoon Rich,

I have attached the updated application with #3 and #4 corrected and with a list of the members of the Foundation. Let me know if you are ok with the updated paperwork.

Tina

From: Gentile, Richard <RPGentile@easthartfordct.gov>
Sent: Monday, April 5, 2021 11:28 AM
To: Rivera, Augustina <ARivera@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Yes please

From: Rivera, Augustina
Sent: Monday, April 5, 2021 11:22 AM
To: Gentile, Richard <RPGentile@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Hello,

I just check the 2019 and 2018 application, they all the same as what she submitted for this year's application. Would you like me to reach out to her and have her redo the first page of application to reflect those changes?

Tina

From: Gentile, Richard <RPGentile@easthartfordct.gov>
Sent: Monday, April 5, 2021 11:17 AM
To: Rivera, Augustina <ARivera@easthartfordct.gov>; Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Oates, John <Joates@easthartfordct.gov>
Cc: Alsop, Steve <SAIsup@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Ficacelli, Joseph

Fire Dept



Scott Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 15, 2021**

Event: **15th Annual Abelon Memorial Walk**

Applicant: **East Hartford Public Schools by Rachel Buck, Walk Faculty
Advisor for the CIBA Student Advisory Board**

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

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

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

Anticipated Cost(s) if known \$ N/A

Signature

Steve Alsop

4/15/21

Date

Comments: Asst- Fire Chief

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

DATE: April 6, 2021

APPLICATION FOR: Abelon Memorial Walk

APPLICANT: Michael Abelon Memorial Foundation

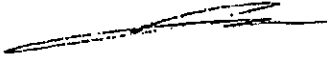
ADDRESS: CIBA 857 Forbes St East Hartford CT 06118

DATE(S) OF EVENT: May 15, 2021

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

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

COMMENTS: Food mentioned in application are snacks only. No cooking


JUSTIN WAGNER
FIRE MARSHAL
TOWN OF EAST HARTFORD



Scott Sansom
Chief of Police

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

Health Dept



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 15, 2021**

Event: **15th Annual Abelon Memorial Walk**

Applicant: **East Hartford Public Schools by Rachel Buck, Walk Faculty
Advisor for the CIBA Student Advisory Board**

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

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

Anticipated Cost(s) if known \$ _____

Laurence Burnsed, MPH
Signature

April 19, 2021
Date

Comments:

The event organizer contacted the East Hartford Health Department to inquire about COVID-19 precautions and food / water provided to participants. All food and water will be pre-packaged and single use items.

Rivera, Augustina

From: Burnsed, Laurence
Sent: Monday, April 19, 2021 10:10 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021
Attachments: Directors' Review Notice Abelon Memorial Walk 19 April 2021.doc

Hi Augustina,

Attached is the response from the Health Department. We reviewed COVID-19 precautions and food service with the event contact.

Laurence Burnsed, MPH
Director of Health & Social Services
Town of East Hartford
740 East Main
East Hartford, CT 06108
lburnsed@easthartfordct.gov
Office: 860-291-7321
Cell: 860-604-6731

From: Rivera, Augustina
Sent: Monday, April 19, 2021 7:16 AM
Subject: FW: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Good morning,

Just a friendly reminder that I need your feedback by today.

Thank you.

Tina

From: Rivera, Augustina
Sent: Monday, April 5, 2021 9:20 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Oates, John <Joates@easthartfordct.gov>
Cc: Alsup, Steve <SAI@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Ficacelli, Joseph <JFicacelli@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>; Trzetzkiak, Linda



Scott Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 15, 2021**

Event: **15th Annual Abelon Memorial Walk**

Applicant: **East Hartford Public Schools by Rachel Buck, Walk Faculty
Advisor for the CIBA Student Advisory Board**

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 \$0.0

Ted Fravel

Signature

4/19/20

Date

Comments:



Scott Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 15, 2021**

Event: **15th Annual Abelon Memorial Walk**

Applicant: **East Hartford Public Schools by Rachel Buck, Walk Faculty Advisor for the CIBA Student Advisory Board**

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 \$ none

Marilynn Cruz-Aponte
Signature

April 5, 2021

Date

Comments:

Police Dept

Rivera, Augustina

From: Hawkins, Mack
Sent: Monday, April 19, 2021 11:04 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Tina,

I have reviewed the Outdoor Amusement Permit Application for "15th Annual **Abelon** Walk" for 2021. I approve the application as submitted. Please 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: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Monday, April 19, 2021 7:16 AM
Subject: FW: Outdoor Amusement Permit for "15th Annual Abelon Memorial Walk" on May 15, 2021

Good morning,

Just a friendly reminder that I need your feedback by today.

Thank you.

Tina



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 22, 2021
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *M*
RE: REFERRAL: Refund of Taxes

I recommend that the Town Council approve a total refund of taxes in the amount of \$17,874.85 as detailed in the attached listing from our Assistant Collector of Revenue.

Please place this item on the Town Council Agenda for the May 4, 2021 meeting.

C: I. Laurenza, Tax Collector
L. Trzetzkiak, Finance Director
K. Foran, Assistant Collector of Revenue

INTEROFFICE MEMORANDUM

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

FROM: KRISTY FORAN, ASSISTANT COLLECTOR OF REVENUE

SUBJECT: REFUND OF TAXES

DATE: 4/22/2021

Under the provisions of Section 12-129 of the Connecticut General Statutes, the following persons are entitled to the refunds as requested. The total amount to be refunded is \$17,874.85. Please see attached listing. Please place this item on the Town Council agenda for May 4, 2021.

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Int Paid	Over Paid
2019-04-0080365	ARRIETA ADELFA	20 LATIMER ST	EAST HARTFORD, CT 06108-2327	2015/1G1PE5S80F7120580	0	-47.97
2019-04-0080463	BAILES JAMES E JR	41 HOCKANUM DR	EAST HARTFORD, CT 06118-3202	2004/JF1GD29624H500938	0	-36.81
2019-01-0001852	BARRETO JULIO	14 CHICKASAW DR	EAST HARTFORD, CT 06118	14 CHICKASAW DR	0	-22.93
2019-01-0010945	BREEN RICHARD	479 PLEASANT VALLEY RD	SOUTH WINDSOR, CT 06074	929 BURNSIDE AVE A-15	0	-97.55
2019-04-0080890	BROTHERS OIL COMPANY INC.	486 SCHOOL ST	EAST HARTFORD, CT 06108-1149	1998/1FV6HJBA6WH908336	0	-5.24
2019-01-0002049	BYNDAS MICHAEL & WANDA	48 RIDGECREST CIR	WETHERSFIELD, CT 06109	33-39 CASABELLA CIR	0	-80.00
2019-03-0055633	CAREER TRAINING SPECIALISTS LLC	745 BURNSIDE AVE	EAST HARTFORD, CT 06108-2705	2016/WAUM2AFH9GN000474	0	-869.40
2017-04-0081467	CHUNG CHRISTOPHER C	22 WOODCHUCK LN	WILTON, CT 06897	2015/5SSWF4KB9FU023302	-271.11	-753.08
2018-03-0056594	CHUNG CHRISTOPHER C	22 WOODCHUCK LN	WILTON, CT 06897	2015/5SSWF4KB9FU023302	-161.09	-715.96
2019-03-0056760	CHUNG CHRISTOPHER C	22 WOODCHUCK LN	WILTON, CT 06897	2015/5SSWF4KB9FU023302	-27.01	-600.30
2019-04-0081533	COOKE CHIMERE L	44 TAYLOR ST	EAST HARTFORD, CT 06118-2332	2010/5J6TF2H51AL011784	0	-35.14
2019-04-0081911	DEVINE DOROTHY R	96 ARNOLD DR	EAST HARTFORD, CT 06108-2908	2014/1FTFW1ET3EFA22046	0	-18.24
2019-03-0059922	DIAZ MARCY F	1075 FORBES ST	EAST HARTFORD, CT 06118-2217	2016/1HGCR2F80GA062113	0	-185.68
2019-01-0003803	DERENCH SANDRA	4312 NEWGATE AVE	HOLIDAY, FL 34691	226 GOODWIN ST	0	-35.37
2019-03-0060062	DIMAURO LOUIS JR	24 CALLAHAN LN	EAST HARTFORD, CT 06118-2900	2017/KM8J3CA24HU538665	0	-42.75
2019-01-0004257	DUNCAN LINDA K	140 SAWKA DR	EAST HARTFORD, CT 06118	140 SAWKA DR	0	-3,154.70
2019-04-0082067	DUNCAN LINDA K	140 SAWKA DR	EAST HARTFORD, CT 06118-1323	2020/4S3GTAB61L3703042	0	-425.84
2019-04-0082421	ENGLISH MARGIE M	55 BURNSIDE AVE APT A8	EAST HARTFORD, CT 06108	2000/2G4WY55J4Y1124060	0	-37.25
2019-03-0064185	GILBERT TINA M	30 HILLSIDE ST APT C22	EAST HARTFORD, CT 06108-3648	2008/2T1BR32E08C911360	0	-10.00
2019-03-0065256	GROTE ROBERT H JR	157 WICKHAM DR	EAST HARTFORD, CT 06118-3569	2018/JF2SJAWC6JH529406	0	-449.33
2019-04-0083186	HARDEN DOLORES	PO BOX 380864	EAST HARTFORD, CT 06138-0864	2020/JN1BJ1CW8LW643048	0	-16.71

2019-04-0083271	HENDERSON KESHAWN K	27 CUMMINGS ST	EAST HARTFORD, CT 06108-2944	2010/19UUA8F2XAA004513	0	-45.00
2018-03-0068269	JOSHUA ANTHONY I	3890 SW 64TH AVE APT 331	DAVIE, FL 33314	2008/1N4CL21E58C148588	0	-74.02
2019-01-0008877	LERETA LLC	901 CORPORATE CENTER DR	POMONA, CA 91768	354 HILLS ST	0	-2,933.55
2019-03-0072653	MARTINEZ JEANNETTE	22 JAIDEE DR APT B	EAST HARTFORD, CT 06118-1584	2018/KM8J3CA4XJU609245	0	-482.33
2019-04-0084580	MARTINEZ JUAN JR	78 LINWOOD DR	EAST HARTFORD, CT 06118-3323	2012/1C6RD7KT8CS287227	0	-55.86
2019-03-0074723	MORAN-HERNANDEZ ALEXANDER D	49 WHITNEY RD	MANCHESTER, CT 06040-2739	2007/JN8AZ08W27W631735	0	-378.12
2019-01-0014840	MORRIS HELENA & JAMES	10 HOLLIS LANDING	GLASTONBURY, CT 06033	51 SAUNDERS ST	0	-24.00
2019-03-0065464	ORTEGA CARLOS	198 WOODYCREST DR	EAST HARTFORD, CT 06118-2763	1997/JT3HP10VSV7062528	0	-22.50
2019-04-0085541	PAUL DIANE M	69 MONROE ST	EAST HARTFORD, CT 06118-2323	2009/5FNYP48639B029895	0	-192.83
2018-03-0077353	PELLOT VERONICA	20 GARDEN ST	EAST HARTFORD, CT 06108-1724	2014/SXXGM4A73EG293355	-25.41	-338.85
2019-03-0078089	PEREZ KATHERINE M	67 ADAMS ST	EAST HARTFORD, CT 06108-1602	2003/1HGCM56643A109717	0	-124.20
2019-03-0080850	ROBINSON ANASTAHIAH I	256 GROVE ST #1	NEW BRITAIN, CT 06053	2009/WBAWV53569P081135	0	-150.39
2019-01-0003643	SAWITZKE DAVID R	29 FOREST ST	EAST HARTFORD, CT 06118	29 FOREST ST	0	-2,337.01
2019-03-0083274	SCRUGGS WILLIE E	240 ELLINGTON RD	EAST HARTFORD, CT 06108-1106	2016/1FTEW1EF7GFB17072	0	-16.69
2019-01-0013931	STEER THELMA L	50 DANIEL STREET	EAST HARTFORD, CT 06108	50 DANIEL ST	0	-500.00
2019-04-0087148	THONGSYTHAVONG MANIVONE	68 WHITNEY ST	EAST HARTFORD, CT 06118-1145	2000/WBACH9349YLF88421	0	-41.85
2019-04-0087212	TORRES OLGA L	18 HIGH CT APT 3	EAST HARTFORD, CT 06118-1821	2003/1G4HR54K53U270044	0	-27.78
2019-03-0088345	VW CREDIT LEASING LTD	1401 FRANKLIN BLVD	LIBERTYVILLE, IL 60048-4460	2016/WAUE8GFF0G1021127	0	-51.38
2019-01-0002880	WILLIAMS KARVARIS CARDECKI	31 HIGH ST #10202	EAST HARTFORD, CT 06118	31 HIGH ST 10202	0	-1,953.62
SUBTOTAL					-484.62	-17390.23
TOTAL						\$ (17,874.85)

Robert J. Peck

OFFICE OF THE
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108



2021 APR 29 P 2:20
(860) 291-7208

TOWN CLERK (860) 291-7389
EAST HARTFORD

DATE: April 29, 2021

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: Tuesday, May 4, 2021 7:00 p.m. Microsoft "Teams"

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 4, 2021

7:00 p.m.

Microsoft "Teams"

The purpose of the meeting is to meet in executive session to discuss the pending Worker's Compensation claim of former Board of Education employee, David Viera.

- C: Mayor Leclerc
- Scott Chadwick, Corporation Counsel
- Michael Ryan, Paralegal
- Christine Sasen, Risk Manager