

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT
May 17, 2022

Public Hearing 7:00 pm

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**This Town Council meeting is accessible through “Microsoft Teams” 929-235-8441
Conference ID: 251 559 92# or click on this link: [Click here to join the meeting](#)**

This meeting can be viewed through Comcast channel 96 and 1090 and Frontier channel 6018 or by clicking on <https://ehct.viebit.com>

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. May 3, 2022 Executive Session Real Estate Acquisition and Disposition
 - B. May 3, 2022 Executive Session Litigation
 - C. May 3, 2022 Public Hearing
 - D. May 3, 2022 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. Presentation Re: Pension Obligation Bonds Overview
 - B. Presentation Re: East Hartford Golf Course Operations
 - C. Presentation Re: Changes to Waste Services Operations
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Transfer of Ownership re: Waste Vehicles from Department of Public Works to All American, LLC
 - B. Referral to Fees Committee re: Outsourcing of Waste Services
 - C. LoCIP Grant: Parks Improvements
 - D. Community Development Block Grant: Coronavirus Action Plan
 - E. Recommendation from Tax Policy Committee: Tax Lien Sales
 - F. Bid Waivers re: Fire Department
 1. Purchase of Training Doors
 2. Public Safety Radio System Maintenance Agreement

- G. Recommendations to the Charter Revision Commission Re: Changes in Charter Revision Commission Draft Report
- H. Amusement Permits
 - 1. 16th Abelon Memorial Walk
 - A. Rescission of Previous Motion
 - B. 16th Abelon Memorial Walk– revised application
- 9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
- 10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
- 11. OPPORTUNITY FOR RESIDENTS TO SPEAK
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
- 12. ADJOURNMENT (next meeting: June 7, 2022)

Robert F. Kehoe

TOWN COUNCIL CHAMBERS

May 3, 2022

2022 MAY -4 AM 9:26

EXECUTIVE SESSION 1 TOWN CLERK
EAST HARTFORD

PRESENT
IN CHAMBERS

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

ALSO
PRESENT

Mayor Michael Walsh
Connor Martin, Chief of Staff

CALL TO ORDER

Chair Kehoe called the meeting to order at 6:08 p.m.

MOTION By John Morrison
seconded by Harry Amadasun
to **go into** Executive Session to discuss the following:

1. Town Acquisition of Real Estate: 794-810 Silver Lane & 818-850 Silver Lane ("Silver Lane Plaza")
2. Town Acquisition of Real Estate: 860 Main Street ("Church Corners")
3. Town Acquisition of Real Estate: 846 Main Street ("Post Office")
4. Town Sale of Real Estate: 70 Canterbury Street ("McCartin School")

Motion carried 9/0

MOTION By John Morrison
seconded by Harry Amadasun
to **go back to** Regular Session.

Motion carried 9/0

ADJOURNMENT

MOTION By John Morrison
seconded by Harry Amadasun
to **adjourn** at 7:01 p.m.

Motion carried 9/0

Attest

Richard F. Kehoe
Richard F. Kehoe
Town Council Chair

Robert F. Kehoe

TOWN COUNCIL CHAMBERS

May 3, 2022

2022 MAY -4 AM 9:26

EXECUTIVE SESSION 2

TOWN CLERK
EAST HARTFORD

PRESENT
IN CHAMBERS

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

ALSO PRESENT

James Tallberg, Corporation Counsel
Attorney Johanna Zelman, Ford Harrison

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:02 p.m.

MOTION

By John Morrison
seconded by Harry Amadasun
to **go into** Executive Session to discuss the following:

1. The pending CHRO claim know as Jacqueline Guadalupe-Rodriguez v. Town of East Hartford, CHRO Case No.2140322, involving former Board of Education employee, Jacqueline Guadalupe-Rodriguez.
2. The pending property damage claim of Farmers Insurance, as subrogee of Deborah Spieker.

Motion carried 9/0.

MOTION

By John Morrison
seconded by Harry Amadasun
to **go back to** Regular Session.

Motion carried 9/0

ADJOURNMENT

MOTION

By John Morrison
seconded by Harry Amadasun
to **adjourn** at 7:32 pm

Motion carried 9/0.

Attest

Richard F. Kehoe
Richard F. Kehoe
Town Council Chair

TOWN COUNCIL CHAMBERS/MICROSOFT "TEAMS"

740 MAIN STREET

EAST HARTFORD, CONNECTICUT

MAY 3, 2022

PUBLIC HEARING- Tax Credit Program for Senior Citizens and Disabled Persons and Food Truck Ordinance

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

The following is a copy of the legal notice published in the East Hartford Gazette on Thursday, April 21st.

LEGAL NOTICE

Public notice is hereby given that the Town Council of the Town of East Hartford, Connecticut, will hold a public hearing on May 3, 2022 at 7:15 p.m. in the Town Council Chambers, 740 Main Street, East Hartford, Connecticut and via Microsoft Teams to hear public comment on the Proposed Amendment to the Town's Tax Credit Program for Senior Citizens and Disabled Persons as recommended by the Ordinance Committee, and the Town Food Truck ordinance as recommended by the Ordinance Committee.

Any person(s) wishing to express an opinion on this matter may do so at this meeting.

Jason Marshall
Town Council Clerk

Chair Kehoe called the public hearing to order at 7:41 pm.

The Chair shared that purpose of this meeting is to hear public comment on the Ordinance committee's proposed changes to two ordinances. Amendments to the Town's Tax Credit Program for Senior Citizens and Disabled Persons were previously adopted through an emergency ordinance provision at the April 19th Town Council Meeting. However, the emergency ordinance is only effective for 60 days so the permanent changes must be passed through the normal ordinance process.

The changes will enhance property tax credits and reductions in property assessments for seniors, veterans or people with disabilities. The revision increases the exemption of property assessments from \$10,000 to \$20,000 for those eligible. The qualifying income limit has been increased to \$53,000 for an individual and \$61,400 for a couple. The goal is that the credit will reach residents who may struggle to pay property taxes. The

amendment also clarifies that if a veteran was receiving an exemption and passes away, the surviving spouse will retain the exemption should the spouse remain in their home. The proposal also provides an additional \$3,000 exemption for veterans with certain disabilities. For seniors and people with disabilities, there is an increase in limits for eligibility for the tax credit (\$53,000 individual/ \$61,400 for couples). The maximum amount of the property tax credit also is increased from \$700 to \$900.

The Food Truck Ordinance has also been updated. The goal is to make food truck regulations more streamlined by placing the permit process with the Director of Health and Social Services as the director currently provide a health related permit for food trucks. The amendment will put all requirements within one department. The Director will be able to assure that the individual has all state public health licenses and town requirements. There is also a requirement that the Director approve the proposed location or locations of the food truck within town to ensure the food truck operations are not disruptive to homes within a neighborhood or pose a traffic hazard. The Director of Health and Social Services will consult with the Police Department for allowable locations for the food truck to operate. The goal is that the revised ordinance will encourage food trucks to locate in town and provide the community with more food options available.

No members of the public came forward to speak.

ADJOURNMENT

MOTION By John Morrison
 seconded by Tom Rup
 to adjourn at 7:48 p.m.

Motion carried 9/0

Attest _____

Jason Marshall
Town Council Clerk

EAST HARTFORD TOWN COUNCIL

TOWN COUNCIL CHAMBERS

May 3, 2022

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

ALSO Mayor Michael Walsh
PRESENT Jessica Carrero, Durational Project Manager
Sarah Morgan, Library Director (via Teams)
Connor Martin, Chief of Staff (via Teams)

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:49 p.m. The Chair stated that this meeting was also available to the public through the “Teams” platform.

The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the pledge of allegiance.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Mayor Walsh (1) wished all a good evening; (2) On May 2, Volume 3 of “The Pulse of East Hartford” was produced. The “Pulse” is a free subscription newsletter provided by the Mayor’s office and sent via email with updates on a variety of newsworthy items. The newsletter is available in over 100 languages and currently has over 600 subscribers. The Mayor encouraged all to register. (3) A social media campaign on Earth Day 2022 has focused on Recycling Education and Enforcement. (4) Classes are being offered including Zumba and Yogalates by Parks and Recreation. Sessions are Tuesdays and Thursday evenings through June at Sunset Ridge Cafeteria. (5) All are encouraged to join the town’s first Juneteenth Celebration scheduled on Saturday June 18th from 11 a.m.-3 p.m. at the Town Green. (6) A low cost rabies clinic is scheduled at Firehouse 1 located at 726 Main Street on Saturday, May 21 from 10 a.m.-Noon. (7) Foran Park located on Forbes Street has been proposed as an ideal area for a Dog Park. The Mayor estimates that the facility would be up and running by mid-July. (8) On April 30, Scott Chadwick, Probate Court Judge has resigned and accepted a position of Superior Court Judge. Other judges from other towns will assist in the interim until a new judge is sworn in at a future date. (9) The State of CT Legislative Session has ended today. As part of what is likely to be part of the updated budget will be a \$300 property tax credit available to qualifying taxpayers. The mill rate for cars will drop from 45 mills to 32 mills, providing additional tax rate and requiring future council action as the town’s current budget set the mill rate at 45 mills. This is also a new \$250 per child Tax Credit for up to three children.

APPROVAL OF MINUTES

April 19, 2022 Regular Meeting

MOTION By Sebrina Wilson
 seconded by Travis Simpson
 to **approve** the minutes of the April 19, 2022 Regular Meeting.

Motion carried 9/0.

COMMUNICATIONS AND PETITIONS

Resignation from the Metropolitan District Commission Board of Governors and the Historic District Commission

The Chair stated that Gary Lebeau has announced his resignation from the Historic District Commission and MDC Board to his recent move from East Hartford to South Glastonbury. Gary was one of four members from East Hartford on the MDC Board of Governors. The Chair expressed his gratitude to Mr. Lebeau for his many years of service and contributions to East Hartford.

Report of Recommendations from Charter Revision Commission

The Chair shared that last year the Council established a Charter Revision Commission charged with reviewing the Charter and making suggested improvements. In particular, the Commission was focused on looking at relationships within Town Departments, Directors, and the potential value of a Chief Administrative Office. Council Vice Chair Don Bell serves as Chair of the Commission along with Councillors Tom Rup and Travis Simpson and six other community members. Later in this meeting, a Public Hearing date will be scheduled to hear the public's comment on the report and its recommendations.

Councillor Bell shared that roughly a year ago, the Council requested a group of residents to look over the Charter and propose changes that could enhance the efficiency of the town's government, including such topics as Strong Mayor vs. a Town Manager and whether the town would benefit from the development of a Chief Operating Officer position. The proposed report provides for a Chief Administrative Officer position in the Mayor's Office. The report also authorizes the Town Council and the mayor to merge or realign town departments to provide more flexibility and responsiveness to resident needs. Technical revisions are also provided to make the Charter's language gender neutral. The line of succession for Mayor is further developed. Additional items were reviewed that the Commission did not propose changes on, including increasing the term of office for Mayor and the Town Council. The Commission voted unanimously to approve the report as submitted.

Councillor Rup stated that the Commission's work was a great example of Democracy in Action. The Councillor commended both sides for their insights and passion in discussing the issues.

Councillor Simpson thanked the Council for the opportunity to serve with the Commission. A variety of perspectives and various experiences from amongst the Commissioners helped to provide frank and compassionate discussion throughout the process.

OLD BUSINESS

None

NEW BUSINESS

Recommendation from Personnel and Pensions Committee re: Systemic Compensation Plan for East Hartford Town Employees

MOTION By Awet Tsegai
seconded by Tom Rup

in accordance with the provisions of Section 3.4 and Section 5.25 of the East Hartford Town Charter, that the Town Council establish the pay plan for non-bargaining unit, classified employees entitled “Systemic Pay Plan for East Hartford Town Employees” dated April 28, 2022, provided further that the Town Council shall annually review such plan and adopt any appropriate changes as part of the annual adoption of the town budget.

Motion carried 9/0.

AccelerateCT Summer Program Extension Grant

MOTION By Angie Parkinson
seconded by John Morrison
to adopt the following resolution:

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

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

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

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

Sarah Morgan, Library Director provided details of the program. The Departments of Youth Services, the Library and Parks and Recreation will be working collaboratively. A goal is to repeat last year's partnership with the Connecticut Science Center for weekly programs. Campers also participated in the Library's Summer Reading Program as well as programming with a focus Arts and Culture and on the town's Makerspace STEM programs. The grant will fund social workers at each camp location. Families with interest are encouraged to attend a Camp Open House at 7 p.m. on May 11th where the programs will be discussed in more detail. Bus transportation for the camp is funded by the Board of Education. Students attending summer school will be able to participate in the camp programs in afternoons. Director Morgan estimated that the camp was able to serve between 300-400 children last year.

2022-23 School Readiness Grant

MOTION By Angie Parkinson
 seconded by John Morrison
 to adopt the following 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 with the State of Connecticut to support School Readiness programs for East Hartford children.

NOW, THEREFORE, BE IT RESOLVED by the Town Council that Michael P. Walsh, 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.

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

Referral to Ordinance Committee re: Enterprise Zone Expansion

MOTION By Sebrina Wilson
 seconded by Tom Rup

to refer the expansion of the state designated Enterprise Zone to the Ordinance Committee for review as requested by Mayor Michael P. Walsh in a memo to Town Council Chair Richard Kehoe dated April 22, 2022.

Motion carried 9/0.

Amusement Permits

Fiesta del Norte Mariachi Performance

MOTION By Harry Amadasun
 seconded by John Morrison

to **approve** the outdoor amusement permit application entitled "Fiesta del Norte Mariachi Performance" as submitted by Scott Sansom, Chief of Police, scheduled for May 14, 2022 from Noon- 2:30 pm on the front lawn of Raymond Library at 840 Main Street, 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.

16th Abelon Memorial Walk

MOTION By Harry Amadasun
 seconded by John Morrison

to **approve** the outdoor amusement permit application entitled “16th Abelon Memorial Walk” as submitted by Scott Sansom, Chief of Police, scheduled for Saturday, May 21, 2022 on the grounds of Connecticut IB Academy, 857 Forbes Street proceeding to Sunset Ridge School (450 Forbes Street) and back, 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.

Summer Reading Kickoff

MOTION By Don Bell
 seconded by Travis Simpson

to **approve** the outdoor amusement permit application entitled “Summer Reading Kickoff” as submitted by Scott Sansom, Chief of Police, scheduled for Thursday, June 9, 2022 from 5:00-8:00 p.m. on the front lawn of the Raymond Library at 840 Main Street, 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.

Nelson Bello Jazz Quintet

MOTION By Don Bell
 seconded by Travis Simpson

to **approve** the outdoor amusement permit application entitled “Nelson Bello Jazz Quintet” as submitted by Scott Sansom, Chief of Police, scheduled for Saturday, June 25, 2022 from 12:00-2:30 p.m. on the front lawn of the Raymond Library at 840 Main Street, 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.

Setting of Public Hearing re: Charter Revision Commission Report of Recommendations

MOTION By Don Bell
 seconded by Tom Rup

to **set a public hearing** date of May 17, 2022 at 7 p.m. in Town Council Chambers as well as via the Teams platform, to hear public comment on

the Charter Revision Commission Report of Recommendations as provided to the Town Council Chair Richard Kehoe in a memo from Town Clerk Robert Pasek dated April 27, 2022.

Motion carried 9/0.

Refund of Taxes

MOTION

By Harry Amadasun
seconded by Tom Rup
to **approve** a total refund of taxes in the amount of \$35,450.42
pursuant to Section 12-129 of the Connecticut General Statutes.

Motion carried 9/0.

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Int	Over Paid
2020-03-0050154	ACAR LEASING LTD	PO BOX 1990	FT WORTH, TX 76101	2018/2GNAXSEV8J6255611	0	-315.90
2019-01-0011143	ALZATE EDGAR A	26-28 HIGBIE DR	EAST HARTFORD, CT 06108	26-28 HIGBIE DR	0	-1,942.96
2020-03-0051427	ANTOINE GREGORY P	841 BURNSIDE AVE	EAST HARTFORD, CT 06108-2705	2016/JM1GJ1U54G1458992	0	-215.78
2020-01-0001164	BEDARD FELICIANO YOLANDA	250 RIDGEWOOD RD	EAST HARTFORD, CT 06118	250 RIDGEWOOD RD	0	-3,171.97
2020-03-0052987	BEJARANO YAIPEN HIGINIO E	101 BIRCH MOUNTAIN RD	MANCHESTER, CT 06040-6806	2015/5N1AT2MV6FC893727	0	-206.33
2020-04-0080886	BLASKO THEODORE & LUCILLE	61 WENTWORTH DR	EAST HARTFORD, CT 06118-1637	1995/2T1AE09B75C120218	0	-49.50
2020-03-0054172	BRESLIN JOHN J	9 GOULD DR	EAST HARTFORD, CT 06118-1118	2020/1FMSK8DH4LG813586	0	-319.30
2020-03-0055163	CAMPBELL MARCUS J	151 ELLINGTON RD	EAST HARTFORD, CT 06108-1104	2015/KNMAT2MV7FP519494	0	-101.62
2020-03-0056198	CHAPMAN JOHN R	96 COLBURN RD	STAFFORD SPRINGS, CT 06076	2019/1C6RR7LT2KS557485	0	-522.90
2018-01-0002775	CLOUD DENNIS	29 WINDING LN	EAST HARTFORD, CT 06118	29 WINDING LN	0	-40.76
2019-01-0002775	CLOUD DENNIS	29 WINDING LN	EAST HARTFORD, CT 06118	29 WINDING LN	0	-41.42
2019-01-0015830	CORELOGIC CENTRALIZED REFUNDS	PO BOX 9202	COPPELL, TX 75019	47 PIPER LN	0	-4,304.35
2019-01-0013866	CORELOGIC CENTRALIZED REFUNDS	PO BOX 9202	COPPELL, TX 75019	61 MCKEE ST	0	-2,074.18
2020-01-0009492	CORELOGIC CENTRALIZED REFUNDS	PO BOX 9202	COPPELL, TX 75019	89 CRESCENT DR	0	-2,176.09
2020-01-0001026	CORELOGIC CENTRALIZED REFUNDS	PO BOX 9202	COPPELL, TX 75019	45 TERRY RD	0	-2,489.46
2019-02-0043004	COMPLETE INTERIOR SYSTEMS INC	124 MAIN ST	EAST HARTFORD, CT 06108	124 MAIN ST	0	-247.86
2020-04-0081874	COSGROVE JOSEPH W	7 CLUNE CT	EAST HARTFORD, CT 06108-3425	1990/1LNCM93E5LY745115	0	-25.06
2020-03-0057436	COONEY DEBRA P	530 HILLS ST	EAST HARTFORD, CT 06118-3028	2021/5J8TC2H34ML003178	0	-269.21
2020-04-0082036	DAILEY MICHELE C	18 MOORE AVE	EAST HARTFORD, CT 06108-2549	2000/JM3LW28GX0113434	0	-16.79
2020-03-0058441	DALRYMPLE SUSAN W	34 SHANNON RD	EAST HARTFORD, CT 06118-1743	2015/2T3DFREV8FW376135	0	-303.98
2020-04-0082199	DELEON MIGUEL A	441 MAIN ST TRLR 911	EAST HARTFORD, CT 06118-1441	1995/2CNBE18U756936226	0	-51.62
2020-04-0082366	DIONE MARK E	50 ELM ST APT 18	SOUTH WINDSOR, CT 06074	1996/1J4FJ78SXTL247609	0	-46.89
2020-03-0060780	EASON SHAKIRA C	21 EDGEWOOD ST APT 3S	HARTFORD, CT 06112	2001/JHMC666861C004738	0	-110.25
2020-01-0009718	EQUITY SETTLEMENT SERVICES ATTN: GAIL BALDWIN	444 ROUTE 111	SMITHTOWN, NY 11787	23 COLUMBUS ST	0	-2,373.74
2020-01-0005436	GAYLE ONEIL & LAWSON GAYLE SABRINA	110 MCKEE ST	EAST HARTFORD, CT 06108	110 MCKEE ST	0	-2,250.36
2020-03-0063952	GONZALEZ-MARQUEZ LUIS E	184 WASHINGTON ST	VERNON, CT 06066	2020/3GTU9DED0LG376997	-46.33	-790.65
2020-03-0063953	GONZALEZ-MARQUEZ LUIS E	184 WASHINGTON ST	VERNON, CT 06066	2016/1GAZGPF67G1222113	-8.46	-281.93
2020-02-0040752	GUY DAIGLE FLOORING LLC	87 CHURCH ST #206E	EAST HARTFORD, CT 06108	87 CHURCH ST	0	-287.69
2020-04-0084649	JOHNSON EMMANUEL	16 BIDWELL AVE FL2	EAST HARTFORD, CT 06108	1999/WDBKK47FOX137529	0	-112.50
2019-02-0040977	KV MECHANICAL CONTRACTORS INC	275 PARK AVE	EAST HARTFORD, CT 06108	275 PARK AVE	0	-41.09
2019-01-0008263	LAVIGNE ALBERT D & KAREN L	130 SHERWOOD DR	EAST HARTFORD, CT 06108	130 SHERWOOD DR	0	-74.88
2020-01-0002775	GREEN LAW PC- KRISTA LIONELLO C/O HUBERT SILVERA	11 TALCOTT NOTCH RD	FARMINGTON, CT 06032	74 WELLS AVE	0	-2,670.58
2019-01-0000972	LUNA VONMARIE	26 WOODBRIDGE AVE	EAST HARTFORD, CT 06108	26 WOODBRIDGE AVE	0	-187.20
2020-01-0004102	LERETA LLC ATTN: CENTRAL REFUNDS	901 CORPORATE CENTER DR	POMONA, CA 91768	194 HOLLISTER DR	0	-140.33
2020-04-0086424	NIEVES SANTIAGO YADIEL A	28 LIVINGSTON RD	EAST HARTFORD, CT 06108-3814	2000/1J4GW4856VC384719	0	-30.46
2019-01-0010821	NWABUDE LINDA N	63 BUENA VISTA DR	EAST HARTFORD, CT 06118	63 BUENA VISTA DR	0	-3,673.12
2020-02-0041205	PRIME MATERIALS RECOVERY INC	99 EAST RIVER DR 2ND FL	EAST HARTFORD, CT 06108	99 EAST RIVER DR	0	-28.43
2020-01-0004941	RICHARD QUINLAN, ESQ. C/O TRACEY FLETCHER	945 MAIN ST #201	MANCHESTER, CT 06040	225 RIDGEWOOD RD	0	-2,696.02
2020-04-0087947	ROLON MORALES JOSE L	346 SILVER LN	EAST HARTFORD, CT 06118-1029	1998/1FTZR15X3WPA60198	0	-46.80
2018-01-0013643	SMITH DAVID R & LINDA G	5342 SCHWARTZ ST	NEW PORT RICHEY, FL 34655	152 HENDERSON DR	0	-147.34
2019-01-0013643	SMITH DAVID R & LINDA G	5342 SCHWARTZ ST	NEW PORT RICHEY, FL 34655	152 HENDERSON DR	0	-112.32
2020-01-0013637	SMITH DAVID R & LINDA G	5342 SCHWARTZ ST	NEW PORT RICHEY, FL 34655	152 HENDERSON DR	0	-111.04
2020-04-0088984	THOMPSON RAYMOND M JR	144 SHADYCREST DR	EAST HARTFORD, CT 06118-2744	1983/1B4GW12T1DS418858	0	-33.75
2020-04-0089059	TORRES JULIO R	298 PARK ST 3W	HARTFORD, CT 06106	1998/1FTYR11X7WTA49908	0	-93.60
2020-04-0089567	VW CREDIT LEASING LTD	1401 FRANKLIN BLVD	LIBERTYVILLE, IL 60048	2021/WA1BAAFY3M2050324	0	-125.77
2020-04-0089971	ZAYAS JAVIER	17 HIGBIE DR	EAST HARTFORD, CT 06108-2836	1998/2HGEJ623WH595043	0	-41.85
SUBTTOTAL					(54.79)	(35,395.63)
TOTAL						\$ (35,450.42)

Recommendations from the Ordinance Committee re:

Amendment to the Town's Tax Credit Program for Senior Citizens, Veterans and Disabled Persons

MOTION by Sebrina Wilson
 seconded by Travis Simpson

to **amend** the town of East Hartford Code of Ordinances by revising Sections 10-27 entitled "Exemption from Property Tax for the Blind"; 10-28 entitled "Exemption from Property Tax for Veterans"; 10-29 entitled "Exemption from Property Tax for Disabled Persons"; 10-30 entitled "Additional Exemptions From Property Tax for Totally Disabled Persons"; and 10-30a "Additional Property Tax Exemptions" with language that is consistent with the draft dated March 22, 2022 which was approved at the March 22, 2022 Ordinance Committee meeting provided the last word in subsection (a) of section 10-30 shall be deleted and "section" shall be inserted in lieu thereof.

Motion carried 9/0.

Food Truck Ordinance

MOTION by Sebrina Wilson
 seconded by John Morrison

to **amend** the town of East Hartford Code of Ordinances by revising Sections 12-2 entitled "Definitions", 12-3 entitled "Requirements, and Subdivision 2 of subsection (a) of section 8-14, "Definitions" with language that is consistent with the draft dated April 5, 2022 which was approved at the April 5, 2022 Ordinance Committee meeting.

Motion carried 9/0.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Councillor Morrison acknowledged the great work of Principal Fox, staff and students at O'Connell Elementary School for their Arbor Day festivities.

Councillor Simpson asked for updates regarding the Building Department and shifting responsibilities to the Development Department. *The Mayor stated that Town Planner Jeff Cormier has accepted a position with another municipality. Bruce Cohen has taken charge as acting Interim Director of Inspections and Permits. Within the next few weeks, all development plans will be in on the Jasko/Silver Lane project where Development Director Eileen Buckheit has taken lead for the town. Administration is considering consultants to assist in the short term and an interim Town Planner. The Mayor feels this is an opportunity to consider potentially joining the Development Department with Inspections and Permits. The Mayor continues to focus on blight, and Director Buckheit will take on zoning issues with an outside agent looking at plan reviews. The Mayor also disclosed that the town has made offers to hire two Property Maintenance*

Inspectors as well as an administrative staff position in Inspections and Permits. An official announcement of changes will be provided to the council in the coming weeks.

Councillor Simpson then took a moment to recognize Jeff Cormier's service and contributions to the town and wished him the best on his next endeavor.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

The pending CHRO claim know as Jacqueline Guadalupe-Rodriguez v. Town of East Hartford, CHRO Case No.2140322, involving former Board of Education employee, Jacqueline Guadalupe-Rodriguez.

No action taken.

The pending property damage claim of Farmers Insurance, as subrogee of Deborah Spieker.

MOTION By Sebrina Wilson
 seconded by Travis Simpson

to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending property damage claim of Farmers Insurance, as subrogee of Deborah Spieker for a total sum of \$23,784.87.

Motion carried 9/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

ADJOURNMENT

MOTION By John Morrison
 seconded by Harry Amadasun
 to **adjourn** (9:00 pm.)
 Motion carried 9/0.

The Chair wished all a good evening and announced that the next regular meeting of the Town Council would be May 17, 2022.

Attest _____
 Jason Marshall
 TOWN COUNCIL CLERK



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 20, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: COMMUNICATION: Presentation by Actuary Becky Sielman

Please set aside time for a Pension Obligation Bond presentation by Actuary Becky Sielman of Milliman at the May 17th Town Council Meeting.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: April 20, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: COMMUNICATION: Presentation by Indigo Golf Partners

Please set aside time for a Golf Course Presentation by the staff from Indigo Golf Partners (formerly Billy Casper Golf) at the May 17th Town Council Meeting.

They will update the Town Council on the condition of the course financially and playability wise in a brief presentation.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 5, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: COMMUNICATION: East Hartford Waste Services Process Change

Please set aside time for a presentation by Public Works Director John Lawlor regarding the upcoming changes to waste collection programs to improve residential experience.

Please place this item on the May 17th Town Council meeting.

CC: J. Lawlor, DPW Director
M. Cruz-Aponte, Assistant Director for DPW
M. McCaw, Finance Director
R. Gentile, Assistant Corporation Counsel



**TOWN OF EAST HARTFORD PUBLIC WORKS
MEMORANDUM**

To: Michael P. Walsh, Mayor

From: John P. Lawlor, Jr., Director of Public Works

A handwritten signature in blue ink, appearing to be "JPL", is written over the "From:" line.

Date: May 5, 2022

RE: East Hartford Waste Services Changes 2022 Information

The Department of Public Works initiated changes in waste collection programs to improve services to residents of 1-6 family properties. These changes also facilitated operational modifications that allow the Department to focus on new initiatives including enforcement of waste ordinances and neighborhood cleanliness, expanded public education and transfer station access.

The Department of Public Works requests that the attached packet be placed on the agenda for the May 17, 2022, Town Council meeting as informational.

cc:

Melissa McCaw, Finance Director

Richard Gentile, Assistant Corporation Council

Marilynn Cruz-Aponte, Assistant Director Public Works

Town of East Hartford Waste Services Changes 2022

A. All American Waste Contract Services

Service	Start Date	Est. Units	Unit Price Mo/unit	Total FY 23*
MSW Refuse Weekly Curbside Collection	7/1/2022	15,200	\$ 5.84	\$1,065,216.00
A & B Recycling Curbside	7/1/2025	15,200	\$ 2.34	\$ 0.00
Bulky Collection by Appointment (Details below)	7/1/2022	15,200	\$ 0.85	\$ 155,040.00
Bulky Special Collections as Needed Estimate 10 times	7/1/2022	10 cyds	\$250.00	\$ 2,500.00
Annual Tree Collection Lump Sum	1/2023	2 wks	\$11,250.00	\$ 11,250.00
MSW/Refuse Cart Replacement	11/2022	15,200	\$ 0.99	\$ 108,576.00
Recycling Cart replacement (Begins 7/2025)	11/1/2025	15,200	\$ 0.99	\$ 0.00
Litter Containers (Estimated 60units)	9/1/2022	350	\$ 6.20	\$ 4,464.00
TOTAL				\$1,419,046.00

**FY 23 budget will be monitored for impacts associated with waste contract expenditures and revenue generation, per Finance Director.*

B. Transfer of Town Vehicles

- Initial revenue from sale of 3 automated vehicles = \$550,000.
- Transfer of Town vehicles associated with RFP Bid#22-14 will incur a finance lease balance pay-off expense in FY22 estimated \$215,428 for natural gas vehicles. Payoff for remaining diesel vehicle will be forthcoming.
- Target vehicle transfer date is June 15, 2022 with DPW expected to utilize remaining fleet and/or rentals during the transition period.
- Anticipated revenue from remaining solid waste fleet in FY23 = \$150,000.

C. Bulky Waste Curbside Collection by Appointment

Goals:

- Retain the existing curbside service level to 1-6 family residents/property owners.
- Eliminate the current cumbersome administrative process. Instead offer a "Call-in" to the Contractor for curbside appointments without any registration. Assessor listed 1-6 family properties serviced will be tracked with monthly reports supplied to the Town.
- Eliminate the current \$35 permit fee. Go to \$0 for first 2 curbside appointments.
- DPW's new focus will be on enforcement to eliminate curbside bulky blight created by unauthorized dumping.

Bulky NOW	CHANGE	Bulky July 1, 2022
1-6 Family eligible EH Only units	None	1-6 Family eligible EH Only units
Admin Staff & Application Process	Change	All-American will receive calls, schedule appointments (no paper work). Track and report all 1-6 family units users and number of appointments
\$35 permit required/2 pickups curbside	Change*	\$0 Eliminate fee for 2 pickups curbside/year
2 bulky pickups curbside/year/eligible unit	None	2 bulky pickups/year/eligible unit
EXTRA bulky pickups curbside \$25 each extra pickup, paid by resident to DPW	None	EXTRA bulky pickups curbside \$25 each extra pickup, paid to Contractor. Town given \$25 credit on invoice
6 bulky items only/pickup List of acceptable items published	None	6 bulky items only/pickup List of acceptable items published

*Requires Town Council fee change authorization.

D. Transfer Station "Point of Sale" Payment












Goals:

- Insure fees are reasonable, creating access to responsible disposal practices and discouraging illegal dumping.
- Payment by credit/debit card or check will be at the gate.
- Access to East Hartford 1-6 family resident/property owners only.
- After a study of area transfer station fees (see attached), the following fees are recommended:

TRANSFER STATION GENERAL PERMIT FOR RESIDENTS & IN-TOWN PROPERTIES

NO COMMERCIAL

These Are Recommended New Fees for Town Council Review & Action

Vehicle Type (volume waste) per visit	All others	Resident Seniors Only (50% Discount)	Vehicle Type
Car/SUV/Family Van	\$10	\$5	
			
			
Pickup up to side rail	\$20	\$10	
Pickup above side rail and cargo van	\$40	\$20	 
Trailer (8' single axle)	\$40	\$20	
Pickup with 8' single axle	\$60	\$30	
Max. 12' enclosed trailer	\$70	\$35	
Pickup with enclosed trailer (Max. 12')	\$90	\$45	
Box Trucks (Max. 15')	\$100	\$50	



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 5, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: RESOLUTION: Transfer of Waste Vehicles

The East Hartford Public Works Department is requesting an authorization to transfer the ownership of three town waste vehicle to All American, LLC- a vendor chosen to take over the town's waste services.

Please place this item on the May 17th Town Council meeting.

CC: J. Lawlor, DPW Director
M. Cruz-Aponte, Assistant Director for DPW
M. McCaw, Finance Director
R. Gentile, Assistant Corporation Counsel



**TOWN OF EAST HARTFORD PUBLIC WORKS
MEMORANDUM**

To: Michael P. Walsh, Mayor

From: John P. Lawlor, Jr., Director of Public Works

Date: May 5, 2022

RE: Resolution to Transfer Waste Vehicles

Attached please find the "Resolution of the Town Council of the Town of East Hartford" authorizing the disposition of three waste vehicles to All American, LLC.

The Department of Public Works requests the resolution be referred to the Town Council meeting being held, May 17, 2022.

cc:

Melissa McCaw, Finance Director

Richard Gentile, Assistant Corporation Council

Marilynn Cruz-Aponte, Assistant Director Public Works

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EAST HARTFORD

WHEREAS, the Town of East Hartford (the “Town”) has issued a bid (the “Bid”) seeking proposals for the provision of Residential Municipal Solid Waste (MSW) services, including management, collection, transportation, and proper disposal of all acceptable MSW Refuse, Recycling and Bulky Waste from eligible properties in Town (“MSW Services”); and

WHEREAS, All American Waste, LLC (“American Waste”) has been selected as the successful bidder to provide MSW Services and, accordingly, the Town will no longer need to maintain ownership of the Waste Disposal Vehicles described below; and

WHEREAS, as part of the Bid the Town asked bidders to provide an offer to acquire the Waste Disposal Vehicles; and

WHEREAS, American Waste’s bid for the Waste Disposal Vehicles was consistent with the terms of the Bid; and

WHEREAS, American Waste’s ownership of the Waste Disposal Vehicles is critical to its provision of MSW Services beginning on or around July 1, 2022; and

WHEREAS, Chapter 10, Section 10-3 (a) governs the disposition of property as set forth above;

NOW THEREFORE BE IT RESOLVED, that the Town Council authorizes the disposition of the below property to American Waste, as follows:

1. VIN # 3BPD LH0X7MF110006 Truck # 1060 Natural Gas

Make/Model:

- 2021 Peterbilt Model 520 Right Hand Drive Refuse and Recycling Collection Trucks
\$250,000 lump sum payment

2. VIN # 3BPD LH0X9MF110007 Truck # 1063 Natural Gas

Make/Model:

- 2021 Peterbilt Model 520 Right Hand Drive Refuse and Recycling Collection Trucks
\$250,000 lump sum payment

3. VIN # 1FVHG3DV6HHJC0209 Truck # 1059 Diesel Fuel

Make / Model:

- 2017 Freightliner 114SD Right Hand Drive Refuse & Recycling Collection Truck
\$50,000 lump sum payment



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 5, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: REFERRAL: Request for Fees Changes

The enclosed packed outlines the need for the transfer station fees changes due to the upcoming plans to outsource waste services. Please place this item on the May 17th Town Council meeting as a referral to the Town Council Fees subcommittee for review and action.

CC: J. Lawlor, DPW Director
M. Cruz-Aponte, Assistant Director for DPW
M. McCaw, Finance Director
R. Gentile, Assistant Corporation Counsel



**TOWN OF EAST HARTFORD PUBLIC WORKS
MEMORANDUM**

To: Michael P. Walsh, Mayor

From: John P. Lawlor, Jr., Director of Public Works

Date: May 5, 2022

RE: East Hartford Waste Services Changes 2022: Request for Fees Changes

The Department of Public Works Waste Service Changes 2022, outlined in the attached document, will require modifications to the Public Works bulky permit and transfer station fees.

The Department of Public Works requests the recommended fee changes be placed on the May 17, 2022, Town Council agenda and, further requests consideration, review and adoption by the Town Council Fees Sub-committee.

cc:

Melissa McCaw, Finance Director

Richard Gentile, Assistant Corporation Council

Marilynn Cruz-Aponte, Assistant Director Public Works

Town of East Hartford Waste Services Changes 2022

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D. Transfer Station "Point of Sale" Payment












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- After a study of area transfer station fees (see attached), the following fees are recommended:

TRANSFER STATION GENERAL PERMIT FOR RESIDENTS & IN-TOWN PROPERTIES

NO COMMERCIAL

These Are Recommended New Fees for Town Council Review & Action

Vehicle Type (volume waste) per visit	All others	Resident Seniors Only (50% Discount)	Vehicle Type
Car/SUV/Family Van	\$10	\$5	
			
			
Pickup up to side rail	\$20	\$10	
Pickup above side rail and cargo van	\$40	\$20	 
Trailer (8' single axle)	\$40	\$20	
Pickup with 8' single axle	\$60	\$30	
Max. 12' enclosed trailer	\$70	\$35	
Pickup with enclosed trailer (Max. 12')	\$90	\$45	
Box Trucks (Max. 15')	\$100	\$50	



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 5, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: RESOLUTION: LoCIP Grant Allocations

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

The following project has been identified for funding from LoCIP:

- 2023-2026 Parks Improvements, including playscape replacement, basketball courts and other parks infrastructure.


Please place this resolution on the Town Council agenda for the May 17th Town Council meeting.

Thank you.

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

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Michael P. Walsh

FROM: Paul O'Sullivan, Grants Manager 

SUBJECT: Referral to Council – LoCIP Grant Allocations (\$520,183.99)

DATE: May 5, 2022

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

CIP #	Project Name	Amount	Description
2023-216	Parks Improvements	\$520,183.99	Improvements to Town Parks including playscape replacement, basketball courts and other parks infrastructure.

The amount stated above represents a combination of the Town's 2022 LoCIP allocation (\$454,429.00) and unexpended funds left over from completed LoCIP-funded projects (\$65,754.99).

I respectfully request the attached resolution be placed on the Town Council agenda for their meeting to be held on May 17, 2022. The purpose is to authorize you as Mayor to make application and execute any documents necessary to utilize LoCIP grant funds for these projects.

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

Cc: Melissa McCaw, Director of Finance
Eileen Buckheit, Director of Development

I, Jason Marshall, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a Resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 17th day of May, 2022.

RESOLVED: That Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents as may be required by the State of Connecticut Office of Policy and Management to secure Local Capital Improvement Program funds (LoCIP) in the amount of \$520,183.99 for the following project:

- Parks Improvements \$520,183.99

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

IN WITNESS WHEREOF, I do hereunto set my hand and affix the corporate seal of said Town of East Hartford this ____ day of May, 2022.

Jason Marshall, Town Council Clerk

seal

TOWN COUNCIL RESOLUTION **GRANT INFORMATION FORM**

Grant Description: 2022 LoCIP Projects

Funder: State of CT Office of Policy and Management

Grant Amount: \$454,429.00*

Frequency: ☐ One time ☒ Annual ☐ Biennial ☐ Other _____

First year received:	<u>1988</u>				
Last years received:	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Funding level by year:	<u>\$452,473</u>	<u>\$455,350</u>	<u>\$531,730</u>	<u>\$823,906</u>	<u>\$0.00</u>

Is a local match required? ☐ Yes ☒ No

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

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

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

Duration of grant: Until projects are completed

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

Meeting attendee: To be determined

Comments: *This is the amount of the Town's 2022 LoCIP allocation from the state. The total sum stated below exceeds this amount because they include additional funds in the Town's LoCIP account left over from completed projects.

Projects are as follows:

- Parks Improvements \$520,183.99



LOCAL CAPITAL IMPROVEMENT PROGRAM (LoCIP) GUIDELINES

INTRODUCTION

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

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

LoCIP Projects will only be authorized when:

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

Reimbursements will only be approved:

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

ALLOWABLE LoCIP PROJECTS

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

Eligible LoCIP projects are defined in the following major categories:

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

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

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



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 5, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: RESOLUTION: Proposed CDBG Action Plan

Attached is a draft resolution and supporting documents endorsing the Town's proposed Community Development Block Grant Coronavirus Action Plan for the period of September 1, 2022 through August 23, 2023 in the estimated amount of \$593,858.

The activities chosen for funding in the proposed Action Plan reflect community development needs, citizen comments received at three public hearings, and the objectives of our Consolidated Plan.

Please place this information on the agenda for the May 17th, 2022 Town Council Meeting. I recommend that the Town Council approve the resolution as submitted.

Thank you.

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

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: 48th Program Year (2022-23) Community Development Block Grant (CDBG) Action Plan

Funder: U.S. Department of Housing and Urban Development (HUD)

Grant Amount: \$593,858*

Frequency: ☐ One time ☒ Annual ☐ Biennial ☐ Other _____

First year received:	<u>1978-79</u>		
Last 3 years received:	<u>2021-22</u>	<u>2020-21</u>	<u>2019-2020</u>
Funding level by year:	<u>\$593,858</u>	<u>\$578,772</u>	<u>\$564,561</u>

Is a local match required? ☐ Yes ☒ No

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

Grant purpose: CDBG is a program that provides communities with resources to address a wide range of unique community development needs. These include housing rehabilitation, public services that address domestic violence, homelessness and other social problems, parks and recreation and others.

Results achieved: Recent CDBG-funded programs/projects include the Town's Housing Rehabilitation Program, Main/Pitkin Street Sidewalk Replacement and purchase of a backup generator at the new Senior Center.

Duration of grant: September 1, 2022 through August 31, 2023

Status of application: Pending Town Council approval, then final submission to HUD

Meeting attendee: Paul O'Sullivan, x7206

Comments: *Grant amount is an estimate based upon last year's allocation. HUD has yet to provide CDBG grantees with their final 48th Program Year Allocations

TOWN OF EAST HARTFORD
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
48th YEAR ACTION PLAN - ESTIMATED
September 1, 2022 - August 31, 2023

PUBLIC SERVICES

CRT - East Hartford Family Shelter \$ 34,000

Funding to supplement the operating budget at the East Hartford Family Shelter for the homeless located at 381-385 Main Street. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(A).

InterCommunity, Inc. \$ 5,040

Funding for staffing to deliver services to East Hartford residents recovering from mental health and/or substance abuse issues. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(B).

Interfaith Ministries, Inc. \$ 19,000

Funding to supplement the operating budget of the Friendship Center's free hot meal program. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(D).

Interval House, Inc. \$ 5,000

Funding to support staffing for domestic violence shelter and counseling services for low and moderate income East Hartford clients. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(A).

Nutmeg Big Brothers, Big Sisters \$ 5,000

Funding to supplement operating costs for services to East Hartford's at risk youth that are low to moderate income. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(B).

Senior Support Services \$ 10,100

Funding for the delivery of services to East Hartford's elderly population. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(A).

Youth Services \$ 5,000

Funding for the delivery of services to East Hartford's youth population. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(B).

PROJECTS

Housing Rehabilitation \$ 75,000

Funding for limited housing rehabilitation of one to four unit owner-occupied properties inhabited by low and moderate income families. Eligible activity under 24 CFR 570.202(a)(1), meets HUD national objective criteria under 24 CFR 570.208(a)(3).

Streetscape \$ 50,000

Funding for physical improvements in the Central Business District and along major arteries, in low to moderate income areas, including, but not limited to, bus shelters, trash receptacles, sidewalk replacement, and benches. Eligible activity under 24 CFR 270.201(c), meets HUD national objective criteria under 24 CFR 570.208(a)(1)(i).

Parks Improvements **\$191,947**

Funding for improvements to parks in low to moderate income areas. Eligible activity under 24 CFR 570.201(c), meets HUD national objective criteria under 24 CFR 570.208(a)(1)(i).

Commercial Rehabilitation **\$ 75,000**

Funding for limited façade improvements to commercial properties along major thoroughfares in low to moderate income areas, including, but limited to, sign replacement. Eligible activity under 24 CFR 570.201(c), meets HUD national objective criteria under 24 CFR 570.208(a)(1)(i).

ADMINISTRATION

Program Administration **\$118,771**

Oversight, management, monitoring and coordination of the Community Development Block Grant Program. Eligible activity under 24 CFR 570.206.

TOTAL **\$593,858**

I, Jason Marshall, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a resolution adopted at a meeting of the East Hartford Town Council of said corporation duly held on the 17th day of May, 2022.

RESOLUTION

WHEREAS, The Town of East Hartford is entitled to Forty-eighth Program Year funding under Title I of the Housing and Community Development Act of 1974, as amended, in the estimated amount of \$593,858; and

WHEREAS, upon notification of the Town's allocation for the 48th Program Year (2022-2023), the amount of each proposed activity's budget will be proportionally increased or decreased from the estimated funding levels to match the allocation amounts; and

WHEREAS, receipt of this entitlement grant is contingent upon the submission of a 48th Program Year Action Plan, and Certifications of Compliance; and

WHEREAS, citizen input was obtained, in accordance with the Grants Administration Office's Citizen Participation Plan, at one Public Hearing held on November 8, 2021 and two Public Hearings held on March 21, 2022.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of East Hartford recognizes the need for funding the objectives contained in the Forty-eighth Program Year Action Plan and endorses this Plan as reflecting the Town's Community Development needs.

AND, FURTHER, BE IT RESOLVED that the Town Council does support and authorize the submission of the Forty-eighth Program Year Action Plan, and Grantee Certifications to the U.S. Department of Housing and Urban Development and authorizes its Mayor, Michael P. Walsh, to act as representative of the Town and to enter into contract and any amendments thereof with the U.S. Department of Housing and Urban Development.

AND I DO FURTHER 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 affixed the corporate seal of said Town of East Hartford this _____ day of May, 2022.

Jason Marshall, Town Council Clerk



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 5, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: BID WAIVER: Training Doors and Repair to Public Safety Radio System

Please see the attached detailed information provided by Fire Chief Kevin Munson requesting that a bid waiver be granted under the Town of East Hartford's Code of Ordinances Section 10-7(c) to permit a purchase of custom-made training doors needed to perform routine training practices. The doors are made to order by Fire Rescue Training Source company in Worcester, Mass. The price for two doors is \$10,778.

Additionally, Chief Munson requests a bid waiver to engage in annual service agreement with Goosetown Communications for the purpose of maintenance and repair of the Town's Public Safety Radio Communications System.

Please place this information on the Town Council agenda for the May 17th, 2022 meeting. I recommend that the Town Council approve the bid waivers as submitted.

C: K. Munson, Fire Chief

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD

(860) 291-7200

KEVIN MUNSON
FIRE CHIEF

740 Main Street
East Hartford, Connecticut 06108

WWW.EASTHARTFORDCT.GOV

May 5, 2022

TO: Mayor Michael P. Walsh

FROM: Kevin W. Munson, Fire Chief

RE: Request for waiver of bidding requirements

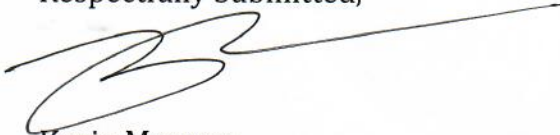
In accordance with Section 10-7 (c) of the Town of East Hartford Code of Ordinances, I respectfully request a bid waiver to permit the purchase of a forcible entry door simulator. The fire department currently has the funds to purchase the equipment in our training budget.

In order to perform realistic fire ground simulations, the fire department routinely practices a technique called forcible entry on a purpose built simulator. These simulators allow firefighters the opportunity to perform the skills in a repeatable fashion for multiple different scenarios without damaging actual property. The department currently shares a door purchased in 2008 with another municipality and the equipment has become outdated, requires considerable logistics to move around, and does not provide modern day options.

The department would like to purchase two custom made training doors from a company in Worcester, Massachusetts called Fire Rescue Training Source. These doors are made to order by the company and cannot be purchased anywhere else. The purchase price for two doors is \$10,778.

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

Respectfully Submitted,



Kevin Munson
Fire Chief

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD

(860) 291-7200

KEVIN MUNSON
FIRE CHIEF

740 Main Street
East Hartford, Connecticut 06108

WWW.EASTHARTFORDCT.GOV

May 5, 2022

TO: Mayor Michael P. Walsh
FROM: Kevin W. Munson, Fire Chief
RE: Request for waiver of bidding requirements

In accordance with Section 10-7 (c) of the Town of East Hartford Code of Ordinances, I respectfully request a bid waiver to engage in an annual service agreement with Goosetown Communications for the purpose of maintenance and repair of the Town's Public Safety Radio Communication System.

The Town's Public Safety Radio Communication Systems is essential to the effective emergency operations and safety of our Firefighters and Police Officers. The system is a Motorola System and is currently serviced by our long time vendor Goosetown Communications which is an authorized Motorola Service Center Goosetown Communications. This service is provided on a time and materials basis for repairs beyond the scope of the Fire Department Alarms Division.

Due to the complexity of the system, The Fire Department and Police Department have experienced circumstances where time costs for troubleshooting and ultimately repairing the radio system are escalating. Currently, there is no cost containment mechanism for repair of the system that must be in service 24/7/365.

Goosetown Communicaions is the original installer of the system and has a State of Connecticut Contract Award for radio equipment and its installation. The Town purchases the equipment through Goosetown via this contact award mechanism. However, there is no State Contract to a Service Agreement. We want to ensure the service dealer is the same as the installing dealer; Goosetown Communications.

Then annual cost of the service agreement is expected to be \$19,776. Funding will be shared between the Police and Fire Department budgets.

It is in the best interest of the Town to enter into a Service Agreement with Goosetown Communication. I appreciate your consideration of this request. I am available if you need additional information or clarification.

Respectfully Submitted,



Kevin Munson
Fire Chief

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD
Police Department

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: April 20, 2022

Re: **Amusement Permit Application**
"16th Abelon Memorial Walk"

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

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



Scott M. Sansom
Chief of Police

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD

Police Department

SCOTT M. SANSOM
CHIEF OF POLICE

East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

April 20, 2022

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

**Re: Outdoor Amusement Permit Application
"16th 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 21, 2022** from approximately 7:30 a.m. to 2:00 p.m. The walk will begin at CIBA and proceeds down **Forbes Street to Sunset Ridge School (450 Forbes Street)**, then turns, retracing its steps back to CIBA.

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

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

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

The Fire Department approves the application as submitted with the understanding that approval is for pre-packaged food only, no cooking allowed 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 fluid and cursive, with a long horizontal stroke extending to the right.

Scott M. Sansom
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Monday, March 28, 2022 8:18 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit for -16th Abelon Memorial Walk

ok

From: Rivera, Augustina
Sent: Thursday, March 24, 2022 9:46 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Cummings, Kim <kcumplings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>
Subject: Outdoor Amusement Permit for -16th Abelon Memorial Walk

Good morning,

Please find attached your Directors Review & Notice and the Outdoor Amusement Permit application for the "16th Abelon Memorial Walk" taking place on **Saturday, May 21, 2022**. Please review and submit comments back to me **no later than 12:00 noon, Thursday, April 7, 2022.**

Thank you.

Tina

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

Rivera, Augustina

From: Gentile, Richard
Sent: Thursday, March 24, 2022 11:17 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit for -16th Abelon Memorial Walk

I have no comments or concerns with this event

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

860-291-7217
rpgentile@easthartfordct.gov

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

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Thursday, March 24, 2022 9:46 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Lawlor, John <JLawlor@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Cummings, Kim <kccummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sassen, Christine <CSassen@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>
Subject: Outdoor Amusement Permit for -16th Abelon Memorial Walk

Good morning,

Please find attached your Directors Review & Notice and the Outdoor Amusement Permit application for the "16th Abelon Memorial Walk" taking place on Saturday, May 21, 2022. Please review and submit comments back to me no later than 12:00 noon, Thursday, April 7, 2022.

Thank you.

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

DATE: March 25, 2022

APPLICATION FOR: 16th Annual Abelon Memorial Walk

APPLICANT: Rachel Buck, Vice President (203) 530-1171

ADDRESS: CIBA 857 Forbes St

DATE(S) OF EVENT: May 21, 2022

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: No cooking. Pre-packaged food only.



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

Fire Dept



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, May 21, 2022**

Event: **"16th 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- _____

Signature Stephen Alsup, Assistant Fire Chief

3/24/2022
Date

Comments:

No dedicated FD / EMS resources.



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, May 21, 2022**

Event: **"16th 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 \$ _____

Laurence Burnsed, MPH, MBA
Signature

March 24, 2022
Date

Comments:



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, May 21, 2022**

Event: **"16th 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 \$0.00

Ted Fravel

Signature

4/1/2022

Date

Comments:



Scott Sansom
Chief of Police

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



Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, May 21, 2022**

Event: **"16th 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

Marilynn Cruz-Aponte 4-18-2022

Signature

Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Wednesday, April 6, 2022 8:55 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit for -16th Abelon Memorial Walk

Tina,

I have reviewed the Outdoor Amusement Permit Application for "16th Annual **Abelon** Walk" for 2022. I approve the application as submitted. Please mark the worksheet "Extra Attention" for the day of the event.

Thank you,

Mack S. Hawkins

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

Serving Our Community with Pride and Integrity



From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Tuesday, April 5, 2022 9:04 AM
To: Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>
Subject: FW: Outdoor Amusement Permit for -16th Abelon Memorial Walk

Good morning,

Just a friendly reminder that your comments for the Abelon Memorial Walk are due on Thursday, April 7th.

Thank you.

Tina

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Michael P. Walsh
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
16th Abelon Memorial Walk
2. Date(s) of Event:
Saturday, May 21, 2022
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):
**Michael Abelon Memorial Foundation
Connecticut IB Academy, Student Advisory Board
857 Forbes Street, East Hartford, CT 06118
(C) 203-530-1171
(W) 860-622-5590
mabelonmf@gmail.com**
4. If Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address.
**Rachel Buck, Vice President, buck.rl@easthartford.org
CIBA, 857 Forbest Street, East Hartford, CT 06118
Additional Officer: Rebecca Delois - President, Doug Clarke - Secretary/Treasurer (same address)**
5. List the location of the proposed amusement: (Name of facility and address)
Connecticut IB Academy (CIBA), 857 Forbes Street, East Hartford, CT 06118 >> Forbes Street >> Sunset Ridge School, 450 Forbes Street, East Hartford, CT 06118 (and back)
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
5/21/22 7:30 am - 2 pm
7. Provide a detailed description of the proposed amusement:
Please see attached

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

✓ Yes No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? 5/21/22 9 - 12 noon

9. What is the expected age group(s) of participants?
mostly 14 - 18 year olds, but walker draw from all age groups

10. What is the expected attendance at the proposed amusement:
(If more than one performance, indicate time / day / date and anticipated attendance for each.)
100 - 150

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

a. Crowd size impact:

Please see attached

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

Please see attached

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

Please see attached

d. Noise impact on neighborhood:

Please see attached

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

Please see attached

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

Please see attached

g. Other expected influence on surrounding neighborhood:

Please see attached

12. Provide a detailed plan for the following:

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

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

Please see attached

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

Please see attached

d. Crowd control plan:

Please see attached

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

Please see attached

f. Provision of sanitary facilities:
Please see attached

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

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

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

Yes ☒ No Alcoholic beverages will be served / provided.

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

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

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

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

Please see attached

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

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

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

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

Rachel Buck
(Legal Name of Applicant)

Rachel Buck
(Applicant Signature)

Rachel Buck
(Printed Name)

3/23/22
(Date Signed)

Walk Faculty Advisor
(Capacity in which signing)

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

FOR OFFICE USE

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

Outdoor Amusement Permit Fees:

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

Total Assessed Amusement Permit Fee \$10Received By: Augustina RiveraEmployee Number: 9099Date & Time Signed: 3/23/22 7 : 5 0 AM PMTime remaining before event: 58 days.

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

Outdoor Amusement Permit Application Additional Responses

7. Provide a detailed description of the proposed amusement:

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

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

a. Crowd size impact:

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

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

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

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

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

d. Noise impact on neighborhood:

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

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

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

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

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

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

g. Other expected influence on surrounding neighborhood:

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

12 Provide a detailed plan for the following:

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

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

c. Any provision for on-site medical services:

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

d. Crowd control plan:

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

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

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

f. Provision of sanitary facilities:

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

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

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