

TOWN COUNCIL AGENDA
COMMUNITY CULTURAL CENTER AUDITORIUM / MICROSOFT "TEAMS"
50 Chapman Place
EAST HARTFORD, CONNECTICUT
May 21, 2024

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Pursuant to Connecticut General Statutes § 1-225a this Town Council meeting is accessible through "Microsoft Teams" [929-235-8441](https://teams.microsoft.com/join/929-235-8441) Conference ID: 828 758 816# or [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. May 7, 2024 Executive Session
 - B. May 7, 2024 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. Presentation of Senior Survey Results by The Commission on Aging
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Approval of Early Voting Procedures and Election Day Emergency Contingency Plan for August 2024 Primary
 - B. Community Development Block Grant: 50th Program Year Action Plan
 - C. Reallocation of National Development Funds for Gorman Park Improvements
 - D. Request for Bid Waiver from Information Technology Department re: Catalis Public Works & Citizen Engagement Reporting Software
 - E. Amusement Permit Applications
 1. Walk Your A1C Down
 2. Volleyball Tournament
 3. Pappy's Café Customer Cookout Day
 4. Pappy's Café Golf Tournament
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 4, 2024 at Community Cultural Center)

Kelly Bilodeau

Community Cultural Center Room 111

2024 MAY -8 AM 10:45

May 7, 2024

EXECUTIVE SESSION

TOWN CLERK
EAST HARTFORD

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

ABSENT

ALSO PRESENT Melissa McCaw, Chief Administrative Officer and Finance Director
James Tallberg, Corporation Counsel
Robert Fitzgerald, Assistant Corporation Counsel
Joseph Ferraro, Interim Assessor
Attorney Joe Hope, Alter & Pearson, LLC
Attorney Michael Rose, Rose Kallor, LLP
Attorney Thomas Gerarde, Howd & Ludorf, LLC

CALL TO ORDER

Chair Kehoe called the meeting to order at 6:37 p.m.

MOTION By John Morrison
seconded by Don Bell

to go into Executive Session to discuss the following:

- A. The pending assessment tax appeal known as 52-54 GOVERNOR STREET, LLC v. TOWN OF EAST HARTFORD – Docket Number HHB-CV22-6073887-S, involving real property located at 20 Hartland Street, East Hartford for the Grand List year 2021 through Grand List year 2025.
- B. The pending assessment tax appeal known as 51-53 WOODBRIDGE AVENUE, LLC v. TOWN OF EAST HARTFORD – Docket Number HHB-CV22-6073886-S, involving real property located at 20 Hartland Street, East Hartford for the Grand List year 2021 through Grand List year 2025.
- C. The pending tax assessment appeal known as MERCHANT 99 111 FOUNDERS LLC et al v. TOWN OF EAST HARTFORD– Docket Number HHB-CV22-6073115-S, involving real property located at 321 Pitkin Street and 323 Pitkin Street East Hartford for the Grand List year 2021 through Grand List year 2025.
- D. The summary process eviction action known as: TOWN OF EAST HARTFORD v. LIVING WORD IMPRINTS, LLC, Docket No: HFH-CV23-6027037-S regarding 804 Silver Lane, East Hartford CT, 06018.
- E. The pending Superior Court action known as DEJESUS, MELANIE v. TOWN OF EAST HARTFORD et al, Docket No: HHD-CV23-6170734-S.
- F. The pending Auto Liability Claim known as RAMONA JACKSON v. EAST HARTFORD, Docket No. HHD-CV-21-6138515-S

G. The pending Law Enforcement Liability Claim known as WILLIAM WYNNE, ADMINISTRATOR OF THE ESTATE OF ANDREW LENETIS v. EAST HARTFORD, Docket No. 3:20-cv-01834(JCH)

Motion carried 9/0

MOTION By John Morrison
seconded by Don Bell

to **go back to** Regular Session.

Motion carried 9/0

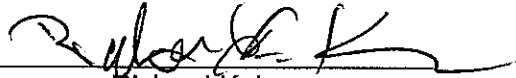
ADJOURNMENT

MOTION By John Morrison
seconded by Don Bell

to **adjourn** at 7:26 p.m.

Motion carried 9/0

Attest



Richard Kehoe
Town Council Chair

Kelly Bilodeau

EAST HARTFORD TOWN COUNCIL

COMMUNITY CULTURAL CENTER AUDITORIUM ~~2024~~ MAY 13 AM 9:18

May 7, 2024

TOWN CLERK
EAST HARTFORD

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

ABSENT

ALSO Mayor Connor S. Martin

PRESENT Melissa McCaw, Chief Administrative Officer and Finance Director (via Teams)
Mack Hawkins, Chief of Police
Laurence Burnsed, Director of Health and Human Services
Ekaterine Tchelidze, Chief of Staff (via Teams)
Robert Fitzgerald, Assistant Corporation Counsel
Sarah Morgan, Library Director
Paul O'Sullivan, Grants Manager
Jay Silver, Assistant Fire Chief (via Teams)

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:35 pm. 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.

AMENDMENTS TO THE AGENDA

RECOGNITIONS AND AWARDS

OPPORTUNITY FOR RESIDENTS TO

ADDRESS THE COUNCIL ON AGENDA ITEMS

Mercedes Perez, 167 Handel Road, voiced concern over resident safety due to the disruption of dirt bikes and all-terrain vehicles in her neighborhood. She appreciated the police response to complaints but suggested more police resources be invested to address the situation and proposed that the Town take further action by actively seizing any vehicles that are using public roads illegally.

Mayor Martin

- wished all a good evening
- As of Monday, May 6 the Mayor's Office, Human Resources, Town Council Office, Corporation Counsel, Health and Human Services, Tax Office, Assessors Office, and Probate Court. The tax office is now fully open to the public and taking cash payments. All departments relocating back to Town Hall will be open to the public

on May 20th at Noon. A formal ribbon cutting ceremony will be held on Tuesday, May 28th at 11:00 am.

- The Town will pilot summer hours and the establishment of a 4-day workweek for employees of the Senior Center. Senior Center Hours and programming will remain the same.
- Acknowledged Head of Communications Marissa Baum for her efforts towards the significant increase and positive press and media attention of current Town developments.
- The Town Memorial Day Parade is scheduled for May 27th with a 10:00 am step-off. Registration for volunteers, vendors and participants is now closed.
- Mayor Connor's Community Cleanup Day is scheduled for Saturday, May 18 from 10:00 pm - 1:00 pm. Volunteers should gather at Alumni Park (1021 Main Street) where they will be checked in and assigned cleanup tasks for the day.
- The Mayor's office will be conducting a meet and greet on Thursday at Augie and Ray's (314 Main Street) from 11:00 am – 1:00 pm.
- All town offices, including the East Hartford Transfer Station, will be closed on Monday, May 27 in observance of Memorial Day. All town offices will reopen on Tuesday, May 28 for regularly scheduled hours of operation. Trash pickup and recycling scheduled for the week of May 27, 2024 will be delayed by one day for the remainder of the week.
- East Hartford's 3rd Annual Juneteenth Celebration is scheduled for Saturday June 15 from 11:00 am to 4:00 pm at Alumni Park. Vendor and Performer applications are still available through the Town website.
- On Monday May 13th the Mayor and Lt. Governor Susan Bysiewicz will be honoring East Hartford Veterans of the Korean and Vietnam Wars at the Community Cultural Center. All are encouraged to attend.

APPROVAL OF MINUTES

April 16, 2024 Regular Meeting

MOTION By Sebrina Wilson
seconded by John Morrison

to **approve** the minutes of the April 16, 2024 Regular Meeting

Motion carried 9/0

COMMUNICATIONS AND PETITIONS

Presentation by Library Department re: Commission on Culture and Fine Arts Grants Initiative

The Chair recognized Sarah Morgan, the Town Library Director who serves as staff liaison to the East Hartford Commission on Culture and Fine Arts. The Commission has announced the launch of a new competitive community grants program for the upcoming fiscal year starting July 1st.

The program has two components: program/project grants, and grants for operating support. First round applications will be due on June 15 and will be considered at the CCFA's July meeting, with optional information sessions available in the coming weeks.

East Hartford-based 501(c)3 arts nonprofits are eligible to apply for funds to support their operating budgets. Applicants must have a minimum of two years of consistent engagement in arts and/or cultural programming and/or services.

For the program/project grants, the proposed activity must be fully planned and directly relate to fine arts or culture. Eligible creative endeavors include, but are not limited to, concerts, performances, program series, festivals, workshops, exhibits, readings, after-school programs, and public art.

Grants will range from \$50 - \$1500, and final reports, both narrative and financial, will be required upon completion of the grant. Grant funds must be spent by September 1, 2025. Applications may be considered on a rolling basis during the year depending on the availability of funds.

OLD BUSINESS

NEW BUSINESS

46th Program Year Community Development Block Coronavirus (CDBG-CV) Grant Reprogramming

MOTION By Angie Parkinson
 seconded by Travis Simpson

to **adopt** the following resolution:

WHEREAS, the Town of East Hartford has \$161,046 in Community Development Block Grant Coronavirus (CDBG-CV) funds available for reprogramming from the Forty-sixth Program Year (2020-2021); and

WHEREAS, the Town desires to use those funds to establish three new activities: Senior Services, Friendship Center and Parks Improvements; and

WHEREAS, in accordance with the Grants Administration Office's Citizen Participation Plan, a 30 calendar day citizen comment period was provided through the publication of a legal notice on March 26, 2024.

NOW, THEREFORE, BE IT RESOLVED that the East Hartford Town Council does authorize the reprogramming of the aforementioned 46th Year funds that prevent, prepare for and/or respond to the coronavirus (COVID-19) for the following:

- Senior Services account of \$3,000 for the delivery of services to East Hartford's elderly population; and
- Friendship Center account of \$15,000 to be used to supplement the operating budget of the Friendship Center's free hot meal program; and
- Parks Improvement account of \$143,046 to be used for improvements to parks in low to moderate income areas.

AND FURTHER, BE IT RESOLVED that the East Hartford Town Council does authorize its Mayor, Connor S. Martin, to act as a representative of the Town and to submit such documents as may be necessary to enact this reprogramming to the US Department of Housing and Urban Development.

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

Grant Application: U.S. Department of Energy "Energy Efficiency and Conservation Block Grant (EECBG)."

MOTION By Angie Parkinson
seconded by Travis Simpson

to **adopt** the following resolution:

WHEREAS; the Town has been allocated \$114,380 in Energy Efficiency and Conservation Grant (EECBG) program funds through the federal Infrastructure Investment and Jobs Act (IIJA) of 2021 and;

WHEREAS; the EECBG Program is designed to assist states, local governments, and Tribes in implementing strategies to reduce energy use, to reduce fossil fuel emissions, and to improve energy efficiency,

NOW THEREFORE LET IT BE RESOLVED; that Connor S. Martin, 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 U.S. Department of Energy as they pertain to this EECBG grant.

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

Proposed ARPA Reallocations

Transfer of Funds to Unallocated Balance

MOTION By Harry Amadasun, Jr.
seconded by John Morrison

to **adopt** the following resolution:

WHEREAS; the Town has been awarded \$24,561,068 in American Rescue Plan Act (ARPA) funds from the U.S. Treasury; and

WHEREAS; in order to most effectively use these funds, reallocations among project accounts are periodically necessary;

NOW THEREFORE LET IT BE RESOLVED; that Connor S. Martin, Mayor of the Town of East Hartford, is authorized to make the following transfers among ARPA Accounts:

1. Transfer \$12,750.00 from "COVID – "Other Public Health Services" to "ARPA Unallocated Balance"
2. Transfer \$75,000.00 from "Expansion of the Community Garden and Greenhouse" to "ARPA Unallocated Balance"
3. Transfer \$495,000.00 from "Meal Program Senior Center" to "ARPA Unallocated Balance"

4. Transfer \$175,000.00 from "McAuliffe Railroad Crossing" to "ARPA Unallocated Balance"
5. Transfer \$55,000 from "Small Business Support and Resources – Qualified Census Tracts" to "ARPA Unallocated Balance"
6. Transfer \$100,000.00 from "Interval House" to "ARPA Unallocated Balance"

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

Addition of Projects and Redistribution of Funds

MOTION By Harry Amadasun, Jr.
seconded by Tom Rup

to adopt the following resolution:

WHEREAS; the Town has been awarded \$24,561,068 in American Rescue Plan Act (ARPA) funds from the U.S. Treasury; and

WHEREAS; in order to most effectively use these funds, the authorization of new projects and the reallocation of funds is periodically necessary;

NOW THEREFORE LET IT BE RESOLVED; that Connor S. Martin, Mayor of the Town of East Hartford, is authorized to add the following to the approved list of ARPA Projects:

1. "Gentle Love Diaper Pantry"
2. "Library Technology Support"

AND LET IT BE FURTHER RESOLVED; that Connor S. Martin, Mayor of the Town of East Hartford, is authorized to make the following transfers among ARPA Accounts:

1. Transfer \$410,000 from "ARPA Unallocated Balance" to "Expansion of Staff at East Hartford Senior Center."
2. Transfer \$180,000 from "ARPA Unallocated Balance" to "Digital Inclusion Project Manager."
3. Transfer \$75,000 from "ARPA Unallocated Balance" to "Library Summer Enrichment."
4. Transfer \$12,750 from "ARPA Unallocated Balance" to "Gentle Love Diaper Pantry"

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

Agreements between Town of East Hartford and End Hunger CT!

CT Fresh Match Program for Farmers' Market

MOTION By Harry Amadasun, Jr.
seconded by Don Bell, Jr.

to **approve** the Town of East Hartford to enter into a Memorandum of Understanding with End Hunger CT! (EHC!) to enroll the Town of East Hartford's Farmers' Market into the CT Fresh Match grant program as detailed in a memo from Mayor Connor S. Martin to Town Council Chair Richard F. Kehoe on May 1, 2024.

Motion carried 9/0

CT True Match Program for Farmers' Market

MOTION By Harry Amadasun, Jr.
seconded by Don Bell, Jr.

to **authorize** the Town of East Hartford to enter into a Memorandum of Understanding with End Hunger CT! (EHC!) to enroll the Town of East Hartford's Farmers' Market into the CT True Match grant program as detailed in a memo from Mayor Connor S. Martin to Town Council Chair Richard F. Kehoe on May 1, 2024.

Motion carried 9/0

Recommendations from Personnel and Pensions Subcommittee

Proposed Revision to Job Description and Pay Grade for Position of Assistant Director of Parks and Recreation

MOTION By Awet Tsegai
seconded by Tom Rup

to **accept** the Proposed Revision to the Job Description and change in Pay Grade for the Position of Assistant Director of Parks and Recreation dated November 12, 2023, as presented by the Director of Human Resources at the April 24, 2024 Personnel and Pensions Subcommittee Meeting.

Motion carried 9/0

Proposed Revision to Job Description for the Position of Master Mechanic (Fire Department)

MOTION By Awet Tsegai
seconded by Tom Rup

to **accept** the Proposed Revision to the Job Description for the Position of Master Mechanic in the Fire Department, as provided by the Department of Human Resources in a memo to Mayor Connor S. Martin dated April 9, 2024 and presented by the Director of Human Resources at the April 24, 2024 Personnel and Pensions Subcommittee Meeting.

Motion carried 9/0

Amusement Permit Application: East Hartford "Annual Car Show"

MOTION By Harry Amadasun, Jr.
seconded by John Morrison

to approve the outdoor amusement permit application entitled "Annual Car Show" as submitted by Mack Hawkins, Chief of Police, scheduled for Saturday, July 13, 2024 from 1:00 pm to 4:00 pm at Sunset Ridge Middle School located at 450 Forbes Street, with a rain date of Sunday, July 14, 2024 with the same hours 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

Refund of Taxes

MOTION By Harry Amadasun, Jr.
seconded by Travis Simpson

to approve a total refund of taxes in the amount of \$135,446.83 pursuant to Section 12-129 of the Connecticut General Statutes.

Motion carried 9/0

Bill	Name/ Check payable to:	Address	City/State/Zip	Prop Loc/Vehicle Info.	Int Paid	Over Paid
2022-01-0000070	35 THOMAS STREET ASSOCIATES LLC	410 PROSPECT ST	EAST HARTFORD, CT 06108	262 CONNECTICUT BLVD	0	-2,956.96
2022-03-0050589	AGYAPONG MAXWELL	61 GLENN RD APT A3	EAST HARTFORD, CT 06118	2018/4T1861HK7JU515781	0	-29.03
2022-03-0050748	ALDAVE ABLE I	51 HOLLY RD	EAST HARTFORD, CT 06118-2726	2017/JTMRJREVXHD073829	0	-8.52
2022-03-0051529	ANSAH MICHAEL O	22 DEERFIELD CT	EAST HARTFORD, CT 06108-1715	2018/KMBI2CA49JU716226	0	-226.9
2022-03-0051898	ARMSTRONG DONNA C	41 TERRY RD	EAST HARTFORD, CT 06108-3553	2018/1FMCU9J91JUB18535	0	-350.08
2022-03-0052328	AXIM AYARLOW S	225 SUNSET AVE APT 2L	NEWARK, NJ 07105	2005/5FNAL38645B014792	-4.29	-95.43
2022-04-0080445	BABEY ALAN J	77 HANDEL RD	EAST HARTFORD, CT 06118-2618	2015/JF1GPA260F8305912	0	-27.43
2022-01-0000943	BALDERRAMA JAIME	87 MARGERY DR	EAST HARTFORD, CT 06118	87 MARGERY DR	0	-13.70
2022-03-0053467	BERTRAM LILIAN E	25 CLOVERDALE DR	EAST HARTFORD, CT 06118-3108	2010/JHMZE2H72A5041112	0	-151.59
2022-01-0001843	BROWNE LASETA	133 O CONNELL DR	EAST HARTFORD, CT 06118	133 OCONNELL DR		-5.24
2022-01-0000838	CORELOGIC REFUNDS	PO BOX 9222	COPPELL, TX 75019	640 FORBES ST	0	-2,199.42
2022-01-0006111	CORELOGIC REFUNDS	PO BOX 9222	COPPELL, TX 75019	128-130 BURNSIDE AVE	0	-9,090.80
2022-01-0012553	CORELOGIC REFUNDS	PO BOX 9222	COPPELL, TX 75019	6 OLDE ROBERTS ST	0	-2,919.31
2022-01-0014448	CORELOGIC CENTRALIZED REFUNDS ATTN: BILLIE GRAY	3001 HACKBERRY RD	IRVING, TX 75063	24-26 OUTLOOK ST	0	-2,638.33
2022-03-0057950	COSTA AARON M	133 LANGFORD LN	EAST HARTFORD, CT 06118-2370	2006/1G1AK55F557833214	0	-19.64
2022-03-0060744	DOMANSKI JAN	120 ROLLING MEADOW DR	EAST HARTFORD, CT 06118-1741	2022/XL4CJESM6N8523259	0	-184.09
2021-01-0005297	GAMACHE ROBERT W & BURKE SILVIA	9 MONTAUK RD	EAST HARTFORD, CT 06118	9 MONTAUK RD	0	-344.81
2021-01-0012134	GREEN LAW P.C.	11 TALCOTT NOTCH RD	FARMINGTON, CT 06032	20 HARTLAND ST	0	-48,792.88
2022-01-0012147	GREEN LAW P.C.	11 TALCOTT NOTCH RD	FARMINGTON, CT 06032	20 HARTLAND ST	0	-50,625.58
2022-01-0005876	GOULET MONIQUE M	15 SUMMERSSET DR	EAST HARTFORD, CT 06118	15 SUMMERSSET DR	0	-16.23
2022-04-0082826	GUY DAIGLE FLOORING LLC	87 CHURCH ST	EAST HARTFORD, CT 06108	2020/JGCVGBF05L1140792	0	-35.24
2022-04-0082894	HARRIS CEDRIC P	27 HIGH CT	EAST HARTFORD, CT 06118-1816	2003/1GCGG25V431112907	0	-98.71
2022-03-0066562	HICKS THOMAS C	27 CARROLL RD	EAST HARTFORD, CT 06108-3003	2019/2C3CCAKG8KH698557	0	-42.25
2022-03-0066939	HONDA LEASE TRUST	11675 GREAT OAKS WAY SUITE 200	ALPHARETTA, GA 30022	2020/19XFC1F33LE216428	0	-509.70
2022-03-0069167	KERR DARNETT C	3401 27TH ST W	LEHIGH ACRES, FL 33974	2017/JT7BAR8Z9H2145749	0	-44.36
2022-01-0007661	KRUCELAK ROBERT	8 ARAPAHO DR	EAST HARTFORD, CT 06118	8 ARAPAHO DR	0	-6.81

2022-01-0007955	LAVOIE STEVEN R & DENISE B	17 MAGNOLIA DR	EAST HARTFORD, CT 06118	17 MAGNOLIA DR	0	-31.73
2020-03-0069877	LETSU FOSTER S	76 NAUGATUCK ST	HARTFORD, CT 06120	2011/STD8K3EH785049764	-17.01	-378.00
2022-03-0070647	LETTMAN GERALDO	61 GLENN RD APT A5	EAST HARTFORD, CT 06118-2154	2020/2HKRW2H83LH700805	0	-83.58
2022-04-0083998	LUZUNARIS MARIBEL	188 WALNUT ST	EAST HARTFORD, CT 06108-2920	2021/1C4RIFAGXMC504630	0	-23.30
2022-01-0008512	LYNCH MARK W & CATHERINE N	22 SYRACUSE DRIVE	EAST HARTFORD, CT 06108	22 SYRACUSE DR	0	-9.00
2022-01-0008513	LYNCH MICHAEL J	256 O CONNELL DR	EAST HARTFORD, CT 06118	256 OCONNELL DR	0	-5.89
2022-03-0071719	MAHORN MARGARET P	44 GORDON LN	EAST HARTFORD, CT 06118-2223	2019/1FMCU9GDXXU883915	0	-63.63
2022-04-0084349	MENSAH JOSEPH	57 ENDOVER RD	EAST HARTFORD, CT 06108	2010/4T18F3EK6AU591714	0	-83.61
2022-03-0075667	NISSAN INFINITI LT LLC	P O BOX 650214	DALLAS, TX 75265-0214	2020/5N1AZ2B56LN100711	0	-585.7
2022-03-0075892	NSAFDAH BENARD	158 OAK ST	EAST HARTFORD, CT 06118-2055	2015/KMBIUCAG3FU054783	0	-18.32
2022-01-0010599	OWENS AMBER & FLYTHE RANDOLPH H JR	131 E BARBER ST	WINDSOR, CT 06095-4416	197 ARBUTUS ST	0	-2,645.99
2022-03-0084604	PENSIERO KERRIE	108 NORWICH SALEM RD	LYME, CT 06371	2020/1C4RIFBG1LC179024	0	-10.00
2022-03-0089562	PERFECTION CENTERLESS GRINDING INV	466 PARK AVE	EAST HARTFORD, CT 06108-1828	2019/1FTEW1EP3KFA47846	0	-544.91
2022-03-0078058	PHANTHAVONG DANNY & XAYADETH KHAMMON	8 GORMAN PL	EAST HARTFORD, CT 06108-1450	2016/1FTFW1EFSGF839933	0	-267.3
2022-01-0001095	PROSPERITY HOME MORTGAGE	4440 BROOKFIELD CORPORATE DR	CHANTILLY, VA 20151	294 ELLINGTON RD	0	-2,463.92
2022-01-0012285	RODRIGUEZ EDWIN	72 SALEM RD	EAST HARTFORD, CT 06118	72 SALEM RD	0	-515.92
2021-04-0086033	ROSA KARLA J	102 BENSON ST	NEW BRITAIN, CT 06051-4160	2016/JTHCM1029G5008631	-17.55	-389.91
2022-01-0011582	SANTOS LOURDES	8 ROXBURY RD	EAST HARTFORD, CT 06118	8 ROXBURY RD	0	-20.28
2022-01-0013439	SICHANH VANH	60 FLORADALE DR	EAST HARTFORD, CT 06108	60 FLORADALE DR	0	-70.00
2022-02-0041435	SOMNATH INC	490 MAIN STREET	EAST HARTFORD, CT 06118	490 MAIN ST	0	-1,000.00
2022-03-0081773	SNOW SUSAN	22 VINCENT DR	EAST HARTFORD, CT 06108	2015/1HGCR2F72FA093904	0	-365.82
2022-01-0014264	THE RONCALLI INSTITUTE INC	PO BOX 427	PORTLAND, CT 06480	780 SILVER LN	0	-4,044.70
2022-01-0014419	TOLISAND LEONARD D TRUSTEE	591 WEST AVDN RD	AVON, CT 06001	418 BURNSIDE AVE	0	-293.95
2022-04-0086767	VAZQUEZ ROSA M	237 MIDDLETOWN AVE	WETHERSFIELD, CT 06109-3824	2011/WDDHF8H868A286428	-4.67	-103.81
SUBTOTAL					-43.52	-135,403.31
TOTAL						\$ (135,446.83)

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Councillor Simpson proposed consideration of use of traffic cameras as a means to identify illegal vehicles on public roads. *Mayor Martin stated that the Town currently only reviews camera footage after traffic accidents, not monitoring them in real time.*

Councillor Tsegai reminded the Town Council that it is our intent to work with the Police Chief on privacy protections for the police use of technology such as street cameras and drones.

Councillor Bell stated that if the Town were to consider using the available technology to monitor traffic as suggested, a larger conversation be held to provide the opportunity for resident feedback.

Councillor Rup requested an update on the Concourse Park development project. *Mayor Martin said the Town is currently reviewing updated requirements from CRDA to protect the Town and state's financial investment in the infrastructure on the site. As these requirements were not anticipated, the Mayor has chosen not to implement any financial penalties on the developer at this time.*

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

The pending assessment tax appeal known as 52-54 GOVERNOR STREET, LLC v. TOWN OF EAST HARTFORD – Docket Number HHB-CV22-6073887-S, involving real property located at 52-54 Governor Street, East Hartford for the Grand List year 2021 through Grand List Year 2025.

MOTION By Don Bell
 seconded by John Morrison

to **accept** the recommendation of Corporation Counsel to settle the pending tax assessment appeal known as 52-54 GOVERNOR STREET, LLC v. TOWN OF EAST HARTFORD, Docket Number HHB-CV22-6073887-S involving real property located at 52-54 Governor Street, East Hartford to adjust the Appraised Parcel Value of \$282,160.00 to \$256,425.00 for the Grand List year 2021 through Grand List year 2025 and authorize a refund or reduction of \$738.82 for Grand List year 2021, and a refund or reduction of \$766.57 for Grand List year 2022.

Motion carried 9/0

The pending assessment tax appeal known as, 51-53 Woodbridge Avenue, LLC v. TOWN OF EAST HARTFORD – Docket Number HHB-CV22-6073886-S, involving real property located at 51-53 Woodbridge Avenue, East Hartford for the Grand List year 2021 through Grand List year 2025.

MOTION By Don Bell
 seconded by Travis Simpson

to **accept** the recommendation of Corporation Counsel to settle the pending tax assessment appeal known as 51-53 WOODBRIDGE AVENUE, LLC v. TOWN OF EAST HARTFORD, Docket Number HHB-CV22-6073886-S, involving real property located at 51-53 Woodbridge Avenue, East Hartford for no change to the appraised value.

Motion carried 9/0

The pending tax assessment appeal known as MERCHANT 99 111 FOUNDERS LLC et al v. TOWN OF EAST HARTFORD– Docket Number HHB-CV22-6073115-S, involving real property located at 321 Pitkin Street and 323 Pitkin Street East Hartford for the Grand List year 2021 through Grand List year 2025.

MOTION By Don Bell
 seconded by Travis Simpson

to accept the recommendation of Corporation Counsel to settle the pending tax assessment appeal known as MERCHANT 99 111 FOUNDERS LLC et al v. TOWN OF EAST HARTFORD, Docket Number HHB-CV22-6073115-S involving real property located at 321 Pitkin Street and 323 Pitkin Street, East Hartford to adjust the appraised parcel value for 323 Pitkin Street of \$15,073,810.00 to \$9,257,057.00 for the Grand List year 2021 through Grand List year 2025 and authorize a refund or

reduction of \$166,940.94 for Grand List year 2021, and a refund or reduction of \$173,211.39 for Grand List year 2022 and by making no change to the appraised parcel value for 321 Pitkin Street.

Motion carried 9/0

The summary process eviction action known as: TOWN OF EAST HARTFORD v. LIVING WORD IMPRINTS, LLC, Docket No: HFH-CV23-6027037-S regarding 804 Silver Lane, East Hartford, CT.

MOTION By Don Bell
seconded by Tom Rup

to **adopt** the following resolution:

WHEREAS, On March 1, 2023, the Town of East Hartford became record owner of the real property located at 794 – 810 Silver Lane, East Hartford and 818 – 850 Silver Lane, East Hartford (hereinafter collectively “Silver Lane Plaza”); and

WHEREAS, portions of the Silver Lane Plaza, at the time of acquisition, were occupied by various business entities; and

WHEREAS, this Council desires to accept the recommendation of Corporation Counsel to fully and finally settle the matter known as TOWN OF EAST HARTFORD v. LIVING WORD IMPRINTS, LLC, docket no: HFH-CV23-6027037-S and claim for relocation costs by Living Word Imprints, LLC involving the real property located at 804 Silver Lane, East Hartford, CT.

THEREFORE, BE IT RESOLVED, that the East Hartford Town Council hereby approves the following items:

1. Notwithstanding the requirements of Town Ordinance 10-19, this Council acting as a committee of the whole for the Fees Committee authorizes the Town to enter into an agreement with Living Word Imprints, LLC for relocation benefits, settlement and release of claims, and occupancy regarding a portion of the Silver Lane Plaza; provided such agreement shall be in a form reviewed and approved by the Office of Corporation Counsel; and
2. That Living Word Imprints, LLC has vacated the real property located at 804 Silver Lane, East Hartford, CT and this Council waives any claim for rents due; and
3. The Town, in consideration of the release by Living Word Imprints, LLC of all past, present and future claims regarding the real property located at 804 Silver Lane, East Hartford, CT and in full and final settlement for such claim, will pay Living Word Imprints, LLC the sum of twenty thousand and zero cents (\$20,000.00); and
4. That Mayor, Connor S. Martin, is hereby authorized to make, execute and deliver all settlement agreements, additional and supplemental documents, and to do and perform such acts and to take such actions as may be

necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

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

The pending Superior Court action known as DEJESUS, MELANIE v. TOWN OF EAST HARTFORD et al, Docket No: HHD-CV23-6170734-S.

MOTION By Don Bell
seconded by Tom Rup

to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending Superior Court action known as DEJESUS, MELANIE v. TOWN OF EAST HARTFORD et al, Docket No: HHD-CV23-6170734-S, for a total sum of \$22,000.00.

Motion carried 9/0

The pending Auto Liability Claim known as RAMONA JACKSON v. EAST HARTFORD, Docket No. HHD-CV-21-6138515-S

MOTION By Don Bell
seconded by Tom Rup

to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending Superior Court action known as RAMONA JACKSON v. EAST HARTFORD, Docket No. HHD-CV-21-6138515-S, for a total sum of \$137,500.00.

Motion carried 9/0

The pending Law Enforcement Liability Claim known as WILLIAM WYNNE, ADMINISTRATOR OF THE ESTATE OF ANDREW LENETIS v. EAST HARTFORD, Docket No. 3:20-cv-01834(JCH)

MOTION By Don Bell
seconded by Travis Simpson

to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending Federal Court action known as WILLIAM WYNNE, ADMINISTRATOR OF THE ESTATE OF ANDREW LENETIS v. EAST HARTFORD, Docket No. 3:20-cv-01834(JCH), for a total sum of \$1,260,000.00.

Motion carried 9/0

OPPORTUNITY FOR RESIDENTS TO SPEAK

Gary Roy, 61 Matthew Road, commended the Police Department's response to a potential informal street takeover along School Street. The resident also supports developing the Veteran's Memorial Clubhouse as a restaurant due to its historical appeal and size.

Mayor Martin announced that the Town has partnered with volunteers from Bank of America to clean headstones of Veterans at Hillside and Silver Lane cemeteries on May 23rd.

ADJOURNMENT

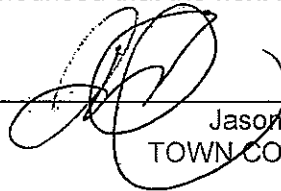
MOTION By John Morrison
seconded by Don Bell

to **adjourn** (9:31 pm)

Motion carried 9/0

The Chair wished all a good evening and announced that the next meeting of the Town Council will be held on Tuesday May 21st.

Attest:



Jason Marshall
TOWN COUNCIL CLERK



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 13, 2024
TO: Richard F. Kehoe, Chair
FROM: Connor S. Martin, Mayor
RE: PRESENTATION: Commission on Aging Senior Survey

Please allocate time on the May 21 council meeting for a presentation by the Chairman of the Commission on Aging Gary Kelly on the town-wide senior survey conducted May-October 2023 and its results.

Based on the Register of Voters data in January 2023, there were 12,600 voters over the age of 55. Given the population of approximately 51,000 residents, seniors represent 24.71% of the population (or 1 out of 4). Our residents' perspective on the community is valuable in helping the Town of East Hartford identify quality of life needs, and the resources to address our target population needs.

Please place this information on the Town Council agenda for the May 21, 2024, meeting.

C: L. Burnsed, Health and Humann Services Director
E. Tchelidze, Chief of Staff



Commission
On
Aging



2023 SENIOR SURVEY REPORT



PREPARED FOR:
Connor Martin - Mayor
Town of East Hartford



Commission

On

Aging



Commission Members:

Gary James Kelly - Chairman, Eugenia Perry – Secretary, Maria Potvin, Anita Morrison,
Lorraine Kraft, Jim Sundin, Kathy LaBranche

Our Mission:

The Commission on Aging is charged with studying the needs and conditions of persons in the community, who are 60 years of age or older, in relation to housing, economic, employment, health, recreational and other matters. It shall analyze the services for such persons provided by the community, both by public and private agencies, and shall make recommendations to the Mayor and Town Council regarding the development and integration of services provided by public and private agencies.

Acknowledgements:

We extend our sincere thanks to Laurence Burnsed, Director of Health & Human Services, and Ekaterine Tchelidze, Chief of Staff, for their help and support in making this project successful.

We appreciate the Town of East Hamptons Commission on Aging for their help and assistance.

TABLE OF CONTENTS

- 1) Executive Summary (4 pages); Intended for publication after approval.
- 2) Survey Questions with response ratings and comments to open ended questions shown as Appendixes a through i (38 pages). Intended for publication after approval.
- 3) Appendix J. This contains Appendixes a through i noted above, but is highlighted to show the recommended departments to address the comments (17 pages). This is for internal use only!
- 4) Listing of geographically placed distribution points for paper survey provided for future survey research. This is for internal use only!



Commission
On
Aging



EXECUTIVE SUMMARY

Senior Survey 2023

Background

The East Hartford Commission on Aging, in collaboration with the Department of Health & Human Services and other Town departments, conducted a survey of residents to better understand the needs of our senior population. To the best of our knowledge, a survey for seniors had never been conducted in East Hartford. We are charged with studying and analyzing the needs of our senior residents, therefore it was imperative we conduct a survey in addition to our daily contact and events we sponsor.

Based on the Register of Voters data in January 2023, there were 12,600 voters over the age of 55. Given the population of approximately 51,000 residents, seniors represent 24.71% of the population (or 1 out of 4). Our residents' perspective on the community is valuable to help the Town of East Hartford identify quality of life needs, and the resources to address our target population needs.

Methods

The genesis of the survey began with analyzing the AARP Livable Communities Survey and East Hampton's Commission on Aging Surveys conducted recently. Using those surveys as a base, with permission, we customized them for issues pertinent to East Hartford seniors. In addition to asking questions using the Likert psychometric scale design of multiple choice, we designed the survey for a dual purpose; to gather data and inform our seniors of services available to them (e.g. Library services, senior swim programs, etc.). We distributed draft copies of the questions pertaining to each department for their review and input.

We presented the survey in English and Spanish, and made it accessible both online via Survey Monkey and with paper copies. The survey began on Memorial Day of 2023 and concluded at the end of October of 2023 to capture the maximum participation. We advertised the survey on town's social media platforms, the town website and the newsletter, the Town electronic sign located at Alumni Park on Main Street, the East Hartford Gazette, and the East Hartford Television station.

The printed copies were placed at strategic locations throughout the town for pick up and drop off and collected on a schedule. Hard copy pick-up and drop-off locations included Augie & Ray's Restaurant, the Community Cultural Center, six fire stations located throughout town, East

Hartford Golf Club, both Raymond and Wickham Memorial Library sites, the lobby of the Public Safety Complex, Riverside Health Care & Rehabilitation, and the Senior Center. East Hartford Housing Authority assisted with promotion and distribution by placing hard copy surveys and collection boxes within common areas of properties, as well as posting flyers in common areas. Commission on Aging and Town officials reached out to several community partners to promote survey participation and assist with distribution. Partner organizations included the East Hartford Black Caucus, local elected officials for social media promotion, local faith-based organizations, and the East Hartford Housing Authority.

East Hartford Health & Human Services staff entered hard copy responses into the Survey Monkey form for analysis of all responses. Completed hard copy surveys were assigned a unique system identifier, which was used to randomly assess data entry completeness and accuracy. Survey responses were exported from the Survey Monkey platform in CSV format for analysis using Microsoft Excel. The Commission on Aging reviewed open-ended responses and compiled into response categories. Open-ended responses will be shared with appropriate Town department representatives for review along with the summary of question-specific quantitative responses.

Results

We are pleased with the total of 512 responses; 272 from online and 240 using paper. Seniors also provided 494 written comments providing an expanded insight within our senior community. Interns from the Health Department keypunched the paper results into Survey Monkey. The final report details how many answered or skipped each question, and their responses in total and percentage.

Housing questions

Over 96% of the residents want to live independently as they age. Most own their own homes with the majority in single family homes. Over 28% find inside maintenance overwhelming and 32% find outside maintenance overwhelming. When asked if they need to make changes to stay there, over 25% said yes and submitted 128 written responses (See Appendix A). Over 64% said it was either very important or somewhat important to stay within 5 miles if they chose to move. When asked about Additional Dwelling Units (ADU's), 37% wanted more information.

Transportation questions

Over 89% have access to a car and 75% have no health issues that prevent them from driving. Over 70% leave home 5 or more times per week and most have no difficulty getting to out of town medical appointments. Most seemed fine with Connecticut Transit, Dial A Ride, and ADA

par transport. When asked if streets are well designed and maintained for pedestrians with adequate crossings, over 31% said no, and submitted 130 written comments (See Appendix G).

Senior Center and related transit

Over 30% were not aware of Senior Center events and meal programs and 24% were unaware that membership is free. When asked about extended hours over 42% were not aware, and 35% were unaware of the fitness center and training.

Healthcare and affordability questions

When asked how they usually get news and information about current events, the majority said TV news, half said local newspapers, and less than half said social media or websites. They provided 68 written comments in Appendix H. When asked if they were able to remain here after retirement over half said yes while 39% were unsure. Over 17% felt they would have to work in their retirement years while 23% said they were unsure. The majority felt sure they would have enough food supply now and during retirement.

Library services

Over 57% were unaware of the library's adult services, and 60% unaware of digital services offered. Approximately 70% were unaware of the workforce services offered and 81% did not know about the library book delivery services. Over 89% stated they have transportation to the libraries.

Parks and Recreation

Over 60% were unaware of the Adult/Senior services programs, and 58% were not aware of the senior swimming programs.

Demographics

Over 42% said East Hartford is a good place to live, while 44% rated it as a fair place. When asked about their racial background, more than 83% responded as White, 9.8% as Black, 8.93% as Latino or Spanish, and over 6% said other.

RECOMMENDATIONS

We are very appreciative that so many seniors made the earnest effort to participate in this survey. The results provide us with wonderful opportunities to address their concerns and written comments. The following recommendations can be implemented at low cost and most at no cost while improving and enhancing services for both seniors and non-seniors.

- 1) Create a robust volunteer program which could incorporate some of the existing volunteer programs to help with some of the inside work (perhaps cleaning and light painting) and outside work needed by seniors. The high school has an existing program that we may be able to use for outside raking and picking up of branches and debris. Since there will be an outpouring of seniors needing these services, we likely will use a random drawing system to choose them and will be limited by the availability of volunteer resources and weather. As the new program is formulated, we will consult with the Public Works department regarding bulk pick up scheduling and permits for those seniors chosen.
- 2) The Communications staff will appreciate the results particularly question # 28 Appendix H to see the responses about how seniors get news and information about current events and programs offered. This insight will produce creative ways to target general and specific audiences for maximum dissemination of information for all town issues and programs.
- 3) We have highlighted most comments with different colors to disseminate to the appropriate departments for information, correction, and awareness in order to ensure the comments were not made in vain; please refer to Appendix J. Departments will likely involve Public Works, Police, Tax, Communications, Social Services, Senior Center, Library, and others as appropriate.
- 4) The Commission on Aging will create and sponsor seminars with various departments speaking to address concerns and answer questions (e.g. Tax department can discuss senior property tax discounts, Inspections and Permits department can discuss requirements for ADU's, etc.). These will be held at various locations such as the Library, Chapman Place auditorium, Senior Center and other facilities available to maximize use of existing town facilities.
- 5) The Commission on Aging will continue our work on producing a list of discounts for seniors of products and services which will be available on our website and in a flyer. We will not endorse one business over the other but can simply show which businesses are offering senior discounts. The vetting of those businesses before hiring them is the responsibility of the seniors themselves by performing research on the BBB rating, licensing and insurance regulations, permitting, and customer recommendations before deciding on who to hire.

Q#1 How important is it for you to be able to live independently in your own home as you age?

Answered: 492 Skipped: 20

ANSWER CHOICES	RESPONSES	
Very important	96.75%	476
Somewhat important	3.05%	15
Not very important	0.20%	1
TOTAL		492

Q#2 Here is a set of questions about your current housing. Please select YES or NO for each.

Answered: 508 Skipped: 4

	YES	NO	TOTAL
Do you own your housing?	84.72% 427	15.28% 77	504
Single family house?	81.88% 393	18.13% 87	480
Multi-family house?	4.16% 17	95.84% 392	409
Apartment?	10.87% 45	89.13% 369	414
Senior Housing?	8.72% 36	91.28% 377	413
One floor living?	46.50% 206	53.50% 237	443
Condominium?	6.65% 28	93.35% 393	421
Mobile Home?	4.98% 21	95.02% 401	422
Is maintenance of your dwelling overwhelming?	28.16% 136	71.84% 347	483
Is maintenance of your grounds overwhelming?	32.49% 154	67.51% 320	474

Q#3 Do you need to make changes to your home in order to stay there?

Answered: 504 Skipped: 8

ANSWER CHOICES	RESPONSES	
No	64.48%	325
N/A	9.92%	50
Yes (please write in what changes you need to make)	25.60%	129
TOTAL		504

PLEASE SEE APPENDIX A (Page 21) FOR COMMENTS FROM SENIORS

Q#4 How important is it to you to stay within 5 miles if you move out of your current housing?

Answered: 501 Skipped: 11

ANSWER CHOICES	RESPONSES	
Very important	32.34%	162
Somewhat important	32.14%	161
Not very important	35.53%	178
TOTAL		501

Q#5 Given your current health and finances, how much would you prefer to live in each type of housing now?

Please select your choice for each.

Answered: 488

Skipped: 24

	HIGH PREFERENCE	MEDIUM PREFERENCE	LOW PREFERENCE	TOTAL
My own home	82.17% 378	9.13% 42	8.70% 40	460
One level private house	66.12% 283	21.03% 90	12.85% 55	428
Local assisted living facility	4.51% 18	14.29% 57	81.20% 324	399
Own a senior apartment	11.17% 45	26.55% 107	62.28% 251	403
Rent an apartment in senior community	14.46% 60	20.96% 87	64.58% 268	415
Senior living community with independent and assisted living, and skilled nursing	11.30% 46	25.55% 104	63.14% 257	407

PLEASE SEE APPENDIX B (Page 25) FOR COMMENTS FROM SENIORS

Q#6 Are any of these barriers keeping you from living in your preferred housing?

Please select YES or NO for each.

Answered: 481

Skipped: 31

	YES	NO	TOTAL
Unaffordable	26.96% 127	73.04% 344	471
Need in-home assistance you can't get	8.50% 39	91.50% 420	459
Health Status	10.72% 49	89.28% 408	457
Not available in town	17.12% 76	82.88% 368	444
Would need too much maintenance	18.79% 84	81.21% 363	447

PLEASE SEE APPENDIX C (Page 26) FOR COMMENTS FROM SENIORS

Q#7 What would an ideal apartment or home for you contain? Please select YES or NO for each.

Answered: 492 Skipped: 20

	YES	NO	TOTAL
1 Bedroom	38.98% 145	61.02% 227	372
2 or more Bedrooms	84.35% 388	15.65% 72	460
1 full Bathroom only	39.30% 147	60.70% 227	374
1 full and half Bathroom	81.84% 365	18.16% 81	446
Separate Kitchen	91.20% 425	8.80% 41	466
Living /Dining room open plan	89.53% 419	10.47% 49	468
Handicap Accessible	59.50% 263	40.50% 179	442

PLEASE SEE APPENDIX D (Page 28) FOR COMMENTS FROM SENIORS

Q#8 Are you interested in finding out more about ADU's?

Answered: 495 Skipped: 17

ANSWER CHOICES	RESPONSES
Yes	37.37% 185
No	62.63% 310
TOTAL	495

Q#9 Does an Accessory Dwelling Unit sound like an option that you might use in the next few years? Please circle your choice

Answered: 495 Skipped: 17

ANSWER CHOICES	RESPONSES	
Yes	17.58%	87
No	37.17%	184
Cannot tell	25.05%	124
Need more information	20.20%	100
TOTAL		495

Q#10 Do you own or have easy access to a car?

Answered: 485 Skipped: 27

ANSWER CHOICES	RESPONSES	
Yes	89.69%	435
No	10.31%	50
TOTAL		485

Q#11 What health issues interfere with your driving? Please select all that apply

Answered: 482 Skipped: 30

ANSWER CHOICES	RESPONSES	
None	75.31%	363
Vision	12.03%	58
Hearing	3.73%	18
Tiredness	4.15%	20
Weakness/Arthritis	9.75%	47
Memory	2.49%	12
Other (please explain)	8.71%	42
Total Respondents: 482		

PLEASE SEE APPENDIX E (Page 29) FOR COMMENTS FROM SENIORS

**Q#12 How do you usually get around town for shopping, visiting, errands, etc.?
Please circle how frequently you use the option**

Answered: 462 Skipped: 50

	FREQUENT	NOT FREQUENT	NOT AT ALL	TOTAL
Walk	15.75% 60	29.13% 111	55.12% 210	381
Drive Myself	84.60% 368	5.06% 22	10.34% 45	435
Someone else drives me	24.69% 99	26.93% 108	48.38% 194	401
Taxi	0.53% 2	4.01% 15	95.45% 357	374
Uber or Lyft	1.59% 6	6.90% 26	91.51% 345	377
Public Transportation	6.05% 23	12.11% 46	81.84% 311	380
Ride a bike	2.41% 9	7.49% 28	90.11% 337	374
Senior Van	3.74% 14	5.35% 20	90.91% 340	374
I do not get out of the house	10.22% 23	12.00% 27	77.78% 175	225

PLEASE SEE APPENDIX F (Page 31) FOR COMMENTS FROM SENIORS

Q#13 How many times do you leave your home in a typical week?

Answered: 483 Skipped: 29

ANSWER CHOICES	RESPONSES	
<1	2.07%	10
1-2	6.83%	33
3-4	20.08%	97
5 or more	70.81%	342
I am homebound	0.21%	1
TOTAL		483

Q#14 Do you think public transportation is: Please select all that apply

Answered: 450 Skipped: 62

	YES	NO	TOTAL
Safe?	74.54% 322	25.46% 110	432
Accessible?	71.09% 300	28.91% 122	422
Affordable?	81.71% 335	18.29% 75	410
Convenient?	54.31% 227	45.69% 191	418
Available when you need it?	53.28% 219	46.72% 192	411
Adequate for people with disabilities?	63.94% 250	36.06% 141	391

Q#15 How much difficulty do you have getting to and from out of town medical appointments?

Answered: 481 Skipped: 31

ANSWER CHOICES	RESPONSES
A lot	3.95% 19
Some	16.63% 80
Little or none	79.42% 382
TOTAL	481

Q#16 Are streets well-designed and maintained for pedestrians, with adequate crossings?

Answered: 447 Skipped: 65

ANSWER CHOICES	RESPONSES
Yes	68.68% 307
No (please write in any specific location that concerns you)	31.32% 140
TOTAL	447

PLEASE SEE APPENDIX G (Page 32) FOR COMMENTS FROM SENIORS

Q#17 Does CT transit have bus routes reasonably close to your location?

Answered: 457 Skipped: 55

ANSWER CHOICES	RESPONSES
Yes	81.18% 371
No	18.82% 86
TOTAL	457

Q#18 Do you use CT transit to get to the various places you need to (e.g. Doctor, store, work, etc.)

Answered: 476 Skipped: 36

ANSWER CHOICES	RESPONSES
Yes	11.13% 53
No	88.87% 423
TOTAL	476

Q#19 Do you use Dial- A- Ride to get to the various places in East Hartford you need to (e.g. Senior Center, Doctor, store, work, etc.)

Answered: 481 Skipped: 31

ANSWER CHOICES	RESPONSES
Yes	6.86% 33
No	93.14% 448
TOTAL	481

Q#20 Do you use ADA Para-transit to get to the various places you need to (e.g. Doctor, store, work, etc.)

Answered: 475 Skipped: 37

ANSWER CHOICES	RESPONSES
Yes	6.11% 29
No	93.89% 446
TOTAL	475

Q#21 The town Senior Center bus is used on Tuesday and Thursday evenings to & from the Senior Center. It is also restarted for limited out trips as advertised in the newsletters. Do you use the trips provided by the Senior Center bus?

Answered: 479 Skipped: 33

ANSWER CHOICES	RESPONSES
Yes	9.39% 45
No	90.61% 434
TOTAL	479

Q#22 Are you aware of the events and meal programs offered by the Senior Center?

Answered: 485 Skipped: 27

ANSWER CHOICES	RESPONSES
Yes	69.48% 337
No	30.52% 148
TOTAL	485

Q#23 Are you aware of the extended evening and Saturday hours at the Senior Center?

Answered: 482 Skipped: 30

ANSWER CHOICES	RESPONSES
Yes	57.68% 278
No	42.32% 204
TOTAL	482

Q#24 Did you know joining the Senior Center is free for East Hartford residents age 55 or older?

Answered: 485 Skipped: 27

ANSWER CHOICES	RESPONSES
Yes	75.88% 368
No	24.12% 117
TOTAL	485

Q#25 Are you aware that the Senior Center has a fitness center with a personal trainer during the day? It is also open later on Tuesday, Thursday evenings and Saturday 9-noon.

Answered: 479 Skipped: 33

ANSWER CHOICES	RESPONSES
Yes	64.51% 309
No	35.49% 170
TOTAL	479

Q#26 Are your needs being met for: (Please select yes, no, or not applicable)

Answered: 465 Skipped: 47

	YES	NO	N/A	TOTAL
Wellness classes in areas such as weight control and exercise	47.35% 214	19.91% 90	32.74% 148	452
Fitness activities specifically geared towards older adults	55.06% 245	16.63% 74	28.31% 126	445
Conveniently located social services and support programs	47.10% 211	18.53% 83	34.38% 154	448
Conveniently located emergency care centers	57.18% 251	19.36% 85	23.46% 103	439
Access to local health and supportive department services	51.61% 224	17.28% 75	31.11% 135	434
Home care services including health, personal care, housekeeping	26.96% 117	19.35% 84	53.69% 233	434
Affordable certified home health care providers	26.88% 118	20.96% 92	52.16% 229	439
Safe and convenient areas to walk	60.92% 265	22.53% 98	16.55% 72	435
Primary care physicians, nurse practitioners, physician assistants	72.69% 322	10.16% 45	17.16% 76	443
Specialty care physicians, nurse practitioners, physician assistants	65.60% 286	12.16% 53	22.25% 97	436
Organizations, groups, and/or churches to join	65.98% 289	10.96% 48	23.06% 101	438
A safe and secure neighborhood	74.38% 328	16.78% 74	8.84% 39	441
Access to COVID-19 vaccine	85.14% 384	3.33% 15	11.53% 52	451
Access to annual flu vaccine	87.11% 392	3.33% 15	9.56% 43	450
Access to other senior vaccination services (pneumonia, shingles)	82.39% 365	5.87% 26	11.74% 52	443
Access to Doctors, Dentists, Veterinarians, Stores, Pharmacies	84.91% 377	7.43% 33	7.66% 34	444

Q#27 Are you fully vaccinated against COVID-19? Please circle your choice

Answered: 461 Skipped: 51

ANSWER CHOICES	RESPONSES
Yes	86.77% 400
No	5.21% 24
Prefer not to say	8.03% 37
TOTAL	461

**Q#28 Where do you usually get news and information about current events?
Check all that apply.**

Answered: 466 Skipped: 46

ANSWER CHOICES	RESPONSES
Social media like Facebook	40.77% 190
Local newspapers	50.00% 233
Senior Center	38.20% 178
Television news	73.82% 344
Town website	32.62% 152
Other (please specify)	15.88% 74
Total Respondents: 466	

PLEASE SEE APPENDIX H (Page 36) FOR COMMENTS FROM SENIORS

Q#29 Do you have, or will you have enough money to support yourself during your retired years?

Answered: 463 Skipped: 49

ANSWER CHOICES	RESPONSES
Yes	48.38% 224
No	10.15% 47
Unsure	41.47% 192
TOTAL	463

Q#30 Do you have or will you have to continue to work during your retired years due to financial needs?

Answered: 461 Skipped: 51

ANSWER CHOICES	RESPONSES
Yes	17.57% 81
No	59.00% 272
Unsure	23.43% 108
TOTAL	461

Q#31 Are you financially able to remain in East Hartford during your retired years?

Answered: 462 Skipped: 50

ANSWER CHOICES	RESPONSES
Yes	54.33% 251
No	6.28% 29
Unsure	39.39% 182
TOTAL	462

Q#32 How often do you feel lonely?

Answered: 462 Skipped: 50

ANSWER CHOICES	RESPONSES
Often/always	6.06% 28
Some of the time	10.61% 49
Occasionally	27.49% 127
Hardly ever	29.44% 136
Never	26.41% 122
TOTAL	462

Q#33 In the last year, how often were you worried that your food would run out before you got money to buy more?

Answered: 461 Skipped: 51

ANSWER CHOICES	RESPONSES
Often	4.34% 20
Sometimes	15.62% 72
Never	80.04% 369
TOTAL	461

Q#34 In the last year, how often did the food you bought not last long enough, and you didn't have money to buy more?

Answered: 460 Skipped: 52

ANSWER CHOICES	RESPONSES
Often	3.04% 14
Sometimes	13.04% 60
Never	83.91% 386
TOTAL	460

Q#35 Are you aware of the Adult Services offered by the East Hartford library?

Answered: 459 Skipped: 53

ANSWER CHOICES	RESPONSES
Yes	42.48% 195
No	57.52% 264
TOTAL	459

Q#36 Are you aware of the Digital services offered by the East Hartford library?

Answered: 459 Skipped: 53

ANSWER CHOICES	RESPONSES
Yes	39.65% 182
No	60.35% 277
TOTAL	459

Q#37 Are you aware of the Workforce services offered by the East Hartford library?

Answered: 456 Skipped: 56

ANSWER CHOICES	RESPONSES
Yes	23.03% 105
No	76.97% 351
TOTAL	456

Q#38 Do you have transportation to the libraries (Raymond and Wickham)?

Answered: 459 Skipped: 53

ANSWER CHOICES	RESPONSES
Yes	89.11% 409
No	10.89% 50
TOTAL	459

Q#39 Are you aware of the Homebound Services offered by the East Hartford library that will deliver books to you home?

Answered: 451 Skipped: 61

ANSWER CHOICES	RESPONSES
Yes	18.63% 84
No	81.37% 367
TOTAL	451

Q#40 Are you aware of the Adult and Senior programs offered by Parks & Recreation?

Answered: 458 Skipped: 54

ANSWER CHOICES	RESPONSES
Yes	39.52% 181
No	60.48% 277
TOTAL	458

Q#41 Are you aware of the senior swim programs offered by Parks & Recreation?

Answered: 456 Skipped: 56

ANSWER CHOICES	RESPONSES
Yes	41.89% 191
No	58.11% 265
TOTAL	456

Q#42 How would you rate East Hartford as a place for people to live as they age?

Answered: 452 Skipped: 60

ANSWER CHOICES	RESPONSES
Good	42.04% 190
Fair	44.03% 199
Poor	13.94% 63
TOTAL	452

Q#43 What was your age in years at your last birthday?

Answered: 441

Skipped: 71

PLEASE SEE APPENDIX I (Page 38) FOR COMMENTS FROM SENIORS

Q#44 What is your current marital status? Please circle your choice

Answered: 454

Skipped: 58

ANSWER CHOICES	RESPONSES
Married	43.17% 196
Not married, living with partner	5.29% 24
Separated	0.88% 4
Divorced	19.38% 88
Widowed	20.70% 94
Never married	10.57% 48
TOTAL	454

Q#45 What is your racial background (please circle all that apply)

Answered: 449 Skipped: 63

ANSWER CHOICES	RESPONSES
American Indian or Alaska Native	0.89% 4
Asian	0.89% 4
Black or African American	9.80% 44
Native Hawaiian or Other Pacific Islander	0.45% 2
White	83.74% 376
Other (please specify)	6.68% 30
Total Respondents: 449	

Q#46 Are you of Hispanic, Latino, or Spanish origin?

Answered: 448 Skipped: 64

ANSWER CHOICES	RESPONSES
Yes	8.93% 40
No	91.07% 408
TOTAL	448

All appendixes begin on the next page.

All written comments have been carefully reviewed. Comments that require correction at specific locations can be investigated immediately, while general comments will be reviewed by the appropriate department responsible for solutions. For example, Appendix H lists all the written responses to Question #28 which asked “Where do you usually get news and information about current events?” The answers will be closely analyzed by the towns Communications personnel to ensure we are using the best methods to keep our citizens informed about current events.

APPENDIX A

Q#3 Do you need to make changes to your home in order to stay there?

WRITTEN COMMENTS

- 1) My husband is very ill and I probably will need to be limited to one floor living in next few years. I am hoping the current town projects, will be completed by the time we need it.
- 2) new windows
- 3) I already adapted shower & installed handrails
- 4) Yes, I need to declutter my apt. It would also be easier for me if I had a showerhead with a hose to make it easier to clean.
- 5) countertops, floors bottom wall panel
- 6) be more security inside and outside
- 7) heater in bathroom and kitchen not install
- 8) we need a Walmart in East Hartford
- 9) To declutter and work on maintenance
- 10) Installed new windows, fixed chimney that was leaking into house Fixed front railing, fixed hatch way door
Really to get ready to sell and moved out of East Hartford
- 11) Accessible bathroom especially walk in shower
- 12) Bring washer and dryer upstairs
- 13) Higher toilet, shower tub modifications
- 14) First floor shower and washer/dryer
- 15) Laundry on the first floor
- 16) First floor full bath First floor laundry
- 17) A walk-in shower/tub, shower handles. Move laundry upstairs.
- 18) Ramps/ some form of indoor lift (stairs)/ truly-will have to move. Too much work-as we age.
- 19) Bathroom door access should be widened, should I find myself in a wheelchair in the future.
- 20) not yet
- 21) Add overhead to front door
- 22) sewer replacement
- 23) sewer replacement
- 24) ground maintenance, paint inside the house
- 25) I need to make repairs to my house but my income is not enough
- 26) No, eventually stairs to door, width of doorways, laundry access could be an issue.
- 27) Need grab bars in bathtub area
- 28) Laundry in basement & Kitchen update
- 29) gutters cleaned, roofing replaced, windows replaced
- 30) Stair climber
- 31) Need a handicap accessible bathroom, fence for my service dog, and landscaping done so I don't have as much to maintain now that I am older. I need someone low cost to remove a lot of trees, plants, and weeds.
- 32) painting kitchen

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- 33) I am asking for my rugs to be changed out. As it was not done when I move in, nor were the rug's shampooed.
- 34) plans to remodel kitchen, bath
- 35) Do not clean grounds
- 36) Walk in shower
- 37) Fix an impossible back room, install air conditioning, need roof fixed, replace broken window and make shower in bathroom more easy to use and lastly make the back yard with more hardscape so I can walk in it.
- 38) Change to master bath shower.
- 39) Will need to when can no longer do stairs
- 40) Remove tub and have a walk in shower
- 41) n/a can't afford to buy anywhere: to expensive
- 42) Total handicapped access. Change not at this time
- 43) Hand dryer, shower, rails
- 44) not yet
- 45) Two story. May be difficult to access bedrooms and bath as we age more
- 46) eventually move washer and dryer upstairs
- 47) bathroom walk-in shower, doorways, railings, bed rails, alarm mats, hope to find someone to install a ramp
- 48) Not at this time but my home could not be changed to accommodate a wheelchair if needed in the future.
- 49) Bathroom and put laundry on 1st floor
- 50) I've been making changes over the past few years as I can afford to. I will need more, but I don't have any more money to spend on changes. Wish we didn't have such high property tax. I have to work until I'm at least 70 and when I retire I'll have to move as I won't have enough income to afford the property tax, yes we worked out the numbers.
- 51) There are changes that I would like to make but I am not able to do right now.
- 52) downstairs full bath with shower
- 53) Lower taxes, and selling our camper. Find the way to pay less in utilities.
- 54) need to move washer dryer to main floor
- 55) currently in process of applying for senior subsidized housing
- 56) stair lift
- 57) Eventually need a new roof. Don't know if I could afford it.
- 58) In the near future we will not be able to mow the lawn, plow the snow and do general maintenance. Cannot afford to move out.
- 59) Constante Mantenimiento (i.e. constant maintenance)
- 60) maybe help with yard work
- 61) I would like someone to do the laundry for me, wash dishes for me, and cook sometimes
- 62) handle to a step
- 63) repair to bathroom
- 64) not yet, but it is a 2 story house with bedroom on the second floor
- 65) single floor living
- 66) help with outside work
- 67) Basic clean up, need halls and stairs cleaned up. Need garbage cleaned up, need housing (authority?) sic to answer phone calls or call back from message. Clean ups outside of building and inside of building.
- 68) 1st floor laundry, paint shutters can't do ladder anymore
- 69) needs to be reroofed, ceiling need painting
- 70) In the foreseeable future, yes. A full bathroom on 1st floor, laundry room first floor
- 71) not yet
- 72) 1st floor bathroom
- 73) Believe at a point, a stair lift could be needed and perhaps a ramp into the house.
- 74) We are only 70-73 so far we are good but will probably need to make a bedroom downstairs in future, need to move first floor
- 75) Want to move to one story living like a ranch but no housing available anywhere and when one come available it is unaffordable
- 76) one floor

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- 77) More support on stairs - remove some carpets.
- 78) not yet, poor maybe
- 79) not wheelchair acceptable
- 80) only if a wheelchair is needed
- 81) ramp in future, walk in tub
- 82) Stair lift
- 83) washer and dryer moved from basement to upstairs
- 84) Would need to change to ramp eventually, widen bathroom door, lower kitchen counter/cabinets
- 85) Add ADA low threshold shower. Assistance with yard maintenance.
- 86) My bathroom. Turn my tub into a shower only.
- 87) Upgrade on the kitchen
- 88) not yet
- 89) not at this time
- 90) I am presently looking for a new housing. Wrongfully evicted. Housing court involved, contacted dispute. No bathroom completes of work. HUD from Washington, D.C. responded, ADA fraud. Asked for receipts, caused problem. Then refused, disabled handicap.
- 91) Have already made them
- 92) Easier entrance and exits to the home, new windows, interior painting and help with roofing.
- 93) Need a bedroom, a walk-in bathroom on first level, I need help install a car garage door opener and my chimney needs a flutter replacement please. Thanks
- 94) Go
- 95) The rent I cannot afford, and the East Hartford Housing Authority has yet to respond to my application
- 96) I need to be on one floor
- 97) I wish people would not litter as we have to pick it up daily. Our Streets were replaced but there is still a gap between curb and sidewalk could be dangerous. Hope they get to it soon and sidewalk could use TLC.
- 98) Add a stair lift
- 99) Maybe in the future because of my age and disabilities.
- 100) Lower property taxes.
- 101) I need to find somewhere more affordable based upon my income
- 102) Ramp from porch
- 103) At some point a ramp might be needed to get into the house & also to access the living area from the garage. Also, the bathroom might have to be made accessible for a wheelchair.
- 104) Shower and bedroom put in on first floor.
- 105) We'll need changes in the bathroom, to a walk in shower, fix the windows for a better isolation to be able to reduce the gas billing. Probably we will have to go back to work to pay mortgage, water, oil, electricity and all the taxes. Most probably we will sell the house to live in a more affordable place if things get impossible.
- 106) I'm worried that as I keep getting older, I will have issues maintaining the house, inside and outside. Even something as simple as changing a lightbulb in the ceiling lights. Also, worry about not being able to afford a caregiver, but I definitely wouldn't want to leave the house and go into assisted living but I definitely wouldn't want to anyway
And I know from helping my dad when he got older, there's absolutely no help from anyone - I had to do everything for him with no assistance for a long time, and it was the worse time of my life - the stress was overwhelming. The government needs to help more; they do nothing. The only people who get help when they're older are wealthy people. And they take advantage of all the loopholes in laws so they get even more.
- 107) At a point a chair lift might be needed. We are very aware of making other changes that might be necessary in the future and have made many already.
- 108) Move the bedroom to the first floor, add handicap rails to the bathrooms
- 109) Put laundry room upstairs- it's in the basement. Find ways to reduce outside maintenance on house and grounds . Updating paint, etc. all rooms.
- 110) Need to make adjustments to bathtub and move laundry out of the basement.

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- 111) Change bathtub to walk-in shower.
- 112) Basic yearly repairs, but taxes are way too high
- 113) Roof needs replacing soon...not yet but getting leaks in different places.
- 114) I will probably need to have a downstairs bedroom and bath in the future. I am able to maintain my household now but all it will take is a health issue to change my situation.
- 115) Will need to upgrade bathroom and get assistive device to go upstairs
- 116) Eventually add a lift to get to second floor.
- 117) Support bars for shower
- 118) Chair lifts on the stairs.
- 119) Move washer n dryer upstairs
- 120) install shower on the first floor
- 121) Update bathroom to walk in shower with grab bars and seat
- 122) Install handrails inside and outside. Install lighting on driveway side of house. Install grab bars in bathroom. Perhaps find a way to bring the washer and dryer to the first floor (rather than the cellar where they are now). Hire someone to take care of yard work and snow shoveling. Might someday need a stair lift.
- 123) All in the future, as needed: Move washer/dryer upstairs from basement. Get a Stair lift upstairs to bedroom. Walk-in shower in place of tub. Possible stair lift, make bathrooms more handicap accessible, change tub to step in shower
- 124) Stair lift
- 125) I am now retired and am struggling. It would be helpful to have a booklet that outlines any programs/tax breaks or assistance available to help seniors
- 126) We are changing our bathing options from bathtub and shower to a walk-in shower. Also, over the years we have accumulated way too much stuff. Dismantling of the New to You Second Hand Shop that helped earn so much so that the new Senior Center could be built, was a major loss to many people. It was a place where I would have been very happy to donate items, as I did about 7 years ago. In my opinion, East Hartford could use a good second hand facility.
- 127) More close places to go (grocery store, department stores, etc.)
- 128) Soon I may have to have a stackable washer and dryer in my kitchen as opposed to going into my basement.

APPENDIX B

Q#5 Given your current health and finances, how much would you prefer to live in each type of housing now?

WRITTEN COMMENTS

- 1) Not sure what I will need when we move. I want my next move to be my last
- 2) mobile home
- 3) senior apt. be around other people, no family in state
- 4) live in my home with assisted help
- 5) I own my condo unit in a secure facility with many amenities.
- 6) Eventually would need a dwelling which allows dogs. I will not give up my dogs (2)
- 7) We have no money so staying in our own home is best but will be very hard for me but is best.
- 8) I am soon to be 76 and dealing with some memory issues. I love my house but I can no longer take care of the house and yard as I use to. I have been looking into Senior Living Community but cannot afford to pay \$3,500 - \$4,500 monthly.
- 9) The money that goes into housing goes to tax instead of senior housing-no property tax.
- 10) Money to insurance and house repairs it probably would be cheaper than senior housing or assisted living
- 11) RV-mobile home
- 12) first preference after first home
- 13) No such thing. All/most skilled nursing facilities are under stalled, antiquated care models, making huge profits producing little value to me elderly.
- 14) I own my current housing. I have concerns about my adult disabled daughter who has needs and is not receiving that help. I am concerned about her future when I am gone.
- 15) lower senior taxes
- 16) public housing
- 17) We need affordable private homes. East Hartford taxes too high almost highest in state and yet town is not kept up. properties are littered with garbage , lawns not mowed
- 18) taxes are too high which is why people are leaving East Hartford
- 19) first floor living with onsite laundry facilities is a priority
- 20) son takes care of needs
- 21) Would like to live in senior living community. (could not afford)
- 22) Have long term, I prefer home care.
- 23) I worry that I won't be able to maintain my property if my health becomes compromised
- 24) Moving from my own home would be a last resort
- 25) Maybe in future
- 26) Love condo living!
- 27) I prefer to stay in East Hartford - and yet East Hartford offers nothing!
- 28) How about some the upcoming development?

APPENDIX C

Q#6 Are any of these barriers keeping you from living in your preferred housing?

WRITTEN COMMENTS

- 1) Waiting for the new development options to be completed on Founders Plaza
- 2) my income
- 3) Safety
- 4) Not yet , but these problems may come later for me
- 5) If taxes and mortgage payment keep increasing I won't be able to afford my home any longer
- 6) stairs
- 7) The constantly rising taxes in this town are making it harder to afford staying in my home.
- 8) my home is preferred but is very hard for me to get around some areas
- 9) As stated above, I can no longer take care of the grounds and the inside the way I use to.
- 10) Taxes. Cost of living has increased a great deal. Raise the Medicaid financial levels to qualify
- 11) balance problem
- 12) care driver I do not believe available in East Hartford
- 13) Why are you asking certain questions, it appears that you want to force people from their home
- 14) vecinos soplan agujas se pino, semillas con tierra, recortes degrass.
(en techos, semillas con pasito setras se propiesas en grandes can tidades por meses)
(Loose translation in English is "Neighbors blow pine needles, seeds with soil, grass clippings.
(on roofs, seeds with small steps are produced in large quantities for months")
- 15) I live in an apartment when no washes or dryers are in building. I live on 4th floor of building
- 16) we have one in our house for 21 years
- 17) family situation
- 18) currently living in own home, however I believe it's going to be a need for maintenance that we
Won't be able to do or afford to do on a regular basis.
- 19) none
- 20) taxes are too high for single family homes
- 21) on a waiting list for low income housing
- 22) unsure where we will live, due to jobs
- 23) son takes care of needs
- 24) I'm getting close to unaffordable
- 25) Current home will need repairs that will be unaffordable, owning apartment outrageous
expense rent senior apartment. not nice choices in town/waiting lists
- 26) The only issue staying in my home making it unaffordable are the property taxes.
- 27) Property taxes will eventually force me out of my home
- 28) I don't have these concerns at this time but may as I get older.
- 29) Very high property taxes are the reason I'll have to sell my home
- 31) I understand seniors can get property tax reduction, why isn't it done automatically
when you reach that level. It's hard for me to get around to do the things needed to do.
- 32) Not now, but worry about it in the future as I get even older.
- 33) Taxes will be a definite factor- giving up our home.
- 34) Taxes are a detriment and are extremely high and I need a hand up.

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- 35) I'm quiet. No company and no trouble. Just a quiet place to live one room efficiency
Can't afford to live any place else.
- 36) East Hartford has nothing available. What about upcoming development? Concourse Way?
- 37) Taxes, utilities
- 38) Prefer my own home with help
- 39) I'm told seniors are eligible for a tax reduction but don't know how to find it.

APPENDIX D

Q#7 What would an ideal apartment or home for you contain?

WRITTEN COMMENTS

- 1) One floor living
- 2) A yard to garden or be able to put bird feeders (nature). A place for my grandkids can visit.
- 3) washer/dryer and dishwasher
- 4) space for gardening
- 5) space for gardening
- 6) Laundry convenient same floor or elevator.
- 7) patio
- 8) parking
- 9) I will need doorways that are wide enough for a wheelchair or walker, also a laundry on main floor. I need at least 2 bedrooms because I suffer with depression. Recently, my grandson stayed with me during the last episode.
- 10) fireplace, 2 car garage and basement
- 11) balance problem
- 12) I do NOT like that open plan stuff. I do want a dining room and living room, but not open plan.
- 13) maybe a large villa at the shore with view
- 14) walk in shower
- 15) windows for all
- 16) 2 baths
- 17) I use a walker now. I may be in wheelchair in the future
- 18) bathroom on first floor
- 19) I need a first floor apartment
- 20) want affordable housing
- 21) laundry on site, preferably on the same level
- 22) garage, storage, yard
- 23) storage area
- 24) Need storage area and small garden area, maybe a porch.
- 25) pet friendly
- 26) one floor living
- 27) Not interested in renting
- 28) So far I'm able to live in my home. My daughter lives with me.
- 29) Home Office OK
- 30) No restrictions on large dogs.
- 31) Not yet but in the near future one floor
- 32) washer & dryer on main floor
- 33) Railings please
- 34) Want contained bedroom. Kitchen & dining area minimal.
- 35) Some difficulty navigating parts of my house
- 36) Shade from full sun, NOISE BARRIER FROM HIGHWAY

APPENDIX E

Q#11 What health issues interfere with your driving?

WRITTEN COMMENTS

- 1) nerve damage ankles
- 2) never drive
- 3) never drove
- 4) To many meds
- 5) Disabled, no license, illiterate
- 6) no lisson
- 7) stroke victim
- 8) do not drive
- 9) right now I am good
- 10) I don't drive
- 11) Aggressive drivers, speeders, running stop signs/lights, (dangerous conditions)
- 12) medical problems for short term disabilities in recovery for various medical
- 13) como care, seguio de camocare, resparoren caro (roughly translated that insurance is expensive)
- 14) balance problem
- 15) Don't like to drive at night. My depth perception is off, it seems. People, today drive too fast and recklessly
- 16) I have a driver
- 17) To many meds
- 18) Night vision
- 19) None
- 20) Bright auto lights at night.
- 21) have had multiple fractures, use cane and braces and will need rollator or chair in coming years
- 22) never learned to drive
- 23) none
- 24) pain
- 25) Dementia, COPD
- 26) vertigo balance
- 27) Have had back surgeries and scoliosis.
- 28) aphasia
- 29) Diabetes
- 30) Mental health
- 31) Never drove
- 32) Knee pain
Reflexes are not as good. I have to bother my daughter to take me where I have to go so she takes time from work.
- 33) vision issue only at night
- 34) Prefer not to drive- no night driving
- 35) dizziness, pain
- 36) "Over the moon" with joy - an upcoming surgery will allow me to drive again for the first time in twenty years.
- 37) I know health and senior life re: driving but I do fitness/HealthTrax and have no interest in much more

- 38) Than driving as a safety option and convenience. UBER and other alternate options work.
- 39) back
- 40) Highways at night or during rain hard to see side of road lines
- 41) Ankle surgery 17 years ago-discomfort lately
- 42) I do not drive on highways.
- 43) Traumatic brain injury

APPENDIX F

Q#12 how do you usually get around town for shopping, visiting, errands, etc.

WRITTEN COMMENTS

- 1) a ride & city bus
- 2) paid caregiver 2x/week
- 3) ADA bus frequent
- 4) ADA Transport Bus
- 5) Health issues
- 6) Dependent on others who have a car
- 7) both of these
- 8) family friends
- 9) get a lift from family friends
- 10) wife, friend
- 11) I don't do any shopping in town. Other towns' shopping is closer.
- 12) Very few places to go in town, most places are out of town
- 13) I use A and D bus or dial a ride to senior center
- 14) dial a ride
- 15) have started walking for exercise and cardiac rehab
- 16) friends or family drive me
- 17) friends and family drive me
- 18) greater Hartford transit (ADA), ride with tickets- \$3.50 each way
- 19) my husband drives so we do things together
- 20) I don't go out of the house unless my daughter takes me for errands, or delivery service
- 21) Until the upcoming surgery, those two are the only pain-free options - and even walking is only short distances.
- 22) My background is developed in personal, educational, business , red cross - till the accident - and then I took arts pro work to the White House with my daughter nearby. I am mobile, but for how much longer? Do we have options in East Hartford? - No

APPENDIX G

Q#16 Are streets well designed and maintained for pedestrians, with adequate crossings?

WRITTEN COMMENTS

(Specific location comments with yellow highlighted numbers can be investigated immediately)

- 1) Pot holes parking lot of EHFD in front of 886 main street.
- 2) Silver Lane (between Forbes) crossing walks, due to fast drivers
- 3) a sign or arrow when pulling into driveway not assigned flashing sign when elderly or anyone cross street
- 4) to dollar general safe and convenient for crossing to store dollar general
- 5) somewhat
- 6) not enough walking space or sidewalks for people with walkers or wheelchairs
- 7) sidewalks for residential areas and south of Route 5 one side of town
- 8) Not well maintained. Few crossings.
- 9) I wish there were sidewalks on Silver Lane just past Rolling Meadow Drive going towards Manchester
- 10) Walnut street cars parked on sidewalk
- 11) Cracked, non-level sidewalks. Not easily accessible ramps
- 12) sidewalks need a look
- 13) I have called several times re: potholes... things usually get done after the 2nd call.
Why does it take 2 calls, each time?
- 14) Chester around and Great Hill. High traffic crosswalks should have high reflective yellow paint with caution lights while pedestrians (such as schools) cross, visible speed bumps in high pedestrian areas camera and higher power presence.
- 15) need more crossing and better bus stops
- 16) sidewalks around Alumni Park, Robin Terrace comprehends sidewalk inspection and repair plan along with intersection streetlights
- 17) Sidewalks are in poor shape, uneven, creating tripping hazards
- 18) Brewer & Forbes
- 19) frequent speeding on Long Hill Street
- 20) Main Street, East Hartford CT. Silver Lane, East Hartford CT.
- 21) Need more sidewalks in many areas
- 22) Drivers failing to stop at signs
- 23) The corner in front of Walgreens Connecticut Boulevard. Need to remove snow CT Transit cannot leave wheelchair passenger or get them. Too difficult for the ramp.
- 24) don't really walk them
- 25) sidewalks need repair Silver lane for wheelchair
- 26) No lights (outdoors)
- 27) Silver Lane has many areas with no sidewalks
- 28) no sidewalks on Walnut St. side streets
- 29) Streets okay but speeding is an issue

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- 30) Crossings are not the problem. It is drivers not stopping at lights that are the problem.
- 31) Under bridges (maple street) lacks mobility chair accessibility
- 32) More sidewalks needed
- 33) Forbes street between Silver Lane and Ridgewood road
- 34) The current LED street lighting gives the town an atmosphere of a third world country.
- 35) school street, lower Goodwin street
- 36) Lots of heaves, holes. cracks
- 37) east hartford sidewalks are atrocious, dangerous and frequently broken badly and in need of repairs
- 38) main street at c-town store willow arms
- 39) pesos desmiuelados, huevos, ques emproqoz agua, reporocion pobre mucho chemoran en reporurar piesto, neguinoning mucho tiempo perdido
- 40) Any traffic crossings, vehicles do not stop at red lights or stop signs.
- 41) Vehicles loom to turn on red signs/pos
- 42) Too many sidewalks are unkept and raised way up
- 43) No sidewalks from main st to ellington rd to school st plaza. Long hill rd from burnham to tolland st
- 44) the square area begining at 100 brewer st. in the north to 100 mayol st in the south and from 200 main st. in the west to 1200 forbes street in the east
- 45) this question is too vague in nature to provide an answer
- 46) not knowledgeable
- 47) 452 main street, main street, Connecticut Boulevard.
- 48) main, prospect, park - I don't understand if I want to walk to the park I need to cross in the opposite direction to cross to the direction I need. Also, a request for a crosswalk was requested across prospect to Vine street - nothing. Would be helpful for children crossing for school buses also.
- 49) Not for people who are disabled.
- 50) Algunas (roughly translated in English to "Some")
- 51) people who own homes can't afford to maintain sidewalks mandated by the town
- 52) tell the state to put in left turn signal on east main and maple
- 53) Silver Lane.
- 54) Too many stop signs, the LTA didn't do his job efficiently, unless he was getting cut on the cost of stop signs
- 55) cracks
- 56) in my neighborhood, walking out is hard due to not enough street lights
- 57) the light for crossing is not long enough to walk
- 58) Too many hit and run accidents. Need more crossing signs to stay longer for people in wheelchairs and with walkers to cross.
- 59) too many lights out in east hartford, all over
- 60) EH Main St by changing (bad light timing)
- 61) none, maybe silver lane revamp will include sidewalks
- 62) sidewalks are in bad shape
- 63) cars speeding through the red and green lights, crossing and passing lines few feet in front of vehicles
- 64) Oak Street and Country Lane, I don't think there is a crosswalk there and people frequently run the stop signs
- 65) traffic needs to obey speed limits and stop signs
- 66) sidewalks are uneven, I fell, grassy area along sidewalks not filled in with dirt and unsafe
- 67) Hills and Oak; forest and Oak
- 68) Not enough sidewalks on silver lane, not enough benches to sit waiting for the bus.
- 69) Seniors should not have to stand or sit on the ground waiting for a bus; it's an outrage.
- 70) People fly down my street
- 71) cars run red lights all the time everywhere includes running stop signs
- 72) Intersection of maple st and main st lights are terrible. Making it difficult to pass with a car without problems
- 73) Don't know. Don't walk were I need to cross

East Hartford Commission on Aging Senior Survey 2023

- 74) some roads not good
- 75) sidewalks are not maintained
- 76) where I live there is no sidewalk
- 77) some are but others are not
- 78) Mayberry sidewalks are awful
- 79) a lot of potholes
- 80) a lot of potholes
- 81) Oxford/Washington has on spot that I have to walk in the street. Owner won't allow us on the grass.
- 82) Forbes and forest. Forbes and brewer
- 83) Maple/Forbes. Drivers do not stop at stop signs
- 84) Silver Lane
- 85) main and maple, main and brewer, some on silver lane
- 86) I'm not sure. Not out at night much anymore
- 87) most sidewalks are cracked holes in my neighborhood
- 88) Don't really know
- 89) Algunas necesitan Mantenimiento (roughly translated into English "Some need maintenance")
- 90) All
- 91) se necesetas mas aceras (Roughly translated into English "More sidewalks are needed")
- 92) My street Washington Ave has NEVER been repaved (only patched)
- 93) cars don't obey rules like stopping at stop signs or paying attention to the lights
- 94) I don't know
- 95) Route 5 across from School St plaza is very dangerous and lots of speeding.
- 96) Main street and Connecticut Blvd
- 97) Wadsworth Street, East Hartford between High and Main Street, we need a new street, it's not safe for pedestrians, to uneven roads potholes and trash on the street.
The visitors parking lots is used for people to sleep on their car
and also used to park stolen vehicles with no registration, needs more lights, etc.
- 98) Forest street and Oak street
- 99) New street lights do not provide as much light as the old ones. The light is brighter directly beneath the light, but it does not spread out
- 100) Downtown
- 101) People do not stop at stop signs including town vehicles
- 102) All areas because of LED lights. Makes East Hartford feel like a third world country.
- 103) Lower Burnside Avenue
- 104) Not applicable, I don't walk anywhere. I need a scooter but can't afford one.
- 105) Some have bushes / fences and you can't see what's coming. Sidewalks are broken in places
- 106) Other drivers do not stop at stop signs or lights.
- 107) Main Street (By Dunkin Donuts)
- 108) Lack of sidewalks. Gaps in sidewalk patterns.
- 109) People not honoring walk signs
- 110) Main & Naubuc needs a crossing closer to intersection, especially since senior center is now in vicinity.
- 111) Landers rd. sidewalks suck everyone walks in the street
- 112) Old bridge by Keeney cove on Naubuc. No sidewalk at all.
- 113) All over town people roll through stop signs and drive too fast in residential areas.
- 114) LATIMER AND BURNSIDE, LATIMER STREET AS A WHOLE RUNNING OF STOP SIGNS AND SPEED
- 115) Burnside at Main
- 116) Part of sidewalk on Brewer street is missing
- 117) Streets off Walnut don't have sidewalks
- 118) Afraid people who turn right on red even when sign says no right on red

East Hartford Commission on Aging Senior Survey 2023

- 119) Drivers constantly exceed the speed limit and run red lights. Also, the walk signal should be longer for those of us who cannot walk as fast anymore.
- 120) Lots of streets with minimal to no sidewalks
- 121) No adequate sidewalks.
- 122) Naubuc Ave lacks side walk space
- 123) Cars parked on Sideways sidewalks and disrepair people leaving their trash cans out for
- 124) Main street speeding makes walking crossing hazardous
- 125) Long hill
- 126) Inconvenience
- 127) Main Street has erratic sidewalks
- 128) School Street and Goodwin Street
- 129) Forbes and O'Connell has a mural that blocks the sight line at the intersection
- 130) Sidewalks are hazardous. Too many are uneven

APPENDIX H

Q#28 Where do you usually get news and information about current events?

WRITTEN COMMENTS

- 1) I don't
- 2) we need more info above mailed to our mailbox address or have someone
) come out to our community building to this info
- 3) smart phone
- 4) radio
- 5) News sources other than FOX news
- 6) reputable local and national websites and WPR radio
- 7) computer surfing
- 8) email, text, voicemail
- 9) courant.com
- 10) Internet
- 11) word of mouth
- 12) Online Newspapers
- 13) my phone, I used to read the paper but they stopped delivering, so I changed to JI but they had
trouble with delivery people as well. So after 60 years reading the paper I said good bye.
- 14) Radio
- 15) Professional and financial subscriptions
- 16) asking google, smart phone
- 17) other folds whom i meet and talk too
- 18) (ineligible writing)
- 19) radio
- 20) radio and people
- 21) church, friends, family
- 22) WTIC a.m. 1080 radio
- 23) online
- 24) I don't use a computer
- 25) cell phone
- 26) internet new sites
- 27) radio
- 28) radio
- 29) family
- 30) Work
- 31) friends and family members
- 32) I search for my own
- 33) radio
- 34) East Hartford town paper
- 35) email, computer
- 36) cell phone news and the patch
- 37) E.W.T.N.

East Hartford Commission on Aging Senior Survey 2023

- 38) online news outlets, online wall street journal and NY times
- 39) word of mouth
- 40) town newsletter
- 41) word of mouth - friends
- 42) online google
- 43) N.P.R. news
- 44) TV station websites/apps
- 45) spouse
- 46) Notifications from email
- 47) friends and family members
- 48) no tenemos mucho acceso a los periodicos locales
Roughly translated to ("We don't have much access to local newspapers.")
- 49) amigos (Translated to "Friends")
- 50) Radio
- 51) Internet
- 52) Face Book
- 53) Friends and neighbors
- 54) Internet news sites
- 55) Online sites
- 56) Individual computer searches. International news broadcasts.
- 57) I don't get any news
- 58) Word of mouth!
- 59) ONLINE most of all - videos , news websites, email lists
- 60) Library
- 61) E MAILS
- 62) Town newsletter
- 63) emails from organizations; online news publications and organizations
- 64) Internet
- 65) Family
- 66) Search internet
- 67) Many sources
- 68) Town newsletter

APPENDIX I

Q# 43 What was your age in years at your last birthday?

WRITTEN COMMENTS

Age 54 – 3 seniors, Age 55 – 10 seniors, Age 56 – 6 seniors, Age 57 – 7 seniors, Age 58 – 6 seniors

Age 59 – 6 seniors, Age 60 - 15 seniors, Age 61 - 11 seniors, Age 62 – 14 seniors, Age 63 – 15 seniors

Age 64 – 17 seniors, Age 65 - 18 seniors, Age 66 - 20 seniors, Age 67 – 22 seniors, Age 68 – 24 seniors

Age 69 – 17 seniors, Age 70 - 18 seniors, Age 71 - 20 seniors, Age 72 – 17 seniors, Age 73 – 13 seniors

Age 74 – 16 seniors, Age 75 - 19 seniors, Age 76 - 15 seniors, Age 77 – 12 seniors, Age 78 – 9 seniors

Age 79 – 16 seniors, Age 80 - 11 seniors, Age 81 - 8 seniors, Age 82 – 8 seniors, Age 83 – 8 seniors

Age 84 – 11 seniors, Age 85 - 6 seniors, Age 86 - 5 seniors, Age 87 – 4 seniors, Age 88 – 1 senior

Age 90 – 4 seniors, Age 91 - 2 seniors, Age 92 - 3 seniors, Age 94 – 3 seniors

1 senior answered “Old enough to fill this out”

SURVEY DISTRIBUTION POINTS

We chose various geographical locations to distribute the paper surveys using many town owned facilities and town sponsored events for the convenience of the seniors. The Communications staff can use these locations as a base for future surveys.

Location Number	Name	Count	Percent of Hard Copy
1	Augie & Ray's	5	2.0%
2	Cultural Center	18	7.1%
3	Station 1 - 726 Main	0	0.0%
4	Station 2 - 1692 Main	0	0.0%
5	Station 3 - 31 School St	4	1.6%
6	Station 5 - 141 Brewer	12	4.7%
7	Station 6 - 1050 Forbes	0	0.0%
8	EH Golf Club	3	1.2%
9	Hartford East	7	2.7%
10	Raymond Library	15	5.9%
11	Wickham Library	9	3.5%
13	Riverside Health	1	0.4%
14	Senior Center	149	58.4%
15	Memorial Day Parade	2	0.8%
16	Juneteenth	13	5.1%
17	EH Housing Authority	17	6.7%
	Total	255	

Two additional locations where seniors were picking up paper surveys were:

Both Latin Fest events, one at the Town Green and the second inside the Cultural Center.

Great River Park Music events held during the summer.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 15, 2024
TO: Richard F. Kehoe, Chair
FROM: Connor S. Martin, Mayor
RE: Early Voting Location and Early Voting Plan

Pursuant to General Statutes § 9-174a(b), the East Hartford Town Council must approve the Early Voting Plan and Early Voting Location, submitted by the Registrars of Voters.

Please find the enclosed plan and location in this packet for your review and approval.

Please place this information on the Town Council agenda for the May 21, 2024, meeting.

C: V. Rosario, Democratic Registrar of Voters
M. Mourey, Republic Registrar of Voters

CONNOR MARTIN
MAYOR

TOWN OF EAST HARTFORD

PHONE (860) 291-7280
FAX (860) 282-2978

740 MAIN STREET
EAST HARTFORD, CONNECTICUT 06108

WWW.EASTHARTFORDCT.GOV

VERONICA ROSARIO
DEMOCRATIC REGISTRAR OF VOTERS
(860) 291-7281

MARY J. MOUREY
REPUBLICAN REGISTRAR OF VOTERS
(860) 291-7282

April 30, 2024

Connor Martin
Mayor
Town of East Hartford
East Hartford, CT 06108

Dear Mayor Martin:

RE: Early Voting Plan for August 13 Primary/Emergency Plans

Attached is our **Early Voting Plan** for the August Primary and the **Election Day Emergency Plan**.

In reference to early voting, the town's legislative body has to approve or disapprove an additional location. We feel at this time only one location is needed.

The Election Day Emergency Plan has to be updated to include the town's early voting location. Its alternate emergency location would be the Cultural Center.

If you have any questions, please contact us,

Cordially,

Mary Mourey
Republican Registrar of Voters

Veronica Rosario
Democratic Registrar of Voters

Attachments

CC: Kate Tchelidze
Melissa McCaw

OFFICE OF THE
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

(860) 291-7208

FAX (860) 291-7389

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 motion made at a meeting of the East Hartford Town Council of said corporation duly held on the 19th day of March, 2013.


Registrars of Voters: Election Day Emergency Procedures

MOTION By Linda Russo
seconded by Barbara Rossi
to **approve** the Election Day Emergency Procedures as presented to the
Town Council by the Registrars of Voters, Mary Mourey and Judith
Shanahan at the budget workshop held on March 2 2013.
Motion carried 9/0.

A copy of this plan follows these minutes.

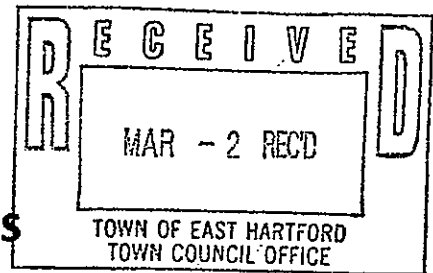
AND I DO FURTHER CERTIFY that the above motion has not been in anyway altered, amended, or repealed, and is now in full force and effect.

IN WITNESS WHEREOF, I do hereunto set my hand and affixed the corporate seal of said Town of East Hartford this 21st day of March, 2013.



Angela M. Attenello

Angela M. Attenello
Town Council Clerk



ELECTION DAY EMERGENCY PROCEDURES

Except for loss of power, the following procedures have been in effect for a number of years.

It is important to remember that in the case of emergencies, alarms or disorders the poll workers and the Registrars of Voters are subject to the orders of police, fire or other emergency personnel.

BALLOTS

To determine the number of ballots, including absentee ballots, to be ordered we first consider the voter turnout in past years for like elections. This estimate may be changed for unusual circumstances such as a particularly intense campaign or, in local elections, the presence of questions which engender increased voter attention. We then add 10 per cent to set the total number of ballots ordered.

A small number of ballots are kept in the Registrars' office to be used to photocopy additional ballots should a shortage develop for unanticipated reasons.

POLL WORKER SHORTAGE

A list of trained workers is maintained should a last minute shortage of workers develop due to illness, failure to appear or any other reason. A list of available Moderators is maintained for the same reason.

MACHINE MALFUNCTIONS

Each polling place has several backup batteries for the scanners to be used in the event of a power failure. Each polling place also has a backup scanner if the original should malfunction.

POWER FAILURES AND EMERGENCIES

There are two elements to this section. First, a power or other problem at a single polling place. Second, a town-wide major disaster in which all or multiple polling places are affected.

PAGE 2

In the first instance each polling place will be assigned to an alternate fully operating polling place. All functions of the affected polling place will be moved to its alternate. The following pairings are in effect:

District 1 Norris School to District 2 Langford School.

District 2 Langford School to District 1 Norris School.

District 3 Mayberry School to District 2 Langford School.

District 4 Silver Lane School to District 5 Hockanum School

District 5 Hockanum School to District 4 Silver Lane School

District 6 Goodwin School to District 7 St. Christopher's Hall

District 7 St. Christopher's Hall to District 6 Goodwin School.

In the second instance (town wide failures) polling places will be moved to buildings which have generators for power. These sites are Town Hall, the Public Safety Complex and the High School. There will be more than one polling place at each emergency location. Voting Districts 1, 2 and 3 will be moved to the Public Safety Complex. Voting Districts 4 and 5 will be moved to Town Hall. Districts 6 and 7 will be moved to the High School.

Information spelling out these changes will be disseminated through TV and radio stations and posting on the town's web site.

When these proposals are finalized we will post a sign at each polling place in every election or primary advising voters where they should go in each instance. If possible to do safely a staff member will be posted at each affected polling place to provide real time information to voters.

DISORDER IN THE POLLING PLACE

In the event of a disorder that cannot be quickly resolved by the Moderator the Moderator is instructed to dial 911 for assistance, then call the Registrars. In no case should the Moderator or any other worker take any action that could place them in danger. Wait for police or fire personnel.

ALARMS

First, in any alarm situation the poll workers and Registrars will be subject to the control of emergency personnel (police and fire).

If a fire or other alarm is sounded the Moderators are instructed to see to the safety of voters and poll workers first.

PAGE 3

If possible to do without danger to personnel and only with the approval of first responders, poll workers are to safeguard and remove critical polling equipment and records. The Tabulator Tender should attempt to roll the tabulator out of the polling place or remove and carry out the scanner. The Ballot Clerk should attempt to bring outside all unused ballots. Checkers should bring their official lists with them. The Moderator and Assistant Registrars should safeguard or bring out with them all important materials in their areas.

None of these actions are to be taken if they pose the slightest danger to personnel.

Per: Registrars of Voters

Mary J. Mourey

Judith Shanahan

Office of the Secretary of the State of Connecticut

Written Certification of Early Voting Location(s) and Early Voting Plan

Section I: About Your Town

- Name of town: **East Hartford**
- Does your town have a population of 20,000 or more? **Yes**
(*IF YES, SEE SECTION VI)

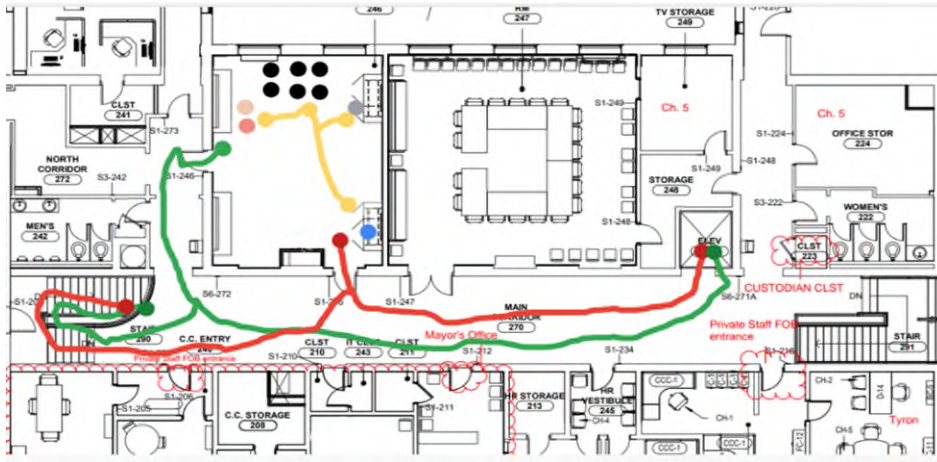
Section II: Type of Event and Date

- Select one: Election, Primary, Special Election, Presidential Preference Primary
- Date of Event: **August 13, 2024**

Section III: Required Early Voting Location

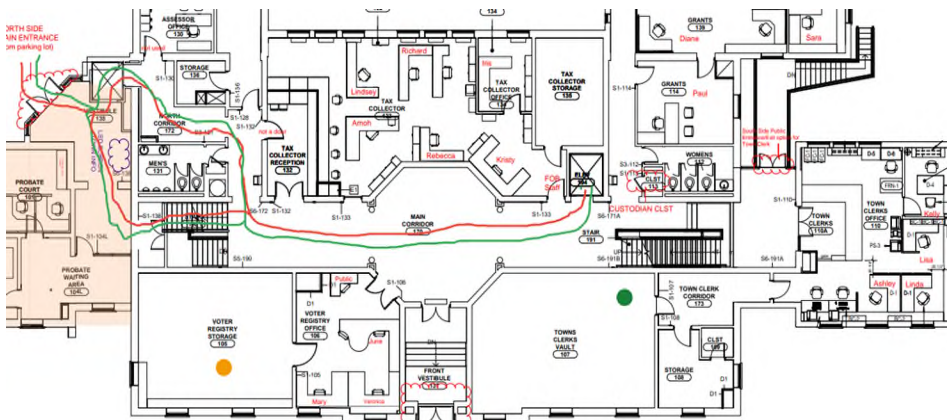
- Name of location: **East Hartford Town Hall, Conference Room B, Second Floor**
- Address of location: **740 Main Street, East Hartford, CT 06108**
- Contact information (individual who controls access): **Connor Martin, Mayor**
(860)291-7200
740 Main Street, East Hartford, CT 06108
- CVRS live connection? **Yes**
- Description of location interior: **Conference Room B is located on the second floor of the Town Hall. The entrance will be in the main hallway and the exit will be by the side hallway. Check-in will be located to the right side of the conference's room main entrance and the secured depository receptacle will be by the side exit. There will be 6 privacy booths located towards the rear wall and the IVS machine will be towards the right end of the room.**
- Diagram of the location interior: **See attached blueprint**

Second Floor



Main

Floor



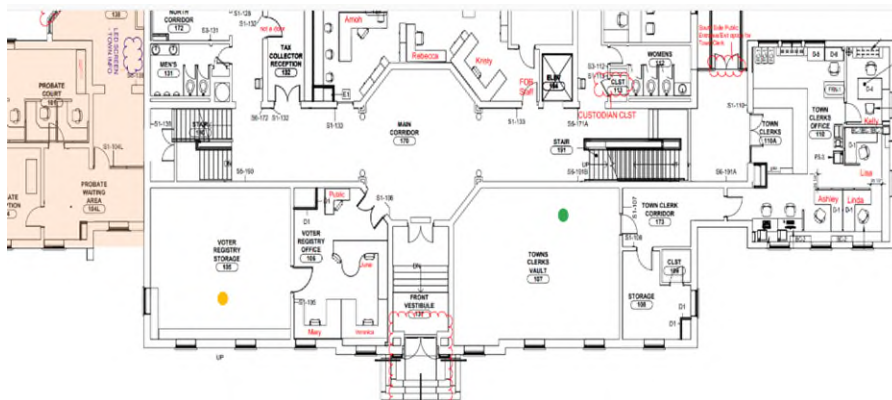
- Description of location exterior: Located on the north side main entrance from parking lot. There are three parking spaces for people with disabilities and two parking spaces for curbside voting. Business will be conducted as usual while early voting occurs. (See attached google earth map)



- Further description of ADA compliance information: The proximity of the parking spaces for the people with disabilities to the building entrance is 84'. The assistant registrars will provide curbside voting and signage indicating where curbside voting is available will be placed in front of two parking spaces. One 75' marker will be placed away from the main entrance.

Section IV: Early Voting Plan

- Early voting staff:
 1. **Moderator-Margret Antil**
 2. **Republican Assistant Registrar-June Townsend**
 3. **Republican Assistant Registrar-Joyce Yoo**
 4. **Republican Assistant Registrar-Beverly Leone (alternate)**
 5. **Republican Assistant Registrar-Louise Revard (alternate)**
 6. **Democratic Assistant Registrar-Maureen Chiapponi**
 7. **Democratic Assistant Registrar-Henry Pawlowski**
 8. **Democratic Assistant Registrar-Marketta Pina (alternate)**
 9. **Democratic Assistant Registrar-John Ryan (alternate)**
 10. **SDR-Kathleen Cattanch**
- Description of the receptacle in which early voting ballots will be stored, including confirmation that it is both tamper-proof and fire-proof: **Amount/6, Color/Silver, Material/Metal, fire-proof and tamper-proof seal box. Dimensions: 14½x17½**
- Description of the limited-access location where ballots will be stored each day after early voting: **Town Clerk Vault, Town Hall 740 Main Street, East Hartford, CT 06108**
- Name of the individual responsible for ballot storage and log*: **Kelly Bilodeau, Town Clerk
(860) 291-7230
740 Main Street,
East Hartford, CT 06108**
- Where early voting ballots will be counted: **Centralized Voting, East Hartford Town Hall, Conference Room B, Second Floor**
- Any additional components of the early voting plan: **The Town Hall has access to CVRS and dedicated phones. Access to the facilities will be available through the town hall custodians that will be on-site. There are three handicap parking spaces, ramp and elevator. Casted ballots will be stored in the Town Clerk's Office vault. Materials necessary for the moderators will be housed in Registrar of Voters Office vault. Both vaults are located on the main floor.**



Section V: Updated Emergency Contingency Plans

As you know, state law requires registrars of voters to consult with the town clerk and create an emergency contingency plan for elections, primaries, and referenda. The early voting law added a requirement that the contingency plan consider early voting and related logistics including (1) solutions for envelope shortages, (2) strategies to address staffing shortages for early voting, (3) a fire or alarm within an early voting location, and (4) disorder in or around an early voting location.

- 1) solutions for envelope shortages: **Ask any neighboring towns for any extras they may have.**
- 2) strategies to address staffing shortages for early voting: **Roster of alternate trained poll workers on standby.**
- 3) a fire or alarm within an early voting location: **Secure ballots in the following 6, Color/Silver, Material/Metal, fire-proof and tamper-proof sealed box. Dimensions: 14½x17½**
- 4) disorder in or around an early voting location: **The moderator would try to mediate any disorder but, in any event, if it got out of hand, the moderator will call the East Hartford Police Department.**

Separately, the Secretary of the State must update its emergency contingency plan regulations ([Conn. Agencies Regs. §§ 9-174a-1—9-174a-34](#)) to account for early voting. We are beginning this process.

- Has the town updated its emergency contingency plan to cover early voting? **No**
 - If so, has the town submitted the updated plan to the Secretary of the State? Yes/No
 - If not, description of plan for updating the contingency plan:
 - **In the event of an emergency, Early Voting would be transferred to the Community Cultural Center (CCC) located at 50 Chapman Pl. for all seven days of early voting. The Auditorium on the first floor would be used. The CCC is a Town facility and there would be access to CVRS, phones and the building without any problem. There are three handicap parking spaces, curbside voting, ramp and elevator.**

Section VI: Optional Additional Location(s) in Towns with a Population of 20,000 or More

PLEASE NOTE: By law, the local legislative body must determine whether to have an optional additional location or locations, even if the town will not have such a location.

- Has the legislative body made this determination yet? **No**
 - If so, has the town legislative body approved an additional location? Yes/No
 - If not, date when the town legislative body will make the determination: **May 7, 2024**
- Name of additional location: EXAMPLE TOWN HALL, MEETING ROOM B
- Address of additional location:
- Contact information (individual who controls access):

- CVRS live connection? Yes/No
- **Description of location interior:** AT A MINIMUM, PROVIDE DETAILED INFORMATION ON THE FOLLOWING: ENTRANCE AND EXIT PLANS AND THE POSITION OF PRIVACY BOOTHS, CHECKER TABLES, IVS MACHINE, AND SECURED BALLOT DEPOSITORY RECEPTACLE.
- **Diagram of the location interior:** AT A MINIMUM, SHOW THE ENTRANCE, EXIT, AND THE POSITION OF THE PRIVACY BOOTHS, CHECKER TABLES, IVS MACHINE, AND SECURED BALLOT DEPOSITORY RECEPTACLE.
- **Description of location exterior:** AT A MINIMUM PROVIDE DETAILED INFORMATION ON THE FOLLOWING: AT LEAST TWO PARKING SPACES FOR PEOPLE WITH A HANDICAP, 75' MARKERS, A PLACE FOR CURBSIDE VOTING, AND IF A LOCATION IS IN A SCHOOL OR TOWN HALL, HOW BUSINESS WILL BE CONDUCTED WHILE EARLY VOTING OCCURS.
- **Further Description of ADA compliance measures:** AT A MINIMUM, PROVIDE DETAILED INFORMATION ON THE FOLLOWING: THE PROXIMITY OF THE PARKING SPACES FOR PEOPLE WITH A HANDICAP TO THE BUILDING ENTRANCE, THE PLAN FOR HANDLING CURBSIDE VOTING (E.G., WHO WILL CONDUCT IT), AND SIGNAGE INDICATING WHERE CURBSIDE VOTING IS AVAILABLE.

Submitted and Certified by: **Mary Mourey and Veronica Rosario**

Date: **April 30, 2024**

For SOTS Use Only: Reviewed by/Date:
Comments:



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 15, 2024
TO: Richard F. Kehoe, Chair
FROM: Mayor Connor S. Martin
RE: Proposed 50th Program Year CDBG Action Plan

Please find enclosed a draft resolution endorsing the Town's proposed 50th Program Year Community Development Block Grant (CDBG) Action Plan for the period September 1, 2024 through August 31, 2025. The Town's allocation for this time period is \$545,461.

Please place this item on the Town Council agenda for the May 21, 2024 meeting.

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

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Connor S. Martin
FROM: Paul O’Sullivan, Grants Manager
SUBJECT: Council Resolution – Proposed 50th Program Year CDBG Action Plan
DATE: May 13, 2024

Attached is a draft resolution endorsing the Town’s proposed 50th Program Year Community Development Block Grant (CDBG) Action Plan for the period September 1, 2024 through August 31, 2025. The Town’s allocation for this time period is \$545,461.

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. Per Department of Housing and Urban Development (HUD) requirements, notices regarding the proposed Action Plan were printed in The Hartford Courant on November 6, 2023, December 26, 2023, March 25, 2024, and April 16, 2024.

Please note that the Senior Services referred to in the Action Plan consist of a grocery delivery program and a fitness instructor at the East Hartford Senior Center.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on May 21, 2024. Please contact me at extension 7206 if you have any questions.

Attachments (3)

Cc: Eileen Buckheit, Development Director

**TOWN OF EAST HARTFORD
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
50th YEAR ACTION PLAN - FINAL
September 1, 2024 - August 31, 2025**

PUBLIC SERVICES

Chrysalis Center \$1,924

Funding to supplement the operating budget for the Community Supportive Housing Program Service for East Hartford residents. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208 (a)(2)(i)(B).

Connecticut Fair Housing Center, Inc. \$ 1,924

Funding for the provision of fair housing services provided to East Hartford residents. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208 (a)(2)(i)(B).

CRT - East Hartford Family Shelter \$26,936

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).

Friendship Center \$28,860

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).

Girls with Impact, Inc. \$ 3,848

Funding for the delivery of services to support East Hartford's young adults through business and leadership activities. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208 (a)(2)(i)(B).

Interval House, Inc. \$ 3,848

Funding 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).

Senior Support Services \$ 4,907

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).

PROJECTS

Commercial Rehabilitation \$144,300
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).

Housing Rehabilitation \$219,822
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).

ADMINISTRATION

Program Administration \$109,092
Oversight, management, monitoring, and coordination of the Community Development Block Grant Program. Eligible activity under 24 CFR 570.206.

TOTAL **\$545,461**

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: 50th Program Year (2024-25) Community Development Block Grant (CDBG) Action Plan

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

Grant Amount: \$545,461

Frequency: One time Annual Biennial Other _____

First year received:	<u>1978-79</u>		
Last 3 years received:	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Funding level by year:	<u>\$585,047</u>	<u>\$567,228</u>	<u>\$545,461</u>

Is a local match required? Yes No

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

Grant purpose: CDBG 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 projects include Hockanum Park Lighting and McAuliffe Park Swings

Duration of grant: September 1, 2024 through August 31, 2025

Status of application: Pending Town Council approval, final Action Plan application due to HUD in early July 2024.

Meeting attendee: Paul O'Sullivan, x7206

Comments: None

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 21st day of May, 2024.

RESOLUTION

WHEREAS, The Town of East Hartford is entitled to Fiftieth Program Year estimated funding under Title I of the Housing and Community Development Act of 1974, as amended, in the amount of \$545,461; and

WHEREAS, receipt of this entitlement grant is contingent upon the submission of a Fiftieth 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 6, 2023 and two Public Hearings held on March 25, 2024.

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 Fiftieth 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 Fiftieth Program Year Action Plan, and Grantee Certifications to the U.S. Department of Housing and Urban Development and authorizes its Mayor, Connor S. Martin, 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, 2024.

Jason Marshall
Town Council Clerk



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 15, 2024
TO: Richard F. Kehoe, Chair
FROM: Connor S. Martin, Mayor
RE: Gorman Park Improvements- National Development Funding Request

Under Mayor Walsh the Council allocated \$150,000 from the National Development Impact payment for the feasibility and needs assessment studies for the Youth Sport Facility.

Since that time, the Town received a grant from State of CT DEEP in the amount of \$150,000 for youth recreation. The Town has decided to use this grant to fund the studies instead of the \$150,00 from the National Development Impact payment.

Therefore, Park n Recs respectfully requests a reallocation of the \$150,000 of National Development funding to complete the Gorman Park Improvement project.

Please place this information on the Town Council agenda for the May 21, 2024, meeting.

C: S. Dwyer, Assistant Parks and Rec Director
M. McCaw, Finance Director



Memorandum

**EAST HARTFORD PARKS &
RECREATION DEPARTMENT**

50 CHAPMAN PLACE
EAST HARTFORD, CT 06108
SEAN DWYER, ASSISTANT DIRECTOR
W.860.291.7171, sdwyer@easthartfordct.gov

To: Mayor Connor Martin

CC: Melissa McCaw, Finance Director

From: Sean Dwyer, Assistant Director

Date: 5/16/2024

Re: Gorman Park Improvements – National Development Funding Request

Gorman Park is over 60 years old and is the biggest and busiest park in the south end of the Town of East Hartford. The proposed improvements will help the aging amenities that need continuous repairs and upgrades.

Under Mayor Walsh the Council allocated \$150,000 from the National Development Impact payment for the feasibility and needs assessment studies for the Youth Sport Facility. Since that time, the Town received a grant from State of CT DEEP in the amount of \$150,000 for youth recreation. The Town has decided to use this grant to fund the studies instead of the \$150,00 from the National Development Impact payment.

Therefore, Park n Recs respectfully requests a reallocation of the \$150,000 of National Development funding to complete the Gorman Park Improvement project. We currently have \$100,000 of State Bond funding. The project consists of;

Gorman Park Stadium – Replace fencing, back stop, dugouts/benches, and bull pens
Gorman Park Field #2 – Replace fencing, back stop, dugouts/benches and bull pens
Gorman Park Field #3 – Replace backstop, fencing, and benches
Gorman Park Field #5 – A new field will be added for tee ball which will include a backstop, fencing, and benches.

East Hartford Little League is working on renovating the concession stand and a new announcing booth.

We originally were only going to complete one field. The additional funds will allow us to complete all the Little League ball fields fencing, backstops, bull pens, and dugouts/benches, so the project does not look half finished. We also would be able to add a Tee-Ball field to assist with the growth of the program. The fields are used majority by East Hartford youth and families, East Hartford Little League,

May 16, 2024

O'Connell School, Parks and Recreation Summer Camp, pavilion renters, and the neighborhood surrounding the Park.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 16, 2024
TO: Richard F. Kehoe, Chair
FROM: Connor S. Martin, Mayor
RE: BID WAIVER: Catalis Public Works & Citizen Engagement

In accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, please see the enclosed bid waiver request and supporting materials from CISO Ken Sayers and Assistant Corporation Counsel Robert Fitzgerald for entering a contract with Catalis, the town's existing 311/CRM solution provider, commonly known as "Q-Alert".

The pricing will be \$20,674.47 for the present fiscal year 2024 and then increases to \$23,229.84/year in FY 2026.

Please place this information on the Town Council agenda for the May 21, 2024 meeting.

C: K. Sayers, CISO
R. Fitzgerald, Assistant Corporation Counsel

**TOWN OF EAST HARTFORD, CT
INFO. TECH. DEPARTMENT**

INTEROFFICE MEMORANDUM

DATE: May 16, 2024

TO: Connor S. Martin, Mayor

FROM: Ken Sayers, CISO & Robert Fitzgerald, Assistant Corporation Counsel

RE: **Bid Waiver for Catalis Public Works & Citizen Engagement**

.....

The Office of Information Technology is requesting a waiver of the Bidding Procedures as outlined in Town of East Hartford Code of Ordinances, Sec. 10-7 *Et. Seq.* for entering into a contract with Catalis, the town’s existing 311/CRM solution provider, commonly known as “Q-Alert”. The pricing will be \$20,674.47 for the present fiscal year 2024 and then increases to \$23,229.84/year in FY 2026.

The contract was bid out in 2016 and awarded to Q-Alert Technologies, which has subsequently been purchased by Catalis.

Q-Alert deployment and rollout required over 2 years to roll out and use internally, train internal departments and provide public awareness on. Continuation of Catalis use allows us to cost avoid the time and costs of bidding, implementing, and training on an established system heavily in use across multiple business units.

If the Council determines that the bidding requirement should be waived in this instance, the following motion should be adopted by the Town Council:

MOVE THAT pursuant to Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council **waive** the bidding requirements of Section 10-7(a) of the Town of East Hartford Code of Ordinances to authorize the Town to enter into a contract with Catalis for a period of three years in the amount not to exceed \$65,819, paid over three years with the first installment of \$20,674.18 due immediately, and the second of \$21,914.95 due after July 1, 2024 and the third and last of this contract of \$23,229.84 due July 1, 2025. Said Contract is in the best interest of the Town as it will allow the Town to continue use of its public facing citizen reporting and engagement tool without incurring further costs for initial implementation, design, staff and public education.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 1, 2024
TO: Richard F. Kehoe, Chair
FROM: Mayor Connor S. Martin
RE: AMUSEMENT PERMIT APPLICATION

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

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

Please add the following amusement permit on the Town Council agenda for the May 21, 2024 meeting.

- **“Walk Your A1C Down”**
 - Saturday, June 1, 2024, 9 AM to 1 PM, begins at East Hartford High School (857 Forbes Street) to the corner of Maple Avenue and Forbes Street, then retraces back to High School.
- **Volleyball Tournament**
 - Saturday, June 1, 2024 11 am to 8 pm at Knights of Columbus at 1831 Main St. Rain or shine.
- **Pappy’s Café Customers Cookout Day**
 - Saturday, July 13, 2024, 12-8 PM at 12-8 PM Pappy’s Café (37 Burnside Avenue)
- **Pappy’s Café Golf Tournament**
 - Saturday, July 20, 2024, 12-8 PM Pappy’s Café (37 Burnside Avenue)

C: M. Hawkins, Chief of Police

CONNOR MARTIN
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

MACK S. HAWKINS
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Connor Martin

From: Police Chief Mack S. Hawkins

Date: May 10, 2024

Re: **Amusement Permit Application**
“Walk Your A1C Down”

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.



Mack S. Hawkins
Chief of Police

CONNOR MARTIN
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

MACK S. HAWKINS
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

May 10, 2024

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

**Re: Outdoor Amusement Permit Application
"Walk Your A1C Down"**

Dear Chairman Kehoe:

Attached please find the amusement permit application by the **East Hartford Lions Foundation, Inc. by Rosamond White, President**. The applicant seeks to conduct a walk to raise money and awareness for Diabetes with funds raised to be donated to an organization with kids or the geriatric population with diabetes. The event will be held on **Saturday, June 1, 2024** from approximately **9:00 a.m. to 1:00 p.m.** The walk will begin at **East Hartford High School (857 Forbes Street)** to the corner of **Maple Avenue and Forbes Street**, then turns, retracing its steps back to **East Hartford High School**. The event will have information, games, music, and refreshments and prepackaged foods. The rain date will be **Saturday, June 8, 2023**.

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

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

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

The Fire Department approves the application as submitted and indicates there are no anticipated costs to their Department. The Fire Marshal would need to inspect any tents or food trucks that may be present.

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,



Mack S. Hawkins
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Wednesday, May 8, 2024 7:09 AM
To: White, Rosamond; Rivera, Augustina
Cc: Fitzgerald, Robert
Subject: RE: East Hartford Lions Club-Diabetes Walk

Thank you. Okay. Chris

From: White, Rosamond <rwhite@easthartfordct.gov>
Sent: Tuesday, May 7, 2024 4:12 PM
To: Rivera, Augustina <ARivera@easthartfordct.gov>
Cc: Sasen, Christine <CSasen@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Subject: RE: East Hartford Lions Club-Diabetes Walk

Thanks



Roz White
Human Resources Administrator
Town of East Hartford
860-291-7220 Office
FB: [Town of East Hartford, CT – Government](#)
www.easthartfordct.gov
Customer Service. Collaboration. Communication.



From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Monday, May 6, 2024 10:03 AM
To: White, Rosamond <rwhite@easthartfordct.gov>
Subject: FW: East Hartford Lions Club-Diabetes Walk

Hi Roz,

See Chris Sasen's email below regarding the COI. If you have any questions reach out to her.

Thanks.

Rivera, Augustina

From: Fitzgerald, Robert
Sent: Thursday, May 9, 2024 9:44 AM
To: Rivera, Augustina
Cc: Corp Counsel
Subject: RE: East Hartford Lions Club-Diabetes Walk

Tina:

The applicant name should be changed to East Hartford Lions Foundation, INC.

Besides that, this looks good from my perspective. It seems the gathering points are on board of education property so I assume the BOE approves, and it appears the walking will be done on sidewalks so I don't see the need for a license agreement.

If Roz has any questions please extend my cell phone number, 860-500-3075.

Thank you,

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Thursday, May 9, 2024 7:30 AM
To: Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Subject: FW: East Hartford Lions Club-Diabetes Walk

Hi Robert,

Need your comments for this event, have to submit agenda items tomorrow.

Thanks.

Tina

From: White, Rosamond <rwhite@easthartfordct.gov>
Sent: Tuesday, May 7, 2024 4:12 PM
To: Rivera, Augustina <ARivera@easthartfordct.gov>
Cc: Sasen, Christine <CSasen@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Subject: RE: East Hartford Lions Club-Diabetes Walk

Thanks



Roz White
Human Resources Administrator
Town of East Hartford
860-291-7220 Office
FB: [Town of East Hartford, CT – Government](#)
www.easthartfordct.gov



Mack S. Hawkins
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**



Connor Martin
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, June 1, 2024**
Rain Date: Saturday, June 8, 2024

Event: **“Walk Your A1C Down – East Hartford’s Lions Club Diabetes Walk”**

Applicant: **East Hartford Lions Club Foundation
Rosamond White, President**

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 \$ _____

Stephen Alsup

Signature
Stephen Alsup, Assistant Fire Chief

4.30.2024

Date

Comments:

**TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit**

DATE: 5/1/24

APPLICATION FOR: Walk Your A1C Down - East Lions Club Diabetes Walk

APPLICANT: East Hartford Lions Club Foundation
PO BOX 380765
East Hartford CT 06118
lionseasthartford@gmail.com

ADDRESS: East Hartford High School, 857 Forbes St

DATE(S) OF EVENT: Saturday, June 1, 2024 9am-1pm (rain date June 8, 2024)

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: will need inspections for tent and food trucks



**JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD**



Mack S. Hawkins
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**



Connor Martin
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, June 1, 2024
Rain Date: Saturday, June 8, 2024

Event: "Walk Your A1C Down – East Hartford's Lions Club Diabetes Walk"

Applicant: **East Hartford Lions Club Foundation**
Rosamond White, President

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

- 1. the application be approved as submitted.
 - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
- Anticipated Cost(s) if known \$ _____ 0 _____

Michael O'Connell 04.29.2024

Signature

Date

Comments: Contacted applicant, confirmed that only food to be provided will be bottled water and prepackaged non-perishable snacks, therefore no licensing by Health Dept. required.



Mack S. Hawkins
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



Connor Martin
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, June 1, 2024
Rain Date: Saturday, June 8, 2024

Event: "Walk Your A1C Down – East Hartford’s Lions Club Diabetes Walk"

Applicant: **East Hartford Lions Club Foundation**
Rosamond White, President

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

Alexander M. Trujillo *4/29/2024*

Signature

Date

Comments:



Mack S. Hawkins
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**



Connor Martin
Mayor

Administrative Review of Amusement Permit

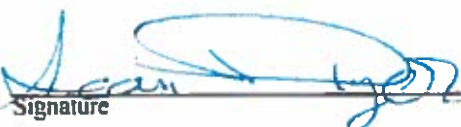
Event Date: Saturday, June 1, 2024
Rain Date: Saturday, June 8, 2024

Event: "Walk Your A1C Down - East Hartford's Lions Club Diabetes Walk"

Applicant: East Hartford Lions Club Foundation
Rosamond White, President

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

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


Signature

5/6/24
Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Tuesday, April 30, 2024 11:04 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit - Walk Your A1C Down - EH Lions Club Diabetes Walk

Tina,

I have reviewed the Outdoor Amusement Permit Application for the "EH Lions Club Diabetes Walk" for 2024. I approve the application as submitted. Please mark the worksheet "Extra Attention" for the day of the event.

Thank you,

Mack S. Hawkins

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: Monday, April 29, 2024 11:51 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit - Walk Your A1C Down - EH Lions Club Diabetes Walk

Good morning,

TOWN OF EAST HARTFORD POLICE DEPARTMENT



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



Connor Martin
Mayor

Mack S. Hawkins
Chief of Police

OUTDOOR AMUSEMENT PERMIT APPLICATION

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

1. Name of Event:
Walk Your A1 C Down - East Lions Club Diabetes Walk
2. Date(s) of Event:
Saturday June 1st, 2024 Raindate Saturday June 8th, 2024
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):
**East Hartford Lions Club Foundation, Inc.
PO Box 380765
East Hartford, CT 06118 -0765
Rosamond White, President
lionseasthartford@gmail.com
<http://www.clubhouse.org/locations/east-hartford/>**
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.
**Jill Gauthier Vice President
Steve Crecco - Secretary
Linda Russell - Treasurer
Rosamond White - President
PO Box 380765
East Hartford CT 06118 (93 Sandra Dr)**
5. List the location of the proposed amusement: (Name of facility and address)
East Hartford High School 857 Forbes St, EH back to corner of Maple Ave and Forbes back to East Hartford High School
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
Saturday June 1st, 2024 9:00 AM -1:00 PM
7. Provide a detailed description of the proposed amusement:

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)? 10-1

9. What is the expected age group(s) of participants?
the majority of the walkers will be 35-60 but walkers from all age groups are welcome

10. What is the expected attendance at the proposed amusement:
(If more than one performance, indicate time / day / date and anticipated attendance for each.)
25-50

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:

Attachment

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

Attachment

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

Attachment

d. Noise impact on neighborhood:

Attachment

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

Attachment

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

Attachment

g. Other expected influence on surrounding neighborhood:

Attachment

12. Provide a detailed plan for the following:

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

Attachment

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

Attachment

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

Attachment

d. Crowd control plan:

Attachment

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

Attachment

f. Provision of sanitary facilities:
Attachment

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):

Fee waiver request as a non profit group

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

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

a. False Statement is a Class A Misdemeanor.

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

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

East Hartford Lions Club Foundation

(Legal Name of Applicant)

Rosamond S White

(Applicant Signature)

Rosamond S White, President

(Printed Name)

04/26/2024

(Date Signed)

President

(Capacity in which signing)

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

FOR OFFICE USE

Insurance Certificate Included:	YES	<u>NO</u>
Liquor Permit Included:	YES	<u>NO</u>
Certificate of Alcohol Liability Included:	YES	<u>NO</u>
Time Waiver Request Included:	YES	<u>NO</u>
Fee Waiver Request Included:	<u>YES</u>	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: 4/29/24 7:00 PM
Time remaining before event: 33 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 8:30 am outside of East Hartford High School - 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 up Forbes Street to Maple Ave, then walk back to East Hartford High School. We will close out the walkathon with Thanks and appreciation to walkers, sponsors and collaborators. Club members will remain to help clean up. COVID safety precautions will be taken - hand sanitizer will be provided.

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 East Hartford High School, follows Forbes Street to corner of Maple St. The walkers will stop for water at South Congregation Church and walk back to East Hartford High School. Water break will be done in the parking lot of the high school. 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. Participants will park their cars at the high school 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 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 East Hartford High School during registration welcome and Thank You, which should not create any 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:

Lions members and volunteers will clean all areas used for the walk – high school and middle school. A water station with trash receptacles will be set up at East Hartford High School, and the team will inspect both areas at end of 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. 1.5 hour.

g. Other expected influence on surrounding neighborhood:

The club goal is increase the awareness of Diabetes, raise funds to donate to an organization with kids or the geriatric population with diabetes, and to engage and promote the Lions Club within the town.

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 the high School, the main hub of this event. All walk leaders will have operational cell phones along the walking route.

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.

c. Crowd control plan:

Lion Club members will be placed at strategy spaces to control and lead the walkers.

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

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.

d. Provision of sanitary facilities:

South Congregation church is having their strawberry shortcake event on 6/01/2024 and has given us permission during the hours of the event, for the use of their facilities to event participants.

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

The East Hartford Lions Club is a non-profit organization whose 100% investment is to the betterment of the town. We would like to request a waiver of any fees for this event.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/07/2024

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

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

PRODUCER DSP Insurance Services, Inc. 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	CONTACT NAME: John Adams	
	PHONE (A/C, No, Ext): 1-800-316-6705	FAX (A/C, No): 847-934-6186
E-MAIL ADDRESS: lionsclubs@dspins.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: ACE American Insurance Company		22867
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000 GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			HDO G48333205	09/01/2023	09/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ISA H10778906	09/01/2023	09/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OT-HER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$


DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: Walk Your A1C Down Diabetes Walkathon, 6/1/24

*** Town of East Hartford, its officials, employees, volunteers, board and commissions ***

is included as an Additional Insured(s), but only with respect to General Liability arising out of the issuance of permit(s) to the Insured shown above and not out of the sole negligence of said additional insured.

PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

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

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**COMMERCIAL GENERAL LIABILITY
CG 20 12 04 13**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – STATE OR GOVERNMENTAL
AGENCY OR SUBDIVISION OR POLITICAL
SUBDIVISION – PERMITS OR AUTHORIZATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Governmental Agency Or Subdivision Or Political Subdivision: Any state, governmental agency or political subdivision that has issued a permit or authorization to you in connection with your operations.

**Town of East Hartford, its officials, employees,
volunteers, board and commissions
740 Main Street
East Hartford, Connecticut 06108**

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.

However:

- a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

2. This insurance does not apply to:

- a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
- b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

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

whichever is less.

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

Information for this agenda item is still forthcoming.

CONNOR MARTIN
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

MACK S. HAWKINS
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Connor Martin

From: Police Chief Mack S. Hawkins

Date: May 2, 2024

Re: **Amusement Permit Application**
“Pappy’s Café Customer Cookout Day”

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.



Mack S. Hawkins
Chief of Police

CONNOR MARTIN
MAYOR

TOWN OF EAST HARTFORD

Police Department

31 School Street

East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

MACK S. HAWKINS
CHIEF OF POLICE

May 2, 2024

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

**Re: Outdoor Amusement Permit Application
"Pappy's Café Customers Cookout Day"**

Dear Chairman Kehoe:

Attached please find the amusement permit application by the **Rancourt Enterprises, Inc. dba Pappy's Café** by **Arthur F. Rancourt, President**. The applicant seeks to conduct a cookout for their customers on **Saturday, July 13, 2024** from **12:00pm to 8:00pm** at **Pappy's Café** located at **37 Burnside Avenue**. They will **serve food and liquor** and **have some activities available for customers to play** such as horseshoes, bean bag toss and music will be provided from a radio. This is a rain or shine 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 and the Office of Corporation Counsel Departments approve the application as submitted.

The Fire Department approves the application as submitted and indicates there are no anticipated costs to their Department. The Fire Marshall will have to conduct an inspection of tents and liquor.

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

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

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

Respectfully submitted for your information.

Sincerely,



Mack S. Hawkins
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Tuesday, April 16, 2024 4:21 PM
To: Rivera, Augustina
Cc: Corp Counsel
Subject: Re: Outdoor Amusement Permit Application - Pappy's Cafe Golf Tournament

Yes, okay with me.

Get [Outlook for iOS](#)

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Tuesday, April 16, 2024 11:34:37 AM
To: Sasen, Christine <CSasen@easthartfordct.gov>
Cc: Corp Counsel <corpcounsel@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application - Pappy's Cafe Golf Tournament

Good morning Chris,

My apologies for the delay, I was out Friday and yesterday. I reached out this morning and they sent me this, let me know if you approve or need anything else.

Tina

From: Sasen, Christine <CSasen@easthartfordct.gov>
Sent: Friday, April 12, 2024 8:13 AM
To: Rivera, Augustina <ARivera@easthartfordct.gov>
Cc: Corp Counsel <corpcounsel@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application - Pappy's Cafe Golf Tournament

Hello Tina,

I will need the following please for both events:

- Copy of their State of CT Liquor Permit
- Amended Certificate of Insurance: Additional wording to read The Town of East Hartford, its officials, employees, volunteers, boards and commissions are included as Additional Insured on the General Liability policy.
- Liquor Liability coverage to be listed on Certificate of Insurance
- Workers' Compensation/Employers' Liability coverage to be listed on Certificate of Insurance.

Thank you. Chris

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Thursday, April 11, 2024 2:46 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack

Rivera, Augustina

From: Fitzgerald, Robert
Sent: Tuesday, April 30, 2024 1:32 PM
To: Rivera, Augustina
Cc: Corp Counsel
Subject: RE: Comments for Outdoor Amusement Permit for Pappy's Cafe

Tina:

Good afternoon, okay by me. I have not comment on these.

Thanks,

Robert Fitzgerald

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Monday, April 22, 2024 12:36 PM
To: Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Subject: Comments for Outdoor Amusement Permit for Pappy's Cafe

Good afternoon,

Just a friendly reminder that the comments for **Pappy's Café Customer Cookout Day** and **Pappy's Café Golf Tournament** are due to me by Thursday the 25th. Thanks.

Tina

Augustina Rivera
Administrative Clerk 3
Support Services/Operations 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



Mack S. Hawkins
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



Connor Martin
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, July 13, 2024 – Rain or Shine**
Event: **“Pappy’s Café Customer Cookout Day”**
Applicant: **Rancourt Enterprises DBA Pappy’s Café
by Arthur Rancourt, President**

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 \$ _____

Stephen J. Alsup _____ 4/15/2024

Signature
Stephen Alsup, Assistant Fire Chief

Date

Comments:

Fire Marshal to review for egress.

**TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit**

DATE: 4/12/24

APPLICATION FOR: Pappy's Café Customer Cookout Day

APPLICANT: Arthur Rancourt
55 River CT, East Hartford CT 06118
860-573-8621

ADDRESS: 37 Burnside Ave, East Hartford CT 06108

DATE(S) OF EVENT: Saturday, July 13 12-8pm

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: will need inspections for tent and liquor



**JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD**



Mack S. Hawkins
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



Connor Martin
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, July 13, 2024 – Rain or Shine**
Event: **“Pappy’s Café Customer Cookout Day”**
Applicant: **Rancourt Enterprises DBA Pappy’s Café
by Arthur Rancourt, President**

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

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

Michael O’Connell 04.11.2024
Signature _____ Date _____

Comments:



Mack S. Hawkins
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



Connor Martin
Mayor

Administrative Review of Amusement Permit

Event Date: Saturday, July 13, 2024 – Rain or Shine

Event: “Pappy’s Café Customer Cookout Day”

Applicant: Rancourt Enterprises DBA Pappy’s Café
by Arthur Rancourt, President

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 \$ _____

Arthur Rancourt
Signature

4-22-24
Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Monday, April 15, 2024 7:56 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application - Pappy's Cafe Customer Cookout Day

Tina,

I have reviewed the Outdoor Amusement Permit Application for "Pappy's Café Customer Cookout Day" for 2024. I approve the application as submitted. Please mark the worksheet "Extra Attention" for the day(s) of the event.

Thank you,

Mack S. Hawkins

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: Thursday, April 11, 2024 2:49 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application - Pappy's Cafe Customer Cookout Day

Good afternoon,

TOWN OF EAST HARTFORD POLICE DEPARTMENT



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



Connor Martin
 Mayor

Mack S. Hawkins
 Chief of Police

OUTDOOR AMUSEMENT PERMIT APPLICATION

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

1. Name of Event: PAPPY'S CAFE CUSTOMERS COOLCAT DAY
2. Date(s) of Event: SAT JULY 13th 2024 12pm - 8pm Rain or Shine

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):

RAWLANT Enterprises DBA PAPPY'S CAFE
 37 Burnside Ave E.H. CT 06108
 cell 860 523-8621 CAFE 860 289-2869 FAX 860 528-0013

Arthur Rancourt
 55 Rival Court
 E.H. CT 06118
 860 573 8621 AR2236786 mail

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.

Arthur Rancourt 37 Burnside Ave E.H. CT 06108
 LARRY BARILE 37 Burnside Ave E.H. CT 06108

5. List the location of the proposed amusement: (Name of facility and address)

PAPPY'S CAFE 37 Burnside Ave E.H. CT 06108

Pappys Cafe
 37 Burnside Ave.
 East Hartford, CT 06108

6. List the dates and hours of operation for each day (if location changes on a particular day, please list):

SAT JULY 13th 2024 12pm - 8pm

7. Provide a detailed description of the proposed amusement:

Lunch to be served Hamburgers and Hot Dess + Saleds -
 Radio for music, Horse shoes / Bean BAS toss / CUSTOMER COOLCAT
 Outside
 THANK YOU DAY

Arthur F. Rancourt
 55 Rival Court
 East Hartford, CT 06118

Pappys Cafe
 37 Burnside Ave.
 East Hartford, CT 06108

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

Yes No Sat. 12:00 pm - 8:00 pm

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

9. What is the expected age group(s) of participants? 21 and older

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

40 people

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

a. Crowd size impact: None

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

c. Parking plan on site & impact on surrounding / supporting streets: None

d. Noise impact on neighborhood: None

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

f. List expected general disruption to neighborhood's normal life and activities: None

g. Other expected influence on surrounding neighborhood: None

12. Provide a detailed plan for the following:

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

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

c. Any provision for on-site emergency medical services: No

d. Crowd control plan: Owner and Bartenders onsite

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

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108

f. Provision of sanitary facilities:

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,

ALL drinks must be purchased for inside CAFE from bartender and brought outside.

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

BARtenders are certified with tips program and owner to supervise

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

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

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

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

a. False Statement is a Class A Misdemeanor.

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

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

Reneourt Enterprises DBA PAPPY'S CAFE
(Legal Name of Applicant)

[Signature]
(Applicant Signature)

Arthur Reneourt
(Printed Name)

4/10/24
(Date Signed)

President
(Capacity in which signing)

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

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108

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 CK#13043

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: 4/11/24 1 : 00 AM PM

Time remaining before event: 93 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.

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/16/2024

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

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

PRODUCER Automatic Data Processing Insurance Agency, Inc.		CONTACT NAME: Automatic Data Processing Insurance Agency, Inc.	
1 Adp Boulevard Roseland NJ 07068		PHONE (A/C No. Ext): 1-800-524-7024	FAX (A/C. No.):
INSURED Rancourt Enterprises Inc DBA: DBA Pappys Cafe 37 Burnside Ave East Hartford CT 061083406		INSURER(S) AFFORDING COVERAGE INSURER A: Employers Preferred Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10348	

COVERAGES **CERTIFICATE NUMBER: 3580211** **REVISION NUMBER:**

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

INBR LTR	TYPE OF INSURANCE	ADDL NUMBER INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N N/A N	EIG269115405	07/25/2023	07/25/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Job Locations: 37 Burnside Ave, East Hartford, CT 06108

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/18/2024

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

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

PRODUCER Irongate Insurance Counselors, LLC Digital Insurance LLC 61 Maple Ave., Ste. 3 Canton CT 06019		CONTACT NAME Cheryl Follett PHONE (860) 658-8500 FAX (860) 352-0548 EMAIL ADDRESS	
INSURED Rancourt Enterprises Inc., DBA: Pappys Cafe 37 Burnside Avenue East Hartford CT 06108		INSURER(S) AFFORDING COVERAGE INSURER A: Allianz INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: CL2441007202 REVISION NUMBER:


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

ITEM LTR	TYPE OF INSURANCE	APPLICABLE	USED	EXCD	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJ-JECT <input type="checkbox"/> LOC OTHER:	Y			SAG2000747-23	10/17/2023	10/17/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$ 2,000,000 LIQUOR LIABILITY \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY							COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$							EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N		N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: SPECIAL EVENT. For cookouts being held on 7/13/2024 & 7/20/2024 at the above referenced location. The Town of East Hartford, its officials, employees, volunteers, boards and commissions are included as Additional Insured on the General Liability policy. Certificate is subject to all terms, conditions, warranties and exclusions per policy forms.

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108

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

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION

Attached is your Liquor Permit authorizing you to sell such alcoholic liquor as is provided by law under your permit number. You must take this permit to the Town Clerk in the town of address to be filed and stamped as authorized for business. This permit is not in effect until filed with the Town Clerk. This permit is not transferable. Questions regarding this permit can be emailed to dcp.liquorcontrol@ct.gov.

In an effort to be more efficient and Go Green, the department asks that you keep your email information with our office current to receive correspondence. You can access your account at www.elicense.ct.gov to verify, add or change your email address. Current email address on file: ART2367@GMAIL.COM

PAPPYS
ARTHUR F RANCOURT
37 BURNSIDE AVENUE
EAST HARTFORD, CT 06108

STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION 1001393

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

LIQUOR PERMIT

This certifies that

RANCOURT ENTERPRISES INC
37 BURNSIDE AVENUE
EAST HARTFORD, CT 06108

2024 JAN 23 PM 12:32
 TOWN CLERK
 EAST HARTFORD

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

CAFE LIQUOR

ENTERTAINMENT: Karaoke, Live Bands

PERMIT #: LCA.0005708

Trade Name: PAPPYS
 Permittee Name: ARTHUR F RANCOURT

Effective Date: 03/13/2024
 Expiration Date: 03/12/2025

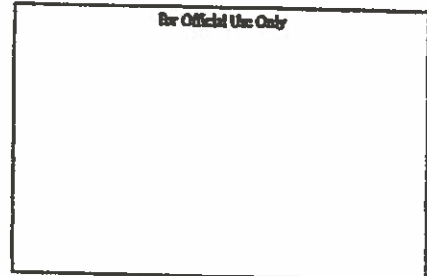

 Bryan T. Caffarelli, Commissioner

Okay - 4/9/2024

M. Curran

DCPLC - Public-Use of Use-ACB Appl Rev 5/17

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
Liquor Control Division
Telephone: (860) 718-6210
Email: dcp.liquorcontrol@ct.gov
Web Site: www.ct.gov/dcp/liquorcontrol



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

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

Section A: BUSINESS INFORMATION

1. Trade Name (DBA Name) PAPPY'S CAFE		2. Permit Number LLA 0005708	
3. Permittee Name (First, Middle, Last) Arthur Fredrick Rancourt			
4. Backer Name (Corporation, LLC, Partnership, Sole Proprietorship, etc.) Rancourt Enterprises Inc		Pappys Cafe 37 Burnside Ave. East Hartford, CT 06108	
5. Business Address 37 Burnside Ave	City East Hartford	State CT	Zip Code 06108
6. Business Telephone Number 860 289-2869	7. Business Fax Number 860 528-0013	8. Business Email Address AR+2367@gmail.com	
9. Type of Request? <input type="checkbox"/> Permanent <input checked="" type="checkbox"/> Temporary		If TEMPORARY is checked, List Specific Dates Below: JULY 20th SAT 2024 601A 11AM - 8PM JULY 13th SA 2024 customer cookout 11AM - 8PM	

Section B: APPROVAL/CERTIFICATION OF LOCAL OFFICIALS

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

Signature of Zoning Official X *Vilma L. de Leon* Print Name **Vilma L. de Leon**
Title of Official **Assistant Zoning Officer** Date **4.13.2024**

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

Signature of Fire Marshal X *Edwin Fobor* Print Name **Edwin Fobor**
Title of Official **FMO** Date **4.14.2024**

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

Signature of Health Official X *Laurence Burnes* Print Name **Laurence Burnes**
Title of Official **Director of Health** Date **4.13.24**

Section C: CERTIFICATION OF BACKER OR AUTHORIZED REPRESENTATIVE OF BACKER

13. Backer Certification (To be signed by backer or the authorized representative of the backer) I certify that the information provided in this application is true to the best of my knowledge and that the permittee applicant identified in "Section A" of this application is designated as my principal representative on the premises for which this application is being submitted.	Signed by Backer or Authorized Representative of Backer X <i>Arthur F. Rancourt</i>		Date: 4-5-24
	Print name of Backer or Representative Arthur F. Rancourt	Title of Backer or Representative President	

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



TOWN OF EAST HARTFORD

Building and Inspections Department

740 MAIN STREET EAST HARTFORD, CT 06108

ZONING PERMIT

Permit No: ZP-24-17
Project Map/Lot : 14-360
Project Address: 35-41 BURNSIDE AVE
Unit:

Zoning:

Business B-5

Submitted: March 28, 2024

Owner: PAPPYS CAFE

Applicant: ARTHUR RANCOURT

Permit Issued For:

Application for Patio, Extension of Use, temporary liquor permit at Pappy's Cafe SPORT BAR

CERTIFICATION: ARTHUR RANCOURT hereby certify that I am making this application on behalf of, and with the full authority of the owner(s) of the property or premises located at 35-41 BURNSIDE AVE , EAST HARTFORD , and affirm that the statements and information provided are accurate and true. Falsification, by misrepresentation or omission, or failure to comply with any conditions of issuance shall constitute a violation of the Town of East Hartford Zoning Regulations, and make the certificate subject to revocation or suspension. Further, the undersigned hereby authorizes the Town of East Hartford and its agents, to access the premises during normal and reasonable business hours for the purpose of application investigation, inspection or improvements or construction, and enforcement of the Zoning Regulations. I understand the Zoning Permit, if issued, is based upon the information submitted. A Final Certificate of Zoning Compliance shall be issued based upon determination to the satisfaction of the Zoning Enforcement Officer that completed work complies with the standards of the Town of East Hartford Zoning Regulations.

Applicant Electronic Signature: ARTHUR RANCOURT

Issued to: ARTHUR RANCOURT Address: 37 BURNSIDE AVE

Phone: 8605738621 Email: art2367@gmail.com

Zoning Enforcement Officer Comments:

Vilma DeLeon, Assistant Zoning Enforcement Officer

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108



Town of East Hartford, CT

\$50.00 Paid

via Cash

Thanks for using the Online Service Center

Zoning Permit #ZP-24-17

March 28, 2024

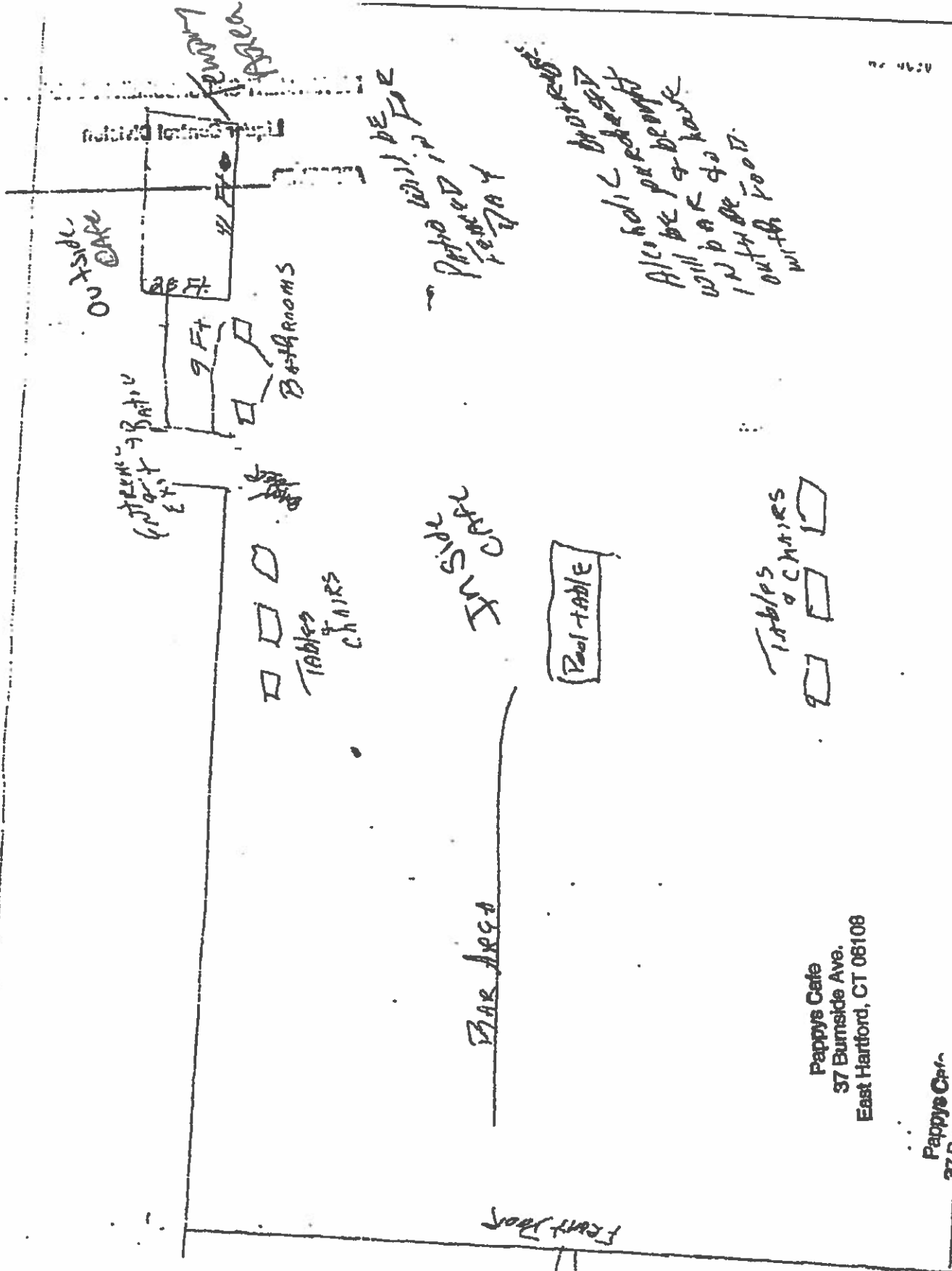
Zoning Permit Fee	\$50.00
Total Paid	\$50.00



Powered by the ViewPoint Cloud platform

Receipt number #17922

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108



Path will be fenced in for party

Alcoholic beverage will be provided in the food with food

INSIDE CAFE

POOL TABLE

TABLES & CHAIRS

Pappys Cafe
 37 Burnside Ave.
 East Hartford, CT 06108

Pappys Cafe
 37 Burnside Ave.
 East Hartford, CT 06108

CONNOR MARTIN
MAYOR

TOWN OF EAST HARTFORD
Police Department

TELEPHONE
(860) 528-4401

MACK S. HAWKINS
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

www.easthartfordct.gov

To: Mayor Connor Martin

From: Police Chief Mack S. Hawkins

Date: May 2, 2024

Re: **Amusement Permit Application**
“Pappy’s Café Golf Tournament”

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.



Mack S. Hawkins
Chief of Police

CONNOR MARTIN
MAYOR

TOWN OF EAST HARTFORD

Police Department

31 School Street

East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

MACK S. HAWKINS
CHIEF OF POLICE

May 2, 2024

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

**Re: Outdoor Amusement Permit Application
"Pappy's Café Golf Tournament"**

Dear Chairman Kehoe:

Attached please find the amusement permit application by the **Rancourt Enterprises, Inc. dba Pappy's Café** by **Arthur F. Rancourt, President**. The applicant seeks to conduct a dinner preceded by a **Golf Tournament** on **Saturday, July 20, 2024** from **12:00pm to 8:00pm** at **Pappy's Café** located at **37 Burnside Avenue**. There will be **dinner and liquor served** and **some raffles and prizes will be handed out**. The **music will be played from a radio**. This is a **rain or shine 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 and the Office of Corporation Counsel Departments approve the application as submitted.

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

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

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

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

Respectfully submitted for your information.

Sincerely,



Mack S. Hawkins
Chief of Police

Cc: Applicant

Rivera, Augustina

From: Sasen, Christine
Sent: Tuesday, April 16, 2024 4:21 PM
To: Rivera, Augustina
Cc: Corp Counsel
Subject: Re: Outdoor Amusement Permit Application - Pappy's Cafe Golf Tournament

Yes, okay with me.

Get [Outlook for iOS](#)

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Tuesday, April 16, 2024 11:34:37 AM
To: Sasen, Christine <CSasen@easthartfordct.gov>
Cc: Corp Counsel <corpcounsel@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application - Pappy's Cafe Golf Tournament

Good morning Chris,

My apologies for the delay, I was out Friday and yesterday. I reached out this morning and they sent me this, let me know if you approve or need anything else.

Tina

From: Sasen, Christine <CSasen@easthartfordct.gov>
Sent: Friday, April 12, 2024 8:13 AM
To: Rivera, Augustina <ARivera@easthartfordct.gov>
Cc: Corp Counsel <corpcounsel@easthartfordct.gov>
Subject: RE: Outdoor Amusement Permit Application - Pappy's Cafe Golf Tournament

Hello Tina,

I will need the following please for both events:

- Copy of their State of CT Liquor Permit
- Amended Certificate of Insurance: Additional wording to read The Town of East Hartford, its officials, employees, volunteers, boards and commissions are included as Additional Insured on the General Liability policy.
- Liquor Liability coverage to be listed on Certificate of Insurance
- Workers' Compensation/Employers' Liability coverage to be listed on Certificate of Insurance.

Thank you. Chris

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Thursday, April 11, 2024 2:46 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack

Rivera, Augustina

From: Fitzgerald, Robert
Sent: Tuesday, April 30, 2024 1:32 PM
To: Rivera, Augustina
Cc: Corp Counsel
Subject: RE: Comments for Outdoor Amusement Permit for Pappy's Cafe

Tina:

Good afternoon, okay by me. I have not comment on these.

Thanks,

Robert Fitzgerald

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Monday, April 22, 2024 12:36 PM
To: Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>
Subject: Comments for Outdoor Amusement Permit for Pappy's Cafe

Good afternoon,

Just a friendly reminder that the comments for **Pappy's Café Customer Cookout Day and Pappy's Café Golf Tournament** are due to me by Thursday the 25th. Thanks.

Tina

Augustina Rivera
Administrative Clerk 3
Support Services/Operations 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

**TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit**

DATE: 4/12/24

APPLICATION FOR: Pappy's Café Golf Tournament

APPLICANT: Arthur Rancourt
55 River CT, East Hartford CT 06118
860-573-8621

ADDRESS: 37 Burnside Ave, East Hartford CT 06108

DATE(S) OF EVENT: Saturday, July 20 12-8pm

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: will need inspections for tent and liquor



**JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD**

Fire Dept



Mack S. Hawkins
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



Connor Martin
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, July 20, 2024 – Rain or Shine**
Event: **“Pappy’s Café Golf Tournament”**
Applicant: **Rancourt Enterprises DBA Pappy’s Café
by Arthur Rancourt, President**

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 \$ _____

Stephen J. Alsup
Signature
Stephen Alsup, Assistant Fire Chief

4/15/20204
Date

Comments:

Fire Marshal to review for egress.



Mack S. Hawkins
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



Connor Martin
Mayor

Administrative Review of Amusement Permit

Event Date: **Saturday, July 20, 2024 – Rain or Shine**
Event: **“Pappy’s Café Golf Tournament”**
Applicant: **Rancourt Enterprises DBA Pappy’s Café
by Arthur Rancourt, President**

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

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

Michael O’Connell 04.11.2024
Signature _____ Date

Comments:

Rivera, Augustina

From: Hawkins, Mack
Sent: Monday, April 15, 2024 7:58 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application - Pappy's Cafe Golf Tournament

Tina,

I have reviewed the Outdoor Amusement Permit Application for "Pappy's Café Golf Tournament" for 2024. I approve the application as submitted. Please mark the worksheet "Extra Attention" for the day(s) of the event.

Thank you,

Mack S. Hawkins

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: Thursday, April 11, 2024 2:46 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application - Pappy's Cafe Golf Tournament

Good afternoon,

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

Yes

No

Sat.

12:00 pm - 8:00 pm

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

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

21 and older

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

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

40 people

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

a. Crowd size impact:

None

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

Same as normal

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

None

d. Noise impact on neighborhood:

None

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

Dumpster onsite

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

None

g. Other expected influence on surrounding neighborhood:

None

12. Provide a detailed plan for the following:

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

Burnside Ave. and Elm Street

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

Phone

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

NO

d. Crowd control plan:

Owner and Bartenders on site

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

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108

f. Provision of sanitary facilities:

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,

ALL drinks must be purchased for inside CAFE from BARtender and brought outside.

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

BARtenders are certified with tips program and owner to supervise

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

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

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

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

a. False Statement is a Class A Misdemeanor.

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

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

Rencourt Enterprises DBA PAPPY'S CAFE
(Legal Name of Applicant)

[Signature]
(Applicant Signature)

Arthur Rencourt
(Printed Name)

4-10-24
(Date Signed)

President
(Capacity in which signing)

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

FOR OFFICE USE

Insurance Certificate Included:	<u>YES</u>	NO
Liquor Permit Included:	<u>YES</u>	NO
Certificate of Alcohol Liability Included:	YES	NO
Time Waiver Request Included:	YES	<u>NO</u>
Fee Waiver Request Included:	YES	<u>NO</u>

Outdoor Amusement Permit Fees:

Sport, athletic contest, musical, operatic, dramatic, theatrical or pictorial performance or other exhibitions	<u>\$ 10</u> /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: 4/11/24 1:00 AM PM

Time remaining before event: 100 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.

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/18/2024

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

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

PRODUCER Irongate Insurance Counselors, LLC Digital Insurance LLC 61 Maple Ave., Ste. 3 Canton CT 06019		CONTACT NAME Cheryl Folert PHONE, Ext. No. (860) 658-6500 FAX, Ext. No. (860) 362-0548
INSURED Rancourt Enterprises Inc., DBA: Pappys Cafe 37 Burnside Avenue East Hartford CT 06108		INSURER(S) AFFORDING COVERAGE INSURER A: Allianz INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** CL2441007202 **REVISION NUMBER:**

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

TYPE OF INSURANCE	INSURANCE CLASSIFICATION	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN. AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. SECT <input type="checkbox"/> LOC OTHER:	Y	8AG2000747-23	10/17/2023	10/17/2024	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (GL occurrence) \$ 1,000,000 MED EXP (Per person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 LIQUOR LIABILITY \$ 1,000,000 COMBINED SINGLE LIMIT (No accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - SA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					
<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (Mandatory in RI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: SPECIAL EVENT. For cookouts being held on 7/13/2024 & 7/20/2024 at the above referenced location. The Town of East Hartford, its officials, employees, volunteers, boards and commissions are included as Additional Insured on the General Liability policy. Certificate is subject to all terms, conditions, warranties and exclusions per policy forms.

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108

CERTIFICATE HOLDER Town of East Hartford 740 Main Street East Hartford CT 06108	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Aaron Leffler</i>
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/16/2024

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

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

PRODUCER Automatic Data Processing Insurance Agency, Inc. 1 Adp Boulevard Roseland NJ 07068		CONTACT NAME: Automatic Data Processing Insurance Agency, Inc. PHONE (A/C, No. Ext.): 1-800-524-7024 FAX (A/C, No.): EMAIL ADDRESS:	
INSURED Rancourt Enterprises Inc DBA: DBA Pappys Cafe 37 Burnside Ave East Hartford CT 061083405		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Employers Preferred Insurance Company	NAIC # 10346
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER: 3580211** **REVISION NUMBER:**

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

INSTR LTR	TYPE OF INSURANCE	ADDITIONAL INSURER		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSR	WORD					
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$ \$ COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						EACH OCCURRENCE \$ AGGREGATE \$ \$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	N	EKG269115405	07/25/2023	07/25/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 600,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Job Locations: 37 Burnside Ave, East Hartford, CT 06108

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108

CERTIFICATE HOLDER Town of East Hartford 740 Main Street East Hartford CT 06108	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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STATE OF CONNECTICUT DEPARTMENT OF CONSUMER PROTECTION

Attached is your Liquor Permit authorizing you to sell such alcoholic liquor as is provided by law under your permit number. You must take this permit to the Town Clerk in the town of address to be filed and stamped as authorized for business. This permit is not in effect until filed with the Town Clerk. This permit is not transferable. Questions regarding this permit can be emailed to dcp.liquorcontrol@ct.gov.

In an effort to be more efficient and Go Green, the department asks that you keep your email information with our office current to receive correspondence. You can access your account at www.elicense.ct.gov to verify, add or change your email address. Current email address on file: ART2367@GMAIL.COM

**PAPPYS
ARTHUR F RANCOURT
37 BURNSIDE AVENUE
EAST HARTFORD, CT 06108**

STATE OF CONNECTICUT + DEPARTMENT OF CONSUMER PROTECTION 1004.208
This permit is not in effect until filed with the Town Clerk CGS Section 30-53
LIQUOR PERMIT
This certifies that
RANCOURT ENTERPRISES INC
37 BURNSIDE AVENUE
EAST HARTFORD, CT 06108

2024 JAN 23 PM 12:32
TOWN CLERK
EAST HARTFORD, CT

is authorized to sell such alcoholic liquor as is provided by law under permit type
CAFE LIQUOR
ENTERTAINMENT: Karaoke, Live Bands

PERMIT #: LCA.0005708
Trade Name: **PAPPYS**
Permittee Name: **ARTHUR F RANCOURT**

Effective Date: **03/13/2024**
Expiration Date: **03/12/2025**

Bryan T. Caffarelli
Bryan T. Caffarelli, Commissioner



TOWN OF EAST HARTFORD

Building and Inspections Department

740 MAIN STREET EAST HARTFORD, CT 06108

ZONING PERMIT

Permit No: ZP-24-17
Project Map/Lot : 14-350
Project Address: 35-41 BURNSIDE AVE
Unit:

Zoning:

Business B-5

Submitted: March 28, 2024

Owner: PAPPYS CAFE

Applicant: ARTHUR RANCOURT

Permit issued For:

Application for Patio, Extension of Use, temporary liquor permit at Pappy's Cafe SPORT BAR

CERTIFICATION: ARTHUR RANCOURT hereby certify that I am making this application on behalf of, and with the full authority of the owner(s) of the property or premises located at **35-41 BURNSIDE AVE , EAST HARTFORD** , and affirm that the statements and information provided are accurate and true. Falsification, by misrepresentation or omission, or failure to comply with any conditions of issuance shall constitute a violation of the Town of East Hartford Zoning Regulations, and make the certificate subject to revocation or suspension. Further, the undersigned hereby authorizes the Town of East Hartford and its agents, to access the premises during normal and reasonable business hours for the purpose of application investigation, inspection or improvements or construction, and enforcement of the Zoning Regulations. I understand the Zoning Permit, if issued, is based upon the information submitted. A Final Certificate of Zoning Compliance shall be issued based upon determination to the satisfaction of the Zoning Enforcement Officer that completed work complies with the standards of the Town of East Hartford Zoning Regulations.

Applicant Electronic Signatures: ARTHUR RANCOURT

Issued to: ARTHUR RANCOURT Address: 37 BURNSIDE AVE

Phone: 8605738621 Email: art2367@gmail.com

Zoning Enforcement Officer Comments:

Vilma DeLeon, Assistant Zoning Enforcement Officer

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108



Town of East Hartford, CT

\$50.00 Paid

via Cash

Thanks for using the Online Service Center

Zoning Permit #ZP-24-17

March 28, 2024

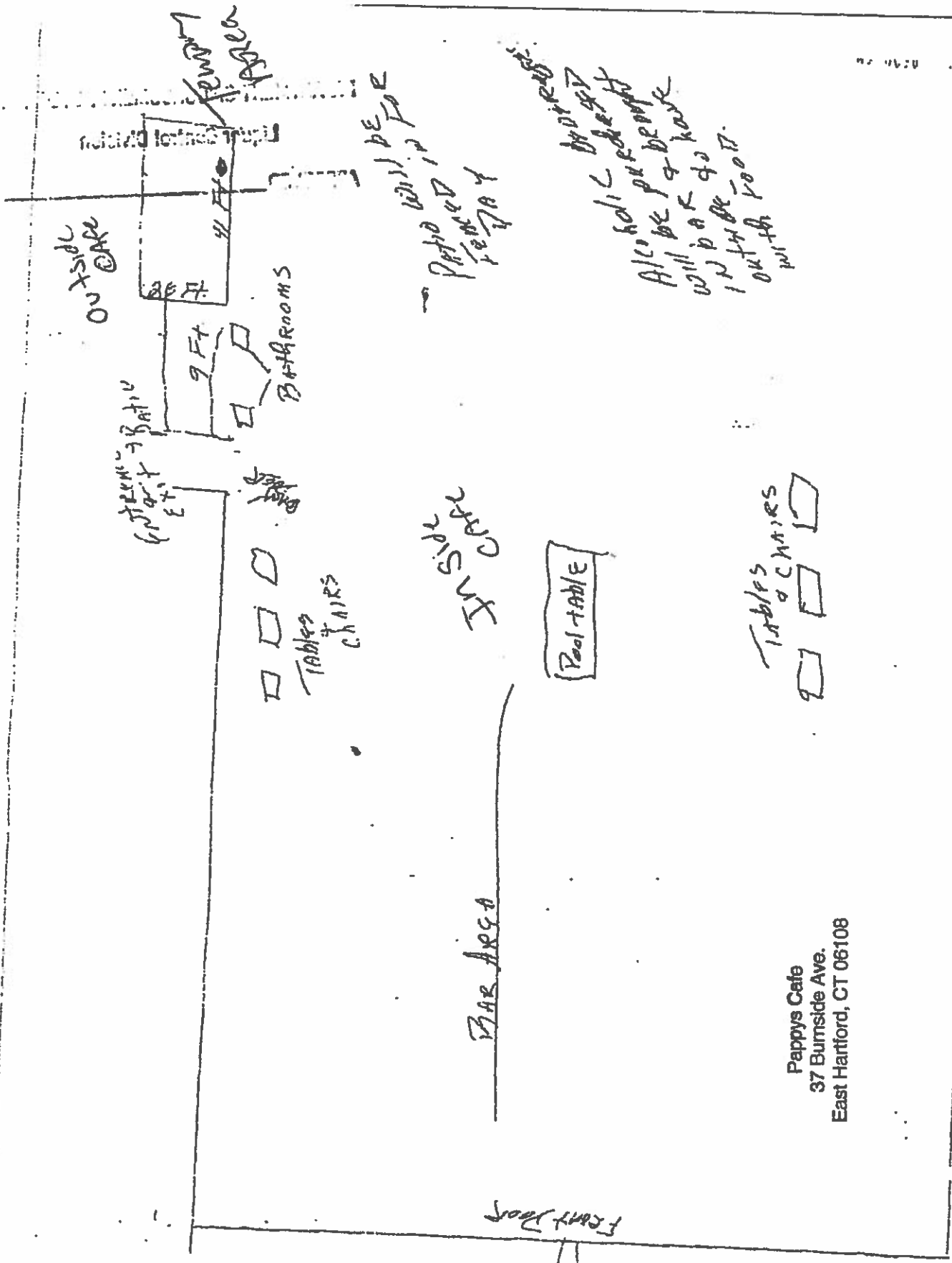
Zoning Permit Fee	\$50.00
Total Paid	\$50.00



Powered by the ViewPoint Cloud platform

Receipt number #17922

Pappys Cafe
37 Burnside Ave.
East Hartford, CT 06108



Pappys Cafe
 37 Burnside Ave.
 East Hartford, CT 06108