

*Robert J. Paek*

TOWN COUNCIL AGENDA  
TOWN COUNCIL CHAMBERS  
740 MAIN STREET  
EAST HARTFORD, CONNECTICUT  
AUGUST 1, 2017

2017 JUL 28 A 9:32

TOWN CLERK  
EAST HARTFORD

6:30P.M. Executive Session  
7:00P.M. Public Hearing

=====

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

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
  - A. Other Elected Officials
  - B. Other Residents
  - C. Mayor
5. APPROVAL OF MINUTES
  - A. July 11, 2017 Executive Session
  - B. July 11, 2017 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
  - A. Resignation of Paul Barry from the Veterans' Affairs Commission and Patriotic Commission
7. OLD BUSINESS
8. NEW BUSINESS
  - A. Recommendation from Ordinance Committee:
    1. Vendor Services on Town-owned Property; and
    2. Sale or lease of Town-owned Property
  - B. Recommendation from Fees Committee: Inspections & Permits Department Fee Changes
  - C. Outdoor Amusement Permit Application for Out of the Darkness Walk:
    1. Approval of Application
    2. Waiver of Permit Fee
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
  - A. Pending Superior Court action: Joan Zaugg v Jacqueline Veilleux, et al
  - B. Workers' Compensation Stipulation to Date: Raymond Jones
11. OPPORTUNITY FOR RESIDENTS TO SPEAK
  - A. Other Elected Officials
  - B. Other Residents
  - C. Mayor
12. ADJOURNMENT (next meeting: August 15<sup>th</sup>)

*Robert J. Pook*

2017 JUL 17 A 10:29

TOWN COUNCIL MAJORITY OFFICE

JULY 11, 2017

TOWN CLERK  
EAST HARTFORD

EXECUTIVE SESSION

PRESENT Vice Chair William P. Horan, Jr., Majority Leader Linda A. Russo, Minority Leader Esther B. Clarke, Councillors Marc I. Weinberg, Ram Aberasturia, Joseph R. Carlson, Patricia Harmon and Michael G. Kurker

ABSENT Chair Richard F. Kehoe

ALSO Michael Walsh, Finance Director  
PRESENT Trent Sullivan, Risk Manager

CALL TO ORDER

Vice Chair Horan called the meeting to order at 7:08 p.m.

MOTION By Linda Russo  
seconded by Esther Clarke  
to **go into** Executive Session to discuss the settlement of the Town of East Hartford's third party reimbursement claim of Mark Losty vs. Alexander Ogle/Nationwide Insurance.  
Motion carried 8/0.

MOTION By Linda Russo  
seconded by Esther Clarke  
to **go back to** Regular Session.  
Motion carried 8/0.

ADJOURNMENT

MOTION By Linda Russo  
seconded by Esther Clarke  
to **adjourn** (7:17 p.m.)  
Motion carried 8/0.

Attest *William P. Horan, Jr.*  
William P. Horan, Jr.  
Town Council Vice Chair *AS*

EAST HARTFORD TOWN COUNCIL

2017 JUL 17 A 10:29

TOWN COUNCIL CHAMBERS

TOWN CLERK  
EAST HARTFORD

JULY 11, 2017

PRESENT Vice Chair William P. Horan, Jr., Majority Leader Linda A. Russo, Minority Leader Esther B. Clarke, Councillors Marc I. Weinberg, Ram Aberasturia, Joseph R. Carlson, Patricia Harmon and Michael G. Kurker

ABSENT Chair Richard F. Kehoe

CALL TO ORDER

Vice Chair Horan called the meeting to order at 7:30 p.m. The Vice 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

MOTION By Linda Russo  
seconded by Ram Aberasturia  
to **amend** the agenda as follows:

Under Communications and Petitions, add item 6.A. "Resignation of Bernie Corona from the Veterans' Affairs Commission".

Motion carried 8/0.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Susan Kniep, 50 Olde Roberts Street, (1) inquired on what other properties the East Hartford Housing Authority plans to purchase, as it will affect the tax base in East Hartford. Additionally, Mrs. Kniep suggested the Town Council call for a special meeting to discuss this issue with the EHHA; (2) asked if Veterans' Terrace falls under the auspices of East Hartford Affordable Homes LLC; and (3) suggested that there be an audit of the liquor permits granted by the Inspections & Permits Department.

Mayor Leclerc (1) thanked Mr. Corona for his service to the town; (2) the fireworks this past weekend were a success and thanked Riverfront Recapture and its sponsors; (3) the Farmers Market on the Raymond Library front lawn will be held on Fridays from 9AM to 1PM; (4) the area business visitations have begun; (5) the road improvement program continues to progress; (6) the Sounds of Summer concerts are held on Thursdays at Great River Park; (7) the town's pools are opened; (8) Saturday July 29<sup>th</sup> is East Hartford Yard Goats Day; (9) the Raymond Library has numerous summer programs; (10) MDC has notified the town of construction activity in the Simmons Road/Cumberland Drive area around July 20<sup>th</sup>; (11) the EHFD and the Red Cross have partnered to canvass the Mayberry Village area on August 4<sup>th</sup> for the installation of smoke detectors; and (12) the Elms Village area will have a "Plan 9" distribution by the EHFD and the Red Cross which is a red recyclable bag that contains nine essential items needed in an emergency.

APPROVAL OF MINUTES

June 19, 2017 Special Meeting/Transportation Proposal

MOTION By Linda Russo  
seconded by Ram Aberasturia  
to **approve** the minutes of the June 19, 2017 Special Meeting.  
Motion carried 7/0. **Abstain:** Harmon

June 20, 2017 Executive Session

MOTION By Linda Russo  
seconded by Marc Weinberg  
to **approve** the minutes of the June 20, 2017 Executive Session.  
Motion carried 7/0. **Abstain:** Horan

June 20, 2017 Public Hearing/Mayor & Registrars of Voters Salaries

MOTION By Linda Russo  
seconded by Ram Aberasturia  
to **approve** the minutes of the June 20, 2017 Public Hearing.  
Motion carried 7/0. **Abstain:** Horan

June 20, 2017 Regular Meeting

MOTION By Linda Russo  
seconded by Pat Harmon  
to **approve** the minutes of the June 20, 2017 Regular Meeting.  
Motion carried 7/0. **Abstain:** Horan

COMMUNICATIONS AND PETITIONS

Resignation of Bernie Corona from the Veterans' Affairs Commission

Vice Chair Horan announced, with regret, the resignation of Bernie Corona from the Veterans' Affairs Commission. The Council joined with the Vice Chair in thanking Mr. Corona for his years of dedicated service to the town.

Vice Chair Horan invited the viewing public to get involved in the community by volunteering on one of the town's many Boards and Commissions.

NEW BUSINESS

Setting a Public Hearing Date "Vendor Services on Town-owned Property" and "Sale or Lease of Town-owned Property"

MOTION By Ram Aberasturia  
seconded by Linda Russo

to set a public hearing date of Tuesday, August 1, 2017 @ 7:00PM in Town Council Chambers to hear public comment on the proposed revisions to the town of East Hartford Code of Ordinances by adding a new Section 10-4a in Chapter 10, entitled "Vendor Services on Town-owned Property and to substitute a new Section 10-19 entitled "Sale or Lease of Town-owned Property.  
Motion carried 8/0.

Connecticut DOT Community Connectivity Grant Program

MOTION By Linda Russo  
seconded by Ram Aberasturia  
to **adopt** the following resolution:

WHEREAS the of Connecticut Department of Transportation (DOT) has made available funds under the Community Connectivity Program; and

WHEREAS the program seeks to improve accommodations for bicyclists and pedestrians in urban, suburban and rural community centers; and

WHEREAS the Town desires to use these funds to implement some of the improvements suggested in the Main Street Road Safety Audit.

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

On call of the vote. motion carried 8/0.

State Department of Education Youth Service Bureau Grant

MOTION By Marc Weinberg  
seconded by Linda Russo  
to **adopt** the following resolution:

WHEREAS, the Connecticut Department of Education has made available funding through the Youth Service Bureau Grant Program; and

WHEREAS, the purpose of this program is to assist municipalities (or private agencies serving youth which are designated to act as agents for such municipalities), in establishing, maintaining or expanding such Youth Service Bureaus.

NOW, THEREFORE, LET IT BE RESOLVED that Marcia A. Leclerc, Mayor of the Town of East Hartford, is hereby authorized to execute on behalf of this municipality a grant application to the State of Connecticut Department of Education for a "Youth Service Bureau Grant" and to file any amendments or reports as may be required to successfully complete the terms of the grant contract.

BE IT FURTHER RESOLVED that That Marcia A. Leclerc is currently serving as Mayor of the Town of East Hartford. Her current term of office began on November 9, 2015 and will continue until November 13, 2017. As the Mayor, Marcia A. Leclerc serves as the Chief Executive Officer for the Town of East Hartford, and is duly authorized to enter into agreements and contracts on behalf of the Town of East Hartford.

On call of the vote. motion carried 8/0.

East Hartford Housing Authority – Proposed PILOT Agreement

MOTION By Joe Carlson  
seconded by Ram Aberasturia  
to **approve** the proposed PILOT Agreement between the East Hartford  
Housing Authority and the town of East Hartford as follows:

1. The East Hartford Housing Authority (EHHA) has purchased various real property located at 41-43 Welles Avenue, 68 and 83 Connecticut Boulevard, 232-234 Burnside Avenue, 17-19 Goodwin Place, and 39-41 Laurel Street in East Hartford Connecticut.
2. It is anticipated that the EHHA will operate these sites solely to provide affordable housing under the direction of the State of Connecticut Department of Housing at these locations for the foreseeable future.
3. The Assessor for the Town of East Hartford has determined that these various properties operated as scattered site housing by the EHHA are tax exempt under the provisions of Connecticut General Statutes (CGS) sections 8-58 and/or 8-71 as long as the various properties are used by the EHHA as affordable housing.
4. The EHHA acknowledges its current tax exemption status and hereby offers subject to the provisions of CGS 8-71, a payment in lieu of taxes (PILOT) on the various sites acknowledging the parcels to be users of services from the Town.
5. Effective July 1, 2017, for all scattered site properties owned by the EHHA as of the October 1, 2016 grand list, the EHHA hereby agrees to make a PILOT payment of \$17,434.00 to the Town.
6. For the October 1, 2017 grand list and future grand lists, the PILOT payment will continue for the duration of time that the EHHA owns and operates the properties as affordable housing.
7. The EHHA will prepare a calculation annually based on the provisions of CGS 8-71 based on 12% of shelter rents less utilities and forward that payment to the Town by July 31 of each year.
8. This PILOT agreement is subject to the review and approval of the Town Council.

Motion carried 7/1. Nay: Clarke

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

None

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Mark Losty vs. Alexander Ogle/Nationwide Insurance

MOTION By Linda Russo  
seconded by Ram Aberasturia  
that the Town Council **accept** the recommendation of the Town Risk  
Manager to compromise the workers' compensation lien of Mark Losty in  
the amount of \$50,000 by accepting in satisfaction thereof the total sum of  
\$32,652.54 from the third-party action known as Losty vs. Alexander  
Ogle/Nationwide Insurance.  
Motion carried 7/0. **Abstain:** Horan

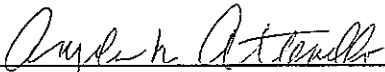
OPPORTUNITY FOR RESIDENTS TO SPEAK

Rafael Zeligzon, 430 Burnside Avenue, addressed the Council on the issues at the convenience store at 442 Burnside Avenue.

ADJOURNMENT

MOTION      By Esther Clarke  
                  seconded by Linda Russo  
                  to **adjourn** (8:32 p.m.).  
                  Motion carried 8/0.

The Chair announced that the next meeting of the Town Council would be on August 1<sup>st</sup>.

Attest   
                  Angela M. Attenello  
                  TOWN COUNCIL CLERK



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: July 27, 2017  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc (jc) for ML  
RE: RESIGNATION: Boards and Commissions

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Attached is an email received by Melodie Wilson, on behalf of Paul Barry, who is resigning from the Veterans' Affairs Commission and Patriotic Commission.

Please place this resignation on the August 1, 2017 agenda and share our appreciation as a community for the valuable service Paul has provided by volunteering his time on both the Patriotic Commission and the Veterans' Affairs Commission.

Thank you.

C: R. Pasek, Town Clerk



**Carrero, Jessica**

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**From:** lemnosliw@comcast.net  
**Sent:** Tuesday, March 21, 2017 8:23 PM  
**To:** Carrero, Jessica; vincent parys; tim siggia  
**Subject:** Fwd: Patriotic & Veterans Commissions

Melodie D. Wilson, CPCU  
Cell: 860-888-3037  
Home: 860-291-9172  
East Hartford, CT

> ----- Original Message -----

> From: Paul Barry <pfbarryjr@aol.com>

> To: "Melodie D. Wilson" <lemnosliw@comcast.net>, [b.a.corona@comcast.net](mailto:b.a.corona@comcast.net)

> Cc: [vincentp2006@att.net](mailto:vincentp2006@att.net)

> Date: January 18, 2017 at 7:57 PM

> Subject: Patriotic & Veterans Commissions

>

> Regretfully I will not be attending further meetings of Patriotic & Veterans Commission for the foreseeable future. The Mayor has not seen fit to reappoint me as of this date. I hand carried the required letter from VVA to the mayor's office before Christmas.

> I have mentioned to you before that I would not attend if I was not able to vote on motions. Please do not record me as being absent, as I am currently not on either commission.

> Wishing you every success and thanking you for your efforts and fine work. I've enjoyed working with you and the comraderie we shared.

>

> Respectfully

>

> Paul Barry

>

>

> Sent from my iPhone

*Robert J. Paek*

OFFICE OF THE  
TOWN COUNCIL

# TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

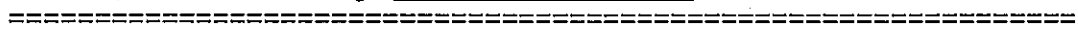


2017 JUL 12 4:11:51 (860) 291-7208

TOWN CLERK (860) 291-7389  
EAST HARTFORD

July 12, 2017

Please publish the following legal notice in **Zone 4** of the Hartford Courant on **Tuesday, July 18, 2017**. Mail bill to the East Hartford Town Council Office, 740 Main Street, East Hartford, CT 06108. Charge Account #CU00254235



## LEGAL NOTICE

Public notice is hereby given that the Town Council of the Town of East Hartford, Connecticut, will hold a public hearing **Tuesday, August 1, 2017 at 7:00 p.m.** in the Town Council Chambers, 740 Main Street, East Hartford, Connecticut, regarding the proposed revisions to the town of East Hartford Code of Ordinances by adding a new Section 10-4a in Chapter 10, entitled "Vendor Services on Town-owned Property and to substitute a new Section 10-19 entitled "Sale or Lease of Town-owned Property".

Any person(s) wishing to express an opinion on this matter may do so at this meeting. A draft of the revisions is on file in the Town Council and Town Clerk offices.

Angela Attenello  
Town Council Clerk

<p><b>LEGAL NOTICE</b></p> <p>Public notice is hereby given that the Town Council of the Town of East Hartford, Connecticut, will hold a public hearing <b>Tuesday, August 1, 2017 at 7:00 p.m.</b> in the Town Council Chambers, 740 Main Street, East Hartford, Connecticut, regarding the proposed revisions to the town of East Hartford Code of Ordinances by adding a new Section 10-4a in Chapter 10, entitled "Vendor Services on Town-owned Property and to substitute a new Section 10-19, entitled "Sale or Lease of Town-owned Property".</p> <p>Any person(s) wishing to express an opinion on this matter may do so at this meeting. A draft of the revisions is on file in the Town Council and Town Clerk offices.</p> <p>Angela Attenello Town Council Clerk</p> <p><i>7-18-17</i></p>
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**Vendor Services on Town Owned Property  
(6/18/17) (as amended)**

Section 10-4a of the code of ordinances of the town of East Hartford is hereby created as follows:

(NEW) Sec. 10-4a Vendor Services On Town Owned Property

No person shall charge a fee for a service provided to the public, which service utilizes Town owned or leased equipment, facilities, property, data, or goodwill, without approval of such service contract by the Mayor and Town Council. The provisions of this section shall not apply to persons who hold a valid license, permit or approval, pursuant to Articles 5, 8 or 14 of the Code of Ordinances to charge a fee for services provided to the public utilizing Town owned or leased equipment, facilities, property, data or goodwill.

**Sale or Lease of Town Owned Property  
(5/30/17) (as amended)**

Sec. 1 Section 10-19 of the code of ordinances of the town of East Hartford is repealed and the following is substituted in lieu thereof:

Sec. 10-19. ~~[[Real Estate Disposition]~~ Sale or Lease of Town Owned Real Estate.

- (a) The Town of East Hartford shall not ~~[dispose of]~~ grant, sell or lease any interest in a parcel of real estate owned by the Town of East Hartford unless such ~~[disposal]~~ grant, sale or lease is approved by the Town Council upon request by the Mayor in accordance with the procedure contained in this section.
- (b) The Mayor shall submit a request to ~~[dispose of]~~ grant, sell or lease an interest in real property owned by the Town in writing to the Town Council. If required by Conn. Gen. Stat. section 8-24, such request shall also be submitted to the Planning and Zoning Commission for its review pursuant to the provisions of such statute. Unless the request is to dispose of such interest by gift, the Town Council shall refer such request to the Real Estate Acquisition and Disposition Committee for its review and recommendation.
- (c) The Real Estate Acquisition and Disposition Committee shall obtain an appraisal of any interest in real property that is being ~~[disposed of]~~ granted, sold or leased for a period of twenty years or more by the Town unless the Town Council waives such requirement. The committee may use the services of an appraiser with whom the Town has a contract or may choose from quotations for cost from at least three appraisers. The committee shall indicate in its minutes the reasons for choosing such appraiser. The committee shall determine whether to seek bids or negotiate with a potential buyer. If the committee determines the Town should ~~[dispose of]~~ grant, sell or lease for a period of twenty years or more such property through competitive bids, the committee shall give public notice of such request for bids and the time and place for submitting such bids through legal advertisement in a newspaper having substantial circulation in the town of East Hartford. The committee shall publicly open all bids. Subsequent to the opening of the bids, the committee shall submit such bids to the Town Council with a recommendation to ~~[dispose of]~~ grant, sell or lease such property to one of the bidders, reject all bidders and submit another request for bids or negotiate with another person. If the committee, at any time, determines the Town should ~~[dispose of]~~ grant, sell or lease such property through negotiation with another person, the committee shall recommend such negotiations to the Town Council. If the Town Council approves such negotiations, the committee may enter into negotiations. The committee shall report its recommendations to the Town Council.
- (d) If the lease is for a period of less than twenty years, the Town Council shall refer such proposed lease to the Fees Committee which shall make its recommendations regarding any rent or other fees associated with the lease to the Town Council.  
  
~~[(d)]~~ (e) Upon receipt of the committee's recommendations pursuant to subsections(c) or (d) of this section, the Town Council may approve or reject the requested ~~[disposal of]~~ grant, sale or lease real property with or without conditions.

Sec. 2 Sections 10-31 through 10-33 inclusive of the code of ordinances of the town of East Hartford is hereby repealed.

**(Provisions of these sections are set out below only for reference)**

(10-31) All fees for the leasing of Town property shall be subject to the following procedure, the Mayor shall refer any proposal for the leasing of Town property to Council for approval of the fees. The Council shall refer all such proposed leases to its Subcommittee on Fees (Subcommittee). The Subcommittee shall review the proposed fees and make its recommendation to the Council.

(10-32) If a proposed lease of Town property is for a term of twenty (20) years or more, the Subcommittee shall refer the proposed lease to the Council's Real Estate Acquisition and Disposition Committee for an appraisal and a determination as to whether any Town Department has a need for said property, and to the Town's Planning and Zoning Commission for a report pursuant to Section 8-24 of the General Statutes. The Committee shall then advise the Subcommittee on Fees whether the proposed lease fees are consistent with the fair market value of the property. If the Committee determines that the proposed fees are consistent with the fair market value, no competitive bidding for the property shall be required, and the Subcommittee may make its report to Council. If the proposed fees are not consistent with the fair market value of the property, the Subcommittee shall advise the Administration. The Administration shall have thirty (30) days to renegotiate lease terms which are consistent with the property's fair market value and to report back to the Subcommittee on Fees. If a renegotiated lease, consistent with fair market value, is not received after thirty (30) days, the Subcommittee shall refer the property back to the Committee in accordance with Section 10-21 of this Code. Sec. 10-33. Provision to Waive. The Council may waive this procedure for leases of Town land of less than one quarter of an acre, or leases of less than five (5) years involving elementary institutions.

(10-33) The Council may waive this procedure for leases of Town land of less than one quarter of an acre, or leases of less than five (5) years involving elementary institutions.

*Robert J. Peck*

OFFICE OF THE  
TOWN COUNCIL

**TOWN OF EAST HARTFORD**

740 Main Street

East Hartford, Connecticut 06108

2017 JUL 28 A 9:31  
(860) 291-7208

TOWN CLERK  
FAX (860) 291-7389  
EAST HARTFORD

DATE: July 28, 2017  
TO: Town Council  
FROM: Rich Kehoe  
Town Council Chair  
RE: **Tuesday, August 1, 2017 7:00 P.M. Town Council Chambers**

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

**Tuesday, August 1, 2017**

**7:00 p.m.**

**Town Council Chamber**

The purpose of the meeting is to hear public comment regarding the proposed revisions to the town of East Hartford Code of Ordinances by adding a new Section 10-4a in Chapter 10, entitled "Vendor Services on Town-owned Property and to substitute a new Section 10-19 entitled "Sale or Lease of Town-owned Property".

cc: Mayor Leclerc  
Richard Gentile, Assistant Corporation Counsel

*Robert J. Prack*

2017 JUL 12 P 12: 07

TOWN COUNCIL MAJORITY OFFICE  
FEES COMMITTEE

TOWN CLERK  
EAST HARTFORD

JULY 11, 2017

PRESENT Marc Weinberg, Chair; Councillors Ram Aberasturia and Pat Harmon  
ALSO Marcia Leclerc, Mayor  
PRESENT Greg Grew, Director, Inspections and Permits Department  
Councillor Bill Horan (arrived 5:52 p.m.)

CALL TO ORDER

Chair Weinberg called the meeting to order at 5:31 p.m.

APPROVAL OF MINUTES

December 7, 2016

MOTION By Ram Aberasturia  
seconded by Pat Harmon  
to **approve** the minutes of the December 7, 2016 Fees Committee  
meeting.  
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

OLD BUSINESS

None

NEW BUSINESS

Inspections & Permits Department:

1. Zoning Compliance Letters
2. Cancellation of Permit/Refund of Permit Fee

Greg Grew initiated a brief discussion of the requested changes to the fees charged by his department

MOTION

By Ram Aberasturia  
seconded by Pat Harmon  
to recommend that the Town Council approve the changes requested by  
the Inspections & Permits Department as outlined in a memo dated June  
13, 2017 from Greg Grew, Director of Inspections & Permits to Marcia  
Leclerc, Mayor as amended by the Fees Committee on July 11, 2017 as  
follows:

➤ New Fee for Zoning Compliance Letters:

Residential: \$25.00

Commercial: \$50.00 (applies to 3 Family plus and commercial  
properties)

➤ Fee for Cancellation of Permit and Refund of Permit Fee

1. Fee will be \$400 for cancellation and in no event will the  
cancellation fee be greater than the value of the permit.
2. There will be no reimbursement for permits over 90 days  
old
3. For any permits over \$400, personnel costs will be  
subtracted before reimbursement

Motion carried 3/0.

ADJOURNMENT

MOTION By Ram Aberasturia  
seconded by Pat Harmon  
to **adjourn** (5:56 p.m.).  
Motion carried 3/0.

cc: Town Council  
Mayor Leclerc  
Greg Grew, Director, Inspections & Permits Department



MARCIA A. LECLERC  
MAYOR

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

TELEPHONE  
(860) 528-4401

SCOTT M. SANSOM  
CHIEF OF POLICE

31 School Street  
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

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

July 11, 2017

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

**Re: Outdoor Amusement Permit Application  
"Out of the Darkness Walk"**

Dear Mr. Kehoe:

Attached please find a copy of the amusement permit application submitted by the **American Foundation for Suicide Prevention, Northern CT Chapter by Heather White, Area Director, AFSP Northern CT**. The applicant seeks to conduct a charity walk on **Saturday, September 23, 2017** from **7 AM to 1 PM** at **Great River Park**. There will be refreshments, a raffle and food. **Music will be provided** and will be **played from 8:30 AM to 11 AM**.

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 organization which hopes to bring attention to the issue of suicide prevention.

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

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

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

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

- A minimum of five (5) sanitary port-o-lets shall be provided.
- Participants shall obey all posted parking restrictions. Off-site parking has been arranged by the organizer with a shuttle for participants
- **There are no anticipated costs to the department.**

The **Police Department** approves the application as submitted and states **there are no anticipated costs to the Department for this event.**

Respectfully submitted for your information.

Sincerely,

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

Scott M. Sansom  
Chief of Police

# TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc  
Mayor

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

## OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom  
Chief of Police

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

1. Name of Event:  
**Out of the darkness Walk**
2. Date(s) of Event:  
**Saturday, Sept. 23**
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 ) :  
**American Foundation for Suicide Prevention, Northern Ct Chapter  
C/O Heather White  
PO Box 417  
West Springfield MA 01089**
4. If Applicant is a partnership, corporation, limited liability company , club, or association, list the names of all partners, members, directors and officers AND provide their business address.  
**Tom Steen - Board chair - CASAC 200 Day Hill Rd, Windsor Ct  
Patty Graham - Secretary - The Institute of Living-Hartford Hospital  
200 Retreat Ave. Hartford, CT 06106  
Paul Dagle - Treasurer - The Brian Dagle Foundation P.O. Box 402, East Lyme, CT 06333**
5. List the location of the proposed amusement: (Name of facility and address)  
**Great River Park -- 301 East River Dr**
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):  
**Saturday September 23, 7am - 1pm**
7. Provide a detailed description of the proposed amusement:  
**Charity walk for AFSP - Registration period w/ DJ, brief Opening Ceremonies at the park Amphitheatre, walk down the sidewalks along the river and across the bridge, brief closing ceremonies back at the amphitheater.**



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)? **8:30 - 11am**

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

**Primarily teens and adults; a few families will bring smaller children with them**

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

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

**400**

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:

**The crowd fits well in to the park and amphitheater space, none anticipated**

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

**none anticipated - walk will remain on the sidewalks and long the river**

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

**parking in the park's lot and Two Rivers school, with overflow at Goodwin**

d. Noise impact on neighborhood:

**none anticipated, mic levels to remain under 100 decibels**

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

**volunteers are assigned to clean up all trash and litter on site**

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

**none anticipated; music from 8:30 - 11, speeches 11-11:15 and 12:30 - 12:40**

g. Other expected influence on surrounding neighborhood:

**none anticipated**

12. Provide a detailed plan for the following:

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

**all access points to the park and riverwalk area will remain clear**

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

**volunteers with cell phones will be positioned along the walk course**

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

**not currently, but may ask emergency personel to use the park as Home base**

d. Crowd control plan:

**no issues anticipated, lowkey event with survivors of suicide loss**

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

**the park will be returned to origian condition by our volunteers**

f. Provision of sanitary facilities:

**arrangemenets ahve been made through Riverfront Recapture for facilities**

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

**bottles of water, coffe and hot chocolate, donuts granola bars to be handed out**

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

Department  Yes  No.

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

Yes  No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

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): *We kindly ask for your consideration to waive any fees with regard to this charity event.*

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:

Heather White

(Legal Name of Applicant)



(Applicant Signature)

Heather White

(Printed Name)

6/23/2017

(Date Signed)

Area Director, AFSP Nrthrn Ct

(Capacity in which signing)

(Send application electronically to [cfrank@easthartfordct.gov](mailto:cfrank@easthartfordct.gov))

FOR OFFICE USE

Insurance Certificate Included:

YES

NO

Liquor Permit Included:

YES

NO

Certificate of Alcohol Liability Included:

YES

NO

Time Waiver Request Included:

YES

NO

Fee Waiver Request Included:

YES

NO

*NIA*



Received By: Carol Frank

Employee Number. 9019

Date & Time Signed: June 26, 2017 7:55 AM ~~PM~~

Time remaining before event: 304 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.

FIM



Scott M. Sansom  
Chief of Police

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



Marcia A. Leclerc  
Mayor

## Administrative Review of Amusement Permit

Event Date: **SEPT**  
**October 23, 2017**

Event: **Out of the Darkness Walk**

Applicant: **American Foundation for Suicide Prevention, Northern CT Chapter  
by Heather White, Area Director, AFSP Northern CT**

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

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

William Perez, Assistant Fire Chief June 27, 2017  
Signature Date

Comments:

Health



Scott M. Sansom  
Chief of Police

**TOWN OF EAST HARTFORD**  
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Marcia A. Leclerc  
Mayor

## Administrative Review of Amusement Permit

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Event: **Out of the Darkness Walk**  
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by Heather White, Area Director, AFSP Northern CT**

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

Michael T. O'Connell  
Signature

07/03/17  
Date

Comments:





Scott M. Sansom  
Chief of Police

TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
Outdoor Amusement Permits  
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Marcia A. Leclerc  
Mayor

## Administrative Review of Amusement Permit

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

Ted Fravel  
Signature

6/27/17

Date

Comments:



Scott M. Sansom  
Chief of Police

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



Marcia A. Leclerc  
Mayor

**Administrative Review of Amusement Permit**

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by Heather White, Area Director, AFSP Northern CT**

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

Anticipated Cost(s) if known \$                     none anticipated                    

Tim Bockus, Director                     T. Bockus                     7/10/17  
Signature Date

Comments:

- A minimum of 5 sanitary port-o-lets shall be provided
- Participants shall obey all posted parking restrictions. Off-site parking has been arranged by the organizer with a shuttle for participants.

**Frank, Carol**

---

**From:** Gentile, Richard  
**Sent:** Monday, June 26, 2017 9:26 AM  
**To:** Frank, Carol  
**Subject:** RE: Out of the Darkness Walk

I have no issues or concerns with this application

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

**From:** Frank, Carol  
**Sent:** Monday, June 26, 2017 8:11 AM  
**To:** Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John  
**Cc:** Cohen, Bruce; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sullivan, Trent; Vincent, Kristine; Wagner, Justin; Walsh, Mike  
**Subject:** Out of the Darkness Walk

Good morning all.

Attached please find a copy of the application and your Directors' Notice and Review in connection with the above captioned event.

Town Ordinance (TO)5-3 requires that certain department heads submit their comments regarding the proposed amusement. Can you kindly forward your administrative review of the Amusement Permit Application via e-mail or signed Administrative Review to my attention at the Police Department by no later than Monday, July 10, 2017. Thank you.

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

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

**Frank, Carol**

---

**From:** Sullivan, Trent  
**Sent:** Monday, July 10, 2017 9:39 AM  
**To:** Frank, Carol  
**Subject:** RE: Out of the Darkness Walk

Hi Carol – We're all set. I received and reviewed the certificate of insurance and we're "good to go"! Thanks, Trent

---

**From:** Frank, Carol  
**Sent:** Monday, July 10, 2017 9:12 AM  
**To:** Sullivan, Trent  
**Subject:** Out of the Darkness Walk

Good morning Trent.

Just a quick reminder that your review for the above captioned event – scheduled for Saturday, September 23, 2017 is due today. Thank you.

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

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

**Frank, Carol**

---

**From:** Hawkins, Mack  
**Sent:** Monday, July 10, 2017 7:51 AM  
**To:** Frank, Carol  
**Subject:** RE: Out of the Darkness Walk

Carol,

I have reviewed the Outdoor Amusement Permit Application for Out of the Darkness Walk. I approve the application as submitted. Mark the Worksheets extra attention for the day of the event.

Thanks you,

*Deputy Chief Mack S. Hawkins*

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

***Serving Our Community with Pride and Integrity***



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**From:** Frank, Carol  
**Sent:** Monday, June 26, 2017 8:11 AM  
**To:** Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John  
**Cc:** Cohen, Bruce; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sullivan, Trent; Vincent, Kristine; Wagner, Justin; Walsh, Mike  
**Subject:** Out of the Darkness Walk

Good morning all.

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**Frank, Carol**

---

**From:** Grew, Greg  
**Sent:** Monday, June 26, 2017 8:50 AM  
**To:** Frank, Carol  
**Subject:** Re: Out of the Darkness Walk

Town Ordinance 5-3 does not require my review and approval. Inspections and permits may be needed for temporary installations.

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

---

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**Cc:** Cohen, Bruce; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Sullivan, Trent; Vincent, Kristine; Wagner, Justin; Walsh, Mike  
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Carol Frank  
East Hartford Police Department  
Support Services Bureau  
31 School Street  
East Hartford, CT 06108

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

*Robert J. Paack*

OFFICE OF THE  
TOWN COUNCIL

**TOWN OF EAST HARTFORD**

740 Main Street

East Hartford, Connecticut 06108

2017 JUL 28 A 9:31  
(860) 291-7208

TOWN CLERK  
FAX (860) 291-7389  
EAST HARTFORD

DATE: July 28, 2017

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: **Tuesday, August 1, 2017 6:30 p.m. Town Council Majority Office**

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

**Tuesday, August 1, 2017**

**6:30 p.m.**

**Town Council Majority Office**

The purpose of the meeting is to meet in executive session to discuss the following cases:

- Pending Superior Court action known as Joan Zaugg v Jacqueline Veilleux, et al., Docket No. CV-15-6061692-S
- Workers' Compensation Stipulation to Date of Raymond Jones

cc: Mayor Leclerc  
Scott Chadwick, Corporation Counsel  
Mike Walsh, Finance Director  
Trent Sullivan, Risk Manager