TOWN COUNCIL AGENDA

TOWN COUNCIL CHAMBERS/MICROSOFT "TEAMS"

740 MAIN STREET

EAST HARTFORD, CONNECTICUT

October 4, 2022

R E V I S E D 9/30/2022

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This Town Council meeting is accessible through "Microsoft Teams" 929-235-8441 Conference ID: 414 727 132# or click on this link: Click here to join the meeting

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

Pledge of Allegiance 7:30 p.m.

1. CALL TO ORDER

2. AMENDMENTS TO AGENDA

3. RECOGNITIONS AND AWARDS

4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
   - A. Other Elected Officials
   - B. Other Residents
   - C. Mayor

5. APPROVAL OF MINUTES
   - A. September 20, 2022 Executive Session
   - B. September 20, 2022 Public Hearing
   - C. September 20, 2022 Regular Meeting

6. COMMUNICATIONS AND PETITIONS
   - A. Ordinance 10-3(c)- Disposition of Obsolete or Broken Town-Owned Equipment
   - B. Resignation: Boards and Commissions

7. OLD BUSINESS

8. NEW BUSINESS
   - A. Town Hall Renovation Project
     1. Appropriation of Funds
     2. Authorization of Project
   - B. Bid Waivers
     1. Rise Up Mural Projects
     2. Threads of Assumption Project
     3. **Senior Center Meals**
   - C. Memorandum of Agreement Re: YWCA 50/50 Campaign

D. Agreement with CT State Library: Community Accelerator Pilot Program
E. Distracted Driving High Visibility Enforcement Grant
F. Appointments/Reappointments: Boards and Commissions
    1. Central Regional Tourism District
    2. Town Boards and Commissions
G. Amusement Permit Applications
    1. Community Meet and Greet- Charity SDA Church
    2. Eastern Medicine Singers Performance
H. Refund of Taxes
I. Teamsters Local #671 Agreement

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: October 18, 2022)

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12. ADJOURNMENT (next meeting: October 18, 2022)

Robert J Peck

TOWN COUNCIL CHAMBERS

September 20, 2022

2022 SEP 21 AM 9:56

EXECUTIVE SESSION

TOWN CLERK
EAST HARTFORD

PRESENT IN CHAMBERS	Chair Richard F. Kehoe, Vice Chair Donald Bell, Jr., Majority Leader Sebrina Wilson, Minority Leader John Morrison, Councilors Angela Parkinson, Harry O. Amadasun, Jr. (via Teams), Thomas Rup and Travis Simpson
ABSENT	Awet Tsegai
ALSO PRESENT	James Tallberg, Corporation Counsel Brian Smith, Tax Assessor Attorney Joseph Ilope, Alter & Pearson, LLC Attorney Jonathan Reik, McGann, Bartlett & Brown, LLC

CALL TO ORDER

Chair Kehoe called the meeting to order at 6:49 p.m.

MOTION By John Morrison
seconded by Don Bell

to **go into** Executive Session to discuss:

1.) The pending assessment (tax) appeal known as People's United bank, N.A. v. Town of East Hartford Docket Number HHB-CV21-6067400-S, involving real property located at 957 Main Street, for the Grant List year of 2020.

2.) The pending workers' compensation claims of former Town employee, Frank Lavigne

Motion carried 8/0

MOTION By John Morrison
seconded by Don Bell

to **go back to** Regular Session.

Motion carried 8/0

ADJOURNMENT

MOTION By John Morrison
seconded by Don Bell

to **adjourn** at 7:09 pm

Motion carried 8/0

Attest _____
Richard F. Kehoe
Town Council Chair

Robert J Park

TOWN COUNCIL CHAMBERS/MICROSOFT "TEAMS"

2022 SEP 23 AM 9:47

740 MAIN STREET
EAST HARTFORD, CONNECTICUT

TOWN CLERK
EAST HARTFORD

September 20, 2022

PUBLIC HEARING- 1437-1439 Main Street

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

The following is a copy of the legal notice published in the East Hartford Gazette on Thursday, September 8, 2022 and Thursday September 15, 2022.

LEGAL NOTICE

Public notice is hereby given that the Town Council of the Town of East Hartford, Connecticut, will hold a public hearing on Tuesday, September 20, 2022 at 7:15 p.m. in the Town Council Chambers, 740 Main Street, East Hartford, Connecticut, to hear public comment on the possible sale of 1437-1439 Main Street.

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

Jason Marshall
Town Council Clerk

Chair Kehoe called the public hearing to order at 7:16 pm.

The Chair shared that the purpose of this meeting was to hear public comment regarding the potential sale of the Town owned property at 1437-1439 Main Street to the owner of Eden's Florist, located next door at 1429 Main Street. The Town acquired the property as the result of a fire that destroyed the building on the property and as a result the previous owners quitclaimed the deed over to the Town. Currently the property does not hold any value of significance to the town.

The owner of Eden's Florist has proposed acquiring the property for $10,000 to expand their current operation.

No one came forward to speak.

ADJOURNMENT

MOTION By John Morrison
seconded by Don Bell
to adjourn at 7:19 p.m.

Motion carried 9/0.

Attest_____
Jason Marshall
Town Council Clerk

EAST HARTFORD TOWN COUNCIL

TOWN COUNCIL CHAMBERS

September 20, 2022

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

ABSENT

ALSO PRESENT Mayor Michael Walsh
Connor Martin, Chief of Staff
Eileen Buckheit, Director of Development
Tom Baptist, Project Manager- Sustainability
Melissa McCaw, Director of Finance
Marilyn Cruz-Aponte, Director of Public Works
Jeff Anderson, Vice President of Preconstruction, Downes Construction
Mark Allyn, Senior Vice President, BVH Integrated Services
Michael Dell'Accio, Project Manager, Downes Construction
John Comeau, Architect, Weston and Sampson Engineers
Paul O'Sullivan, Grants Manager
Rich Gentile, Assistant Corporation Counsel
Cephus Nolan, Director of Youth Services
Ted Fravel, Director of Parks and Recreation

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:30 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

Mayor Walsh stated (1) wished all a good evening; (2) The Department of Public Works has distributed a mailing detailing revised transfer station and bulky waste curbside collection fees effective October 1, 2022; (3) East Hartford Commission on Culture and Fine Arts is hosting a silent movie night at the Community Center (50 Chapman Place) on Thursday, September 29th at 7 pm; (4) East Hartford Public Library has resumed Sunday hours from 1-5 p.m with a number of special events scheduled on the calendar; (5) An exhibit from painter Thomas McCabe is now on view through September 30th at the library; (6) Parks and Recreation has updated their registration management software. Residents will be required to create new user accounts; (7) The Believe 208 Run for the Brave and Finest 5K will occur on Sunday Sept. 25th at 8:30 a.m. starting at the Knights of

Columbus (1831 Main Street); (8) National Coffee with a Cop Day will be celebrated Wednesday October 5th from 8-10 a.m. at Dunkin Donuts (639 Main Street); (9) Special Olympics Fall Bowling is occurring on Saturdays at Hall of Fame Silver Lanes (748 Silver Lane) through November 19th; (10) The annual Fall Festival will be held Saturday, October 8th at the Town Green (1047 Main Street) from 11 am to 3 pm; (11) The Dog Park at Foran Park is now open to the public.

APPROVAL OF MINUTES

September 6, 2022 Executive Session

MOTION By Sebrina Wilson
seconded by Don Bell

to **approve** the minutes of the September 6, 2022 Executive Session.

Motion carried 9/0.

September 6, 2022 Regular Meeting

MOTION By Sebrina Wilson
seconded by Don Bell

to **approve** the minutes of the September 6, 2022 Regular Meeting.

Motion carried 9/0.

September 8, 2022 Special Meeting

MOTION By Sebrina Wilson
seconded by John Morrison

to **approve** the minutes of the September 8, 2022 Special Meeting.

Motion carried 9/0.

To accommodate those present, the following motion was presented:

MOTION By Don Bell
Seconded by Tom Rup

To take Item 8D, "Fees Committee- Council Acting as Committee of the Whole Re: Building and Fire Marshal Fees at East Hartford Logistics and Technology Park at Rentschler Field" out of order.

Motion carried 9/0.

Fees Committee- Council Acting as Committee of the Whole Re: Building and Fire Marshal Fees at East Hartford Logistics and Technology Park at Rentschler Field

MOTION By Harry Amadasun

seconded by Travis Simpson

That the Town Council, acting as a Committee of the Whole for the Fees Committee **approve** the fixed fee schedule for the local building and fire department permit fees for the planned development of the East Hartford Logistics and Technology Park at Rentschler Field ("the Project") in the amount of $4,000,000 as presented in a memo from Eileen Buckheit, Development Director to Mayor Mike Walsh on September 15, 2022.

Motion carried 9/0.

COMMUNICATIONS AND PETITIONS

Town Hall Renovation Project Update

Marilyn Cruz-Aponte, Director of Public Works and Tom Baptist, Project Manager-Sustainability, presented a brief video detailing current conditions of Town Hall.

Mr. Baptist provided the results of a cost management analysis as provided by Downes Construction with a revised project budget based on the report's recommendations. The total cost of the project is projected at $21.6 Million, revised from the initial bid amount of $23.3 Million. The savings has been generated by revising the required work on specific elements of the project. All items deemed by the project engineers as "absolutely necessary" components are still included, as well as the replacement of aged electrical wiring; the renovation of public bathrooms, strategic relocation of departments within Town Hall, and the permanent relocation of the Social Services Department to the Community Cultural Center. Items removed from the project include the replacement of the air handler, duct work and lighting in Town Council Chambers, the renovation of the staff kitchen and bathrooms in the basement. Additional savings is provided by value engineering of individual bids.

Jeff Anderson, Vice President of Preconstruction for Downes Construction and Mark Allyn, Senior Vice President of BVH Integrated Services and project engineer, discussed the potential risks and additional costs that could be incurred if the project is delayed further based on market projections.

The Council discussed the repercussions of moving forward with the Town Hall project vs. addressing other needs for the Town, specifically the issues at Public Works facilities that are to be presented later in the meeting. Director Cruz-Aponte confirmed that a full assessment of town facilities is in progress, with the goal of prioritizing needs. Such assessment will be presented to the Town Council at a subsequent meeting.

Mr. Baptist confirmed that recommended items removed from the project, such as the upgrades to Council Chambers could be addressed at a later date without an adverse effect on the rest of the building's operations.

Melissa McCaw, Finance Director, stated that currently the Town has $16.9 million in authorizations and allocations available for this project. This includes the remaining available funds of $11.9 million from existing 2018 and 2020 bond authorizations for public building renovations and the current ARPA allocation of $5 million. The Director provided a summary of proposed funding sources to support the revised total project cost

of $21.6 million. The recommendation includes increasing the ARPA allocation to $7.6 million, primarily leveraging the unallocated balance of $1.8 million previously held for the North End Community Center renovation project that did not move forward and other smaller allocations. The Director has proposed additional funding of $2 million from the Town's General Fund, with $1.4 million pulled from current year excess municipal aid from the state. The remaining $600,000 would come from the establishment of a capital reserve fund to be funded with $200,000 annually from the general budget appropriation over the next three years.

Presentation by Department of Public Works Re: Facilities Conditions

Director Cruz-Aponte introduced John Comeau, Architect, Weston and Sampson Engineers who shared a presentation of the current work environment and conditions at the Public Works facility on Ecology Drive. Based on the findings of the report provided, a number of buildings at the facility are in disrepair and require immediate attention to be brought up to code. The Director is requesting action taken in phases, with short term projects to address substandard sanitary conditions and immediate employee safety concerns while more permanent accommodations and a plan for funding can be developed. These projects include the temporary lease of a more adequate facility to use as a Fleet Maintenance Shop and the rental of two modular buildings to serve as facilities for department employees.

The Council acknowledged the need to upgrade facilities to meet the concerns of staff and will consider the proposal. Councillors requested a comparison of the costs of purchasing rather than leasing modular bathroom facilities, combining town and board of education vehicle maintenance services and whether it is more cost effective to outsource maintenance services.

OLD BUSINESS

NEW BUSINESS

Purchase and Sale Agreement Re: 860 Main Street "Church Corners Inn"

MOTION By Angie Parkinson
seconded by Tom Rup

That the Town Council, acting as a Committee of the Whole for the Real Estate Acquisition and Disposition Committee with respect to the acquisition of 860 Main Street (the "Property") : (i) **waive** the survey requirement of Section 10-18 (b), given the fact that the Property is a commercial property with a deed description consistent with existing Town mapping; (ii) **authorize** the Mayor to enter into the attached Purchase and Sale Agreement with 860 Main, LLC and **acquire** the Property for the sum of $950,000 upon notice from the Office of Corporation Counsel that the conditions and contingencies set forth in the Purchase and Sale Agreement have been satisfied; and (iii) **authorize** the use of Community Investment Funds, if they are available, or American Rescue Plan Act Funds, if Community Investment Funds are not available, to pay for due diligences costs, the purchase price, and all other costs associated with the acquisition.

Motion carried 9/0.

2022-2027 WIC Program Allocation Re: Supplemental Nutrition Program for Women

MOTION By Don Bell
seconded by John Morrison
to **adopt** the following resolution:

WHEREAS, the Special Supplemental Nutrition Program for Women, Infants and Children (WIC Program) is funded by the United States Department of Agriculture administered by the State of Connecticut Department of Public Health for services including provision of nutritious food, nutrition and health education, breastfeeding promotion and referrals to healthcare and social services for categorically eligible individuals found to be at nutritional and/or medical risk; and

WHEREAS, the Town of East Hartford is submitting a proposal for WIC Program funding to the State of Connecticut Department of Public Health for the period October 1, 2022 through September 30, 2027;

NOW, THEREFORE BE IT RESOLVED that the Town Council of the Town of East Hartford does support and authorize the submission of a proposal for WIC Program funding;

AND FURTHER BE IT RESOLVED Michael P. Walsh, Mayor of the Town of East Hartford and in his absence, Richard F. Kehoe, Chair of the East Hartford Town Council, have been empowered to sign contracts and any of its amendments hereto, on behalf of the Town of East Hartford, between the Town of East Hartford and the Department of Public Health or its successor agency.

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

Recommendation from Real Estate Acquisition and Disposition Committee Re: Transfer of 1437-1439 Main Street

MOTION By Angie Parkinson
seconded by Awet Tsegai

That the Town Council, at the recommendation of the Real Estate Acquisition and Disposition Committee, **waive** the appraisal requirement set forth in Town Ordinances 10-19(c) and **authorize the transfer** of 1437-1439 Main Street (the "Property") by Quit Claim Deed to Eden's Lodge LLC ("EDEN") for $10,000, subject to the requirement that as part of the transaction conveying the property to EDEN, EDEN combines the Property with the property owned by EDEN at 1429 Main Street, East Hartford, Connecticut, such that 1437-1439 Main Street and 1429 Main Street shall henceforth comprise one parcel.

Motion carried 9/0.

ARPA Allocation Re: Youth Services Adventure Plus Program

MOTION By Awet Tsegai
seconded by Don Bell
to **adopt** the following resolution:

WHEREAS; the state Department of Education has allocated $200,000 in American Rescue Plan Act (ARPA) funds to the Town of East Hartford's Adventure Plus Program operated by the Youth Services Department, and

WHEREAS; the goal of the Adventure Plus program is to provide Police Officers with strategies for effectively interacting with young people and to increase the likelihood of youth having a positive response to Police Officers,

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

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

2022-23 Capital Improvement Plan Addition: Town Parks Improvement Projects

MOTION By Angie Parkinson
seconded by Don Bell
to **adopt** the following resolution:

WHEREAS; the Town has been awarded $1 million in state Bond Commission funds to undertake improvements to several parks to better serve residents, and;

WHEREAS; terms of this funding require that all grant-funded projects be listed on the Town's Five-Year Capital Improvement Plan and;

NOW THEREFORE LET IT BE RESOLVED; that the East Hartford Town Council does hereby approve the following projects be added to the Five-Year Capital Improvement Plan:

Alumni Park Basketball Court	$ 83,075
Hockanum Park Basketball Courts (2)	$105,056
Foran Park Basketball Court	$ 66,410
Martin Park Gate and Sign	$ 10,000
Gorman Park Baseball Fields (1 & 2) Fencing	$120,000
Gorman Park Baseball Fields (1 & 2) Dugouts	$100,000
McAuliffe Park Grandstands (2)	$120,000
TOTAL	$604,541

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

State Bond Commission Grants

Town Park Improvements

MOTION By Angie Parkinson
seconded by Awet Tsegai
to **adopt** the following resolution:

WHEREAS; the Connecticut Bond Commission has approved grant funding in the amount of $1 million for improvements to Town Parks and Pools; and

WHEREAS; these funds are to be administered by the state Department of Energy and Environmental Protection,

NOW THEREFORE LET IT BE RESOLVED; that Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the state Department of Energy and Environmental Protection as they pertain to this Personal Services Agreement.

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

East Hartford High School Softball Field and EH High School/Middle School Locker Room Restorations

MOTION By Awet Tsegai
seconded by Tom Rup
to **adopt** the following resolution:

WHEREAS; pursuant to Public Act #607, 1979 As Amended Sec. 21 the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS; it is desirable and in the public interest that the Town of East Hartford make an application to the State for $950,000 in order to undertake softball field restorations at East Hartford High School and locker room renovations at East Hartford High School and East Hartford Middle School.,

NOW THEREFORE LET IT BE RESOLVED; that the Town Council is cognizant of the conditions and prerequisites for the state financial assistance imposed by Public Act #607, 1979 As Amended Sec. 21, and that the filing of an application for State financial assistance by the Town of East Hartford in an amount not to exceed $950,000 is hereby approved and

LET IT FURTHER BE RESOLVED; that Michael P. Walsh, Mayor of the Town of East Hartford, is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of East Hartford

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

East Hartford Community Auditorium Renovation

MOTION By Harry Amadasun
seconded by Travis Simpson
to **adopt** the following resolution:

WHEREAS; pursuant to PA 79-607, As Amended Sec. 21 the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS; it is desirable and in the public interest that the Town of East Hartford make an application to the State for $600,000 in order to undertake renovations to the East Hartford Community Auditorium,

NOW THEREFORE LET IT BE RESOLVED; that the Town Council is cognizant of the conditions and prerequisites for the state financial assistance imposed by PA 79-607, As Amended Sec. 21, and that the filing of an application for State financial assistance by the Town of East Hartford in an amount not to exceed $600,000 is hereby approved and

LET IT FURTHER BE RESOLVED; that Michael P. Walsh, Mayor of the Town of East Hartford, is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of East Hartford

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

East Hartford High School Auditorium Renovation

MOTION By Harry Amadasun
seconded by Don Bell
to **adopt** the following resolution:

WHEREAS; pursuant to Public Act #607, 1979 As Amended Sec. 21 the Connecticut Department of Economic and Community Development is

authorized to extend financial assistance for economic development projects; and

WHEREAS; it is desirable and in the public interest that the Town of East Hartford make an application to the State for $293,081 in order to undertake renovations to the East Hartford High School Auditorium,

NOW THEREFORE LET IT BE RESOLVED; that the Town Council is cognizant of the conditions and prerequisites for the state financial assistance imposed by Public Act #607, 1979 As Amended Sec. 21, and that the filing of an application for State financial assistance by the Town of East Hartford in an amount not to exceed $293,081 is hereby approved and

LET IT FURTHER BE RESOLVED; that Michael P. Walsh, Mayor of the Town of East Hartford, is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of East Hartford

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

Chair Kehoe recognized the efforts of the town's state legislative delegation, State Senator Saud Anwar and State Representatives Jason Rojas, Henry Genga and Jeff Currey for their strong advocacy in support of the allocation of state bond funds for these critical town projects.

Hartford Judicial District Local Interagency Services Team (LIST) Grant

MOTION By Don Bell
seconded by Awet Tsegai
to **adopt** the following resolution:

WHEREAS; the Town of East Hartford Youth Services Department serves as the administrator of the Hartford Judicial District Local Interagency Services Team (LIST); and

WHEREAS; the Hartford LIST is a collaboration among area youth service bureaus, the Connecticut Judicial Branch Court Support Services Division and the Connecticut Department of Children & Families; and

WHEREAS; the purpose of the LIST is coordinate local stakeholders in raising awareness about the needs of children and youth involved in the juvenile justice system, as well as planning, evaluating, and supporting juvenile justice services in each juvenile court catchment area,

NOW THEREFORE LET IT BE RESOLVED; that Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the Connecticut Youth Services Association as they pertain to this LIST grant.

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

Amusement Permit Application Re: East Hartford Fall Festival

MOTION By Awet Tsegai
seconded by John Morrison

to **approve** the outdoor amusement permit application for the event entitled "East Hartford Fall Festival" as submitted by Scott Sansom, Chief of Police, scheduled for Saturday, October 8, 2022 from 11:00 am to 3:00 pm at the Town Green/Alumni Park, with set up beginning at 8:00 am, with a rain date of Sunday, October 9, 2022 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.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

No one came forward.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

People's United Bank, N.A. v. Town of East Hartford Re: Tax assessment appeal of 957 Main Street

MOTION By Sebrina Wilson
seconded by Awet Tsegai

to **accept** the recommendation of Corporation Counsel to settle the pending assessment (tax) appeal known as People's United bank, N.A. v. Town of East Hartford, Docket Number HHB-CV21-6067400-S, involving real property located at 957 Main Street, from the fair market value of $753,857.00 to the fair market value of $600,000.00 which shall generate a reduction of $5,315.00 in property taxes, for the Grand List Year of 2020.

Motion carried 9/0.

The pending workers' claims of former Town employee, Frank Lavigne

MOTION By Sebrina Wilson
seconded by Travis Simpson

to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending workers' compensation claims of former Town employee, Frank Lavigne, for a total sum of $25,000.00.

Motion carried 9/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

Mayor Walsh took a moment to express his appreciation for the efforts of the Town Council and Administrative Departments with regards to the Mayor's "Control Tower" projects list provided earlier this year. The Mayor informed the Council that the Town currently has a Remonstrative Petition to address the issues with Faro Lounge (212 Burnside Avenue) that has been distributed to local property owners. Once completed, the petition will be presented to the state Liquor Control Commission.

ADJOURNMENT

MOTION By John Morrison
seconded by Don Bell
to **adjourn** (10:54 p.m.)

Motion carried 9/0.

The Chair wished all a good evening and announced that the next regular meeting of the Town Council would be on October 4, 2022.

Attest _____
Jason Marshall
TOWN COUNCIL CLERK

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 23rd, 2022

TO: Richard F. Kehoe, Chair

FROM: Michael P. Walsh, Mayor

RE: Ordinance 10-3(c) Disposition of obsolete or broken Town-Owned Equipment.

Pursuant to Section 10-3 (c), this memo serves as a notification of intent by the Mayor to dispose of the following Town-Owned equipment, certified by the Finance Director to be unsuitable for Town use.

- Please see the enclosed memo from Officer Weglarz of the Firearms Division regarding the disposal of obsolete Tasers.

The above Town owned equipment has been offered to all Departments via email, in accordance with Ordinance 10-3(c). There is no use for this equipment within other departments.

Please place this item on the Town Council agenda as a communication for the October 4th, 2022 meeting.

C: S. Sansom, Police Chief
M. McCaw, Finance Director
C. Martin, Chief of Staff

Sec. 10-3 (c):

(c) Notwithstanding the provisions of subsection (a) of this section, the Mayor may authorize the disposal of any furniture or equipment that is determined by the Finance Director to be unsuitable for town use and of any computer equipment that is determined by the Information Technology Manager to be unsuitable for town use because of obsolescence or damage, provided no Director has indicated an interest in the property within fourteen days of notice of intent to dispose by the Mayor, and provided further, that if such furniture or equipment has some use other than for town use, such furniture or equipment shall be disposed by auction or other means of sale. The Mayor shall notify in writing the Town Council of any disposal or auction of property pursuant to this section prior to such disposal or auction.

September 14, 2022

Currently, the East Hartford Police Department issues it's uniformed patrol officers the Axon "Taser 7" less lethal weapon system. The "Taser 7" is the most current model designed by Axon and utilizes state of the art pulse technology which is more effective when an officer chooses to use less lethal force options. This is not only a benefit to the officer but also the subject it is deployed on when appropriate.

Another benefit of the Taser 7 is the ease of evidence collection and the software updates from Axon. When a Taser 7 is either activated or discharged, that information is uploaded into "Evidence.com" where it is stored and utilized for "Use of Force" tracking and review by O.P.S. panel. The battery pack (or DPM) is required by department General Order to be placed into the docking station after deployment or on assigned common days.

We currently have dozens of old/non-functioning X26/X26P Tasers and cartridges that utilizes older, less effective technology and also is not user friendly when attempting to track their usage or keeping current software up to date. Also when training the department, ALL officers can receive the same training for the "Taser 7" rather than run two different training classes. This alone will save the department money and the additional resources needed keep the older Taser system functional.

I have located a company that will purchase all of the older Taser X26/X26P's, along with their cartridges. I would like to sell this older, outdated equipment and use that money to purchase Taser 7's for the officers who currently do not have them.

If you have any questions, please feel free to contact me directly.

Thanks,

Mike Weglarz

OIC Firearms Division

BOX 1 OF 3

(200) X-26P Cartridges

(11) New X-26P DPM's in bags

(2) X-26P Power Cords

BOX 2 of 3

(13) X-26P w/o holsters

1. X12000WAR
2. X12000WAP
3. X12005TH3
4. X12000WKC
5. X12000W1V
6. X12000W5C
7. X12000W9D
8. X12000WA5
9. X12001FW3
10. X12001FH9
11. X12005VYD
12. X12005VXE
13. X12001FW4

(26) X-26P w/holsters

1. X12008X27
2. X12000WHM
3. X12000WAT
4. X12000WHA

5. X12001FHH
6. X120038R8
7. X12003VYW
8. X12001FHT
9. X12000WA3
10. X12005V3N
11. X12005P1D
12. X12005VW7
13. X120038TH
14. X12008PD9
15. X12003912
16. X12005VX7
17. X12005TYK
18. X12003VE4
19. X12005VMK
20. X12005RYC
21. X12005VXR
22. X120038N2
23. X12008PDK
24. X12005PNX
25. X12005VWN
26. X12005VMR

BOX 3 of 3

(7) X-26 w/Holsters

1. X00-532746
2. X00-300113
3. X00-676831
4. X00-237056
5. X00-526150
6. X00-172699
7. X00-237839

(5) X-26 w/o holsters

1. X00-345667
2. X00-237447
3. X00-251052
4. X00-218085
5. X00-207189

(3) X-26P New In Box w/Holsters

1. X12005VP1
2. X12005N22
3. X12003VC6

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 23rd, 2022

TO: Richard F. Kehoe, Chair

FROM: Michael P. Walsh

RE: RESIGNATION: Boards and Commissions

Attached is a letter received by my office from the Chair of the Commission on Culture and Fine Arts stating that one of the commission's full members wishes to resign due to lack of attendance at regular scheduled meetings.

D Annabelle Diaz Commission on Culture and Fine Arts Full Member – term to expire 12/23

Please place this resignation on the October 4th, 2022 Town Council agenda and share our appreciation as a community for the valuable service she has provided by volunteering her time on the above mentioned commission.

C: R. Pasek, Town Clerk

Town of East Hartford
Commission on Culture and Fine Arts
740 Main St.
East Hartford, CT 06108-3114

September 23, 2022

Re: Commission on Culture and fine Arts

To the Mayor's Office

In accordance to the rules on attendance for board and commissions, the following commissioner Annabelle Diaz has not been able to attend a meeting since being sworn, hence we have had over 10 meetings.

I have spoken to the board member who has apologized for not being to meet her commitment and obligation to the commission.

I am requesting the following commissioner term to be cancelled due to no show of meetings.

Thanks

Rosamond S White
President

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 26, 2022

TO: Richard F. Kehoe, Chairman

FROM: Mayor Michael P. Walsh

RE: RESOLUTION: Town Hall Renovations Project

Please see the enclosed resolution to authorize the Mayor to proceed with the town hall renovation and execute all contracts related to the project based on funding sources identified in the memo provided by Finance Director Melissa McCaw.

Please place this item on the Town Council agenda for October 4th, 2022.

CC: M.McCaw, Finance Director
C. Martin, Chief of Staff
R.Gentile, Assistant Corporation Counsel

M E M O R A N D U M

DATE: September 20, 2022

TO: Michael P. Walsh, Mayor

FROM: Melissa N. McCaw, Director of Finance

TELEPHONE: (860) 291-7246

RE: **Town Hall Renovation Update**

As you are aware, the Department of Public Works Director Marilynn Cruz Aponte and Project Manager Tom Baptist have provided an update on the estimated Total Project Cost for the Town Hall Renovation for the Town Council meeting on September 20, 2022. Based on cost management and value engineering, the Project Total is estimated at $21.6 million. This represents a $1.75M reduction since the original bids due to scope changes and overall cost reduction.

The Town currently has $16.9 million in authorizations and allocations available for this project. This includes the remaining available funds of $11.9 million for existing 2018 and 2020 bond authorizations and the current ARPA allocation of $5 million.

The table below summarizes the proposed funding sources to support the revised Total Project Cost of $21.6 million:

Allocation/Authorization Description	Allocation Amount	Subtotal	Category
Town Hall Renovation - GO Bond Authorization	2.900		
Town Buildings - GO Bond Authorization	9.000	11.900	Town GO
ARPA Town Hall Renovation (Original Allocation)	5.000		
ARPA Repurpose (North End Community Center)	1.665		
Other ARPA Repurposing	0.474		
Non-Profit Grant Program	0.500	7.639	ARPA
Excess Unbudgeted FY2023 Muni Aid	1.400		
Move road/parking lot portion of town hall to Road Bond	0.020	0.020	Repurposed GO
State Grant - Energy Efficiency Improvement for Town Hall	0.035	0.035	State Grant / Special Revenue
FY22-FY24 Year End - Capital Reserve Fund	0.606	2.006	General Fund
Total (in millions)	**21.600**	**21.600**	

The table below summarizes the ARPA Allocation changes as proposed to support the Total Project Budget:

	Final Council Allocation	Council Adjustments	Rev Council Allocation	Proposed Reallocation	Proposed Rev Allocation
PROJECT	**2-1-2022**	**6-21-22**	**6-21-22**	**9-20-22**	**9-20-22**
Renovation of North End Community Center*	$ 1,865,000	$ (1,865,000)	$ -		$ -
COVID Other Public Health Services	200,000		200,000	(25,000)	175,000
Meal Program Senior Center	800,000		800,000	(80,000)	720,000
Technology Upgrades	500,000		500,000	(20,000)	480,000
Administrative Expenses	219,017		219,017	(14,789)	204,228
Expansion of Staff for Senior Center	200,000		200,000	(20,000)	180,000
Repairs to Historic Properties	1,500,000		1,500,000	(250,000)	1,250,000
Town Hall Improvements (non-HVAC)	1,500,000		1,500,000		1,500,000
Town Hall HVAC Replacement	3,500,000		3,500,000	2,639,000	6,139,000
COVID Retro. Pay: EH Police Officers' Assn.	125,000	(3,000)	122,000		122,000
COVID Retro. Pay: Local 1174, Council 4, AFSCME	210,000	(63,755)	146,245		146,245
Summer Enrichment Program at the Library		72,500	72,500		72,500
Other Non-profits	500,000		500,000	(500,000)	-
Unallocated Balance		1,859,255	1,859,255	(1,729,211)	130,044

This memo serves as a communication of the proposed funding plan to supplement the materials as Council weighs a final decision regarding the Town Hall Renovation project. If Town Council votes to proceed with the Town Hall Renovation project, it is requested that Council take action at the October 4th meeting to approve the funding plan and changes to the ARPA allocations accordingly. In addition, it is noted that this funding plan includes GO Bonding requirements of $9 million for the Town Hall Renovation project.

The debt service impact of the estimated cashflow requirements for GO bonding was presented in the Bond Referendum Council agenda item. This is subject to change based on timing of expenditures. A copy of the presentation is attached hereto. To address the potential peaks in debt service for fiscal diligence and sustainability, it is recommended that the Town dedicate the annual excess municipal aid, estimated at up to $1.4 million per year, to partially offset debt service increases and also evaluate planned capital spending to lower the debt issuance requirements in 2023 and 2024.

Should you have any further questions, please do not hesitate to contact me.

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 4th day of October, 2022

R E S O L U T I O N

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 Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make the following transfers among ARPA Accounts:

1. Transfer $25,000.00 from “COVID Other Public Health Services” to “ARPA Unallocated Balance”

2. Transfer $80,000.00 from “Meal Program Senior Center” to “ARPA Unallocated Balance”

3. Transfer $20,000.00 from “Technology Upgrades” to “ARPA Unallocated Balance”

4. Transfer $14,789.00 from “Administrative Expenses” to “ARPA Unallocated Balance”

5. Transfer $20,000.00 from “Expansion of Staff for Senior Center” to “ARPA Unallocated Balance”

6. Transfer $250,000.00 from “Repairs to Historic Properties” to “ARPA Unallocated Balance”

7. Transfer $500,000.00 from “Other Nonprofits” to “ARPA Unallocated Balance”

8. Transfer $2,639,000.00 from “ARPA Unallocated Balance” to “Town Hall HVAC Replacement”

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

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

Seal

Signed: _____
Jason Marshall, Town Council Clerk

RESOLUTION OF THE EAST HARTFORD TOWN COUNCIL CONCERNING APPROVAL OF TOWN HALL RENOVATION PROJECT

WHEREAS, the Town's Department of Public Works has done an in-depth review of the current state of systems and facilities within Town Hall, has prioritized critical, necessary repairs, and has formulated a plan to effectuate such repairs (the "Town Hall Project"); and

WHEREAS, The Mayor, the Director of Public Works, and the Town Hall Project Manager (the "Administration") have made three full presentations to the Town Council outlining the Town Hall Project; and

WHEREAS, on September 20, 2022, the Administration reported to the Town Council that a cost management and value engineering review had determined that the final cost of the Town Hall Project would be $21,600,000; and

WHEREAS, the Town currently has $16,900,000 available in bond authorizations and ARPA allocations for the Town Hall Project; and

WHEREAS, the Town's Director of Finance, by memorandum dated September 20, 2022, a copy of which is attached hereto (the "September 20, 2022 Memorandum") has proposed funding sources to fully fund the $21,600,000 cost of the Town Hall Project; and

WHEREAS, the Town Council appreciates the need to complete the Town Hall Project to ensure the continued viability of the East Hartford Town Hall as a public facility;

NOW THEREFORE BE IT RESOLVED:

That the Town Council authorize the allocation and use of the funding sources outlined in the September 20, 2022 Memorandum for the Town Hall Project and authorize Mayor Michael P. Walsh to take all actions necessary to effectuate the Town Hall Project including the execution of construction, purchase and other related documentation.

Town of East Hartford Bond Referendum & Debt Proforma Presentation

Melissa McCaw, Finance Director

June 7, 2022

*Analysis by Munistat Services, Inc.

Bond Referendum Questions

Proposed 2022 Referendum Question Projects

Project	Amount
2022 Roads	$15,000,000
2022 Fire Truck & Equipment	$3,000,000
Total	**$18,000,000**

Bond Referendum Debt Proforma

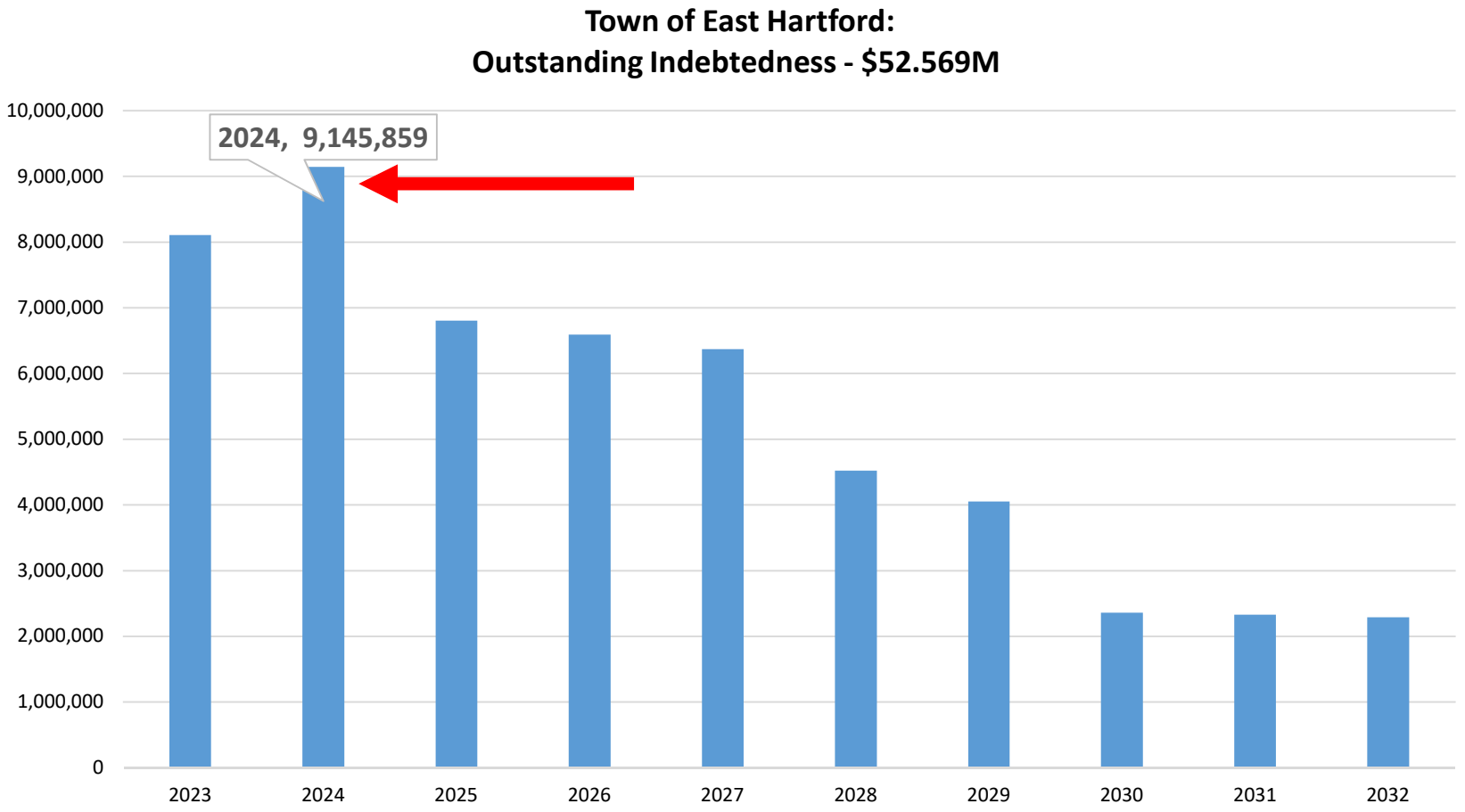
(B)	(C)	(D)	
2022 Fire Truck & Equipment	**2022 Roads**	**Total Proposed 2022 Projects Debt Service** (B+C)	**Annual Change in Debt Service** (Bond Ref Items)
$3,000,000	**$15,000,000**		
Dated: 9/1/23	**Dated: 9/1/31**		
Due: 9/15/24-33	**Due: 9/1/32-41**		
Interest: 5.05%	**Interest: 6.80%**		
P & I	**P & I**	**P & I**	
$ -	$ -	$ -	
-	-	-	-
96,000	240,000	336,000	336,000
482,438	1,449,844	1,932,281	1,596,281
463,313	2,371,406	2,834,719	902,438
444,188	2,274,844	2,719,031	(115,688)
425,063	2,178,281	2,603,344	(115,688)
405,938	2,081,719	2,487,656	(115,688)
386,813	1,985,156	2,371,969	(115,688)
367,688	1,888,594	2,256,281	(115,688)
348,563	1,792,031	2,140,594	(115,688)
329,250	1,695,000	2,024,250	(116,344)
309,750	1,597,500	1,907,250	(117,000)
-	774,375	774,375	(1,132,875)
$ 4,059,000	$ 20,328,750	$ 24,387,750	

Bond Referendum Items – Tax Impact

Proposed Projects Debt Service	Projected Mill Rate Proposed Projects	Tax Impact Average Household Market Value = $142,860 AV = $100,000@41.0 Mills	
P & I	Mills[2]	Total Taxes[3]	Taxes for New Debt[4]
$ -	0.00	$4,100	$0
-	0.00	$4,232	$0
336,000	0.10	$4,367	$10
1,932,281	0.55	$4,531	$55
2,834,719	0.81	$4,660	$81
2,719,031	0.78	$4,686	$78
2,603,344	0.74	$4,752	$74
2,487,656	0.71	$4,786	$71
2,371,969	0.68	$4,868	$68
2,256,281	0.65	$4,953	$65
2,140,594	0.61	$4,975	$61
2,024,250	0.58	$5,064	$58
1,907,250	0.55	$5,076	$55
774,375	0.22	$5,117	$22
$ 24,387,750	Avg. 0.54	**Avg.**	**$54**

- Based on a Grand List of $3.495B
- Represents taxes for <u>proposed deck</u> only. Does not include taxes for debt service on existing or previously approved projects.

Current Debt Service Profile



FY	Annual D/S	YoY Change
2023	$ 8,105,179	
2024	9,145,859	1,040,680
2025	6,804,163	(2,341,696)
2026	6,592,619	(211,544)
2027	6,368,963	(223,656)
2028	4,521,863	(1,847,100)
2029	4,051,075	(470,788)
2030	2,359,125	(1,691,950)
2031	2,328,000	(31,125)
2032	2,292,700	(35,300)
2033	-	(2,292,700)
2034	-	-
	$ 52,569,544	

- The Town of East Hartford has $52.5 million in debt outstanding – that will fully be retired in 2032.
- Currently issue debt on a 10 year amortization schedule with level principal.

Authorized But Unissued

AUTHORIZED BUT UNISSUED / REFERENDUM			
Authorization	**Bond Issue**	**Amount**	
2016 Roads/Levees	2023 Bond Issue	1,500,000	
2016 Silver Lane	2023 Bond Issue	3,000,000	
2018 Roads	2023 Bond Issue	6,000,000	
2018 Town Hall HVAC	2023 Bond Issue	2,900,000	
2020 Roads	2023 Bond Issue	15,000,000	**28,400,000**
2020 Town Buildings	2024 Bond Issue	5,000,000	
2016 Roads/Levees	2024 Bond Issue	750,000	
2020 HS & MS Roofs	2024 Bond Issue	2,318,000	
2020 HS & MS Roofs	2024 Bond Issue	1,682,000	
2022 Roads	2024 Bond Issue	7,500,000	
2022 Fire Equipment	2024 Bond Issue	3,000,000	**20,250,000**
2016 Roads/Levees	2026 Bond Issue	2,750,000	
2020 Town Buildings	2026 Bond Issue	5,000,000	
2022 Roads	2026 Bond Issue	7,500,000	**15,250,000**
Total Authorizations with 2022 Referendum Projects		**63,900,000**	

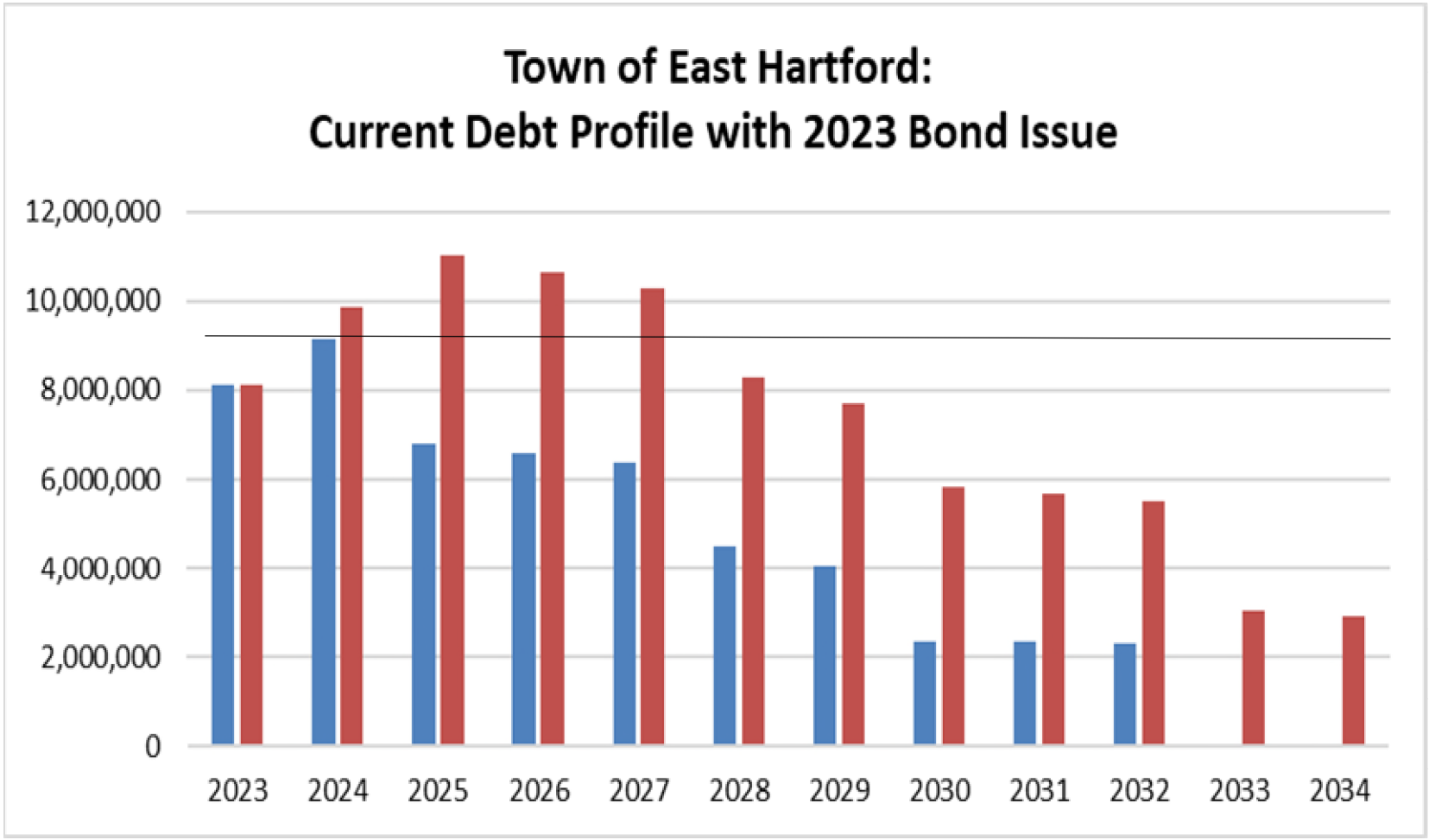
- DPW projects remaining Road Bonds to be expended in 2023.
- **Approximately $4.3M of the projected 2023 Bond Issue authorizations have been already been expended.**
- Expenditures (borrowed from pooled cash/General Fund) will continue to grow until next bond issuance replenishment (projected need for June/July 2023).
- Timing of issuances must be in sync with rate of spend.
- Table includes the $18M of Referendum items.

- East Hartford typically issues $20 million every two years. Our last bond issuance was in December 2021.

2023 Bond Issuance

Fiscal Year	(A) Existing Debt Service P & I	(B) 2023 Bond Issue $28,400,000 Dated: 9/1/23 Due: 9/1/24-33 Interest: 5.05% P & I	(C) Combined Debt Service (A+B) P & I	(D) Annual Change in Debt Service P & I	(E) Amount Above Existing FY2024 Debt Service ($9.145M) P & I
2023	$ 8,105,179	$ -	$ 8,105,179		
2024	9,145,859	717,100	9,862,959	$ 1,757,780	$ 717,100
2025	6,804,163	4,203,200	11,007,363	1,144,404	1,861,504
2026	6,592,619	4,061,200	10,653,819	(353,544)	1,507,960
2027	6,368,963	3,919,200	10,288,163	(365,656)	1,142,304
2028	4,521,863	3,777,200	8,299,063	(1,989,100)	(846,796)
2029	4,051,075	3,635,200	7,686,275	(612,788)	(1,459,584)
2030	2,359,125	3,493,200	5,852,325	(1,833,950)	(3,293,534)
2031	2,328,000	3,351,200	5,679,200	(173,125)	(3,466,659)
2032	2,292,700	3,209,200	5,501,900	(177,300)	(3,643,959)
2033	-	3,063,650	3,063,650	(2,438,250)	(6,082,209)
2034	-	2,914,550	2,914,550	(149,100)	(6,231,309)
	$ 52,569,544	$ 36,344,900	$ 88,914,444		

2023 Bond Issuance

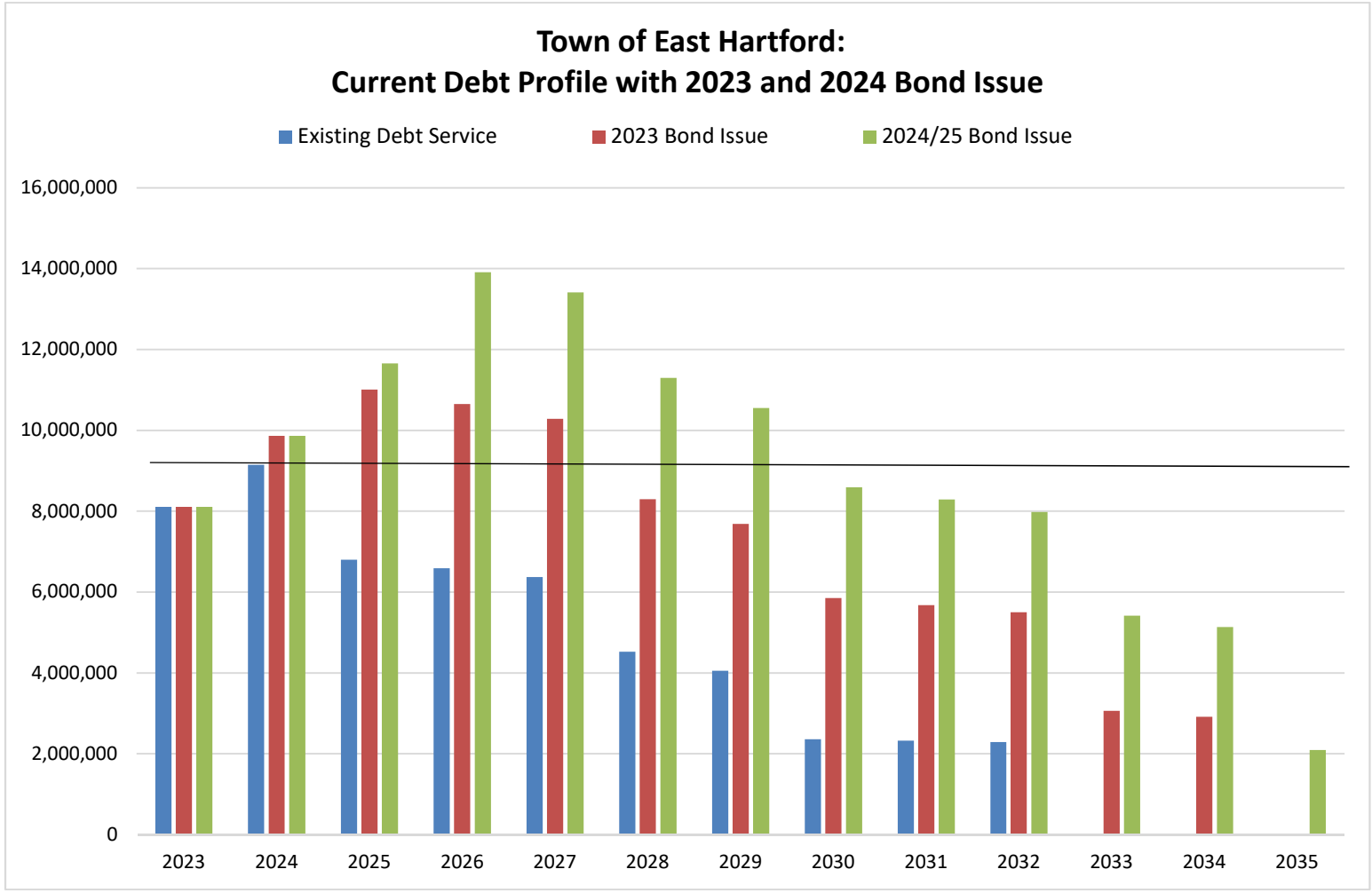


FY	Annual D/S	Incr > $9.1M
2023	$ 8,105,179	$ -
2024	9,862,959	717,100
2025	11,007,363	1,861,504
2026	10,653,819	1,507,960
2027	10,288,163	1,142,304
2028	8,299,063	(846,796)
2029	7,686,275	(1,459,584)
2030	5,852,325	(3,293,534)
2031	5,679,200	(3,466,659)
2032	5,501,900	(3,643,959)
2033	3,063,650	(6,082,209)
2034	2,914,550	(6,231,309)
	$ 88,914,444	

2024 Bond Issuance

Fiscal Year	(A) New Debt Service P & I	(B) 2024 Bond Issue $20,250,000 Dated: 9/1/24 Due: 9/1/25-34 Interest: 6.40% P & I	(C) Combined Debt Service (A+B) P & I	(D) Annual Change in Debt Service P & I	(E) Amount Above Existing FY2024 Debt Service ($9.145M) P & I
2023	$ 8,105,179	$ -	$ 8,105,179		
2024	9,862,959	-	9,862,959	$ 1,757,780	$ 717,100
2025	11,007,363	648,000	11,655,363	1,792,404	2,509,504
2026	10,653,819	3,256,453	13,910,272	2,254,909	4,764,413
2027	10,288,163	3,127,359	13,415,522	(494,750)	4,269,663
2028	8,299,063	2,998,266	11,297,328	(2,118,194)	2,151,469
2029	7,686,275	2,869,172	10,555,447	(741,881)	1,409,588
2030	5,852,325	2,740,078	8,592,403	(1,963,044)	(553,456)
2031	5,679,200	2,610,984	8,290,184	(302,219)	(855,674)
2032	5,501,900	2,481,891	7,983,791	(306,394)	(1,162,068)
2033	3,063,650	2,352,797	5,416,447	(2,567,344)	(3,729,412)
2034	2,914,550	2,222,438	5,136,988	(279,459)	(4,008,871)
2035	-	2,090,813	2,090,813	(3,046,175)	(7,055,046)
	$ 88,914,444	$ 27,398,250	$ 116,312,694		

2024 Bond Issuance



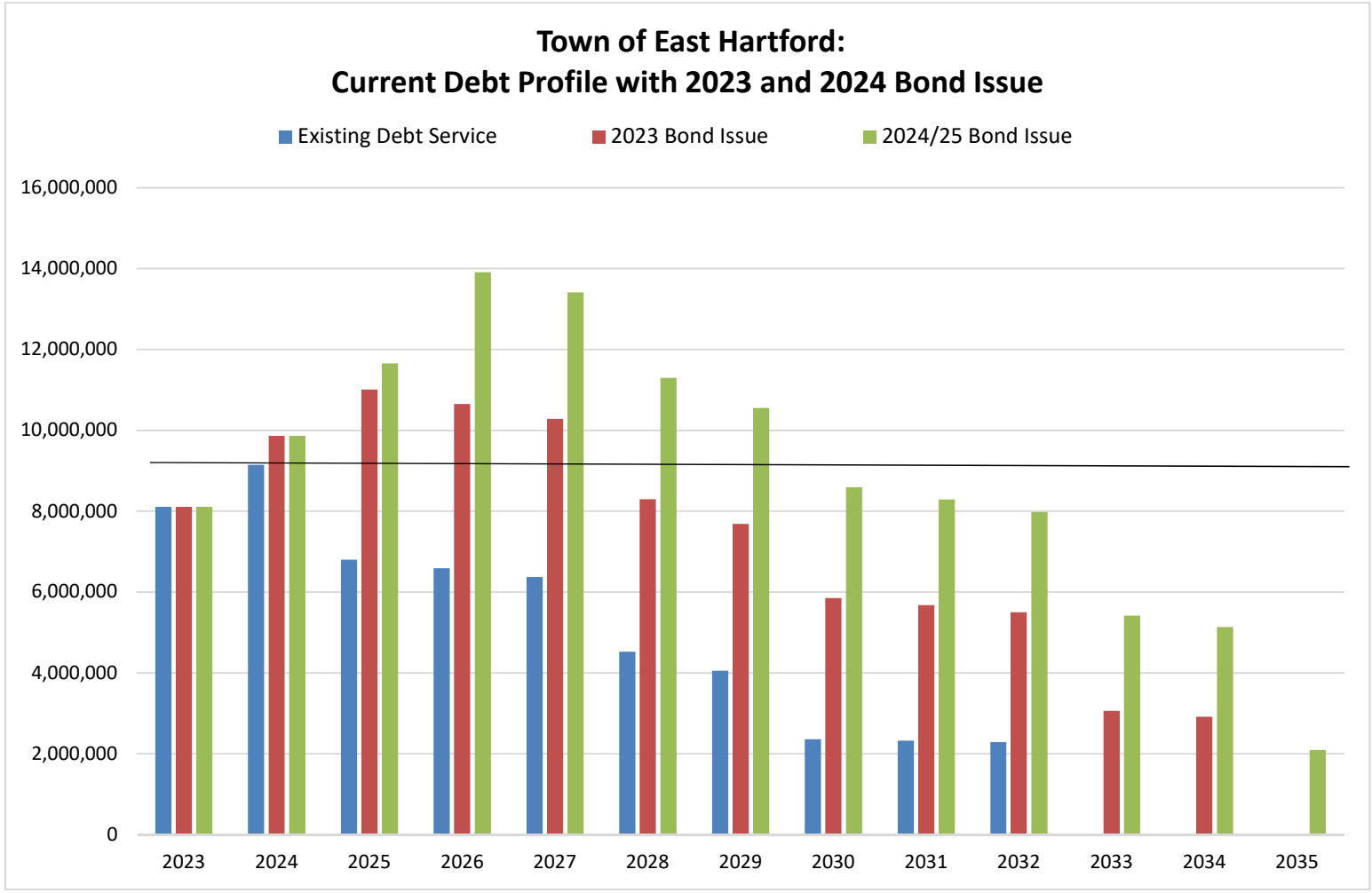
FY	Annual D/S	Incr > $9.1M
2023	$ 8,105,179	$ -
2024	9,862,959	717,100
2025	11,655,363	2,509,504
2026	13,910,272	4,764,413
2027	13,415,522	4,269,663
2028	11,297,328	2,151,469
2029	10,555,447	1,409,588
2030	8,592,403	(553,456)
2031	8,290,184	(855,674)
2032	7,983,791	(1,162,068)
2033	5,416,447	(3,729,412)
2034	5,136,988	(4,008,871)
2035	2,090,813	(7,055,046)
	$ 116,312,694	

- 2023 Bond Issue $28.5M / Interest Rate of 5.05%
- 2024 Bond Issue $20.25M Issuance / Interest Rate 6.41%

2026 Bond Issuance

Fiscal Year	(A) New Debt Service P & I	(B) 2026 Bond Issue $15,250,000 Dated: 9/1/26 Due: 9/1/27-36 Interest: 6.43% P & I	(C) Combined Debt Service (A+B) P & I	(D) Annual Change in Debt Service P & I	(E) Amount Above Existing FY2024 Debt Service ($9.1M) P & I
2023	$ 8,105,179	$ -	$ 8,105,179		
2024	9,862,959	-	9,862,959	1,757,780	$ 717,100
2025	11,655,363	-	11,655,363	1,792,404	2,509,504
2026	13,910,272	495,625	14,405,897	2,750,534	5,260,038
2027	13,415,522	2,466,688	15,882,209	1,476,312	6,736,351
2028	11,297,328	2,367,563	13,664,891	(2,217,319)	4,519,032
2029	10,555,447	2,268,438	12,823,884	(841,006)	3,678,026
2030	8,592,403	2,169,313	10,761,716	(2,062,169)	1,615,857
2031	8,290,184	2,070,188	10,360,372	(401,344)	1,214,513
2032	7,983,791	1,971,063	9,954,853	(405,519)	808,994
2033	5,416,447	1,871,938	7,288,384	(2,666,469)	(1,857,474)
2034	5,136,988	1,772,813	6,909,800	(378,584)	(2,236,059)
2035	2,090,813	1,673,688	3,764,500	(3,145,300)	(5,381,359)
2036	-	1,574,563	1,574,563	(2,189,938)	(7,571,296)
	$ 116,312,694	$ 20,701,875	$ 137,014,569		

2026 Bond Issuance



FY	Annual D/S	Incr > $9.1M
2023	$ 8,105,179	$ -
2024	9,862,959	717,100
2025	11,655,363	2,509,504
2026	14,405,897	5,260,038
2027	15,882,209	6,736,351
2028	13,664,891	4,519,032
2029	12,823,884	3,678,026
2030	10,761,716	1,615,857
2031	10,360,372	1,214,513
2032	9,954,853	808,994
2033	7,288,384	(1,857,474)
2034	6,909,800	(2,236,059)
2035	3,764,500	(5,381,359)
2036	1,574,563	(7,571,296)
	$ 137,014,569	

- 2023 Bond Issue $28.5M / Interest Rate of 5.05%
- 2024 Bond Issue $20.25M Issuance / Interest Rate 6.41%
- 2026 Bond Issue $15.25M Issuance / Interest Rate 6.43%

Other Considerations and Conclusion

- Use of a hybrid pay-as-you-go and bonding funding source in peak years.
- 15 year amortization schedule for Roads in 2023 or 2024 issuance given the useful life of the asset. Not a permanent change.
- Consider rate of spend and adjust if necessary.
- Increasing interest rate environment – consistent interest rate increases expected by the federal reserve and reflected in projections.
- 2023 Issuance is an opportunity to leverage lower interest rate. Maximize lower cost of debt service on our community.

Alternative Scenario: 15 Year Road Bonds Only in 2023

Fiscal Year	2023 Bond Issue *15 Year Rd Bonds*		2023 Bond Issue *10 Year Rd Bonds*		Variance
2023	$ -	$ 8,105,179	$ -	$ 8,105,179	$ -
2024	$ 726,725	$ 9,872,584	$ 717,100	$ 9,862,959	$ 9,625
2025	$ 3,539,950	$ 10,344,113	$ 4,203,200	$ 11,007,363	$ (663,250)
2026	$ 3,432,950	$ 10,025,569	$ 4,061,200	$ 10,653,819	$ (628,250)
2027	$ 3,325,950	$ 9,694,913	$ 3,919,200	$ 10,288,163	$ (593,250)
2028	$ 3,218,950	$ 7,740,813	$ 3,777,200	$ 8,299,063	$ (558,250)
2029	$ 3,111,950	$ 7,163,025	$ 3,635,200	$ 7,686,275	$ (523,250)
2030	$ 3,004,950	$ 5,364,075	$ 3,493,200	$ 5,852,325	$ (488,250)
2031	$ 2,897,950	$ 5,225,950	$ 3,351,200	$ 5,679,200	$ (453,250)
2032	$ 2,790,950	$ 5,083,650	$ 3,209,200	$ 5,501,900	$ (418,250)
2033	$ 2,681,275	$ 2,681,275	$ 3,063,650	$ 3,063,650	$ (382,375)
2034	$ 2,568,925	$ 2,568,925	$ 2,914,550	$ 2,914,550	$ (345,625)
2035	$ 1,736,000	$ 1,736,000			$ 1,736,000
2036	$ 1,662,500	$ 1,662,500			$ 1,662,500
2037	$ 1,588,125	$ 1,588,125			$ 1,588,125
2038	$ 1,512,875	$ 1,512,875			$ 1,512,875
2039	$ 1,437,625	$ 1,437,625			$ 1,437,625
	$ 39,237,650	**$ 91,807,194**	**$ 36,344,900**	**$ 88,914,444**	**$ 2,892,750**

- Tradeoff: Increases overall debt service cost but provides a smoother debt schedule to soften mill rate impact.

Conclusion

- The two Bond Referendum questions are time-sensitive to ensure adequate authorization to maintain roads and procure vehicles/equipment for Fire.

- The increased investments in Roads, Town Hall and other assets will likely yield a faster rate of spend.

- Important to recognize that the necessary timing of debt issuances may not align to when East Hartford is experiencing debt service schedule decreases.

- Recognizing spending timing, planning strategically and maximizing options for the increased debt service requirements provides a pathway for building a sustainable budget with desirable community outcomes.

THANK YOU!

ARPA Financial Report
9/20/22

PROJECT	Final Council Allocation 2-1-2022	Council Adjustments 6-21-22	Rev Council Allocation 6-21-22	Expended	Encumbered, Not Yet Spent	Unencumbered	Proposed Reallocation 9-20-22	Proposed Rev Allocation
Renovation of North End Community Center*	$ 1,865,000	$ (1,865,000)	$ -	$ -	$ -	$ -		$ -
COVID Other Public Health Services	200,000		200,000	1,500	14,625	183,875	(25,000)	175,000
Meal Program Senior Center	800,000		800,000	-	-	800,000	(80,000)	720,000
Expansion of Community Garden/Greenhouse	75,000		75,000	-	-	75,000		75,000
Digital Inclusion Project Manager	100,000		100,000	-	-	100,000		100,000
ReadyCT Career-Connected Learning for HS Students	800,000		800,000	53,038	746,962	-		800,000
East Hartford Connects: Summer Youth Employment	800,000		800,000	37,978	150	761,872		800,000
Small Business Support and Resources -	4,445,000		4,445,000	9,276	40,724	4,395,000		4,445,000
Interval House	100,000		100,000	-	-	100,000		100,000
East Hartford Interfaith Ministries	100,000		100,000	-	-	100,000		100,000
Support for the Arts in East Hartford	200,000		200,000	-	36,000	164,000		200,000
Renovation & ADA Accessibility – Wickham Library	3,500,000		3,500,000	1,766,530	1,688,578	44,891		3,500,000
Police & Youth Services Violence Prevention Prog.	250,000		250,000	-	-	250,000		250,000
Police and Social Worker Response Pilot	250,000		250,000	-	-	250,000		250,000
Goodwin U/CRDA Storm Water	900,000		900,000	-	-	900,000		900,000
Technology Upgrades	500,000		500,000	153,006	17,960	329,034	(20,000)	480,000
Administrative Expenses	219,017		219,017	2,456	330	216,232	(14,789)	204,228
Expansion of Staff for Senior Center	200,000		200,000	-	-	200,000	(20,000)	180,000
Public Safety Impound Garage	1,422,051		1,422,051	672,069	716,059	33,923		1,422,051
Repairs to Historic Properties	1,500,000		1,500,000	6,800	-	1,493,200	(250,000)	1,250,000
Town Hall Improvements (non-HVAC)	1,500,000		1,500,000	-	-	1,500,000		1,500,000
Town Hall HVAC Replacement	3,500,000		3,500,000	-	-	3,500,000	2,639,000	6,139,000
McAuliffe Railroad Crossing	500,000		500,000	-	-	500,000		500,000
COVID Retro. Pay: EH Police Officers' Assn.	125,000	(3,000)	122,000	122,000	-	-		122,000
COVID Retro. Pay: Local 1174, Council 4, AFSCME	210,000	(63,755)	146,245	146,245	-	-		146,245
Summer Enrichment Program at the Library		72,500	72,500	4,550	-	67,951		72,500
Other Non-profits	500,000		500,000	-	-	500,000	(500,000)	-
Unallocated Balance		1,859,255	1,859,255	-	-	1,859,255	(1,729,211)	130,044
TOTAL	**$ 24,561,068**	**$ -**	**$ 24,561,068**	**$ 2,975,447**	**$ 3,261,388**	**$ 18,324,232**	**$ -**	**$ 24,561,068**

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 23rd, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: BID WAIVER: Rise Up Mural Proposal

The administration request for a bid waiver under the Town of East Hartford's Code of Ordinances Section 10-7(c) to subcontract with the Rise Up group to complete 3 murals located at the large wall in Foran Park 150 Forest Street, Lord Pool House, 301 May Road and Goldstar Pool House, 1235 Forbes Street for the amount of $31,000 paid out of ARPA art funds.

Please place this information on the Town Council agenda for the October 4th, 2022 meeting. I recommend that the Town Council approve the bid waivers as submitted.

C: M. Walsh, Mayor
R. Gentile, Assistant Corp. Counsel
P. Sullivan, Grants Manager

MURAL MANAGEMENT PROPOSAL

SUMMARY

Management proposal for public art murals in East Hartford, CT.

East Hartford Murals

A project of the nonprofit, The RiseUP Group, Inc.

Executive Summary

East Hartford Murals is a locally run public arts organization supported by the nonprofit, The RiseUP Group. East Hartford Murals supports artists, the town, other nonprofits, companies, and local community members in making their mural projects come to life. We help create the vision and manage the entire process to beautify communities through public art. East Hartford Murals has managed all the recent Public Art installations in East Hartford in 2021 and 2022. RiseUP has completed over 100 mural and place-making projects since 2015 throughout Connecticut. We work with 50+ local, professional artists, collaborates with 100's of partners, and hosts 1,000+ volunteers per year to help beautify our communities. More details at www.easthartfordmurals.com and @easthartfordmurals on Instagram.

East Hartford Murals will beautify multiple murals on public buildings and/or structures around the community.

Project Summary

The following projects are proposed with the remaining $31,000 in ARPA funding designated for public art murals:

Mural honoring East Hartford's K-9 Unit: $15,000

Foran Park
150 Forest St.

Lord Pool House: $8,000

301 May Rd.

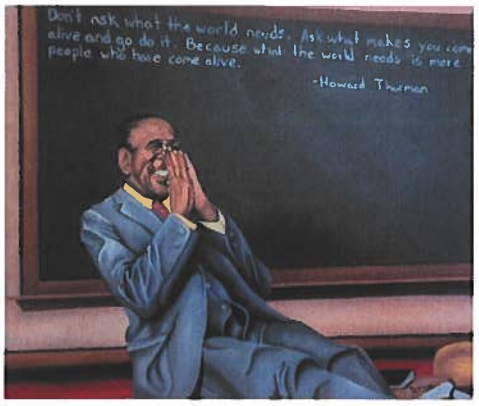
Goldstar Pool House: $8,000

1235 Forbes St.

Goldstar Pool House

Andre Rochester, East Hartford native

https://www.andrerochester.com/



Lord Pool House:

Still confirming artist(s)

Next Steps and Timeline:

- September: Approve Management Proposal and begin sketches for remaining walls
- October: Approve Designs and begin painting
- November: Murals completed

Estimated Budget:

	Total Cost
Artist & Emerging Artist	$20,000
Wall Prep	$1,500
Lifts/scaffolding	$2,000
Paint & Supplies	$3,500
Maintenance	$1,500
Admin, Misc & Contingency	$2,500
Total	**$31,000**

Execution Process:

1.) Artist will design mural concept and design approved by the Mayor's office
2.) Wall cleaning
3.) Proper masking of metal surfaces
4.) Prime surface
5.) Paint surface with acrylic-based paint

The mural will last in good condition for 5-10 years with minimal touch up required.

Selected Artist:

K-9 Mural

Michael Rice & Corey Pane

Mural Contract

THIS AGREEMENT, entered into as of the ___ day of October, 2022.
by and between the Town of East Hartford, State of Connecticut (hereinafter referred to as **"Municipality"**) and The RiseUp Group, Inc., doing business in the Town of Hartford, State of Connecticut (hereinafter referred to as **"RiseUp"**).

WITNESSETH

WHEREAS, **RiseUp** has offered to create three murals (the "Project") as follows:

- K-9 Mural at Foran Park, 150 Forest Street, East Hartford CT.
- Mural on Lord Pool House, 301 May Road, East Hartford CT.
- Mural on Goldstar Pool House, 1235 Forbes Street, East Hartford CT.

WHEREAS, the **Municipality** desires to have **RiseUp** complete the Project at the above locations.

NOW THEREFORE, the parties hereto do mutually agree as follows:

1. **SCOPE OF SERVICES**

The **Project** shall include the painting of a mural at each Location. The artist will be selected by **Rise-Up**. The Locations shall be prepped, and the mural painted, in accordance with the standards set forth on the summary attached hereto as Exhibit A. The selected artist(s) will submit at least three conceptual designs for each Location. While **RiseUp** will seek community input into the design of the mural, the **Municipality's** Administration shall have final approval of the design.

2. **TIME OF PERFORMANCE/TERM OF AGREEMENT**

The term of this Agreement shall begin on the date hereof and, unless extended by Agreement of the parties, shall end on November 30, 2022. The Project time-line shall be as follows:

- October: Present designs for approval and begin painting.
- Completion of murals at each Location: November 30, 2022.

3. **CONSIDERATION**

The **Municipality** shall pay the sum of $31,000 towards the cost of the Project. Payment shall be made as follows: Upon completion of the project.

RiseUp agrees that is shall be solely responsible for upkeep and maintenance with respect to the mural at each Location, including but not limited to repainting faded or damaged portions of the mural, and removal of graffiti, for a period of five years after completion of each mural. This obligation shall survive the term of this Agreement.

4. **RIGHTS OF MUNICIPALITY**

The **Municipality** reserves the right to remove the mural at any Location during the first five years after its completion should **RiseUp** fail to maintain the mural, as set forth in paragraph 3 above, after reasonable notice to **RiseUp** that maintenance or repair is needed. **Municipality** reserves the right to remove the mural at any Location, at its sole discretion, at any time after said five-year period. This right shall survive the term of this Agreement.

5. **PERSONNEL**

RiseUp represents that it has, or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the **Municipality**.

6. **EQUAL EMPLOYMENT OPPORTUNITY**

During the performance of this Agreement, **RiseUp** agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin.

7. **COMPLIANCE WITH LAWS**

RiseUp shall comply with all applicable laws, ordinances and codes

of the Federal Government, State of Connecticut and Town of East Hartford, and shall commit no trespass on any public or private property in performing any of the Project embraced by this Agreement.

8. **SUBCONTRACTING**

RiseUp shall give its full care and attention to the faithful execution of the Project, shall keep the Project under its personal control, and shall not assign or sublet the Project or any part of the Project except with the written consent of the **Municipality**. **Municipality** consents to the hiring and use of one or more artists to paint the mural at each Location.

9 . **RISEUP'S INDEMNIFICATION**

RiseUp covenants and agrees, to the fullest extent permitted by law, to indemnify, protect, and save harmless the **Municipality** from and against all costs or expenses resulting from any and all losses, damages, detriment, suits, claims, demands, costs, charges, including attorneys' fees and defense costs, if any, which the **Municipality** may directly or indirectly suffer, sustain or be subjected to, to the extent caused by **RiseUp's**, or its employees, agents, contractor's, subcontractor's, artists,' volunteers' or materialmen's negligent act, error or omission, or willful misconduct, in connection with the Project to be performed pursuant to this Agreement or any activities in connection with said Agreement, whether such losses and damages be suffered or sustained by the **Municipality** directly or by its employees, licensees, or invitees or be suffered or sustained by other persons or corporations who may seek to hold the **Municipality** liable therefor.

RiseUp further undertakes to reimburse the **MUNICIPALITY** for damage to property of the **MUNICIPALITY** caused by the **RiseUp**, or his employees, agents, contractors, subcontractors, artists, volunteers or materialmen or by faulty, defective or unsuitable material or equipment used by him or them.

This obligation shall survive the term of this Agreement.

10. **INSURANCE**

RiseUp shall carry the following insurance:

A. Comprehensive General Liability – Minimum Limits

- $1,000,000 Each Occurrence
- $2,000,000 Aggregate
- $2,000,000 Products Completed Operations
- $1,000,000 Personal & Advertising Injury
- $100,000 Fire Damage (any one fire)
- $10,000 Medical Expense (any one person)

B. Commercial Auto Liability – Minimum Limits

- $1,000,000 Combined Single Limit
- Including owned vehicles, non-owned vehicles and employee non-ownership.

C. Commercial Umbrella Liability- Minimum Limits

- $1,000,000 Each Occurrence
- $1,000,000 Aggregate

D. Worker's Compensation: Statutory Limit
Employers Liability: $500,000 bodily injury for each accident

$500,000 bodily injury by disease for each employee
$500,000 bodily injury disease aggregate

DESCRIPTION SECTION – Must include the following:

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

CERTIFICATE HOLDER SECTION – Must include the following:

The Town of East Hartford
740 Main Street
East Hartford, CT 06108

Insurance coverage shall remain in full force for the duration of the Agreement term and the repair obligation set forth in paragraph 3.

11. AGREEMENT FINAL EXPRESSION

This Agreement is intended by the parties hereto as a final expression of their Agreement and as a complete and exclusive statement of the terms thereof.

12. COUNTERPARTS

This Agreement may be signed in one or more counterparts, and by way of digital or electronic signature or facsimile.

IN WITNESS WHEREOF, the **Municipality** and RiseUp have executed this Agreement as of the date first above written.

TOWN OF EAST HARTFORD

_____

Michael P. Walsh, Mayor

The RiseUp Group, Inc.

_____

Matt Conway

APPROVED AS TO FORM : 10/ /22

Richard P. Gentile

Richard P. Gentile, Assistant Corporation Counsel

Exhibit A

Steps to Execution:

The wall will go through a series of applications from the artist including surface preparation, painting the art on the surface, and a final protective anti-graffiti coating.

Surface Preparation

- The artist will properly cover surfaces immediately touching the painting surface to protect from accidental painting.
- The artist will use a broom where required to brush off any surface materials that may be on the brick. The artist will then apply an exterior primer to the surface to prepare the brick for the painting application.
- Primer: Sherwin-Williams LOXON Masonry Primer
- https://www.sherwin-williams.com/homeowners/products/loxon-concrete-masonry-primersealer/651032732

- Painting Specifications
  - The artist will use a mixture of roller painting and spray painting to complete the artwork. Rollers will be used to apply the background colors and spray paint will be used for detailed artwork
  - Acrylic Paint: https://www.sherwin-williams.com/homeowners/products/flextemp-exterior-acrylic-latex-paint
  - Spray Cans: https://www.montana-cans.com/en/spray-cans/montana-spray-paint/gold-400ml-artist-paint/montana-gold-400ml-colors

- Protective coating:
  - Anti-graffiti coating will be applied to the artwork by the artist at completion of the project
  - Anti-graffiti- https://industrial.sherwin-williams.com/content/sherwin-williams/pcg/industrial-sw-com/na/us/en/protective-marine/catalog/product/products-by-industry.11543396/2k-waterbased-anti-graffiti-coating.9897020.html

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 27, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: BID WAIVER: Threads of Assumption

In accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, I respectfully request that the Town Council waive the bidding procedures required by Section 10-7(b) and allow the Town to contract with MF Dynamics to implement the Threads of Assumption project, a dynamic art installation and performance examining gender bias in the community, for the sum of $36,000, the same being in the best interests of the Town given the unique nature of the project, the exclusivity of the project to MF Dynamics, the emphasis on community participation, and the limited number of organizations currently doing interactive work of this type.

Please place this information on the Town Council agenda for the October 4th, 2022 meeting. I recommend that the Town Council approve the bid waivers as submitted.

C: S. Morgan, Library Director
P. Sullivan, Grants Manager

EAST HARTFORD PUBLIC LIBRARY
Your Community Connection

840 Main St.
East Hartford, CT 06108

TO: Mayor Michael P. Walsh

FROM: Sarah Kline Morgan, Library Director
smorgan@easthartfordct.gov/860.290.4340

DATE: September 26, 2022

RE: Threads of Assumption project – Bid Waiver Approval Request

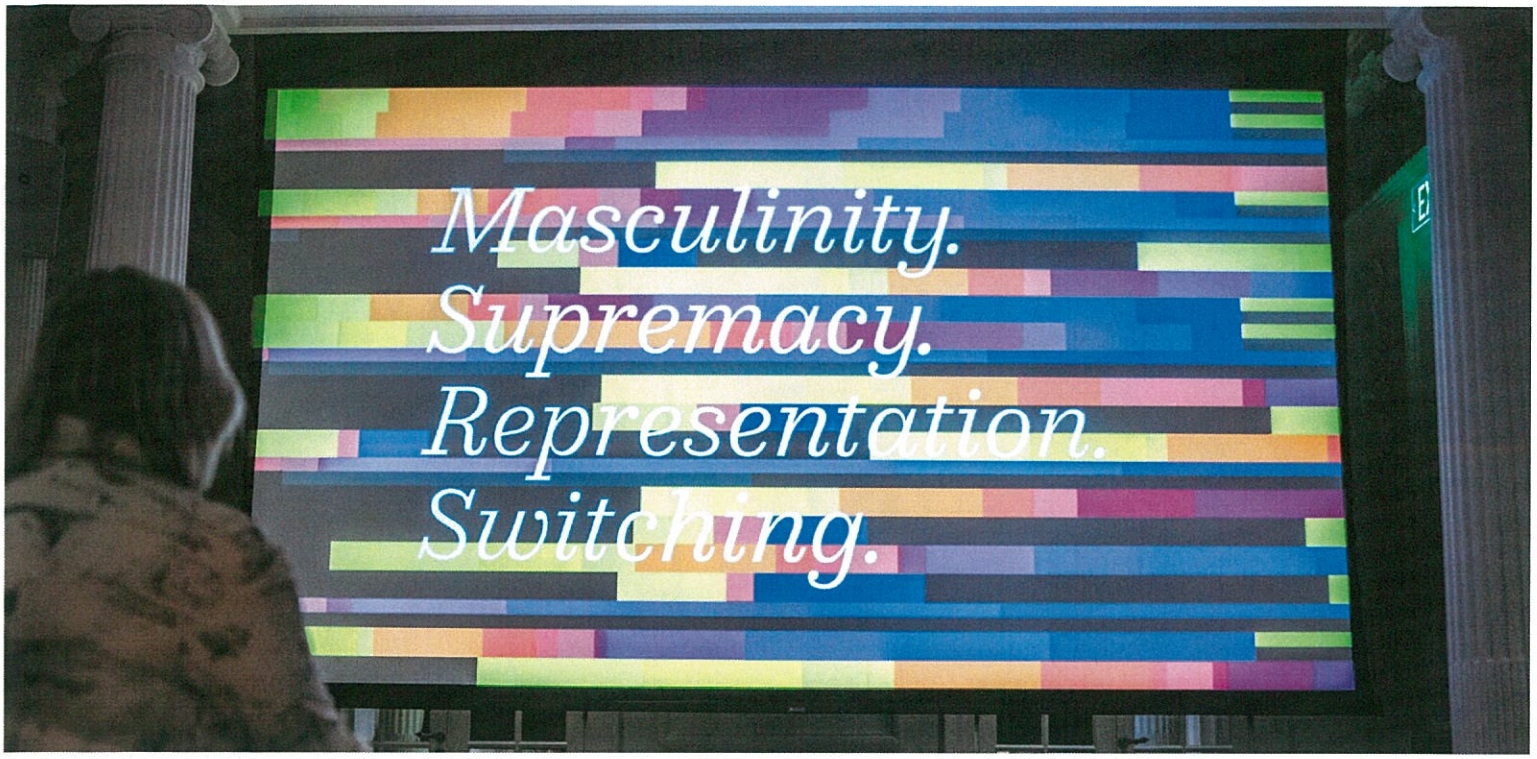
In accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, I respectfully request that the Town Council waive the bidding procedures required by Section 10-7(b) and allow the Town to contract with MF Dynamics to implement the Threads of Assumption project, a dynamic art installation and performance examining gender bias in the community, for the sum of $36,000, the same being in the best interests of the Town given the unique nature of the project, the exclusivity of the project to MF Dynamics, the emphasis on community participation, and the limited number of organizations currently doing interactive work of this type.

Artists Maria Finkelmeier, Martha Rettig, U-Meleni Mhlaba-Adebo, and Sofie Hodara, collect personal stories about gender-based harm and look for patterns and narratives within the submissions. These stories are transformed into an immersive art exhibition with digital visualizations, musical composition, spoken-word poetry, weaving, and live performance. Through this process, we see, hear, and feel the collective impact of gender-based harm.

At East Hartford Public Library, the project will begin with collecting community stories. The artists will host gatherings on November 16-17, 2022 and February 15-16, 2023 at the library to gather spoken and written experiences of gender bias from residents of East Hartford. These experiences will drive the art created for the final exhibition and performance in April 2023.

This is the third iteration of Threads of Assumption. Most recently, the project was shown at Installation Space, North Adams, MA, June through July 2022. The work premiered at the Goethe Institute, Boston's Studio 170, in June 2021, and was made possible (in part) by a Live Arts Boston grant from The Boston Foundation.

It is an incredible opportunity for East Hartford residents to contribute to the creation of the next "iteration" of this groundbreaking multimedia project. Given the unique nature of the project, I appreciate your consideration of this request for a bid waiver. Should you have any questions or concerns regarding the above noted, please do not hesitate to contact me.



THREADS OF ASSUMPTION

An interactive installation and performance by artists Maria Finkelmeier, Sofie Hodara, U-Meleni Mhlaba-Adebo, & Martha Rettig

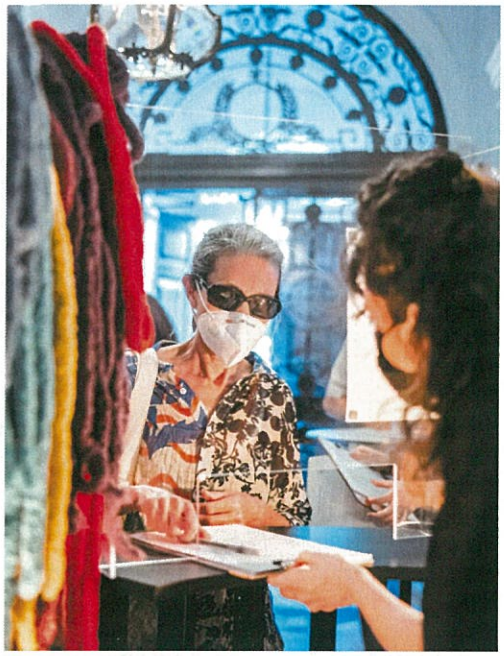
Our work responds to real stories about experienced bias, gathered on a virtual, anonymous conversation platform and analyzed by artificial intelligence (AI). The resulting exhibition is a visual, sonic, and tactile representation of human truths and errors. The project asks us to reconsider our assumptions surrounding bias and what we accept as normal. How can we expect machines to extract meaning from what we don't yet understand?

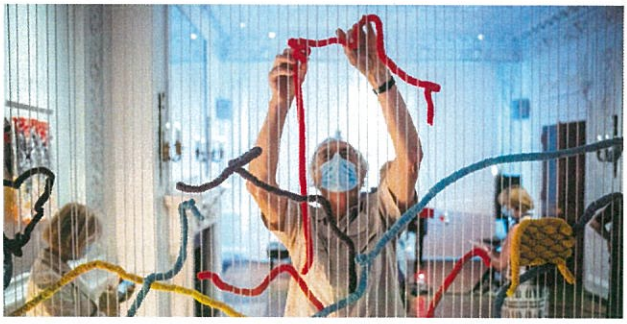
Data was collected from 22 sourced conversations. Each conversation was analyzed for emotional content and thematic language and transformed, by AI, into datasets. As artists, the concept of weaving this rigid data and the human experience became essential at every turn, similar to the way tactile weavings are made, with a tense warp and threaded weft.

The exhibition is centered around an interactive, room-scale loom. The loom is surrounded by our artistic interpretations of the data, in the form of hanging weavings, video projections, and recordings of spoken word poetry and musical compositions.

The data we received did not teach us anything new. It simply reinforced our society's acceptance of harmful structures and individual's perpetuation of rigid assumptions.

The work premiered at the Goethe Institute, Boston's Studio 170 in June 2021 and was made possible (in part) by a Live Arts Boston grant from The Boston Foundation. Additional thanks to Bianca Mauro of BRM Production Management, J. Cottle, The Loop Lab, Aram Boghosian, Adam DeTour, Gabi Ammirat.





Special thank you to our 44 participants, including:

Annie Lundsten	Ksenija Komljenovic	Natalie Gray
Bianca Mauro	Lindsay Akens	Sheryl Pace
Brian Calhoon	Lisa Daria Kennedy	Susan Hodara
Jasmine Lellock	Lydia Lucas	Ulrike Rettig
Kendall Rhymer	Maria Servellon	Wendy Richmond

Photos by Aram Boghosian @aramphoto

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 29rd, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: BID WAIVER: Senior Center Meals

In accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, please see the enclosed bid waiver request submitted by Senior Services Coordinator Victoria Liberator to allow the Senior Center to purchase goods for meals at wholesale stores such as BJ's, Costco and others.

Please place this information on the Town Council agenda for the October 4th, 2022 meeting.

C: M. Walsh, Mayor
M. Enman, Purchasing Agent
P. Sullivan, Grants Manager
J. Carrero, Project Manager

MICHAEL P. WALSH
MAYOR

TOWN OF EAST HARTFORD

740 Main Street
East Hartford, Connecticut 06108

(860) 291-7200

WWW.EASTHARTFORDCT.GOV

Senior Services at the
Senior Center

September 19, 2022

To: Mayor Michael Walsh

From: Victoria Liberator, CTRS & CDP
Senior Services Coordinator

RE: Request for waiver of bidding requirements

In accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, I respectfully request a bid waiver to permit Senior Services a Division of the Department of Parks and Recreation to purchase goods for a weekly, and weekend meal program at the East Hartford Senior Center.

Funding for the meal program will be supported by the American Rescue Plan Allocation (ARPA) Federal Grant. Town Council previously approved the allocation and the center has budgeted $172,680 for the planned 2-year meal program. The program budget includes hourly wages for kitchen staff, the weekly grocery items, and packaging supplies.

The pilot program will consist of a once weekly "home cooked" meal served at the Senior Center for up to 75 seniors and cooked and packaged to go meals on the weekends for up to 60 seniors.

Wholesale food vendors including those on the State bid list and purchasing consortiums were contacted for quotes. Unfortunately, those larger scale vendors will be unable to scale their services down to accommodate our meal program, as the minimum purchasing costs do not align with our budget and the minimum volume of food required would result in food waste.

Based on this information we are requesting a 3 month bid waiver to be able to purchase goods at locale wholesale stores, such as BJ's, and Costco, as well as local grocers such as Shop Rite and Stop and Shop, which would be more cost effective and align with the volume of food needed for the program. The 3-month time frame will allow the center to launch the program on October 5th as originally planned, and will allow time to create a more accurate food budget going forward.

I appreciate your consideration for this request. Please let me know if you need any additional information.

CC: M. McCaw, Finance Director
M. Enman, Purchasing Agent
T. Fravel, Director of Parks & Recreation
P. O'Sullivan, Grants Manager

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 19th, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: MOA: YWCA 50/50 Campaign

Please see the request from Human Resources Director Tyron Harris to engage the enclosed Memorandum of Agreement with YWCA regarding their 50/50 campaign. The Town of East Hartford is looking to participate in the YWCA 50/50 campaign to demonstrate our commitment to developing inclusive boards and commissions.

The MOA is non-binding, and both parties reserve the right to vary from the approach, and obligations, set forth herein; the agreement will remain active for 12 months from the date of signing this agreement and is renewable if needed to complete the process by mutual written agreement of the parties.

Please place these nominations on the Town Council agenda for the October 4th, 2022 meeting.

C: T. Harris, HR Director

MICHAEL P. WALSH
MAYOR

TYRON HARRIS,
DIRECTOR
OFFICE OF HUMAN
RESOURCES

TOWN OF EAST HARTFORD

740 Main Street
East Hartford, Connecticut 06108

(860) 291-7220

WWW.EASTHARTFORDCT.GOV

September 19th 2022

The Hon. Richard F. Kehoe & The Hon. Mayor Mike Walsh
740 Main Street
East Hartford, CT 06108

Re: Communication of YWCA 50/50 campaign

Dear Mr. Kehoe & Mr. Walsh:

The town of East Hartford will be participating in the YWCA 50/50 campaign, demonstrating our commitment to developing inclusive boards and commissions. We are excited to begin this work alongside the City of Hartford and the Town of Bloomfield.

During the 2021 Legislative Session, the Connecticut General Assembly enacted Public Act No. 21-35, declaring racism a public health crisis, and Public Act No. 21-49, which enacted efforts to diversify state boards and commissions. YWCA Hartford Region was an active advocate for the passage of both laws, standing on its mission to eliminate racism and empower women. The 50/50 Campaign galvanizes a local response to deepening this work.
The 50/50 Campaign seeks to increase civic participation amongst marginalized communities and equitable racial and gender representation on municipal boards and commissions.

- 50 percent of our effort is in partnership with Hartford Region municipalities to make focused efforts to reform policies, processes, and practices to promote equitable racial and gender representation on municipal boards and commissions, especially those focusing on the quality of life issues for all residents.
- 50 percent of our effort engages and educates community members on the roles, authority, and impact of boards and commissions on their community while using community voice to inform municipalities of the community's perceived barriers to participation.

The MOA is non-binding, and both parties reserve the right to vary from the approach, and obligations, set forth herein; the agreement will remain active for 12 months from the date of signing this agreement and is renewable if needed to complete the process by mutual written agreement of the Parties.

Thank you
Tyron V. Harris-
Human Resources Director

Customer Service. Collaboration. Communication.

eliminating racism
empowering women
ywca
Hartford Region

Memorandum of Agreement
Between
The Town of East Hartford, Connecticut
And
YWCA Hartford Region, Inc.

This Memorandum of Agreement (the "MOA") is entered into by and between the Town of East Hartford, Connecticut, hereinafter referred to as ("Municipality") and YWCA Hartford Region, Inc. (hereinafter referred to as ("YWCA"), collectively referred to as the "Parties~~".~~."

Purpose

~~The purpose of this MOA is~~This MOA aims to establish a general framework for cooperation and collaboration between the Municipality and the YWCA. This MOA is non-binding. It will assist in defining the relationship between the Parties ~~as to~~to the goals set forth herein.

Phases of Work

The Phases of work described below set forth the guiding principles and assumptions for this MOA

Phase 1(3-4 months): Discovery: Through in-depth research, the YWCA will uncover gaps, barriers, and inequities in recruitment, appointment, and retention that limit accessibility for people of color and those who identify as women.

- The Municipality will identify 3-4 boards/commissions that focus on the quality of life issues for residents (the "Identified Boards and Commissions.").
- The YWCA will review current policies, processes, and practices concerning outreach strategies, recruitment, appointment, member engagement, and retention for Municipality boards/commissions.
- The Municipality will gather and share with the YWCA public information on Identified Boards and Commissions, including charter or bylaws for each body, ~~up-to-date~~up-to-date membership lists, number of open seats, description of function, activities, and authority, description of membership eligibility, the application process, meeting minutes, etc.
- The YWCA will evaluate general public accessibility to board and commission information and Identify barriers to participation for people of color and those who identify as women.
- The YWCA will evaluate local census population data as it pertains to people of color and those who identify as women~~,~~ and provide its analysis to the Municipality

- The YWCA will research and identify best practices for recruiting people of color and those who identify as women developed by municipalities of similar recruitment~~recruitment of people of color and those who identify as women developed by municipalities of like~~ composition within Connecticut and outside the state.
    - The YWCA will educate community members (particularly people of color and those who identify as women) on the opportunities and impact of boards and commissions and share community feedback with Municipality.
    - The YWCA will engage 3-5 municipal community based, volunteer organizations to participate in a community survey to gather the community's knowledge of the existence of various local boards and commissions~~,~~ as it relates to; function, power; willingness to participate in such boards or commissions; perceived barriers to participation.

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Hartford Region

Phase 2: Strategy: Using the information acquired from the Discovery Phase, the YWCA and Municipality will create a comprehensive plan tailored to the Municipality to advance the recruitment, appointment, and retention of people of color and those who identify as women on local boards and commissions.

- The Municipality and the YWCA will develop ~~a set of~~ best practices to reduce barriers to participation on boards/commissions for people of color and those who identify as women.
- The Municipality and the YWCA will develop a set of best practices to increase public awareness ~~on~~ of the role of local boards and commissions.
- The Municipality and the YWCA will develop ~~a set of~~ best practices to advance the recruitment and retention of people of color and those who identify as women on local boards and commissions.
- The YWCA Hartford Region will contract diversity, equity, and inclusion training for municipal leaders with appointment power.

Phase 3: Public Campaign: Promote Municipality's investment and commitment to equitable representation by mobilizing the public awareness campaign.

- The Municipality will publicize open seats and appointment process among various community, grassroots, and civic organizations frequented by target audiences (i.e., churches, Rotary Clubs, garden clubs, local newspapers/community social media boards, etc.).
- The YWCA will engage and organize 3-5 identified ~~community based~~based community~~,~~ volunteer organizations dedicated to ~~participate~~ participating in a 50-50 social media/public campaign and collaborate with the YWCA to promote participation on local ~~board~~ boards and commissions.
- The YWCA will identify opportunities to align the 50-50 social media/ public campaign with state and regional entities such as the Connecticut Council of Municipalities (CCM), the Capitol Region Council of Governments (CRCOG), the Connecticut Council of Small Towns (COST), and other councils of governments throughout the state.
- The YWCA will develop a comprehensive and targeted public awareness and recruitment campaign.
- The YWCA will collaborate with the community- based organizations to create marketing material.

Relationship Between the Municipality and YWCA

- The Mayor ~~or Town Council~~ will provide a point person who will be responsible for coordination and management of the initiative ~~set forth in~~outlined in this MOA. The Municipality and YWCA will participate in monthly collaborative meetings to discuss findings and recommendations.
- This MOA is non-binding, and both parties reserve the right to vary from the approach~~,~~ and obligations, set forth herein
- This agreement will remain active for 12 months from the date of signing this agreement~~,~~ and is renewable if needed to complete the process by mutual written agreement of the Parties.

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ywca
Hartford Region

In Witness Whereof, the Town of East Hartford and the authorized representative(s) of the YWCA have executed this Agreement on this _____ day of _____, 2022, the effective date of this agreement. T.

TOWN OF EAST HARTFORD	YWCA Hartford Region. Inc.
_____	_____
(Signature)	(Signature)
_____	_____
(Printed Name)	(Printed Name)

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 22, 2022
TO: Richard F. Kehoe, Chair
FROM: Mayor Michael P. Walsh
RE: Letter of Commitment: Community Accelerator Pilot Program

---

Please find the enclosed request from the Library Director Sarah Kline Morgan to sign the letter of commitment with the Connecticut State Library for the Community Accelerator Pilot Program.

Please place on the Town Council Agenda for the October 4th, 2022 Town Council meeting.

Thank you.

C: S, Morgan, Library Director

840 Main St.
East Hartford, CT 06108

TO: Mayor Michael P. Walsh

FROM: Sarah Kline Morgan, Library Director

DATE: September 23, 2022

RE: Referral to Town Council: Request to enter into a Letter of Commitment with the CT State Library and Libraries Without Borders US concerning a Community Accelerator Pilot Program.

I am respectfully requesting the Town Council to approve the East Hartford Public Library to enter into a Letter of Commitment with the Connecticut State Library for the Community Accelerator Pilot Program.

The Community Accelerator Pilot program will create pop-up libraries in selected Connecticut communities through a partnership between the Connecticut State Library and Libraries Without Borders. These temporary pop-up libraries will be located in community spaces such as barbershops, laundromats, and apartment complex common rooms, and will be run by Libraries Without Borders with support from local public library staff and community volunteers. The program will run for 12 – 18 months. The goal is to generate interest in public libraries in underserved communities and neighborhoods. This exciting and innovative no-cost program will enhance library services in East Hartford, one of the communities selected for the Pilot Program.

Section 3.4 of the Town Charter requires Council approval of contracts with the State. Accordingly, I ask that you forward this to the Town Council for inclusion on the October 4 meeting agenda.

Please note that the Letter of Commitment was reviewed by Town of East Hartford Corporation Council prior to submitting for Town Council approval.

CT State Library
Division of Library Development

The Community Accelerator Pilot Program, a collaboration between the CT State Library, Libraries without Borders, and Selected Connecticut Public Libraries

Letter of Commitment

[Your Library Name] _____ acknowledges that the Community Accelerator Pilot Program, a collaboration between the Division of Library Development (DLD) of the CT State Library and Libraries Without Borders US, is a 12–18-month program, with the following general cycle elements:

1. Targeting and Assessment: 2 months
LWB US and DLD will work with library leadership to canvass existing quantitative and qualitative assessments and work with community leaders and organizations to determine specific literacy and information needs among underserved or unserved communities.

2. Community Co-design: 4-6 months
LWB US and DLD will work with the local library staff and community leaders to identify and form an informal planning committee charged with helping to locate, plan, bring partners to, and ultimately help promote temporary library spaces within the community. The process will involve selecting high-traffic, trusted community spaces or institutions in which to locate pop-up programming and community-based service partners.

3. Training: 2 months
LWB US and DLD will work with the library to identify current capacity and skills, confidence, and training gaps. The LWB team of community organizers and trainers will work with library leadership to develop a community outreach curriculum with in-person and virtual training for key existing library staff.

4. Activation: 2 months
LWB US and DLD will install pop-up libraries in nontraditional places. We will work with library staff to select services and resources which may include but are not limited to age, culture, and language-appropriate books, periodicals, and reading materials; digital devices, hotspots, and broadband internet access; take-and-go resources and in-person services addressed to multiple forms of literacy.

5. Opening and Celebration: 2-6 months
Temporary spaces create an opportunity to transform relationships, but the financial limits do not allow for permanent activation. Each project is designed for a specific time, which is clearly and regularly communicated to users. As the end date approaches, focus is placed on helping users understand, feel welcome at,

and connected to their permanent library. This may include card registration days and/or “field trips” to the local library. The closure of the site is treated as a day of celebration that helps to solidify relationships and open pathways to ongoing library usage.

6. Wrap-up and next steps: 1 month
LWB US and DLD will conduct a post-project evaluation in collaboration with library staff, including recommendations for sustaining community engagement, documentation of our shared work, ongoing evaluation tools, and finalized curriculum.

[Your Library Name] _____ agrees that measurable goals of the pilot program, while yet to be detailed via community discussion, will include:

- Increased usage of library services by previously underserved or unserved communities measured by metrics co-created by LWB US and library leadership. They may include but are not limited to library utilization, pop-up visits, and library card registration.
- Deepened relationships with community partner organizations, institutions, and leaders from previously underserved or unserved communities.
- Confidence and capacity among key staff for ongoing outreach efforts to connect underserved communities with library resources.
- Increased access to information resources including but not limited to digital literacy and digital devices; culturally and linguistically appropriate books, periodicals, and reading materials; resources addressing other literacies: English, health, civic, legal, and financial.

We agree to become part of this collaboration with community organizations under the guidance of Libraries without Borders and a consultant from the Division of Library Development of the CT State Library. We are committed to participating in good faith, seeing the pilot through the proposed cycle, and reporting all data and responses to the whole state team for analysis and a report to support replication of this community outreach model.

Signed_____

Printed Name_____

Title_____

Date_____

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 23, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: RESOLUTION: Distracted Driving High Visibility Enforcement Grant

---

The Town of East Hartford is looking to apply for a Distracted Driving High Visibility Enforcement Grant from the State Department of Transportation (DOT) in the amount of up to $34, 627.19. This is an annual grant that does not require a local match.

This grant will allow East Hartford officers to participate in grant-funded mobilizations targeting distracted drivers, focusing on motorists who choose to ignore Connecticut's hand-held mobile phone ban.

Please place this item on the Town Council agenda for the October 4, 2022 meeting. I recommend that the Town Council approve the resolution as submitted.

C: E. Buckheit, Development Director
P. O'Sullivan, Grants Manager
Lt. Paul Neves, East Hartford Police Department

GRANTS ADMINISTRATION
MEMORANDUM

TO: Mayor Michael P. Walsh

FROM: Paul O'Sullivan, Grants Manager

SUBJECT: Council Resolution – CT DOT Highway Safety Grant
2023 Distracted Driving High Visibility Enforcement

DATE: September 23, 2022

Attached is a draft resolution authorizing an application to the state Department of Transportation for a Distracted Driving High Visibility Enforcement Grant.

This grant is funded by the National Highway Traffic Safety Administration (NHTSA) and will allow East Hartford officers to participate in grant-funded mobilizations targeting distracted drivers – focusing on motorists who choose to ignore Connecticut's hand-held mobile phone ban.

I have attached a fact sheet from Advocates for Highway and Auto Safety that explains the problem in more detail.

For FY 2023, the Town is eligible for a grant of up to $34,627.19. This one grant will be used to fund two mobilizations, one in October, 2022 and one in April, 2023. There is no matching requirement for this grant.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on October 4, 2022. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director
Lt. Paul Neves, EHPD

TOWN COUNCIL RESOLUTION
GRANT INFORMATION FORM

Grant Description: FY 2023 Distracted Driving High Visibility Enforcement Grant

Funder: CT DOT

Amount: Up to $34,627.19

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

First year received:	2015		
Last 3 years received:	2022	2021	2020
Funding level by year:	$30,000	$30,000	$30,000

Is a local match required? ☐ Yes ☒ No

If yes, how much? Not applicable

From which account? Not applicable

Grant purpose: Grant will allow qualifying Connecticut police forces to participate in grant-funded overtime enforcement of anti-distracted driving laws.

Results achieved: Decrease traffic accidents involving distracted drivers.

Duration of grant: October 15, 2022 to April 30, 2023.

Application Status: Under development

Meeting attendee: Lieutenant Paul Neves, x7616

Comments: This is one grant funding two mobilizations, one in October, 2021 and one in April, 2022

U DRIVE. U TEXT. U PAY.

Fact Sheet — Enforcement

Texting and other forms of messaging while driving are real dangers on America's roads. While distracted driving can take many other forms, these texting behaviors have become one of the most pervasive forms of distracted driving.

Staggering Statistics

- According to NHTSA, between 2012 and 2019, approximately 26,000 people died in crashes involving a distracted driver. While fatalities from motor-vehicle crashes decreased slightly from 2018, distraction-related fatalities increased by 10%.
- NHTSA reports that the number of deaths linked to driver distraction was 3,142 nationwide, or almost 9% of all fatalities in 2019. This represents a 10% increase over the year 2018, or 284 more fatalities. The distraction figure was the largest increase in causes of traffic deaths reported for 2019.
- Distracted-driving crashes accounted for 15% of injury crashes and 14% of all police-reported motor vehicle traffic crashes in 2019.
- Texting while driving has become an especially problematic trend among younger drivers. In fact, 9% of drivers 15 to 19 years old involved in 2019 fatal crashes were reported as distracted. This age group has the largest proportion of drivers who were distracted at the time of the fatal crashes.
- According to NHTSA research from 2017, young drivers 16 to 24 years old have been observed using handheld electronic devices while driving at higher rates than older drivers have since 2007.
- In 2019, there were 566 nonoccupants (pedestrians, bicyclists, and others) killed in crashes involving a distracted driver.

Safety Tips for Driving

- If you are expecting a text message or need to send one, pull over and park your car in a safe location. Once you are safely off the road and parked, it is safe to text.
- Designate your passenger as your "designated texter." Allow them access to your phone to respond to calls or messages.
- Do not engage in social media scrolling or messaging while driving.
- Struggling to not text and drive? Activate your phone's "Do Not Disturb" feature, or put your cell phone in the trunk, glove box, or back seat of your vehicle until you arrive at your destination.

Put Your Phone Away or Pay

- When you get behind the wheel, be an example to your family and friends by putting your phone away. Just because other people do it doesn't mean texting and driving is

"normal" behavior. Instead, it's a selfish, deadly and, oftentimes, illegal activity that could kill you, a loved one, a friend, or a stranger.

- In 48 states, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands, texting while driving is an illegal, ticketable offense. You could end up paying a hefty fine, and get points on your license.
- If you see someone texting while driving, speak up. If your friends text while driving, tell them to stop. Listen to your passengers: If they catch you texting while driving and tell you to put your phone away, put it down.
- Remember, when you get behind the wheel, put your phone away. *U Drive. U Text. U Pay.*

For more information, visit www.trafficsafetymarketing.gov/get-materials/distracted-driving/u-drive-u-text-u-pay.

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 4th day of October, 2022.

RESOLUTION

WHEREAS, the State of Connecticut Department of Transportation (CT DOT) and the National Highway Traffic Safety Administration (NHTSA) are offering grant funds to municipal police departments to participate in the FY 2023 Distracted Driving High Visibility Enforcement Campaign; and

WHEREAS, this campaign will focus on motorists who choose to ignore Connecticut's hand-held mobile phone ban; and

NOW THEREFORE LET IT BE RESOLVED; That Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by CT DOT and NHTSA as they pertain to the 2023 Distracted Driving High Visibility Enforcement Campaign.

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

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

_____
Jason Marshall, Town Council Clerk

seal

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 23rd, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: APPOINTMENTS: Central Regional Tourism District

Please accept this request to appoint Brittney Cavaliere as a member of the to the Central Regional Tourism District, Inc. Board of Directors to represent the tourism interests of East Hartford.

Central Regional Tourism District Board of Directors

D	Brittney Cavaliere	440 Brewer Street	2022-2025 term

The vacancy on the board occurred following the passing of Frank Collins who represented East Hartford on the Central Regional Tourism District for years.

Brittney is an extraordinary community member and, most recently, is a liaison who runs East Hartford's newly established Welcome Center hours. As a longtime resident and an avid supporter of East Hartford, she will be the perfect candidate to advocate for our community on this board.

Please place these nominations on the Town Council agenda for the October 4th, 2022 meeting.

C: R. Pasek, Town Clerk

Town of East Hartford
Boards and Commissions
Application

Date: 9/19/2022

Name: Brittney N. Cavaliere
Your name exactly as it appears on the E. Htfd. Voter Registration List

Address: 440 Brewer Street **Apt.#** **Zip:** 06118

Home Phone: _____ **Email:** bncavaliere@gmail.com

Cell Phone: 860-402-7612 **Years as an E.Hartford Resident:** 20+

Occupation: Program Management **Employer:** Connecticut Foodshare, Wallingford, CT
Employer/Work Address

Formal Education/Certifications: Master of Public Health

Party Affiliation: **Unafilitated** ☐ **Democrat** ☑ **Republican** ☐ **Minority Party** _____
As it appears on the E. Htfd. Voter Registration List

Name of board or commission you wish to serve on: Central Regional Tourism District Board

Interest statement:
Your reason for being interested in serving our Town in this capacity

I am deeply committed to building community in East Hartford to attract and retain residents. Serving on the Central Regional Tourism District board will help me bring new ideas to town ~~leadership, learn from what others in the region have done or are pursuing, and strengthen~~ relationships between other towns in the region to work together to bring tourism to the region.

List of qulifications that you believe will be an asset to the board/commission on which you wish to serve:

Chair of the East Hartford Alumni Association and Education Foundation; active member of the Democratic Town Committee; youth basketball coach through Parks & Rec; Facilitator of new resident hours at Raymond Library. Additionally, in my role as senior director of strategy at Connecticut Foodshare, I have strong relationship across the region both inside and outside of politics.

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

☑ understand the commitment required for this appointment and have attended at least one meeting of the board/commission I am applying to serve on, and i understand that members who are absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.

☑ understand that I may be required to complete training and/or continuing education.

☑ understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature		Date 09/19/2022	
Please return completed and signed form to:	BCpost@easthartfordct.gov	**or mail to:**	Town of East Hartford Office of the Mayor 740 Main Street East Hartford CT 06108

For internal use only:

Mandatory Qualifications:

Resident_____ T/O_____ C/R_____ T/C_____

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 22, 2022

TO: Richard F. Kehoe, Chair

FROM: Michael P. Walsh

RE: AMUSEMENT PERMIT APPLICATIONS

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 permits to the Town Council agenda for the September 6th, 2022 meeting.

- **Community Meet and Greet- Charity SDA Church**
  - Sunday, October 9, 2022; 1-5 PM at 1535 Forbes St. (Rain date is Oct. 16, same hours).

- **Eastern Medicine Singers Performance –East Hartford Public Library**
  - Saturday, October 16, 2022; 3-4 PM at Raymond Library Lawn

C: S. Sansom, Chief of Police
S. Morgan, Library Director
C. Martin, Chief of Staff

MICHAEL P. WALSH
MAYOR

SCOTT M. SANSOM
CHIEF OF POLICE

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

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: September 23, 2022

Re: **Amusement Permit Application**
"Community Meet and Greet"

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

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

Scott M. Sansom
Chief of Police

MICHAEL P. WALSH
MAYOR

SCOTT M. SANSOM
CHIEF OF POLICE

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

September 23, 2022

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

Re: Outdoor Amusement Permit Application
"Community Meet and Greet"

Dear Chairman Kehoe:

Attached please find the amusement permit application submitted by **General Conference Corporation of Seventh Day Adventist, et al Northeastern Conference Corporation of SDA,** also known as **Charity Seventh-day Adventist Church** (Charity SDA Church) **submitted by Margaret Answer, the Interest Coordinator.** The applicant seeks to conduct **a Community Meet and Greet** on **Sunday, October 9, 2022** from **1:00 pm** to **5:00 pm** on their premises **at 1535 Forbes Street.** The event is open to the community and will have booths with church information showing different programs, a health booth taking blood pressures and partnering with Griffin Health to offer Covid-19 boosters, music, a bouncy house and children in costumes parading on the grounds. They will provide water and prepackaged snacks. The **rain date will be Sunday, October 16th** with the same time.

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 the event is a community event.

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

The **Offices of Corporation Counsel** approves the application as submitted.

The **Office of Risk Management** approves the application as submitted and is **awaiting the Certificate of Insurance from the vendor providing the inflatables for review and approval**.

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

The **Fire Department** approves the application as submitted and state **there are no anticipated costs to their Department**. There will have to be inspections by Fire Marshal for the inflatables prior to event opening **should the Certificate of Insurance be approved**.

The **Public Works and Health Departments** approve the application as submitted and **states there are no anticipated costs to their Departments for this event.**

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

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

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

Respectfully submitted for your information.

Sincerely,

Scott M. Sansom
Chief of Police

Cc: Applicant

Corp Counsel

Rivera, Augustina

From: Gentile, Richard
Sent: Friday, September 16, 2022 2:24 PM
To: Rivera, Augustina
Subject: RE: Revised Application for Community Meet and Greet event

I am OK with this now. Awaiting Chris on Insurance. Rich

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Friday, September 16, 2022 11:57 AM
To: Gentile, Richard <RPGentile@easthartfordct.gov>
Subject: Revised Application for Community Meet and Greet event

Hi Rich,

Attached is the revised application for the Charity Seventh Day Adventist Church event.

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

Risk Mgmt

Rivera, Augustina

From: Sasen, Christine
Sent: Friday, September 16, 2022 3:13 PM
To: Rivera, Augustina
Cc: Hawkins, Mack; Burnsed, Laurence
Subject: FW: Charity SDA COI
Attachments: COI - NEC - Charity SDA Church- Town of East Hartford - Updated - 09-16-2022.pdf

I received the revised COI. Limits and description is ok.

I wanted to point out to Mack that Parade is listed on the COI, but crossed out on application we received. Also, to Laurence that they have Health Booth listed on the COI.

Tina- I will still need COI for bouncy house(s).
Chris

From: Regina L. Tejeda <rtejeda@adventistrisk.org>
Sent: Friday, September 16, 2022 12:53 PM
To: PAMELA Ferguson <pbc123@sbcglobal.net>
Cc: Sasen, Christine <CSasen@easthartfordct.gov>
Subject: RE: Charity SDA COI

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

Hi Pamela,

Attached please find the updated Certificate for Charity SDA Church reflecting the required limits and wording.

Please let me know if further is needed,

Kind regards,

Adventist Risk Management, Inc.

Regina L. Tejeda
Customer Service Specialist
Client Care

301-453-6915 DIRECT
301-453-7063 FAX
rtejeda@adventistrisk.org
https://adventistrisk.org

Inspections and Permits

Rivera, Augustina

From: Cohen, Bruce
Sent: Monday, September 19, 2022 2:26 PM
To: Rivera, Augustina
Subject: Re: Questions on Application-Community Meet and Greet

Yes, thank you!

Bruce Cohen
Supervisor- Building Division
Assistant Building Official
Town Of East Hartford
860-291-7342

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Monday, September 19, 2022 2:24 PM
To: Cohen, Bruce <BCohen@easthartfordct.gov>
Subject: FW: Questions on Application-Community Meet and Greet

Hi Bruce,

Just checking in, were you ok with their response?

T

From: Rivera, Augustina
Sent: Thursday, September 8, 2022 7:05 AM
To: Cohen, Bruce <BCohen@easthartfordct.gov>
Subject: FW: Questions on Application-Community Meet and Greet

From: Margaret Answer <answer1958@gmail.com>
Sent: Wednesday, September 7, 2022 7:02 PM
To: Rivera, Augustina <ARivera@easthartfordct.gov>
Subject: Re: Questions on Application-Community Meet and Greet

Good morning Bruce,

Below is their response to your question regarding the Bouncy house.

Tina

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

On Wed, Sep 7, 2022 at 7:02 PM Margaret Answer <answer1958@gmail.com> wrote:

On Tue, Sep 6, 2022 at 2:34 PM Rivera, Augustina <ARivera@easthartfordct.gov> wrote:

Hi Margaret,

I was asked the following questions, please answer:

1. Inspections and Permits Dept. wants to know if the bounce house needs power and if so where will it get plugged it into?
The bounce house will be plugged into the church outlet inside.
2. Corp Counsel asked for me to confirm the Church's true legal name. Is it Charity Seventh-Day Adventist Church? The application has Charity SDA Church, if it indeed is Charity Seventh-Day Adventist Church please revised the application on question number 3 where you have Charity SDA Church and on page 3 near the signature part where it says Charity SDA Church and change it to Charity Seventh-Day Adventist Church. Please ensure that what the legal name of your church is, is both on the application and on your Certificate of Insurance.
The name on the Certificate of insurance is Charity SDA Church -therefore no change is needed
If I get any other questions or concerns I will contact you, in the meantime, please update the application if indeed the legal name is something other than Charity SDA Church and resubmit to me asap so I can get that approved.
I wil forward the copy of the insurance certificate to you ..

Thank you.

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

Fire Dept

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

Scott Sansom
Chief of Police

Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Sunday, October 9, 2022
Rain Date: Sunday, October 16, 2022

Event: "Community Meet and Greet"

Applicant: **Charity SDA Church, Margaret Answer, Interest Coordinator**

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 Stephen Alsup, Assistant Fire Chief 9/7/2022 Date

Comments:

Fire Dept

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

DATE:
September 8, 2022

APPLICATION FOR:
Community Meet and Greet

APPLICANT:
Charity SDA Church

ADDRESS:
1535 Forbes St
East Hartford, CT 06108

DATE(S) OF EVENT:
October 9th 2022, Rain Date October 16th 2022

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

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

COMMENTS: The Fire Marshal's office will perform any inspection(s) necessary, I.E. Inflatables, on the day of the event.

JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD

Public Works

Scott Sansom
Chief of Police

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

Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Sunday, October 9, 2022
Rain Date: Sunday, October 16, 2022

Event: "Community Meet and Greet"

Applicant: **Charity SDA Church, Margaret Answer, Interest Coordinator**

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

☒ 1. the application be approved as submitted.

☐ 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.

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

☐ Fire Department
☐ Health Department
☐ Parks & Recreation Department
☒ Public Works Department
☐ Corporation Counsel

☒ Anticipated Cost(s) if known $____0_____

Marilynn Cruz-Aponte 9-21-22
Signature Date

Comments:

Health Dept

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

Scott Sansom
Chief of Police

Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Sunday, October 9, 2022
Rain Date: Sunday, October 16, 2022

Event: "Community Meet and Greet"

Applicant: **Charity SDA Church, Margaret Answer, Interest Coordinator**

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

☐ 1. the application be approved as submitted.

☐ 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.

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

☐ Fire Department
☒ Health Department
☐ Parks & Recreation Department
☐ Public Works Department
☐ Corporation Counsel

☐ Anticipated Cost(s) if known $_____

Laurence Burnsed, MPH, MBA 9/21/2022
Signature Date

Comments:

Approved as submitted. Discussed with event coordinator to understand what will be offered at the health booth. They event is partnering with Griffin Health to offer COVID-19 boosters; church members that are nurses volunteered to offer blood pressure checks.

Parks and Rec

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

Scott Sansom
Chief of Police

Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: Sunday, October 9, 2022
Rain Date: Sunday, October 16, 2022

Event: "Community Meet and Greet"

Applicant: **Charity SDA Church, Margaret Answer, Interest Coordinator**

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

x 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
x Parks & Recreation Department
☐ Public Works Department
☐ Corporation Counsel

☐ Anticipated Cost(s) if known $0.00

Ted Fravel 9/21/22

Signature Date

Comments:

Polrce Dept

Rivera, Augustina

From: Hawkins, Mack
Sent: Tuesday, September 13, 2022 7:55 AM
To: Rivera, Augustina
Subject: RE: Outdoor Amusement Permit Application- Community Meet and Greet from Charity SDA Church

Tina,

I have reviewed the Outdoor Amusement Permit Application for "Community Meet and Greet from Charity SDA Church" for 2022. I approve the application as submitted. Please mark the worksheet "***Extra Attention***" for the day of the event.

Thank you,

Mack S. Hawkins
Assistant Chief of Police
East Hartford Police Department
31 School St.
East Hartford, CT 06108
Office 860 291-7597
Serving Our Community with Pride and Integrity

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Tuesday, September 6, 2022 2:12 PM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Cruz-Aponte, Marilynn <mcruzaponte@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Gentile, Richard <RPGentile@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>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: Outdoor Amusement Permit Application- Community Meet and Greet from Charity SDA Church

Good afternoon,

TOWN OF EAST HARTFORD POLICE DEPARTMENT

Michael P. Walsh
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION

Scott M. Sansom
Chief of Police

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

1. Name of Event:
   Community Meet and Greet
2. Date(s) of Event:
   October 9th 2022 1pm-5pm -Rain Date -October 16th 2022, 1pm-5pm
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):
   General Conference Corporation of Seventh Day Adventist, et al
   Norteastern Conference Corporation of SDA
   115-50 merrick Blvd,Jamaica, NY 11434
   Charity Seventh Day Adventist Church , 1535 Forbes Street, East Hartford, CT 06118

   Lead Person- Margaret Answer - Interest Coordinator -860-218-0816
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.

5. List the location of the proposed amusement: (Name of facility and address)
   Charity Seventh Day Adventist Church
   1535 Forbes Street, East Hartford
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
   On the church property on October 9th , 2022 1pm-5pm rain date October 16th, 1pm-5pm
7. Provide a detailed description of the proposed amusement:
   October 9th1pm-5pm, recreational activities for (Bounce House)kids, Health Booth,Pathfinders ~~parade~~ procession (kids in costume)
   (dress on the grounds, other pop up tents with display tables showing the different programs at the church.

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)? music wil be provided 1pm-5pm ,

9. What is the expected age group(s) of participants?
   7 +

10. What is the expected attendance at the proposed amusement:
    (If more than one performance, indicate time / day / date and anticipated attendance for each.)
    300 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:
    300 people on church property

    b. Traffic control and flow plan at site & impact on surrounding / supporting streets:
    participants will be directed to park on church property

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

    d. Noise impact on neighborhood:
    event will end before 6pm

    e. Trash & litter control plan for the amusement site and surrounding community during and immediately after the proposed amusement:
    All trash and litter will be on church property, a team will be assigned to clean up trash

    f. List expected general disruption to neighborhood's normal life and activities:
    Noise , traffic flow

    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:
    No parking first row next to the church building

    b. Provisions for notification of proper authorities in the case of an emergency:
    we will have security to contact authorities

    c. Any provision for on-site emergency medical services:
    Nurse station will be set up

    d. Crowd control plan:
    Once parking lot and middle lawn is full, no more participants will be allowed onto the property

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

f. Provision of sanitary facilities:
Bathrooms will be in the church building

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):

Food:bottle water and manufactured bag snacks -we request a fee waiver as event is open to the community

---

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:

General Conference Corporation of Seventh Day Adventist, etal
Northeastern Conference Corporation of SDA-Charity Seventh Day Adventist Church
(Legal Name of Applicant)

Margaret Answe — (Applicant Signature)

(Printed Name)

9/16/22 (Date Signed)

Interest Coordinator
(Capacity in which signing)

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

FOR OFFICE USE

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

Outdoor Amusement Permit Fees:

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

Total Assessed Amusement Permit Fee

Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 9/16/22 11 :50 AM PM

Time remaining before event: _____ days.

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

CERTIFICATE OF LIABILITY INSURANCE

Date (MM/DD/YYYY): 9/16/2022

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	CONTACT NAME: Regina Tejeda	
Adventist Risk Management, Inc. 12501 Old Columbia Pike Silver Spring, MD 20904	PHONE (A/C, No. Ext): 301-453-6916	FAX (A/C, No):
	E-MAIL ADDRESS: RTejeda@adventistrisk.org	

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: GENCON INSURANCE COMPANY OF VERMONT	10594
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

General Conference Corporation of
Seventh-day Adventists, et al
Northeastern Conference Corporation of SDA
115-50 Merrick Blvd.
Jamaica, NY 11434
Dba Charity SDA Church

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	x COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE x OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
		x		CPP300738-06	08/01/2022	08/01/2023	MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY PRO-JECT LOC						PRODUCTS-COMP/OP AGG	$ 2,000,000
	OTHER							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per Person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						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)

The Town of East Hartford and the East Hartford Board of Education, its officials, employees, volunteers, boards and commissions are additional insured as respects; liability arising out of the use of premises for Community Meet and Greet event with Health Booth, recreational activities for kids and Pathfinders Parade at 1535 Forbes Street, Hartford, CT 06118, on 10/09/2022 – Sponsored by Charity Seventh-day Adventist Church.

CERTIFICATE HOLDER

The Town of East Hartford and East Hartford Board of Education
740 Mains 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

Regina Tejeda

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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:
The Town of East Hartford and East Hartford Board of Education 740 Mains Street East Hartford, CT 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:

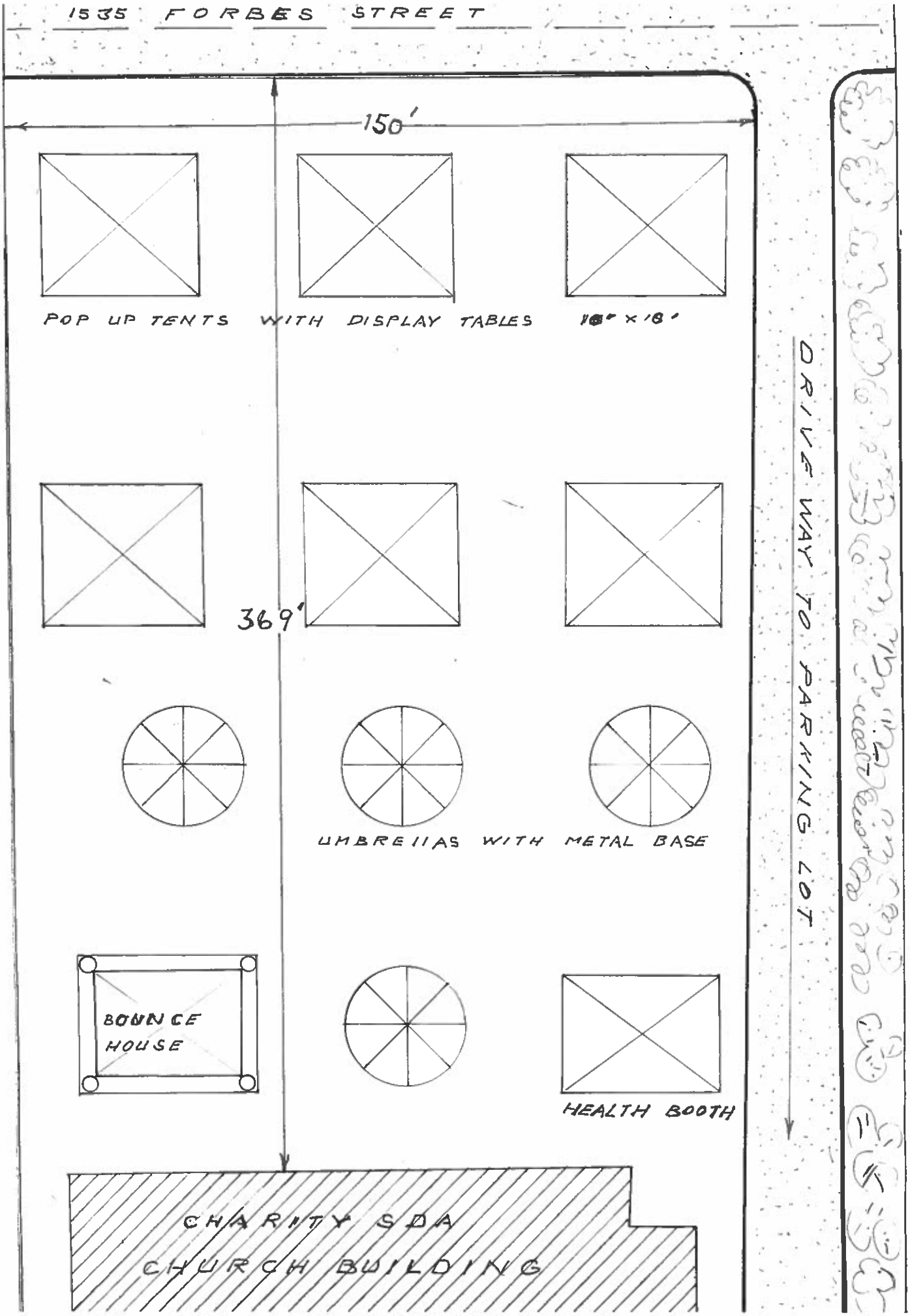
1. Required by the contract or agreement; or

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.

© Insurance Services Office, Inc.


1535 FORBES STREET
150'
POP UP TENTS WITH DISPLAY TABLES 10' × 10'
369'
DRIVE WAY TO PARKING LOT
UMBRELLAS WITH METAL BASE
BOUNCE HOUSE
HEALTH BOOTH
CHARITY SDA
CHURCH BUILDING

MICHAEL P. WALSH
MAYOR

SCOTT M. SANSOM
CHIEF OF POLICE

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

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: September 23, 2022

Re: **Amusement Permit Application**
"Eastern Medicine Singers Performance"

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

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

Scott M. Sansom
Chief of Police

MICHAEL P. WALSH
MAYOR

SCOTT M. SANSOM
CHIEF OF POLICE

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

September 23, 2022

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

Re: Outdoor Amusement Permit Application
"Eastern Medicine Singers Performance"

Dear Chairman Kehoe:

Attached please find the amusement permit application by the **East Hartford Public Library** by **Sarah Kline Morgan, Library Director.** The applicant seeks to conduct the **Eastern Medicine Singers Performance** on the **front lawn of the Raymond Library at 840 Main Street** on **Sunday, October 16, 2022,** at **3:00 PM**. The performance will be in honor of Indigenous Peoples Day sponsored by the East Hartford Commission on Culture and Fine Arts. In inclement weather event will be moved indoors.

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 **Risk Management** approve the application as submitted.

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

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

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

Respectfully submitted for your information.

Sincerely,

Scott M. Sansom
Chief of Police

Cc: Applicant

Risk Mgmt

Rivera, Augustina

From: Sasen, Christine
Sent: Friday, September 16, 2022 12:04 PM
To: Rivera, Augustina
Subject: RE: REVISED Outdoor Amusement Permit Application-Eastern Medicine Singers Performance EH Library

Ok

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Wednesday, September 14, 2022 10:32 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Cruz-Aponte, Marilynn <mcruzaponte@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>
Cc: Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Gentile, Richard <RPGentile@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>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>
Subject: REVISED Outdoor Amusement Permit Application-Eastern Medicine Singers Performance EH Library

Good morning,

This was already pushed thru all of you and approved to go to the Town Council, however, they had to change the date and time so attached is the revised application. This will go to the October 4th Town Council meeting, so if I can have your approvals once again by Tuesday, September 20th, it would greatly appreciated. The event is now taking place on Sunday, October 16th at 3pm versus original date of Saturday, October 1st at 1pm.

Thank you.

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

Corp Counsel

Rivera, Augustina

From: Gentile, Richard
Sent: Wednesday, September 14, 2022 10:33 AM
To: Rivera, Augustina
Subject: RE: REVISED Outdoor Amusement Permit Application-Eastern Medicine Singers Performance EH Library

I have no comments or concerns.

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

860-291-7217
rpgentile@easthartfordct.gov

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

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Wednesday, September 14, 2022 10:32 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Cruz-Aponte, Marilynn <mcruzaponte@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>
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Thank you.

Fire Dept

Scott Sansom
Chief of Police

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

Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **REVISED Sunday, October 16, 2022**

Event: **"Eastern Medicine Singers Performance"**

Applicant: **Sarah Kline Morgan, Library Director**
East Hartford Public Library

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 Stephen Alsup – Assistant Fire Chief 9/19/2022 Date

Comments:

Fire Dept

TOWN OF EAST HARTFORD
FIRE MARSHALS OFFICE
ADMINISTRATIVE REVIEW
Amusement Permit

DATE: September 16, 2022

APPLICATION FOR: Eastern Medicine Singers Performance

APPLICANT Sarah Kline Morgan, Library Director East Hartford Public Library
smorgan@easthartfordct.gov
(860) 290-4340

ADDRESS:
Raymond Library front lawn, 840 Main St. East Hartford, CT 06108

DATE(S) OF EVENT: Sunday, October 16th 1500-1600

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

~~XX~~ 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:

JOHN PELOW
FIRE MARSHAL
TOWN OF EAST HARTFORD

PUBLIC WORKS

Scott Sansom
Chief of Police

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

Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **REVISED Sunday, October 16, 2022**

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Applicant: **Sarah Kline Morgan, Library Director**
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☐ Fire Department
☐ Health Department
☐ Parks & Recreation Department
☒ Public Works Department
☐ Corporation Counsel

☐ Anticipated Cost(s) if known $___0_____

Marilynn Cruz-Aponte 9-21-22
Signature Date

Comments:

Health Dept

Scott Sansom
Chief of Police

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

Michael P. Walsh
Mayor

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Event Date: **REVISED Sunday, October 16, 2022**

Event: **"Eastern Medicine Singers Performance"**

Applicant: **Sarah Kline Morgan, Library Director**
East Hartford Public Library

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☐ Fire Department
☒ Health Department
☐ Parks & Recreation Department
☐ Public Works Department
☐ Corporation Counsel

☐ Anticipated Cost(s) if known $_____

Laurence Burnsed, MPH, MBA — September 14, 2022
Signature — Date

Comments:

Approved as submitted.

Parks and Recreation

Scott Sansom
Chief of Police

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

Michael P. Walsh
Mayor

Administrative Review of Amusement Permit

Event Date: **REVISED Sunday, October 16, 2022**

Event: **"Eastern Medicine Singers Performance"**

Applicant: **Sarah Kline Morgan, Library Director**
East Hartford Public Library

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X 1. the application be approved as submitted.

☐ 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.

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☐ Fire Department
☐ Health Department
X Parks & Recreation Department
☐ Public Works Department
☐ Corporation Counsel

☐ Anticipated Cost(s) if known $0.00

Ted Fravel 9/21/22

Signature Date

Comments:

Police

Rivera, Augustina

From: Hawkins, Mack
Sent: Wednesday, September 14, 2022 3:38 PM
To: Rivera, Augustina
Subject: RE: REVISED Outdoor Amusement Permit Application-Eastern Medicine Singers Performance EH Library

Tina,

I have reviewed the Outdoor Amusement Permit Application for "Eastern Medicine Singers Performance" for 2022. I approve the application as submitted. Please mark the worksheet "***Extra Attention***" for the day of the event.

Thank you,

Mack S. Hawkins
Assistant Chief of Police
East Hartford Police Department
31 School St.
East Hartford, CT 06108
Office 860 291-7597
Serving Our Community with Pride and Integrity

From: Rivera, Augustina <ARivera@easthartfordct.gov>
Sent: Wednesday, September 14, 2022 10:32 AM
To: Burnsed, Laurence <lburnsed@easthartfordct.gov>; Cruz-Aponte, Marilynn <mcruzaponte@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>
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Subject: REVISED Outdoor Amusement Permit Application-Eastern Medicine Singers Performance EH Library

Good morning,

TOWN OF EAST HARTFORD POLICE DEPARTMENT

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

OUTDOOR AMUSEMENT PERMIT APPLICATION

Michael P. Walsh
Mayor

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:
   Eastern Medicine Singers performance

2. Date(s) of Event:
   Sunday, October 16, 3 PM

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):
   Sarah Kline Morgan, library director, East Hartford Public Library
   smorgan@easthartfordct.gov
   860.290.4340

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.
   n/a

5. List the location of the proposed amusement: (Name of facility and address)
   Raymond Library front lawn: 840 Main St., East Hartford, CT 06108

6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
   3:00 - 4:00 PM

7. Provide a detailed description of the proposed amusement:
   The Eastern Medicine Singers will dance and perform music in honor of Indigenous Peoples Day, sponsored by the East Hartford Commission on Culture and Fine Arts.

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

   ✓ Yes No

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

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

10. What is the expected attendance at the proposed amusement:
    (If more than one performance, indicate time / day / date and anticipated attendance for each.)
    50 - 100

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:
    none

    c. Parking plan on site & impact on surrounding / supporting streets:
    Audience members will park in the library parking lot.

    d. Noise impact on neighborhood:
    Minimal

    e. Trash & litter control plan for the amusement site and surrounding community during and immediately after the proposed amusement:
    Existing trash cans on the lawn will provide sufficient capacity

    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:
    Highly accessible: fire station adjacent

    b. Provisions for notification of proper authorities in the case of an emergency:
    Library staff will call EMS if necessary

    c. Any provision for on-site emergency medical services:
    Library staff will call EMS if necessary

    d. Crowd control plan:
    Audience will be spread out on the large lawn

    e. If on town property, the plan for the return of the amusement site to pre-amusement condition:
    Library staff will ensure that the lawn is cleaned up afterwards

f. Provision of sanitary facilities:
Restrooms will be available inside the library

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):

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:

Sarah Kline Morgan
(Legal Name of Applicant)

Sarah Kline Morgan	Sarah Kline Morgan	09.13.2022
(Applicant Signature)	(Printed Name)	(Date Signed)

Library Director
(Capacity in which signing)

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

FOR OFFICE USE

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

Outdoor Amusement Permit Fees:

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

Total Assessed Amusement Permit Fee

Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 9/14/22 9 : 00 (AM) PM

Time remaining before event: 32 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.

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 23rd, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: APPOINTMENTS/ REAPPOINTMENTS: Boards and Commissions

The following name was submitted by the Democratic Town Committee Chair to serve as a full member on the following commission:

Appointments

Commission on Aging

- D – Maryann Larson – 236 Main Street – term to expire 12/22

Commission on Culture and Fine Arts

- D – Amanda Ackley – 63 Garvan Street – terms to expire 12/22

Re-Appointments

Zoning Board of Appeals

- D – Fady El-Hachem – 65 Sedgwick Road – term to expire 12/23

Please place these nominations on the Town Council agenda for the October 4th, 2022 meeting.

C: Michael Walsh, Mayor
C: R. Pasek, Town Clerk

September 23rd, 2022

The Honorable Richard Kehoe, Town Council Chairman
Town of East Hartford
740 Main Street
East Hartford, CT 06108

Re: Appointment and re-appointment to boards and commissions

Dear Chairman Kehoe:

The District Chairs and Vice Chairs of the East Hartford Democratic Town Committee met on September 22nd, 2022, to review applications for the boards and commission listed below.

Appointments:

- **Commissioner, Commission on Aging, Full Member**
  - Maryann Larson, 236 Main Street, East Hartford CT 06118
- **Commissioner, Commission on Culture and Fine Arts, Full Member**
  - Amanda Ackley, 63 Garvan Street, East Hartford CT 06108

Re-appointment:

- **Commissioner, Zoning Board of Appeals, Alternate to Full Member**
  - Fady El-Hachem, 65 Sedgwick Road, East Hartford CT 06108

In accordance with our guidelines, applications were reviewed, and a vote was held. The result of the vote was to endorse and forward to the council the above applications for approval.

Please contact me if you have questions or need additional information.

Respectfully,

Moriah H. Moriarty
Chairman

Cc: Mayor Michael Walsh

Town of East Hartford
Boards and Commissions
Application

Date: 9/22/2022

Name: Fady N El-Hachem
Your name exactly as it appears on the E. Htfd. Voter Registration List

Address: 65 Sedgwick Rd East Hartford **Apt.#** **Zip:**

Home Phone: 860 559 7240 **Email:** Elhachemfady@gmail.com

Cell Phone: 860 559 7240 **Years as an E.Hartford Resident:** 5

Occupation: Special projects supervisor **Employer:** Goodwin University
Employer/Work Address

Formal Education/Certifications:

Party Affiliation: **Unaffiliated** **Democrat** X **Republican** **Minority Party**
As it appears on the E. Htfd. Voter Registration List

Name of board or commission you wish to serve on:

Interest statement:
Your reason for being interested in serving our Town in this capacity

ZBA

List of qualifications that you believe will be an asset to the board/commission on which you wish to serve:

30 plus years in commercial and residential construction

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

X I understand the commitment required for this appointment and have attended at least one meeting of the board/commission I am applying to serve on, and i understand that members who are absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.

X I understand that I may be required to complete training and/or continuing education.

X I understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature		Date	
Please return completed and signed form to:	BCpost@easthartfordct.gov	**or mail to:**	Town of East Hartford Office of the Mayor 740 Main Street East Hartford CT 06108

For internal use only:

Mandatory Qualifications:

Resident_____ T/O_____ C/R_____ T/C_____

Town of East Hartford
Boards and Commissions
Application

Date: September 2, 2022

Name: Maryann C. Larson
Your name exactly as it appears on the E. Htfd. Voter Registration List

Address: 236 Main Street **Apt.#** **Zip:** 06118

Home Phone: 860-569-0859 **Email:** Mary_ann_larson@sbcglobal.net

Cell Phone: 860-899-8593 **Years as an E.Hartford Resident:** 70

Occupation: Retired **Employer:** n/a
Employer/Work Address

Formal Education/Certifications: East Hartford High School/Manchester Community College

Party Affiliation: **Unafilitated** ☐ **Democrat** ☑ **Republican** ☐ **Minority Party** ____
As it appears on the E. Htfd. Voter Registration List

Name of board or commission you wish to serve on: Commission on Aging

Interest statement:
Your reason for being interested in serving our Town in this capacity

I love East Hartford. My mother, children and I were born and raised here. I am a member of The Senior Center, serving on the Advisory Board. I attended some Commission meetings and volunteered for the Senior Picnic. I found the Comission's efforts to enhance the lives of our Seniors is something I want to be part of. I'd also like to work to expand their responsibilities.

List of qulifications that you believe will be an asset to the board/commission on which you wish to serve:

I am a senior. I have a very good relationship with the staff and membership of the Sr.Center. Perhaps because I am elderly, was hearing impaired, have had mobility issues and care for a spouse with severe medical issues, I feel I understand and empathize with other seniors faced with many of these issues. I have worked with the Mayor, Town Council, State and U.S. Representatives, the DOT and my neighbors to try to minimize the adverse effects of Rt. 2

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

☑ I understand the commitment required for this appointment and have attended at least one meeting of the board/commission I am applying to serve on, and i understand that members who are absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.

☑ I understand that I may be required to complete training and/or continuing education.

☑ I understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature Maryann C. Larson Date 9/3/2022

Please return completed and signed form to:	BCpost@easthartfordct.gov	**or mail to:**	Town of East Hartford Office of the Mayor 740 Main Street East Hartford CT 06108

For internal use only:

Mandatory Qualifications:

Resident_____ T/O_____ C/R_____ T/C_____

Maryann Larson

Town of East Hartford
Boards and Commissions
Application

Detrick 4

Date: 10/23/2021

Name: Amanda Bree Ackley
Your name exactly as it appears on the E. Htfd. Voter Registration List

Address: 63 Garvan Street **Apt.#** **Zip:** 06108

Home Phone: (202)270-9038. **Email:**

Cell Phone: **Years as an E.Hartford Resident:** 7 + 18

Occupation: Vet Tech. **Employer:** Vet for Pet 765 Main St East Hartford
Employer/Work Address

Formal Education/Certifications: B.A. Psychology/Biology

Party Affiliation: **Unafilitated** ____ **Democrat** ✓ **Republican** ____ **Minority Party** ____
As it appears on the E. Htfd. Voter Registration List

Name of board or commission you wish to serve on: Culture and Fine Arts

Interest statement:
Your reason for being interested in serving our Town in this capacity
Please see attached document.

List of qulifications that you believe will be an asset to the board/commission on which you wish to serve:

Please see attached document.

In accordance with the Boards and Commissions Appointment Policy and Procedures Ordinances please initial your acknowledgment of the following statements;

✓ understand the commitment required for this appointment and have attended at least one meeting of the board/commission I am applying to serve on, and i understand that members who are absent for 30% or more of regular meetings will be presumed to have resigned from such board or commission.

✓ understand that I may be required to complete training and/or continuing education.

✓ understand that I must be a resident of the Town of East Hartford, have no criminal record considered by the town to be so serious that it should be a disqualification, not be an adversary party to pending litigation against the town, not be in arrears on any town taxes, fines, or other obligations owed to the town.

By submitting this Expression of Interest form and any accompanying resume or other information, you agree to the release of this information to the Mayor, Town Council, the Board or Commission to which you are applying, and to all appropriate Town administrative staff.

Signature Amanda Ackley		Date	
Please return completed and signed form to:	BCpost@easthartfordct.gov	**or mail to:**	Town of East Hartford Office of the Mayor 740 Main Street East Hartford CT 06108

For internal use only:

Mandatory Qualifications:
Resident____ T/O____ C/R____ T/C____

Appoint to the CCFA fill in the Democratic Vacancy.

Interest statement:

Interest statement:

Culture and art are central to a cohesive society. The more interests people have in common with one another, the more community members will look out for their neighbors. Art is a place of free expression that welcomes all types of people. Art is a way to foster communication and empathy. Participating in and attending community cultural and art events encourages neighbors to meet one another. I am interested in doing whatever I can do to create community. As an art enthusiast and parent to budding artists, the Commission of Culture and Fine Arts seems like the perfect niche for me.

List of qulifications that you believe will be an asset to the board/commission on which you wish to serve:

I have participated with East Hartford Summer Youth Festival for the past seven years. (And also way back in the 80s/90s!) I was active in Circle of Life and helped produce the Holiday shows and other events. I have also performed with Cue & Curtain and regularly share my poetry through the East Hartford Public Library readings. I am a bit of a people person and know many local artists. I am well versed in social media and virtual communications. I am involved in the community in a variety of other ways, as well. I volunteer with Protectors of Animals and participate in the library Community Conversations, as well as many other library events. I am the Parent Liason of my childrens' School Governance Council. But, most importantly, I believe in community.

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 22, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: REFERRAL: Refund of Taxes

I recommend that the Town Council approve a total refund of taxes in the amount of $149,975.06 as detailed in the attached listing from our Assistant Collector of Revenue.

Please place on the Town Council Agenda for the October 4th, 2022 Town Council meeting.

Thank you.

C: I. Laurenza, Tax Collector
M. McCaw, Finance Director

INTEROFFICE MEMORANDUM

TO: MICHAEL P WALSH, MAYOR
MCCAW MELISSA, DIRECTOR OF FINANCE

FROM: KRISTY FORAN, ASSISTANT COLLECTOR OF REVENUE

SUBJECT: REFUND OF TAXES
DATE: 9/26/2022

Under the provisions of Section 12-129 of the Connecticut General Statutes, the following persons are entitled to the refunds as requested. The total amount to be refunded is $149,975.06. Please see attached listing. Please place this item on the Town Council agenda for October 4, 2022.

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Int	Over Paid
2021-03-0050142	ACAR LEASING LTD	PO BOX 1990	FORT WORTH, TX 76101	2018/3GNAXVEV1JL321235	0	-269.09
2021-03-0050147	ACAR LEASING LTD	PO BOX 1990	FORT WORTH, TX 76101	2018/1G6KJ5R66JU156096	0	-870.33
2021-03-0050149	ACAR LEASING LTD	PO BOX 1990	FORT WORTH, TX 76101	2019/1GYKNDRS9KZ206030	0	-356.26
2019-03-0050743	ALERIA FRANK J	785 FORBES ST	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-67.50
2020-03-0050685	ALERIA FRANK J	785 FORBES ST	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-67.50
2021-03-0050717	ALERIA FRANK J	785 FORBES ST	EAST HARTFORD, CT 06118-1921	2006/1FMYU94186KC74246	0	-48.69
2021-02-0040210	BANC OF AMERICA L&C LLC	PO BOX 105578	ATLANTA,GA 30348-5578	67 BURNSIDE AVE	0	-14,868.66
2021-01-0001451	BLANCO ANGEL & BENEVIDES CARISSA	111 OAK ST	HARTFORD, CT 06106	14 MELROSE ST	0	-2,372.88
2021-03-0054501	BRUKO ILDA	62 HUCKLEBERRY RD	EAST HARTFORD, CT 06118-3544	2010/1N6AD0CW9AC424511	0	-23.02
2020-03-0055960	CCAP AUTO LEASE LTD	1601 ELM ST STE 800	DALLAS, TX 75201-7260	2018/1C6RR7TT3JS261177	0	-1,044.90
2021-03-0056227	CHARLTON DAMANY A	35 NORTHBROOK CT	EAST HARTFORD, CT 06108-1154	2008/1J8GN58K48W256713	0	-24.02
2021-03-0056817	COLGATE BRUCE D	1600 HOPMEADOW ST APT 33	SIMSBURY, CT 06070	2012/5TFUY5F17CX233232	0	-40.00
2021-03-0057334	CONSALVO AUGUSTUS J	49 TIMBER TRL	EAST HARTFORD, CT 06118-3558	2010/1FDXE4FS9ADA37702	0	-29.18
2021-03-0057786	CRAIG DEANE W	570 57TH AVE LOT 270	BRADENTON, FL 34207	2009/1G6DH577390138125	0	-15.19
2021-03-0058334	DAIMLER TRUST	14372 HERITAGE PARKWAY	FORT WORTH, TX 76177	2018/55SWF4KB9JU253012	0	-562.86
2021-03-0058343	DAIMLER TRUST	14372 HERITAGE PARKWAY	FORT WORTH, TX 76177	2019/WDDSJ4GB2KN740343	0	-770.94
2020-03-0060404	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2018/1GCWGBFP2J1279548	0	-364.50
2020-03-0060405	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2016/5PVNJ8JV4G4S61694	0	-1,016.56
2020-03-0060407	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3N6CM0KN9LK699889	0	-547.20
2020-03-0060408	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3VWC57BU1KM027843	0	-534.60
2020-03-0060409	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3VWC57BU5KM076673	0	-490.05
2020-03-0060410	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1N4BL4BV3KC139160	0	-510.76
2020-03-0060411	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1N4BL4CV2KC143571	0	-449.10
2020-03-0060412	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/5NPD84LF4KH428175	0	-504.46
2020-03-0060413	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3FA6P0CD0KR181419	0	-319.96
2020-03-0060414	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C4RDGCG5KR611955	0	-402.75
2020-03-0060415	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/4T1B11HKXKU216799	0	-618.75
2020-03-0060416	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/KM8K1CAAXKU281973	0	-392.41
2020-03-0060417	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2T1BURHE9KC239332	0	-400.95
2020-03-0060418	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1CN7AP4KL842240	0	-257.40
2020-03-0060419	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5N1AT2MV8LC724269	0	-542.70

2020-03-0060420	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1GKKNULS8KZ248434	0	-840.60
2020-03-0060421	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1GKKNULS4KZ248530	0	-840.60
2020-03-0060422	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1G1FB3DS5K0142471	0	-505.36
2020-03-0060423	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2T3P1RFV8KC003375	0	-752.41
2020-03-0060425	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/KMHD84LF0KU742004	0	-183.29
2020-03-0060426	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/5XXGT4L36KG283315	0	-527.86
2020-03-0060427	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1G1ZD5ST7LF004895	0	-347.41
2020-03-0060428	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1G1ZD5ST4LF004496	0	-289.80
2020-03-0060432	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1G1ZD5ST8LF004100	0	-579.16
2020-03-0060434	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV0LP508008	0	-602.55
2020-03-0060435	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV3LW107126	0	-542.70
2020-03-0060436	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV0LW107570	0	-361.80
2020-03-0060437	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV2LW107683	0	-482.40
2020-03-0060438	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV4LW107460	0	-602.55
2020-03-0060441	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV6LC151904	0	-445.50
2020-03-0060442	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV4LC151836	0	-445.50
2020-03-0060447	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV2LC151916	0	-556.20
2020-03-0060449	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV5LN302462	0	-500.85
2020-03-0060452	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV0LW107603	0	-421.65
2020-03-0060454	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV3LW107692	0	-482.40
2020-03-0060455	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV9LW107597	0	-301.50
2020-03-0060456	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV5LW107581	0	-482.40
2020-03-0060458	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4AA6CV2LC362688	0	-582.76
2020-03-0060459	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3GNAXUEV4LL149568	0	-656.10
2020-03-0060460	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3GNAXUEV8LS531799	0	-787.50
2020-03-0060463	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV6LN302499	0	-612.45
2020-03-0060464	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV0LN302434	0	-166.94
2020-03-0060467	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV6LC150607	0	-389.25
2020-03-0060468	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV4LN302498	0	-55.34
2020-03-0060470	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AY2NC3L9615173	0	-1,025.10
2020-03-0060473	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV5LN302428	0	-445.50
2020-03-0060474	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV3LN302489	0	-389.25
2020-03-0060476	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5N1AT2MV2LC724106	0	-723.60
2020-03-0060477	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5N1AT2MV1LC723755	0	-361.80
2020-03-0060478	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5N1AT2MV2LC723960	0	-482.40
2020-03-0060479	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5N1AT2MV7LC724506	0	-602.55
2020-03-0060480	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5N1AT2MV6LC724190	0	-421.65
2020-03-0060481	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5N1AT2MV6LC723251	0	-301.50
2020-03-0060482	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV7LW107484	0	-602.55
2020-03-0060485	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV5LW107743	0	-602.55
2020-03-0060486	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JN8AT2MV1LW107951	0	-542.70
2020-03-0060490	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV5LP512992	0	-240.74
2020-03-0060492	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV7LP512878	0	-240.74

2020-03-0060494	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV0LP512429	0	-542.70
2020-03-0060495	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV3LP512750	0	-301.50
2020-03-0060496	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV6LP512449	0	-361.80
2020-03-0060497	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV4LP512594	0	-421.65
2020-03-0060498	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV5LP512751	0	-482.40
2020-03-0060500	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV1LP513136	0	-482.40
2020-03-0060501	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MVXLP513071	0	-602.55
2020-03-0060502	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV1LP513251	0	-59.84
2020-03-0060503	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV6LP513133	0	-482.40
2020-03-0060504	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MVXLP513264	0	-482.40
2020-03-0060505	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV6LP513259	0	-602.55
2020-03-0060507	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV7LP513206	0	-421.65
2020-03-0060509	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV1LP512780	0	-663.30
2020-03-0060512	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3KFBDM4L0732501	0	-580.50
2020-03-0060513	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3KFBDM1L1725449	0	-497.70
2020-03-0060514	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3KFBDM0L1730982	0	-829.36
2020-03-0060515	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3KFBDM4L0729792	0	-664.21
2020-03-0060517	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3KFBDM5L0726612	0	-995.86
2020-03-0060519	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3KFBDM6L0727123	0	-829.36
2020-03-0060520	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C4RDGCG0KR775856	0	-301.95
2020-03-0060523	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4BV1LC193042	0	-333.90
2020-03-0060526	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C3CDXBG2KH760132	0	-753.76
2020-03-0060536	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1C4PJMDX7LD531364	0	-775.80
2020-03-0060539	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C4RDGCG8KR783400	0	-252.00
2020-03-0060542	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C4RDGCG7KR797756	0	-402.75
2020-03-0060547	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1VWSA7A38LC008354	0	-392.85
2020-03-0060550	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1VWSA7A36LC008823	0	-449.55
2020-03-0060552	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1CN7APXKL839746	0	-294.75
2020-03-0060553	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3FA6P0CD1KR150776	0	-480.16
2020-03-0060554	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3TCBDY5L0404326	0	-1,252.36
2020-03-0060562	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/2T3P1RFV3LC079653	0	-802.80
2020-03-0060563	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3KFBDM9L0725169	0	-995.86
2020-03-0060564	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JM3KFBDM9L0734504	0	-747.01
2020-03-0060565	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3KPC24A67LE104868	0	-205.20
2020-03-0060567	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3KPC24A69LE104841	0	-163.80
2020-03-0060570	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KM8K1CAA7LU461171	0	-650.70
2020-03-0060571	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KM8K1CAA3LU463094	0	-596.70
2020-03-0060572	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KM8K1CAA1LU463045	0	-216.44
2020-03-0060573	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/5NPD84LF7KH427540	0	-458.56
2020-03-0060575	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/2T3P1RFV9LC077230	0	-643.05
2020-03-0060576	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/2T3P1RFV6LC078139	0	-802.80
2020-03-0060583	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KM8K1CAA4LU455439	0	-650.70
2020-03-0060585	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2018/2T1BURHE6JC989446	0	-406.81

2020-03-0060586	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3KPC24A36KE050158	0	-414.91
2020-03-0060587	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1N4BL4BV3KC165984	0	-459.91
2020-03-0060588	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/KNMAT2MV8KP514153	0	-497.25
2020-03-0060589	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/JA4AT3AA6KZ029449	0	-406.35
2020-03-0060590	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1N4BL4EV8KC194375	0	-540.91
2020-03-0060591	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3FA6P0RU9KR180194	0	-463.50
2020-03-0060593	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1AB7AP5KY282151	0	-376.21
2020-03-0060596	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1CN7AP8KL839020	0	-331.20
2020-03-0060597	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1AB7AP5KY322129	0	-292.51
2020-03-0060598	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/KM8J2CA48KU941396	0	-641.26
2020-03-0060601	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1AB7AP4KY303636	0	-376.30
2020-04-0082611	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/JN1BJ1CR6KW348216	0	-109.71
2020-04-0082613	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4CV4LN310552	0	-60.93
2020-04-0082640	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/1N4BL4DV2MN310632	0	-267.21
2020-04-0082668	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3KPC24A65ME131410	0	-40.73
2020-04-0082870	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF0LH624101	0	-237.55
2020-04-0082871	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3C4NJDCB3MT512271	0	-647.14
2020-04-0082872	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C3CDZAGXKH691249	0	-458.32
2020-04-0082873	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1N4BL4BV3KC245317	0	-409.41
2020-04-0082874	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5N1AT2MV2LC702140	0	-301.95
2020-04-0082875	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF2LH626898	0	-379.98
2020-04-0082876	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF6LH630419	0	-379.98
2020-04-0082877	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1N4BL4EV3KC207887	0	-255.96
2020-04-0082878	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4CV4LC175522	0	-489.55
2020-04-0082879	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4EV3LC137471	0	-460.93
2020-04-0082880	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3FA6P0D92LR116857	0	-412.65
2020-04-0082881	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3FA6P0D93LR130833	0	-550.48
2020-04-0082882	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4EV2LC130494	0	-460.93
2020-04-0082883	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5XXGT4L3XLG387999	0	-388.80
2020-04-0082884	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4EV7LC122407	0	-197.68
2020-04-0082885	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3C4NJCCB5MT531477	0	-384.88
2020-04-0082886	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/5YFEPMAEXMP186211	0	-373.14
2020-04-0082887	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1CN7AP8KL846548	0	-137.75
2020-04-0082888	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5XXGT4L31LG381444	0	-194.40
2021-03-0060423	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/KMHD84LF0KU742004	0	-479.44
2021-03-0060662	EAN HOLDINGS LLC CAMRAC LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/1N4BL4DV2MN310632	0	-577.14
2021-03-0062422	FONG PETER H	191 GREAT HILL RD	EAST HARTFORD, CT 06108	2002/1GTEK14V12E146974	0	-18.80
2021-01-0005367	GARRETT NORMAN G & SHIRLEY	58 JEFFERSON LA	EAST HARTFORD, CT 06118	58 JEFFERSON LN	0	-900.00
2021-02-0040513	HERRERA MINI MARKET	1071 BURNSIDE AVE	EAST HARTFORD, CT 06108	1071 BURNSIDE AVE	0	-114.56

2021-03-0066377	HONDA LEASE TRUST	PO BOX 1027	ALPHATETTA, GA 30009	2019/2HGFC2F80KH536277	0	-317.37
2021-03-0066828	HYUNDAI LEASE TITLING TRUST	PO BOX 4747	OAKBROOK, IL 60522	2021/KM8J3CAL7MU377361	0	-663.20
2021-03-0068030	JUNIOR LOPEZ FIGUEROA LLC	516 BURNSIDE AVE	EAST HARTFORD, CT 06108	2002/2T1BR12E92C577146	0	-72.94
2021-03-0068998	LACHANCE JOAN & PAUL C JR	94 MADISON ST	EAST HARTFORD, CT 06118	2002/2G1WH55K229287305	0	-25.27
2021-03-0068999	LACHANCE JOAN & PAUL C JR	94 MADISON ST	EAST HARTFORD, CT 06118	2002/1GKDT13S322266670	0	-13.38
2021-03-0070645	LUNA ESPERANZA	33 RECTOR ST	EAST HARTFORD, CT 06108	2011/5TDKK3DC4BS136897	0	-234.04
2020-03-0071910	MAY-RILEY RENEE **MAY-FORD YVONNE-POA**	26160 GRAND PRIX DR	BONITA SPRINGS, FL 34135	2009/4T1BE46K89U393967	0	-31.95
2021-99-0009164	MILLS ANTHONY	34 DEERFIELD CT	EAST HARTFORD, CT 06108	PKT AX28024	0	-90.00
2020-03-0074280	NETUPSKI EDWIN S JR	73 SPARROWBUSH RD	EAST HARTFORD, CT 06108	2010/1FMCU9DG7AKB54381	0	-100.12
2021-03-0074300	NETUPSKI EDWIN S JR	73 SPARROWBUSH RD	EAST HARTFORD, CT 06108	2010/1FMCU9DG7AKB54381	0	-146.72
2021-02-0041143	NOVITEX ENTERPRISE SOLUTIONS INC	300 FIRST STAMFORD PL 2ND FL W	STAMFORD, CT 06902	VARIOUS	0	-311.89
2021-03-0075705	ORTIZ-BRUCELAS JUAN J	446 MAIN ST 401	EAST HARTFORD, CT 06118	2020/JA4AZ3A3XLZ006886	0	-97.26
2021-01-0011410	RIDGEWOOD HOLDINGS **ATTN: POMA ANDREW**	40 ROUTE 59	NYACK,NY 10960	20 BURNSIDE AVE	0	-58,688.02
2003-03-0081990	ROBERTS ALICE	23 J AMATO DR	SOUTH WINDSOR,CT 06074	1996/1J4EZ58S5TC152674	-645.86	-325.06
2021-03-0079822	RODRIGUEZ MONICA A	13 SUNNYDALE RD	EAST HARTFORD, CT 06118-3146	2013/1VWBP7A3XDC120699	0	-36.81
2021-03-0080137	ROME EDWARD R ROME LINDA	202 WESTERLY TER	EAST HARTFORD, CT 06118-3458	2008/4T1BE46KX8U737846	0	-87.64
2021-03-0082777	SODERHOLM PAUL M JR	6199 E BROADWAY #118	TUCSON, AZ 85711-4011	2007/JTDKB20UX77611835	0	-83.78
2021-03-0084012	THOMAS DIANE G	21 RICHARD RD	EAST HARTFORD, CT 06108-2136	2005/2C4GP54L05R601398	0	-12.72
2021-03-0087020	WHITTAKER ROBERT S	41 CROSS ST	WESTERLY, RI 02891	2015/3N1AB7AP5FL660567	0	-15.97
2021-03-0088005	ZIKOSKI LINDA J	PO BOX 578	YORK BEACH, ME 03910	2008/1J4FA54198L512495	0	-24.77
2021-03-0088006	ZIKOSKI LINDA J	PO BOX 578	YORK BEACH, ME 03910	2012/JTDKTUD32CD510956	0	-14.96
SUBTOTAL					**-645.86**	**$ (149,329.20)**
TOTAL						**$ (149,975.06)**

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: September 30, 2022

TO: Richard F. Kehoe, Chair

FROM: Mayor Michael P. Walsh

RE: Teamsters Local #671 Agreement

Please see the enclosed tentative agreement with Teamsters Local #671, ratified on September 27, 2022.

Please place this item on the Town Council agenda for the October 4, 2022 meeting.

C: T. Harris, HR Director
M. McCaw, Finance Director

MICHAEL P. WALSH
MAYOR

TYRON HARRIS
DIRECTOR
OFFICE OF HUMAN
RESOURCES

TOWN OF EAST HARTFORD

740 Main Street
East Hartford, Connecticut 06108

(860) 291-7220

WWW.EASTHARTFORDCT.GOV

September 30th, 2022

The Hon. Richard F. Kehoe & The Hon. Mayor Mike Walsh
740 Main Street
East Hartford, CT 06108

Re: **TEAMSTERS LOCAL #671 (Telecommunicators)**

We reached a tentative agreement with Local **TEAMSTERS LOCAL #671**. Attached is the agreement **TEAMSTERS LOCAL #671, and it was ratified on 9/27/2022**.

Note that for the financials, the Union agreed to 8.5% general wage increases over four years, bi-weekly payroll effective July 1st, 2023. Additionally, effective upon ratification and Town Council approval, all active employees of the Bargaining Unit shall receive a one (1) Premium Pay lump sum payment of seven hundred fifty dollars ($750)

The Town of East Hartford agrees that all members of the Teamsters shall opt out of the Town's insurance plan (including Dental, Vision, Health, Prescription, and Life) and further agrees to pay the Teamster's insurance premium based on the following rates:

In the year 2022-2023,	$11.00 per 40-hour workweek x 52 weeks per employee
In the year 2023-2024,	$11.50 per 40-hour workweek x 52 weeks per employee
In the year 2024-2025,	$12.00 per 40-hour workweek x 52 weeks per employee
In the year 2025-2026,	$12.00 per 40-hour workweek x 52 weeks per employee

Also, effective July 1, 2017, the retiree PPO will be replaced with a High Deductible Health Plan. The HDHP will have deductibles of $1500/$3000. There will be no Town seed. Other Post-Employment Benefits ("OPEB") Effective July 1, 2025, the 1% contribution will increase to 1.25%.

Please let me know if you have any questions or would like to discuss the contract details in an executive session.

Thanks,

AGREEMENT

OF THE PARTIES FOR A

WORKING AGREEMENT

BETWEEN

THE TOWN OF EAST HARTFORD

AND

TEAMSTERS LOCAL #671

(Telecommunicators)

~~**JULY 1, 2019 – JUNE 30, 2022**~~

JULY 1, 2022 – JUNE 30, 2026

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WORKING AGREEMENT
Between
THE TOWN OF EAST HARTFORD
And
TEAMSTERS LOCAL #671

This agreement is entered into by and between the Town of East Hartford, hereinafter referred to as the "Town" and the Teamsters Local #671, hereinafter referred to as the "Union."

ARTICLE I - RECOGNITION

1.0 The Town recognizes the Teamsters Local #671, as the sole and exclusive bargaining agent for the purpose of collective bargaining on matters of wages, hours of employment, other conditions of employment and all other benefits derived through contractual negotiations for all Telecommunications Operator, Public Safety, (hereinafter referred to as employees) excluding: supervisors, professionals, uniformed and investigatory employees of the Police and Fire Departments, and excluding all others excluded by the Municipal Employee Relations Act (MERA).

ARTICLE II - UNION CHECKOFF

2.0 The Town agrees to deduct monthly Union dues on a weekly basis upon receiving a union authorization form (appendix A) in whatever sum is established by the Union as the regular monthly dues required by the local union's by-laws. If, for any reason, a deduction was not made on the payday in which Union dues are to be deducted, a sufficient amount will be deducted in the first pay period in which the employee has sufficient funds due him or her to bring the membership dues up-to-date. The Union provided authorization form is attached hereto as Appendix A and made a part of this Agreement.

2.1 The referenced amounts so deducted provided in 2.0 shall be remitted/mailed to the Union on or before the 7th calendar day of the month following the month for which the deductions were made.

2.2 The Town's obligation to make such deduction shall terminate automatically upon termination of the employee who signed the authorization or upon his transfer to a job not covered by this Agreement.

Employees may elect to opt out of union member status upon a written and notarized letter, submitted to the Town's Human Resources Director, stating their intentions to opt out of member and revoke pay roll deduction.

2.3 During the term of this Agreement, the Town shall furnish the Union with an up-to-date list of employees. When a new employee is hired, the Town shall notify the Union and furnish the Union with the name, date of employment, classification and rate of pay of the new employee. When the employment of an employee terminates, the Town shall notify the Union and furnish the name and date of termination of the employee.

The Union steward will be provided up to 20 minutes on the clock, provided the orientation/training occurs during his/her normal working schedule. Attendance by the steward shall not cause a disruption of operations and the town shall not claim such disruption in a constructive manner to deny the steward the ability to attend such meeting.

2.4 The Town agrees that there will be no lockout of any employee or employees during the life of this Agreement. The Union agrees that during the term of this Agreement, it will not authorize any strike.

2.5 At least one (1) bulletin board shall be reserved at an accessible place for the exclusive use of the Union for posting of official Union notices or announcements within the Police Communications Room.

2.6 The Union agrees that it will indemnify and save the Town harmless from any and all liability, claim, responsibility, damage, or suit which may arise out of any action taken by the Town in accordance with the terms of the dues check-off provisions of this Article, or in reliance upon the authorization described herein, in an amount not to exceed the sum received by the Union on account of the deductions made from earnings of such employee or employees.

2.7 The Town will provide each member of the Union with a copy of this Agreement within thirty (30) days after the signing of this Agreement. A copy of the Personnel Rules and Regulations and Merit System will be made available to each employee upon request with no charge.

ARTICLE III - SENIORITY/LAYOFF/VACANCIES

3.0 The Town shall prepare a list of full-time telecommunicators showing their length of service with the Town and deliver same to the Union on or before December 1st of each year. Upon completion of their probationary period, new employees shall be added to this list.

3.1 a. Seniority shall commence upon the date that the employee begins employment as a Public Safety Telecommunicator in the bargaining unit. The employee's earned seniority shall not be lost because of absence due to illness, pregnancy, maternity leave, bereavement, jury duty, personal leave, or authorized leaves or while eligible for recall. Seniority and seniority rights will not be accrued during unpaid leaves of absence or layoff, but previously accrued seniority rights will not be lost by the employee because of such leave or layoff. When more than one employee is appointed on the same date, seniority shall be determined by their relative positions on the eligibility list, or alphabetically by last name (as of employment date) in the absence of a current eligibility list.

b. New telecommunicators shall serve a probationary period of six (6) months after completing the training period but no less than one (1) year, and shall have no seniority rights during this period, but shall be subject to all other provisions of this Agreement. The Town may extend such probationary period for up to a maximum of six (6) additional months. The dismissal of a probationary employee during

probationary period shall not be subject to the grievance procedures. All employees who have completed their probationary period shall be full-time employees and shall acquire seniority as of date of their employment. Probationary employees may be evaluated once each month by their department head or their designee.

c. Employees who are promoted shall serve a trial period of three (3) months, which may be extended by an additional three (3) months by the Chief. Management shall return an employee to the former pay grade or position if the employee fails to successfully complete the trial period. Employees may be evaluated once each month during trial period. Reduction in grade shall be only for just cause.

3.4 When a new position or assignment is created within the bargaining unit, the employee with the highest bargaining unit seniority shall be given first opportunity to fill the position, provided he or she has qualified and has demonstrated the capacity to perform the duties of the position or assignment. If he or she refuses, it shall go to the next senior person who has qualified.

3.5 The person appointed to the vacancy or new position and a Union Steward shall be notified, in writing, of the appointment. Notification shall be made not later than forty-five (45) calendar days after the initial posting.

3.6 If no employees in the bargaining unit are qualified, the position may be filled through recruitment of applicants from outside the bargaining unit.

3.7 Layoffs are permitted when an appointing authority, with the approval of the Mayor, deems it necessary by reason of lack of work or funds, the abolition of the position, material change in the duties or organization which are outside the employee's control and which do not reflect discredit of the service of the employee. Positions in this bargaining unit may be abolished upon recommendation of the Mayor and approval of the Town Council.

3.8 a. In the event of a layoff, the employee shall be given at least two (2) weeks' notice in writing, and the layoffs shall take effect as follows:

1. ~~Temporary and Seasonal Employees~~
2. ~~Part-Time Employees~~
3. Probationary Employees

In the event of further layoffs, they shall occur in reverse seniority within the bargaining unit. (Example: The least senior person in his/her classification within the bargaining unit shall be laid off first etc.)

b. Employees who are laid off shall have recall rights for a period of twenty-four (24) months from the date of layoff and only to the classification from which the employee was laid off. The last employee in the classification laid off shall be the first employee recalled to that classification. Employees shall have two (2) weeks from the date the Town sends a notice of recall by certified mail to the employee at their last known address to return to the job, unless there are extenuating circumstances.

c. During the period of layoff the employee shall have the right to receive any insurance benefits listed under Article IX of this labor agreement, subject to the provisions of COBRA, as amended.

3.9 Laid off employees with the most seniority, in the reverse order provided in Section 3.9 of this Article, shall be rehired first and no new employee, full or part-time, shall be hired until all laid off employees have been given an opportunity to return to work.

3.10 An employee shall lose his seniority rights under any of the following circumstances:

a. Resignation.

b. Discharge for just cause.

c. Failure to report to work within two (2) weeks after due notice by the Town to the employee's last known address to return to work after layoff, provided the employee makes known his desire, in writing, to return within five (5) days.

3.11 For all purposes, except layoff, the seniority rights of the Stewards shall be exactly the same as the seniority rights of all other employees. In the event of a layoff, the Stewards will have super seniority during their term of office.

ARTICLE IV - HOURS OF WORK AND OVERTIME

4.0 a. Telecommunicators shall work a schedule of five (5) consecutive days on duty followed by two (2) consecutive days off duty, with the exception of agreed shift changes.

b. The work day shall be eight (8) hours, with one-half (½) hour paid meal break. The meal break may be combined with one fifteen (15) minute break per Section 10.1. The meal break shall not be taken during either the first or last hour of the employee’s shift.

4.1 a. Hiring of overtime shifts shall be fairly distributed within the Bargaining Unit to all qualified members. Hiring of overtime shifts will be distributed equally with an agreed upon method of hiring between the Bargaining Unit members and the Department Head.

b. Overtime work, when required, will be offered to qualified full-time employees within the bargaining unit only.

c. When overtime is required to fill a vacant shift or fill other demands of public service, all eligible employees shall first be polled for voluntary acceptance of the opening. If no volunteers are found, the vacant shift shall be split into two (2) four-hour segments. The on-duty Telecommunicator with the least number of total overtime hours during the calendar year shall be required to extend his/her shift by four hours to fill the first portion of the vacant shift. The second portion of the vacant shift shall be filled by the employee scheduled for the succeeding shift who has the least number of total overtime hours during the calendar year. In the event

that employee cannot be contacted, the next scheduled employee on the successor shift with the least number of total overtime hours shall be called, until the position is filled. Seniority, from least to most, shall be used to determine eligibility in the event of equality of total overtime hours.

d. Employees may voluntarily work sixteen (16) consecutive hours in conjunction with a mandatory eight (8) hour rest period, however, no employee shall be ordered to work in excess of twelve (12) consecutive hours except that if no employee from the successor shift can be contacted, the employee from the preceding shift may be required to work the full shift. However, if an employee has received a 4-hour order-in for the preceding shift or subsequent shirt, that employee shall be the last employee considered for the succeeding/proceeding shift. In no case shall an employee be required to work more than sixteen (16) consecutive hours.

e. If an employee has worked twenty-four (24) hours of voluntary or involuntary overtime in five (5) consecutive calendar days, he/she will not be eligible to be ordered in for involuntary overtime in the five (5) day work period.

4.2 a. Telecommunicators shifts are as follows:

A Squad	23:30 hours to 07:30 hours
B Squad	07:30 hours to 15:30 hours
C Squad	15:30 hours to 23:30 hours

SEE APPENDIX B FOR ROTATION OF THIS SCHEDULE

Employees shall be paid an hourly differential of ten percent (10%) of their hourly base rate for each hour that they work on third shift. The third shift differential shall apply to all hours paid or worked, including temporary assignments to third shift.

b. Overtime at the rate of one and one-half (1.5) times the regular hourly rate shall be paid for each quarter hour or more worked in excess of eight (8) hours per day or in excess of forty (40) hours per week. Overtime will be paid at double time rate when it is performed on the holidays listed below.

Contractual Holidays:

New Year's Day	January 1st
Martin Luther King Birthday	Federal Observance
Lincoln's Birthday	Federal Observance
Washington's Birthday	Federal Observance
Good Friday	Federal Observance
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	Federal Observance
Columbus Day	Second Monday of October
Veteran's Day	Federal Observance
Thanksgiving Day	4th Thursday in November
Christmas Day	December 25th

c. For the purposes of pay computation, the pay period begins on Sunday and ends the following Saturday.

d. The Town shall have the right to require overtime work consistent with the needs of public safety and service. When conditions require the prompt and urgent mobilization of public safety employees to respond to emergencies (including but not limited to fires, floods, natural disasters, strikes and demonstrations), the Chief of Police shall have the right to order a full or partial mobilization of Telecommunicators without regard to any method of equalization of employee overtime or any overtime rotational hiring scheme or method.

4.3 Until a probationary employee has completed required training and has been certified by the Chief to work independently, the employee shall not be eligible for overtime shifts, nor subject to ordering in.

4.4 Compensatory time shall not accumulate to more than twelve (12) working days, or ninety-six hours. Compensatory time off will be taken at the mutual convenience of the employee and the department head, as far as practical. In the case of conflict, the department head taking into account seniority will have the final authority, subject to the provisions of the Grievance Procedure.

Compensatory time may be accrued at the employee's discretion at the rate of one and one-half (1-1/2) hours for each hour of overtime worked subject to the following rules:

1. Maximum accrual twelve (12) days (96 hours)

2. Any employee who reaches the maximum of 96 hours will thereafter be paid overtime for any work in excess of 8 hours per day or 40 hours per week for as long as he/she has 96 hours compensatory time accrued.

3. No employee's accrual will be allowed to exceed the 96 hour limit.

4.5 Any employee called in to work outside the regular schedule shall be guaranteed a minimum of four (4) hours work, or pay for actual time worked if by mutual agreement.

4.6 Shift Swaps will be administered according to the following procedures:

a. All exchanges must be requested in advance in writing and be approved or disapproved by the Chief or his/her designee.

b. Once a swap has been approved, the responsibility for the shift rests with the employee now scheduled to work. If the employee(s) becomes ill and cannot work, he/she shall be charged with the sick time deduction and the shift will be processed as any other open shift. Any and all types of approved time off will be deducted from the employee taking responsibility for the shift.

ARTICLE V - HOLIDAYS

5.0 Bargaining unit members will receive a lump sum equivalent to seven percent (7%) of their

base salary as holiday compensation. This lump sum payment will be based upon the rates of pay effective on December 1 and shall not become part of base pay.

The seven percent (7%) lump sum holiday compensation will be paid annually in the first pay period in December.

The seven (7%) percent lump sum holiday compensation shall be prorated on a monthly basis for bargaining unit members who are hired or who voluntarily separate from employment during the course of the year, regardless of the specific date on which such hiring or voluntary separation occurs. For example, if an employee works 6 of the 12 contractual holidays he/she would be compensated 6/12th (i.e., ½) of the lump sum holiday compensation. For purposes of this Section, termination during an employee's probationary period shall not constitute involuntary separation barring the employee from receiving the prorated holiday compensation.

5.1 Any unanticipated holiday or day of mourning declared by the Mayor and celebrated by all other Town employees, other than Board of Education employees, in the form of time off with pay, shall be granted to the members of this bargaining unit by payment of an additional day's pay.

ARTICLE VI - VACATIONS

6.0 a. All full-time employees shall be entitled to vacation leave with pay, however, vacation time shall not be granted to any new employee with less than six (6) months of service with the Town. Upon appointment, new employees will accrue vacation time at .83 days per month of service. Any unused vacation time accrued prior to the first January 1st will be posted as the employee's annual accrual on the first January 1st following appointment. Following the first January 1st, employees will no longer accrue vacation time monthly and shall accrue vacation time as outlined below. Upon reaching January 1st following one full year of service, employees shall accrue vacation time on January 1st in the following manner:

Number of Full Years of Service to be Completed Within the Calendar Year	Number of Vacation Days
Following 1 Full Year to 4 years	10
5 through 9 years	15
10 through 14 years	20
15 years	21
16 years	22
17 years	23
18 years	24
19 or more years	25

6.2 Requested vacation periods will be granted by the Deputy Chief or his/her designee with due consideration to both the wishes of the employee and the public safety and public service needs of the Department.

6.3 Vacation requests submitted prior to March 1st of each year shall be processed in the following manner:

Priority will be given to vacation requests which exceed four (4) work days. Priority will then be given to seniority (i.e., in order to exercise seniority, a senior employee must request more than four days if the same days have been requested by a junior employee requesting more than four days). In all other cases, seniority shall prevail. A master calendar indicating approved vacations shall be posted no later than March 15th of each year. Vacation requests submitted on or after March 1 shall be processed on the basis of (1) date of submission, (2) duration (3) seniority.

6.4 When an employee has no sick leave available, he/she may elect to use vacation leave as sick leave.

6.5 When an employee is separated from Town service, he/she shall be paid his/her pro-rata accumulated vacation leave and compensatory time to a maximum of forty (40) vacation days and ~~ten (10)~~ twelve (12) compensatory days. In the event of an employee's death, such payment shall be made to his/her dependent survivor or estate if there is no dependent survivor. Such payment will be made within two (2) weeks of the date of the employee's death, in a lump sum, provided it does not cross the fiscal year. In the event that it does cross the fiscal year, payment will be made in two (2) installments.

6.6 The maximum accumulation of vacation leave permitted is fifty (50) days; however, no vacation beyond forty (40) days will be paid by the Town at retirement or separation. No vacation leave may be used during the sixty (60) days prior to retirement.

6.7 Once vacation leave is granted, such leave shall not be canceled unless there exists a demonstrated need resulting from an actual or imminent public safety emergency.

6.8 In the event of illness of a minimum of two days during an employee's vacation period, the employee shall be given the option of charging the sick days to his/her sick time provided a doctor's note is given to the department head.

6.9 Employees shall have the opportunity to purchase, via weekly payroll deductions, up to five (5) additional vacation days per calendar year. The Authorization for Payroll Deduction Form (Appendix F) for the Prepaid Vacation Program must be received in Human Resources, Town Hall, no later than 4:30 p.m. on December 15th of each year to be eligible for Prepaid Vacation for the coming calendar year.

ARTICLE VII - LEAVE PROVISIONS

Section 7.0: Sick Leave:

All employees shall earn paid sick leave at the rate of 1-1/4 days per month with no maximum on accumulation. Sick leave with pay may only be used for the employee's recovery from personal illness or injury, or to permit the employee's absence for a reasonable period to make arrangements to care for a member of the immediate family.

a. Accrual of earned sick leave credits will continue while employees are absent from work

due to vacation, injury, or illness, except for unpaid leave.

b. In exceptional cases, the Human Resources Director, with the advice of the department head, may grant additional sick leave with pay. Requests for such additional sick leave shall be in writing and signed by the employee, when possible.

c. Sick leave with pay will not be granted for recuperation from illness or injury which is directly traceable to employment by another employer.

d. Two accrued sick days may be taken as sick/personal days at a minimum of one-quarter (1/4) day segments for personal business or appointments that must be conducted during working hours. Use of this time will not interrupt the earning of Earned Days (see 7.0g below).

e. It shall be the responsibility of the employee to notify the department or division head in advance of sick leave usage, if possible, and in any event not later than one hour prior to the commencement of the shift. If the absence exceeds five (5) working days, or when an employee's attendance shows frequent or habitual absence because of claimed sickness, the employee shall provide the department head with a doctor's certificate on the approved form (Appendix D) within three (3) working days unless there are extenuating circumstances that prevent the doctor, APRN or Physician's Assistant from providing such certificate within that time period.

f. It shall be the responsibility of the department head to maintain accurate up-to-date leave records for his/her employees. Once every calendar year in the month of January, the department head shall notify all employees of the amount of vacation and sick leave to their credit.

g. For every calendar quarter of perfect attendance, an employee shall earn one (1) Earned Day. Maximum accrual of earned days shall be eight (8) days. A continuous absence commencing in one (1) calendar quarter and continuing into another quarter will break the perfect attendance for the initial quarter only. Perfect attendance, for the purpose of this article, shall mean no time taken for tardiness, sick leave, unauthorized leave, authorized leave without pay, or disciplinary suspension. Earned Days shall be used at times mutually agreeable to the employee and department head. Requests for Earned Day usage shall not be unreasonably denied. The Town will not provide payment to any employee who wishes to cash in unused earned days upon retirement or voluntary/involuntary termination.

h. If an employee has unused sick leave at the time of his/her retirement, he/she shall be paid in a lump sum for each day of unused sick leave up to a maximum of ninety (90) days.

Section 7.1: Special Leave With Pay:

a. ***Personal Leave:*** Employees shall be entitled to three (3) days personal leave each calendar year to be used at the mutual agreement of the employee and the department head taking into account the staffing needs of the department. Personal leave days requested less than sixteen (16) hours in advance may be granted at the discretion of the Department Head. Personal leave will be approved in the following manner: (1) date of submission, (2) duration, (3) seniority. In the case of conflict, the Department Head taking into account

seniority will have the final authority; subject to the provisions of the Grievance Procedure. These days are non-accumulative from calendar year to calendar year. ~~However, should operating needs require the Department Head to deny usage of any of the three (3) personal leave days, such day(s) shall be carried over and utilized within the first thirty-one (31) days of the following calendar year. Unused carryover personal leave balance as of February 1 will be paid to the employee.~~

b. ***Workers' Compensation:*** The Town will comply with all applicable state legislation relating to Workers' Compensation.

Whenever an employee shall be absent because of a Town service connected injury or occupational disease he/she will be compensated under the provisions of the Workers' Compensation Act. Such absence will not be charged against accrued sick leave. In addition to payments received under the Workers' Compensation Act, any employee with six (6) months of continuous service shall receive a supplemental payment from the Town, equal to the difference between his take-home pay (gross pay less deduction for pension, income tax and FICA) and the payments received under the Workers' Compensation Act for up to one year or maximum improvement, whichever comes first.

Current employees as of the ratification of this agreement shall continue to be eligible for the supplemental payments described above for up to two (2) years in accordance with the terms of the 2010-2013 agreement.

In those cases wherein the disabled employee receives damages or awards through litigation or settlement against third parties, he/she will reimburse the Town for monies received during such absence.

The Corporation Counsel is authorized by the Town to negotiate anything less than the full amount of such reimbursement, subject to approval by the Town Council.

Employees shall report all on-the-job illnesses and injuries, in accordance with Workers' Compensation Laws. The Town shall post prominently a notice designating the authority to which employees shall report illness and injuries.

c. ***Jury Duty:*** The Town agrees to comply with Connecticut General Statutes, as amended from time to time, to determine compensation for employees required to report for jury duty.

d. ***Funeral Leave:*** Three (3) days of special leave with full pay, between the date of death and the date of the funeral inclusive, shall be granted for death in the employee's immediate family. Immediate family, for purposes of this section, is defined as parents, step-parents, grandparents, spouse, brother, step-brother, sister, step-sister, child, step-child, grandchild, son-in-law, daughter-in-law, brother-in-law, sister-in-law, mother-in-law or father-in-law. ~~and any other relative that is domiciled in the employee's household.~~

e. ***Military Leave:*** Employees shall be granted leave with full pay in accordance with the Town's military leave policy with full pay at current base rate for the purpose of attending training camps for Reservists or National Guard members provided:

- Military pay and wages paid by the Town together do not exceed the employee's regular wages, and the Town shall be reimbursed for any overpayment.

- Such summer training periods do not exceed two weeks.

f. ***Education Leave:*** Employees may be granted leave with pay to permit participation in education or training courses which enhance the employee's value to the Town. An advance request for the above leave must be in writing and must have approval of the department head and the Mayor.

Section 7.2: Family Medical Leave:

Employees are covered by the federal Family and Medical Leave Act ("FMLA"). The Town agrees to comply with federal FMLA law.

~~Employees have certain rights and responsibilities under the Federal Family and Medical Leave Act ("FMLA"). These rights and responsibilities are posted on Town bulletin boards and available through the Human Resources Department. If the employee has questions concerning FMLA, he/she should contact the appropriate supervisor, manager, or Human Resources Department.~~

~~The Town will comply with all of the terms of FMLA. These terms include but are not limited to the following:~~

~~a. Pursuant to FMLA, employees may choose, or the employer (i.e. Town) may require the employee to use, accrued paid leave to cover some or all of the FMLA leave taken. In addition, employees may choose, or employers may require (unless it violates any workers' compensation law) the substitution of accrued paid vacation or accrued paid personal leave for any of the situations covered by FMLA. Notwithstanding the above, the employee has the right to retain 2 weeks of accrued paid vacation time.~~

~~b. To qualify for FMLA leave, employees requesting such leave must explain the reason for the leave in writing or verbally to their department head so that the Town can determine if FMLA-qualified leave will be granted.~~

~~c. The Town may require medical certification to document the reason for the leave, where provided by law.~~

~~d. The Town will notify the employee in writing before the leave begins that the leave has been designated as FMLA leave and will be deducted from the allowable maximum.~~

~~e. During the period of FMLA-qualified leave, the employee shall retain health benefits at the same level as before the leave. The Town will continue to pay the premiums as before the leave.~~

~~f. Employees, where authorized by law, may be required to provide a "fitness for duty" certification upon return to work~~

Section 7.3: Unpaid Leave of Absence

The Human Resources Director, with advice of the department head, may grant a leave of absence without pay for a period not to exceed one (1) year, provided such leave may not be taken for the purpose of seeking or performing other employment, and provided the employee has previously exhausted all accumulated leave. Requests for such leave shall be made in writing to the Human Resources Director and shall include a statement of the reasons for the leave and proposed length of the leave.

a. During the period of leave without pay, except for military leave, the employee shall not be credited for length of service, and shall not be credited with time for the purposes of accruing sick leave, vacation leave, or Personal Days.

b. Except as provided for in 7.3.d.2 below, an employee shall be reinstated from unpaid leave of absence to any position for which he/she qualified that is comparable to the position the employee last held with the Town, but without any preferred status from his/her prior employment.

c. Any employee who is on an unpaid leave of absence shall not be paid for any holidays or sick leave during the period of absence. Authorized unpaid leaves of absence for one (1) month or less will not be used as a basis for reducing employee benefits or seniority.

d. The Town will comply with the terms of Uniformed Services Employment and Reemployment Rights Act.

1. No employee shall lose any seniority standing because of any military service including service in the National Guard or organized Reserves.

2. Upon returning from extended active military service, an employee shall be reinstated to his former job, or one of like rank, and shall receive credit for the yearly increments awarded, if any, during his/her absence for military service, provided that he/she reports for work within ninety (90) days of his discharge from military service. The Human Resources Director will so notify, in writing, all employees entering extended active duty in the military service.

3. The Town will give credit to the employee for time spent in military service for retirement purposes.

4. The employee's accumulation of sick leave upon leaving for extended active duty in the military service shall be retained to his/her credit when he/she returns.

ARTICLE VIII - WAGES AND BENEFITS

8.0 The compensation plan shall be made a part of this Agreement and attached hereto as Appendix C.

Wages:	~~Retroactive to 7/1/19~~	~~2.0%~~
	~~Effective 7/1/20~~	~~2.0%~~
	~~Effective 7/1/21~~	~~1.25%~~

	Retroactive to 7/1/22	2.5%
	Effective 7/1/23	2%
	Effective 7/1/24	2%
	Effective 7/1/25	2%

8.1 Employees shall advance one step as follows on their anniversary date:

Step 1	Hire
Step 2	1 year
Step 3	2 years
Step 4	3 years
Step 5	4 years

8.2 Employees required to use a privately-owned automobile for the conduct of Town business shall be reimbursed, once a month, for all mileage driven at the published I.R.S. rate.

8.3 No employee will be paid more than the maximum, nor less than the minimum listed for his/her position grade.

8.4 All employees shall be paid by direct deposit and shall receive paperless paycheck stubs by electronic mail. Effective July 1, 2023, employees shall be paid bi-weekly.

8.5 Any employee who is proficient in a second language (Spanish, Polish or Ukrainian only) shall receive a bonus of $400 in the first pay period of December in each year of this agreement. The Town may implement an aptitude test to verify an employee's proficiency in verbally communicating in the second language. The administration and grading of the test shall not be subject to the grievance procedure.

An employee interested in utilizing their ability to communicate in a secondary language while on duty for the benefit of the community must submit a request in writing to the town requesting an evaluation of their ability. The test shall occur within three months of receiving the request. Failure to administer the test shall not result in the employee not receiving the bonus, but if determined later that the employee failed to demonstrate their ability through the administered test shall result in the employee not being eligible for the bonus in that calendar year. If an employee fails to pass the administered test, they may submit another request the following calendar year. Once the employee passes the administered test, they shall be considered eligible for the bonus each year of this agreement.

English shall be considered an employee's primary language in all application and interpretation of this article.

ARTICLE IX - INSURANCE AND PENSION

9.0 *Health Insurance Coverage for Active Employees:* Active employee insurance benefits are outlined in Appendix E.

9.1 *Health Insurance Coverage for Retired Employees*:

a. "Retired employee" shall mean a former employee who was continuously employed by the Town until commencement of a pension benefit, who has met the requirements for a normal or disability retirement as defined by the pension plan. "Vested benefit recipient" shall mean any former employee who terminated service after meeting the requirements for vesting under the pension plan.

b. ~~For employees who retire on or before December 31, 2010, the Town shall provide and pay for upon retirement the Preferred Provided (PPO) Plan with Managed Care provisions and Full Service Prescription Drug coverage.~~ Effective July 1, 2017, the retiree PPO will be replaced with a High Deductible Health Plan. The HDHP will have deductibles of $1500/$3000. There will be no Town seed.

For retirees who reach the age at which they become eligible for Medicare, Parts A and B Supplemental coverage shall be provided in place of the foregoing coverage. Major Medical coverage will be offered provided that the retiree pays 100% of the premium. Employees who retire on or after January 1, 2011 will be subject to the following:

i. Employees who retire at 55 years of age or under will pay 50% of the cost of employee-only insurance coverage until the employee reaches the age at which he or she becomes eligible for Medicare;

ii. Employees who retire at 56 through 59 years of age will pay 25% of the cost of employee-only insurance coverage until the employee reaches the age at which he or she becomes eligible for Medicare;

iii. Employees who retire at 60 through 64 years of age will pay 0% of the cost of employee-only insurance coverage until the employee reaches the age at which he or she becomes eligible for Medicare.

iv. The Town shall cease providing and/or paying for any and all health insurance coverage when the retired employee reaches the age at which he or she becomes eligible for Medicare.

9.2 *Health Insurance Coverage for Retired Employees' Spouses*:

a. The term spouse shall mean the retired employee's husband or wife who shall have been living with the employee as his or her husband or wife at the time of the employee's retirement.

b. ~~For employees who retired between January 1, 1983 and December 31, 2010, inclusive, the Town shall provide and pay for the insurance benefits as described in Section 9.1 b for the retired employee's spouse, under the following circumstances:~~

~~i. The retired employee must attain age 60 before his/her spouse will be eligible for this coverage.~~

~~ii. If the retired employee remarries, the new spouse will not be eligible for this coverage.~~

~~iii. In order for this coverage to be effective, the retired employee must pay to the Town 50% of the monthly premium, as determined by the Town. This premium shall be deducted from the retired employee's monthly pension check. If such deduction is not made continuously from his pension check commencing with his 60th birthday, all coverage to the spouse shall cease and not be reinstated.~~

~~iv. When the retired employee's spouse reaches the age at which he or she becomes eligible for Medicare, the Town will pay 100% of the premium for Parts A and B Supplemental coverage.~~

~~v. When the retired employee dies, all coverage to his/her spouse shall cease, unless such spouse elects to continue this coverage by the deduction of 100% of the monthly premium, as determined by the Town, from his/her pension check.~~

b. For employees who retire on or after January 1, 2010, the Town shall provide for the insurance benefits as described in Section 9.1 b for the retired employee's spouse, under the following circumstances:

i. If the retired employee remarries, the new spouse will not be eligible for this coverage.

ii. Payment for such spousal benefits shall be subject to the following:

- Employees who retire at 55 years of age or under will pay 100% of spousal coverage until the spouse reaches the age at which he or she becomes eligible for Medicare;
- Employees who retire at 56 through 59 years of age will pay 75% of spousal coverage until the spouse reaches the age at which he or she becomes eligible for Medicare;
- Employees who retire at 60 through 64 years of age will pay 50% of spousal coverage until the spouse reaches the age at which he or she becomes eligible for Medicare.
- The Town shall cease providing and/or paying for any and all health insurance coverage when the employee's spouse reaches the age at which he or she becomes eligible for Medicare.

iii. This premium shall be deducted from the retired employee's monthly pension check. If such deduction is not made continuously from his or her

first pension check all coverage to the spouse shall cease and not be reinstated.

iv. When the retired employee dies, all coverage to his or her spouse shall cease, unless such spouse elects to continue this coverage by the deduction of 100% of the monthly premium from his/her pension check.

9.3 Each retiree will be provided with a five thousand dollars ($5,000)-life insurance policy.

9.4 The employee Retirement Plan shall be a part of the Agreement and annexed thereto.

9.5 Other Post-Employment Benefits ("OPEB"). All employees hired on or after July 1, 2020, shall contribute one percent (1.0%) of their annual base pay (not including overtime) towards the Other Post-Employment Benefits ("OPEB") Trust. This employee contribution shall be on a pre-tax basis. Employees required to contribute to the OPEB Trust are not required to make an employee contribution towards employee-only retiree insurance; these employees are, however, required to make contributions towards any spouse and/or dependent insurance. Effective July 1, 2025, the 1% contribution will increase to 1.25%.

ARTICLE X - SAFETY AND HEALTH

10.0 A Safety Committee consisting of two members representing the Union and two members representing the Town shall be appointed and said committee shall meet with the Town to review and recommend safety and health conditions.

a. An advisory committee will be developed upon the signing of this contract which will consist of two (2) Union members and the Chief of Police or his/her designee. This committee will meet monthly at a mutually convenient time and location to discuss matters of mutual interest to include, but not limited to, staffing, policy and procedures of the Communication Center.

10.1 An employee may be away from his/her work station for a maximum of thirty (30) minutes during the workday for breaks. One fifteen (15) minute break may be combined with the meal break.

10.2 The Town shall provide each employee with a proper identification card which will include photo and other data for identification purposes where there is a demonstrated need.

ARTICLE XI - SAVINGS CLAUSE

11.0 If any section, sentence, clause or phrase of this Agreement shall be held for any reason to be inoperative, void, or invalid, the validity of the remaining portions of this Agreement shall not be affected thereby, it being the intention of the parties in adopting this Agreement that no portion or provisions herein shall become inoperative or fail by reason of the invalidity of any other portion or provision and the parties do hereby declare that it would have severally approved of the adopted provisions contained herein, separately and apart

from the other.

ARTICLE XII - MANAGEMENT RIGHTS

12.0 Except as specifically abridged or modified by any provision of this Agreement, the Town will continue to have, whether exercised or not, all of the rights, powers and authority heretofore existing, including but not limited to the following:

Determine the standards of selection for employment; direct its employees; take disciplinary action; issue rules and regulations; maintain the efficiency of governmental operations; determine the methods, means and personnel by which the Town's operations are to be conducted; determine the content of job classifications; exercise complete control and discretion over its organization and the technology of performing its work; and fulfill all of its legal responsibilities. The above rights and prerogatives are inherent in the Town Council and the Mayor by virtue of statutory and charter provisions and cannot be subject to any grievance or arbitration proceeding except as specifically provided for in this Agreement, but the manner of exercises of such rights may be subject to the grievance procedure described in this Agreement.

ARTICLE XIII - GRIEVANCE PROCEDURE

13.0 In order to insure fair and equitable treatment of all employees of the Department, there is hereby established a formal procedure to permit discussion and resolution of all grievances.

a. Definition of a grievance shall be as follows:

1. Discharge, suspension or other disciplinary action.

2. Unequal application of contract provisions.

~~3.~~ ~~Interpretation and application of the rules and regulations and policies of the Police Department.~~

4. Matters relating to the interpretation and application of the articles and sections of this Agreement.

b. The written grievance shall include:

1. A statement of the grievance and facts involved.

2. The alleged violation of a specific provision of this Agreement.

3. The remedy requested.

13.1 Any employee may use this grievance procedure with or without Union assistance. No grievance settlement made as a result of an individually processed grievance shall contravene the provisions of this Agreement.

13.2 Step 1 Any employee who has a grievance shall, within ten (10) calendar days of the occurrence or event giving rise to the grievance, reduce the grievance to writing

and submit it to the Chief, or his designee. The Chief's, or his designee's, decision shall be submitted in writing to the aggrieved employee and his representative, if represented, within fourteen (14) calendar days of receiving the grievance. If this does not resolve the problem, it may be processed to Step 2. At the option of the grievant, grievances involving discharge, suspension or demotion following disposition by the Chief of Police, may be processed beginning with Step 2.

13.3 Step 2 If the grievance has not been settled, it shall be presented in writing to the Human Resources Director within ten (10) calendar days after the decision of the Chief of Police, or his designee, is received. If he so determines, the Human Resources Director, or his designated representative, shall meet with the interested parties no later than ten (10) calendar days after the receipt of the grievance and, in any case, shall render his decision in writing within fifteen (15) calendar days of the receipt of the grievance. If this decision does not resolve the dispute, then the question may be processed to Step 3.

13.4 Step 3 Upon mutual agreement, both parties may petition the State Board of Mediation and Arbitration to appoint a mediator. This request must be made within ten (10) calendar days of the transmittal of the written decision in Step 2. Should mediation fail to resolve the question, then it may be processed to Step 4 within ten (10) calendar days.

13.5 Step 4 Either party may request the State Board of Mediation and Arbitration to provide arbitration services within fifteen (15) calendar days following a decision or recommendation at the preceding step.

a. The decision of the arbitrator shall be final and binding on both parties.

b. The authority of the arbitrator shall be limited to the application and interpretation of this Agreement. He shall have no authority to add or subtract from this Agreement. Nothing in this Agreement shall be interpreted so as to limit the authority of the Superior Court to determine the question of arbitrability.

c. The cost of the arbitration mutually incurred shall be shared equally by both parties. Costs incurred by the parties as individuals shall be borne by the party incurring the cost.

d. Use of AAA. Notwithstanding the foregoing, within ten (10) calendar dates following receipt of notice of filing for arbitration, either party may exercise its right to transfer the arbitration proceedings to the American Arbitration Association (AAA). Arbitration(s) transferred to AAA will be administered by and under the rules of the AAA. The cost of the arbitration mutually incurred shall be shared equally by both parties. Costs incurred by the parties as individuals shall be borne by the party incurring the cost.

e. Expedited Arbitration. The parties may agree to the utilization of an expedited arbitration system following Step 2 for cases of unpaid suspension and any other cases mutually agreed by the parties. Cases designated by the parties to be heard

in expedited arbitration will be scheduled for hearing as agreed to by the parties. A mutually agreed single arbitrator shall be utilized in accordance with the procedures of the contractually provided arbitration forum. All other provisions of this Agreement concerning grievances and arbitration shall apply to expedited cases.

f. Failure by any representative of the Town of East Hartford to take action within the time limit prescribed in this Grievance Procedure shall constitute a denial of the grievance on the last day allowed for such action by the representative of the Town, and the grievant or the Union shall be permitted to proceed to the next level on the basis of such denial. Failure by the grievant or the Union to proceed to the next level within the prescribed limits at any level of the procedure shall constitute acceptance of the decision rendered at the last level of the Grievance Procedure. However, all time limits expressed herein may be waived by mutual written agreement.

13.6 Telecommunicators, not to exceed three (3) members of the Union, as shall be designated by the Union for the purpose of contract negotiations shall be afforded the necessary amount of time, without loss of pay, to conduct such business.

Stewards, not to exceed two (2) members of the Union, as shall be designated by the Union for the purpose of adjusting grievances shall be afforded the necessary amount of time, without loss of pay, to conduct such business.

13.7 The Union shall furnish the Town with a list of its Stewards, and shall, as soon as possible, notify the Town, in writing, of any change therein. Such notification shall be sent to the Human Resources Director, Town Hall, East Hartford. No Steward shall be recognized by the Town until such written notification of his/her appointment shall be received by the Town from a duly authorized officer of the Union.

13.8 In addition to those specified, the Union or the Town may at Step 3 and 4 of the grievance procedure, have other representatives present during the presentation of grievances, provided either party shall so advise the other a reasonable period in advance of such hearing.

13.9 a. <u>Complaints Against Telecommunicators</u>
Telecommunicators who are employed in the Police Department shall be entitled to receive a copy of any citizen's complaint or internal complaint against such Telecommunicator immediately upon conclusion of a preliminary inquiry by the Chief of Police or his designee. Under normal circumstances, such preliminary inquiry shall be concluded within thirty days from receipt of such complaint.

13.9 b. <u>Rights of the Telecommunicator</u>
If an investigation is commenced by Internal Affairs, such investigation shall commence upon conclusion of the preliminary investigation and upon the signing of an Internal Affairs complaint by the Chief of Police. Under normal circumstances, the investigation by the Internal Affairs Division shall be concluded within sixty (60) days from the signing of an Internal Affairs complaint by the Chief. In extenuating circumstances, extensions of up to ninety (90) days each shall be permitted for the completion of the Internal Affairs investigation, with notice to

a Union Steward.

13.9 c. Right to Union Representation
If the Telecommunicator so desires, a Union representative may be present during any questioning which he/she reasonably believes may lead to disciplinary action against such Telecommunicator.

13.9 d. Upon completion of any investigation a letter shall be sent to the bargaining unit member notifying him/her that the investigation was completed, which rules, if any, he/she is alleged to have violated, the date and time set for any administrative hearing and enclosing a copy of all reports and other information obtained in any investigation. The affected employee and the Union shall be notified in writing of the outcome of the investigation within thirty (30) days of the hearing.

13.10 a. Internal Investigation Procedures
Whenever a Telecommunicator is under investigation for any reason which may lead to disciplinary and/or criminal charges, such investigation shall be conducted in the following manner:

Any questioning of the Telecommunicator shall be conducted at a reasonable hour, unless the seriousness of the allegation, as determined by the Chief of Police, warrants an immediate response, with payment in accordance with Article IV.

13.10 b. Telecommunicators will never be subject to the "East Hartford, Connecticut Police Department Rules and Regulations."

13.10 c. No employee of the bargaining unit shall be disciplined for refusing to submit to a polygraph test.

ARTICLE XIV - DISCIPLINE

14.0 a. The following types of disciplinary action may be invoked against employees. They may be independently invoked.

1. Reprimand
An appointing authority shall report any verbal or written reprimand as a part of the employee's service record by the forwarding of a written memorandum to the Human Resources Director for inclusion in the employee's file. A copy of such reprimand shall be forwarded to the employee and to a Union Steward. Such reprimand shall remain a part of the employee's service record.

2. Suspension
An appointing authority may, for disciplinary purposes, suspend, without pay, any employee under his control. Such suspension shall not exceed ten (10) working days for any one offense. Suspensions totaling more than thirty (30) days in any twelve (12) successive months shall be deemed a dismissal and be so treated.

3. Dismissal
An appointing authority may dismiss for cause any employee under his control

occupying a position subject hereto when he considers that the good of the service shall be served thereby.

14.0 b. All suspensions and discharges must be given in writing with reasons stated and a copy given to the employee and the Union at the time of the suspension or discharge.

Depending on the offense, disciplinary action may include, but not be limited to, verbal and/or written warnings, suspension, and discharge. Progressive discipline shall be applied when appropriate. No employee shall be discharged or suspended without just cause. Disciplinary action normally shall follow in this order:

A. Verbal Warning
B. Written Warning
C. Suspension
D. Discharge

14.0 c. Employees shall not be discharged without just cause. The following shall be sufficient causes for reprimand, suspension, or discharge though such action may be for causes other than those enumerated:

1. Willful violation of the Provisions of the Charter.

2. Incompetence or inefficiency in the performance of the duties of the position to which the employee has been appointed.

3. Wanton carelessness or negligence in the use and the care of Town property.

4. Habitual tardiness or absence from duty which results in unsatisfactory attendance. Unsatisfactory attendance is evident when the sum of days of unscheduled absence is greater than 15 in a twelve-month period. Potentially unsatisfactory attendance may be sufficient cause for a verbal warning. Employees shall have the right to utilize the grievance procedure pertaining to this Article.

5. Conviction of a felony or misdemeanor involving moral turpitude.

6. Intoxication on duty.

7. Conduct which reflects unfavorably upon the Town service.

8. Violation of any reasonable official order or failure to carry out any lawful and reasonable directions made and given by a proper supervisor.

ARTICLE XV - CONVENTION LEAVE

15.0 Duly appointed Union members shall be entitled to leave with pay to conduct Union business, such as Council meetings, Conventions, and training. The total amount of Union business leave shall not exceed ~~forty-eight (48)~~ fifty-six (56) hours in any year. Leave may

be taken in increments of one (1) hour.

ARTICLE XVI - RIGHT TO REVIEW

16.0 Each employee shall have the right to see and review his or her personnel file upon request by appointment with the Human Resources Director or his/her designee. The Town shall provide copies of all materials in the file upon request of the employee. Employees may request that the Town correct inaccurate or incorrect material. Failing mutual agreement, the employee shall have the right to respond and it shall be made part of the file. No separate active personnel file shall be maintained other than the one subject to employee inspection.

16.1 Each employee will be given copies of any evaluation reports placed in the employee's personnel file.

ARTICLE XVII - NON-DISCRIMINATION

17.0 The provisions of this Agreement shall be applied equally to all employees in the bargaining unit without discrimination because of race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, veteran status, Union membership or other legally protected category.

ARTICLE XVIII - MISCELLANEOUS

18.0 a. Training
The Town agrees to abide by the State Laws governing the certification and re-certification of Public-Safety Telecommunicators according to Connecticut General Statutes in a timely manner.

b. Any Telecommunicator of the Police Department attending in-service training school during his/her regularly scheduled working hours with the knowledge and consent of the department head shall be granted time off from his/her regular duties and be compensated at his/her regular rate. The Chief or his designee shall make all in-service training assignments. The Town shall reimburse the Telecommunicator for mileage associated with such training at the current I.R.S. rate.

c. Notices of job related training schools and in-service training which may be available, shall be posted in the Department. The Chief or his designee shall approve/disapprove all training and service assignments.

18.1 The Town agrees that past practices as defined by rulings of the Connecticut State Board of Labor Relations (CSBLR), will be maintained unless changed by the terms of this Agreement.

18.2 There shall be no alteration, variation, or amendment of the terms and conditions of this Agreement, unless made and agreed to in writing by both parties.

18.3 Access to Premises

The Union's representatives or authorized officers shall be permitted to confer with the employees on the premises of the employer; however, conferences shall not interfere with the normal operations of the department. The Union's representative will report to the Watch Commander.

18.4 Court Time

Any employee of the bargaining unit required to testify in court as a witness for the Town or in a civil action related to his/her employment with the Town, or appear at an attorney's office for the purpose of trial preparation as a result of his/her employment with the Town or appear as a witness in a criminal matter at the request of the State or Federal prosecuting attorney as a result of his/her employment with the Town shall be paid in accordance with Article IV.

18.5 The Town shall reimburse any Telecommunicator for loss or damage of clothing and/or personal property suffered in the performance of duty if due to negligence on the part of the Town. Such claim for loss must be supported with reasonable proof of loss and of the value of the clothing and/or property. Reimbursement shall not exceed $300.00.

18.6 All requests for any form of authorized leave, including but not limited to requests to use accrued vacation leave, jury duty, earned days, military leave and compensatory time, must be submitted not later than sixteen (16) hours prior to the starting time of the work shift to which the request applies. This shall not apply for the requesting of emergency sick leave, family sick leave or funeral leave. When reasonably possible, notification of an absence due to illness or injury must be submitted not later than twelve (12) hours prior to the starting time of the work shift to which the request applies. If an employee's absence due to illness or injury will not result in additional overtime to the Telecommunicators operation, the twelve (12) hour notice will not be required.

18.7 No more than two (2) members of any shift may be absent on the same day due to the use of accrued leave other than sick leave, jury duty, funeral leave, or military leave.

18.8 Each employee shall be eligible for tuition reimbursement of up to $300.00 per semester or quarter not to exceed $600.00 per contract year after successful completion of graduate or undergraduate courses or programs at a recognized college or university directly related to the position the employee holds with the Town. Reimbursement will be made upon the employee providing evidence of satisfactory completion of the approved course and a receipt for the tuition paid. Any employee who has been compensated under this Section and who does not remain an employee for a minimum of two (2) years after receiving such compensation will reimburse the Town for any or all monies paid to the employee under this Section during the preceding two (2) years.

18.9 Employees who are certified as Communications Training Operators (CTO) shall be paid an hourly differential of thirty percent (30%) of their hourly base rate for each hour or portion of an hour that they spend in direct training of a TOPS trainee.

To qualify for the differential, the CTO must:

b. Be currently certified as a CTO by the Association of Public Safety

Communications Officials;

c. Be assigned on a daily basis by the Police Chief or his/her designee to work directly with a trainee as a CTO;

d. Document the time spent providing training as a CTO and submit the documentation as required by the Department;

e. Demonstrate continuing effectiveness in training as judged by Department management;

The time spent by employees acquiring or maintaining the CTO certification will not be subject to payment of the differential.

Reasonable time spent by the CTO in completion of required documentation regarding a trainee's progress will be subject to payment of the differential.

A CTO will be assigned to trainees one-on-one. CTO assignments will be made first on a voluntary basis. In the absence of volunteers, a CTO will be assigned to a trainee by Department management. When more than one person volunteers for an assignment, the CTOs will be alternated throughout the trainee's training period.

The Chief or his/her designee shall have the authority to cancel this program based on the Department's needs.

18.10 The Town will provide six (6) sets of uniforms (long or short sleeve polo shirts and pants) for employees. All Telecommunication Operators will wear dark "5.11" pants, "Dockers", or similar style long pants as long as they fit properly. The Chief or his designee may periodically review this matter to ensure the pants are in accordance with the established understanding between the parties. The employees will be responsible for keeping the uniforms neat, clean, in good repair and well pressed at all times. Employees can turn in uniforms that have excessive wear or damage from normal use. Employees shall be required to wear uniforms that have been selected by the Town, as a condition of employment, and they shall be subject to, and must comply with, the uniform and appearance policy and standards prescribed by the Chief of Police. No employee, while in uniform, shall wear any item not specifically authorized by the Chief of Police. The Chief of Police or his designee may modify the dress guidelines (on a case by case basis) due to medical or other special circumstances.

18.11 The Town will establish a performance evaluation system, which includes the following:

- East Hartford Public Safety Communications Performance Appraisal Process, APCO Standards
- East Hartford Performance Appraisal Form
- East Hartford Performance Appraisal Policy and instructions

ARTICLE XIX - DURATION

19.0 (Amend.) This Agreement shall be effective as of the first day of July ~~2019~~ 2022 and shall

remain in full force and effect until the 30th day of June ~~2022~~ 2026, except that it may be amended at any time by mutual agreement, or upon the anniversary date of said Agreement by giving to the other party not less than one hundred twenty (120) days' written notice of intention to negotiate a successor agreement.

IN WITNESS WHEREOF, the parties have caused their names to be signed on this _____.

FOR THE TOWN OF EAST HARTFORD	**FOR TEAMSTERS LOCAL #671**
_____	_____
Mayor Michael P. Walsh	Eric Downer, Teamsters Staff Representative
_____	_____
Tyron Harris, HR Director	For the Union
_____	_____
Police Chief Scott Sansom	For the Union
_____	
Sandra L. Franklin	
_____	

APPENDIX A – TEAMSTERS LOCAL #671 AUTHORIZATION FOR PAYROLL DEDUCTION

CHECKOFF AUTHORIZATION AND ASSIGNMENT

I, _____ hereby authorize my employer to
(Print Name)
deduct from my wages each and every month an amount equal to the monthly dues, Initiation fees and uniform assessments of Local Union 671, and direct such amounts so deducted to be turned over each month to the Secretary-Treasurer of such Local Union for and on my behalf.

This authorization is voluntary and is not conditioned on my present or future membership in the Union.

This authorization and assignment shall be irrevocable for the term of the applicable contract between the union and the employer or for one year, whichever is the lesser, and shall automatically renew itself·for successive yearly or applicable contract periods thereafter, whichever is lesser, unless I give written notice to the company and the union at least sixty (60) days, but not more than seventy-five (75) days before any periodic renewal date of this authorization and assignment of my desire to revoke same.

Signature _____

Social Security Number _____ Date _____

Address _____

City _____ State _____ Zip Code _____

Employer _____

Union dues are not deductible as charitable contributions for Federal Income Tax purposes.

APPENDIX B – SHIFT ROTATION SCHEDULE

Shift rotation periods shall begin on the first Sunday after January 1st and the first Sunday after July 4th in each calendar year. The bidding period shall begin ninety (90) days prior to each shift rotation period and shall be completed within sixty (60) days.

APPENDIX C - WAGE SCHEDULE
TOWN OF EAST HARTFORD
TELECOMMUNICATIONS OPERATOR
TEAMSTERS LOCAL #671

		~~STEP 1~~	~~STEP 2~~	~~STEP 3~~	~~STEP 4~~	~~STEP 5~~
~~7/1/19~~	~~2.0% increase~~	~~$50,643~~	~~$53,144~~	~~$55,769~~	~~$58,521~~	~~$62,435~~
~~7/1/20~~	~~2.0% increase~~	~~$51,656~~	~~$54,207~~	~~$56,884~~	~~$59,691~~	~~$63,684~~
~~7/1/21~~	~~1.25% increase~~	~~$52,302~~	~~$54,885~~	~~$57,595~~	~~$60,437~~	~~$64,480~~

7/1/21	1.25% increase	$52,302	$54,885	$57,595	$60,437	$64,480

		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
7/1/22	2.5% increase	$53,610	$56,257	$59,035	$61,948	$66,092
7/1/23	2.0% increase	$54,682	$57,382	$60,216	$63,187	$67,414
7/1/24	2.0% increase	$55,776	$58,530	$61,420	$64,451	$68,762
7/1/25	2.0% increase	$56,891	$59,701	$62,648	$65,740	$70,137
6/30/26		$56,891	$59,701	$62,648	$65,740	$71,387

Additionally, effective upon ratification and Town Council approval, all active employees of the Bargaining Unit shall receive a one (1) time lump sum payment of seven hundred fifty dollars ($750).

APPENDIX D - MEDICAL CERTIFICATE FORM

A medical certificate submitted in accordance with Article VII, Section 2 shall be on the following form or shall contain substantially equivalent information.

HEALTH CARE PROVIDER NAME: _____

ADDRESS _____

TELEPHONE #_____ _____

TO: Human Resources Director, Town of East Hartford

As a _____ duly licensed by the State of _____,
(Physician, APRN, PA)

I hereby certify that _____ who was seen by me on
(name of employee)

_____ was unable to work during the continuous period
(date)

from _____ to _____. He/she was under my care on or
(date) (date)

after _____.
(date)

I also certify that said employee can return to duty with no restrictions on

_____.
(date)

_____
Signature of Health Care Provider

_____
Date of signature

APPENDIX E - HEALTH INSURANCE

The Town of East Hartford agrees that all members of the Teamsters shall opt out of the Town's insurance plan (including Dental, Vision, Health, Prescription and Life) and further agrees to pay the Teamster's insurance premium based on the following rates:

~~Year 2019-2020 $10.20 per 40 hour workweek x 52 weeks per employee~~
~~Year 2020-2021 $10.55 per 40 hour workweek x 52 weeks per employee~~
~~Year 2021-2022 $10.90 per 40 hour workweek x 52 weeks per employee~~

Year 2022-2023	$11.00 per 40 hour workweek x 52 weeks per employee
Year 2023-2024	$11.50 per 40 hour workweek x 52 weeks per employee
Year 2024-2025	$12.00 per 40 hour workweek x 52 weeks per employee
Year 2025-2026	$12.00 per 40 hour workweek x 52 weeks per employee

~~Eligible Teamsters' members who retire during the term of this contract from Town service may be eligible to receive the benefits listed in Sections 9.2 and 9.3. Those eligible are defined in Appendix G MOU which was renewed with this 2019-2022 contract.~~

APPENDIX E - HEALTH AND WELFARE FUND

This Health Fund Article shall supercede and prevail over any other inconsistent provisions or articles contained within this Agreement.

Commencing with the signing of this Agreement, and for the duration of the current collective bargaining agreement between Local Union 671 and the Town of East Hartford ("the Town"), and any renewals or extensions thereof, the Town agrees to make payments to the IBT Local 671 Health Services and Insurance Fund ("the Fund"), for each and every employee performing work within the scope of and/or covered by this collective bargaining agreement whether such employee is a regular, probationary, temporary or casual employee, irrespective of his/her status as a member or non-member of the Local Union, from the first hour of employment subject to this collective bargaining agreement, as follows:

> For each hour or portion thereof, figured to the nearest quarter hour for which an employee receives pay or for which pay is due, the Town shall make a contribution of ~~$9.95~~ $10.90 to the Health Fund but not more than ~~$398.00~~ $436 per week for any one employee from the first hour of employment in such week. Commencing with the 1st day of July, ~~2018~~ 2022 the said hourly contribution rate shall be ~~$10.20~~ $11.00 but not more than ~~$408.00~~ $440 per week for any one employee. Commencing on the 1st day of July ~~2020,~~ 2023 the said hourly contribution rate shall be ~~$10.55~~ $11.50 but not more than ~~$422.00~~ $460 per week for any one employee. Commencing with the 1st day of July ~~2021~~, 2024 the said hourly contribution rate shall be ~~$10.90~~ $12.00 but not more than ~~$436.00~~ $480 per week for any one employee.

For purposes of this section, each hour for which wages are paid or due, or any portion thereof, figured to the nearest quarter hour, as well as hours of paid vacation, paid holidays and other hours for which pay is due or received by the employee, shall be counted as hours for which contributions are payable. In computing the maximum amount due any week, there shall be no daily limit on the number of hours for any one day in such week, whether such hours are performed on straight time or overtime rates, the payments shall be made at the amounts set forth above.

If an employee is absent because of illness or off-the-job injury and notifies the Town of such absence, the Town shall continue to make a required contribution of forty (40) hours for a period of four (4) weeks. If any employee is injured on the job, the Town shall continue to pay a required contribution until such employee returns to work, however, such contributions of thirty-two (32) hours shall not be paid for a period of more than twelve (12) months. The Town agrees to and accepts the Health Fund's Agreement and Declaration of Trust as amended, and ratifies the selection of the Town Trustees now or hereafter serving as such, and all action heretofore or hereafter taken by them within the scope of their authority under such Agreement and Declaration of Trust.

The parties agree that the Health Plan adopted by the Trustees of the Health Fund shall, at all times, conform to requirements of the Internal Revenue Code so as to enable the Town at all times to treat its contributions made to the Fund as a deduction for income tax purposes.

It is also agreed that all contributions shall be made at such time and in such manner as the Trustees shall reasonably require; and the Trustees shall have the authority to have an audit of the payroll and related wage records of the Town for all employees performing work within the scope of and/or covered by this collective bargaining agreement for the purpose of determining the accuracy

of contributions to the Fund and adherence to the requirements of this section of the collective bargaining agreement regarding coverage and contributions, such audit may, at the option of the Trustees, be conducted by an independent certified public accountant or a certified public accountant employed by the Fund.

If the Town shall fail to make contributions to the Health Fund by the twentieth (20th) day of the month following the month during which the employees performed work or received pay or were due pay within the scope of this collective bargaining agreement, up to and including the last completed payroll period in the month for which contributions must be paid, or if the Town, having been notified that its contributions to the Fund have been under-reported and/or underpaid, fails within twenty (20) days after such notification to make any required self-audit and or/contributions found to be due, the Local Union shall have the right after an appropriate 72-hour notice to the Town, to take whatever steps it deems necessary to secure compliance with this agreement, any provisions of this collective bargaining agreement to the contrary notwithstanding, and the Town shall be responsible to the employees for losses resulting therefrom. Also, the Town shall be liable to the Trustees for all costs of collecting the payments due together with attorney's fees and such interest, liquidated damages or penalties which the Trustees may assess or establish in their discretion. The Town's liability for payment hereunder shall not be subject to the grievance procedure and/or arbitration if such is provided in this Agreement.

It is understood and agreed that once a payment or payments are referred to an attorney for collection by the Trustees of the Health Fund and/or the Local Union, the Local Union and its business agent or chief executive officer shall have no right to modify, reduce or forgive the Town with respect to its liability for unpaid contributions, interest, liquidated damages or penalty as may be established or assessed by the Trustees in their discretion against delinquent Employers.

No oral or written modification of this section regarding the Health Fund shall be made by the Local Union or the Town, and if made, such modification shall not be binding upon the employees performing work within the scope of this collective bargaining agreement and covered by this section or upon the Trustees of the Health Fund.

APPENDIX F – AUTHORIZATION FOR PAYROLL DEDUCTION

AUTHORIZATION FOR PAYROLL DEDUCTION
PREPAID VACATION

To Be Filled Out By Employee

Employee's Name: _____
(Please print full name)

Employee TOWN ID # _____ Last 4 digits of SS #_____

I hereby authorize the Town of East Hartford to deduct from my earnings a sufficient amount to provide for: 1 2 3 4 5 days prepaid vacation effective January 1, 20____.

By signing below, I understand and agree to the following:

- I may only purchase up to five (5) days of additional vacation.
- The enrollment period shall be during business days from November 15th to December 15th of each calendar year.
- Up to 5 days worth of vacation shall be computed and deducted from my payroll in equal installments over a 52-week period. Deductions will commence on January 1st.
- I will first exhaust all prepaid vacation before using any regular vacation for the current calendar year.
- I will use all prepaid vacation within the current calendar year and will not carry over any prepaid vacation into the following calendar year.
- Prepaid vacation will have no impact on my pension calculations.
- I understand my decision is irrevocable. However, in the event of untimely separation from the Town of East Hartford, I will receive payment for any unused prepaid vacation or I will reimburse the Town for any used vacation that was not prepaid.
- I must complete one year of service with the Town of East Hartford to become eligible for this program.
- I understand that all other applicable language in my respective Collective Bargaining Agreement still applies.
- I understand that this authorized deduction applies only for the calendar year referenced above and is *not* automatically renewed.

SIGNATURE: _____ Date:_____, _____
(Employee)

Return no later than Dec. 15 to:

HUMAN RESOURCES DEPARTMENT
EAST HARTFORD TOWN HALL
740 MAIN ST.
EAST HARTFORD, CT 06108

Office Use Only

APPENDIX G – MEMORANDUM OF AGREEMENT

WHEREAS, in 2010, the Town of East Hartford (the "Town") and Teamsters, Local 671 (the "Union")(collectively, the "Parties") engaged in negotiations for a successor agreement to the collective bargaining agreement effective July 1, 2005 through June 30, 2010;

WHEREAS, as part of those negotiations, the Parties modified Article IX of the 2005-2010 collective bargaining agreement which pertains to the health insurance benefits offered to retirees;

WHEREAS, the Parties wish to exempt nine bargaining unit members who will eligible to retire in or before 2019 from the above modifications to the health insurance provisions in the 2007-2010 collective bargaining agreement; and

NOW THEREFORE, the Parties hereby agree to the following:

1. Any bargaining unit members who are eligible to retire on or before December 31, 2019 will retain the current level for retiree health insurance under the same conditions that were available to them prior to the 2010 negotiations. This provision also includes the continuation of the Town's providing and paying for the current Medicare supplemental coverage for the above affected group of eligible employees.

2. Unless the Union is agreeable, there shall be a lockout of any negotiations regarding the above benefits for the above-affected group of eligible employees.

3. Should the Town make any changes to the retiree's health insurance plan that would enhance the above benefits such changes shall not be affected by the lockout provision referenced in paragraph 2, above, and would not preclude the receiving of these benefits by all employees except that the Town cannot remove, alter or change in any way the lockout on retirees health insurance negotiations in paragraph 2, above, or the retirees health insurance provisions of this Agreement.

4. This Memorandum of Agreement was renewed with the 2019-2022 contract.