

Robert J. Paetz

~~2020~~ OCT 30 A 11: 13

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS via MICROSOFT "TEAMS"
740 MAIN STREET
EAST HARTFORD, CONNECTICUT
NOVEMBER 4, 2020

TOWN CLERK
EAST HARTFORD

6:30PM Executive Session

=====

Due to the coronavirus outbreak, Town Hall is closed. Pursuant to Governor Lamont's Executive Order No. 7B, the November 4th Town Council meeting is accessible through "Microsoft Teams" 1 929-235-8441 Conference ID: 215 555 984 #

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. October 20, 2020 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. Presentation: East Bank/Founders Plaza
 - B. Presentation by John Lawlor, Public Works Director: Storm Isaias
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Town Council – Acting as a Committee of the Whole for the Real Estate Acquisition & Disposition Committee re: 103 Harvest Lane
 - B. "Forward East Hartford Goals"
 - C. Town Council – Acting as a Committee of the Whole for the Personnel & Pensions Subcommittee re: Director of Health Compensation
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
 - A. Pending Superior Court Matters:
 1. Bell Court Condominium Association, Inc. v. Town of East Hartford, Docket No. HHD-CV-18-5054628-S
 2. Town of East Hartford v. Bell Court Condominium Association, C/O Louis Maldonado, Docket No. HHD-CV-16-6071333-S
 3. Town of East Hartford v. Bell Court Condominium Association, Inc., Docket No. HHD-18-6094423-S

- B. Riverside Health Care Realty, LLC v. Town of East Hartford, Docket No. HHB-CV-18-6045390-S, involving real property located at 751 Main Street.
- C. CHRO claim known as Courtney Desilet v. Town of East Hartford, CHRO Case No. 2040116, involving current Town employee, Courtney Desilet

11. OPPORTUNITY FOR RESIDENTS TO SPEAK

- A. Other Elected Officials
- B. Other Residents
- C. Mayor

12. ADJOURNMENT (next meeting: November 17th)

EAST HARTFORD TOWN COUNCIL

TOWN COUNCIL CHAMBERS

OCTOBER 20, 2020

Robert J. Paack

OCT 26 A 9:18

TOWN CLERK
EAST HARTFORD

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

PRESENT Vice Chair Donald Bell, Jr. and Councillor Patricia Harmon
Via "TEAMS"

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:30p.m. He noted that this is a combination – or hybrid – form of meeting where citizens, as well as Councillors, have the option of attending these meetings remotely, if so desired. He then invited the Council to join him in the pledge of allegiance.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Vanessa Jenkins, 26 Suffolk Drive, a member of the East Hartford Board of Education, spoke to the importance of transparency in government and suggested that the Council add it to the "Forward East Hartford Goals" that it will consider at the next Town Council meeting. Ms. Jenkins also stated that Board of Education members serve without compensation of any kind.

APPROVAL OF MINUTES

October 6, 2020 Public Hearing/Boundary Line for 144 Roberts Street

MOTION By Sebrina Wilson
seconded by Esther Clarke
to **approve** the minutes of the October 6, 2020 Public Hearing.
Motion carried 9/0.

October 6, 2020 Regular Meeting

MOTION By Sebrina Wilson
seconded by John Morrison
approve the minutes of the October 6, 2020 Regular Meeting.
Motion carried 9/0.

Chair Kehoe recognized Majority Leader Sebrina Wilson's father, Johnnie Wilson Sr., who came up from Charlotte North Carolina, to visit his daughter.

COMMUNICATIONS AND PETITIONS

Presentation: Hartford 400 Initiative

Mayor Leclerc introduced United States Congressman John Larson who called on Doug Suisman, Architect, with the Hartford 400 Initiative, to lead a PowerPoint discussion for a new river-centered vision focused on Hartford and East Hartford. This focus will include the restructuring of the highway system to connect both cities to the Connecticut River – and to each other – with new parks, boulevards, and much needed urban development. This would be accomplished by removing (relocating) the I-91 and I-84 interchanges, turning the 5 miles of concrete that is the basis for the “mixmaster” into approximately 130 acres of developable land. This allows for direct access to the Connecticut River via roadways and bicycle and walkable trails.

Financial Updates from Finance Director Linda Trzetzziak

FY ending June 30, 2020 Financial Results

Linda Trzetzziak, Finance Director, reported that compared to the budget figures that were given to the Council in June 2020, the revenues are \$3M over the budgeted amount while expenses are \$800,000 under budget. The bulk of the positive revenues are attributable to additional State funds over what was anticipated. She did note that a few of the departments showed revenues somewhat under budget due to the onset of COVID-19. Those departments are: Fire, Health, Tax, Parks & Recreation and Inspections & Permits.

As a percentage of budget, the Fund Balance as of June 30, 2020 will be at 10.3%, which will trigger an additional contribution to the OPEB Trust fund for retiree health insurance liabilities under the Town Ordinance §10-52 of nearly \$620,000.

FY ending June 30, 2021 (September 30th -1st Quarter Update)

Linda Trzetzziak, Finance Director, reported that considering the pandemic, the town remains consistent with previous budgets at the 1st quarter of the fiscal year – cautiously optimistic. There are some revenue shortfalls directly impacted by the pandemic, such as building rental fees, building and fire marshal inspection fees and other user generated fees. Director Trzetzziak stated that her office is still working through the process for reimbursement for the COVID-19 expenses from FEMA and the State OPM Cares Act funding. When received, the revenue will be recorded as unbudgeted General Fund revenue. Tax Collections are encouraging; we have collected 54.1% of current year budgeted revenue roughly the same as in fiscal year 2019-2020.

NEW BUSINESS

Municipal Tax-exempt Lease Purchase Financing Agreement: 5-year CIP

MOTION By Angie Parkinson
 seconded by Connor Martin
 to **adopt** the following resolution:

**RESOLUTION TO AUTHORIZE A MUNICIPAL TAX-EXEMPT
LEASE PURCHASE FINANCING AGREEMENT**

WHEREAS the Town of East Hartford approved the purchase of various capital equipment including Town Hall furniture, vehicles for the Police, Fire and Public Works departments, cardiac monitors, Police body cameras, SWAT armor and helmets, and a Police real time crime center as part of the Town of East Hartford's Approved 5-Year Capital Improvement Plan for the fiscal years 2020-21 through 2024-25; and

WHEREAS the cost of the various capital equipment designated for lease-purchase financing totals \$2,538,220; and

WHEREAS the Town will budget \$546,000 in fiscal years 2021-22 through 2025-26 in the General Operating Fund to pay principal and interest on the purchases.

THEREFORE BE IT RESOLVED that the Mayor of the Town of East Hartford is authorized to enter into a master lease purchase agreement and related documents with TD Equipment Finance, Inc. or their affiliates in the principal amount not to exceed \$2,538,220. The interest rate, payment schedule and other details of the financing shall be mutually determined between the company and the Mayor, whose signatures will indicate approval of specific terms and conditions.

BE IT FURTHER RESOLVED that the Town declares its intent to be reimbursed for any temporary advances from the General Fund to pay for any part of the equipment from proceeds of the lease financing in accordance with Treasury Regulation 26 CFR 1.103-18 and/or 26CFR1.150-2.

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

Community Connectivity Grant

MOTION By Connor Martin
seconded by Awet Tsegai
to **adopt** the following resolution:

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

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

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

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

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Awet Tsegai inquired on (1) the progress of development at the Founders Plaza project; (2) the status of the repairs to the Veterans Memorial Clubhouse; and (3) the repaired cupola on Town Hall. *Mayor Leclerc, along with Development Director Eileen Buckheit, told the Council that the town is working with CRDA, First Merchant Group and Tecton Architects to create a new urban*

destination at the Founders site. This is an opportunity for infill mixed-use development, allowing for new residential units and retail options to join the existing office tenants. (2) the Mayor stated that the chimney at the Veterans Memorial Clubhouse has been repaired, the temporary oil tank has been removed and the boiler has been replaced; and (3) the cupola at Town Hall has been repaired and the roof is next.

Angie Parkinson was surprised to see a number of Amazon trucks, while she was at the East Hartford Golf Course, that were going in and out of 88 Long Hill Street. Mayor Leclerc stated that it was a surprise to her as well, but that they are only using the far back section of the building. She is inquiring as to the long term intentions of Amazon for that site.

OPPORTUNITY FOR RESIDENTS TO SPEAK

Mayor Leclerc commented on (1) leaf pickup will begin Monday November 2nd starting in the Pitkin Street area. See the town's website for more details; (2) East Hartford is seeing an increase in COVID-19 cases which means that the town will need to work with DECD to show what actions should be taken to counteract the increase; (3) the EHPD will hold "Taking Back Unwanted Prescription Drugs" day on Saturday October 24th at the Public Safety Complex from 10am to 2pm; (4) there are several alternatives available for children to celebrate Halloween, one of which is "Trunk or Treat" to be held on Saturday October 31st from 12-3 at the Pratt & Whitney airfield; and (5) the Silver Lane RFQ was re-bid on Thursday October 15th with an opening scheduled for November 30th.

Connor Martin announced the engagement of Vice Chair Don Bell to the love of his life, Nicole.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Don Bell
 to **adjourn** (9:50 p.m.).
 Motion carried 9/0.

The Chair announced the next meeting of the Town Council will be **Wednesday, November 4th**.

Attest Angela M. Attenello
 Angela M. Attenello
 TOWN COUNCIL CLERK



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: October 27, 2020
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *ML*
RE: COMMUNICATION: East Bank Presentation

Please reserve time on the November 4th, 2020 Town Council agenda for a presentation by Ted Culter from Tecton Architects on the most up-to-date conceptual designs for East Bank.


As you know, Tecton Architects has been working with the Town, property owner First Merchants, and the Capital Region Development Authority, to study the parking garage, and possibilities for renovation or alternatively, demolition. The garage placement, parking configuration, and build-out of East Bank and the Founders Plaza neighborhood has been a priority for the Town for many years and was a focus of our ten-year Plan of Conservation and Development which was adopted in 2014. This area has an abundance of surface parking which could be better utilized for development purposes.

Please save time on the agenda for a presentation and discussion.

C: E. Buckheit, Development Director



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: October 27, 2020
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: COMMUNICATION: DPW Presentation on Overtime, Other Costs
Associated with Storm ISAIAS

Please find enclosed information provided by Public Works Director John Lawlor, outlining overtime costs associated with department's response to storm ISAIAS in August 2020.

Please reserve time on the November 4th, 2020 Town Council agenda for a presentation by John Lawlor regarding this matter.

Thank you.

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD

Department of Public Works

1 Ecology Drive
East Hartford, Connecticut 06108

TELEPHONE
(860) 291-7374

FAX (860) 291-7370

www.easthartfordct.gov

JOHN P. LAWLOR JR.
DIRECTOR

October 28, 2020

MEMO TO: Marcia Leclerc, Mayor
FROM: John P. Lawlor Jr., Director of Public Works
CC: Linda Trzetzak, Director of Finance
RE: Storm Isaias Overtime and Other Costs – Public Works

This memo is a follow-up to my previous memo dated October 16, 2020. The following describes the approximate final costs by Public Works in response to Storm Isaias. These figures will be included in reimbursement submittals to FEMA. The total is \$1,050,000 as follows:

Ashbritt contract:	\$ 328,000	
Hathaway Sidewalk Repair	\$ 5,600	
Great River Park Tree Removal	\$ 14,800	
Branch Drive Tree Removal	\$ 4,200	
PW Overtime (Incl. Overhead)	\$ 191,000	
PW Equipment Overtime	\$ 101,000	(FEMA Rates)
PW Straight-time (Incl. Overhead)	\$ 310,000	
PW Equipment Straight-time	\$101,000	(FEMA Rates)
TOTAL	\$ 1,050,000	

As you can see above, the Public Works Department overtime budget incurred a \$191,000 impact that will have negative effects on other essential operations this year. Even though significant improvement has been made in the management of department overtime, the cost of Storm Isaias will significantly deplete our overtime funding.

Please do not hesitate to contact me if you have any questions or concerns.

Robert J. Paet

OCT 30 A 9:21

TOWN CLERK
EAST HARTFORD

MICROSOFT "TEAMS"

REAL ESTATE ACQUISITION AND DISPOSITION COMMITTEE

OCTOBER 6, 2020

- PRESENT Angie Parkinson, Chair; Councillors Awet Tsegai and John Morrison
- ALSO Marcia A. Leclerc, Mayor
- PRESENT Rich Gentile, Assistant Corporation Counsel – via TEAMS

CALL TO ORDER

Chair Parkinson called the meeting to order at 6:02 p.m.

APPROVAL OF MINUTES

June 17, 2020 Meeting

MOTION By Awet Tsegai
 seconded by John Morrison
 to **approve** the minutes of the June 17, 2020 meeting.
 Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

Possible Acquisition of 150 Prospect Street

Mayor Leclerc explained that the Administration has no interest in this parcel of land.

MOTION By Awet Tsegai
 seconded by John Morrison
 to recommend to the Town Council that the Town **not** accept the donation
 of the 4.6 acre parcel known as 150 Prospect Street; the Administration
 having notified this Committee that the Town has no current, or anticipated
 future use, for such property.
 Motion carried 3/0.

Possible Sale of 103 Harvest Lane

Rich Gentile, Assistant Corporation Counsel, offered the Committee background information on this parcel. The owners of 99 Harvest Lane – Richard and Sandra Marques – are interested in purchasing 103 Harvest Lane, a "stub" road valued by the Assessor's Office at \$2,260.00. In Mr. Marques' letter to the Mayor, he indicates that he has maintained 103 Harvest Lane over the last 43

years which includes mowing, raking, snow-blowing and removing overgrown trees. The Mayor informed the Committee that Mr. Marques sent a bill to the town for the removal of 2 trees from the property after a storm in August.

Attorney Gentile also explained the process that is in place for maintaining and disposing of town-owned property. It was the consensus of the Committee to have Attorney Gentile contact Mr. Marques with a proposed sale price of \$2,200.00 for 103 Harvest Lane.

OLD BUSINESS

Brookside Lane – Acceptance as a Town Road

Rich Gentile, Assistant Corporation Counsel, is still waiting to hear from the State. He will keep the Committee apprised of any progress on this matter.

No further action necessary at this time.

Possible Acquisition of 1177 Burnside Avenue

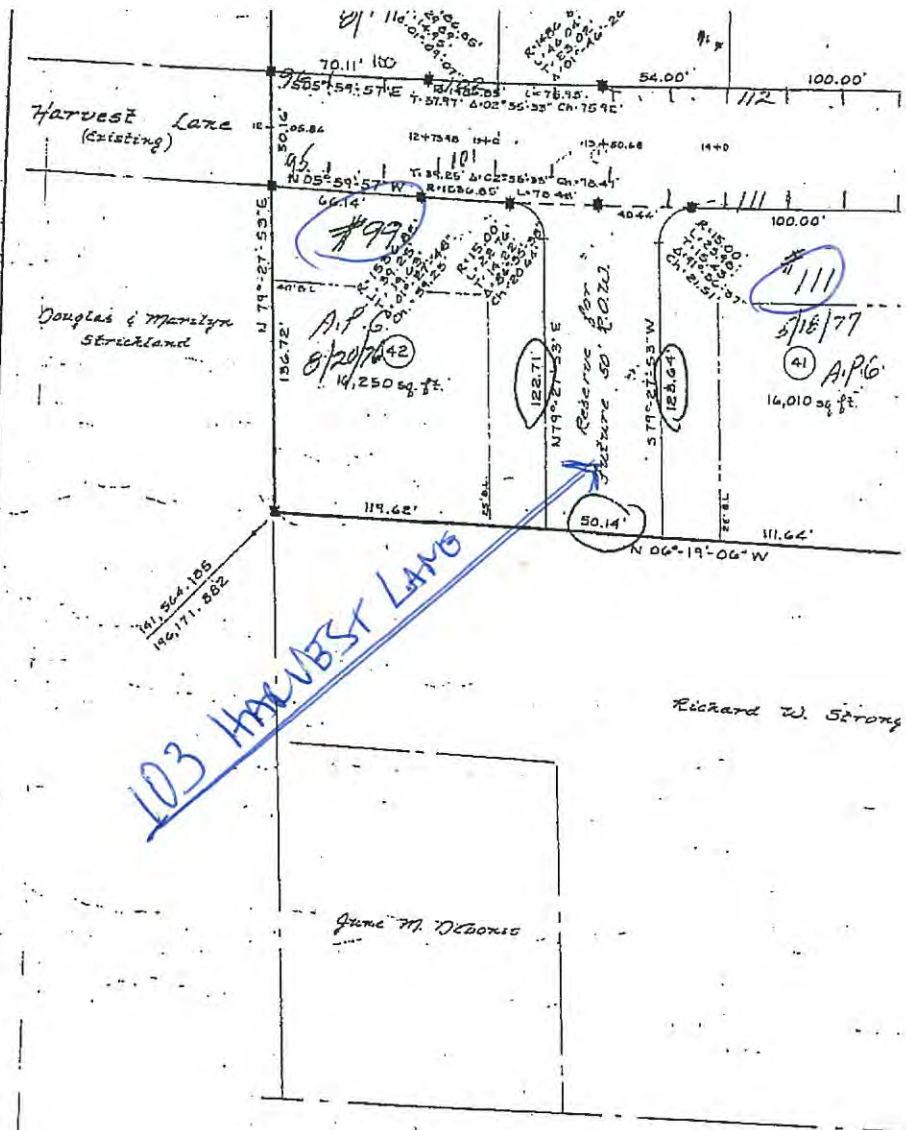
Mayor Leclerc explained to the Committee that Public Works Director John Lawlor had concerns about two pipes – approximately 18" or 24" in diameter – on the property that discharge to the Hockanum River. They appear to have been there for a while, but he cannot determine where they come from. It was determined by the Administration that the town has no interest in this parcel of land.

MOTION By Awet Tsegai
 seconded by John Morrison
 to recommend to the Town Council that the Town **not** acquire the 1.76 acre parcel known as 1177 Burnside Avenue; the Administration having notified this Committee that the Town has no current, or anticipated future use, for such property.
 Motion carried 3/0.

ADJOURNMENT

MOTION By Awet Tsegai
 seconded by John Morrison
 to **adjourn** (6:22 p.m.)
 Motion carried 3/0.

cc: Town Council
 Marcia Leclerc, Mayor
 Rich Gentile, Assistant Corporation Counsel
 Eileen Buckheit, Development Director
 John Lawlor, Public Works Director



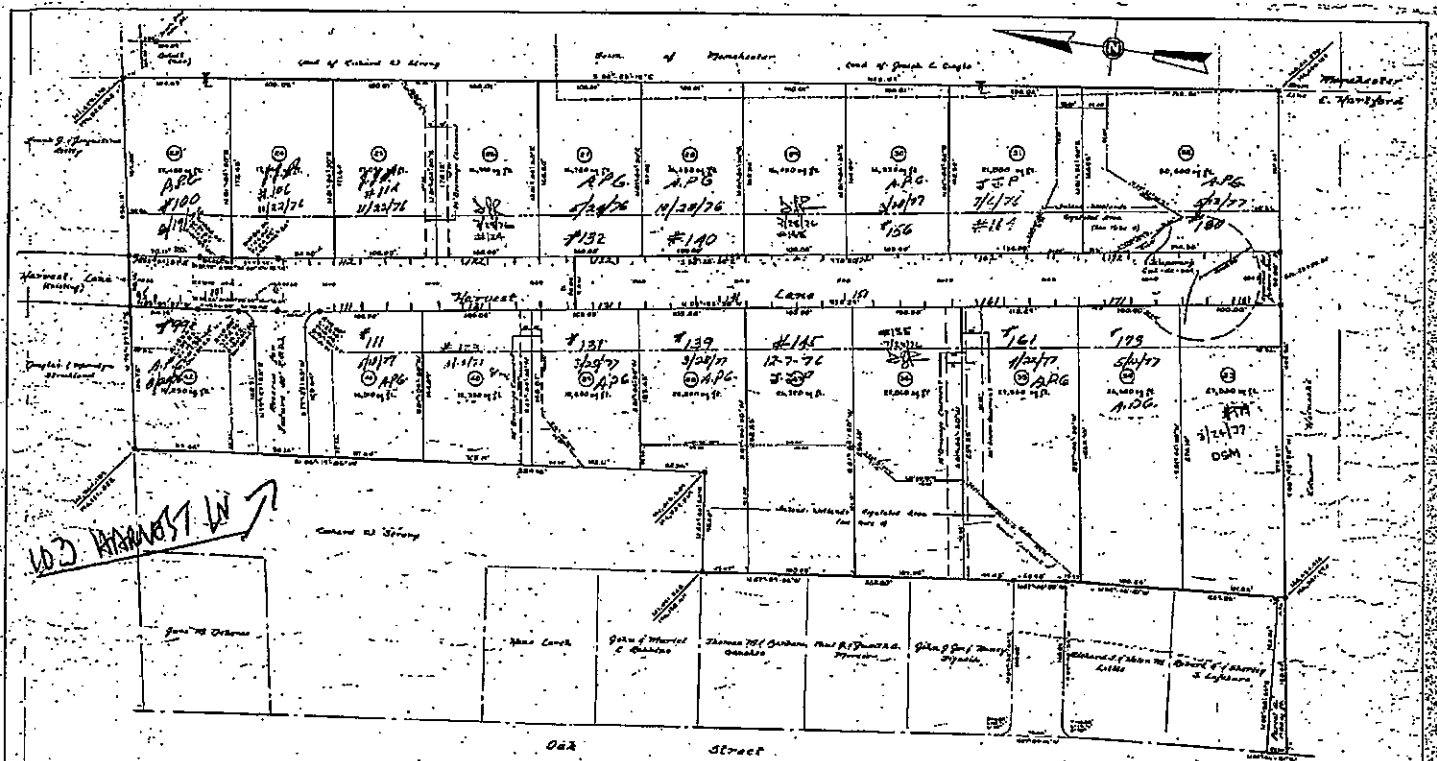
103 HARVEST LAKE

Richard W. Strong

Notes

- 1) All segments of the temporary cut-de-sac outside the right of way shall be returned to the record owner of adjacent properties at such time as the cut-de-sac is eliminated.
- 2) Iron pins to be set at all lot corners.
- 3) Subdivision located in R-E zone.
- 4) No grading, filling or landscaping to be done within Regulated Areas without approval of the Inland Wetlands Commission.
- 5) Harvest Hill I - Area 1A27a.
- 6) Inland Wetlands approval 3/1/76
- 7) Parcel "A" to be conveyed to an adjoining property owner.
- 8) Inland Wetland restrictions to be included on deed descriptions and plat plans.
- 9) Sedimentation & erosion control plan to be filed with commission prior to beginning any construction.





- Notes**
1. All portions of the property within the subdivision shall be maintained in the original condition of use and shall be used for the purposes shown on this plan.
 2. All portions of the property within the subdivision shall be used for the purposes shown on this plan.
 3. The zoning of the property within the subdivision shall be used for the purposes shown on this plan.
 4. The zoning of the property within the subdivision shall be used for the purposes shown on this plan.
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 9. The zoning of the property within the subdivision shall be used for the purposes shown on this plan.
 10. The zoning of the property within the subdivision shall be used for the purposes shown on this plan.

Legend

- Boundary Line
- Proposed to be used
- Existing use
- Construction Area on N.E.C.P.

TOWN OF EAST HARTFORD
 PLANNING AND ZONING COMMISSION
 1000 STATE STREET
 HARTFORD, CONNECTICUT 06103

TOWN REGULATIONS NOT VIOLATED
 CERTIFIED SUBSTANTIALLY COMPLY
 CLASS A-2
 E. W. HARRIS, PLANNING COMMISSIONER

	SUBDIVISION PLAN	
	HARVEST HILL II	
TOWN OF EAST HARTFORD, CONNECTICUT SUBMITTED BY: E. W. HARRIS, PLANNING COMMISSIONER PREPARED BY: E. W. HARRIS, PLANNING COMMISSIONER DATE: FEBRUARY 1976		
SHEET NO. 1 OF 1	SCALE: 1" = 40'	DATE: FEBRUARY 1976

Forward East Hartford Goals

East Hartford is a great place for people of all backgrounds to live and work. We want to make it better while addressing the manifestations of systemic racism.

Improve the Quality of Affordable Housing and Increase Home Ownership Opportunities

Encourage/Incentivize Growth of Small Businesses/Eliminate Barriers for People of Color-Owned Enterprises

Improve Financial Literacy

Enhance Civic Engagement Throughout the Community

Explore Partnerships to Increase Access to Adequate/Affordable Health Services

Ensure Sufficient Social and Mental Health Services for Youth

Coordinate Mental Health/Social Services in Responding to Emergency Calls

Enhance and Expand Positive Community/Police Interaction

Improve Police Accountability and Transparency

Provide Quality Education and Set High Expectations for all Students

RESOLUTION OF THE EAST HARTFORD TOWN COUNCIL

WHEREAS racism is a social system with multiple dimensions: individual racism that is interpersonal or systemic racism that is institutional or structural, and is a system of structuring opportunity and assigning value based on the social interpretation of how one looks;

WHEREAS race is a construct with no biological basis;

WHEREAS racism unfairly disadvantages specific individuals and communities, while unfairly giving advantages to other individuals and communities, and saps the strength and diminishes the potential of all society through the unequal allocation of resources;

WHEREAS racism is a root cause of poverty and constricts economic mobility;

WHEREAS racism causes persistent discrimination and disparate outcomes based on race in many areas of life, including housing, education, employment, criminal justice, and health;

WHEREAS in particular, racism and segregation have exacerbated a health divide resulting in people of color in Connecticut bearing a disproportionate burden of illness and mortality including COVID-19 infection and death, heart disease, diabetes, and infant mortality;

WHEREAS Black, Native American, Asian American and Pacific Islander, and Latino residents are more likely to experience poor health outcomes as a consequence of inequities in economic stability, education, physical environment, food, and access to health care and these inequities are, themselves, a result of systemic racism;

WHEREAS more than 100 studies have linked racism to worse health outcomes; and


WHEREAS the economic growth and social well-being of East Hartford depends upon equitable access to opportunity for every resident regardless of the color or ethnicity.

NOW THEREFORE BE IT RESOLVED that the Town Council of East Hartford asserts that racism is a public health crisis affecting our town and all of Connecticut and has determined with public input that the following goals should be addressed in a thoughtful comprehensive manner to address the manifestations of systemic racism and will gather information and resources necessary to promote these goals:

1. Improve the Quality of Affordable Housing and Increase Home Ownership Opportunities
2. Encourage/Incentivize Growth of Small Businesses/Eliminate Barriers for People of Color-Owned Enterprises
3. Improve Financial Literacy
4. Enhance Civic Engagement Throughout the Community
5. Explore Partnerships to Increase Access to Adequate/Affordable Health Services

6. Ensure Sufficient Social and Mental Health Services for Youth
7. Coordinate Mental Health/Social Services in Responding to Emergency Calls
8. Enhance and Expand Positive Community/Police Interaction
9. Improve Police Accountability and Transparency
10. Provide Quality Education and Set High Expectations for all Students

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: 10/29/2020
TO: RICHARD F. KEHOE, TOWN COUNCIL CHAIRMAN
FROM: MAYOR MARCIA A. LECLERC 
RE: DIRECTOR OF HEALTH COMPENSATION

Please place on the Council Agenda the Director of Health and Social Services salary and offer of compensation.

As you are aware the search for a Director of Health & Social Services has been ongoing since the retirement of Jim Cordier on his 40th Anniversary with the Town of East Hartford in April of this year and who has continued to fulfill the position until a qualified candidate could be hired. After an exhaustive search we have selected a candidate that fulfills the requirements set forth in the Charter and the Ordinance.

Since there is no approved wage chart on which to base this position I ask the council to affirm and approve an interim salary of \$114,467. The candidate understand that a Compensation Study will be underway and the potential for expansion of his compensation will be under consideration at the conclusion of the study.

Since time is of the essence I ask that the council take this up as a committee of the whole at the November 4th council meeting.

Attached please find the Director of Health requirements as outlined in the Ordinance as well as the resume of the candidate.

Thank you.

Director of Health. *The Director of Health shall have a Medical Doctor or Master's Degree in Public Health, and six years increasingly responsible experience in public health administration, including two years as head of a major unit within a public health program, and other qualifications required by State law. Thorough knowledge of public health administration, policies and practices; knowledge of departmental administration procedures, including planning, coordination and program evaluation; ability to interpret complex health and housing codes and statistical data; ability to prepare narrative and statistical reports of complexity in clear and concise terms for the lay person; ability to appear in public forums to present health policies and programs; ability to supervise; ability to deal effectively with town officials, the public and the media; ability to prepare an operations budget; ability to monitor complex financial records; ability to develop public and employee health programs as needed; and the ability to keep abreast of developments, innovations and regulations pertaining to public health.*

**The candidate position also act as the Director of Social Services and oversee the Regional WIC program.

Laurence James Burnsed

608 NW 42nd Street • Oklahoma City, OK 73118 • (405) 837-0848 • laurenceburnsed@att.net

EDUCATION

Florida A&M University
Master of Public Health, May 2000
Concentration in Epidemiology

University of Oklahoma
Professional Master of Business Administration
Degree expected December 2020

PROFESSIONAL SUMMARY

Dedicated public health professional with 20 years of experience in personnel management, policy development, budget oversight and program implementation. Extensive experience protecting and promoting the health of the public through evidence-based programs. Effective servant leader and mentor with a focus on fostering growth, quality, efficiency and a collaborative organizational culture.

WORK EXPERIENCE

MERCY HEALTH SYSTEMS, Oklahoma City, OK

Regional Director – Emergency Preparedness 05/2020 - Current

- Manage emergency management programs for planning, mitigation, response and recovery from disruptive incidents for all Mercy hospitals and clinics in Oklahoma and Western Arkansas.
- Develop, implement and evaluate emergency management policies to meet core capabilities and comply with Centers for Medicare & Medicaid Services and state regulatory requirements.
- Advise senior leadership during incidents, including the ongoing COVID-19 pandemic, for planning and response efforts with local, regional and state agencies and organizations.
- Provide technical supervision and guidance to hospital emergency management staff.
- Facilitate emergency management trainings for hospital personnel required by regulatory agencies and joint commission.
- Research and apply for grants to support hospital emergency management programs.

OKLAHOMA STATE DEPARTMENT OF HEALTH, Oklahoma City, OK

Senior Epidemiologist, Community Health Services 03/2020 – 05/2020

- Provided epidemiologic oversight for county health department personnel to execute surveillance, investigation and control program activities.
- Coordinated local public health COVID-19 response activities, including protocol development, training investigation teams, and consulting with local officials on guidance implementation.
- Advised agency leadership on COVID-19 trends, challenges, solutions and needed resources.

State Epidemiologist, Prevention & Preparedness Services 11/2018 – 03/2020

- Supervised and provided epidemiological oversight for six service areas and more than 150 employees responsible for the surveillance, investigation and control of infectious diseases; injury surveillance and prevention; immunization services; state public health laboratory operations; and all-hazards emergency preparedness and response for the State of Oklahoma.
- Managed program budgets and expenses encompassing approximately \$74,000,000 in state appropriations and federal cooperative agreements.
- Established and maintained collaborations with healthcare providers, hospitals, laboratories, Tribal Nations and other organizations to assure program services met community needs.
- Conducted performance evaluations and quality assurance reviews for appropriate and efficient delivery of core public health services.
- Developed and reviewed program proposals, budget requests, reports for agency leadership, legislative summaries and reports for several federal grants. Served as the principal investigator for the Epidemiology and Laboratory Capacity Cooperative Agreement.

- Represented Prevention & Preparedness Services in agency strategic planning activities; led planning and implementation of program activities to accomplish annual performance measures.
- Designed epidemiological studies, determined and utilized appropriate statistical methods to evaluate and interpret data, and implemented prevention and control measures.

Director and Epidemiologist, Acute Disease Service

05/2000 – 11/2018

- Advanced from entry-level epidemiologist to director of the Communicable Disease Division within the Acute Disease Service; 12 years of service as director mentoring and supervising masters-prepared epidemiologists, nurses, administrative support personnel, and graduate student staff.
- Collaborated with local and state public health staff, including regional directors, public health nurses and environmental specialists to conduct disease investigations, outbreak response, epidemiological studies and all-hazards event response. Ensured staff followed Oklahoma statutes, administrative rules, agency policies and investigation protocols.
- Represented the Acute Disease Service in agency strategic planning activities; directed planning and implementation of program activities to accomplish annual performance measures.
- Managed the 24/7/365 epidemiologist-on-call system to provide consultations to healthcare providers, businesses, institutional settings and the public; collaborated with local, state and federal partners to investigate urgent disease events.
- Conducted statewide trainings for public health staff, including nurses and environmental specialists, on agency investigation procedures, documentation and confidentiality requirements.
- Prepared press releases and conducted media interviews regarding the prevention and control of infectious diseases.
- Completed trainings in Incident Command System (ICS) 100, 200, National Incident Management System 300 and IS-700; served in ICS operations roles during public health events.

PUBLICATIONS

- Burnsed LJ, Kovar LD, Angelo KM, Trees EK, Concepción-Acevedo J, McDermott MD, Wagner D, Bradley KK (2018). Use of whole genome sequencing to complement characterisation of a typhoid fever outbreak among a Marshallese community: Oklahoma, 2015. *Epidemiology and Infection* 1–7. <https://doi.org/10.1017/S0950268818002601>.
- Johnson MG, Bradley KK, Mendus S, Burnsed L, Clinton R, Tiwari T. Vaccine-preventable disease among homeschooled children: two cases of tetanus in Oklahoma. *Pediatrics*. 2013Dec; 132 (6): e1686-9. Epub 2013 Nov 11.
- Bradley KK, Williams JM, Burnsed LJ, et. al. Epidemiology of a large restaurant-associated outbreak of Shiga toxin-producing *Escherichia coli* O111:NM. *Epidemiol Infect*. 2012 Sep; 140 (9): e1644-54. Epub 2011 Nov 25.
- L. Burnsed, L. Hicks, L. Smithee, et. al. A Large Travel-Associated Outbreak of Legionellosis Among Hotel Guests: Utility of the Urinary Antigen Assay in Confirming Pontiac Fever. *Clinical Infectious Diseases*. 2007; 44: 222-8.
- Fatal Cases of Rocky Mountain Spotted Fever in Family Clusters - Three States, 2003. *MMWR*. Vol 53, No. MM19; 407.
- L. Burnsed, C. Brown, C. Harris, C. Jones, W. McDougle. Demographic Factors Associated with Cardiac Revascularization: A Retrospective Analysis. *Florida Health Care Journal*. 2001Feb; 2 (1): 16-19.

ACTIVITIES & SKILLS

- Executive Development Program for State Officials, 2019
- Fellow, Oklahoma Public Health Leadership Institute, 2003-2004
- Member, Council of State and Territorial Epidemiologists
- Volunteer, Big Brothers Big Sisters of Oklahoma, 2013 to current
- Computer skills: Statistical Analysis Software (SAS), REDCap, R programming language, Power BI, Tableau and Microsoft Office applications

Robert J. Poole

OFFICE OF THE
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108



OCT 30 11:13

FAX (860) 291-7389
EAST HARTFORD

DATE: October 30, 2020

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: Wednesday, November 4, 2020 6:30 p.m. Town Council Chambers

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

Wednesday, November 4, 2020

6:30 p.m.

Town Council Chambers

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

- The pending Superior Court actions known as:
 - Bell Court Condominium Association, Inc. v. Town of East Hartford, Docket No. HHD-CV-18-5054628-S;
 - Town of East Hartford v. Bell Court Condominium Association, C/O Louis Maldonado, Docket No. HHD-CV-16-6071333-S; and
 - Town of East Hartford v. Bell Court Condominium Association, Inc., Docket No. HHD-18-6094423-S

involving penalties, including those that may remain pending before the Property Maintenance Code Board of Appeals, relative to a fire damaged building formerly at 23 Bell Court.

- The pending assessment (tax) appeal known as Riverside Health Care Realty, LLC v. Town of East Hartford, Docket No. HHB-CV-18-6045390-S, involving real property located at 751 Main Street.
- The pending CHRO claim known as Courtney Desilet v. Town of East Hartford, CHRO Case No. 2040116, involving current Town employee, Courtney Desilet.

C: Mayor Leclerc
Scott Chadwick, Corporation Counsel
Scott Sansom, Chief of Police
Attorney Johanna Zelman, FordHarrison, LLP
Christine Sasen, Risk Manager