

*Robert J. Clark*

2019 NOV 20 A 8:30

TOWN COUNCIL AGENDA  
TOWN COUNCIL CHAMBERS  
740 MAIN STREET  
EAST HARTFORD, CONNECTICUT  
NOVEMBER 26, 2019

TOWN CLERK  
EAST HARTFORD

**6:30 P.M. Executive Session**

=====

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

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
  - A. Other Elected Officials
  - B. Other Residents
  - C. Mayor
5. APPROVAL OF MINUTES
  - A. October 29, 2019 Executive Session
  - B. October 29, 2019 Public Hearing
  - C. October 29, 2019 Regular Meeting
  - D. November 12, 2019 Organizational Meeting
6. COMMUNICATIONS AND PETITIONS
  - A. Resignations from Boards and Commissions
  - B. Committee Assignments 2019-2021
7. OLD BUSINESS
8. NEW BUSINESS
  - A. Tentative Agreement between the Town of East Hartford and the East Hartford Supervisors' Union, Local 818, AFSCME, Council 4:
    1. Approval of Contract
    2. Contingency Transfer
  - B. Recommendation from Real Estate Acquisition & Disposition Committee: 23 Cambridge Drive
  - C. Referral to Real Estate Acquisition & Disposition Committee re: Acceptance of Brookside Lane as a Town Road
  - D. 2019 Homeland Security Grant Program
  - E. Dial-A-Ride Operating System Grant
  - F. DOT Click It or Ticket Grant Program
  - G. Outdoor Amusement Permit "Holiday Fest"
  - H. 2020 Town Council Meeting Schedule
  - I. 2020-2021 Budget Workshops Schedule
  - J. Appointments to the Historic District Commission
  - K. Refund of Taxes

9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
  - A. Pending property damage claim of the Town (brick wall damaged by motor vehicle accident) against Providence Mutual:
    1. Rescission of Motion at the October 29, 2019 Town Council Meeting
    2. Motion for the pending property damage claim of the Town (brick wall damaged by motor vehicle accident) against Providence Mutual
  - B. Pending Federal Court action known as Ramos, Administrator of the Estate of Jose Maldonado v. Town of East Hartford, et al., Docket No. 3:16-CV-00166 (VLB).
  - C. Pending Superior Court action known as Marisol Galarza v. Town of East Hartford, et al., Docket No. HHD-CV-18-6097198-S.
  - D. Pending Superior Court action known as Colleen Maniscalco v. Town of East Hartford, et al., Docket No. HHD-CV-18-6098685-S.
11. OPPORTUNITY FOR RESIDENTS TO SPEAK
  - A. Other Elected Officials
  - B. Other Residents
  - C. Mayor
12. ADJOURNMENT (next meeting: December 17<sup>th</sup>)

*Robert J. Clark*

2019 NOV -4 A 9:58

TOWN COUNCIL MAJORITY OFFICE

TOWN CLERK  
EAST HARTFORD

OCTOBER 29, 2019

EXECUTIVE SESSION

PRESENT Chair Richard F. Kehoe, Vice Chair Linda A. Russo, Majority Leader Ram Aberasturia, Minority Leader Esther B. Clarke, Councillors Marc I. Weinberg, Joseph R. Carlson, Shelby J. Brown (arrived 6:16pm), and Caroline Torres

ABSENT Councillor Patricia Harmon

ALSO Scott Chadwick, Corporation Counsel  
PRESENT Thomas Gerarde, Attorney, Howd & Ludorf, LLC  
Jonathan Reik, Attorney, McGann, Barlett & Brown, LLC  
Meredith Diette, Attorney, Berchem Moses PC  
Michael Walsh, Finance Director  
Linda Trzetzziak, Assistant Finance Director  
Santiago Malave, Human Resources Director  
Sandra Franklin, Employee Benefits Administrator  
Fire Chief John Oates

CALL TO ORDER

Chair Kehoe called the meeting to order at 6:13 p.m.

MOTION By Esther Clarke  
seconded by Linda Russo  
to **go into** Executive Session to discuss the following issues:

- The pending Workers' Compensation claim of Police Officer Adam Aborn in conjunction with the pending third party action known as Aborn v. Nye, Docket No. CV-18-6104639-S;
- The pending Workers' Compensation claims of former Town employee, Timothy McConville;
- The pending property damage claim of the Town (brick wall damaged by motor vehicle accident) against Providence Mutual;
- The pending Superior Court action known as Linda Williams v Town of East Hartford, Docket No. CV-18-6092390-S;
- The pending Federal Court action known as Ramos, Administrator of the Estate of Jose Maldonado v. Town of East Hartford, et al., Docket No. 3:16-CV-00166 (VLB);
- East Hartford Police Department Pension Plan Agreement;

- Contract between the Town of East Hartford and Local 1548 International Association of Firefighters, AFL-CIO.

Motion carried 7/0.

*At this point in the session, the Council recessed at 7:15 pm. to attend a Public Hearing and reconvened when the Public Hearing ended – at 7:25 pm.*

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

#### ADJOURNMENT

MOTION By Esther Clarke  
seconded by Linda Russo  
to **adjourn** (7:57p.m.)  
Motion carried 8/0.

Attest Richard F. Kehoe  
Richard F. Kehoe *AK*  
Town Council Chair

*Robert J. Pasak*

2019 NOV -4 A 9 58

TOWN COUNCIL CHAMBERS

740 MAIN STREET

EAST HARTFORD, CONNECTICUT

OCTOBER 29, 2019

TOWN CLERK  
EAST HARTFORD

PUBLIC HEARING/BLIGHT ORDINANCE

PRESENT Chair Richard F. Kehoe, Vice Chair Linda A. Russo, Majority Leader Ram Aberasturia, Minority Leader Esther B. Clarke, Councillors Marc Weinberg, Joseph Carlson, Shelby Brown and Caroline Torres

ABSENT Councillor Patricia Harmon

Chair Kehoe called the public hearing to order at 7:20 p.m.

Please publish the following legal notice in the Journal Inquirer on Tuesday, October 22, 2019. Mail bill to the East Hartford Town Council Office, 740 Main Street, East Hartford, CT 06108.

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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, October 29, 2019 at 7:15p.m. in Council Chambers to hear public comment on revisions to Chapters 7 and 21 of the Town of East Hartford's Code of Ordinances, which will become the town's "Blight Ordinance".

Any person(s) wishing to express an opinion on this matter may do so at this meeting. A copy of the proposed ordinance is on file in the Town Clerk's Office and the Town Council's Office.

Angela Attenello  
Town Council Clerk

Chair Kehoe explained that in 2005 the Council adopted the 2003 edition of the International Property Maintenance Code with changes to reflect issues that are more specific to East Hartford. In 2015, the International Property Maintenance Code published an updated version of the Code and the Council has, once again, adopted the Code and made numerous changes which would enhance the town's ability to penalize property owners who are cited for blight issues.

No one came forward.

MOTION By Esther Clarke  
seconded by Linda Russo  
to **adjourn** (7:25 p.m.).  
Motion carried 8/0.

Attest *Angela M. Attenello*  
Angela M. Attenello  
Town Council Clerk

*Robert J. Pratt*

EAST HARTFORD TOWN COUNCIL

2019 NOV -4 A 9:58

TOWN COUNCIL CHAMBERS

TOWN CLERK  
EAST HARTFORD

OCTOBER 29, 2019

PRESENT Chair Richard F. Kehoe, Vice Chair Linda A. Russo, Majority Leader Ram Aberasturia, Minority Leader Esther B. Clarke, Councillors Marc Weinberg, Joseph R. Carlson, Shelby J. Brown and Caroline Torres

ABSENT Councillor Patricia Harmon

CALL TO ORDER

Chair Kehoe called the meeting to order at 8:15 p.m. The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the pledge of allegiance.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Mayor Leclerc announced the following: (1) Pratt & Whitney will continue their environmental stewardship with off-site water testing in the Mill/Glenn Road and Hamilton/Home Street areas; (2) tomorrow the town will participate in the Opportunity Zone Conference and present both the Showcase Cinema and Founders Plaza properties; (3) East Hartford has been given two awards: first the Sustainable Connecticut Certification (Bronze) which recognizes the town's sustainability efforts, and second the American Institute of Architecture for the renovations to Raymond Library and Wickham Library and for the construction of the new Senior Center; (4) the 11<sup>th</sup> East Hartford Citizen Academy session graduated on Wednesday October 23<sup>rd</sup> at the Public Safety Complex; and (5) on Monday, November 11<sup>th</sup> at 1PM, the "Fallen Star" Memorial will be dedicated at Goodwin College.

APPROVAL OF MINUTES

October 15, 2019 Executive Session

MOTION By Ram Aberasturia  
seconded by Marc Weinberg  
to **approve** the minutes of the October 15, 2019 Executive Session.  
Motion carried 7/0. **Abstain:** Brown

October 15, 2019 Public Hearing

MOTION By Ram Aberasturia  
seconded by Caroline Torres  
to **approve** the minutes of the October 15, 2019 Public Hearing.  
Motion carried 7/0. **Abstain:** Brown

October 15, 2019 Regular Meeting

MOTION By Ram Aberasturia  
seconded by Marc Weinberg  
to **approve** the minutes of the October 15, 2019 Regular Meeting.  
Motion carried 7/0. **Abstain:** Brown

COMMUNICATIONS AND PETITIONS

Resignation of Michael Torres from the Metropolitan District Commission

Chair Kehoe announced that Michael Torres has resigned from the MDC as an East Hartford representative. The Chair thanked him for his service to the town.

OLD BUSINESS

East Hartford Police Department Pension Plan – Tabled at the October 15, 2019 meeting

MOTION By Marc Weinberg  
seconded by Linda Russo  
to **REMOVE FROM THE TABLE** the motion to approve the “Retirement Plan for Full-Time Employees of the Police Department of the Town of East Hartford” as presented and attached to a memo from Mayor Marcia Leclerc to Town Council Chair Rich Kehoe, dated October 4, 2019 with an effective date and an expiration date in conjunction with the provisions of Article 12 of the Plan – that was approved by the Police Union on September 24, 2019.  
Motion carried 6/0. **Abstain:** Clarke, Torres

On call of the vote to **approve** the motion removed from the table, motion carried 6/0.  
**Abstain:** Clarke, Torres

*Once fully executed, a copy of the pension plan will follow these minutes.*

Contract between Town of East Hartford and Local 1548 International Association of Firefighters, AFL-CIO – Tabled at the October 15, 2019 meeting

MOTION By Ram Aberasturia  
seconded by Linda Russo  
to **REMOVE FROM THE TABLE** the motion to approve the tentative agreement for a successor collective bargaining agreement between the Town of East Hartford and Local 1548 International Association of Fire Fighters, AFL-CIO effective July 1, 2019 through June 30, 2022 as outlined

and attached to a memo dated October 8, 2019 from Marcia A. Leclerc, Mayor to Rich Kehoe, Town Council Chair and as ratified by the bargaining unit members on October 7, 2019.  
Motion carried 6/0. **Abstain:** Clarke, Torres

On call of the vote to **approve** the motion removed from the table, motion carried 6/0.  
**Abstain:** Clarke, Torres

*Once fully executed, a copy of the contract will follow these minutes.*

#### Contingency Transfer of Funds

MOTION By Ram Aberasturia  
seconded by Marc Weinberg  
to **approve** a contingency transfer to provide a source of funds to settle the Firefighters' Contract for the fiscal year ending June 30, 2020 as follows:

From Acct G9600-60201 Contingency Reserve – Contract Negotiations	\$238,927
To Acct G5317-60110 Fire Suppression	\$238,927

Motion carried 6/2. **Nays:** Clarke, Torres

#### NEW BUSINESS

Recommendation from Ordinance Committee re: Revisions to Chapters 7 and 21 of the East Hartford Code of Ordinances – Blight Ordinance

MOTION By Linda Russo  
seconded by Esther Clarke  
to **amend** the Town of East Hartford Code of Ordinances by repealing the following Sections in Chapter 7 and substituting or adding new language where applicable: Sections 7-1, 7-2, 7-3, 7-5, 7-6, 7-7, 7-8, 7-8a, 7-9, 7-23 and 7-24 through 7-28; and to **amend** the following in Chapter 21:

- Section 21-1: subsection (a) and subsection (h)
- Section 21-3: subsection (b) (2); and
- To delete Sections 21-4, 21-9, 21-10, 21-12, 21-13 and 21-15 through 21-48 in their entirety

consistent with the draft dated October 7, 2019 entitled "Revised Blight Ordinance" which was approved by the Ordinance Committee at their September 23, 2019 meeting.  
Motion carried 8/0.

Silver Lane School Shingled Roof Replacement Project

MOTION By Shelby Brown  
seconded by Linda Russo  
to **adopt** the following resolution:

**RESOLUTION TO ADD A PROJECT TO THE TOWN'S 5-YEAR CAPITAL IMPROVEMENT PLAN, TO AUTHORIZE AN APPROPRIATION, TO AUTHORIZE THE FILING OF A GRANT APPLICATION, TO SEND THE PROJECT TO THE PUBLIC BUILDING COMMITTEE, AND TO FUND THE LOCAL SHARE OF THE PROJECT COST**

**WHEREAS**, the Town of East Hartford Board of Education has identified that a "shingled roof" replacement project at the Silver Lane School is a priority of the school district and qualified for State School Construction reimbursement; and

**WHEREAS**, the cost of the roof replacement including design and construction is anticipated to total \$236,663 with the State reimbursing 76.43% or \$180,881 leaving the School District to pay 23.57% or approximately \$60,000 which includes an amount for unforeseen ineligible costs.

**THEREFORE BE IT RESOLVED**, that the East Hartford Town Council does hereby approve the following items:

1. The addition by resolution to the Town's 5-Year Capital Improvement Plan, the Silver Lane School Roof Replacement Project in the amount of \$236,663,
2. The appropriation of \$236,663 to fund the Silver Lane School Roof Replacement Project,
3. The authorization of the East Hartford Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the Silver Lane School Roof Replacement Project,
4. That the Town's Public Building Commission is hereby charged with the oversight and approval of the Silver Lane School Roof Replacement Project,
5. That the East Hartford Board of Education has budgeted the local share for this project in the Board's FY 20 budget,
6. That the Town of East Hartford hereby authorizes at least the preparation of schematic drawings and outline specifications for the Silver Lane School Roof Replacement Project.

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

Local Prevention Council Grant

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

**RESOLVED** that Marcia A. Leclerc Mayor of the Town of East Hartford, is hereby authorized to execute on behalf of this municipality a grant application in an amount not to exceed \$7,142 with the State of Connecticut Department of Mental Health and Addiction Services to support the activities of a local alcohol, tobacco, and other drug abuse Prevention Council, and to execute and file any contracts, amendments or reports as may be required to successfully complete the terms of the grant contract.

**BE IT FURTHER RESOLVED** that Mayor Marcia A. Leclerc's term of office began on January 10, 2011 and will continue until November 11, 2019. As Mayor, Marcia A. Leclerc serves as the Chief Executive Officer for the Town of East Hartford, and is duly authorized to enter into agreements and contracts on behalf of the Town of East Hartford.

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

### U.S. Environmental Protection Agency's Brownfields Assessment Program

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

**WHEREAS** the U.S. Environmental Protection Agency (EPA) has made funds available for the assessment of environmentally-compromised properties, known as Brownfields; and

**WHEREAS** these assessments are a necessary step in the remediation and redevelopment of these properties; and

**WHEREAS** cleaning up and reinvesting in these properties protects the environment, reduces blight and takes development pressure off greenspaces and working lands.

**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 EPA as they pertain to this Brownfields Assessment grant.

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

### Fiber to the Library Communications Grant Program

MOTION       By Shelby Brown  
                  seconded by Ram Aberasturia  
                  to **adopt** the following resolution:

**WHEREAS** the Connecticut State Library has made grant funds available to principal public libraries for high-speed fiber connections to the Connecticut Education Network (CEN); and

**WHEREAS** upgrading to a fiber connection is becoming necessary to keep pace with changes in technology and the public's growing data needs.

**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 Connecticut State Library as they pertain to this Fiber to the Library Communications Grant Program.

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

### 2019-2020 Public Health Emergency Preparedness Grant

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

**WHEREAS** The Connecticut Department of Public Health and the Capitol Region Council of Governments have offered funding under the Public Health Emergency Preparedness program; and

WHEREAS this money goes toward supporting planning, training, exercise, operations and intervention activity expenses relative to the prevention and/or mitigation of disease outbreaks and injuries resulting from epidemics, disasters and bioterrorism.

NOW THEREFORE LET IT BE RESOLVED that Mayor Marcia A. Leclerc has been empowered to make, execute and approve on behalf of this corporation any and all contracts or amendments thereof with the State of Connecticut Department of Public Health and/or the Capitol Region Council of Governments to fund a Public Health Emergency Preparedness grant for the period July 1, 2019 through June 30, 2020.

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

CT DOT Highway Safety Grant Program

MOTION By Marc Weinberg  
seconded by Ram Aberasturia  
to **adopt** the following resolution:

WHEREAS the Connecticut Department of Transportation (DOT) has made funds available for projects designed to reduce fatalities and injuries as a result of pedestrian and bicycle-involved crashes; and

WHEREAS strategies to achieve these goals include directing enforcement as well as education efforts towards driver and pedestrian behaviors that have been identified as contributing factors resulting in collisions.

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 DOT as they pertain to this Highway Safety Project grant.

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

Refund of Taxes

MOTION By Marc Weinberg  
seconded by Ram Aberasturia  
to **refund** taxes in the amount of \$10,335.17  
pursuant to Section 12-129 of the Connecticut General Statutes.  
Motion carried 8/0.

Bill	Name	Prop Loc/Vehicle Info.	Int Paid	Over Paid
2018-03-0051329	ANDERSON AILEEN M	2010/1FDXE4FS6ADA89773		-49.58
2018-03-0054098	BRADLEY SHERRY M	2001/JT8BF28G210322367		-61.07
2018-03-0054611	BRYAN LATOYA A	2007/2T1BR32E17C801626		-25.38
2018-03-0054935	BUSER AARON D	1999/JH4DC4351XS006510		-8.77
	CHAKRAVARTHULA			
2018-03-0056250	VENKATA A	2016/1FA6P8AM1G5311641		-93.78
2018-03-0057538	CONTRERAS JUAN A	1999/1B7GG22X0XS270117		-55.93
2018-01-0001579	CORELOGIC TAX SRVCES	206 CLEMENT RD		-2705.47

2018-03-0058565	DAIMLER TRUST	2015/WDCTG4GBXFJ114382	-225.82
2018-03-0058567	DAIMLER TRUST	2016/4JGDA5GB8GA756744	-547.20
2018-03-0058582	DAIMLER TRUST	2016/WDCTG4GB2GJ250183	-318.24
2018-03-0059973	DINKINS AGNES	2008/JTDBT923181237596	-11.65
2018-03-0061466	ENTERPRISE FM TRUST	2016/5N1AT2MV2GC760089	-536.40
2018-03-0063174	FURBUSH LEONARD J	2005/WWWCD63B25E018639	-96.16
2018-03-0063663	GAYLE GAYLE D	2001/1Y1SK528X1Z449102	-6.21
2018-03-0064018	GIVENS DIONDRA S	2011/5NPEC4AC0BH177375	-132.93
2017-03-0064533	GOLINO EUGENIA	1997/JHLRD1853VC065032	-22.50
2018-03-0064133	GOLINO EUGENIA	1997/JHLRD1853VC065032	-22.50
2017-03-0064844	GOODMAN DELFONE L	2014/5NPEB4AC7EH817198	-20.16 -368.55
2018-03-0064950	GRIVOIS GEORGE	2003/JTDBE32KX30163656	-10.35
2017-03-0066472	HERNANDEZ RUTH D	2006/JS2RD62H765351605	-121.95
2018-03-0066035	HERNANDEZ RUTH D	2006/JS2RD62H765351605	-117.45
2018-03-0066277	HINGORANI ARJUN K	2000/KMHCF35G0YU010756	-51.30
2018-03-0066520	HOLTZCLAW ROBERT M	2003/5VPCB16D833001019	-62.46
2018-03-0066557	HONDA LEASE TRUST	2016/5FNYP6H51GB015221	-674.65
2018-03-0068649	KASSEGNIN PHILIPS O	2013/5TDBK3EH1DS246013	-267.30
2017-03-0070193	LANDRY BONNIE L	2003/1SAAS01F331AR5179	-13.05
2018-03-0069732	LANDRY BONNIE L	2003/1SAAS01F331AR5179	-48.15
2018-03-0070560	LETT CINDY A	2010/3GNBABBDB0AS519533	-12.10
2018-03-0072124	MARTIN SAEKO I	2005/1NXBR32EX5Z487227	-74.79
2018-03-0072617	MC TRANSPORT LLC	1999/1FUYSYB2XPA89321	-36.81
2017-03-0074476	MITCHELL MARK A	2008/JNKAY01F38M650766	-146.82
2018-03-0074484	MOSELEY THOMAS R	2004/2HNYD18284H544339	-15.75
2018-03-0074485	MOSELEY THOMAS R	2007/JHMGD37617S041636	-11.70
2015-03-0074855	NEWTON WAYNE S	1998/1B3EJ56H7WN178319	-33.00
2018-03-0076717	PACCAR FINANCIAL	2017/2NP2HM6X2HM449362	-1526.62
2018-03-0077352	PELLICANE KIMBERLY K	2012/2HGFB2F51CH594750	-21.42
2018-03-0079628	RICHARDS LINDA D	2008/4F2CZ92Z08KM32185	-7.30
2018-03-0080193	RIVERA-COTTO MAGDIEL	2011/1FTFW1ET3BFC33033	-47.26
2018-03-0080596	RODRIGUEZ DEMETRIO A	2003/1FTNS24283HB93592	-145.13
2018-03-0080597	RODRIGUEZ DEMETRIO A	2000/JHMCG564XYC012181	-101.10
2016-09-0081613	ROLDAN ANNETTE	2015/1C4PJMCB3FW623117	-130.80
2017-03-0081672	ROLDAN ANNETTE	2009/1N4AL21E29C114357	-238.73

2018-01-0013257	ROSARIO LIONEL & WLMR	52 LAUREL ST		-28.35
2017-03-0081934	ROSE AUDLEY A	2007/1FTRW14567FA73902	-82.22	-456.76
2018-03-0081415	RUDDOCK LOUIS	2018/1HGCV1F10JA032609		-57.14
2018-03-0083000	SHEEHAN VINCENT J	2007/1FAFP34N87W258907		-17.19
2018-03-0083001	SHEEHAN VINCENT J	2007/5GTDN13E478160855		-63.94
2018-03-0083840	SOSA-HIRUJO RAMON A	2000/KMHJF35F2YU996581		-5.31
2018-03-0084032	SPINA SHARI L	2006/KMHDN56D46U203643		-12.51
2018-03-0087137	VEILLEUX DANIEL R	2008/2CNDL63FX86293948		-47.70
2018-03-0087356	VIENS ROBERTA J	2007/1G2ZH58N874241356		-23.13
2018-03-0087430	VILLEGAS DIANALIZ	2002/1N4AL11D22C118190		-14.04
2018-03-0087682	VW CREDIT LEASING LTD	2016/3VWD17AJ8GM217475		-196.48
2017-03-0089712	WLOCHOWSKI GARTH P	2005/KMHDN46D65U040745		-96.75
2018-03-0089308	ZIEVE FRANCES W	1971/113271W152576		-9.36
		SUBTOTAL	-102.38	-10232.79
		TOTAL REFUND		\$(10,335.17)

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

None

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Workers' Compensation Claim of Police Officer Adam Aborn in Conjunction with the Pending Third Party Action Known as Aborn V. Nye, Docket No. CV-18-6104639-S

MOTION By Ram Aberasturia  
seconded by Marc Weinberg  
to **accept** in compromise of the town's workers' compensation lien regarding current employee, Adam Aborn, the sum of \$16,633 to be received from the total settlement proceeds of \$40,000 in the third-party action known as Aborn v Nye, et al, Docket No. HHD-CV-18-6104639-S.  
Motion carried 8/0.

Workers' Compensation Claims of Former Town Employee, Timothy McConville

MOTION By Ram Aberasturia  
seconded by Caroline Torres  
to **accept** the recommendation of Corporation Counsel to fully and finally

settle all outstanding workers' compensation claims of former town employee, Timothy McConville, for a total sum of \$25,000.00.  
Motion carried 8/0.

Property Damage Claim of the Town against Providence Mutual

MOTION By Ram Aberasturia  
seconded by Marc Weinberg  
to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending property damage claim of the Town (brick wall damaged by motor vehicle accident) against Providence Mutual for a total sum of \$19,200.00.  
Motion carried 8/0.

Linda Williams v Town of East Hartford, Docket No. CV-18-6092390-S

MOTION By Ram Aberasturia  
seconded by Marc Weinberg  
to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending Superior Court action known as Linda Williams v Town of East Hartford, Docket No. HHD-CV-18-6092390-S, for a total sum of \$22,000.00.  
Motion carried 8/0.

Ramos, Administrator of the Estate of Jose Maldonado v. Town of East Hartford, et al, Docket No. 3:16-CV-00166 (VLB) No action taken.

*At this point in the meeting, Chair Kehoe yielded the Chair to Vice Chair Russo, who recognized Chair Kehoe for the following motion:*

MOTION By Rich Kehoe  
seconded by Esther Clarke  
to **add** to the agenda, before Opportunity for Residents to Speak, the following item:  
  
Resolutions Honoring Linda Russo, Ram Aberasturia, Marc Weinberg, Joe Carlson and Shelby Brown.  
  
Motion carried 8/0.

Resolution Honoring Linda Russo

MOTION By Esther Clarke  
seconded by Caroline Torres  
to **adopt** the following resolution:

*WHEREAS Linda Russo was appointed to the Town Council on February 3, 2009 to fill the vacancy created as a result of Jason Rojas' election to the General Assembly; and*

*WHEREAS Linda has been elected to the Town Council for 5 straight terms; and*

*WHEREAS Linda has served as Chair of the Real Estate Acquisition & Disposition Committee and served on the Town Council's Investigation & Audit and Ordinance Committees and as liaison to the East Hartford Housing Authority and as a Council Representative on the Emergency Medical Services Commission; and*

*WHEREAS Linda's strong attention to detail and keen legal mind as a result of her years of serving as an Assistant Attorney General for the State of Connecticut has ensured the Town Council's actions are clear and legally correct; and*

*WHEREAS Linda has a strong commitment to animal welfare issues and serves as a fashion counterweight to Ram Aberasturia.*

*NOW THEREFORE BE IT RESOLVED that this Town Council, along with Mayor Marcia A. Leclerc, extends its sincere, heartfelt appreciation to Linda Russo for her dedication and service to the Town of East Hartford and wishes her all the best in her future endeavors.*

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

#### Resolution Honoring Ram Aberasturia

MOTION       By Rich Kehoe  
                  seconded by Esther Clarke  
                  to **adopt** the following resolution:

*WHEREAS Ram Aberasturia was born in Cuba and came to the United States at a very young age; and*

*WHEREAS his family settled in East Hartford where Ram attended East Hartford Public Schools; and*

*WHEREAS Ram's life experiences has instilled in him a love for public service and giving back to his community; and*

*WHEREAS Ram was elected to the Board of Education in 2005, appointed to the Town Council on February 15, 2011 to fill the vacancy created as a result of Marcia Leclerc assuming the office of Mayor and has been re-elected to the Town Council since that appointment; and*

*WHEREAS Ram has served as Majority Leader since November, 2017 and served on the Town Council's Fees, Budget, Personnel & Pensions and Investigation & Audit Committees as well as liaison to the Metropolitan District Commission and as a Council Representative to the Economic Development Commission; and*

*WHEREAS Ram's leadership, cutting-edge style of clothing, deep affection for his family and strong sense of humor has continued a culture of bipartisanship and good fun on the Town Council.*

*NOW THEREFORE BE IT RESOLVED that this Town Council, along with Mayor Marcia A. Leclerc, extends its sincere, heartfelt appreciation to Ram Aberasturia for his dedicated and diligent work in service to the Town of East Hartford and wishes him all the best in his future endeavors.*

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

Resolution Honoring Marc Weinberg

MOTION By Esther Clarke  
seconded by Rich Kehoe  
to **adopt** the following resolution:

*Whereas Marc Weinberg was first elected to the Town Council in November, 2003 and has been re-elected 7 times since then; and*

*Whereas Marc has served as Chair of the Fees Committee and as a member of the Town Council's Traffic and Transportation, Town-owned Property Other than Real Estate, Tax Policy and Personnel & Pensions Committees and as liaison to Riverfront Recapture; and*

*Whereas Marc has always taken very seriously his responsibility as a representative of the people of East Hartford; and*

*Whereas Marc has cared deeply about those who are in need of assistance, offering his hand in support and his voice for their plight; and*

*Whereas Marc has a keen sense of the history of our town and never misses the opportunity to remind people of their own personal history on their birthdays.*

**NOW THEREFORE BE IT RESOLVED** that this Town Council, along with Mayor Marcia A. Leclerc, extends its sincere, heartfelt appreciation to **Marc Weinberg** for his dedication and years of service to the Town of East Hartford and wishes him well in his future endeavors.

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

Resolution Honoring Joseph Carlson

MOTION By Rich Kehoe  
seconded by Esther Clarke  
to **adopt** the following resolution:

*Whereas Joseph "Joe" Carlson served as Town Treasurer for ten years prior to being first elected to the Town Council in November, 2015 and re-elected in 2017; and*

*Whereas Joe served on the Town Council's Budget, Real Estate Acquisition & Disposition and Personnel & Pensions Committees in addition to being a liaison to the East Hartford Housing Authority; and*

*Whereas Joe's financial skills, honed through 10 years of service as Town Treasurer and Chair of the Pension and Retiree Benefit Board, has served the Town Council well during our discussions and decisions regarding our long term liabilities; and*

*Whereas Joe's calm demeanor and attention to detail ensured measured discussion on potentially contentious issues; and*

*Whereas Joe's deep faith and strong ethical sense has been a guiding force on the Town Council.*

**NOW THEREFORE BE IT RESOLVED** that this Town Council, along with Mayor Marcia A. Leclerc, extends its sincere, heartfelt appreciation to **Joe Carlson** for his dedication and commitment to the Town of East Hartford and wishes him blue skies and bright sunshine, whether on the Amalfi Coast in Italy or in his own backyard, for the road ahead.

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

## Resolution Honoring Shelby Brown

MOTION By Esther Clarke  
seconded by Caroline Torres  
to **adopt** the following resolution:

*Whereas Shelby Brown was elected to the Board of Education, serving two years before being elected to the Town Council in November, 2017; and*

*Whereas Shelby has served as the Chair of the Tax Policy Committee and as a member of the Town Council's Fees and Budget Committees; and*

*Whereas Shelby is a quick study, readily cutting to the bottom line on the most complex of issues; and*

*Whereas Shelby is a strong, ardent advocate for racial and gender equity and treating everyone fairly; and*

*Whereas Shelby has been a great colleague with a broad smile that can disarm the most contentious of conflicts.*

**NOW THEREFORE BE IT RESOLVED** that this Town Council, along with Mayor Marcia A. Leclerc, extends its sincere, heartfelt appreciation to **Shelby Brown** for her dedication and commitment to the Town of East Hartford and wishes her all the best in her future endeavors.

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

It was a bittersweet moment for these five dedicated individuals when they each thanked the citizens of East Hartford for electing them to public service and also recognized their families for the sacrifices they make so that they are able to represent those voters. The Councillors, along with Mayor Leclerc, noted how much each one of them made a difference in the betterment of East Hartford. They will be missed.

*At this point, Vice Chair Russo yielded the Chair back to Chair Kehoe.*

## OPPORTUNITY FOR RESIDENTS TO SPEAK

Eileen Driscoll, 672 Forest Street, Craig Stevenson, 52 Milwood Road and Don Bell, 72 Main Street each thanked the outgoing Councillors for their dedication and commitment to the town.

Esther Clarke stated that under the Charter "...the Town Council shall meet at seven thirty p.m. on the second Monday in November, 1969 and biennially thereafter..." She noted that this election year is the 50<sup>th</sup> year that the Town Council has worked under the present Charter. The significance of this benchmark was not lost on those present. On November 12<sup>th</sup>, the Town Council will begin its "second chapter" in the history of East Hartford.

ADJOURNMENT

MOTION By Esther Clarke  
seconded by Linda Russo  
to **adjourn** (10:45 p.m.).  
Motion carried 8/0.

The Chair announced that the next regular meeting of the Town Council would be Tuesday November 26<sup>th</sup>.

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

*Robert J. Pasek*

TOWN COUNCIL CHAMBER 2019 NOV 18 A 8:36

EAST HARTFORD, CONNECTICUT TOWN CLERK  
EAST HARTFORD

NOVEMBER 12, 2019

### ORGANIZATIONAL MEETING

PRESENT Richard F. Kehoe, Esther B. Clarke, Don Bell, Connor Martin, Angela Parkinson, Awet Tsegai, Sebrina Wilson, Patricia Harmon and John Morrison

#### CALL TO ORDER

In accordance with Section 3.2(a) of the Town Charter, Mayor Marcia A. Leclerc called the meeting to order at 7:00 p.m. She announced the exit locations in accordance with Connecticut General Statutes § 29-381, after which the Council joined her in the pledge of allegiance, led by James Francois, son of Councillor-elect Sebrina Wilson.

Mayor Leclerc stated that she was sworn in as Mayor on Friday, November 8<sup>th</sup> at 3PM by the Honorable Scott Chadwick and Robert Pasek, Town Clerk. She then read the following section from the Town Charter which defines this organizational meeting:

#### **Sec. 3.2 Presiding Officer and Clerk**

(a) With the Mayor presiding, the Town Council shall meet at seven thirty p.m. on the second Monday in November, 1969 and biennially thereafter, and shall choose one of its members to be Chairperson of said Council to preside at all meetings, but such office shall not deprive such Chairperson the right to vote on any question.

(b) The Chairperson shall also be the Deputy Mayor and shall exercise the powers and duties of the Office of Mayor in the event of the absence, death, disability or resignation of the Mayor. The fact of disability of the Mayor shall be determined by an affirmative vote of eight of the members of the Council and shall continue for such time until a majority of the Council members determine that such disability no longer exists. If the Deputy Mayor shall assume the powers and duties of the Mayor until the next biennial election, the Deputy shall resign from the Council, and the Council shall fill the vacancy for the remainder of the Council's term. During all other periods when the Deputy Mayor exercises the powers and duties of Mayor, he or she shall retain his or her vote as a Councillor.

(c) Upon selection of a Chairperson, the Town Council shall elect one of its members to the office of Vice Chairperson who shall assume the Chairperson's duties in his or her absence including powers and duties of Deputy Mayor.

(d) At such meeting, and biennially thereafter, the Council shall also select a Clerk of the Council who shall receive and transmit communications for the Council and shall keep the records of its meetings and transactions in accord with the provisions of this Charter, the Ordinances, and Rules of the Council and perform such other services for the Council as may by resolution be prescribed.

The Mayor called upon Robert Pasek, Town Clerk to administer the Oath of Office to the following elected officials:

TOWN COUNCIL

Don Bell  
Esther Clarke  
Patricia Harmon  
Richard Kehoe  
Connor Martin  
John Morrison  
Angela Parkinson  
Awet Tsegai  
Sebrina Wilson

BOARD OF EDUCATION

Vanessa Jenkins – not present  
Marilyn Pet  
Dorese Roberts – not present  
Stephanie Watkins – not present

SELECTMEN

Harrison Amadasun, Sr.  
Margaret Goodrow  
Rob Rosa – not present

CONSTABLES

Charles Clarke – sworn in earlier  
Lydia Gonzalez  
Rebecca Johansen  
Susan Tukey  
Tia Woods  
Joyce Yoo

TOWN TREASURER

Lee Griffin

As a point of personal privilege, Mayor Leclerc thanked all those involved in the town's recent election for their hard work and commitment to East Hartford.

She then recognized Awet Tsegai for purposes of initiating the motion to nominate the Council Chair.

NOMINATION OF COUNCIL CHAIR/DEPUTY MAYOR

MOTION

By Awet Tsegai  
seconded by Angie Parkinson  
to **nominate** Richard F. Kehoe as Chair of the Town Council  
Motion carried 9/0.

The Mayor then yielded the floor and Rich Kehoe presided over the meeting as Chair.

NOMINATION FOR VICE CHAIR

MOTION                   By Connor Martin  
                                  seconded by Awet Tsegai  
                                  to **nominate** Don Bell as Vice Chair of the Town Council.  
                                  Motion carried 9/0.

NOMINATION OF COUNCIL CLERK

MOTION                   By Sebrina Wilson  
                                  seconded by Patricia Harmon  
                                  to **appoint** Angela Attenello as Council Clerk.  
                                  Motion carried 9/0.

RESOLUTION RELATING TO TIME, PLACE AND PROCEDURE FOR REGULARLY SCHEDULED AND SPECIAL COUNCIL MEETINGS

MOTION                   By Angie Parkinson  
                                  seconded by Patricia Harmon  
                                  to **adopt** the following resolution:

**Whereas**, Section 3.3(a) of the Town Charter of the Town of East Hartford requires that a resolution be adopted at this meeting governing the time and place of regularly scheduled meetings, and provide for the calling of Special Meetings.

**NOW, THEREFORE, BE IT RESOLVED:**

That the East Hartford Town Council meets regularly on the first and third Tuesdays of each month at 7:30 p.m., and at such other times as the Council shall designate, in the Council Chamber in the Town Hall of the said Town of East Hartford and at such other places as the Council shall designate.

Also, according to Section 3.3(a) of the Town Charter, that the Chair shall have the power to call a Special Meeting of the Council at any time and shall call such meeting whenever requested by one-third or more of the Councillors.

**BE IT FURTHER RESOLVED:**

That Robert's Rules of Order shall govern parliamentary procedure at all Town Council meetings, with the exception that (1) the Chair shall not be required to restate the motion of any Council member unless requested by another Councillor, or when in the discretion of the Chair, such restatement is necessary to avoid any confusion as to the motion; and (2) where such rules are in conflict with the provisions of the State Statutes, the Town Charter, or Town Ordinances.

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

SELECTION OF MAJORITY AND MINORITY LEADERS

Chair Kehoe announced that Sebrina Wilson will serve as the Majority Leader and Esther Clarke will serve as the Minority Leader.

Chair Kehoe announced that the next regular Town Council meeting will be November 26<sup>th</sup>.

Each Councillor thanked their families and the residents of East Hartford for their support through the entire election process.

ADJOURNMENT

MOTION      By Esther Clarke  
                  seconded by Don Bell  
                  to **adjourn** (8:10 p.m.)  
                  Motion carried 9/0.

Attest   
                  Angela M. Attenello  
                  TOWN COUNCIL CLERK



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 18, 2019  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *ma*  
RE: RESIGNATION: Boards and Commissions

---

Attached are communications received by my office from Awet Tsegai who is resigning from his position as Vice-Chair of the Veterans Commission and full member of the Zoning Board of Appeals; Angie Parkinson, who is resigning from her position as a full member on the Planning and Zoning Commission; Connor Martin, who is resigning from his position of Vice-Chairman of the Zoning Board of Appeals, Don Bell, who is resigning from his position as a full member of the Inland Wetlands Commission, and John Morrison, who is resigning from his position as Vice-Chair from Inland Wetlands Commission.

Please place these resignations on the November 26<sup>th</sup>, 2019 Town Council Agenda and share our appreciation as a community for the valuable service they have provided by volunteering their time on the above mentioned Boards and Commissions.

Thank you.

C: R. Pasek, Town Clerk

John Morrison  
34 Jonathan Lane  
East Hartford, CT, 06118

Dear Robert Pasek

I This letter is to inform you of my immediate resignation of my position as a member of the East Hartford Inland Wetland Commission. Thank you.

Sincerely,



John Morrison  
860-997-0967

*Robert P. Pasek*  
2019 NOV 18 A 11:02  
JOHN MORRISON  
EAST HARTFORD

## Tchelidze, Ekaterine

---

**From:** Don Bell <donaldbelljr@gmail.com>  
**Sent:** Saturday, November 16, 2019 6:23 PM  
**To:** Dan O'Dea; Leclerc, Marcia  
**Subject:** Resignation from Inland Wetlands Commission

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

 **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.**

Good evening,

I am writing to you both to provide notice of my resignation from the East Hartford Inland Wetlands Commission. This resignation is effective November 12, 2019.

Thank you for the opportunity to serve my community in this role. If you need anything else, please let me know.

Best,

Don Bell

Dear Mr. Pasek,

November 6, 2019

I'm writing to inform you of my resignation from the following boards and commissions.

- Veterans Commission
- Zoning Board of Appeals

Thank you,

A handwritten signature in blue ink, appearing to read 'Awet Tsegai', with a horizontal line extending from the end of the signature.

Awet Tsegai

CC: Craig Stevenson  
Office of the Mayor

November 11, 2019

To whom it may concern,

Effective today November 11, 2019 I will be resigning from the position of Vice Chairman of the Zoning Board of Appeals Commission. This is due to my recent election to Town Council. I thank the town for the opportunity to serve on the ZBA as well as in my new position as Town Councilor.

Thank you,

Connor Martin

**Leclerc, Marcia**

---

**From:** Angie Parkinson <angie\_parkinson@yahoo.com>  
**Sent:** Sunday, November 10, 2019 11:07 AM  
**To:** Leclerc, Marcia; Ryan, John  
**Cc:** Attenello, Angela  
**Subject:** Re: P&Z resignation

**Follow Up Flag:** Flag for follow up  
**Flag Status:** Flagged

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 Marcia and John,

Thanks so much for the opportunity to serve on the East Hartford Planning and Zoning commission! Due to my election to Town Council, please accept my resignation from P&Z, effective November 12, 2019.

Thanks again.

Angie Parkinson

Sent from my iPhone

**COMMITTEE ASSIGNMENTS**

**2019-2021**  
**(11-26-19)**

**Economic Development – Voting Members**

Angie Parkinson  
Pat Harmon

**Education, Board of (Liaisons)**

Rich Kehoe  
John Morrison

**Pension & Retiree Benefit Board – Voting Member**

Connor Martin

**Housing Authority (Liaisons)**

Connor Martin  
Esther Clarke

**Personnel & Pensions**

Awet Tsegai, Temp Chair  
Connor Martin  
John Morrison

**Fees Committee**

Connor Martin, Temp Chair  
Awet Tsegai  
Pat Harmon

**Investigation & Audit Com.**

Awet Tsegai, Temp Chair  
Sebrina Wilson  
Esther Clarke

**Ordinance Committee**

Rich Kehoe, Temp Chair  
Sebrina Wilson  
Esther Clarke

**Public Building Commission – Voting Members**

Rich Kehoe  
John Morrison

**Riverfront Recapture (Liaison)**

Sebrina Wilson

**M.D.C. (Liaison)**

Awet Tsegai

**Real Estate Acquisition & Disposition Committee**

Angie Parkinson, Temp Chair  
Awet Tsegai  
John Morrison

**Budget Committee**

Don Bell, Temp Chair  
Sebrina Wilson  
John Morrison

**Tax Policy Committee**

Angie Parkinson, Temp Chair  
Don Bell  
Pat Harmon

**Town Owned Property Other Than RE**

Awet Tsegai, Temp Chair  
Rich Kehoe  
Pat Harmon

**Community Engagement**

Don Bell, Temp Chair  
Angie Parkinson



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 18, 2019  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *Ma*  
RE: NEW BUSINESS: Tentative Agreement Between the Town of East Hartford and  
the East Hartford Supervisors' Union, Local 818, AFSCME, Council 4

---

On November 06, 2019 the Town of East Hartford and the East Hartford Supervisors' Union Local 818, AFSCME Council 4 (hereinafter "Local 818 Supervisors' Union") entered into a tentative agreement for a new collective bargaining agreement effective July 1, 2019 through June 30, 2022. The tentative agreement was ratified by the bargaining unit members on November 12, 2019.

The impetuses for the tentative agreement centered on maintaining the wage increases, benefits and working conditions for the twenty eight (28) positions in the Local 818 Supervisors' Union within the parameters established in the Town's Proforma for Labor Contract Negotiations.

You'll find that the tentative agreement with the Local 818 Supervisors' Union regarding these items have achieved the objectives of the Town, while staying within the Town Council's spending directive from the joint Town and Board of Education meeting.

Attached for your review is a copy of the tentative agreement between the Town of East Hartford and the East Hartford Supervisors' Union Local 818, AFSCME and a copy of the Successor Local 818 Supervisors Contract highlighting all the contract changes noted in the tentative agreement. Also, attached to this memorandum is a memorandum from the Town's Director of Finance with the financial analysis of the Local 818 Supervisors Union's tentative agreement.

Since this matter involves a need to fund the successor collective bargaining agreement, the Town's Finance and Human Resources Directors will be present at the Town Council meeting should there be any questions or concerns, or a need to go into executive session.

The attached tentative agreement is being submitted to you within fourteen days from the date the union members ratified the agreement. In accordance to Section 7-474 of the General Statutes of the State of Connecticut "Such request shall be considered approved if the legislative body fails to vote to approve or reject such request within thirty days of the end of the fourteen-day period for submission to said body."

I respectfully request that this agreement be added as an agenda item for the Council meeting on November 26, 2019. I also recommend that the Council approve the agreement for the reasons indicated above.

Cc: Linda Trzetzziak, Finance Director

# OFFICE OF HUMAN RESOURCES

Date : November 18, 2019

To : Marcia A. Leclerc, Mayor

From : Santiago Malave, Human Resources Director 

Re : Tentative Agreement between the Town of East Hartford and the East Hartford Supervisors' Union, Local 818, AFSCME, Council 4

Attached for your review is 1.) a suggested transmittal letter to the Council Chairman regarding the Tentative Agreement Between Town of East Hartford and Supervisors' Union, Local 818, AFSCME, Council 4, (hereinafter "Supervisors' Union") for a successor collective bargaining agreement effective July 1, 2019 through June 30, 2022 2.) a copy of the tentative agreement and 3.) a copy of the tentative contract highlighting all old language and negotiated changes accordingly.

The impetuses for the tentative agreement centered on maintaining the wage increases, benefits and working conditions for the twenty eight (28) positions in the Local 818 Supervisors' Union within the parameters established in the Town's Proforma for Labor Contract Negotiations.

You'll find that the tentative agreement with the Local 818 Supervisors' Union regarding these items have achieved the objectives of the Town, while staying within the Town Council's spending directive from the joint Town and Board of Education meeting.

Since this matter involves a need to fund the successor collective bargaining agreement, the Town's Finance and Human Resources Directors will be present at the appropriate Town Council meeting should there be any questions or concerns, or a need to go into executive session.

The attached tentative agreement is being submitted to you within fourteen days from the date the union members ratified the agreement. In accordance to Section 7-474 of the General Statutes of the State of Connecticut "Such request shall be considered approved if the legislative body fails to vote to approve or reject such request within thirty days of the end of the fourteen-day period for submission to said body."

The tentative agreement was ratified by the Local 818 Supervisors' Union on November 12, 2019. I respectfully request that this item be added as an agenda item for the Council meeting on November 26, 2019. I also request that you recommend that the Council approve the agreement for the reasons indicated above.

Cc: Linda Trzetzkiak, Finance Director

**AGREEMENT BETWEEN  
TOWN OF EAST HARTFORD**

**and**

**EAST HARTFORD SUPERVISORS UNION  
LOCAL NO. 818 OF COUNCIL NO.4**

**AFSCME AFL-CIO**

**July 1, 2016 – June 30, 2019**

**July 1, 2019 – June 30, 2022**

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## **WITNESSETH**

This agreement is entered into between the Town of East Hartford, hereinafter referred to as the "Town" and Local #818 of Council #4, of the American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the "Union".

## **ARTICLE I**

### **RECOGNITION**

#### **Section 1.0**

The Town recognizes the Union as the sole and exclusive bargaining agent for the purpose of collective bargaining on matters of wages, hours of employment and all other conditions of employment for all supervisory employees of the Town of East Hartford, excluding the Director of Libraries, and Police and Fire Supervisors and Department Heads as defined by the Act. Reference is hereby made to decision No. 1769 of the Connecticut State Board of Labor Relations and to Memorandum of Agreement dated November 30, 1992.

The provisions of the Agreement shall be applied equally to all employees in the bargaining unit without discrimination because of age, sex, marital status, sexual orientation, race, color, creed, national origin, disability as defined under state law, political affiliation or union membership.

#### **Section 1.1**

Whenever used in this agreement, the word "his" shall be interpreted to include the word "her" and the word "employee" shall be interpreted to include the plural thereof.

## **ARTICLE II**

### **UNION SECURITY**

#### **Section 2.0**

The Town agrees to deduct weekly Union dues in whatever sum is established by the Union as the regular monthly dues uniformly required as a condition of retaining membership therein, upon the receipt of an assignment. If, for any reason, a deduction was not made on the payday in which Union dues were to be deducted, a sufficient amount will be deducted in the first pay period in which the employee has sufficient funds due him to bring his deductions up to date. The sum which represents such weekly Union dues deductions shall be certified to the Town as constituting such by the duly authorized Financial Officer of the Union. If the sum once certified is changed, the amount deducted from the earnings of an employee who has authorized such deductions shall not be increased or decreased until thirty (30) days' written notice of such change has been received by the Town from the duly authorized Financial Officer of the Union.

#### **Section 2.1**

Deductions provided for in Section 2.0 shall be remitted to the duly authorized Financial Officer of the Union not later than one (1) week following the end of each month, following

the pay period in which the deduction is made. The Town will simultaneously furnish the duly authorized Financial Officer of the Union, each month, a record of the employees from whose earnings deductions have been made.

### **Section 2.2**

The Town agrees to deduct Union dues or service fees required to be paid pursuant to this Article, provided, however, that no deductions hereunder shall be made without the written authorization of the employee, which authorization shall be on a form mutually agreed to by the Town and the Union.

The Town's obligation to make such deductions shall terminate automatically upon termination of the employee who signed the authorization, or upon his transfer to a job not covered by this Agreement, or written revocation by the employee of the authorization, except that deductions shall be resumed if an employee, terminated by layoff, is rehired with seniority rights during the life of the contract then in existence and the authorization has not been revoked.

The Union agrees to indemnify and save the Town harmless against any and all claims, demands, suits or proceedings arising out of, or by reason of, any action taken or not taken by the Town in reliance upon the Union security and check-off provisions of this Agreement or on the correctness of any dues or service fee deduction authorization furnished by the Union to the Town. The Town shall call upon the Union to defend any suits or proceedings arising out of the foregoing indemnity and the Union shall promptly defend such suits or proceedings without cost to the Town and in the event the Union fails to defend such suits or proceedings, the Town shall undertake such defense and costs thereof shall be charged to the Union.

### **Section 2.3**

~~Employees who are members of the Union upon the effective date of this Agreement, or who later become members, shall, as a condition of employment, remain members of the Union in good standing, or pay the Union an agency fee equal to the dues charged to Union members, for the duration of this contract or any extension thereof.~~

**All employees in the bargaining unit, who are members of the Union, shall tender regular periodic dues to the Union.**

**Upon receipt of an individually signed authorization, the Employer agrees to deduct monthly from the wages of employees who on the date of the Agreement are or thereafter become members of the Union or voluntarily elect to pay a service fee in lieu thereof, whatever sum is established by the Union as the regular monthly dues uniformly required as a condition of retaining membership therein.**

**The sum which represents such monthly dues deductions shall be certified to the Employer as constituting such dues deductions by the duly authorized financial officer of the Union. If the sum once certified is changed, the amount deducted from the earnings of an employee who has authorized such deductions shall not be increased until thirty (30) days written notice of such change has been received by the Employer from a duly authorized officer of the Union.**

**Section 2.4**

At least one bulletin board shall be reserved, at an accessible place in each division, for the exclusive use of the Union for the posting of Official Union notices or announcements.

**Section 2.5**

The Town will provide the Union with sufficient copies of this Agreement, within thirty (30) days after the signing of this Agreement. The local Union will receive one (1) and Council #4 will receive two (2) originally signed copies of this agreement.

## **ARTICLE III**

### **SENIORITY**

#### **Section 3.0**

- (A) Each employee's seniority shall be determined by his length of service with the Town since the most recent date of hire. The Town shall prepare a list of all bargaining unit employees showing their seniority in length of service with the Town and deliver the same to the Union on December 1 of each year. Upon completion of their probationary period, new employees shall be added to this list.
  
- (B) Bargaining unit seniority as used in this agreement will be defined as length of service in this bargaining unit upon completion of the probationary period in Section 3.1.

#### **Section 3.1**

- (A) New employees shall serve a probationary period of six (6) months from the date of hire, which may be extended for three (3) months by mutual agreement between the department head and the Union, and they shall have no seniority rights during this period, but shall be subject to all other provisions of this Agreement. All employees who have completed their probationary period shall be full-time employees and shall acquire seniority as of the date of their employment.
  
- (B) Employees new to positions in this bargaining unit shall serve a probationary period of three (3) months from the date they come into this bargaining unit. The employee shall be evaluated by the new supervisor at least twice in the first month and once each month thereafter during the probationary period. The supervisor may return the employee to his/her former position at the end of the six (6) month probationary period if the written evaluations show the employee is not performing well in the new position. They shall have no bargaining unit seniority rights during this period and shall be subject to all other provisions of this Agreement.

#### **Section 3.2**

At any time during the probationary period, the appointing authority may recommend, in writing, to the Human Resources Director, the removal of an employee if, in his opinion, the working test indicates that the employee is unable or unwilling to perform the duties of his position satisfactorily, or that his habits or dependability do not merit his continuing in the position. The reason for his dismissal shall be made in writing to the Human Resources Director, the employee and to the Union. The dismissal of an employee during the probationary period shall not be subject to the grievance procedure.

#### **Section 3.3**

- (A) All vacancies and new positions shall be posted for a period of five (5) working days on bulletin boards to be provided for such purpose, prior to any action taken by the Town to fill such vacancies or new positions. Employees will not be permitted a lateral or demotional transfer outside of their division more than once in a twelve-month period. Employees wishing to be considered for assignment to such

vacancies or new positions may, personally or through their Steward, submit their request to their supervisor in writing.

Employees requesting consideration and who were not selected for such assignment, in accordance with the provision of this Agreement, may appeal the action through the grievance procedure.

- (B) Copies of each job posting and a list of the persons bidding for the job shall be sent to the Union Secretary at the end of the posting period.

#### **Section 3.4**

- (A) When a vacancy exists or a new position is created, the employee with the highest department or division seniority from within the department or division wherein the vacancy or new position exists, shall be given the first opportunity to fill the position, provided he has the ability and qualifications to perform the work. If he/she refuses, it shall go to the next senior person who has the qualifications and ability to perform the work. If a promoted employee proves to be unable to perform the work within three (3) months, he shall be returned to a position in his former classification and shift in the department or division from which he came. This shall not have any effect on any future promotions.

Senior employees shall be given the first opportunity to train for higher classifications.

- (B) If no employee in the department or division wherein the vacancy or new position exists is qualified, the position shall be filled by an employee from other departments or divisions in the bargaining unit, provided that the employee is qualified.
- (C) If no employees in the bargaining unit are qualified, the position may be filled through recruitment of applicants not employed by the Town.
- (D) The person appointed to the vacancy or new position and the Union Secretary shall be notified, in writing, of the appointment and the vacancy shall be filled as soon as possible.
- (E) Whenever an employee is temporarily promoted to another class having a higher maximum rate of pay, the rule for promotion as provided in Section 8.4 shall not apply. The rate of pay for such employee shall be his rate of pay in the former class; provided however that, after such employee has worked a total of thirty (30) working days within the most recent two year period in said higher class, Section 8.4 shall apply to determine the level of compensation for the remainder of the temporary assignment. When the employee is returned to the former class, the rate of pay shall be at the step previously received before the temporary promotion plus any step increases that would have occurred during the interim.
- (F) In the absence of one or both Public Works superintendents, acting superintendents can be assigned at the discretion of the department head.

- (G) In the absence of the Park superintendent or the Golf Course superintendent, an acting superintendent may be assigned at the discretion of the department head.

**Section 3.5**

Layoffs shall take effect as follows:

- (A) Part-time employees and temporary employees
- (B) Employees working twenty (20) hours a week but less than forty (40) hours per week.
- (C) Probationary employees.
- (D) The employees with the least bargaining unit seniority shall be laid off first within classification. An employee whose position is eliminated shall have the option to bump the least senior employee in the same classification. The least senior employee within the affected classification shall have the option to bump the least senior employee in any lateral or lower classification which either was previously held by the bumping employee, or for which the bumping employee is qualified.

**Section 3.6**

Laid-off employees with the most bargaining unit seniority shall be rehired first to any lower or lateral classification the laid-off employee has the ability to perform or any higher classification where the laid-off employee is qualified in accordance with the collective agreement, and no new employee shall be hired until all laid-off employees have been given an opportunity to return to work.

**Section 3.7**

Part-time employees are those employees who are not on the list furnished to the Union under 3.0 of this Article.

**Section 3.8**

Shift preference will be granted on the basis of department or division seniority within the classification as openings occur. Before vacancies are filled, employees in the classification will be given shift preference, as provided in this section.

**Section 3.9**

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

- (A) If he resigns.
- (B) If he is discharged for just cause.
- (C) If he has been laid-off for lack of work and such layoff continues for more than two (2) years.

- (D) If he fails to report to work within (10) working days 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 to return within five (5) days.

### **Section 3.10**

For all purposes, except layoff, the seniority rights of the Union President, Vice-President, Secretary and Treasurer, as well as Stewards, shall be exactly the same as the seniority rights of all other employees, except as provided below:

- (A) In the case of a layoff, the above-named Union Officials will have super-seniority during their term of office, provided they have the qualifications to fill the vacant positions.

## **ARTICLE IV**

### **HOURS OF WORK, OVERTIME AND HOLIDAY PAY**

#### **Section 4.0**

- (A) Except as otherwise provided, the regular hours of employment for employees represented by the union in the Public Works Department and Parks Department, shall be forty (40) hours per week divided equally over five working days of eight (8) hours, Monday through Friday, beginning at 7:00 a.m. and ending at 3:30 p.m. with 1/2 hour for lunch. If there is a second shift it shall begin at 3:00 p.m. and end at 11:30 p.m. with 1/2 hour for supper. If there is a third shift it shall begin at 11:00 p.m. and end at 7:30 a.m. with 1/2 hour for supper.
- (B) The Collector of Revenue, Supervisor of Administration and Environmental Control, Information Technology Manager, Grants Administrator, Assistant Library Director, Town Engineer, Assistant Director of Finance, Assessor, Assistant Director of Public Works, Supervisor of Nursing, and Police Records Supervisor shall normally work between the hours of 8:30 a.m. to 4:30 p.m. Monday through Friday with one (1) hour for lunch. This constitutes a regular work day of seven (7) hours and a regular work week of thirty-five (35) hours. Should the interests of the Town require it, the incumbents of the positions cited herein may either occasionally, seasonally, or periodically work a different schedule of hours provided the union and the affected employees concur.
- (C) For all Police Communications Supervisors, the work schedule is a ~~7-hour workday with one hour unpaid lunch, on a rotating 4-days-on, 2 days-off schedule, with rotating days off.~~ **an 8.75 hour workday with 4-days-on and 3 days-off, rotating every eight (8) weeks. The Chief of Police, or his designee, will be responsible for assigning all Police Communications Supervisors to the appropriate shifts.** Shift rotation is on a 56-day cycle. Initial placement on a shift is determined by seniority bidding. The bid period shall be for a period equal to 56 days times the number of Communications Supervisors employed at the time of the bidding.

At the end of 56 days, all shift assignments are rotated. The rotation is:

Relief to Eves

Eves to Days  
Days to Mids  
Mids to Relief

The swapping of assigned shifts will be administered as follows:

- 1) All exchanges must be requested in writing, signed by all involved parties, and received by the Chief of Police or his designee at least 24 hours in advance of the beginning of the desired swap period.
- 2) All exchanges shall be reviewed and approved or disapproved in advance by the Chief of Police or his/her designee.
- 3) The Department shall not incur any liability to pay overtime or compensatory time as a result of the swap. No swap shall be approved which would violate any applicable State or Federal regulations or laws regarding the payment of overtime. No swap shall be approved which would violate any requirement of the collective bargaining agreement regarding the payment of overtime or which imposes restrictions regarding the number of hours that may be worked.
- 4) Once a swap has been approved, the work schedule(s) shall be amended to reflect the change. Upon approval, the responsibility for the shift shall rest with the employee now scheduled to work. If the employee becomes ill and cannot work, he/she shall be charged with the sick time deduction, and the now-vacant shift will be filled in the same manner as any other vacant shift. Any and all types of approved time off will be deducted from the employee taking responsibility for the shift.
- 5) Except as described above, the exchanging of shifts, or a portion of any shift, is prohibited.

#### **Section 4.1**

Time and one-half shall be paid for:

- (A) All work performed in excess of the regularly scheduled hours of work in any one day and any work performed in excess of the regularly scheduled hours of work in any work week.
- (B) All work performed on Saturday (does not apply to Police Communication Supervisors).
- (C) When the Waste Services Supervisor and/or Foreman works on a Saturday, he shall be compensated for eight (8) hours or the total time worked, whichever is greater.

#### **Section 4.2**

Double time shall be paid for:

(A) All work performed on Sunday (does not apply to Police Communication Supervisors).

(B) All overtime work performed on the holidays listed in Article V, Section 5.0.

**Section 4.3**

(A) When an employee is called in for work outside his regularly scheduled working hours, he shall be paid a minimum of four (4) hours at the applicable overtime rate.

(B) When an employee is pre-scheduled to report for meetings of Town Boards or Commissions outside his regularly scheduled working hours, he shall be paid a minimum of two (2) hours at the applicable overtime rate.

(C) A superintendent may, at the department head's discretion be authorized to work overtime whenever two or more Local 818 subordinates are called in for overtime work.

**Section 4.4**

(A) All bargaining unit work will be done by bargaining unit employees unless there are no qualified bargaining unit employees available or if unforeseen circumstances occur which makes the use of bargaining unit employees impossible.

(B) The Town agrees that the Assistant Director of Public Works shall not be assigned or perform bargaining unit duties of subordinate bargaining unit employees.

**Section 4.5**

All work performed on an overtime basis shall first be offered to employee(s) who regularly perform such work. Supervisory overtime in Police Communications will be performed only by qualified certified employees.

**Section 4.6**

Compensatory time shall not accumulate to more than sixty (60) hours. An employee may elect in lieu of overtime payment, compensatory time off for such overtime worked at the applicable overtime rate.

**ARTICLE V**

**HOLIDAYS**

**Section 5.0**

The following holidays shall be observed as days off with full pay:

New Year's Day	Memorial Day	Veterans Day
Martin Luther King's Birthday	Independence Day	Thanksgiving Day
Lincoln's Birthday	Labor Day	Christmas Day
Washington's Birthday	Columbus Day	Good Friday

Any unanticipated holiday or day of mourning declared by the Mayor, or his designee, 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. A holiday shall mean a day in which the usual Town business is suspended for the commemoration of some event or person.

**Section 5.1**

(A) Holidays falling on Saturday shall be celebrated on the preceding day.

(B) Holidays falling on a Sunday shall be celebrated on Monday.

**Section 5.2**

Whenever any of these holidays shall occur while an employee is out on sick leave, the employee shall be granted an additional day off at a time mutually agreeable to the department or division head with no charge to sick leave.

**Section 5.3**

When a holiday occurs while an employee is on vacation, said holiday shall not be charged against the employee's earned vacation time. The employee shall be granted an additional day off at a time mutually agreeable to the employee and the department or division head.

**Section 5.4**

Article V, Sections 5.0, 5.1, 5.2, 5.3, and any other contract language regarding holidays, shall not apply to Police Communications Supervisors. In lieu of days off with pay for holidays, Police Communications Supervisors shall receive an amount equal to 7% of their base wage, payable on the first payday of each December. This lump sum payment will be based upon the rate of pay in effect on December 1<sup>st</sup> and shall not become a part of base pay.

**ARTICLE VI**

**VACATIONS**

**Section 6.0**

Employees covered by this Agreement shall earn vacation at the current base rate of pay as follows:

(A) One week for six months but less than one (1) year of service.

(B) Two weeks for one (1) year but less than five (5) years of service.

(C) Three weeks for five (5) years of service.

(D) Four weeks for ten (10) years of service.

(E) One additional day of vacation after completing fifteen (15) full years of service for a total maximum of five (5) weeks for twenty (20) years or more of service.

- (F) The employee's anniversary date will be used to determine the amount of vacation time due.

**Section 6.1**

The scheduling of vacation periods will be made by the Town, in accordance with the provisions of Section 6.2 and 6.3, no later than April 15th of the vacation year. However, employees shall have the right to change their vacation for good reason.

**Section 6.2**

Requested dates for vacation leave shall be granted with due consideration to the wishes of the employee except that it may be deferred by the Department Head, or his designee so as not to conflict with the emergency or peak workloads of the department or division.

**Section 6.3**

Whenever there shall be a conflict in requested date(s), preference will be given to employees according to seniority.

**Section 6.4**

When an employee has exhausted his/her sick leave, he/she must elect to use any other accumulated time unless the employee has requested and received a leave of absence as prescribed in Article 7, Section 7.6.

**Section 6.5**

When an employee is separated from Town service, he shall be paid his pro-rata accumulated vacation leave. In the event of an employee's death, such payment shall be made to the employee's estate.

**Section 6.6**

Effective 1 January 1989, the maximum accumulation of vacation leave permitted will be fifty (50) days. Employees hired prior to January 1, 1989 may accumulate more than fifty (50) days' vacation. However, they may not carry over more than fifty (50) vacation days from one anniversary date to another. Earned vacation leave will be credited to the employee's record on his/her anniversary date effective with calendar year 1989. No vacation beyond fifty (50) 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 without prior approval from the Town. When an employee is separated from Town Service, he/she shall be paid his/her pro-rata accumulated vacation leave to a maximum of fifty (50) days. Only forty (40) of the fifty (50) days shall be credited to the employee's pension calculation.

**Section 6.7**

In determining vacations the Town shall schedule vacations from the smallest practicable units in order to provide the greatest number of concurrent vacations possible. For Police Communications Supervisors, vacation weeks shall be the same as pay weeks, beginning on a Sunday and ending on the following Saturday. No more than one Communications Supervisor will be permitted to be on a vacation week at any time.

### **Section 6.8**

In the event that an employee becomes sick during his/her vacation, an employee may elect to charge the vacation time that he/she is sick to sick leave and reschedule his/her vacation at a time mutually agreeable to the parties, provided that the employee has notified the Town immediately upon becoming sick, or as soon as possible. Medical verification of any sickness incurred while on vacation must be provided on a form provided by the Town before vacation time may be changed to sick time.

## **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 illness or injury, or to permit the absence of the employee for five days to care for a member of the employee's immediate family. Immediate family, for purposes of this section, is defined as the employee's spouse, dependent child or either parent of the employee who is currently domiciled with the employee. Use of sick leave to care for a family member shall be limited to two occurrences per calendar year.

- (A) Accrual of earned sick leave credits will continue while employees are absent from work due to vacation, injury, or illness, except for designated FMLA Leave (see Section 7.2).
- (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) 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 30 minutes after the workday begins, and if the absence exceeds five (5) working days, to provide the department or division head with a doctor's certificate on the approved form (Appendix C) or substantially equivalent information attesting to the need for absence. The signed form shall be presented to the department or division head immediately upon returning to work. Whenever possible, an employee who is absent for more than five (5) working days must notify his department or division head of his intention to return to work. In addition, the Town shall have the right to require a medical certificate (Appendix C) to substantiate the employee's request for sick leave for the following reasons: (a) any period of absence consisting of more than five (5) consecutive working days; (b) leave of any duration if absence from duty recurs frequently or habitually; (c) or leave of any duration when evidence indicates that sick leave is being abused and reasonable cause may exist for requiring such a certificate.
- (E) It shall be the responsibility of each department head to maintain accurate up-to-date leave records for his/her employees. Once every calendar year in the month of December, the department head shall notify all employees of the amount of vacation

- and sick leave to their credit and further shall submit copies of the same to the Human Resources Director who shall maintain a control file of such data.
- (F) For every calendar quarter of perfect attendance, an employee shall earn one Personal Day. If an employee has perfect attendance for four (4) consecutive quarters, the employee shall earn an additional Personal Day. 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. Personal Days shall be used at times mutually agreeable to the employee and department head. The Town will not provide payment to any employee who wishes to cash in unused personal days.
  - (G) If an employee has unused sick leave at the time of his/her layoff, he/she shall be paid in a lump sum for each day of unused sick leave up to a maximum of ninety (90) days.
  - (H) Employees who became members of this bargaining unit after 9/19/86 will receive payment for unused sick leave, up to a maximum of ninety (90) days, upon his/her retirement or death.
  - (I) In the event of an employee's death, the employee's estate shall receive, on the basis of the employee's current wages, full compensation for any of the employee's accumulation of sick leave up to a maximum of ninety (90) days.
  - (J) Any current employee who belonged previously to AFSCME Local 1174 and had the opportunity to accumulate 130 days maximum terminal leave for unused sick leave will retain that benefit on the effective date of this agreement as long as he/she remains in this bargaining unit. The benefit will not apply to any employee who did not formerly belong to Local 1174 or to any employee who became a member of this unit after 9/19/86.
  - (K) In the event of the death of any employee covered under (J) above, the employee's estate shall receive, on the basis of the employee's current wages, full compensation for any of the employee's unused accumulation of sick leave up to a maximum of 120 days.
  - (L) An employee shall be able to take time off without loss of pay to attend appointments with medical providers. Such paid time to attend appointments with medical providers shall not exceed two (2) hours in any given quarter.

**Section 7.1: Special Leave with Pay:**

The following types of leave with pay may be offered:

**(A) 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 they will be compensated under the provision of the Workers' Compensation Act of Connecticut. In addition to payments received under the Workers' Compensation Act, any employee with six (6) months of continuous service shall receive payment from the Town, which payment will equal 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.

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 of the State of Connecticut. The Town shall post prominently a notice designating the authority to which employees shall report illnesses and injuries.

**(B) Jury Duty:**

The Town will comply with State statutes regarding jury duty leave. Any employee who is required to be absent from work in order to report for jury duty on a regularly scheduled work day will receive pay for those hours for which he/she is absent from work for this reason, at his/her regular base hourly rate less any fee or other compensation paid to him/her for performing such jury duty. A second shift employee who reports for jury duty and is excused from jury service prior to 2:00 p.m. on any regularly scheduled work day shall report for work at the beginning of his regularly scheduled shift on such day. He shall not be eligible for pay by the Town unless he so reports to work. These provisions shall not apply in case of jury duty on any day during which the employee is not scheduled to work, nor on holidays, vacation periods, or authorized leaves of absences nor shall such provisions apply to employees who have volunteered for jury duty.

**(C) Funeral Leave:**

Three (3) days of special leave with full pay, within a period of seven (7) consecutive working days following the date of death or funeral, shall be granted for death in the employee's immediate family. Immediate family, for purposes of this section, is defined as parents, grandparents, spouse, brother, sister, child, step-child, grandchild, son-in-law, daughter-in-law, brother-in-law, sister-in-law, mother-in-law, father-in-law, and any other relative that is domiciled in the employee's household.

**(D) Military Leave:**

Employees shall be granted leave 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 employee's regular wages.
- Such summer training periods do not exceed two weeks.

**(E)** Union officials shall be allowed the required time to attend official Union conventions and conferences up to a total maximum of twenty-two (22) days in a two-year period, commencing with this contract.

**Section 7.2: Family Medical Leave**

The Town will comply with the terms of the Federal Family Medical Leave Acts. These terms include but are not limited to the following:

- (A) Under circumstances described below, employees will be eligible for up to 12 weeks of paid or unpaid family and medical leave in a twelve-month period. Pursuant to Federal Law, employees may choose, or employers 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, the substitution of accrued paid vacation or personal leave for any of the situations covered by FMLA.
- (B) Events which qualify employees for up to twelve (12) weeks of unpaid leave are:
- Birth or adoption of a child or placement of a child in the employee's home for foster care.
  - A serious health condition, as defined by FMLA, of the employee or employee's spouse, employee's parent or child.
  - Any qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a covered military member on active duty or notified of an impending call-up to covered active duty.
- (C) Employees may be eligible for up to twenty-six (26) weeks of leave during a single 12-month period to care for a covered service member with a serious injury or illness who is the spouse, child, parent, or next of kin to the eligible employee (Military caregiver leave).
- (D) To qualify for FMLA leave, employees requesting such leave must explain the reason for the leave in writing to their department head so that the Town can determine if FMLA-qualified leave will be granted.
- (E) The Town may require medical certification to document the reason for the leave, where provided by law.
- (F) 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.
- (G) During the period of FMLA-qualified leave, the employee shall not be credited for length of service and shall not be credited with time for the purpose of accruing sick leave, vacation leave, or Personal Days.
- (H) 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. Any employee contributions to health insurance shall be made directly to the Town by the employee.

**Section 7.3: Unpaid Leave of Absence:**

The Human Resources Director, with the 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. 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 is 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. Any vacation time due to an employee at the time the unpaid leave of absence commences may be paid at that time. Authorized unpaid leaves of absence for one (1) month or less will not be used as a basis of reducing health insurance benefits.
- (D) The Town will comply with the terms of the Veterans' 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

#### **Section 8.0**

~~Effective and Retroactive to July 1, 2016 all classifications represented by Local 818, wage rates and steps in effect on June 30, 2016 shall be increased by 1.5% (Appendix B).~~

#### **Section 8.1**

~~Effective July 1, 2017 all classifications represented by Local 818, wage rates and steps in effect on June 30, 2017 shall be increased by 1.5% (Appendix B).~~

#### **Section 8.2**

~~Effective July 1, 2018 all classifications represented by Local 818, wage rates and steps in effect on June 30, 2018 shall be increased by 1.5% (Appendix B).~~

#### **\*Section 8.2(a)**

~~\*Effective July 1, 2019 all classifications represented by Local 818, wage rates and steps in effect on June 30, 2019 shall be increased by 1.5% (Appendix B).~~

#### **Section 8.0**

**Effective and Retroactive to July 1, 2019 all classifications represented by Local 818, wage rates and steps in effect on June 30, 2019 shall be increased by 2.0% (Appendix B).**

#### **Section 8.0 (a)**

**All bargaining unit members on Step 2 of their salary grade will be moved to Step 3 of their salary grade effective and retroactive to June 30, 2019. Effective on July 1,**

2019 all bargaining union steps for all grades shall be renumbered one (1) through nine (9) in Appendix B.

**Section 8.1**

Effective July 1, 2020 all classifications represented by Local 818, wage rates and steps in effect on June 30, 2020 shall be increased by 2.0% (Appendix B-1).

**Section 8.1 (a)**

Effective on July 1, 2020 all bargaining union steps for all grades shall be renumbered one (1) through eight (8) in Appendix B-2. Bargaining Unit members will remain on their current grade and step for the 2020 Fiscal year. Effective on each bargaining unit member's anniversary date the union member's salary will be recalibrated in accordance with Appendix B-2.

**Section 8.2**

Effective July 1, 2021 all classifications represented by Local 818, wage rates and steps in effect on June 30, 2021 shall be increased by 1.25% (Appendix B-3).

**Section 8.2 (a)**

Effective on July 1, 2020 all bargaining union steps for all grades shall be renumbered one (1) through seven (7) in Appendix B-4. Bargaining Unit members will remain on their current grade and step for the 2021 Fiscal year. Effective on each bargaining unit member's anniversary date the union member's salary will be recalibrated in accordance with Appendix B-4.

**Section 8.3**

Employees working on a shift other than the regular day shift shall receive a shift differential of ten (10) percent. This section shall not apply to Police Communications Supervisors.

**Section 8.4**

Whenever an employee is permanently moved from a class or position in one grade to a different class in a grade having a higher maximum rate of pay, he shall be paid at the lowest step in the higher range ~~which also produces an increase of at least a full increment.~~ that produces an increase of not less than five percent (5%).

**Section 8.5**

Whenever an employee is permanently moved from a class or position in one grade to a different class in a grade having a lower maximum of pay, he shall be paid at the step in the lower range which coincides with the same step he received in the former.

**Section 8.6**

Employees shall be covered by the Unemployment Compensation Laws of the State.

**Section 8.7**

Employees who work on the second and third shifts will receive their weekly pay on Thursday.

### **Section 8.8**

The Town agrees to pay all employees required to work on a paving (blacktop) operation a rate of one dollar (\$1.00) per hour added to their regular rate for the periods that they are required to work on this job.

### **Section 8.9**

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 rate of twenty-one point five (21.5) cents per mile, or I.R.S. limit, whichever is greater.

### **Section 8.10**

- (A) Employees who hold Local 818 bargaining unit classifications that are currently eligible to use a Town vehicle for the purpose of commuting to and from work shall continue to receive said benefit.
- (B) If an employee who is truck eligible transfers to or is promoted to another position which was historically truck eligible said employee shall continue his/her truck eligibility. If an employee who is truck eligible transfers or promotes to a classification which is not truck eligible the employee shall lose the benefit.
- (C) Any new employees or present employees, who are not truck eligible as of June 11, 1992, or who lose their eligibility as aforesaid, shall enjoy the benefit of a Town-owned vehicle at the sole discretion of the Mayor.

### **Section 8.11**

~~The incumbents in the positions of Assistant Director of Public Works, Assessor, and Supervisor of Nursing as of June 30, 1993, shall continue to receive longevity pay in accordance with the Town of East Hartford Personnel Rules in effect on November 30, 1992.~~

**New employees and current employees new to this bargaining unit who begin on the Probationary Step will move to Step 1 in their grade upon completion of probation.**

## **ARTICLE IX**

### **INSURANCE AND PENSION**

#### **Section 9.0**

The Town shall provide and pay for the following insurance benefits for all active employees and their enrolled dependents:

- ~~(A) Preferred Provided (PPO) Plan with Managed Care provisions and full service prescription coverage, as described in Appendix E, through June 30, 2014.~~
- (A) Effective July 1, 2014, a High Deductible Health Plan (HDHP) with Health Savings Account (HSA) (\$1500/\$3000 – 100% in-network/80% out-of-network) with

prescription drug coverage as described in Appendix H. Effective July 1, 2017, the HDHP deductibles will increase to \$2000/\$4000.

~~1. The Town shall contribute fifty percent (50%) of a participating HDHP members annual plan deductible into such employees' Health Savings Account (HSA) in a single lump-sum deposit during the first week of each plan year annually on a pre-tax (IRC §123) basis. Employees may also contribute to the HSA on a pre-tax basis. Effective July 1, 2017, the Town shall contribute twenty-five percent (25%) of a participating HDHP members annual plan deductible into such employees' Health Savings Account (HSA) in a single lump-sum deposit during the first week of the plan year. Effective July 1, 2018, the Town shall contribute twenty percent (20%) of a participating HDHP members annual plan deductible into such employees' Health Savings Account (HSA) in a single lump-sum deposit during the first week of the plan year. \*Effective July 1, 2019, the Town will no longer contribute any portion of the annual plan deductible.~~

~~2.~~

~~i. The Town's contribution into an employee's HSA shall be pro-rated for any new or existing employee enrolling in the HDHP after a plan year has commenced.~~

~~ii.~~

~~Employees may also contribute to the HSA on a pre-tax basis.~~

~~iii. Employees ineligible for the HSA will be offered the alternative Health Reimbursement Account and Flexible Savings Account.~~

~~3. The Town shall implement a Wellness Program which offers a financial incentive for employees to take a more active role in their health. The Wellness Program requires employees to annually: (a) have their physician complete the Preventative Health Attestation form attached as Appendix G certifying that they have had medical screenings appropriate for their age; and (b) have their physician provide them with biometrical results; and (c) complete an on-line health risk assessment utilizing the biometrical results. Effective July 1, 2014 employees who fully comply with all of the Wellness Program requirements in a given year shall receive \$250 contribution toward their HDHP deductible for that plan year. Proof of compliance will be required. \*Effective July 1, 2019 through June 30, 2020, the wellness incentive payment will increase to \$600. \*The wellness incentive will revert to \$250 effective July 1, 2020. **Effective July 1, 2019 and thereafter, this wellness incentive will increase to \$600.**~~

~~(B) Triple Option Dental Plan, as described in Appendix D.~~

~~(C) Vision Care Endorsement for employee and spouse, as described in Appendix E. Effective July 1, 2014 BlueView Vision Rider as described in Appendix H.~~

- (D) The Town shall provide and pay for a Fifty Thousand (\$50,000) Dollar Life Insurance policy for each employee, with Accidental Death and Dismemberment coverage in the principal sum with double indemnity in the event of accidental death. Members of the Union who retire on or after the date of execution of this agreement will be provided life insurance coverage in the amount of Ten Thousand (\$10,000) Dollars.
- (E) Medicare Plan B for employees over sixty-five (65) years of age.
- (F) All members of the bargaining unit who elect coverage under Sections A) and B) as applicable and D) and f) above (health, prescription drug, vision **and (C) above (health, prescription drug, vision)**) will contribute toward the cost of such insurance benefits on a weekly pre-tax basis in accordance with Section 125 of the Internal Revenue Service Code for each year of the contract as described below:
1. ~~Effective July 1, 2016, bargaining unit members shall be required to contribute sixteen and one half percent (16.5%) of the cost of his or her insurance coverage.~~
  2. ~~Effective July 1, 2017, bargaining unit members shall be required to contribute twelve percent (12%) of the cost of his or her insurance coverage.~~
  3. ~~Effective July 1, 2018, bargaining unit members shall be required to contribute eleven percent (11%) of the cost of his or her insurance coverage.~~
  4. Effective July 1, 2019, bargaining unit members shall be required to contribute nine percent (9%) of the cost of his or her insurance coverage.
  5. **Effective July 1, 2020, bargaining unit members shall be required to contribute ten percent (10%) of the cost of his or her insurance coverage.**
  6. **Effective July 1, 2021, bargaining unit members shall be required to contribute eleven percent (11%) of the cost of his or her insurance coverage.**
- (H) The Town of East Hartford will implement a "Health Benefit Opt-Out Incentive Program." This plan will offer employees a financial incentive to drop Town-sponsored health insurance (excluding Dental) if they have or can get health benefits through another plan.
1. The payments to be made to employees who drop their Town-sponsored health insurance plan (Blue Cross & Blue Shield or any HMO), excluding Dental, will be as follows:

## Payment

<u>Coverage Type</u>	<u>Amount</u>
Individual	\$1,000.00
Individual plus one dependent	\$1,250.00
Individual plus two or more dependents	\$1,500.00

No payment will be made for a reduction in the number of dependents. The employee's entire contract must be canceled by the employee to qualify for payment.

2. One-quarter of the above amounts (\$250.00, \$312.50, \$375.00, respectively) will be paid at the end of the fiscal quarter for which the plan is canceled. Prorated payments will be made if an employee's plan is canceled partway through a quarter.
3. Employees wishing to take advantage of this option will fill out the change form provided by their plan and the "Health Benefit Opt-Out Form," attached as Appendix F, and will provide written evidence of health insurance coverage by another plan.
4. Current employees who are eligible but are not now on a Town-sponsored insurance plan will be qualified for this incentive upon presentation of proof of coverage by another health insurance plan.
5. New employees who are eligible for Town coverage upon employment but choose not to enroll will be eligible for this incentive upon presentation of written evidence of health insurance coverage by another plan. Prorated payments will be made to new employees if they begin employment partway through a quarter.
6. Employees who opt-out of their Town-sponsored plan and then find that the other source of coverage is no longer available may re-enroll in a Town plan subject to the rules of that plan. Employees can enroll in the Town's Blue Cross & Blue Shield only at the first of each month.

### **Section 9.1**

The Town reserves the option to change insurance carriers from time to time, but not more than once in any calendar year, through competitive bidding, for all insurance benefits. However, covered services shall not be reduced by any such change, and there shall be no loss of coverage due to pre-existing conditions. Any substitute plan shall have a high quality network, defined as one of the three (3) largest networks in the service area.

### **Section 9.2 Retiree Health Insurance**

The term "Retired employee" will mean a former employee continuously employed by the Town until the commencement of a pension who meets the requirements to receive a Normal, Early Disability pension from the Town and who is receiving a pension provided for hereunder. The term "vested employee" is being added to the Retirement Plan and will

mean any former employee who terminates employment and who subsequently qualified for a deferred pension benefit.

The East Hartford Retirement Plan as amended by agreement between the Union and the Town of East Hartford, dated August 24, 1988, covering all full time employees except Police and Firefighters shall remain unchanged and in full force and effect as it pertains to bargaining unit employees for the duration of this contract and as otherwise provided in said Agreement.

The Town shall provide and pay for the insurance benefits listed in Section 9.0 (A) for all eligible employees upon retirement. To be eligible for the retiree health and spousal insurance benefits set forth in this Section 9.2 the employee will have been hired prior to January 1, 2006 and must be actively employed by the Town of East Hartford until the commencement of retirement.

(A) For retired employees age 65 and over, who are eligible for Social Security, Parts A and B Supplemental coverage shall be provided in place of the foregoing coverage.

(B) The Town shall provide and pay for the insurance benefits as described in Section 9.0 (A) for the retired employee's spouse, under the following conditions:

- i. This coverage is only effective for the spouse of an employee retiring on or after January 1, 1984. Such coverage will not be provided to the spouse of an employee who retired prior to that date.
- ii. The retired employee must attain age sixty (60) before his/her spouse will be eligible for this coverage.
- iii. If the retired employee remarries, the new spouse will not be eligible for this coverage.
- iv. The term "spouse" shall mean the retired employee's spouse who shall have been married and living with the employee as his/her spouse at the time of their retirement.
- v. 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 the employee's pension check commencing with his 60<sup>th</sup> birthday, all coverage to the spouse shall cease and not be reinstated.
- vi. When the retired employee's spouse reaches age sixty-five (65) and enrolls in Medicare, the Town will pay 100% of the premium for Parts A and B Supplemental coverage.

(C) The PPO will be replaced with the HDHP for all employees retiring on or after July 1, 2019. The deductible will be \$1500 single, \$3000 family (**Appendix E**). The Town will not contribute any portion of the annual plan deductible or offer the wellness incentive.

### **Section 9.3 Other Post-Employment Benefits (OPEB)**

Upon ratification of this Agreement by both parties, employees eligible for a defined benefit pension (those hired prior to January 1, 2006) 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. It is understood that existing employee required contributions toward retiree insurance (e.g., contributions for spousal and dependent benefits) remain. **Effective July 1, 2020, the 1% contribution will increase to 1.25%.**

## ARTICLE X

### SAFETY AND HEALTH

#### **Section 10.0**

A joint safety committee shall be formed by the Town and the Union and said committee, which shall consist of not more than two (2) employees representing the Union and two (2) persons representing the Town, shall meet not less than once every other month, or at the request of the majority of the members to review and recommend safety and health conditions.

#### **Section 10.1**

The Town shall provide foul-weather gear, i.e., raincoats, rain hats, boots, gloves, etc. and for their care as necessary.

#### **Section 10.2**

The Town shall furnish safety helmets and safety glasses to any employee working in hazardous locations or with hazardous equipment. The Town will contribute up to \$150 (one hundred fifty dollars) toward the cost of safety shoes (steel toe) provided the employee's job requires them. In order to receive compensation, employees must turn in a valid receipt. Safety shoes and other equipment as required shall be worn at all times where hazardous conditions exist. Failure to do so will result in discipline which need not be preceded by a verbal or written warning.

The Town will provide 5 (five) sets of work uniforms per week for the waste services supervisor and foreman with cleaning services. The Town shall provide either two (2) sweatshirts or five (5) T-shirts annually to all other bargaining unit employees working in the Public Works and Parks Departments, excluding the Town Engineer and the Assistant Director of Public Works.

#### **Section 10.3**

The existing policies and practices concerning coffee breaks shall remain in effect.

#### **Section 10.4**

Employees who may be required to work overtime more than two (2) hours beyond the end of their regular shift will be permitted a one-half (1/2) hour lunch period with no interruption of pay for such ½ hour.

#### **Section 10.5**

The Town will furnish free to any employee, upon his request, medical injections for the prevention of poison ivy and poison oak reactions, tetanus and such other injections as may be recommended by the Town Health Officer.

**Section 10.6**

All employees shall be required to abide with all OSHA regulations. After the Town has provided the employees with safety equipment, the employee will be responsible for the replacement of this equipment, if lost or stolen. An employee shall not be responsible for equipment lost or stolen by virtue of other than his own carelessness or negligence.

**Section 10.7**

All employees in the classification of Police Communications Supervisor will be required to carry pagers **communication devices** on a 24-hour per day basis. Pagers **Communication devices** will be provided by the Town, and may be used for personal matters while the employee is off duty.

**ARTICLE XI**

**DISCIPLINARY ACTION**

**Section 11.0**

(A) Disciplinary action shall be for just cause and shall be applied in a fair manner and shall be consistent with the infraction for which the disciplinary action is being applied.

(B) Disciplinary actions ordinarily shall be preceded by an oral warning and shall include:

1. A written warning or reprimand
2. Suspension for a period not to exceed five (5) days.
3. Discharge

(C) All disciplinary actions may be processed as grievances under Article XIII.

**Section 11.1**

At the time of any suspension or discharge, the employee and the President of the Union shall be furnished, in writing, a statement of the reasons for such action, the period of time for which any suspension is to be effective and the appeals procedure available under Article XIII.

**ARTICLE XII**

**SAVING CLAUSE**

**Section 12.0**

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 thereof, 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 be severally approved of the adopted provisions contained herein, separately and apart from the other. The parties agree to immediately negotiate a substitute for the invalidated Article, Section, Sentence, Clause or Phrase.

## ARTICLE XIII

### GRIEVANCE PROCEDURE

#### **Section 13.0**

Any grievance or dispute which may arise between the parties concerning the application, meaning or interpretation of this Agreement, unless specifically excluded by this Agreement, shall be settled in the following manner:

**Step 1** Between the aggrieved party, who may be represented by not more than two (2) officers of the union, and the Director of the Department. The Director of the Department shall adjust the grievance at once, or notify the Union Steward of his decision within two (2) working days from the day the grievance was presented.

A grievance may be presented either orally or in writing at this step of the grievance procedure. If the grievance is presented orally to the supervisor and is not satisfactorily settled, it must be reduced to writing, there must be set forth in the spaces provided all of the following:

- a. A statement of the grievance and the facts involved.
- b. The remedy requested and,
- c. The violation, if any, of the Agreement which is claimed.

**Step 2** If the decision of the Director of the Department involved in step 1 is not satisfactory, the Union may take an appeal, within ten (10) working days of such decision, to the Human Resources Director. The aggrieved party may be represented at this step of the grievance procedure by the Steward, and one (1) member of the Executive Committee. The Human Resources Director and the Union may include in the conference any individual(s) concerned and the Human Resources Director will give an answer, in writing, to the appealing employee within (5) working days. Such written disposition will be rendered on the form provided. Employees appealing decisions regarding promotion, demotion, suspension, or discharge may submit such grievance directly to this Step of the grievance procedure without the necessity of complying with procedures set forth in Step 1.

**Step 3** If the grievance is not satisfactorily settled at Step 2, the Union may submit the dispute within thirty (30) days of receiving such disposition to arbitration by the Connecticut State Board of Mediation and Arbitration.

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

#### **Section 13.1**

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

**Section 13.2**

The Union shall furnish the Town with a list of its officers, Executive Committee Members, and Stewards, and shall, as soon as possible, notify the Town, in writing, of any changes therein. Such notification shall be sent to the Human Resources Director, Town Hall, East Hartford. No officer, Executive Committee Member or Steward shall be recognized by the Town until such written notification of his appointment shall be received by the Town from the duly authorized officer of the Union. For the purposes of this Agreement, the term Chairman and President shall be synonymous.

**Section 13.3**

In addition to those specified, the Union or the Town may, at Steps 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. Employee grievances must be filed no later than ten (10) working days following the date of the incident giving rise to the alleged grievance; however, failure of an individual to grieve does not establish a precedent for settlement in any future grievance.

**Section 13.4**

Nothing in this article is intended to prohibit the Town from processing a grievance through the grievance procedure up to and including arbitration. Any such grievance shall be submitted first to the Union President. If not satisfactorily settled within twelve (12) working days of its submission, the Town may submit the grievance to the Connecticut State Board of Mediation and Arbitration.

**ARTICLE XIV**

**MANAGEMENT RIGHTS**

The rights, power, and authority heretofore held by the Town pursuant to applicable laws of the State of Connecticut concerning the nature of services offered by the Town; the direction of its work force; disciplinary action; lay off and recall of its employees; determine the standards of services to be offered by Town Departments; determine the standards of selection for Town employment; the issuance of reasonable rules and regulations after the concurrence of the Union; maintain the efficiency of governmental operations; determine the content of job classifications and to fulfill its legal responsibilities are retained, whether exercised or not, unless said rights, powers, and authorities are limited, modified, abridged, relinquished, or are in conflict with this agreement or any part thereof. The Town shall be free to exercise retained rights, powers, and authority subject to and in accordance with the Municipal Employees Relations Act (Section 7-467 et seq.) of the General Statutes of the State of Connecticut.

**ARTICLE XV**

**DURATION**

**Section 15.0**

This Agreement shall be effective the date it is signed by all respective parties and shall continue in effect until June 30, ~~2019~~ **2022** except that it may be amended at any time by mutual agreement. Negotiations for a successor agreement shall commence in accordance with State Laws.

**Section 15.1**

Notwithstanding provisions of 15.0, any provision of this agreement which contains an effective date different than the date of execution of this agreement shall be effective on the date therein specified.

~~*\*There will be a contract re-opener for a successor agreement effective July 1, 2019, for all items except Article VIII, Section 8.2 (a); Article IX, Section 9.0 (B) 1; Section 9.0 (B) 3; Section 9.0 (G) 4; and Section 9.2 (C).*~~

**IN WITNESS WHEREOF**, the parties have caused their names to be signed on this **15<sup>th</sup> day of December, 2016.**

**TOWN OF EAST HARTFORD**

**EAST HARTFORD #818  
SUPERVISORS UNION**

\_\_\_\_\_  
Marcia A. Leclerc  
Mayor

\_\_\_\_\_  
Kathleen Cooper, Staff Representative

\_\_\_\_\_  
Santiago Malave  
Director of Human Resources

\_\_\_\_\_  
Brian Smith, President, Local #818

\_\_\_\_\_  
Edward F. O'Donnell, Jr.  
For the Town

\_\_\_\_\_  
Paul Forrest, Local #818

\_\_\_\_\_  
Sandra L. Franklin  
Benefits Administrator

\_\_\_\_\_  
Gary McKeone, Local #818

\_\_\_\_\_  
Marilynn Cruz-Aponte, Local #818

The above and foregoing is a true and attested copy of the contract between the Town of East Hartford and the East Hartford Supervisors Union.

**ATTEST** \_\_\_\_\_ **(s)**  
**Town Clerk**

**APPENDIX A**

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**APPENDIX B**  
**WAGES**

JULY 1, 2016 WAGES

Pay Grade	Job Title	Hours	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
101		35 hrs	\$47,378	\$48,799	\$50,222	\$51,643	\$53,062	\$54,484	\$55,907	\$57,328	\$58,749	\$60,171	\$61,591	
		40 hrs	\$54,147	\$55,772	\$57,396	\$59,019	\$60,643	\$62,269	\$63,893	\$65,518	\$67,143	\$68,765	\$70,390	
102		35 hrs	\$49,746	\$51,239	\$52,731	\$54,224	\$55,717	\$57,208	\$58,702	\$60,194	\$61,687	\$63,179	\$64,671	
		40 hrs	\$56,854	\$58,558	\$60,266	\$61,971	\$63,678	\$65,380	\$67,086	\$68,793	\$70,500	\$72,204	\$73,909	
103		35 hrs	\$52,234	\$53,802	\$55,368	\$56,935	\$58,505	\$60,069	\$61,637	\$63,204	\$64,771	\$66,338	\$67,905	
		40 hrs	\$59,696	\$61,488	\$63,279	\$65,070	\$66,860	\$68,652	\$70,442	\$72,232	\$74,024	\$75,815	\$77,606	
104	Police Comm. Spvsr. Police Records Spvsr.	35 hrs	\$54,847	\$56,491	\$58,137	\$59,782	\$61,428	\$63,073	\$64,719	\$66,364	\$68,010	\$69,654	\$71,301	
1041	Fleet Repair Spvsr. Golf Course Maint. Spvsr. Highway Svs. Spvsr. Park Maint. Spvsr. Spvsr. Of Waste Svs. Supt. Of PSC	40 hrs	\$62,681	\$64,562	\$66,442	\$68,323	\$70,203	\$72,083	\$73,966	\$75,845	\$77,725	\$79,605	\$81,485	
105	Collector of Revenue	35 hrs	\$57,589	\$59,318	\$61,044	\$62,772	\$64,498	\$66,228	\$67,955	\$69,682	\$71,410	\$73,137	\$74,864	
1051	Fleet Manager Construction Spvsr. Parks Proj Coord & Mt. Spvsr. Waste Svs. Mgr.	40 hrs	\$65,815	\$67,790	\$69,764	\$71,738	\$73,714	\$75,689	\$77,659	\$79,636	\$81,611	\$83,586	\$85,558	
1061	Golf Course Supt.	40 hrs	\$69,105	\$71,180	\$73,253	\$75,327	\$77,399	\$79,472	\$81,544	\$83,620	\$85,692	\$87,764	\$89,838	
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$72,561	\$74,739	\$76,915	\$79,091	\$81,269	\$83,446	\$85,621	\$87,798	\$89,977	\$92,152	\$94,328	
108	Asst. Library Director Envir. Health Spvsr. PHN Supervisor Soc. Svs. Program Spvsr. Asst. Pub. Works Dir. Asst. Dir. Parks & Rec Info Tech Mgr.	35 hrs	\$66,666	\$68,665	\$70,666	\$72,666	\$74,665	\$76,666	\$78,666	\$80,666	\$82,665	\$84,665	\$86,664	
													\$89,937	
1081	Supt. Of PW	40 hrs	\$76,191	\$78,475	\$80,761	\$83,047	\$85,331	\$87,619	\$89,904	\$92,190	\$94,475	\$96,761	\$99,049	
109	Grants Manager	35 hrs	\$70,000	\$72,100	\$74,200	\$76,299	\$78,398	\$80,500	\$82,598	\$84,700	\$86,799	\$88,899	\$91,000	
110		35 hrs	\$73,499	\$75,704	\$77,908	\$80,114	\$82,320	\$84,525	\$86,728	\$88,934	\$91,138	\$93,344	\$95,550	
111	Town Engineer Assessor	35 hrs	\$77,173	\$79,490	\$81,805	\$84,119	\$86,433	\$88,750	\$91,066	\$93,381	\$95,696	\$98,012	\$100,327	
112	Asst. Finance Dir.	35 hrs	\$81,034	\$83,463	\$85,895	\$88,326	\$90,756	\$93,187	\$95,619	\$98,050	\$100,481	\$102,911	\$105,343	

Pay Grade	Job Title	Hours	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
101		35 hrs	\$ 48,089	\$ 49,531	\$ 50,976	\$ 52,418	\$ 53,858	\$ 55,301	\$ 56,746	\$ 58,188	\$ 59,630	\$ 61,074	\$ 62,515	
		40 hrs	\$ 54,959	\$ 56,609	\$ 58,257	\$ 59,904	\$ 61,553	\$ 63,203	\$ 64,852	\$ 66,501	\$ 68,150	\$ 69,797	\$ 71,446	
102		35 hrs	\$ 50,492	\$ 52,008	\$ 53,522	\$ 55,038	\$ 56,553	\$ 58,067	\$ 59,582	\$ 61,096	\$ 62,612	\$ 64,126	\$ 65,641	
		40 hrs	\$ 57,707	\$ 59,437	\$ 61,170	\$ 62,900	\$ 64,633	\$ 66,361	\$ 68,093	\$ 69,825	\$ 71,557	\$ 73,287	\$ 75,018	
103		35 hrs	\$ 53,017	\$ 54,609	\$ 56,199	\$ 57,789	\$ 59,382	\$ 60,970	\$ 62,561	\$ 64,152	\$ 65,743	\$ 67,333	\$ 68,923	
		40 hrs	\$ 60,592	\$ 62,410	\$ 64,228	\$ 66,046	\$ 67,863	\$ 69,681	\$ 71,499	\$ 73,316	\$ 75,134	\$ 76,953	\$ 78,770	
104	Police Comm. Spvsr. Police Records Spvsr.	35 hrs	\$ 55,669	\$ 57,338	\$ 59,009	\$ 60,679	\$ 62,349	\$ 64,019	\$ 65,690	\$ 67,359	\$ 69,030	\$ 70,699	\$ 72,370	
1041	Fleet Repair Spvsr. Golf Course Maint. Spvsr. Highway Svs. Spvsr. Park Maint. Spvsr. Spvsr. Of Waste Svs. Supt. Of PSC	40 hrs	\$ 63,622	\$ 65,531	\$ 67,439	\$ 69,348	\$ 71,257	\$ 73,165	\$ 75,076	\$ 76,983	\$ 78,891	\$ 80,800	\$ 82,707	
105	Collector of Revenue	35 hrs	\$ 58,453	\$ 60,207	\$ 61,960	\$ 63,713	\$ 65,466	\$ 67,221	\$ 68,975	\$ 70,727	\$ 72,481	\$ 74,234	\$ 75,987	
1051	Fleet Manager Construction Spvsr. Parks Proj Coord & Mt. Spvsr. Waste Svs. Mgr.	40 hrs	\$ 66,802	\$ 68,807	\$ 70,810	\$ 72,814	\$ 74,820	\$ 76,824	\$ 78,824	\$ 80,830	\$ 82,835	\$ 84,840	\$ 86,842	
1061	Golf Course Supt.	40 hrs	\$ 70,142	\$ 72,248	\$ 74,351	\$ 76,457	\$ 78,560	\$ 80,665	\$ 82,767	\$ 84,874	\$ 86,978	\$ 89,080	\$ 91,185	
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$ 73,650	\$ 75,860	\$ 78,068	\$ 80,277	\$ 82,488	\$ 84,698	\$ 86,906	\$ 89,114	\$ 91,326	\$ 93,534	\$ 95,743	
108	Asst. Library Director Envir. Health Spvsr. PHN Supervisor Soc. Svs. Program Spvsr. Asst. Pub. Works Dir. Asst. Dir. Parks & Rec Info Tech Mgr.	35 hrs	\$ 67,666	\$ 69,695	\$ 71,726	\$ 73,756	\$ 75,785	\$ 77,816	\$ 79,846	\$ 81,876	\$ 83,905	\$ 85,935	\$ 87,964	\$ 91,286
1081	Supt. Of PW	40 hrs	\$ 77,334	\$ 79,652	\$ 81,972	\$ 84,293	\$ 86,611	\$ 88,933	\$ 91,252	\$ 93,573	\$ 95,892	\$ 98,212	\$ 100,535	
109	Grants Manager	35 hrs	\$ 71,050	\$ 73,181	\$ 75,313	\$ 77,443	\$ 79,574	\$ 81,707	\$ 83,837	\$ 85,970	\$ 88,101	\$ 90,232	\$ 92,365	
110		35 hrs	\$ 74,602	\$ 76,839	\$ 79,077	\$ 81,316	\$ 83,554	\$ 85,793	\$ 88,029	\$ 90,268	\$ 92,505	\$ 94,745	\$ 96,983	
111	Town Engineer Assessor	35 hrs	\$ 78,331	\$ 80,682	\$ 83,032	\$ 85,381	\$ 87,730	\$ 90,081	\$ 92,432	\$ 94,782	\$ 97,132	\$ 99,483	\$ 101,832	
112	Asst. Finance Dir.	35 hrs	\$ 82,249	\$ 84,715	\$ 87,184	\$ 89,651	\$ 92,118	\$ 94,585	\$ 97,053	\$ 99,521	\$ 101,988	\$ 104,455	\$ 106,923	

JULY 1, 2017 WAGES

Pay Grade	Job Title	Hours	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
101		35 hrs	\$ 48,810	\$ 50,274	\$ 51,740	\$ 53,204	\$ 54,666	\$ 56,131	\$ 57,597	\$ 59,061	\$ 60,525	\$ 61,990	\$ 63,453	
		40 hrs	\$ 55,784	\$ 57,458	\$ 59,131	\$ 60,803	\$ 62,476	\$ 64,151	\$ 65,824	\$ 67,499	\$ 69,173	\$ 70,844	\$ 72,518	
102		35 hrs	\$ 51,250	\$ 52,788	\$ 54,325	\$ 55,863	\$ 57,401	\$ 58,938	\$ 60,476	\$ 62,013	\$ 63,551	\$ 65,088	\$ 66,625	
		40 hrs	\$ 58,573	\$ 60,328	\$ 62,087	\$ 63,844	\$ 65,603	\$ 67,356	\$ 69,114	\$ 70,872	\$ 72,631	\$ 74,386	\$ 76,143	
103		35 hrs	\$ 53,813	\$ 55,428	\$ 57,042	\$ 58,656	\$ 60,273	\$ 61,884	\$ 63,500	\$ 65,114	\$ 66,729	\$ 68,343	\$ 69,957	
		40 hrs	\$ 61,501	\$ 63,346	\$ 65,192	\$ 67,036	\$ 68,881	\$ 70,727	\$ 72,571	\$ 74,416	\$ 76,261	\$ 78,107	\$ 79,952	
104	Police Comm. Spvrs. Police Records Spvrs.	35 hrs	\$ 56,504	\$ 58,198	\$ 59,894	\$ 61,589	\$ 63,284	\$ 64,979	\$ 66,676	\$ 68,370	\$ 70,066	\$ 71,760	\$ 73,456	
1041	Fleet Repair Spvrs. Golf Course Maint. Spvrs. Highway Svs. Spvrs. Park Maint. Spvrs. Spvrs. Of Waste Svs. Supt. Of PSC	40 hrs	\$ 64,576	\$ 66,514	\$ 68,450	\$ 70,388	\$ 72,325	\$ 74,262	\$ 76,202	\$ 78,137	\$ 80,074	\$ 82,012	\$ 83,948	
105	Collector of Revenue	35 hrs	\$ 59,330	\$ 61,110	\$ 62,889	\$ 64,669	\$ 66,448	\$ 68,229	\$ 70,009	\$ 71,788	\$ 73,569	\$ 75,347	\$ 77,127	
1051	Fleet Manager Construction Spvrs. Parks Proj Coord & Mt. Spvrs. Waste Svs. Mgr.	40 hrs	\$ 67,804	\$ 69,839	\$ 71,873	\$ 73,906	\$ 75,942	\$ 77,976	\$ 80,006	\$ 82,043	\$ 84,078	\$ 86,113	\$ 88,144	
1061	Golf Course Supt.	40 hrs	\$ 71,194	\$ 73,331	\$ 75,467	\$ 77,604	\$ 79,738	\$ 81,875	\$ 84,009	\$ 86,147	\$ 88,282	\$ 90,417	\$ 92,553	
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$ 74,755	\$ 76,997	\$ 79,239	\$ 81,481	\$ 83,725	\$ 85,968	\$ 88,209	\$ 90,451	\$ 92,696	\$ 94,937	\$ 97,179	
108	Asst. Library Director Envir. Health Spvrs. PHN Supervisor Soc. Svs. Program Spvrs. Asst. Pub. Works Dir. Asst. Dir. Parks & Rec Info Tech Mgr.	35 hrs	\$ 68,681	\$ 70,740	\$ 72,802	\$ 74,862	\$ 76,922	\$ 78,983	\$ 81,043	\$ 83,104	\$ 85,163	\$ 87,224	\$ 89,283	\$ 92,655
1081	Supt. Of PW	40 hrs	\$ 78,494	\$ 80,847	\$ 83,201	\$ 85,557	\$ 87,910	\$ 90,267	\$ 92,621	\$ 94,977	\$ 97,331	\$ 99,686	\$ 102,043	
109	Grants Manager	35 hrs	\$ 72,116	\$ 74,279	\$ 76,442	\$ 78,605	\$ 80,767	\$ 82,933	\$ 85,094	\$ 87,260	\$ 89,422	\$ 91,586	\$ 93,750	
110		35 hrs	\$ 75,721	\$ 77,992	\$ 80,263	\$ 82,535	\$ 84,808	\$ 87,080	\$ 89,349	\$ 91,622	\$ 93,893	\$ 96,166	\$ 98,438	
111	Town Engineer Assessor	35 hrs	\$ 79,506	\$ 81,892	\$ 84,277	\$ 86,662	\$ 89,046	\$ 91,432	\$ 93,818	\$ 96,203	\$ 98,589	\$ 100,975	\$ 103,359	
112	Asst. Finance Dir.	35 hrs	\$ 83,483	\$ 85,986	\$ 88,492	\$ 90,996	\$ 93,499	\$ 96,004	\$ 98,509	\$ 101,014	\$ 103,518	\$ 106,021	\$ 108,527	

July 1, 2018 WAGES

July 1, 2019 WAGES

Pay Grade	Job Title	Hours	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
101		35 hrs	\$49,542	\$51,028	\$52,516	\$54,002	\$55,486	\$56,973	\$58,461	\$59,947	\$61,433	\$62,920	\$64,405	
		40 hrs	\$56,621	\$58,320	\$60,018	\$61,715	\$63,413	\$65,114	\$66,812	\$68,511	\$70,210	\$71,906	\$73,606	
102		35 hrs	\$52,018	\$53,580	\$55,140	\$56,701	\$58,262	\$59,822	\$61,383	\$62,943	\$64,504	\$66,065	\$67,625	
		40 hrs	\$59,451	\$61,233	\$63,018	\$64,802	\$66,587	\$68,367	\$70,151	\$71,935	\$73,720	\$75,502	\$77,285	
103		35 hrs	\$54,620	\$56,260	\$57,897	\$59,536	\$61,177	\$62,813	\$64,452	\$66,091	\$67,730	\$69,369	\$71,006	
		40 hrs	\$62,423	\$64,296	\$66,170	\$68,042	\$69,914	\$71,787	\$73,660	\$75,532	\$77,405	\$79,279	\$81,151	
104	Police Comm. Spvsr. Police Records Spvsr.	35 hrs	\$57,352	\$59,071	\$60,793	\$62,513	\$64,234	\$65,954	\$67,676	\$69,395	\$71,117	\$72,836	\$74,558	
1041	Fleet Repair Spvsr. Golf Course Maint. Spvsr. Highway Svs. Spvsr. Park Maint. Spvsr. Spvsr. Of Waste Svs. Supt. Of PSC	40 hrs	\$65,545	\$67,511	\$69,477	\$71,444	\$73,410	\$75,376	\$77,345	\$79,309	\$81,275	\$83,242	\$85,207	
105	Collector of Revenue	35 hrs	\$60,220	\$62,027	\$63,833	\$65,639	\$67,444	\$69,253	\$71,059	\$72,865	\$74,672	\$76,478	\$78,284	
1051	Fleet Manager Construction Spvsr. Parks Proj Coord & Mt. Spvsr. Waste Svs. Mgr.	40 hrs	\$68,821	\$70,886	\$72,951	\$75,015	\$77,082	\$79,146	\$81,206	\$83,274	\$85,339	\$87,404	\$89,467	
1061	Golf Course Supt.	40 hrs	\$72,262	\$74,431	\$76,599	\$78,768	\$80,934	\$83,103	\$85,269	\$87,439	\$89,607	\$91,773	\$93,941	
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$75,876	\$78,152	\$80,428	\$82,704	\$84,981	\$87,258	\$89,532	\$91,808	\$94,087	\$96,361	\$98,637	
108	Asst. Library Director Envir. Health Spvsr. PHN Supervisor Soc. Svs. Program Spvsr. Asst. Pub. Works Dir. Asst. Dir. Parks & Rec Info Tech Mgr.	35 hrs	\$69,711	\$71,801	\$73,894	\$75,985	\$78,076	\$80,168	\$82,259	\$84,351	\$86,441	\$88,533	\$90,622	\$94,045
1081	Supt. Of PW	40 hrs	\$79,671	\$82,059	\$84,450	\$86,841	\$89,229	\$91,621	\$94,010	\$96,402	\$98,791	\$101,181	\$103,573	
109	Grants Manager	35 hrs	\$73,198	\$75,393	\$77,589	\$79,784	\$81,979	\$84,177	\$86,371	\$88,569	\$90,764	\$92,960	\$95,157	
110		35 hrs	\$76,857	\$79,162	\$81,467	\$83,773	\$86,080	\$88,386	\$90,689	\$92,997	\$95,301	\$97,608	\$99,915	
111	Town Engineer Assessor	35 hrs	\$80,699	\$83,121	\$85,542	\$87,962	\$90,381	\$92,804	\$95,226	\$97,647	\$100,067	\$102,490	\$104,909	
112	Asst. Finance Dir.	35 hrs	\$84,735	\$87,276	\$89,819	\$92,361	\$94,902	\$97,444	\$99,987	\$102,529	\$105,071	\$107,612	\$110,155	

## APPENDIX B

### July 1, 2019 wages with 2% GWI

Pay Grade	Job Title	Hours	Probationary									
			Step	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
101		35 hrs	\$ 52,028	\$ 52,775	\$ 54,268	\$ 55,759	\$ 57,254	\$ 58,749	\$ 60,242	\$ 61,735	\$ 63,230	\$ 64,722
		40 hrs	\$ 59,461	\$ 60,314	\$ 62,019	\$ 63,726	\$ 65,434	\$ 67,141	\$ 68,849	\$ 70,556	\$ 72,261	\$ 73,968
102		35 hrs	\$ 54,627	\$ 55,412	\$ 56,981	\$ 58,549	\$ 60,116	\$ 61,685	\$ 63,253	\$ 64,822	\$ 66,390	\$ 67,958
		40 hrs	\$ 62,433	\$ 63,329	\$ 65,121	\$ 66,915	\$ 68,703	\$ 70,496	\$ 72,289	\$ 74,083	\$ 75,874	\$ 77,666
103		35 hrs	\$ 57,360	\$ 58,183	\$ 59,829	\$ 61,478	\$ 63,122	\$ 64,770	\$ 66,417	\$ 68,063	\$ 69,710	\$ 71,356
		40 hrs	\$ 65,555	\$ 66,496	\$ 68,377	\$ 70,259	\$ 72,141	\$ 74,023	\$ 75,904	\$ 77,787	\$ 79,669	\$ 81,551
104	Police Comm. Spvsvr. Police Records Spvsvr.	35 hrs	\$ 60,228	\$ 61,092	\$ 62,821	\$ 64,550	\$ 66,279	\$ 68,009	\$ 69,737	\$ 71,467	\$ 73,195	\$ 74,925
1041	Fleet Repair Spvsvr. Golf Course Maint. Spvsvr. Highway Svs. Spvsvr. Park Maint. Spvsvr. Spvsvr. Of Waste Svs. Supt. Of PSC	40 hrs	\$ 68,831	\$ 69,819	\$ 71,796	\$ 73,772	\$ 75,747	\$ 77,726	\$ 79,700	\$ 81,675	\$ 83,652	\$ 85,627
105		35 hrs	\$ 63,239	\$ 64,147	\$ 65,962	\$ 67,777	\$ 69,594	\$ 71,409	\$ 73,224	\$ 75,040	\$ 76,854	\$ 78,670
1051	Fleet Manager Construction Spvsvr. Parks Proj Coord & Mt. Spvsvr. Waste Svs. Mgr.	40 hrs	\$ 72,273	\$ 73,310	\$ 75,384	\$ 77,461	\$ 79,536	\$ 81,606	\$ 83,684	\$ 85,760	\$ 87,835	\$ 89,907
1061	Golf Course Supt.	40 hrs	\$ 75,886	\$ 76,976	\$ 79,156	\$ 81,333	\$ 83,512	\$ 85,689	\$ 87,870	\$ 90,048	\$ 92,225	\$ 94,404
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$ 79,681	\$ 80,824	\$ 83,111	\$ 85,400	\$ 87,688	\$ 89,973	\$ 92,260	\$ 94,550	\$ 96,836	\$ 99,123
108	Asst. Library Director Envir. Health Spvsvr. PHN Supervisor Soc. Svs. Program Spvsvr. Eldery Services Coordinator Asst. Pub. Works Dir. Asst. Dir. Parks & Rec. Info Tech Mgr.	35 hrs	\$ 73,208	\$ 74,258	\$ 76,359	\$ 78,461	\$ 80,563	\$ 82,664	\$ 84,766	\$ 86,866	\$ 88,969	\$ 91,069
												\$ 94,508
1081	Supt. Of PW	40 hrs	\$ 83,664	\$ 84,866	\$ 87,269	\$ 89,668	\$ 92,072	\$ 94,473	\$ 96,876	\$ 99,277	\$ 101,679	\$ 104,083
109	Grants Manager	35 hrs	\$ 76,868	\$ 77,971	\$ 80,177	\$ 82,382	\$ 84,591	\$ 86,796	\$ 89,005	\$ 91,211	\$ 93,417	\$ 95,625
110	Collector of Revenue	35 hrs	\$ 80,709	\$ 81,868	\$ 84,186	\$ 86,504	\$ 88,822	\$ 91,136	\$ 93,455	\$ 95,770	\$ 98,089	\$ 100,407
111	Town Engineer Assessor	35 hrs	\$ 84,747	\$ 85,963	\$ 88,395	\$ 90,827	\$ 93,261	\$ 95,695	\$ 98,128	\$ 100,560	\$ 102,994	\$ 105,426
112	Asst. Finance Dir.	35 hrs	\$ 88,984	\$ 90,261	\$ 92,816	\$ 95,369	\$ 97,924	\$ 100,479	\$ 103,034	\$ 105,588	\$ 108,142	\$ 110,697

## APPENDIX B-1

**July 1, 2020 wages with 2% GWI**

Pay Grade	Job Title	Hours	Step 1	Probation	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
101		35 hrs	\$ 53,830	\$ 54,593	\$ 55,354	\$ 56,874	\$ 58,399	\$ 59,924	\$ 61,447	\$ 62,970	\$ 64,494	\$ 66,016
		40 hrs	\$ 61,520	\$ 62,389	\$ 63,260	\$ 65,000	\$ 66,743	\$ 68,484	\$ 70,225	\$ 71,967	\$ 73,706	\$ 75,448
102		35 hrs	\$ 56,520	\$ 57,320	\$ 58,120	\$ 59,720	\$ 61,319	\$ 62,919	\$ 64,518	\$ 66,119	\$ 67,718	\$ 69,317
		40 hrs	\$ 64,595	\$ 65,508	\$ 66,423	\$ 68,253	\$ 70,078	\$ 71,906	\$ 73,735	\$ 75,565	\$ 77,392	\$ 79,219
103		35 hrs	\$ 59,346	\$ 60,185	\$ 61,026	\$ 62,708	\$ 64,384	\$ 66,065	\$ 67,745	\$ 69,425	\$ 71,105	\$ 72,783
		40 hrs	\$ 67,826	\$ 68,785	\$ 69,745	\$ 71,664	\$ 73,584	\$ 75,503	\$ 77,422	\$ 79,342	\$ 81,262	\$ 83,182
104	Police Comm. Spvrs. Police Records Spvrs.	35 hrs	\$ 62,314	\$ 63,196	\$ 64,078	\$ 65,841	\$ 67,605	\$ 69,369	\$ 71,132	\$ 72,896	\$ 74,659	\$ 76,423
1041	Fleet Repair Spvrs. Golf Course Maint. Spvrs. Highway Svs. Spvrs. Park Maint. Spvrs. Spvrs. Of Waste Svs. Supt. Of PSC	40 hrs	\$ 71,215	\$ 72,223	\$ 73,231	\$ 75,247	\$ 77,262	\$ 79,280	\$ 81,294	\$ 83,309	\$ 85,325	\$ 87,340
105		35 hrs	\$ 65,430	\$ 66,356	\$ 67,282	\$ 69,132	\$ 70,986	\$ 72,838	\$ 74,688	\$ 76,541	\$ 78,391	\$ 80,243
1051	Fleet Manager Construction Spvrs. Parks Proj Coord & Mt. Spvrs. Waste Svs. Mgr.	40 hrs	\$ 74,777	\$ 75,833	\$ 76,892	\$ 79,010	\$ 81,126	\$ 83,238	\$ 85,358	\$ 87,475	\$ 89,592	\$ 91,705
1061	Golf Course Supt.	40 hrs	\$ 78,515	\$ 79,629	\$ 80,739	\$ 82,960	\$ 85,182	\$ 87,403	\$ 89,628	\$ 91,849	\$ 94,070	\$ 96,292
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$ 82,441	\$ 83,606	\$ 84,773	\$ 87,108	\$ 89,441	\$ 91,773	\$ 94,105	\$ 96,441	\$ 98,773	\$ 101,105
108	Asst. Library Director Envir. Health Spvrs. PHN Supervisor Soc. Svs. Program Spvrs. Elderly Services Coordinator Asst. Pub. Works Dir. Asst. Dir. Parks & Rec Info Tech Mgr.	35 hrs	\$ 75,743	\$ 76,815	\$ 77,887	\$ 80,030	\$ 82,174	\$ 84,317	\$ 86,462	\$ 88,604	\$ 90,748	\$ 92,890
1081	Supt. Of PW	40 hrs	\$ 86,563	\$ 87,790	\$ 89,014	\$ 91,462	\$ 93,914	\$ 96,363	\$ 98,814	\$ 101,263	\$ 103,713	\$ 106,165
109	Grants Manager	35 hrs	\$ 79,530	\$ 80,655	\$ 81,780	\$ 84,030	\$ 86,283	\$ 88,532	\$ 90,785	\$ 93,035	\$ 95,286	\$ 97,538
110	Collector of Revenue	35 hrs	\$ 83,506	\$ 84,688	\$ 85,870	\$ 88,234	\$ 90,598	\$ 92,959	\$ 95,324	\$ 97,686	\$ 100,051	\$ 102,415
111	Town Engineer Assessor	35 hrs	\$ 87,682	\$ 88,923	\$ 90,163	\$ 92,643	\$ 95,126	\$ 97,609	\$ 100,090	\$ 102,572	\$ 105,054	\$ 107,535
112	Asst. Finance Dir.	35 hrs	\$ 92,067	\$ 93,370	\$ 94,672	\$ 97,277	\$ 99,882	\$ 102,489	\$ 105,095	\$ 107,700	\$ 110,305	\$ 112,911

## APPENDIX B-2

**June 30, 2021 after all step movement on anniversary date**

Pay Grade	Job Title	Hours	Probationary									
			Step	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	
101		35 hrs	\$ 54,593	\$ 55,354	\$ 56,874	\$ 58,399	\$ 59,924	\$ 61,447	\$ 62,970	\$ 64,494	\$ 66,016	
		40 hrs	\$ 62,389	\$ 63,260	\$ 65,000	\$ 66,743	\$ 68,484	\$ 70,225	\$ 71,967	\$ 73,706	\$ 75,448	
102		35 hrs	\$ 57,320	\$ 58,120	\$ 59,720	\$ 61,319	\$ 62,919	\$ 64,518	\$ 66,119	\$ 67,718	\$ 69,317	
		40 hrs	\$ 65,508	\$ 66,423	\$ 68,253	\$ 70,078	\$ 71,906	\$ 73,735	\$ 75,565	\$ 77,392	\$ 79,219	
103		35 hrs	\$ 60,185	\$ 61,026	\$ 62,708	\$ 64,384	\$ 66,065	\$ 67,745	\$ 69,425	\$ 71,105	\$ 72,783	
		40 hrs	\$ 68,785	\$ 69,745	\$ 71,664	\$ 73,584	\$ 75,503	\$ 77,422	\$ 79,342	\$ 81,262	\$ 83,182	
104	Police Comm. Spvsr. Police Records Spvsr.	35 hrs	\$ 63,196	\$ 64,078	\$ 65,841	\$ 67,605	\$ 69,369	\$ 71,132	\$ 72,896	\$ 74,659	\$ 76,423	
1041	Fleet Repair Spvsr. Golf Course Maint. Spvsr. Highway Svs. Spvsr. Park Maint. Spvsr. Spvsr. Of Waste Svs. Supt. Of PSC	40 hrs	\$ 72,223	\$ 73,231	\$ 75,247	\$ 77,262	\$ 79,280	\$ 81,294	\$ 83,309	\$ 85,325	\$ 87,340	
105		35 hrs	\$ 66,356	\$ 67,282	\$ 69,132	\$ 70,986	\$ 72,838	\$ 74,688	\$ 76,541	\$ 78,391	\$ 80,243	
1051	Fleet Manager Construction Spvsr. Parks Proj Coord & Mt. Spvsr. Waste Svs. Mgr.	40 hrs	\$ 75,833	\$ 76,892	\$ 79,010	\$ 81,126	\$ 83,238	\$ 85,358	\$ 87,475	\$ 89,592	\$ 91,705	
1061	Golf Course Supt.	40 hrs	\$ 79,629	\$ 80,739	\$ 82,960	\$ 85,182	\$ 87,403	\$ 89,628	\$ 91,849	\$ 94,070	\$ 96,292	
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$ 83,606	\$ 84,773	\$ 87,108	\$ 89,441	\$ 91,773	\$ 94,105	\$ 96,441	\$ 98,773	\$ 101,105	
108	Asst. Library Director Envir. Health Spvsr. PHN Supervisor Soc. Svs. Program Spvsr. Elderly Services Coordinator Asst. Pub. Works Dir. Asst. Dir. Parks & Rec Info Tech Mgr.	35 hrs	\$ 76,815	\$ 77,887	\$ 80,030	\$ 82,174	\$ 84,317	\$ 86,462	\$ 88,604	\$ 90,748	\$ 92,890	
1081	Supt. Of PW	40 hrs	\$ 87,790	\$ 89,014	\$ 91,462	\$ 93,914	\$ 96,363	\$ 98,814	\$ 101,263	\$ 103,713	\$ 106,165	
109	Grants Manager	35 hrs	\$ 80,655	\$ 81,780	\$ 84,030	\$ 86,283	\$ 88,532	\$ 90,785	\$ 93,035	\$ 95,286	\$ 97,538	
110	Collector of Revenue	35 hrs	\$ 84,688	\$ 85,870	\$ 88,234	\$ 90,598	\$ 92,959	\$ 95,324	\$ 97,686	\$ 100,051	\$ 102,415	
111	Town Engineer Assessor	35 hrs	\$ 88,923	\$ 90,163	\$ 92,643	\$ 95,126	\$ 97,609	\$ 100,090	\$ 102,572	\$ 105,054	\$ 107,535	
112	Asst. Finance Dir.	35 hrs	\$ 93,370	\$ 94,672	\$ 97,277	\$ 99,882	\$ 102,489	\$ 105,095	\$ 107,700	\$ 110,305	\$ 112,911	

## APPENDIX B-3

### July 1, 2021 wages with 1.25% GWI

Pay Grade	Job Title	Hours	Step 1	Probation	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
101		35 hrs	\$ 56,045	\$ 56,814	\$ 57,585	\$ 59,129	\$ 60,673	\$ 62,215	\$ 63,757	\$ 65,300	\$ 66,842
		40 hrs	\$ 64,050	\$ 64,930	\$ 65,813	\$ 67,577	\$ 69,340	\$ 71,103	\$ 72,867	\$ 74,627	\$ 76,391
102		35 hrs	\$ 58,847	\$ 59,658	\$ 60,467	\$ 62,085	\$ 63,705	\$ 65,325	\$ 66,945	\$ 68,564	\$ 70,184
		40 hrs	\$ 67,253	\$ 68,183	\$ 69,106	\$ 70,953	\$ 72,805	\$ 74,657	\$ 76,510	\$ 78,359	\$ 80,210
103		35 hrs	\$ 61,789	\$ 62,643	\$ 63,492	\$ 65,189	\$ 66,891	\$ 68,592	\$ 70,293	\$ 71,993	\$ 73,693
		40 hrs	\$ 70,616	\$ 71,587	\$ 72,560	\$ 74,504	\$ 76,447	\$ 78,390	\$ 80,334	\$ 82,278	\$ 84,221
104	Police Comm. Spvsr. Police Records Spvsr.	35 hrs	\$ 64,879	\$ 65,771	\$ 66,664	\$ 68,450	\$ 70,236	\$ 72,021	\$ 73,808	\$ 75,592	\$ 77,379
1041	Fleet Repair Spvsr. Golf Course Maint. Spvsr. Highway Svs. Spvsr. Park Maint. Spvsr. Spvsr. Of Waste Svs. Supt. Of PSC	40 hrs	\$ 74,147	\$ 75,168	\$ 76,188	\$ 78,228	\$ 80,271	\$ 82,310	\$ 84,350	\$ 86,391	\$ 88,431
105		35 hrs	\$ 68,123	\$ 69,058	\$ 69,996	\$ 71,873	\$ 73,748	\$ 75,622	\$ 77,498	\$ 79,371	\$ 81,246
1051	Fleet Manager Construction Spvsr. Parks Proj Coord & Mt. Spvsr. Waste Svs. Mgr.	40 hrs	\$ 77,853	\$ 78,927	\$ 79,998	\$ 82,140	\$ 84,279	\$ 86,425	\$ 88,568	\$ 90,712	\$ 92,851
1061	Golf Course Supt.	40 hrs	\$ 81,748	\$ 82,871	\$ 83,997	\$ 86,247	\$ 88,495	\$ 90,748	\$ 92,997	\$ 95,245	\$ 97,496
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$ 85,833	\$ 87,015	\$ 88,197	\$ 90,559	\$ 92,920	\$ 95,282	\$ 97,647	\$ 100,007	\$ 102,369
108	Asst. Library Director Envir. Health Spvsr. PHN Supervisor Soc. Svs. Program Spvsr. Elderly Services Coordinator Asst. Pub. Works Dir. Asst. Dir. Parks & Rec Info Tech Mgr.	35 hrs	\$ 78,860	\$ 79,945	\$ 81,030	\$ 83,201	\$ 85,371	\$ 87,542	\$ 89,711	\$ 91,882	\$ 94,051
1081	Supt. Of PW	40 hrs	\$ 90,127	\$ 91,364	\$ 92,605	\$ 95,088	\$ 97,567	\$ 100,049	\$ 102,529	\$ 105,009	\$ 107,492
109	Grants Manager	35 hrs	\$ 91,253	\$ 93,940	\$ 93,763	\$ 96,276	\$ 98,787	\$ 101,300	\$ 103,810	\$ 106,322	\$ 108,836
110	Collector of Revenue	35 hrs	\$ 86,943	\$ 88,140	\$ 89,337	\$ 91,730	\$ 94,121	\$ 96,515	\$ 98,907	\$ 101,302	\$ 103,695
111	Town Engineer Assessor	35 hrs	\$ 91,290	\$ 92,544	\$ 93,801	\$ 96,315	\$ 98,829	\$ 101,341	\$ 103,854	\$ 106,367	\$ 108,879
112	Asst. Finance Dir.	35 hrs	\$ 95,856	\$ 97,174	\$ 98,493	\$ 101,131	\$ 103,770	\$ 106,408	\$ 109,046	\$ 111,683	\$ 114,323

## APPENDIX B-4

June 30, 2022 after all step movement on anniversary date

Pay Grade	Job Title	Hours	Probationary							
			Step	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
101		35 hrs	\$ 56,814	\$ 57,585	\$ 59,129	\$ 60,673	\$ 62,215	\$ 63,757	\$ 65,300	\$ 66,842
		40 hrs	\$ 64,930	\$ 65,813	\$ 67,577	\$ 69,340	\$ 71,103	\$ 72,867	\$ 74,627	\$ 76,391
102		35 hrs	\$ 59,658	\$ 60,467	\$ 62,085	\$ 63,705	\$ 65,325	\$ 66,945	\$ 68,564	\$ 70,184
		40 hrs	\$ 68,183	\$ 69,106	\$ 70,953	\$ 72,805	\$ 74,657	\$ 76,510	\$ 78,359	\$ 80,210
103		35 hrs	\$ 62,643	\$ 63,492	\$ 65,189	\$ 66,891	\$ 68,592	\$ 70,293	\$ 71,993	\$ 73,693
		40 hrs	\$ 71,587	\$ 72,560	\$ 74,504	\$ 76,447	\$ 78,390	\$ 80,334	\$ 82,278	\$ 84,221
104	Police Comm. Spvsr. Police Records Spvsr.	35 hrs	\$ 65,771	\$ 66,664	\$ 68,450	\$ 70,236	\$ 72,021	\$ 73,808	\$ 75,592	\$ 77,379
1041	Fleet Repair Spvsr. Golf Course Maint. Spvsr. Highway Svs. Spvsr. Park Maint. Spvsr. Spvsr. Of Waste Svs. Supt. Of PSC	40 hrs	\$ 75,168	\$ 76,188	\$ 78,228	\$ 80,271	\$ 82,310	\$ 84,350	\$ 86,391	\$ 88,431
105		35 hrs	\$ 69,058	\$ 69,996	\$ 71,873	\$ 73,748	\$ 75,622	\$ 77,498	\$ 79,371	\$ 81,246
1051	Fleet Manager Construction Spvsr. Parks Proj Coord & Mt. Spvsr. Waste Svs. Mgr.	40 hrs	\$ 78,927	\$ 79,998	\$ 82,140	\$ 84,279	\$ 86,425	\$ 88,568	\$ 90,712	\$ 92,851
1061	Golf Course Supt.	40 hrs	\$ 82,871	\$ 83,997	\$ 86,247	\$ 88,495	\$ 90,748	\$ 92,997	\$ 95,245	\$ 97,496
1071	Highway Svs. Mgr. Facility Manager Supt. Of Parks	40 hrs	\$ 87,015	\$ 88,197	\$ 90,559	\$ 92,920	\$ 95,282	\$ 97,647	\$ 100,007	\$ 102,369
108	Asst. Library Director Envir. Health Spvsr. PHN Supervisor Soc. Svs. Program Spvsr. Elderly Services Coordinator Asst. Pub. Works Dir. Asst. Dir. Parks & Rec Info Tech Mgr.	35 hrs	\$ 79,945	\$ 81,030	\$ 83,201	\$ 85,371	\$ 87,542	\$ 89,711	\$ 91,882	\$ 94,051
										\$ 97,603
1081	Supt. Of PW	40 hrs	\$ 91,364	\$ 92,605	\$ 95,088	\$ 97,567	\$ 100,049	\$ 102,529	\$ 105,009	\$ 107,492
109	Grants Manager	35 hrs	\$ 83,940	\$ 85,081	\$ 87,362	\$ 89,639	\$ 91,920	\$ 94,198	\$ 96,477	\$ 98,757
110	Collector of Revenue	35 hrs	\$ 88,140	\$ 89,337	\$ 91,730	\$ 94,121	\$ 96,515	\$ 98,907	\$ 101,302	\$ 103,695
111	Town Engineer Assessor	35 hrs	\$ 92,544	\$ 93,801	\$ 96,315	\$ 98,829	\$ 101,341	\$ 103,854	\$ 106,367	\$ 108,879
112	Asst. Finance Dir.	35 hrs	\$ 97,174	\$ 98,493	\$ 101,131	\$ 103,770	\$ 106,408	\$ 109,046	\$ 111,683	\$ 114,323

**APPENDIX C**

A medical certificate submitted in accordance with Article VII, Section 7.0 (D) shall be on the following form or shall contain substantially equivalent information.

**MEDICAL CERTIFICATE FORM**

NAME OF DOCTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

TEL. NO. \_\_\_\_\_

TO: Human Resources Director  
Town of East Hartford

FROM: \_\_\_\_\_

DATE: \_\_\_\_\_

As physician duly licensed by the State of \_\_\_\_\_, I hereby certify that \_\_\_\_\_ (name of employee) who was seen by me on \_\_\_\_\_ (date) was unable to work during the continuous period from \_\_\_\_\_ (date) to \_\_\_\_\_ (date).

He/she was under my care on or after \_\_\_\_\_ (date).

I also certify that said employee can return to duty with no restrictions on \_\_\_\_\_ (date).

\_\_\_\_\_  
Signature of Physician

\_\_\_\_\_  
Date

## APPENDIX D

### TRIPLE OPTIONAL DENTAL PLAN

BENEFIT DESCRIPTION	PPO IN NETWORK NO DEDUCTIBLE	FLEX DENTAL \$50 DEDUCTIBLE*	OUT OF NETWORK \$200 DEDUCTIBLE
ANNUAL MAXIMUM	Unlimited	Unlimited	Unlimited
BENEFIT	Coinsurance	Coinsurance	Coinsurance
<b>PREVENTIVE SERVICES</b>			
Prophylaxis	100%	100%	80%
Oral Hygiene Instruction (Included with Oral Evaluation)	100%	100%	80%
Fluoride Treatment to age 19	100%	100%	80%
Sealants	100%	100%	50%
Space Maintainers	100%	100%	50%
<b>DIAGNOSTIC SERVICES</b>			
Oral Evaluation	100%	100%	70%
Radiographs	100%	100%	70%
Pulp Vitality Test (Included with Oral Evaluation)	100%	100%	70%
<b>RESTORATIVE SERVICES</b>			
Amalgam Fillings	100%	100%	50%
Resin Fillings	100%	100%	50%
<b>ENDODONTICS</b>			
Root Canal	100%	80%	50%
Apicoectomy	100%	80%	50%
<b>ORAL SURGERY</b>			
Simple Extractions	100%	100%	50%
Surgical Extractions and Impaction	50%	50%	50%
Treatment of Fractures & Dislocations	50%	50%	Not Covered
<b>GENERAL SERVICES</b>			
Consultation	60%	50%	Not Covered
General Anesthesia	60%	50%	Not Covered
Emergency Treatment	100%	100%	50%
<b>PERIODONTICS</b>			
Gingival Curettage	50%	50%	Not Covered
Gingivectomy or Gingivoplasty	50%	50%	Not Covered

	PPO IN NETWORK NO DEDUCTIBLE	FLEX DENTAL \$50 DEDUCTIBLE*	OUT OF NETWORK \$200 DEDUCTIBLE
Osseous Surgery	50%	50%	Not Covered
Mucogingival Surgery	50%	50%	Not Covered
Management of Acute Infection and oral lesions	50%	50%	Not Covered
<b>PROSTHODONTICS</b>			
Dentures Full and Partial	50%	Not Covered	Not Covered
Crowns, Bridges, fixed and removable	50%	Not Covered	Not Covered
Inlays, onlays and crowns not part of bridge	100%	50%	Not Covered
Addition of teeth to partial denture to replace extracted teeth	50%	Not Covered	Not Covered
Repair of Dentures	100%	100%	Not Covered
Orthodontia			
\$1,000 Lifetime maximum	50%	50%	Not Covered
Dependents covered to age 19			

\*Flex Dental deductible does not apply to preventive services or sealants.

Benefits will be available for resin (synthetic) fillings on anterior or bicuspid teeth only. For resin (synthetic) fillings on molar teeth, the member coinsurance obligation will increase. Benefits will be provided in an amount equal to the maximum allowable (MAA) amount for an amalgam filling. The member will be responsible for any amounts over the MAA.

This is not a legal contract. It is only a general description of the Triple Option Dental Program.

11-May-01

**APPENDIX E**

**EAST HARTFORD AFSCME #818 SUPERVISORS**

**PPO MEDICAL INSURANCE PLAN**

<b>COVERED SERVICE</b>	<b>IN-NETWORK SERVICES</b>	<b>OUT-OF-NETWORK</b>
<b>Covered Person Annual Deductible</b>	Not Applicable	\$200 individual \$400 two person \$500 family
<b>Covered Person Coinsurance</b>	Not Applicable	20%
<b>Covered Person Cost-Share Maximum</b>	Not Applicable	\$1,000 individual \$2,000 two person \$2,500 family
<b>Lifetime Maximum</b>	Unlimited	Unlimited
<b>PREVENTIVE SERVICES</b>		
<b>Well Child Care:</b> 7 exams from birth to 1 year of age 7 exams 1 through 5 years of age 1 exam every Calendar Year 5 through 12 years of age 1 exam every Calendar Year 12 through 22 years of age	No Office Visit Copay	Deductible & Coinsurance
<b>Adult Physical Examinations:</b> 1 exam per Calendar Year 22 years old and older	No Office Visit Copay	Deductible & Coinsurance
<b>Routine gynecological visit</b> 1 visit per Calendar Year including pap smear	No Office Visit Copay	Deductible & Coinsurance
<b>Mammography</b> One baseline screening for female 35 through 39 years of age  One screening mammogram every Calendar Year for female 40 and older  Note: or more frequently if recommended by the woman's Physician (M.D.)	No Cost Share	Deductible & Coinsurance
<b>Maternity</b>	\$5 Office Visit Copay first visit only	Deductible & Coinsurance
<b>Immunizations and Vaccinations</b> includes those needed for travel	No Copay	Deductible & Coinsurance
<b>Vision Exams:</b> 1 vision exam and refraction every 2 Calendar Years	\$5 Copay	Deductible & Coinsurance

<b>Hearing Exams:</b> 1 hearing exam every Calendar Year	\$5 Copay	Deductible & Coinsurance
<b>HOSPITAL SERVICES</b>		
<b>All Inpatient Admissions</b>	No Copay	Deductible & Coinsurance
<b>Specialty Hospital</b> 60 days per Covered Person per Calendar Year	Same as Hospital Inpatient Cost Share	Deductible & Coinsurance
<b>Outpatient surgery</b> In a licensed ambulatory surgical center (including colonoscopy)	No Copay	Deductible & Coinsurance
<b>DIAGNOSTIC SERVICES</b>		
<b>Diagnostic, Laboratory and X-ray Services</b>	No Copay	Deductible & Coinsurance
<b>High Cost Diagnostic Tests</b> MRI, MRA, CAT, CTA, PET, and SPECT scans	No Copay	Deductible & Coinsurance
<b>THERAPY SERVICES</b>		
<b>Outpatient Rehabilitation</b> Outpatient rehabilitative and restorative physical, occupational, speech and chiropractic therapy for up to 60 combined visits per Calendar Year	\$5 Copay	Deductible & Coinsurance
<b>Other Therapy Services:</b> Radiation therapy: Chemotherapy for the treatment of cancer Electroshock Therapy Kidney Dialysis in a Hospital or free-standing dialysis center	No Copay	Deductible & Coinsurance
Outpatient cardiac rehabilitation therapy (up to 36 visits per cardiac episode)	\$5 Copay	Deductible & Coinsurance
<b>Allergy Office Visit/Testing</b>  Allergy Injection Immunotherapy or other therapy treatments to a maximum of 60 visits over a 2 Calendar Year period	\$5 Copay  No Copayment for Allergy Injection	Deductible & Coinsurance

<b>MEDICAL EMERGENCY / URGENT CARE SERVICES</b>		
<b>Emergency Room Treatment</b> Emergency Room Copayment waived if the Covered Person is admitted directly to the Hospital from the emergency room	\$25 Copay	Paid as an In-Network Service
<b>Urgent Care Services</b>	\$25 Copay	Not Covered
<b>Ambulance</b> Land and Air: Paid according to the Department of Public Health Ambulance Service Rate Schedule.	No Copay	Paid as an In-Network Service
<b>PHYSICIAN MEDICAL / SURGICAL SERVICES</b>		
<b>Medical Office Visit</b>		Deductible & Coinsurance
<b>Primary Care Services</b> (Including surgical procedures done in the Office)	\$5 Copay	
<b>Specialist Services</b> (Including surgical procedures done in the Office)	\$5 Copay	Deductible & Coinsurance
<b>Services of a Physician or Surgeon</b> (other than a medical office visit)	No Copay	Deductible & Coinsurance
<b>MENTAL HEALTH SERVICES</b>		
<b>Outpatient treatment for Mental Health Care and Substance Abuse Care</b>	\$5 Copay	Deductible & 50% Coinsurance
<b>Inpatient Hospital Services</b> In a Hospital or Residential Treatment Center for Mental Health Care Per Admission	Same as Hospital Inpatient Cost Share	Deductible & Coinsurance
<b>Inpatient Rehabilitation treatment for Substance Abuse Care</b> In a Hospital or Substance Abuse Treatment Facility Per Admission	Same as Hospital Inpatient Cost Share	Deductible & Coinsurance
<b>OTHER MEDICAL SERVICES</b>		
<b>Skilled Nursing Facility</b> up to 120 days per Calendar Year	Same as Hospital Inpatient Cost Share	Deductible & Coinsurance
<b>Private Duty Nursing</b> limited to \$15,000 Per Calendar Year	Not Applicable	Deductible & Coinsurance

<p><b>Prescription Drugs*:</b> The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is a 31-day supply or 100-unit dose, whichever is greater.</p> <p><b>*Prescription Drugs not considered until the maximum is met on any other Prescription Drug plan.</b></p> <p>Diabetic equipment, drugs and supplies</p>	Not Applicable	Deductible & Coinsurance
<p><b>Human Organ and Tissue Transplant Services</b></p> <p>Unlimited Lifetime Maximum</p>	No Copay	Deductible & Coinsurance
<p><b>Home Health Care</b> Nursing and therapeutic services limited to 200 visits Home health aide services limited to 80 visits that are applicable to the 200 visit limit</p> <p><b>In the Home Hospice Medical Social Services</b> under the direction of a Physician up to \$420</p> <p>*After a \$50 Deductible has been met, the Covered Person shall pay the applicable Coinsurance, plus amounts above the Maximum Allowable Amount. The Deductible for Home Health Care benefits accrues towards the Covered Person's annual Deductible.</p>	No Copay	Deductible & Coinsurance
<p><b>Infusion Therapy</b> Unlimited</p>	No Copay	Deductible & Coinsurance
<p><b>Durable Medical Equipment and Prosthetic Devices</b></p> <p>Unlimited</p>	No Cost Share	Deductible & Coinsurance
<p><b>Ostomy Related Services</b></p> <p>Unlimited</p>	No Cost Share	Deductible & Coinsurance
<p><b>Wig</b> Up to \$350 maximum per Covered Person per Calendar Year.</p>	No Copay	No Cost Share
<p><b>Specialized Formula</b></p>	No Copay	Deductible & Coinsurance

<b>Hospice Care (inpatient)</b> 60 days per Calendar Year	No Copay	Deductible & Coinsurance
<b>Infertility Services</b> Please see Maternity/Family Planning Section of this document	\$5 Copay	Deductible & Coinsurance
<b>Office Visit</b>	Same as Hospital Outpatient Cost-Share	Deductible & Coinsurance
<b>Outpatient Hospital</b>	Same as Hospital Outpatient Cost-Share	Deductible & Coinsurance
<b>Inpatient Hospital</b>	Same as Hospital Inpatient Cost-Share	Deductible & Coinsurance
<b>Infertility Drugs</b> The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is 30 day supply or 100 unit dose, whichever is greater Note: If this certificate has a Prescription Drug rider, see rider for infertility drug coverage. Infertility drugs will not apply to the Prescription Drug Rider Maximum. In the absence of a prescription drug rider then the coverage stated in this Schedule of Benefits will apply.	Paid as Out-of-Network	Deductible & Coinsurance
<b>OTHER</b>		
<b>Penalty for Failure to Prior Authorize Covered Services</b>  Please note that the combined penalty amount for Facility Benefit and the Admitting Physician Benefit will be no greater than \$500	\$200 Hospital and 25% Physician (of Maximum Allowable Amount (MAA))	\$200 Hospital and 25% Physician (of Maximum Allowable Amount (MAA))

*This is a summary of benefits and is by its nature limited in detail and scope. Refer to the Summary Plan Document for full details of coverage.*

**APPENDIX E**  
**RETIREE HDHP**  
**SCHEDULE OF BENEFITS**  
**Effective July 1, 2019**

<u>COVERED SERVICE</u>	<u>IN-NETWORK SERVICES</u>	<u>OUT-OF-NETWORK SERVICES</u>
<u>Covered Person Plan Year Deductible</u>	* <u>\$1500 SINGLE</u> ** <u>\$3000 FAMILY</u>	
<u>Covered Person Coinsurance</u>	<u>Not Applicable</u>	<u>20%</u>
<u>Covered Person Plan Year Out-of-Pocket Limit</u> <u>*Applies to Prescription Drug Copayments</u>	<u>single*** \$1500</u> <u>family**** \$3000</u>	<u>\$4,000 single***</u> <u>\$8,000 family****</u>
<u>Lifetime Maximum</u>	<u>Unlimited</u>	<u>Unlimited</u>
<p><b>*Single Deductible – The Deductible must be satisfied before any Covered Services are paid by the Plan except for Preventive Services which are not subject to the Deductible.</b></p> <p><b>**Family Deductible – The family Deductible must be satisfied before any Covered Services are paid by the plan except for Preventive Services which are not subject to the Deductible. The family Deductible may be satisfied by one Covered Person or all members of the family collectively.</b></p> <p><b>***Single Out-of-Pocket Limit – Once the Member Out-of-Pocket Limit is satisfied, no additional Coinsurance will be required for the Covered Person for the remainder of the benefit period except for Out-of-Network Human Organ and Tissue Transplant services.</b></p> <p><b>****Family Out-of-Pocket Limit – Once the family Out-of-Pocket Limit is satisfied, no additional Coinsurance will be required for the Family for the remainder of the benefit period except for Out-of-Network Human Organ and Tissue Transplant services.</b></p> <p><b>In-Network and Out-of-Network Out-of-Pocket Limits are separate and do not accumulate toward each other.</b></p>		
<b><u>PREVENTIVE SERVICES</u></b>		
<u>Well Child Care</u>	<u>No Cost-Share</u>	<u>Deductible &amp; Coinsurance</u>
<u>Adult Physical Examinations</u>	<u>No Cost-Share</u>	<u>Deductible &amp; Coinsurance</u>
<u>Other Preventive Screenings including but not limited to: Routine gynecological care: pap smear and pelvic exam. Prostate screening. Mammography</u>	<u>No Cost-Share</u>	<u>Deductible &amp; Coinsurance</u>

<u>screening, colorectal cancer screening, flexible sigmoidoscopy, colonoscopy, total cholesterol screening, lipid screenings and panels, diabetic screening</u>		
<b><u>COVERED SERVICE</u></b>	<b><u>IN-NETWORK SERVICES</u></b>	<b><u>OUT-OF-NETWORK SERVICES</u></b>
<u>Immunizations and Vaccinations</u>	<u>No Cost-Share</u>	<u>Deductible &amp; Coinsurance</u>
<b><u>HOSPITAL SERVICES</u></b>		
<u>All Inpatient Admissions</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Specialty Hospital 100 days per Member per Calendar Year</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Outpatient Surgery (including colonoscopy)</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<b><u>DIAGNOSTIC SERVICES</u></b>		
<u>Diagnostic, Laboratory and X-Ray Services</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>High Cost Diagnostic Tests MRI, MRA, CAT, CTA, PET, and SPECT scans</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<b><u>THERAPY SERVICES</u></b>		
<u>Outpatient Rehabilitation Outpatient rehabilitative and restorative physical, occupational, speech and chiropractic therapy for up to 60 combined visits per Calendar Year</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Other Therapy Services: Outpatient cardiac rehabilitation therapy; Radiation therapy; Chemotherapy for the treatment of cancer; Electroshock therapy; Kidney Dialysis in a Hospital or free-standing dialysis center</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>

<u>Allergy Office Visit/Testing</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Allergy Injections Immunotherapy or other therapy treatments</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<b><u>COVERED SERVICE</u></b>	<b><u>IN-NETWORK SERVICES</u></b>	<b><u>OUT-OF-NETWORK SERVICES</u></b>
<b><u>MEDICAL EMERGENCY/URGENT CARE SERVICES</u></b>		
<u>Emergency Room Treatment Emergency Room Cost-Share waived if the Member is admitted directly to the Hospital from the emergency room</u>	<u>Deductible</u>	<u>Deductible</u>
<u>Urgent Care Services</u>	<u>Deductible</u>	<u>Paid as In-Network Emergency Room</u>
<u>Ambulance Land &amp; Air: Paid according to the Department of Public Health Ambulance Service Rate Schedule</u>	<u>Deductible</u>	<u>Deductible</u>
<b><u>PHYSICIAN MEDICAL/SURGICAL SERVICES</u></b>		
<u>Medical Office Visit</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Surgical Services Performed by a Surgeon or Physician (Specialist) in any setting other than an Office Visit</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Non-Surgical Services of a Physician or Surgeon (other than a medical office visit) These services may include after care or attending medical care</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<b><u>MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES</u></b>		
<u>Outpatient Treatment for Mental Health Care &amp; Substance Abuse Care</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Inpatient Hospital Services In a Hospital</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>

<u>or Residential Treatment Center for Mental Health Care</u>		
<u>Inpatient Rehabilitation Treatment for Substance Abuse Care In a Hospital or Substance Abuse Treatment Facility</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<b>OTHER MEDICAL SERVICES</b>		
<u>Outpatient Surgery</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>In a licensed ambulatory surgical center</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<b><u>COVERED SERVICE</u></b>	<b><u>IN-NETWORK SERVICES</u></b>	<b><u>OUT-OF-NETWORK SERVICES</u></b>
<u>Skilled Nursing Facility Up to 120 days per calendar year</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Immunizations and Vaccinations for Travel</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Prescription Drugs:</u>	<u>Deductible and then:</u>	<u>Deductible &amp; Coinsurance per prescription</u>
<u>Retail Pharmacy: The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is a 30 day supply.</u>	<u>Tier 1 \$10 Copay per Covered Drug</u> <u>Tier 2 \$25 Copay per Covered Drug</u> <u>Tier 3 \$40 Copay per Covered Drug</u>	
<u>Diabetic equipment, drugs and supplies</u>		
<u>Specialty Pharmacy: The maximum supply of a Specialty Drug for which benefits will be provided when dispensed under any one prescription is a 30 day supply.</u>	<u>Tier 1 \$10 Copay per Covered Drug</u> <u>Tier 2 \$25 Copay per Covered Drug</u> <u>Tier 3 \$40 Copay per Covered Drug</u>	<u>Deductible &amp; Coinsurance per prescription</u>
<u>Mail Order Prescription Drug Program The maximum supply of a drug for which benefits will be provided when dispensed under any</u>	<u>Tier 1 \$10 Copay per Covered Drug</u> <u>Tier 2 \$50 Copay per Covered Drug</u> <u>Tier 3 \$80 Copay per Covered Drug</u>	<u>Deductible &amp; Coinsurance per prescription</u>

<u>one prescription is a 1-90-day supply.</u>		<u>Deductible &amp; Coinsurance per prescription</u>
<u>Diabetic drugs &amp; supplies</u>		
<u>Human Organ and Tissue Transplant Services Unlimited maximum</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Home Health Care (including In-Home Hospice Care) Nursing and therapeutic services limited to 200 visits</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>In the Home Hospice Medical Social Services under the direction of a physician up to \$420</u>		
<b><u>COVERED SERVICE</u></b>	<b><u>IN-NETWORK SERVICES</u></b>	<b><u>OUT-OF-NETWORK SERVICES</u></b>
<u>Infusion Therapy Unlimited lifetime maximum</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Durable Medical Equipment and Prosthetic Devices</u>	<u>Deductible</u>	<u>Deductible &amp; 50% Coinsurance</u>
<u>Hearing Aid Coverage Available for dependent children age 12 years and under with a maximum of \$1,000 within a two year period.</u>		
<u>Diabetic equipment, and supplies</u>		
<u>Ostomy Related Services</u>	<u>Deductible</u>	<u>Deductible &amp; 50% Coinsurance</u>
<u>Hospice Care (inpatient)</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Wig up to \$500 maximum per Member per Calendar Year</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Specialized Formula</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Infertility Services Please see Maternity /Family Planning Section</u>		
<u>Office Visit</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>
<u>Outpatient Hospital</u>	<u>Same as Hospital Outpatient Cost-Share</u>	<u>Deductible &amp; Coinsurance</u>

<u>Inpatient Hospital</u>  <u>Infertility Drugs</u> <u>The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is 30 day supply</u>	<u>Same as Hospital Inpatient Cost-Share</u>  <u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>  <u>Deductible &amp; Coinsurance</u>
<u>Maternity</u>	<u>Deductible</u>	<u>Deductible &amp; Coinsurance</u>

**This is a summary of benefits and is by its nature limited in detail and scope. Refer to the Summary Plan Document for full details of coverage.**

**APPENDIX F**  
**HEALTH BENEFIT OPT-OUT FORM**

Employee Name \_\_\_\_\_ Date of Form Completion \_\_\_\_\_  
Department \_\_\_\_\_ Effective Date of Cancellation \_\_\_\_\_

**Statement of Election to Participate in Town of East Hartford Health Benefit Opt-Out Program**

I elect to cancel my health insurance (but not my dental insurance) with the Town of East Hartford. The health plan that I will be covered under is offered through \_\_\_\_\_ (name of company offering program). The name of the plan providing my insurance coverage is \_\_\_\_\_ (name of health insurance carrier). This plan covers: \_\_\_\_\_ my spouse \_\_\_\_\_ my family and \_\_\_\_\_ myself (**check all that apply**). Attached is documentation of my enrollment in the above plan.

In exchange for canceling my health insurance, I elect to receive a cash payment (totaling \$1000 for individual employee coverage, \$1250 for employee plus one dependent coverage or \$1,500 for employee plus family coverage) to be paid in quarterly installments in October, January, April and July. I understand that by accepting the opt-out program, I am no longer covered by the Town's health insurance program. However, I will continue to be covered by the Town's dental insurance program.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

**APPENDIX G**

**ATTESTATION FOR \$250 WELLNESS REWARD**

THE ORIGINAL FORM SHOULD BE TURNED IN TO  
OR MAILED DIRECTLY TO:  
Town of East Hartford, Human Resources  
Attention: Sandra Franklin  
740 Main Street  
East Hartford, CT 06108

**ANNUAL ROUTINE PHYSICAL EXAM FORM**

~~Each employee covered by a Town of East Hartford High Deductible Health Plan has been asked to have an annual routine physical examination performed during each plan year. This routine physical should consist of the items listed below as deemed appropriate by the employee's primary care provider.~~

~~Once the exam is complete, please sign and date this form and return it to the patient so they may turn it in to HR. You may also mail the form directly. Please do not fax the form—we need the original signature. Please provide the employee with biometrical results of their exam and lab work. They may use this information to complete an online Health Risk Assessment with Anthem.~~

The Routine Physical Exam Should Include the Following:

- ~~❖ Preventive Physical Exam, which includes medical and family health history, assessment of lifestyle (diet, stress, exercise, etc.) general system examination (heart, lungs, throat, thyroid, ears, skin, joints, etc.) and measurement of height and weight~~
- ~~❖ Routine blood pressure and urine screenings~~
- ~~❖ Cholesterol and lipid level screenings~~
- ~~❖ Blood glucose screening~~
- ~~❖ Eye chart vision screening~~
- ~~❖ Immunizations (tetanus every ten years, others as appropriate)~~
- ~~❖ Pelvic examination, Pap Smear, and Mammography screenings~~
- ~~❖ Prostate examination and prostate specific antigen blood test (PSA) (males only)~~
- ~~❖ Colorectal cancer screening~~

~~**You, as the health care provider will determine which one of several types of screenings is most appropriate and at what age it should be done.**~~

~~I certify that I performed a routine physical exam on Town of East Hartford Employee:~~

\_\_\_\_\_  
**EMPLOYEE NAME**

**Physician's Name:** \_\_\_\_\_

**Date of Physical:** \_\_\_\_\_

**Physician's Signature:** \_\_\_\_\_

**APPENDIX G**

**ATTESTATION FOR \$600 WELLNESS REWARD**

**~~effective July 1, 2019 — June 30, 2020 ONLY~~**

THE ORIGINAL FORM SHOULD BE TURNED IN TO  
OR MAILED DIRECTLY TO:  
Town of East Hartford, Human Resources  
Attention: Sandra Franklin  
740 Main Street  
East Hartford, CT 06108

Each employee covered by a Town of East Hartford High Deductible Health Plan has been asked to have an annual routine physical examination performed during each plan year. This routine physical should consist of the items listed below **as deemed appropriate by the employee's primary care provider.**

Once the exam is complete, please sign and date this form and return it to the patient so they may turn it in to HR. You may also mail the form directly. Please do not fax the form – we need the original signature. Please provide the employee with biometrical results of their exam and lab work. They may use this information to complete an online Health Risk Assessment with Anthem.

The Routine Physical Exam Should Include the Following:

- ❖ Preventive Physical Exam, which includes medical and family health history, assessment of lifestyle (diet, stress, exercise, etc.) general system examination (heart, lungs, throat, thyroid, ears, skin, joints, etc). and measurement of height and weight
- ❖ Routine blood pressure and urine screenings
- ❖ Cholesterol and lipid level screenings
- ❖ Blood glucose screening
- ❖ Eye chart vision screening
- ❖ Immunizations (tetanus every ten years, others as appropriate)
- ❖ Pelvic examination, Pap Smear, and Mammography screenings
- ❖ Prostate examination and prostate specific antigen blood test (PSA) (*males only*)
- ❖ Colorectal cancer screening

**You, as the health care provider will determine which one of several types of screenings is most appropriate and at what age it should be done.**

**I certify that I performed a routine physical exam on Town of East Hartford Employee:**

\_\_\_\_\_ **EMPLOYEE NAME**

**Physician's Name:** \_\_\_\_\_

**Date of Physical:** \_\_\_\_\_

**Physician's Signature:** \_\_\_\_\_

**APPENDIX H**  
**HIGH DEDUCTIBLE HEALTH PLAN**  
**SCHEDULE OF BENEFITS**  
**Effective July 1, 2017**

COVERED SERVICE	IN-NETWORK SERVICES	OUT-OF-NETWORK SERVICES
<b>Covered Person Plan Year Deductible</b>	* <b>\$2000 SINGLE</b> ** <b>\$4000 FAMILY</b>	
<b>Covered Person Coinsurance</b>	Not Applicable	20%
<b>Covered Person Plan Year Out-of-Pocket Limit</b> *Applies to Prescription Drug Copayments	single*** \$2000 family**** \$4000	\$4,000 single*** \$8,000 family****
<b>Lifetime Maximum</b>	Unlimited	Unlimited
<p>*<b>Single Deductible</b> – The Deductible must be satisfied before any Covered Services are paid by the Plan except for Preventive Services which are not subject to the Deductible.</p> <p>**<b>Family Deductible</b> – The family Deductible must be satisfied before any Covered Services are paid by the plan except for Preventive Services which are not subject to the Deductible. The family Deductible may be satisfied by one Covered Person or all members of the family collectively.</p> <p>***<b>Single Out-of-Pocket Limit</b> – Once the Member Out-of-Pocket Limit is satisfied, no additional Coinsurance will be required for the Covered Person for the remainder of the benefit period except for Out-of-Network Human Organ and Tissue Transplant services.</p> <p>****<b>Family Out-of-Pocket Limit</b> – Once the family Out-of-Pocket Limit is satisfied, no additional Coinsurance will be required for the Family for the remainder of the benefit period except for Out-of-Network Human Organ and Tissue Transplant services.</p> <p>In-Network and Out-of-Network Out-of-Pocket Limits are separate and do not accumulate toward each other.</p>		
<b>PREVENTIVE SERVICES</b>		
<b>Well Child Care</b>	No Cost-Share	Deductible & Coinsurance
<b>Adult Physical Examinations</b>	No Cost-Share	Deductible & Coinsurance
<b>Other Preventive Screenings including but not limited to:</b> Routine gynecological care: pap smear and pelvic exam, Prostate screening, Mammography screening, colorectal cancer screening, flexible sigmoidoscopy, colonoscopy, total cholesterol screening, lipid screenings and panels, diabetic screening	No Cost-Share	Deductible & Coinsurance

<b>COVERED SERVICE</b>	<b>IN-NETWORK SERVICES</b>	<b>OUT-OF-NETWORK SERVICES</b>
<b>Immunizations and Vaccinations</b>	No Cost-Share	Deductible & Coinsurance
<b>HOSPITAL SERVICES</b>		
<b>All Inpatient Admissions</b>	Deductible	Deductible & Coinsurance
<b>Specialty Hospital</b> 100 days per Member per Calendar Year	Deductible	Deductible & Coinsurance
<b>Outpatient Surgery</b> (including colonoscopy)	Deductible	Deductible & Coinsurance
<b>DIAGNOSTIC SERVICES</b>		
<b>Diagnostic, Laboratory and X-Ray Services</b>	Deductible	Deductible & Coinsurance
<b>High Cost Diagnostic Tests</b> MRI, MRA, CAT, CTA, PET, and SPECT scans	Deductible	Deductible & Coinsurance
<b>THERAPY SERVICES</b>		
<b>Outpatient Rehabilitation</b> Outpatient rehabilitative and restorative physical, occupational, speech and chiropractic therapy for up to 60 combined visits per Calendar Year	Deductible	Deductible & Coinsurance
<b>Other Therapy Services:</b> Outpatient cardiac rehabilitation therapy; Radiation therapy; Chemotherapy for the treatment of cancer; Electroshock therapy; Kidney Dialysis in a Hospital or free-standing dialysis center	Deductible	Deductible & Coinsurance
<b>Allergy Office Visit/Testing</b>	Deductible	Deductible & Coinsurance
<b>Allergy Injections</b> Immunotherapy or other therapy treatments	Deductible	Deductible & Coinsurance

<b>COVERED SERVICE</b>	<b>IN-NETWORK SERVICES</b>	<b>OUT-OF-NETWORK SERVICES</b>
<b>MEDICAL EMERGENCY/URGENT CARE SERVICES</b>		
<b>Emergency Room Treatment</b> Emergency Room Cost-Share waived if the Member is admitted directly to the Hospital from the emergency room	Deductible	Deductible
<b>Urgent Care Services</b>	Deductible	Paid as In-Network Emergency Room
<b>Ambulance</b> Land & Air: Paid according to the Department of Public Health Ambulance Service Rate Schedule	Deductible	Deductible
<b>PHYSICIAN MEDICAL/SURGICAL SERVICES</b>		
<b>Medical Office Visit</b>	Deductible	Deductible & Coinsurance
<b>Surgical Services</b> Performed by a Surgeon or Physician (Specialist) in any setting other than an Office Visit	Deductible	Deductible & Coinsurance
<b>Non-Surgical Services of a Physician or Surgeon</b> (other than a medical office visit) These services may include after care or attending medical care	Deductible	Deductible & Coinsurance
<b>MENTAL HEALTH AND SUBSTANCE ABUSE SERVICES</b>		
<b>Outpatient Treatment for Mental Health Care &amp; Substance Abuse Care</b>	Deductible	Deductible & Coinsurance
<b>Inpatient Hospital Services</b> In a Hospital or Residential Treatment Center for Mental Health Care	Deductible	Deductible & Coinsurance
<b>Inpatient Rehabilitation Treatment for Substance Abuse Care</b> In a Hospital or Substance Abuse Treatment Facility	Deductible	Deductible & Coinsurance
<b>OTHER MEDICAL SERVICES</b>		
<b>Outpatient Surgery</b>	Deductible	Deductible & Coinsurance
In a licensed ambulatory surgical center	Deductible	Deductible & Coinsurance



<b>COVERED SERVICE</b>	<b>IN-NETWORK SERVICES</b>	<b>OUT-OF-NETWORK SERVICES</b>
<b>Infusion Therapy</b> Unlimited lifetime maximum	Deductible	Deductible & Coinsurance
<b>Durable Medical Equipment and Prosthetic Devices</b>  <b>Hearing Aid Coverage</b> Available for dependent children age 12 years and under with a maximum of \$1,000 within a two year period.  <b>Diabetic equipment, and supplies</b>	Deductible	Deductible & 50% Coinsurance
<b>Ostomy Related Services</b>	Deductible	Deductible & 50% Coinsurance
<b>Hospice Care (inpatient)</b>	Deductible	Deductible & Coinsurance
<b>Wig</b> up to \$500 maximum per Member per Calendar Year	Deductible	Deductible & Coinsurance
<b>Specialized Formula</b>	Deductible	Deductible & Coinsurance
<b>Infertility Services</b> Please see Maternity /Family Planning Section  <b>Office Visit</b>  <b>Outpatient Hospital</b>  <b>Inpatient Hospital</b>  <b>Infertility Drugs</b> The maximum supply of a drug for which benefits will be provided when dispensed under any one prescription is 30 day supply	Deductible  Same as Hospital Outpatient Cost-Share  Same as Hospital Inpatient Cost-Share  Deductible	Deductible & Coinsurance  Deductible & Coinsurance  Deductible & Coinsurance  Deductible & Coinsurance
<b>Maternity</b>	Deductible	Deductible & Coinsurance

*This is a summary of benefits and is by its nature limited in detail and scope. Refer to the Summary Plan Document for full details of coverage.*

**APPENDIX H (continued)**  
**BLUEVIEW VISION RIDER**  
**EFFECTIVE JULY 1, 2014**

<b>BENEFIT PERIOD</b>	Calendar Year
<b>DEPENDENT AGE LIMIT</b>	To the end of the month after which the child attains age 26.

<b>COVERED SERVICES</b>	<b>COPAYMENTS/MAXIMUMS</b>	
	<b>Network Providers</b>	<b>Out-of-Network Providers</b>
<b>Prescription Lenses</b>		
<b>Standard:</b> (including factory scratch coating, polycarbonate lenses for children under 19 years old and Photochromic lenses for children under 19 years old)		
<b>Basic Lenses (pair)</b>		
Single Vision lenses	\$25 Copayment	Reimbursed up to \$36
Bifocal lenses	\$25 Copayment	Reimbursed up to \$54
Trifocal lenses	\$25 Copayment	Reimbursed up to \$69
(limited to one set of lenses per calendar year).		
<b>Frames</b>		
(Limited to one frame per calendar year)	\$130 retail amount, then 20% off any remaining balance	Reimbursed up to \$64
<b>Prescription Contact Lenses</b> (traditional or disposable)		
<b>Non-Elective Contact Lenses</b> (availability once every calendar year)	Covered in full	Reimbursed up to \$210
<b>Elective Contact Lenses (in lieu of eyeglass lenses allowances)</b> (availability once every calendar year)	\$130 retail amount	Reimbursed up to \$105
<b>Note:</b> If you elect covered Non-Elective Contact Lenses or Elective Contact Lenses within one calendar year period, no benefits will be available for covered lenses and frames until the next calendar year period.		

**Laser Vision Correction Services:**

Participating Lasik/photorefractive keratectomy PRK surgical centers offer a discounted rate for Members enrolled under this plan. You are responsible for any remaining charges.

The Schedule of Benefits is a summary of the amount of benefits Anthem will pay when you receive Covered Services from a Provider. Please refer to the Covered Services Section of the Summary Plan Description for a more complete explanation of the specific vision services covered by the plan. All covered services are subject to the conditions, exclusions, limitations, terms and provisions of the Certificate including any attachments or riders.

No prior authorization is required to receive covered vision services.

## APPENDIX I

### MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (hereinafter, "Agreement") is by and between the Town of East Hartford (hereinafter, the "Town"), and Local 818, the Council 4, AFSCME, AFL-CIO Union, (hereinafter, the "Union") (collectively "the parties") in full and final settlement of grievance Case #2016-A-0311 agree to the following

1. Effective on the date this Agreement is executed an employee with perfect attendance (i.e., no time absent due to illness, unauthorized or authorized leave of absence, disciplinary suspension or tardiness), will earn one Personal Day for each calendar quarter of perfect attendance, and an additional Personal Day for a perfect calendar year. No more than five (5) days may be accumulated.
2. Effective on the date this Agreement is executed an employee's birthday shall constitute an additional holiday.
  - i. Employees shall be able to celebrate their birthday on or before the last day of the 2016-2017 Fiscal Year. With the prior approval of the Department Head, an employee may select another day on which to observe the birthday.
  - ii. Effective on July 01, 2017 any employee's birthday falling on a weekend or holiday shall be celebrated within the month in which it occurs. With the prior approval of the Department Head, an employee may select another day within the calendar month on which to observe the birthday.
3. Effective on the date this Agreement is executed of the fifteen (15) potential sick days which can be accrued per year one can be used as a sick/personal day which may be taken during the fiscal year in a minimum of one-quarter (1/4) day segments for personal business or appointments that must be conducted during the working hours. Use of this personal/sick time will not interrupt the earning of personal days for perfect attendance.
4. Ronald Arpin, one of the grievants in Case #2016-A-0311, shall have two (2) earned days posted to his earned day total balance upon the execution of this Agreement. Said earned days shall be used by June 30, 2017.
5. All of the above benefit changes will take effect as indicated in each item. All said changes shall be incorporated into the appropriate Articles and Sections of the Successor Working Agreement between the parties that will be in effect beginning July 1, 2019.
6. This Agreement shall not establish a past practice or precedent between the parties and shall not be presented in any other forum except to enforce the terms of this Agreement.

7. **In consideration for the above, the Union agrees to withdraw grievance 2016-A-3011.**
8. **Nothing herein shall create a binding practice or precedent.**
9. **This Memorandum of Agreement was renewed with the 2019-2022 contract.**

**TENTATIVE AGREEMENT**

Town of East Hartford & Local #818 – AFSCME – Council 4

**Duration** 3 years: July 1, 2019 – June 30, 2022

**GW** July 1, 2019 2.0%  
July 1, 2020 2.0%  
July 1, 2021 1.25%

**OPEB** July 1, 2020 - increase current 1% of base pay for all employees in the DB plan to 1.25%

**ACTIVE EE MEDICAL**

**PCS** July 1, 2020 10%  
July 1, 2021 11%

**Wellness Incentive** July 1, 2019 \$600  
July 1, 2020 \$600  
July 1, 2021 \$600

**Promotions** When a #818 employee is promoted, their salary increase must be at least 5%

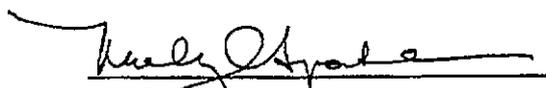
**Step Compression** as proposed by the Town

**Janus** update language in Article II, Section 2.3

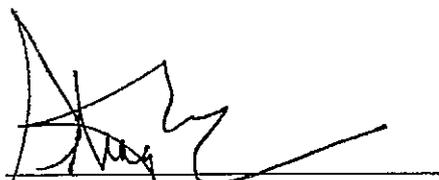
Signed this 13<sup>th</sup> day of November, 2019 by:



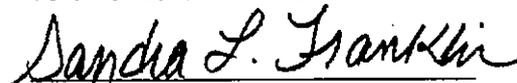
Local #818



Local #818



Town of East Hartford



Town of East Hartford



## MEMORANDUM

**DATE:** November 15, 2019

**TO:** Marcia A. Leclerc, Mayor

**FROM:** Linda Trzetzziak, Director of Finance *LT*

**TELEPHONE:** (860) 291-7246

**RE:** 818 Supervisor's Contract Settlement and Contingency Transfer

---

By way of this memo, attached please find the financial analysis related to the 818 Supervisor's contract settlement.

To cover the costs related to the settlement, \$14,450 will need to be transferred into various accounts by way of a Contingency Transfer.

If approved, this funding will satisfy the contact settlement through June 30, 2020.

Please contact me if you have any questions or problems on any of the aforementioned information.

The Town of East Hartford  
 For the Fiscal Year Ending June 30, 2020  
 Fund Balance Transfer

FROM

Account Number	Name	Amount
G9600-60201	Contingency Reserve-Contract Negotiations	\$ 14,450

TO

Account Number	Name	Amount
G2400-60110	Permanent Services – Library	\$ 500
G2950-60110	Permanent Services – Grants Administration	500
G3200-60110	Permanent Services – Accounts and Control	500
G3300-60110	Permanent Services – Information Technology	500
G3600-60110	Permanent Services – Assessor	550
G3700-60110	Permanent Services – Tax Office	500
G5203-60110	Permanent Services – Police Administration	400
G5400-60110	Permanent Services – Communications	1,500
G7100-60110	Permanent Services – Public Works Administration	500
G7200-60110	Permanent Services – Engineering	500
G7300-60110	Permanent Services – Public Works Highway Services	2,500
G7400-60110	Permanent Services – Public Works Waste Services	500
G7700-60110	Permanent Services – Public Works Fleet	500
G7800-60110	Permanent Services – Public Works Building Maintenance	1,000
G8100-60110	Permanent Services – Parks Administration	500
G8200-60110	Permanent Services – Parks Maintenance	1,500
G9200-60110	Permanent Services – Nursing Services	500
G9300-60110	Permanent Services – Environmental Control	500
G9400-60110	Permanent Services – Social Services	500
G9430-60110	Permanent Services – Senior Services	500
	TOTAL	\$ 14,450

The funds being transferred are certified as available and unobligated.

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Linda Trzetzziak, Director of Finance

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Marcia A. Leclerc, Mayor

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Angela Attenello, Town Council Clerk

Dated this 15<sup>th</sup> day of November, 2019

The Town of East Hartford  
 Analysis of the 818 Supervisors Contract  
 Prepared as of November 15, 2019

Actual	Wages	Prem. Share
3 years	2%, 2%, 1.25%	HDHP10% 7/1/20, 11% 7/1/21

Employees Covered 30

	Base @6/30/19	Precon. GWI 0.00%	6/30/19 Base Total	Year 1 @7/19 2.00%	6/30/20 Base Total	Year 2 @7/20 2.00%	6/30/21 Base Total	Year 3 @7/21 1.25%	6/30/22 Base Total
Reg. Wages	2,501,500	-	2,501,500	50,030	2,551,530	51,031	2,602,561	32,632	2,635,093
OT Wages	125,000	-	125,000	2,500	127,500	2,550	130,050	1,626	131,676
Total	2,626,500	-	2,626,500	52,530	2,679,030	53,581	2,732,611	34,158	2,766,769

Year	Wage Inc. Per Year	Wage Inc. Total
Pre	-	-
1	52,530	52,530
2	53,581	106,111
3	34,158	140,269
Total		298,910

Total Per Year	Total Per Contract	Net Prem. Share Inc.	Ann. Net Increase	Net Increase	% Inc. Ann.
-	-	-	-	-	0.00%
52,530	52,530	-	52,530	52,530	1.98%
53,581	106,111	521	53,060	105,590	1.96%
34,158	140,269	526	33,632	139,743	1.22%
-	-	-	-	-	0.00%
-	-	-	-	-	0.00%
140,268	298,910	1,047	139,221	297,863	5.16%

Commentary - items that have a financial impact but not of a material nature

Annualized 1.72%

1. Employees in the Defined Benefit Pension Plan will have OPEB contributions increase on 7/1/20 from 1% of base pay to 1.25% of base pay

## PURCHASE AND SALE AGREEMENT

THIS AGREEMENT made this 24th day of September, by and between Mary-Lynne Raymond, Executrix of the Estate of Joseph David Raymond, hereinafter called "Seller," and the **TOWN OF EAST HARTFORD**, a municipal corporation organized and existing under the laws of the State of Connecticut, with an address of 740 Main Street, East Hartford, CT, hereinafter called "Buyer".

### WITNESSETH

WHEREAS, Seller is the Executrix of the Estate of Joseph David Raymond, with the right and authority to sell all that certain piece or parcel of real property, with all buildings and other improvements thereon and all appurtenances thereto, known as 23 Cambridge Drive in the Town of East Hartford and State of Connecticut, hereinafter called the "Property", more particularly described in Schedule A attached hereto and made a part hereof; and

WHEREAS, Seller desires to sell to Buyer and Buyer desires to purchase from the Seller the Property; and

WHEREAS, it is the desire of the parties to reduce their agreement to one document encompassing in detail their agreement as to the sale and purchase of the Property;

NOW THEREFORE, the parties agree as follows:

1. SALE OF PROPERTY. Seller hereby agrees to sell, assign, transfer and convey to the Buyer, and Buyer does hereby agree to purchase from Seller, all the right, title and interest in and to the Property, together with all buildings and other improvements thereon and all appurtenances thereto. Seller agrees to convey said real property to Buyer by a good and sufficient Fiduciary Deed, free and clear of all encumbrances, restrictions, encroachments, covenants, reservations, easements and any other defects or matters of record as shall appear, except those matters set forth on Schedule B hereto.

A. Condition of Title. It is understood and agreed that the title herein required to be conveyed by the Seller with respect to all of the property shall be good and marketable and the marketability thereof shall be determined in accordance with the Standards of Title of the Connecticut Bar Association now in force. If a title search reveals that title to the Property is not good and marketable, then Buyer shall notify Seller as to the nature and details of such defect and if, at the time of closing, the Seller shall be unable to clear or rectify such defect and convey marketable title to said premises to the

Buyer, then the Buyer may elect to accept such title as Seller can convey, upon payment of the purchase price, or may reject the deed conveying such unmarketable title. Upon such rejection, this Agreement shall terminate and become null and void and the parties hereto shall be released and discharged of all further claims and obligations to each other.

**B. Requirement to Deliver Release.** Notwithstanding the foregoing, if the Property is subject to a lien or charge in a fixed or ascertainable amount, then the Seller shall be obligated to secure and deliver to Buyer a release of the same in recordable form at the closing, including but not limited to release of liens to the State of Connecticut for succession and/or estate taxes.

**2. PURCHASE PRICE.** The purchase price for the property shall be ONE HUNDRED NINETEEN THOUSAND DOLLARS (\$119,000.00), subject to adjustment as herein provided, payable as follows:

**A.** Buyer shall pay Seller upon execution of this Agreement by Seller and Buyer the sum of two thousand DOLLARS (\$2,000.00) as a deposit, by Town check. Said sum shall be held in escrow by Buyer's Attorney, Anthony J. Gryk, pending Closing of Title. Should this transaction fail to close due to Seller's default or pursuant to any other reason hereunder allowing Buyer to terminate the Agreement and seek return of the deposit hereunder, Seller's Attorney shall repay said escrowed amount to Town within five (5) days of notice from the Town that said sum is due.

**B.** Buyer shall pay Seller the balance of the purchase price by Town check at the closing.

**3. CLOSING OF TITLE.** The Closing of the transaction hereby contemplated shall take place at the Corporation Counsel, 740 Main Street, East Hartford, Connecticut, on the 30<sup>th</sup> day following Probate Court approval of the sale or at such other time and place as may be mutually agreed upon by the parties.

**4. ADJUSTMENTS.** Adjustment for taxes or other assessment, rents, water charges, sewer charges, fuel oil and the like shall be adjusted as of the date of the Closing in accordance with the closing customs for Hartford County.

**5. ENVIRONMENTAL TESTING.** Seller shall permit Buyer access to the property for purpose of conducting (i) environmental testing; (ii) a structural engineering analysis; and (iii) other

inspections normally conducted in connection with property acquisition. Said testing shall be conducted in a manner which will not unreasonably disrupt the Seller's occupancy or damage any structure on the Property. Buyer shall, after any such testing, restore the Property to the same condition that it was in before such testing or entry by the Buyer, its agents, servants or employees. This obligation shall survive closing and/or termination of this Agreement. Seller shall cooperate with Buyer in order to complete the testing within a reasonable time frame. In the event that such testing or analysis indicates a condition that Buyer deems unsatisfactory, Buyer may terminate this contract in which case the Seller shall refund the deposit and this Agreement shall be deemed terminated and neither Party shall have further obligation or liability to the other (except for obligations set forth herein as surviving termination and/or the closing).

6. **TENANTS.** The Property shall be conveyed free of the rights of tenants and parties in possession.

7. **ACCESS.** Buyer shall have reasonable access to the Property from date of execution of this Agreement.

8. **REMOVAL OF PERSONAL PROPERTY.** Seller shall remove all personal property from the Property prior to the date of closing, except as may be mutually agreed between the parties. Buyer does understand that the property will be sold with all appliances intact, and may have some furniture left such as hospital beds and general upholstered furniture.

9. **BROKER.** The Buyer represents to the Seller that no firm, person or corporation has shown these premises to the Buyer and the Buyer agrees to save the Seller harmless for all costs, damages and expenses based upon any claims made against the Seller by any real estate broker claiming to have dealt with Buyer with respect to the Property. Further, Seller represents to Buyer that there is no listing agreement for the Property currently in effect with any broker, and Seller agrees to save, defend, indemnify and hold Buyer harmless from and against any and all claims, demands, damages, actions and causes of action made against the Buyer by any real estate broker claiming to have dealt with Seller in connection with the Property.

10. **CONDITION OF PROPERTY.** Seller agrees that they shall maintain the Property in the same condition as exists on the date hereof, reasonable wear and tear accepted and casualty accepted.

11. **DOCUMENTS AT CLOSING.** At the closing, Seller agrees to deliver to the Buyer the following:

A. Connecticut form Fiduciary Deed , conveying marketable title without exceptions, free and clear of all encumbrances, covenants, easements, restrictions, defects and reservations except as noted in Schedule B ;

B. All documentation as may reasonably be required by the attorney for the Buyer to carry out the terms, covenants conditions and intent of this contract.

C. An affidavit certifying that there are no rights of mechanic's liens or tenants with respect to the Property.

D. A closing statement.

E. A non-foreign affidavit to satisfy the requirements of the Internal Revenue Code.

F. Necessary succession and/or Estate tax releases from the East Hartford Probate Court.

12. **RISK OF LOSS.** Throughout the period between the date of this contract and the closing, all risk of loss shall be on the Seller, and the Seller shall keep the improvements on the Property insured against loss by fire or other casualty for their full replacement value. Should any building or improvements be destroyed or damaged by fire or other such casualty and not be restored to its present condition during such period, the Buyer may at its election either terminate this Agreement, or accept title to the Property and receive the benefit of all insurance monies received on account of such destruction or damage (less monies expended for protection thereof).

13. **SELLER'S REPRESENTATIONS.** Seller represents the following with regard to the Property:

A. The Seller has not received, and has no knowledge of, any notice or request from any insurance company or Board of Fire Underwriters, or mortgagee, requesting the performance of any work or alterations with respect to the Property which have not been complied with, and the Seller does not know of and has not received any notice of any violations of any local, state or federal laws arising out of the present use and occupancy of the Property;

B. The Seller has no knowledge of any pending or contemplated condemnation proceedings affecting the Property or any part thereof;

C. No commissions or payments for work or improvements heretofore made are or will be due and owing, or become due or owing, in connection with any tenant lease;

D. No person, firm or entity, except as set forth herein, has any rights in or right to acquire the Property or any part thereof;

E. There are no service contracts, management agreements, commercial rental agreements, or other agreements of any kind or nature affecting the Property or a portion thereof which shall survive the closing.

F. There are no actions, suits, or proceedings pending or threatened against, by or affecting Seller with respect to the Property, at law or equity before or by any federal, state or other governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign. Seller is not in default with respect to any order, writ, injunction, or decree of any court of federal, state or any governmental department, commission, board, bureau, agency or instrumentality, domestic or foreign, insofar as such order, writ, injunction, or decree affects the Property; and

G. Seller shall keep the Property in its present state of repair, except for normal wear and tear and casualty, up to the date of closing, and shall not commit waste upon the premises while in possession thereof.

**14. NO ASSIGNMENT, BINDING EFFECT.** This Agreement may not be assigned by either party without the written consent of the other, but it shall be binding upon the heirs, executors, administrators, and successors of the parties hereto.

**15. DEFAULT AND LIQUIDATED DAMAGES:**

A. If the terms and conditions of the Agreement are fully and fairly met and Buyer shall fail to pay the Purchase Price and accept title to the property and as provided in this Agreement, and the Seller is ready, willing and able to transfer title and deliver the deed and have otherwise complied with the terms of this Agreement, then Buyer shall be deemed to be in breach of this Agreement and the deposits paid pursuant to

paragraph 2 shall be retained by Seller as full and liquidated damages for said breach. The Seller and Buyer hereby stipulate that such damages otherwise would be difficult or impossible to ascertain and that said amounts paid hereunder represent the best approximation of such damages.

B. In the event Seller defaults under the terms of this Agreement, then Buyer may terminate this Agreement by written notice to Seller, and the deposits paid hereunder shall be returned to Buyer. Nothing contained herein shall, however, preclude Buyer from seeking specific performance of Seller's obligations contained in this Agreement in the event Seller is in default under the terms hereof.

#### **16. APPROVALS**

A. Seller understands that this Agreement and Buyer's obligations hereunder, are contingent on the approval of the purchase of the Property by the East Hartford Planning and Zoning Commission as may be required under Connecticut General Statutes section 8-24 and the East Hartford Town Council, prior to the Closing Date. In the event that the approval of either the Planning and Zoning Commission or the Town of East Hartford is not obtained, Buyer shall have the option of terminating this Agreement and receiving a full refund of any deposits paid hereunder (in which case this Agreement shall be considered null and void) or extending the Closing Date for a period not to exceed sixty (60) days. Should Buyer choose to extend the Closing Date, and said approvals have not been received within the sixty (60) day extension, this Agreement shall immediately terminate, all deposits paid by Buyer hereunder shall be returned to Buyer, and the Agreement shall be considered null and void.

B. **PROBATE COURT APPROVAL.** This Agreement is subject to Probate Court approval in regard to the Estate of Joseph David Raymond. The Seller shall apply for Probate Court approval upon payment of the deposit hereunder.

#### **17. MODIFICATIONS**

This Agreement can only be modified by a written agreement duly signed by the persons authorized to sign agreements on behalf of the Town of East Hartford and Buyer, and variance from the terms or conditions of this Agreement will be of no effect.

18. SEVERABILITY

If any provision or provisions of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or be impaired thereby.

19. GOVERNING LAW

This Agreement shall be governed and construed in accordance with the laws of the State of Connecticut. The parties agree to the jurisdiction and venue of the courts located in the State of Connecticut.

20. COMPLETE AGREEMENT

This Agreement is the complete and exclusive statement of the agreement between the parties as to the subject matter hereof and supersedes all communications between the parties related to the subject matter of this Agreement. Each party represents and warrants to the other that it has full power and authority to enter into and perform this Agreement.

21. NON-WAIVER

A waiver of a breach or default under this Agreement shall not be a waiver of any other or subsequent breach or default. The failure or delay in enforcing compliance with any term or condition of this Agreement shall not constitute a waiver of such term or condition.

22. SURVIVAL. All agreements, representations, warranties and covenants contained in this Agreement shall survive the closing and transfer of title.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 24<sup>th</sup> day of September 2019.

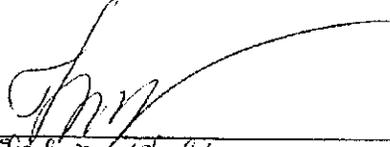
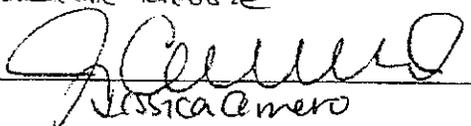
Signed, Sealed and Delivered  
in the Presence of:

SELLER:

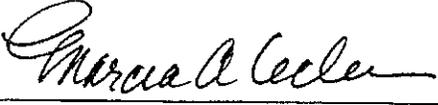
Estate of Joseph David Raymond

Richard S. Wechsler  
Robert S. Haulfer

Mary-Lynne Raymond  
(Executrix)  
Mary-Lynne Raymond, Executrix

  
\_\_\_\_\_  
Stephanie Scheldie  
  
\_\_\_\_\_  
Jessica Amero

BUYER  
TOWN OF EAST HARTFORD

By   
\_\_\_\_\_  
Marcia A. Leclerc  
Its Mayor, Duly Authorized

APPROVED AS TO FORM:

  
\_\_\_\_\_  
RICHARD P. GENTILE, ASST. CORP. COUNSEL

## Schedule A

--- a certain piece or parcel of land located at 23 Cambridge Drive, East Hartford, Connecticut, together with the buildings and other improvements thereon situated in the Town of East Hartford, County of Hartford and State of Connecticut, and being known and designated as lot number one hundred forty-eight (148) as shown on a certain map entitled "Map of Milbrook Park, East Hartford, Conn. owned by the Milbrook Park Co., Inc. East Hartford, Conn. Scale 1" = 100' Oct. 27, 1941 Revised Nov. 24, 1941," which map is now on file in the office of the Town Clerk of East Hartford, reference thereto being had for a more particular description of said premises.

With the exception of property recorded in Vol. 171 P. 4 sold to the State of Connecticut, its successors and assigns forever, that certain parcel of land situated in the Town of East Hartford, County of Hartford and State of Connecticut on the easterly side of Cambridge Drive, and containing one-hundredth (0.01) of an acre, more or less, bounded and described as follows:

Northerly running to a point.

Easterly by land of the grantor herein, about fifty-four (54) feet by a line described as follows: Beginning at a point in the division line between lands of the grantor herein and now or formerly of Adeline E. Riley, said point being twenty-five (25) feet northeasterly from and measured at right angles to base line S, more particularly shown on the map hereinafter referred to: thence northwesterly along a line twenty-five (25) feet northeasterly from and parallel with the base line S to a point which designates the P.C. of a curve, thence continuing northwesterly, following the arc of a circle which is tangent to the last described line and having a radius of forty-five feet and deflecting to the right to a point in the easterly line of Cambridge Drive.

Southerly by land of the said Adeline E. Riley about twenty-four (24) feet;

Westerly by Cambridge Drive about fifty-three (53) feet.

For a more particular description of the above described premises, reference is made to a map on file in the East Hartford Town Clerk's Office entitled "Town of East Hartford map showing land to be acquired from M.J. Raymond and Teresa A. Raymond by the State of Connecticut East Hartford Glastonbury Expressway, Scale 1" = 40' Jan. 1950 G. Albert Hill, Highway Comm.

Being the same premises described in a warranty deed from The Milbrook Park Company, Incorporated, to Michael J. and Teresa J. Raymond dated May 20, 1942 and recorded in the East Hartford Land Records in Vol. 125 P. 466 and further described in a Certificate of Devise of the East Hartford Probate Court in the Estate of Anna Raymond, a/k/a Teresa Raymond dated May 7, 1962 and recorded in Vol. 339, P. 19 of the East Hartford Land Records.

**SCHEDULE B**

1. Taxes on the list of October 1, 2019 and thereafter not yet due and payable.
2. Building, building line and zoning restrictions of the Town of East Hartford.

TOWN COUNCIL MAJORITY OFFICE

REAL ESTATE ACQUISITION AND DISPOSITION COMMITTEE

OCTOBER 23, 2019

PRESENT Linda Russo, Chair, Councillors Ram Aberasturia and Caroline Torres

ALSO Rich Gentile, Assistant Corporation Counsel  
PRESENT

CALL TO ORDER

Chair Russo called the meeting to order at 5:32 p.m.

APPROVAL OF MINUTES

July 16, 2019 Meeting

MOTION By Caroline Torres  
seconded by Ram Aberasturia  
to **approve** the minutes of the July 16, 2019 meeting.  
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

23 Cambridge Drive

Rich Gentile, Assistant Corporation Counsel, began a discussion on the background of this parcel of land. He reported that the Town contacted the Executrix to see if the estate would have any interest in selling this property to the town. According to the appraisal that the Town received, the value of 23 Cambridge Drive is \$119,000.00. The Town performed a title search which indicated that there were no issues or problems with the title and that the property taxes are current. Since this property predates the Transfer Act, no Phase I environmental study is necessary. Milone & MacBroom, a consulting engineering and environmental firm, wrote a letter that there are no environmental risks with this property.

The lot will initially be used as a construction building site but eventually will be used as a parking lot for the new senior center only. The sale of this property will be added to the November 13<sup>th</sup> Planning & Zoning Commission to obtain an 8-24 approval.

MOTION By Ram Aberasturia  
seconded by Caroline Torres  
that the Real Estate Acquisition & Disposition Committee **recommend**  
to the Town Council that, subject to C.G.S. §8-24 review by the Planning &

Zoning Commission, and subject to the terms and conditions of the Purchase and Sale Agreement between Mary-Lynne Raymond, Executrix of the Estate of Joseph David Raymond, dated September 24, 2019 and the Town of East Hartford, the Town Council: (a) approves the acquisition of the Property known as 23 Cambridge Drive (the "Property") for the sum of \$119,000, a value consistent with the Town's appraised value for the Property; and (b) waives the requirements of Town Ordinances §10-18(b) with respect to obtaining a survey of the Property, and a Phase 1 Environmental Report on the Property, such waivers being in the best interests of the Town, given the fact that there is a subdivision plan filed in the Town Clerk's Office which includes the Property, and the Town has sufficient environmental background information on the Property given its recent acquisition of abutting property.  
Motion carried 3/0.

## OLD BUSINESS

Attorney Gentile updated the Committee on the following pending matters:

### Columbus Street Extension – Veterans Terrace

- waiting for the 120 day appeal period to end in January 2020

### 78 North Meadow Lane

- as directed by the Real Estate Committee at its July 16<sup>th</sup> meeting, Attorney Gentile sent a letter to the executors of the estate of this property stating that the town did not have any interest in acquiring 78 North Meadow Lane. He has not heard anything further.

### 1252 Main Street

- the owners of this property continue to do renovations to the building.

### 1450 Main Street

- Councillor Torres inquired on the status of this building since it is no longer leased to Taste Buds. Attorney Gentile indicated that there is nothing new to report.

## ADJOURNMENT

MOTION            By Caroline Torres  
                          seconded by Ram Aberasturia  
                          to **adjourn** (5:43 p.m.)  
                          Motion carried 3/0.

cc:            Town Council  
                  Marcia Leclerc, Mayor  
                  Rich Gentile, Assistant Corporation Counsel

#### **BOND RELEASES/REDUCTIONS/SETTING**

- **BOND RELEASE** – 333 East River Drive; Site modification bond in the amount of \$21,200  
Upon a motion by Carol Noel, seconded by Stephen Roczynski, the Commission **Voted (7-0)** to release the site modification bond at 333 East River Drive in the amount of \$21,200.00.

#### **MISCELLANEOUS**

- **C.G.S. 8-24 REFERRAL** – 23 Cambridge Drive; purchase of the property for development of the adjacent senior center building.  
Upon a motion by Travis Simpson, seconded by Carol Noel, the Commission **Voted (7-0)** to **recommend favorable approval** of the 8-24 referral for the purchase of 23 Cambridge Drive for the development of the adjacent senior center building.
- **Silver Lane Zoning Revision**  
It was the consensus of the Commission to have the Town Planner incorporate the recommendations of the Silver Lane Revitalization Plan into the Plan of Conservation & Development.
- **2020 Planning & Zoning Commission Meeting Schedule**  
Upon a motion by Carol Noel, seconded by Hank Pawlowski, the Commission **Voted (7-0)** to **approve** the 2020 Planning & Zoning Commission meeting schedule, with the following change: under “Meeting Date” delete February 12<sup>th</sup> and add February 19<sup>th</sup>.

Chair Ryan congratulated Angie Parkinson on her election to the Town Council and wished her well.

#### **ADJOURNMENT**

The meeting adjourned at 7:46 p.m.

Respectfully submitted,

Jeffrey Cormier, Town Planner



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 15, 2019  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *ma*  
RE: REFERRAL: Brookside Lane

---

Please see the attached memo and supporting documentation provided by Assistant Corporation Counsel Richard Gentile regarding the State property known as Brookside Lane, which the State of Connecticut first offered to convey to the Town in 2016. Brookside Lane was constructed as part of the Interstate 84 widening in the mid-1980s. For a better understanding of the location of the road, please see the attached draft deed and survey presented to the Town in 2016.

At the time Brookside Lane was first offered, the road was in poor repair. Through our efforts, the State has recently repaired and repaved Brookside Lane to meet the Town's road standards.

While we expect to get an updated deed and survey shortly, I recommend to place this item on the November 26<sup>th</sup>, 2019 Town Council agenda as a referral to the Real Estate Acquisition and Disposition Committee.

Cc: R. Gentile, Assistant Corporation Counsel  
E. Buckheit, Development Director  
T. Baptist, Public Works Director

## OFFICE OF CORPORATION COUNSEL

Date : November 15, 2019  
To : Mayor Leclerc  
From : Richard Gentile  
Re : Brookside Lane

As you know, the State of Connecticut first offered to convey the State property known as Brookside Lane to the Town in 2016. Brookside Lane was constructed as part of the Interstate 84 widening in the mid-1980s. For a better understanding of the location of the road, I attach a draft deed and survey presented to the Town in 2016.

At the time Brookside Lane was first offered, however, the road was in poor repair. Through your efforts, the State has recently repaired and repaved Brookside Lane such that it meets the Town's road standards. While I expect to get an updated deed and survey shortly, I would ask that the question of the acceptance of Brookside Lane as a Town road be placed on the next Town Council agenda as a referral to the Real Estate Acquisition and Disposition Committee. That committee may then review the matter, refer the acceptance of Brookside Lane to the Planning and Zoning Commission (as required under Connecticut General Statutes Section 8-24) and make its required recommendation concerning Brookside Lane to the full Town Council. Tom Baptist, Eileen Buckheit, and I will be available at that meeting to review the requirements of Town Ordinance Section 10-18 and Connecticut General Statutes Section 13a-48 as they apply to the acceptance of Brookside Lane as a Town road.



DRAFT

Return to:  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06103

QUIT-CLAIM DEED

STATUTORY FORM

The State of Connecticut, Department of Transportation, James Redeker, Commissioner, under authority granted by Section 13a-80 of the General Statutes of Connecticut, as revised, acting herein by Terrence J. Obey, Director of Rights of Way, Bureau of Engineering and Construction, Department of Transportation, duly authorized, with the advice and consent of the Office of Policy and Management of the State of Connecticut, and the State Properties Review Board, for good and valuable consideration, does hereby give, grant, bargain, sell, convey and assign for highway purposes, to the Town of East Hartford, a Municipal corporation existing under the laws of the State of Connecticut, and having its territorial limits within the County of Hartford and State of Connecticut, with QUIT-CLAIM COVENANTS,

That certain parcel of land situated in the Town of East Hartford, County of Hartford and State of Connecticut, situated on the northwesterly side of Roberts Street; containing 1.90 acres, more or less, and more particularly shown on a map to be filed in the East Hartford Town Clerk's Office entitled: "TOWN OF EAST HARTFORD MAP SHOWING LAND RELEASED TO TOWN OF EAST HARTFORD BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION INTERSTATE 84/VICINITY ROBERTS STREET SCALE 1" = 40' OCT. 2002 ARTHUR W. GRUHN, P.E. CHIEF ENGINEER - BUREAU OF ENGINEERING AND HIGHWAY OPERATIONS", TOWN NO. 42, PROJECT NO. 42-216, SERIAL NO. 9C, SHEET NO. 1 OF 1. Last revised 3/09/16, bounded and described as follows:

- SOUTHEASTERLY by Roberts Street, 100 feet, by a line designated, "RELEASE LINE & HIGHWAY LINE", as shown on said map;
- SOUTHWESTERLY by land of the State of Connecticut (D.O.T.), 205 feet, more or less, by a line designated "RELEASE LINE & STREET LINE", as shown on said map;
- SOUTHERLY by said land now or formerly of the State of Connecticut (D.O.T.), 56 feet, more or less, by a line designated, "RELEASE LINE & STREET LINE" as shown on said map;
- SOUTHEASTERLY by said land now or formerly of the State of Connecticut (D.O.T.), 448 feet, more or less, by a line designated "RELEASE LINE & STREET LINE", as shown on said map;
- SOUTHERLY by said land now or formerly of the State of Connecticut (D.O.T.), a total distance of 444 feet, more or less, by a line designated "RELEASE LINE & STREET LINE", as shown on said map;

Town of East Hartford  
42-216-9C

WESTERLY,  
NORTHERLY and  
EASTERLY

by said land of the State of Connecticut (D.O.T.), and now or formerly of the East Hartford Equipment Corp., and of the Town of East Hartford, 258 feet, more or less, along a curve having a radius of 60 feet, by a line designated "RELEASE LINE & STREET LINE", as shown on said map;

NORTHEASTERLY

by said land of the Town of East Hartford, 65 feet, more or less, by a line designated "RELEASE LINE & STREET LINE", as shown on said map;

NORTHERLY

by said land of the Town of East Hartford, a total distance of 856 feet, more or less, by lines designated "RELEASE LINE & STREET LINE", and "RELEASE LINE/PROPERTY LINE & STREET LINE", as shown on said map;

NORTHEASTERLY

by land now or formerly of Brookside/Roberts Street Properties LLC, 255 feet, more or less, by a line designated "RELEASE LINE & STREET LINE", as shown on said map;

NORTHERLY

by said land now or formerly of Brookside/Roberts Street Properties LLC, 59 feet, more or less, by a line designated "RELEASE LINE & STREET LINE", as shown on said map.

For the State's source of title to the premises herein conveyed and assigned, reference is made to acquisitions from the Town of East Hartford as contained in a Quit Claim Deed dated February 27, 1984 and recorded in Volume 866 at Page 87 of the East Hartford Land Records, and through Eminent Domain proceedings against The East Hartford Equipment Corp., as evidenced by a Certificate of Condemnation filed on December 19, 1983 and recorded in Volume 846 at Page 349 of said Land Records, against EMF Incorporated, as evidenced by a Certificate of Condemnation filed on May 19, 1982 and recorded in Volume 785 at Page 80 of said Land Records, against Emil L. Downey et al, as evidenced by a Certificate of Condemnation filed on April 5, 1983 and recorded in Volume 814 at Page 120 of said Land Records, and against Texaco, Inc., as evidenced by a Certificate of Condemnation filed on August 31, 1983 and recorded in Volume 834 at Page 66 of said Land Records.

Together with all right, title, interest, claim and demand the State of Connecticut has into that certain easement to slope under, over and across those certain portions of the Town of East Hartford, as more particularly shown on said map.

Together with an easement to slope under, over and across a portion of land now or formerly of Brookside/Roberts Street Properties LLC, as more particularly shown on said map.

The State of Connecticut, for itself, its successors, and assigns, does hereby give and grant a full and perpetual easement to slope unto the said Town of East Hartford, its successors and assigns, as more particularly shown on said map.

Together with all rights of access across that 59 foot portion of street line located on the northeasterly side of Brookside Lane, to and from the land now or formerly of Brookside/Roberts Street Properties LLC, over and across the line designated "RELEASE LINE & STREET LINE", as more particularly shown on said map.

Town of East Hartford  
42-216-9C

Those certain drainage right of way easements are hereby assigned together with the above described premises, together with a full and perpetual right and privilege to enter upon the said premises by its officers, employees, servants and agents, for the purpose of constructing, building, maintaining, cleaning, repairing, reconstructing and inspecting, at all times a drain or pipe, with appurtenances thereto, upon, over, under and across said easement, together with the further right, privilege and easement to discharge water onto land of the Town of East Hartford from said drain or pipe, in the direction of the arrows, and into the existing watercourse, as more particularly shown on said map.

The above-described premises and easements are conveyed and assigned subject to such rights and easements as may appear of record and to any state of facts which an inspection of the premises may show, especially an easement in favor of the Hartford Electric Light Company, as more particularly shown on said map.

The above-described premises and easements are conveyed and assigned subject to any and all provisions of any ordinance, municipal regulation, or public or private law.

IN WITNESS WHEREOF, the State of Connecticut, Department of Transportation, acting herein by Terrence J. Obey, Director of Rights of Way, Bureau of Engineering and Construction, duly authorized, has caused its seal to be hereto affixed and this Instrument to be executed in its behalf this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2016.

Signed, Sealed and Delivered  
in the presence of

State of Connecticut  
Department of Transportation  
James Redeker  
Commissioner

\_\_\_\_\_  
*Witness*

By \_\_\_\_\_ (L.S.)

Terrence J. Obey  
Director of Rights of Way  
Bureau of Engineering and  
Construction  
Department of Transportation  
Duly authorized

\_\_\_\_\_  
*Witness*

STATE OF CONNECTICUT     )  
  ) ss: Newington  
COUNTY OF HARTFORD     )

The foregoing Instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 2016, by Terrence J. Obey, Director of Rights of Way, Bureau of Engineering and Construction, Department of Transportation of the State of Connecticut.

My Commission Expires

\_\_\_\_\_  
Notary Public

Town of East Hartford  
42-216-9C

This conveyance is made with the advice and consent of the undersigned in conformity with Section 13a-80 of the General Statutes of Connecticut, as revised.

\_\_\_\_\_  
Patrick M. O'Brien (Date)  
Assistant Division Director  
Bureau of Assets Management  
Office of Policy and Management

State Properties Review Board

By \_\_\_\_\_ (Date)

APPROVED AS TO FORM  
George Jepsen, Attorney General

By \_\_\_\_\_  
Joseph Rubin  
Associate Attorney General

Date: \_\_\_\_\_



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 19, 2019  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *ma*  
RE: RESOLUTION: 2019 Homeland Security Grant Program

---

The Town of East Hartford is once again eligible for funding under the Homeland Security Grant Program (HSGP) through the of the State of Connecticut Department of Emergency Services & Public Protection (DESSP), Division of Emergency Management and Homeland Security (DEHMS).

The program provides funding to the Town of East Hartford and the Capital Region Council Of Governments (CRCOG) to support emergency management and homeland security projects and programs. The Town has participated in this program since 2003. The Town is not required to provide matching funds.

I recommend that the Town Council approve this request as submitted and adopt the attached resolution authorizing my signature on documents associated with this program. Please place this information on the agenda for the November 19, 2019 meeting.

Thank you.

C: P. O'Sullivan, Grants Manager  
E. Buckheit, Development Director  
B. Jennes, Captain, Emergency Management

**AUTHORIZING RESOLUTION OF THE  
TOWN COUNCIL OF THE TOWN OF EAST HARTFORD, CT.**

**CERTIFICATION:**

I, Angela M. Attenello, the duly appointed Clerk of the Town Council of Town of East Hartford, do hereby certify that the following is a true and correct copy of a resolution adopted by the East Hartford Town Council at its duly called and held meeting on November 26, 2019, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

**RESOLVED**, that the Town of East Hartford may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

**FURTHER RESOLVED**, that Marcia A. Leclerc, as Mayor of the Town of East Hartford, is authorized and directed to execute and deliver any and all documents on behalf of the Town of East Hartford and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Marcia A. Leclerc now holds the office of Mayor and that he/she has held that office since January 10, 2011.

**IN WITNESS WHEREOF:** The undersigned has executed this certificate this \_\_\_ day of November, 2019.

---

Angela M. Attenello  
Town Council Clerk

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: Federal Fiscal Year 2019 State Homeland Security Grant Program

Funder: CT Department of Emergency Services and Public Protection (DESPP)

Grant Amount: To be determined

Frequency:     One time     Annual     Biennial     Other \_\_\_\_\_

First year received:	<u>2003</u>		
Last 3 years received:	<u>2016</u>	<u>2015</u>	<u>2014</u>
Funding level by year:	<u>\$N/A</u>	<u>\$N/A</u>	<u>\$N/A</u>

Is a local match required?     Yes     No

If yes, how much?    Not applicable

From which account? Not applicable

Grant purpose:    The resolution authorizes the Mayor to execute a **Memorandum of Agreement (MOA)** with DESPP and the Capitol Region Council of Governments (CRCOG) regarding the use of Federal Homeland Security Grant funds to support regional emergency management efforts.

Results achieved:    MOA serves to provide a coordinated and integrated program of emergency management and homeland security with state and regional entities.

Duration of grant:    One year

Status of application: Under development

Meeting attendee:    John Oates, Chief, East Hartford Fire Department, (860) 291-7403

Comments:    Essentially, these grant funds are divided into two streams. Under the first, larger stream, the Town becomes eligible to participate in seven set-aside projects **chosen by DESPP** to be funded by the grant (list of projects attached). Under the second, smaller stream, the allocation of funds to towns is decided on a regional basis **by CRCOG** and a regional emergency planning team. The allocation of the smaller stream of funds has yet to be determined.

GRANTS ADMINISTRATION  
MEMORANDUM

---

TO: Mayor Marcia A. Leclerc

FROM: Paul O'Sullivan, Grants Manager *PMO*

SUBJECT: Council Resolution – FFY 2019 Homeland Security Grant Program

DATE: November 19, 2019

---

Attached is a draft resolution authorizing you to sign documents to be submitted to the state Department of Emergency Services and Public Protection (DESPP), Division of Emergency Management and Homeland Security (DEMHS), related to the Federal Fiscal Year 2019 State Homeland Security Grant Program (HSGP).

The Town of East Hartford is again eligible to participate in annual grant opportunities from the federal government under the HSGP through CT DESPP/DEMHS. A resolution must be passed by the Town Council authorizing you to sign any grant documents for submission to DEMHS.

Participating in these programs will allow the Town of East Hartford and the Capitol Region Council of Governments (CRCOG) to receive Federal funds to support emergency management and homeland security projects and programs that benefit the Town.

The HSGP helps fulfill one of the core missions of the federal Department of Homeland Security by enhancing the country's ability to prepare for, prevent, respond to and recover from potential attacks and other hazards. The Town has participated in this program since its inception.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on November 26, 2019. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director  
Brian Jennes, Captain, Emergency Management

## DESPP Set-Aside Projects

- a. Regional Collaboration;
- b. Connecticut Intelligence Center/Fusion Center;
- c. Chemical, Biological, Radiological, Nuclear, and Explosives (CBRNE) Detection and Response;
- d. Metropolitan Medical Response System;
- e. Citizen Corps. Program;
- f. Medical Preparation and Response; and
- g. Cyber Security



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 15, 2019  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *Ma*  
RE: RESOLUTION: Dial-a-Ride Operating System Grant

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The Town has been awarded a \$13,870 grant from the Greater Hartford Transit District (GHTD) to pay a portion of the cost of operating the Dial-A-Ride program for the current fiscal year July 1, 2019 to June 30, 2020. This is a non-competitive award that the Town receives due to its inclusion as a GHTD member town.

The Town has been receiving this grant from the GHTD on an annual basis since 2006. The Town is required to provide a local match of 50% of eligible program expenses or \$13,870, whichever is the lesser. The amount would come out of already budgeted funds from Senior Services Contract Dial-a-Ride account.

Please place this information on the agenda for the November 26<sup>th</sup>, 2019 meeting. I recommend that the Town Council approve this request as submitted and adopt the attached resolution.

Thank you.

C: Eileen Buckheit, Development Director  
T. Fravel, Parks and Recreation Director  
Kathy Kane, Senior Services Coordinator  
P. O'Sullivan, Grants Manager

## RESOLUTION

I, Angela M. Attenello, 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 Town Council of said corporation, duly held on the 26th day of November, 2019.

**WHEREAS:** The Greater Hartford Transit District has made available Operating Assistance Grant Funds for Fiscal Year 2019-2020 and;

**WHEREAS:** these funds can be used to pay a portion of the cost of operating the Dial-A-Ride system providing transportation to elderly and disabled citizens,

**NOW THEREFORE LET IT BE RESOLVED;** that Mayor Marcia A. Leclerc is authorized to make, execute and approve on behalf of this corporation, any and all contracts or amendments thereof with the Greater Hartford Transit District in relation to a \$13,870.00 grant to the Town of East Hartford to be used to support costs associated with the operation of the Dial-A-Ride Program.

**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 have hereunto set my hand and affixed the corporate seal of the Town of East Hartford, Connecticut this \_\_\_\_ day of November, 2019.

Signed: \_\_\_\_\_  
Angela M. Attenello  
Town Council Clerk

seal

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: 2019-20 Dial-A-Ride Operating Assistance Grant Contract

Funder: Greater Hartford Transit District (GHTD)

Grant Amount: \$13,870

Frequency:     One time     Annual     Biennial     Other \_\_\_\_\_

First year received:	<u>2006*</u>		
Last 3 years received:	<u>2019</u>	<u>2018</u>	<u>2017</u>
Funding level by year:	<u>\$13,870</u>	<u>\$13,139</u>	<u>\$13,544</u>

Is a local match required?     Yes     No

If yes, how much? 50% of eligible program expenses or \$13,870, whichever is the lesser

From which account? Already budgeted funds from Senior Services Contract Services Dial-a-Ride account

Grant purpose: Defray costs for Town Dial-a-Ride transportation services for seniors and disabled

Results achieved: Reduction in Town funds necessary to operate Dial-a-Ride transportation system.

Duration of grant: One year

Status of application: GHTD does not require an application for this entitlement (non-competitive) grant. Resolution will authorize Mayor to sign grant contract.

Meeting attendee: Grants Manager Paul O'Sullivan, ext. 7206

Comments: \*Grant Administration Office records indicate this grant has been received as far back as 2006. Town may have participated in previous years.

GRANTS ADMINISTRATION  
MEMORANDUM

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TO: Mayor Marcia A. Leclerc  
FROM: Paul O'Sullivan, Grants Manager   
SUBJECT: Council Resolution – Dial-a-Ride Operating System Grant  
DATE: November 15, 2019

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Attached is a draft resolution authorizing your signature on an Operating Assistance Grant Contract with the Greater Hartford Transit District (GHTD) for funding to operate the Dial-a-Ride program for the elderly and disabled citizens of East Hartford.

The Town of East Hartford has been awarded a \$13,870.00 grant from the GHTD to pay a portion of the cost of operating the Dial-A-Ride program for the current fiscal year July 1, 2019 to June 30, 2020. This is the same amount awarded in the previous year.

This is a non-competitive award that the Town receives because it is a member of the GHTD. My records indicate the Town has received this grant annually as far back as 2006.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on November 26, 2019. Please contact me at extension 7206 if you have any questions.

Attachments (2)

Cc: Eileen Buckheit, Development Director  
Ted Fravel, Parks and Recreation Director  
Kathy Kane, Senior Services Coordinator

## OPERATING ASSISTANCE GRANT CONTRACT

THIS CONTRACT, retroactive to July 1, 2019 by and between the Greater Hartford Transit District (the "District") and the Town of East Hartford ("Grantee"), WITNESSETH:

In consideration of the mutual covenants, promises and representations herein, the parties hereto agree as follows:

Section 1. Purpose of Contract - The purpose of this Contract is to provide for the undertaking of a mass transit operating assistance project (the "Project") with District financial assistance to the Grantee in the form of an operating grant (the "Grant"), using funds applied for by the District for such purpose under budget addendum 2020-ADA-01 Agreement 6.06-01 (19) between the District and the Connecticut Department of Transportation ("CTDOT") (the "Agreement"), and to state the terms and conditions upon which such assistance will be provided and the manner in which the Project will be undertaken.

Section 2. The Project - The Project involves the continued or improved operation of a mass transit system, providing transportation to elderly and disabled citizens, operated by the Town of East Hartford for the time period of July 1, 2019 through June 30, 2020.

The Grantee agrees to provide for the continued or improved operation of the system, substantially as described in quarterly reports for the previous fiscal year ended June 30, 2019, filed with and approved by the District (the "Application of the Grantee"), incorporated in this Contract by reference, and in accordance with the terms and conditions of this Contract.

Section 3. The Grant - In order to assist the Grantee in financing the project's eligible operating expenses that are required to be reported under 49 U.S.C. §5335 (herein called "Eligible Project Operation Expenses"), such Eligible Project Operating Expenses being estimated to be in the amount of \$27,740.00 , the District will make a Grant in an amount not to exceed 50% (fifty percent) of the Eligible Project Operating Expenses, as determined by the District and the CTDOT upon completion of the Project, or in the amount of \$13,870.00, whichever is the lesser.

Payments shall be made to the Grantee quarterly provided the Grantee has provided up-to-date quarterly reports and is in compliance with other terms and conditions of this Contract. The District shall have no obligation to make any payments under this Contract unless the District has received and has available sufficient State funds pursuant to the District's Application and the Agreement with the CTDOT for the Project.

The Grantee shall permit the authorized representatives of the District and/or the CTDOT to inspect and audit all data and records of the Grantee relating to its performance under this Contract.

For purposes of this Grant Contract, "Eligible Project Operating Expenses" must comply with reporting requirements set forth in 49 U.S.C. §5335 and with any guidelines or regulations issued by the District or CTDOT.

The Grantee agrees that it will provide from sources other than State or Federal funds or revenues from the operation of public mass transportation systems, an amount sufficient to assure payment of at least 50% (fifty percent) of all Eligible Project Operating Expenses, which is estimated to be the Local share in the amount of \$13,870.00. The Grantee further agrees that if the amount of the local share provided under this Grant Contract is less than the State share at any time, it will refund to the District an amount necessary to equalize the Total State Share and the Total Local Share.

Section 4. Use of Project Funds - The Grantee agrees that the State financial assistance provided under this Grant Contract shall be applied to the Eligible Project Operating Expenses incurred in the provision of mass transportation service within the urbanized area served by the Grantee with respect to a Project time period of July 1, 2019 through June 30, 2020. If, during such period, any State financial assistance provided pursuant to this Grant Contract is not so applied, the Grantee shall immediately notify the District.

Section 5. Records - The Grantee shall keep satisfactory records in the manner prescribed by the District with regard to the use of State financial assistance provided pursuant to this Grant Contract and shall submit upon request such information as the District or CTDOT may require in order to assure compliance with this Section. All financial statements shall be in conformity with generally accepted accounting principles consistently applied.

Section 6. Civil Rights. The Grantee agrees and warrants that in the performance of the contract the Grantee will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless shown by such Grantee that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The Grantee further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless shown by such Grantee that such disability prevents performance of the work involved; (2) the Grantee agrees, in all solicitations or advertisements for employees placed by or on behalf of the Grantee, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission (on Human Rights and Opportunities of the State of Connecticut); (3) the Grantee agrees to provide each labor union or representative of workers with which such Grantee has a collective bargaining agreement or other contract or understanding and each vendor with which such Grantee has a contract or understanding, a notice to be provided by the Commission advising the labor union or workers' representative of the Grantee's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Grantee agrees to comply with each provision of this section and Conn. Gen. Stat. §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Conn. Gen. Stat. §§ 46a-56, 46a-68e, and 46a-68f; (5) the Grantee agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Grantee as they relate to the provisions of this section and § 46a-56.

Section 7. Nondiscrimination (Sexual Orientation). (a) Pursuant to § 4a-60 of the Connecticut General Statutes, (1) the Grantee agrees and warrants that in the performance of the contract such Grantee will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Grantee agrees to provide each labor union or representative of workers with which such Grantee has a collective bargaining agreement or other contract or understanding and each vendor with which such Grantee has a contract or understanding, a notice to be provided by the Commission advising the labor union or workers' representative of the Grantee's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Grantee agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to § 46a-56 of the general statutes; (4) the Grantee agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Grantee as they relate to the provisions of this section and § 46a-56.

Section 8. Executive Orders -This Agreement is subject to the provisions of Executive Order No 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms, Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of this agreement as if they had been fully set forth in it. For complete text of said documents, please go to:  
[http://www.das.state.ct.us/Purchase/Info/Executive\\_Orders.pdf](http://www.das.state.ct.us/Purchase/Info/Executive_Orders.pdf)

Section 9. Termination - The District, effective 30 (thirty) days after date of written notice, may suspend, postpone, abandon, or terminate this Contract for any or no reason and such action shall in no event be deemed a breach of contract. The District, effective after five (5) days of written notice, may suspend, postpone, abandon, or terminate this Contract, and such action shall in no event be deemed a breach of contract when taken for cause including, but not limited to (a) the Grantee's failure to render the services under the Project to the satisfaction of the District or the CTDOT, (b) the termination for any reason of the operating assistance contract between the District and the CTDOT for the funding of this Project; or (c) the Grantee's failure to otherwise comply with the terms of this

Contract.

Section 10. Special Conditions - The Grantee agrees and assures that the rates charged the elderly and persons with disabilities during non-peak hours for transportation utilizing or involving the facilities and equipment financed pursuant to this Grant Contract will not exceed one-half of the rates generally applicable to other persons at peak hours, whether the operation of such facilities and equipment is by the Grantee or is by another entity under lease or otherwise.

The Grantee agrees and assures that it will give the rate required herein to any person presenting a Medicare card duly issued to that person pursuant to Title II or Title XVIII of the Social Security Act.

The Grantee shall be solely responsible for all costs pertaining to the ownership, operation, use, maintenance and repair of all vehicles used in the provision of service under this Contract, so that the District will not be liable for any such costs.

Section 11. Indemnification - The Grantee, in accepting this Grant Contract, agrees that it shall indemnify and hold harmless the District, and the officers, employees, and agents of the District, from all claims, suits, actions damages and costs of every name and description resulting from or arising out of the District's Application for Grant funds, the awarding of such Grant funds to the Grantee, and the implementation of this Grant Contract. The Grantee agrees that it shall not use the defense of governmental immunity in the adjustment of any claims by the District pertaining to this contract.

Section 12. Operating Policies - The operation of all vehicles providing transportation services to the elderly and persons with disabilities under this Contract shall be in accordance with operation policies set forth or to be set forth by the State of Connecticut and the Capitol Region Council of Governments, the region's Metropolitan Planning Organization, incorporated herein by reference.

Section 13. Uniform System of Accounts and Records - The District shall not make any payment under this Contract unless the Grantee or any organization to receive benefits directly from that grant are each subject to the uniform system of accounts and records prescribed under 49 U.S.C. §5335.

Section 14. Reports of Financial and Operation Data - The Grantee agrees to file reports on forms furnished by the District of financial and operating data pursuant to 49 U.S.C. §5335, cited in Sections 3 and 13 of this Contract, on a quarterly basis during the fiscal year of this Grant. The ending dates of said fiscal quarters shall be September 30, December 31, March 31, and June 30. The Grantee further agrees to deliver the appropriate forms and information to the District within fifteen (15) business days of the close of each fiscal quarter as defined above. Failure to provide those reports by the time indicated may require the District to suspend financial assistance under this Contract until such times as said forms and information are furnished to the District.

All such exhibits and provisions and any changes or modifications thereto are incorporated hereby by reference, and the Grantee shall comply with the obligations thereunder for grant recipients and contractors and shall do nothing which would cause the District to be in violation of the requirements imposed on it by CTDOT as the recipient of State funds, and such compliance shall be a continuing obligation of the Grantee and a condition to receipt of funds pursuant to this Grant Contract.

Nothing contained in this Grant Contract is intended to or shall limit the obligations of the parties hereto under any applicable State or Federal law.

Section 15. Integrity - The Grantee hereby certifies that it, its principals, sub-recipients, or sub-contractors are not on the United States of America's Comptroller General's list or similar list maintained by the State of Connecticut of ineligible contractors and that none of the above persons or entities by defined events or behavior, potentially threaten the integrity of this State supported Contract.



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 15, 2019  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *Ma*  
RE: RESOLUTION: "Click It or Ticket" Grant

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The East Hartford Police Department is once again eligible to apply for funds from the State Department of Transportation through the "Click It or Ticket" Grant Program.

The town intends to apply for the grant in the amount of \$11,600, which will allow the East Hartford Police Department to once again participate in the statewide mobilization of the "Click It or Ticket" program. The program is a key tool in public awareness and enforcement for seat belt use. There is no local match required.

Please place this information on the agenda for the November 26<sup>th</sup>, 2019 meeting for approval of the Resolution as submitted.

Thank you.

C: Eileen Buckheit, Development Director  
P. O'Sullivan, Grants Manager  
Lt. Paul Nieves, EHPD

I, Angela M. Attenello, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a Resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 26th day of November, 2019.

## **RESOLUTION**

**WHEREAS**, the Highway Safety Office of the state Department of Transportation (DOT) annually provides funding for the "Click-It or Ticket" seat belt enforcement program and;

**WHEREAS**, the "Click-It or Ticket" enforcement campaign is a key tool in public awareness and enforcement of safety belt use;

**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 Department of Transportation as they pertain to this "Click-It or Ticket" program.

**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 November, 2019.

---

Angela M. Attenello, Town Council Clerk

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: 2020 State DOT "Click it or Ticket" Grant

Funder: State Department of Transportation

Grant Amount: \$11,600

Frequency:     One time     Annual     Biennial     Other \_\_\_\_\_

First year received:	<u>2013</u>		
Last 3 years received:	<u>2019</u>	<u>2018</u>	<u>2017</u>
Funding level by year:	<u>\$11,500</u>	<u>\$11,785</u>	<u>\$12,000</u>

Is a local match required?     Yes     No

If yes, how much?    Not applicable

From which account? Not applicable

Grant purpose:    The Click It or Ticket enforcement campaign is a key tool in public awareness and enforcement for safety belt use.

Results achieved:    Increase awareness of and compliance with state safety belt laws

Duration of grant:    One Year

Status of application: Under development

Meeting attendee:    To be determined

Comments:    None

GRANTS ADMINISTRATION  
MEMORANDUM

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TO: Mayor Marcia A. Leclerc  
FROM: Paul O'Sullivan, Grants Manager *PO'S*  
SUBJECT: Council Resolution for "Click It or Ticket" Grant  
DATE: November 15, 2019

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Attached is a draft resolution authorizing your signature of documents related to the Town's receipt of "Click It or Ticket" grant funds from the state Department of Transportation (DOT).

The East Hartford Police Department intends to participate once again in the statewide mobilization of the "Click It or Ticket" program. The Click It or Ticket enforcement campaign is a key tool in public awareness and enforcement for safety belt use. I have attached a fact sheet that explains the program in more detail.

I respectfully request that the attached Resolution be placed on the November 26<sup>th</sup>, 2019 agenda of the Town Council for their consideration.

Please contact me if you have any questions.

Attachments: as stated

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



## **2019 *Click It or Ticket***

### **Products for Enforcement Action Kit: Fact Sheet**

#### **Enforce Lifesaving Laws**

- *Click It or Ticket* isn't about citations; it's about saving lives. In 2017, there were 10,076 unbuckled passenger vehicle occupants killed in crashes in the United States. To help prevent crash fatalities, we need to step up enforcement and crack down on those who don't wear their seat belts.
- Seat belt use is required by law for a reason: In 2017, seat belts saved an estimated 14,955 lives of occupants 5 and older. From 2013 to 2017, seat belts saved nearly 69,000 lives.
- If all passenger vehicle occupants 5 and older involved in fatal crashes had worn their seat belts, an additional 2,549 lives could have been saved in 2017 alone.

#### **Face the Facts**

- The national seat belt use rate in 2017 was 89.7 percent, which is good—but we can do better. The other 10.3 percent still need to be reminded that seat belts save lives.
- Among young adults 18 to 34 killed in crashes in 2017, more than half (57%) were completely unrestrained—one of the highest percentages for all age groups.
- Men make up the majority of those killed in motor vehicle traffic crashes. In 2017, 65 percent of the 23,551 passenger vehicle occupants who were killed were men. It comes as no surprise that men wear their seat belts at a lower rate than women do—51 percent of men killed in crashes were unrestrained, compared to 39 percent of women.
- High-visibility seat belt enforcement is important 24 hours a day, but nighttime is especially deadly for unbuckled occupants. In 2017, 55 percent of passenger vehicle occupants killed at night (6 p.m.-5:59 a.m.) were not wearing their seat belts.

#### **Bust the Myths**

- Vehicle type: There seems to be a misconception among those who drive and ride in pickup trucks that their large vehicles will protect them better than other vehicles would in a crash. The numbers say otherwise: 59 percent of pickup truck occupants who were killed in 2017 were not buckled. That's compared to 42 percent of passenger car occupants who were not wearing seat belts when they were killed. Regardless of vehicle type, seat belt use is the single most effective way to stay alive in a crash.



- Seating position: Too many people wrongly believe they are safe in the back seat unrestrained. Forty-six percent of all front-seat passenger vehicle occupants killed in crashes in 2017 were unrestrained, but 56 percent of those killed in back seats were unrestrained.
- Rural versus urban locations: People who live in rural areas might believe that their crash exposure is lower, but in 2017, there were 12,786 passenger vehicle fatalities in rural locations, compared to 10,316 fatalities in urban locations. Out of those fatalities, 49 percent of those killed in the rural locations were not wearing their seat belts, compared to 44 percent in urban locations.

#### ***Click It or Ticket—Day and Night***

- High-visibility seat belt enforcement is important 24 hours a day, but nighttime is especially deadly for unbuckled occupants. In 2017, 55 percent of passenger vehicle occupants killed at night (6 p.m.-5:59 a.m.) were not wearing their seat belts.

Learn more about the *Click It or Ticket* mobilization at [www.nhtsa.gov/ciot](http://www.nhtsa.gov/ciot).

MARCIA A. LECLERC  
MAYOR

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

TELEPHONE  
(860) 528-4401

FAX (860) 289-1249

SCOTT M. SANSOM  
CHIEF OF POLICE

31 School Street  
East Hartford, Connecticut 06108-2638

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

November 7, 2019

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

**Re: Outdoor Amusement Permit Application -  
"Holiday Fest - 2019"**

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by **the East Hartford Beautification Commission by Patricia Ann Sirois, its Event Chairperson**. The applicant seeks to conduct a winter holiday festival as follows:

- Tree-lighting ceremony with music and a Carol sing with Santa to be held on the lawn of the **Town Green on Friday, December 6, 2019**, between the hours of **6:30 and 7:30 PM**.
- Miscellaneous activities, horse drawn wagon and a snow building contest to be held on the **Town Green on Sunday, December 8, 2019**, between the hours of **1:00 PM and 3:30 PM**.
- Tree of Lights ceremony with Carol sing to be held at the **small green in front of 886 Main Street (Hartford East Apartments) on Monday, December 9, 2019**, between the hours of **5:30 PM to 6 PM**.

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

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

The Office of **Risk Management** approves the application as submitted and is requesting the vendor providing horse drawn wagon rides submit a Certificate of Insurance with the Town of East Hartford added as additional insured.

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

The **Public Works Department** recommends approval of the application and states that **the anticipated cost to the Department is \$785.00**.

The **Police Department** conducted a review of the application and has no particular issues or concerns with these events and offers the following comments:

- The sites are suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the areas have sufficient parking available.
- **There are no anticipated costs to the Department for these events.**

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott M. Sansom". The signature is stylized and cursive, with a long horizontal stroke extending to the right.

Scott M. Sansom  
Chief of Police

Cc: Applicant

Pham, Paulyna

inspec.

**From:** Grew, Greg  
**Sent:** Monday, October 21, 2019 10:21 AM  
**To:** Pham, Paulyna  
**Subject:** Re: Holiday Fest Outdoor Amusement

Ordinance 5-3 design not require my approval. Permits and inspections may be required for temporary installations.

MILTON GREGORY GREW, AIA  
Director of Inspections & Permits  
(Building / Zoning / Property Maint.)  
TOWN OF EAST HARTFORD  
740 Main Street  
East Hartford, CT 06108  
Direct [\(860\) 291-7345](tel:8602917345)  
Mobile [\(860\) 874-8034](tel:8608748034)  
<http://www.easthartfordct.gov/inspections-and-permits>

---

**From:** Pham, Paulyna  
**Sent:** Monday, October 21, 2019 10:11 AM  
**To:** Cordier, James; Cruz-Aponte, Marilyn; Fravel, Theodore; Oates, John  
**Cc:** Cohen, Bruce; Davis, Robert; Drouin, Darrell; Dwyer, Sean; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins, Mack; Munson, Kevin; Neves, Paul; O'Connell, Michael; Sansom, Scott; Sasen, Christine; Wagner, Justin; Walsh, Mike  
**Subject:** Holiday Fest Outdoor Amusement

Good morning all –

Please see attached for the outdoor amusement permit application for “**Holiday Fest 2019**”.

**Date: December 6-9, 2019**

Town Ordinance (TO) 5-3 requires that certain department heads submit their comments, regarding this amusement application, within two weeks from the date the application was filed. Please send signed reviews, or an e-mail, regarding your comments no later than **Monday, November 4, 2019.**

Thank you,

*Paulyna Pham*

East Hartford Police Department  
Administrative Clerk  
31 School St.  
East Hartford CT 06108  
Ph: (860) 291-7631

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

Pham, Paulyna

Corp Counsel

**From:** Gentile, Richard  
**Sent:** Tuesday, October 22, 2019 12:50 PM  
**To:** Pham, Paulyna  
**Subject:** RE: Holiday Fest Outdoor Amusement

Thank you. I have no comments or concerns in this application.

Richard P. Gentile  
Assistant Corporation Counsel  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108  
860-291-7217  
[rpgentile@easthartfordct.gov](mailto: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 AND/OR PRIVILEGED. IF YOU ARE NOT THE INTENDED RECIPIENT, PLEASE DELETE ALL COPIES OF THIS MESSAGE INCLUDING ANY ATTACHMENTS AND NOTIFY THE OFFICE OF THE CORPORATION COUNSEL THAT YOU RECEIVED THIS COMMUNICATION IN ERROR BY CALLING 860 291-7215. THANK YOU

**From:** Pham, Paulyna  
**Sent:** Tuesday, October 22, 2019 8:55 AM  
**To:** Gentile, Richard  
**Subject:** RE: Holiday Fest Outdoor Amusement

Good morning Rich –

She changed question #3 but decided to keep everything else the way it is.

**From:** Gentile, Richard  
**Sent:** Monday, October 21, 2019 10:44 AM  
**To:** Pham, Paulyna <PPham@easthartfordct.gov>  
**Subject:** RE: Holiday Fest Outdoor Amusement

Hi. It is up to the Chair, but I would suggest resubmitting with applicant named as Follows:

Town of East Hartford/Beautification Commission  
c/o Patricia Sirois

Rich

**From:** Pham, Paulyna  
**Sent:** Monday, October 21, 2019 10:11 AM  
**To:** Cordier, James; Cruz-Aponte, Marilyn; Fravel, Theodore; Oates, John  
**Cc:** Cohen, Bruce; Davis, Robert; Drouin, Darrell; Dwyer, Sean; Ficacelli, Joseph; Gentile, Richard; Grew, Greg; Hawkins,

**Pham, Paulyna**

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**From:** Sasen, Christine  
**Sent:** Monday, November 4, 2019 12:01 PM  
**To:** Pham, Paulyna  
**Subject:** RE: Holiday Fest Outdoor Amusement

My approval is subject to receiving a Certificate of Insurance from the vendor doing the Horse Drawn Wagon Rides. The vendor can call me directly if they wish for working to add the Town as and Additional Insured for this event.

In general, please add my name to the distribution list for Outdoor Applications on the cover sheet you send. Thx.

Chris

**From:** Pham, Paulyna  
**Sent:** Monday, November 4, 2019 11:43 AM  
**To:** Sasen, Christine; Cruz-Aponte, Marilyn; Fravel, Theodore  
**Subject:** Holiday Fest Outdoor Amusement

Good morning,

The reviews/approvals for Holiday Fest are due by the end of today, Monday, November 4<sup>th</sup>. Please get them to me as soon as possible.

Thank you !

*Paulyna Pham*

East Hartford Police Department  
 Administrative Clerk  
 31 School St.  
 East Hartford CT 06108  
 Ph: (860) 291-7631

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

**From:** Pham, Paulyna  
**Sent:** Monday, October 21, 2019 10:11 AM  
**To:** Cordier, James <[jcordier@easthartfordct.gov](mailto:jcordier@easthartfordct.gov)>; Cruz-Aponte, Marilyn <[mcruzaponte@easthartfordct.gov](mailto:mcruzaponte@easthartfordct.gov)>; Fravel, Theodore <[tfravel@easthartfordct.gov](mailto:tfravel@easthartfordct.gov)>; Oates, John <[joates@easthartfordct.gov](mailto:joates@easthartfordct.gov)>  
**Cc:** Cohen, Bruce <[BCohen@easthartfordct.gov](mailto:BCohen@easthartfordct.gov)>; Davis, Robert <[RDavis@easthartfordct.gov](mailto:RDavis@easthartfordct.gov)>; Drouin, Darrell <[Ddrouin@easthartfordct.gov](mailto:Ddrouin@easthartfordct.gov)>; Dwyer, Sean <[SDwyer@easthartfordct.gov](mailto:SDwyer@easthartfordct.gov)>; Ficacelli, Joseph <[JFicacelli@easthartfordct.gov](mailto:JFicacelli@easthartfordct.gov)>; Gentile, Richard <[RPGentile@easthartfordct.gov](mailto:RPGentile@easthartfordct.gov)>; Grew, Greg <[mggrew@easthartfordct.gov](mailto:mggrew@easthartfordct.gov)>; Hawkins, Mack <[MHawkins@easthartfordct.gov](mailto:MHawkins@easthartfordct.gov)>; Munson, Kevin <[KMunson@easthartfordct.gov](mailto:KMunson@easthartfordct.gov)>; Neves, Paul <[Pneves@easthartfordct.gov](mailto:Pneves@easthartfordct.gov)>; O'Connell, Michael <[Moconnell@easthartfordct.gov](mailto:Moconnell@easthartfordct.gov)>; Sansom, Scott <[SSansom@easthartfordct.gov](mailto:SSansom@easthartfordct.gov)>; Sasen, Christine <[CSasen@easthartfordct.gov](mailto:CSasen@easthartfordct.gov)>; Wagner, Justin <[Jwagner@easthartfordct.gov](mailto:Jwagner@easthartfordct.gov)>; Walsh, Mike <[MWalsh@easthartfordct.gov](mailto:MWalsh@easthartfordct.gov)>  
**Subject:** Holiday Fest Outdoor Amusement



Scott M. Sansom  
Chief of Police

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



Marcia A. Leclerc  
Mayor

## Administrative Review of Amusement Permit

Event Date: **December 6, 8 and 9, 2019**  
Event: **Holiday Fest 2019**  
Applicant: **Patricia Ann Sirois, Event Chairperson**

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 \_\_\_\_\_

Assistant Chief Kevin Munson 10/24/2019

Signature

Date

Comments:



Scott M. Sansom  
Chief of Police

2  
TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
Outdoor Amusement Permits  
31 School Street  
East Hartford, CT 06108  
(860) 528-4401

PARKS



Marcia A. Leclerc  
Mayor

## Administrative Review of Amusement Permit

Event Date:     **December 6, 8 and 9, 2019**  
Event:           **Holiday Fest 2019**  
Applicant:      **Patricia Ann Sirois, Event Chairperson**

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  
Signature

11/04/19  
Date

Comments:

Health



Scott M. Sansom  
Chief of Police

<sup>2</sup>  
TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
Outdoor Amusement Permits  
31 School Street  
East Hartford, CT 06108  
(860) 528-4401



Marcia A. Leclerc  
Mayor

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

Michael T. O'Connell  
Signature

10/22/2018  
Date

Comments:



Scott M. Sansom  
Chief of Police

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



Marcia A. Leclerc  
Mayor

Administrative Review of Amusement Permit

Event Date: **December 6, 8 and 9, 2019**  
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- 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 \$785 for Parks staff

Marilynn Cruz-Aponte  
Signature

11-4-2019  
Date

Comments:

Pham, Paulyna

Police

**From:** Hawkins, Mack  
**Sent:** Tuesday, October 22, 2019 7:21 AM  
**To:** Pham, Paulyna  
**Subject:** RE: Holiday Fest Outdoor Amusement

Paulyna,

I have reviewed the Outdoor Amusement Permit Application for Holiday Fest Outdoor Amusement for 2019. I approve the application as submitted. Please mark the worksheet **Extra Attention** for the day(s) of the event.

Thanks you,

*Deputy Chief Mack S. Hawkins*

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

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



**From:** Pham, Paulyna  
**Sent:** Monday, October 21, 2019 10:11 AM  
**To:** Cordier, James <jcordier@easthartfordct.gov>; Cruz-Aponte, Marilyn <mcruzaponte@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Oates, John <Joates@easthartfordct.gov>  
**Cc:** Cohen, Bruce <BCohen@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Ficacelli, Joseph <JFicacelli@easthartfordct.gov>; Gentile, Richard <RPGentile@easthartfordct.gov>; Grew, Greg <mggrew@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sassen, Christine <CSassen@easthartfordct.gov>; Wagner, Justin <Jwagner@easthartfordct.gov>; Walsh, Mike <MWalsh@easthartfordct.gov>  
**Subject:** Holiday Fest Outdoor Amusement

Good morning all –

Please see attached for the outdoor amusement permit application for "Holiday Fest 2019".

**TOWN COUNCIL OFFICE**

**DATE:** November 26, 2019  
**TO:** All Councillors  
**FROM:** Rich Kehoe, Chair  
**RE:** 2020 Town Council Meetings Schedule

***ALL REGULAR MEETINGS WILL BE HELD IN THE TOWN COUNCIL CHAMBERS***

*Please note the start time for all regular Town Council meetings is 7:30PM.*

January 7	July 14
January 21	August 4
February 4	August 18
February 18	September 1
March 3	September 15
March 17	October 6
April 7	October 20
April 21	November 4 (Wednesday)
May 5	November 17
May 19	December 15
June 2	
June 16	

**TOWN COUNCIL OFFICE**

DATE: November 26, 2019  
TO: All Directors  
FROM: Rich Kehoe, Chair  
RE: 2020-2021 Budget Workshop Schedule

**TOWN COUNCIL CHAMBERS**

**Monday, February 24, 2020**

**Mayor's Summary of Budget**

6:30 p.m.

**Police Department**

Chief Sansom

Police Administration  
Operations  
Criminal Investigation  
Police Capital Improvements

**Public Safety Complex**

Chief Sansom

Public Safety Communications

**Fire Department**

Chief Oates

Administration  
Suppression  
Fire Training  
Fire Marshal  
Apparatus Maintenance  
Alarm Maintenance  
Emergency Medical Service  
Emergency Management  
Fire Capital Improvements

**Wednesday, February 26, 2020**

**Inspections and Permits**

Administration

Gregg Grew

6:30 p.m.

**Board of Education**

Superintendent of Schools  
Information Technology

Nathan Quesnel  
Roberta Pratt

**Saturday, February 29, 2020**

Town Treasurer	Lee Griffin	8:30 a.m.
Town Council	Rich Kehoe	
Town Clerk	Robert Pasek	
Registrars of Voters	Mary Mourey & Steve Watkins	
Selectmen		
Probate Court	Scott Chadwick	
Corporation Counsel	Scott Chadwick	

**Finance**

Administration	Linda Trzetzziak
Accounts and Control	
Purchasing	
Assessor	
Revenue and Collections	
Employee Benefits	
Risk Management	
Debt Services	
Contingency	
Capital Improvements	
Revenues	

**Five Year Capital Improvement Plan**

- Summary
- Project Narratives
  - Finance
  - Public Library
  - Other Departments

**Boards and Commissions**

Beautification Commission	Veterans Commission
Inland/ Wetlands/Environment Commission	Board of Assessment Appeals
Personnel Board of Appeals	Historic District Commission
Emergency Medical Services	Commission on Culture & Fine Arts
Zoning Board of Appeals	Public Building Commission
Board of Ethics	Pension & Retiree Benefit Board
Commission on Aging	The Hockanum River Commission
Commission on Services for Persons w/Disabilities	

**Lunch Break**

**12:30 p.m.**

**Executive**

Office of the Mayor	Marcia Leclerc
Human Resources	Santiago Malave
Public Library	Sarah Morgan
Youth Services	Cephus Nolen

**Development**

Administration Eileen Buckheit  
Redevelopment Agency  
Economic Development Commission  
Planning & Zoning Commission  
Grants Administration

**Monday, March 2, 2020**

**Public Works**

6:30 p.m.

Administration Tom Baptist  
Engineering  
Highway Services  
Flood Protection  
Waste Services  
Fleet Services  
Building Maintenance  
Metropolitan District Commission  
Park Maintenance  
Public Works Capital Improvements  
Library

**Parks and Recreation**

Administration Ted Fravel  
Other Facilities  
Senior Services  
Park Special Program  
Parks & Recreation Capital Improvements  
Services for Seniors

**Health and Social Services**

Administration Jim Cordier  
Community Health & Nursing Services  
Environmental Control  
Social Services

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Regular Meeting	Tuesday, March 3, 2020	7:30 p.m.
Public Hearing – Budget	Wednesday, March 4, 2020	7:00 p.m.
Special Meeting – Budget	Tuesday, March 10, 2020	7:00 p.m.

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## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 19, 2019  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *Ma*  
RE: APPOINTMENT: Boards and Commissions

---

The following names were submitted by the Democratic Town Committee Chairman for appointment to the below commission. Please place this nomination on the agenda for the November 26<sup>th</sup>, 2019 meeting.

**Historic District Commission-Alternate Members (5-Year Term)**

**D** David N. Case 59 Milwood Road 12/23

**D** Henry Pawlowski Jr. 48 Oxford Drive 12/22

**Historic District Commission-Full Member (5-Year Term)**

**D** Steven Strange 40 Maplewood Avenue 12/22

Cc: R. Pasek, Town Clerk



November 19, 2019

The Honorable Marcia A. Leclerc, Mayor  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

***Re: Endorsements to Boards and Commissions***

Dear Mayor Leclerc:

The District Chairs and Vice Chairs of the East Hartford Democratic Town Committee met on October 30, 2019 to consider the endorsement the following candidates for appointment to the Historic District Commission :

David N. Case as an Alternate	59 Milwood Road, 06118	860-778-8194	d.cayd12@yahoo.com
Steven Strange as a full Member	40 Maplewood Ave, 06108	860-528-4989	farfagliabutterfly@yahoo.com
Henry Pawlowski, Jr. as an Alternate	48 Oxford Dr., 06118	860- 918-3209	hankpct@yahoo.com

In accordance with our guidelines the above were interviewed, their credentials reviewed and a vote to endorse their appointment was held. The result was unanimous and EHDTC does here by endorse the appointment of the above to the East Harford Historic District Commission. The appropriate attachments are herewith for your convenience or have been previously provided by the applicant.

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

Respectfully,

Craig Stevenson, Chair



Town of East Hartford
Boards and Commissions
Application

Date: 10-28-2019

Name: Steven Strange
Your name exactly as it appears on the E. Htfd. Voter Registration List

Address: 40 Maplewood Avenue Apt.# Zip: 06108-

Home Phone: 860-528-4989 Email: farfagliabutterfly@yahoo.com

Cell Phone: Years as an E.Hartford Resident: 40

Occupation: retired Employer:

Formal Education/Certifications: BA, MA, MS Employer/Work Address

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: Historic District

Interest statement:

Your reason for being interested in serving our Town in this capacity

Interest in maintaining & preserving historic buildings/homes/sites in East Hartford

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

Pres. Historical Society of East Hartford; past V.P. Historical Soc. of East Hartford; member, Rome Historical Society (Rome, N.Y.); researcher; Pres. CONN CHAPTER AATSP

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

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

[X] 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: Steven Strange Date: 10-28-2019

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:

Name: David N. Case

Your name exactly as it appears on the E. Hfd. Voter Registration List

Address: 59 Milwood Rd  
East Hartford CT.

Apt.#

Zip: 06118

Home Phone: (860) 569-0212

Email: d.case12@yahoo.com

Cell Phone: (860) 778-8194

Years as an E.Hartford Resident: 58

Occupation: Para Educator

Employer: East Hartford Public Schools  
Employer/Work Address

Formal Education/Certifications: BA Public Policy + Govt ECSU

Party Affiliation: Unaffiliated

Democrat

Republican

Minority Party

Name of board or commission you wish to serve on: Historical District.

Interest statement:

Your reason for being interested in serving our Town in this capacity

I have always been interested in the history of our town. I am a life long resident. I personally know Doris Susseman, I have read books about General Burnside coming through town. Also, on Hamner St, there was a house Gen. Washington slept in. My 4th grade class helped make/save the Hoe/House Trustees 2 terms now at Martin Park. (DNC)

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

I am have history minor. I took the EH Town class in High School. I have served as the President of Burnside UMC and also a past president of the Exchange Club of East Hartford. I have participated in many Town Events over the years. Also, served as Vice President of East Hartford Para Educator Union for over 10 years. (DNC)

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 David N. Case

Date 10/30/19

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: 11-12-19

Name: Henry J. Pawlowski, Jr.  
Your name exactly as it appears on the E. Hftd. Voter Registration List

Address: 48 Oxford Dr. Apt.# \_\_\_\_\_ Zip: 06118

Home Phone: - Email: hankpct@yahoo.com

Cell Phone: 800. 918. 3209 Years as an E.Hartford Resident: 20+

Occupation: atty Employer: self

Formal Education/Certifications: B.A. Trinity College ; J.D. City University of New York  
Employer/Work Address

Party Affiliation: Unaffiliated  Democrat  Republican  Minority Party \_\_\_\_\_  
As it appears on the E. Hftd. Voter Registration List

Name of board or commission you wish to serve on: Historic District Comm (alternate)

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

I live near the H.D.; have interest and knowledge of E.H. history  
currently vice-chair of Planning and Zoning subject areas  
somewhat overlap.

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

I understand the process of certificate of appropriateness,  
the HDC's primary legal purpose.

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 H.J. Pawlowski, Jr. Date 11-12-19

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: November 8, 2019  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Marcia A. Leclerc *Ma*  
RE: REFERRAL: Refund of Taxes

---

I recommend that the Town Council approve a total refund of taxes in the amount of \$6,842.25 as detailed in the attached listing from our Assistant Collector of Revenue.

Please place on the Town Council Agenda for the November 26<sup>th</sup>, 2019 Town Council meeting.

Thank you.

C: I. Laurenza, Tax Collector  
L. Trzetzziak, Finance Director

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**INTEROFFICE MEMORANDUM**

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**TO:** MARCIA A LECLERC, MAYOR ✓  
MICHAEL WALSH, DIRECTOR OF FINANCE

**FROM:** KRISTY FORAN, ASSISTANT COLLECTOR OF REVENUE



**SUBJECT:** REFUND OF TAXES

**DATE:** 11/8/2019

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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 \$6,842.25. Please see attached listing.

Bill	Name	Address	City/State/Zip	Prop Loc/Vehicle Info.	Int Paid	Over Paid
2018-03-0050413	ADEMI DORINA	12015 MCCLINTOCK DR APT 232	TEMPE, AZ 85281	2006/1N4AL11D26N330369		-19.84
2018-03-0050689	ALBERT LEO J	281 BURKE ST	EAST HARTFORD, CT 06118-3412	1997/JNKCA21D0VT514202		-14.98
2016-03-0051323	ANDERSON DOROTHY M	26 WESTFORD AVE #1	STAFFORD SPRINGS, CT 06076-1666	1950/98R464640		-53.41
2017-03-0052678	BAMFO VICTORIA A	133 UNIVERSITY AVE	EAST HARTFORD, CT 06108-1445	2014/JTJBK1BA7E2460988		-252.86
2018-03-0053556	BLADE THOMAS D	15 HUDSON ST	EAST HARTFORD, CT 06108-3725	2005/1HGCM72515A025107		-68.17
2018-03-0056614	CICHOWICZ DELORES D	43 HILLS ST	EAST HARTFORD, CT 06118-2821	2013/3N1AB7AP6DL718537		-55.89
2017-03-0057059	CLARKE AALIYAH L	458 MIDDLE TPKE APT 14	MANCHESTER, CT 06040	2012/JH4CU2F62CC028019		-64.34
2017-03-0077285	CRUZ ENID	4715 CUTTER MILL RD	MARTINEZ, GA 30907	2014/2T1BURHEXEC071060		-58.90
2018-03-0061288	EGAZARIAN HARRY A C/O MARGARET MCGOWAN	25 STARKWEATHER DR	MANCHESTER, CT 06042	2008/JTHBJ46G582169074		-224.14
2018-03-0050222	GMC FINANCIAL ACAR LEASING LTC	PO BOX 1990	FORT WORTH, TX 76101-1990	2016/1GNKVHKD9GJ185637		-522.55
2017-03-0065631	HAAN AUTO TRUST	1 CENTRE DR	JAMESBURG, NJ 08831-1564	2014/5TDDKRFH2ES029615		-497.03
2018-03-0066754	HOPE MARK R	114 JEFFERSON LN	EAST HARTFORD, CT 06118-2109	2002/2B3HD46R92H110100		-31.14
2018-03-0067180	HYUNDAI LEASE TITLING TRUST	4100 WILDWOOD PKWY	ATLANTA, GA 30339-8400	2016/5NPDH4AE0GH769364		-126.94
2018-03-0067227	HYUNDAI LEASE TITLING TRUST	4100 WILDWOOD PKWY	ATLANTA, GA 30339-8400	2016/5XYZUDLB9GG330482		-595.36
2018-03-0067301	ILYES ISTVAN	109 MARGERY DR	EAST HARTFORD, CT 06118-1937	2011/5KTBS1818BF591839		-27.25
2018-03-0067302	ILYES ISTVAN	109 MARGERY DR	EAST HARTFORD, CT 06118-1937	2016/1FT7W2B61GEB10000		-31.25
2018-03-0068307	JP MORGAN CHASE BANK NA	PO BOX 901098	FORT WORTH, TX 76101-2098	2016/SAJWA6FU8G8K33514		-617.76
2018-03-0068348	JP MORGAN CHASE BANK NA	PO BOX 901098	FORT WORTH, TX 76101-2098	2016/JM3KE4BY1G0629272		-449.47
2018-01-0007984	KURTH ZUBRETSKY JEAN	105 BOURBON ST	SOUTH WINDSOR CT 06074	40 WOOD DR		-54.02
2018-03-0069441	KV MECHANICAL CONSTRUCTION & RESTORATION	275 PARK AVE STE A	EAST HARTFORD, CT 06108-1866	2011/1FTNE2EWXBDA92567		-286.65
2018-02-0041160	MINITUBISHI HEAVY IND AMERICA	20 EAST GREENWAY PLAZA STE 8E	HOUSTON, TX 77046	323 PITKIN ST		-1,150.90
2018-03-0077388	PENDUM VISHNUMURTHY	11723 STONEY PEAK DR APT 60	SAN DIEGO, CA 92128-4213	2011/2HGFA1F5XBH302394		-212.94
2015-04-0090311	RAMOS TAISSA	950 ASYLUM AVE APT 318	HARTFORD, CT 06105	2013/1N4AL3AP7DC169838	-62.84	-349.13
2018-03-0080651	RODRIGUEZ GIANCARLO B	48 HIGH CT APT 3	EAST HARTFORD, CT 06118-1848	1999/JHMCG5549XC009854		-76.86
2018-03-0080689	RODRIGUEZ JOSE A	1166 FORBES ST	EAST HARTFORD, CT 06118-2220	2008/2HGFG12828H523009		-69.61
2018-03-0085818	TOYOTA LEASE TRUST	20 COMMERCE WAY STE 800	CHANDLER, AZ 85226-2455	2017/5TFCZ5AN7HX065800		-80.28

2018-03-0086173	TRUONG PHONG	55 WARREN DR	EAST HARTFORD, CT 06118-1141	2007/1HGCM56337A139884	-47.70
2018-03-0087247	VELEZ ORLANDO	1185 MAIN ST	EAST HARTFORD, CT 06108-2245	1999/1HGCG5541XA073210	-53.77
2018-03-0087681	VW CREDIT LEASING LTD	1401 FRANKLIN BLVD	LIBERTYVILLE, IL 60048-4460	2016/WVGBV7AX7GW548496	-371.89
2018-03-0087893	WALTER LOIS G	93 BURKE ST	EAST HARTFORD, CT 06118-3407	2008/JTEBU11F78K052453	-295.66
2018-03-0088861	WOLFGANG-PINTO ERIK J	41 SUNSET RIDGE DR	EAST HARTFORD, CT 06118-1351	2006/5FNYF28496B005888	-18.72
SUBTOTAL					-62.84 -6779.41
<b>TOTAL</b>					<b>\$ (6,842.25)</b>

*Robert J. Paak*

OFFICE OF THE  
TOWN COUNCIL

**TOWN OF EAST HARTFORD**  
740 Main Street  
East Hartford, Connecticut 06108



2019 NOV 20 4 58 20  
TOWN OF EAST HARTFORD  
EAST HARTFORD  
TOWN CLERK (860) 291-7389

**DATE:** November 20, 2019  
**TO:** Town Council Members  
**FROM:** Rich Kehoe, Chair  
**RE:** Tuesday, November 26, 2019 6:30 p.m. Town Council Majority Office

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

**Tuesday, November 26, 2019**  
**6:30 p.m.**  
**Town Council Majority Office**

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

- The pending property damage claim of the Town (brick wall damaged by motor vehicle accident) against Providence Mutual;
- The pending Federal Court action known as Ramos, Administrator of the Estate of Jose Maldonado v. Town of East Hartford, et al. Docket 3:16-CV-00166 (VLB);
- The pending Superior Court action known as Marisol Galarza v. Town of East Hartford, et al., Docket No. HHD-CV-18-6097198-S;
- The pending Superior Court action known as Colleen Maniscalco v. Town of East Hartford, et al., Docket No. HHD-CV-18-6098685-S.
- Contract between the Town of East Hartford and East Hartford Supervisors Union, Local 818, Council 4, ASCME AFL-CIO

C: Mayor Leclerc  
Linda Trzetzak, Finance Director  
Scott Chadwick, Corporation Counsel  
Santiago Malave, Human Resources Director  
Christine Sasen, Risk Manager