

Robert J. Beak

2015 MAY 15 A 9:09

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT
MAY 19, 2015

TOWN CLERK
EAST HARTFORD

=====

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
 - A. East Hartford Fire Department: Climb for Air
4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
5. APPROVAL OF MINUTES
 - A. May 5, 2015 Executive Session
 - B. May 5, 2015 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. East Hartford Housing Authority Update
 - B. Proposed Bond Referendum – Capital Improvement Plan Projects & Senior Center/Multipurpose Facility
7. OLD BUSINESS
8. NEW BUSINESS
 - A. ChildPlan Grant Application to Graustein Memorial Fund
 - B. Community Development Block Grant 41st Program Year Action Plan
 - C. Fees Committee:
 1. Referral: Lease for Circle of Life: Arts for All
 2. Town Council Acting as a Committee of the Whole: Lease for St. Isaac Jogues Church Parking Lot
 - D. Outdoor Amusement Permits:
 1. 31st Annual Riverfest 5K & Kids 1K
 2. Sounds of Summer Concert Series – Great River Park
 - E. Recommendation from Real Estate Acquisition & Disposition Committee re: 118 Main Street Rear
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

11. OPPORTUNITY FOR RESIDENTS TO SPEAK
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
12. ADJOURNMENT (next meeting: June 2nd)

Whereas the American Lung Association's 8th Air Climb took place on April 25, 2015 at City Place in Hartford; and

Whereas "climbs" take place in prominent skyscrapers, stadiums or arenas and involve walking, running or racing up hundreds of steps all over the country; and

Whereas these climbs are sometimes called a "vertical road race" whereby teams use the event as a fitness target; and

Whereas at least one team from East Hartford consisting of East Hartford Firefighters participated in this climb whose names are: Christopher Goglia, Eric Ramsay, Zachary Brown and Daniel Foran; and

Whereas Christopher Goglia was awarded 1st place in his division which consisted of 109 participants from fire departments all over the State of Connecticut; and

Whereas the American Lung Association awarded Christopher Goglia the 1st place male firefighter Award for his outstanding record of 6 minutes 18 seconds that he achieved in this climb.

NOW THEREFORE BE IT RESOLVED that the East Hartford Town Council, along with Mayor Marcia Leclerc, recognizes and acknowledges the honor that this achievement brought, not only to Christopher Goglia but to the Town of East Hartford and the East Hartford Fire Dept.

*Dated this 19th day of May, 2015
in the Town of East Hartford, Connecticut*

Marcia A. Leclerc, Mayor

Richard F. Kehoe, Chair
William P. Horan, Jr., Vice Chair
Barbara-Ann Rossi, Majority Leader
Esther B. Clarke, Minority Leader
Marc I. Weinberg
Linda A. Russo
Ram Aberasturia
Patricia Harmon
Anita D. Morrison

Robert F. Kehoe

2015 MAY 11 A 8:35

TOWN COUNCIL MAJORITY OFFICE

MAY 5, 2015

TOWN CLERK
EAST HARTFORD

EXECUTIVE SESSION

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader
Barbara-Ann Rossi, Minority Leader Esther B. Clarke, Councillors Marc I.
Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Anita D.
Morrison

ALSO Scott Chadwick, Corporation Counsel
PRESENT Brian Smith, Assessor
Michael Walsh, Finance Director
Santiago Malave, Human Resources Director

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:00 p.m.

MOTION By Bill Horan
seconded by Esther Clarke
to **go into** Executive Session to discuss the following:

- the pending tax assessment appeal known as Hartford East Elderly Apartments LP, et al, v Town of East Hartford, Docket No. CV-14-6024848S, regarding 866 Main Street; and
- the pension agreement between the Town of East Hartford and Teamsters Local 559

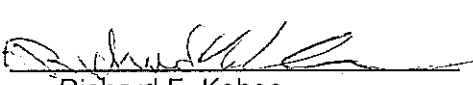
Motion carried 9/0.

MOTION By Bill Horan
seconded by Esther Clarke
to **go back to** Regular Session.
Motion carried 9/0.

ADJOURNMENT

MOTION By Esther Clarke
seconded by Bill Horan
to **adjourn** (7:39 p.m.)
Motion carried 9/0.

Attest


Richard F. Kehoe
Town Council Chair

Robert J. Paul

EAST HARTFORD TOWN COUNCIL

2015 MAY 11 A 8:35

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

MAY 5, 2015

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader Barbara-Ann Rossi, Minority Leader Esther B. Clarke, Councillors Marc I. Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Anita D. Morrison

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:50 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

Susan Kniep, 44-46 and 50 Olde Roberts Street, (1) asked that the Council disclose the amount of the assessment appeal that is under the Executive Session agenda item at the beginning of the meeting so that the public can effectively speak on the issue; (2) is opposed to any assessment appeal for Hartford East Elderly Apartments; (3) believes that the town should reassess properties sold where there is such a disparity between the assessment and the selling price; and (4) asked the Council not approve the pension agreement for the Teamsters Local 559, Telecommunicators.

APPROVAL OF MINUTES

April 21, 2015 Executive Session

MOTION By Barbara Rossi
seconded by Ram Aberasturia
to **approve** the minutes of the April 21, 2015 Executive Session.
Motion carried 9/0.

April 21, 2015 Regular Meeting

MOTION By Barbara Rossi
seconded by Pat Harmon
to **approve** the minutes of the April 21, 2015 Regular Meeting as corrected on May 4, 015.
Motion carried 9/0.

Resignation of Peter Gero from the Inland Wetlands Commission

NEW BUSINESS

MOTION By Linda Russo
seconded by Barbara Rossi
to **approve** the transfer of ownership of Axel, a 9-year old German
Shepard, from the Town of East Hartford to John Zavalick, pursuant to
Section 10-3 of the East Hartford Code of Ordinances.
Motion carried 9/0.

MOTION By Barbara Rossi
seconded by Linda Russo
to **approve** the tentative pension agreement between the Town of East
Hartford and Teamsters Local 559, Telecommunicators, for the time **period**
beginning July 1, 2015 through June 30, 2020, and as outlined in a memo
dated May 1, 2015 from Mayor Marcia A. Leclerc to Richard F. Kehoe,
Town Council Chair.
Motion carried 9/0.

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

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

MOTION By Bill Horan
seconded by Ram Aberasturia
to **adopt** the following resolution:

May 5, 2015

Motion carried 9/0.

28th Annual Memorial Mile

Motion carried 9/0.

Gengras Harley-Davidson ICS Chili Challenge

Motion carried 9/0.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Pat Harmon reported that Denise Beaulieu, a teacher at Norris School, helped a bed-ridden student attend his junior prom.

Anita Morrison reminded all that the "Letter Carriers' Food Drive" will be this Saturday May 9th.

Ram Aberasturia suggested that the East Hartford Golf Course managers explore having "night" golf sessions.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Hartford East Elderly Apartments LP, et al, v Town of East Hartford

MOTION By Barbara Rossi
 seconded by Bill Horan
 to **accept** the Corporation Counsel's recommendation to settle the
 pending real property tax appeal known as Hartford East Elderly Apartments
 Limited Partnership v Town of East Hartford Docket No. HHB-CV-14-6024848S,
 involving 886 Main Street from the fair market value of \$8,490,800 to the
 fair market value of \$6,800,000, which shall generate a reduction of
 \$53,733.62 in property taxes, commencing the Grand List Year of 2013.
 Motion carried 6/3. Nay: Clarke, Harmon, Morrison

OPPORTUNITY FOR RESIDENTS TO SPEAK

Marc Weinberg wished Anita Morrison a Happy Birthday.

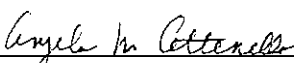
Ram Aberasturia wished his daughter, Averie, a Happy First Birthday on May 16th.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Bill Horan
 to **adjourn** (8:52 p.m.).
 Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be May 19th.

Attest _____


Angela M. Attenello
TOWN COUNCIL CLERK



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 12, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *me*
RE: 2015 Proposed Bond Referendum – CIP Projects and Senior Center

Attached is a copy of the proposed Bond Resolution and the steps that need to be taken on the \$4,625,000 in CIP Projects and \$5,000,000 for the construction/renovation of a Senior Center/Multipurpose Facility that I am requesting be placed on the November ballot for voter approval.

Please place this information on the Town Council agenda for May 19, 2015 as a communication.

Thank you.


C: M. Walsh, Finance Director



MEMORANDUM

DATE: May 4, 2015

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: November 2015 Bond Questions and Related Financial Impact

By way of this memo, recall that during the compilation of the 2015-16 budget, nine "big ticket" capital items were approved by the Town Council as part of the 5-year Capital Improvement Program. These items could not be incorporated into the operating budget or leased due to their collective size of \$4,625,000. In order to now finance these items, a bond question needs to be sent to the voters for approval as part of a November, 2015 referendum.

Additionally, a second question in the amount of \$5,000,000 was also discussed as part of the 2015-16 budget process. This second question pertains to the construction and/or renovation of a Senior Center/Multipurpose Facility.

Both questions as prepared by the Town's Bond Attorney Robinson and Cole are attached. Also attached is the debt impact should both questions be offered to the voters and approved.

Although the proceedings as prepared by Robinson and Cole should be carefully followed, the brief process below are the essential steps that need to be taken by the Town Council in order to send the questions to the voters in November:

1. The Council receives the questions and financial impact materials (May/June)
2. The Council sets a public hearing on the questions (July/August)
3. The Council approves the questions (August)
4. The Mayor approves the questions (early September)
5. The Town Clerk completes various tasks such as legally advertising the questions
6. The voters vote on the questions (November 3)

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

RESOLUTION APPROPRIATING \$5,000,000 FOR THE PLANNING, DESIGN, CONSTRUCTION AND/OR RENOVATION OF A SENIOR CENTER/MULTIPURPOSE FACILITY AND AUTHORIZING THE ISSUANCE OF \$5,000,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAST HARTFORD:

Section 1. The sum of \$5,000,000 is appropriated by the Town of East Hartford, Connecticut (the "Town") for the planning, design, construction and/or renovation of a Senior Center/Multipurpose Facility, and for administrative, legal and financing costs related thereto (the "Project").

Section 2. To meet said appropriation, \$5,000,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the tenth year after their date. Said bonds may be issued in one or more series as determined by the Mayor, the Treasurer and the Director of Finance in the amount necessary to meet the Town's share of the cost of the Project, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. The bonds shall be in the denominations of \$1,000, or any whole multiple in excess thereof, be issued fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the Mayor and the Treasurer, bear the Town seal or a facsimile thereof, be certified by a bank or trust company which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including approval of the rate or rates of interest, shall be determined by the Mayor, the Treasurer and the Director of Finance in accordance with the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes").

Section 3. Said bonds shall be sold by the Mayor, the Treasurer and the Director of Finance in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Mayor, the Treasurer and the Director of Finance.

Section 4. The Mayor, the Treasurer and the Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the Treasurer, have the seal of the Town affixed, be payable at a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes. The notes shall be general obligations of the Town and

each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount of the Project with the proceeds of bonds, notes or other obligations ("Tax Exempt Obligations") authorized to be issued by the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of the Tax Exempt Obligations.

Section 6. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of certain events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 7. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to apply for and accept any and all Federal and State loans and or grants-in-aid of any Project, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the Town with engineers, contractors and others.

I HEREBY APPROVE the above action taken by the Town Council on _____, 2015 appropriating \$5,000,000 for the Project, authorizing general obligation bonds and notes to finance the Project and submitting same to the electors for approval or disapproval.

Dated at East Hartford, Connecticut this ____ day of _____, 2015.

MARCIA A. LECLERC, Mayor

Witness

Witness

RESOLUTION APPROPRIATING \$4,625,000 FOR THE PLANNING, DESIGN, ACQUISITION AND CONSTRUCTION OF VARIOUS PUBLIC IMPROVEMENTS AND EQUIPMENT AND AUTHORIZING THE ISSUANCE OF \$4,625,000 BONDS OF THE TOWN TO MEET SAID APPROPRIATION AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAST HARTFORD:

Section 1. The sum of \$4,625,000 is appropriated by the Town of East Hartford, Connecticut (the "Town") for the planning, design, acquisition, construction and renovation of various public improvements and equipment set forth below, and for administrative, legal and financing costs related thereto (the "Projects").

Public Works:

Automated Waste Removal Truck	\$285,000
Dump Truck – 10 Wheel	240,000
Dump Truck – 6 Wheel	220,000

Fire:

Fire Ladder Truck	1,000,000
Rescue Squad Vehicle	750,000
Fire Engine	605,000

Police:

Dispatch Consoles	575,000
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Board of Education:

Middle School Window Wall	500,000
Langford School Roof	<u>450,000</u>
	<u>\$4,625,000</u>

Section 2. To meet said appropriation, \$4,625,000 bonds of the Town or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the tenth year after their date. Said bonds may be issued in one or more series as determined by the Mayor, the Treasurer and the Director of Finance in the amount necessary to meet the Town's share of the cost of the Projects, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, printing and legal costs of issuing the bonds. The bonds shall be in the denominations of \$1,000, or any whole multiple in excess thereof, be issued fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the Mayor and the Treasurer, bear the Town seal or a facsimile thereof, be certified by a bank or trust company which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and

transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including approval of the rate or rates of interest, shall be determined by the Mayor, the Treasurer and the Director of Finance in accordance with the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes").

Section 3. Said bonds shall be sold by the Mayor, the Treasurer and the Director of Finance in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Mayor, the Treasurer and the Director of Finance.

Section 4. The Mayor, the Treasurer and the Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the Treasurer, have the seal of the Town affixed, be payable at a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut General Statutes governing the issuance of such notes. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Projects. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The balance of any appropriation or the proceeds of any bonds not needed to meet the cost of any Project may be transferred by resolution of the Town Council to any other Project.

Section 6. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and anytime after the date of passage of this resolution in the maximum amount of the Projects with the proceeds of bonds, notes or other obligations ("Tax Exempt Obligations") authorized to be issued by the Town. The Tax Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Projects, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of the Tax Exempt Obligations.

Section 7. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of certain events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to MSRB made prior hereto are hereby confirmed, ratified and approved.

Section 8. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents and certificates, including

tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to apply for and accept any and all Federal and State loans and or grants-in-aid of any of the Projects, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the Town with engineers, contractors and others.

I HEREBY APPROVE the above action taken by the Town Council on _____, 2015 appropriating \$4,625,000 for the Projects, authorizing general obligation bonds and notes to finance the Projects and submitting same to the electors for approval or disapproval.

Dated at East Hartford, Connecticut this ____ day of _____, 2015.

MARCIA A. LECLERC, Mayor

Witness

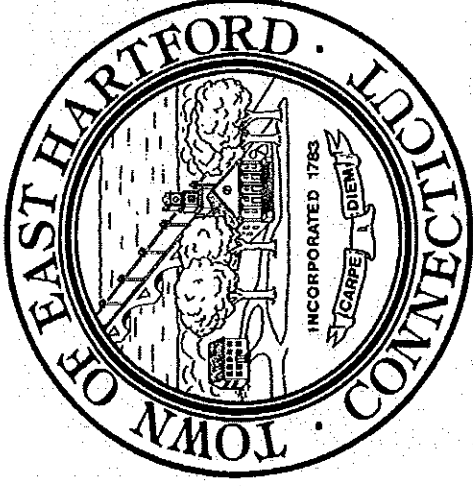
Witness

Existing Debt Service

- ▶ FY 2014-15 budgeted debt service is \$8,068,079.
- ▶ Debt service will decline in FY 2015-16 to \$7,391,026 and will continue to decline thereafter.
- ▶ Debt service will decline significantly in FY 2018-19 (~\$1.2M), again in FY 2020-21 (~\$1.2M) and again in FY 2022-23 (~\$1.4M).
- ▶ The Town can take advantage of the drops in debt service when structuring future bond issues.

Previously Authorized Projects

- ▶ The Town currently has \$24 million in authorized but unissued debt for previously approved projects.
- ▶ If the Town were to issue \$15.3 million of bonds in July 2016, followed by \$9.1 million of short-term notes in July 2017 which could be permanently financed in July 2018, debt service would remain below the FY 2014-15 level through FY 2017-18.
- ▶ Debt service would increase thereafter to a peak of \$8.6 million in FY 2018-19.
- ▶ Average tax increase over the term of the new debt would be approximately \$90/year for the average East Hartford residential property.



Debt Impact – Proposed Bond Issues & 2015 Referendum



Independent Bond & Investment Consultants LLC

Debt Impact – Previously Authorized Projects

				Previously Authorized Projects													
				2011 Flood Control	2012 Roads	2014 Roads	EHMS Window Wall	2014 Roads	EHMS Window Wall	2014 Roads							
				\$3,000,000	\$4,839,000	\$7,500,000	\$1,600,000	\$7,500,000	\$1,600,000	\$7,500,000							
				Dated: 7/1/16	Dated: 7/1/16	Dated: 7/1/16	Dated: 7/1/17	Dated: 7/1/17	Dated: 7/1/18	Dated: 7/1/18							
				Due: 8/1/18-26	Due: 8/1/18-26	Due: 8/1/18-26	Due: 7/1/18	Due: 7/1/18	Due: 8/1/20-28	Due: 8/1/20-28							
				Interest: 3.50%	Interest: 3.50%	Interest: 3.50%	Interest: 1.75%	Interest: 1.75%	Interest: 4.25%	Interest: 4.25%							
				P & I	P & I	P & I	Interest	Interest	P & I	P & I							
FISCAL YEAR	Principal	Interest	P & I														
2015 ¹	\$ 6,670,000	\$ 1,398,079	\$ 8,068,079	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -							
2016	6,155,000	1,236,026	7,391,026	-	-	-	-	-	-	-							
2017	6,155,000	1,076,908	7,231,908	61,250	98,796	153,125	-	-	-	-							
2018	6,285,000	926,258	7,211,258	105,000	169,365	262,500	-	-	-	-							
2019	5,365,000	725,170	6,090,170	419,400	718,593	1,088,150	28,000	131,250	39,667	185,938							
2020	5,405,000	545,520	5,950,520	422,938	675,433	1,054,188	-	-	68,000	318,750							
2021	4,385,000	369,270	4,754,270	411,213	656,713	1,024,953	-	-	224,600	1,160,475							
2022	4,385,000	246,711	4,631,711	399,488	637,988	995,738	-	-	237,375	1,094,563							
2023	3,000,000	151,976	3,151,976	387,763	619,263	966,513	-	-	229,725	1,059,288							
2024	2,445,000	77,746	2,522,746	376,038	600,538	937,288	-	-	222,075	1,024,013							
2025	340,000	35,731	375,731	364,313	581,813	908,063	-	-	214,425	988,738							
2026	335,000	26,806	361,806	352,588	563,088	878,638	-	-	206,775	993,463							
2027	330,000	18,013	348,013	340,863	544,363	849,613	-	-	198,125	918,188							
2028	325,000	8,938	333,938	-	-	-	-	-	191,475	862,913							
2029	-	-	-	-	-	-	-	-	183,825	847,838							
	\$51,580,000	\$ 6,843,151	\$58,423,151	\$ 3,640,850	\$ 5,865,944	\$ 9,098,975	\$ 28,000	\$ 131,250	\$ 2,017,067	\$ 9,433,963							

¹ Source - FY 2014-15 Adopted Budget

Mill Rate/Tax Impact – Authorized Projects

FISCAL YEAR	EXISTING DEBT SERVICE	EXISTING & PROJECTED GRAND LIST ¹	MILL RATE FOR EXISTING DEBT	AUTHORIZED PROJECTS DEBT SERVICE	PROJECTED MILL RATE AUTH. PROJ.	COMBINED DEBT SERVICE	MILL RATE FOR COMBINED DEBT SERVICE	TAX IMPACT		TAX IMPACT AT 150%		FISCAL YEAR
								TOTAL TAXES	NEW DEBT	TOTAL TAXES	NEW DEBT	
2015	\$ 8,068,079	\$2,692,513,341	3.00	\$ -	0.00	\$ 8,068,079	3.00	\$4,522	\$0	\$6,783	\$0	2015
2016	7,391,026	2,692,513,341	2.75	-	0.00	7,391,026	2.75	\$4,522	\$0	\$6,783	\$0	2016
2017	7,231,908	2,692,513,341	2.69	313,171	0.12	7,545,079	2.80	\$4,534	\$12	\$6,801	\$17	2017
2018	7,211,258	2,692,513,341	2.68	536,865	0.20	7,748,123	2.88	\$4,542	\$20	\$6,813	\$30	2018
2019	6,090,170	2,692,513,341	2.26	2,590,987	0.96	8,681,157	3.22	\$4,618	\$96	\$6,927	\$144	2019
2020	5,950,520	2,692,513,341	2.21	2,539,313	0.94	8,489,833	3.15	\$4,616	\$94	\$6,924	\$141	2020
2021	4,754,270	2,692,513,341	1.77	3,477,963	1.29	8,232,233	3.06	\$4,651	\$129	\$6,976	\$193	2021
2022	4,631,711	2,692,513,341	1.72	3,365,150	1.25	7,996,861	2.97	\$4,647	\$124	\$6,970	\$187	2022
2023	3,151,976	2,692,513,341	1.17	3,262,550	1.21	6,414,526	2.38	\$4,643	\$121	\$6,964	\$181	2023
2024	2,522,746	2,692,513,341	0.94	3,159,950	1.17	5,682,696	2.11	\$4,639	\$117	\$6,959	\$175	2024
2025	375,731	2,692,513,341	0.14	3,057,350	1.14	3,433,081	1.28	\$4,635	\$113	\$6,953	\$170	2025
2026	361,806	2,692,513,341	0.13	2,954,750	1.10	3,316,556	1.23	\$4,632	\$109	\$6,947	\$164	2026
2027	348,013	2,692,513,341	0.13	2,852,150	1.06	3,200,163	1.19	\$4,628	\$106	\$6,942	\$158	2027
2028	333,938	2,692,513,341	0.12	1,074,388	0.40	1,408,325	0.52	\$4,562	\$40	\$6,843	\$60	2028
2029	-	2,692,513,341	0.00	1,031,463	0.38	1,031,463	0.38	\$4,560	\$38	\$6,841	\$57	2029
	\$ 58,423,151		Avg.	\$ 30,216,048	Avg.	\$ 88,639,199	Avg.	Avg.	\$90	Avg.	\$135	

1

Grand List for FY 2015 (List dated 10/1/2013) is actual. All others are projected at 0.0% growth annually.

¹ Grand List for FY 2015 (List dated 10/1/2013) is actual. All others are projected at 0.0% growth annually.

Proposed 2015 Capital Equip. Referendum (\$4.6M)

- ▶ It is anticipated that the Town will propose \$4.6M in capital equipment purchases to the voters in November 2015.
- ▶ If successful, the Town could issue \$4.6M in short-term notes in July 2017 followed by long-term bonds in July 2018 targeting the drop off in existing debt service in FY 2018-19.
- ▶ Assuming current market rates + 150 basis points (1.5%), debt service in FY 2018-19 is estimated to increase to \$8,876,756.
- ▶ Debt service is estimated to be substantially level between \$8.7 million and \$8.9 million through FY 2021-22.
- ▶ Average tax increase over the term of the bonds would be approximately \$18/year for the average East Hartford residential property.

Mill Rate/Tax Impact – Proposed 2015 Cap. Equip.

	NEW DEBT SERVICE	EXISTING & PROJECTED GRAND LIST ¹	MILL RATE FOR EXISTING DEBT	PROPOSED 2015 CAP. EQUIP. DEBT SERVICE	PROJECTED MILL RATE BONDS 2015	COMBINED DEBT SERVICE	MILL RATE FOR COMBINED DEBT SERVICE	TAX IMPACT AVERAGE HOUSEHOLD MKT VAL = \$142,300 AV = \$99,610 @ 45.4 MILLS	TAX IMPACT AT 150% AVERAGE HOUSEHOLD MKT VAL = \$213,450 AV = \$149,415 @ 45.4 MILLS
FISCAL YEAR	P & I		Mills	P & I	Mills	P & I	Mills	TOTAL TAXES	TOTAL TAXES
2015	\$ 8,068,079	\$ 2,692,513,341	3.00	\$ -	0.00	\$ 8,068,079	3.00	\$4,522	\$6,783
2016	7,391,026	2,692,513,341	2.75	-	0.00	7,391,026	2.75	\$4,522	\$6,783
2017	7,545,079	2,692,513,341	2.80	-	0.00	7,545,079	2.80	\$4,522	\$6,783
2018	7,748,123	2,692,513,341	2.88	-	0.00	7,748,123	2.88	\$4,522	\$6,783
2019	8,681,157	2,692,513,341	3.22	195,599	0.07	8,876,756	3.30	\$4,530	\$7
2020	8,489,833	2,692,513,341	3.15	196,563	0.07	8,686,395	3.23	\$4,530	\$7
2021	8,232,233	2,692,513,341	3.06	690,831	0.26	8,923,064	3.31	\$4,548	\$26
2022	7,996,861	2,692,513,341	2.97	679,156	0.25	8,676,017	3.22	\$4,547	\$25
2023	6,414,526	2,692,513,341	2.38	657,269	0.24	7,071,795	2.63	\$4,547	\$24
2024	5,682,696	2,692,513,341	2.11	635,381	0.24	6,318,078	2.35	\$4,546	\$24
2025	3,433,081	2,692,513,341	1.28	613,494	0.23	4,046,575	1.50	\$4,545	\$23
2026	3,316,556	2,692,513,341	1.23	591,606	0.22	3,908,163	1.45	\$4,544	\$22
2027	3,200,163	2,692,513,341	1.19	569,719	0.21	3,769,881	1.40	\$4,543	\$21
2028	1,408,325	2,692,513,341	0.52	547,831	0.20	1,956,156	0.73	\$4,543	\$20
2029	1,031,463	2,692,513,341		525,944	0.20	1,557,406	0.58	\$4,542	\$19
	\$ 88,639,199		Avg.	\$ 5,903,393	Avg.	\$ 94,542,592	Avg.	Avg	Avg

¹ Grand List for FY 2015 (List dated 10/1/2013) is actual. All others are projected at 0.0% growth annually.

Proposed 2015 Senior Center (\$5M)

- ▶ It is anticipated that the Town will propose a \$5M Senior/Multi-purpose Center to the voters in November 2015.
- ▶ If successful, the Town could issue \$5M in Bonds in FY 2020-21, targeting the drop off in existing debt service in that year.
- ▶ Assuming current market rates + 150 basis point (1.5%), debt service in FY 2020-21 is estimated to increase to \$9,047,022.
- ▶ It is estimated that debt service and would decline thereafter.
- ▶ Average tax increase over the term of the bonds would be \$21/year for the average East Hartford residential property.

Debt Impact – Proposed Senior Center 2015

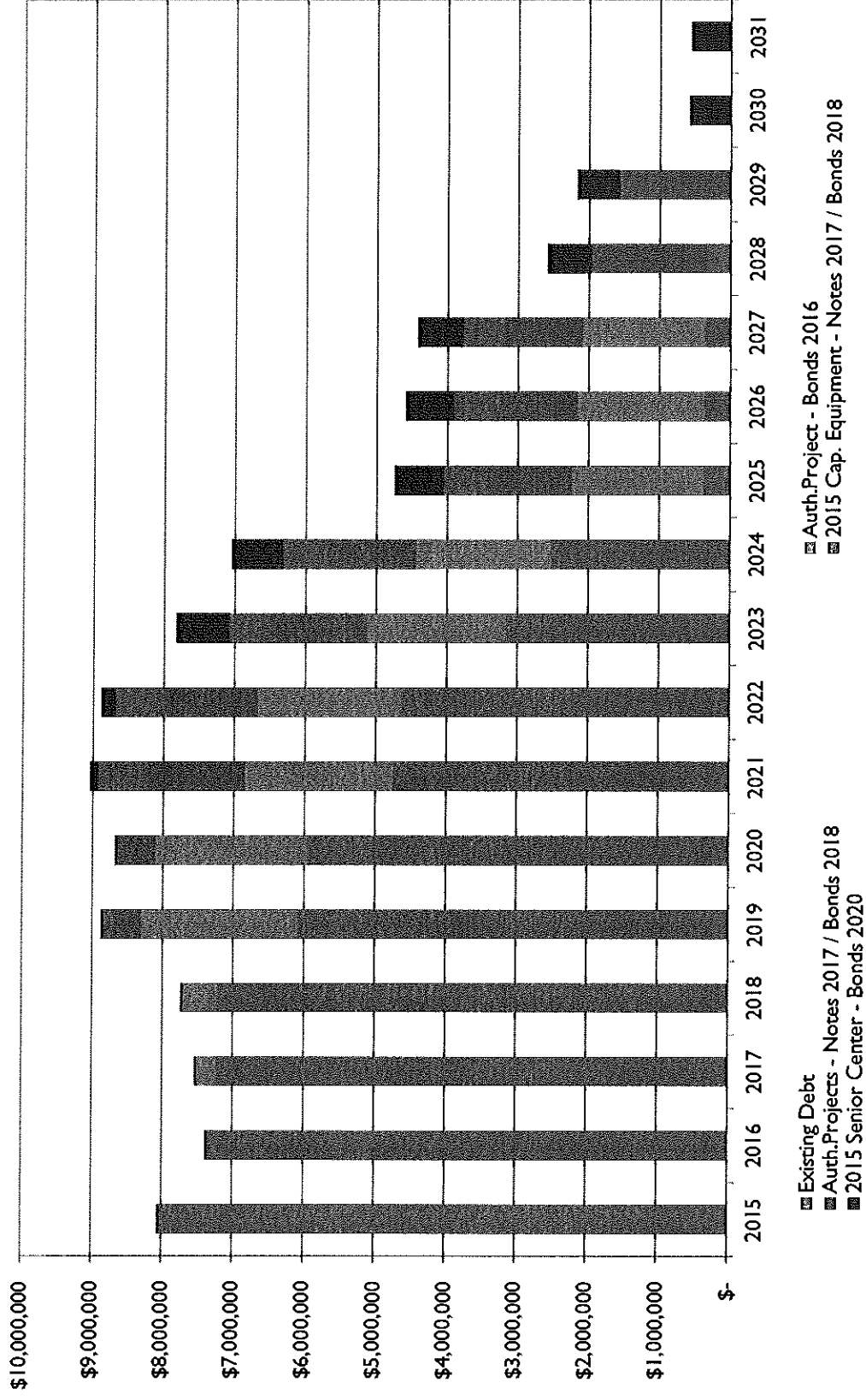
		New Referendum		
		2015 Senior Center		
	NEW DEBT	\$5,000,000		ANNUAL
	SERVICE	Dated: 7/1/20	COMBINED	CHANGE IN
		Due: 8/1/22-30	DEBT SERVICE	DEBT SERVICE
FISCAL		Interest: 4.25%		
YEAR	P & I	P & I	P & I	P & I
2015 ¹	\$ 8,068,079	\$ -	\$ 8,068,079	
2016	7,391,026	-	7,391,026	(677,053)
2017	7,545,079	-	7,545,079	154,053
2018	7,748,123	-	7,748,123	203,044
2019	8,876,756	-	8,876,756	1,128,634
2020	8,686,395	-	8,686,395	(190,361)
2021	8,923,064	123,958	9,047,022	360,627
2022	8,676,017	212,500	8,888,517	(158,505)
2023	7,071,795	760,600	7,832,395	(1,056,122)
2024	6,318,078	731,906	7,049,984	(782,411)
2025	4,046,575	708,319	4,754,894	(2,295,090)
2026	3,908,163	684,731	4,592,894	(162,000)
2027	3,769,881	661,144	4,431,025	(161,869)
2028	1,956,156	637,556	2,593,713	(1,837,313)
2029	1,557,406	613,969	2,171,375	(422,338)
2030	-	590,381	590,381	(1,580,994)
2031	-	566,794	566,794	(23,588)
	\$ 94,542,592	\$ 6,291,858	\$ 100,834,451	
¹ Source - FY 2013-14 Adopted Budget				

Mill Rate/Tax Impact – Proposed Senior Center 2015

FISCAL YEAR	NEW DEBT SERVICE	EXISTING & PROJECTED GRAND LIST ¹	MILL RATE FOR EXISTING DEBT	NEW PROJECT BONDS 2016 DEBT SERVICE	PROJECTED BONDS 2016 DEBT SERVICE	COMBINED DEBT SERVICE	MILL RATE FOR COMBINED DEBT SERVICE	TAX IMPACT		TAX IMPACT AT 150%	
								AVERAGE HOUSEHOLD		AVERAGE HOUSEHOLD	
								TOTAL TAXES	NEW DEBT	TOTAL TAXES	NEW DEBT
								AV = \$99,610 @ 44.4 Mills		AV = \$149,415 @ 45.4 Mills	
2015	\$ 8,068,079	\$2,692,513,341	3.00	\$	0.00	\$ 8,068,079	3.00	\$4,522	\$0	\$6,783	\$0
2016	7,391,026	2,692,513,341	2.75	-	0.00	7,391,026	2.75	\$4,522	\$0	\$6,783	\$0
2017	7,545,079	2,692,513,341	2.80	-	0.00	7,545,079	2.80	\$4,522	\$0	\$6,783	\$0
2018	7,748,123	2,692,513,341	2.88	-	0.00	7,748,123	2.88	\$4,522	\$0	\$6,783	\$0
2019	8,876,756	2,692,513,341	3.30	-	0.00	8,876,756	3.30	\$4,522	\$0	\$6,783	\$0
2020	8,686,395	2,692,513,341	3.23	-	0.00	8,686,395	3.23	\$4,522	\$0	\$6,783	\$0
2021	8,923,064	2,692,513,341	3.31	123,958	0.05	9,047,022	3.36	\$4,527	\$5	\$6,790	\$7
2022	8,576,017	2,692,513,341	3.22	212,500	0.08	8,888,517	3.30	\$4,530	\$8	\$6,795	\$12
2023	7,071,795	2,692,513,341	2.63	760,600	0.28	7,832,395	2.91	\$4,550	\$28	\$6,826	\$42
2024	6,318,078	2,692,513,341	2.35	731,906	0.27	7,049,984	2.62	\$4,549	\$27	\$6,824	\$41
2025	4,046,575	2,692,513,341	1.50	708,319	0.26	4,754,894	1.77	\$4,548	\$26	\$6,823	\$39
2026	3,908,163	2,692,513,341	1.45	684,731	0.25	4,592,894	1.71	\$4,548	\$25	\$6,821	\$38
2027	3,769,881	2,692,513,341	1.40	661,144	0.25	4,431,025	1.65	\$4,547	\$24	\$6,820	\$37
2028	1,956,156	2,692,513,341	0.73	637,556	0.24	2,593,713	0.96	\$4,546	\$24	\$6,819	\$35
2029	1,557,406	2,692,513,341	0.58	613,969	0.23	2,171,375	0.81	\$4,545	\$23	\$6,818	\$34
2030	-	2,692,513,341	0.00	590,381	0.22	590,381	0.22	\$4,544	\$22	\$6,816	\$33
2031	-	2,692,513,341	0.00	566,794	0.21	566,794	0.21	\$4,543	\$21	\$6,815	\$31
	\$ 94,542,592		Avg. 2.47	\$ 6,291,858	Avg. 0.21	\$ 100,834,451	Avg. 2.20	Avg.	\$21	Avg.	\$32

¹ Grand List for FY 2014 (List dated 10/1/2012) is actual. All others are projected at 0.0% growth annually.

Debt Impact Chart



**Town of East Hartford
Summary of Existing Debt Service
For the Fiscal Year 2015-16**

Fiscal year ending June 30,	Principal	Interest	Total Debt Service
2016	6,155,000	1,236,026	7,391,026
2017	6,155,000	1,076,908	7,231,908
2018	6,285,000	926,258	7,211,258
2019	5,365,000	725,170	6,090,170
2020	5,405,000	545,520	5,950,520
2021	4,385,000	369,270	4,754,270
2022	4,385,000	246,711	4,631,711
2023	3,000,000	151,976	3,151,976
2024	2,445,000	77,746	2,522,746
2025	340,000	35,731	375,731
2026	335,000	26,806	361,806
2027	330,000	18,013	348,013
2028	325,000	8,938	333,938
2029	0	0	0
Totals	\$44,910,000	\$5,445,072	\$50,355,072

Authorized but Unissued Debt


	Amount	Expected Bonding Date
2011 Flood Control System Improvements	3,000,000	Summer 2016
2012 East Hartford Middle School Window Wall	1,600,000	Summer 2017
2012 Road Improvements	4,839,000	Summer 2016
2014 Road Improvements	15,000,000	Summer 2016 & 2017
Total Authorized but Unissued Debt	24,439,000	

November 2015 Referendum Questions

2015 Capital Equipment	4,625,000	Summer 2017
2015 Senior/Multipurpose Center	5,000,000	Summer 2020



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 12, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION –ChildPlan Grant Application to Graustein Memorial Fund

The State Department of Education and the Children's Fund of Connecticut, along with the Annie E. Casey Foundation are partnering with the William C. Graustein Memorial Fund to align their funding with community grants to advance their Discovery Birth-to-Eight Initiative. ChildPlan, Inc. is submitting their application in order to continue their existing Birth-to-Eight plan.

ChildPlan's Partnership request for \$45,500 will be used towards operating costs and the grant period will be from July 1, 2015 through June 30, 2016. Local match funding will be provided by ChildPlan's own fundraising and will cover salaries, fringe, communications, meeting facilities/food and administrative supplies.

Additional information regarding the grant application and program benefits are attached.

I am requesting that this item be placed on the May 19, 2015 agenda to accept the Resolution authorizing this application.

Thank you.

C: Cephus Nolan, Youth Services Director
Michael P. Walsh, Finance Director
Eileen Buckheit, Development Director
Mindy D'Andrea, School Readiness Administrator

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 19th day of May, 2015.

WHEREAS, the Connecticut State Department of Education, and the Children's Fund of Connecticut and the Annie E. Casey Foundation are partnering with the William Caspar Graustein Memorial Fund to advance the Discovery Birth-to-Eight Initiative by aligning their funding for community grants; and

WHEREAS, East Hartford ChildPlan, Inc., in collaboration with its members including the Town of East Hartford, desires to make and execute an application for funding in the amount of \$45,500.00 with the William Caspar Graustein Memorial Fund to support the continued implementation and refinement of the community plan known as "East Hartford's Plan for Healthy and Successful Young Children Age Birth to 8."

NOW, THEREFORE, BE IT RESOLVED by the Town Council that Marcia A. Leclerc, Mayor of the Town of East Hartford is hereby authorized to execute such application and other documents as may be required by the grant.


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 May, 2015.

Signed: _____
Angela M. Attenello, Council Clerk

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Marcia A. Leclerc

FROM: Paul O'Sullivan, Grants Manager 

SUBJECT: Council Resolution – East Hartford ChildPlan, Inc.
Grant Application to William Caspar Graustein Memorial Fund

DATE: May 7, 2015

The State Department of Education (SDE), and the Children's Fund of Connecticut (CFC) and the Annie E. Casey Foundation (AECF) are partnering with the William C. Graustein Memorial Fund to advance the Discovery Birth-to-Eight Initiative by aligning their funding for community grants. East Hartford ChildPlan, Inc. is submitting an application for a Partnership Grant with the Memorial Fund in order to implement and to continue to refine their existing community plan titled "East Hartford's Plan for Healthy and Successful Young Children Age Birth to 8," also known as "The Blueprint Plan."

ChildPlan, Inc. is a non-profit, 501(c)(3) collaborative organization that has been incorporated since 2002. Collaborative members include local school administrators, health professionals, parents and community residents as well as some Town of East Hartford municipal departments such as Parks and Recreation, Youth Services and Health & Social Services. The Memorial Fund grant will assist in ChildPlan's effort to provide key research in order to identify how to best address the needs of young children and their families in East Hartford.

ChildPlan's Partnership Request for \$45,500 will be used towards operational costs including: administrative/supervisor & clerical staff salaries and personnel services/fringe. Local match funding will be provided by ChildPlan's own fundraising efforts and will cover salaries, fringe, communications, meeting facilities/food and administrative supplies. The grant period is July 1, 2015 through June 30, 2016.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on May 19, 2015. The Resolution will authorize you to sign and submit the application as East Hartford's Chief Elected Official and other documents as may be required by the William Caspar Graustein Memorial Fund.

Enclosure (2): Resolution
Memorial Fund grant documents

Cc: Cephus Nolan, Director of Youth Services
Michael P. Walsh, Director of Finance
Eileen Buckheit, Director of Development
Mindy D'Andrea, School Readiness Administrator

I. BACKGROUND

PURPOSE OF COMMUNITY GRANT

Contingent on the availability of state funds, the State Office of Early Childhood (OEC) and the Children's Fund of Connecticut (CFC) are partnering with the William Caspar Graustein Memorial Fund to advance the Discovery Birth to Age Eight Initiative by aligning their funding for community grants. This investment is an opportunity for communities to continue to build and strengthen their *local capacity* to develop, enhance and implement a community-wide plan; a plan for creating a system of services and supports that is accessible to and supportive of young children and their families, has measurable results and is jointly owned by a broad sector of community partners. A key premise of the community partnership is that a broad and inclusive community decision-making approach that engages parents, service providers, community leaders and residents is a prerequisite for creating an effective system of services and supports.

A comprehensive community plan focuses on all children birth to age eight and all the service systems that support healthy child development and early school success. The community plan is a road map for assessing and changing institutional policies and practices and provides community-wide accountability for results. It addresses the multiple domains of an early care and education system including: early care (including infants and toddlers); social, emotional, behavioral and physical health; education (prek-3rd grade) and family support. The plan is a living document that is continually updated in response to changing community conditions and progress toward the results communities seek to achieve.

THE DISCOVERY BIRTH-TO-EIGHT INITIATIVE

The Discovery Initiative aims to engage with all partners in Connecticut and nationally to continue to improve the lives of young children and to achieve the following result:

Connecticut children of all races and income levels are ready for school by age five and are successful learners by age nine.

To achieve this result, families need equal access to quality services for all children. The Memorial Fund and the public-private partners will continue to support community change and policy reform efforts that establish an early childhood education system in Connecticut, at both state and local levels, with communities as full partners from creating the vision through implementation.

THE FUNDING PARTNERSHIP

Funding is contingent on all funding partners' budgetary appropriations for 2015-2016, and the performance of the grantee. The partnership grant awards approved per community will be the sum of the individual allocations of each of the funding partners, in accordance with a collective funding agreement to be reflected in the Memorandum of Agreement (MOA) with the community and the Collaborative Sponsor.

The Discovery community partnership options will continue to serve as the platform for the partnership grants to build local capacity with a focus on one of the following categories:

- Option 1: Implementation and continued refinement of an existing community plan
- Option 2: Enhancement of existing planning/implementation efforts

II. OPTION 1 APPLICATION FOCUS

The intent of the public-private investment is to encourage and support communities to create a space where all stakeholders who care about young children birth to age 8 can come together across sectors, discuss how children and their families are faring and collectively find solutions to improve outcomes for all their children. These funds are intended to increase community capacity to be responsive to a growing sense of community urgency and to facilitate changes they want to see in terms of policies, practices and community decision-making processes.

Based on our partnership with communities and shared experience over 14 years the Memorial Fund developed a theory of action as to key factors that position a community for success in sustaining community collaboration and decision making. These factors are outlined in the attached Discovery Community Self-Assessment Tool.

The Memorial Fund, the State Office of Early Childhood and the Children's Fund of Connecticut agreed that the measures of community success and community decision-making would be the frame for the public-private investment in communities. The grants support the continued refinement and implementation of comprehensive community plans for young children birth to age eight. These plans are seen as blueprints that will continue to rally the community around a results-driven agenda to leverage shared accountability and stimulate a sustainable infrastructure for community-wide action and impact.


The 2015-2016 application invites the community collaborative to continue to reflect on their progress and to plan for the long-term sustainability of their community decision-making process and the implementation of their community plan. The 2015-2016 application continues to be a springboard for mobilizing the local political will necessary to sustain the community work and results when outside philanthropic resources may no longer be available.

There are five (5) sections of the 2015-2016 application plus the section for the six early literacy partnership grantees (see pages 8 for more info):

- 1. Section A: Assurances, Contacts and Membership** – Update and submit the Application Assurances Signature Sheet, the Primary Contact Sheet, the Collaborative Sponsor Agreement and Membership Roster.
- 2. Section B: Community Self-Assessment Tool** – Complete the Community Self-Assessment process and update and submit the Community Self-Assessment Report Form attached.
- 3. Section C: 2015-2016 Budget and Narrative** – Update and submit budget and budget narrative.
- 4. Section D: Core Funding Requirements** – Complete the Local Match For Infrastructure Form attached. List and describe your local cash and redeployed match resources.
- 5. Section E: Early Literacy Partnership Addendum (Early Literacy Grantees only)**



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 8, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: CDBG 41st Program Year Action Plan

Attached is the proposed action plan for the Community Development Block Grant 41st Year. The proposed projects are listed with anticipated funding amounts for the period September 1, 2015 through August 31, 2016. All necessary legal notices have been published in the Hartford Courant.

Please place the attached information and Resolution on the Town Council Agenda dated May 19, 2015.

Thank you.

C: P. O'Sullivan, Grants Manager
E. Buckheit, Development Director
M. Walsh, Finance Director

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 _____ day of May, 2015.

RESOLUTION

WHEREAS, The Town of East Hartford is entitled to Forty-first Program Year funding under Title I of the Housing and Community Development Act of 1974, as amended, totaling \$521,306; and

WHEREAS, receipt of this entitlement grant is contingent upon the submission of a Forty-first Program Year Action Plan, and Certifications of Compliance; and

WHEREAS, citizen input was obtained, in accordance with the Grants Administration Office's Citizen Participation Plan, at three Public Hearings held on November 12, 2014 and March 16, 2015.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of East Hartford recognizes the need for funding the objectives contained in the Forty-first Program Year Action Plan and endorses this Plan as reflecting the Town's Community Development needs.

AND, FURTHER, BE IT RESOLVED that the Town Council does support and authorize the submission of the Forty-first Program Year Action Plan, and Grantee Certifications to the U.S. Department of Housing and Urban Development and authorizes its Mayor, Marcia A. Leclerc, to act as representative of the Town and to enter into contract and any amendments thereof with the U.S. Department of Housing and Urban Development.


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

IN WITNESS WHEREOF, I do hereunto set my hand and affixed the corporate seal of said Town of East Hartford this _____ day of May, 2015.

Angela M. Attenello
Town Council Clerk

GRANTS ADMINISTRATION MEMORANDUM

TO: Marcia A. Leclerc, Mayor

FROM: Paul M. O'Sullivan, Grants Manager 

SUBJECT: Council Referral – CDBG 41st Program Year Action Plan

DATE: May 7, 2015

I am writing to request that the attached Resolution, endorsing the proposed 41st Program Year Community Development Block Grant Action Plan for the period September 1, 2015 through August 31, 2016, be placed on the Town Council agenda for **Tuesday, May 19, 2015**. The proposed Action Plan budget totals \$521,306.

The activities chosen for funding in our proposed Action Plan reflect community development needs, citizen comments received at three public hearings, and the objectives of our Consolidated Plan. Notices regarding the proposed Action Plan were printed in The Hartford Courant on October 21, 2014, December 30, 2014, February 24, 2015, and April 7, 2015.

Please call me at extension 7206 if you have any questions.

Cc: Eileen Buckheit, Development Director

**TOWN OF EAST HARTFORD
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
41st YEAR ACTION PLAN
September 1, 2015 - August 31, 2016**

PUBLIC SERVICES

***CRT - East Hartford Community Shelter* \$35,000**

Funding to supplement the operating budget at the East Hartford Community Shelter for the homeless located at 381-385 Main Street. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(A).

***Housing Education Resource Center, Inc.* \$12,000**

Funding for the provision of fair housing services including town-wide education and counseling to tenants and landlords as well as foreclosure prevention. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(B).

***InterCommunity, Inc.* \$4,500**

Funding for the delivery of services to Young Adult East Hartford residents with behavioral health issues through the Movement to Youth Program. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(B).

***Interfaith Ministries, Inc.* \$8,500**

Funding to supplement the operating budget of the Friendship Center's free hot meal program. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(D).

***Interval House, Inc.* \$4,500**

Funding for domestic violence shelter and counseling services for low and moderate income East Hartford clients. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(A).

***Senior Support Services* \$9,750**

Funding for the delivery of services to East Hartford's elderly population. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(A).

***Youth Services Bilingual Counselor* \$3,000**

Funding to support the hiring of a part-time Spanish-speaking counselor to help provide free counseling services to East Hartford families. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208 (a)(2)(i)(B).

PROJECTS

<i>Commercial Rehabilitation</i>	<i>\$30,000</i>
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Funding for limited façade improvements to commercial properties along major thoroughfares in low to moderate income areas, including, but not limited to, sign replacement. Eligible activity under 24 CFR 570.202(a)(3), meets HUD national objective criteria under 24 CFR 570.208(a)(1)(i).

<i>Housing Rehabilitation</i>	<i>\$120,000</i>
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Funding for limited housing rehabilitation of one to four unit owner-occupied properties inhabited by low and moderate income families. Eligible activity under 24 CFR 570.202(a)(1), meets HUD national objective criteria under 24 CFR 570.208(a)(3).

<i>Parks Improvements</i>	<i>\$84,795</i>
----------------------------------	------------------------

Funding for improvements to parks in low to moderate income areas. Eligible activity under 24 CFR 570.201(c), meets HUD national objective criteria under 24 CFR 570.208 (a)(1)(i).

<i>Larson Community Center Improvements</i>	<i>\$30,000</i>
--	------------------------

Funding for improvements at the East Hartford Housing Authority's Larson Community Center, including, but not limited to, sidewalk replacement and limited facility rehabilitation. Eligible activity under 24 CFR 570.201(c), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(B).

<i>Streetscape Improvements</i>	<i>\$75,000</i>
--	------------------------

Funding for physical improvements along major arteries leading into downtown, including, but not limited to, bus shelters, trash receptacles, sidewalk replacement, and benches. Eligible activity under 24 CFR 270.201(c), meets HUD national objective criteria under 24 CFR 570.208(a)(1)(i).

ADMINISTRATION


<i>Program Administration</i>	<i>\$104,261</i>
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Oversight, management, monitoring and coordination of the Community Development Block Grant Program. Eligible activity under 24 CFR 570.206.

<u>TOTAL</u>	<u>\$521,306</u>
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TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: May 8, 2015
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL TO FEES COMMITTEE

The Town leases space to two organizations as described in the attached memo from Paul O'Sullivan, Grants Manager.

It is proposed that the space leased to Circle of Life: Arts for All, at the East Hartford Community Cultural Center, which has a two-year lease set to expire on August 1, 2015, remain the same rent for the next three years, at \$2.10 per square foot or \$7,148.40 annually.

It is also proposed that St. Isaac Jogues Church, which has leased the parking lot on the corner of Home Terrace and Community Street since 1967, keep the same lease terms of \$1 annually, maintaining the lot and providing insurance protection for the next three years.

I am in agreement with these terms and conditions and request that the Town Council forward to the Fees Subcommittee for review and consideration at their May 19, 2015 meeting.

Thank you.

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

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Marcia A. Leclerc

FROM: Paul O'Sullivan, Grants Manager *me'l*

SUBJECT: Council Referral to Fees Committee –
A. Circle of Life: Arts for All Lease – EHCCC
B. St. Isaac Jogues Church Lease – Parking Area

DATE: May 7, 2015

Below is information on two Town leases that are up for renewal this year.

Circle of Life: Arts for All is a small non-profit organization that develops and coordinates arts-based activities in town. They are particularly well-known for dance programs in the schools that combine nutrition and general well-being information within the context of popular ballroom and hip-hop dance styles.

“Circle” has leased 3,404 square feet of space in the lower level of the East Hartford Community Cultural Center since August 1, 2002. Their current two-year lease is due to expire August 1, 2015. The tenant has been paying a \$2.10 per square foot rate since 2012. They have asked for their rent to remain at \$2.10 per square foot for the next two-year period. That translates to \$7,148.40 annually.

St. Isaac Jogues Church has leased a parcel of land (0.6488 acres) on the corner of Community Street and Home Terrace as a paved parking lot from the Town of East Hartford since 1967. The fee for this use has been \$1 (one dollar) per year. The Church maintains the lot and provides us with insurance protection.

We are proposing that this arrangement remain in effect for the next three years at the same terms and conditions as noted above.

I respectfully request that this item be placed on the Town Council agenda for their May 19, 2015 meeting as a referral to the Fees Committee.

Please contact me at extension 7206 if you have any questions.

Cc: Ted Fravel, Director of Parks and Recreation (EHCCC)
Regina Barall, Executive Director, “Circle of Life: Arts for All”
The Rev. Robert Roy, St. Isaac Jogues Church Corporation

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department

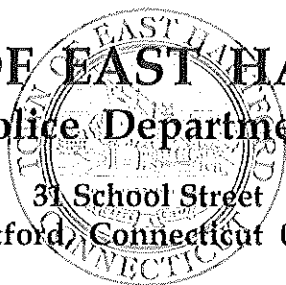
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

SCOTT M. SANSOM
CHIEF OF POLICE



May 6, 2015

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

**Re: Outdoor Amusement Permit Application -
"31st Annual Riverfest 5K & Kids 1K"**

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by the **East Hartford Parks & Recreation Department** by **Ted Fravel, its Director**. The applicant seeks to conduct the 31st Annual Riverfest 5K & Kids 1K race in conjunction with July 4th Riverfest events on **Saturday, July 11, 2015** from approximately **6 AM to approximately 11 AM**. The 5K portion will begin and end at the Goodwin School/Park, 1235 Forbes Street and the 1K Kid's Run is entirely on park and school grounds beginning at **8 AM**.

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

The Offices of Corporation Counsel and Finance, Fire, Parks & Recreation and Public Works Departments approve the application as submitted and state **there are no anticipated costs to their departments associated with this event**.

The Health Department recommends the application be approved provided any temporary foodservice applications be submitted at least two (2) weeks prior to the event. It also states **there are no anticipated costs to the Department**.

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

- The Police Department can provide adequate police protection for the event. The site is suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the area has sufficient parking available. **The anticipated cost to the department for this event is \$500.00.**

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Sansom", written in a cursive style.

Scott M. Sansom
Chief of Police

Cc: Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
31st Annual Riverfest 5K Road Race & Kid's 1K
2. Date(s) of Event:
Saturday, July 11, 2015
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant) :
East Hartford Parks & Recreation Department, 50 Chapman Place, East Hartford, CT 06108, 860-291-7164, juhrig@easthartfordct.gov
Sponsored by the Parks & Recreation Department in conjunction with the July Riverfest.
4. If Applicant is a partnership, corporation, limited liability company, club, or association, list the names of all partners, members, directors and officers AND provide their business address.
East Hartford Parks & Recreation Department, 50 Chapman Place, East Hartford, CT 06108, c/o Theodore Fravel, Parks & Recreation Director.
5. List the location of the proposed amusement: (Name of facility and address)
Goodwin School/Park, 1235 Forbes Street
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
Saturday, July 11, 2015, 6:00AM - approx. 11:00AM
7. Provide a detailed description of the proposed amusement:
5K run start/finish Goodwin Park. Course is clockwise loop on neighborhood streets. 5K start time is 8:30AM. 1K Kid's Run is run entirely on park and school grounds and starts at 8:00AM.

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

☐ Yes ☒ No

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

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

Ages 3 years old to over 90 years old.

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

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

Approximately 100 runners.

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

- a. Crowd size impact:

Approx. 100 runners, the final finisher typically finishes in 45-50 minutes.

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

Police Dept. will need to block off roads as runners progress on the course.

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

Parking in upper Goodwin Park behind Goodwin School.

- d. Noise impact on neighborhood:

N/A

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

Parks Maintenance & event staff will clean up and remove litter and trash.

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

Traffic flow will be interrupted for a short period of time until the runners pass.

- g. Other expected influence on surrounding neighborhood:

Parks & Rec. staff will see that all trash is disposed of properly.

12. Provide a detailed plan for the following:

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

Park, School and adjacent streets are accessible to emergenc personnel.

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

Cell phones and two-way radios will be used in event of an emergency.

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

No.

- d. Crowd control plan:

Police will control traffic, P&R staff will provide directions and will park cars.

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

Parks & Rec. staff will ensure the clean condition of all areas used for event.

- f. Provision of sanitary facilities:

Lavatories located in Gold Star Poll bathhouse and in Goodwin School.

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

Pre-packed food, water and sports beverages will be provided at no charge.

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

Department ☐ Yes ☒ No.

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

☐ Yes ☒ No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

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

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

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

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

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

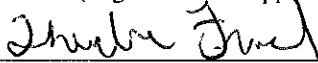
a. False Statement is a Class A Misdemeanor.

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

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

Theodore Fravel

(Legal Name of Applicant)



(Applicant Signature)

Theodore Fravel

(Printed Name)

04/20/2015

(Date Signed)

Parks & Recreation Director

(Capacity in which signing)

(Send application electronically to cfrank@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included:

☐ YES

☒ NO

Liquor Permit Included:

☐ YES

☒ NO

Certificate of Alcohol Liability Included:

☐ YES

☒ NO

Time Waiver Request Included:

☐ YES

☒ NO

Fee Waiver Request Included:

☐ YES

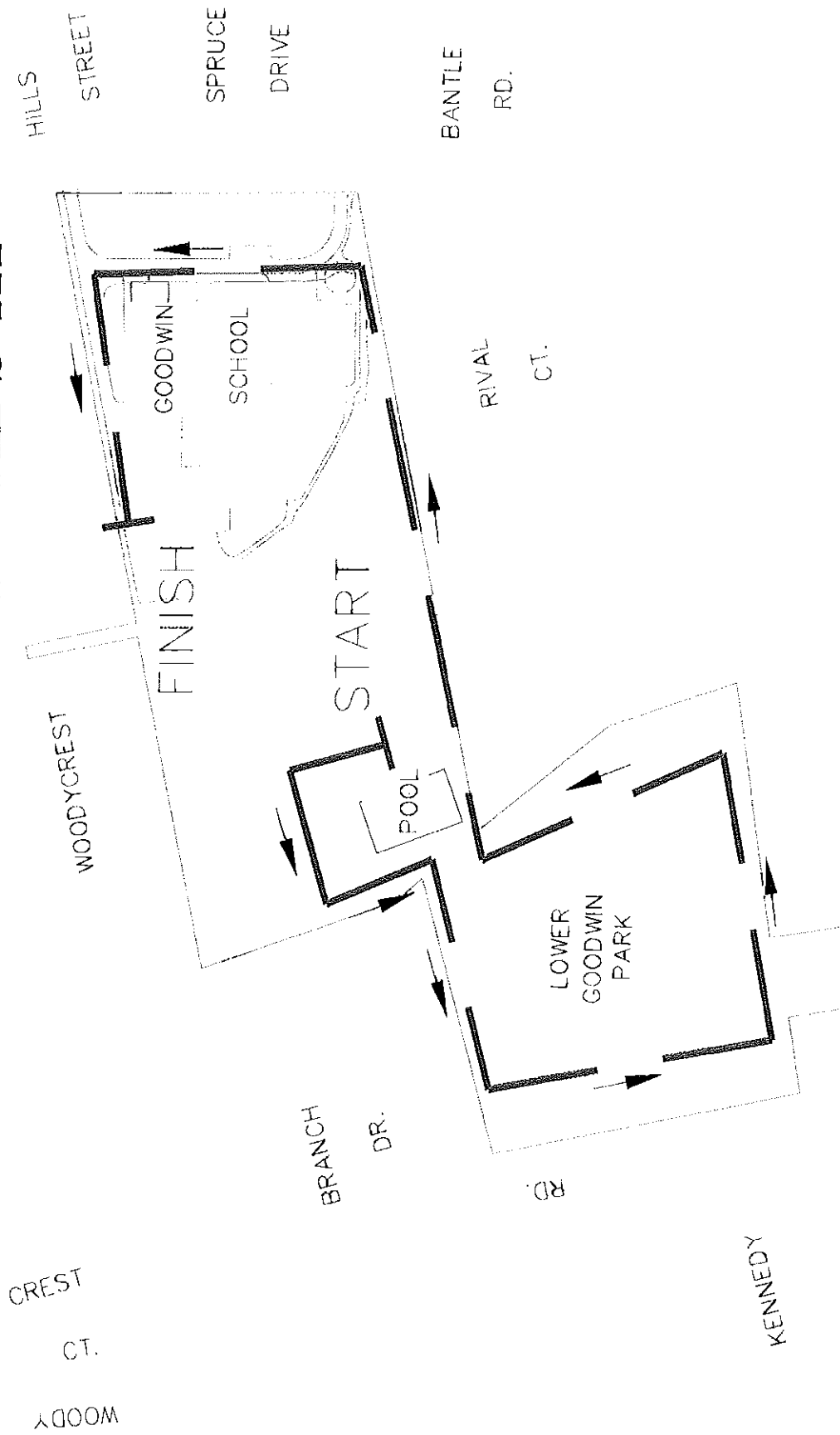
☒ NO

Received By: Cam Tran
Employee Number. 9019
Date & Time Signed: April 21, 2015 7:03 AM ~~PM~~
Time remaining before event: 30+ days.

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

[illegible][illegible]

RIVERFEST KIDS 1K



Prepared by the East Hartford
Engineering Division 1-29-2013

Fire Dept



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: **July 11, 2015**

Event: **31st Annual Riverfest 5K & Kids 1K**

Applicant: **East Hartford Parks & Recreation Department by Ted Fravel, its Director**

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

- ☒ 1. the application be approved as submitted.
- ☐ 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
- ☐ 3. the application be disapproved for the reason(s) set forth in the attached comments.

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

☒ Anticipated Cost(s) if known \$ 0

William Perez, Assistant Fire Chief

April 24, 2015

Signature

Date

Comments:

Health Dept



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: July 11, 2015

Event: 31st Annual Riverfest 5K & Kids 1K

Applicant: East Hartford Parks & Recreation Department by Ted Fravel, its Director

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

☐ Anticipated Cost(s) if known \$ _____ 0 _____

Signature

Michael O'Connell

Date

7/21/15

Comments:

Approval recommended provided any temporary foodservice applications be submitted at least 2 weeks prior to the event.



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: July 11, 2015

Event: 31st Annual Riverfest 5K & Kids 1K

Applicant: East Hartford Parks & Recreation Department by Ted Fravel, its Director

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 - ☐ 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

Ted Fravel

Signature

5/4/2015

Date

Comments:

Frank, Carol

From: Milkove, Tess
Sent: Tuesday, April 21, 2015 12:03 PM
To: Frank, Carol
Subject: RE: 31st Annual Riverfest 5K & Kids 1K

Carol,

I have reviewed this application and Pursuant to Town Ordinance 5.3. I recommend that the application be approved.

There are no anticipated costs to the department.

Tess Milkove, PE
Assistant Director of Public Works
Town of East Hartford
740 Main Street
East Hartford, CT 06108
Phone (860)291-7365
Fax (860) 291-7370
www.easthartfordct.gov

From: Frank, Carol
Sent: Tuesday, April 21, 2015 7:22 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: 31st Annual Riverfest 5K & Kids 1K

Good morning all.

Attached please find the Outdoor Amusement Permit Application, maps and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Tuesday, May 5, 2015. Thank you.

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

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

Frank, Carol

From: Gentile, Richard
Sent: Thursday, April 23, 2015 9:17 AM
To: Frank, Carol
Subject: RE: 31st Annual Riverfest 5K & Kids 1K

I have no comments or concerns

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

From: Frank, Carol
Sent: Tuesday, April 21, 2015 7:22 AM
To: Bockus, Tim; Cordler, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: 31st Annual Riverfest 5K & Kids 1K

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

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

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

Frank, Carol

From: DeMaine, Michael
Sent: Tuesday, May 05, 2015 4:08 PM
To: Frank, Carol
Subject: Re: Outdoor Amusement Permit Application

Carol,

There are no issues with the permits. The costs of Police services will be approximately \$500 in overtime for the 5 k.

Sgt. Michael DeMaine

Sent from my iPhone

On May 4, 2015, at 8:27 AM, Frank, Carol <CFrank@easthartfordct.gov> wrote:

Good morning Mike.

Here's my pain in the neck reminder that your review for the 31st Annual Riverfest 5K and Kids 1K is due tomorrow. As always, thanks.

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

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

Risk Mngmt

Frank, Carol

From: Bennett, Cindy
Sent: Tuesday, April 21, 2015 10:37 AM
To: Frank, Carol
Subject: RE: 31st Annual Riverfest 5K & Kids 1K

This is a park & rec sponsored event so no insurance certificate will be needed-thanks Carol

From: Frank, Carol
Sent: Tuesday, April 21, 2015 7:22 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: 31st Annual Riverfest 5K & Kids 1K

Good morning all.

Attached please find the Outdoor Amusement Permit Application, maps and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Tuesday, May 5, 2015. Thank you.

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

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

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

Frank, Carol

From: Grew, Greg
Sent: Tuesday, April 21, 2015 9:26 AM
To: Frank, Carol
Subject: Re: 31st Annual Riverfest 5K & Kids 1K

Carol,

According to Ordinance 5-3 my review and approval is not required. Permits and inspections may be required for temporary installations.

Thanks

Greg
Milton Gregory Grew, AIA
Director of Inspections & Permits
Town of East Hartford
Mobile (860) 874-8034
Sent from my iPhone

> On Apr 21, 2015, at 6:21 AM, Frank, Carol <CFrank@easthartfordct.gov> wrote:

>

> Good morning all.

>

> Attached please find the Outdoor Amusement Permit Application, maps and your Director's Review and Notice in connection with the above captioned event.

>

> Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Tuesday, May 5, 2015. Thank you.

>

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

>

>

> Carol A. Frank

> East Hartford Police Department

> Support Services Bureau

> 31 School Street

> East Hartford, CT 06108

>

> Ph: 860-291-7631

> Fax: 860-610-6290

>

> <Application & Maps.pdf>

> <Directors' Review & Notice.doc>

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department

East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

SCOTT M. SANSOM
CHIEF OF POLICE



May 8, 2015

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

Re: Outdoor Amusement Application:
"Sounds of Summer Concert Series – Great River Park"

Dear Chairman Kehoe:

Attached please find the amusement application submitted by **the East Hartford Parks & Recreation Department by Kristine Vincent, its Recreation Supervisor**. The applicant seeks to conduct a series of summer evening concerts at the Amphitheater located in **Great River Park** from **6:00 PM - 8:00 PM** on the following **2015** dates (**all Thursdays**):

July 23 & 30 and August 6, 2015

Pursuant to Town Ordinances (TO) 14-7(b) and (TO) 14-10 (13), the applicant requests authorization to sell or dispense alcoholic beverages in connection with these three (3) events.

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

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

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

The **Public Works Department** recommends approval subject to the following condition: Traffic in this area may be impacted by the CT DOT's bridge rehabilitation projects in the vicinity of Route 2 and I-84. The four bridge rehabilitation projects require detours of various duration over the course of two construction seasons commencing this year. They further **state there are no anticipated costs to the Department for these events**.

The **Police Department** approves the application as submitted and offers the following comments:

- These events can be conducted with a minimal impact upon the surrounding neighborhoods while maintaining a near-normal flow of traffic on the streets adjacent to the site.

- Bicycle Officers and/or Patrol Officers will provide extra attention, if possible, based on staffing on the days of these events.
- **There are no anticipated costs to the Department for these events.**

Submitted respectfully for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott M. Sansom", with a long, sweeping horizontal line extending to the right.

Scott M. Sansom
Chief of Police

Cc:
Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom
Chief of Police

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

1. Name of Event:
Sounds of Summer End of Season Concert (GREAT RIVER PARK)
2. Date(s) of Event:
Thursdays, July 23, 30 and August 6, 2015
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant) :
Kristine Vincent, Recreation Supervisor
Cell: 860-324-4175, work: 860-291-7160
kvincent@easthartfordct.gov
East Hartford Parks & Recreation Department, 50 Chapman Place
4. If Applicant is a partnership, corporation, limited liability company, club, or association, list the names of all partners, members, directors and officers AND provide their business address.
East Hartford Parks & Recreation Department
50 Chapman Place,
East Hartford, CT 06108
c/o Kristine Vincent, Recreation Supervisor
5. List the location of the proposed amusement: (Name of facility and address)
Great River Park Amphitheater, 100 E River Dr, East Hartford, CT 06108
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
Thursdays, July 23, 30 and August 6, 2015 from 6 - 8 PM
7. Provide a detailed description of the proposed amusement:
Outdoor concert held at the Amphitheater as last concert of summer in Sounds of Summer Concert Series

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

☒ Yes ☐ No

- a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? **6 - 8 PM**

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

families through seniors

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

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

200-400

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

- a. Crowd size impact:

200 - 400

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

Parking in lot of Great River Park

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

Large parking area at Great River Park, along road up top

- d. Noise impact on neighborhood:

no neighborhoods nearby

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

Self-policed with daily routine cleaning done by Park Maintenance

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

None

- g. Other expected influence on surrounding neighborhood:

None

12. Provide a detailed plan for the following:

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

Vehicles may enter from main entrance to park

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

Cell phone, Bicycled officer requested to pass through

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

None provided

- d. Crowd control plan:

seating in amphitheater area, leaving walkways open

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

will maintain

- f. Provision of sanitary facilities:

Port-A-Potties

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

Yes, contact with Health Department will be made

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

Department ☒ Yes ☐ No.

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

☒ Yes ☐ No Alcoholic beverages will be served / provided.

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

a. For such sale or provision,

Riverfront Recapture to provide trained staff and sale

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

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

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

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

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

a. False Statement is a Class A Misdemeanor.

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

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

Kristine Vincent

(Legal Name of Applicant)

Kristine Vincent

(Applicant Signature)

Kristine Vincent

(Printed Name)

4/28/15

(Date Signed)

Recreation Supervisor

(Capacity in which signing)

(Send application electronically to cfrank@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included:

☐ YES

☒ NO

Liquor Permit Included:

☐ YES

☒ NO

Certificate of Alcohol Liability Included:

☐ YES

☒ NO

Time Waiver Request Included:

☐ YES

☒ NO

Fee Waiver Request Included:

☐ YES

☒ NO

Received By: Carmelo
Employee Number: 9019
Date & Time Signed: April 30, 2015 7:47 AM ~~PM~~
Time remaining before event: 30+ days.

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



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: **July 23 & 30 and August 6, 2015**

Event: **Sounds of Summer Concert Series – Great River Park**

Applicant: **East Hartford Parks & Recreation Department by Kristine Vincent, its Recreation Supervisor**

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

- ☒ 1. the application be approved as submitted.
- ☐ 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
- ☐ 3. the application be disapproved for the reason(s) set forth in the attached comments.

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

☒ Anticipated Cost(s) if known \$ _____ 0 _____

William Perez, Assistant Fire Chief May 4, 2015

Signature _____

Date

Comments:

Heathh



Scott M. Sansom
Chief of Police

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

☐ Anticipated Cost(s) if known \$ _____ 0 _____

Michael J. Donnell
Signature

5/5/2015

Date

Comments:



Scott M. Sansom
Chief of Police

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31 School Street
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- ☐ Health Department
- ☒ Parks & Recreation Department
- ☐ Public Works Department
- ☐ Corporation Counsel
- ☐ Anticipated Cost(s) if known \$0.0

Ted Fravel

Signature

5/1/2015

Date

Comments:

Frank, Carol

From: Milkove, Tess
Sent: Thursday, May 07, 2015 11:39 AM
To: Frank, Carol
Subject: RE: Sounds of Summer Concert Series - Great River Park

No.

Tess Milkove, PE
Assistant Director of Public Works
Town of East Hartford
740 Main Street
East Hartford, CT 06108
Phone (860)291-7365
Fax (860) 291-7370
www.easthartfordct.gov

From: Frank, Carol
Sent: Thursday, May 07, 2015 11:39 AM
To: Milkove, Tess
Subject: RE: Sounds of Summer Concert Series - Great River Park

Any anticipated costs to the Department for these events?

Carol

From: Milkove, Tess
Sent: Thursday, May 07, 2015 11:09 AM
To: Frank, Carol
Subject: RE: Sounds of Summer Concert Series - Great River Park

Carol,

I have reviewed this application and Pursuant to Town Ordinance 5.3, I recommend the application be approved subject to the following condition:

Traffic in this area may be impacted by the CT DOT's bridge rehabilitation projects in the vicinity of Route 2 and I-84. The four bridge rehabilitation projects require detours of various duration over the course of two construction seasons commencing this year. The applicant should contact the project engineer to ascertain the potential traffic impacts. The contact information is as follows:

Steven Fraysier
BL Companies – Liaison Engineer
sfraysier@blcompanies.com
860-760-1923

Frank, Carol

From: Gentile, Richard
Sent: Thursday, April 30, 2015 9:18 AM
To: Frank, Carol
Subject: RE: Sounds of Summer Concert Series - Great River Park

No comments/concerns from our office

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

From: Frank, Carol
Sent: Thursday, April 30, 2015 8:47 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: Sounds of Summer Concert Series - Great River Park

Good morning all.

Attached please find the Outdoor Amusement Permit Application and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by **Thursday, May 14, 2015.** Thank you.

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

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

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

Frank, Carol

From: Bennett, Cindy
Sent: Friday, May 01, 2015 9:32 AM
To: Frank, Carol
Subject: RE: Sounds of Summer Concert Series - Great River Park

No ins cert needed

From: Frank, Carol
Sent: Thursday, April 30, 2015 8:47 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
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Carol A. Frank
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

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

PD Review

Frank, Carol

From: DeMaine, Michael
Sent: Friday, May 01, 2015 9:52 AM
To: Frank, Carol
Subject: RE: Sounds of Summer Concert Series - Great River Park

Carol,

This application is approved with no anticipated costs. Bicycle Officers and or Patrol Officers will give extra attention if possible based on staffing the days of the events.

Sergeant Michael DeMaine
Special Events Supervisor/ PIO
East Hartford Police Department
31 School Street
East Hartford, CT 06108
Office (860)291-7583
Fax (860)289-1249
mdemaine@easthartfordct.gov

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To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
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Carol A. Frank
East Hartford Police Department
Support Services Bureau

Frank, Carol

From: Grew, Greg
Sent: Thursday, April 30, 2015 3:09 PM
To: Frank, Carol
Subject: RE: Sounds of Summer Concert Series - Great River Park

Per ordinance 5-3 my review and approval is not required. 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
Mobile (860) 874-8034
www.easthartfordct.gov/inspections-and-permits

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Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
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Carol A. Frank
East Hartford Police Department
Support Services Bureau
31 School Street
East Hartford, CT 06108

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

Robert J. Russo

2015 APR 28 A 10:15

TOWN COUNCIL MAJORITY OFFICE

TOWN CLERK
EAST HARTFORD

REAL ESTATE ACQUISITION AND DISPOSITION COMMITTEE

APRIL 21, 2015

PRESENT Linda Russo, Chair and Councillors Bill Horan and Anita Morrison

ALSO Rich Gentile, Assistant Corporation Counsel
PRESENT Sergei Gerasimov, 118 Main Street

CALL TO ORDER

Chair Russo called the meeting to order at 5:33 p.m.

APPROVAL OF MINUTES

January 15, 2015 Meeting Minutes

MOTION By Anita Morrison
seconded by Bill Horan
to **approve** the minutes of the January 15, 2015 Real Estate Acquisition &
Disposition Committee meeting.
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

None

OLD BUSINESS

118 Main Street Update

Attorney Gentile initiated a general discussion of Barry Street, which was abandoned in the 1950's, but the Town still owns the property. The State has no interest in the property. Sergei Gerasimov is the abutting landowner and Attorney Gentile has recommended that the Town transfer the parcel to Mr. Gerasimov by way of a quit claim deed. The issue of valuation was addressed by Assessor Brian Smith and valued at \$915.00. An appraisal of the parcel would not be cost effective. The issue would be required to go before the Planning and Zoning Commission. Mr. Gerasimov indicated his desire to use the property for parking.

MOTION By Bill Horan
 seconded by Anita Morrison
 that this Committee, waiving the requirements of §10-19 of
 the Town ordinances concerning the receipt of an appraisal,
 and determining to negotiate directly with Brumax, LLC, the
 owner of the property known as 118 Main Street, East Hartford,
 recommends that the Town Council sell a 25' X 50' parcel of property
 abutting the rear of 118 Main Street and as described in the attached
 Certificate of Title to Brumax, LLC for the sum of \$915.00.
 Motion carried 3/0.

ADJOURNMENT

MOTION By Bill Horan
 seconded by Anita Morrison
 to adjourn (5:48 p.m.)
 Motion carried 3/0.

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

CERTIFICATE OF TITLE

Portion of Former Barry Street, East Hartford, CONNECTICUT

DATED: January 27, 2015 TIME: 8:00 A.M.

THIS IS TO CERTIFY that after an examination of the Land Records, as indexed of the City of East Hartford, County of Hartford and State of Connecticut, to the date hereof, I am of the opinion that so far as appears from said records,

Town of East Hartford

is the owner in fee simple free from all encumbrances except such as hereinafter mentioned on the attached Schedule "B" and further described on the attached Schedule "A".

MARCIA A. LECLERC,
MAYOR

TOWN OF EAST HARTFORD

East Hartford, Connecticut 06108

Phone: 860 291-7300
Fax: 860 291-7298

DEVELOPMENT
DEPARTMENT



May 14, 2015

Town of East Hartford
Attn: Tim Bockus, Public Works Director
740 Main Street
East Hartford CT 06108

RE: Town Planning and Zoning Commission
118 Main Street Rear
East Hartford, CT

Dear Sir or Madam:

This letter is to notify you of the results of the Town Planning and Zoning Commission's meeting on May 13, 2015 regarding the following:

- **Disposition of a 25 foot x 50 foot parcel formerly part of an abandoned road known as Barry Street located at the rear of 118 Main Street abutting Route 2.**

The Commission **Voted to approve** the 8-24 referral for a 25'X50' parcel formerly part of Barry Street located at the rear of 118 Main Street abutting Route 2.

Please contact me at 860-291-7301 if you should have any questions.

Sincerely,

Michael J. Dayton
Town Planner

xc: Greg Grew, Director of Permits and Inspections
Eileen Buckheit, Director of Development
File