

EAST HARTFORD TOWN COUNCIL

COMMUNITY CULTURAL CENTER AUDITORIUM

April 16, 2024

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

ABSENT

ALSO Mayor Connor S. Martin

PRESENT Melissa McCaw, Chief Administrative Officer and Finance Director
Laurence Burnsed, Director of Health and Human Services
Robert Fitzgerald, Assistant Corporation Counsel
Steve Hnatuk, Assistant Director of Development (via Teams)
Paul O’Sullivan, Grants Manager (via Teams)

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:32 pm. The Chair stated that this meeting was also available to the public through the “Teams” platform.

The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the Pledge of Allegiance.

AMENDMENTS TO THE AGENDA

RECOGNITIONS AND AWARDS

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Daniel Moura, President of the Holy Ghost Portuguese Society, spoke in support of approval of the Amusement Permit requests brought to the Council by his organization. He noted that a new administration has taken over the Society and is working to be more collaborative with the town and the neighborhood. The Society will be taking many steps to ensure that the two amusements will be conducted in a way that is respectful of the neighboring community.

Holly Reed, 93 Michael Avenue, expressed concern over the safety of children with regards to the at-grade crossing located between Veteran’s Terrace and McAuliffe Park. Mayor Martin explained that the crossing is being built to safety specifications by the railroad company and has been approved by the Connecticut Department of Transportation.

JoAnn Bittner, 23 Rowland Drive, resides in a home abutting the property owned by the Holy Ghost Society. The resident is concerned that the Society’s social activities and proposed amusements are detrimental to the solitude of the neighborhood. The resident requested that the organization provide to the neighboring property owners information regarding upcoming events and developments more proactively.

Motion carried 9/0

Agreement Between the Town of East Hartford and CT Department of Agriculture re: Farmers' Market Nutrition Program for Seniors

MOTION By Sebrina Wilson
seconded by John Morrison

to **allow** the Town of East Hartford to enter into an agreement with the Connecticut Department of Agriculture for the Department of Health & Social Services to serve as a local coordinating agency for the Senior Farmers' Market Nutrition Program as recommended by Mayor Connor S. Martin in a memo to Council Chair Rich Kehoe dated April 10, 2024.

Motion carried 9/0

Local Capital Improvement Program (LoCIP) Grant Allocations re: Facilities Signs

MOTION By Awet Tsegai
seconded by Travis Simpson

to **adopt** the following resolution:

WHEREAS: a clerical oversight resulted in a lack of reimbursement for expenses for the Facilities Sign Installation Project under the Local Capital Improvement Program (LoCIP) project; and,

WHEREAS: the State Office of Policy and Management (OPM) has advised that the Town can correct that oversight by creating a new Facilities Sign Installation Project account and submitting a reimbursement request under that project:

NOW THEREFORE LET IT BE RESOLVED: That Connor S. Martin, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents as may be required by the State of Connecticut Office of Policy and Management to secure Local Capital Improvement Program funds (LoCIP) in the amount of \$15,409.00 for the following project:

Facility Sign Installations Phase IV	\$15,409.00
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On call of the vote, the motion carried 9/0

Grant Applications

Historic Document Preservation Grant

MOTION By Harry Amadasun
seconded by Don Bell

to **adopt** the following resolution:

WHEREAS; The Public Records Administration of the Connecticut State Library offers a non-competitive grant each year to the Town Clerk's Office; and

WHEREAS; the grant for the fiscal year of 2024, is in the amount of \$7,500.00; and

WHEREAS said grant supports the preservation of Historic Documents in the Town Clerk's Office,

NOW THEREFORE LET IT BE RESOLVED; that Connor S. Martin, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the Connecticut State Library Public Records Administrator as they pertain to this Historic Documents Preservation Program.

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

CT State Department of Education 2024-25 School Readiness Grant

MOTION By Angie Parkinson
seconded by John Morrison

to **adopt** the following resolution:

WHEREAS, the Connecticut State Department of Education is authorized to extend financial assistance, through the School Readiness Grant Program, to Priority Communities for the development of a network of school readiness programs that provide open access for children to quality programs that promote the health and safety of children and prepare them for formal schooling; and

WHEREAS, the Town of East Hartford and East Hartford Public Schools desire to make and execute an application for funding with the State of Connecticut to support School Readiness programs for East Hartford children.

NOW, THEREFORE, BE IT RESOLVED by the Town Council that Connor S. Martin, Mayor of the Town of East Hartford, is hereby authorized to execute such application and, upon approval of said application, to enter into and execute a funding agreement and any amendments and other documents as may be required by the State of Connecticut for the School Readiness Program.

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

Recommendation from Tax Policy Committee re: Tax Lien Sales

MOTION By Angie Parkinson
seconded by Don Bell

to **authorize** the administration to conduct a tax lien sale by way of a request for proposal (RFP) and to seek and receive sealed bids pursuant to an invitation to bid on a number of tax liens held by the town on specific real property, totaling \$1,359,664.85, as stated on lists produced by Finance

Director Melissa McCaw and attached to a memorandum dated March 25, 2024 from Finance Director Melissa McCaw to Mayor Connor S. Martin subject to the following four conditions:

1. The Collector of Revenue shall notify the record owner of each property subject to a lien that is to be included in the tax lien sale, by certified mail, that the lien is being included in the request for proposal and invitation to bid, and that the owner should contact the Town immediately to pay the taxes or seek a payment plan if they wish to keep the Town's tax liens on their property from being sold;
2. In order to qualify for a payment plan, the property owner must meet the following three criteria:
 - They must remit 25% of the outstanding amount due
 - They cannot have defaulted on a prior payment arrangement
 - Their property must not have active property code violations;
3. The letters from the Collector of Revenue to each property owner shall notify the property owner that the purchaser of the tax lien on their property shall have the right to foreclose on that property; and
4. The Administration shall return to the Town Council with the results of the request for proposal and that the proposal for each tax lien must be approved by the Town Council before it is sold.

Motion carried 9/0

Referral to Personnel and Pensions Subcommittee re: Proposed Revision to Job Description of Master Mechanic (Fire Department)

MOTION By Awet Tsegai
seconded by Tom Rup

to refer to the Personnel and Pensions Subcommittee the Proposed Revision to Job Description for the position of Master Mechanic in the Fire Department as provided in a memo from Mayor Connor S. Martin to Rich Kehoe, Town Council Chair dated April 10, 2024 with instructions to review the position and report back to the full Council with its recommendations, if any.

Motion carried 9/0

Appointments to Boards and Commissions

MOTION By John Morrison
seconded by Don Bell

to **approve** the appointment to Robin A. Carlough, 150 Naubuc Ave, to the Historic District Commission, term to expire December 2027.

Motion carried 9/0

Amusement Permits

Holy Ghost Portuguese Society – Annual Car Gathering

MOTION By Harry Amadasun
seconded by Tom Rup

to **approve** the outdoor amusement permit application entitled "Holy Ghost Portuguese Society – Annual Car Gathering" as submitted by Mack Hawkins, Chief of Police, scheduled for Saturday, April 20, 2024 from 11:00 am to 5:00 pm with a rain date of Saturday April 27, 2024 at the same time on their premises at 341 R Forest Street, subject to compliance with adopted codes and regulations of the State of Connecticut, the Town of East Hartford, and any other stipulations required by the Town of East Hartford or its agencies.

MOTION By Don Bell
seconded by John Morrison

to **amend** the motion on the table by adding the following stipulation after "agencies" as follows: "and representations made to the Town as part of the application process."

Motion carried 9/0

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

Annual Holy Ghost Feast

MOTION By Harry Amadasun
seconded by Tom Rup

to **approve** the outdoor amusement permit application entitled "Holy Ghost Portuguese Society Annual Holy Ghost Feast" as submitted by Mack Hawkins, Chief of Police, to conduct a religious celebration on Friday, May 24, 2024 from 11:00 am to 9:00 pm, Saturday, May 25, 2024 from 9:00 am to 10:00 pm and Sunday, May 26, 2024 from 9:00 am to 10:00 pm and Monday, May 27, 2024 from 9:00 am to 4:00 pm on their premises located at 341 R Forest Street, with food and liquor served, and music on Saturday May 25 and Sunday May 26th, and a small procession on the premises, subject to compliance with adopted codes and regulations of the State of Connecticut, the Town of East Hartford, and any other stipulations required by the Town of East Hartford or its agencies and representations made to the Town as part of the application process.

Motion carried 9/0

Request for Bid Waiver re: Town Hall Enhancements

MOTION By Don Bell
seconded by Travis Simpson

to **adopt** the following resolution:

WHEREAS, during October of 2022, this Council authorized the Town Hall Mechanical Engineering, Plumbing, and Renovations project (the “Project”) to modernize the East Hartford Town Hall; and

WHEREAS, the Project is nearing substantial completion; and

WHEREAS, on February 6, 2024, this Council authorized the transfers of ARPA funds for certain additional listed Town Hall Improvements (“Improvements”); and

WHEREAS, in order to complete the Improvements in a manner that saves on costs as well as in order to avoid any disruption to Town Hall employees and Town citizens the Town desires to seek the following bid waivers for the Town Hall Improvements;

THEREFORE, BE IT RESOLVED, that the East Hartford Town Council does hereby find the following bid waiver to be in the best interest of the Town and does approve the following items:

1. pursuant to Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council waive the bidding procedures required by Section 10-7(a) and further authorize the Town to enter into the following agreements:
 - a. A contract with ACOUSTICS., INC for Town Hall Vault door removal and replacement in an amount not to exceed \$10,888.91;
2. That Mayor, Connor S. Martin, is hereby authorized to make, execute and deliver all agreements, amendments, additional and supplemental documents, and to do and perform such acts and to take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

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

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Councillor Morrison requested an update on the Concourse Park project (936 Silver Lane). *The Mayor anticipates having an update shared with the Council by the end of April, which is the deadline currently in place for the Town to transfer the property over to Jasko Development.*

Councillor Bell asked if there have been any changes to the timeline for the planned refurbishing of the Town’s outdoor basketball courts due to recent rain. *Mayor Martin said that no significant delays have occurred and anticipates the project to be completed in the coming weeks.*

Councillor Simpson asked for an update on the demolition of McCartin School. *The Mayor stated that additional funding is required to complete the work as planned. A request for*

