

*Robert J. Park*

MICROSOFT "TEAMS"

2021 SEP 24 AM 11:55

FEES COMMITTEE

SEPTEMBER 21, 2021

TOWN CLERK  
EAST HARTFORD

PRESENT Connor Martin, Chair, Councillors Awet Tsegai (in person) and Pat Harmon  
via Teams

ALSO Marcia A. Leclerc, Mayor  
PRESENT Laurence Burnsed, Health and Social Services Director  
via TEAMS Michael O'Connell, Public Health Supervisor

CALL TO ORDER

Chair Martin called the meeting to order at 5:35 p.m.

APPROVAL OF MINUTES

January 26, 2021

MOTION By Awet Tsegai  
seconded by Pat Harmon  
to **approve** the minutes of the January 26, 2021 meeting as presented.  
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

Annual Licensing and Inspection Fee Structure for Eat Hartford Salons

The Administration gave an overview on the recommended fee structure, stated that this is in accordance with the State Statute passed in 2019 allowing municipalities to conduct annual inspections of salon and collect a reasonable fee. Salons represent any business providing cosmetology services. The recommended fee structure is comparable to other surrounding municipalities. The health department has identified 125 Salons in East Hartford that they hope to inspect before the end of the calendar year. The health department will take a soft approach to these inspections to help educate business owners of the inspections and ways that they can stay compliant.

MOTION

By Awet Tsegai  
seconded by Pat Harmon  
to **recommend** that the Town Council approve the annual licensing fee for hair salons in East Hartford and the fee for the annual inspection of those salons as outlined in a memo dated August 12, 2021 from Laurence Burnsed, Director of Health and Social Services to Marcia Leclerc, Mayor as follows:

- *Annual License Fee/ Late Charges:*
  - Salons with 1 – 4 stations: \$100
  - Salons with 5 – 9 stations: \$125
  - Salons with 10 or more stations: \$175
- *Late fee:*
  - Within 30 days of expiration: \$ 50
  - 31- 60 days after expiration: \$100
  - After 60 days non-renewable, revoke license, re-instatement fee: double license fee
- *Annual Inspection Fee - \$125.00*

Motion carried 3/0.

ADJOURNMENT

MOTION

By Awet Tsegai  
seconded by Pat Harmon  
to **adjourn** (6:10 p.m.).  
Motion carried 3/0.

cc: Town Council  
Mayor Leclerc  
Laurence Burnsed, Health and Social Services Director  
Michael O'Connell, Public Health Supervisor