

EAST HARTFORD TOWN COUNCIL

COMMUNITY CULTURAL CENTER AUDITORIUM

October 3, 2023

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

ABSENT

ALSO PRESENT Connor Martin, Chief of Staff
Melissa McCaw, Chief Administrative Officer and Finance Director
Laurence Burnsed, Director of Health and Social Services
Eileen Buckheit, Development Director
Amy Peltier, Director, East Hartford Works

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:33 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

Chief of Staff Martin

- wished all a good evening
- The Town will begin the annual curbside leaf collection program on Monday, October 30, 2023 through December 9, 2023, weather permitting
- All town offices, including the East Hartford Transfer Station will be closed Monday, October 9, 2023, in observance of Indigenous People’s Day. Trash and recycling pickup will remain on schedule without delays the entire week
- The East Hartford Health Department is offering residents ages 12 and older, two flu and COVID-19 vaccination clinics at the Senior Center (15 Millbrook Drive) on Friday, October 13, 10 AM – 2 PM and Friday, October 27, 1 PM – 4 PM. An additional clinic will also be scheduled in November.
- Fall Festival is scheduled for Saturday, October 7, 11 AM - 3 PM at the Town Green (Alumni Park) 1021 Main Street with a rain date of Sunday, October 8.

APPROVAL OF MINUTES

September 19, 2023 Executive Session

MOTION By Sebrina Wilson
 seconded by Awet Tsegai
 to **approve** the minutes of the September 19, 2023 Executive Session

Motion carried 9/0

September 19, 2023 Regular Meeting

MOTION By Sebrina Wilson
 seconded by Angie Parkinson

 to **approve** the minutes of the September 19, 2023 Regular Meeting

Motion carried 9/0

COMMUNICATIONS AND PETITIONS

OLD BUSINESS

NEW BUSINESS

Approval and Request of Bid Waiver for East Hartford Works! Pre-Apprenticeship Program

MOTION By Angie Parkinson
 seconded by Tom Rup

 to **adopt** the following resolution:

WHEREAS, the Town, through the East Hartford Works! initiative assists residents with career development and educational resources and strives to foster community engagement;

WHEREAS, this Council has previously allocated \$800,000 in American Rescue Plan Act funds to allow the East Hartford Works! initiative to further this goal;

WHEREAS, such American Rescue Plan Act funds are presently required to be obligated by December 31, 2024 and expended by December 31, 2026;

WHEREAS, the Town desires to develop a pre-apprenticeship program modeled after and similar to the programming offered by the State of Connecticut Office of Workforce Competitiveness, whereby contracts would be set in place between the Town and willing employers to place individuals in employment opportunities that offer on-the-job training as these opportunities present themselves;

WHEREAS, to implement this program the Town requests a waiver of the bidding and multiple quote requirement under Ordinance Section Sec. 10-7(a) and requests approval of this program pursuant to Ordinance Sec. 10-4a;

WHEREAS, the requested waiver is necessary to efficiently secure willing employers to provide full-time on-the-job training within in-demand industries for East Hartford Works program participants.

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

1. A waiver of bidding and request for proposal requirements under Section 10-7(a) of the Town of East Hartford Code of Ordinances to permit the Town to enter into contracts with willing employer-participants of the East Hartford Works! initiative pre-apprenticeship program.
2. Approval of the East Hartford Works! initiative pre-apprenticeship program pursuant to Town Ordinance Sec. 10-4a.
3. Such contracts shall be on a form reviewed and approved by the Office of Corporation Counsel and may provide for terms and conditions of reimbursement of program participant wages over a period of time to be determined by the Parties.
4. That the Mayor is hereby authorized to make, execute and deliver all agreements, 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.
5. Such program and this resolution is authorized until December 31, 2026, or until such time that the previously allocated \$800,000 in American Rescue Plan Act funds for the East Hartford Works! initiative is expended, whichever occurs first.

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

Request for Bid Waivers from Health and Social Services Department

For Clinical and Outreach Services with First Choice Health Centers, Inc. (FCHC)

MOTION By Harry Amadasun
 seconded by John Morrison

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 a contract with First Choice Health Centers, Inc. not to exceed \$70,000.00 to conduct mobile vaccination services, COVID-19 testing, and preventive health screenings that are coordinated by the Town of East Hartford, **and further authorize** Mayor Michael P. Walsh to make, execute and approve on behalf of the Town, any and all contracts or amendments necessary to consummate this transaction as such waiver is in the best interest of the Town as it will allow the Department of Health and Human Services to administer clinical services for high-risk, targeted populations in East Hartford.

Motion carried 9/0

For Community Outreach Services with Hispanic Health Council

MOTION By Harry Amadasun
 seconded by Tom Rup

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 a contract with Hispanic Health Council, Inc. not to exceed \$18,100.00 to educate East Hartford residents about vaccination recommendations, perform outreach services coordinated by the Town of East Hartford, address vaccine misinformation, and link residents to available immunization services, **and further authorize** Mayor Michael P. Walsh to make, execute and approve on behalf of the Town, any and all contracts or amendments necessary to consummate this transaction as such waiver is in the best interest of the Town as it will allow the Department of Health and Human Services to perform vaccine education and outreach services.

Motion carried 9/0

For Development of Vaccine Marketing and Educational Resources With United Way of Central and Northeastern Connecticut

MOTION By Harry Amadasun
 seconded by Tom Rup

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 a contract with United Way of Central and Northeastern Connecticut not to exceed \$20,300.00 to develop vaccination educational resources that will be distributed by the Town of East Hartford and community partners, perform outreach services coordinated by the Town of East Hartford, **and further authorize** Mayor Michael P. Walsh to make, execute and approve on behalf of the Town, any and all contracts or amendments necessary to consummate this transaction as such waiver is in the best interest of the Town as it will allow the Department of Health and Human Services to perform vaccine education and outreach services.

Motion carried 9/0

License Agreements regarding use of Real Property Located at Silver Lane Plaza and Showcase Area for parking during October 14th U.S. Men's Soccer Match at Rentschler Field

MOTION By Angie Parkinson
 seconded by Tom Rup

to **adopt** the following resolution:

WHEREAS, on March 1, 2023, the Town of East Hartford became the owner of the real property located at 794 – 810 Silver Lane, East Hartford and 818 – 850 Silver Lane, East Hartford, Connecticut, known as the Silver Lane Plaza;

WHEREAS, the Town of East Hartford owns the real property located at 936 Silver Lane, 942 Silver Lane, 944 Silver Lane, and 960 Silver Lane, East Hartford, Connecticut (“Showcase Area”);

WHEREAS, on October 14, 2023, the Pratt & Whitney Stadium at Rentschler Field (“Rentschler Field”) will host the US Men's National Soccer Team vs Germany National Men's Soccer Team. It is anticipated that this event will be heavily attended;

WHEREAS, the Capital Region Development Authority, as the entity that controls Rentschler Field, has made an inquiry of the Town to utilize the parking lot and open space located at the Silver Lane Plaza and Showcase Area as parking for patrons attending the October 14, 2023, soccer match; and

WHEREAS, the Capital Region Development Authority, has represented that the property management firm hired to manage Rentschler Field, Oak View Group, LLC, will staff the parking lots or cause the parking lots to be staffed for the event and provide pre and post event clean-up.

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

1. Notwithstanding the provisions of Town Ordinance Section 10-19, the Town Council authorizes the Town to enter into a license agreements with Capital Region Development Authority, Oak View Group, LLC, or their successor's, assigns, or affiliated entities for use of the parking lots and open space located at the Silver Lane Plaza and the Showcase Area for the purpose of event parking for the US Men's National Soccer Team vs Germany National Men's Soccer Team at Rentschler Field for a fee of one-thousand dollars (\$1,000.00) for each property and for a term not exceed October 13, 2023 through October 15, 2023;
2. The license agreements shall be on a form reviewed and approved by the Office of Corporation Counsel; and
3. That Mayor, Michael P. Walsh, is hereby authorized to make, execute and deliver all agreements, 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 8/0 (Abstain: Tsegai)

Recommendations from Personnel and Pensions Subcommittee

Revision of Job Description and Pay Grade increase for Administrative Clerk III (Police Department)

MOTION By Awet Tsegai
 seconded by Tom Rup

to **approve** the proposed revised Job Description, Change in Pay Grade and Title for the position of “Administrative Clerk III” in the Police Department dated April 1, 2023, as presented at the September 26, 2023 Personnel and Pensions Subcommittee Meeting.

Motion carried 9/0

Revision of Job Description, Pay Grade increase and Change in Title for Administrative Clerk III- Quartermaster (Police Department)

MOTION By Awet Tsegai
seconded by Tom Rup

to **approve** the proposed revised Job Description, Change in Pay Grade and Title for the position previously titled Administrative Clerk III” to “Administrative Clerk III- Quartermaster” dated August 31, 2023 as presented at the September 26, 2023 Personnel and Pensions Subcommittee Meeting.

Motion carried 9/0

Referral to Personnel and Pensions Subcommittee re: Proposed Revisions of Job Description and Title for “Fire Services Technician Heavy Mechanic” and “Senior Secretary to the Mayor”

MOTION By Awet Tsegai
seconded by Tom Rup

to **refer** to the Personnel & Pensions Subcommittee proposed revisions to the job description for positions of “Fire Services Technician Heavy Mechanic” and “Senior Secretary to the Mayor” as provided in memos from Mayor Michael P. Walsh to Rich Kehoe, Town Council Chair dated September 25, 2023 with instructions to review the positions and report back to the full Council with its recommendations, if any.

Motion carried 9/0

Appointments to Boards and Commissions

MOTION By Harry Amadasun
seconded by Travis Simpson

to **approve** the following appointments to Boards and Commissions:

Commission on Culture and Fine Arts

- (D) Aida Ortiz– 80 Hill Top Farms Lane – term to expire 12/23

Commission on Services for Persons with Disabilities

- (D) Carlos Martinez Rivera – 190 Burnside Ave – term to expire 12/23

Fair Rent Commission:

- (Tenant) Anthony Sweet– 6 Heritage Lane – term to expire 12/25
- (Landlord) Shawna Rohan – 31 Amy Drive - term to expire 12/25
- (Tenant) Sarah Lapean – 929 Burnside Ave, Apt A3 - term to expire 12/25
- (Tenant/Landlord) Katherine Russello – 11 Casabella Circle - term to expire 12/25
- (Tenant) Cathy Flippen – 63 Wakefield Circle - term to expire 12/25

Motion carried 9/0

Reappointment of James Kate to the East Hartford Housing Authority Board of Directors

MOTION By Harry Amadasun
seconded by Tom Rup

to **reappoint** James Kate, 22 Greenhurst Lane, to the East Hartford Housing Authority's Board of Commissioners, whose term expires July 31, 2028.

Motion carried 9/0

Referral to Ordinance Committee re: Police Policies Concerning the Use of Traffic Cameras, License Plate Readers and Other Technology

MOTION By Sebrina Wilson
seconded by John Morrison

To **refer** Police Policies Concerning the Use of Traffic Cameras, License Plate Readers and Other Technology to the Ordinance Committee with instructions to review the issue and report back to the Council with its recommendations, if any.

Motion carried 9/0

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Councillor Simpson raised concern that with this summer's rain if there are plans to address any potential issues with leaf collection should it clog storm drains and proposed that Public Works and trash collection provide patrol for the issue. *Chief of Staff Martin stated that education of residents will be important to help prevent issues. As notifications of leaf collection are sent out, additional preventative information will be included.*

Councillor Tsegaj thanked the administration for its work with Eversource as the lights along Roberts Street are now active.

Councillor Morrison asked for an update on the developments at DePietro Park. *Mr. Martin shared that the work is part of development the Town's first pollinator garden pathway with the goal of creating a number of gardens throughout East Hartford in partnership with the Rotary, the Garden Club and the Beautification Commission.*

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

The pending claim of Ian Allison regarding employment with the Town of East Hartford and referral to Police Officer Standards and Training Council

MOTION By Don Bell
 seconded by John Morrison

to **accept** the recommendation of Assistant Corporation Counsel to settle the claim of Ian Allison regarding his employment with the Town of East Hartford and referral to Police Officer Standards and Training Council and further approve that the Mayor, Michael P. Walsh may execute a settlement agreement that shall authorize Allison to remain on paid administrative leave and to receive his salary as a Police Sergeant and contractual fringe benefits until June 21, 2024. In consideration, Allison shall voluntarily and irrevocably resign from employment with the Town effective June 21, 2024, and execute a waiver and release of claims and settlement agreement with the Town.

Motion carried 9/0

OPPORTUNITY FOR RESIDENTS TO SPEAK

Carlos Martinez, 190 Burnside Ave, thanked the Council for approving his appointment to the Commission on Services for Persons with Disabilities.

Gary Roy, 61 Matthew Road, asked for an update from the administration on the RFP's put out for proposed developments of 860 Main Street (Church Corners Inn) and the Veteran's Memorial Clubhouse. *Chief of Staff Martin confirmed that two bids on the Church Corners property were received with one from a business that specializes in restoration of historic buildings. Regarding the Clubhouse, the town has received bids in the range of \$6.5 million for the project. The Town has federal funds allocated for the project, but awaits this November's ballot for a vote to provide for the remaining funds needed to complete the renovations as intended.*

Mr. Roy voiced concern regarding delays with the Silver Lane apartment development project. *Chair Kehoe stated that the contract with Jasko-Zelman for development on the Showcase site was agreed on in March. The Chair is confident that the project will move forward based on the developer's strong relationship with the town.*

ADJOURNMENT

MOTION By John Morrison
 seconded by Don Bell

to **adjourn** (9:20 pm)

Motion carried 9/0

The Chair wished all a good evening and announced that the next regular meeting of the Town Council would be on October 17, 2023.

Attest _____

Jason Marshall
TOWN COUNCIL CLERK