

Robert J. Bosch

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT

2014 NOV -3 P 12: 54

TOWN CLERK
EAST HARTFORD

NOVEMBER 5, 2014

=====

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

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
5. APPROVAL OF MINUTES
 - A. October 21, 2014 Executive Session
 - B. October 21, 2014 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. Responses to Questions of the Administration – October 21st Meeting:
 1. List of Town-owned Vehicles
 - B. Resignation of Ed Laliberte from the Commission on Aging
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Recommendation from Fees Committee:
 1. ERASE at McCartin School
 2. YMCA Day Care at McCartin School
 3. Friends of Center Cemetery at McCartin School
 4. St Isaac Jogues Church Parking Area
 - B. 2014 Homeland Security Grant Program
 - C. Outdoor Amusement Permit Application: Holiday Fest – 2014
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: November 18th)

Robert J. Rossi

2014 OCT 27 A 11: 29

TOWN COUNCIL MAJORITY OFFICE

OCTOBER 21, 2014

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, Ram Aberasturia, Patricia Harmon and Anita D. Morrison

ABSENT Councillor Linda A. Russo

ALSO Scott Chadwick, Corporation Counsel
PRESENT Brian Smith, Assessor

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:02 p.m.

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

1. pending tax appeal case known as East Hartford Business Park, LLC v Town of East Hartford, Docket No.CV-14-6025238 involving 88 Long Hill Street, 1036 Tolland Street, 54 Long Hill Street and 93 Long Hill Street
2. Tairah Merrill, ppa Carly Ann Merrill v Marcus Tappin and Town of East Hartford, Docket No. HHD-CV-12-6035844-S, personal injury case

Motion carried 8/0.

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

ADJOURNMENT

MOTION By Esther Clarke
seconded by Bill Horan
to **adjourn** (7:41p.m.)
Motion carried 8/0.

Attest

Richard F. Kehoe
Richard F. Kehoe
Town Council Chair

Robert J. Back

EAST HARTFORD TOWN COUNCIL

2014 OCT 27 A 11: 29

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

OCTOBER 21, 2014

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, Ram Aberasturia, Patricia Harmon and Anita D. Morrison

ABSENT Councillor Linda A. Russo

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.

RECOGNITIONS AND AWARDS

St. Isaac Jogues Church: 50th Anniversary

MOTION By Barbara Rossi
seconded by Esther Clarke
to **adopt** the following resolution:

Whereas, St. Isaac Jogues Church in East Hartford Connecticut was established on May 2, 1964 to serve the growing population in Mayberry Village, Sunset Hills and northern East Hartford communities; and

Whereas St. Isaac Jogues Church was appropriately named after a man who provided missionary work among Native Americans; and

Whereas, under the quiet, firm leadership of its longtime pastor, Father Vincent Cronin, St. Isaac Jogues Church became a strong charitable presence and religious home; and

Whereas, St. Isaac Jogues Church provided critical services to its parishioners and to the residents of the community surrounding the church; and

Whereas, the growth and changes in St. Isaac Jogues Church reflected the startling growth in East Hartford in the post World War II years, the Vatican II reforms and culture changes of the 1960's and 1970's, the growing diversity of the recent decades; and

Whereas, through these 50 years, St. Isaac Jogues Church has continued to be a guiding force for many East Hartford residents.

Now therefore be it resolved that the East Hartford Town Council and Mayor Marcia Leclerc recognize the many contributions of St. Isaac Jogues Church and its parishioners to our community and congratulates the priests and laity of St. Isaac Jogues Church on its fifty year anniversary.

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

The Councillors extended their good wishes to St. Isaac Jogues parish on this momentous occasion.

Susan Kniep, 44-46 and 50 Olde Roberts Street, (1) distributed to the Chair information off the judicial website regarding the East Hartford Housing Authority's tax appeal of King Court; (2) suggested that the Council include an update from the East Hartford Housing Authority at the next Town Council meeting; and (3) mentioned that the Hartford Courant has an FOI complaint against the East Hartford Housing Authority.

APPROVAL OF MINUTES

MOTION By Barbara Rossi
seconded by Ram Aberasturia
to **approve** the minutes of the October 7, 2014 Executive Session.
Motion carried 8/0.

MOTION By Barbara Rossi
seconded by Anita Morrison
to **approve** the minutes of the October 7, 2014 Regular Meeting.
Motion carried 8/0.

COMMUNICATIONS AND PETITIONS

Responses to Questions Asked of Administration

Savings from the use of Solar Panels

The town has two solar sites. One of the two town sites is at the Public Safety Complex, the smallest installation for the town, therefore the savings are slight, roughly \$500 per month. The other site is the East Hartford Community Cultural Center with savings of about \$1500 per month. Over 20 years, the estimated savings based on current costs is \$480,000.

Update on the Raymond Library Expansion Project

Mary Martin, Project Administrator, and Susan Hansen, Library Director, updated the Council as to the progress of the Raymond Library expansion. So far, the project is within budget and major construction will be completed by late January, which is about a month earlier than expected. The move-in process could take another six to eight weeks, bringing the formal opening to late March. Through a short PowerPoint presentation, the Council saw the construction progression over the past several months, as well as a sampling of the furniture that will be purchased for the various new rooms within the expanded structure.

Maintenance of Town Buses

The town buses receive regularly scheduled maintenance and our drivers follow appropriate protocols. Occasionally, there are issues with a vehicle that surface and they are addressed proactively. The buses are in very good shape; our drivers perform vehicle checks daily. The maintenance of the senior buses is performed by our vendor Tolland Auto Body. This arrangement was made several years ago since they have the ability to service all aspects of the vehicle including the lifts and they are certified for repairs related to the DMV bus inspections. The certified DMV inspectors provide the annual inspection. As with all Town vehicles, the driver is responsible to report any suspected deficiencies with the vehicle to the Fleet garage, i.e. engine light, squeaky brakes, headlights, wiper blades, worn treads, etc. These items are typical pre-trip and walk-around items that each driver is required to perform.

Collection Rate of Taxes Collected

The tax collection rate is calculated one time during the year and it's calculated by the auditors as part of their examination and annual report. They need to take both the July and January collections, the 60 day post June 30th collections and adjust for the current and the prior advance collections, movements to suspense, and factor in an allowance for uncollectible.

The 2013 Fiscal Year collection rate is published in the audit which is online. The 2014 Fiscal Year rate as described above will be available when the audit is received in draft, sometime the first week of December. Overall, calculation of the collection rate is a bit of a process and just a single part of the larger reconciliation of the Town's rate book.

East Hartford Housing Authority: CCTV at Miller Gardens

Deb Bouchard, Executive Director of the EHHA, reported via email that "after several attempts to get Comcast out to the Miller Gardens property to address the CCTV problem, we were finally successful. They...replaced the modulator that we had been complaining about. Once it was replaced, the lobby cameras were back online."

Majority Leader Barbara Rossi, who initiated the report to the EHHA on this security issue, thanked those involved for making the residents of Miller Gardens feel safe in their homes.

NEW BUSINESS

Greater Hartford Transit District Grant re: Dial-A-Ride Program

MOTION By Bill Horan
 seconded by Barbara Rossi
 to adopt the following resolution:

WHEREAS: The Greater Hartford Transit District has made available Operating Assistance Grant Funds for Fiscal Year 2014-2015; and

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

NOW THEREFORE LET IT BE RESOLVED that Mayor Marcia A. Leclerc is authorized to make, execute and approve on behalf of this corporation, any and all contracts or amendments thereof with the Greater Hartford Transit District in relation to a \$14,132.87 grant to the Town of East Hartford to be used to support costs associated with the operation of the Dial-A-Ride Program.

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

Local Prevention Council Grant re: ERASE

MOTION By Ram Aberasturia
 seconded by Barbara Rossi
 to adopt the following resolution:

RESOLVED, that Marcia A. Leclerc Mayor of the Town of East Hartford, is hereby authorized to execute on behalf of this municipality a grant application in an amount not to exceed \$5,675 with the State of Connecticut Department of Mental Health and Addiction Services to support the activities of a local alcohol, tobacco, and other drug abuse Prevention Council, and to execute and file any contracts, amendments or reports as may be required to successfully complete the terms of the grant contract.

BE IT FURTHER RESOLVED that Mayor Marcia A. Leclerc's term of office began on January 10, 2013 and will continue until November 9, 2015. As Mayor, Marcia A. Leclerc serves as the Chief Executive Officer for the Town of East Hartford, and is duly authorized to enter into agreements and contracts on behalf of the Town of East Hartford.

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

Refund of Taxes

MOTION By Marc Weinberg
seconded by Barbara Rossi
to **refund** taxes in the amount of \$4,677.47
pursuant to Section 12-129 of the Connecticut General Statutes.
Motion carried 8/0.

Bill	Name	Prop Loc/Vehicle Info.	Over Paid
2013-03-0050675	ALERT SCIENTIFIC INC	2005/2G2WP542951219716	-36.09
2013-03-0052006	AVDIAJ DHIOLAND	2001/WDBJF82J31X050244	-17.34
2013-01-0006452	BABA REALTY LLC	40 HILLSIDE ST B-20	-607.36
2013-03-0052547	BARRY THOMAS F OR	1995/WVWBC81E1SK004171	-12.57
2013-03-0052935	BELL SUSAN M	2001/JTEHH20V510030966	-31.33
2013-03-0053637	BOGGIO ALLAN MILKO GIULI	2006/1NXBR30E36Z616302	-44.36
2013-03-0058586	DAIGLE NICOLE M	2006/KM8JN12D66U293718	-87.07
2013-03-0060363	DUAME EMMANUEL	2001/JM3LW28G510187964	-12.45
2013-03-0061900	FIRST GROUP LEASING	2012/4DRBUSKP8CB621476	-329.34
2013-03-0062049	FIRST STUDENT INC	2002/1HVBABP42B918074	-35.32
2013-03-0062052	FIRST STUDENT INC	2002/1HVBABP52B945879	-35.32
2013-03-0062053	FIRST STUDENT INC	2002/4DRBRABN72A947364	-35.32
2013-03-0062055	FIRST STUDENT INC	2002/1HVBABP12B945877	-35.32
2013-03-0062090	FIRST STUDENT INC	2002/4DRBRABP82B946249	-35.32
2013-03-0062092	FIRST STUDENT INC	2002/4DRBRABP42B946314	-35.32
2013-03-0062101	FIRST STUDENT INC	2009/4DRBUSKP09A685445	-236.18
2013-03-0062661	FOSTER BRETT K	2003/1FTSX31P03EB39571	-54.79
2013-03-0066881	HUDKINS JENNIFER E	2001/1GNCS18W81K217282	-64.19
2013-03-0067138	HYUNDAI LEASE TITLING TR	2013/5NPEB4AC4DH675469	-142.42
2012-04-0084422	LAMBERT MICHAEL L	1996/1GCEC19M6TE262153	-12.65
2013-03-0070863	LOMBARDO JOSEPH F	1970/444670H333847	-5.67
2013-03-0071337	MACDONOUGH WALLACE H	2004/3G7DA03E84S506758	-13.62
2013-03-0071341	MACDONOUGH WALLACE H	1994/1HD1GGL1XRY315558	-12.35
2013-03-0072596	MAZZOLI MATTHEW D	1999/4T1BF18BXXU335185	-49.44
2013-03-0073398	MERCER RICKEY OR	2004/1GNDT13S142305813	-54.48
2013-03-0074586	MT CARMEL NEWTESTAMENT	2012/1FBSS3BL4CDA67570	-356.62
2013-03-0074855	NAMPEWO CATHERINE	1999/2T1BR12E2XC132982	-9.85
2013-03-0074966	NEGRON BEATRICE M	2006/1G1AL55F767841098	-17.85
2013-03-0074967	NEGRON BEATRICE M	1999/4T3ZF13C8XU139199	-13.08
2013-03-0075339	NIPPON AUTO LEASING INC	2010/JTMBF4DV6A5018351	-163.84
2012-03-0075315	NISSAN INFINITI LT	2010/1N6AD0EV6AC414331	-726.98
2013-03-0075379	NISSAN INFINITI LT	2010/1N6AD0EV6AC414331	-707.34
2013-03-0079224	RED THREAD SPACES INC	2003/1FTNE24LX3HB50534	-16.03

2013-03-0079227	RED THREAD SPACES LLC	2005/1FTNE24L45HA53414	-21.25
2012-03-0080782	ROHAN REV JOHN P C/O DAVID A GOLAS	2011/1N4BL2AP7BN506184	-275.86
2012-03-0083758	SOTO MIGUEL A JR	1993/1FACP40M7PF113203	-18.01
2013-03-0084558	SUMMERS DENISE L	1998/3VWRB81H2WM232994	-69.24
2013-03-0085113	THERIAULT CLAYTON J OR	2002/1HFSC49322A003408	-12.35
2013-03-0087428	VU NGUYET T	2001/1HGEM22961L027965	-13.62
2013-03-0087762	WARE THOMAS MELVIN	2000/4N2XN11T8YD804501	-10.03
2013-03-0087826	WATSON NATASHA D	1995/1J4FY19P7SP293070	-25.24
2013-03-0087888	WEBBER JAMES F	1985/1GBJP37W0F3335668	-41.59
2013-03-0089193	ZIMMERMAN CHARLES W	2006/4T1BE32K96U728343	-143.07
TOTAL			\$ -4,677.47

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Ram Aberasturia acknowledged the efforts of Majority Leader Barbara Rossi for bringing the problems of the residents of Miller Gardens to the EHHA's attention and following through to a positive resolution of that issue. Councillor Rossi thanked Councillor Aberasturia for his acknowledgement and wished him a belated Happy Birthday.

Pat Harmon (1) thanked the Mayor for her attention to the noise issue at Rentschler Field; (2) had reported that the blight issue at 64 Lafayette Street still exists; and (3) would like a list of all town-owned vehicles and which ones are taken home, by whom and why. (2) *Mayor Leclerc explained that 64 Lafayette is bank-owned and the town is working in cooperation with them.* (3) *the Mayor agreed to get a list of vehicles to the Council.*

Anita Morrison announced that the Boy Scouts and Girl Scouts are holding their annual food drive on Saturday November 1st, putting bags at residents' front doors and collecting them on Saturday November 8th. She urged all to help with this important project.

Bill Horan thanked the Mayor for her swift action on the noise issue at Rentschler Field – commenting on her responsiveness to the concerns of the residents.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS


East Hartford Business Park, LLC v Town of East Hartford, involving 88 Long Hill Street

MOTION By Barbara Rossi
 seconded by Marc Weinberg
 to accept Corporation Counsel's recommendation to settle pending real
 property tax appeal known as East Hartford Business Park LLC v Town of
 East Hartford Docket No. HHB-CV-14-6025238S, involving 88 Long Hill



MEMORANDUM

DATE: October 28, 2014
TO: Marcia Leclerc, Mayor
FROM: Timothy Bockus, Director of Public Works
RE: Take-home Town Owned Vehicle List



Below is an accounting by Department/Division of Town employees and vehicles authorized for take-home use.

STREET DIVISION:

#1001- 2012 F150 Ron Arpin Foreman
#1003- 2006 F250 24 hour call man
#1008- 2007 F250 Sal Mennella Foreman
#1010- 2008 F250 Bob Canevari Foreman
#1015- 2008 F250 Steve Foran Foreman
#7064- 2001 Crown Victoria Paul Forrest Manager

WASTE DIVISION:

#1007- 2012 F250 Mark Losty Manager

FLEET DIVISION:

#2012- 2009 Escape Joe Losty Manager

BUILDING MAINTENANCE:

#2001- 2003 Crown Victoria Greg Veralls Manager
#7017- 2005 Crown Victoria Bob Cusson HVAC tech

PARK DEPARTMENT:

#3007- 2011 F250 Gary McKeon Foreman
#3009- 2011 F250 Dan Brimley Foreman
#3079- 2007 F250 Tony Russo Superintendent

FIRE DEPARTMENT:

#5025- 2010 Explorer Asst. Chief Perez
#5031- 2013 Explorer Chief Oates
#5066- 2014 Explorer Asst. Chief McCarthy

POLICE DEPARTMENT:

#7001- 2010 Explorer Chief Sansom
#7027- 2010 Crown Victoria K-9 Mona
#7029- 2010 Crown Victoria K-9 Grossi
#7053- 2010 Crown Victoria K-9 Rhoades
#7501- 2011 Crown Victoria Dep. Chief McConville
#7517- 2011 Crown Victoria K-9 Zavalick
#7524- 2014 Explorer Dep. Chief Hawkins
#7525- 2014 Explorer Dep. Chief Davis
#7527- 2014 Charger Dep. Chief Thurnauer

MAYOR'S OFFICE:

#7526- 2015 Explorer Mayor Leclerc



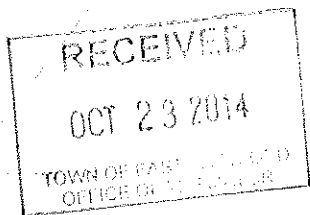
TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: October 28, 2014
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc
RE: COMMUNICATION- Resignation

Attached is a copy of a letter received from Edmond Laliberte who is resigning from the Commission on Aging effective November 1, 2014.

I would like to place this resignation on the November 5, 2014 agenda and share our appreciation as a community for the valuable service Ed has provided by volunteering his time on this commission.

Thank You.



Oct 10, 2014

Attn: Mr. Donald Currey

When I retired from the business world, I was still full of energy, I decided to channel my efforts with and for the EH Senior Citizen community, through the HARPC chapt. 2006 and ten or more years with the commission on aging.

To achieve my goals, I worked with State and Town officials. My efforts were not in vain,

I have enjoyed this work, it has been more gratifying than anyone might imagine. Now considering my advanced age of 96 yrs it's time to take a deep breath and move on.

I hereby submit my resignation to the Commission on Aging Effective Nov 1st 2014
11-1-14

Sincerely Almond "Al" LaLiberte

cc: Mayor Marcia LeClere

Mike Walsh Dir. of Finance

Marie Fredrickson Commission Secretary

Ch of Commission on Aging

Robert Pasek

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Marcia A. Leclerc

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

SUBJECT: Referral to Council – Lease Fees

- A. ERASE at McCartin
- B. YMCA Day Care at McCartin
- C. Friends of Center Cemetery at McCartin
- D. St. Isaac Jogues Church Parking Area

DATE: August 7, 2014

Pursuant to our discussion on July 28, 2014, I am requesting that the lease information listed below be placed on the **August 18, 2014 agenda of the Town Council** as a referral to the Subcommittee on Fees. These are four non-profit organizations which are leasing space from the Town of East Hartford.

Separate actions may be taken by the Council to determine their fees. The recommendations described below are independent of each other.

A. The “East of the River Action for Substance-Abuse Elimination” (ERASE) program has leased 1,343.5 square feet at the former McCartin School since April 1996. Space is used as offices for 6 to 8 staff members. Their current three-year lease is due to expire on August 17, 2014. The tenant has been paying \$3.59 per square foot (\$4,823.17 annually) for the present year. They also reimburse the Town for a portion of the cost of utilities based on the amount of leased space.

We are proposing a three-year agreement with an increase of twenty cents per square foot per year. The Town will continue to be reimbursed for utilities.

ERASE PROPOSED 3-YEAR RENT SCHEDULE				
Year #	Period	Per Sq. Foot	Annual Rent	Monthly Rent
1	8/18/2014 – 8/17/2015	\$3.79	\$5,091.08	\$424.32
2	8/18/2015 – 8/17/2016	\$3.99	\$5,360.57	\$446.71
3	8/18/2016 – 8/17/2017	\$4.19	\$5,629.27	\$469.11

B. The **YMCA Day Care Center** leases 5,144 square feet in the former McCartin School for their child care programs. Their current three-year lease is due to expire on August 17, 2014. The tenant has been paying \$2.67 per square foot (\$13,734.48 annually) for the present year. They also reimburse the Town for a portion of the cost of utilities based on the amount of leased space.

We are proposing a three-year agreement with an increase of twenty cents per square foot per year. The Town will continue to be reimbursed for utilities.

YMCA PROPOSED 3-YEAR RENT SCHEDULE				
Year #	Period	Per Sq. Foot	Annual Rent	Monthly Rent
1	8/18/2014 – 8/17/2015	\$2.87	\$14,763.68	\$1,230.27
2	8/18/2015 – 8/17/2016	\$3.07	\$15,792.08	\$1,316.01
3	8/18/2016 – 8/17/2017	\$3.27	\$16,820.88	\$1,401.74

C. The local non-profit organization, **Friends of Center Cemetery, Inc.**, has used 763 square feet at the former McCartin School as storage, office, and meeting space for their Board of Directors since 1996. They have been leased the space for \$1 (one dollar) per year and are not assessed a charge for utility consumption.

In recognition of their volunteer advocacy efforts for our historic Center Cemetery, we are proposing that our agreement with the Friends remain the same for a three-year lease period.

Please note that each of the above leases contain language providing the Town, as Landlord, with the option to treat each tenant as a month-to-month lessee in the event that a new written lease is not executed before the expiration date of the previous lease. Such status is subject to all the terms and conditions of the expired lease.

D. **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 and expires on August 31, 2014. The Church maintains the lot and provides the Town 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.

Cc: Eileen Buckheit, Development Director

motion of. back

2014 OCT 27 A 11:29

TOWN CLERK
EAST HARTFORD

TOWN COUNCIL MAJORITY OFFICE

FEES COMMITTEE

OCTOBER 22 2014

PRESENT Marc Weinberg, Chair; Councillors Ram Aberasturia and Pat Harmon

ALSO Marcia Leclerc, Mayor
Ted Fravel, Parks and Recreation Director
Paul O'Sullivan, Grants Administrator
Anita Morrison, Town Councillor

CALL TO ORDER

Chair Weinberg called the meeting to order at 5:30 p.m.

APPROVAL OF MINUTES

July 14, 2014

MOTION By Ram Aberasturia
seconded by Pat Harmon
to **approve** the minutes of the July 14, 2014 Fees Committee meeting.
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

OLD BUSINESS

Dial-A-Ride and ADA Transportation Services

Discussion followed on ADA transportation services in surrounding towns. One of the issues talked about was the fact that ADA services in those towns only provide transportation within their town – they do not cross into another town.

MOTION By Ram Aberasturia
seconded by Pat Harmon
to **table** this item.
Motion carried 3/0.

NEW BUSINESS

ERASE

MOTION By Ram Aberasturia
seconded by Pat Harmon
to **recommend** that the Town Council approve a 3-year lease for ERASE (East of the River Action for Substance-Abuse Elimination) for 1,343.5 SF located at the former McCartin School, beginning on August 18, 2014 through August 17, 2017 as follows:

08/18/14 – 08/17/15	\$3.79/SF	\$5,091.08 annually
08/18/15 – 08/17/16	\$3.99/SF	\$5,360.57 annually
08/18/16 – 08/17/17	\$4.19/SF	\$5,629.27 annually

and reimburse the Town of East Hartford for a portion of the cost of utilities based on the amount of leased space.

Motion carried 3/0.

YMCA Day Care Center

MOTION By Ram Aberasturia
seconded by Pat Harmon
to **recommend** that the Town Council approve a 3-year lease for the YMCA Day Care Center of 5,144 SF located at the former McCartin School beginning August 18, 2014 through August 17, 2017 as follows:

08/18/14 – 08/17/15	\$2.87 SF	\$14,763.68 annually
08/18/15 – 08/17/16	\$3.07 SF	\$15,792.08 annually
08/18/16 – 08/17/17	\$3.27 SF	\$16,820.88 annually

and to reimburse the Town of East Hartford for a portion of utilities based on the amount of leased space.

Motion carried 3/0.

Friends of Center Cemetery

MOTION By Ram Aberasturia
seconded by Pat Harmon
to **recommend** that the Town Council approve the renewal of the lease for the Friends of Center Cemetery, Inc. for 763 SF located at the former McCartin School beginning August 1, 2014 through July 31, 2017 for \$1.00 per year, with no charge for utility consumption.
Motion carried 3/0.

Parking Lot: St. Isaac Jogues Church

MOTION By Ram Aberasturia
 seconded by Pat Harmon
 to **recommend** that the Town Council approve the renewal of the
 lease between St. Isaac Jogues Church and the Town of East
 Hartford for a parcel of land (.6488 acres) on the corner of Community
 Street and Home Terrace used as a paved parking lot, for a term of one
 year, expiring August 31, 2015, for the amount of \$1.00.
 Motion carried 3/0.

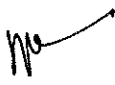
ADJOURNMENT

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

cc: Town Council
 Mayor Leclerc
 Ted Fravel, Parks and Recreation Director
 Paul O'Sullivan, Grants Administrator



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: October 28, 2014
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: 2014 Homeland Security Grant Program

The Town of East Hartford is again eligible to participate in annual grant opportunities from the federal government under the Homeland Security Grant Program (HSGP) through the Department of Emergency Services and Public Protection (DESPP) and the Department of Emergency Services and Public Protection (DESPP).

Participating with these programs will allow the Town of East Hartford and the Capitol Region Council of Governments to receive Federal funds to support emergency management and homeland security projects and programs that benefit the Town. The HSGP was established in 2003 and is designated to incorporate all projects that provide funding to local, state, and Federal government agencies by the Department of Homeland Security. The purpose of these grants is to purchase surveillance equipment, weapons, and advanced training for law enforcement personnel in order to heighten security. The Town has participated in this program since its inception.

Please place this information on the agenda for the November 5, 2014 meeting. I recommend that the Town Council approve this request as submitted by adopting the attached resolution in support thereof.

Cc: P. O'Sullivan, Grants Manager
E. Buckheit, Development Director
W. Perez, Assistant Fire Chief

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

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, do hereby certify that the following is a true and correct copy of a resolution adopted by the East Hartford Town Council of said corporation, at its duly called and held meeting on November 5, 2014, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED: that the Town of East Hartford may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, including the Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate for the Federal Fiscal Year 2014 Homeland Security Grant Program; and

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

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

IN WITNESS WHEREOF, I do hereunto set my hand and affixed the corporate seal of said Town of East Hartford this ____ day of November, 2014.

Angela M. Attenello
Town Council Clerk

seal

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Marcia A. Leclerc

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

SUBJECT: Council Resolution – FFY 2014 Homeland Security Grant Program

DATE: October 24, 2014

Attached is a draft resolution authorizing you to sign documents to be submitted to the state Department of Emergency Services and Public Protection (DESPP), Division of Emergency Management and Homeland Security (DEMHS), related to the Federal Fiscal Year 2014 State Homeland Security Grant Program (HSGP).

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

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

The HSGP was established in 2003 and is designated to incorporate all projects that provide funding to local, state, and Federal government agencies by the Department of Homeland Security. The purpose of these grants is to purchase surveillance equipment, weapons, and advanced training for law enforcement personnel in order to heighten security.

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

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on November 5, 2014. Please contact me at extension 7206 if you have any questions.

Attachment



Cc: Eileen Buckheit, Development Director
William Perez, Assistant Fire Chief

FULL FUNDING OPPORTUNITY ANNOUNCEMENT

I. Funding Opportunity Description

A. Program Summary

The FY 2014 HSGP is comprised of three interconnected grant programs:

- 
- 
- **State Homeland Security Program (SHSP):** SHSP supports the implementation of risk driven, capabilities-based State Homeland Security Strategies to address capability targets set in Urban Area, State, and regional Threat and Hazard Identification and Risk Assessments (THIRAs). The capability targets are established during the THIRA process, and assessed in the State Preparedness Report (SPR) and inform planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.
 - **Urban Areas Security Initiative (UASI):** The UASI program addresses the unique risk driven and capabilities-based planning, organization, equipment, training, exercise needs, of high-threat, high-density Urban Areas based on the capability targets identified during the THIRA process and associated assessment efforts, and assists them in building an enhanced and sustainable capacity to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.
 - **Operation Stonegarden (OPSG):** OPSG supports enhanced cooperation and coordination among local, Tribal, territorial, State, and Federal law enforcement agencies in a joint mission to secure the United States' borders along routes of ingress from international borders to include travel corridors in States bordering Mexico and Canada, as well as States and territories with international water borders.

All three programs are founded on risk-driven, capabilities-based strategic plans. These strategic plans outline capability requirements and inform how available funding may be applied to manage risk. For these plans to be effective, government officials and elected leaders, working with the whole community, must consider how to sustain current capability levels and address potential gaps to prevent, protect, mitigate, respond to, and recover from acts of terrorism and other disasters.

B. Program Priorities

The National Preparedness System is the instrument the Nation employs to build, sustain, and deliver core capabilities in order to achieve the National Preparedness Goal (the Goal) of a secure and resilient Nation. Complex and far-reaching threats and hazards require a collaborative and whole community approach to national preparedness that engages individuals, families, communities, private and nonprofit sectors, faith-based organizations, and all levels of government. The guidance, programs, processes, and systems that support each component of the National Preparedness System allows for the integration of preparedness efforts that build, sustain, and deliver core capabilities and achieve the desired outcomes identified in the Goal. The purpose of the HSGP is to prevent terrorism and to prepare the Nation for the threats and hazards that pose the

greatest risk to the security of the United States; therefore, HSGP funded investments must have a terrorism-nexus.

To evaluate National progress in building, sustaining, and delivering the core capabilities outlined in the Goal, FEMA annually publishes the National Preparedness Report (NPR). Looking across all 31 core capabilities outlined in the Goal, the NPR provides a National perspective on critical preparedness trends for whole community partners to use to inform program priorities, allocate resources, and communicate with stakeholders about issues of shared concern.

Grantees are expected to consider National areas for improvement identified in the 2013 National Preparedness Report, which include cybersecurity, recovery-focused core capabilities, the integration of individuals with access and functional needs, enhancing the resilience of infrastructure systems, and maturing the role of public-private partnerships. Addressing these areas for improvement will enhance preparedness Nation-wide.

In addition, the Department of Homeland Security expects grantees to prioritize grant funding to address gaps identified through the annual SPR in achieving capability targets set through the annual THIRA. These assessments identify the jurisdictions' capability targets and current ability to meet those targets. Grantees should prioritize grant funds to increase capability for high-priority core capabilities with low capability levels.

Minimum funding amounts are not prescribed by the Department for these priorities; however, grantees are expected to support state, local, regional, and National efforts in achieving the desired outcomes of these priorities.

Appendix B also includes other areas where funding can be applied to strengthen preparedness efforts.

II. Funding Information

A. Available funding for the FOA \$1,043,346,000

HSGP Programs	FY 2014 Allocation
State Homeland Security Program	\$401,346,000
Urban Areas Security Initiative	\$557,000,000
Operation Stonegarden	\$55,000,000
Total	\$1,043,346,000

For details on program-specific funding amounts, refer to Appendix A – FY 2014 Program Allocations.

B. Period of Performance Twenty-four (24) months

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD

Police Department

SCOTT M. SANSOM
CHIEF OF POLICE

East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

October 20, 2014

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

**Re: Outdoor Amusement Permit Application -
"Holiday Fest - 2014"**

Dear Chairman Kehoe:

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

- Tree-lighting ceremony with music and singing to be held on the lawn of the **Town Green on Friday, December 5th**, between the hours of **6:30 and 7:30 PM**.
- Miscellaneous activities including an outdoor petting zoo, horse drawn wagon and a snowman building contest to be held on the **Town Green on Sunday, December 7th**, between the hours of **12:00 PM and 3 PM**.
- Tree of Lights ceremony with music to be held on the lawn of **Town Hall on Monday, December 8th**, between the hours of **6 PM to 6:30 PM**.

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

The **Risk Management Department** states that Certificates of Insurance from the Petting Zoo owner and the horse drawn carriage owner/operation will be required.

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

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

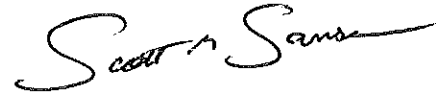
The **Public Works Department** recommends approval of the application and states that the anticipated cost to the Department is **\$600.00**

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

- The sites are suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the areas have sufficient parking available.

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, reading "Scott M. Sansom". The signature is fluid and cursive, with the first name "Scott" and last name "Sansom" clearly legible.

Scott M. Sansom
Chief of Police

Cc: Applicant

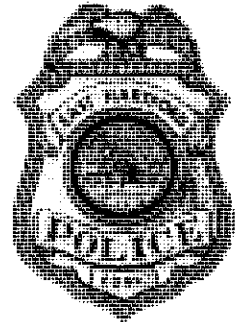
TOWN OF EAST HARTFORD POLICE DEPARTMENT



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:
HOLIDAY FEST 2014
2. Date(s) of Event:
Fri., Dec. 5, Sun., Dec. 7, Mon., Dec. 8
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) :
Patricia Ann Sirois, 45 Jefferson Lane, East Hartford 06118. Home:
860-568-0065; cell: 860-416-8345; email: pasirois@comcast.net
Chair of EH Beautification and Chair of Holiday Fest
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.
5. List the location of the proposed amusement: (Name of facility and address)
Town Green and Lawn of Town Hall
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
12/5: 6:30 to 7:30pm; 12/7: Noon to 3 pm; 12/8: 6 to 6:30 pm.
7. Provide a detailed description of the proposed amusement:
12/5: Beautification Comm. Tree Lighting: Carol Sing with Santa. 12/7: Outdoor Petting Zoo, Snow Building Contest and Horse Drawn Wagon. 12/8: Tree of Lights with Carol Sing.

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)? 12/5: one hour; 12/8: 1/2 hour

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

All Ages

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

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

Fri., Dec. 5-6:30-7:30--300; Sun., Dec. 7-Noon-3-250; Mon. Dec 8-6-6:30-25

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:

No Impact

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

Activities occur off-street allowing for curbside parking of emergency vehicles.

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

Police take care of parking.

- d. Noise impact on neighborhood:

None

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

Parks & Rec. staff attend to debris pick up.

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

None

- g. Other expected influence on surrounding neighborhood:

12. Provide a detailed plan for the following:

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

There are police on duty with cell phones available.

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

All activities take place with cell phones available.

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

Not anticipated activities will necessitate on-site emergency personnel.

- d. Crowd control plan:

Police on Town Green have been sufficiently planned for purpose.

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

Parks & Rec. has been responsible for this in past.

- f. Provision of sanitary facilities:

None needed.

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

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:

Patricia Ann Sirois

(Legal Name of Applicant)

Patricia A. Sirois

(Applicant Signature)

Patricia Ann Sirois

(Printed Name)

10/06/14

(Date Signed)

Chair, Holiday Fest

(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:

Carol Stank

Employee Number.

9019

Date & Time Signed:

Oct 6, 2014

11:20 AM ~~PM~~

Time remaining before event:

30th

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.

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: **December 5, 7 & 8, 2014**

Event: **Holiday Fest 2014**

Applicant: **Patricia A. Sirois, Holiday Chair**

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

10/20/2014

Signature

Date

Comments:



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: December 5, 7 & 8, 2014

Event: Holiday Fest 2014

Applicant: Patricia A. Sirois, Holiday Chair

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

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- ☐ 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 _____

Michael O'Connell
Signature

10/7/14
Date

Comments:



Scott M. Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **December 5, 7 & 8, 2014**

Event: **Holiday Fest 2014**

Applicant: **Patricia A. Sirois, Holiday Chair**

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- ☒ 1. the application be approved as submitted.
- ☐ 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
- ☐ 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- ☐ Fire Department
- ☐ Health Department
- ☒ Parks & Recreation Department
- ☐ Public Works Department
- ☐ Corporation Counsel
-
- ☐ Anticipated Cost(s) if known \$0.00

Ted Fravel

Signature

10/17/14

Date

Comments:

Frank, Carol

From: Milkove, Tess
Sent: Thursday, October 09, 2014 11:26 AM
To: Frank, Carol
Cc: Bockus, Tim; Horan, Denise
Subject: RE: Holiday Fest 2014

Carol,

I have reviewed this application and Pursuant to Town Ordinance 5.3. I recommend that the application be approved. Estimated cost to the department is \$600.

Thanks,

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: Monday, October 06, 2014 11:35 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: Holiday Fest 2014

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 **Monday, October 20, 2014.** 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: Monday, October 06, 2014 12:23 PM
To: Frank, Carol
Subject: RE: Holiday Fest 2014

I have no comments or concerns.

From: Frank, Carol
Sent: Monday, October 06, 2014 11:35 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: Holiday Fest 2014

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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

Frank, Carol

From: Bennett, Cindy
Sent: Monday, October 06, 2014 11:44 AM
To: Frank, Carol
Subject: RE: Holiday Fest 2014

Carol-we will need an ins. certificate from the petting zoo owner and the horse drawn carriage owner/operator. Thanks

From: Frank, Carol
Sent: Monday, October 06, 2014 11:35 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: Holiday Fest 2014

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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

Frank, Carol

From: DeMaine, Michael
Sent: Tuesday, October 07, 2014 7:17 AM
To: Frank, Carol
Cc: Sansom, Scott
Subject: RE: Holiday Fest 2014

I see no issue with this application. Please add to special events calendar.

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

From: Frank, Carol
Sent: Monday, October 06, 2014 11:35 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
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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

Insp. & Permits

Frank, Carol

From: Grew, Greg
Sent: Monday, October 06, 2014 11:40 AM
To: Frank, Carol
Subject: RE: Holiday Fest 2014

Carol:

Per town ordinance 5-3 my review and approval is not required. Permit may be required for temporary installations of utilities, tents or other structures.

Thanks

Greg

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
Cell (860)874-8034
www.easthartfordct.gov

-----Original Message-----

From: Frank, Carol
Sent: Mon 10/6/2014 11:34 AM
To: Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Milkove, Tess; O'Connell, Michael; Perez, William; Sansom, Scott; Stokes, Gloria; Uhrig, Jim
Subject: Holiday Fest 2014

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Thank you.

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