

Robert J. Possek

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

2015 NOV 16 A 10:17

TOWN CLERK
EAST HARTFORD

NOVEMBER 17, 2015

7:00P.M. Executive Session

REVISED 11-16-15

=====

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. Daniel Harper – 2015 CT Veterans Parade Student Essay Winner
 - B. Anita Morrison
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 20, 2015 Executive Session
 - B. October 20, 2015 Regular Meeting
 - C. November 9, 2015 Organizational Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. 2015-2017 Committee Assignments
 - B. Resignation of Michael Kurker from Zoning Board of Appeals
 - C. Resignation of J. Roger Pelletier from Commission on Veterans' Affairs
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Outdoor Amusement Permit: 2015 Holiday Fest
 - B. Recycling Incentive Grants Program
 - C. Local Prevention Council Grant (ERASE)
 - D. Appointment to Commission on Aging: Joanne Fulk
 - E. 2016 Town Council Meetings Schedule
 - F. 2016-2017 Budget Workshop Schedule
 - G. Refund of Taxes
 - H. **Brownfields Area-wide Revitalization Grant**
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
 - A. *Huaman v. Sirois et al* Docket # 13CV484(DJS)

11. OPPORTUNITY FOR RESIDENTS TO SPEAK
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
12. ADJOURNMENT (next meeting: December 8th)

Resolution Honoring Anita Domler Morrison

Whereas, Anita Domler Morrison grew up in East Hartford's well known Mayberry Village in East Hartford and attended Mayberry Elementary School ,O'Brien Middle School and graduated in 1976 from East Hartford High School ; and

Whereas, Anita married John Morrison in 1978 and raised two sons, Jeremy and Gregg in East Hartford; and

Whereas, Anita's urge to help people in many different ways led to her whole-hearted involvement as a parishioner of St Mary's Church as well as Director of St. Mary's Food Bank from 2005 to the present as well as Vice President of St. Mary's Women's Club; and

Whereas, Anita was involved in the Cub Scouts & Boy Scouts, served in every office of the Parent and Teacher Organization of her sons' schools, as well as volunteering at Birthright and St. Gerard Center for Life; and

Whereas, Anita worked as a Property Manager, Legal Assistant and Office Manager as well as holding a Real Estate Agent's license for over 10 years; and

Whereas, Anita ran and served on the Board of Education from 2007 to 2011 also serving as a member of Future Planning Committee, as well as Committee Chair of that committee in 2010-2011, on the Policy & Audit Committee, Child Plan and Public Building Commission; and

Whereas, Anita ran and served on the East Hartford Town Council from 2013 - 2015 also serving as a member of the Budget Committee, Personnel & Pension Committee, Public Building Commission ,the Real Estate &Acquisition and Disposition Committee.

NOW THEREFORE BE IT RESOLVED:

That the East Hartford Town Council, governing body of the Town of East Hartford, along with Mayor Marcia A. Leclerc, hereby express the community's gratitude for the compassion, integrity and devotion that Anita Domler Morrison has displayed in service to the residents of East Hartford, Connecticut and thank her for that service.

*Dated this 17th day of November, 2015
in the Town of East Hartford, Connecticut*

Marcia A. Leclerc, Mayor

*Richard F. Kehoe, Chair
William P. Horan, Jr., Vice Chair
Linda A. Russo, Majority Leader
Esther B. Clarke, Minority Leader
Marc I. Weinberg
Ram Aberasturia
Joseph R. Carlson
Patricia Harmon
Michael G. Kurker*

Robert F. Kehoe

2015 OCT 26 A 10:05

TOWN COUNCIL MAJORITY OFFICE

OCTOBER 20, 2015

TOWN CLERK
EAST HARTFORD

EXECUTIVE SESSION

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., 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

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:03 p.m.

MOTION By Esther Clarke
seconded by Bill Horan
to **go into** Executive Session to discuss the pending personal
injury claim of Brittany Cone.
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** (7:22 p.m.)
Motion carried 8/0.

Attest *Richard F. Kehoe*
Richard F. Kehoe
Town Council Chair

Clair J. Beck

EAST HARTFORD TOWN COUNCIL

2015 OCT 26 A 10:05

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

OCTOBER 20, 2015

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., 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 7:35 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.

AMENDMENTS TO THE AGENDA

MOTION By Ram Aberasturia
seconded by Anita Morrison
to **amend** the agenda by adding, under New Business, item 8. G. entitled
"Recommendation from the Investigations & Audit Committee re: Tax
Department Internal Audit".
Motion carried 8/0.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Janice Mastropasqua, 42 Hills Street, spoke against the proposed revisions to the ordinance regarding the keeping of hens and chickens.

Susan Kniep, 50 Olde Roberts Street, (1) asked that any tax appeal cases approved by the Council have the tax differential included in the motion; (2) asked that all law suits include a docket number so the residents can access the details on the state's website; (3) is opposed to a casino in East Hartford and suggested that the issue be included in a referendum so the citizens of East Hartford can voice their opinion; and (4) is opposed to the City and Town Development Act that is part of the referenda for November.

Tim Siggia, 145 Arbutus Street; John Finn, 285 School Street; and Don Sugalski, 1736 Main Street are opposed to a casino in East Hartford.

Mike Kurker, 38 Prasser Drive, had concerns regarding traffic generated by a casino in the Silver Lane area.

Mayor Leclerc (1) stated that the City and Town Development Act on November's referendum is not connected to the casino; (2) reminded citizens that taxes are based on assessment value; (3) the textile collection at the town's transfer station has been very successful; (4) five Public Works employees who attended the Connecticut Association of Street and Highway Officials Snow Plow Safety Rodeo received commendations for their skills in operating snowplows; (5) today at Town Hall, Mayor Leclerc recognized October as Breast Cancer Awareness month; (6) leaf collection will begin November 2nd –

sections 6-5, 6-8 and 6-10 regarding the keeping of swine and poultry, consistent with the draft dated September 14, 2015 which was unanimously approved at the Ordinance Committee meeting held September 14, 2015.
Motion carried 8/0.

NEW BUSINESS

Response to MMCT RFP: Tribal Casino

MOTION By Bill Horan
 seconded by Marc Weinberg
 to **adopt** the following resolution:

Whereas, the Mashantucket Pequot and Mohegan Tribes have formed a partnership entitled MMCT Venture LLC and have issued a request for proposals (RFP) pursuant to Special Act 15-7; and

Whereas, the RFP asks for proposals from towns that "wishes to become home to the Facility that will provide significant and lasting benefits to the residents of the community, the region and the State of Connecticut and will deliver an overall experience that residents and tourists will enjoy for years to come; and

Whereas, the RFP describes the Facility as one "that would service 10,000 visitors daily" and "would be programmed to provide ample parking, food and beverage and other amenities that would result in a first class experience for these visitors and would complement the existing assets of the community and region; and

Whereas the RFP says that "the RFP does not constitute an offer of any nature to any respondent"; and

Whereas, any casino constructed in East Hartford, if the town were selected, would be subject to further action by the Connecticut General Assembly and further review and approval by the town and Town Council of any final project.

NOW THEREFORE BE IT RESOLVED that the Town Council:

Appreciates the opportunity for underutilized property consisting of Showcase Cinema and other surrounding properties to be developed into a vibrant commercial facility; and

Desires to work with the Mashantucket Pequot and Mohegan Tribes for whom we have great respect and any other individual wishing to bring jobs and economic development to the town; and

Recognizes the professional, quality operation of casinos in Connecticut by the Mashantucket Pequot and Mohegan Tribes; and

Wishes to see a facility that will (1) provide significant dollars annually in additional property tax and other revenue to the town, (2) employ hundreds of workers including residents of East Hartford, (3) include a plan agreeable to the town to reduce any negative traffic impact on Silver Lane and the surrounding areas; (4) consist of restaurants, bars and other entertainment facilities that will attract non-gaming consumers; and (5) include a cooperative arrangement with the East Hartford Police Department to minimize or prevent criminal activities within the facility and in the town; and

With these findings in mind and recognizing any final facility and project would be subject to additional review and approval, authorizes the mayor to file a proposal involving the Showcase Cinema site and surrounding underutilized properties.

On call of the vote, motion carried 7/1. Nay: Morrison

Dial-A-Ride Operating Systems Grant

MOTION By Linda Russo
 seconded by Anita Morrison
 to **adopt** the following resolution:

WHEREAS: The Greater Hartford Transit District has made available Operating Assistance Grant Funds for Fiscal Year 2015-2016; 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 \$14,133.00 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.

Homeland Security Grant Program

MOTION By Ram Aberasturia
seconded by Anita Morrison
to **adopt** the following resolution:

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 2015 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.

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

Refund of Taxes

MOTION By Marc Weinberg
seconded by Ram Aberasturia
to **refund** taxes in the amount of \$3,689.34
pursuant to Section 12-129 of the Connecticut General Statutes.
Motion carried 8/0.

Bill	Name	Prop Loc/Vehicle Info.	Int Paid	L/F Paid	Over Paid
2012-03-0051277	ANKOMAH ANITA	2010/2T3ZF4DV0AW022922	18.94	5	-553.38
2013-03-0051310	ANKOMAH ANITA	2010/2T3ZF4DV0AW022922	44.71	5	-546.39
2014-03-0051908	ASUBONTENG EVANS AMPONSA	1994/1HGCD555XRA109514	0	0	-63.61
2014-03-0054694	BUD BEHLING LEASING	2012/1FTNE2EW7CDA70897	0	0	-49.58
2013-03-0058904	DAVIDSON CHARLES A	2013/YV1612FS4D1216245	0	0	-47.35
2014-03-0060098	DL PETERSON TRUST	2004/1XKDDU9X34J055138	0	0	-299.92

Tax Department Internal Audit

MOTION By Bill Horan
 seconded by Anita Morrison
 to **accept** the internal audit performed by BlumShapiro and approved by
 the Investigations & Audit Committee at their October 20, 2015 meeting,
 entitled "Departmental Operational Controls Assessment Findings and
 Recommendations Final Version, August 2015".
 Motion carried 8/0.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Ram Aberasturia commented on the need for repairs to the driveway at the Food Bank. *The Mayor will look into where the property line is on the driveway and see if anything can be done.*

Anita Morrison announced that 2 area restaurants – Al Fresco's and C&E Pizza – will hold a fund raiser on Sunday, November 1st to benefit local food banks. Additionally, the annual food drive will be held on Saturday, November 7th.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Personal Injury Claim of Brittany Cone

MOTION By Linda Russo
 seconded by Marc Weinberg
 to **accept** the recommendation of Corporation Counsel to settle the pending
 superior court action known as Brittany Cone v Town of East Hartford, et al,
 Docket No. CV-15-6060022S, for the total sum of \$22,500.00.
 Motion carried 8/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

Susan Kniep (1) commended Councillor Morrison for her stance on the resolution concerning the possibility of a tribal casino; (2) inquired on the availability of the completed RFP to the public; (3) asked if there has been any discussion on abating property taxes for the casino; and (4) believes that the tax differential for any tax appeal cases settled should be included in the motion.

Marc Weinberg acknowledged the birthdays of Ram Aberasturia, Peg Byrnes and Ellen McCreery.

Anita Morrison reminded all that Tuesday November 3rd is Election Day.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Bill Horan
 to **adjourn** (9:24 p.m.).
 Motion carried 8/0.

The Chair announced that the next regular meeting of the Town Council would be held on November 17th.

Attest Angela M. Attenello
 Angela M. Attenello
 TOWN COUNCIL CLERK

Robert J. Pasek

TOWN COUNCIL CHAMBER
EAST HARTFORD, CONNECTICUT
NOVEMBER 9, 2015

2015 NOV 12 A 8:33

TOWN CLERK
EAST HARTFORD

ORGANIZATIONAL MEETING

PRESENT Richard F. Kehoe, William P. Horan, Jr., Marc I. Weinberg, Linda A. Russo, Ram Aberasturia, Joseph R. Carlson, Patricia Harmon, Esther B. Clarke and Michael G. Kurker

CALL TO ORDER

In accordance with Section 3.2(a) of the Town Charter, Mayor Marcia A. Leclerc called the meeting to order at 7:30p.m. She announced the exit locations in accordance with Connecticut General Statutes § 29-381, after which the Council joined her in the pledge of allegiance.

Mayor Leclerc stated that she was sworn in as Mayor on Monday, November 9, 2015, at approximately 4:00PM by Robert Pasek, Town Clerk. She then read the following section from the Town Charter which defines this organizational meeting:

Sec. 3.2 Presiding Officer and Clerk

(a) With the Mayor presiding, the Town Council shall meet at seven thirty p.m. on the second Monday in November, 1969 and biennially thereafter, and shall choose one of its members to be Chairperson of said Council to preside at all meetings, but such office shall not deprive such Chairperson the right to vote on any question.

(b) The Chairperson shall also be the Deputy Mayor and shall exercise the powers and duties of the Office of Mayor in the event of the absence, death, disability or resignation of the Mayor. The fact of disability of the Mayor shall be determined by an affirmative vote of eight of the members of the Council and shall continue for such time until a majority of the Council members determine that such disability no longer exists. If the Deputy Mayor shall assume the powers and duties of the Mayor until the next biennial election, the Deputy shall resign from the Council, and the Council shall fill the vacancy for the remainder of the Council's term. During all other periods when the Deputy Mayor exercises the powers and duties of Mayor, he or she shall retain his or her vote as a Councillor.

(c) Upon selection of a Chairperson, the Town Council shall elect one of its members to the office of Vice Chairperson who shall assume the Chairperson's duties in his or her absence including powers and duties of Deputy Mayor.

(d) At such meeting, and biennially thereafter, the Council shall also select a Clerk of the Council who shall receive and transmit communications for the Council and shall keep the records of its meetings and transactions in accord with the provisions of this Charter, the Ordinances, and Rules of the Council and perform such other services for the Council as may by resolution be prescribed.

Mr. Pasek then administered the Oath of Office to the following elected officials:

TOWN COUNCIL

Ram Aberasturia
Joseph Carlson
Esther B. Clarke
Patricia Harmon
William P. Horan, Jr.
Richard F. Kehoe
Michael Kurker
Linda Russo
Marc I. Weinberg

BOARD OF EDUCATION

Harry Amadasun, Jr. – not present
Shelby Brown
Marilyn Pet
Dorese Roberts
Thomas Rup – not present
Valerie Scheer
Stephanie Watkins

SELECTMEN

Robert Falkevitz
Rob Rosa
Richard Torpey

CONSTABLES

Charles Clarke
Catherine Condio – not present
Lydia Gonzalez
Patricia Perron
Gerald Poehler
Susan Tukey
Tia Woods – not present

TOWN TREASURER

Donald Currey

NOMINATION OF COUNCIL CHAIR/DEPUTY MAYOR

MOTION

By Bill Horan
seconded by Linda Russo
to **nominate** Richard F. Kehoe as Chair of the Town Council
Motion carried 9/0.

NOMINATION FOR VICE CHAIR

MOTION By Marc Weinberg
 seconded by Ram Aberasturia
 to **nominate** William P. Horan, Jr. as Vice Chair of the Town Council.
 Motion carried 9/0.

NOMINATION OF COUNCIL CLERK

MOTION By Ram Aberasturia
 seconded by Esther Clarke
 to **appoint** Angela Attenello as Council Clerk.
 Motion carried 9/0.

RESOLUTION RELATING TO TIME, PLACE AND PROCEDURE FOR REGULARLY SCHEDULED AND SPECIAL COUNCIL MEETINGS

MOTION By Linda Russo
 seconded by Esther Clarke
 to **adopt** the following resolution:

Whereas, Section 3.3(a) of the Town Charter of the Town of East Hartford requires that a resolution be adopted at this meeting governing the time and place of regularly scheduled meetings, and provide for the calling of Special Meetings.

NOW, THEREFORE, BE IT RESOLVED:

That the East Hartford Town Council meets regularly on the first and third Tuesdays of each month at 7:30 p.m., and at such other times as the Council shall designate, in the Council Chamber in the Town Hall of the said Town of East Hartford and at such other places as the Council shall designate.

Also, according to Section 3.3(a) of the Town Charter, that the Chair shall have the power to call a Special Meeting of the Council at any time and shall call such meeting whenever requested by one-third or more of the Councillors.

BE IT FURTHER RESOLVED:

That Robert's Rules of Order shall govern parliamentary procedure at all Town Council meetings, with the exception that (1) the Chair shall not be required to restate the motion of any Council member unless requested by another Councillor, or when in the discretion of the Chair, such restatement is necessary to avoid any confusion as to the motion; and (2) where such rules are in conflict with the provisions of the State Statutes, the Town Charter, or Town Ordinances.

On call of the vote, motion 9/0.

SELECTION OF MAJORITY AND MINORITY LEADERS

Chair Kehoe announced that Linda Russo will serve as the Majority Leader and Esther Clarke will serve as the Minority Leader.

Chair Kehoe announced that the next regular Town Council meeting will be November 17th.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Bill Horan
 to **adjourn** (7:54 p.m.)
 Motion carried 9/0.

Attest Angela M. Attenello
Angela M. Attenello
TOWN COUNCIL CLERK

COMMITTEE ASSIGNMENTS

2015-2015 (11-17-15)

Economic Development

Ram Aberasturia
Pat Harmon

Education, Board of (Liaison)

Rich Kehoe
Mike Kurker

EMS

Linda Russo
Pat Harmon

Fees Committee

Marc Weinberg, Temp Chair
Ram Aberasturia
Pat Harmon

Housing Authority (Liaison)

Joe Carlson
Esther Clarke

Investigation & Audit Com.

Bill Horan, Temp Chair
Ram Aberasturia
Esther Clarke

M.D.C. (Liaison)

Bill Horan

Ordinance Committee

Rich Kehoe, Temp Chair
Bill Horan
Esther Clarke

Personnel & Pensions

Marc Weinberg, Temp Chair
Joe Carlson
Mike Kurker

Public Building Commission

Rich Kehoe
Mike Kurker

Real Estate Acq. & Disp. Com.

Linda Russo, Temp Chair
Bill Horan
Mike Kurker

Pension & Retiree Benefit Board

Esther Clarke

Riverfront Recapture (Liaison)

Marc Weinberg

Tax Policy Committee

Bill Horan, Temp Chair
Marc Weinberg
Pat Harmon

Town Owned Property Other Than RE

Marc Weinberg, Temp Chair
Rich Kehoe
Pat Harmon

Budget Committee

Ram Aberasturia, Temp Chair
Joe Carlson
Mike Kurker



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 12, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc
RE: RESIGNATION – Zoning Board of Appeals

Attached is a copy of a letter received from Michael Kurker, who is resigning from the Zoning Board of Appeals.

Please place this resignation on the November 17, 2015 agenda and share our appreciation as a community for the valuable service Mike has provided by volunteering his time on this board.

Thank you.

C: R. Pasek, Town Clerk

Robert J. Pasek

2015 NOV 10 A 8:14

Zoning Board of Appeals

November 9, 2015

OWN CLERK
EAST HARTFORD

Chairman Torpey,

This letter is to inform you that I must resign as an alternate on the Zoning Board of Appeals because of my recent election to the East Hartford Town Council. I enjoyed my time on the Zoning Board of Appeals and sincerely appreciate working with you and all of the board members. Serving on this board was truly a wonderful learning experience.

Thank you very much,

Michael J. Kurker

Mike Kurker

38 Prasser Drive

CC: Robert J. Pasek, East Hartford Town Clerk
Mary J. Mourey, Acting Republican Town Chair



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 12, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESIGNATION – Commission on Veterans Affairs

Attached is a copy of a letter received from J. Roger Pelletier, who is resigning from the Commission on Veterans Affairs.

Please place this resignation on the November 17, 2015 agenda and share our appreciation as a community for the valuable service Roger has provided by volunteering his time on this Commission.

Thank you.

C: R. Pasek, Town Clerk

COMMISSION VETERANS AFFAIRS:

DATE: 10-6-2015

COMMISSIONER, BERNIE CORONA

THIS TO NOTIFY YOU I MUST RESIGN FROM THIS
COMMISSION DUE TO MY POOR HEALTH.

THANK YOU FOR YOUR UNDERSTANDING...

J. ROGER PELLETIER
61 BEACON HILL RD

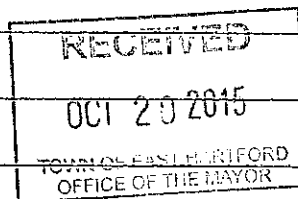
J. Roger Pelletier

C.C: E.H. TOWN CLERK

MR. ROBERT PASEK

E.H. REP TOWN CHAIR

MRS. MARY MOUREY,



RECEIVED
EAST HARTFORD

2015 OCT 16 A 8:04

Robert J. Pate

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD

Police Department

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

November 2, 2015

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

**Re: Outdoor Amusement Permit Application -
"Holiday Fest - 2015"**

Dear Chairman Kehoe:

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

- Tree-lighting ceremony with music and a Carol sing with Santa to be held on the lawn of the **Town Green** on **Friday, December 4th**, 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 6th**, between the hours of **12:00 PM and 3 PM.**
- Tree of Lights ceremony with Carol sing to be held at the **small green in front of 886 Main Street (Hartford East Apartments)** on **Monday, December 7th**, 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 and vendors 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 these events.

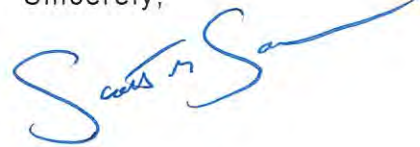
The **Public Works Department** recommends approval of the application and states that **the anticipated cost to the Department is \$500.00.**

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.
- **There are no anticipated costs to the Department** for these events.

Respectfully submitted for your information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Scott M. Sansom", with a stylized flourish 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:
HOLIDAY FEST 2015
2. Date(s) of Event:
Fri., Dec. 4, Sun., Dec. 6, Mon., Dec. 7
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 Small Green in Front of Hartford East Apartments at 886 Main⁺
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):
(Town Green)12/4: 6:30 to 7:30pm; 12/6: Noon to 3 pm/ 12/7: 6 to 6:30 pm.
7. Provide a detailed description of the proposed amusement:
12/4: Beautification Comm. Tree Lighting: Carol Sing with Santa. 12/6: Outdoor Petting Zoo, Snow Building Contest and Horse Drawn Wagon at Town Green.
12/7: Tree of Lights with Carol Sing at Green in front of Hartford East Apartments, 886 Main St.

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)? 12/4: one hour; 12/7: 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. 4-6:30-7:30--300; Sun., Dec. 6-Noon-3-250; Mon. Dec 7-6-6:30-25

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)

10/15/15

(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: Paul Frank
Employee Number. 9019
Date & Time Signed: 10-16-11 8:25 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.



J. Cordier – Health Director
 Scott M. Sanson
 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 4, 6 & 7, 2015**

Event: **Holiday Fest 2015**

Applicant: **Patricia Ann Sirois, Event Chairperson**

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
 Signature

October 29, 2015

Date

Comments:

Heath Dept



J. Gordier – Health Director
 Scott M. Sanson
 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 4, 6 & 7, 2015**

Event: **Holiday Fest 2015**

Applicant: **Patricia Ann Sirois, Event Chairperson**

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

Michael S. O'Connell
 Signature

10/21/15
 Date

Comments:



J. Cordier – Health Director
 Scott M. Sanson
 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 4, 6 & 7, 2015**

Event: **Holiday Fest 2015**

Applicant: **Patricia Ann Sirois, Event Chairperson**

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 \$0.00

Ted Fravel

Signature

10/29/15

Date

Comments:

Frank, Carol

From: Schwartz, Tess
Sent: Monday, October 19, 2015 7:51 AM
To: Frank, Carol
Cc: Bockus, Tim
Subject: RE: 2015 Holiday Fest
Attachments: 2015 Holiday Fest.pdf

Carol,

I have reviewed this application and Pursuant to Town Ordinance 5.3, I recommend that the application be approved as submitted. The anticipated cost to the department for this event is \$500.

Tess Schwartz, 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: Friday, October 16, 2015 8:44 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; O'Connell, Michael; Perez, William; Sansom, Scott; Schwartz, Tess; Stokes, Gloria; Uhrig, Jim
Subject: 2015 Holiday Fest

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 Friday, October 30, 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

Frank, Carol

From: Gentile, Richard
Sent: Friday, October 16, 2015 3:22 PM
To: Frank, Carol
Subject: RE: 2015 Holiday Fest

I have no comments or concerns with this application.

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

From: Frank, Carol
Sent: Friday, October 16, 2015 8:44 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; O'Connell, Michael; Perez, William; Sansom, Scott; Schwartz, Tess; Stokes, Gloria; Uhrig, Jim
Subject: 2015 Holiday Fest

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 **Friday, October 30, 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, October 16, 2015 8:48 AM
To: Frank, Carol; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John
Cc: Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Hawkins, Mack; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sansom, Scott; Schwartz, Tess; Stokes, Gloria; Uhrig, Jim
Subject: RE: 2015 Holiday Fest

Hello Carol--We will need insurance certificates from the petting zoo and horse drawn wagon vendors. The commission and park and rec activities would fall under the towns self insured program.

Cindy Bennett, Risk Manager
Town of East Hartford,
740 Main St.
East Hartford, CT 06108

From: Frank, Carol
Sent: Friday, October 16, 2015 8:44 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; O'Connell, Michael; Perez, William; Sansom, Scott; Schwartz, Tess; Stokes, Gloria; Uhrig, Jim
Subject: 2015 Holiday Fest

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 Friday, October 30, 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: DeMaine, Michael
Sent: Thursday, October 29, 2015 8:50 AM
To: Frank, Carol
Subject: Re: Holiday Fest

Carol,

I see no additional cost for the police department for Holiday Fest events.

Sgt. Mike DeMaine

Sent from my iPhone

On Oct 29, 2015, at 08:06, Frank, Carol <CFrank@easthartfordct.gov> wrote:

Good morning all.

Just a reminder that your review for the above captioned event is due tomorrow. Thank you.

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: Friday, October 16, 2015 8:47 AM
To: Frank, Carol
Subject: Re: 2015 Holiday Fest

Per Ordinance 5-3 my review is not required, however 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

From: Frank, Carol
Sent: Friday, October 16, 2015 8:44 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; O'Connell, Michael; Perez, William; Sansom, Scott; Schwartz, Tess; Stokes, Gloria; Uhrig, Jim
Subject: 2015 Holiday Fest

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 **Friday, October 30, 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



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 12, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: Recycling Incentive Grants Program

Attached is a draft resolution, to be approved by the Town Council, which will allow the town to apply for funding through the Connecticut Department of Energy and Environmental Protection (DEEP) through the Recycling Incentives Grant Program.

As part of the Municipal and Regional Recycling Assistance Program this new initiative provides funding to municipalities actively engaged in reducing solid waste.

The grants are divided into three categories-Recycling Rewards, Unit-Based Pricing Programs, and Waste Reduction Initiatives. The Department of Public Works and the Grants Administration will be developing applications for funding through two categories: Recycling Rewards, and Waste Reduction Initiatives.

Plans for use of funds and additional information regarding funding amounts are attached.

Please place this information on the agenda for the November 17, 2015 meeting. I recommend that the Town Council approve this request as submitted by adopting the attached resolution in support thereof.

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 9th day of November, 2015

R E S O L U T I O N

WHEREAS; the Connecticut Department of Energy and Environmental Protection (DEEP) has made funding available to municipalities and regions through the Recycling Incentive Grants Program, and

WHEREAS these funds are one component of the Municipal and Regional Recycling Assistance Program which supports Connecticut's Solid Waste Management Plan to increase diversion from disposal by 60% through targeted technical assistance and incentives,

NOW THEREFORE LET IT BE RESOLVED; that Marcia A. Leclerc, 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 DEEP as they pertain to this Recycling Incentive Grants Program.

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 November, 2015.

Seal

Signed: _____
Angela M. Attenello, Council Clerk

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Marcia A. Leclerc
FROM: Paul O'Sullivan, Grants Manager *PMO*
SUBJECT: Council Resolution – Recycling Incentive Grants Program
DATE: November 2, 2015

Attached is a draft resolution authorizing you to apply to the Connecticut Department of Energy and Environmental Protection (DEEP) for funding under the Recycling Incentive Grants Program.

The Recycling Incentive Grants Program is a new initiative that offers funding to municipalities and regional organizations actively engaged in reducing solid waste, reducing disposal costs and increasing reuse and recycling. This program is one component of the Municipal and Regional Recycling Assistance Program which supports Connecticut's Solid Waste Management Plan to increase diversion from disposal by 60% through targeted technical assistance and incentives.

The grants are divided into three categories: Section 1 – Recycling Rewards, Section 2 – Unit-Based Pricing Programs, and Section 3 – Waste Reduction Initiatives.

Section 1 – Recycling Rewards seeks to compensate municipalities that have strong waste prevention, reuse, recycling and composting programs and encourage them to continue their waste diversion efforts. Rewards may be used towards designated activities and equipment that enhance existing solid waste reduction and recycling programs. The maximum reward for towns with a population from 25,000 to 69,999 is \$18,000.

Section 2 – Unit-Based Pricing Programs are designed for Connecticut municipalities and regional entities seriously considering the implementation of a unit-based pricing (UBP) program. UBP is a method of charging for trash disposal based on the amount disposed in the same way that residents are charged for electricity, gas and other utilities.

Section 3 – Waste Reduction Initiatives are designed to support municipal and regional initiatives that will result in additional materials diverted from disposal with the goal of reaching 60% recycling by 2024. These funds can be used to implement new or enhance existing waste prevention, reuse and recycling programs. The maximum award under this program is \$20,000.

-more-

The Department of Public Works and the Grants Administration Office are in the process of developing applications for Sections 1 and 3. The award for Section 1 will be based on a formula reflecting the Town's current recycling activities. The application for Section 3 will focus on the purchase of two recycling containers with domed roofs for single stream and bulky plastics recycling. I have attached two specification sheets to give you an example of the type of containers under consideration.

I have contacted DEEP and confirmed that there are still funds available under these two programs.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on November 2, 2015. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director
Timothy Bockus, Public Works Director
Tess Schwartz, Assistant Public Works Director



REQUEST FOR PROPOSALS
Recycling Incentive Grants
NOTICE OF AVAILABLE FUNDS
May 13, 2015

The Department of Energy and Environmental Protection (DEEP) is pleased to announce the availability of funding for municipalities and regions through the Recycling Incentive Grants Program. This RFP describes funding opportunities for the following programs:

- Section 1 – Recycling Rewards (awards may range between \$2,000 and \$25,000)
- Section 2 – Unit-Based Pricing (UBP) Program (maximum award is \$50,000)
- Section 3 – Waste Reduction Initiatives (maximum award is \$20,000)

Each Section requires a separate submission including a cover page and relevant application form (Appendices 1 – 4). A municipality may submit one proposal per year for each of the three funding opportunities listed above.

Funding is currently available for FY2016 and additional funds may become available for FY2017 and beyond. Applicants are encouraged to apply for projects on an ongoing basis and awards will be made as projects merit and funding is available.

☐ **PROPOSAL DEADLINES:**

1. Recycling Rewards deadline is June 29, 2015 at 3:00 PM for FY 2016 and February 1 at 3:00 PM for future years. Subsequent rounds of rewards will be distributed via this RFP as they become available. Announcement of revisions to this RFP will be posted to DEEP's Municipal Recycling Resource Center webpage (or www.ct.gov/deep/MuniRecyclingResources) and posted to the CT Recyclers Listserve.
2. UBP Program is ongoing and grants will be awarded on a first-come first-serve basis for as long as funds are available.
3. Waste Reduction Initiatives is ongoing and grants will be awarded on a first-come first-serve basis for as long as funds are available.

- ☐ Mail **one (1) original and two (2) copies** (faxed and e-mailed applications will not be accepted) to:

Maritza Pagan, Agency Contact
Department of Energy and Environmental Protection
Bureau of Materials Management and Compliance Assurance
Waste Engineering and Enforcement Division
79 Elm Street, Hartford, CT 06106-5127

- ☐ All applicants will be notified regarding a decision on their application following DEEP's review.

- ☐ Grants awarded by DEEP are administered through a grant contract. Grantees will request reimbursement from DEEP for eligible expenses in accordance with the contract.

- ☐ This application and all attachments may be found on DEEP's Municipal Recycling Resource Center webpage (or www.ct.gov/deep/MuniRecyclingResources).

- ☐ For further information, contact: Maritza Pagan at (860) 424-3095 or Maritza.Pagan@ct.gov

OVERVIEW

The Recycling Incentive Grants Program offers funding to municipalities and regional organizations actively engaged in reducing solid waste, reducing disposal costs and increasing reuse and recycling. This grants program is one component of the Municipal and Regional Recycling Assistance Program which supports Connecticut's Solid Waste Management Plan to increase diversion from disposal by 60% through targeted technical assistance and incentives. The grants are divided into three categories: Section 1 – Recycling Rewards, Section 2 – Unit-Based Pricing Programs, and Section 3 – Waste Reduction Initiatives.

MINIMUM ELIGIBILITY REQUIREMENTS

To be eligible for funding, applicant must:

- Be a Connecticut municipality or Connecticut regional entity (e.g. council of governments, quasi-government agencies, regional planning agencies, resource recovery authorities, recycling operating committees, etc.).
- Offer parallel collection of recycling if trash collection is offered curbside or at transfer station per C.G.S. Sec. 22a-241j (Section 2 – UBP program grants excluded)
- Be in compliance with relevant DEEP solid waste and recycling reporting requirements (Annual Municipal Recycling Report, Municipal Transfer Station Quarterly Reports, etc.)

Compliance status with other environmental regulations or statutes may impact eligibility.

GRANT APPLICATION PROCESS

Submission of complete and accurate information will enhance the possibility of the application being selected for funding. Applicants must:

- Meet Minimum Eligibility Requirements (see previous section) and Review Criteria (below);
- Submit a complete application for the category of funding you wish to be considered (Attachment 1, 2 and/or 3) and include one cover page for each category applied for (Attachment 4);
- Agree to report on the progress of the UBP Program or Waste Reduction Initiative, including and a description of challenges and resolutions, on a quarterly basis.

Grants are awarded only to municipalities or regions based on meeting the above criteria and subject to the Commissioner's discretion. Approved projects will receive awards in the form of a contract, and work may not proceed until such time as the contract is fully executed. Applicants are encouraged to implement the project within one year of contract start date. The recipient will have two years to use allocated funding and all reports and documentation of expenses must be submitted to DEEP not later than 90 days following the expiration date of the grant contracts.

The suggested upper limit for Section 2 – UBP Programs is \$50,000 and Section 3 – Waste Reduction Initiatives is \$20,000. Requests for larger grants will be considered, but only for exceptional and well-justified proposals. Projects may be approved for funding at amounts which may differ from proposals at the Commissioner's discretion. For projects which are more expensive or in order to guarantee the continuation of the proposed project beyond the initial year of its implementation, matching funds should be considered. Proposals which demonstrate a commitment to maintain and continue the project beyond the initial year in which it is implemented without DEEP support are encouraged and will receive additional consideration. Any seasonal constraints which may prolong the project duration must be specifically discussed in the proposal.

More than one proposal may be submitted for consideration by an individual applicant. For those applicants who have previously received funding through the Department of Energy and Environmental Protection, past performance will be a factor considered in the approval process.



SECTION ONE: Recycling Rewards

(See Attachment 1 for Application)

OVERVIEW

Municipalities with outstanding waste reduction and recycling programs may receive a payment in the form of a Recycling Reward. This grant seeks to reward municipalities that have strong waste prevention, reuse, recycling and composting programs and encourage such municipalities to continue to advance their waste diversion efforts. Rewards may be used towards designated activities and equipment that enhance existing solid waste reduction and recycling programs. To qualify, municipalities must complete the Recycling Rewards application (Attachment 1) by providing a description of activities that municipality administers from the list of model program activities and policies below.

DEADLINE: Fiscal year 2015 applications are due by June 29, 2015 and subsequent applications will be due on February 1 of the next fiscal year as long as funds are available. Applications will be scored based on the Review Criterion listed below. Each criterion has a value ranging from 0 -5.

Criterion	Maximum Potential Points*
Existing UBP program (curbside or transfer station)	5
Residential or institutional / commercial / industrial (ICI) food scrap collection or drop-off	3
Active recycling enforcement program for ICI sectors and/or residents	3
Swap shack	1
Collection or drop-off for hard to recycle materials (bulky plastics, books/media, textiles, wood, other)	3
School recycling programs	3
Municipal building recycling programs	3
Recycling outreach and technical assistance to industrial, commercial, and/or institutional sectors	3
Promote backyard composting and grasscycling	1
Program to purchase recycled content and reusable instead of disposable products	1
Successful innovative recycling programs	3
Support and set-up of a "repair café" or material share/exchange (i.e., tool library)	1
Mini disposal audit to assess success of keeping recyclables and potential reusable products out of the disposal waste stream	3
Update of municipal recycling ordinance to: a) reflect recent state wide changes in recycling requirements; b) provide greater clarity regarding responsibility of landlords to provide for recycling services for tenants if they provide for trash services for tenants; c) allow for unit-based pricing or managed collection to function in municipality	3
	36

* If a criteria does not apply to a municipality that criteria will receive zero (0) points.

GRANT AWARD AMOUNT

Municipalities will earn points based upon the criteria outlined above and then ranked in order from municipalities with the most number of points to municipalities with the least number of points. The grants will be awarded to the top ranking municipalities (by points) as far down the list as resources allow

(i.e. the cut-off point will be determined by the point at which the total available funding has been committed). Grant amounts will be calculated for each municipality based on population, with a baseline reward combined with an additional payment for each point earned above and beyond the minimum of 10 points. See table below. The last municipality to make the cutoff may only receive a partial amount depending on availability of funds.

Population	Baseline Reward for a minimum of 10 points earned	Value of Each Additional Point	Maximum Reward
1 - 4,999 (41 towns)	\$2,000	\$200	\$7,200
5,000 - 9,999 (33 towns)	\$3,000	\$300	\$10,800
10,000 - 24,999 (53 towns)	\$4,000	\$400	\$14,400
25,000 – 69,999 (33 towns)	\$5,000	\$500	\$18,000
70,000 + (8 towns)	\$7,000	\$700	\$25,200

To receive rewards in subsequent years, the municipality must make improvements in their waste reduction and recycling programs resulting in more points earned.

USE OF GRANT FUNDS

Recycling Rewards funds may be used towards items designated under Attachment 5 unless alternative options are approved by the Commissioner.



SECTION THREE: Waste Reduction Initiatives

(See Attachment 3 for Application)

OVERVIEW

These grants are designed to support municipal and regional initiatives that will result in additional materials diverted from disposal with the goal of reaching 60% recycling by 2024. These funds should be used to implement new or enhance existing waste prevention, reuse and recycling programs such as those listed in Attachment 5. Projects with matching funds, strong implementation plans, and have the potential for measurable diversion will score favorably. To apply, municipalities must complete the Waste Reduction Initiatives application (Attachment 3).

DEADLINE

Waste Reduction Initiatives is ongoing and grants will be awarded on a first-come first-serve basis for as long as funds are available.

GRANT AWARD AMOUNT

Applications will be accepted and reviewed on an ongoing basis and scored based on the Review Criteria section (page 3 of this RFP). Grant applications will be considered for up to a maximum of \$20,000.

USE OF GRANT FUNDS

Waste Reduction Initiative funds are to be used towards items designated under Attachment 5 unless alternative options are approved by the Commissioner.

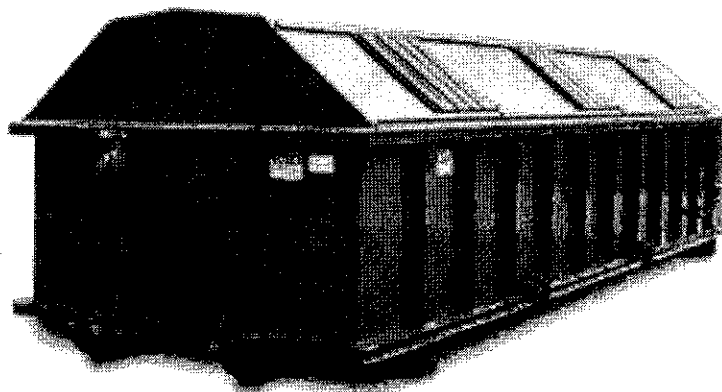


**CUSTOM CONTAINER
SOLUTIONS**

Custom Container Solutions - CCS - a quality manufacturer of custom and standard steel roll off containers, serving the environmental, construction, energy, waste and recycling industries. Check us out at our website today.

www.CustomContainerSolutions.com

Recycling Container with Dome Roof



Specifications:

Floor Plate	7 Gauge Sheet (Upgrade available)
Cross Members	3" Structural Channel on 16" Centers
Side Rails	3" Structural Channel
Gussets	1/4" gusset on every channel
Main Rails	6"x 2"x 3/16" Structural Tubing
Wheels	8"x 10" Heavy Duty Ground Rollers Front & Rear
Bull Noses	1-1/2" Plate
Guide Rollers	4"x 6" Solid tubing with grease fittings
Roller Arms	1/2" Plate
Hook Plate	1/2" Plate 12"x 38" Welded Solid Rail to Rail
Cable Hook	1-1/2" High Tensile Plate Inserted through hook plate, locked in and welded fully on both sides
Side Sheets	12 Gauge
End Floor Rail Frame	12 Gauge Welded plate 3"x 5" 4-way bend, 11 gussets
Top Rail	4"x 3"x 11 Gauge Structural Tubing
Stiffeners	7 Gauge Plate
Tailgate Sheet	12 Gauge
Door Framing	4"x 3"x 11 Gauge Structural Tubing
Reinforcing	4"x 3"x 11 Gauge Structural Tubing
Hinges	1/2" Plate, 3"x 9" on Door and 9"x 9" on sidewall
Latch System	1/2" Heavy Duty Self Aligning Vertical Lift
Safety Chain	3/8" High Test Chain w/ Receptors on both sides
Roof	12 Gauge Hip or "A" Shaped Roof with Sliding or Flip Plastic Lids
Paint	PPG Low VOC Acrylic Industrial Paint

Options Hook lift, Latch System, Lighter or Heavier Gauge for Floors, Sides, Top Rails & Cross Member Spacing

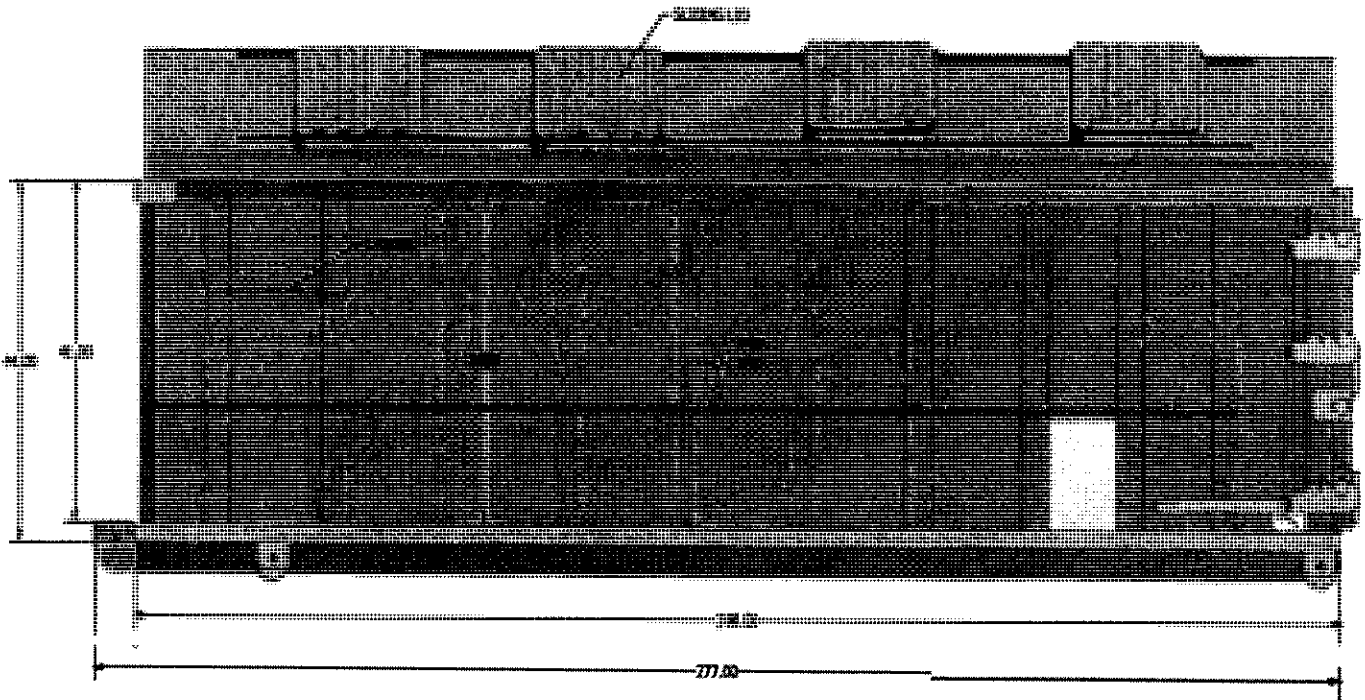
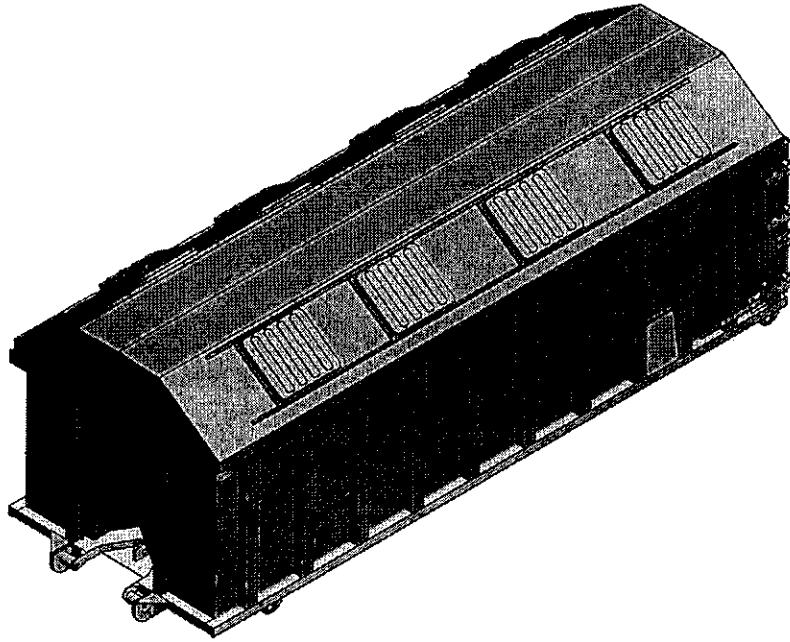


**CUSTOM CONTAINER
SOLUTIONS**

Custom Container Solutions - CCS - a quality manufacturer of custom and standard steel roll off containers, serving the environmental, construction, energy, waste and recycling industries. Check us out at our website today.

www.CustomContainerSolutions.com

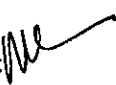
Design Documents and Specifications



LATCH SIDE VIEW



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 12, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: Local Prevention Council Grant

The Town is once again eligible to apply for funding through the Local Regional Action Council-East of the River Action for Substance Abuse Elimination (ERASE). This grant program facilitates the development of alcohol, tobacco, and other drug (ATOD) abuse prevention initiatives at the local level with the support of chief elected officials and the community. The specific goal of this grant initiative is to increase public awareness focused on the prevention of ATOD abuse, and to stimulate the development and implementation of local substance abuse prevention activities.

The Town has received this grant on an annual basis since 2002. This year's grant amount of \$7,116 reflects an increase of \$1, 441 from last year. There is no matching requirement for this grant. This annual grant from ERASE will help provide funding to various programs in our community that focus on the prevention of substance use, and will help to reach over 2,500 East Hartford youth and their families.

Please place this information on the agenda for the November 17, 2015 meeting. I recommend that the Town Council approve this request as submitted by adopting the attached resolution in support thereof.

Thank you.

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

RESOLUTION OF MUNICIPAL LEGISLATIVE BODY

I, Angela M. Attenello, the duly appointed Clerk of the Town Council of the Town of East Hartford, a municipal corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true and correct copy of the Resolutions, duly adopted and ratified by the Town Council of the Town of East Hartford on the 9th of November, 2015.

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 \$7,116 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.

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 affix the corporate seal of said Town of East Hartford this ____ of November, 2015.

Angela M. Attenello, Town Council Clerk

Seal

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Marcia A. Leclerc

FROM: Paul O'Sullivan, Grants Manager 

SUBJECT: Council Resolution – 2015-16 Local Prevention Council Grant

DATE: October 30, 2015

Attached is a draft resolution authorizing you as Mayor to apply for the Local Prevention Council Grant for 2015-2016.

East Hartford's Local Prevention Council, through the East Hartford Youth Services, is once again applying for funding from our Local Regional Action Council, East of the River Action for Substance Abuse Elimination (ERASE). The "Local Alcohol, Tobacco and Other Drug Abuse Prevention Council Grant Program" is a one-year initiative to support the activities of local, municipal-based alcohol, tobacco, and other drug (ATOD) abuse prevention.

This grant program facilitates the development of ATOD abuse prevention initiatives at the local level with the support of chief elected officials and the community. The specific goal of this grant initiative is to increase public awareness focused on the prevention of ATOD abuse, and to stimulate the development and implementation of local substance abuse prevention activities.

This grant from ERASE for \$7,116 (an increase of \$1,441 from last year) will help provide funding to various programs in the community that focus on the prevention of substance use by children & youth. The various programs that are nominated will help to reach over 2,500 East Hartford youth and their families.

My records indicate that the Town has received this grant annually since at least 2004.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on November 9, 2015. Please contact me at extension 7206 if you have any questions.

Attachments (2)

Cc: Eileen Buckheit, Development Director
Cephus Nolen Jr., Youth Services Director

Instructions For Submitting Funding Application Grant Program To Support Local Prevention Councils

Purpose of the Program

The purpose of the Local Prevention Council Grant Program is to facilitate the development of culturally competent ATOD abuse prevention and joint behavioral health promotion initiatives of Local Prevention Councils (LPCs) within communities directed at citizens across the lifespan with the support of chief elected officials. The overall goal is to increase public awareness of the prevention of ATOD abuse and joint behavioral health promotion in the context of overall health and wellness.

This grant program differs from other grant programs in that the eligible grantees are required to demonstrate the support and involvement of the municipality's chief elected official, i.e., mayor and/or first selectman.

Grant Requirements

1. Local Prevention Council

A permanent Local Prevention Council must be established and should be reflective of each community's culturally rich diversity.

Membership should include representatives from various groups, agencies, organizations, and communities such as parents, media, businesses, health care, schools, colleges, citizens across the lifespan, community-based organizations, health and wellness agencies, etc. Council membership should include a cross-section of the community that it serves and reflect shared goals of the LPC initiative, cultural beliefs, attitudes, and community practices. It is strongly suggested that LPCs include representation from professionals working in the prevention field in general and ATOD abuse prevention and joint behavioral health promotion in particular, including representation from volunteer groups and city/town agencies. Information about cultural competence is found in Appendix B.

2. Prevention Strategies and Services

The major purpose of the grant is to stimulate the development and expansion of local primary substance abuse prevention services that address all stages of human development. While the range of potential services is broad, ATOD prevention and joint behavioral health promotion aims to keep the many problems and consequences related to ATOD use/misuse/abuse, depending on the population, from occurring.

Additionally, prevention endeavors to change the environment so that ATOD use/misuse/abuse will not occur, thereby reducing the numbers of individuals who experience negative consequences from use of ATOD. Therefore, in developing prevention services, it is essential to consider cultural factors and historically underserved populations. It is expected that each grant demonstrate an understanding of the value of representation reflecting (racial, ethnic, gender, sexual orientation, disability, language, social, political, and economic) diversity. Each applicant is especially requested to embed cultural competence practices in all services funded under the grant.

The range of potential services is broad and LPCs must work with Regional Action Councils (RACs) to identify prevention needs and assist in filling these gaps in services. A complete list of prevention strategies and services is found in Appendix A. Projects must focus on two or more of the six strategies. ***Projects focused on remedial services such as the provision of ATOD abuse and/or joint behavioral health treatment services demonstrating problems resulting***

Instructions For Submitting Funding Application Grant Program To Support Local Prevention Councils

from the use and abuse of alcohol, tobacco or other drugs, or the provision of early intervention services displaying symptoms of possible regular use and/or abuse of ATOD will not be considered for funding.

3. School-Based Services

All applications indicating sponsorship of public school-based or public school-related services must also demonstrate the support of the Superintendent of Schools (or his/her designee) for each local and/or regional education agency or district Drug-Free Schools Coordinator involved.

4. Reports

Recipients are required to collect service data and submit a final report at the end of the funding period, using forms provided by the RAC.

5. Eligible Applicants

Applications will be accepted from individual, municipal-based organizations or inter-city/town, municipal-based collaborations. In order to be eligible for consideration under this multi-town grant program, applicants must demonstrate:

- a. Compliance with grant requirements listed on pages 2 and 3;
- b. That the application is being submitted on behalf of the chief elected official(s);
- c. That the applicant organization or agency has been formally designated by the chief elected official(s) as the local ATOD prevention and joint behavioral health promotion council; and
- d. That for proposed public school-based or school-related services, the applicant organization or agency has support of the Superintendent of Schools (or his/her designee).

Small towns are encouraged to develop collaborative applications with other towns. If two or more towns choose to apply jointly, a single award equal to the total of the individual allocations will be made. Joint applications must include the following:

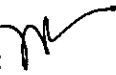
- a. Letters of support and commitment from the chief elected official of each town involved; and
- b. Clear indication of the town (or agency, or organization) that will be the recipient of the contract.

6. Application Deadline

Completed applications may be submitted between October 1, 2015 and December 31, 2015. It is encouraged to submit earlier. If an application cannot be completed by this deadline, a "Letter of Intent" to apply must be submitted by October 31, 2015. A sample letter of intent is found in Appendix D.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 12, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: BOARD AND COMMISSION APPOINTMENT

The following name was submitted by the East Hartford Democratic Town Chairman for appointment to Boards and Commissions

Commission on Aging (3 Year Term)

D Joanne Fulk 53 Hamilton Road A1 12/17

Thank you.

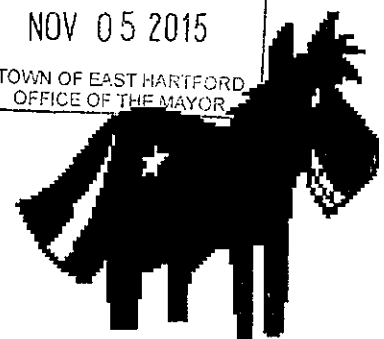
C: R. Pasek, Town Clerk

TOWN OF EAST HARTFORD, CT
STATEMENT OF INTEREST IN SERVING ON A
BOARD OR COMMISSION

RECEIVED

NOV 05 2015

TOWN OF EAST HARTFORD
 OFFICE OF THE MAYOR



The Town of East Hartford, CT is a "Minority Representation" Municipal Government.

This Form is to be used to request nomination to a position by the East Hartford Democratic Town Committee and will be submitted to its Permanent Nominating Committee for consideration.

Democratic Town Committee Chairman, Donald M. Currey

Please print and complete the following information in full-

1. Joanne Fulk 2. 53 Hamilton Rd. A-1 06118
 Your name exactly as it appears on the E. Htfd. Voter Registration List Street Address Zip Code

3. PARTY AFFILIATION ☒ DEMOCRAT ☐ UNAFFILIATED ☐ MINOR PARTY

4. _____ 5. 860-985-9653 6. joannefulk@yahoo.com
 Home Phone Cell Phone Personal e-mail address

7. Unemployed 8. N/A
 Occupation Employer

9. N/A 10. N/A
 Employer/Work Address Work Phone

11. 12th grade 12. African American 13. 16 yrs
 Formal Education Level Achieved Ethnicity (Optional) Years as E. Htfd. Resident

14. Commission on Aging
 Name of Board or Commission you would like to serve on

15. Boards/Commissions presently serving on (full or alternate) NONE DEMOCRATIC TOWN COMM.

16. Community Representative for Willowbrook School
 *Community based activities and/or civic/volunteer organizations activities you have participated in

17. Advocate for helping others
 *Your reason for being interested in serving our Town in this capacity

18. I enjoy Advocate for all peoples
 *List any qualifications you believe will be an asset to the board or commission on which you wish to serve
 *Please use the back of this page if you need more space or attach a resume if you wish

19. Joanne Fulk 20. 10/14/2015
 YOUR SIGNATURE DATE

THIS SPACE FOR USE BY DEMOCRATIC TOWN COMMITTEE

Submitted for consideration by Town Committee Member

Voter Registration Information Certified by Voter Registrar

At a duly called meeting of the E. Htfd. Democratic Town Committee's Permanent Nominating Committee and by majority vote, the East Hartford Resident described above is hereby nominated for appointment to the:

Commission on Aging
Theresa Godreau 11-5-15
 Theresa A. Godreau, Secretary Date

Revised 2/12/15

TOWN COUNCIL OFFICE

DATE: November 17, 2015
TO: All Councillors
FROM: Rich Kehoe, Chair
RE: 2016 Town Council Meetings Schedule

Please note the start time for all regular Town Council meetings is 7:30PM.

January 5	July 12
January 19	August 2
February 2	August 16
February 16	September 6
March 1	September 20
March 15	October 5 (Wednesday – Rosh Hashanah)
April 5	October 18
April 19	November 1
May 3	November 15
May 17	December 13
June 7	
June 21	

TOWN COUNCIL OFFICE

DATE: November 17, 2015
TO: All Directors
FROM: Rich Kehoe, Chair
RE: 2016-2017 Budget Workshop Schedule

TOWN COUNCIL CHAMBERS

Monday, February 22, 2016

Mayor's Summary of Budget

6:30 p.m.

Police Department

Chief Sansom

Police Administration
Operations
Criminal Investigation
Police Capital Improvements

Public Safety Complex

Chief Sansom

Public Safety Communications

Fire Department

Chief Oates

Administration
Suppression
Fire Training
Fire Marshal
Apparatus Maintenance
Alarm Maintenance
Emergency Medical Service
Emergency Management
Fire Capital Improvements

Wednesday, February 24, 2016

Inspections and Permits

Administration

Gregg Grew

6:30 p.m.

Board of Education

Superintendent of Schools

Nathan Quesnel

7:00 p.m.

Saturday, February 27, 2016

Town Treasurer
Town Council
Town Clerk
Registrars of Voters
Selectmen
Probate Court

Rich Kehoe
Robert Pasek
Mary Mourey & Judi Shanahan

Scott Chadwick

8:30 a.m.

Finance

Administration
Accounts and Control
Information Technology
Purchasing
Assessor
Revenue and Collections
Employee Benefits
Risk Management
Debt Services
Contingency
Capital Improvements
Revenues

Mike Walsh

Five Year Capital Improvement Plan

Summary
Project Narratives
Finance
Public Works
Parks and Recreation
Fire Department
Police Department
Public Library
Other Departments

Boards and Commissions

Beautification Commission	Patriotic Commission
Inland/ Wetlands/Environment Commission	Board of Assessment Appeals
Personnel Board of Appeals	Human Rights Commission
Historic District Commission	Emergency Medical Commission
Library Commission	Zoning Board of Appeals
Public Building Commission	Fine Arts Commission
Retirement Board	Commission on Aging
Commission on Services for Persons w/Disabilities	
The Hockanum River Commission	Veterans' Affairs Commission
Board of Ethics	

Lunch Break

12:30 p.m.

Executive

Office of the Mayor	Marcia Leclerc
Channel 5	Irene Cone
Corporation Counsel	Scott Chadwick
Human Resources	Santiago Malave
Public Library	Susan Hansen
Youth Services	Cephus Nolen

Development

Administration	Eileen Buckheit
Redevelopment Agency	
Economic Development Commission	
Planning & Zoning Commission	
Grants Administration	

Monday, February 29, 2016

Public Works

Administration	Tim Bockus
Engineering	
Highway Services	
Waste Services	
Fleet Services	
Flood Protection	
Building Maintenance	
Metropolitan District Commission	
Public Works Capital Improvements	

Parks and Recreation

Administration	Ted Fravel
Maintenance	
Other Facilities	
Senior Services	
Park Special Program	
Parks & Recreation Capital Improvements	

Health and Social Services

Administration	Jim Cordier
Community Health & Nursing Services	
Environmental Control	
Social Services	
Services for the Elderly	

Tuesday, March 1, 2016

Regular Meeting	7:30 p.m.
-----------------	-----------

Wednesday, March 2, 2016

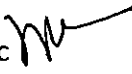
Public Hearing - Budget	7:00 p.m.
-------------------------	-----------

Tuesday, March 8, 2016

Special Meeting - Budget	7:00 p.m.
--------------------------	-----------



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 12, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFUND OF TAXES

I recommend that the Town Council approve a total refund of taxes in the amount of \$13,676.57 as detailed in the attached listing from our Assistant Collector of Revenue.

Please place on the Town Council agenda for the November 17, 2015 Town Council meeting.

Cc: I. Laurenza, Tax Collector
M. Walsh, Finance Director

INTEROFFICE MEMORANDUM

TO: MARCIA A LECLERC, MAYOR ✓
MICHAEL WALSH, DIRECTOR OF FINANCE

FROM: IRIS LAURENZA, COLLECTOR OF REVENUE
KRISTY FORAN, ASSISTANT COLLECTOR OF REVENUE #8

SUBJECT: REFUND OF TAXES

DATE: 11/6/2015

Under the provisions of Section 12-129 of the Connecticut General Statutes, the following persons are entitled to the refunds as requested. The total amount to be refunded is \$13,676.57 Please see attached listing.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: November 13, 2015
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *hm*
RE: RESOLUTION: Brownfields Area-Wide Revitalization Program

Attached is a draft resolution which will allow the town to apply for funding from the Connecticut Department of Economic and Community Development (DECD) for a Brownfields Area-Wide Revitalization Grant.

This grant program requires a 10 percent cash match (\$20,000) which the town will fund through the EPA Brownfields Assessment Grant.

The Town intends to use the Silver Lane Corridor as the focus of this application, with details of possible uses outlined in the attached documents.

Please place this information on the agenda for the November 17, 2015 meeting. I recommend that the Town Council approve this request as submitted by adopting the attached resolution in support thereof.

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 17th day of November, 2015

R E S O L U T I O N

WHEREAS, pursuant to C.G.S Section 32-763, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for developing a comprehensive plan for the remediation and redevelopment of multiple brownfields (called the Brownfield Area-Wide Revitalization (BAR) Planning Grant); and

WHEREAS , it is desirable and in the public interest that the Town of East Hartford make an application to the State for \$200,000 in order to undertake the Silver Lane Corridor and to execute an Assistance Agreement.

NOW THEREFORE LET IT BE RESOLVED BY THE EAST HARTFORD TOWN COUNCIL:

1. That it is cognizant of the conditions and prerequisites (including the match obligations) for the state financial assistance imposed by C.G.S Section 32-763 and the Guidelines of the BAR Planning Program;
2. That the filing of an application for State financial assistance by the Town of East Hartford in an amount not to exceed \$200,000 is hereby approved and that Mayor Marcia A. Leclerc is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of East Hartford.

GRANTS ADMINISTRATION MEMORANDUM

TO: Mayor Marcia A. Leclerc

FROM: Paul O'Sullivan, Grants Manager 

SUBJECT: Draft Council Resolution for
CT Brownfields Area-Wide Revitalization Grant Application

DATE: November 12, 2015

Attached is a draft Town Council resolution requesting authorization for you as Mayor, on behalf of the Town, to apply for funding from the Connecticut Department of Economic and Community Development (DECD) for a Brownfields Area-Wide Revitalization Grant.

The goal of this program is to help eligible applicants develop a comprehensive implementation plan for the remediation and redevelopment of neighborhoods, districts, corridors, downtowns, waterfront zones or other areas burdened with multiple brownfields. Through this program DECD hopes to work with municipalities to transform the brownfields in these areas from liabilities to community assets.

The Town intends to use the Silver Lane Corridor as the focus of this application. Possible uses of this funding include:

- Comprehensive Roadway Modifications Study, including a potential widening to five lanes, to improve traffic flows, especially between Simmons Road and Forbes Street.
- Landscape Plan to study buffering, landscaping and screening options to ease the visual transition between residential and commercial/industrial properties and enhance urban design.
- Site Design Regulations Study to examine limitations on excessive curb cuts and reduction of impervious surface area.
- Zoning Review to look at the appropriateness of the B-1, I-2 and I-3 zones in the corridor, given the type and scale of existing development.

Please note that the grant requires a 10 percent cash match on the part of the applicant.

I respectfully request that this resolution be included on the Town Council agenda for the November 17, 2015 meeting. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director

OFFICE OF THE
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street
East Hartford, Connecticut 06108

Robert J. Paek

2015 NOV 13 A 10:09
(860) 291-7208
TOWN CLERK (860) 291-7389
EAST HARTFORD

DATE: November 13, 2015

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: Tuesday, November 17, 2015 7:00 p.m. Town Council Majority Office

In accordance with Section 3.3 (a) of the Town Charter, a Special Meeting of the Town Council will be held as follows:

Tuesday, November 17, 2015

7:00 p.m.

Town Council Majority Office

The purpose of the meeting is to meet in executive session to discuss the pending federal court action of Huaman v Sirois, et al, Docket No. 13CV484 (DJS).

cc: Mayor Leclerc
Scott Chadwick, Corporation Counsel