

EAST HARTFORD TOWN COUNCIL
COMMUNITY CULTURAL CENTER AUDITORIUM

February 6, 2024

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

ABSENT

ALSO Mayor Connor S. Martin
PRESENT Melissa McCaw, Chief Administrative Officer and Finance Director
Eileen Buckheit, Director of Development
Doug Wilson, Town Engineer (via Teams)
Marissa Baum, Head of Communications

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:37 pm. The Chair stated that this meeting was also available to the public through the “Teams” platform.

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

AMENDMENTS TO THE AGENDA

MOTION By Sebrina Wilson
seconded by Don Bell

to **remove** Item 8G1 “Connecticut Department of Economic and Community Development (DECD) Brownfields Assessment Grant re: 164 School Street (United Steel, Inc.)” from the Agenda

Motion carried 9/0

RECOGNITIONS AND AWARDS

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Mayor Martin

- wished all a good evening
- introduced Marissa Baum who has been hired by the Mayor’s Office as Head of Communications
- thanked all who attended the Community Town Hall presentation on February 1st. A recording of the presentation is available on the Town website and social media.
- FY24-25 Budget Workshops will begin on February 26th at the Community Cultural Center Auditorium. The full schedule by department is available on the Town Website. All are encouraged to attend.

- ## APPROVAL OF MINUTES

Volume 93

Proposed Revision to Job Description, Paygrade Increase and Change in Title for Position of Administrative Clerk III (Police Department)

MOTION By Awet Tsegai
 seconded by Tom Rup

to refer to the Personnel and Pensions Subcommittee Proposed Revision to Job Description and Paygrade Increase for Position of Administrative Clerk II (Fire Department) and the Proposed Revision to Job Description, Paygrade Increase and Change in Title for Position of Administrative Clerk III (Police Department) as provided in a memo from Mayor Connor S. Martin to Rich Kehoe, Town Council Chair dated January 19, 2024 with instructions to review the positions and report back to the full Council with its recommendations, if any.

Motion carried 9/0

Town Ordinance Section 10-52: Setting of Maximum Fund Balance Percentage for FY2023

MOTION By Sebrina Wilson
 seconded by Don Bell

that the Town Council adopt the following:

If at the close of the fiscal year ending June 30, 2023, the undesignated reserve fund for the town exceeds eleven percent of the total budget appropriation for such fiscal year as verified by the Town's auditors in the Annual Comprehensive Financial Report, the amount in excess of 11% in such fiscal year shall be appropriated to the Retiree Benefit Trust Fund.

Motion Carried 9/0

Allocation of Funds from National Development Impact Payment for Main Street Development Projects

MOTION By Angie Parkinson
 seconded by Tom Rup

*to **adopt** the following resolution:*

WHEREAS, on August 16, 2022, this Council approved a Memorandum of Understanding between the Town and ND Acquisitions LLC, whereby, in pertinent part, ND Acquisitions LLC provided the Town with a one-time impact payment contribution in the amount of \$1.50 per rentable square foot of space of two (2) warehouse and distribution buildings being constructed on approximately 300 acres of land commonly known as "Rentschler Field" in East Hartford, Connecticut; and

WHEREAS, said one-time impact payment contribution contemplated potential funding of planning, design and construction of the portion of the so-called "East

Coast Greenway” and in part towards the planning, design, construction, or renovation of one or more athletic or recreational facilities; and

WHEREAS, the Mayor of the Town of East Hartford and the Principal of ND Acquisitions LLC agree that the one-time impact payment contribution may be used for any project that benefits the Town of East Hartford; and

WHEREAS, the Town desires to allocate five hundred thousand dollars and zero cents (\$500,000.00) of the one-time impact payment contribution to efforts related to Main Street, downtown area, and business development.

THEREFORE, BE IT RESOLVED that the East Hartford Town Council:

1. Appropriates said \$500,000 for a development and traffic study of the Main Street corridor from the Torpey Bridge in the north to the I-84 overpass to the south (“Downtown East Hartford”); infrastructure improvements to facilitate the development of Complete Streets in Downtown East Hartford; and marketing and community events to spur activity in Downtown East Hartford, provided the mayor shall provide to the Town Council periodic reports on the expenditure of such funds;
2. Authorizes Mayor Connor S. Martin to make, execute and deliver all amendments and to do and perform such acts and to take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

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

Local Transportation Capital Improvement Program (LOTICIP) Application re: Forbes Street Roundabout

MOTION By Angie Parkinson
 seconded by John Morrison

to **adopt** the following resolution:

WHEREAS the Capitol Region Council of Governments (CRCOG) is inviting municipalities to submit proposals for transportation projects to be funded under the Local Transportation Capital Improvement Program (LOTICIP); and

WHEREAS the Forbes Street Roundabout Project is eligible for funding under this program;

WHEREAS roundabouts significantly reduce the frequency and severity of vehicle crashes and reduce the speed of traffic entering and exiting the roundabout without causing delays inherent in traffic signal operations;

NOW THEREFORE LET IT BE RESOLVED that the East Hartford Town Council strongly supports the Forbes Street Reconstruction Project and that Connor S. Martin, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by CRCOG as they pertain to the above project and the LOTICIP Program.

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

Request for Short Term Bid Waiver from Fire Department re: Emergent Repairs to Fire Apparatus with Fleetmaster Sales and Service

MOTION By Sebrina Wilson
seconded by Travis Simpson

in accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council **waive** the bidding procedures through June 30, 2024 as required by Section 10-7(b) and allow the Fire Department to purchase emergent repairs to fire apparatus as necessary from Fleetmasters Sales and Service for an amount not to exceed \$40,000 in each occurrence, as detailed in a memo from Fire Chief Kevin Munson to Mayor Connor Martin dated January 18, 2024 as this vendor is the only factory-authorized Seagrave repair center in Connecticut and these timely repairs are necessary to maintain adequate levels of fire protection for the community.

Motion carried 9/0

Request for Bid Waiver for Per Diem Interim Assessor Services

MOTION By Sebrina Wilson
seconded by John Morrison

pursuant to Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council **waive** the bidding procedures required by Section 10-7(b) and further authorize the Town to obtain per diem interim assessor services from Joseph Ferraro, Certified Municipal Assessor, at a price not to exceed \$40,000.00 and further authorize Mayor Connor S. Martin to make, execute and approve on behalf of the Town, any and all contracts or amendments necessary as such waiver is in the best interest of the Town as it will allow the Finance Department to maintain certified assessor services until such time as a permanent Assessor is obtained.

Motion carried 9/0

Grant Applications

Connecticut Department of Economic and Community Development (DECD) Brownfields Assessment Grant re: 164 School Street (United Steel, Inc.)

This Item has been removed from the Agenda

Connecticut Department of Economic and Community Development (DECD) Brownfields Area-Wide Revitalization Grant re: Burnside and Church Street Village Study

MOTION By Angie Parkinson
seconded by John Morrison

to **adopt** the following resolution:

WHEREAS, pursuant to C.G.S Section 32-763, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; 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 Burnside and Church Street Village study 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;
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 Connor S. Martin 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.

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

Amusement Permit Application re: Eversource Hartford Marathon

MOTION By Harry Amadasun
seconded by Tom Rup

that pursuant to Section 5-3(e) of the East Hartford Code of Ordinances, **approve** the outdoor amusement permit entitled “Eversource Hartford Marathon – 2024” submitted by Chief of Police Mack Hawkins on January 9th 2024 for the Hartford Marathon Foundation to conduct a marathon road race and outdoor musical entertainment on Saturday, October 19, 2024 from 7:30AM to 1:30PM, with music between the hours of 9:00AM and 1:30PM, subject to compliance with adopted codes and regulations of the State of Connecticut, the Town of East Hartford, and any other stipulations required by the Town of East Hartford or its agencies.

Motion carried 9/0

Appointment of Salema Davis to Fill Constable Vacancy

MOTION By John Morrison
seconded by Tom Rup

to **approve** the appointment of Salema Davis, 11 Springside Avenue to fill the vacant Republican Constable Position, term to expire November 2025.

Motion carried 9/0

Appointments to Boards and Commissions

MOTION By John Morrison
 seconded by Tom Rup

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

Appointments:

Beautification Commission

- Florence Oten, 45 Orchard Street, term to expire December 2025

Public Building Commission

- Stephen Roczynski, 39 Fowler Lane, term to expire Dec 2028

Reappointment:

Board of Assessment Appeals

- Matthew Lauf, 26 Driver Road, term to expire Dec 2026

Motion carried 9/0

Refund of Taxes

MOTION By Harry Amadasun
 seconded by Don Bell

to **approve** a total refund of taxes in the amount of \$15,934.19 pursuant to Section 12-129 of the Connecticut General Statutes.

Motion carried 9/0

WHEREAS; in order to most effectively use these funds, the authorization of new projects is periodically necessary;

NOW THEREFORE LET IT BE RESOLVED; that Connor S. Martin, Mayor of the Town of East Hartford, is authorized to add the following to the approved list of ARPA Projects:

1. "Additional Town Hall Improvements;" which consist of the following:
 - Rekeying Lock System
 - Panic Alarm System
 - Vault Door Repair & Replacements
 - Furniture and Window Treatment Upgrades
 - Painting of Doors, Frames, & Trim
 - Employee Lounge & Bathroom Improvements
 - Commemorative Project Building Plaque
 - Cupola Repairs
 - Additional Carpeting & Flooring Upgrades
 - Directional Signage Improvements
 - Contingency for costs related to the transition from CCC to Town Hall

AND LET IT BE FURTHER RESOLVED; that Connor S. Martin, Mayor of the Town of East Hartford, is authorized to make the following transfers among ARPA Accounts:

1. Transfer \$222,228.67 from "Small Business Support and Resources – Qualified Census Tracts" to "ARPA Unallocated Balance"
2. Transfer \$100,508.25 from "Small Business Support and Resources – Non-QCT" to "ARPA Unallocated Balance"
3. Transfer \$27,263.08 from "Goodwin U Storm Water Management Repair and Replace" to "ARPA Unallocated Balance"
4. Transfer \$350,000.00 from "ARPA Unallocated Balance" to "Additional Town Hall Improvements"

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

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Councillor Simpson recently toured Town Hall with other members of the Council and is encouraged by the progress and improvements. *The Mayor shared that there is currently discussion for hosting an "open house" for residents of the building once Town Hall reopens to the public.*

Councillor Parkinson recommended that as part of the Main Street revitalization effort additional consideration for improved bus shelters and more greenery be considered, particularly in the area near Pratt and Whitney. *The Mayor stated that at a recent meeting*

with the Department of Transportation, as part of the Greater Hartford Mobility Study plans are in place to upgrade a number of Main Street bus shelters.

Chair Kehoe informed the Mayor that he and fellow Councillor Bell received a notice of an increase in their house assessment values in a non-revaluation year. The Chair recommended that the Town provide an explanation be included with the notice to residents. *Director McCaw stated that she will follow up with the Assessor's office and report back to the Council.*

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

The pending summary process eviction action known as TOWN OF EAST HARTFORD v. BROTHER'S APPLIANCE, LLC, HFH-CV23-6027036-S involving the real property located at 842-844 Silver Lane, East Hartford, CT.

MOTION By Don Bell
 seconded by Tom Rup

to **adopt** the following resolution

WHEREAS, On March 1, 2023, the Town of East Hartford became record owner of the real property located at 794 – 810 Silver Lane, East Hartford and 818 – 850 Silver Lane, East Hartford (hereinafter collectively “Silver Lane Plaza”);

WHEREAS, portions of the Silver Lane Plaza, at the time of acquisition, were occupied by various business entities;

WHEREAS, this Council desires to accept the recommendation of Corporation Counsel to fully and finally settle the pending summary process eviction action known as TOWN OF EAST HARTFORD v. BROTHER'S APPLIANCE, LLC, HFH-CV23-6027036-S involving the real property located at 842-844 Silver Lane, East Hartford, CT.

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

1. Notwithstanding the requirements of Town Ordinance 10-19, this Council acting as a committee of the whole for the Fees Committee authorizes the Town to enter into an agreement with Brother's Appliances, LLC for relocation benefits, settlement and release of claims, and occupancy regarding a portion of the Silver Lane Plaza; provided such agreement shall be in a form reviewed and approved by the Office of Corporation Counsel;
2. This Council waives the requirement of rent for Brother's Appliances, LLC through February 15, 2024, for the condition that Brother's Appliances, LLC will totally vacate the Premises located at 842-844 Silver Lane, East Hartford, CT by or before February 15, 2024;
3. The Town, in consideration for the release by Brother's Appliances, LLC of all past, present and future claims regarding the real property located at 842-844 Silver Lane, East Hartford, CT and in full and final settlement for such claim, will pay Brother's Appliances LLC the sum of twelve thousand dollars and zero cents (\$12,000.00); and

4. That Mayor, Connor S. Martin, is hereby authorized to make, execute and deliver all settlement agreements, additional and supplemental documents, and to do and perform such acts and to take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

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

The pending notice to quit against and claim for relocation costs by Victoria T. Popik d/b/a CK Nails regarding 836 Silver Lane, East Hartford, CT.

MOTION By Don Bell
seconded by Travis Simpson

to **adopt** the following resolution

WHEREAS, On March 1, 2023, the Town of East Hartford became record owner of the real property located at 794 – 810 Silver Lane, East Hartford and 818 – 850 Silver Lane, East Hartford (hereinafter collectively “Silver Lane Plaza”);

WHEREAS, portions of the Silver Lane Plaza, at the time of acquisition, were occupied by various business entities;

WHEREAS, this Council desires to accept the recommendation of Corporation Counsel to fully and finally settle the pending notice to quit against and claim for relocation costs by Victoria T. Popik d/b/a CK Nails regarding 836 Silver Lane, East Hartford, CT.

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

1. Notwithstanding the requirements of Town Ordinance 10-19, this Council acting as a committee of the whole for the Fees Committee authorizes the Town to enter into an agreement with Victoria T. Popik d/b/a CK Nails for relocation benefits, settlement and release of claims, and occupancy regarding a portion of the Silver Lane Plaza; provided such agreement shall be in a form reviewed and approved by the Office of Corporation Counsel;
2. This Council waives the requirement of rent for Victoria T. Popik d/b/a CK Nails through March 1, 2024, for the condition that Victoria T. Popik d/b/a CK Nails will totally vacate the Premises located at 836 Silver Lane, East Hartford, CT by or before March 1, 2024;
3. The Town, in consideration of the release by Victoria T. Popik d/b/a CK Nails of all past, present and future claims regarding the real property located at 836 Silver Lane, East Hartford, CT and in full and final settlement for such claim, will pay Victoria T. Popik d/b/a CK Nails the sum of twenty thousand dollars (\$20,000.00); and
4. That Mayor, Connor S. Martin, is hereby authorized to make, execute and deliver all settlement agreements, additional and supplemental documents, and to do and perform such acts and to take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

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

The pending notice to quit against and claim for relocation costs by Bare Bones Boxing EH, LLC involving the real property located at 826 Silver Lane, East Hartford, CT.

MOTION By Don Bell
 seconded by John Morrison

to **adopt** the following resolution

WHEREAS, On March 1, 2023, the Town of East Hartford became record owner of the real property located at 794 – 810 Silver Lane, East Hartford and 818 – 850 Silver Lane, East Hartford (hereinafter collectively “Silver Lane Plaza”);

WHEREAS, portions of the Silver Lane Plaza, at the time of acquisition, were occupied by various business entities;

WHEREAS, this Council desires to accept the recommendation of Corporation Counsel to fully and finally settle the pending notice to quit against and claim for relocation costs by Bare Bones Boxing EH, LLC involving the real property located at 826 Silver Lane, East Hartford, CT.

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

1. Notwithstanding the requirements of Town Ordinance 10-19, this Council acting as a committee of the whole for the Fees Committee authorizes the Town to enter into an agreement with Bare Bones Boxing EH, LLC for relocation benefits, settlement and release of claims, and occupancy regarding a portion of the Silver Lane Plaza; provided such agreement shall be in a form reviewed and approved by the Office of Corporation Counsel;
2. That Bare Bones Boxing EH, LLC has vacated the real property located at 826 Silver Lane, East Hartford, CT and this Council waives any claim for rents due;
3. The Town, in consideration of the release by Bare Bones Boxing EH, LLC of all past, present and future claims regarding the real property located at 826 Silver Lane, East Hartford, CT and in full and final settlement for such claim, will pay Bare Bones Boxing EH, LLC the sum of thirty-six thousand dollars and zero cents (\$36,000.00); and
4. That Mayor, Connor S. Martin, is hereby authorized to make, execute and deliver all settlement agreements, additional and supplemental documents, and to do and perform such acts and to take such actions as may be necessary or required for the consummation of the transactions provided for and contemplated by this Resolution.

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

The pending Law Enforcement Liability Claim known as JERMAINE FELICIANO V. EAST HARTFORD, No. 3:20-cv-01932(OAW).

MOTION By Don Bell
seconded by John Morrison

