

Robert J. Park

EAST HARTFORD TOWN COUNCIL

2021 MAR 22 A 10:37

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

MARCH 16, 2021

PRESENT Chair Richard F. Kehoe, Minority Leader Esther B. Clarke, Councillors Angela Parkinson, Awet Tsegai, and John Morrison

PRESENT Vice Chair Donald Bell, Jr., Majority Leader Sebrina Wilson, Councillors
Via Teams Connor Martin and Patricia Harmon

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:30 p.m. The Chair announced that – as before – the Council was holding a hybrid meeting; 4 of the 9 Councillors were attending virtually. He then invited the Council to join him in the Pledge of Allegiance.

AMENDMENTS TO THE AGENDA

MOTION By Esther Clarke
seconded by Angie Parkinson
to **amend** the agenda as follows:

Move item 6.A. "Offer to Purchase Town-owned Property Other Than Real Estate: EHPD Gym Equipment" from Communications to 8.E. under New Business.

Motion carried 9/0.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

None

APPROVAL OF MINUTES

February 27, 2021 Budget Workshop/Various Departments

MOTION By Sebrina Wilson
seconded by John Morrison
to **approve** the minutes of the February 27, 2021 Budget Workshop/Various Departments.
Motion carried 9/0.

March 1, 2021 Budget Workshop/Health & Social Services, Parks & Recreation and Public Works

MOTION By Sebrina Wilson
seconded by Angie Parkinson

to **approve** the minutes of the March 1, 2021 Budget Workshop/Health & Social Services, Parks & Recreation and Public Works.
Motion carried 9/0.

March 2, 2021 Executive Session

MOTION By Sebrina Wilson
seconded by Awet Tsegai
to **approve** the minutes of the March 2, 2021 Executive Session.
Motion carried 9/0.

March 2, 2021 Regular Meeting

MOTION By Sebrina Wilson
seconded by John Morrison
to **approve** the minutes of the March 2, 2021 Regular Meeting.
Motion carried 9/0.

March 3, 2021 Public Hearing/FY22 Budget

MOTION By Sebrina Wilson
seconded by Awet Tsegai
to **approve** the minutes of the March 3, 2021 Public Hearing/FY22 Budget.
Motion carried 9/0.

March 9, 2021 Special Meeting/FY22 Budget

MOTION By Sebrina Wilson
seconded by Angie Parkinson
to **approve** the minutes of the March 9, 2021 Special Meeting/FY22 Budget.
Motion carried 9/0.

NEW BUSINESS

Historic Document Preservation Grant

MOTION By Awet Tsegai
seconded by Esther Clarke
to **adopt** the following resolution:

WHEREAS The Public Records Administration of the Connecticut State Library offers a non-competitive grant each year to the Town Clerk's Office; and

WHEREAS the grant for the fiscal year of 2022, is in the amount of \$7,500.00; and

WHEREAS said grant supports the preservation of Historic Documents in the Town Clerk's Office.

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 the Connecticut State Library Public Records Administrator as they pertain to this Historic Documents Preservation Program.

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

Commercial Property Assessed Clean Energy (C-PACE) and Connecticut Green Bank Partial Release Agreement

MOTION By Connor Martin
seconded by Angie Parkinson
to **adopt** the following resolution:

WHEREAS Section 157 of Public Act No. 12-2 of the June 12, 2012 Special Session of the Connecticut General Assembly (the "Act") established a program, known as the Commercial Property Assessed Clean Energy (C-PACE) program, to facilitate loan financing for clean energy improvements to commercial properties by utilizing a state or local assessment mechanism to provide security for repayment of the loans; and

WHEREAS the Act authorized the Clean Energy Finance and Investment Authority (the "Authority"), a public instrumentality and political subdivision of the State charged with implementing the C-PACE program on behalf of the State, to enter into a written agreement with participating municipalities pursuant to which the municipality may agree to assess, collect, remit and assign, benefit assessments to the Authority in return for energy improvements for benefited property owners within the municipality and for costs reasonably incurred by the municipality in performing such duties (a "C-Pace Agreement") ; and

WHEREAS The Town entered into a C-PACE Agreement dated the 11th day of April, 2013; and

WHEREAS the Authority is now known as the Connecticut Green Bank; and

WHEREAS the Connecticut Green Bank has agreed to take over the role of billing and collection under the C-PACE program beginning in Fiscal Year 2022; and

WHEREAS to effectuate this change, the Connecticut Green Bank has asked the Town to execute a partial release agreement, in the form attached hereto (the "Partial Release Agreement").

NOW THEREFORE, BE IT RESOLVED That we, the Town Council, constituting the legislative body of the Town of East Hartford, hereby approves the Partial Release Agreement, and that Mayor Marcia A. Leclerc is hereby authorized and directed, on behalf of the Town, to execute and deliver the Partial Release Agreement, substantially in the form attached to this Resolution, for the purposes provided therein, together with such other documents as she may determine to be necessary and appropriate to evidence, secure, and otherwise complete the Partial Release Agreement.

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

2021-2022 Local Capital Improvement Program (LoCIP) Projects

MOTION By Don Bell
seconded by Angie Parkinson
to **adopt** the following resolution:

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 as may be required by the

State of Connecticut Office of Policy and Management to secure Local Capital Improvement Program funds (LoCIP) in the amount of \$530,863 for the following projects:

• Facility Sign Installations Phase III	\$135,000
• Hockanum River Linear walkway - repairs	\$ 25,000
• Benches, Barrels & Bike Racks Silver Lane	\$ 20,863
• Alumni Park Improvements	\$ 25,000
• Replacement of Wooden Street Light Repair	\$ 10,000
• Renovation of North End Senior Center - Construction	\$200,000
• Renovation of Veterans Memorial Clubhouse - Design	<u>\$115,000</u>

TOTAL \$530,863

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

Recommendation from Tax Policy Committee re: Economic Development Incentives Guidelines

MOTION By Angie Parkinson
seconded by Pat Harmon
that the Town Council **approve** the revised Economic Development Incentive Guidelines for Commercial Properties, attached hereto, as unanimously approved by the Tax Policy Committee at its March 4, 2021 meeting, to use as a tool to promote grand list growth and other overall economic benefits for the Town.
Motion carried 9/0.

The guidelines follow these minutes.

Offer to Purchase Town-owned Property Other Than Real Estate: EHPD Gym Equipment

MOTION By Awet Tsegai
seconded by Sebrina Wilson
that, pursuant to the town of East Hartford Code of Ordinances §10-3, the Town Council **authorizes** the town to sell a "Cybex Smith Press Machine" for \$500.00 to East Hartford Police Officer Jason Hawley.
Motion carried 9/0.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Awet Tsegai indicated that a resident asked if the Meadow Hill Trail was town or state owned. *Mayor Leclerc said that Meadow Hill was not an official trail.*

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Worker's Compensation Claim: Ellen Stoldt, Former Employee

MOTION By Sebrina Wilson
seconded by Don Bell

to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending Worker's Compensation claim of former employee, Ellen Stoldt, for a total sum of \$54,500.00.
Motion carried 9/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

Mayor Leclerc spoke on the following: (1) the tennis courts will be removed at Hockanum Park and replaced by 6 pickle-ball courts by June 2021; (2) the new signage for town buildings should be completed by the end of summer 2021; (3) the broken sidewalks along Pitkin Street from the MDC treatment plant to the Route 2 overpass will be repaired; (4) the sidewalks along Silver Lane from Summerfield to Silver Lane School will be replaced by the State of Connecticut; (5) the on/off ramps in the area of the new Senior Center along Route 2 will be eliminated; (6) the Meadow Hill Pump Station has been repaired in time for flood season; (7) the Hockanum Linear Trail that runs from Hills Street to Roberts Street will start in the late spring 2021; (8) Goodwin University's most recent project, a new building on the site of the former East Hartford Tire Company, is in the land-use stage; (9) Rebel Dog – a café in the new American Eagle building located at 361 Main Street – will have a soft opening Thursday March 18th; and (10) the municipal aid that the town will receive via the American Rescue Plan will be subject to guidelines set by the US Treasury.

Don Bell asked the Mayor for an update on East Hartford's Covid-19 vaccination progress. The Mayor agreed.


Angie Parkinson inquired on what the sign on the Torpey Bridge would look like.

ADJOURNMENT

MOTION By Esther Clarke
 seconded by Don Bell
 to **adjourn** (8:43 p.m.).
 Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be April 6th.

Attest


Angela M. Attenello
TOWN COUNCIL CLERK

Town of East Hartford, Connecticut

Economic Development Incentive Guidelines for Commercial Properties

I. Overview and Background

The objective of offering a local economic development incentive is to encourage economic growth, and expansion consistent with the Town's Plan of Conservation and Development (Plan of C & D). This policy document seeks to address two types of local economic development incentives: (i) Incentives to Promote Grand List Growth; and (ii) Incentives to Promote Overall Economic Benefits. Incentives to Promote Grand List Growth incentivize the expansion of the Town's grand list (or list of taxable property) by adding to the assessed value of a property. Incentives to Promote Overall Economic Benefits promote direct, indirect and induced economic development benefits for the Town as a whole.

IA. Incentives to Promote Grand List Growth.

The Town has the authority under the Connecticut General Statutes Sec. 12-65b to phase in the increase of local property taxes for projects that will increase the assessed value to the real property.

The chart below provides an example of the type of benefits that may be considered.

DURATION AND AMOUNT OF CGS 12-65b INCENTIVE

Percent increase in assessment value.	Max length of Agreement	Max percent that increase in assessment may be abated.
25%	3 years	50% of the increase in assessment based on completed work.
50%	2 years	100% of the increase in assessment based on completed work.
75%	5 years	100% of the increase in assessment based on completed work.
100% or more	10 years	100% of the increase in assessment based on completed work.

IB. Incentives to Promote Overall Economic Benefits.

The incentives in this case may be tailored to the specific needs of the project. The benefits will be Town-wide and more holistic.

IC. Eligibility Criteria.

A. General Requirements:

To be eligible for either of the two preceding incentives (IA & IB), the proposed project must be a permitted use as defined by the East Hartford Zoning Regulations, and must meet the goals and objectives defined in the Plan of C&D. Those seeking incentives must also evidence a commitment to remain in the Town well beyond the length of the incentive period, preserve and create jobs for Town residents and utilize Town businesses during construction and operation. In addition, applicants must also evidence a strong commitment to diversity recruitment and retention employment practices.

B. Specific Requirements:

To be eligible for either of the two preceding incentives (IA & IB) the project must provide for the creation of long-term tax base growth for the Town and stimulate local economic conditions for existing businesses and the development of future industry groups. To be eligible for IB incentives, the project must also have one or more of the following economic impacts:

- a. **Direct Economic Impact.** Direct impact includes all direct effects the project has on the Town due to the project's operations. These include direct employees, organizational spending, employee spending, and spending by vendors, contractors and visitors to the new or expanded business.
- b. **Indirect Economic Impact.** Indirect impact includes business-to-business purchases in the supply chain taking place in the Town/region that stem from the initial industry input purchases.
- c. **Induced Economic Impact.** Induced impact includes the value stemming from local household spending of wages received from the new or expanded business. When recipient local businesses use this new income to spend within the local community, induced impacts quickly multiply.

II. Qualifying Businesses

- A. Applicant must be a private, for-profit enterprise that is entitled to operate legally in the State of Connecticut
- B. Applicant must not be in violation of any law, regulation or agreement with the Town, State or Federal Government
- C. Applicants must demonstrate a solid financial base and reasonable growth potential
- D. Applicants must be committed to make a significant investment in newly acquired or leased real property, or must be willing to make a significant investment in rehabilitating real property that they currently own or lease, or plan to acquire or lease.
- E. Applicant and its project must meet the eligibility criteria set forth in IC above.

III. Application Procedure

Applications shall be made to the Mayor, through the Director of Development. The Director of Development may enter into negotiations with such applicant for the purpose of developing an agreement. Once agreement has been reached, the Mayor, Director of Finance and Corporation Counsel shall review the application and the agreement. After review, the application and agreement shall be forwarded to the Economic Development Commission for its review, comment and recommendation. Within thirty days of receipt of the proposed agreement, the EDC shall report its findings and recommendation to the Mayor. The Mayor may make a final recommendation and submit the application and agreement to the Town Council for approval. The application and supporting documentation will, at minimum, provide the information as outlined in Schedule A attached hereto and made a part of. *The application must be submitted, and approved by the Town Council, prior to commencement of construction or renovation of improvements on the property that will be the subject of the tax benefit or incentive.*

IV. Policy Waiver

The Council may alter or otherwise waive any and all requirements contained herein so long as the project is consistent with the goals and objectives of the current Plan of C & D.

PLEASE NOTE: nothing herein, or in any attachment, shall be deemed a promise, commitment or agreement by the Town of East Hartford or the East Hartford Town Council to provide tax benefits or financial incentives.

MARCIA LECLERC
MAYOR

DEVELOPMENT
DEPARTMENT

TOWN OF EAST HARTFORD



East Hartford, Connecticut 06108

(860) 291-7300

FAX (860) 291-7298

SCHEDULE A

Economic Development Incentive Application

(Company Name)

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Section 1: Request for Incentive Summary Sheet

Applicant Name:

Applicant Address:

Address Real Property:

Incentive Sought:

Description of Business:

Employment Current and Projected:

Total Investment Real Property:

Description of Improvements:

Description of Municipal Fiscal Impact:

Description of Economic Impact:

Description of outreach to entities within the Town of East Hartford to ensure diverse community-based hiring:

Recommendation of Economic Development Commission:

Recommendation of the Mayor:

<i>Report of Estimated Value of Incentives and Revenue</i>						
<i>Description of Property</i>	<i>Estimated Market Value of Investment</i>	<i>Estimated Assessed Value</i>	<i>Annual Property Tax</i>	<i>Percent of Abatement</i>	<i>Length of Abatement</i>	<i>Incentive Value</i>
Machinery and Equipment						
Real Property Improvements						
Assessed Value of Real Property Currently			Annual Tax Revenue Generated			
Total Estimated Assessment After Completion			Annual Tax Revenue Generated		Annual Tax Revenue Increase	
Total value of abatements						
Tax Revenue Years 1 through []						
Estimated Value of Municipal Building Permits						
Total Town Revenue Years 1 through []						
<i>*All figures presented are estimates only</i>						

Section 2: Detailed Description/History of Business

Section 3: Description of Real Property

Include:

Current Assessor's Card

Section 4: Description of Real and Personal Property Improvements

Include:

- a) Location
- b) Land size, building description including existing conditions and proposed improvements
- c) Summary of Construction Plans, if available
- d) Approximate completion date

Section 5: Background Correspondence

Include:

Letter of transmittal to Mayor requesting incentive – prior to building permit application

Appendix 1: Tax Abatement Incentive Guidelines

Statutory Authority

Sec. 12-65b. Agreements between municipality and owner or lessee of real property or air space fixing the assessment of such property or air space.

(a) Any municipality may, by affirmative vote of its legislative body, enter into a written agreement, for a period of not more than ten years, with any party owning or proposing to acquire an interest in real property in such municipality, or with any party owning or proposing to acquire an interest in air space in such municipality, or with any party who is the lessee of, or who proposes to be the lessee of, air space in such municipality in such a manner that the air space leased or proposed to be leased shall be assessed to the lessee pursuant to section 12-64, fixing the assessment of the real property or air space which is the subject of the agreement, and all improvements thereon or therein and to be constructed thereon or therein, subject to the provisions of subsection (b) of this section. For purposes of this section, "improvements to be constructed" includes the rehabilitation of existing structures for retail business use.

(b) The provisions of subsection (a) of this section shall only apply if the improvements are for at least one of the following: (1) Office use; (2) retail use; (3) permanent residential use in connection with a residential property consisting of four or more dwelling units; (4) transient residential use in connection with a residential property consisting of four or more dwelling units; (5) manufacturing use; (6) warehouse, storage or distribution use; (7) structured multilevel parking use necessary in connection with a mass transit system; (8) information technology; (9) recreation facilities; (10) transportation facilities; (11) mixed-use development, as defined in section 8-13m; or (12) use by or on behalf of a health system, as defined in section 19a-508c.

Sec. 12-65h. Agreements between municipality and owner or lessee of real property or air space containing a manufacturing facility or a wholesale and retail business fixing the assessment of personal property.

Any municipality may, by affirmative vote of its legislative body, enter into a written agreement with any party owning or proposing to acquire an interest in real property in such municipality, or with any party owning or proposing to acquire an interest in air space in such municipality, or with any party who is the lessee of, or who proposes to be the lessee of, air space in such municipality in such a manner that the air space leased or proposed to be leased shall be assessed to the lessee pursuant to section 12-64, upon which is located or proposed to be located a manufacturing facility, as defined in subdivision (72) of section 12-81, or a wholesale and retail business, as defined in subdivision (54) of section 12-81, fixing the assessment of the personal property located in the facility that is the subject of the agreement: (1) for a period of not more than seven years, provided the increase in the assessed value of such personal property in such facility or wholesale and retail business is not less than three million dollars, (2) for a period of not more than two years, provided the increase in the assessed value of such personal property in such facility or wholesale and retail business is not less than five hundred thousand dollars, or (3) to the extent of not more than fifty per cent of such increased assessment, for a period of not more than three years, provided the increase in the assessed value of such personal property in such facility or wholesale and retail business is not less than twenty-five thousand dollars.

Appendix 2: Sample Resolution

**TOWN OF EAST HARTFORD SAMPLE RESOLUTION
BUSINESS INCENTIVE POLICY**

WHEREAS, the Town of East Hartford has a Business Incentive Policy to assist businesses who desire to locate or expand their operations in East Hartford; and

WHEREAS, the Town's goals are to preserve and create jobs, create a stable long-term tax base and encourage growth of new and existing businesses; and

WHEREAS, (XXXXXX Company) will be locating at (XXXXXX) and investing (XXXXXX dollars) for improvements and employing (XXXXXX) persons; and

WHEREAS, (XXXXXX Company) has applied for (tax fixing, assessment fixing) at a level of (XXXXXX) for a period of (XXXXX) years; and

WHEREAS, the Town of East Hartford will benefit from the location of a stable business in our town and the increase of our employment base by (XXXXX); and

WHEREAS, Connecticut General Statutes, (Section 12-65b) and (Section 12-65h), provide the legal authority for a municipality to enter into this tax agreement.

NOW, THEREFORE, BE IT RESOLVED that the East Hartford Town Council authorizes the Mayor, Marcia A. Leclerc, to execute an agreement with (XXXXXX Company) pursuant to the Town's Business Incentive Policy and under the authority granted under the Connecticut General Statutes, (Section 12-65b) and (Section 12-65h), for their business (location/expansion) in the Town of East Hartford.