

MAJORITY OFFICE/MICROSOFT "TEAMS"

FEES COMMITTEE

June 1, 2022

PRESENT Councillors Harry Amadasun (Temporary Chair), Awet Tsegai and Travis Simpson

ALSO
PRESENT Marilyn Cruz-Aponte, Assistant Public Works Director
Laurence Burnsed, Health and Social Services Director
Melissa McCaw, Director of Finance
Salvatore Mennella, Waste Services Manager
Cesar Zapata, Solid Waste Official

CALL TO ORDER

Temporary Chair Amadasun called the meeting to order at 6:01 p.m.

NOMINATION OF OFFICERS

Chair

MOTION By Awet Tsegai
seconded by Travis Simpson
to **appoint** Harry Amadasun as **Chair**
of the Fees Committee.
Motion carried 3/0.

Secretary

MOTION By Travis Simpson
seconded by Harry Amadasun
to **appoint** Awet Tsegai as **Secretary**
of the Fees Committee.
Motion carried 3/0.

ADOPTION OF RULES GOVERNING MEETINGS

MOTION By Travis Simpson
seconded by Awet Tsegai
to **adopt** Robert's Rules of Order as the rules that shall govern
parliamentary procedure at all subcommittee 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.
Motion carried 3/0.

ESTABLISHMENT OF MEETING DATES

MOTION By Awet Tsegai
 seconded by Travis Simpson
 to **hold** meetings at the **call** of the Chair.
 Motion carried 3/0.

STORAGE OF RECORDS

MOTION By Awet Tsegai
 seconded by Travis Simpson
 to **store** records in the Town Council office.
 Motion carried 3/0.

APPROVAL OF MINUTES

September 21, 2021

MOTION By Awet Tsegai
 seconded by Travis Simpson
 to **approve** the minutes of the September 21, 2021 meeting as presented.
 Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

Lease Agreement between WIC and Town of East Hartford

Laurence Burnsed, Health Director provided results of the annual audit of the Department of Public Health that led to the following results. Based on the audit it was advised that a specific lease agreement between WIC and the town be put into place. Historically the Public Health department provided a letter that stated the town would charge \$10/sq. ft, to which the audit stated was insufficient and required documentation more specific to what WIC was providing as a program within the space.

Melissa McCaw, Finance Director provided further background regarding the previous agreement in place. The square footage in the lease agreement was re-measured and lowered, which provided an increase to \$10.94/sq. ft to accurately reflect a cost of \$1,900 per month for the space.

MOTION By Awet Tsegai
 seconded by Travis Simpson
 to **recommend** the Town Council approve the Draft Lease for the WIC
 program space at the Community Cultural Center as provided by Mayor
 Michael P. Walsh in a memo to Town Council Chair Richard Kehoe in a
 memo dated March 25, 2022.

Motion carried 3/0

Waste Services Fees and Procedures

Marilynn Cruz-Aponte, Assistant Public Works Director provided background on current waste management fees and procedures as well as the proposed changes presented to the Town Council at the May 17, 2022 meeting. Ms. Aponte then provided clarity on process and accountability as well as ways the new program will improve conditions of the town. The Committee then proposed amendments to the program to help simplify the process and provide more equitable and improved service benefits to residents.

MOTION By Awet Tsegai
 seconded by Travis Simpson
 to **recommend** that the Town Council accept the changes to waste
 collection permit fees and services as provided by Mayor Michael P.
 Walsh in a memo to Town Council Chair Richard Kehoe on May 5, 2022

with the following adjustments:

1. Amending the Bulky Waste curbside collection eligibility as follows:
Eligible 1-2 Family East Hartford units will have 2 Free pickups
Eligible 3-6 Family East Hartford units will have 4 Free pickups
2. The Town Council and Finance Department will review the monthly appointment reporting results by no later than the end of year 2 of the agreement and each year thereafter, with possible action on findings
3. All-American will provide a scope of additional services and add-on costs for special projects, as defined by the Public Works Director.
4. Transfer Station "Point of Sale" payment decisions be tabled pending further discussion.

Motion carried 3/0.

MOTION By Travis Simpson
 seconded by Awet Tsegai
 to **recommend** that the Town Council approve the transfer of Town
 Waste Vehicles to All American, LLC as provided by Mayor Michael P.
 Walsh in a memo to Town Council Chair Richard Kehoe on May 5, 2022

Motion carried 3/0.

ADJOURNMENT

MOTION By Awet Tsegai
 seconded by Travis Simpson
 to **adjourn** (8:36 p.m.).
 Motion carried 3/0.

cc: Town Council
 Mayor Walsh
 Laurence Burnsed, Health and Social Services Director
 Marilyn Cruz-Aponte, Assistant Director of Public Works