

EAST HARTFORD TOWN COUNCIL

COMMUNITY CULTURAL CENTER AUDITORIUM

June 20, 2023

PRESENT Chair Richard F. Kehoe, Vice Chair Donald Bell, Jr. Majority Leader Sebrina Wilson, Minority Leader John Morrison, Councilors Angela Parkinson, Awet Tsegai, Travis Simpson, Thomas Rup and Harry Amadasun, Jr.

ABSENT

ALSO PRESENT Mayor Michael P. Walsh
Melissa McCaw, Finance Director
Paul O'Sullivan, Grants Manager
Lieutenant Paul Neves, East Hartford Police Department
Alex Trujillo, Director of Public Works
Bruce Cohen, Building Division Supervisor (via Teams)
Justin Stanziale, Board of Education Facilities Manager (via Teams)

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:30 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

RECOGNITIONS AND AWARDS

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Mayor Walsh

- wished all a good evening
- Sounds of Summer, a series of concerts returns to Great River Park, 301 East River Drive Thursday evenings.
- East Hartford Commission on Aging has created a needs survey for senior residents. All East Hartford seniors ages 55 and older are encouraged to participate.
- East Hartford outdoor pools have opened Saturday, June 17. Parks and Recreation will be offering private and group swim lessons and other outdoor pool programming for the summer.
- Silver Lane Pedestrian Bridge ribbon-cutting is scheduled for June 21st at 10 am.
- The relocation process for the businesses at Silver Lane Plaza is underway.

APPROVAL OF MINUTES

June 6, 2023 Executive Session

MOTION By Sebrina Wilson
 seconded by Don Bell

to **approve** the minutes of the June 6, 2023 Executive Session.

Motion carried 9/0

June 6, 2023 Regular Meeting

MOTION By Sebrina Wilson
 seconded by Don Bell

to **approve** the minutes of the June 6, 2023 Regular Meeting.

Motion carried 9/0

COMMUNICATIONS AND PETITIONS

Presentation by Indigo Golf re: Update on East Hartford Golf Course

Ryan Phelps, Vice President of Operations for Indigo Partners and Bill Abbey, Golf Course Superintendent along with Alessandro Capossela, General Manager, East Hartford Golf Club provided a review of recent historical data and changes made at the East Hartford Golf Course. The majority of players who used the course in 2022 reside in Hartford County (85%) with 43.3% of participants from East Hartford. Overall reviews of the course experience have increased in positivity and are comparable to other area golf courses.

Fiscal year 2022 saw the highest number of participants play at the facility, as golf as a sport has gained in popularity as a result of the pandemic. The course has gained profitability due to the increased attendance and has benefitted from a mild and dry winter. Total Net Profit/Loss at the course forecasted to be a \$35,000 loss for 2022-23 vs. a \$110,000 loss in 21-22.

OLD BUSINESS

NEW BUSINESS

End of Fiscal Year 2022-2023

Melissa McCaw, Finance Director provided preliminary Fiscal Year 2023 financial results along with a summary of interdepartmental transfers to be approved by the Council. Overall, the revenues exceeded budgeted forecasts but there were unanticipated expenses that required additional funds to be transferred from fund balance. However, after all the transfers, the town's fund balance will increase. More definitive numbers will be available after the close of the fiscal year on June 30. The Town Council will need to transfer funds between departments – some departments spent less than budgeted and others incurred more expenses. And the Town Council needs to transfer funds from Fund Balance to pay for additional incurred expenses. However, once the finance books

close, it is anticipated that more surplus funds will be deposited in Fund Balance than were transferred tonight.

Interdepartmental Budget Transfers

MOTION By Don Bell
seconded by Tom Rup

to approve the interdepartmental transfers for fiscal year 2022-2023 consistent with the transfers listed in a memorandum from Finance Director Melissa McCaw to Mayor Michael P. Walsh dated June 15, 2023 totaling \$347,000 in transfers within the General Fund **as follows:**

The Town of East Hartford For the Fiscal Year Ending June 30, 2023 Year-End Budget Transfers		
General Fund To		
Account Number	Name	Amount
G2200 63230	Corp Counsel - Legal	50,000
G2200 63138	Corp Counsel - Contractual Services	30,000
G4100 63138	Development - Contractual Services	45,000
G9200 63402	Health - Social Services - Emergency Services	13,000
G2300 60110	Human Resources - Permanent Services	37,000
G2300 63129	Human Resources - Consultant Services	118,000
G9700 63228	Capital Improvement (Leases) - Escrow Fee	1,600
G2400 60121	Library - Temporary Services	19,000
G2100 60121	Mayor's Office - Temporary Services	4,400
G1300 62360	Registrar of Voters - Election Day Expenses	2,000
G1200 60121	Town Clerk - Temporary Services	5,000
G1100 60110	Town Council - Permanent Services	22,000
	TOTAL	347,000
General Fund From Account Number	Name	Amount
G9842 63138	Planning and Zoning - Contractual Services	22,000
G9600 63492	Contingency - Reserve for Contingency	20,000
G6100 60110	Inspections and Permits - Permanent Services	174,000
G6100 60121	Inspections and Permits - Temporary Services	16,000
G5203 60110	Police - Permanent Services	75,000
G9430 63138	Senior Services - Contractual Services	20,000
G2600 60110	Youth Services - Permanent Services	20,000
	TOTAL	347,000

Motion carried 9/0

Supplemental Budget Appropriation

MOTION By Don Bell
seconded by Tom Rup

to adopt the following resolution:

WHEREAS, the Town of East Hartford has experienced higher than budgeted costs for Corporation Counsel legal contractual and salary costs, Public Works contractual, utilities, and overtime costs, Benefits – Sick Leave Payouts for retirements and recurring Fire overtime expenses due to required minimum manning and the impact of vacancies, and

WHEREAS, these expenses have been or will be paid from the Town's General Fund for the fiscal year ending June 30, 2023, and

WHEREAS, as a result of the aforementioned, it is necessary for the Town of East Hartford to set aside additional budget contributions to fund a projected General Fund expenditure deficit in fiscal year 2022-23; and

WHEREAS, the Town Council approved the necessary \$21.6 million Town Hall Renovation project with a funding plan that contained the use of General Fund surpluses of \$600,000; and

WHEREAS, the Town of East Hartford currently projects a revenue surplus that is sufficient to fund these expenses and commitments;

NOW THEREFORE BE IT RESOLVED, that the East Hartford Town Council does hereby approve this Supplemental Budget Appropriation of funds in the amount of \$2,748,000 from the Town's current year revenues for the purpose of funding a fiscal year 2022-23 expenditure deficit and other requirements as listed below and does hereby amend the current 2022-23 fiscal year Operating Budget to reflect the attached Supplemental Revenue and Expenditure Appropriations.

G0370 40067	Property Taxes: Current Year Levy	1,000,000
G0350 42542	Municipal Revenue Sharing Account	648,000
G0320 51410	Miscellaneous Income: Interest Income	1,100,000

Total Revenue Appropriation	2,748,000
------------------------------------	------------------

G2200 60110	Corp Counsel - Permanent Services	78,000
G3200 60141	Finance – Empl. Benefits - Reserve for Severance	150,000
G5317 60141	Fire Suppression Overtime	970,000
G7100 64404	Public Works - Fleet Garage	100,000
G7200 60141	Public Works - Engineering - Overtime	100,000
G7400 63138	Public Works - Waste - Contractual Services	482,000
G7700 62321	Public Works - Fleet Services - Gasoline and Fuel	145,000
G7800 65251	Public Works - Building Maintenance - Natural Gas	123,000
G3100 67100	Finance - Transfer Out	600,000

Total Expenditure Appropriation

2,748,000

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

Town Administration Capital Reserve Fund Contribution for FY2023

MOTION By Don Bell
seconded by Travis Simpson

in accordance with Article 7 §10-38 of the Town of East Hartford Code of Ordinances, the Town Council **approve** the Town Administration's request to transfer \$600,000 or such lesser amounts to the Town Capital Reserve Fund as determined by the Finance Director and to expend \$600,000 or such lesser amount, as deposited, from the Town's Capital Reserve Fund appropriation for the purposes of funding the Town Hall Renovation project.

Motion carried 9/0

Bid Waiver: Sewer Pump Replacement at Department of Public Works Facility

MOTION By Awet Tsegai
seconded by Tom Rup

that in accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council allow Mayor Michael P. Walsh to execute a contract with Mechanical & Pump Services, Inc. for the replacement of sewage pumps, controls and associated plumbing at the Public Works Facility at a cost of \$13,585.00.

Motion carried 9/0

Board of Education Capital Reserve Fund Contribution for FY2023

MOTION By Angie Parkinson
seconded by Travis Simpson

that in accordance with Section 10-38 of the Town of East Hartford Code of Ordinances, the Town Council approve the Board of Education's request to expend \$1,919,877 or such lesser amounts as deposited based on the proceeds as forwarded by the BOE from the Board of Education's Capital Reserve Account for the purposes of funding capital improvements and other general improvement projects which are all consistent with the projects contained in the district's approved Capital Improvement Plan.

Motion carried 9/0

FY 2023 Highway Safety Project Comprehensive DUI Enforcement Grant

MOTION By Harry Amadasun

seconded by John Morrison

to adopt the following resolution

WHEREAS; the Connecticut Department of Transportation (DOT) has made funds available for Comprehensive DUI Enforcement under the FY 2023 Highway Safety Project Grants, and,

WHEREAS; the East Hartford Police Department wishes to apply for these funds to reduce the number of crashes, injuries and fatalities from impaired driving through increased high-visibility DUI enforcement activities.

NOW THEREFORE LET IT BE RESOLVED; that Michael P. Walsh, 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 DOT as they pertain to this Highway Safety Project Comprehensive DUI Enforcement grant.

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

2023 Neighborhood Assistance Act Tax Credit Program Application

MOTION By Angie Parkinson
seconded by Travis Simpson

to adopt the following resolution

WHEREAS, the Connecticut Neighborhood Assistance Act Tax Credit Program provides State of Connecticut tax credits to businesses who contribute to community programs benefiting low income or persons with disabilities in such areas as: job training, job education, community services, and energy conservation, and;

WHEREAS, fourteen proposals have been received from area agencies, listed on the 2023 State of Connecticut Neighborhood Assistance Act Proposal Summaries sheet as attached, and have requested to be included in the 2023 State of Connecticut tax credit program through the Town of East Hartford, and;

WHEREAS, a Public Hearing to present these applications was held on June 12, 2023, as required by the State of Connecticut.

NOW, THEREFORE, LET IT BE RESOLVED: That Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to forward these applications to the State of Connecticut Department of Revenue Services for their review and inclusion into the 2023 Neighborhood Assistance Act Tax Credit Program.

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

Setting of Public Hearing Date re: Fair Rent and Quality Housing Commission Ordinance

MOTION By Sebrina Wilson

seconded by John Morrison

to set a public hearing date of July 11, 2023 @ 7:15 pm in the Community Cultural Center Auditorium as well as via the Teams platform to hear public comment on the Fair Rent and Quality Housing Commission and the proposed addition of Sections 2-113e, 2-113f and 2-113g to the East Hartford Code of Ordinances with language that is consistent with the draft dated June 13, 2023 as recommended at the June 13, 2023 Ordinance Committee meeting.

Motion carried 9/0

Referrals to Personnel and Pensions Subcommittee

Proposed Revisions of Job Descriptions for Case Worker I and Case Worker II

MOTION By Awet Tsegai
seconded by Tom Rup

to refer to the Personnel & Pensions Subcommittee proposed revisions to job descriptions for the administrative positions of Case Worker I and Case Worker II as provided in a memo from Mayor Michael P. Walsh to Rich Kehoe, Town Council Chair dated June 13th, 2023 with instructions to review the positions and report back to the full Council with its recommendations, if any.

Motion carried 9/0

Proposed Revisions of Job Descriptions and Pay Grade Adjustments for Account Clerk-Tax, Assistant Building Official- Electrical, and Assistant Building Official

MOTION By Awet Tsegai
seconded by Tom Rup

to refer to the Personnel & Pensions Subcommittee proposed revisions to job descriptions and pay grade adjustments for the administrative positions of Account Clerk- Tax, Assistant Building Official- Electrical, and Assistant Building Official as provided in memo from Mayor Michael P. Walsh to Rich Kehoe, Town Council Chair dated June 13th, 2023 with instructions to review the positions and report back to the full Council with its recommendations, if any.

Motion carried 9/0

Proposed Revisions of Job Descriptions, Pay Grade Adjustments and Changes in Title for positions of Administrative Secretary II - Senior Services and Assistant Building Official- Plumbing and Mechanical

MOTION By Awet Tsegai
seconded by Tom Rup

Motion carried 9/0

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

James G. Sundin Jr.— 6 Suffolk Dr – term to expire 12/25

Angel Santiago – 700 Forbes Street – term to expire 12/23
Gary Roy – 61 Matthew Road – term to expire 12/23

Shana Rohan – 53 Woodbridge Ave – term to expire 12/25

Motion carried 9/0

MOTION By Angie Parkinson
seconded by Travis Simpson

to **approve** the outdoor amusement permit application entitled “Diligence Training 4-year Anniversary” as submitted by Scott Sansom, Chief of Police, scheduled for Saturday June 24, 2023 from 11:00 am to 3:00 pm at 275 Park Avenue, and **waive the associated permit fee and time requirements**, 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

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Councillor Simpson thanked the Administration for information regarding Veterans' benefits for residents provided to the Council.

Councillor Simpson also requested clarification regarding the recently appraised insurance value of Town Hall given the amount of money invested in renovations.

Councillor Morrison requested an update on the Fiber City project and the progress of the Town Hall Renovation. *Mayor Walsh stated that Town Hall is on schedule and on budget. The Mayor estimates Town departments will be back in the building by February 2024. With regards to the SiFi Project, the process has been delayed due to a change in vendors that will improve lawn restorations. The vendor estimates the project will still be completed in two years as projected, but the Mayor is unsure if the timeline is achievable.*

Councillor Amadasun thanked the Administration for their efforts to relocate the weekend's Juneteenth Celebration indoors to the Community Cultural Center due to the inclement weather.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

The pending workers' compensation claim of former Town employee, Lydia Sanabria.

MOTION By Sebrina Wilson
 seconded by Tom Rup

to **accept** the recommendation of Corporation Counsel to fully and finally settle the pending workers' compensation claim of former Town employee, Lydia Sanabria, for a total sum of \$5,000.00.

Motion carried 9/0

The pending workers' compensation claim of Town employee Joseph Ficacelli in conjunction with the pending third party action known as Ficacelli v Arroyo-Stulpin, Docket No. HHD-CV-21-6135788-S.

MOTION By Sebrina Wilson
 seconded by John Morrison

to **accept** the recommendation of Corporation Counsel to compromise the Town's workers' compensation lien in the amount of \$37,663.28 regarding Town employee, Joseph Ficacelli, to a total of \$30,000.00 in the third-party action known as Ficacelli v Arroyo-Stulpin, Docket No. HHD-CV-21-6135788-S.

Motion carried 9/0

OPPORTUNITY FOR RESIDENTS TO SPEAK

Mayor Walsh shared that there has been a recent change in CSEAU board leadership. A provision in the Union contract allows for reviews of compensation and a number of job descriptions are under evaluation to assure they remain competitive in the current market.

