

Robert J. Piroch

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT
DECEMBER 13, 2011

2011 DEC -8 A 8:39

TOWN CLERK
EAST HARTFORD

6:30 p.m. Executive Session

=====

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
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. November 22, 2011 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. Town Council Subcommittee Assignments
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Dial-a-Ride Operating Grant
 - B. Local Prevention Grant – East of the River for Substance Abuse Elimination (ERASE)
 - C. Riverside Drive Reconstruction Design Agreement
 - D. Municipal Tax Exempt Lease Purchase Financing
 - E. Bid Waiver: East Hartford's Solid Waste Disposal and Recycling Services re: Covanta Southeastern Connecticut Company
 - F. Referral to Tax Policy Committee re: Tax Lien Sales
 - G. Referral to Ordinance Committee re: Revisions to Job Descriptions: Director of Parks & Recreation, Director of Inspections and Permits and Director of Human Resources
 - H. Referral to Fees Committee re: Raymond Library Lease
 - I. Amusement Permit Application: 20th Annual Aselton Memorial Snow Dash
 - J. Recommendation from Personnel & Pensions Committee re: Non-union, Non-classified Wage Chart
 - K. Recommendation from Real Estate Acquisition & Disposition Committee re: 11.4 Acres Abutting 244 Lombardo Drive (f.k.a. Meat Town Property)
 - L. Refund of Taxes
 - M. 2012 Town Council Meeting Dates
 - N. 2012-2013 Town Council Budget Workshop Schedule

9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
 - A. Municipal Derivatives Antitrust Litigation – Bank of America
11. OPPORTUNITY FOR RESIDENTS TO SPEAK
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
12. ADJOURNMENT (next meeting: January 3, 2012)

Robert J. Pasch

EAST HARTFORD TOWN COUNCIL

2011 NOV 29 A 10: 55

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

NOVEMBER 22, 2011

PRESENT Chair Richard F. Kehoe, Majority Leader Barbara-Ann Rossi, Minority Leader Eric A. Thompson, Councillors Marc I. Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Robert J. Damaschi

ABSENT Vice Chair William P. Horan, Jr.

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:40 p.m. He 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 AGENDA

MOTION By Barbara Rossi
seconded by Ram Aberasturia
to **amend** the agenda as follows:
Under New Business, **delete** Items 8 D. 3 and 8 D. 4, entitled, respectively, Appointment to Economic Development Commission: John Ryan
Appointment to Redevelopment Agency: John Ryan
Motion carried 8/0.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Mayor Leclerc (1) spoke in favor of the Homeland Security Grant and the Hockanum River Linear Trail Grant; (2) supports the DMV's temporary registration extension program; and (3) thanked Dan Lyman Russell and Charles Botts for coming forward to serve on town commissions.

APPROVAL OF MINUTES

October 18, 2011 Regular Meeting

MOTION By Barbara Rossi
seconded by Eric Thompson
to **approve** the minutes of the October 18, 2011 Regular Meeting.
Motion carried 7/0. **Abstain:** Damaschi

November 7, 2011 Special Meeting/Storm Alfred

MOTION By Barbara Rossi
seconded by Pat Harmon
to **approve** the minutes of the November 7, 2011 Special Meeting/Storm Alfred.
Motion carried 6/0. **Abstain:** Weinberg, Damaschi

November 14, 2011 Organizational Meeting

MOTION By Barbara Rossi
seconded by Eric Thompson
to **approve** the minutes of the November 14, 2011 Organizational Meeting.
Motion carried 7/0. **Abstain:** Damaschi

COMMUNICATIONS AND PETITIONS

Holiday Fest Update

Pat Sirois, Chair of the East Hartford Beautification Commission, urged all to attend this year's festivities starting on Friday, December 2nd through Monday, December 5th. Ms. Sirois reminded all that the main focus of the Fest is to replenish the town's food banks for those less fortunate.

OLD BUSINESS

None

NEW BUSINESS

State of Connecticut Division of Emergency Management and Homeland Security Grant

MOTION By Linda Russo
seconded by Marc Weinberg
to **adopt** the following resolution:

RESOLVED: that the Town of East Hartford may enter into with and deliver to the State of Connecticut Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; 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 document.

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

Hockanum River Linear Trail Grant

MOTION By Ram Aberasturia
seconded by Linda Russo
to **adopt** the following resolution:

BE IT RESOLVED, that Marcia A. Leclerc, Mayor of the Town of East Hartford, be and hereby is authorized to execute on behalf of the Town of East Hartford a Personal Services Agreement (PSA) with the State of Connecticut for financial assistance to extend the completion date for funding the Hockanum River Linear Trail CSAP 1988-05.

IN ADDITION, that Marcia A. Leclerc, Mayor, is hereby authorized to enter into such agreements, contracts and execute all documents necessary to said grant with the State of Connecticut.

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

Connecticut Department of Motor Vehicles Temporary Registration Extension Program

MOTION By Barbara Rossi
seconded by Linda Russo
to **adopt** the following resolution:

**RESOLUTION CONCERNING THE CONNECTICUT DEPARTMENT OF MOTOR VEHICLES TEMPORARY
REGISTRATION EXTENSION PROGRAM**

WHEREAS, the Connecticut Department of Motor Vehicles has created a temporary registration extension program, and

WHEREAS, the intent of the program is to establish the terms, conditions, and safeguards under which the town is authorized to issue temporary registrations on behalf of DMV, and

WHEREAS, East Hartford has been invited to participate in the program along with several other Connecticut towns.

NOW THEREFORE BE IT RESOLVED, that the Mayor of the Town of East Hartford is authorized to enter into the agreement with the Connecticut Department of Motor Vehicles. The details of the agreement shall be determined between the Connecticut Department of Motor Vehicles and the Mayor, whose signatures will indicate approval of specific terms and conditions.

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

Appointments to Boards and Commissions

MOTION By Linda Russo
seconded by Barbara Rossi
to **approve** the appointment of Dan Lyman Russell,
118 Oak Street, to the Building Code Board of Appeals;
whose term shall expire December 2016.
Motion carried 8/0.

MOTION By Ram Aberasturia
seconded by Barbara Rossi
to **approve** the appointment of Charles Botts III, to the
Zoning Board of Appeals; whose term shall expire December 2012.
Motion carried 8/0.

Refund of Taxes

MOTION By Marc Weinberg
seconded by Eric Thompson
to **refund** taxes in the amount of \$7,207.62
pursuant to Section 12-129 of the Connecticut General Statutes.
Motion carried 8/0.

Bill	Name	Prop Loc/Vehicle Info.	Int	Over Paid
2010-03-0051334	APARICIO MICHAEL	2004/277VAU/19UUA66214A059795	\$ (7.46)	\$ (165.73)
2009-03-0055128	CAB EAST LLC - FORD CREDIT PP TAX	2008/662XAL/JM1BK32G081112074	\$	\$ (53.65)
2009-03-0055129	CAB EAST LLC - FORD CREDIT PP TAX	2007/663WAA/3LNHM26T17R629650	\$	\$ (122.26)
2009-03-0055133	CAB EAST LLC - FORD CREDIT PP TAX	2004/801SWZ/YV1SZ59H041151872	\$	\$ (325.02)
2009-03-0055147	CAB EAST LLC - FORD CREDIT PP TAX	2008/68CF84/1FTSW21568EC61581	\$	\$ (491.99)
2010-03-0056538	CHASE AUTO FINANCE CORP	2009/861XJU/JF2SH61689H784399	\$	\$ (325.55)
2010-03-0056543	CHASE AUTO FINANCE CORP	2009/469WXA/JF2SH63639G723089	\$	\$ (269.87)
2010-03-0056611	CHERUKURI DAYANAND C/O ANANTHA KASINA	2000/205YEC/2T1BR12E6YC377706	\$	\$ (9.92)
2010-03-0057001	COBURN DANIEL A	1999/992BZY/Y3EF48E4X3024850	\$	\$ (5.79)
2010-03-0058957	DASILVA APRIL L	2005/612PVZ/2C8GF78485R276919	\$	\$ (26.00)
2010-01-0003803	DERENCH SANDRA	226 GOODWIN ST		\$(2,072.21)
2010-03-0087178	DZIADOSZ SOPHIE	2000/843ADG/2G4WS52J8Y1294802	\$	\$ (8.60)
2010-03-0062113	FINANCIAL SER VEH TRUST C/O BMW FINANCIAL SERVICES ATTN: TAX	2009/SUSAN7/WBALM73559E165203	\$	\$ (264.02)
2010-03-0062120	FINANCIAL SER VEH TRUST C/O BMW FINANCIAL SERVICES ATTN: TAX	2010/581LEK/WBAPK5C59AA652279	\$	\$ (489.64)
2010-03-0062984	FRENCH MIKE	1998/127NLF/YV1LW5649W2406837	\$	\$ (67.12)
2009-03-0079429	GAVIN REBECCA	1997/794WWO/1HGCD5654VA253147	\$	\$ (10.28)
2010-03-0066628	HOANG JOHN N	2006/176UOR/1N4AL11D66N420480	\$	\$ (7.41)
2010-03-0066904	HONDA LEASE TRUST	2009/605XPC/1HGCP26869A152407	\$	\$ (257.81)
2009-03-0067735	IRVING LORNA M	2000/968WTT/JN1CA31D8YT727218	\$	\$ (49.69)
2007-03-0068492	J AND B MECHANICAL CONTRACTORS	1993/7CG420/1GCDC14ZXPZ221604	\$	\$ (78.61)
2008-03-0072471	MACK MARSHA M	2004/320WCJ/1HGCM66524A042646	\$	\$ (33.54)
2010-03-0072988	MATTHEWS WILLIAM S OR MATTHEWS DEBRA	2004/641WGO/JTEBU14R640028530	\$	\$ (12.74)
2010-03-0075553	NDAGIRE JULIET	2006/419TGU/4T1BE30K86U669238	\$	\$ (23.75)
2010-03-0076093	NISSAN INFINITI LT TAX OPERATIONS	2008/YP9602/1N4BL21E68C146487	\$	\$ (347.48)
2010-03-0077455	PARENT BEVERLY J	2003/892FDW/2G1WF52E139211872	\$	\$ (146.98)
2010-03-0078021	PENSKE TRUCK LEASING CO ATTN: ARTHUR PODGUSKI	2005/45771A/1FUJA8CK95LN96399	\$	\$ (549.22)
2009-03-0079254	PINNEY JACLYN M	1996/105XGU/JN1CA21D2TT100498	\$	\$ (50.90)

2010-02-0041330	PRECISION OPTICAL CO INC	351 BURNHAM ST	\$	\$ (19.82)
2010-03-0079500	PUDUPADI-EGANATH ANANTHA	2005/752XCU/1N4AL11D95N401047	\$	\$ (60.23)
2009-03-0079869	PUNTIEL VINICIO J	1999/89CC25/4TAWN72N1XZ566487	\$	\$ (161.05)
2010-03-0079521	PUNTIEL VINICIO J	1999/89CC25/4TAWN72N1XZ566487	\$	\$ (210.99)
2010-03-0082115	ROZELA MARK E C/O ATTORNEY JOHN STOBER	2001/3187CA/1GCCS14541K137984	\$	\$ (21.34)
2007-03-0083534	RUIZ MARIBEL N	1997/734UNF/1N4BU31D0VC253668	\$	\$ (6.17)
2010-03-0083423	SEGDA PETER M	2000/WUZZUP/1HD1GDV10YY316325	\$	\$ (9.00)
2009-03-0085321	STAVOLA JULIA E	2004/175NOB/1HGCM82674A017123	\$	\$ (6.90)
2010-03-0085194	STEVENSON GERALD OR STEVENSON MARSHA	2002/931MMT/KMHFU45EX2A233547	\$	\$ (29.67)
2010-03-0085521	SURLES ESTELLE	2006/730PMH/1N4AL11D46N444258	\$	\$ (10.97)
2010-03-0085745	TANASI SEBASTIAN OR TANASI SALLY ANN	2003/YANO/1FAFP36Z53W302811	\$	\$ (125.98)
2010-03-0089161	WILLARD GLENN E OR BIGL LOUANN M	2005/658TZV/KMHDN46D95U072699	\$	\$ (26.16)
2010-02-0041778	ZIPFEL DAVID & ASSOCIATES LLC	84 CONNECTICUT BLVD	\$	\$ (246.10)
SUBTOTAL			\$ (7.46)	\$(7,200.16)

Councillor Linda Russo made a point of personal privilege to recognize the efforts of the members of the Strengthen the East Hartford Dike Committee, especially the Chair of that Committee, Ted DiLorenzo. The focus of this Committee was to inform the citizens of East Hartford of the necessity of voting in favor of the flood control bond referendum that was on the November 2011 ballot. Councillor Russo believes that these efforts led to the passing of this referendum.

PUBLIC COMMENT ON AGENDA ITEM 10 – STORM ALFRED

None

UPDATE OF STORM ALFRED

MOTION By Eric Thompson
seconded by Barbara Rossi
to take agenda item 10. 3 out of order:
Motion carried 8/0.

Update from the East Hartford Housing Authority

Debra Bouchard, Executive Director, and Christine Paisley-Corrigan, Leasing Manager, presented a chronological record of the events leading up to, during and after Storm Alfred.

Update from the Administration

John Oates, Fire Chief, Michael Walsh, Finance Director, and Tim Bockus, Acting Public Works Director, each gave input of their department's involvement in the management of the storm.

Update from the East Hartford Board of Education

Jeffrey Currey, Chair, Mark Zito, Superintendent of Schools, Paul Mainuli, Director of Business Services, Al Costa, Director of Facilities, Ken Sayers, I.T. Network Administrator, and Mike Moan, Director of Security provided an overview of the school's preparation for storm Alfred and details on the electrical switch at the high school that prevented the use of the generator to power the emergency shelter.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

None

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

OPPORTUNITY FOR RESIDENTS TO SPEAK

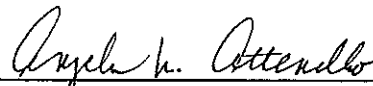
None

ADJOURNMENT

MOTION By Eric Thompson
 seconded by Bob Damaschi
 to **adjourn** (11:26 p.m.).
 Motion carried 8/0.

The Chair announced that the next Town Council meeting would be on December 13, 2011.

Attest



Angela M. Attenello
TOWN COUNCIL CLERK

COMMITTEE ASSIGNMENTS

2011-2013

Economic Development

Barbara Rossi
Pat Harmon

Education, Board of (Liaison)

Rich Kehoe
Bob Damaschi

EMS

Linda Russo
Eric Thompson

Fees Committee

Marc Weinberg, Temp Chair
Ram Aberasturia
Pat Harmon

Housing Authority (Liaison)

Linda Russo
Bob Damaschi

Investigation & Audit Com.

Bill Horan, Temp Chair
Barbara Rossi
Eric Thompson

M.D.C. (Liaison)

Bill Horan

Ordinance Committee

Rich Kehoe, Temp Chair
Bill Horan
Eric Thompson

Budget Committee

Ram Aberasturia, Temp Chair
Barbara Rossi
Bob Damaschi

Personnel & Pensions

Marc Weinberg, Temp Chair
Ram Aberasturia
Bob Damaschi

Public Building Commission

Rich Kehoe
Pat Harmon

Real Estate Acq. & Disp. Com.

Linda Russo, Temp Chair
Bill Horan
Eric Thompson

Retirement Board

Barbara Rossi

Riverfront Recapture (Liaison)

Marc Weinberg

Tax Policy Committee

Bill Horan, Temp Chair
Marc Weinberg
Pat Harmon

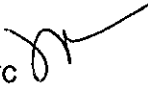
Town Owned Property Other Than RE

Marc Weinberg, Temp Chair
Rich Kehoe
Bob Damaschi

Inspections/Permits Committee

Barbara Rossi, Temp Chair
Linda Russo
Eric Thompson

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 6, 2011
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: Dial-a-Ride Operating Grant

Attached is a memorandum from our Director Parks and Recreation and Senior Services advising that the Town of East Hartford has been awarded a grant in the amount of \$13,497.45 from the Greater Hartford Transit District for the fiscal year 2011-2012.

Please place on the agenda for the December 13, 2011 meeting. I recommend that the Council approve this award as submitted by adopting the attached resolution thereof. Thank you.

C: M. Pantaleo, Senior Services
C. Fravel, Grants Administrator
M. Walsh, Finance Director

MARCIA A. LECLERC
MAYOR



TOWN OF EAST HARTFORD

50 Chapman Place, Box 1
East Hartford, Connecticut 06108-2145

(860) 528-1458

FAX (860) 282-8239

I, Angela M. Attenello, 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 Town Council of said corporation, duly held on the 22nd day of November, 2011. And I do further certify that the following Resolution has not been in any wise altered, amended or repealed, and is now in full force and effect.

RESOLUTION

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 an \$13,497.45 grant to the Town of East Hartford to be used to support costs associated with the operation of the Dial-A-Ride Program.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Town of East Hartford, Connecticut this ____ day of November, 2011.

Signed: _____

Angela M. Attenello

Town Council Clerk

seal

Memo

To: Mayor Marcia Leclerc

From: C. Roger Moss, CPRP Director of Parks and Recreation

(Signature)

Date: 11/09/11

Re: Dial-A-Ride Grant from GHTD

The Town of East Hartford has been awarded a \$13,497.45 grant from the Greater Hartford Transit District (GHTD) to pay a portion of the cost of operating the Dial-A-Ride program for the current fiscal year July 1, 2011 to June 30, 2012. This is a non-competitive award that the Town receives because it is a member of the GHTD.

I am requesting that the accompanying resolution be placed on the November 22, 2011 agenda of the Town Council so that they may authorize you to enter into this grant contract.

If you have, any questions concerning this matter please do not hesitate to contact me.

Attachments: Resolution

Information Form

Cc: Michael Walsh, Director of Finance

Clare Fravel, Grants Administrator

Michelle Panatleo, Senior Services Coordinator

GRANT APPLICATION INFORMATION

DATE: November 9, 2011

TITLE: Dial-A-Ride Operating Assistance Grant

AMOUNT: \$13,497.45

BUDGET: Reimbursement is 50% of actual costs up to the \$13,497.45 cap.

SOURCE: Greater Hartford Transit District

PURPOSE: Assistance with up to 50% of costs associated with the operation of a Dial-A-Ride service utilized by elderly and disabled persons.

DEPARTMENT RESPONSIBLE: Parks & Recreation

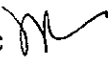
MATCHING FUNDS IN-KIND OR CASH: Minimum 50% match

SOURCE: Municipal budget line items related to operations

GRANT PERIOD: July 1, 2011 – June 30, 2012

APPLICATION DUE DATE: N/A (Town is granted funding as an entitlement due to nature of services. Funding agreement due to GHTD when authorization is obtained).

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 6, 2011
TO: Richard Kehoe, Chairman
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: Local Prevention Grant

The administration is submitting for your review and consideration, the attached resolution to enter into a funding agreement with East of the River for Substance Abuse Elimination (ERASE) in the amount of \$5,675.00. I have attached a memo from our Director of Youth Services that includes information about the use of these monies.

Please place this information on the agenda for December 13, 2011 for review and authorization to enter into this agreement by adopting this resolution.
Thank you.

C: C. Fravel, Grants Administrator
M. Walsh, Finance Director
C. Nolen, Director of Youth Services

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 22nd day of November, 2011.

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 \$5,675 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 file any amendments or reports as may be required to successfully complete the terms of the grant contract.

BE IT FURTHER RESOLVED that Marcia A. Leclerc was elected Mayor. Her term of office began on _____ and will continue until November _____. 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 ____ day of November, 2011.

Angela M. Attenello, Town Council Clerk

Seal

To: Marcia A Leclerc, Mayor

CC: Clare Fravel, Grants Administrator

From: Cephus Nolen Jr., Youth Services

Date: 11/9/2011

Re: Local Prevention Council Grant for the November 22nd, 2011 Town Council
Agenda

I would like to request that the Local Prevention Council Grant for 2011-2012 be on the November 22, 2011 Town Council Agenda.

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 (E.R.A.S.E.) in the amount of \$5,675. The "**Local Alcohol, Tobacco and Other Drug Abuse Prevention Council Grant Program**" (LPCP) is a one year initiative to support the activities of local, municipal-based alcohol, tobacco, and other drug (ATOD) abuse prevention.

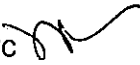
The intent of this grant program is to facilitate the development of ATOD abuse prevention initiatives at the local level with the support of chief elected officials and the community. The specific goal of this grant initiative is to increase public awareness focused on the prevention of ATOD abuse,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

This is the annual Grant from ERASE (East of the River for Substance Abuse Elimination) for \$5,675 that will help provide funding to various programs in the community focus on the prevention of substance use by children & youth. The various programs nominated will help to reach over 2,500 East Hartford youth and their families.

The attached Resolution will authorize you as Mayor to enter into the funding agreement for this program.

CONFIDENTIAL

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 5, 2011
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: 42-313 Riverside Drive Reconstruction

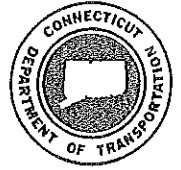
In order to enter into the negotiation process with Parsons Brinkerhoff, the firm hired through the RFQ process to design improvements to Riverside Drive, the State of Connecticut needs Town Council authorization by resolution. This will enable the Mayor to sign the State-Town agreement.

Please place this information on the Town Council agenda for the meeting to be held on December 13, 2011.

C: T. Bockus, Acting Public Works Director
D. Wilson, Engineering
R. Gentile, Assistant Corporation Counsel
M. Walsh, Finance Director



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone: 860 594-3219

December 1, 2011

The Honorable Marcia A. Leclerc
Mayor
Town of East Hartford
Town Hall
740 Main Street
East Hartford, Connecticut 06108

RECEIVED
DEC 02 2011
TOWN OF EAST HARTFORD
ENGINEERING DIVISION

Dear Mayor Leclerc:

Subject: State Project No. 42-313
Federal-Aid Project No.: H178(001)


Enclosed are two original copies of an Original Design Agreement for the Reconstruction of Riverside Drive.

Please do the following promptly:

1. Your signature and those of two witnesses should be affixed to the two copies of the Agreement. Please sign your name as it appears on the signatory page.
2. The witnesses shall sign in the same order on the two copies of the Agreement.
3. The witnesses' names shall be typed beneath their signatures.
4. The Town seal shall be affixed upon all copies of these Agreements.
5. The original council resolution (see enclosed sample) authorizing you, by name and title, to sign these copies of the Agreements. For consistency, please see that your name appears the same in the resolution as shown in the preamble and signatory pages of these Agreements.

Please return two signed copies of these Agreements on or before January 1, 2012, so that we may process them for State signatures. These agreements must be signed no later than within 30 days of the date of the original council resolution. A fully executed copy of the Agreement will be returned to you upon its completion.

Very truly yours,


Pm Hugh H. Hayward, P.E.
Principal Engineer
Bureau of Engineering and
Construction

Enclosures

Cc: Ms. Denise Horan, Town Engineer, Town of East Hartford
Mr. Douglas Wilson, Civil Engineer, Town of East Hartford

State Project No. 42-313
Federal-Aid Project No. H178(001)

RESOLUTION

RESOLVED, that Marcia A. Leclerc, Mayor, is hereby authorized to sign the Agreement entitled "Agreement between the State of Connecticut and the Town of East Hartford for the Development of Contract Plans, Specifications and Estimates for Reconstruction of Riverside Drive utilizing Federal Funds under the Surface Transportation Program"

ADOPTED BY THE _____ OF THE
TOWN OF EAST HARTFORD, CONNECTICUT THIS _____ DAY OF

20__.


Clerk

Seal

Date

**TOWN OF EAST HARTFORD
DEPARTMENT OF PUBLIC WORKS
MEMORANDUM**

TO: Mayor Marcia Leclerc

FROM: Tim Bockus, Interim Director of Public Works 

DATE: December 2, 2011

RE: 42-313 Riverside Drive Reconstruction
Town Council Resolution for the
State-Town Agreement on the Design of Improvements

Today, we received original agreements from the State of Connecticut, Department of Transportation for the design of improvements to Riverside Drive (see attached). The agreement, once final, will serve to reimburse the Town for our cost to hire Parsons Brinkerhoff, the firm recently selected through an RFQ process. Soon, we will hold an "assignment" meeting with the DOT and Parsons to define the scope of the work. Then, we will enter a negotiations phase that will produce a contract with Parsons.

At this point in time, we are sending a copy of the agreement to Rich Gentile in the Corporation Counsel office for his review prior to your signature. The DOT also requires a resolution of the Town Council (see attached) confirming that you are authorized to sign the State-Town agreement. Unfortunately, the DOT is requiring that two (2) copies of the signed agreement are returned to the Bureau of Engineering and Construction no later than January 1, 2012 (see the attached cover letter from the DOT). The real due date is December 30, 2011 due to weekends and the New Year's Day holiday.

>> Please place the resolution on the Town Council Agenda for the December 13, 2011 meeting.

AGREEMENT
BETWEEN THE STATE OF CONNECTICUT
AND
THE TOWN OF EAST HARTFORD
FOR THE
DEVELOPMENT OF CONTRACT PLANS, SPECIFICATIONS AND ESTIMATES
FOR
RECONSTRUCTION OF RIVERSIDE DRIVE
UTILIZING FEDERAL FUNDS UNDER
THE SURFACE TRANSPORTATION PROGRAM

State Project No. 42-313

Federal-Aid Project No. H178(001)

THIS AGREEMENT, concluded at Newington, Connecticut, this day of , 2011, by and between the State of Connecticut, Department of Transportation, James Redeker, Commissioner, acting herein by Thomas A. Harley, P.E., Bureau Chief, Bureau of Engineering and Construction, duly authorized, hereinafter referred to as the "State", and the Town of East Hartford, Town Hall, 740 Main Street, East Hartford, Connecticut 06108, acting herein by Marcia A. Leclerc, Mayor, hereunto duly authorized, hereinafter referred to as the "Municipality", or collectively referred to as the "Parties".

WITNESSETH, THAT,

WHEREAS, the Municipality has requested that design activities be undertaken in conjunction with the reconstruction of Riverside Drive from Ensign Street north to the vicinity of Colt Street for a total distance of approximately 1,920 feet, hereinafter referred to as "improvements," and

WHEREAS, said improvements include, but are not limited to, full-depth roadway reconstruction, roadway drainage system improvements, construction of new sidewalks and the installation of curbing, signing and pavement markings, herein identified as State Project No. 42-313 and Federal-aid Project No. H178(001) , hereinafter referred to as the "Project", and

WHEREAS, the Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-TU) provides funding authorization for "Federal-aid highways, highway safety programs, and transit programs, and for other purposes," and

WHEREAS, the Project is eligible for funding under the Omnibus Appropriations Act, 2009, Division I, Title I, Section 125, Surface Transportation Priorities of the Federal Surface Transportation Program, and

WHEREAS, the State is exempt from any liability in conjunction with the subject Project pursuant to Section 13a-153 of the Connecticut General Statutes, as revised, and

WHEREAS, Section 13a-165 of the Connecticut General Statutes, as revised, provides that the Commissioner of Transportation is authorized... "(b) to apply for and to obtain moneys, grants, or other benefits from the United States or any agency thereof in connection with roads, bridges or highways and (c) to approve all programs, conclude all agreements, accept all deeds, make all claims for payment, certify all matters and do any and all other acts and things necessary or desirable to meet the requirements of and obtain such moneys, grants or benefits from the United States or other agency thereof.", and

WHEREAS, the Municipality has requested that federal funding be obligated so that Project related design activities could be authorized.

NOW, THEREFORE, KNOW YE THAT:
THE PARTIES HERETO AGREE AS FOLLOWS:

DEFINITIONS:

The following definitions shall apply to this Agreement:

The term "Claims" as used herein is defined as all actions, suits, claims, demands, investigations and proceedings of any kind, open, pending or threatened, whether mature, unmatured, contingent, known or unknown, at law or in equity, in any forum.

The term "Municipality Parties" as used herein is defined as a Municipality's members, directors, officers, shareholders, partners, managers, principal officers, representatives, agents, servants, consultants, employees or any one of them or any other person or entity with whom the Municipality is in privity of oral or written contract and the Municipality intends for such other person or entity to perform under the Agreement in any capacity.

The term "Project" as used herein is defined as the reconstruction of Riverside Drive from Ensign Street north to the vicinity of Colt Street for a total distance of approximately 1,920 feet, including, but not limited to, full-depth roadway reconstruction, roadway drainage system improvements, construction of new sidewalks and the installation of curbing, signing and pavement markings.

The term "Records" as used herein is defined as all working papers and such other information and materials as may have been accumulated by the Municipality in performing the Agreement, including but not limited to, documents, data, plans, books, computations, drawings,

specifications, notes, reports, records, estimates, summaries, memoranda and correspondence, kept or stored in any form.

The term "State" as used herein is defined as State of Connecticut, including the Department of Transportation ("Department"), and any office, department, board, council, commission, institution or other agency or entity of the State.

ARTICLE I. THE MUNICIPALITY SHALL:

(1) Designate an individual to act as liaison with the State and consultant(s) to provide for the proper interchange of information concerning the Project. The signatory of this Agreement or his/her successor thereto will be considered the liaison unless other provisions are made. The liaison will be responsible for coordination with municipal agencies, monitoring consultant progress, and assuring that prime consultant(s) conform to disadvantaged business enterprise requirements.

(2) Design the Project to standards acceptable to the State and the Federal Highway Administration and within the designated time frame established for the Project.

(3) Use the "Consultant Selection, Negotiation and Contract Monitoring Procedures for Municipal Administered Projects," dated November 2007, to retain or employ assistants or consultants for the development of the required contract plans, specifications, estimates, and other project information, reports, statements, studies and environmental permit applications. Written documentation of procedures utilized for retention, employment or selection of such assistants and/or consultants shall be provided to the State.

(4) Submit to the State for review, before execution, any proposed agreements between the Municipality and its consultant(s), to affirm compliance with State and Federal requirements. Written approval of all agreements, supplements to agreements, and extra work claims pertaining to the Project will be obtained from the State before work is authorized by the Municipality.

(5) Agree that no reimbursable costs may be incurred by the Municipality in conjunction with consultant agreements or supplements to consultant agreements prior to the State's written approval of same.

(6) The Municipality hereby acknowledges and agrees to comply with the guidelines set forth in Exhibit A, Schedule 1 (attached hereto), Policy No. F&A-30, dated April 12, 2006; Subject: Maximum Fees for Architects, Engineers and Consultants and the Office of Policy and Management's General Letter No. 97-1, dated November 21, 1996, set forth in Exhibit A, Schedule 2 (attached hereto).

If the Federal Highway Administration's approval is required prior to entering into a supplemental agreement, as stipulated in the attached Policy Statement, the Municipality must submit their request to the initiating unit. The initiating unit will forward the Municipality's request to the Federal Highway Administration for review and provide the Municipality with the Federal Highway Administration's decision.

The Municipality shall ensure that all parties are in compliance with the audit requirements set forth in Title 48, Section 31 of the Code of Federal Regulations (CFR) and Title 23, Section 172 CFR, as revised, when retaining consultants.

(7) Pay for professional engineering services or other assistance in developing the construction contract plans, specifications, estimates, specialized reports, and preliminary right-of-way activities for the Project. Approved expenditures will be reimbursed by the State under the provisions of Article I., Paragraph (9); Article II., Paragraph (24); and Article III., Paragraph (31) of this Agreement.

(8) Agree, in the event municipal equipment is used to obtain test pit or other information for the development of plans, specifications and estimates, that equipment rates, based on a municipal audit acceptable to the State, will be used for billing. In the absence of acceptable municipal rates, the rental rate shall be established in accordance with Section 1.09.04(d) of the "State of Connecticut, Department of Transportation, Standard Specifications for Roads, Bridges, and Incidental Construction – Form 816," and Supplemental Specifications, as revised.

(9) Submit invoices titled "Invoice Summary and Processing Form (ISP)", municipal certification of the invoices, supporting payroll data, and direct cost charges for expenses incurred for maximum periods of sixty (60) days during active design periods of the Project. Each invoice submitted for payment will be accompanied by a progress report certified by the Municipality of the phase of work and percentage of work completed for the invoice period. Municipal costs shall be limited to actual payroll, fringe benefits associated with payroll and approved direct cost charges for the Project. A listing of all municipal personnel, including titles, salaries or rates of pay, and fringe benefit factor will be provided to the State by the Municipality prior to the start of work for all municipal personnel to be assigned to engineering activities on the Project.

(10) Acknowledge and agree to comply with the requirements of "Agreements with Goals, Special Provisions, Disadvantaged Business Enterprises as Subcontractors and Material Suppliers or Manufacturers for Federal Funded Projects," set forth in Exhibit A, Schedule 3 (attached herewith), dated October 16, 2000, as may be revised from time to time.

(11) Reimburse the State for all expenditures incurred by the State on the Project in the event the Project is canceled by the Municipality without "good cause." However, the Municipality may request cancellation of the Project, and if determined by the State and the Federal Highway Administration to be justifiable and with "good cause," Federal participation in expenditures will be approved up to the percentage of acceptable work completed to the approved date of cancellation. A shift in municipal priorities or lack of municipal funding is considered to be within the control of the Municipality and will not be considered as "good cause."

(12) Conduct a public involvement program in compliance with State requirements.

(13) Submit to the State for review, any plans, specifications, estimates, and other information developed for the Project by municipal engineering forces or by its consultant. Such plans, specifications, estimates, and other information shall be submitted to the State in accordance with the Consultant Administration & Project Development Manual of the Department of Transportation, as revised.

(14) Permit the State and Federal Highway Administration to review, at any time, all work performed under the terms of this Agreement.

(15) Issue an appropriate order to any utility to readjust or relocate in or remove its utility facility located within the municipal right-of-way and shall take all necessary legal action provided under Section 7-148 of the Connecticut General Statutes, as revised, to enforce compliance with the issuance of such order.

Any delays resulting in charges or claims by the Municipality's contractor which are the result of the failure of any utility to readjust or relocate in or remove its facilities within the area impacted by the Project because of the failure of the Municipality to carry out its responsibility, as outlined in the first paragraph of this Article I., Paragraph (15), shall become the responsibility of the Municipality.

(16) Assume full legal responsibility for the accuracy of all products of its work or that of its consultant or other assistants under this Agreement and shall so indicate by having the signature and the Connecticut Professional Engineer's Seal of the municipal engineer and/or its consultant engineer in charge of the work performed under the terms of this Agreement affixed on the title sheet(s) of all plans and/or documents.

In addition, the title sheet(s) of all plans and/or documents shall be signed by the authorized individual within the Municipality responsible for receipt of "official notices."

(17) With respect to the operations that the Municipality performs or engages a design consultant to perform, and also those that are performed by subconsultants of the design consultant, in conjunction with the Project, the Municipality shall carry, and/or shall require its design consultant (i) to carry and (ii) to impose on its subconsultants the requirement to carry, for the duration of the Project, the following insurance:

(a) Commercial General Liability Insurance, including Contractual Liability Insurance, providing for a total limit of One Million Dollars (\$1,000,000) for all damages arising out of bodily injuries to or death of all persons in any one accident or occurrence, and for all damages arising out of injury to or destruction of property in any one accident or occurrence, and, subject to that limit per accident, a total (or aggregate) limit of Two Million Dollars (\$2,000,000) for all damages arising out of bodily injuries to or death of all persons in all accidents or occurrences and out of injury to or destruction of property during the policy period, with the State being named an additional insured party;

(b) Automobile Liability Insurance with respect to the operation of all motor vehicles, including those hired or borrowed, used in connection with the Construction Project, providing for a total limit of One Million Dollars (\$1,000,000) for all damages arising out of bodily injuries to or death of all persons in any one accident or occurrence, and for all damages arising out of injury to or destruction of property in any one accident or occurrence, with the State being named an additional insured party. In cases where an insurance policy shows an aggregate limit as part of the automobile liability coverage, the aggregate limit must be at least Two Million Dollars (\$2,000,000), with the State being named an additional insured party;

(c) Valuable Papers Insurance Policy until the work has been completed and accepted by the State. Said Policy will assure the State that all records, papers, maps, statistics, survey notes, all tracings, highway and bridge design and other data or documents shall be reestablished, recreated, or restored if made unavailable by fire, theft, flood, or other cause. The Municipality, or its consultants and/or subconsultants, shall retain in its possession duplications of all survey plans and field notes, and duplications of all products of its work under this Agreement, if and when it is necessary for the originals to be removed from its possession during the time that this policy is in force. This Policy shall provide coverage in the amount of Seventy-five Thousand Dollars (\$75,000) when the insured items are in its possession, and in the amount of Twenty Thousand Dollars (\$20,000) regardless of the physical location of the insured items.

(d) Workers' Compensation Insurance, and, as applicable, insurance required in accordance with the U.S. Longshore and Harbor Workers' Compensation Act, in accordance with the requirements of the laws of the State of Connecticut, and of the laws of the United States respectively; and

(e) Professional Liability Insurance for errors and omissions in the minimum amount of Two Million Dollars (\$2,000,000), with the appropriate and proper endorsement to its Professional Liability Policy to cover the Indemnification clause in this Agreement as the same relates to negligent acts, errors or omissions in the work performed by the Municipality, design consultant, or subconsultant, as applicable. The Municipality, design consultant, or subconsultant may, at its election, obtain a policy containing a maximum Two Hundred Fifty Thousand Dollars (\$250,000) deductible clause, but if it should obtain a policy containing such a clause the Municipality, design consultant, or subconsultant shall be liable, as stated above herein, to the extent of the deductible amount. The Municipality, design consultant, or subconsultant shall continue this liability insurance coverage for a period of three (3) years from the date of acceptance of the completed design or Project subject to the continued commercial availability of such insurance. It is understood that the above insurance may not include standard liability coverage for pollution or environmental impairment. However, the Municipality, design consultant, or subconsultant shall acquire and maintain pollution and environmental impairment coverage as part of this Professional Liability Insurance, if such insurance is applicable to the work performed by the Municipality, design consultant, or subconsultant under this Agreement.

(f) In the event the Municipality, design consultant, or subconsultant, as applicable, secures excess/umbrella liability insurance to meet the minimum coverage requirements for

Commercial General Liability or Automobile Liability Insurance coverage, the State of Connecticut must be named as an additional insured on that policy.

(g) Said coverages must be provided by an insurance company or companies satisfactory to the State, except that, with respect to work performed directly and exclusively by the Municipality, the Municipality may request that the State accept coverage provided under a municipal self insurance program. If requested by the State, the Municipality must provide evidence of its status as a self-insured entity and describe its financial condition, the self-insured funding mechanism and the specific process on how to file a claim against the self insurance program. If such self-insurance coverage with respect to any insurance required herein is acceptable to the State, in its sole discretion, then the Municipality shall assume any and all claims as a self-insured entity, and the respective insurance requirements stated herein will not be applicable.

(h) The Municipality shall produce, within five (5) business days, a copy or copies of all applicable insurance policies when requested by the State. In providing said policies, the Municipality may redact provisions of the policy that are proprietary. This provision shall survive the suspension, expiration or termination of this Agreement. The Municipality shall insert this required provision into its agreements with its design consultant, if applicable, and shall require its design consultant to insert this required provision into its agreements with its subconsultants.

(18) Agree that the State, on written notice, may suspend, postpone, abandon, or terminate this Agreement, and such action shall in no event be deemed a breach of contract. Such suspension, postponement, abandonment, or termination may come about for the convenience of the State or may become necessary as a result of the Municipality's and/or its consultant's failure to render to the State's satisfaction the services required under this Agreement, including the progress of work on such services. Upon receipt of written notification from the State that this Agreement is to be terminated, the Municipality and/or its consultant shall immediately cease operations on work being performed under this Agreement and shall assemble all material that has been prepared, developed, furnished, or otherwise obtained under the terms of this Agreement. Said materials shall include, but not be limited to, documents, plans, computations, drawings, notes, records and correspondence. The State shall review this material and will determine the amount of acceptable work performed under the terms of this Agreement. The Municipality agrees to accept the State's evaluation of the percent of work completed to the date of suspension, postponement, abandonment or termination.

(19) Comply with the provisions contained in Exhibit A entitled "Administrative and Statutory Requirements," a copy of which is attached hereto and hereby made part of this Agreement.

(20) Deposit with the State, upon demand, a sum of Zero Dollars (\$0), as described in Article III., Paragraph (31) hereof, which sum represents the Municipal share of the estimated cost of all participating services provided by the State.

(21) Agree that in the event the right-of-way acquisition phase, or the construction phase, does not commence by the close of the tenth (10th) Federal fiscal year following the Federal fiscal year in which the Preliminary Engineering phase is authorized, the Municipality will reimburse the

State, when requested, the sum or sums expended by the State for all costs associated with this Agreement.

(22) (a) Indemnify, defend and hold harmless the State and its officers, representatives, agents, servants, employees, successors and assigns from and against any and all (1) Claims arising, directly or indirectly, in connection with the Agreement, including the acts of commission or omission (collectively, the "Acts") of the Municipality or Municipality Parties; and (2) liabilities, damages, losses, costs and expenses, including but not limited to, attorneys' and other professionals' fees, arising, directly or indirectly, in connection with Claims, Acts or the Agreement. The Municipality shall use counsel reasonably acceptable to the State in carrying out its obligations under this section. The Municipality's obligations under this section to indemnify, defend and hold harmless against Claims includes Claims concerning confidentiality of any part of or all of the Municipality's bid, proposal or any Records, any intellectual property rights, other proprietary rights of any person or entity, copyrighted or uncopyrighted compositions, secret processes, patented or unpatented inventions, articles or appliances furnished or used in the performance.

(b) The Municipality shall not be responsible for indemnifying or holding the State harmless from any liability arising due to the negligence of the State or any other person or entity acting under the direct control or supervision of the State.

(c) The Municipality shall reimburse the State for any and all damages to the real or personal property of the State caused by the Acts of the Municipality or any Municipality Parties. The State shall give the Municipality reasonable notice of any such Claims.

(d) The Municipality's duties under this section shall remain fully in effect and binding in accordance with the terms and conditions of the Agreement, without being lessened or compromised in any way, even where the Municipality is alleged or is found to have merely contributed in part to the Acts giving rise to the Claims and/or where the State is alleged or is found to have contributed to the Acts giving rise to the Claims.

(e) The Municipality shall carry and maintain at all times during the term of the Agreement, and during the time that any provisions survive the term of the Agreement, sufficient general liability insurance to satisfy its obligations under this Agreement. The Municipality shall name the State as an additional insured on the policy. The State shall be entitled to recover under the insurance policy even if a body of competent jurisdiction determines that the Department or the State is contributorily negligent.

(f) This section shall survive the termination of the Agreement and shall not be limited by reason of any insurance coverage.

(23) Not use the defense of Sovereign Immunity in the adjustment of claims or in the defense of any suit, unless requested to do so by the State. The Municipality agrees that in the event of an adjustment of claims or in the defense of any suit between the State and the Municipality, the Municipality shall not use the defense of Governmental Immunity.

ARTICLE II. THE STATE SHALL:

(24) Use apportionments made available to the State under the Omnibus Appropriations Act, 2009, Division I, Title I, Section 125, Surface Transportation Priorities of the Federal Surface Transportation Program to reimburse the Municipality for the Federal share of participating Project costs. One hundred percent (100%) of the certified amount expended by the Municipality and/or its consultant and approved by the State as participating Project costs under the terms of this Agreement will be reimbursed by the State.

(25) Provide services which may include, but not be limited to, technical assistance in engineering reviews, property map reviews, title search, cost estimate reviews, environmental reviews, public hearing assistance, recording and transcription, contract development, fee review and negotiations, and liaison with other governmental agencies that may be necessary for proper development of the Project.

ARTICLE III. THE STATE AND MUNICIPALITY MUTUALLY AGREE:

(26) That final payment will be based on a post-engineering audit performed by the State using the percentages set forth in Article II., Paragraph (24), and Article III., Paragraph (31) of this Agreement. The Municipality is also required to perform an audit in accordance with Article (5) of Exhibit A.

(27) To enter into agreements relative to acquisition of rights-of-way, construction, and utility adjustments with municipally-owned facilities as are necessary to complete the Project.

(28) That this Agreement shall terminate when one of the following conditions is met:

(a) Upon satisfactory completion of the conditions stated herein.

(b) Upon mutual consent of the Municipality, the State, and the Federal Highway Administration.

(c) Upon written notice from the State that the Agreement is terminated, including cancellation or termination by the State Labor Commissioner under the terms of this Agreement.

(29) That any Official Notice from one such party to the other such party, in order for such notice to be binding thereon, shall:

(a) Be in writing (hardcopy) addressed to:

(i) When the State is to receive such Notice -

Commissioner of Transportation
Connecticut Department of Transportation
2800 Berlin Turnpike
P.O. Box 317546
Newington, Connecticut 06131-7546;

(ii) When the Municipality is to receive such Notice -

Mayor
Town of East Hartford
Town Hall
740 Main Street
East Hartford, Connecticut 06108;

(b) Be delivered in person with acknowledgement of receipt or be mailed by the United States Postal Service - "Certified Mail" to the address recited herein as being the address of the party to receive such notice; and

(c) Contain complete and accurate information in sufficient detail to properly and adequately identify and describe the subject matter thereof.

The term "Official Notice," as used herein, shall be construed to include, but not be limited to, any request, demand, authorization, direction, waiver, and/or consent of the party(ies) as well as any document(s), including any electronically-produced versions, provided, permitted, or required for the making or ratification of any change, revision, addition to, or deletion from, the document, contract, or agreement in which this "Official Notice" specification is contained.

Further, it is understood and agreed that nothing hereinabove contained shall preclude the parties from subsequently agreeing, in writing, to designate alternate persons (by name, title, and affiliation) to which such Notice(s) is(are) to be addressed; alternate means of conveying such Notice(s) to the particular party(ies); and/or alternate locations to which the delivery of such Notice(s) is(are) to be made, provided such subsequent agreement(s) is(are) concluded pursuant to the adherence to this specification.

(30) (a) That if the extra work requested, in writing, by the Municipality results in an accumulative cost less than the amount identified under Item B of Article III., Paragraph (31) hereof, said cost shall be funded under the terms of this Agreement; if the State granted written approval of said cost increases.

(b) If the extra work requested, in writing, by the Municipality results in an accumulative cost greater than the amount identified under Item B of Article III., Paragraph (31) hereof, the State and Municipality shall enter into a supplemental agreement, if funding is available and the State granted written approval of said cost increases.

(c) If the actual expenditures incurred by the State result in an accumulative cost less than the amount identified under Item (C+D) of Article III., Paragraph (31) hereof, said expenditures shall be funded under the terms of this Agreement.

(d) If the actual expenditures incurred by the State result in an accumulative cost greater than the amount identified under Items (C+D) of Article III., Paragraph (31) hereof, the State and the Municipality shall enter into a supplemental agreement, if funding is available.

(31) That the estimated cost for the preliminary engineering phase of the Project is as follows:

ESTIMATED ENGINEERING COSTS

State Project No.42-313	Federal-aid Project No. H178(001)
A. Municipal Cost.....	\$265,000
B. Municipal Extra Work Allowance	\$ 26,000
C. State Cost.....	\$ 82,000
D. State Extra Work Allowance	\$ 8,000
E. Total Costs (A+B+C+D).....	\$381,000
F. Federal Share (100% of E).....	\$381,000
G. State Share	\$ 0
H. Municipal Share	\$ 0
I. Maximum Amount of Reimbursement to Municipality (100% of A+B).....	\$291,000
J. Amount to be deposited by the Municipality in accordance with Article I, Paragraph (20) of this Agreement	\$ 0

The maximum amount of reimbursement to the Municipality under the terms of this Agreement is Two Hundred Ninety-one Thousand Dollars (\$291,000) unless revised under the provisions of Article III., Paragraph (30) of this Agreement.

(32) That the State will assume no liability for payment under the terms of this Agreement until the State has received Federal authorization to proceed with the preliminary engineering phase of the Project and the Municipality is notified, in writing, by the State that said Agreement has been approved by the Attorney General of the State of Connecticut. A written notice to proceed with design activities will be issued by the State upon execution of the Agreement.

(33) The Agreement itself is not an authorization for the Municipality to begin the Project or begin performance in any way. The Municipality may begin the Project or begin performance only after it has received written Official Notice to proceed order against the Agreement. A Municipality's commencement of the Project or commencing performance without Official Notice in accordance with this Article III., Paragraph (33) does so at the Municipality's own risk.

(34) That the Parties deem the Agreement to have been made in the City of Hartford, State of Connecticut. Both parties agree that it is fair and reasonable for the validity and construction of the Agreement to be, and it shall be, governed by the laws and court decisions of the State of Connecticut, without giving effect to its principles of conflicts of laws. To the extent that any immunities provided by Federal law or the laws of the State of Connecticut do not bar an action against the State, and to the extent that these courts are courts of competent jurisdiction, for the purpose of venue, the complaint shall be made returnable to the Judicial District of Hartford only or shall be brought in the United States District Court for the District of Connecticut only, and shall not be transferred to any other court, provided, however, that nothing here constitutes a waiver or compromise of the sovereign immunity of the State of Connecticut. The Municipality waives any objection which it may now have or will have to the laying of venue of any Claims in any forum and further irrevocably submits to such jurisdiction in any suit, action or proceeding.

(35) The Parties acknowledge and agree that nothing in the Agreement shall be construed as a modification, compromise or waiver by the State of any rights or defenses of any immunities provided by Federal law or the laws of the State of Connecticut to the State or any of its officers and employees, which they may have had, now have or will have with respect to all matters arising out of the Agreement. To the extent that this paragraph conflicts with any other paragraph, this paragraph shall govern.

(36) That the sole and exclusive means for the presentation of any claim against the State arising from or in connection with this Agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims against the State) and the Municipality further agrees not to initiate legal proceedings in any State or Federal Court in addition to, or in lieu of, said Chapter 53 proceedings.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year indicated.

WITNESSES:

STATE OF CONNECTICUT
Department of Transportation
James Redeker, Commissioner

Name:

By _____ (Seal)
Thomas A. Harley, P.E.
Bureau Chief
Bureau of Engineering and
Construction

Name:

Date: _____

TOWN OF EAST HARTFORD

Name:

By _____ (Seal)
Marcia A. Leclerc
Mayor

Name:

Date: _____

APPROVED AS TO FORM:

Attorney General
State of Connecticut

Date: _____

EXHIBIT A

ADMINISTRATIVE AND STATUTORY REQUIREMENTS

THE MUNICIPALITY AGREES:

(1) That this Agreement is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of the Agreement as if they had been fully set forth in it. The Agreement may also be subject to the applicable parts of Executive Order No. 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms and Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17, 2006, concerning procurement of cleaning products and services, in accordance with their respective terms and conditions. If Executive Orders 7C and 14 are applicable, they are deemed to be incorporated into and are made a part of the Agreement as if they had been fully set forth in it. At the Municipality's request, the Department shall provide a copy of these orders to the Municipality.

(2) To acknowledge and agree to comply with the policies enumerated in this Exhibit A, Schedule 4 (attached hereto), "Connecticut Department of Transportation, Policy Statement, Policy No. F&A-10 Subject: "Code of Ethics Policy," June 1, 2007.

(3) That suspended or debarred contractors, consulting engineers, suppliers, materialmen, lessors, or other vendors may not submit proposals for a State contract or subcontract during the period of suspension or debarment regardless of their anticipated status at the time of contract award or commencement of work.

(a) The signature on the Agreement by the Municipality shall constitute certification that to the best of its knowledge and belief the Municipality or any person associated therewith in the capacity of owner, partner, director, officer, principal investigator, project director, manager, auditor, or any position involving the administration of Federal or State funds:

(i) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

(ii) Has not, within the prescribed statutory time period preceding this Agreement, been convicted of or had a civil judgment rendered against him/her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(iii) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(ii) of this certification; and

(iv) Has not, within a five-year period preceding this Agreement, had one or more public transactions (Federal, State or local) terminated for cause or default.

(b) Where the Municipality is unable to certify to any of the statements in this certification, such Municipality shall attach an explanation to this Agreement.

The municipality agrees to insure that the following certification be included in each subcontract Agreement to which it is a party, and further, to require said certification to be included in any subcontracts, sub-subcontracts and

purchase orders:

(i) The prospective subcontractors, sub-subcontractors participants certify, by submission of its/their proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(ii) Where the prospective subcontractors, sub-subcontractors participants are unable to certify to any of the statements in this certification, such prospective participants shall attach an explanation to this proposal.

(4) As a condition to receiving federal financial assistance under the Agreement, if any, the Municipality shall comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d – 2000d-7), all requirements imposed by the regulations of the United States Department of Transportation (49 CFR Part 21) issued in implementation thereof, and the Title VI Contractor Assurances in this Exhibit A, Schedule 5 (attached hereto).

(5) The municipality receiving federal funds must comply with the Federal Single Audit Act of 1984, P.L. 98-502 and the Amendments of 1996, P.L. 104-156. The municipality receiving state funds must comply with Connecticut General Statutes § 7-396a, and the State Single Audit Act, §§ 4-230 through 236 inclusive, and regulations promulgated thereunder.

FEDERAL SINGLE AUDIT: Each municipality that expends a total amount of Federal awards: 1) equal to or in excess of \$500,000 in any fiscal year shall have either a single audit made in accordance with OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations" or a program-specific audit (i.e. an audit of one federal program); 2) less than \$500,000 shall be exempt for such fiscal year.

STATE SINGLE AUDIT: Each municipality that expends a total amount of State financial assistance: 1) equal to or in excess of \$300,000 in any fiscal year shall have an audit made in accordance with the State Single Audit Act, Connecticut General Statutes (C.G.S.) §§ Sections 4-230 to 4-236, hereinafter referred to as the State Single Audit Act or a program audit; 2) less than \$300,000 in any fiscal year shall be exempt for such fiscal year.

The contents of the Federal Single Audit and the State Single Audit (collectively, the "Audit Reports") must be in accordance with Government Auditing Standards issued by the Comptroller General of the United States.

The Audit Reports shall include the requirements as outlined in OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations" and the State Single Audit Act, when applicable. Such Audit Reports shall include management letters and audit recommendations.

The audited municipality shall provide supplementary schedules with the following program/grant information: the program/grant number, CONNDOT project number, Federal project number, phase and expenditures by phase. The sum of project expenditures should agree, in total, to the program/grant expenditures in the Audit Reports. Federal and State programs/grants should be listed separately. (See Exhibit A, Schedule 6, attached herewith entitled "Supplementary Program Information" for format.)

Some programs/projects may have a "Matching" requirement, the matching portion of which must be met from local funds. Where matching requirements exist, the audit must cover the complete program/project, including all expenditures identified with or allocated to the particular program/project

at the local level, whether the expenditures are from Federal, State or Local Funds.

Any differences between the project expenditures identified by the auditor and those amounts approved and/or paid by the Connecticut Department of Transportation must be reconciled and resolved immediately.

Except for those projects advertised by the State, the municipality agrees that all fiscal records pertaining to the project shall be maintained for three (3) years after expiration or earlier termination of this Agreement or three (3) years after receipt of the final payment, whichever is later. If any litigation, claim, or audit is started before the expiration of the three (3) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been finally and irrevocably resolved. These records shall include the contract, contractor's monthly and final estimates and invoices, construction orders, correspondence, field books, computations, contractor's payrolls, EEO/AA records/reports, and any other project related records. **Such records will be made available to the State, State Auditors of Public Accounts and/or Federal Auditors upon request.** The audited municipality must obtain written approval from the appropriate division within the Connecticut Department of Transportation prior to destruction of any records and/or documents pertinent to this Agreement.

The municipality shall require that the workpapers and reports of the independent Certified Public Accountant ("CPA") be maintained for a minimum of five (5) years from the date of the Audit Reports.

The State, including the State Auditors of Public Accounts, reserves the right to audit or review any records/workpapers of the entity or municipality and the CPA pertaining to the Agreement.

(6) Certification for Federal-Aid Contracts-(For contracts exceeding \$100,000)

That the Municipality certifies, by signing and submitting this Bid, Agreement, Contract, or Proposal, to the best of his/her/its knowledge and belief, that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Municipality, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Municipality shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. **If applicable, the Disclosure Form-LLL in this Exhibit A, Schedule 7 (attached hereto), shall be completed and submitted with the Bid, Agreement, Contract, and/or Proposal.**

This Certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this Certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required Certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Municipality also agrees by submitting his/her/its Bid, Agreement, Contract, or Proposal that he/she/it

shall require that the language of this Certification be included in all lower tier subcontracts which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly. **These completed Disclosure Forms-LLL, if applicable, shall be mailed to the Connecticut Department of Transportation, P.O. Box 317546, Newington, CT 06131-7546, to the attention of the project manager.**

(7) That this clause applies to those municipalities who are or will be responsible for compliance with the terms of the Americans Disabilities Act of 1990 ("Act"), Public Law 101-336, during the term of the Agreement. The Municipality represents that it is familiar with the terms of this Act and that it is in compliance with the Act. Failure of the Municipality to satisfy this standard as the same applies to performance under this Agreement, either now or during the term of the Agreement as it may be amended, will render the Agreement voidable at the option of the State upon notice to the Municipality. The Municipality warrants that it will hold the State harmless and indemnify the State from any liability which may be imposed upon the State as a result of any failure of the Municipality to be in compliance with this Act, as the same applies to performance under this Agreement.

(8) That when the Municipality receives State or Federal funds it shall incorporate the "Connecticut Required Agreement Provisions, Specific Equal Employment Opportunity Responsibilities" (SEEOR), dated March 3, 2009, as may be amended from time to time, as a material term of any agreements it enters into with its contractors, consulting engineers or other vendors, and shall require the contractors, consulting engineers or other vendors to include this requirement in any of its subcontracts. The Municipality shall also attach a copy of the SEEOR, as part of any agreements with contractors, consulting engineers or other vendors and require that the contractors, consulting engineers or other vendors attach the SEEOR to its subcontracts.

Schedule 1



CONNECTICUT DEPARTMENT OF TRANSPORTATION
POLICY STATEMENT

POLICY NO. F&A-30
April 12, 2006

SUBJECT: Maximum Fees for Architects, Engineers, and Consultants

It is Department policy that maximum fees for architects, engineers, and consultants shall be in accordance with the provisions of Chapter 11 of United States Code Title 40, Part 36 of Title 48 of the Code of Federal Regulations (CFR) and 23USC 11 2(b)2:

Under the terms of these federal regulations, the Department "shall accept indirect cost rates established in accordance with the Federal Acquisition Regulations for 1-year applicable accounting periods by a cognizant Federal or State government agency...." and "...shall apply such rates for the purpose of contract estimation, negotiation, administration, reporting and contract payment and shall not be limited by administrative or defacto ceilings of any kind."

Travel - shall be the maximum established per the State Travel Regulations (managers' agreement).

If a project is federally funded in any phase, the above stated new requirements shall apply to all new agreements negotiated on or subsequent to December 1, 2005. New agreements that do not have federal funding in any phase, including construction will continue to apply the requirements of the Office of Policy and Management's (OPM) General Letter 97-1. Supplemental agreements negotiated on or after December 1, 2005, that are merely a continuation or refinement of work, shall continue to adhere to the maximums as contained in OPM's General Letter 97-1. Supplemental agreements that result in a new phase of work or more than a continuation or refinement of work will use the above stated new requirements. Supplemental agreements on federally funded projects that continue to utilize the OPM General Letter 97-1 maximums require the approval of the Federal Highway Administration before processing. Existing on-call assignments may be completed using the maximums in OPM's General Letter 97-1, as well as, new on-call assignments (projects) that have no federal funding. New on-call assignments (projects) that have federal funding must use the above stated new requirements. Extra work claims for existing agreements shall continue to adhere to those maximums established in OPM's General Letter 97-1. Computer Aided Design and Drafting (CADD) will be reimbursed through the overhead rate only.

This policy also applies to those entities (i.e., towns, utilities, etc.) that receive federal funding for any phase of a project.

(This Policy Statement supersedes Policy Statement No. F&A-30 dated December 17, 1996)

Stephen E. Korta, II
Commissioner

Schedule 2



STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT

November 21, 1996

GENERAL LETTER NO. 97-1

TO: All State Agencies

FROM: Michael W. Kozlowski, Secretary
Office of Policy & Management

SUBJECT: Contract Fees for Architects, Engineers and Consultants on State Projects

All Contracts for architects, engineers and consultants on capital projects or studies related thereto, shall be awarded on the following basis:

1. Principals -Maximum of \$35/hour
 - A. Corporations Principal is defined as follows:
 - a. A corporate officer administratively responsible to the Corporation for the contract. The principal classification (whether corporate or other) is intended to include the principal's effort on the contract relating only to managing, directing and/or administering of the contract. In no event will the number of Principal hours established be in excess of 5% of the total contract salary hours established during negotiations.
 - b. A principal may also work on the contract in the "employee" classification, for example; as a Project Manager, Draftsman, Senior Engineer, etc. While performing those services for which qualified, the principal's rate of pay shall be within the salary range for the specific classification.
2. Assistants - Actual payroll at straight time rates. Overtime at actual rates subject to prior approval.
3. Overhead and Profit - Actual but not to exceed 150% for a Home Office project; 125% for a Field Office project and 165% for an Environmental project
4. Travel - Maximum is established per the State Travel Regulations (Manager's Agreement.)

Each such contract must contain appropriate language to clearly acknowledge the parameters by this letter.

Schedule 3

AGREEMENTS WITH GOALS
SPECIAL PROVISIONS
DISADVANTAGED BUSINESS ENTERPRISES
AS SUBCONTRACTORS AND MATERIAL SUPPLIERS OR MANUFACTURERS
FOR FEDERAL FUNDED PROJECTS

Revised — October 16, 2000

NOTE: Certain of the requirements and procedures stated in this special provision are applicable prior to the execution of the Contract document.

I. ABBREVIATIONS AND DEFINITIONS AS USED IN THIS SPECIAL PROVISION

- A. "CDOT" means the Connecticut Department of Transportation.
- B. "DOT" means the U.S. Department of Transportation, including the Office of the Secretary, the Federal Highway Administration ("FHWA"), the Federal Transit Administration ("FTA"), and the Federal Aviation Administration ("FAA").
- C. "Broker" means a party acting as an agent for others in negotiating contracts, agreements, purchases, sales, etc., in return for a fee or commission.
- D. "Contract," "agreement" or "subcontract" means a legally binding relationship obligating a seller to furnish supplies or services (including, but not limited to, construction and professional services) and the buyer to pay for them. For the purposes of this provision a lease for equipment or products is also considered to be a Contract.
- E. "Contractor," means a consultant, second party or any other entity doing business with CDOT or, as the context may require, with another Contractor.
- F. "Disadvantaged Business Enterprise" ("DBE") means a small business concern:
1. That is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51 percent of the stock of which is owned by one or more such individuals; and
 2. Whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.
- G. "DOT-assisted Contract" means any Contract between a recipient and a Contractor (at any tier) funded in whole or in part with DOT financial assistance, including letters of credit or loan guarantees.
- H. "Good Faith Efforts" means efforts to achieve a DBE goal or other requirement of this part which, by their scope, intensity, and appropriateness to the objective, can reasonably be expected to fulfill the program requirement. Refer to Appendix A of 49 Code of Federal Regulation ("CFR") Part 26 — "Guidance Concerning Good Faith Efforts," a copy of which is attached to this provision, for guidance as to what constitutes good faith efforts.

- I. "Small Business Concern" means, with respect to firms seeking to participate as DBEs in DOT- assisted Contracts, a small business concern as defined pursuant to Section 3 of the Small Business Act and Small Business Administration ("SBA") regulations implementing it (13 CFR Part 121) that also does not exceed the cap on average annual gross receipts specified in 49 CFR Part 26, Section 26.65(b).
- J. "Socially and Economically Disadvantaged Individuals" means any individual who is a citizen (or lawfully admitted permanent resident) of the United States and who is—
1. Any individual who CDOT finds on a case-by-case basis to be a socially and economically disadvantaged individual.
 2. Any individuals in the following groups, members of which are rebuttably presumed to be socially and economically disadvantaged:
 - i. "Black Americans," which includes persons having origins in any of the Black racial groups of Africa;
 - ii. "Hispanic Americans," which includes persons of Mexican, Puerto Rican, Cuban, Dominican, Central or South American, or other Spanish or Portuguese culture or origin, regardless of race;
 - iii. "Native Americans," which includes persons who are American Indians, Eskimos, Aleuts, or Native Hawaiians;
 - iv. "Asian-Pacific Americans," which includes persons whose origins are from Japan, China, Taiwan, Korea, Burma (Myanmar), Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia, Indonesia, the Philippines, Brunei, Samoa, Guam, the U.S. Trust Territories of the Pacific Islands (Republic of Palau), the Commonwealth of the Northern Marianas Islands, Macao, Fiji, Tonga, Kirbati, Juvalu, Nauru, Federated States of Micronesia, or Hong Kong;
 - v. "Subcontinent Asian Americans," which includes persons whose origins are from India, Pakistan, Bangladesh, Bhutan, the Maldives Islands, Nepal or Sri Lanka;
 - vi. Women;
 - vii. Any additional groups whose members are designated as socially and economically disadvantaged by the SBA, at such time as the SBA designation becomes effective.

II. GENERAL REQUIREMENTS

A. The Contractor, sub-recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted Contracts. Failure by the Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy, as the DOT deems appropriate.

- B. The Contractor shall cooperate with CDOT and DOT in implementing the requirements concerning DBE utilization on this Contract in accordance with Title 49 of the Code of Federal Regulations, Part 26 entitled "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs" ("49 CFR Part 26"), as revised. The Contractor shall also cooperate with CDOT and DOT in reviewing the Contractor's activities relating to this Special Provision. This Special Provision is in addition to all other equal opportunity employment requirements of this Contract.
- C. The Contractor shall designate a liaison officer who will administer the Contractor's DBE program. Upon execution of this Contract, the name of the liaison officer shall be furnished in writing to CDOT's Division of Contract Compliance.
- D. For the purpose of this Special Provision, DBEs to be used to satisfy the DBE goal must be certified by CDOT's Division of Contract Compliance for the type(s) of work they will perform.
- E. If the Contractor allows work designated for DBE participation required under the terms of this Contract and required under III-B to be performed by other than the named DBE organization without concurrence from CDOT's unit administering the Contract, CDOT will not pay the Contractor for the value of the work performed by organizations other than the designated DBE.
- F. At the completion of all Contract work, the Contractor shall submit a final report to CDOT's unit administering the Contract indicating the work done by, and the dollars paid to DBEs. If the Contractor does not achieve the specified Contract goals for DBE participation, the Contractor shall also submit written documentation to the CDOT unit administering the Contract detailing its good faith efforts to satisfy the goal that were made during the performance of the Contract. Documentation is to include but not be limited to the following:
1. A detailed statement of the efforts made to select additional subcontracting opportunities to be performed by DBEs in order to increase the likelihood of achieving the stated goal.
 2. A detailed statement, including documentation of the efforts made to contact and solicit bids/proposals with CDOT certified DBEs, including the names, addresses, dates and telephone numbers of each DBE contacted, and a description of the information provided to each DBE regarding the scope of services and anticipated time schedule of work items proposed to be subcontracted and nature of response from firms contacted.
 3. Provide a detailed statement for each DBE that submitted a subcontract proposal, which the Contractor considered not to be acceptable stating the reasons for this conclusion.
 4. Provide documents to support contacts made with CDOT requesting assistance in satisfying the Contract specified goal.
 5. Provide documentation of all other efforts undertaken by the Contractor to meet the defined goal.

- G. Failure of the Contractor at the completion of all Contract work to have at least the specified percentage of this Contract performed by DBEs as required in III-B will result in the reduction in Contract payments to the Contractor by an amount determined by multiplying the total Contract value by the specified percentage required in III-B and subtracting from that result, the dollar payments for the work actually performed by DBEs. However, in instances where the Contractor can adequately document or substantiate its good faith efforts made to meet the specified percentage to the satisfaction of CDOT, no reduction in payments will be imposed.
- H. All records must be retained for a period of three (3) years following acceptance by CDOT of the Contract and shall be available at reasonable times and places for inspection by authorized representatives of CDOT and Federal agencies. If any litigation, claim, or audit is started before the expiration of the three (3) year period, the records shall be retained until all litigation, claims, or audits findings involving the records are resolved.
- I. Nothing contained herein, is intended to relieve any Contractor or subcontractor or material supplier or manufacturer from compliance with all applicable Federal and State legislation or provisions concerning equal employment opportunity, affirmative action, nondiscrimination and related subjects during the term of this Contract.

III. SPECIFIC REQUIREMENTS:

In order to increase the participation of DBEs, CDOT requires the following:

- A. The Contractor shall assure that certified DBEs will have an opportunity to compete for subcontract work on this Contract, particularly by arranging solicitations and time for the preparation of proposals for services to be provided so as to facilitate the participation of DBEs regardless if a Contract goal is specified or not.
- B. Contract goal for DBE participation equahng 12% percent of the total Contract value has been established for this Contract. Compliance with this provision may be fulfilled when a DBE or any combination of DBEs perform work under Contract in accordance with 49 CFR Part 26, Subpart C, Section 26.55, as revised. Only work actually performed by and/or services provided by DBEs which are certified for such work and/or services can be counted toward the DBE goal. Supplies and equipment a DBE purchases or leases from the prime Contractor or its affiliate can not be counted toward the goal.

If the Contractor does not document commitments, by subcontracting and/or procurement of material and/or services that at least equal the goal stipulated in III-B, or document a plan which indicates how the Contractor intends to meet the goal in the future phase(s) of the work, the Contractor must document the good faith efforts that outline the steps it took to meet the goal in accordance with VII.

- C. Prior to execution of the Contract the Contractor shall indicate, in writing on the forms provided by CDOT to the Director of Contract Administration or CDOT's unit administering the Contract, the DBE(s) it will use to achieve the goal indicated in III-B. The submission shall include the name and address of each DBE that will participate in this Contract, a description of the work each will perform and the dollar amount of participation. This information shall be signed by the named DEE and the Contractor. The named DBE shall be from a list of certified DBEs available from CDOT. In addition, the named DBE(s) shall be certified to perform the type of work they will be contracted to do.

- D. The prime Contractor shall provide a fully executed copy of each agreement with each DBE named to achieve the goal indicated in III-B to CDOT's unit administering the Contract.
- E. The Contractor is required, should there be a change in a DBE they submitted in III-C, to submit documentation to CDOT's unit administering the Contract which will substantiate and justify the change, (i.e., documentation to provide a basis for the change for review and approval by CDOT's unit administering the Contract) prior to the implementation of the change. The Contractor must demonstrate that the originally named DBE is unable to perform in conformity to the scope of service or is unwilling to perform, or is in default of its Contract, or is overextended on other jobs. The Contractor's ability to negotiate a more advantageous agreement with another subcontractor is not a valid basis for change. Documentation shall include a letter of release from the originally named DBE indicating the reason(s) for the release.
- F. Contractors subcontracting with DBEs to perform work or services as required by this Special Provision shall not terminate such firms without advising CDOT's unit administering the Contract in writing, and providing adequate documentation to substantiate the reasons for termination if the DBE has not started or completed the work or the services for which it has been contracted to perform.
- G. When a DBE is unable or unwilling to perform or is terminated for just cause the Contractor shall make good faith efforts to find other DBE opportunities to increase DBE participation to the extent necessary to at least satisfy the goal required by III-B.
- H. In instances where an alternate DBE is proposed, a revised submission to CDOT's unit administering the Contract together with the documentation required in III-C, III-D, and III-E, must be made for its review and approval.
- I. Each quarter after execution of the Contract, the Contractor shall submit a report to CDOT's unit administering the Contract indicating the work done by, and the dollars paid to the DBE for the current quarter and to date.

IV. MATERIAL SUPPLIERS OR MANUFACTURERS

- A. If the Contractor elects to utilize a DBE supplier or manufacturer to satisfy a portion or all of the specified DBE goal, the Contractor must provide the CDOT with:
 - 1. An executed "Connecticut Department of Transportation DBE Supplier/Manufacturer Affidavit" (sample attached), and
 - 2. Substantiation of payments made to the supplier or manufacturer for materials used on the project.
- B. Credit for DBE suppliers is limited to 60% of the value of the material to be supplied, provided such material is obtained from a regular DBE dealer. A regular dealer is a firm that owns, operates, or maintains a store, warehouse or other establishment in which the materials or supplies required for the performance of the Contract are bought, kept in stock and regularly sold or leased to the public in the usual course of business. To be a regular dealer, the firm must engage in, as its principal business, and in its own name, the purchase and sale of the products in question. A regular dealer in such bulk items as steel, cement, gravel, stone and petroleum products, need not keep such products in stock if it owns or operates distribution equipment. Brokers and packagers shall not be regarded as material suppliers or manufacturers.

- C. Credit for DBE manufacturers is 100% of the value of the manufactured product. A manufacturer is a firm that operates or maintains a factory or establishment that produces on the premises the materials or supplies obtained by the Department of Transportation or Contractor.

V. NON-MANUFACTURING OR NON-SUPPLIER DBE CREDIT:

- A. Contractors may count towards their DBE goals the following expenditures with DBEs that are not manufacturers or suppliers:
 - 1. Reasonable fees or commissions charged for providing a bona fide service such as professional, technical, consultant or managerial services and assistance in the procurement of essential personnel, facilities, equipment materials or supplies necessary for the performance of the Contract provided that the fee or commission is determined by the CDOT to be reasonable and consistent with fees customarily allowed for similar services.
 - 2. The fees charged for delivery of materials and supplies required on a job site (but not the cost of the materials and supplies themselves) when the hauler, trucker, or delivery service is a DBE but is not also the manufacturer of or a regular dealer in the materials and supplies, provided that the fees are determined by the CDOT to be reasonable and not excessive as compared with fees customarily allowed for similar services.
 - 3. The fees or commissions charged for providing bonds or insurance specifically required for the performance of the Contract, provided that the fees or commissions are determined by the CDOT to be reasonable and not excessive as compared with fees customarily allowed for similar services.

VI. BROKERING

- A. Brokering of work by DBEs who have been approved to perform subcontract work with their own workforce and equipment is not allowed, and is a Contract violation.
- B. DBEs involved in the brokering of subcontract work that they were approved to perform may be decertified.
- C. Firms involved in the brokering of work, whether they are DBEs and/or majority firms who engage in willful falsification, distortion or misrepresentation with respect to any facts related to the project shall be referred to the U.S. Department of Transportation's Office of the Inspector General for prosecution under Title 18, U.S. Code, Section 10.20.

VII. REVIEW OF PRE-AWARD GOOD FAITH EFFORTS

- A. If the Contractor does not document commitments by subcontracting and/or procurement of material and/or services that at least equal the goal stipulated in III-B before execution of the Contract, or document a plan which indicates how the Contractor intends to meet the goal in future phase(s) of the work, the Contractor must document the good faith efforts that outline the specific steps it took to meet the goal. Execution of the Contract will proceed if the Contractor's good faith efforts are deemed satisfactory and approved by CDOT. To obtain such an exception, the Contractor must submit an application to CDOT's Director of Contract Administration or CDOT's unit administering the Contract, which documents the specific good faith efforts that were made to meet the DBE goal. Application forms for Review of Pre-Award Good Faith Efforts are available from CDOT's Division of Contract Administration.

The application must include the following documentation:

1. a statement setting forth in detail which parts, if any, of the Contract were reserved by the Contractor and not available for subcontracting;
2. a statement setting forth all parts of the Contract that are likely to be sublet;
3. a statement setting forth in detail the efforts made to select subcontracting work in order to likely achieve the stated goal;
4. copies of all letters sent to DBEs;
5. a statement listing the dates and DBEs that were contacted by telephone and the result of each contact;
6. a statement listing the dates and DBEs that were contacted by means other than telephone and the result of each contact;
7. copies of letters received from DBEs in which they declined to bid or submit proposals;
8. a statement setting forth the facts with respect to each DBE bid/proposal received and the reason(s) any such bid/proposal was declined;
9. a statement setting forth the dates that calls were made to CDOT's Division of Contract Compliance seeking DBE referrals and the result of each such call; and
10. any information of a similar nature relevant to the application.

- B. All applications shall be submitted to the Director of Contract Administration or CDOT's unit administering the Contract. Upon receipt of the submission of an application for review of pre-award good faith efforts, CDOT's Director of Contract Administration or CDOT's unit administering the Contract shall submit the documentation to the Division of Contract Compliance who will review the documents and determine if the package is complete and accurate and adequately documents the Contractor's good faith efforts. Within fourteen (14) days of receipt of the documentation, the Division of Contract Compliance shall notify the Contractor by certified mail of the approval or denial of its good faith efforts.

- C. If the Contractor's application is denied, the Contractor shall have seven (7) days upon receipt of written notification of denial to request administrative reconsideration. The Contractor's request for administrative reconsideration should be sent in writing to: Director of Contract Administration or CDOT's unit administering the Contract, P.O. Box 317546, Newington, CT 06131-7546. The Director of Contract Administration or CDOT's unit administering the Contract will forward the Contractor's reconsideration request to the DBE Screening Committee. The DBE Screening Committee will schedule a meeting within fourteen (14) days from receipt of the Contractor's request for administrative reconsideration and advise the Contractor of the date, time and location of the meeting. At this meeting the Contractor will be provided with the opportunity to present written documentation and/or argument concerning the issue of whether it made adequate good faith efforts to meet the goal. Within seven (7) days following the reconsideration meeting, the chairperson of the DBE Screening Committee will send the contractor via certified mail a written decision on its reconsideration request, explaining the basis of finding either for or against the request. The DBE Screening Committee's decision is final. **If the reconsideration is denied, the Contractor shall indicate in writing to the Director of Contract Administration or CDOT's unit administering the Contract within fourteen (14) days of receipt of written notification of denial, the DBEs it will use to achieve the goal indicated in III-B.**
- D. Approval of pre-execution good faith efforts does not relieve the Contractor from its obligation to make additional good faith efforts to achieve the DBE goal should contracting opportunities arise during actual performance of the Contract work.

APPENDIX A TO 49 CFR PART 26 -- GUIDANCE CONCERNING GOOD FAITH EFFORTS

I. When, as a recipient, you establish a Contract goal on a DOT-assisted Contract, a Bidder/Contractor must, in order to be responsible and/or responsive, make good faith efforts to meet the goal. The Bidder/Contractor can meet this requirement in either of two ways. First, the Bidder/Contractor can meet the goal, documenting commitments for participation by DBE firms sufficient for this purpose. Second, even if it doesn't meet the goal, the Bidder/Contractor can document adequate good faith efforts. This means that the Bidder/Contractor must show that it took all necessary and reasonable steps to achieve a DBE goal or other requirement of this part which, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not fully successful.

II. In any situation in which you have established a Contract goal, Part 26 requires you to use the good faith efforts mechanism of this part. As a recipient, it is up to you to make a fair and reasonable judgment whether a Bidder/Contractor that did not meet the goal made adequate good faith efforts. It is important for you to consider the quality, quantity, and intensity of the different kinds of efforts that the Bidder/Contractor has made. The efforts employed by the Bidder/Contractor should be those that one could reasonably expect a Bidder/Contractor to take if the Bidder/Contractor were actively and aggressively trying to obtain DBE participation sufficient to meet the DBE Contract goal. Mere pro forma efforts are not good faith efforts to meet the DBE Contract requirements. We emphasize, however, that your determination concerning the sufficiency of the firm's good faith efforts is a judgment call: meeting quantitative formulas is not required.

III. The Department also strongly cautions you against requiring that a Bidder/Contractor meet a Contract goal (i.e., obtain a specified amount of DBE participation) in order to be awarded a Contract, even though the Bidder/Contractor makes an adequate good faith efforts showing. This rule specifically prohibits you from ignoring bona fide good faith efforts.

IV. The following is a list of types of actions which you should consider as part of the Bidder/Contractor's good faith efforts to obtain DBE participation. It is not intended to be a mandatory checklist, nor is it intended to be exclusive or exhaustive. Other factors or types of efforts may be relevant in appropriate cases.

- A. Soliciting through all reasonable and available means (e.g. attendance at pre-bid meetings, advertising and/or written notices) the interest of all certified DBEs who have the capability to perform the work of the Contract. The Bidder/Contractor must solicit this interest within sufficient time to allow the DBEs to respond to the solicitation. The Bidder/Contractor must determine with certainty if the DBEs are interested by taking appropriate steps to follow up initial solicitations.
- B. Selecting portions of the work to be performed by DBEs in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out Contract work items into economically feasible units to facilitate DBE participation, even when the prime Contractor might otherwise prefer to perform these work items with its own forces.

- C. Providing interested DBEs with adequate information about the plans, specifications, and requirements of the Contract in a timely manner to assist them in responding to a solicitation.
- D. (1) Negotiating in good faith with interested DBEs. It is the Bidder/Contractor's responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBEs that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBEs to perform the work.

(2) A Bidder/Contractor using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as Contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBEs is not in itself sufficient reason for a Bidder/Contractor's failure to meet the Contract DBE goal, as long as such costs are reasonable. Also, the ability or desire of a prime Contractor to perform the work of a Contract with its own organization does not relieve the Bidder/Contractor of the responsibility to make good faith efforts. Prime Contractors are not, however, required to accept higher quotes from DBEs if the price difference is excessive or unreasonable.
- E. Not rejecting DBEs as being unqualified without sound reasons based on a thorough investigation of their capabilities. The Contractor's standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations (for example union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids/proposals in the Contractor's efforts to meet the project goal.
- F. Making efforts to assist interested DBEs in obtaining bonding, lines of credit, or insurance as required by the recipient or Contractor.
- G. Making efforts to assist interested DBEs in obtaining necessary equipment, supplies, materials, or related assistance or services.
- H. Effectively using the services of available minority/women community organizations; minority/women Contractors' groups; local, state, and Federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBEs.

- V. In determining whether a Bidder/Contractor has made good faith efforts, you may take into account the performance of other Bidder/Contractors in meeting the Contract. For example, when the apparent successful Bidder/Contractor fails to meet the Contract goal, but others meet it, you may reasonably raise the question of whether, with additional reasonable efforts, the apparent successful Bidder/Contractor could have met the goal. If the apparent successful Bidder/Contractor fails to meet the goal, but meets or exceeds the average DBE participation obtained by other Bidder/Contractors, you may view this, in conjunction with other factors, as evidence of the apparent successful Bidder/Contractor having made good faith efforts.

CONNECTICUT DEPARTMENT OF TRANSPORTATION
DBE SUPPLIER/MANUFACTURER AFFIDAVIT

This affidavit must be completed by the State Contractor's DBE notarized and attached to the Contractor's request to utilize a DBE supplier or manufacturer as a credit towards its DEE Contract requirements; failure to do so will result in not receiving credit towards the Contract DBE requirement.

State Project No. _____

Federal Aid Project No. _____

Description of Project _____

I, _____, acting in behalf of _____
(Name of person signing Affidavit) (DBE person, firm, association or organization)

of which I am the _____, certify and affirm that _____
(Title of Person) (DBE person, firm, association or organization)

is a certified Connecticut Department of Transportation DBE. I further certify and affirm that I have read and understand 49 CFR, Sec. 26.55(e)(2), as the same may be revised.

I further certify and affirm that _____ will assume the actual and
(DBE person, firm, association or organization)

contractual responsibility for the provision of the materials and/or supplies sought by _____
(State Contractor)

If a manufacturer, I produce goods from raw materials or substantially alter them before resale, or if a supplier, I perform a commercially useful function in the supply process.

I understand that false statements made herein are punishable by Law (Sec. 53a-157), CGS, as revised).

(Name of Organization or Firm)

(Signature & Title of Official making the Affidavit)

Subscribed and sworn to before me, this _____ day of _____, 20____

Notary Public (Commissioner of the Superior Court)

My Commission Expires

CERTIFICATE OF CORPORATION

I, _____, certify that I am the _____ (Official)
of the Organization named in the foregoing instrument; that I have been duly authorized to affix the seal of the Organization to such papers as require the seal; that _____ who signed said instrument on behalf of the Organization, was then _____ of said Organization; that said instrument was duly signed for and in behalf of said Organization by authority of its governing body and is within the scope of its organizational powers.

(Signature of Person Certifying)

(Date)

Schedule 4



CONNECTICUT DEPARTMENT OF TRANSPORTATION
POLICY STATEMENT

POLICY NO. F&A-10

June 1, 2007

SUBJECT: Code of Ethics Policy

The purpose of this policy is to establish and maintain high standards of honesty, integrity, and quality of performance for all employees of the Department of Transportation ("DOT" or "Department"). Individuals in government service have positions of significant trust and responsibility that require them to adhere to the highest ethical standards. Standards that might be acceptable in other public or private organizations are not necessarily acceptable for the DOT.

It is expected that all DOT employees will comply with this policy as well as the Code of Ethics for Public Officials, and strive to avoid even the appearance of impropriety in their relationships with members of the public, other agencies, private vendors, consultants, and contractors. This policy is, as is permitted by law, in some cases stricter than the Code of Ethics for Public Officials. Where that is true, employees are required to comply with the more stringent DOT policy.

The Code of Ethics for Public Officials is State law and governs the conduct of all State employees and public officials regardless of the agency in which they serve. The entire Code, as well as a summary of its provisions, may be found at the Office of State Ethics' web site: www.ct.gov/ethics/site/default.asp. For formal and informal interpretations of the Code of Ethics, DOT employees should contact the Office of State Ethics or the DOT's Ethics Compliance Officer or her designee.

All State agencies are required by law to have an ethics policy statement. Additionally, all State agencies are required by law to have an Ethics Liaison or Ethics Compliance Officer. The DOT, because of the size and scope of its procurement activities, has an Ethics Compliance Officer who is responsible for the Department's: development of ethics policies; coordination of ethics training programs; and monitoring of programs for agency compliance with its ethics policies and the Code of Ethics for Public Officials. At least annually, the Ethics Compliance Officer shall provide ethics training to agency personnel involved in contractor selection, evaluation, and supervision. A DOT employee who has a question or is unsure about the provisions of this policy, or who would like assistance contacting the Office of State Ethics, should contact the Ethics Compliance Officer or her designee.

The DOT Ethics Compliance Officer is:

Denise Rodosevich, Managing Attorney
Office of Legal Services

**For questions, contact the Ethics
Compliance Officer's Designee:**

Alice M. Sexton, Principal Attorney
Office of Legal Services
2800 Berlin Turnpike
Newington, CT 06131-7546
Tel. (860) 594-3045

To contact the Office of State Ethics:

Office of State Ethics
20 Trinity Street, Suite 205
Hartford, CT 06106
Tel. (860) 566-4472
Facs. (860) 566-3806
Web: www.ethics.state.ct.us

Enforcement

The Department expects that all employees will comply with all laws and policies regarding ethical conduct. Violations of the law may subject an employee to sanctions from agencies or authorities outside the DOT. Whether or not another agency or authority imposes such sanctions, the Department retains the independent right to review and respond to any ethics violation or alleged ethics violation by its employees. Violations of this policy or ethics statutes, as construed by the DOT, may result in disciplinary action up to and including dismissal from State service.

Prohibited Activities

1. **Gifts:** DOT employees (and in some cases their family members) are prohibited by the Code of Ethics and this Policy from accepting a gift from anyone who is: (1) doing business with, or seeking to do business with, the DOT; (2) directly regulated by the DOT; (3) prequalified as a contractor pursuant to Conn. Gen. Stat. §4a-100 by the Commissioner of the Department of Administrative Services (DAS); or (4) known to be a registered lobbyist or a lobbyist's representative. These four categories of people/entities are referred to as "restricted donors." A list of registered lobbyists can be found on the web site of the Office of State Ethics (www.ct.gov/ethics/site/default.asp). A list of prequalified consultants and contractors, *i.e.*, those seeking to do business with the DOT, can be found on the DOT's Internet site under "Consultant Information" and "Doing Business with ConnDOT," respectively.

The term "gift" is defined in the Code of Ethics for Public Officials, Conn. Gen. Stat. §1-79(e), and has numerous exceptions. For example, one exception permits the acceptance of food and/or beverages valued up to \$50 per calendar year from any one donor and consumed on an occasion or occasions while the person paying or his representative is present. Therefore, such food and/or beverage is not a "gift." Another exception permits the acceptance of items having a value up to ten dollars (\$10) provided the aggregate value of all things provided by the donor to the recipient during a calendar year does not exceed fifty dollars (\$50). Therefore, such items are not a "gift." Depending on the circumstances, the "donor" may be an individual if the individual is bearing the expense, or a donor may be the individual's employer/group if the individual is passing the expense back to the employer/group he/she represents.

This policy requires DOT employees to immediately return any gift (as defined in the Code of Ethics) that any person or entity attempts to give to the employee(s). If any such gift or other item of value is received by other than personal delivery from the subject person or entity, the item shall be taken to the Office of Human Resources along with the name and address of the person or entity who gave the item. The Office of Human Resources, along with the recipient of the item of value, will arrange for the donation of the item to a local charity (e.g., Foodshare, local soup kitchens, etc.). The Office of Human Resources will then send a letter to the gift's donor advising the person of the item's donation to charity and requesting that no such gifts be given to DOT employees in the future.

2. **Contracting for Goods or Services for Personal Use With Department Contractors, Consultants, or Vendors:** Executive Order 7C provides that: "Appointed officials and state employees in the Executive Branch are prohibited from contracting for goods and services, for personal use, with any person doing business with or seeking business with his or her agency, unless the goods or services are readily available to the general public for the price which the official or state employee paid or would pay."
3. **Gift Exchanges Between Subordinates and Supervisors/Senior Staff:** A recent change in the Code of Ethics prohibits exchanges of gifts valued at \$100 or more between (*i.e.*, to and from) supervisors and

employees under their supervision. The Citizen's Ethics Advisory Board has advised that: (1) the monetary limit imposed by this provision is a per-gift amount; (2) gifts given between supervisors and subordinates (or *vice versa*) in celebration of a "major life event," as defined in the Code of Ethics, need not comply with the \$100 limit; and (3) the limitations imposed by this provision apply to a direct supervisor and subordinate and to any individual up or down the chain of command. The Citizen's Ethics Advisory Board has also advised that supervisors or subordinates may not pool their money to give a collective or group gift valued at \$100 or more, even though each of the individual contributions is less than \$100.

4. **Acceptance of Gifts to the State:** A recent change to the Code of Ethics for Public Officials modified the definition of the term "gift" to limit the application of the so-called "gift to the State" exception. In general, "gifts to the State" are goods or services given to a State agency for use on State property or to support an event and which facilitate State action or functions. Before accepting any benefit as a "gift to the State," DOT employees should contact the Ethics Compliance Officer.
5. **Charitable Organizations and Events:** No DOT employee shall knowingly accept any gift, discount, or other item of monetary value for the benefit of a charitable organization from any person or entity seeking official action from, doing or seeking business with, or conducting activities regulated by, the Department.
6. **Use of Office/Position for Financial Gain:** DOT employees shall not use their public office, position, or influence from holding their State office/position, nor any information gained in the course of their State duties, for private financial gain (or the prevention of financial loss) for themselves, any family member, any member of their household, nor any "business with which they are associated." In general, a business with which one is associated includes any entity of which a DOT employee or his/her immediate family member is a director, owner, limited or general partner, beneficiary of a trust, holder of 5 percent or more stock, or an officer (president, treasurer, or executive or senior vice president).

DOT employees shall not use or distribute State information (except as permitted by the Freedom of Information Act), nor use State time, personnel, equipment, or materials, for other than State business purposes.

7. **Other Employment:** DOT employees shall not engage in, nor accept, other employment that will either impair their independence of judgment with regard to their State duties or require or induce them to disclose confidential information gained through their State duties.

Any DOT employee who engages in or accepts other employment (including as an independent contractor), or has direct ownership in an outside business or sole proprietorship, shall complete an Employment/Outside Business Disclosure Form (see attached) and submit it to the Department's Human Resources Administrator. Disclosure of other employment to the DOT Human Resources Administrator shall not constitute approval of the other employment for purposes of the Code of Ethics for Public Officials.

Inquiries concerning the propriety of a DOT employee's other employment shall be directed to the Office of State Ethics to assure compliance with the Code of Ethics for Public Officials. Employees anticipating accepting other employment as described above should give ample time (at least one month) to the Office of State Ethics to respond to such outside employment inquiries. No employee of the DOT shall allow any private obligation of employment or enterprise to take precedence over his/her responsibility to the Department.

8. **Outside Business Interests:** Any DOT employee who holds, directly or indirectly, a financial interest

in any business, firm, or enterprise shall complete an Employment/Outside Business Disclosure Form (see attached) and submit it to the Department's Human Resources Administrator. An indirect financial interest includes situations where a DOT employee's spouse has a financial interest in a business, firm, or enterprise. A financial interest means that the employee or his spouse is an owner, member, partner, or shareholder in a non-publicly traded entity. Disclosure of such outside business interests to the DOT Human Resources Administrator shall not constitute approval of the outside business interest under this Policy or the Code of Ethics for Public Officials. DOT employees shall not have a financial interest in any business, firm, or enterprise which will either impair their independence of judgment with regard to their State duties or require or induce them to disclose confidential information gained through their State duties. Inquiries concerning the propriety of a DOT employee's outside business interests shall be directed to the Office of State Ethics to assure compliance with the Code of Ethics for Public Officials.

9. ***Contracts With the State:*** DOT employees, their immediate family members, and/or a business with which a DOT employee is associated, may not enter into a contract with the State, other than pursuant to a court appointment, valued at \$100 or more unless the contract has been awarded through an open and public process.
10. ***Sanctioning Another Person's Ethics Violation:*** No DOT official or employee shall counsel, authorize, or otherwise sanction action that violates any provision of the Code of Ethics.
11. ***Certain Persons Have an Obligation to Report Ethics Violations:*** If the DOT Commissioner, Deputy Commissioner, or "person in charge of State agency procurement" and contracting has reasonable cause to believe that a person has violated the Code of Ethics or any law or regulation concerning ethics in State contracting, he/she must report such belief to the Office of State Ethics. All DOT employees are encouraged to disclose waste, fraud, abuse, and corruption about which they become aware to the appropriate authority (see also Policy Statement EX.O.-23 dated March 31, 2004), including, but not limited to, their immediate supervisor or a superior of their immediate supervisor, the DOT Office of Management Services, the Ethics Compliance Officer, the Auditors of Public Accounts, the Office of the Attorney General, or the Office of the Chief State's Attorney.
12. ***Post-State Employment Restrictions:*** In addition to the above-stated policies of the Department, DOT employees are advised that the Code of Ethics for Public Officials bars certain conduct by State employees *after they leave State service. Upon leaving State service:*
 - ***Confidential Information:*** DOT employees must never disclose or use confidential information gained in State service for the financial benefit of any person.
 - ***Prohibited Representation:*** DOT employees must never represent anyone (other than the State) concerning any "particular matter" in which they participated personally and substantially while in State service and in which the State has a substantial interest.

DOT employees also must not, for one year after leaving State service, represent anyone other than the State for compensation before the DOT concerning a matter in which the State has a substantial interest. In this context, the term "represent" has been very broadly defined. Therefore, any former DOT employee contemplating post-State employment work that might involve interaction with any bureau of DOT (or any Board or Commission administratively under the DOT) within their first year after leaving State employment should contact the DOT Ethics Compliance Officer and/or the Office of State Ethics.

- ***Employment With State Vendors:*** DOT employees who participated substantially in, or supervised, the negotiation or award of a State contract valued at \$50,000 or more must not accept employment

with a party to the contract (other than the State) for a period of one year after resigning from State service, if the resignation occurs within one year after the contract was signed.

13. ***Ethical Considerations Concerning Bidding and State Contracts:*** DOT employees also should be aware of various provisions of Part IV of the Code of Ethics that affect any person or firm who: (1) is, or is seeking to be, prequalified by DAS under Conn. Gen. Stat. §4a-100; (2) is a party to a large State construction or procurement contract, or seeking to enter into such a contract, with a State agency; or (3) is a party to a consultant services contract, or seeking to enter into such a contract, with a State agency. These persons or firms shall not:

- With the intent to obtain a competitive advantage over other bidders, solicit any information from an employee or official that the contractor knows is not and will not be available to other bidders for a large State construction or procurement contract that the contractor is seeking;
- Intentionally, willfully, or with reckless disregard for the truth, charge a State agency for work not performed or goods not provided, including submitting meritless change orders in bad faith with the sole intention of increasing the contract price, as well as falsifying invoices or bills or charging unreasonable and unsubstantiated rates for services or goods to a State agency; and
- Intentionally or willfully violate or attempt to circumvent State competitive bidding and ethics laws.

Firms or persons that violate the above provisions may be deemed a nonresponsible bidder by the DOT.

In addition, no person with whom a State agency has contracted to provide consulting services to plan specifications for any contract, and no business with which such person is associated, may serve as a consultant to any person seeking to obtain such contract, serve as a contractor for such contract, or serve as a subcontractor or consultant to the person awarded such contract.

DOT employees who believe that a contractor or consultant may be in violation of any of these provisions should bring it to the attention of their manager.

Training for DOT Employees

A copy of this policy will be posted throughout the Department, and provided to each employee either in hard copy or by e-mail. As set forth above, State law requires that certain employees involved in contractor/consultant/vendor selection, evaluation, or supervision must undergo annual ethics training coordinated or provided by the Ethics Compliance Officer. If you believe your duties meet these criteria, you should notify your Bureau Chief to facilitate compilation of a training schedule. In addition, the DOT Ethics Compliance Officer can arrange for periodic ethics training provided by the Office of State Ethics. Finally, the Department will make available, on its web site or otherwise, a copy of this policy to all vendors, contractors, and other business entities doing business with the Department.

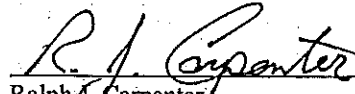
Important Ethics Reference Materials

It is strongly recommended that every DOT employee read and review the following:

- Code of Ethics for Public Officials, Chapter 10, Part 1, Conn. General Statutes Sections 1-79 through 1-89a found at: www.ct.gov/ethics/site/default.asp
- Ethics Regulations Sections 1-81-14 through 1-81-38, found at: www.ct.gov/ethics/site/default.asp

- The Office of State Ethics web site includes summaries and the full text of formal ethics advisory opinions interpreting the Code of Ethics, as well as summaries of previous enforcement actions: www.ct.gov/ethics/site/default.asp. DOT employees are strongly encouraged to contact the Department's Ethics Compliance Officer or her designee, or the Office of State Ethics with any questions or concerns they may have.

(This Policy Statement supersedes Policy Statement No. F&A-10 dated January 6, 2006)


Ralph J. Carpenter
COMMISSIONER

Attachment

List 1 and List 3

(Managers and supervisors are requested to distribute a copy of this Policy Statement to all employees under their supervision.)

cc: Office of the Governor, Department of Administrative Services, Office of State Ethics

Schedule 5

TITLE VI CONTRACTOR ASSURANCES

For this document Contractor means Consultant, Consulting Engineer, Second Party, or other entity doing business with the State and Contract shall mean the same as Agreement.

During the performance of this Contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

1. **Compliance with Regulations:** The Contractor shall comply with the regulations relative to nondiscrimination in federally assisted programs of the United States Department of Transportation (hereinafter, "USDOT"), Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the "Regulations"), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The Contractor, with regard to the work performed by it during the Contract, shall not discriminate on the grounds of race, color, national origin, sex, age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by Subsection 5 of the Regulations, including employment practices when the Contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, national origin, sex, age, or disability.
4. **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Connecticut Department of Transportation (ConnDOT) or the Funding Agency (FHWA, FTA and FAA) to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information, the Contractor shall so certify to ConnDOT or the Funding Agency, as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this Contract, the ConnDOT shall impose such sanctions as it or the Funding Agency may determine to be appropriate, including, but not limited to:
 - A. Withholding contract payments until the Contractor is in-compliance; and/or
 - B. Cancellation, termination, or suspension of the Contract, in whole or in part.
6. **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs 1 through 5 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the ConnDOT or the Funding Agency may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the ConnDOT to enter into such litigation to protect the interests of the Funding Agency, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

Schedule 6
SUPPLEMENTARY PROGRAM INFORMATION

FEDERAL

FEDERAL PROGRAM/GRANT IDENTIFICATION NUMBER	CONNDOT PROJECT NO.	FEDERAL PROJECT NO.	PHASE (1) (PE, ROW, CONST, CE)	EXPENDITURES (BY PHASE) (2)

(1) PRELIMINARY ENGINEERING (PE), RIGHTS OF WAY (ROW), CONSTRUCTION (CONST), CONSTRUCTION ENGINEERING (CE)

(2) THE SUM OF THE PROJECT EXPENDITURES SHOULD AGREE, IN TOTAL, TO THE PROGRAM EXPENDITURES.

STATE

STATE PROGRAM/GRANT IDENTIFICATION NUMBER	CONNDOT PROJECT NO.	PHASE (1) (PE, ROW, CONST, CE)	EXPENDITURES (BY PHASE) (2)

(1) PRELIMINARY ENGINEERING (PE), RIGHTS OF WAY (ROW), CONSTRUCTION (CONST), CONSTRUCTION ENGINEERING (CE)

(2) THE SUM OF THE PROJECT EXPENDITURES SHOULD AGREE, IN TOTAL, TO THE PROGRAM EXPENDITURES.

Schedule 7

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance		2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award		3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____	
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known:			5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:		
6. Federal Department/Agency:			7. Federal Program Name/Description: CFDA Number, if applicable: _____		
8. Federal Action Number, if known :			9. Award Amount, if known : \$		
10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):			b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):		
(attach Continuation Sheet(s) SF-LLLA, if necessary)					
11. Amount of Payment (check all that apply): \$ _____ <input type="checkbox"/> actual <input type="checkbox"/> planned			13. Type of Payment (check all that apply): <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other; specify: _____		
12. Form of Payment (check all that apply): <input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ value _____					
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11: (attach Continuation Sheet(s) SF-LLLA, if necessary)					
15. Continuation Sheet(s) SF-LLLA attached:			<input type="checkbox"/> Yes <input type="checkbox"/> No		
16. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____		
Federal Use Only:			Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)		

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES


This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLLA Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether or not a SF-LLLA Continuation Sheet(s) is attached.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 5, 2011
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: Municipal Tax Exempt Lease Purchase Financing

Attached is a memo from Mike Walsh explaining the process to be used to purchase four pieces of capital equipment and the proposed funding.

Please place this information on the Town Council agenda for December 13, 2011 and authorize by adopting the attached Resolution.

Thank you.

C: M. Walsh, Finance Director

**RESOLUTION TO AUTHORIZE A MUNICIPAL TAX-EXEMPT
LEASE PURCHASE FINANCING AGREEMENT**

WHEREAS, the Town of East Hartford intends to purchase various capital equipment as part of the Town of East Hartford's Approved 5-Year Capital Improvement Plan for the Years 2012-2013 through 2016-2017; and

WHEREAS, the cost of the various capital equipment and replacement furniture designated for lease-purchase financing will be determined as part of the annual budget process held in early 2012; and

WHEREAS, four pieces of equipment totaling \$110,000 consisting of boat access floats lost during the high water event caused by Tropical Storm Irene and three pick-up trucks that have been taken off the road by our Fleet Maintenance Department will be recommended by the Mayor to be included in the final 5-Year Capital Improvement Plan eventually approved by the Council; and

WHEREAS, the Town will budget the lease cost of the entire approved capital plan, including these items, in fiscal year 2013-2014 for four years in the General Operating Fund to pay principal and interest on the purchases.

THEREFORE BE IT RESOLVED, that the Mayor of the Town of East Hartford is authorized to enter into a master lease purchase agreement and related documents with Chase Equipment Finance, Inc. in the principal amount not to exceed \$110,000. The interest rate, payment schedule and other details of the financing shall be mutually determined between the company and the Mayor, whose signatures will indicate approval of specific terms and conditions.

BE IT FURTHER RESOLVED, that the Town declares its intent to be reimbursed for any temporary advances from the General Fund to pay for any part of the equipment from proceeds of the lease financing in accordance with Treasury Regulation 26 CFR 1.103-18 and/or 26CFR1.150-2.

I, Angela Attenello, Clerk of the Town Council of the Town of East Hartford, certify that the above resolution was approved at a meeting of the Town Council held on December 13, 2011.

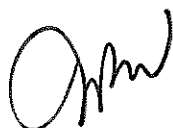
Angela Attenello, Clerk of the Town Council



MEMORANDUM

DATE: December 5, 2011

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: Resolution to Authorize a Municipal Tax Exempt Lease Purchase Financing

By way of this memo, let me request Town Council approval to purchase four pieces of capital equipment as listed below and as detailed in the attached memos from Riverfront Recapture's Marc Nicole and Public Works Director Tim Bockus:

- | | |
|---|----------|
| 1. Boat access floats lost (attributable to Tropical Storm Irene) | \$25,500 |
| 2. Three pick-up trucks to replace three taken off the road | \$83,829 |

If approved, these items will be purchased immediately following the Town's Purchasing Ordinances so they can be ready for the 2012 boating season and the 2011-2102 winter, respectively.

In effect, if the Council approves the purchases, I am proposing to fund them using a 5-year deferred lease (similar to most other CIP approvals completed as part of the annual budget process). What that means is the town will purchase these items today and submit them for reimbursement as part of the 2012-2013 approved CIP that will get placed for lease in the spring of 2012.

In short, the spring 2012 resolution for all capital equipment approved (including these items) will replace the attached lease resolution in its entirety.

Should you have any questions on any of the aforementioned, please do not hesitate to let me know.



MEMORANDUM

DATE: December 1, 2011
TO: Michael Walsh, Director of Finance
FROM: Tim Bockus, Acting Director of Public Works
RE: Pickup Truck Replacement Needs

Public Works has experienced a significant impact to our small truck stock which has required us to remove three vehicles from operations and restrict use on an additional one due to rotted and frames that cannot be repaired. As a result, we've resorted to shifting various types of vehicles to duties that they may not always be best suited for as well as borrowing from the Parks & Recreation Department, putting additional burden on their resources as well.

As such, I am requesting that we seek authorization for a mid-year purchase of three additional light trucks to replace the three trucks removed from service as follows:

1 Ford F150 w/ lift gate	\$29,894.60
1 Ford F150	\$26,753.60
1 Ford F250	\$27,180.29

Prices quoted are based on state contract pricing.

November 16, 2011

Marc Nicole
Riverfront Recapture, Inc.
1 Hartford Square West – Suite 100
Hartford, CT 06106

Budget Proposal for East Hartford Riverwalk Float Project Boat Access Floats

Scope of work: Custom Float Services will supply all of the labor, tools and materials to build the following floats as per conversations with M. Nicole and plan dated 7/1/93:

- 1- 8' x 12'
- 1 – 8' x 20'
- 1- 8'x8'
- 1 – 8' x 30'
- 1- 6' x 30'

Specifications:

All floats will be built using a 4x8 .60 SYP ACQ timber frame and joists with a 2x10 skirtboard and 2x6 decking. All floats will have single piece frame construction (no splices). The floatation will be heavy duty ACE polyethylene float drums. All float drums have a 15 year limited warranty. All construction hardware and bolt fasteners will be HDG. The float to float connection will have a 1" HDG pin. Deck screws will be 3" x 316 SS. The floats will have 12" HDG dock cleats with HDG steel backing plates bolted to the frame. Number to be specified by the customer. There will be a 2 x4 SYP .25 ACQ toe rail lagged to the frame. All floats will have Edge Pro white vinyl fender w/SS fasteners installed as per the customers' requirements.

Pile hardware – 2 – ½" HDG pile chain kits will be supplied for installation by others. The kit includes male – T-tabs, shackles, UHMW wear plates, 2.5" and 3" pvc cut water pipe (for roller bearings) and lags and bolts for installing.

Other hardware – There will be a 6' x 8' aluminum bearing plate (for under the ramp location) with a sandblasted finish or a HDG steel plate. There will be 4 – HDG steel gap plates to cover the gap between floats. The gap plates will be free floating and have a center T – piece to hold them in position while the floats are installed.

Price Summary:

Option 1 – CFS delivers with unloading by RRInc.

For 740 SF of floats as per specification above -	\$18,870.00
2 – HD HDG pile chain kits -	\$380.00
1 – 6’x8’ bearing plate and 4 – 7’ x 16” gap plates -	\$3,600.00
1 – delivery to EH, CT. for unloading by others -	\$750.00
Total	\$23,600.00

Option 2 - CFS unloads and installs the complete system

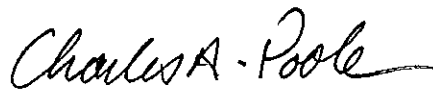
All floats delivered to EH CT as per above	\$23,600.00
CFS crane truck w/travel time + unloading	\$750.00
CFS crew (3-men) travel time and installation	\$1,200.00
Total	\$25,550.00

All prices are good for 30 days.

Please call if you have any questions or would like to review this proposal.

Thank you for your interest in Custom Float Services.


Submitted by:



Charles A. Poole
President

Date: 11/16/11

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 6, 2011
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: BID WAIVER: Covanta Southeastern Connecticut Company

Attached is an Executive Summary of the Covanta contract for your review. The town would like to enter into a three year contract, with two three year renewal options for solid waste disposal and recycling services. In order to enter into this agreement, the town needs a bid waiver per Town Ordinances Section 10-7.

I would like to recommend that this information be placed on the agenda for December 13, 2011 and that you consider waiving the bid requirements as requested.

Thank you.

C: R. Gentile, Asst. Corporation Counsel
J. Martin, Purchasing Agent
M. Walsh, Finance Director

OFFICE OF THE CORPORATION COUNSEL

To: Mayor Leclerc
From: Richard Gentile
December 1, 2011

Re: Request for Bid Waiver.

I suggest the use of the following motion to effectuate the necessary bid waiver with respect to the East Hartford's solid waste disposal and recycling services

Move:

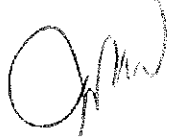
To waive the bidding requirements of Town Ordinance Section 10-7 and authorize the Administration to enter into a three year contract, with two three year renewal terms, with Covanta Southeastern Connecticut Company, or one of its affiliates, to provide municipal solid waste disposal and recycling services at an initial solid waste per ton rate of \$58.75 and a recycling rebate rate of \$22.50 per ton, upon such other terms and conditions as the Mayor deems appropriate and reasonable, such waiver being in the best interests of the Town because it will allow the town to immediately lock into municipal solid waste disposal and recycling services at a more beneficial rate than currently being offered by other providers.



MEMORANDUM

DATE: December 7, 2011

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: Covanta Contract - Executive Summary

Attached please find an Executive Summary of the highlights of the Covanta contract.

Tipping Fees

Under the current arrangement with CRRA, we pay a \$69 per ton tipping fee. Under the Covanta agreement, our tipping fee will drop to \$59 per ton. In FY 2011, we delivered 14,285 tons to CRRA. The lower tipping fee will save the town \$142,850 annually.

Bulky Waste

East Hartford currently takes bulky waste to an outside landfill at a cost of \$85 per ton. In FY 2011, we hauled 3,185 tons. Under the Covanta contract, our tipping fee per ton would remain at \$59, saving the town \$82,810 per year.

Recycling Rebate

Under the Covanta contract, we will receive \$22.50 per ton for recycling. In FY 2011, we collected 3,300 tons of recyclable materials. Recycling therefore would generate \$74,250 in revenue to the town under this contract.

Contract Life

The town would like to enter into a three year agreement with Covanta with the right to extend twice for three years each for a possible total of nine years.

Escalation

After year 1, the annual contract escalation is capped at the lower of the CPI or 2.5% with a 1.5% floor (meaning the increase will be no lower than 1.5% or higher than 2.5%).

Marketing Allowance

In January of each year, Covanta will pay the town \$18,000 toward education and marketing materials to expand recycling within the town.

Electronic/Shredding

Twice per year, Covanta will coordinate an electronics and shredding drop off site to benefit the residents of the town.

Minimums

Under this agreement, there are no minimum or maximum tons required to be delivered by the town.

Q-Times

The town will be hauling to a transfer station in Willimantic. While the trip is longer than the one to the CRRRA facility in Hartford, the q-times are shorter. Based on an analysis of the length of the trip completed by Public Works Director Tim Bockus, we believe it will cost the town \$10,000 more in fuel costs annually, but shorter q-times should offset that cost.

Fuel Surcharge

The Covanta contract provides for a fuel surcharge pass through (because this is a transfer station with our waste ultimately hauled to another location for incineration) when fuel charges rise to over \$5.00 per gallon. We do not believe we will be exposed to this charge in the first three years of the contract.


Leaves

As you may recall, we dispose of our leaves at no charge at a farm in Manchester. Capacity will run out at that location in the near future. The Covanta contract gives the town the option to haul 30,000 cubic yards of leaves annually for disposal to the Peabody, MA Landfill with the hauling costs at the town's expense.

In summary, we believe the town stands to save slightly in excess of \$250,000 annually by selecting Covanta compared to what we pay today.

Should you have any questions or problems on the aforementioned, please feel free to contact me.

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 6, 2011
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL: Tax Policy Committee

Attached is a memo from Mike Walsh, Finance Director, detailing the process for the town's annual tax lien sale and properties that are going toward foreclosure. Also included is the list of those properties and amounts due.

Please place this information on the Town Council Agenda for December 13, 2011 for referral to the Tax Policy Committee for their review.


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



MEMORANDUM

DATE: December 5, 2011

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: Properties Recommended for Tax Lien Sale and Foreclosure

Attached please find a list of properties being recommended for the town's annual tax lien sale and a list of properties that are moving toward foreclosure by the town. The total delinquencies on the lien sale properties are \$2,789,753.39 while those on the foreclosure list total \$801,938.65.

As you are aware, the policy criteria applied that results in a property being selected for lien sale dictates that any real estate delinquency in excess of \$10,000 or any amount when the delinquency spans any portion of three grand list years will be sent for sale. The collection process followed for each grand list year is summarized below.

- The tax bill first installment legal notice is published.
- An individual tax bill is printed and mailed to the property address.
- If full payment is not received, an individual delinquent letter is mailed.
- The tax bill second installment legal notice is published.
- If full payment is not received, an individual demand letter is mailed.
- If amounts remain unpaid, an individual notice of intention to file lien letter is mailed.
- If amounts remain unpaid, a lien is filed by the Tax Collector.

New this year is a list of properties identified by the NEAT program for foreclosure.

I have also reproduced at the end of the memo the proceedings from a prior Town Council Meeting where a lien sale was approved. Please note that I have added language in bold that I would like the Council to consider which should further strengthen the collection process. Assuming the Town Council approves the process, a sample copy of a notification letter (attached) will be sent to each delinquent taxpayer.

As in the past few years, the town will issue a tax lien sale request for proposal (RFP). When the town has accepted bids in the past, the town was able to collect 100% of the tax due on the parcels when it sold its lien. On some properties, the owner came forward and entered into an agreement with the town to deposit an initial payment approximating 10% to 25% of the taxes due while agreeing to retire the remaining balance over 36 months while keeping new taxes current.

Like past lien sales, the town will advertise these properties and request sealed bids. The bids received by the town will be opened and analyzed by the Administration who then will return to the Town Council with appropriate recommendations for sale. The Finance Department, including the Tax Office, will work closely with Corporation Counsel to facilitate this sale.

With respect to the foreclosure process, Corporation Counsel will be handling those in an effort to collect the outstanding taxes and in the cases where there are property code violations, have those corrected.

I would like to complete the entire process by June 30, 2012 simply because bidding vendors have explained to me that their ability to successfully bid depends on their ability to secure credit. A finite process better allows them to provide a quality bid to the town.

In closing, while it is regrettable that the town has to initiate this action, we have made repeated attempts to work with the property owners to create a payment plan to extinguish their debt. Unfortunately, despite our best efforts, we have been unable to secure collection with these particular properties. Accordingly, to maintain a fair and equitable tax collection system for the town, we must initiate this action.

Should you have any questions or problems on the aforementioned, please feel free to let me know.

At the regularly scheduled Town Council Meeting, the following motion was approved by the Town Council as it relates to tax liens the town is interested in selling (new recommendations in bold).

MOTION By Bill Horan
 seconded by Don Pitkin

To authorize the administration to conduct a tax lien sale by way of a request for proposal (RFP) and to seek and receive sealed bids pursuant to an invitation to bid on a number of tax liens held by the town on specific real property as listed on a "delinquent report" produced by the Finance Director and attached to a memorandum from the Mayor to the Town Council subject to the following four conditions:

1. The Collector of Revenue shall notify the record owner of each property subject to a lien included in the tax lien sale, by certified mail, that the lien is being included in the request for proposal and invitation to bid, and that they should contact the Town immediately to pay the taxes or seek a payment plan if they wish to try to keep the Town's tax liens on their property from being sold;
2. In order to qualify for a payment plan, the property owner must meet the following three criteria:
 - They must remit 25% of the outstanding amount due
 - They cannot have defaulted on a prior payment arrangement
 - Their property must not have active property code violations
3. The letters from the Collector of Revenue to each property owner shall notify the property owner that the purchaser of the tax lien on their property shall have the right to foreclose on that property, and
4. The Administration shall return to the Town Council with the results of the request for proposal and that the proposal for each tax lien must be approved by the Town Council before it is sold.

Motion carried 9/0.

Date

XXX
XXX
XXX

Dear XXX:

By way of this letter, please be advised that on Tuesday, month/year, the East Hartford Town Council voted to allow the Town Administration to sell various property tax liens based on sealed bids received by the town through an advertised request for proposal (RFP).

Although we have corresponded with you in a variety of ways over the years as outlined by Connecticut General Statutes in an effort to collect outstanding taxes due on property you own, we have been unsuccessful in our collection efforts. Because of the action taken by the Town Council, we are notifying you as the record owner that your property will be included in this tax lien sale.

The town expects to receive bids on property liens, including property you own, and immediately following the receipt of those bids, the Town Council is expected to approve the sale of those liens. This process is expected to culminate in the next 60 to 90 days.

You should contact the town immediately in order to make payment in full in order to keep the town's tax liens on your property from being sold. When the tax liens on your property are sold, the purchaser of the tax liens shall have the right to foreclose on the property and you will likely lose all of your rights, title, and interest in the property.

In the event you are unable to pay the full amount of outstanding taxes due, the town can offer to create a monthly payment plan agreement for you provided you pay a 25% initial payment upon entering into the agreement.

The terms of the monthly payment plan agreement require that all delinquent taxes be extinguished within 36 months while current taxes are paid in July and January of each year. Interest will continue to accrue on the unpaid tax balance at 18% annually.

I strongly encourage you to make the necessary arrangements to extinguish this tax debt to the town in full as soon as possible by calling 291-7254.

Sincerely,
The Town of East Hartford

Bette Tucker, C.C.M.C.
Delinquent Collector of Revenue

The Town of East Hartford
Properties Considered for Tax Lien Sale
Prepared as of November 10, 2011

BILL#	UID	NAME	ADDRESS	PROP. LOCATION	TAX	B-INT	INTEREST	LIEN	FEE	TOTAL	Due Jan. 1	Del. Amt. @ 10/5/11	Comment
2008-01-0009735	18885	MERCHANT FOUNDERS LODGING L L C	ONE HARTFIELD BLVD SUITE 102	351 PITKIN ST	262,820.74	-	51,250.05	24.00	-	314,070.79	-	-	
2010-01-0009735	2	MERCHANT FOUNDERS LODGING L L C	ONE HARTFIELD BLVD SUITE 102	351 PITKIN ST	8,650.71	-	8,650.71	-	-	152,828.21	144,178.50	-	
TOTAL				351 PITKIN ST	406,999.24	-	59,900.76	24.00	-	466,924.00	-	-	611,102.50
2010-01-0015620	1	SCHOOL STREET PLAZA L L C	6515 MAIN STREET SUITE 12	265 ELLINGTON RD	209,827.94	-	12,589.68	-	-	222,417.62	209,827.94	-	
TOTAL				265 ELLINGTON RD	209,827.94	-	12,589.68	-	-	222,417.62	-	-	432,245.56
2009-01-0006312	12075	363 ROBERTS PARTNERS L L C	363 ROBERTS ST	363 ROBERTS ST	30,776.20	-	4,616.43	24.00	-	35,416.63	34,454.42	-	
2010-01-0006312	2	363 ROBERTS PARTNERS L L C	363 ROBERTS ST	363 ROBERTS ST	2,067.27	-	2,067.27	-	-	36,521.89	-	-	
TOTAL				363 ROBERTS ST	65,230.62	-	6,683.70	24.00	-	71,938.32	34,454.42	-	106,392.74
2008-01-0008463	14672	LEONE FREDERICK W JR & MARY ANN	33 WESTVIEW DR	33 WESTVIEW DR	4,017.82	-	1,925.88	24.00	-	5,967.70	-	-	
2009-01-0008463	3	LEONE FREDERICK W JR & MARY ANN	33 WESTVIEW DR	33 WESTVIEW DR	8,581.16	-	1,673.33	24.00	-	10,278.49	-	-	
2010-01-0008463	4	LEONE FREDERICK W JR & MARY ANN	33 WESTVIEW DR	33 WESTVIEW DR	4,366.70	-	324.00	-	-	4,628.70	4,368.70	-	
TOTAL				33 WESTVIEW DR	16,965.68	-	3,251.21	48.00	-	20,274.89	4,368.70	-	21,085.47
2007-01-0009625	9576	HENDLEY MARVA E	30 MERCER AVE	30 MERCER AVE	3,845.78	-	2,189.90	24.00	-	6,159.68	-	-	
2008-01-0009625	9576	HENDLEY MARVA E	30 MERCER AVE	30 MERCER AVE	3,945.78	-	1,479.86	24.00	-	5,449.44	-	-	
2009-01-0009625	9576	HENDLEY MARVA E	30 MERCER AVE	30 MERCER AVE	4,219.64	-	621.66	24.00	-	5,059.30	-	-	
2010-01-0009625	4	HENDLEY MARVA E	30 MERCER AVE	30 MERCER AVE	2,144.20	-	129.65	-	-	2,272.85	2,144.20	-	
TOTAL				30 MERCER AVE	14,249.40	-	4,619.87	72.00	-	18,941.27	2,144.20	-	21,085.47
2008-01-0008186	5121	LAPORTE RICHARD C JR & CAROL	88 GARVAN ST	88 GARVAN ST	5,707.55	-	2,047.96	24.00	-	7,779.51	-	-	
2009-01-0008186	3	LAPORTE RICHARD C JR & CAROL	88 GARVAN ST	88 GARVAN ST	6,355.50	-	1,235.42	24.00	-	7,594.92	3,223.95	-	
2010-01-0008186	5121	LAPORTE RICHARD C JR & CAROL	88 GARVAN ST	88 GARVAN ST	3,223.95	-	193.44	-	-	3,417.39	-	-	
TOTAL				88 GARVAN ST	15,287.00	-	3,476.82	48.00	-	18,791.82	3,223.95	-	22,015.77
2006-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR	282.78	-	131.49	24.00	-	438.27	-	-	
2007-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR	3,532.48	-	1,960.52	24.00	-	5,517.00	-	-	
2008-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR	3,944.18	-	1,479.07	24.00	-	5,447.25	-	-	
2009-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR	4,211.94	-	821.33	24.00	-	5,057.27	-	-	
2010-01-0009370	5	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR	2,143.34	-	128.60	-	-	2,271.94	2,143.34	-	
TOTAL				18 LELAND DR	14,114.72	-	4,521.01	96.00	-	18,731.73	2,143.34	-	20,875.07
2006-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR	2,350.00	-	468.25	24.00	-	2,832.25	-	-	
2007-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR	3,270.78	-	1,815.28	24.00	-	5,110.06	-	-	
2008-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR	3,270.78	-	1,226.54	24.00	-	4,521.32	-	-	
2009-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR	3,540.36	-	690.37	24.00	-	4,254.73	-	-	
2010-01-0010904	5	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR	1,807.79	-	108.47	-	-	1,916.26	1,807.79	-	
TOTAL				73 DARTMOUTH DR	14,229.71	-	4,298.91	96.00	-	18,634.62	1,807.79	-	20,442.41
2007-01-0003076	10086	COPPINGER RHONDA LEE	39 NAOMI DR	39 NAOMI DR	2,315.71	-	1,181.01	24.00	-	3,520.72	-	-	
2008-01-0003076	10086	COPPINGER RHONDA LEE	39 NAOMI DR	39 NAOMI DR	4,931.42	-	1,798.78	24.00	-	6,822.20	-	-	
2009-01-0003076	10086	COPPINGER RHONDA LEE	39 NAOMI DR	39 NAOMI DR	4,945.84	-	964.44	24.00	-	5,934.28	-	-	
2010-01-0003076	4	COPPINGER RHONDA LEE	39 NAOMI DR	39 NAOMI DR	2,516.79	-	151.01	-	-	2,667.80	2,516.79	-	
TOTAL				39 NAOMI DR	14,409.76	-	4,033.24	72.00	-	18,515.00	2,516.79	-	21,031.79
2007-01-0013948	4896	CYR PAMELA A	55-57 FRANCIS ST	55-57 FRANCIS ST	3,591.38	-	1,983.21	24.00	-	5,600.59	-	-	
2008-01-0013948	4896	CYR PAMELA A	55-57 FRANCIS ST	55-57 FRANCIS ST	3,591.38	-	1,346.77	24.00	-	4,962.15	-	-	
2009-01-0013948	4896	CYR PAMELA A	55-57 FRANCIS ST	55-57 FRANCIS ST	3,835.20	-	747.66	24.00	-	4,607.06	-	-	
2010-01-0013948	4	CYR PAMELA A	55-57 FRANCIS ST	55-57 FRANCIS ST	1,951.62	-	117.10	-	-	2,068.72	1,951.62	-	
TOTAL				55-57 FRANCIS ST	12,969.58	-	4,204.94	72.00	-	17,246.52	1,951.62	-	19,198.14
2007-01-0013126	11221	SCHOFIELD FRANCES G EST OF	417 OAK ST	32 PERSHING ST	3,586.00	-	1,980.23	24.00	-	5,600.23	-	-	
2008-01-0013126	11221	SCHOFIELD FRANCES G EST OF	417 OAK ST	32 PERSHING ST	3,868.00	-	1,344.75	24.00	-	4,954.75	-	-	
2009-01-0013126	11221	SCHOFIELD FRANCES G EST OF	417 OAK ST	32 PERSHING ST	3,829.44	-	746.74	24.00	-	4,600.18	-	-	
2010-01-0013126	4	SCHOFIELD FRANCES G EST OF	417 OAK ST	32 PERSHING ST	1,948.99	-	116.92	-	-	2,065.61	1,948.69	-	
TOTAL				417 OAK ST	12,950.13	-	4,198.64	72.00	-	17,220.77	1,948.69	-	19,169.46
2010-01-0003003	11035	CONNECTICUT FREEZERS INC	P O BOX 7745 WHALERS WHARF	241 PARK AVE	16,946.17	-	254.19	-	-	17,200.36	16,946.17	-	
TOTAL				241 PARK AVE	16,946.17	-	254.19	-	-	17,200.36	16,946.17	-	34,145.53
2008-01-0004961	8307	FELLOWS RONALD J	235 LONG HILL ST	235 LONG HILL ST	5,983.86	-	2,247.70	24.00	-	8,255.56	-	-	
2009-01-0004961	8307	FELLOWS RONALD J	235 LONG HILL ST	235 LONG HILL ST	6,400.76	-	1,248.15	24.00	-	7,672.93	-	-	

2010-01-0004961	8307 FELLOWS RONALD J	235 LONG HILL ST	8307	235 LONG HILL ST	3,257.17	195.43	-	195.43	-	3,452.60	3,257.17
TOTAL	3				15,651.81	3,691.28	48.00	3,691.28	48.00	19,391.09	22,642.26
2008-01-0013755	5147 SOUCY DONALD G & DONNA L	38 GILMAN ST		38 GILMAN ST	4,874.63	1,778.29	24.00	1,778.29	24.00	6,776.92	6,776.92
2008-01-0013755	5147 SOUCY DONALD G & DONNA L	38 GILMAN ST		38 GILMAN ST	5,759.88	1,123.18	24.00	1,123.18	24.00	6,907.06	6,907.06
2010-01-0013755	5147 SOUCY DONALD G & DONNA L	38 GILMAN ST	5147	38 GILMAN ST	2,931.04	175.86	-	175.86	-	3,106.90	2,931.04
TOTAL	3				13,885.55	3,077.33	48.00	3,077.33	48.00	16,790.88	19,721.92
2007-01-0012825	5583 RYBA EDWARD J	79-81 GRAHAM RD		79-81 GRAHAM RD	53.50	22.47	24.00	22.47	24.00	99.97	99.97
2007-01-0012825	5583 RYBA EDWARD J	79-81 GRAHAM RD		79-81 GRAHAM RD	5,145.12	1,929.42	24.00	1,929.42	24.00	7,098.54	7,098.54
2005-01-0012825	5583 RYBA EDWARD J	79-81 GRAHAM RD		79-81 GRAHAM RD	5,684.40	1,071.41	24.00	1,071.41	24.00	6,589.81	6,589.81
2010-01-0012825	5583 RYBA EDWARD J	79-81 GRAHAM RD	5583	79-81 GRAHAM RD	2,785.94	167.76	-	167.76	-	2,953.70	2,795.94
TOTAL	4				13,488.96	3,191.06	72.00	3,191.06	72.00	16,752.02	19,547.96
2008-01-0003833	7305 DESJARDINS MARLENE	132 JERRY RD		132 JERRY RD	5,028.88	1,885.60	24.00	1,885.60	24.00	6,938.71	6,938.71
2008-01-0003833	7305 DESJARDINS MARLENE	132 JERRY RD		132 JERRY RD	5,370.28	1,047.20	24.00	1,047.20	24.00	6,441.48	6,441.48
2010-01-0003833	7305 DESJARDINS MARLENE	132 JERRY RD	7305	132 JERRY RD	2,732.78	163.97	-	163.97	-	2,896.75	2,732.78
TOTAL	3				13,131.94	3,097.00	48.00	3,097.00	48.00	16,276.94	19,009.72
2008-01-0015511	15781 WILLOCKS DAN A	P O BOX 2278		P O BOX 2278	3,153.54	1,040.67	24.00	1,040.67	24.00	4,218.21	4,218.21
2008-01-0015511	15781 WILLOCKS DAN A	P O BOX 2278		P O BOX 2278	6,735.26	1,313.37	24.00	1,313.37	24.00	8,072.63	8,072.63
2010-01-0015511	15781 WILLOCKS DAN A	P O BOX 2278	15781	P O BOX 2278	3,427.37	205.64	-	205.64	-	3,633.01	3,427.37
TOTAL	3				13,316.17	2,559.68	48.00	2,559.68	48.00	15,923.85	19,351.22
2007-01-0009290	7388 MASON JENNIFER J	17 JUDSON AVE		17 JUDSON AVE	2,887.47	996.18	24.00	996.18	24.00	3,927.65	3,927.65
2008-01-0009290	7388 MASON JENNIFER J	17 JUDSON AVE		17 JUDSON AVE	3,510.94	1,316.61	24.00	1,316.61	24.00	4,851.55	4,851.55
2009-01-0009290	7388 MASON JENNIFER J	17 JUDSON AVE		17 JUDSON AVE	3,749.30	731.12	24.00	731.12	24.00	4,504.42	4,504.42
2010-01-0009290	7388 MASON JENNIFER J	17 JUDSON AVE	7388	17 JUDSON AVE	1,907.90	114.47	-	114.47	-	2,022.37	1,907.90
TOTAL	4				12,055.61	3,158.38	72.00	3,158.38	72.00	15,305.99	17,271.89
2008-01-0009438	767 MC INTOSH LAVERN D	67-69 BISSELL ST		67-69 BISSELL ST	3,925.07	1,059.77	24.00	1,059.77	24.00	5,008.84	5,008.84
2008-01-0009438	767 MC INTOSH LAVERN D	67-69 BISSELL ST		67-69 BISSELL ST	5,726.06	1,116.58	24.00	1,116.58	24.00	6,866.64	6,866.64
2010-01-0009438	767 MC INTOSH LAVERN D	67-69 BISSELL ST	767	67-69 BISSELL ST	2,913.83	174.83	-	174.83	-	3,088.66	2,913.83
TOTAL	3				12,564.96	2,351.18	48.00	2,351.18	48.00	14,964.14	17,877.97
2008-01-0013888	16817 STANDIFER ADRIENNE & ROBIN	88 LATIMER ST		88 LATIMER ST	4,784.70	1,263.72	24.00	1,263.72	24.00	6,072.42	6,072.42
2009-01-0013888	16817 STANDIFER ADRIENNE & ROBIN	88 LATIMER ST		88 LATIMER ST	5,109.54	596.35	24.00	596.35	24.00	6,129.80	6,129.80
2010-01-0013888	16817 STANDIFER ADRIENNE & ROBIN	88 LATIMER ST	16817	88 LATIMER ST	2,600.09	156.01	-	156.01	-	2,756.10	2,756.10
TOTAL	3				12,494.33	2,416.09	48.00	2,416.09	48.00	14,958.42	17,568.51
2009-01-0000257	10537 AGOSTO JOHN & SHEILA	488 OAK ST		488 OAK ST	4,567.76	1,712.91	24.00	1,712.91	24.00	6,304.67	6,304.67
2009-01-0000257	10537 AGOSTO JOHN & SHEILA	488 OAK ST		488 OAK ST	4,877.86	951.18	24.00	951.18	24.00	5,853.04	5,853.04
2010-01-0000257	10537 AGOSTO JOHN & SHEILA	488 OAK ST	10537	488 OAK ST	2,462.20	148.93	-	148.93	-	2,611.13	2,462.20
TOTAL	3				11,927.82	2,813.02	48.00	2,813.02	48.00	14,788.84	17,271.04
2008-01-0001118	6275 BELLINGHIRI SALVATORE & MARTHA P	91 HERBERT DR		91 HERBERT DR	4,720.10	1,220.05	24.00	1,220.05	24.00	5,964.15	5,964.15
2009-01-0001118	6275 BELLINGHIRI SALVATORE & MARTHA P	91 HERBERT DR		91 HERBERT DR	5,040.54	982.80	24.00	982.80	24.00	6,047.44	6,047.44
2010-01-0001118	6275 BELLINGHIRI SALVATORE & MARTHA P	91 HERBERT DR	5275	91 HERBERT DR	2,504.98	153.90	-	153.90	-	2,718.88	2,564.98
TOTAL	3				12,305.62	2,356.85	48.00	2,356.85	48.00	14,730.47	17,295.45
2009-01-0007450	5654 KABA MARK A	245 GRANDE RD		245 GRANDE RD	4,509.82	1,691.18	24.00	1,691.18	24.00	6,225.00	6,225.00
2009-01-0007450	5654 KABA MARK	245 GRANDE RD		245 GRANDE RD	4,815.98	939.12	24.00	939.12	24.00	5,779.10	5,779.10
2010-01-0007450	5654 KABA MARK	245 GRANDE RD	5654	245 GRANDE RD	2,450.71	147.04	-	147.04	-	2,597.75	2,450.71
TOTAL	3				11,776.51	2,777.34	48.00	2,777.34	48.00	14,601.85	17,052.56
2009-01-0009863	2012 MILOS DESPINA	159 TWO ROD HWY		1111 BURNSIDE AVE	8,299.10	1,818.32	24.00	1,818.32	24.00	9,941.42	9,941.42
2010-01-0009863	2012 MILOS DESPINA	159 TWO ROD HWY	2012	1111 BURNSIDE AVE	4,223.16	253.39	-	253.39	-	4,476.55	4,223.16
TOTAL	2				12,522.26	1,871.71	24.00	1,871.71	24.00	14,417.97	18,241.13
2007-01-0001065	1568 BEDARD RICHARD	286 BURKE ST		286 BURKE ST	1,798.86	917.42	24.00	917.42	24.00	2,740.28	2,740.28
2008-01-0001065	1568 BEDARD RICHARD	286 BURKE ST		286 BURKE ST	3,597.72	1,348.14	24.00	1,348.14	24.00	4,970.86	4,970.86
2009-01-0001065	1568 BEDARD RICHARD	286 BURKE ST		286 BURKE ST	3,841.96	749.19	24.00	749.19	24.00	4,615.15	4,615.15
2010-01-0001065	1568 BEDARD RICHARD	286 BURKE ST	1568	286 BURKE ST	1,955.06	117.30	-	117.30	-	2,072.36	1,955.06
TOTAL	4				11,193.60	3,133.05	72.00	3,133.05	72.00	14,398.65	16,333.71
2008-01-0008315	3014 LAZU SONIA N & HECTOR L	74 COLBY DR		74 COLBY DR	3,575.69	965.44	24.00	965.44	24.00	4,565.13	4,565.13
2009-01-0008315	3014 LAZU SONIA N & HECTOR L	74 COLBY DR		74 COLBY DR	5,635.10	1,098.84	24.00	1,098.84	24.00	6,757.94	6,757.94
2010-01-0008315	3014 LAZU SONIA N	74 COLBY DRIVE	3014	74 COLBY DR	2,867.53	172.05	-	172.05	-	3,039.58	2,867.53
TOTAL	3				12,078.32	2,236.33	48.00	2,236.33	48.00	14,362.65	17,230.18
2008-01-0007665	1936 COPELAND ELOUISE	800-802 BURNSIDE AVE		800-802 BURNSIDE AVE	2,877.74	259.00	24.00	259.00	24.00	3,160.74	3,160.74

2008-01-0007665	1936 COPELAND ELOUISE	284 VINE STREET	6,283.14	-	1,221.32	24.00	-	7,508.46
2010-01-0007665	1936 COPELAND ELOUISE	284 VINE STREET	3,187.12	-	191.23	48.00	-	3,378.35
TOTAL	3	1936	12,328.00	-	1,871.55	48.00	-	14,047.55
2008-01-0007471	6758 KAMINSKI LECH S & DANUTA B	60 HILLTOP FARMS LN	1,957.85	-	29.37	24.00	-	2,011.22
2009-01-0007471	6758 KAMINSKI LECH S & DANUTA B	60 HILLTOP FARMS LN	6,549.58	-	1,277.17	24.00	-	7,850.75
2010-01-0007471	6758 KAMINSKI LECH S & DANUTA B	60 HILLTOP FARMS LN	3,332.89	-	199.97	48.00	-	3,532.86
TOTAL	3	6758	11,840.32	-	1,506.51	48.00	-	13,394.63
2010-01-0014509	14025 TOLLAND STREET GROUP L L C	163 SULLIVAN LN	12,272.83	-	736.38	-	-	13,009.31
TOTAL	1	14025	12,272.83	-	736.38	-	-	13,009.31
2007-01-0005316	13690 FRANKLIN IRENE	69 SUNNYREACH DR	2,081.64	-	249.80	24.00	-	2,355.44
2008-01-0005316	13690 FRANKLIN IRENE	69 SUNNYREACH DR	3,275.00	-	1,228.13	24.00	-	4,527.13
2009-01-0005316	13690 FRANKLIN IRENE	69 SUNNYREACH DR	3,497.34	-	861.98	24.00	-	4,203.32
2010-01-0005316	13690 FRANKLIN IRENE	69 SUNNYREACH DR	1,779.69	-	106.78	-	-	1,886.47
TOTAL	4	13690	10,633.67	-	2,266.69	72.00	-	12,972.36
2007-01-0005606	5714 GARRISON EDWARD J & CAROLE M	18 GREENBRIER RD	1,578.00	-	47.34	24.00	-	1,649.34
2008-01-0005606	5714 GARRISON EDWARD J & CAROLE M	18 GREENBRIER RD	3,412.76	-	1,279.79	24.00	-	4,776.55
2009-01-0005606	5714 GARRISON EDWARD J & CAROLE M	18 GREENBRIER RD	3,644.44	-	710.96	24.00	-	4,378.10
2010-01-0005606	5714 GARRISON EDWARD J & CAROLE M	18 GREENBRIER RD	1,854.55	-	111.27	-	-	1,965.82
TOTAL	4	5714	10,489.75	-	2,149.06	72.00	-	12,710.81
2007-01-0006308	1848 ZAYERZ ORLANDO M	35 FISHER HILL RD	5,610.66	-	2,552.75	24.00	-	8,187.41
2008-01-0006308	1848 ZAYERZ ORLANDO M	35 FISHER HILL RD	1,325.40	-	497.02	24.00	-	1,846.42
2009-01-0006308	1848 ZAYERZ ORLANDO M	35 FISHER HILL RD	1,415.38	-	276.00	24.00	-	1,715.38
2010-01-0006308	1848 ZAYERZ ORLANDO M	35 FISHER HILL RD	720.24	-	43.21	-	-	763.45
TOTAL	4	1848	9,071.68	-	3,368.98	72.00	-	12,572.66
2005-01-0002650	1845 CHOPSTX CHINESE FOOD INC	471-473 BURNSIDE AVE	1,126.93	-	1,031.14	24.00	-	2,182.07
2006-01-0002650	1845 TITAN CAPITAL ID L L C	19 LUDLOW RD SUITE 301	1,719.32	-	1,263.70	24.00	-	3,007.02
2007-01-0002650	1845 TITAN CAPITAL ID L L C	19 LUDLOW RD SUITE 301	1,507.50	-	836.66	24.00	-	2,368.16
2008-01-0002650	1845 TITAN CAPITAL ID L L C	19 LUDLOW RD SUITE 301	1,507.50	-	565.32	24.00	-	2,096.82
2009-01-0002650	1845 TITAN CAPITAL ID L L C	19 LUDLOW RD SUITE 301	1,608.84	-	313.92	24.00	-	1,947.76
2010-01-0002650	1845 TITAN CAPITAL ID L L C	19 LUDLOW RD SUITE 301	819.20	-	49.15	-	-	868.35
TOTAL	6	1845	8,290.29	-	4,059.89	120.00	-	12,470.18
2008-01-0010803	9893 OLIVEIRA FELISBERTO & MARIA	38 MONTAGUE CIR	3,825.74	-	1,434.66	24.00	-	5,284.40
2009-01-0010803	9893 OLIVEIRA FELISBERTO & MARIA	38 MONTAGUE CIR	4,088.46	-	796.67	24.00	-	4,908.13
2010-01-0010803	9893 OLIVEIRA FELISBERTO & MARIA	38 MONTAGUE CIR	2,076.97	-	124.74	-	-	2,203.71
TOTAL	3	9893	9,991.17	-	2,356.07	48.00	-	12,394.24
2008-01-0004030	599 DONAHUE JAMES T JR	137 BEACONHILL RD	3,791.22	-	1,421.71	24.00	-	5,236.93
2009-01-0004030	599 DONAHUE JAMES T JR	137 BEACONHILL RD	4,048.60	-	789.48	24.00	-	4,862.08
2010-01-0004030	599 DONAHUE JAMES T JR	137 BEACONHILL RD	2,060.21	-	123.61	-	-	2,183.82
TOTAL	3	599	9,900.03	-	2,334.80	48.00	-	12,282.63
2008-01-0005904	427 NIEVES GONZALEZ AMELIO EST OF	113 ARNOLD DRIVE	3,769.10	-	1,413.04	24.00	-	5,205.14
2009-01-0005904	427 NIEVES GONZALEZ AMELIO EST OF	113 ARNOLD DRIVE	4,023.90	-	784.66	24.00	-	4,832.56
2010-01-0005904	427 NIEVES GONZALEZ AMELIO EST OF	113 ARNOLD DRIVE	2,047.85	-	122.86	-	-	2,170.51
TOTAL	3	427	9,839.65	-	2,320.56	48.00	-	12,208.21
2008-01-0007877	4549 KOUTSPOULOS JAMES C	626 FORBES ST	3,670.24	-	1,376.34	24.00	-	5,070.58
2009-01-0007877	4549 KOUTSPOULOS JAMES C	626 FORBES ST	3,919.40	-	764.29	24.00	-	4,707.93
2010-01-0007877	4549 KOUTSPOULOS JAMES C	626 FORBES ST	1,994.47	-	119.67	-	-	2,114.14
TOTAL	3	4549	9,584.11	-	2,260.30	48.00	-	11,892.41
2008-01-0004258	12408 DUNCAN MEGAN C	70 SAUNDERS STREET	3,606.26	-	1,352.34	24.00	-	4,982.60
2009-01-0004258	12408 DUNCAN MEGAN C	70 SAUNDERS STREET	3,851.06	-	750.96	24.00	-	4,626.04
2010-01-0004258	12408 DUNCAN MEGAN C	70 SAUNDERS STREET	1,969.71	-	117.38	-	-	2,077.29
TOTAL	3	12408	9,427.03	-	2,220.68	48.00	-	11,685.53
2008-01-0013319	8831 CHETTRI SHARDA KHATTRI	1605 MAIN ST	8.34	-	0.25	24.00	-	32.59
2009-01-0013319	8831 CHETTRI SHARDA KHATTRI	1605 MAIN ST	6,713.28	-	1,309.09	24.00	-	8,046.37
2010-01-0013319	8831 CHETTRI SHARDA KHATTRI	1605 MAIN ST	3,397.60	-	203.86	-	-	3,601.46
TOTAL	3	8831	10,119.22	-	1,513.20	48.00	-	11,680.42
2009-01-0000407	14011 GENESIS AUTOBODY REPAIR AND SALES L L C	97 TOLLAND ST	5,566.50	-	1,280.47	24.00	-	7,870.97
2010-01-0000407	14011 GENESIS AUTOBODY REPAIR AND SALES L L C	97 TOLLAND ST	3,341.50	-	200.49	-	-	3,541.99
TOTAL	2	14011	9,908.00	-	1,480.96	24.00	-	11,412.96

2008-01-0008029	1197 LABOSSIERE GLEN J	619 BREWER ST	3,250.46	780.11	24.00	-	4,064.57		
2009-01-0008029	1197 LABOSSIERE GLEN J	619 BREWER ST	4,120.30	803.48	24.00	-	4,947.78		
2010-01-0008029	3	619 BREWER ST	2,095.70	125.80	-	-	2,222.50		
TOTAL		619 BREWER ST	9,467.46	1,709.37	48.00	-	11,224.83		13,327.53
2008-01-0006375	8156 HAMER CAROL A	21 LILAC ST	3,560.98	1,335.37	24.00	-	4,920.35		
2009-01-0006375	8156 HAMER CAROL A	21 LILAC ST	3,802.72	741.50	24.00	-	4,568.25		
2010-01-0006375	3	21 LILAC ST	1,210.09	72.61	-	-	1,282.70		
TOTAL		21 LILAC ST	8,573.79	2,149.51	48.00	-	10,771.30		11,981.39
2008-01-0007995	1224 KWOFIE VIDA	747 BREWER ST	754.37	11.32	24.00	-	789.69		
2009-01-0007995	1224 KWOFIE VIDA	747 BREWER ST	5,663.16	1,104.32	24.00	-	6,791.48		
2010-01-0007995	3	747 BREWER ST	2,681.82	172.91	-	-	3,054.73		
TOTAL		747 BREWER ST	9,259.35	1,288.55	48.00	-	10,635.90		13,517.72
2008-01-0011658	7459 PIZZO KATE	22 KENYON PL	3,244.60	1,216.73	24.00	-	4,485.33		
2009-01-0011658	7459 PIZZO KATE	22 KENYON PL	3,464.86	675.64	24.00	-	4,164.50		
2010-01-0011658	3	22 KENYON PL	1,763.17	105.79	-	-	1,968.96		
TOTAL		22 KENYON PL	8,472.63	1,998.16	48.00	-	10,518.79		12,281.95
2008-01-0004118	10782 OWNIE BEVERLY A & IAN	27 OLMSTED ST	2,074.23	684.50	24.00	-	2,762.73		
2009-01-0004118	10782 OWNIE BEVERLY A & IAN	27 OLMSTED ST	4,430.08	863.87	24.00	-	5,317.95		
2010-01-0004118	3	27 OLMSTED ST	2,254.34	135.26	-	-	2,389.60		
TOTAL		27 OLMSTED ST	8,758.65	1,683.63	48.00	-	10,490.28		12,744.62
2007-01-0013516	11760 SINGARELLA ANTOINETTE M	29 RAYMOND ST	231.52	3.47	24.00	-	258.99		
2008-01-0013516	11760 SINGARELLA ANTOINETTE M	29 RAYMOND ST	3,153.08	1,182.41	24.00	-	4,359.49		
2009-01-0013516	4890 DELLARIPA FRANCES	29 RAYMOND ST	3,387.12	656.58	24.00	-	4,047.70		
2010-01-0013516	4	29 RAYMOND ST	1,713.43	102.81	-	-	1,816.24		
TOTAL		29 RAYMOND ST	8,465.15	1,945.27	72.00	-	10,482.42		12,195.85
2009-01-0013555	15083 SITARAS JOHN B	P O BOX 380323	6,010.50	1,172.05	24.00	-	7,206.55		
2010-01-0013555	2	9-15 WOODLAWN CIR	3,086.56	183.51	-	-	3,242.07		
TOTAL		9-15 WOODLAWN CIR	9,089.08	1,355.56	24.00	-	10,448.62		13,507.18
2009-01-0003728	4890 DELLARIPA FRANCES	467 FOREST ST	3,907.68	1,427.88	24.00	-	5,259.56		
2009-01-0003728	4890 DELLARIPA FRANCES	467 FOREST ST	2,460.86	407.62	24.00	-	2,892.48		
2010-01-0003728	3	467 FOREST ST	2,089.16	124.15	-	-	2,193.31		
TOTAL		467 FOREST ST	8,337.70	1,959.65	48.00	-	10,345.35		12,474.51
2008-01-0004809	12620 ESGUERRA ERNESTO & VICTORIA G	65 SEDGWICK RD	1,238.14	55.72	24.00	-	1,317.86		
2009-01-0004809	12620 ESGUERRA ERNESTO & VICTORIA G	65 SEDGWICK RD	5,059.48	986.60	24.00	-	6,070.08		
2010-01-0004809	3	65 SEDGWICK RD	2,574.62	154.48	-	-	2,729.10		
TOTAL		65 SEDGWICK RD	8,972.24	1,196.80	48.00	-	10,117.04		12,681.66
2009-01-0001967	7584 BURHAM DANIEL R & ALMA	208 KING ST	5,788.98	1,128.85	24.00	-	6,941.83		
2010-01-0001967	2	208 KING ST	2,945.84	176.75	-	-	3,122.59		
TOTAL		208 KING ST	8,734.82	1,305.60	24.00	-	10,064.42		13,070.29
2009-01-0008231	10580 LATORRE JODI M & RICHARD	750 OAK ST	5,708.82	1,113.22	24.00	-	6,846.04		
2010-01-0008231	2	750 OAK ST	2,905.05	174.30	-	-	3,079.35		
TOTAL		750 OAK ST	8,613.87	1,287.52	24.00	-	9,925.39		12,930.44
2008-01-0003471	3761 DAKIN RALPH M	20 DEEPWOOD DR	1,854.36	644.94	24.00	-	2,623.30		
2009-01-0003471	3761 DAKIN RALPH M	20 DEEPWOOD DR	4,174.06	813.94	24.00	-	5,012.00		
2010-01-0003471	3	20 DEEPWOOD DR	2,124.06	127.44	-	-	2,251.50		
TOTAL		20 DEEPWOOD DR	8,252.48	1,586.32	48.00	-	9,896.80		12,070.66
2008-01-0004259	5828 DUNKLE AVIS M	11 PRATT ST	1,723.35	387.75	24.00	-	2,135.10		
2009-01-0004259	5828 DUNKLE AVIS M	11 PRATT ST	3,973.04	774.74	24.00	-	4,771.78		
2010-01-0004259	3	11 PRATT ST	2,789.63	165.36	-	-	2,925.21		
TOTAL		11 PRATT ST	8,486.02	1,328.07	48.00	-	9,832.09		12,591.72
2008-01-0013695	16175 SMITH TINA & GLENN T	211 SUNNYFIELD DR	2,688.95	806.68	24.00	-	3,519.63		
2009-01-0013695	16175 SMITH TINA & GLENN T	211 SUNNYFIELD DR	3,465.88	675.85	24.00	-	4,165.73		
2010-01-0013695	3	211 SUNNYFIELD DR	1,763.68	105.82	-	-	1,869.50		
TOTAL		211 SUNNYFIELD DR	7,918.51	1,588.35	48.00	-	9,554.86		11,318.54
2009-01-0007377	10514 JONES MICHAEL K	398 OAK ST	5,654.38	799.30	24.00	-	6,477.68		
2010-01-0007377	2	398 OAK ST	2,877.34	172.64	-	-	3,049.98		

2009-01-0001194	14523 BERGERON PAUL D EST OF	10514	398 OAK ST	8,531.72	971.94	24.00	9,527.86	12,405.00
TOTAL								
2009-01-0001194	46 RUSSELL ST		111 WASHINGTON AVE	313.17	30.88	24.00	370.05	
2009-01-0001194	46 RUSSELL ST		111 WASHINGTON AVE	2,808.18	1,053.07	24.00	3,865.25	
2009-01-0001194	111 WASHINGTON AVE		111 WASHINGTON AVE	2,998.82	584.77	24.00	3,607.59	
2010-01-0001194	111 WASHINGTON AVE		111 WASHINGTON AVE	1,528.01	91.56		1,526.01	
TOTAL				7,646.18	1,762.28	72.00	9,480.46	11,026.47
2009-01-0007848	652 KOPEL MELVIN R		24-26 BELDEN ST	593.95	124.73	24.00	742.68	
2009-01-0007848	652 KOPEL MELVIN R		25 BARBOR ST	4,946.52	964.57	24.00	5,865.09	
2010-01-0007848	652 KOPEL MELVIN R		25 BARBOR ST	2,517.14	151.00	24.00	2,668.17	
TOTAL				8,057.61	1,240.33	48.00	9,345.94	11,863.08
2009-01-0014151	11310 SYMMES JOSEPH T		37 PINECREST DR	1,840.98	607.52	24.00	2,472.50	
2009-01-0014151	11310 SYMMES MARY EST OF		184 BRIMFIELD ROAD	3,831.82	766.72	24.00	4,722.64	
2010-01-0014151	11310 SYMMES MARY EST OF		184 BRIMFIELD ROAD	2,000.84	120.05		2,000.84	
TOTAL				7,773.74	1,494.29	48.00	9,316.03	11,316.87
2009-01-0012894	5574 ROYE CAMILLE N & SADIE A		52-54 GRAHAM RD	5,342.56	1,041.80	24.00	6,408.36	
2010-01-0012894	5574 ROYE CAMILLE N & SADIE A		52-54 GRAHAM RD	2,716.67	163.12		2,881.79	
TOTAL				8,061.23	1,204.92	24.00	9,290.15	12,008.82
2009-01-0002867	6381 CHRISTENSEN GAIL & DOROTHY		360 PARK AVE	1,624.17	505.28	24.00	2,463.45	
2009-01-0002867	6381 CHRISTENSEN GAIL & DOROTHY		360 PARK AVE	3,917.38	753.89	24.00	4,705.27	
2010-01-0002867	6381 CHRISTENSEN GAIL		360 PARK AVE	1,985.44	119.81		2,113.05	
TOTAL				7,744.99	1,488.78	48.00	9,281.77	11,275.21
2009-01-0005866	15845 BABA EYCOBBE CORPORATION		P O BOX 532	5,250.90	1,023.93	24.00	6,298.83	
2010-01-0005866	15845 BABA EYCOBBE CORPORATION		P O BOX 532	2,672.03	160.32		2,832.35	
TOTAL				7,922.93	1,184.25	24.00	9,131.18	11,803.21
2009-01-0012729	13571 HOHMANN GREGORY & PATRICIA		845 OAK ST	1,812.44	190.31	24.00	2,026.75	
2009-01-0012729	13571 HOHMANN GREGORY & PATRICIA		845 OAK ST	3,917.38	753.89	24.00	4,705.27	
2010-01-0012729	13571 HOHMANN GREGORY & PATRICIA		845 OAK ST	2,068.99	124.14		2,193.13	
TOTAL				7,947.27	1,107.29	48.00	9,102.56	11,371.53
2009-01-0003106	4453 CARDONA YARITZA		139 FORBES ST	5,228.92	1,019.64	24.00	6,272.58	
2010-01-0003106	4453 CARDONA YARITZA		139 FORBES ST	2,660.84	159.65		2,820.49	
TOTAL				7,889.76	1,179.29	24.00	9,083.05	11,753.89
2009-01-0002182	8801 CALLE CESAR A		1437-1439 MAIN ST	4,492.48	1,684.88	24.00	6,201.16	
2009-01-0002182	8801 CALLE CESAR A		1437-1439 MAIN ST	1,453.92	283.51	24.00	1,761.43	
2010-01-0002182	8801 CALLE CESAR A		1437-1439 MAIN ST	1,055.66	63.34		1,119.00	
TOTAL				7,002.06	2,031.53	48.00	9,081.59	10,337.25
2009-01-0010037	405 MONTANEZ RAUL P & AWILDA N		113 ARNOLD DR	5,152.82	1,004.80	24.00	6,181.62	
2010-01-0010037	405 MONTANEZ RAUL P & AWILDA N		113 ARNOLD DR	2,622.12	157.33		2,779.45	
TOTAL				7,774.94	1,162.13	24.00	8,961.07	11,583.19
2009-01-0000920	14088 BARRETO MARIA TRUSTEE		405 TOLLAND ST	1,279.99	86.00	24.00	1,399.99	
2009-01-0000920	14088 BARRETO MARIA TRUSTEE		405 TOLLAND ST	4,294.14	837.36	24.00	5,155.50	
2010-01-0000920	14088 BARRETO MARIA TRUSTEE		405 TOLLAND ST	2,185.16	131.11		2,316.27	
TOTAL				7,759.29	1,064.47	48.00	8,871.76	11,026.92
2009-01-0010784	4055 OLEN KEITH SR		284 ELLINGTON RD	5,096.98	983.85	24.00	6,114.53	
2010-01-0010784	4055 OLEN KEITH SR		284 ELLINGTON RD	2,583.55	155.61		2,749.16	
TOTAL				7,680.23	1,149.46	24.00	8,863.69	11,457.24
2009-01-0009569	6759 EADY MICHAEL T		33 HILTON DR	5,054.06	985.54	24.00	6,063.60	
2010-01-0009569	6759 EADY MICHAEL T		33 HILTON DR	2,571.86	154.31		2,726.17	
TOTAL				7,625.92	1,139.85	24.00	8,789.77	11,361.63
2009-01-0000374	6431 ALLEN LORELEI A		155 HIGH ST	1,114.42	33.43	24.00	1,171.85	
2009-01-0000374	6431 ALLEN LORELEI A		155 HIGH ST	4,317.46	841.91	24.00	5,183.37	
2010-01-0000374	6431 ALLEN LORELEI A		155 HIGH ST	2,197.03	131.82		2,328.85	
TOTAL				7,628.91	1,007.16	48.00	8,684.07	10,881.10
2009-01-0000175	11191 COSTELLO PAUL J & PATRICIA D		105 PENDELTON DR	418.08	12.54	24.00	454.62	
2009-01-0000175	11191 COSTELLO PAUL J & PATRICIA D		105 PENDELTON DR	4,659.90	904.78	24.00	5,568.68	
2010-01-0000175	11191 COSTELLO PAUL J & PATRICIA D		105 PENDELTON DR	2,376.19	142.57		2,518.76	
TOTAL				7,454.17	1,060.89	72.00	8,515.06	13,974.46

TOTAL	3	11191	105 PENDELTON DR	7,434.17	1,059.89	48.00	8,542.06
2008-01-0005712	12942 GERO BARBARA 1/2 INT		132 SANDRA DR	2,235.65	-	24.00	2,324.96
2009-01-0005712	12942 GERO E BARBARA		132 SANDRA DR	3,657.90	67.01	24.00	4,145.19
2010-01-0005712	12942 GERO E BARBARA 1/2 INT		132 SANDRA DR	1,872.05	463.29	24.00	1,984.37
TOTAL	3	12342	132 SANDRA DR	7,765.60	642.62	48.00	8,454.22
2008-01-0011079	3435 TINSLEY DEBRA A		9 CRAIG CT	1,185.88	195.87	24.00	1,405.55
2009-01-0011079	3435 TINSLEY DEBRA A		9 CRAIG CT	4,007.34	781.43	24.00	4,812.77
2010-01-0011079	3435 TINSLEY DEBRA A		9 CRAIG CT	2,039.22	122.35	24.00	2,161.57
TOTAL	3	3435	9 CRAIG CT	7,232.44	1,098.45	48.00	8,379.89
2008-01-0003395	2072 CYR ROGER E & BARBARA M		70 CAMBRIDGE DR	2,512.75	188.48	24.00	2,725.21
2009-01-0003395	2072 CYR ROGER E & BARBARA M		70 CAMBRIDGE DR	3,222.72	628.43	24.00	3,875.15
2010-01-0003395	2072 CYR ROGER E & BARBARA M		70 CAMBRIDGE DR	1,639.94	98.40	24.00	1,738.34
TOTAL	3	2072	70 CAMBRIDGE DR	7,375.41	915.29	48.00	8,338.70
2008-01-0012126	6803 REMES RAYMOND & CATHERINE		471A WARRENVILLE RD	1,654.28	495.92	24.00	2,174.20
2009-01-0012126	6803 REMES RAYMOND & CATHERINE		471A WARRENVILLE RD	3,533.18	688.97	24.00	4,246.15
2010-01-0012126	6803 REMES RAYMOND & CATHERINE		471A WARRENVILLE RD	1,797.93	107.88	24.00	1,905.81
TOTAL	3	6803	94 HOCKANUM DR	6,985.39	1,292.77	48.00	8,326.16
2010-01-0014308	8001 THE ANOINTED TABERNACLE OF JESUS CH-114 WOOSTER ST		24 LEGGETT ST	7,844.32	470.66	24.00	8,314.98
TOTAL	1	8001	24 LEGGETT ST	7,844.32	470.66	24.00	8,314.98
2010-01-0008015	8722 NIMBLE FAMILY ESTATE L L C		1 WENTWORTH PLACE	8,237.10	-	24.00	8,314.98
TOTAL	1	8722	765 MAIN ST	8,237.10	-	24.00	8,314.98
2008-01-0003403	16762 CZERNA WILLIAM J		200 WAKEFIELD CIR	2,531.70	949.39	24.00	3,505.09
2009-01-0003403	16762 CZERNA WILLIAM J		200 WAKEFIELD CIR	2,703.58	527.20	24.00	3,254.78
2010-01-0003403	16762 CZERNA WILLIAM J		200 WAKEFIELD CIR	1,375.77	82.55	24.00	1,458.32
TOTAL	3	16762	200 WAKEFIELD CIR	6,611.05	1,559.14	48.00	8,218.19
2009-01-0011896	7870 QUERIDO LUIS G & NANCY J		112-114 LARRABEE ST	4,706.10	772.87	24.00	5,505.87
2010-01-0011896	7870 QUERIDO LUIS G & NANCY J		112-114 LARRABEE ST	2,396.32	143.78	24.00	2,540.10
TOTAL	2	7870	112-114 LARRABEE ST	7,102.42	916.65	24.00	8,046.07
2008-01-0010328	4885 BALESANO DOROTHY & DEAN		450 FOREST ST	126.60	28.49	24.00	179.09
2009-01-0010328	4885 BALESANO DOROTHY & DEAN		450 FOREST ST	4,506.96	878.83	24.00	5,409.89
2010-01-0010328	4885 BALESANO DOROTHY & DEAN		450 FOREST ST	2,293.41	137.60	24.00	2,431.01
TOTAL	3	4885	450 FOREST ST	6,926.87	1,044.92	48.00	8,019.79
2009-01-0014747	13426 UNIQUE REALTY L L C		P O BOX 1692	4,281.70	385.35	24.00	4,691.05
2010-01-0014747	13426 UNIQUE REALTY L L C		P O BOX 1692	3,110.71	186.64	24.00	3,297.35
TOTAL	2	13426	30 SPENCER CT	7,392.41	571.99	24.00	7,988.40
2009-01-0000921	1039 GERACE ROBERT		194 BRENTMOOR RD	3,564.46	534.67	24.00	4,123.13
2010-01-0000921	1039 GERACE ROBERT		194 BRENTMOOR RD	3,627.70	217.66	24.00	3,845.38
TOTAL	2	1039	194 BRENTMOOR RD	7,192.16	752.33	24.00	7,968.49
2009-01-0006463	13370 HARRIS JAMES E JR & CRYSTAL J		38 SOUTHWOOD LN	4,550.27	715.01	24.00	5,289.28
2010-01-0006463	13370 HARRIS JAMES E JR & CRYSTAL J		38 SOUTHWOOD LN	2,427.99	145.88	24.00	2,573.67
TOTAL	2	13370	38 SOUTHWOOD LN	6,978.26	860.89	24.00	7,862.95
2008-01-0004002	11903 KEATING TIMOTHY		14 RISLEY ST	1,521.27	502.02	24.00	2,047.29
2009-01-0004002	11903 KEATING TIMOTHY		14 RISLEY ST	3,299.82	643.47	24.00	3,967.26
2010-01-0004002	11903 KEATING TIMOTHY		14 RISLEY ST	1,679.18	100.75	24.00	1,779.93
TOTAL	3	11903	14 RISLEY ST	6,500.27	1,246.24	48.00	7,794.51
2009-01-0011168	11127 PASSARO ARDEN N & MARY JANE		28 PASSARO DR	4,485.94	870.86	24.00	5,360.80
2010-01-0011168	11127 PASSARO ARDEN N & MARY JANE		28 PASSARO DR	2,272.58	136.35	24.00	2,408.93
TOTAL	2	11127	28 PASSARO DR	6,758.52	1,007.21	24.00	7,769.73
2007-01-0014379	8695 THOMAS KELLY NIKKI TRUSTEE		115 ROYAL OAK CIRCLE	1,586.04	880.25	24.00	2,490.29
2008-01-0014379	8695 THOMAS KELLY NIKKI TRUSTEE		115 ROYAL OAK CIRCLE	1,586.04	594.77	24.00	2,204.81
2009-01-0014379	8695 THOMAS KELLY NIKKI TRUSTEE		115 ROYAL OAK CIRCLE	1,693.72	330.28	24.00	2,048.00
2010-01-0014379	8695 THOMAS KELLY NIKKI TRUSTEE		115 ROYAL OAK CIRCLE	861.88	51.71	24.00	913.59
TOTAL	4	8695	539 MAIN ST	5,727.68	1,657.01	72.00	7,556.69
2008-01-0002017	995 BURROWS THEODORE W & CARMEN Z		51 BRANDON RD	141.15	2.12	24.00	167.27
TOTAL	1	995	51 BRANDON RD	141.15	2.12	24.00	167.27

2008-01-0002806	16629	4 WAKEFIELD CIR	1,163.54	261.80	24.00	1,449.34
2009-01-0002806		4 WAKEFIELD CIR	2,703.38	527.20	24.00	3,254.78
2010-01-0002806		4 WAKEFIELD CIR	1,375.77	82.55	-	1,458.32
TOTAL	3	4 WAKEFIELD CIR	5,242.89	871.55	48.00	6,162.44
2009-01-0015463	3140	41 COLT ST	745.50	67.10	24.00	836.60
2009-01-0015463		41 COLT ST	2,902.10	565.91	24.00	3,492.01
2010-01-0015463		41 COLT ST	1,476.79	88.61	-	1,565.40
TOTAL	3	41 COLT ST	5,124.39	721.62	48.00	5,894.01
2009-01-0006575	11536	79 PRATT ST	1,270.95	19.07	24.00	1,314.02
2009-01-0006575		79 PRATT ST	2,497.54	487.02	24.00	3,008.56
2010-01-0006575		79 PRATT ST	1,281.57	76.89	-	1,358.46
TOTAL	3	79 PRATT ST	5,050.06	682.98	48.00	5,691.04
2007-01-0009063	4030	128 ELLINGTON RD	983.04	536.97	24.00	1,544.01
2008-01-0009063		132 ELLINGTON RD	983.04	368.64	24.00	1,375.68
2009-01-0009063		132 ELLINGTON RD	1,048.78	204.70	24.00	1,278.48
2010-01-0009063		132 ELLINGTON RD	534.20	32.05	-	566.25
TOTAL	4	128 ELLINGTON RD	3,550.06	1,142.36	72.00	4,764.42
2007-01-0004236	16267	19 CLIFFSIDE DR UNIT E	678.87	285.12	24.00	987.99
2008-01-0004236		18 CLIFFSIDE DR UNIT E	1,214.86	255.57	24.00	1,494.43
2009-01-0004236		18 CLIFFSIDE DR UNIT E	1,297.34	252.98	24.00	1,574.32
2010-01-0004236		19 CLIFFSIDE DR UNIT E	660.18	39.81	-	699.79
TOTAL	4	30 HILLSIDE ST UNIT C-15	3,851.25	803.28	72.00	4,756.53
2008-01-0008938	1735	2 FIELD PLACE	591.84	44.39	24.00	680.23
2009-01-0008938		2 FIELD PLACE	2,226.72	434.21	24.00	2,684.93
2010-01-0008938		2 FIELD PLACE	1,133.11	67.99	-	1,201.10
TOTAL	3	171 BURNSIDE AVE	3,951.67	546.59	48.00	4,546.26
1996-01-0001651	6650	414 HILLS STREET	206.64	691.23	24.00	921.87
1997-01-0001644		414 HILLS STREET	482.00	1,135.11	24.00	1,641.11
1998-01-0001633		414 HILLS STREET	545.10	1,185.59	24.00	1,754.69
TOTAL	3	HILLS ST REAR	1,233.74	3,011.93	72.00	4,317.67
2007-01-0006497	11981	37 RIVERMEAD BLVD	869.34	312.97	24.00	1,206.31
2008-01-0006497		37 RIVERMEAD BLVD	924.14	346.55	24.00	1,270.89
2009-01-0006497		37 RIVERMEAD BLVD	966.88	192.45	24.00	1,200.33
2010-01-0006497		37 RIVERMEAD BLVD	502.19	30.13	-	532.32
TOTAL	4	37 RIVERMEAD BLVD	3,262.55	882.10	48.00	4,212.65
2008-01-0004235	16403	19 CLIFFSIDE DR UNIT E	1,214.86	355.57	24.00	1,594.43
2009-01-0004235		19 CLIFFSIDE DR UNIT E	1,297.34	252.98	24.00	1,574.32
2010-01-0004235		19 CLIFFSIDE DR UNIT E	680.18	39.61	-	699.79
TOTAL	3	50 HILLSIDE ST UNIT B-7	3,172.38	648.16	48.00	3,868.54
2009-01-0007141	12180	8 ROXBURY RD	1,566.60	305.49	24.00	1,898.09
2009-01-0004096		122 VINE ST	1,034.93	279.44	24.00	1,338.37
2009-01-0004096		233 ELLINGTON RD UNIT 303	1,302.08	253.91	24.00	1,578.99
2010-01-0004096		122 VINE ST	662.59	39.76	-	702.35
TOTAL	3	233 ELLINGTON RD UNIT 303	2,999.60	573.11	48.00	3,620.71
2009-01-0008508	16378	50 HILLSIDE ST UNIT A-7	1,053.04	244.89	24.00	1,321.93
2009-01-0008508		50 HILLSIDE ST UNIT A-7	1,124.52	219.28	24.00	1,367.80
2010-01-0008508		50 HILLSIDE ST UNIT A-7	572.24	34.33	-	606.57
TOTAL	3	50 HILLSIDE ST UNIT A-7	2,749.80	498.50	48.00	3,296.30
2009-01-0016480	17092	32 MICHAEL AVE	1,001.10	375.41	24.00	1,400.51
2009-01-0016480		32 MICHAEL AVE	1,089.06	208.47	24.00	1,301.53
2010-01-0016480		32 MICHAEL AVE	544.01	32.84	-	576.85
TOTAL	3	44 MICHAEL AVE	2,614.17	616.52	48.00	3,278.69
2009-01-0016489	17091	32 MICHAEL AVE	986.94	370.07	24.00	1,390.91
2009-01-0016489		32 MICHAEL AVE	1,053.94	205.50	24.00	1,283.34
2010-01-0016489		32 MICHAEL AVE	536.27	32.19	-	568.45
TOTAL	3	38 MICHAEL AVE	2,576.95	607.75	48.00	3,232.70
2008-01-0009464	12275	19 ST REGIS ST	428.80	102.91	24.00	555.71
2009-01-0009464		19 ST REGIS ST	1,457.69	284.25	24.00	1,765.93

2010-01-0009464	12275 MCCABE ROSALYN J & JAMES E	19 ST REGIS ST	19 ST REGIS ST	728.84	43.73	48.00	772.57	728.84
TOTAL	3	12275	19 ST REGIS ST	2,815.32	430.89	48.00	3,094.21	3,823.05
2008-01-0005457	15381 G & N T PROPERTY HOLDING L L C	11 BELL COURT UNIT B 1	11 BELL CT UNIT C-1	937.76	351.66	24.00	1,313.42	
2008-01-0005457	15381 G & N T PROPERTY HOLDING L L C	11 BELL COURT UNIT B 1	11 BELL CT UNIT C-1	1,001.42	195.28	24.00	1,220.70	
2010-01-0005457	3	15381	11 BELL CT UNIT C-1	509.59	30.58	-	540.17	509.59
TOTAL	3	15381	11 BELL CT UNIT C-1	2,448.77	577.52	48.00	3,074.29	3,583.85
2004-01-0003055	11801 COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST	263.42	0	11.85	0	289.28
2004-01-0003055	11801 COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST	3,772.52	0	3,692.91	0	7,089.43
2005-01-0003046	11801 COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST	3,556.52	0	3,258.05	0	6,838.57
2006-01-0003046	11801 COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST	3,487.59	0	2,963.38	0	6,074.96
2007-01-0003046	11801 COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST	3,532.16	0	1,960.35	0	5,516.51
2008-01-0003046	11801 COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST	3,532.16	0	1,324.56	0	4,880.72
2009-01-0003046	11801 COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST	3,771.94	0	735.53	0	4,531.47
2010-01-0003046	8	11801	54 RENTSCHLER ST	1,919.43	0	115.17	0	2,034.60
TOTAL	8	11801	54 RENTSCHLER ST	23,437.74	0	13,659.80	0	37,265.54
2006-01-0005049	1292 FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD	3,189.68	0	1,007.15	0	4,219.83
2007-01-0005049	1292 FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD	3,461.54	0	1,921.15	0	5,406.89
2008-01-0005049	1292 FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD	3,461.54	0	1,298.07	0	4,785.61
2009-01-0005049	1292 FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD	3,636.54	0	720.82	0	4,441.36
2010-01-0005049	5	1292	89 BRITT RD	1,881.06	0	112.88	0	1,993.92
TOTAL	5	1292	89 BRITT RD	15,689.36	0	5,060.05	0	20,845.41
2009-01-0000022	13125 GARDEN CENTER PROPERTY L L C	1375 SILVER LANE	1375 SILVER LN	9,044.83	0	135.67	0	9,204.50
2010-01-0000022	2	13125	1375 SILVER LANE	9,645.35	0	578.72	0	10,224.07
TOTAL	2	13125	1375 SILVER LN	18,690.18	0	714.39	0	19,428.57
2007-01-0013847	15213 ST AMAND EAST HARTFORD L L C	248 SOUTH CENTER ST	190 WOODMONT DR	1,216.25	0	164.19	0	1,404.44
2008-01-0013847	15213 PIERSON SHERYL	190 WOODMONT DRIVE	190 WOODMONT DR	5,422.34	0	2,033.45	0	7,479.99
2009-01-0013847	15213 PIERSON SHERYL	190 WOODMONT DRIVE	190 WOODMONT DR	5,790.66	0	1,129.18	0	6,943.84
2010-01-0013847	4	15213	190 WOODMONT DRIVE	2,946.70	0	176.8	0	3,123.50
TOTAL	4	15213	190 WOODMONT DR	15,376.15	0	3,503.62	0	18,951.77
2006-01-0002651	177 CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR	535.47	0	72.29	0	631.76
2007-01-0002651	177 CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR	3,785.20	0	2,100.79	0	5,909.99
2008-01-0002651	177 CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR	1,419.45	0	25.45	0	1,444.90
2009-01-0002651	177 CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR	4,042.18	0	788.22	0	4,834.40
2010-01-0002651	5	177	593 WARRENVILLE RD	2,056.94	0	120.42	0	2,180.36
TOTAL	5	177	48 ANDREW DR	14,204.99	0	4,504.17	0	18,805.16
2007-01-0012970	2366 SANTOS LUIS C & DESIRIE	144 CENTRAL AVE	144 CENTRAL AVE	1,805.90	0	166.62	0	1,798.52
2008-01-0012970	2366 SANTOS LUIS C & DESIRIE	144 CENTRAL AVE	144 CENTRAL AVE	4,895.10	0	1,831.91	0	6,741.01
2009-01-0012970	2366 SANTOS LUIS C & DESIRIE	144 CENTRAL AVE	144 CENTRAL AVE	5,216.74	0	1,017.27	0	6,258.01
2010-01-0012970	4	2366	144 CENTRAL AVE	2,554.65	0	159.28	0	2,613.93
TOTAL	4	2366	144 CENTRAL AVE	14,382.39	0	3,177.08	0	17,611.47
2007-01-0012286	9525 RISWAY VERNER	57 MELROSE ST	57 MELROSE ST	3,708.88	0	167.85	0	3,900.73
2008-01-0012286	9525 RISWAY VERNER	57 MELROSE ST	57 MELROSE ST	3,708.88	0	1,390.83	0	5,123.71
2009-01-0012286	9525 RISWAY VERNER	57 MELROSE ST	57 MELROSE ST	3,650.86	0	772.33	0	4,796.99
2010-01-0012286	4	9525	57 MELROSE ST	2,015.47	0	120.93	0	2,136.40
TOTAL	4	9525	57 MELROSE ST	13,395.89	0	2,451.94	0	15,917.83
2009-01-0008122	12170 LAMSON IRWIN S	135 ROWLAND DR	135 ROWLAND DR	3,956.36	0	59.35	0	4,039.71
2009-01-0008122	12170 LUNDBERG MICHELE	135 ROWLAND DR	135 ROWLAND DR	6,463.68	0	1,260.42	0	7,748.10
2010-01-0008122	3	12170	135 ROWLAND DR	3,289.18	0	197.35	0	3,486.53
TOTAL	3	12170	135 ROWLAND DR	13,709.22	0	1,517.12	0	15,274.34
2009-01-0012071	11242 REALE SALVINA	75 PEZZENTE LA	75 PEZZENTE LN	8,065.06	0	1,036.07	0	9,125.13
2010-01-0012071	2	11242	75 PEZZENTE LN	4,104.07	0	246.24	0	4,350.31
TOTAL	2	11242	75 PEZZENTE LN	12,169.13	0	1,282.31	0	13,475.44
2007-01-0012413	16155 ROBINSON MARY L	31 HIGH ST UNIT #9101	31 HIGH ST UNIT #9101	88.48	0	0	0	112.48
2008-01-0012413	16155 ROBINSON MARY L	31 HIGH ST UNIT #9101	31 HIGH ST UNIT #9101	3,245.54	0	1,217.07	0	4,466.61
2009-01-0012413	16155 ROBINSON MARY L	31 HIGH ST UNIT #9101	31 HIGH ST UNIT #9101	3,652.88	0	675.85	0	4,155.73
2010-01-0012413	4	16155	31 HIGH ST UNIT #9101	1,763.68	0	105.82	0	1,869.50
TOTAL	4	16155	31 HIGH ST UNIT #9101	8,563.58	0	1,988.74	0	10,634.32
2008-01-0004598	11537 EDINGER ROBERT D	80 PRATT ST	80 PRATT ST	3,549.26	0	144.75	0	3,718.01
2009-01-0004598	2	11537	80 PRATT ST	3,790.22	0	739.1	0	4,553.32

2010-01-0004599	11537 EDINGER ROBERT D	80 PRATT ST	1,928.73	0	115.72	0	0	2,044.45	1,928.73
TOTAL	3	80 PRATT ST	9,268.21	0	999.57	0	48	10,315.78	12,244.51
2007-01-0004884	10454 FALKOWICH KENNETH & MARIE	143 OAK ST	1,002.22	0	180.4	0	24	1,206.62	
2008-01-0004884	10454 FALKOWICH KENNETH & MARIE	143 OAK ST	1,077.52	0	210.11	0	24	1,311.63	
2010-01-0004884	10454 FALKOWICH KENNETH & MARIE	143 OAK ST	548.31	0	32.9	0	0	561.21	548.31
TOTAL	3	143-A OAK ST REAR	2,628.05	0	423.41	0	48	3,099.48	3,647.77
Grand Total									2,765,753.39

The Town of East Hartford
 Properties Considered for Foreclosure
 Prepared as of November 10, 2011

BILL#	UID	NAME	ADDRESS	PROP. LOCATION	TAX	B-INT	INTEREST	LIEN	FEE	TOTAL	Due Jan. 1	Del. Amt @ 10/5/11
2008-01-0000023	11570	141 PRESTIGE PARK LLC	P.O. BOX 1149	141 PRESTIGE PK RD	46,210.02	-	17,328.75	24.00	-	63,562.77		
2009-01-0000023	11570	141 PRESTIGE PARK LLC	P.O. BOX 1149	141 PRESTIGE PK RD	49,347.10	-	9,622.68	24.00	-	58,993.78		
2010-01-0000023	11570	141 PRESTIGE PARK LLC	P.O. BOX 1149	141 PRESTIGE PK RD	25,111.29	-	1,506.68	-	-	26,617.97	25,111.29	
TOTAL					120,668.41	-	28,458.11	48.00	-	149,174.52		174,285.81
2008-01-0000120	13047	825 SILVER LANE LLC	312 DEMING ST	825 SILVER LN	9,753.62	-	3,212.09	24.00	-	12,969.71		
2009-01-0000120	13047	825 SILVER LANE LLC	312 DEMING ST	825 SILVER LN	20,788.82	-	4,053.82	24.00	-	24,866.64		
2010-01-0000120	13047	825 SILVER LANE LLC	312 DEMING ST	825 SILVER LN	10,578.82	-	634.73	-	-	11,213.55	10,578.82	
TOTAL					41,101.26	-	7,900.64	48.00	-	49,049.90		59,628.72
2008-01-0000027	11011	150 PARK AVENUE LLC	P.O. BOX 1149	150-174 PARK AVE	11,421.80	-	4,283.18	24.00	-	15,728.98		
2009-01-0000027	11011	150 PARK AVENUE LLC	P.O. BOX 1149	150-174 PARK AVE	12,197.18	-	2,378.45	24.00	-	14,598.63		
2010-01-0000027	11011	150 PARK AVENUE LLC	P.O. BOX 1149	150-174 PARK AVE	6,206.79	-	372.41	-	-	6,579.20	6,206.79	
TOTAL					29,825.77	-	7,034.04	48.00	-	36,907.81		43,114.60
2001-01-0008320	8563	LAVIGNE RICHARD W SR EST	71 MAIN ST	226 MAIN ST	882.13	-	1,402.59	24.00	-	2,308.72		
2002-01-0008331	8563	LAVIGNE RICHARD W SR EST	71 MAIN ST	226 MAIN ST	1,796.84	-	2,614.40	24.00	-	4,435.24		
2003-01-0008346	8563	LAVIGNE EVELYN W	71 MAIN ST	226 MAIN ST	1,877.38	-	2,393.64	24.00	-	4,295.00		
2004-01-0008346	8563	LAVIGNE EVELYN W	71 MAIN ST	226 MAIN ST	1,924.38	-	2,107.20	24.00	-	4,055.58		
2005-01-0008268	8563	LAVIGNE EVELYN W	71 MAIN ST	226 MAIN ST	2,030.52	-	1,687.93	24.00	-	3,912.45		
2006-01-0008268	8563	LAVIGNE EVELYN W	71 MAIN ST	226 MAIN ST	2,264.90	-	1,664.70	24.00	-	3,953.60		
2007-01-0008268	8563	LAVIGNE EVELYN W	71 MAIN ST	226 MAIN ST	2,487.50	-	1,386.11	24.00	-	3,907.61		
2008-01-0008268	8563	LAVIGNE EVELYN W	71 MAIN ST	226 MAIN ST	2,497.50	-	936.57	24.00	-	3,458.07		
2009-01-0008268	8563	LAVIGNE EVELYN W	71 MAIN ST	226 MAIN ST	2,667.06	-	520.08	24.00	-	3,211.14		
2010-01-0008268	8563	LAVIGNE EVELYN W	71 MAIN ST	226 MAIN ST	1,357.18	-	81.43	-	-	1,438.61	1,357.18	
TOTAL					19,795.37	-	14,964.95	216.00	-	34,976.02		36,333.20
2008-01-0000078	52	359 BURNHAM STREET LLC	P O BOX 1149	71 ALNA LN	6,102.81	-	2,013.93	24.00	-	8,140.74		
2009-01-0000078	52	359 BURNHAM STREET LLC	P O BOX 1149	71 ALNA LN	11,849.18	-	2,310.59	24.00	-	14,183.77		
2010-01-0000078	52	359 BURNHAM STREET LLC	P O BOX 1149	71 ALNA LN	6,029.70	-	361.78	-	-	6,391.48	6,029.70	
TOTAL					23,981.69	-	4,686.30	48.00	-	28,715.99		34,745.69
2008-01-0002320	11003	CARON DAVID A	312 DEMING ST	115 PARK AVE	5,655.00	-	1,868.15	24.00	-	7,545.15		
2009-01-0002320	11003	CARON DAVID A	312 DEMING ST	115 PARK AVE	12,077.80	-	2,355.18	24.00	-	14,456.98		
2010-01-0002320	11003	CARON DAVID A	312 DEMING ST	115 PARK AVE	6,146.04	-	368.76	-	-	6,514.80	6,146.04	
TOTAL					23,878.84	-	4,592.09	48.00	-	28,516.93		34,662.97
2008-01-0004959	6417	FELLOWS GEORGE A & RONAL	18 HIGHLAND ST	20 HIGHLAND ST	7,624.88	-	2,859.33	24.00	-	10,508.21		
2009-01-0004959	6417	FELLOWS GEORGE A & RONAL	18 HIGHLAND ST	20 HIGHLAND ST	8,142.50	-	1,587.79	24.00	-	9,754.29		
2010-01-0004959	6417	FELLOWS GEORGE A & RONAL	18 HIGHLAND ST	20 HIGHLAND ST	4,143.48	-	248.61	-	-	4,382.09	4,143.48	
TOTAL					19,910.86	-	4,695.73	48.00	-	24,654.59		28,798.07
2008-01-0000084	658	45 BELDEN STREET COMPANY	7849 PALENCIA WAY	45 BELDEN ST	3,566.44	-	588.46	24.00	-	4,178.90		
2009-01-0000084	658	45 BELDEN STREET COMPANY	7849 PALENCIA WAY	45 BELDEN ST	10,204.86	-	1,989.94	24.00	-	12,218.80		
2010-01-0000084	658	45 BELDEN STREET COMPANY	7849 PALENCIA WAY	45 BELDEN ST	5,192.95	-	311.58	-	-	5,504.53	5,192.95	
TOTAL					18,964.25	-	2,889.98	48.00	-	21,902.23		27,095.18
2008-01-0012711	1190	RUBERA JOHN A	567 BREWER STREET	567 BREWER ST	2,054.83	-	184.94	24.00	-	2,263.77		
2009-01-0012711	1190	RUBERA JOHN A	567 BREWER STREET	567 BREWER ST	8,225.48	-	823.97	24.00	-	9,074.45		
2010-01-0012711	1190	RUBERA JOHN A	567 BREWER STREET	567 BREWER ST	2,150.22	-	129.01	-	-	2,279.23	2,150.22	
TOTAL					8,430.53	-	1,137.92	48.00	-	9,616.45		11,766.67
2010-01-0000039	1628	185 BURNHAM STREET LLC	185 BURNHAM ST	185 BURNHAM ST	7,254.02	-	435.24	-	-	7,689.26	7,254.02	
TOTAL					7,254.02	-	435.24	-	-	7,689.26		14,943.28
2008-01-0000075	44	359 BURNHAM ST LLC	P O BOX 1149	53 ALNA LN	1,496.41	-	493.82	24.00	-	2,014.23		
2009-01-0000075	44	359 BURNHAM ST LLC	P O BOX 1149	53 ALNA LN	623.22	-	3,843.22	24.00	-	4,490.44		
2010-01-0000075	44	359 BURNHAM ST LLC	P O BOX 1149	53 ALNA LN	1,626.35	-	97.58	-	-	1,723.93	1,626.35	
TOTAL					6,318.76	-	1,214.62	48.00	-	7,581.38		9,207.73

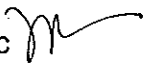
2010-01-0000077	51	369 BURNHAM STREET LLC	P O BOX 1149	7,139.40	428.36	-	7,139.40	7,567.76	7,139.40	FC
TOTAL	1		51	7,139.40	428.36	-	7,139.40	7,567.76	7,139.40	14,707.16
2001-01-0008319	8500	LAVIGNE RICHARD W	EST OF 871 MAIN ST	202.20	321.50	24.00	202.20	547.70	-	-
2002-01-0008330	8500	LAVIGNE RICHARD W	EST OF 871 MAIN ST	471.86	599.26	24.00	471.86	1,035.12	-	-
2003-01-0008345	8500	LAVIGNE EVELYN W	53 MAIN ST	430.32	548.66	24.00	430.32	1,002.98	-	-
2004-01-0008345	8500	LAVIGNE EVELYN W	53 MAIN ST	441.10	483.01	24.00	441.10	948.11	-	-
2005-01-0008265	8500	LAVIGNE EVELYN W	53 MAIN ST	465.44	425.88	24.00	465.44	915.32	-	-
2006-01-0008265	8500	LAVIGNE EVELYN W	53 MAIN ST	392.44	288.44	24.00	392.44	704.88	-	-
2007-01-0008265	8500	LAVIGNE EVELYN W	53 MAIN ST	350.28	194.40	24.00	350.28	968.68	-	-
2008-01-0008265	8500	LAVIGNE EVELYN W	53 MAIN ST	350.28	194.40	24.00	350.28	968.68	-	-
2009-01-0008265	8500	LAVIGNE EVELYN W	53 MAIN ST	374.06	131.36	24.00	374.06	505.64	-	-
2010-01-0008265	8500	LAVIGNE EVELYN W	53 MAIN ST	190.35	72.94	24.00	190.35	471.00	190.35	-
TOTAL	10		8500	3,608.33	3,076.87	216.00	3,608.33	6,901.20	6,901.20	7,091.65
1998-01-0015389	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	255.44	509.60	24.00	255.44	789.04	-	-
2000-01-0000043	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	260.00	473.35	24.00	260.00	758.15	-	-
2001-01-0000044	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	257.34	420.76	24.00	257.34	702.10	-	-
2002-01-0000043	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	262.10	381.36	24.00	262.10	657.46	-	-
2003-01-0000053	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	273.84	361.47	24.00	273.84	639.31	-	-
2004-01-0000053	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	280.70	320.00	24.00	280.70	624.70	-	-
2005-01-0000061	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	296.18	284.33	24.00	296.18	604.51	-	-
2006-01-0000061	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	245.25	191.30	24.00	245.25	460.55	-	-
2007-01-0000061	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	215.04	129.02	24.00	215.04	368.06	-	-
2008-01-0000061	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	215.04	90.32	24.00	215.04	329.36	-	-
2009-01-0000061	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	229.64	95.11	24.00	229.64	308.75	-	-
2010-01-0000061	12837	291 DEVELOPMENT LLC	176 BOLTON CENTER RD	233.71	14.02	24.00	233.71	247.73	233.71	-
TOTAL	12		12837	3,025.08	3,230.64	264.00	3,025.08	6,519.72	6,519.72	6,753.43
1995-01-0005968	6535	GORDEN JAMES & SAUNDERS	22895 TH AVE APT G11	70.64	194.97	24.00	70.64	289.61	-	-
1996-01-0005960	6535	GORDEN JAMES & SAUNDERS	22895 TH AVE APT G11	87.90	226.78	24.00	87.90	338.68	-	-
1997-01-0006028	6535	GORDEN JAMES & SAUNDERS	22895 TH AVE APT G11	104.95	251.88	24.00	104.95	360.83	-	-
1998-01-0006022	6535	GORDEN JAMES & SAUNDERS	22895 TH AVE APT G11	121.09	268.82	24.00	121.09	413.91	-	-
1999-01-0005983	6535	GORDEN JAMES & SAUNDERS	22895 TH AVE APT G11	141.08	287.80	24.00	141.08	452.88	-	-
2000-01-0005951	6535	GORDEN JAMES & SAUNDERS	22895 TH AVE APT G11	144.04	267.91	24.00	144.04	435.95	-	-
2001-01-0005968	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	141.75	238.14	24.00	141.75	403.99	-	-
2002-01-0005997	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	144.36	216.54	24.00	144.36	384.90	-	-
2003-01-0006017	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	150.83	199.10	24.00	150.83	373.93	-	-
2004-01-0006017	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	154.61	176.26	24.00	154.61	354.87	-	-
2005-01-0005970	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	163.14	156.61	24.00	163.14	343.75	-	-
2006-01-0005970	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	89.22	69.59	24.00	89.22	182.81	-	-
2007-01-0005970	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	78.22	46.93	24.00	78.22	149.15	-	-
2008-01-0005970	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	78.22	32.85	24.00	78.22	135.07	-	-
2009-01-0005970	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	83.64	20.05	24.00	83.64	127.59	-	-
2010-01-0005970	6535	GORDEN JAMES & SAUNDERS	2289 5TH AVE APT G11	85.02	5.10	24.00	85.02	90.12	85.02	-
TOTAL	16		6535	1,838.61	2,699.33	360.00	1,838.61	4,857.94	4,857.94	4,942.96
2007-01-0014772	4090	URBAN SUBURBAN AFFORDAB	36 ELLSWORTH ST	897.84	498.30	24.00	897.84	1,420.14	-	-
2008-01-0014772	4090	URBAN SUBURBAN AFFORDAB	36 ELLSWORTH ST	897.84	336.69	24.00	897.84	1,258.53	-	-
2009-01-0014772	4090	URBAN SUBURBAN AFFORDAB	36 ELLSWORTH ST	958.80	186.97	24.00	958.80	1,169.77	-	-
2010-01-0014772	4090	URBAN SUBURBAN AFFORDAB	36 ELLSWORTH ST	487.91	29.27	24.00	487.91	517.18	487.91	-
TOTAL	4		4090	3,242.39	1,051.23	72.00	3,242.39	4,385.62	4,385.62	4,853.53
2008-01-0000007	660	45 BELDEN STREET COMPANY	7849 PALENCIA WAY	46.40	7.66	24.00	46.40	78.06	-	-
2009-01-0000007	660	45 BELDEN STREET COMPANY	7849 PALENCIA WAY	2,020.76	394.05	24.00	2,020.76	2,438.81	-	-
2010-01-0000007	660	45 BELDEN STREET COMPANY	7849 PALENCIA WAY	1,028.30	61.70	24.00	1,028.30	1,080.00	1,028.30	-
TOTAL	3		660	3,095.46	463.41	48.00	3,095.46	3,606.87	3,606.87	4,633.17
1995-01-0014244	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	89.90	248.12	24.00	89.90	362.02	-	-
1996-01-0014244	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	84.67	218.45	24.00	84.67	327.12	-	-
1997-01-0014324	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	81.63	195.91	24.00	81.63	301.54	-	-
1998-01-0014360	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	78.73	174.78	24.00	78.73	277.51	-	-
1999-01-0014259	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	79.00	161.16	24.00	79.00	264.16	-	-
2000-01-0014209	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	80.66	150.03	24.00	80.66	254.69	-	-
2001-01-0014222	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	79.59	133.71	24.00	79.59	237.30	-	-

2002-01-0014246	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	81.06	-	121.59	24.00	-	226.65	FC
2003-01-0014236	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	84.69	-	111.79	24.00	-	220.48	
2004-01-0014235	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	86.81	-	209.77	24.00	-	203.54	
2005-01-0014216	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	91.60	-	87.94	24.00	-	159.01	
2006-01-0014216	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	75.85	-	59.16	24.00	-	130.42	
2007-01-0014216	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	66.51	-	39.91	24.00	-	112.06	
2008-01-0014216	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	66.51	-	27.93	24.00	-	76.62	
2009-01-0014216	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	71.02	-	17.04	24.00	-	72.28	
2010-01-0014216	14342	TARR LLOYD A & JEAN W	66 PUTMAN LA	44 UNIVERSITY AVE	72.28	-	4.34	-	-	3,481.33	
TOTAL					1,270.51	-	1,850.82	360.00	-		
2008-01-0006187	46	359 BURNHAM ST L L C	P O BOX 1149	57 ALNA LN	608.54	-	200.82	24.00	-	833.36	
2009-01-0006187	46	359 BURNHAM ST L L C	P O BOX 1149	57 ALNA LN	1,299.70	-	253.44	24.00	-	1,577.14	
2010-01-0006187	46	359 BURNHAM ST L L C	P O BOX 1149	57 ALNA LN	661.38	-	39.68	-	-	701.06	
TOTAL					2,569.62	-	493.94	48.00	-	3,111.56	
2008-01-0000075	50	359 BURNHAM STREET LLC	P O BOX 1149	65 ALNA LN	608.54	-	200.82	24.00	-	833.36	
2009-01-0000075	50	359 BURNHAM STREET LLC	P O BOX 1149	65 ALNA LN	1,299.70	-	253.44	24.00	-	1,577.14	
2010-01-0000075	50	359 BURNHAM STREET LLC	P O BOX 1149	65 ALNA LN	661.38	-	39.68	-	-	701.06	
TOTAL					2,569.62	-	493.94	48.00	-	3,111.56	
2007-01-0010261	10768	DIFANO L L C	30 OLDE ROBERTS ST	30 OLDE ROBERTS ST	16,611.06	-	1,744.16	24.00	-	18,379.22	
2008-01-0010261	10768	DIFANO L L C	30 OLDE ROBERTS ST	30 OLDE ROBERTS ST	19,387.42	-	7,270.28	24.00	-	26,681.70	
2009-01-0010261	10768	DIFANO L L C	30 OLDE ROBERTS ST	30 OLDE ROBERTS ST	18,821.52	0	3,670.19	24	0	22,515.71	
2010-01-0010261	10768	DIFANO L L C	30 OLDE ROBERTS ST	30 OLDE ROBERTS ST	10,535.45	0	632.13	0	0	11,167.58	
TOTAL					63,395.45	0	13,316.76	72	0	78,744.21	
2007-01-0000098	13847	63 THOMAS STREET LLC	63 THOMAS STREET	63 THOMAS ST	5,709.78	0	3,168.92	24	0	8,902.70	
2008-01-0000098	13847	63 THOMAS STREET LLC	63 THOMAS STREET	63 THOMAS ST	2,141.16	0	7,874.94	24	0	7,310.42	
2009-01-0000098	13847	63 THOMAS STREET LLC	63 THOMAS STREET	63 THOMAS ST	5,097.42	0	1,189.00	24	0	3,288.96	
2010-01-0000098	13847	63 THOMAS STREET LLC	63 THOMAS STREET	63 THOMAS ST	1,861.77	0	1,861.77	0	0	3,102.79	
TOTAL					20,619.77	0	6,695.25	72	0	27,377.02	
2006-01-0004962	9965	FELLOWS RONALD J	235 LONG HILL ST	9-11 MOORE AVE	1,299.92	0	311.98	24	0	1,635.90	
2007-01-0004962	9965	FELLOWS RONALD J	235 LONG HILL ST	9-11 MOORE AVE	5,204.34	0	2,888.41	24	0	8,116.75	
2008-01-0004962	9965	FELLOWS RONALD J	235 LONG HILL ST	9-11 MOORE AVE	5,204.34	0	1,951.93	24	0	7,178.97	
2009-01-0004962	9965	FELLOWS RONALD J	235 LONG HILL ST	9-11 MOORE AVE	5,557.64	0	1,083.74	24	0	6,665.38	
2010-01-0004962	9965	FELLOWS RONALD J	235 LONG HILL ST	9-11 MOORE AVE	2,828.12	0	1,469.69	0	0	2,997.81	
TOTAL					20,094.36	0	6,405.45	96	0	26,595.81	
2006-01-0000089	13845	51 THOMAS STREET LLC	63 THOMAS STREET	51 THOMAS ST	4,143.14	0	3,045.20	24	0	7,212.34	
2007-01-0000089	13845	51 THOMAS STREET LLC	63 THOMAS STREET	51 THOMAS ST	4,017.98	0	2,229.97	24	0	6,271.95	
2008-01-0000089	13845	51 THOMAS STREET LLC	63 THOMAS STREET	51 THOMAS ST	3,700.13	0	943.63	24	0	4,667.66	
2009-01-0000089	13845	51 THOMAS STREET LLC	63 THOMAS STREET	51 THOMAS ST	4,290.74	0	896.7	24	0	5,151.44	
2010-01-0000089	13845	51 THOMAS STREET LLC	63 THOMAS STREET	51 THOMAS ST	2,183.44	0	131.01	0	0	2,314.45	
TOTAL					18,335.43	0	7,186.41	96	0	25,617.84	
2007-01-0014709	11699	TWO TWELVE PROSPECT L L C	212-214 PROSPECT ST	212-214 PROSPECT ST	5,019.38	0	2,722.62	24	0	7,766.00	
2008-01-0014709	11699	TWO TWELVE PROSPECT L L C	212-214 PROSPECT ST	212-214 PROSPECT ST	5,019.38	0	1,852.27	24	0	6,925.55	
2009-01-0014709	11699	TWO TWELVE PROSPECT L L C	212-214 PROSPECT ST	212-214 PROSPECT ST	5,360.14	0	1,045.23	24	0	6,428.37	
2010-01-0014709	11699	TWO TWELVE PROSPECT L L C	212-214 PROSPECT ST	212-214 PROSPECT ST	18,126.52	0	1,633.96	0	0	2,891.28	
TOTAL					34,525.42	0	5,811.78	72	0	44,337.20	
2006-01-0000026	11008	150 PARK AVENUE LLC	P O BOX 1149	123 PARK AVE	3,466.08	0	1,416.57	24	0	4,906.65	
2007-01-0000026	11008	150 PARK AVENUE LLC	P O BOX 1149	123 PARK AVE	2,533.60	0	1,408.15	24	0	3,963.75	
2008-01-0000026	11008	150 PARK AVENUE LLC	P O BOX 1149	123 PARK AVE	2,533.60	0	950.1	24	0	3,507.70	
2009-01-0000026	11008	150 PARK AVENUE LLC	P O BOX 1149	123 PARK AVE	2,705.60	0	527.59	24	0	3,257.19	
2010-01-0000026	11008	150 PARK AVENUE LLC	P O BOX 1149	123 PARK AVE	1,376.80	0	82.61	0	0	1,459.41	
TOTAL					12,615.68	0	4,383.02	96	0	17,094.70	
2008-01-0009277	8784	SPENCER COURT L L C	7849 PALENCIA WAY	1284-1288 MAIN ST	7,707.39	-	924.89	24.00	-	8,656.28	
2009-01-0009277	8784	SPENCER COURT L L C	7849 PALENCIA WAY	1284-1288 MAIN ST	18,899.64	-	3,685.43	24.00	-	22,609.07	
2010-01-0009277	8784	SPENCER COURT L L C	7849 PALENCIA WAY	1284-1288 MAIN ST	9,617.47	-	577.05	-	-	10,194.52	
TOTAL					36,224.50	-	5,187.37	48.00	-	41,459.87	

Grand Total

901,938.65

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 5, 2011
TO: Richard Kehoe, Chairman
FROM: Mayor Marcia A. Leclerc 
RE: Referral to Ordinance Committee: Job Descriptions

I would like to refer to the Town Council Ordinance Committee, the attached changes to the job descriptions of Director of Parks and Recreation, Director of Inspections and Permits and the Director of Human Resources.

Attached is a memo from Frank Cassetta, Acting Director of Human Resources, recommending that the town make these changes to ensure a broader field of qualified applicants to fill these positions.


Please place this referral on the Town Council agenda for December 13, 2011.

Thank you.

C: F. Cassetta, Asst. Corp. Counsel/Acting Dir. Of Human Resources

Memo

TO: Marcia A. Leclerc, Mayor

FROM: Frank N. Cassetta,  Asst. Corporation Counsel/
Acting Director of Human Resources

DATE: December 5, 2011

RE: Revisions to Section 2-115 of the Code of Ordinances

Attached are suggested revisions to the qualifications set forth in Section 2-115 of the East Hartford Code of Ordinances for the Director of Parks and Recreation, the Director of Personnel and Labor Relations and the Director of Inspections and Permits (Building Official) directorships.

I believe that the suggested revisions will permit the Town to choose from a broader pool of qualified candidates for the above directorships, which will ensure that we find the best suited candidate with the desired leadership abilities and substantive skills. Accordingly, I recommend that these suggested revisions be forwarded to the Ordinance Subcommittee of the Town Council.

In accordance with your directive, the Department of Human Resources is in the process of similarly reviewing the qualifications for the remainder of the Directors' positions set forth in Section 2-115.

Attachment

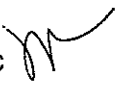
Director of Parks and Recreation. The Director of Parks and Recreation shall have a Bachelors Degree in ~~Recreation Administration, Public Administration or a closely a~~ related field, and four years of increasingly responsible experience in ~~Municipal Park and Recreation Administration~~ **public administration**, including three years of management or supervisory experience. **Relevant work experience may be substituted for the educational requirement.** Ability to prepare and maintain an operating budget for a multi-faceted program; ability to develop capital improvement budget for park, recreation and golf course projects; administrative and executive ability to initiate, organize and follow through on comprehensive recreational and park programs and projects; ability to deal effectively with elected officials, members of the general public and the media; ability to administer collective bargaining agreements and personnel policies; ability to prepare administrative reports in a clear, logical manner; ability to present ideas and policies to individuals and groups; and the ability to supervise.

Director of Personnel and Labor Relations Human Resources. The Director of ~~Personnel and Labor Relations~~ **Human Resources** shall have a Bachelors Degree in ~~a~~ **related field.** ~~Personnel and Industrial Relations, Public Administration, Business Administration, or some closely related field, and five years of progressively responsible experience in personnel administration or labor relations, with two years of experience in public personnel administration.~~ **Relevant work experience may be substituted for the educational requirement. The Director of Human Resources shall also have five years of progressively responsible experience in personnel administration or labor relations, with two years of experience in the public sector.** A Masters Degree in Business or Public Administration may be substituted for ~~two years of the~~ aforementioned practical work experience. Thorough knowledge of the principals and practices of public personnel administration, including labor relations, personnel selection, classification, compensation and Affirmative Action; knowledge of local, state and federal laws and regulations governing personnel practices; considerable ability in written and oral communication; ability to deal effectively with employees, department heads, labor representatives and the public; skill in negotiating collective bargaining agreements; ability to plan and direct department programs and staff activities; and ability to supervise.

Director of Inspections and Permits (Building Official). The Director of Inspections and Permits shall have a Bachelors Degree in Architecture, ~~Civil or Structural~~ Engineering **and a building official's license issued by the State of Connecticut, if such license is required by state law,** ~~and five years of increasingly responsible experience in the construction trades, including three years of related supervisory and inspection experience, and a building official's license issued by the State of Connecticut, if such license is required by state law.~~ **Relevant work experience may be substituted for the educational requirement. The Director of Inspections and Permits shall also have five years of increasingly responsible experience in the construction trades, including three years of related management or supervisory and inspection experience.** Considerable knowledge of building construction practices; considerable knowledge of building and zoning codes and regulations; a working knowledge of wetland and watercourse regulations; ability to supervise; ability to interpret engineering

and architectural plans, drawings and specifications; ability to prepare concise written reports; ability to publicly present reports in a clear and concise manner; physical ability to inspect construction work in progress; and ability to work in poor weather conditions, including heat, rain or snow.

T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 6, 2011
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL TO FEES: Raymond Library

Attached is a memo from Assistant Corporation Richard Gentile regarding the lease of the Raymond Library and conveyance of 28 and 36 Central Avenue.

Please place on the Town Council Agenda of December 13, 2011 for referral to the Fees Committee.

Thank you.


C: R. Gentile, Asst. Corporation Counsel
C. Fravel, Grants/Lease Administrator
P. Jones, Director of Libraries
M. Walsh, Director, Finance Department

OFFICE OF CORPORATION COUNSEL

Date : November 18, 2011

To : Mayor Leclerc

From : Richard Gentile



Re : Referral

Mayor, I suggest that you send the following request to the Town Council:

On April 21, 2009 the Town Council approved the conveyance of 28 and 36 Central Avenue to the Raymond Library Company in exchange for a new, ninety nine (99) year lease allowing the Town to utilize the Raymond Library building as its Town Library. The proposed lease is currently being negotiated by our Corporation Council's office and should be ready for review in mid to late December. Accordingly, I would ask that you place the matter of the Raymond Library Company lease on the December 13, 2011 agenda as a referral item to the Fees Committee. The conveyance of 28 and 36 Central Avenue will take place after the acceptance and execution of the lease.

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD

Police Department

31 School Street

East Hartford, Connecticut 06108

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

MARK J. SIROIS
CHIEF OF POLICE

November 28, 2011

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

**Re: Outdoor Amusement Permit Application
"20th Annual Aselton Memorial Snow Dash"**

Dear Chairman Kehoe:

Attached please find the outdoor amusement application filed jointly by the East Hartford Parks & Recreation Department and the East Hartford Police Department. The applicants wish to conduct the Town's annual road race (Snow Dash), to be held in the vicinity of the **Langford School (61 Alps Drive)** and surrounding streets in East Hartford on **Sunday, January 8, 2011** between the hours of **12:00 PM and 4:00 PM**. **The use of public streets will occur between the hours of 1:30 PM and should cease by 2:15 PM.** Registration will occur at 12:00 noon in the Gymnasium of the Langford School located at 61 Alps Drive. Post-race activities should conclude by 4:00 PM in the school gymnasium. Proceeds from the race will benefit the East Hartford Police Community Outreach Program and the Officer Brian A. Aselton Memorial Scholarship Fund.

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed by the Directors of the Fire, Health, Parks & Recreation, and Public Works Departments. **The Fire, Health, Public Works and Parks & Recreation Departments** approve the application as submitted.

The Police Department conducted a review of the application and the following comments were made:

- The Police Department can provide adequate police protection for this event. The proposed site is suitable for the proposed amusement, the crowd is of moderate size, and the area has sufficient parking available.
- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- In the previous years, the event has been held without incident. As the event is to be conducted on a Sunday afternoon in the winter, after the conclusion of the holiday season, vehicular traffic on the proposed race route should be light. Any additional manpower required to police this event shall be provided on an overtime basis.

The cost of said overtime, if required, is yet to be determined.
Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read 'M. Sirois', written in a cursive style.

Mark J. Sirois
Chief of Police

xc:
Mayor Leclerc

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

MANAGEMENT SERVICES BUREAU
OUTDOOR AMUSEMENT PERMITS
31 SCHOOL STREET
EAST HARTFORD, CT 06108-2638
(860) 528-4401



Mark J. Sirois
Chief of Police

OUTDOOR AMUSEMENT PERMIT APPLICATION

1. Name of Event:
20th Ann. Aselton Memorial Snow Dash
2. Date(s) of Event:
1/08/2012
3. Applicant's name, home & work phone numbers, home address, and e-mail address:

EH Parks & Recreation Dept. & EH Police Dept.
4. If partnership, corporation, club, or association, list names of all partners or officers and business address.
5. List the location of the proposed amusement: (Name of facility and address)
Langford Elementary School and surrounding streets. 61 Alps Drive, East Hartford. The race course will use the same roads, starting with and finishing at the school
6. List the dates and hours of operation for each day (if locations changes on a particular day, please list):
1/08/2012 - 1:30PM. The use of the roads for this event should cease by 2:15PM. Registration will occur at 12:00 Noon in the Gymnasium of the Langford School. Post-race activities should conclude by 4PM inside the school Gymnasium.
7. Provide a detailed description of the proposed amusement:
20th Annual Officer Brian A. Aselton Memorial Snow Dash Road Race. This is a 5K road race which utilizes town streets. Starts and ends at Langford School Gymnasium. Proceeds from the race will benefit the East Hartford Police Community Outreach Program and the Officer Brian A. Aselton Memorial Scholarship Fund.
8. Will Music or Other Entertainment Be Provided Out-Of-Doors?

 Yes No
 - a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)?
9. What is the expected age group(s) of participants?
12-80+ years of age.

10. What is the expected attendance at the proposed amusement:
(If more than one performance, indicate time / day / date and anticipated attendance for each.)
300 runners.
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:
 - b. Traffic Control and Flow Plan at Site & Impact on Surrounding / Supporting Streets:
Traffic will be controlled by the East Hartford Police Dept.
 - c. Parking Plan On Site & Impact on Surrounding / Supporting Streets:
Parking will be in the Langford School parking lots.
 - d. Noise Impact on Neighborhood:
 - e. Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement:
Lavatory facilities are available in the Langford School Gymnasium. Refreshments will be provided inside the Langford School Gymnasium at the conclusion of the event.
 - f. List expected general disruption to neighborhood's normal life and activities:

The course will be marked with placard signs which will be set up just before the race starts and removed immediately at its conclusion.
 - g. Other Expected Influence on Surrounding Neighborhood:
None
12. Provide a Detailed Plan for the Following:
- a. Accessibility of Amusement Site to Emergency, Police, Fire & Medical Personnel and Vehicles:
The race course will be accessible to emergency, police, fire and medical personnel and vehicles. Park rangers and police personnel will have radio access to emergency services.
 - b. Provisions for Notification of Proper Authorities in the Case of an Emergency:
In the event of an emergency, park rangers stationed along the course will have portable radios to contact the necessary emergency personnel. Police officers will be stationed at key intersections along the course. A lead police vehicle and a follow-up police vehicle will be on the course during the event.
 - c. Any Provision for On-Site Emergency Medical Services:
An ambulance will be requested to be placed on standby at the race command center at the Langford School.
 - d. Crowd Control Plan:
Crowd control will be maintained by the East Hartford Police Dept. and race officials.
 - e. If on Town Property, the Plan for the Return of the Amusement Site to Pre-Amusement Condition:
 - f. Provision of sanitary facilities:
Bathrooms provided in Langford School Gymnasium.
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:



(Applicant Signature)

C. Roger Moss

(Printed Name)

10/28/11

(Date Signed)

(Send application electronically to cfrank@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included:

YES

NO

Liquor Permit Included:

YES

NO

Time Waiver Request Included:

YES

NO

Fee Waiver Request Included:

YES

NO

N/A

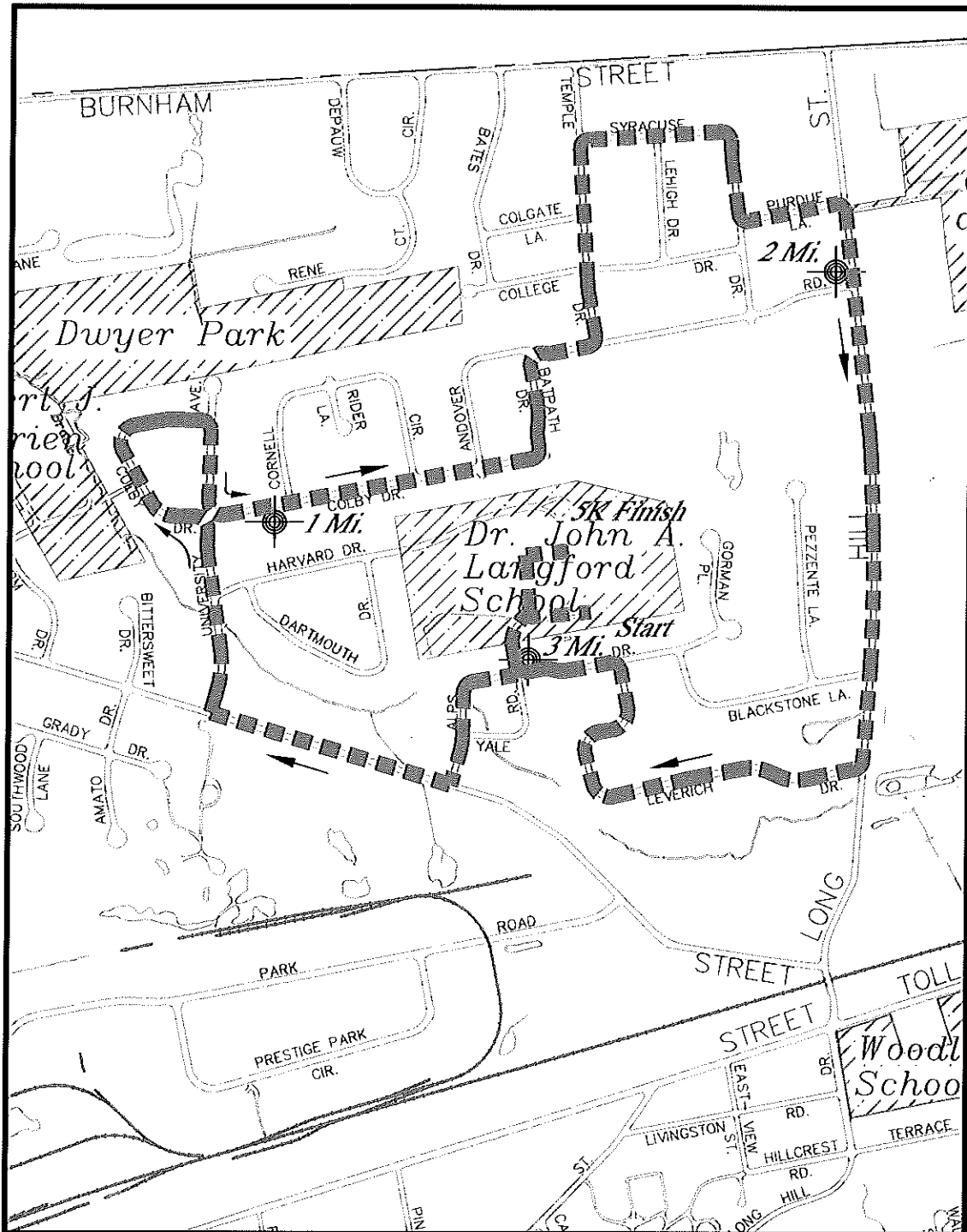
Received By: 

Employee Number: 9019

Date & Time Signed: 11/9/11 7:55 AM ~~PM~~

Time remaining before event: 30^d days.

Officer Brian A. Aselton Memorial 5K



Prepared by the East Hartford
Engineering Division 10-21-08.
Scale 1"=800'

Fire Dept



Mark J. Sirois
Chief of Police

**TOWN OF EAST HARTFORD
POLICE DEPARTMENT
BUREAU OF OPERATIONS
Outdoor Amusement Permits
31 School Street
East Hartford, CT 06108
(860) 528-4401**



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **January 8, 2012**

Event: **20th Annual Aselton Memorial Snow Dash**

Applicant: **The East Hartford Parks & Recreation and Police Departments**

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

William Perez
Signature

November 18, 2011

Date

Comments:

Health Dept



Mark J. Sirois
Chief of Police

TOWN OF EAST HARTFORD
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BUREAU OF OPERATIONS
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- Fire Department
- Health Department
- Parks & Recreation Department
- Public Works Department
- Corporation Counsel

Michael J. O'Connell _____ *11/10/11*
 Signature Date

Comments:

Frank, Carol

From: Moss, Roger
Sent: Wednesday, November 09, 2011 9:01 AM
To: Frank, Carol
Subject: RE: 20th Annual Aselton Snow Dash

Parks and Recreation approves the permit as submitted.
Thanks,

C. Roger Moss, Director
East Hartford Parks and Recreation
50 Chapman Place
East Hartford, CT 06108
2010 IBMA Event of the Year - Podunk Bluegrass Music Festival

EMAIL AS OF 12/1/10: rmosseasthartfordct.gov

W(860)291-7166 - Number as of 8/31/09
C(860)209-8314
Website: www.ehccc.com
Website: http://podunkbluegrass.net

-----Original Message-----

From: Frank, Carol
Sent: Wednesday, November 09, 2011 08:34
To: Oates, John; Bockus, Tim; Cordier, James; Moss, Roger
Cc: Vibberts, Richard; Bennett, Cindy; Dimarco, Joe; Gentile, Richard; Horan, Denise;
Leclerc, Marcia; Miller, James; Nichols, Bonnie; O'Connell, Michael; Perez, William;
Stokes, Gloria
Subject: 20th Annual Aselton Snow Dash

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.

****BE ADVISED THAT A COURSE MAP OR DETAILED COURSE DESCRIPTION WAS NOT PROVIDED WITH THE APPLICATION. I HAVE ASKED PARKS AND RECREATION TO PROVIDE ONE AS SOON AS POSSIBLE. I WILL FORWARD TO YOU FOR REVIEW AS SOON AS THE INFORMATION IS RECEIVED.****

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 Wednesday, November 23, 2011. Thank you.

If you should have any questions, please feel free to contact me.

Regards,

Carol A. Frank
East Hartford Police Dept.
Operations/MSB
31 School St.
East Hartford, CT 06108

Work: 860-291-7631
Fax: 860-291-6290

Frank, Carol

From: Bockus, Tim
Sent: Monday, November 28, 2011 10:39 AM
To: Frank, Carol
Subject: RE: 20th Annual Aselton Snow Dash

I've reviewed this application and pursuant to Town Ordinance 5.3, I recommend that the application be approved as submitted.

Tim Bockus, Acting Director of Public Works
Town of East Hartford
740 Main Street
East Hartford, CT 06108
Phone (860) 291-7361
Fax (860) 291-7370
TBockus@easthartfordct.gov

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Sent: Wednesday, November 09, 2011 08:34
To: Oates, John; Bockus, Tim; Cordier, James; Moss, Roger
Cc: Vibberts, Richard; Bennett, Cindy; Dimarco, Joe; Gentile, Richard; Horan, Denise; Leclerc, Marcia; Miller, James; Nichols, Bonnie; O'Connell, Michael; Perez, William; Stokes, Gloria
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Carol A. Frank
East Hartford Police Dept.
Operations/MSB
31 School St.
East Hartford, CT 06108

Work: 860-291-7631
Fax: 860-291-6290

Frank, Carol

From: Gentile, Richard
Sent: Wednesday, November 09, 2011 8:56 AM
To: Bennett, Cindy; Frank, Carol; Oates, John; Bockus, Tim; Cordier, James; Moss, Roger
Cc: Vibberts, Richard; Dimarco, Joe; Horan, Denise; Leclerc, Marcia; Miller, James; Nichols, Bonnie; O'Connell, Michael; Perez, William; Stokes, Gloria
Subject: RE: 20th Annual Aselton Snow Dash



Gentile Richard.vcf
(3 KB)

Our office approves of this application

Rich Gentile
Assistant Corporation Counsel
Town of East Hartford
740 Main Street
East Hartford, CT 06108
860.291.7215 (Office)
860.291.0145 (fax)
rpgentile@easthartfordct.gov

-----Original Message-----

From: Bennett, Cindy
Sent: Wednesday, November 09, 2011 08:37
To: Frank, Carol; Oates, John; Bockus, Tim; Cordier, James; Moss, Roger
Cc: Vibberts, Richard; Dimarco, Joe; Gentile, Richard; Horan, Denise; Leclerc, Marcia; Miller, James; Nichols, Bonnie; O'Connell, Michael; Perez, William; Stokes, Gloria
Subject: RE: 20th Annual Aselton Snow Dash

Since this is a Town event liability will be covered under our self insured program. No ins. Certificate needed. Thank you

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Cc: Vibberts, Richard; Bennett, Cindy; Dimarco, Joe; Gentile, Richard; Horan, Denise; Leclerc, Marcia; Miller, James; Nichols, Bonnie; O'Connell, Michael; Perez, William; Stokes, Gloria
Subject: 20th Annual Aselton Snow Dash

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East Hartford Police Dept.
Operations/MSB
31 School St.
East Hartford, CT 06108

Work: 860-291-7631
Fax: 860-291-6290



Mark J. Sirois
Chief of Police

TOWN OF EAST HARTFORD
POLICE DEPARTMENT
BUREAU OF OPERATIONS
Outdoor Amusement Permits
31 School Street
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(860) 528-4401



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **January 8, 2012**

Event: **20th Annual Aselton Memorial Snow Dash**

Applicant: **The East Hartford Parks & Recreation and Police Departments**

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-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel

B. Michael

Signature

11/9/11

Date

Comments:

Robert J. Paek

TOWN COUNCIL MAJORITY OFFICE

2011 DEC -7 A 8: 24

PERSONNEL AND PENSIONS SUBCOMMITTEE TOWN CLERK
EAST HARTFORD

NOVEMBER 30, 2011

PRESENT Marc Weinberg, Temporary Chair; Councillors Ram Aberasturia and Bob Damaschi

ALSO Marcia Leclerc, Mayor
PRESENT Michael Walsh, Finance Director
Barbara-Ann Rossi, Councillor

CALL TO ORDER

Temporary Chair Weinberg called the meeting to order at 5:30 pm.

NOMINATION OF OFFICERS

MOTION By Ram Aberasturia
seconded by Bob Damaschi
to **nominate** Marc Weinberg as **Chair**
of the Personnel & Pensions Subcommittee.
Motion carried 3/0.

MOTION By Bob Damaschi
seconded by Marc Weinberg
to **nominate** Ram Aberasturia as **Secretary**
of the Personnel & Pensions Subcommittee.
Motion carried 3/0.

ADOPTION OF RULES GOVERNING MEETINGS

MOTION By Ram Aberasturia
seconded by Bob Damaschi
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 Bob Damaschi
seconded by Ram Aberasturia
to hold meetings at the call of the Chair.
Motion carried 3/0.

STORAGE OF RECORDS

MOTION By Bob Damaschi
seconded by Ram Aberasturia
to store records in the Town Council office.
Motion carried 3/0.

APPROVAL OF MINUTES

June 10, 2010

MOTION By Ram Aberasturia
seconded by Bob Damaschi
to **approve** the minutes of the June 10, 2010 meeting.
Motion carried 1/0. **Abstain:** Aberasturia, Damaschi

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

Review of Non-union, Non-classified Wage Chart

Mike Walsh, Finance Director, discussed the Committee's responsibilities under the Charter, the town's Personnel Rules, and Ordinance and presented the Committee members with two wage charts: the first chart was non-union, classified employee wages, and the second chart was non-union, non-classified employee wages (directors).

The members of the committee deferred any action on the directors' pay chart, opting to make it part of the budget process.

MOTION By Ram Aberasturia
seconded by Bob Damaschi
to **recommend** that the Town Council place non-union classified employees back on the pay grid for one year with an increase of 1% and steps for those who are eligible.
Motion carried 3/0.

ADJOURNMENT

MOTION By Bob Damaschi
 seconded by Ram Aberasturia
 to **adjourn** (6:02 p.m.)
 Motion carried 3/0.

Cc: Town Council
 Mayor Leclerc
 Mike Walsh, Finance Director

Roger J. Beck

2011 OCT 24 A 11:01

TOWN COUNCIL MAJORITY OFFICE

REAL ESTATE ACQUISITION AND DISPOSITION COMMITTEE
TOWN CLERK
CASE HARTFORD

OCTOBER 18, 2011

PRESENT Linda Russo, Chair; Councillors William P. Horan, Jr. and Eric Thompson

ALSO Rich Gentile, Assistant Corporation Counsel

PRESENT John Choquette, Development Director

CALL TO ORDER

Chair Russo called the meeting to order at 5:32 p.m.

APPROVAL OF MINUTES

June 7, 2011

MOTION By Eric Thompson
seconded by Bill Horan
to **approve** the minutes of the June 7, 2011 Real Estate Acquisition &
Disposition Committee meeting.
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

None

OLD BUSINESS

Update – 11.4 acres abutting 244 Lombardo Drive (f.k.a. Meat Town Property)

Development Director John Choquette provided an update of the town's involvement in the possible acquisition of the Meat Town property at 106 DePietro Drive and 223 Rear Lombardo Drive, including the Phase I and Phase II environmental studies already undertaken and the Phase III study that is required. The cost of the Phase III study could be in excess of \$20,000 plus the cost of any clean-up, which is expensive for land the town would use only as open space.

MOTION By Bill Horan
seconded by Eric Thompson

that this committee adopts the following resolution:

Whereas, the most recent (Phase II) environmental report on the 11.4 acre parcel abutting Lombardo Drive, a.k.a. "Meat Town Property", ("the Property") recommends that the Town obtain a Phase III environmental report before accepting the Property; and

Whereas, a source of funding for such environmental report is not available; and

Whereas, the Mayor, the Director of Public Works and the Director of Parks and Recreation have indicated that the Town has no current or potential future use for the Property.

Now Therefore Be It Resolved that this Committee report its findings to the Town Council and recommend that the Town Council request that the Mayor's Office take all necessary steps to decline the State of Connecticut's offer of the Property to the Town.

Motion carried 3/0.

ADJOURNMENT

MOTION By Eric Thompson
 seconded by Bill Horan
 to adjourn (5:50 p.m.)
 Motion carried 3/0.

cc: Town Council
 Marcia Leclerc, Mayor
 Rich Gentile, Assistant Corporation Counsel
 John Choquette, Development Director

**MEAT-TOWN PROPERTY AT 106 DEPIETRO DRIVE
SUMMARY OF ACTIVITIES
AS OF 10-15-11**

Site Description:

The 11.4 acre site consists of two parcels- 106 Depietro Drive (2.9 acres) and 223 Rear Lombardo Drive (8.7 acres) that have been combined under the address 106 Depietro

Property History:

The property is owned by the state which purchased it in the 1960's to create a proposed roadway- Interstate 491. Prior to the state purchasing the property part of the property contained a building on Lombardo Drive that operated as a "slaughter house" up until 1987 or so.

Town Activities regarding this property to date


- Special Act 02-09 for substitute Senate Bill #576 under section 8 (a-d) required the Commissioner of Transportation (DOT) to convey to the Town of East Hartford this parcel of land located on Lombardo and Depietro Drives in town "at a cost equal to the administrative costs of making such conveyance." (Who initiated the interest in sponsoring this special legislation to own this property is unknown at this time.)
- The Town Council's Real Estate and Acquisitions Committee received an update on the town acquisition of the property from Ms. Jeanne Webb on October 28, 2008. Ms Webb indicated the town was waiting for a "right to enter" agreement to be completed by the State Dept. of Transportation so as to allow the town to conduct a "Phase I" environmental site assessment (ESA)
- Phase I funding was obtained through a Federal Brownfield Program grant to the Capital Regional Council of Government (CRCOG).
- DOT approved the "right to entry" the property and a Phase I environmental assessment was conduct and completed in March 2009.
- The Phase I findings called for a Phase II study to be conducted on the 11.4 acres site.
- Phase II funding was successfully obtained from CRCOG's limited brownfield grant funds.
- Another "Right of Enter" agreement was obtained from State DOT in September 2010 to allow completion of the Phase II environmental assessment.
- The Phase II study findings of January 2011 recommend that a Phase III environmental site assessment (ESA) be conducted on the site. The Fuss & O'Neil phase II study states, "We recommend that a Phase III ESA be conducted to determine the degree and extent of the identified release area". (pg.20 Conclusions and Recommendations)
- No Brownfield funding is available from the CRCOG under federal grants due to the fact all current funding has been spent. Any future funding is unknown and would be limited when available for this type of non- development, just open space, type of project per CRCOG as of August 2011.
- Mayor Leclerc recommends in October 2011 that the town ask to have Special Act 02-09 "REPEALED" as the administration/town does not have a specific use for this 11.4 acre property and does not have the resources to conduct any further environmental testing of the site.
- Meet with the Town Council's Real Estate and Acquisition Committee to discuss Mayor Leclerc's recommendation regarding the Meat-town property offer from the State.



T O W N O F E A S T H A R T F O R D
O F F I C E O F T H E M A Y O R

DATE: December 5, 2011

TO: Richard 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 \$8,592.70 as detailed in the attached listing from our Collector of Revenue.

Please place this item on the Town Council agenda for December 13, 2011 .

C: M. Walsh, Director of Finance
I. Laurenza, Tax Collector

INTEROFFICE MEMORANDUM

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

FROM: IRIS LAURENZA, COLLECTOR OF REVENUE
ANNIE KOHLER, ASSISTANT TAX COLLECTOR

SUBJECT: REFUND OF TAXES

DATE: 11/28/2011

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 \$8,592.70 See attached list.

Bill	Name	Address	Prop Loc/Vehicle Info.	Over Paid
2009-03-0051078	AMOAKOH ADELAIDE AN	120 LELAND DR E HARTFORD CT 06108 1222	2003/651URS/JTDBE32K630158549	-55.64
2010-03-0053279	BHAVSAR RAMESH B	27 RACEBROOK DR B E HARTFORD CT 06108 1553	2004/777XUD/3N1CB51D74L906602	-45.8
2010-03-0056475	CHAPMAN WILLIAM E C/O ATTORNEY MICHAEL J CARON	1091 MAIN ST MANCHESTER CT 06040	2004/VZ747/1MEFM55S94G601599	-28.47
2010-03-0068242	JONES CHRISTOPHER M	103 TIMBER TRAIL E HARTFORD CT 06118 3558	2007/887WFS/2T1BR32E37C829539	-251.27
2010-03-0068414	JS ENERGY SYSTEMS OF CT	PO BOX 444 COLUMBIA CT 06237 0444	2003/6CY933/1FTNE24L73HB74676	-45.47
2010-03-0069929	LAGASSE MICHELLE L	79 BROOKLYN ST APT 3B VERNON CT 06066 3677	1995/48CF16/1B7FL26X7SS360438	-6.54
2010-03-0071873	MADDURI KISHOREKUMAR	17 HILLCREST DR #1 KENNEBUNK ME 04043	1999/469WUV/1N4DL01D4XC199157	-18.52
2010-03-0072504	MARTIN ANGELA M	87 ELIDA CT E HARTFORD CT 06108 1855	2005/458XPE/2C8GF68475R575747	-298.77
2009-01-0003423	MENSAH PRINCE E	19 BUENA VISTA DR EAST HARTFORD CT 06108	19 BUENA VISTA DR	-649.62
2010-03-0076076	NISSAN INFINITI LT	PO BOX 650214 DALLAS TX 75265 9523	2008/908WTA/JN8AS58V88W137471	-176.82
2010-03-0076103	NISSAN INFINITI LT	PO BOX 650214 DALLAS TX 75265 9523	2008/199WWE/1N4AL21E68C258766	-259.18
2009-03-0076901	OLIVER GAIL Y	7 WASHINGTON AVE ENFIELD CT 06082 3615	1999/793XDZWAUCB28D0XA018008	-17.51
2010-03-0076941	ORTIZ TERESA	102MCKEE ST E HARTFORD CT 06108 4017	2006/512WNY/1GZZF55B264245501	-10.65
2010-03-0077689	PATRIA LAURIE L	153 STONE BRIDGE RD COVENTRY CT 06238 3347	2003/945SBW/JTDBE32K230160105	-211.34
2010-03-0079400	PRIETO LISANDRA	235 MAIN ST B7 E1 E HARTFORD CT 06118 3616	1997/534XUD/JN8AR05Y4VW162957	-19.03
2010-03-0080178	REID TIPHANY T	225 RIDGEWOOD RD E HARTFORD CT 06118 1318	1995/537YFZJT8UJZ30C4S0046709	-108.15
2010-03-0080233	REN XIA	198 FOREST ST E HARTFORD CT 06118 2312	1999/7321CD/1FBNE31L0XHB44844	-10.81
2010-03-0081688	ROLFE ROBERT L 2ND	46 SUNSET RIDGE DR E HARTFORD CT 06118 1350	1995/629YAJ/1FALP42T3SF278467	-12.52
2010-03-0082379	RYDER TRUCK RENTAL INC	99 MURPHY RD HARTFORD CT 06114 2104	2005/47229A/2NKMHZ7X75M114443	-469.74
2010-03-0082382	RYDER TRUCK RENTAL INC	99 MURPHY RD HARTFORD CT 06114 2104	2003/47421A/3HTCEAHT33N066320	-421.54
2010-03-0082406	RYDER TRUCK RENTAL LT	99 MURPHY RD HARTFORD CT 06114 2104	2005/K39187/1HTMMAAM25H131634	-659.14
2010-03-0082436	RYDER TRUCK RENTAL LT	99 MURPHY RD HARTFORD CT 06114 2104	2004/8CX146/1FTNE24W44HB32218	-155.93
2009-03-0083227	SANTIAGO ZUREILY	744 NORTH MAIN ST MANCHESTER CT 06042	2004/868URU/1N4BA41E94C863579	-52.09
2010-03-0083235	SCHLOSSER RONALD J C OR	109 KINGSTON DR E HARTFORD CT 06118 2449	2000/38796C/1FTRX18L0YNB46159	-18.17

2010-03-0083774	SHEMONSKY LILLIAN	41 BONNER DR E HARTFORD CT 06118	2001/LIL525/1Y1SK52821Z401349	-51.97
2010-03-0085515	SUNKE PHANI K	9320 S ORCHARD PARK CIR APT 2A OAK CREEK WI 53154 8206	2008/321XXG/2HGFA16818H308880	-62.88
2010-03-0085543	SUTTON JONAS L	16 CROSBY ST A8 E HARTFORD CT 06118 1421	1996/883MGO/1N4BU31D1TC120446	-66.91
2009-04-0087541	THOMAS YOLANDA L	17 BELL CT A1 E HARTFORD CT 06108 3830	2000/579YEC/JT8BF28GY0275552	-65.21
2010-03-0086230	THOMAS YOLANDA L	17 BELL CT A1 E HARTFORD CT 06108 3830	2000/579YEC/JT8BF28GY0275552	-227.19
2010-03-0087374	UNITED TECHNOLOGIES CORP	10 FARMSPRINGS RD 10FS1 FARMINGTON CT 06032	2004/36121A/1XKDDU9X34J055138	-662.6
2010-03-0087375	UNITED TECHNOLOGIES CORP	10 FARMSPRINGS RD 10FS1 FARMINGTON CT 06032	2004/36122A/1XKDDU9X54J055139	-662.6
2010-03-0087376	UNITED TECHNOLOGIES CORP	10 FARMSPRINGS RD 10FS1 FARMINGTON CT 06032	1991/36437A/1M2AA13Y5MMW012555	-164.18
2010-03-0087377	UNITED TECHNOLOGIES CORP	10 FARMSPRINGS RD 10FS1 FARMINGTON CT 06032	2003/37124A/1HTMMAAN33H565289	-509.08
2010-03-0087378	UNITED TECHNOLOGIES CORP	10 FARMSPRINGS RD 10FS1 FARMINGTON CT 06032	2004/41724A/1FVACXDC54HN07982	-724.54
2010-03-0087379	UNITED TECHNOLOGIES CORP	10 FARMSPRINGS RD 10FS1 FARMINGTON CT 06032	2004/41725A/1FVACXDC94HN07984	-724.54
2010-03-0087380	UNITED TECHNOLOGIES CORP	10 FARMSPRINGS RD 10FS1 FARMINGTON CT 06032	1990/6722A/2M2P197Y8LC007170	-109.46
2010-03-0087381	UNITED TECHNOLOGIES CORP	10 FARMSPRINGS RD 10FS1 FARMINGTON CT 06032	1990/6724A/2M2P197YXLC007171	-109.46
2010-03-0088352	VW CREDIT LEASING LTD	1401 FRANKLIN BLVD LIBERTYVILLE IL	2008/231XXG/WWAK73C68P041197	-303.73
2009-03-0089172	WEST MARIE E	64 WOODLAWN CIRCLE E HARTFORD CT 06108 2857	2001/303REU/1YVGF22C815251041	-44.44
2010-03-0088864	WEST MARIE E	64 WOODLAWN CIRCLE E HARTFORD CT 06108 2857	2001/303REU/1YVGF22C815251041	-101.19
TOTAL				-8,592.70

TOWN COUNCIL OFFICE

DATE: November 15, 2011
TO: All Councillors
FROM: Rich Kehoe, Chair
RE: 2012 Town Council Meetings Schedule

January 3	July 17
January 17	August 7
February 7	August 21
February 21	September 4
March 6	September 19 Wednesday (Due to Rosh Hashanah)
March 20	October 2
April 3	October 16
April 17	October 30
May 1	November 13
May 15	November 27
June 5	December 11
June 19	

TOWN COUNCIL OFFICE

DATE: December 8, 2011
TO: All Directors
FROM: Rich Kehoe, Chair
RE: 2012-2013 Budget Workshop Schedule

TOWN COUNCIL CHAMBERS

Monday, February 27, 2012

Mayor's Summary of Budget

6:30 p.m.

Fire Department

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

6:45 p.m.

Public Safety Complex

Public Safety Communications

Police Department

Police Administration Chief Sirois
Operations
Criminal Investigation
Police Capital Improvements

Wednesday, February 29, 2012

Board of Education

Superintendent of Schools Mark Zito

6:30 p.m.

Inspections and Permits

Administration

7:30 p.m.

Saturday, March 3, 2012

Summary of Pension Plan

8:30 a.m.

Town Treasurer	Joseph Carlson
Town Council	Rich Kehoe
Town Clerk	Robert Pasek
Registrars of Voters	Mary Mourey & Peg Byrnes
Selectmen	
Probate Court	Allan Driscoll

Finance

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

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
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Channel 5
Corporation Counsel
Human Resources
Public Library
Youth Services

Irene Cone
Scott Chadwick
Frank Cassetta
Pat Jones
Cephus Nolen

Development

Administration
Redevelopment Agency
Economic Development Commission
Planning & Zoning Commission

John Choquette

Monday, March 5, 2012

Grants Administration

Clare Fravel

6:30 p.m.

Public Works

Administration
Engineering
Highway Services
Waste Services
Fleet Services
Building Maintenance
Metropolitan District Commission
Public Works Capital Improvements
Public Safety Complex Maintenance

Tim Bockus, Acting Director

Parks and Recreation

Administration
Maintenance
Other Facilities
Park Special Program
Parks & Recreation Capital Improvements

Health and Social Services

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

Jim Cordier

Tuesday, March 6, 2012

Regular Meeting

7:30 p.m.

Wednesday, March 7, 2012

Public Hearing - Budget

7:00 p.m.

Tuesday, March 13, 2012

Special Meeting - Budget

7:00 p.m.

Robert J. Paek

OFFICE OF THE
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

2011 DEC -8 A 8:39
(860) 291-7208

TOWN CLERK (860) 291-7389
EAST HARTFORD

DATE: December 7, 2011

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: **Tuesday, December 13, 2011 6:30 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, December 13, 2011

6:30 p.m.

Town Council Majority Office

The purpose of the meeting is to meet in Executive Session to discuss the Settlement of Municipal Derivatives Antitrust Litigation (Bank of America).

cc: Mayor Leclerc
Scott Chadwick, Corporation Counsel
Rich Gentile, Assistant Corporation Counsel

Attenello, Angela

From: Gentile, Richard
Sent: Thursday, December 01, 2011 9:41 AM
To: Attenello, Angela
Cc: Walsh, Mike



Gentile, Richard.vcf
(4 KB)

Angela- Please add an executive session on the 13th for discussion on Settlement of Municipal Derivatives Antitrust Litigation (Bank of America). We will also need a vote that evening. Thanks.

Richard P. Gentile
Assistant Corporation Counsel
Town of East Hartford
740 Main Street
East Hartford, CT 06108
860.291.7215 (Office)
860.291.0145 (fax)
rpgentile@easthartfordct.gov