

OFFICE OF THE
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street
East Hartford, Connecticut 06108



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2011 NOV 4 P 3:42
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TOWN CLERK
EAST HARTFORD

DATE: November 4, 2011

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: Monday, November 7, 2011 8:00 A.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:

Monday, November 7, 2011

8:00 A.M.

Town Council Majority Office

The purpose of the meeting is to meet to discuss and vote on the appropriation of funds for the clean up and restoration efforts related to Storm Alfred.

cc: Mayor Leclerc

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: November 4, 2011
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc
RE: Supplemental Budget Appropriation-Fund Balance Transfer Resolution
Request for a Blanket Bid Waiver for Storm Related Equipment

As you can imagine, due to Storm Alfred, the town has incurred costs beyond our normal budget. I would like to request that the Town Council approve the attached Resolution to allow a Supplemental Budget Appropriation-Fund Balance Transfer in the amount of \$250,000.00 to cover costs associated with this storm.

Also, I would like to request that the Town Council approve a request for a Blanket Bid Waiver to allow the purchase or rental of equipment to begin the enormous task of cleaning up the town.

Please place this item on the Town Council agenda of the meeting scheduled to be held Monday morning at 8:00 a.m.

Thank you.


C: M. Walsh, Finance Director



MEMORANDUM

DATE: November 4, 2011

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: **Supplemental Budget Appropriation and Fund Balance Transfer Resolution and Request for a Blanket Bid Waiver for Storm Related Equipment**

By way of this memo, attached please find a Supplemental Budget Appropriation and Fund Balance Transfer Resolution in the amount of \$250,000 to provide a funding source to handle the net costs related to the deployment of the Emergency Operations Center, the opening of one or more Emergency Shelters, and the extended clean-up operation of down trees, limbs and branches.

Additionally, I would respectfully request the Council carefully consider and approve a blanket bid waiver for the purchase or rental of equipment to begin the massive clean-up operation.

For instance, we have secured a tub grinder (picture attached) from Manchester Materials for \$2,300 per day including the operator. This piece of equipment is extremely scarce so we have secured it under the existing budget appropriation and will use it for the next 4 days. At that time, we run up against the \$10,000 purchasing limit so we need Council action to use the equipment beyond that date.

Know that as a control, before we secure any equipment, Purchasing Agent Jack Martin will verify the prices quoted against DAS contracted prices as appropriate for the type of equipment we need to complete the clean-up operation. Although we may be unable to secure equipment under the DAS contract due to scarcity of resources, we can none-the-less use the DAS website to insure the prices quoted are reasonable.

We ask for this unprecedented blanket bid waiver in order to more quickly secure the necessary resources for clean-up knowing that other towns will quickly be in competition for the same equipment and resources.

Future purchases under this bid waiver include (but are not limited to) chippers, brush grinders, chain saws, trailers, tub grinders, and tree grinders.

**RE: Supplemental Budget Appropriation and Fund Balance Transfer Resolution
and Request for a Blanket Bid Waiver for Storm Related Equipment**

Also know that the supplemental appropriation of \$250,000 only contemplates the non-reimbursed FEMA portion of the storm cost. On a gross basis, I expect \$1,000,000 to be expended to completely clean up the community. Finance is carefully monitoring all purchases and expenditures for appropriateness and we will make the necessary FEMA filings. Provided the \$1,000,000 is accurate, we would expect to file for a \$750,000 FEMA reimbursement.

Prior to our reimbursement request, the original budget appropriation will serve as the payment source for the \$1,000,000 with the supplemental appropriation meeting the unpaid 25% portion.

I would respectfully request that you forward this resolution and blanket bid waiver request on to the Town Council for action.

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

**RESOLUTION CONCERNING A SUPPLEMENTAL BUDGET APPROPRIATION AND
FUND BALANCE TRANSFER FOR THE FISCAL YEAR ENDING JUNE 30, 2012 TO FUND
COSTS ASSOCIATED WITH STORM ALFRED**

WHEREAS, on October 29, 2011, the Town of East Hartford experienced significant storm related damage from Storm Alfred, and

WHEREAS, Storm Alfred dropped nearly a foot of heavy wet snow onto trees and power lines resulting in unprecedented tree damage and power interruption, and

WHEREAS, the Town has incurred costs to open and continuously operate an Emergency Operations Center since 8 p.m. on October 29th, and

WHEREAS, the Town has incurred costs to open and operate one or more Emergency Shelters, and

WHEREAS, as power is returned to the community, an extended cleanup operation will commence using town forces, rented equipment, and outside vendors to begin the process of returning the town back to normal.

NOW THEREFORE BE IT RESOLVED, that the East Hartford Town Council does hereby approve this Supplemental Budget Appropriation of funds in the amount of \$250,000 from the Town's Undesignated Fund Balance and to reflect the addition of the attached Supplemental Revenue Appropriation and Expenditure Appropriation.

G0320-55900	Fund Balance Appropriation	\$ 250,000
G3100-63999	Finance Administration - Other	\$ 250,000

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 November 7, 2011.

Angela Attenello, Clerk of the Town Council

Funds certified as unobligated and available.

Signed: _____ Dated: _____
Marcia A. Leclerc, Mayor

Signed:  _____ Dated: 11/4/11
Michael P. Walsh, Director of Finance

