

*Robert J. Pasch*

TOWN COUNCIL AGENDA  
TOWN COUNCIL CHAMBERS  
740 MAIN STREET  
EAST HARTFORD, CONNECTICUT  
FEBRUARY 21, 2012

2012 FEB 16 A 11: 27

TOWN CLERK  
EAST HARTFORD

**6:00 P.M. Executive Session/Board of Education**

=====

**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. February 7, 2012 Public Hearing/Voting Districts Boundaries
  - B. February 7, 2012 Regular Meeting
  - C. February 15, 2012 Special Meeting/Board of Education 2012-2013 Budget
6. COMMUNICATIONS AND PETITIONS
  - A. Pension Valuation and Investment Results Presentations:
    1. Segal Company: Pension Contributions for FY 2012-2013
    2. 3D Asset Management: Discussion of the Town's Portfolio – Equity Side
    3. Fiduciary Investment Advisors: Discussion of the Town's Portfolio – Fixed Income Side
7. OLD BUSINESS
8. NEW BUSINESS
  - A. CRCOG Regional Sharing Initiatives/OPM Grant
  - B. North Central Area Agency on Aging (NCAAA): Grocery Delivery Grant
  - C. Refund of Taxes
  - D. Referral to Real Estate Acquisition & Disposition Committee re: Porter Brook Culvert Easement Acquisitions
  - E. Recommendations from Budget Committee re: Combined Services with the Board of Education
  - F. Recommendation from Investigation & Audit Subcommittee re: Audit of Town Hall Renovations Project
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

11. OPPORTUNITY FOR RESIDENTS TO SPEAK

A. Other Elected Officials

B. Other Residents

C. Mayor

12. ADJOURNMENT (next regular meeting: March 6, 2012)

*Robert J. Rossi*

2012 FEB 14 A 11:05

TOWN CLERK  
EAST HARTFORD

TOWN COUNCIL CHAMBERS

740 MAIN STREET

EAST HARTFORD, CONNECTICUT

FEBRUARY 7, 2012

PUBLIC HEARING/ORDINANCE REVISION

CHAPTER 9 VOTING DISTRICTS BOUNDARIES

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., 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

Chair Kehoe called the public hearing to order at 7:20 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.

The following is a copy of a legal notice published in the Tuesday, January 31, 2012 edition of the Hartford Courant.

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LEGAL NOTICE

Public notice is hereby given that the Town Council of the Town of East Hartford, Connecticut, will hold a public hearing on Tuesday, February 7, 2012 at 7:00 p.m. in the Town Council Chambers, 740 Main Street, East Hartford, Connecticut, regarding proposed revisions to Chapter 9 of the Town of East Hartford Code of Ordinances, entitled Voting Districts Boundaries.

Any person(s) wishing to express an opinion on this matter may do so at this meeting.

Angela Attenello  
Town Council Clerk

Chair Kehoe gave a brief explanation of the need for the revisions to the Voting Districts Boundaries ordinance.

Every ten years, the state adjusts the state assembly and senate districts to conform to changes in population. Those adjustments help to insure that each assembly district has roughly the same population and, similarly, state senate seats. This caused a slight change in the town's assembly districts, and the town's voting district boundaries had to be revised to match what the state had adjusted.

The Chair asked for public comment and the following citizens came forward:

Mary Mourey, Republican Registrar of Voters, and Peg Byrnes, Democratic Registrar of Voters, explained the minor changes that involve Districts 1, 2, 3 & 4 only, leaving Districts 5, 6 & 7 as it is presently.

Tony Kayser, 23 Dartmouth Drive, 2<sup>nd</sup> District Democratic Chair, and Charles Casella, 3<sup>rd</sup> District Democratic member, 22 Brookline Drive, proposed different changes to District 2 and District 3, other than what the Registrars of Voters had presented to the Council, in order to better equalize the number of voters in all districts.

### ADJOURNMENT

MOTION      By Eric Thompson  
                  seconded by Bill Horan  
                  to adjourn (7:40 p.m.).  
                  Motion carried 9/0.

Attest *Angela M. Attenello*  
          Angela M. Attenello  
          Town Council Clerk

*Robert J. Beck*

EAST HARTFORD TOWN COUNCIL

2012 FEB 14 A 11:05

TOWN COUNCIL CHAMBERS

TOWN CLERK  
EAST HARTFORD

FEBRUARY 7, 2012

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., 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

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:40 p.m. The Chair had already announced the exit locations and recited the pledge of allegiance at the public hearing held just prior to this regular meeting.

AMENDMENTS TO AGENDA

MOTION By Eric Thompson  
seconded by Pat Harmon  
to amend the agenda as follows:  
add, under New Business: Referral to Investigation and Audit Committee re: East Hartford High School Tri-Gen failure.  
Motion carried 9/0.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON SYNERGY SCHOOL

The following citizens came forward who oppose the proposed Board of Education budget for 2012-2013, which would eliminate, among other programs, the Synergy School program:

David Bocchichio, 26 Ridgeview Terrace, New Hartford; Lori Glover, 24 Shannon Road; Douglas Armstrong, 34 Graham Road; Ms. Armstrong, daughter of Douglas Armstrong; Cristina Perez, 148 Columbus Circle Extension; Tyler Hill, 133 Colby Drive; Al Harris, 133 Colby Drive; Karl Koenig, Westover AFB; Joe Buerk, 18 Margaret Road, Manchester; Aaron Wiebe, 11 Maple Hill Drive, Granby; Ryan Leibowitz, 565 Tolland Street; Anthony Kyle, Sr., 565 Tolland Street; Betsy Valentin, 19 Margery Drive; Nathan Allison, 93 Lake Street; John Karzar, Principal, Synergy Alternative High School; Joe Karan, 56 Francis Drive; Annette Cartagena; Donna Salerno, Synergy School Teacher; Trezur Johnson, 79 Milbrook Drive; Chris Anderson, 96 Lyon Street, New Haven; Katie Callahan, 10 Lehigh Drive; Teresa Zaremba, 37 Graham Road.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Joseph Kronen, 56 Farnham Drive, Chair of the Republican Town Committee, asked that the Republican appointments to the Boards and Commissions include Hector Reveron to the Planning and Zoning Commission. Mr. Kronen also questioned the Minority and Majority representation on the town's Boards and Commissions.

APPROVAL OF MINUTES

January 17, 2012 Public Hearing/Directors' Job Descriptions

MOTION By Barbara Rossi  
seconded by Eric Thompson  
to **approve** the minutes of the January 17, 2012 Public Hearing/Directors'  
Job Descriptions.  
Motion carried 9/0.

January 17, 2012 Public Hearing/Improving East Hartford Program

MOTION By Barbara Rossi  
seconded by Bill Horan  
to **approve** the minutes of the January 17, 2012 Public Hearing/Improving  
East Hartford Program.  
Motion carried 9/0.

January 17, 2012 Regular Meeting

MOTION By Barbara Rossi  
seconded by Pat Harmon  
to **approve** the minutes of the January 17, 2012 Regular Meeting.  
Motion carried 9/0.

January 24, 2012 Special Meeting/Setting a Public Hearing Date re: Voting Boundaries

MOTION By Barbara Rossi  
seconded by Bob Damaschi  
to **approve** the minutes of the January 24, 2012 Special Meeting/Setting a  
Public Hearing Date re: Voting Boundaries.  
Motion carried 9/0.

January 31, 2012 Special Joint Meeting/East Hartford Housing Authority

MOTION By Barbara Rossi  
seconded by Eric Thompson  
to **approve** the minutes of the January 31, 2012 Special Joint  
Meeting/East Hartford Housing Authority.  
Motion carried 9/0.

COMMUNICATIONS AND PETITIONS

Presentation by the Metropolitan District Commission re: Clean Water Project

Scott Jellison, Chief Operating Officer for the MDC, and Tim Dupuis, Senior Vice  
President of Camp Dresser McKee, Inc. (CDM) the program management consultant

hired by the MDC for its Clean Water Project, gave the Council a PowerPoint presentation update of the Clean Water Project, valued at \$2.1 billion. Mr. Dupuis stated that this project is in response to a Department of Environmental Protection consent order and an Environmental Protection Agency consent order. It is a multi-phase project which will take 15 years to complete. The main goal of the Clean Water Project is to reduce overflows of sewer into area rivers and streams and to reduce the nitrogen levels discharged into the Connecticut River.

Certificate of Appreciation: CT Veterans' Parade

Chair Kehoe announced that the Town Council had received a Certificate of Appreciation from the CT Veterans' Fund for the Council's participation in the November 2011 Veterans' Day parade.

OLD BUSINESS

None

NEW BUSINESS

Recommendation from Ordinance Committee re: Chapter 9, Voting Districts Boundaries

MOTION By Bill Horan  
seconded by  
to repeal Section 9-1 of the Town Ordinances  
and substitute in lieu thereof the new proposed Section 9-1, entitled  
"Voting Districts Boundaries" which revises the boundary lines for  
Town Districts 1, 2, 3, & 4; and also request the Council's  
permission to waive the reading of the ordinance, which is  
extensive.  
Motion carried 9/0.

DISTRICT NO. 1

Beginning at a point where the north boundary of the Town of East Hartford intersects the center line of the Connecticut River, thence easterly along said north boundary line about eight thousand, one hundred feet (8,100') to the center line of the Connecticut Southern Railroad right-of-way; thence southerly along the center line of said railroad right-of-way about one thousand, six hundred and twenty-five feet (1,625') to the center line of School Street; thence southerly along the center line of School Street about six thousand, one hundred and ninety feet (6,190') to the center line of Burnside Avenue; thence westerly along the center line of Burnside Avenue about sixty five feet (65'); thence southerly along the east property line of #657 Burnside Avenue about four hundred fifteen feet (415'); thence southwesterly about five hundred forty feet (540') through land of N/F The St. Rose Church Corporation of Burnside to rear property line of #61- 67 Church Street; thence southwesterly about one thousand one hundred sixty five feet (1,165') through land N/F Town of East Hartford to the rear property line of #148 Roberts Street; thence southerly along the east property line of #148 Roberts Street about eight hundred five feet (805') to the center line of Roberts Street; thence westerly along the center line of Roberts Street about one hundred forty five feet (145'); thence southerly along the east property line of #171 Roberts Street about seven hundred ninety feet (790') to the center line of Interstate 84; thence easterly along the center line of Interstate 84 about seven hundred feet (700'); thence southerly along the west property line of #936 Silver Lane about eight hundred forty feet (840') to the rear property line of #818-850 Silver Lane; thence westerly along the rear property line of #818 - 850 Silver Lane about two hundred twenty five feet (225') to the centerline of Applegate Lane (private road); thence northerly

along the center line of Applegate Road (private road) about seventy feet (70') to the center line of Nutmeg Lane (private road); thence westerly along the center line of Nutmeg Lane (private road) about two thousand six hundred feet (2,600') to the center line of Simmons Road; thence northerly along the center line of Simmons Road and Hillside Street about four thousand three hundred feet (4,300') to the center line of Burnside Avenue; thence westerly along the center line of Burnside Avenue about [eight thousand, seven hundred and ninety feet (8,790')] four thousand nine hundred eighty feet (4,980') to the center line of [Main Street] Clark Street; thence northerly along the center line of [Main Street] Clark Street about [eight hundred and eighty feet (880')] six hundred thirty feet (630') to the center line of the Connecticut Southern Railroad right-of-way; thence westerly along the center line of the said railroad right-of-way about [five thousand, five hundred and ten feet (5,510')] six thousand forty five feet (6,045') to the center line of the Connecticut River, thence northerly along the center line of the Connecticut River about nine thousand one hundred feet (9,100') to the point of beginning.

#### DISTRICT NO. 2

Beginning at a point where the center line of Burnside Avenue [The Hockanum River] and the East Hartford-Manchester town line intersect; thence westerly along said center line of Burnside Avenue [the Hockanum River] about [eight thousand, nine hundred feet (8,900')] seven thousand seven hundred sixty feet (7,760') to the center line of Scotland Road; thence [northerly] southerly along the center line of Scotland Road and Forbes Street about [one thousand, four hundred feet (1,400')] to the center line of Burnside Avenue; thence] five thousand six hundred feet (5,600') to center line of Silver Lane; thence westerly along the center line of Silver Lane about two thousand four hundred fifty feet (2,450') to the center line of Applegate Lane (private road); thence northerly along the center line of Applegate Lane (private road) about one thousand one hundred ninety five feet (1,195'); then easterly along the north property line of #818 - 850 Silver Lane about two hundred twenty five feet (225'); thence northerly along the west property line of #936 Silver Lane about eight hundred forty feet (840') to the center line of Interstate 84; thence westerly along the center line of Interstate 84 about seven hundred feet (700'); thence northerly along the east property line of #171 Roberts Street about seven hundred ninety feet (790') to the center line of Roberts Streets; thence easterly along the center line of Roberts Street about one hundred forty five feet (145'); thence northerly along the eastern property line of #148 Roberts Street about eight hundred five feet (805') to the northeast corner of the property; thence northeasterly through land of the N/F Town of East Hartford about one thousand sixty five feet (1,165') to the rear property line of #61 - 67 Church Street; thence northeasterly about five hundred forty feet (540') through land of N/F The St. Rose Church Corporation of Burnside to rear property line of #657 Burnside Avenue; thence northerly about four hundred fifteen feet (415') to the centerline of Burnside Avenue; thence easterly [westerly] along the center line of Burnside Avenue about [nine hundred feet (900')] sixty five feet (65') to the center line of School Street; thence northerly along the center line of School Street about six thousand, one hundred and ninety feet (6,190') to the center line of the Connecticut Southern Railroad right-of-way; thence northerly along [said] the Connecticut Southern Railroad right-of-way about one thousand six hundred twenty-five (1,625') to the East Hartford-South Windsor town line; thence easterly along [said] the East Hartford-South Windsor town line about eight thousand nine hundred fifty feet (8,950') to where the East Hartford-Manchester-South Windsor town lines intersect; thence southerly along [said] the East Hartford-Manchester town line about [seven thousand, two hundred and fifty feet (7,250')] six thousand seven hundred fifteen feet (6,715') to the point of beginning.

State law reference: As to elections, see CGS Title 9: as to the creation of voting districts, see CGS Section 9-169.

Charter Reference: Elections generally, Sec. 2.1, et seq; political activities of Town Personnel, Sec. 5.25, 7.3.

#### DISTRICT NO. 3

Beginning at a point where the center line of Silver Lane and the East Hartford-Manchester town line intersect; thence westerly along the center line of Silver Lane about [eleven thousand one hundred five feet (11,105')] six thousand three hundred twenty feet (6,320') to the center line of [Simmons Road] Forbes Street; thence northerly along [said] the center line of [Simmons Road and Hillside Street] Forbes Street and Scotland Road about five thousand [four] six hundred feet [(5,400')] (5,600') to the center line of Burnside Avenue; thence easterly along [said] the center line of Burnside Avenue about [three thousand five hundred and forty five feet (3,545')] seven thousand seven hundred sixty feet (7,760') to the [center line] intersection [of Scotland Road; thence southerly along the center line of Scotland Road about one thousand four hundred feet (1,400') to the center line of the Hockanum River; thence easterly along the center line of the Hockanum River about eight thousand nine hundred (8,900')] of the East Hartford-Manchester town line; thence



southerly along [said] the East Hartford-Manchester town line about [five thousand four hundred and eighty feet (5,480')] six thousand sixty feet (6,060') to the point of beginning.

DISTRICT NO. 4

Beginning at a point where the center line of the Connecticut River intersects the center line of the Connecticut Southern Railroad right-of-way; thence easterly along the center line of the Connecticut Southern Railroad right-of-way about [five thousand five hundred and ten feet (5,510')] six thousand forty five feet (6,045'); thence southerly along the center line of Clark Street about six hundred thirty feet (630') [to the center line of Main Street; thence southerly along the center line of Main Street about eight hundred and eighty feet (880')] to the center line of Burnside Avenue; thence easterly along the center line of Burnside Avenue about [six thousand one hundred and forty five feet (6,145')] four thousand nine hundred eighty five feet (4,985') to the center line of Hillside Street; thence southerly along the [said] center line of Hillside Street and Simmons Road about [five thousand four hundred feet (5,400')] four thousand three hundred feet (4,300') to the center line of [Silver Lane] Nutmeg Lane (private road); thence easterly along the center line of Nutmeg Lane (private road) about two thousand six hundred feet (2,600') to the center line of Applegate Lane (private road); thence southerly along the center line of Applegate Lane (private road) about one thousand one hundred ninety five feet (1,195') to the center line of Silver Lane; thence easterly along the center line of Silver Lane about [four thousand seven hundred and fifty feet (4,750')] two thousand four hundred fifty feet (2,450') to the center line of Forbes Street; thence southerly along the center line of Forbes Street about four thousand, nine hundred and fifteen feet (4,915') to a point; thence westerly about two thousand, four hundred (2,400') to a point; thence southerly about three hundred and seventy feet (370') to a point; thence westerly about eight hundred and thirty feet (830') to a point; thence southerly about one thousand, seven hundred feet (1,700') to a point; thence easterly about three hundred feet (300') to a point; thence southerly about one hundred and fifty feet (150') to a point; thence westerly about two thousand four hundred feet (2,400') to a point; thence southerly about two hundred and twenty five feet (225') to the center line of Brewer Street; thence westerly along the center line of Brewer Street about three thousand two hundred and twenty feet (3,220') to the center line of Main Street; thence northerly along the center line of Main Street about three thousand seven hundred and twenty five feet (3,725') to the center line of Willow Street Extension; thence westerly along the center line of Willow Street Extension about eight hundred and thirty feet (830') to the center line of Route 2; thence continuing westerly about one thousand four hundred and seventy feet (1,470') to the center line of the Connecticut River, thence northerly along the center line of the Connecticut River about twelve thousand nine hundred and fifty feet (12,950') to the point of beginning.

Center for Disease Control re: Cities Readiness Initiative

MOTION By Ram Aberasturia  
seconded by Pat Harmon  
to adopt the following resolution:

RESOLVED that Mayor Marcia A. Leclerc has been empowered to make application to and execute contracts and any amendments thereof, on behalf of the Corporation, between the Corporation and the West Hartford – Bloomfield Health District or its successor agency, concerning a \$6,000 "Public Health Preparedness DEMHS Region 3 Cities Readiness Initiative" for the grant period September 1st, 2011 through June 15, 2012.

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

Wheelchair Accessible Van Purchase & Scholarship Program Grant

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

Resolved, that Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to sign and execute Agreement No. 9.26-09(11) with the State of Connecticut Department of Transportation entitled: "Agreement Between the State of Connecticut and Town of East Hartford For a Cash Grant Toward The Purchase of Wheelchair-Accessible Motor Vehicle(s) For Elderly and/or Disabled Persons Transportation Programs and

For a Scholarship Program Related Thereto" and to file any amendments or reports as may be required to successfully complete the terms of the contract.

And, that Marcia A. Leclerc was elected Mayor of the Town of East Hartford. Her term of office began on November 14, 2011 and will continue until November 12, 2013. As the 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.

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

Refund of Taxes

MOTION By Marc Weinberg  
seconded by Eric Thompson  
to refund taxes in the amount of \$5,866.86  
pursuant to Section 12-129 of the Connecticut General Statutes.  
Motion carried 9/0.

Bill	Name	Prop Loc/Vehicle Info.	Over Paid
2009-03-0064396	ALLY FINANCIAL (FKA) GMAC	2008/804WJM/1GNFK163X8J103225	\$ (422.08)
2009-03-0064412	ALLY FINANCIAL (FKA) GMAC	2007/467UHG/1GNFK13037J126595	\$ (314.22)
2010-03-0051110	AMODIO JENNIFER A	1998/871WBK/JHLRD1844WC084889	\$ (137.34)
2010-03-0051301	ANTONARAS DESPINA	2009/509XUZ/1N4AL24E39C183697	\$ (230.79)
2010-02-0041011	AUGERI, BARILLA & BARTELL LLC DBA: SHAMPOO ONE	36 MAIN ST	\$ (38.05)
2010-03-0053087	BERGERON BERNICE C	2005/AL1056/1MEFM55S65A616940	\$ (197.57)
2009-03-0055118	CAB EAST LLC (FORD CREDIT PP TAX)	2007/365UVE/JM3ER29L670121380	\$ (286.26)
2009-03-0055152	CAB EAST LLC (FORD CREDIT PP TAX)	2007/817WEX/JM1BK344171750836	\$ (207.43)
2010-03-0055174	CADORETTE MARY P	2003/MP7411/KM8SC73D83U369219	\$ (187.24)
2010-03-0056265	CENTRAL PROPERTY	1991/4547/1HTSAZRN2MH323081	\$ (31.35)
2010-03-0057258	COLLINS MARY E OR COLLINS THOMAS W	2002/526HEH/4T1BE32K12U085819	\$ (51.63)
2010-04-0081762	DELAURA ARTHUR J	1993/215YLE/1C4GH54RXPX530183	\$ (50.02)
2010-04-0081802	DEMPSKY JOHN V JR	2005/963XWM/1N4BA41E35C867038	\$ (10.60)
2004-01-0004143	DOUGLAS PEACHES A	38 BLISS ST	\$ (1,867.95)
2010-01-0004263	DUNN BRIAN E	40 OAK ST	\$ (16.25)
2010-03-0066192	HENRY WILLIE JR OR NATAL LILLIAN G	2001/306XUT/1G1NE52J216161693	\$ (16.03)
2010-02-0040931	K T INTERNATIONAL INC	20 WESTBROOK ST	\$ (278.46)
2010-03-0070549	LEACH DESTINY M	1995/719XZP/JN1CA21D4ST074047	\$ (23.82)
2010-03-0072316	MARENA TED	1984/V84490/CTTRL18148	\$ (8.60)

2010-03-0073473	MCKINNEY ARTHUR J	2009/298DJR/2C3KA63T99H583308	\$ (320.45)
2010-03-0076063	NISSAN INFINITI LT/ TAX OPRTN	2010/776WHB/1N4AA5AP4AC860046	\$ (233.70)
2003-01-0010714	O CONNELL CHARLES T & MARSHA	203 WICKHAM DR	\$ (660.08)
2010-03-0082795	SANTANA JORGE	1998/417XXV/2HGEJ6674WH630541	\$ (43.25)
2010-03-0085549	SWABY EUNICE	1999/258YGW/1N4DL01D6XC135525	\$ (110.83)
2010-03-0085992	TELES JASON A	2005/446NLB/5FNRL38895B015969	\$ (10.00)
2010-03-0087567	VALLE HECTOR R	1999/92CU15/1FTZX1723XNA60500	\$ (97.16)
2010-03-0088270	VO THANH M	1996/637NPS/JNKCA21D5TT018728	\$ (15.70)
TOTAL			\$ (5,866.86)

Referral to Real Estate Acquisition & Disposition Committee re: 40 Central Avenue

MOTION By Linda Russo  
seconded by Barbara Rossi  
to refer to the Real Estate Acquisition & Disposition Committee the possible acquisition of all, or a portion of, the property known as 40 Central Avenue, which property abuts Raymond Library, with instructions to determine the benefits of this acquisition for the Raymond Library expansion, and to report back to the Town Council with its recommendations, if any.  
Motion carried 9/0.

Appointments to Various Boards and Commissions

MOTION By Bob Damaschi  
seconded by Pat Harmon  
to approve the following Republican appointments:

<u>BOARDS OF ASSESSMENT APPEALS</u>			<u>TERM EXPIRES</u>
R	Travis J. Simpson	119 Naubuc Avenue	12/13
<u>COMMISSION ON SERVICES FOR PERSONS WITH DISABILITIES</u>			
R	Peter R. Gero	132 Sandra Drive	12/13
R	Bernard Corona	27 Winding Lane	12/13
<u>ECONOMIC DEVELOPMENT COMMISSION</u>			
R	Jack W. Jacobs	505 Burnside Ave., C14	12/14
<u>EMERGENCY MEDICAL SERVICES</u>			
R	Scott E. Bettinger	18 Brook Street	12/13
<u>FINE ARTS COMMISSION</u>			
R	Judith A. Okeson	44 Syracuse Drive	12/16
<u>INLAND WETLANDS/ENVIRONMENT COMMISSION</u>			
R	Jen Adkins	18 Brook Street	12/14

**INSURANCE COMMITTEE**

R Anita M. Morrison 47 Woodbridge Avenue 12/14

**LIBRARY COMMISSION**

R Valerie Fearn Scheer 140 Ridgewood Road 12/14

R Anita M. Morrison 47 Woodbridge Avenue 12/14

**PATRIOTIC COMMISSION**

R Melodie D. Wilson 272 Goodwin Street 12/14

R Eugene Pushefski Sr. 58 Barbara Drive 12/14

**PERSONNEL APPEALS BOARD**

**ALTERNATE**

R Valentine P. Pavinelli Jr. 97 Langford Lane 12/14

**ZONING BOARD OF APPEALS**

R James McElroy 59 Melton Drive 12/16

R J Lou Ramos 153 Roxbury Road 12/13

**ALTERNATE:**

R Carl Smith 75 Long Hill Street 12/14

Motion carried 9/0.

MOTION By Eric Thompson  
seconded by Pat Harmon  
to amend the motion as follows:  
appoint Hector Reveron to the Planning & Zoning Commission;  
term to expire 12/16.

*Because the Council cannot, by Charter, appoint individuals to any Board or Commission solely on their own, the Chair ruled this motion out of order.*

MOTION By Marc Weinberg  
seconded by Bill Horan  
to approve the following Democratic appointments as listed in a memo from Mayor Leclerc to Chair Kehoe, dated January 31, 2012:

**BEAUTIFICATION COMMISSION**

**TERM EXPIRES**

D Pat Sirois 45 Jefferson Lane 12/14

D Antonino Russo 141 Colby Drive 12/14

D Dolores Kehoe 190 Andover Road 12/14

**BOARD OF ASSESSMENT APPEALS**

D Brenda Eighmey 205 O'Connell Drive 12/14

D\* Stephen J. Watkins 11 Phillips Farm Road 12/14

**BOARD OF ETHICS**

D Paul Sousa 56 Columbus Blvd 12/14

**COMMISSION ON AGING**

D MaryAnn O. Lee 446 Main Street, Apt 403 12/14

D Marie Frederickson 26 Elm Street 12/14

**COMMISSION ON SERVICES FOR PERSONS WITH DISABILITIES**

D Marie Beaulier 41 Applegate Lane, # 203 12/13

D\* Lydia Gonzalez 705 Burnham Street 12/13

D\* Iris M. Martin 21 Silver Lane, B-1 12/13

D Stephen I. Watkins 11 Phillips Farm Road 06118 12/13

**EMERGENCY MEDICAL SERVICES**

D Catherine Condio 19 Blinn Street 12/13

D Dorese Roberts 1454 Silver Lane 12/13

**FINE ARTS COMMISSION**

D Susan Tukey 51 Cheyenne Road 12/16

**HISTORIC DISTRICT COMMISSION**

D Steven T. Hudak 282 Chester Street 12/16

D\* Karen D. Bonzani 50 Bedford Avenue 12/12

**HOCKANUM RIVER COMMISSION**

D Bruce Jokubitis 11 Kingston Drive 12/14

D\* Timothy D. Larson 33 Gorman Place 12/14

G Christine Durrer 15 Rose Street 12/14

D\* Stacy Smith 438 Broad St., Windsor 12/14

D David M. Cannell 25 Park Street, Manchester 12/14

U Peter Klock 94 Sunset Ridge 12/14

U Paula Saaf 50 Chapman Place 12/14

U Anthony Hollister 907 Forbes Street 12/14

**INLAND WETLANDS/ENVIRONMENT COMMISSION**

D Judith Shanahan 29 Whitney Street 12/15

D Daniel O'Dea 137 Madison Street 12/15

D James E. Reik 235 East River Drive, #1005 12/15

**ALTERNATE**

D Stephen I. Watkins 11 Phillips Farm Road 12/15

**INSURANCE COMMITTEE**

D Ellen McCreey 39 Greene Terrace 12/14

D Joseph Carlson 1392 Silver Lane 12/14

**LIBRARY COMMISSION**

D Anthony Foran 120 King Street 12/14

**PATRIOTIC COMMISSION**

D Patricia Begley 18 Springside Avenue 12/14

D Susan Tukey 51 Cheyenne Road 12/14

D Vincent Parys 1408 Silver Lane 12/14

**PATRIOTIC COMMISSION (1 Year Appointments)**

DAV-Bernard Corona 27 Winding Lane 12/13

VFW-Edward Dettore 54 Garden Street 12/13

Veteran Affairs  
Commission-Paul Barry 23 Candlewood Drive 12/13

**PERSONNEL APPEALS BOARD**

D Shaun Jones 37 Kenyon Place 12/14

D Paul Sousa 56 Columbus Street 12/14

**ALTERNATE**

D Lynn Kayser 23 Dartmouth Drive 12/14

**PLANNING AND ZONING COMMISSION**

D Kathleen Salemi 17 Pheasant Lane 12/16

**PROPERTY MAINTENANCE CODE BOARD OF APPEALS**

D Patricia Sirois 45 Jefferson Lane 12/16

**PUBLIC BUILDING COMMISSION**

D Daniel DePietro 951 Forbes Street 12/16

**REDEVELOPMENT AGENCY**

D Robin Pearson 235 East River Drive, Unit 904 12/16

**VETERANS AFFAIRS**

U Paul Barry 23 Candlewood Drive 12/12

**ZONING BOARD OF APPEALS**

**ALTERNATES**

D\* Carol Noel 102 Christine Drive 12/14

D\* Richard DeCrescenzo 64 Hickory Drive 12/13

Motion carried 9/0.

**Referral to the Investigations & Audit Subcommittee re: East Hartford High School Co-Gen Generator**

MOTION By Eric Thompson  
seconded by Barbara Rossi  
to refer to the Investigations & Audit Subcommittee the issue of  
the East Hartford High School Tri-Gen Generator.  
Motion carried 9/0.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Ram Aberasturia thanked the Fire Department, specifically Firehouse II, for their efforts at his family's home when an alarm was triggered.

Eric Thompson inquired on the Public Works Department's responsibility of the maintenance of the Parks & Recreation Department's equipment.

Bob Damaschi asked if the sale of Willowbrook School has been completed.

Pat Harmon questioned the ownership of the property at the corner of Silver Lane and Forbes Street, the site of the new CVS, that's being cleared. Additionally, Councillor Harmon expressed disappointment that Hector Reveron was not appointed to the Planning and Zoning Commission.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

OPPORTUNITY FOR RESIDENTS TO SPEAK

Marc Weinberg announced the birthdays of Bob Damaschi, Judy Shanahan, and Marilyn Dobson.

Joseph Kronen, 56 Farnham Drive, asked for the final outcome of the Republican appointments to Boards and Commissions.

Mayor Leclerc commented on the eloquence of the citizens who spoke earlier in the evening on the Synergy School program.

ADJOURNMENT

MOTION      By Eric Thompson  
                  seconded by Bill Horan  
                  to adjourn (10:44 p.m.).  
                  Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be on February 21, 2012.

Attest Angela M. Attenello  
                  Angela M. Attenello  
                  TOWN COUNCIL CLERK

## **Attenello, Angela**

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**From:** Walsh, Mike  
**Sent:** Tuesday, February 14, 2012 3:08 PM  
**To:** Attenello, Angela  
**Subject:** As we discussed

For the 21st, Treasurer and Pension and Retiree Benefit Board Chairman Joe Carlson will briefly comment on his role investing town pension assets. He will be followed by Tom Dawidowicz from the Segal Company who will discuss the calculation of the pension contribution for the upcoming budget.

Following that, on the investment side, John O'Connor and Wayne Connors from 3D Asset Management will discuss the returns on the equity side of the Town's portfolio while Chris Kachmar from Fiduciary Investment Advisors will discuss the returns on the fixed income side of the Town's portfolio.

All three have PowerPoint presentations and will come with hard copies for each of the Councilors.

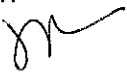
Michael P. Walsh, Director of Finance  
Town of East Hartford  
740 Main Street  
East Hartford, CT 06108  
Telephone: (860) 291-7246  
Facsimile: (860) 289-0831  
E-Mail: [MWalsh@easthartfordct.gov](mailto:MWalsh@easthartfordct.gov)



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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:** February 10, 2012  
**TO:** Richard Kehoe, Chairman  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** RESOLUTION: CRCOG Regional Sharing Initiatives-OPM Grant

Please place on the Town Council agenda for the February 21, 2012 meeting, the attached resolution is a summary of five CRCOG Regional Sharing Initiatives the will be submitted to OPM as part of a Regional Performance Incentive Grants application that CRCOG will be attempting to secure.

I am recommending in concert with Police and Fire Chief's the Grant's Administrator and Acting Managers of IT that we participate in the Captain 4G and GIS expansion projects. Down the road will reduce town costs and enhance existing electronic capabilities.

Thank you.

**C:** M. Sirois, Police Chief  
J. Oates, Fire Chief  
C. Fravel, Grants Administrator  
G. Willett, Acting IT Supervisor  
D. Brown, Acting IT Supervisor

MARCIA A. LECLERC  
MAYOR

**TOWN OF EAST HARTFORD**  
740 Main Street  
East Hartford, Connecticut 06108

(860) 291-7364  
FAX (860) 289-8394

GRANTS ADMINISTRATION

OPM Regional Performance Incentive Program Resolution

**Whereas** Section 5 of Public Act 11-61 (An Act Concerning Responsible Growth) passed by the Connecticut General Assembly provides statewide incentive grants to regional planning organizations for projects that involve shared services; and

**Whereas** the Capitol Region Council of Governments (CRCOG) is acting as a convener and facilitator of service sharing projects around the CRCOG region; and

**Whereas** on November 16, 2011 the Policy Board of CRCOG passed a resolution authorizing development and submittal of an application package to the State Office of Policy and Management for funding under the Regional Performance Incentive Grant Program, on behalf of CRCOG's member municipalities, and municipalities of other regions, which are participating in CRCOG initiatives; and

**Whereas** the Chief Elected Officials and municipal staff of the Capitol Region have developed a list of service sharing project proposals that will be included in the application package, to the benefit of individual municipalities and the region as a whole; and

**Whereas**, the Town of East Hartford has expressed an interest in taking part in two such project proposals entitled: CAPTAIN 4G and GIS Expansion.


**Now Therefore Be It Resolved** that the East Hartford Town Council does hereby endorse the above referenced Regional Performance Incentive Program project proposals and authorizes the Mayor, Marcia A. Leclerc, to sign all necessary agreements and take all necessary actions to allow for the town's participation in this program.



## MEMORANDUM

**DATE:** February 10, 2012

**TO:** Marcia A. Leclerc, Mayor

**FROM:** Michael P. Walsh, Director of Finance 

**TELEPHONE:** (860) 291-7246

**RE:** **CRCOG Regional Sharing Initiatives - OPM Grant**

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By way of this memo, attached please find a summary of five CRCOG Regional Sharing Initiatives that will be submitted to OPM as part of a Regional Performance Incentive Grants application that CRCOG will be attempting to secure on behalf of participating municipalities.

While all five initiatives being pursued by CRCOG are worthwhile, I am recommending, in concert with the Police and Fire Chiefs, the Grant's Administrator, and the Acting Managers of IT, that East Hartford agree to participate in the Captain 4G and GIS expansion projects because they have particular utility with respect to East Hartford.

Both initiatives have the capability to reduce town costs down the road while enhancing existing electronic capabilities.

A resolution which supports these initiatives is attached and must be approved by the Town Council at their February 21, 2012 meeting in order for us to proceed. I will be on hand at that meeting to address any questions.

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

Cc: Mark Sirois, Police Chief  
John Oates, Fire Chief  
Clare Fravel, Grants Administrator  
Gary Willett, Acting IT Supervisor  
Dave Brown, Acting IT Supervisor

**OPM Regional Performance Incentive Grants**  
**CRCOG Project Applications 2011**

**1. Back Office Service Sharing Study**

Cost Estimate: \$150,000

Towns within the Capital Region currently utilize separate and distinct staff to complete common administrative functions including information technology, human resources, mail, copying, risk management; tax assessment clerical and tax collection clerical assistance. In many instances, the systems and processes are redundant and often times unavailable or underserved in small, medium and large communities. In an effort to share these resources across boundaries in a manner that maximizes efficiencies to the benefit of taxpayers, a study of regional sharing of these services is proposed. Grant funding would allow those municipalities who currently service these areas well to offer the services to those communities that currently under service the area or expend additional funds to provide the service at a greater cost.

**2. CAPTAIN 4G**

Cost Estimate: \$300,000 - \$400,000

This project will serve to convert and enhance the multi-user CAPTAIN mobile public safety information system to a full browser based application. Moreover, the project will deploy fourth generation public wireless technology and migrate from laptop based personal computers to tablet oriented systems and smartphones. This system, when coupled with other initiatives in progress, will offer Connecticut communities a low cost alternative to often inflexible, expensive, forms based approaches to public safety requirements. CAPTAIN4G will deploy and information access and exchange technology that will include a suite of applications including: 1.) state of the art computer assisted dispatch systems; 2.) integrated law enforcement records and crime analysis systems; and 3.) fire and emergency management records and incident pre-planning capacities in a uniform, structured manner. When partnered with CJIS, CONDOT, and OSET initiatives, these facilities will provide every public safety user of the system with tools necessary to complete reporting, response, and recognition requirements in an unprecedented and fully consistent fashion. Importantly, the cost avoidance to municipalities that will inure from this effort will extend to the State as it will have a consistent set of applications to deal with as dependence on out of state commercial software usage diminishes.

**3. GIS Expansion**

Enhance Web GIS; Update Regional Parcel Dataset; Planimetric and Topographic Data

Cost Estimate: \$850,000 – 1,050,000

This project will build on the data and Web GIS platform procured from the 2007 RPI grants. The following products will be developed or enhanced:

- Topographic data in the form of elevation data and contour lines. Developed using LIDAR or other sources.
- Base planimetric data including building footprints and edge of pavement using CRCOG 2009 Orthophotography and/or other sources.
- Update of CRCOG Regional Parcel Dataset with the most current data; development of automated update tools for each municipality, enabling refreshing of the data via the internet.

- Update and enhancement of the CRCOG Regional Web GIS to current technologies and data such as the incorporation of the 2009 CRCOG Ortho Flight.

#### **4. IT Application Sharing and Development**

Multiple New Software Ideas: Code Enforcement; ViewPoint Expansion

Cost Estimate: \$700,000

This project expands on the success of the IT Application Sharing and Development Grant that piloted and implemented a regional permitting system. The system enables better customer service and more efficient use of town resources. In the same way, towns will work together to coordinate and jointly procure, develop, expand, and implement IT systems. By doing this, towns can reduce costs, improve consistency and interoperability, and expand available technology to communities that would otherwise not be able to afford it. The effort would include:

- Joint development of specifications for IT applications, writing for proposals, development of application standards, joint procurement of applications and identifying projects which could be co-developed by participating entities;
- Potential projects could include:
  - Town specific EOC Software (not requiring Internet access)
  - Code Enforcement
  - Town Clerk Database Study
  - Patch (Updates) Management
  - Online Customer Service
  - Disaster Recovery
  - Expansion of Online Permit System with new functionality

#### **5. Regional Assessment Study**


Cost Estimate: \$75,000

This study would review potential approaches to regional assessment, best practices and strategies. The study would review the strengths and weaknesses of different approaches and strategies as they apply to CRCOG's diverse towns and needs as well as review potential segmentation opportunities that might make regional assessment more palatable and achievable. The ultimate goal of the study is to understand the best approach to regional assessment for CRCOG towns.

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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

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**DATE:** February 10, 2012  
**TO:** Richard Kehoe, Chairman  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** RESOLUTION: Grocery Delivery Grant (NCAAA)

Please place on the Town Council agenda for the February 21, 2012 meeting, the attached resolution from The North Central Area Agency on Aging (NCAAA) which grants federal dollars to programs benefiting the older adult population. This grant is to provide funding for delivery cost of groceries to homebound residents.

This grant will not exceed \$3,000.00 and the program year begins on October 1, 2012.

Thank you.

**C:** J. Uhrig – Assistant Director Park & Recreation  
C. Fravel- Grants

MARCIA A. LECLERC  
MAYOR

**TOWN OF EAST HARTFORD**  
740 Main Street  
East Hartford, Connecticut 06108

(860) 291-7364  
FAX (860) 289-8394



GRANTS ADMINISTRATION

I, Angela M. Attenello, the duly appointed 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 East Hartford Town Council of said corporation, duly held on the 21<sup>st</sup> day of February, 2012.

**RESOLUTION**

That Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized and directed to file an application on forms prescribed by the North Central Area Agency on Aging, Inc. for financial assistance in an amount not to exceed \$3,000 and upon approval of said request to enter into and execute a funding agreement and any amendments as may be required with the North Central Area Agency on Aging, Inc. for the purposes of administering a grocery delivery to elderly residents program.

Signed: \_\_\_\_\_  
Angela M. Attenello, Council Clerk

Date: \_\_\_\_\_

seal

TO: Mayor Marcia A. Leclerc

FROM: Clare Fravel, Grants Administrator <sup>OK</sup>  
Michelle Pantaleo, Senior Services Coordinator

SUBJ: Referral to Council – Authorizing Resolution  
Grocery Delivery Grant (NCAAA)

DATE: February 10, 2012

The North Central Area Agency on Aging (NCAAA) is a regional agency which grants federal dollars to programs benefiting the older adult population. They have granted East Hartford various amounts for many senior citizen programs since 1992. This year we intend to apply for \$3,000 to continue funding the Grocery Delivery Program. The grant application deadline is March 15, 2012 for the program year which begins on October 1, 2012.

The Grocery Delivery Program has operated for the past eight years by providing homebound residents with grocery delivery service. Seniors pay for their groceries, and the grant funding pays for the cost of the delivery. Approximately 570 deliveries will be provided to East Hartford seniors if the full amount of our request is approved. Matching funds will be supported by Town of East Hartford Grocery Assistance account (S4923).

The attached Resolution will authorize you as Mayor to make application and execute all documents associated with this grant. We are requesting that this item be placed on the Town Council agenda for their meeting to be held February 21, 2012.

Attachment: resolution

Cc: Jim Uhrig, Assistant Director of Parks & Recreation



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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

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**DATE:** February 14, 2012

**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 \$9,755.37 as detailed in the attached listing from our Collector of Revenue.

Please place this item on the Town Council agenda for February 21, 2012 .

**C:** M. Walsh, Director of Finance

I. Laurenza, Tax Collector

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**INTEROFFICE MEMORANDUM**

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**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:** 2/14/2012

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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 \$9,755.37 See attached list.

Bill	Name	Address	Prop Loc/Vehicle Info.	Interest	Over Paid
2010-03-0061369	ELYASHKEVICH ILYA	512 INVERNESS DR PACIFICA CA 94044	2009//4S4BP61C896342995	\$(16.77)	\$(558.98)
2010-03-0062600	FORD MOTOR CREDIT CO	PO BOX 67000, DEPT 231601 DETROIT MI 48267-2316	2005//1FBNE31L05HA74436	\$	\$(266.41)
2010-03-0062602	FORD MOTOR CREDIT CO	PO BOX 67000, DEPT 231601 DETROIT MI 48267-2316	2005//1FTNE24L05HA48193	\$	\$(238.53)
2010-04-0082631	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL1BDA11958	\$	\$(625.03)
2010-04-0082632	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KLXBDA11957	\$	\$(625.03)
2010-04-0082633	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL3BDA11959	\$	\$(625.03)
2010-04-0082634	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL3BDA11962	\$	\$(625.03)
2010-04-0082635	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL1BDA11961	\$	\$(625.03)
2010-04-0082636	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL6BDA11969	\$(562.77)	\$(562.77)
2010-04-0082637	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL4BDA11968	\$	\$(562.77)
2010-04-0082638	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KLXBDA11960	\$	\$(625.03)
2010-04-0082639	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL5BDA11963	\$	\$(625.03)
2010-04-0082640	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL7BDA11964	\$	\$(625.03)
2010-04-0082641	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL0BDA11966	\$	\$(625.03)
2010-04-0082643	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL9BDA11965	\$	\$(625.03)
2010-04-0082644	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KLXBDA42075	\$	\$(437.44)
2010-04-0082645	GEN ELECTRIC CAPITAL CRP	PO BOX 3649 DANBURY CT 06813	2011//1FC2E3KL3BDA42080	\$	\$(437.44)
2010-03-0066912	HONDA LEASE TRUST	600 KELLY WAY HOLYOKE MA 01040 9681	2008//5FNYF16358B015810	\$	\$(406.13)
2010-04-0086202	RYAN SUSAN OR RYAN CHENARA K	237 BIDWELL ST MANCHESTER CT 06040 6413	1997//2HGJEJ8645VH551685	\$	\$(8.92)
2010-03-0087840	VEGA JACKELINE	53 GORDON LN E HARTFORD CT 06118 2222	1998//2HGJEJ6578WH623707	\$	\$(8.91)
<b>SUB TOTAL</b>				\$(16.77)	\$(9,738.60)
<b>TOTAL</b>					\$(9,755.37)

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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

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**DATE:** February 10, 2012  
**TO:** Richard Kehoe, Chair  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** REFERRAL: Porter Street Over Porter Brook Culvert Easement Acquisitions

Please place this on the February 21, 2012 Town Council meeting agenda for referral to the real estate acquisition and disposition committee. Attached a brief description of the project and description of the easements and reduced scale maps depicting the easements on the subject properties.

Thank you.


C: D. Horan – Town Engineer  
T. Bockus – Director of Public Works



## MEMORANDUM

**DATE:** February 10, 2012

**TO:** Marcia A Leclerc, Mayor

**FROM:** Timothy Bockus., Director of Public Works 

**RE:** Porter Street over Porter Brook Culvert  
Easement Acquisitions

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Please accept this memorandum as a request to place the above-mentioned matter on the Town Council agenda for referral to their real estate acquisition and disposition committee. Our land surveyor has performed a survey of the area and has defined two permanent drainage easements for the existing culvert. The acquisition of these easements is necessary to properly permit the future maintenance of the existing culvert and its location on private property. I have attached a brief description of the project, descriptions of the easements and reduced scale maps depicting the easements on the subject properties. Please contact me should you have any questions or require additional information.

cc: Denise Horan, Town Engineer  
James Kulpa, Assistant Town Engineer

## **Porter Street Culvert Cleaning Project under 2010 Bond Initiative**

### **Project Description:**

The overall goal of this project is to clean accumulated sediment and debris from within and around the drainage culvert that carries Porter Street over Porter Brook. A portion of the culvert appears to be located on private property and as such landowner permission is required to gain access for the work.

The culvert consists of two 10' wide x 7' tall precast concrete box culverts and cast in place retaining walls on its upstream and downstream ends. It is also listed on the National Bridge Inventory due to its size. Because of this listing, it is inspected by the State of Connecticut Department of Transportation every two years. CTDOT has noted on its inspections that the culvert requires cleaning of debris and accumulated sediment to restore its hydraulic capacity.

In 2010 funds were appropriated for the cleaning of the culvert and to obtain easements for it. Existing mapping compiled for the structure depicted that a portion of the culvert was constructed on private property without easements recorded on the land records. A recent survey performed by the Town's on-call land surveyor confirmed this finding. The surveyor also assisted with the definition of two easements to properly permit the culvert's location on private property and its future routine maintenance.

### **Easements Required:**

**#111 Porter Street Property** – This property is presently owned by Ms. Camille Marshall and Mr. Vincent Incandella. Presently there is an existing drainage easement on the property for an old drainage pipe that had been located on the property but was removed when the roadway was realigned. This existing easement (specified as a right of way on the mapping) is proposed to be released as part of this proposal. The proposed easement will be smaller than the existing easement and will meet the needs of the existing culvert. The proposed permanent easement is required for the location of the culvert on the property and for its future routine maintenance. The proposed easement is approximately 20 feet wide by 25 feet long, encompasses an area of approximately 330 sq. ft. and is depicted on the attached map.

**#121 Porter Street Property** – This property is presently owned by Ms. Carol Youell, Mr. James Russell, and Mr. Russell Bidwell. A permanent drainage easement is proposed on their property. The proposed permanent easement is required to properly permit the location of the culvert on the property and for its future routine maintenance. The easement is approximately 20 feet wide by 40 feet long, encompasses an area of approximately 600 sq. ft. and is depicted on the attached map.

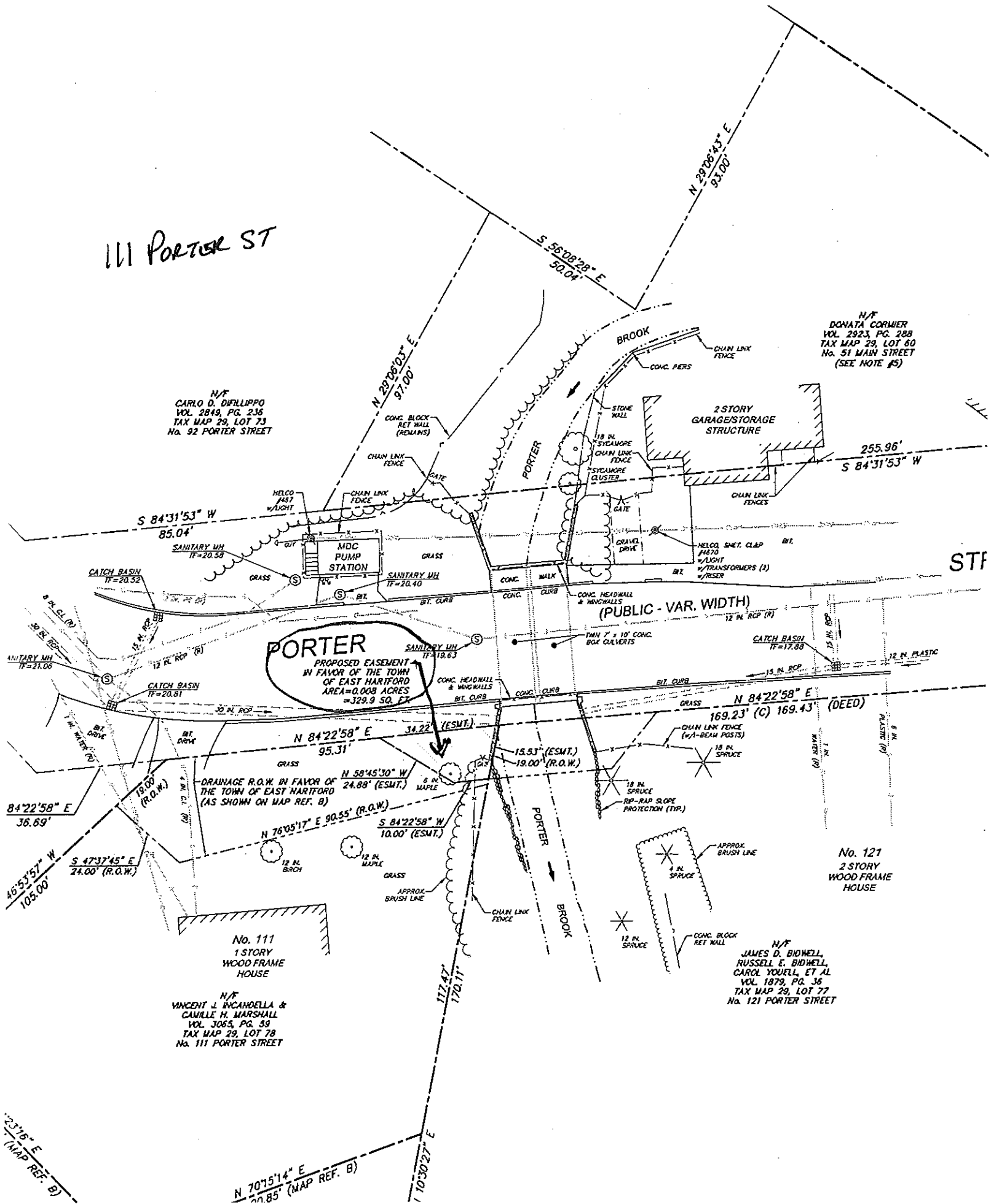
**Project Status:**

Over the course of the past few months the easements have been refined to the size and shape they are presently shown. Local landuse permits were obtained for the work of cleaning the accumulated sediment and debris from in and adjacent to the culvert. In addition to the local landuse permits, the planning and zoning commission has also approved the acquisition of the easements per section 8-24 of the Connecticut General Statutes. At this point in time work is underway to perform similar maintenance activities to the adjacent upstream culvert that carries Main Street over Porter Brook.

111 PORTER ST

N/F  
CARLO D. DIPIILIPPO  
VOL. 2849, PG. 236  
TAX MAP 29, LOT 73  
No. 92 PORTER STREET

N/F  
DONATA CORNIER  
VOL. 2923, PG. 288  
TAX MAP 29, LOT 60  
No. 51 MAIN STREET  
(SEE NOTE #5)



**PORTER**  
PROPOSED EASEMENT  
IN FAVOR OF THE TOWN  
OF EAST HARTFORD  
AREA=0.008 ACRES  
=329.9 SQ. FT.

DRAINAGE R.O.W. IN FAVOR OF  
THE TOWN OF EAST HARTFORD  
(AS SHOWN ON MAP REF. B)

N/F  
VINCENT J. BICANDIELLA &  
CAWILLE H. MARSHALL  
VOL. 3085, PG. 59  
TAX MAP 29, LOT 78  
No. 111 PORTER STREET

N/F  
JAMES D. BOWELL,  
RUSSELL E. BOWELL,  
CAROL YUWELL, ET AL  
VOL. 1879, PG. 36  
TAX MAP 29, LOT 77  
No. 121 PORTER STREET

No. 121  
2 STORY  
WOOD FRAME  
HOUSE

N 70°15'14" E  
20.85' (MAP REF. B)

23°18' E  
11.71' (MAP REF. B)

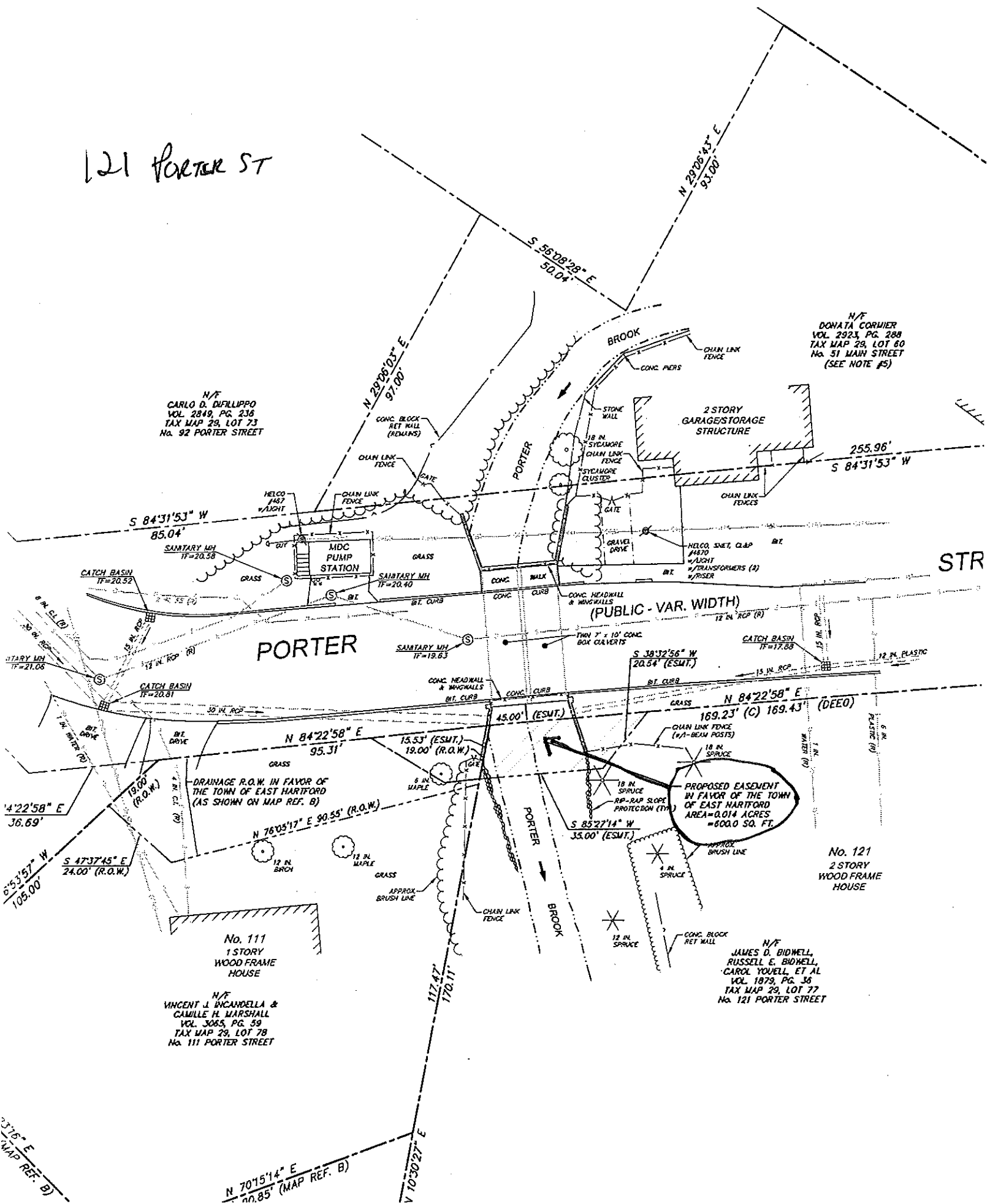
STP



121 PORTER ST

N/F  
CARLO D. DIFILIPPO  
VOL. 2849, PG. 236  
TAX MAP 29, LOT 73  
No. 92 PORTER STREET

N/F  
DONATA CORNIER  
VOL. 2923, PG. 288  
TAX MAP 29, LOT 60  
No. 51 MAIN STREET  
(SEE NOTE #5)



PORTER

STR

DRAINAGE R.O.W. IN FAVOR OF THE TOWN OF EAST HARTFORD (AS SHOWN ON MAP REF. B)

PROPOSED EASEMENT IN FAVOR OF THE TOWN OF EAST HARTFORD AREA=0.014 ACRES =800.0 SQ. FT.

No. 111  
1 STORY  
WOOD FRAME  
HOUSE

No. 121  
2 STORY  
WOOD FRAME  
HOUSE

N/F  
VINCENT J. INCANDELLA &  
CAVILLE H. MARSHALL  
VOL. 3065, PG. 59  
TAX MAP 29, LOT 78  
No. 111 PORTER STREET

N/F  
JAMES D. BIDWELL,  
RUSSELL E. BIDWELL,  
CAROL YOVELL, ET AL  
VOL. 1879, PG. 36  
TAX MAP 29, LOT 77  
No. 121 PORTER STREET

MAP REF. B

MAP REF. B

*Robert J. Paack*

TOWN COUNCIL MAJORITY OFFICE

2012 FEB 16 A 11: 27

BUDGET COMMITTEE

FEBRUARY 9, 2012

TOWN CLERK  
EAST HARTFORD

PRESENT Ram Aberasturia, Chair, Councillors Barbara-Ann Rossi and Robert J. Damaschi (arrived 5:45 p.m.)

ALSO PRESENT Marcia Leclerc, Mayor  
Mike Walsh, Finance Director  
Mark Zito, Superintendent of Schools  
Paul Mainuli, Director of Business Services, East Hartford Public Schools  
Jeffrey Currey, Chair, East Hartford Board of Education

CALL TO ORDER

Chair Aberasturia called the meeting to order at 5:39 p.m.

APPROVAL OF MINUTES

January 19, 2012 Meeting

MOTION By Barbara Rossi  
seconded by Ram Aberasturia  
to **approve** the minutes from the January 19, 2012 meeting.  
Motion carried 2/0. Damaschi out of office.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

OLD BUSINESS

Combining Services with the Board of Education

A general discussion was held on several different areas of possible consolidation as follows:

1. **Trash/recycling pickup** – Mike Walsh, the town's Finance Director and representatives from BlumShapiro, the town's auditors, will work on a Request for Proposal (RFP) for this service. It is yet to be determined if the Town will be successful in this endeavor.
2. **Human resources** – This issue is off the table for now.
3. **Legal** – It was agreed that if the issue is not an 'educational' one, the Board of Education will first go to the Office of the Corporation Counsel for a legal opinion.
4. **Purchasing** – Budget Committee will recommend that the Town Council will direct the Administration to consolidate this duty and have the Town and the Board of Education Purchasing Agents work cooperatively on this effort.
5. **IT** – Budget Committee will recommend that the Town Council will direct the Administration to have the Board of Education and the Town begin Union discussions (2 from the Town and 2 from the Board) in order to consolidate the Town and Board's IT departments. The Board will set aside \$100,000 or more from their Fiscal Year End budget and give it to the Town for the sole purpose of purchasing the Munis System and

for no other reason. Also, the payroll and accounts' payable systems will follow in consolidation within the next two years.

6. **Grants** – This issue is off the table for now.
7. **High Deductible Health Plan and Robust Wellness Plan** – This issue will be discussed at the joint meeting between the Town Council and the Board of Education on February 21, 2012. The Board will come to the meeting with contract information. The two parties will also be prepared to compare carriers, etc.
8. **Payroll** – The Town will also try to follow the Board of Education's practice of issuing bi-weekly paychecks.

MOTION           By Bob Damaschi  
                          seconded by Barbara Rossi  
                          to recommend that the Town Council will direct the Administration to consolidate this duty and have the Town and the Board of Education Purchasing Agents work cooperatively on this effort.  
                          Motion carried 3/0.

MOTION           By Bob Damaschi  
                          seconded by Barbara Rossi  
                          to recommend that the Town Council will direct the Administration to (1) have the Board of Education and the Town begin discussions with the unions (2 from the Town and 2 from the Board) in order to consolidate the Town and Board's IT departments; (2) The Board will set aside \$100,000 or more from their 2011-2012 FY end budget, to be turned over to the Town for the sole purpose of purchasing the Munis System and for no other reason; and (3) the payroll and accounts' payable systems will follow in consolidation within the next two years.  
                          Motion carried 3/0.

#### ADJOURNMENT

MOTION           By Bob Damaschi  
                          seconded by Barbara Rossi  
                          to adjourn (6:24 p.m.)  
                          Motion carried 3/0.

cc: Town Clerk  
Town Council  
Marcia Leclerc, Mayor  
Mike Walsh, Finance Director  
Mark Zito, Superintendent of Schools  
Paul Mainuli, Director of Business Services, East Hartford Public Schools  
Jeffrey Currey, Chair, East Hartford Board of Education

*Robert J. Pasick*

2012 FEB 17 P 12: 22

INVESTIGATION AND AUDIT COMMITTEE

TOWN COUNCIL MAJORITY OFFICE

TOWN CLERK  
EAST HARTFORD

FEBRUARY 15, 2012

PRESENT William P. Horan, Jr., Councillors Barbara Rossi and Eric Thompson

ALSO Michael Walsh, Finance Director

PRESENT Councillors Ram Aberasturia and Marc Weinberg

CALL TO ORDER

Chair Horan called the meeting to order at 5:45 p.m.

APPROVAL OF MINUTES

December 7, 2011 Meeting

MOTION By Eric Thompson  
seconded by Barbara Rossi  
to approve the minutes of the December 7, 2011 meeting.  
Motion carried 3/0.

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

NEW BUSINESS

None

OLD BUSINESS

Audit of Town Construction Projects over \$500,000 RE: Town Hall Renovations

Finance Director Mike Walsh initiated a general discussion of Town Charter Section 3.7 – 3.10, concerning audits of town construction projects, which was originally initiated after, and in response to, the Public Safety Complex construction project. BlumShapiro has proposed an "agreed upon procedure" for a cost of \$8,200. This "agreed upon procedure" is considered a step below a full audit, but would meet the desires and expectations of the Investigation and Audit Committee. An audit would cost about twice that sum, approximately \$15,000 to \$18,000. A general discussion of the procedure followed. Once the proposal from BlumShapiro is approved by the Town Council and

the letter of engagement is signed, the approximate time to complete the procedure is one month.

MOTION      By Barbara Rossi  
                  seconded by Bill Horan  
                  to **recommend** that the Town Council approve the agreed upon  
                  procedure as proposed by BlumShapiro to review the Town Hall  
                  renovations project  
                  Motion carried 2/1. Nay: Thompson

Discussion was initiated by Councillor Thompson to perform a full audit, not the agreed upon procedure.

MOTION      By Eric Thompson  
                  No Second  
                  to **engage** BlumShapiro to perform an audit on the Town Hall  
                  renovations project.  
                  Motion dies.

#### ADJOURNMENT

MOTION      By Eric Thompson  
                  seconded by Barbara Rossi  
                  to adjourn at 6:06 p.m.  
                  Motion carried 3/0.

C: Town Council  
    Mayor Leclerc  
    Mike Walsh, Finance Director

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# BlumShapiro

Accounting | Tax | Business Consulting

January 16, 2012

Mr. William P. Horan, Jr., Chairperson  
Investigation and Audit Committee  
Town of East Hartford, Connecticut  
Town Hall - 2nd Floor  
740 Main Street  
East Hartford, CT 06108

Dear Mr. Horan:

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the Town of East Hartford, Connecticut.

## **AGREED-UPON SERVICES**

We will apply the agreed-upon procedures listed in the attached schedule to the Windows, Masonry, and Handicapped Accessibility Projects, including Assessor's Office Renovations of the Town of East Hartford, Connecticut which took place during fiscal years 2006, 2007, 2008, and 2009. These agreed-upon procedures have been specified by the Town of East Hartford, Connecticut. This engagement is solely to assist the Town of East Hartford, Connecticut in complying with Section 2.9 of their Town Charter which calls for the Town Council of the Town of East Hartford, Connecticut to obtain an audit of any nonrecurring projects (except for single expenditures for goods and services) costing more than \$500,000, if no state or federal audit is required. Our engagement to apply agreed-upon procedures will be performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representations regarding the sufficiency of the procedures described in the attached schedule either for the purpose for which this report has been requested or for any other purpose. Our services will be concluded upon delivery to you of our report on these agreed-upon procedures. If, for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report as a result of this engagement.

Because the agreed-upon procedures listed in the attached schedule do not constitute an examination, we will not express an opinion on the Windows, Masonry, and Handicapped Accessibility Projects, including Assessor's Office renovations. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule. If, however, as a result of the procedures or through other means, matters come to our attention that cause us to believe that the Windows, Masonry, and Handicapped Accessibility Projects, including Assessor's Office renovations is not presented in accordance with applicable various criteria more further described in the enumerated procedures, we will disclose those matters in our report. Such disclosures, if any, may not necessarily include all matters which might have come to attention had we performed additional procedures or an examination.

We will submit a report listing the procedures performed and our findings. This report is intended solely for the use of the Town of East Hartford, Connecticut, and should not be anyone other than these specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

The final paragraphs of our report are expected to read as follows:

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on the Windows, Masonry, and Handicapped Accessibility Projects, including Assessor's Office renovations. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Town of East Hartford, Connecticut and is not intended to be and should not be used by anyone other than those specified parties.

At the conclusion of our engagement, we will require certain written representations from management of the Town of East Hartford, Connecticut about the procedures and related matters. Those representations will confirm, among other things, the Town of East Hartford, Connecticut's responsibility for the presentation of the Windows, Masonry, and Handicapped Accessibility Projects, including Assessor's Office renovations in accordance with applicable standards. We will rely on such representations, and you will indemnify and hold us harmless from any liability, damages, and legal or costs we might sustain in the event such representations are inaccurate or incomplete.

The engagement partner is Vanessa E. Rossitto, and she is responsible for supervising the engagement and signing the report.

**CONFLICT OF INTERESTS**

In the unlikely event that circumstances occur which we, in our sole discretion, believe could create a conflict with the ethical standards of our firm or the ethical standards of our profession in continuing our engagement, we may suspend our services until a satisfactory resolution can be achieved, or we may resign from the engagement without issuing a report or completing your income tax returns. We will notify you of such conflicts as soon as practicable and will discuss with you any possible means of resolving them prior to suspending our services.

**MANAGEMENT'S RESPONSIBILITIES**

We will contact you about mutually acceptable dates to commence the field work for this engagement at your offices. The engagement plan calls for approximately two to three days of on-site procedures. Your staff will supply all supporting documentation to the Windows, Masonry, and Handicapped Accessibility Projects, including Assessor's Office renovations and all information requested to conduct our engagement procedures prior to the commencement of our field work. Supporting documentation and information will include the items listed in a schedule that will be provided to you before field work. These records remain your property and will be returned to you at the completion of our engagement. It is your responsibility to maintain and preserve these records. These records are provided to us only as needed to complete our engagement.

Our scheduling is based on all requested documentation and information being substantially completed prior to our arrival to begin field work. Due to staff availability, delays in rendering services may occur if requested documentation has not been provided in a timely manner. While we will work with you to coordinate the completion of our work, please realize that any such delays may also delay the completion and delivery of our work product.

**FEE ARRANGEMENT**

Our professional fees for the services outlined above will be \$8,200 plus any out-of-pocket expenses. This assumes the work required to complete the engagement is comparable in amount and complexity to prior years, and that requested information is furnished to us in an appropriate format and within a mutually accepted time period. If the current year is not comparable, or the information we receive is not adequate or timely, our fee will be adjusted accordingly. The adjustment will reflect the additional time and the complexity of the new issues.



Town of East Hartford, Connecticut

January 16, 2012

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Our professional fees will be billed monthly as our work progresses. Payment is due within 30 days of our invoice date. In the event that payment is not received when due, you will be assessed interest charges of 1% per month on the unpaid balance. We reserve the right to suspend or terminate our work due to nonpayment. In the event that our work is terminated or suspended as a result of nonpayment, you agree that we will not be responsible for your failure to meet government and other filing or reporting deadlines, or for penalties or interest that may be assessed against you resulting from your failure to meet said deadlines. If we elect to terminate our services for nonpayment, you will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenses through the date of termination. In the unlikely event that we should incur costs to collect our fee, you agree to reimburse us for such costs, including reasonable attorney fees.

The services covered by this engagement letter are to be performed solely on behalf of the Town of East Hartford, Connecticut. In the event of a claim by a third party relating to the services under this engagement, you will indemnify Blum, Shapiro & Company, P.C., and its personnel from all such claims, liabilities, costs and expenses, except to the extent determined to have resulted from the intentional or deliberate misconduct of firm personnel. Such third parties include stakeholders or others.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If the need for additional procedures or changes in procedures arises, this agreement will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified users of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of these procedures.

Both parties may agree that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope and estimated cost of these additional services. Engagements for additional services will necessitate that we issue a separate engagement letter to reflect the obligations of both parties. In the absence of any other written communications from us documenting such additional services, our services will be governed by the terms of this engagement letter.

Town of East Hartford, Connecticut  
January 16, 2012  
Page Five

This engagement letter embodies the entire agreement regarding the services to be rendered by our firm to you. In the event that any portion of this engagement letter is deemed invalid or unenforceable, said finding shall not operate to invalidate the remainder of this engagement letter.

**Please indicate your agreement to these arrangements by signing the attached copy of this letter and returning it to us.**

Sincerely,

*Blum, Shapiro & Company, P.C.*

Blum, Shapiro & Company, P.C.

The above terms and services described in the foregoing letter are in accordance with our requirements and are hereby agreed to.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

### **AGREED UPON PROCEDURES**

1. We will test all expenditures of \$25,000 or more of the Windows, Masonry, and Handicapped Accessibility Projects, including Assessor's Office renovations. Invoices will be selected and verified as to vendor name, invoice amount, applicability to the project charged, and purchase order existence.
2. We will test the bidding of the vendors for the above projects to ensure the bidding was conducted in accordance with Town policies.
3. We will trace the approval for funding of these projects to the appropriate resolution, annual budget, etc.
4. Other procedures as deemed necessary to ensure these projects were completed in accordance with Town policies.