

Robert J. Pasch

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT

2012 APR 25 P 3:42

TOWN CLERK
EAST HARTFORD

MAY 1, 2012

=====

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. April 17, 2012 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Section 2-115 of the Town of East Hartford Code of Ordinances: Director of Inspections and Permits (Building Official) – Waiver of Qualifications
 - B. Town of East Hartford Flood Protection System Rehabilitation:
 1. Professional Service Contracts: GEI Consultants, Inc.
 2. Pump Station Construction Contract Authorizing Resolution
 - C. Municipal Tax Exempt Lease Purchase Agreements:
 1. Town of East Hartford 5-Year Capital Improvement Plan
 2. Town of East Hartford & Board of Education: Solid Waste Collection
 - D. U. S. Department of Energy: Better Buildings Challenge Program
 - E. "Improving East Hartford Program" – Revised Resolution
 - F. Referral to Tax Policy Committee re: 1535-1537 Forbes Street
 - G. Outdoor Amusement Permit Applications:
 1. Gengras Harley-Davidson Open House Demo Days
 2. Take Steps for Crohn's and Colitis
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 meeting: May 15, 2012)

Robert J. Posak

EAST HARTFORD TOWN COUNCIL

2012 APR 23 A 9:35

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

APRIL 17, 2012

PRESENT Chair Richard F. Kehoe, 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. and Majority Leader Barbara-Ann Rossi

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:50 p.m. The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the pledge of allegiance.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Susan Kniep, 50 Olde Roberts Street, (1) suggested that the Council post vacancies on the town's various boards and commissions to the town's website so that any citizen, regardless if affiliated with a political party, can apply to serve on that commission; (2) asked that the town post the initial appointment date of any individual who serves on a board or commission to the town's website; (3) believes that the appointment of the town's auditors should be limited to a maximum of a 5-year term with a 3-yr lapse between appointments, in order to have a different set of eyes reviewing town books; and (4) asked that there be a referral to the Ordinance Committee that would ban the erection of cell phone towers on school property and in town parks.

APPROVAL OF MINUTES

April 3, 2012 Executive Session/Lentocha

MOTION By Marc Weinberg
seconded by Eric Thompson
to **approve** the minutes of the April 3, 2012 Executive Session/Lentocha.
Motion carried 6/0. **Abstain:** Harmon

April 3, 2012 Regular Meeting

MOTION By Marc Weinberg
seconded by Bob Damaschi
to **approve** the minutes of the April 3, 2012 Regular Meeting.
Motion carried 6/0. **Abstain:** Harmon

April 12, 2012 Special Joint Meeting/Board of Education

MOTION By Marc Weinberg
seconded by Pat Harmon

to **approve** the minutes of the April 12, 2012 Special Joint Meeting with the Board of Education.
Motion carried 7/0.

COMMUNICATIONS AND PETITIONS

Resignations:

Chair Kehoe announced the resignation of Diane Carlucci from the Beautification Commission and the resignation of Jen Adkins from Inland/Wetlands Environment Commission. He thanked both Ms. Carlucci and Ms. Adkins for their service to the town.

East Hartford Police Department National Prescription Drug Take-Back Day

Chair Kehoe announced that the Drug Enforcement Administration has scheduled another National Prescription Drug Take-Back Day which will take place on Saturday, April 28, 2012 from 10AM to 2PM at the East Hartford Public Safety Complex, located at 31 School Street.

NEW BUSINESS

Special Supplemental Nutrition Program for Women, Infants and Children (WIC)

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

WHEREAS, the Special Supplemental Nutrition Program for Women, Infants and Children (WIC Program) is funded by the United States Department of Agriculture administered by the State of Connecticut Department of Public Health for services including provision of nutritious food, nutrition and health education, breastfeeding promotion and referrals to healthcare and social services for categorically eligible individuals found to be at nutritional and/or medical risk; and

WHEREAS, the Town of East Hartford is submitting a proposal for WIC Program funding to the State of Connecticut Department of Public Health for the period October 1, 2012 through September 30, 2017;

NOW, THEREFORE BE IT RESOLVED that the Town Council of the Town of East Hartford does support and authorize the submission of a proposal for WIC Program funding;

AND FURTHER BE IT RESOLVED Marcia A. Leclerc, Mayor of the Town of East Hartford and in her absence, Richard F. Kehoe, Chair of the East Hartford Town Council, have been empowered to sign contracts and any of its amendments hereto, on behalf of the Town of East Hartford, between the Town of East Hartford and the Department of Public Health or its successor agency.

On call of the vote, motion carried 7/0.

Commerce Bank – Accounts Payable Cash Back Program

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

RESOLVED, that Mayor Marcia A. Leclerc be and hereby is authorized, directed and empowered to establish an ActiveFunds program ("Program") with Commerce Bank (herein called "Commerce") and to execute all documents to effectuate this purpose which she may deem necessary and proper, including, without limitation, any application and/or agreement (each an "Agreement") to establish the Program.

FURTHER RESOLVED, that any one of the foregoing named officers of this Corporation may, from time to time, appoint an Administrator to assist Commerce in the administration of the Program as provided in the Agreement (each such term as defined in the Agreement).

FURTHER RESOLVED, Commerce is authorized to act upon these resolutions until written notice of revocation is delivered to Commerce, and that the authority hereby granted shall apply with equal force and effect to the successors in office of the officers named herein.

On call of the vote, motion carried 7/0.

Recommendation from Investigation & Audit Committee re: Appointment of Auditors for Fiscal Year ending June 30, 2012

MOTION By Ram Aberasturia
 seconded by Linda Russo
 to **recommend** that the Town Council appoint Blum Shapiro as the town's auditors for fiscal year 2011-2012 to perform required financial audits consistent with the most recent proposal of \$69,300.00.
 Motion carried 7/0.

Referral to Ordinance Committee re: §10-24 Property Tax Exemption – Solar

MOTION By Linda Russo
 seconded by Marc Weinberg
 to **refer** to the Ordinance Committee the possible revision of Article 4, §10-24, entitled Solar Energy Tax Exemption/Property Tax Exemption of the East Hartford Code of Ordinances, to broaden the personal property tax exemption, with instructions to investigate the issue and report back to the Town Council with its recommendations, if any.
 Motion carried 7/0.

Referral to Real Estate Acquisition & Disposition Committee re: 46 Central Avenue

MOTION By Linda Russo
 seconded by Marc Weinberg
 to **refer** to the Real Estate Acquisition & Disposition Committee the possible acquisition of all, or a portion of, the property known as 46 Central Avenue, which property is in close proximity to the Raymond Library, with instructions to determine the benefits of this acquisition for the Raymond Library expansion, and report back to the Town Council with its recommendations, if any.
 Motion carried 7/0.

Appointment to Inland/Wetlands Environment Commission

MOTION By Eric Thompson
seconded by Pat Harmon
to **approve** the appointment of James D. Welch, 68 Chapel Street,
to the Inland-Wetlands/Environment Commission, whose term shall
expire December 2014.
Motion carried 7/0.

Outdoor Amusement Permit Applications:

Cinco de Mayo

MOTION By Ram Aberasturia
seconded by Linda Russo
to **approve** the outdoor amusement permit, entitled "Cinco De
Mayo", submitted by Matthew Nord, General Manager of Margaritas
Restaurant to conduct an outdoor bottled beer and Margarita
serving station (near the lounge entrance) to celebrate Cinco de
Mayo at Margarita's Restaurant located at 330 Roberts Street
beginning at 11AM on Saturday May 5, 2012 and ending at 2AM on
Sunday, May 6, 2012; subject to compliance with adopted codes
and regulations of the State of Connecticut, the Town of East
Hartford, and any other Stipulations required by the Town of East
Hartford or its agencies.
Motion carried 7/0.

Memorial Day Parade

MOTION By Marc Weinberg
seconded by Eric Thompson
to **approve** the outdoor amusement permit application entitled, Memorial
Day Parade – 2012, submitted by the East Hartford Patriotic Commission
to conduct the town's annual Memorial Day Parade on Monday, May 28,
2012 from 9:00 AM to approximately 12:00 Noon, subject to compliance
with adopted codes and regulations of the State of Connecticut, the Town
of East Hartford, and any other stipulations required by the Town of East
Hartford or its agencies.
Motion carried 7/0.

Refund of Taxes

MOTION By Marc Weinberg
seconded by Eric Thompson
to **refund** taxes in the amount of \$8,713.44
pursuant to Section 12-129 of the Connecticut General Statutes.
Motion carried 7/0.

Bill	Name	Prop Loc/Vehicle Info.	Over Paid
2010-01-0000047	20 VILLAGE STREET LLC	28 VILLAGE ST	\$ (200.00)

2010-03-0051981	AYYANARRAJA SATHISHKUMAR	2004//1HGCM56884A029694	\$ (22.27)
2010-01-0002327	CENLAR FED SAVINGS BANK C/O CORELOGIC	34 PINECREST DR	\$(1,780.72)
2010-01-0015650	CHASE C/O CORELOGIC	32 BIDWELL AVE	\$(2,985.94)
2010-03-0058461	CT RESTORATION SPECIAL	2008//JH4KB16648C002735	\$ (377.07)
2010-03-0058465	CT RSTRATION SPECIALISTS	2006//1GNDT13S262310912	\$ (5.25)
2010-03-0060524	DUBE JEAN P	2009//1UJBJ02K291JM0188	\$ (266.91)
2010-03-0062435	FLORES MARIA E	2003//JTEHH20V630255464	\$ (35.45)
2010-01-0006339	HAJEK ALBERT J & NANCY C	22 HEMLOCK LN	\$ (30.00)
2010-01-0007425	HAMBELL L L C	1602 MAIN ST	\$ (168.42)
2010-01-0006927	MATHIAU DAVID J JR	12 HOLLISTER DR	\$ (199.79)
2010-01-0001524	NIEMIROSKI THEODORE A	112 BROOKFIELD DR	\$(1,925.63)
2010-01-0000485	OCTOBER HILL APARTMENTS	929 BURNSIDE AVE #18	\$ (192.75)
2010-01-0000486	OCTOBER HILL APARTMENTS	929 BURNSIDE AVE #19	\$ (192.75)
2010-01-0000487	OCTOBER HILL APARTMENTS	929 BURNSIDE AVE #20	\$ (192.75)
2010-03-0079829	RAMKISSOON MEENAWATIE	2000//JN1CA31A7YT022268	\$ (13.01)
2010-03-0080422	RICCIO LEONARD A	2008//4T1BK36B78U315438	\$ (7.98)
2010-01-0012898	SAMELA NICHOLAS OR SAMELA DOROTHY	486 GOODWIN ST	\$ (9.36)
2010-03-0087605	VANDEBERG CARRIE L OR VANDEBERG HANS R	2009//3VWTL71K29M346572	\$ (10.40)
2010-03-0088014	VENTURA ADELINA R	2000//1FAFP5325YA179454	\$ (90.87)
2010-03-0088514	WALLACE GARY M	1997//3N1AB41D4VL036116	\$ (6.12)
		<u>TOTAL</u>	\$(8,713.44)

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Eric Thompson questioned the hiring of Don Currey, the newly appointed East Hartford Democratic Town Chair, in a temporary capacity as the town's Human Resources Director, because of its appearance.

Pat Harmon (1) reported large potholes on Spencer Court near the underpass at the intersection of Main Street; (2) asked for a development update – especially regarding progress at the School Street Square; and (3) requested an update on blight issues in

town and any progress the town is making on dealing with this issue. Additionally, Councillor Harmon reminded seniors and veterans that it is time to apply for the town's assessment exemptions program.

Ram Aberasturia asked for an update from CL&P on the repair of several utility poles on Long Hill Drive near Burnside Avenue.

Rich Kehoe would like an update from the MDC on the repaving of Oak Street.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

OPPORTUNITY FOR RESIDENTS TO SPEAK

Eugene Pushefski, 58 Barbara Road, (1) suggested adding more light to the area in front of Crossroads Cathedral on Silver Lane to better see the police officer controlling traffic; and (2) stated that there is a speeding issue on Barbara Drive, as well as an overnight parking issue and suggested a stronger police presence in his neighborhood.

Eric Thompson asked for a point of personal privilege to congratulate his daughter, Daria, whose artwork was selected by the East Hartford Public Schools Fine & Performing Arts Department which was showcased at the "Art at the Capitol Program for 2012". Councillor Thompson acknowledged how proud he and his wife, Mia, are of Daria.

Marc Weinberg wished Carol Noel, newly appointed treasurer of the Democratic Town Committee, a Happy Birthday.

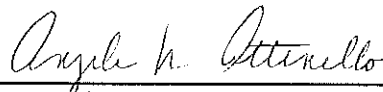
Ram Aberasturia announced that his niece Ramsey Aberasturia took her first steps yesterday.

ADJOURNMENT

MOTION By Eric Thompson
 seconded by Marc Weinberg
 to adjourn (8:50 p.m.).
 Motion carried 7/0.

The Chair announced that the next meeting of the Town Council would be on May 1, 2012.

Attest




Angela M. Attenello
TOWN COUNCIL CLERK

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: April 13, 2012

TO: Rich Kehoe, Chair, Town Council

FROM: Marcia A. Leclerc, Mayor 

Re: Waiver of Qualifications – Director of Inspection and Permits

Section 2-115 of the Town of East Hartford Code of Ordinances (the "Code of Ordinances") provides that the Director of Inspection and Permits (Building Official) possess a Bachelors Degree in Architecture, Civil or Structural Engineering (the "Educational Qualification").

Pursuant to Section 2-114 of the Code of Ordinances, I hereby request that the Town Council waive the Educational Qualification with respect to Milton Gregory Grew, who has been serving as the Town's Acting Building Official since December 1, 2011 and is my choice for the position of Director of Inspection and Permits.

Although Mr. Grew does not possess the Educational Qualification, he has an equivalent combination of education and relevant practical work experience. In particular, Mr. Grew completed two years of study in Civil Engineering Technology and is a licensed architect, a licensed building official and a licensed home inspector. Moreover, Mr. Grew has years of work experience in the areas of architecture, general building construction and construction and project management.

Finally, Mr. Grew has been conducting plan review in the Town's Inspections and Permits Department since October 12, 2011, and, as mentioned above, has been serving as the Town's Acting Building Official since December 1, 2011. Mr. Grew has done an outstanding job.

For all of the above reasons, I request that the Town Council waive the Educational Requirement with respect to Mr. Grew.

Section 2-115. Application of
Article. □ **CHAPTER 2. The
Administration**

Section 2-115. Application of
Article. □

pertaining to emergency and general assistance programs; ability to analyze, interpret and implement laws and regulations; ability to acquire a working knowledge of community resources and opportunities; ability to assess community social service needs, and to develop and implement suitable programs and services to meet needs; ability to develop and present policies and programs in a clear, concise and effective manner; ability to recruit, train and develop professional and support staff; and the ability to deal effectively with town officials, staff, the public, and the media in meeting department objectives.


Library Director. The Library Director shall have a Masters Degree in Library Science and six years of progressively responsible experience in library work, including two years in the supervision of a library department. The ability to apply principles of library science to solve practical problems and to deal with a variety of concrete variables in situations where only limited standardization exists; ability to organize and maintain an operating budget for a multi-faceted department; ability to plan, organize and implement near-term and long-range library development programs; ability to present oral and written reports in clear, concise and understandable terms; ability to relate effectively to professional and support staff and the public; and a working knowledge of automated library operations is desirable.

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 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. 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.

Director of Finance. The Director of Finance shall have a Bachelor's Degree in Public or Business Administration, Public Finance, or some closely related field, and six years of increasingly responsible experience in financial management, including two years supervising a major unit within a finance department. A Masters Degree in Business or Public Administration, or some closely related field is desirable; thorough knowledge of financial administration, including accounting, budgeting, purchasing and investing; ability to prepare financial statements in accordance with generally accepted accounting principles; ability to recognize weaknesses in town financial systems and to effect improvements for increased efficiency and productivity; knowledge of departmental administration procedures, including planning, coordination and program evaluation; knowledge of data processing capabilities and computer operations; ability to manage and supervise; ability to interpret complex financial/statistical data; and ability to prepare statistical as well as narrative reports.

Director of Health. The Director of Health shall have a Medical Doctor or Masters Degree in Public Health, and six years increasingly responsible experience in public health administration, including two years as head of a major unit within a public health program, and other qualifications required by State law. Thorough knowledge of public health administration, policies and practices; knowledge of departmental administration procedures, including

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: April 23, 2012,
TO: Richard Kehoe, Chairman
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: To Authorize Pump Station Improvements on Flood Protection System Rehabilitation

Please place on the May 1, 2012 Town Council agenda, the resolution authorizing to execute the Flood Control Systems Pump Station Repair Project. Attached is the Flood Protection System Rehabilitation updates and proposed costs of the project.

Thank you.

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

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE FLOOD CONTROL
SYSTEM PUMP STATION REPAIR PROJECT**

WHEREAS, the Town of East Hartford intends to solicit competitive bids for improvement to its storm water pump stations (Meadow Hill, Pitkin Street and Cherry Street), and

WHEREAS, the anticipated bid opening date is May 9, 2012, and

WHEREAS, the Town, through its consulting engineer, has prepared a construction cost estimate of approximately \$685,000.00 for the pump station improvements, and


WHEREAS, the Town desires to award the construction contract to the lowest responsible bidder;

NOW THEREFORE BE IT RESOLVED, that the Mayor of the Town of East Hartford is authorized to enter into a construction contract upon recommendation of the committee of Award.

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 May 1, 2012.

Angela Attenello, Clerk of the Town Council

MEMORANDUM

TO: Mayor Marcia A. Leclerc
FROM: Tim Bockus, Public Works Director 
DATE: April 23, 2012
RE: Referral to Council
Flood Protection System Rehabilitation Update

Attached is a project update on the Rehabilitation of the Flood Protection System. The documentation includes a list of project completed milestones, the current status of the project funding, as well as a request for the Town Council to authorize the signing of professional services contracts and an estimated construction project for the three stormwater pump stations.

The Engineering Division has developed the scope of work for professional services contracts with GEI Consultants, Inc. to continue design efforts and operational improvements associated with the flood protection system. Design activities for the projects are anticipated to begin on or about May 15, 2012.

Please request that these items be placed on the upcoming Town Council agenda which will authorize the Town to enter into eight professional services contracts totaling \$734,174 with GEI Consultants, Inc. and enter into a construction contract with a Contractor to be determined by public bidding for work at the Pump Stations estimated to \$685,000.

MEMORANDUM

TO: Tim Bockus, Public Works Director
FROM: Nick Casparino, Civil Engineer *NJC*
DATE: April 23, 2012
RE: Referral to Council
Flood Protection System Rehabilitation Update

The following is a project update on the Rehabilitation of the Flood Protection System. The documentation includes a list of project completed milestones, the current status of the project funding, the United States Army Corps of Engineers (USACE) 2010 Periodic Inspection report, as well as a request for the Town Council to authorize the signing of eight professional services contracts and one construction contract for the project.

The Engineering Division has developed the scope of work for the various professional services contracts with GEI Consultants, Inc. to continue design and operational efforts associated with the overall rehabilitation project. Design activities for the projects are anticipated to begin on or about May 15, 2012. The Town is seeking competitive public bids for the next phase of work in the three stormwater pump stations. Construction activities are anticipated to commence in late spring / early summer.

Contract #1 – Stormwater Pump Station Outfall Inspections

The contract is required to comply with USACE requirements and address an incident at Meadow Hill pump station. The USACE requires that the Town CCTV and evaluate all levee penetrations every five years. It is unknown when the pump station outfalls were last evaluated. An incident occurred at the Meadow Hill station during the moderate flood event associated with Tropic Storm Irene in 2011. Seepage during pumping operations was noted at the ground surface over the concrete box culvert.

The work will include:

1. CCTV inspections of the cast iron piping and outfalls at the Cherry Street and Pitkin Street pump stations.
2. Meadow Hill concrete box culvert will include:
 - a. Installation of the stop logs on both ends of the box culvert
 - b. Cleaning and pumping out the box culvert to allow for the physical inspection.
 - c. Confined Space entry of the box culvert to document the condition of the box culvert and joints including the area where seepage occurred.
 - d. Development of documentation to satisfy the USACE reporting requirements.
 - e. Engineering report outlining the necessary repairs to the box culvert.

Cost of the Professional Service Contract #1 is \$81,548.

Contract #2 – Piezometer Monitoring, Floodwall Monitoring, Crane Testing and Megger Testing

The contract is required to address required elements of the Town's Operation and Maintenance manual as well as USACE and OSHA requirements.

1. Piezometers which measure ground water elevations have been installed along the levee to monitor ground water elevations within the levee structure or at the land side toe. The data collectors for the piezometers are required to be downloaded twice a year.
2. The concrete floodwalls at the MDC water pollution control at the Riverpoint Condominium Complex are to be monitored twice a year. The crack monitors which were installed on the Riverpoint Floodwall will be monitored as well as the offset joints on the MDC floodwall to determine if the walls are moving.
3. Crane testing is required for the three cranes which are located in each of the pump stations. The testing is necessary to comply with OSHA requirements.
4. Annual megger testing of various electrical components in the three pump stations is an USACE requirement. The testing results will be compared with the 2011 megger testing values to determine if issues associated with the electrical equipment are developing.
5. The various data and reports developed under this contract will be transmitted to the USACE with the Town's semi-annual reporting.

Cost of the Professional Service Contract #2 is \$47,560.

Contract #3 – Flood Protection System Training Program Development

The USACE requires that personnel operating and maintaining the flood protection system receive training as it relates to the System. The training program will include the development of various modules on the various aspects of the system including: USACE Regulatory Authority, FEMA regulatory Authority, Operation / Maintenance activities, Emergency operations and Reporting / Record Keeping. Two training modules are not included in the scope and will be developed in the future. The health & safety module and pump station operation module will not be developed at this time. The Town's health & safety plans needs to be updated and future upgrades to the pump station are anticipated. The modules will be developed once the upgrades have been completed.

The cost of the Professional Service Contract #3 is \$59,560.

Contract #4 – Toe / Collector Drain Replacement Project – Phase I

The Contract covers the development of bid documents for repairs to the collector drains and the replacement of toe drains associated with the Pitkin Street Pump Station. The projects limits are Interstate 84 south along the land side toe to the vicinity of #333 East River Drive. The replacement of the drainage system is required to provide the appropriate factors of safety associated with seepage / stability of the levee for the 500 year flood event (design event for the flood protection system). The project will include the installation of features to assist the Town in future maintenance operations and CCTV inspection of the system.

Cost of Professional Service Contract #4 is \$193,213.

Contract #5 – Meadow Hill Sediment Disposal Evaluation

Public Works has been exploring ways to reduce cost of the overall rehabilitation project. One option is to evaluate if the sediment from the dredging of the Meadow Hill storage pond can be placed on a portion of the levee right of way adjacent to East River Drive. Initial conversations with Connecticut Department of Energy & Environmental Protection (CT DEEP) indicate that disposal site is feasible but additional information would be required to determine if it would be allowed. It is estimated that the cost savings would be approximately \$500,000 after paying further the cost of the professional services included in the proposed contract.

The professional services will include but are not limited to the following:

- a. Additional testing of the storage pond sediment
- b. Soil testing at the East River Drive disposal site.
- c. Evaluation of the required soil stabilization process required to transport and place the material at the disposal site.
- d. Utility company coordination for the existing public utilities at the disposal site.
- e. Coordination with CT DEEP and USACE.
- f. Modification of the construction bid documents for the Meadow Hill Storage Pond dredging project.

The cost of the Professional Services Contract #5 is \$124,784.

Contract #6 – Reciprocating Internal Combustion Engines (RICE) Evaluation

The United States Environmental Protection Agency (EPA) recently expanded various environmental air quality regulations related to stationary internal combustion engines. (i.e.: generators, pump station motors, etc.) The Consultant will evaluate the various engines associated with the Town's stormwater pumping stations to determine the impacts of the EPA expanded regulations.

The professional services include but are not limited to the following:

- a. Data gathering and inventorying of the internal combustion engines.
- b. Determinations of applicability for each of the engine types.
- c. Engineering report to determine what actions are required for the Town to comply with the regulatory requirements.

The cost of the Professional Services Contract #6 is \$18,266.

Contract #7 – Construction Consultation / Phase Services for the Pump Station Rehabilitation – Phase II

The design firm will assist in responding to RFI, answering questions on the intent of the bid documents and development of punch list documents for the next phase of the stormwater pump station work. The scope of the construction work is noted below in the **Construction Contract** item.

The cost of the Professional Services Contract #7 is \$11,050.

Contract #8 – Construction Administration & Inspection for the Pump Station Rehabilitation – Phase II

GEI Consultants, Inc. will be assisting during the upcoming construction administration and inspection of the next phase of the stormwater pump station work. The scope of the construction work is noted below in the **Construction Contract** item.

The cost of the Professional Services Contract #8 is \$198,193.

Construction Contract – Pump Station Rehabilitation – Phase II

The various repairs to the three stormwater pump stations are currently out to bid. The bid date for the project is scheduled for May 9, 2012. The work includes but is not limited to the following.

- a. Repairs to the engines for the pumps including fuel lines, day tank installation, coupling guards, gear reducers.
- b. Replacement of check valve on pump #2 at Meadow Hill.
- c. Lighting Protection at the three stations
- d. Masonry and exterior repairs
- e. Replacement metallic items including access ladders, access covers, trash racks, sluice gate stems, etc.
- f. Replacement of anchor bolts and deteriorated bolted connections on the existing piping.
- g. Interior painting of the pumps and various metallic items including grates, stairs, access covers, etc.
- h. Painting of the catwalk at the Meadow Hill outfall.
- i. Water monitoring system at the Meadow Hill storage pond.
- j. Replacement of the Electrical Main Disconnect Switch at Meadow Hill.
- k. Repairs to volute pump in the Meadow Hill station.

The engineer's cost estimate of the Construction Contract is \$685,000.

On January 17, 2012 the Town received the results of the USACE's 2010 Periodic Inspection. Various elements of the system received "Unacceptable" or "Minimally Acceptable" ratings. The Town has been given deadlines to complete corrective actions to address various elements which are not considered acceptable. Various work elements of the project which were scheduled for future years have been accelerated to be included in the upcoming work. This adjustment in priorities has affected the elements of the system which were scheduled to be completed with the existing funding. The entire replacement of toe / collector drainage system will not be able to be completed with the existing funding. The toe / collector drain projects will be designed which will meet one of the Federal dead lines but the construction will be phased to accommodate the existing funding level. The existing funding will address numerous deficiencies identified by the USACE's Periodic Inspection but not all of them. Staff will be meeting with the USACE discuss the remaining work elements. A copy of the USACE correspondence outlining the various deadlines is attached for your use.

The construction contract and the professional service contracts continue the Town's rehabilitation of the entire Flood Protection System. The current work and professional services contracts do not address all of the deficient elements and required repairs to the System.

Additional funding will be required to complete the rehabilitation of the flood protection system.

Please place a request on the upcoming Town Council agenda for the Council to authorize the Town to enter into professional services contracts totaling \$734,174 with GEI Consultants, Inc. and enter into a construction contract with a Contractor to be determined by public bidding for work in the Pump Stations estimated to be \$685,000. A draft resolution for the Pump Station Repair Project has been attached for your use.

xc: Denise Horan, Town Engineer

transmit to council

4/18/2012

**East Hartford Flood Protection System Rehabilitation Project
Project Milestones**

General Description of the Flood Protection System: The flood protection system (FPS) includes 20,000 feet of earthen levees; 1,400 feet of concrete flood walls, two stop log structures, and three pump stations. The FPS was design and built by the United States Army Corps of Engineers (USACE) in the early 1940's

11/01/2006 - USACE inspector Mark Vance conducted an inspection of the East Hartford levee on 10/25/06 and issued a letter to the Town indicating a fair inspection rating for the first time

11/8/2006 - Town receives notice from USACE regarding certain deficiencies of the FPS

11/14/2006 - Governor Rell issues letter to USACE Master General Don Riley requesting he work closely with her office to address the required FPS repairs in Connecticut

1/31/2007 - Town officially notified that it has a one-year deadline to correct the immediate deficiencies to the FPS or the levees will be classified as inactive and not eligible for funds under PL 84-99

Town receives the maintenance report from USACE regarding [1] immediate deficiencies that are to be corrected within one year and [2] a comprehensive inspection of the FPS is required to identify any other deficiencies that the USACE may not have detected in their own inspection.

2/14/2007 - Town hires Consultant to perform overview of the system and write the Maintenance Deficiency Correction Plan (MDCP) required by USACE.

3/19/2007 - Town hires Consultant to perform comprehensive inspection of FPS

6/7/2007 - Public Outreach meeting held in East Hartford. Press release and letters issued to impacted property owners in advance of meeting.

11/6/2007 - Town referendum for \$7M bond initiative is approved by East Hartford voters.

1/25/2008 - Town receives extension of time from USACE for maintenance deficiency corrections; requires a supplemental MDCP to include flood fighting / inspection requirements. New deadline: March 16, 2009.

2/8/2008 - Town hires Consultant to write a supplemental Maintenance Deficiency Correction Plan required by the USACE. This includes supplemental PAL agreement conditions

Town hires Consultant to perform construction inspection and contract administration for the maintenance deficiency correction project.

2/22/2008 - Town signs Provisional Accredited Levee (PAL) agreement with FEMA; start of 24-month certification process

- 3/13/2008 - Town submits its updated Maintenance Deficiency Correction Plan to USACE.
- 4/28/2008 - Town signs agreement with GEI Consultants to perform PAL certification studies.
- 6/2008 - Allied Restoration Corporation commences work on Phase I of the FPS Rehabilitation Project (exterior masonry and roof replacement for the three storm water pump stations). Lawrence Associates is the design firm and inspector for the project.
- 7/17/2008 - Connecticut DEP approves various maintenance activities associated with MDCP (Phase II) construction (Permits – DS 200800915)
- 7/23/2008 - USACE authorizes permit for the Maintenance Deficiency Correction Project (NAE 2008-1144)
- 7/2008 - Northern Tree Service (construction contractor) commences work on Phase II of the FPS Rehabilitation project (vegetation removal, animal burrow repairs, steel sheeting cutoff wall). Purcell Associates is the design firm and inspector for the project.
- 12/24/2008 - Phase II Construction with Northern Tree Service is substantially complete; USACE inspection in Jan. 2009 confirms this.
- 2/19/2009 - Town receives \$4M state DEP grant (a reimbursable grant at 66% ratio)
- 4/23/2009 - USACE authorizes permit modification of NAE 2008-1144
- 5/1/2009 - Town receives \$3M state DEP grant (a reimbursable grant at 66% ratio)
- 6/4/2009 - Phase III Design - Town receives a variance from Zoning Board of Appeals (ZBA) to place fill within the 100 year flood zones without providing compensatory storage.
- 6/18/2009 - Phase III Design - Town receives Local regulatory permits – Soil Erosion & Sedimentation Control, Natural Resources Removal & Filling and Major Flood Hazard Development.
- 7/2009 - Allied Restoration Corporation completes Phase I of the project.
- 8/24/2009 - USACE authorizes permit modification of NAE 2008-1144
- 9/3/2009 - DEP issues notice of insufficiency and request additional information concerning the timber bulk along the banks of the Connecticut River in the vicinity of the Riverpoint Condominium complex.
- 10/15/2009 – Town requests that the timber bulkhead be removed from the Dam Safety and Water Quality Permit. A separate permit application is submitted to DEP / OLISP (Office of Long Island Sound) for the timber bulkhead.

- 12/1/2009 - CT DEP / OLISP issues notice of insufficiency / rejection of the permit application associated with the separate permit timber bulkhead replacement.
- 1/20/2010 - Town submits documentation to FEMA for the Accreditation of FPS
- 2/17/2010 - FEMA determines that Town's FPS and supporting documentation meets the requirements of 44CFR 65.10. The FPS provides protection for the 1-percent-annual-chance flood event (100 year flood event).
- 2/27/2010 - Connecticut DEP approves various maintenance activities associated with Phase III construction (Permits – DS 200900926 & WQC 200900927)
- 3/1/2010 - USACE New England District approves the modification of the FPS to allow for the installation of seepage cutoff walls and associated improvements (Phase III).
- 3/19/2010 - USACE (Regulatory) authorizes permit modification of NAE 2008-1144 for the construction of gravel access roads, seepage cutoff walls in two locations, repairs to concrete floodwalls and repairs to two closure structures (Phase III).
- 4/21/2010 - Town receives bids for Phase III construction for the installation of the seepage cutoff walls and various improvements. Northern Tree Service is the apparent low bidder in the amount of \$3.95M for the base bid.
- 4/29/2010 - Town submits documentation to CT DEP recommending that Town award the construction contract to Northern Tree Service.
- 5/18/2010 - Proposed Town Council Action to allow the Town to enter into contract with Northern Tree for the construction of Phase III of the FPS Rehabilitation Project. GEI Consultants is the design firm and inspector for the project.
- 6/21/2010 - Construction activities for Phase III Construction (Northern Tree Service, Inc.) commence
- 7/13/2010 - USACE Periodic Inspection of the Pump Stations
- 8/2/2010 - USACE Periodic inspection of the Flood Protection System
- 8/10/2010 - USACE Survey of the Flood Protection System for the National Database
- 9/25/2010 - Soil bentonite cut-off wall (cut-off wall #1) construction completed (Phase III)
- 9/28/2010 - Phase IV - Local Inland Wetland permit obtained for the next phase of the Pump Station Rehabilitation
- 10/20/2010 - Phase VI - Local Planning & Zoning permit obtained for the next phase of the Pump Station Rehabilitation
- 11/11/2010 - Steel sheeting cut-off wall (cut-off wall #2) at the Meadow Hill Storage Pond completed (Phase III)

- 12/2010 - Outbrief Meeting with USACE to discuss the USACE's preliminary findings of the Periodic Inspection
- 12/2010 - Phase III Construction (Northern Tree Service) ends for winter shutdown
- 2/23/2011 - DEP Permit approval obtained for the dredging of Meadow Hill Storage Pond (Permits – DS 201003048 & WQC 201003047)
- 2/9/2011 - Stakeholder meeting held with USACE, CT DEP, Buckeye Pipeline Company, Riverfront Recapture to discuss the Town's proposed permit resubmission to CT DEP – OLISP for the replacement of the timber bulkhead.
- 2/28/2011 - Meeting held with DEP – Inland Water Resource Division and OLISP to discuss the permit requirements for the timber bulkhead.
- 6/16/2011 - Megger Testing performed on the electrical systems at the three stormwater water pump stations. The electrical main disconnect switch at Meadow Hill pump station is identified as defective during the testing.
- 6/16/2011 - Limited Arc Flash Testing was performed on the electrical systems at the three stormwater water pump stations.
- 8/30/2011 - Moderate river flood event associated with the remnants from Tropical Storm Irene. Three issues were identified during the event: 1. Minor seepage at existing cracks in the Riverpoint concrete floodwall; 2. Seepage found at MDC's junction chamber associated with the water pollution control plant outfall; 3. Seepage noted at Meadow Hill Pump Station in the vicinity of the concrete box culvert.
- 1/3/2012 - Draft OLISP and Dam Safety application packages submitted to DEEP for comment prior to making the formal application.
- 11/8/2011 - Town referendum for \$7M bond initiative is approved by East Hartford voters.
- 1/5/2012 - Met with MDC and their Consultant (Parsons Brinkerhoff) concerning the leakage at the MDC sanitary sewer outfall junction chamber. MDC will explore temporary and permanent repair options for the junction chamber.
- 1/17/2012 - Town receives results of the USACE's 2010 Periodic Inspection. The system received "Minimally Acceptable" rating which means that deficiencies were identified that require attention, none of which would prevent the system from performing as intended during the next flood event. Various deadlines have been established to complete repairs in order to be considered "Active" in the Rehabilitation Inspection Program and eligible for Public Law (PL) 84-99 post flood damage rehabilitation assistance from the USACE.
- 2/10/2012 - Draft Toe Drain Evaluation Summary transmitted to USACE for review & comment.
- 3/14/2012 - Met with MDC personnel and discussed the Main Street Closure Structure work and schedule. MDC will be submitting a revised work plan for the required test

pits on the water main. MDC's schedule is to complete their efforts by the end of 2012.

- 3/28/2012 - Met with CT DEEP to discuss regulatory permitting associated with the OLISP permitting and the Town's corrective actions associated with the 2010 USACE Periodic Inspection.
- 3/31/2012 - Phase III construction is complete (Northern Tree – Soil bentonite cut off wall project)
- 4/9/2012 - Advertisement of bidding for the Stormwater Pump Station Improvements – Phase II. Construction activities scheduled to be completed by the end of 2012. Mandatory pre-bid conference held on 4/18/2012.
- 4/10/2012 – Received documentation from the MDC on their temporary repairs to junction chamber associated with the outfall for the Water Pollution Control Facility. MDC continues to develop a permanent repair to stop the leakage at the structure during high water events in the Connecticut River.
- 4/10/2012 - Connecticut DEEP – OLISP Permit application submitted for the replacement of the failing timber bulkhead along the bank of the Connecticut River in the vicinity of the Riverpoint Condominiums.

Design efforts are continuing on the future phases of the project include:

1. Closure Structure Repairs
2. Toe Drain Replacement
3. Measures to address the USACE's periodic inspection
4. Operational Improvements



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
NEW ENGLAND DISTRICT, CORPS OF ENGINEERS
696 VIRGINIA ROAD
CONCORD, MASSACHUSETTS 01742-2751

January 9, 2012

Engineering/ Planning Division
Geotechnical and Water Resources Branch

Ms. Denise Horan, Town Engineer
740 Main St.
East Hartford, Connecticut 06108

JAN 11 2012

Dear Ms. Horan,

The periodic inspection (PI) of the Federally-constructed Connecticut River Left Bank & Hockanum River Right Bank- East Hartford, Connecticut Levee Flood Damage Reduction (FDR) System was conducted on July 13 and August 2, 3, 4, and 5, 2010. The town of East Hartford is responsible for operating and maintaining the FDR.

This PI is an element of the U.S. Army Corps of Engineers (USACE) Levee Safety Program, the primary objective of which is to assure that levee systems are reliable and do not present unacceptable risks to the public, property, or the environment. Two important principles that guide our program are the shared responsibility among partners at all levels for levee safety and the need for continuous and periodic inspections and assessments.

With the assistance of appropriations from the American Recovery and Reinvestment Act of 2009 (ARRA), these PIs were introduced nationally to supplement the annual routine inspection program. The PI examines a full compliment of structural, electro-mechanical, geotechnical and hydrological factors that potentially affect the integrity and functionality of the FDR. The general scope of this effort consists of a three-step process of compiling data in a pre-inspection packet, performing the inspection utilizing a multidisciplinary team, and developing a final report. This particular inspection was conducted by Architect Engineering (AE) firms under contract with USACE. Their preliminary findings were discussed with members of the city departments on December 13, 2010. Enclosed is the final report, which is also being distributed to the Department of Homeland Security Federal Emergency Management Agency.

You will note in the report that the FDR is evaluated on the basis of several general criteria (e.g. floodwalls, levee embankments) and associated items (e.g. concrete surfaces, rutting). Each of these items is rated "acceptable", "minimally acceptable", or "unacceptable". At the end of the report the system as a whole is similarly rated. This system has an overall rating of minimally acceptable. The minimally acceptable rating means that deficiencies were identified that require attention, none of which would prevent the system from performing as intended during the next flood event. However, if these deficiencies are not addressed within the indicated timeframe, the project could fail to operate as intended. Systems rated minimally

acceptable are considered "Active" in the Rehabilitation Inspection Program (RIP) and eligible for Public Law (PL) 84-99 post flood damage rehabilitation assistance from the USACE.

The deficiencies that pertain to the FDR are briefly summarized in the proceeding paragraphs. Note that remedial action deadlines are included for non-routine deficiencies. These deadlines must be met to assure that the project remains Active in the RIP. Other minor repairs or items that must be done on a continuous basis (e.g. mowing) do not require a specific deadline unless otherwise noted. Lastly, items that are beyond the original scope of the project (e.g. installing an emergency generator), although strongly encouraged, are not required remedial tasks and are designated as "optional". Please note that the deficiencies are described very succinctly. The city must review the report in its entirety to gain a proper appreciation of the required work effort in order to formulate a realistic labor and cost schedule.

Dikes and Floodwalls - Remove remaining excess vegetation on and within 15' of all dikes and floodwalls and maintain to proper standard thereafter in accordance with ETL 1110-2-571. In addition, reseed areas where sod is thin or absent. Repair rutted areas along the dike to maintain its integrity and discourage standing water. Fill in animal burrows observed during the inspection and adopt a proactive animal control program to minimize future activity and keep pace in the repair of subsequent damaged areas. Reposition displaced rip rap from dike slopes and evaluate smaller sized riprap at Sta 142+70 for adequacy. Repair the concrete cover atop the Buckeye Pipeline Crossing. Repair cracked/ spalled concrete floodwall surface areas using an appropriate repair product specifically designed for the purpose. Replace the timber pile bulkhead riverside of the Riverpoint Condominiums floodwall. Seal floodwall joints as required along both sides and to the full height of the wall with an elastomeric compound to avoid water infiltration.

Remediation schedule:

The vegetation removal must be completed by January 2013 and maintained regularly thereafter. The town has prepared a proposed vegetation removal protocol for select areas that the District is presently reviewing.

Minor floodwall deficiencies such as cracks, spalls, open joints, etc. should be addressed on an as-needed basis. Similarly, dike deficiencies, i.e. rutted or eroded surfaces, animal burrows, etc. must be attended to on a continuous basis. Progress under these items should be reported in the semi-annual report due each August and February.

Conceptual plans to replace the timber pile bulkhead at the Riverpoint Condominiums should be presented to the District by January 2014 along with a construction schedule.

Closure Structures – Address cracks, spalls, honeycombing, and other concrete defects. Clean and paint steel embedments. Investigate the need to provide a seepage cutoff through the ballast at the railroad closure structure. Remove pavement patches over the stanchion access points at the Main St. closure structure and replace with manhole covers (optional).

Remediation schedule – The first two items should be completed by January 2014 with updates provided in the semi-annual reports. The seepage cutoff wall study should be completed by January 2014. The manhole cover provision at the Main Street stanchions is a discretionary item.

Pump Stations

Repair/seal interior and exterior walls. Repair roof membranes and flashing as required. Repair spalling concrete along the building foundations. Inspect sumps and pumps. Undertake megger testing on main power service cables and pumps. Perform crane inspections at each pump station and maintain documentation. Improve interior and exterior lighting (optional). Install lightning protection systems (optional).

Remediation schedule:

The “optional” items do not need to be included as scheduled items. The crane and megger tests should be conducted by January 2013. The remainder of the tasks should be undertaken as part of the routine maintenance protocol. Progress in addressing these items should be reported in the semi-annual reports.

Toe Drain Systems-Locate, video inspect and repair the toe drain system, including all ancillary components. Provide additional manholes or other means to assure that the entire system is accessible for future inspections and maintenance.

Remediation schedule:

Complete design effort along with a construction schedule by January 2014.

Culverts and Discharge Pipes-Video inspect all pipes and culverts passing under the levee system.

Remediation schedule: Include inspection schedule with next semi-annual report and complete all inspections/repairs by January 2014.

Interior Drainage System – Clear all headwalls, outfalls, channels and the storage pond of sediment and vegetation. Address cracks, spalls, honeycombing, and other defects at the Cherry Street and Pitkin Street outfall headwalls, and at the inlet headwall at the southeast corner of the Meadow Hill storage pond. Evaluate causes of sink holes outside the Pitkin Street pump station and effect necessary repairs. Replace the rising stem in Valve Chamber No. 1. Clean and paint access ladders in Valve Chambers No. 1 through 4 and in the valve chamber on the Riverpoint Condominiums floodwall. Repair the broken ladder in the Meadow Hill pump station outlet structure. Replace the missing riprap in the rock gutter at the Cherry Street pump station outfall structure. Video or visually inspect all pipes and conduits passing through or beneath the levee system every five years. Provide erosion protection at the drainage swale on the riverside of the River-Point floodwall. Remove dense vegetation/debris from the drainage culverts and channel discharging to the Meadow Hill storage pond.

Remediation Schedule: Address all items by January 2014 and provide the status updates in the semi-annual reports.

Encroachments-Review all encroachments listed on pages 18 and 19 of the report and identify those that impact operations at the FDR. Take necessary steps to resolve problem encroachments.

Remediation schedule: Provide synopsis of the encroachment review effort in the next semi-annual report and resolve identified encroachment problems by January 2014.

As noted earlier, failure to correct the items in the inspection report within the indicated timeframe could lead to the system being rated "Unacceptable", potentially leading to the FDR being placed in an "Inactive" status and therefore ineligible for PL 84-99 assistance until such time that the deficiencies have been corrected by the city and subsequently accepted by USACE.

The importance of submitting semi-annual reports and incorporating within them the maintenance progress summaries requested above cannot be over emphasized. We will use the reports in part to gage the progress of your operations and maintenance efforts and the information provided may weigh heavily on the future status of the FDR.

o

I am pleased to report that the system should perform as intended, however the longer the identified items go unresolved the greater the risk to public safety. Throughout the inspection you and your staff demonstrated a strong knowledge of the system and a willingness to maintain the project to the original intended standards.

I wish to extend my thanks to you and your staff for your cooperation during the inspection. If you have any questions concerning the inspection, or other matters pertaining to the FDR please call me at (978) 318-8722 or Scott Michalak, Chief, Geotechnical/Water Resources Branch at (978) 318-8350.

Sincerely,




H. Farrell McMillan, P.E.
Chief, Engineering/Planning Division
Levee Safety Officer

Enclosure

Total Levee Funding		\$	21,307,600
Local General Fund	\$	307,600.00	
Local Bond Funds	\$	7,000,000.00	
DEEP Grants	\$	7,000,000.00	
2010 Local Bond Funds	\$	7,000,000.00	
Project Expenditures as of 4/16/2012	\$	12,919,550	
Program Balance	\$	8,388,050	
Projected Cost Recovery (Ditch design, interim risk monitoring, printing, etc.)	\$	326,859	
Current Public Works Operational Funds for FY 2012	\$	134,496	
Estimated Available Funding	\$	8,849,406	
Proposed Project Elements - 2012 & 2013 Work			
Professional Services			
Pump Station Outfall Inspections	\$	81,548	
Operational & Maintenance Support	\$	47,560	
Training Program Development	\$	59,560	
Toe Drain Design - Phase I	\$	193,213	
Meadow Hill Sediment Disposal	\$	124,784	
RICE Air Quality Requirements	\$	18,266	
Pump Station Construction Phase Services	\$	11,050	
Pump Station Construction Administration & Inspections	\$	198,193	
Projects / Activities			
Vegetation Spraying	\$	4,997	
2012 Main Street Closure Structure Exercise	\$	8,000	estimated
2012 Pump Station Repair Project (Bids due 5/9/2012)	\$	685,000	Engineer's est.
Future Projects			
2012 Civil Works Project - Vegetation Removal, Rip Rap Repairs, utility abandonment, etc.	\$	588,000	
2013 Replace failed timber bulkhead at toe of the concrete floodwall	\$	1,393,366	
2013 Meadow Hill Storage Pond Dredging	\$	3,442,140	
Potential Sediment Disposal Cost savings	\$	(500,000)	estimated
2013 Closure Structure Repair Project	\$	900,000	
Toe / Collector Drain Replacement Designs and partial construction	\$	1,593,729	
Projected Costs for Rehabilitation Activities for 2012-2013	\$	8,849,406.00	

Future Rehabilitation Projects	Total	Construction\ Purchase	Design	Inspection
26 Partial Dredge Drainage Ditch	\$ 734,281	\$ 483,755	\$ 153,775	\$ 96,751
27 Obtain Right of Way for drainage ditch	\$ 270,000	\$ 170,000	\$ 100,000	
32 Buckley Bridge Backflow Preventer	\$ 8,700	\$ 3,000	\$ 5,000	\$ 700
36 Pump Station security Systems	\$ 40,250	\$ 38,325	\$ 1,925	
37 Encroachment policy	\$ 30,000	\$ 15,000	\$ 15,000	
38 Vehicular access policy	\$ 10,000	\$	\$ 10,000	
39 Storage Building	\$ 350,000	\$ 290,000	\$ 25,000	\$ 35,000
40 Levee Penetration Policy	\$ 20,000	\$	\$ 20,000	
43 Field Penetrations Delineation	\$ 40,000	\$	\$ 5,000	\$ 5,000
44 Swing Gates	\$ 5,850	\$ 4,400	\$ 800	\$ 650
49 Replace Cheery St pump station outfall rip rap	\$ 63,000	\$ 45,000	\$ 9,000	\$ 9,000
50 Sod & Turf repairs	\$ 70,000	\$ 50,000	\$ 10,000	\$ 10,000
52 Conduct interior Drainage study & improvements	\$ 1,450,000	\$ 1,000,000	\$ 250,000	\$ 200,000
53 Encroachment removal	\$ 115,000	\$ 75,000	\$ 25,000	\$ 15,000
54 Evaluate drainage ditch culverts	\$ 420,000	\$ 300,000	\$ 60,000	\$ 60,000
55 Evaluate timber pile groins	\$ 286,000	\$ 200,000	\$ 46,000	\$ 40,000
56 Evaluate flood fighting equipment	\$ 15,000	\$	\$ 15,000	
58 Overhaul Pump stations	\$ 2,950,000	\$ 1,000,000	\$ 200,000	\$ 150,000
59 Install Fencing	\$ 360,000	\$ 300,000	\$ 30,000	\$ 30,000
Meadow Hill Box Culvert Repair	\$ 150,000	\$ 90,000	\$ 30,000	\$ 30,000
Remaining Toe / Collector Drain Construction	\$ 1,317,871	\$ 1,052,871	\$	\$ 265,000
Replace stop logs with Aluminum Panels at the closure Structure	\$ 200,000	\$ 180,000	\$	\$ 20,000
Structural Improvement to pump station outfall pipes	\$ 1,600,000	\$ 1,000,000	\$ 300,000	\$ 300,000
Repairs to the Hockanum Linear Park within the FPS right of way	\$ 50,000	\$ 40,000	\$ 5,000	\$ 5,000
Flap gate Maintenance / painting	\$ 25,000	\$ 20,000	\$ 2,500	\$ 2,500
Construct access road at levee crest	\$ 250,000	\$ 162,500	\$ 37,500	\$ 50,000
Complete Safety Training Program	\$ 40,000	\$	\$ 40,000	
Update the Operation & Maintenance Manual	\$ 75,000	\$	\$ 75,000	
Unfunded Work Elements	\$ 10,945,952	\$ 6,549,851	\$ 1,471,500	\$ 1,324,601
Estimated Overall Project Cost	\$ 32,253,552.00			

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: April 19, 2012,
TO: Richard Kehoe, Chairman
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: To Authorize Municipal Tax Exempt Lease Purchase Agreement

Please place on the May 1, 2012 Town Council agenda, attached is the agreement to authorize the lease-purchase of various capital equipment and replacement furniture as part of the Town of East Hartford's approved 5-Year Capital Improvement Plan.

Thank you.

C: M. Walsh, Director of Finance

**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 totals \$758,000; and

WHEREAS, the Town will budget \$197,000 in fiscal years 2013-2014 through 2016-2017 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 \$758,000. 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 May 1, 2012.


Angela Attenello, Clerk of the Town Council



MEMORANDUM

DATE: April 12, 2012

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: Resolutions to Authorize Two Municipal Tax Exempt Lease Purchase Financings

As part of the recent budget process, the Town Council adopted the Town of East Hartford's 5-year Capital Improvement Plan for the years 2012-2013 through 2016-2017 (copy attached).

With the approved plan in place, I now request that the attached municipal tax exempt lease purchase financing resolution be submitted for their approval to secure funding to pay for the plan.

Additionally, a second resolution is attached which will allow the town to purchase one refuse vehicle and dumpsters so that the town may begin the process of collecting solid waste at Board facilities. The original memo which explains the process is attached for your review.

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

TOWN OF EAST HARTFORD RECOMMENDED CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEARS 2012-2013 THROUGH 2016-2017

REF. #	Project Description	Funding Source	Recommended	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
	TOWN HALL								
2013-101	Property acquisition and demolition	LOCTP	200,115	200,115	-	-	-	-	200,115
2013-102	Town - furniture replacement	Lease	25,000	25,000	25,000	25,000	25,000	25,000	125,000
2013-103	Electronic time clocking software/hardware	Lease	20,000	-	-	-	-	-	20,000
2013-104	Large document scanner	Lease	15,000	15,000	-	-	-	-	15,000
2013-105	New Senior Center Renovation		-	-	2,000,000	-	-	-	2,000,000
2013-106	Senior Bus		-	-	25,000	-	-	-	25,000
	TOWN HALL TOTAL		260,115	260,115	25,000	2,050,000	25,000	25,000	2,385,115

TOWN OF EAST HARTFORD RECOMMENDED CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEARS 2012-2013 THROUGH 2016-2017

REF. #	Project Description	Funding Source	Recommended	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
PUBLIC WORKS									
2013-201	Road Improvement Program	New bond	10,000,000	15,000,000	-	15,000,000	-	15,000,000	45,000,000
2013-202	Flood Control System modifications / reconstruction	Existing bond	4,640,000	4,640,000	-	4,800,000	-	-	16,345,000
2013-203	Street lighting retrofit	Energy Perf. Cont	4,000,000	1,500,000	-	1,875,000	-	3,530,000	4,000,000
2013-204	Generator - EHCCC	Energy Perf. Cont	200,000	-	-	-	-	-	200,000
2013-205	Generator - McMartin School	Energy Perf. Cont	100,000	-	-	-	-	-	100,000
2013-206	Retrofit 6-wheel truck dump bodies (2)	Lease	80,000	-	80,000	-	-	-	160,000
2013-207	Raymond Library elevator piston replacement	Existing bond	75,000	-	-	-	-	-	75,000
2013-208	Wood chipper	Lease	46,000	-	-	-	-	-	46,000
2013-209	Vacant Firehouse #5 demolition	LOCIP	40,000	-	-	-	-	-	40,000
2013-210	Retrofit leaf vacuums with remote control arm (2)	Lease	34,000	-	-	-	-	-	34,000
2013-211	Leaf removal machine	Lease	32,000	33,000	-	-	-	-	65,000
2013-212	Raymond Library - ductwork cleaning	Existing bond	30,000	-	-	-	-	-	30,000
2013-213	Generator - FH # 1	Energy Perf. Cont	25,000	-	-	-	-	-	25,000
2013-214	Generator - FH # 2	Energy Perf. Cont	25,000	-	-	-	-	-	25,000
2013-215	Fire House #6 Window & Door replacement	LOCIP	20,000	-	-	-	-	-	20,000
2013-216	Raymond Library exterior ductwork insulation replacement	Existing bond	20,000	-	-	-	-	-	20,000
2013-217	Fire Station # 2 exterior painting	LOCIP	20,000	-	-	-	-	-	20,000
2013-218	New Public Works garage and operations facility	LOCIP	20,000	3,000,000	30,000,000	-	-	-	33,000,000
2013-219	New Landfill Monitoring Wells	-	-	1,208,000	-	-	-	-	1,208,000
2013-220	Howard / John Street drainage reconstruction - design & construction	-	-	958,000	-	-	-	-	958,000
2013-221	Vehicle wash facility	-	-	850,000	-	-	-	-	850,000
2013-222	South End Senior Center parking lot	-	-	470,000	-	-	-	-	470,000
2013-223	Storm drainage repair	-	-	300,000	-	300,000	-	300,000	1,500,000
2013-224	Firehouse #6 parking lot	-	-	270,000	270,000	280,000	290,000	300,000	1,410,000
2013-225	Automated waste removal truck	-	-	250,000	-	-	-	-	250,000
2013-226	PILOT Program - corrugated metal pipe lining rehab	-	-	225,000	-	-	-	-	225,000
2013-227	Golf Course Diversion Permit	-	-	190,000	-	-	-	-	190,000
2013-228	Willowbrook drainage study	-	-	177,000	-	-	-	-	177,000
2013-229	Burnham Brook drainage study	-	-	165,000	-	-	-	-	165,000
2013-230	Firehouse #2 parking lot	-	-	135,000	-	-	-	-	135,000
2013-231	Gorman Park dam rehabilitation - design	-	-	115,000	-	-	-	-	115,000
2013-232	McAuliffe Park culvert replacement - design and construction	-	-	100,000	-	-	-	-	100,000
2013-233	Dike mower	-	-	99,000	-	-	-	-	99,000
2013-234	McAuliffe Park pedestrian bridge type study	-	-	95,000	-	-	90,000	-	185,000
2013-235	Landfill PCB study	-	-	84,000	-	38,000	39,000	-	198,000
2013-236	Streetscape Improvements - downtown (lights, trees, benches)	-	-	80,000	-	80,000	80,000	80,000	400,000
2013-237	Arbutus Street outfall repair - design and construction	-	-	79,000	-	-	-	-	79,000
2013-238	Backhoe	-	-	75,000	-	-	-	-	75,000
2013-239	Pick-up trucks	-	-	63,000	-	-	-	-	63,000
2013-240	Outfall repair and stabilization	-	-	60,000	60,000	60,000	60,000	60,000	300,000
2013-241	Various bridges- channel maintenance	-	-	60,000	-	-	-	-	60,000
2013-242	Town Hall elevator piston replacement	-	-	40,000	40,000	40,000	40,000	40,000	200,000
2013-243	Porter & Main Streets culverts over Porter Brook- maintenance	-	-	35,000	-	-	-	-	35,000
2013-244	Small dump trucks	-	-	32,000	-	-	-	-	32,000
2013-245	Public Safety Complex duct cleaning	-	-	30,000	-	-	-	-	30,000
2013-246	Economy hybrid vehicles	-	-	27,000	-	-	-	-	27,000
2013-247	Public Works Yard retaining wall replacement- design & construction	-	-	25,000	-	-	-	-	25,000
2013-248	New Landfill Monitoring Wells	-	-	25,000	-	-	-	-	25,000
2013-249	Facilities Maintainer Truck	-	-	25,000	-	-	-	-	25,000
2013-250	Janet Drive replace retaining walls	-	-	25,000	-	-	-	-	25,000
2013-251	Skid steer loader accessories	-	-	25,000	-	-	-	-	25,000
2013-252	Clam bucket	-	-	25,000	-	-	-	-	25,000
2013-253	Roll off trash carts (95 gallon) (450)	-	-	25,000	-	25,000	-	25,000	125,000
2013-254	Fleet Services gas pump canopy	-	-	25,000	-	-	-	-	25,000
2013-255	PSC sidewalk and curb replacement	-	-	20,000	-	-	-	-	20,000
2013-256	Public Safety Complex repaint existing chimney	-	-	20,000	-	-	-	-	20,000

TOWN OF EAST HARTFORD RECOMMENDED CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEARS 2012-2013 THROUGH 2016-2017

REF. #	Project Description	Funding Source	Recommended	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
2013-257	Cemetery all-terrain vehicle		-	20,000	-	-	-	-	20,000
2013-258	Traffic sign machine		-	18,000	-	-	-	-	18,000
2013-259	Overseas storage containers		-	15,000	-	-	-	-	15,000
2013-260	Traffic counters		-	8,000	-	-	-	-	8,000
2013-261	Emergency light tower		-	7,000	-	-	-	-	7,000
2013-262	Transfer Station cardboard compactor		-	7,000	-	-	-	-	7,000
2013-263	GPS Units - 15		-	6,000	-	-	-	-	6,000
2013-264	Enclosed trailer - 16 foot		-	6,000	-	-	-	-	6,000
2013-265	Enclosed trailer		-	6,000	-	-	-	-	6,000
2013-266	Public Safety Complex Fire Department lobby door replacement		-	5,000	-	-	-	-	5,000
2013-267	Engineering color plotter		-	4,500	-	-	-	-	4,500
2013-268	Two-way mobile radios		-	4,000	4,000	-	-	-	8,000
2013-269	Wickham Library Pipe insulation		-	3,000	-	-	-	-	3,000
2013-270	Vibratory plate compactor		-	3,000	-	-	-	-	3,000
2013-271	Fire alarm relocation		-	3,000	-	-	-	-	3,000
2013-272	Landfill PCB remediation		-	1,300	-	-	-	-	1,300
2013-273	Silver Lane Cemetery channel stabilization		-	1,300,000	-	-	-	-	1,300,000
2013-274	Street Sweeper		-	1,100,000	-	-	-	-	1,100,000
2013-275	Gorman Park dam rehabilitation - construction		-	300,000	-	-	-	-	300,000
2013-276	Dump trucks - 10 wheel		-	285,000	-	-	-	-	285,000
2013-277	Front-end loader		-	190,962	-	-	-	-	190,962
2013-278	Dump trucks - 6 wheel		-	185,000	-	-	-	-	185,000
2013-279	Connecticut Blvd. median replacement design		-	167,000	167,000	-	-	-	334,000
2013-280	Tractor/trailer (used)		-	40,000	-	-	-	-	40,000
2013-281	Connecticut Blvd. median replacement construction		-	30,000	-	-	-	-	30,000
2013-282	Silver Lane cemetery building - design & construction		-	-	435,000	-	-	-	435,000
2013-283	Tractor with over fence mower		-	-	123,000	757,000	-	-	880,000
2013-284	Public Safety Complex gas pump canopy		-	-	100,000	-	-	-	100,000
2013-285	Pothole patching vehicle		-	-	25,000	-	-	-	25,000
2013-286	Public Safety Complex shooting range air conditioning		-	-	-	160,000	-	-	160,000
2013-287	Skid steer loader		-	-	-	150,000	-	-	150,000
2013-288	Ecology Drive security cameras		-	-	-	30,000	-	-	30,000
2013-289	Stump grinder		-	-	-	25,000	-	-	25,000
2013-290	Town Hall alarm system		-	-	-	10,000	-	-	10,000
			-	-	-	7,500	-	-	7,500
PUBLIC WORKS TOTAL			19,392,000	34,892,800	51,553,000	3,938,500	19,395,000		116,464,262

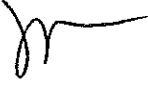
TOWN OF EAST HARTFORD RECOMMENDED CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEARS 2012-2013 THROUGH 2016-2017

REF. #	Project Description	Funding Source	Recommended	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
PARKS AND RECREATION									
2013-301	Tennis court - repairs	LOCIP	128,000	240,000	240,000	-	-	75,000	555,000
2013-302	Dreman Pool - replacement		-	2,000,000	-	-	-	-	2,000,000
2013-303	Martin Pool - replacement		-	2,000,000	-	-	-	-	2,000,000
2013-304	Repair Dam and roadway at Gorman Park Pond		-	150,000	-	-	-	-	150,000
2013-305	McAuliffe Park - improvements		-	125,000	125,000	125,000	-	-	375,000
2013-306	Hockanum River Linear Walkway - Repairs		-	125,000	-	25,000	65,000	-	280,000
2013-307	Replace Pool Decks at Drennan		-	125,000	-	-	-	-	125,000
2013-308	Dog Park Construction		-	120,000	-	-	-	-	120,000
2013-309	Solar Powered Garbage/Recycling Cans for Main Street		-	115,000	-	-	-	-	115,000
2013-310	Portable Stage (Showmobile) Replacement		-	103,500	-	-	-	-	103,500
2013-311	Repaive Parks Maintenance Parking Lot		-	94,000	-	-	-	-	94,000
2013-312	Large Dump Truck		-	89,000	-	-	-	-	89,000
2013-313	Skate park equipment - Second Location		-	75,000	100,000	-	-	-	175,000
2013-314	Roof Replacement for Drennan and Lord Bathhouses		-	72,000	78,000	-	-	-	150,000
2013-315	F850 Dump Truck with Plow		-	67,000	-	-	-	-	67,000
2013-316	Small dump truck with plow		-	50,000	-	-	-	-	50,000
2013-317	EHCCC Phase III - Sealing Bricks below ground sealant		-	40,000	40,000	-	-	40,000	120,000
2013-318	Playescape replacement program		-	36,000	4,000	-	-	-	40,000
2013-319	Martin Park Improvements		-	35,000	-	-	-	-	35,000
2013-320	3 PT Hitch Tractor		-	32,000	-	-	-	-	32,000
2013-321	Pick-up truck		-	30,000	15,000	8,000	8,000	-	59,000
2013-322	VMC Building Repairs		-	30,000	-	-	-	-	30,000
2013-323	Community Garden		-	25,000	25,000	25,000	-	-	75,000
2013-324	Repaving/ Crack Sealing Projects		-	24,000	10,000	10,000	-	-	44,000
2013-325	Backstop and Fencing - Replacement Program		-	24,000	-	-	-	-	24,000
2013-326	Garbage Collection Systems		-	23,000	-	-	-	-	23,000
2013-327	Compressor w/ attachments		-	20,000	-	-	-	-	20,000
2013-328	Exterior Repairs for Brewer House		-	18,000	-	-	-	-	18,000
2013-329	Replace Sidewalks		-	16,000	-	-	-	-	16,000
2013-330	Leaf Vac		-	10,100	-	-	-	-	10,100
2013-331	Gravelly Tractor with Broom		-	8,000	-	-	-	-	8,000
2013-332	Surge pit hatch replacement and starting blocks at Terry Pool		-	8,000	-	-	-	-	8,000
2013-333	EHCCC - Replacement Equipment (chairs, tables, carpet etc.)		-	7,500	-	-	-	-	7,500
2013-334	Parks Maintenance Office furniture replacement		-	6,500	-	-	-	-	6,500
2013-335	Brush Hog Mower for 3 Pt hitch Tractor		-	6,000	6,000	-	-	-	12,000
2013-336	Replacement pool vacuums		-	6,000	3,000	-	-	-	9,000
2013-337	Automatic External Defibrillators - 2-4 units		-	3,000	3,000	3,000	-	-	9,000
2013-338	Various equipment - scheduled replacement		-	150,000	175,000	175,000	200,000	-	600,000
2013-339	Yanner Property Development		-	125,000	75,000	35,000	-	-	235,000
2013-340	Labor Park - improvements		-	125,000	65,000	25,000	-	-	215,000
2013-341	John Deere 450 Bulldozer 4-way blade		-	95,000	-	-	-	-	95,000
2013-342	Large Rotary Mower		-	-	-	84,000	-	-	84,000
PARKS AND RECREATION TOTAL			128,000	6,030,600	1,141,000	651,000	474,000	433,000	8,729,600

TOWN OF EAST HARTFORD RECOMMENDED CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEARS 2012-2013 THROUGH 2016-2017

REF. #	Project Description	Funding Source	Recommended	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
	FIRE								
2013-401	Life Pack replacements and Suction Units	Lease	66,000	66,000	33,000	-	-	-	99,000
2013-402	Public Safety utility vehicle	Lease	30,000	30,000	-	-	-	-	30,000
2013-403	Engine 3		605,000	605,000	-	-	-	-	605,000
2013-404	Station 2		-	-	2,500,000	-	-	-	2,500,000
2013-405	Rescue Squad 1		-	-	615,000	-	-	-	615,000
2013-406	Engine 1		-	-	605,000	-	-	-	605,000
2013-407	Apparatus service truck		-	-	58,000	-	-	-	58,000
2013-408	Public Safety utility vehicle		-	-	29,000	-	-	-	29,000
2013-409	Ladder 2		-	-	-	-	-	-	-
2013-410	Fire Alarm bucket truck		-	-	1,170,000	-	-	-	1,170,000
2013-411	Public Safety utility vehicle		-	-	80,000	-	-	-	80,000
2013-412	Station 1		-	-	30,000	-	-	-	30,000
2013-413	Engine 2		-	-	-	3,000,000	-	-	3,000,000
2013-414	Public Safety utility vehicle		-	-	-	625,000	-	-	625,000
2013-415	Station 6		-	-	-	32,000	-	-	32,000
2013-416	Station 3		-	-	-	-	3,000,000	-	3,000,000
2013-417	Ladder 1		-	-	-	-	3,000,000	-	3,000,000
2013-418	Engine 6		-	-	-	-	1,250,000	-	1,250,000
	FIRE TOTAL		96,000	701,000	3,840,000	1,280,000	3,657,000	7,855,000	17,333,000
	POLICE								
2013-501	Police - rolling stock replacement - cars	Lease	300,000	300,000	300,000	300,000	300,000	300,000	1,500,000
	POLICE TOTAL		300,000	300,000	300,000	300,000	300,000	300,000	1,500,000
	LIBRARY								
2013-601	Archive conversion project		-	12,500	12,500	12,500	12,500	-	50,000
	LIBRARY TOTAL		-	12,500	12,500	12,500	12,500	-	50,000
	GRAND TOTALS		20,176,115	42,197,015	12,003,462	55,846,500	8,407,000	28,008,000	146,461,977
	Less: New bond (pending referendum)		10,000,000						
	Less: Existing bond proceeds		4,765,000						
	Less: Energy Performance Contract		4,350,000						
	Less: LOICP funded		413,115						
	Net Funded by General Fund Lease/Purchase		648,000						
	Total to lease =							758,000	(three pick-up trucks and a dock totaling \$110,000 prior approved)

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: April 19, 2012,
TO: Richard Kehoe, Chairman
FROM: Mayor Marcia A. Leclerc 
RE: RESOLUTION: To Authorize Municipal Tax Exempt Lease Purchase Agreement

Please place on the May 1, 2012 Town Council agenda, attached is the agreement to authorize the purchase of one refuse truck and dumpster to allow the Town to begin picking up solid waste at the Board of Education facilities.

Thank you.

C: M. Walsh, Director of Finance

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

WHEREAS, the Town of East Hartford intends to purchase one refuse truck and dumpsters as part of cooperative agreement with the East Hartford Board of Education to allow the Town to begin picking up solid waste at Board of Education facilities; and

WHEREAS, the cost of the aforementioned capital equipment designated for lease-purchase financing totals \$325,000; and

WHEREAS, the Town will budget \$90,000 in fiscal years 2013-2014 through 2016-2017 in a Special Revenue 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 \$325,000. 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 May 1, 2012.

Angela Attenello, Clerk of the Town Council



MEMORANDUM

DATE: December 30, 2011

TO: Stanley Staron, Purchasing Agent, East Hartford BOE

FROM: Timothy Bockus, Public Works Director
Michael P. Walsh, Director of Finance

TELEPHONE: (860) 291-7372 or (860) 291-7246

RE: BOE Refuse and Recycling Services

By way of this memo, let us provide the East Hartford Board of Education (EHBOE) with an all inclusive price to handle refuse and recycling for the East Hartford School System.

Background

The Town of East Hartford Public Works Department currently provides refuse and recycling collection at curbside for approximately 17,000 residences weekly using town labor forces for solid waste and a third party for recycling collection.

Proposal Narrative

We propose to simply expand our collection schedule to include EHBOE schools and facilities with the pricing reflective of our tip fees for new waste plus equipment costs needed to efficiently complete the collection. We propose to buy one rear packer truck which should last for 7 years. Accordingly, the all inclusive annual cost to the EHBOE for both refuse and recycling pick-up is as follows:

Proposal Cost (assumes a 7-year term)

Year	Est. Tip Fee \$	Equip. Cost \$	Total \$ Cost to BOE
1	43,000	74,000	117,000
2	44,000	73,000	117,000
3	45,000	72,000	117,000
4	46,000	71,000	117,000
5	47,000	70,000	117,000
6	48,000	-0-	48,000
7	49,000	-0-	49,000

RE: BOE Refuse and Recycling Services

This pricing schedule reflects an approximate \$300,000 cost reduction over the 7-year MOU life when compared to existing costs paid by the EHBOE

Other Conditions

The town will supply the EHBOE with the necessary dumpsters for refuse at town cost. The town will also provide the EHBOE with a sufficient number of 95 gallon blue recycling containers with the understanding that the EHBOE will adopt single stream recycling immediately. The blue containers must be placed at suitable, to be determined pick-up locations at each school by BOE staff.

Payment terms:

The annual payment must be paid to the town in one payment at the beginning of the MOU date which we propose to be May 1, 2012.

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


Cc: Marcia A. Leclerc



MEMORANDUM

DATE: April 12, 2012

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: Resolutions to Authorize Two Municipal Tax Exempt Lease Purchase Financings

As part of the recent budget process, the Town Council adopted the Town of East Hartford's 5-year Capital Improvement Plan for the years 2012-2013 through 2016-2017 (copy attached).

With the approved plan in place, I now request that the attached municipal tax exempt lease purchase financing resolution be submitted for their approval to secure funding to pay for the plan.

Additionally, a second resolution is attached which will allow the town to purchase one refuse vehicle and dumpsters so that the town may begin the process of collecting solid waste at Board facilities. The original memo which explains the process is attached for your review.

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

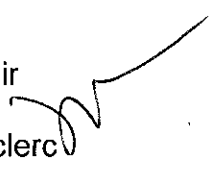
TOWN OF EAST HARTFORD RECOMMENDED CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEARS 2012-2013 THROUGH 2016-2017

REF. #	Project Description	Funding Source	Recommended	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
2013-257	Cemetery all-terrain vehicle			20,000					20,000
2013-258	Traffic sign machine			18,000					18,000
2013-259	Overseas storage containers			15,000					15,000
2013-260	Traffic counters			8,000					8,000
2013-261	Emergency light tower			7,000					7,000
2013-262	Transfer Station cardboard compactor			7,000					7,000
2013-263	GPS Units - 15			6,000					6,000
2013-264	Enclosed trailer - 16 foot			6,000					6,000
2013-265	Enclosed trailer			6,000					6,000
2013-266	Public Safety Complex Fire Department lobby door replacement			6,000					6,000
2013-267	Engineering color plotter			5,000					5,000
2013-268	Two-way mobile radios			4,500					4,500
2013-269	Wickham Library Pipe Insulation			4,000	4,000				8,000
2013-270	Vibratory plate compactor			3,000					3,000
2013-271	Fire alarm relocation			3,000					3,000
2013-272	Landfill PCB remediation			1,300					1,300
2013-273	Silver Lane Cemetery channel stabilization				1,300,000				1,300,000
2013-274	Street Sweeper				1,100,000				1,100,000
2013-275	German Park dam rehabilitation - construction				300,000				300,000
2013-276	Dump trucks - 10 wheel				285,000				285,000
2013-277	Front-end loader				190,962				190,962
2013-278	Dump trucks - 6 wheel				185,000				185,000
2013-279	Connecticut Blvd. median replacement design				167,000	167,000			334,000
2013-280	Tractor/trailer (used)				40,000				40,000
2013-281	Connecticut Blvd. median replacement construction				30,000				30,000
2013-282	Silver Lane cemetery building- design & construction					435,000			435,000
2013-283	Tractor with over fence mower					123,000			123,000
2013-284	Public Safety Complex gas pump canopy					100,000			100,000
2013-285	Pothole patching vehicle					25,000			25,000
2013-286	Public Safety Complex shooting range air conditioning						160,000		160,000
2013-287	Skid steer loader						150,000		150,000
2013-288	Ecology Drive security cameras						30,000		30,000
2013-289	Stump grinder						25,000		25,000
2013-290	Town Hall alarm system						10,000		10,000
							7,500		7,500
PUBLIC WORKS TOTAL			19,392,000	34,892,800	6,684,962	51,553,000	3,938,500	19,395,000	116,464,262

TOWN OF EAST HARTFORD RECOMMENDED CAPITAL IMPROVEMENT PROGRAM FOR THE FISCAL YEARS 2012-2013 THROUGH 2016-2017

REF. #	Project Description	Funding Source	Recommended	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	TOTAL
PARKS AND RECREATION									
2013-301	Tennis court - repairs	LOCTP							
2013-302	Drennan Pool - replacement		128,000	240,000				75,000	555,000
2013-303	Martin Pool - replacement			2,000,000					2,000,000
2013-304	Repair Dam and roadway at Gorman Park Pond			2,000,000					2,000,000
2013-305	McAuliffe Park - improvements			150,000					150,000
2013-306	Hockanum River Linear Walkway - Repairs			125,000	125,000				375,000
2013-307	Replace Pool Decks at Drennan			125,000	25,000		65,000		280,000
2013-308	Dog Park Construction			120,000					120,000
2013-309	Solar Powered Garbage/Recycling Cans for Main Street			115,000					115,000
2013-310	Portable Stage (Showmobile) Replacement			103,500					103,500
2013-311	Repave Parks Maintenance Parking Lot			94,000					94,000
2013-312	Large Dump Truck			89,000					89,000
2013-313	State park equipment - Second Location			75,000	100,000				175,000
2013-314	Roof Replacement for Drennan and Lord Bathhouses			75,000					75,000
2013-315	1550 Dump Truck with Plow			72,000	78,000				150,000
2013-316	Small dump truck with plow			67,000					67,000
2013-317	EHCCC Phase III - Sealing Bricks below ground sealant			50,000					50,000
2013-318	Playscape replacement program			40,000	40,000				80,000
2013-319	Martin Park Improvements			36,000	4,000		40,000		80,000
2013-320	3 PT Hitch Tractor			35,000			4,000		39,000
2013-321	Pick-up truck			32,000					32,000
2013-322	VMC Building Repairs			30,000	15,000		8,000		53,000
2013-323	Community Garden			30,000					30,000
2013-324	Repaving/Crack Sealing Projects			25,000	25,000				50,000
2013-325	Backstop and Fencing - Replacement Program			24,000	10,000				34,000
2013-326	Garbage Collection Systems			24,000			10,000		34,000
2013-327	Compressor w/ attachments			23,000					23,000
2013-328	Exterior Repairs for Brewer House			20,000					20,000
2013-329	Replace Sidewalks			18,000					18,000
2013-330	Leaf Vac			16,000					16,000
2013-331	Gravelly Tractor with Broom			10,100					10,100
2013-332	Surge pit hatch replacement and starting blocks at Terry Pool			8,000					8,000
2013-333	EHCCC - Replacement Equipment (chairs, tables, carpet etc.)			8,000					8,000
2013-334	Parks Maintenance Office furniture replacement			7,500					7,500
2013-335	Brush Hog Mower for 3 Pt hitch Tractor			6,500					6,500
2013-336	Replacement pool vacuums			6,000	6,000				12,000
2013-337	Automatic External Debrillators - 2-4 units			6,000	3,000		3,000		12,000
2013-338	Various equipment - scheduled replacement			150,000	175,000				325,000
2013-339	Yanmer Property Development			125,000	75,000				200,000
2013-340	Labor Park - improvements			125,000			35,000		160,000
2013-341	John Deere 450 Bulldozer 4-way blade			125,000	65,000				190,000
2013-342	Large Rotary Mower			95,000			84,000		179,000
PARKS AND RECREATION TOTAL			128,000	6,030,500	1,141,000	651,000	474,000	433,000	8,729,600

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: April 18, 2012
TO: Richard Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: Resolution: Better Buildings Challenge Community Partnership Agreement

Please place on the Town Council agenda for the May 1, 2012 meeting, this agreement in partnership with the Department of Energy to participate in its Better Buildings Challenge Program. It will provide technical assistance and energy efficiency implementation models to support the Town's commitment to measure, track and improve energy performance.

Thank you.

C: M. Walsh, Director of Finance
T. Bockus, Director of Public Works
C. Fravel, Grants Administrator

MARCIA A. LECLERC
MAYOR

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

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

GRANTS ADMINISTRATION

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE U.S. DEPARTMENT OF ENERGY BETTER BUILDINGS
CHALLENGE COMMUNITY PARTNERSHIP AGREEMENT**

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 at the East Hartford Town Council Chambers, 740 Main Street, East Hartford, Connecticut on the 1st day of May, 2012.

WHEREAS, the Town of East Hartford has initiated a number of energy savings projects including:

- A TransCanada electricity purchase agreement whereby a portion of the electric generation is from hydro, a renewable energy source;
- Two Energy Performance Contracts totaling \$12.2 million with \$6 million paid for with the proceeds of a Qualified Energy Conservation Bond that included a 70% federal interest subsidy;
- The construction of a LEEDS certified Firehouse; and
- Two ARRA projects for LED traffic signals and a more efficient rooftop HVAC unit for use here at Town Hall, and

WHEREAS, the Town of East Hartford is currently exploring the competitive market for up to five solar canopy arrays using zero emission reusable energy credits as the partial funding source and will be exploring the competitive market for energy efficient streetlight replacements for our community, and

WHEREAS, based on the collective body of energy efficiency work completed and the unfinished body of work in progress, the U. S. Department of Energy has invited East Hartford to join the Better Buildings Challenge, a recent Presidential leadership initiative which seeks to create jobs through energy efficiency while preserving natural resources, and

WHEREAS, the Town desires to participate by committing to provide leadership to other communities, publicly pledging to improve energy efficiency by 20% by 2020, and by providing an initial showcase project within the coming year.


NOW THEREFORE BE IT RESOLVED, that the Mayor of the Town of East Hartford is authorized to enter into the Better Buildings Challenge Community Partnership Agreement. The details of the agreement shall be mutually determined between the Mayor and the U. S. Department of Energy, whose signatures will indicate approval of specific terms and conditions.

AND I DO FURTHER CERTIFY that the above resolution has not been in any wise 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 May, 2012.

Angela M. Attenello, Town Council Clerk

seal

To: Marcia A. Leclerc, Mayor
From: Clare Fravel, Grants Administrator 
Timothy A. Bockus, Director of Public Works
Michael P. Walsh, Finance Director
Date: 4/18/2012
Re: May 1, 2012 Town Council Agenda: Better Buildings Challenge
Community Partnership Agreement

The U.S. Department of Energy (Energy Efficiency & Renewable Energy division) has invited the Town of East Hartford to participate in its Better Buildings Challenge program. This Presidential leadership initiative calls on state, local and community leaders to make a significant commitment to building energy efficiency.

As a *Community Partner*, the Town of East Hartford would agree to publicly pledge to improve the energy intensity of its portfolio by at least 20% by 2020; publicly announce a showcase project to be initiated within 9 months; and to share information on the energy efficiency implementation models used to achieve the energy savings commitment.

Through this partnership the Department of Energy will provide technical assistance and energy efficiency implementation models to support the Town's commitment to measure, track and improve energy performance; will connect the Town with financial and utility *Allies* to provide services, financing and other resources to evaluate and support energy efficiency projects; and will provide national recognition to *Community Partners* for achieving program milestones and energy efficiency results.

The attached Resolution will authorize you as Mayor to enter into the Better Buildings Challenge Community Partnership Agreement (attached). We are requesting that this item be placed on the Town Council agenda for their meeting to be held May 1, 2012.

Attachment: Resolution
Agreement

Better Buildings Challenge

Community Partnership Agreement

The **Better Buildings Challenge** is a Presidential leadership initiative which calls on chief executive officers, university presidents, and state and local leaders to create American jobs through energy efficiency. **Community Partners** will make public commitments to action — specifically committing to advocate for energy efficiency and develop innovative partnerships and approaches to reduce energy intensity within their communities — and implement their plans to achieve lasting energy savings, improve our environment, and reduce our dependency on foreign oil.

The Partner Agrees to:

✓ Commit

- Assign a senior leader and primary point of contact to fulfill Better Buildings Challenge commitments within 1 month
- Publicly pledge to improve the energy intensity of your portfolio by at least 20% by 2020 and work with local businesses, universities and other organizations and encourage them to assess opportunities to promote measurable energy efficiency savings
- Develop an organization wide plan with energy reduction milestones to achieve energy savings commitment within 6 months

✓ Take Action

- Publicly announce an initial showcase project (e.g. retrofit, retro commissioning) within 3 months and initiate the project within 9 months.
- Announce the use of one or more energy efficiency implementation models within 6 months

✓ Report Results

- Share information on the energy efficiency implementation models used to achieve the energy-savings commitment
- Make available portfolio-wide facility-level energy performance information within 6 months and every 6 months thereafter
- Provide regular updates on progress with showcase projects and energy efficiency implementation models, energy savings across the organization, and energy performance at the facility level as the basis for recognition
- Share successful energy efficiency initiatives with the Better Buildings Challenge Network

The Department of Energy (DOE) Agrees to:

✓ Assist

- Provide technical assistance and energy efficiency implementation models to support Community Partners' commitment to measure, track, and improve energy performance
- Collaborate with Community Partner on a regular basis

✓ Connect

- Establish a marketplace of energy efficiency stakeholders, such as government, industry, utilities, service providers, financial institutions, and technology companies
- Connect Community Partners with Allies that commit to transparency and good faith efforts to provide products, services, financing and other resources to evaluate and support energy efficiency projects

✓ Recognize Success

- Provide national recognition to Community Partners for achieving program milestones and energy efficiency results
- Recognize Community Partners who leverage, develop, and share innovative and cost-effective energy efficiency implementation models

Agreement:

My organization is committed to continuous improvement in energy efficiency. We agree to the Better Buildings Challenge General Terms.

Senior Leader/ Government Leader


Contact Information:

Company: _____ Address: _____
Name: _____ Phone Number: _____
Title: _____ E-mail: _____
More Specific Commitment: _____

General Terms

- Both parties concur that this agreement is wholly voluntary and may be terminated by either party at any time, and for any reason, with no penalty.
- Partner will not construe, claim, or imply that its participation in the Better Buildings Challenge constitutes federal government approval, acceptance, or endorsement of anything other than Partner's commitment to the program.
- Partner understands its participation in the Better Buildings Challenge does not constitute federal government endorsement of Partner or its buildings, homes, products, services, or facilities.
- Partner understands that the activities it undertakes in connection with the Better Buildings Challenge are voluntary and not intended to provide services to the federal government. Partner will not submit a claim for compensation to any federal agency.
- The Better Buildings Challenge will honor all requests to keep the Partner's information and data 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: 4/24/2012
TO: Richard F. Kehoe, Town Council Chairman
FROM: Mayor Marcia A. Leclerc 
RE: Investing In East Hartford; "The Improving East Hartford Program"

Attached please find the amended "Improving East Hartford Program" Resolution. In an effort to stimulate the growth of our grand list growth and to facilitate reinvestment in our mature housing stock and commercial property throughout town the following is being presented to the council for consideration.

Please place this item on the Town Council Agenda for May 1, 2012.

The following steps must take place to adopt the "The Improving East Hartford Program".

1. The Council must refer this item to the Planning & Zoning Commission for review.
2. A public hearing must be scheduled & held to denote the changes in the "Improving East Hartford Program" Resolution.
3. The Council must call a Vote on the Resolution

Should you have any questions regarding this program please feel free to contact me.

Thank you.

EAST HARTFORD TOWN COUNCIL

RESOLUTION

WHEREAS, the Town Council of the Town of East Hartford wishes to encourage the improvement or repair of structures, or facilities appurtenant thereto or, in areas designated as rehabilitation areas within the Town of East Hartford, (such improvement or repairs constituting a "Rehabilitation" as defined under Connecticut General Statutes §12-65c(b)), and

WHEREAS, Connecticut General Statutes §12-65e allows for the deferral of increases in assessments attributable to Rehabilitation, and

WHEREAS, Pursuant to Connecticut General Statutes Section 12-65d, the Town of East Hartford wishes to designate the entire Town of East Hartford as a "Rehabilitation Area", as defined by Connecticut General Statutes Section 12-65c(a), and

WHEREAS, the Town of East Hartford wishes to set forth eligibility criteria for the deferral of increases in assessments attributable to Rehabilitation;

NOW THEREFORE BE IT RESOLVED, that the Town of East Hartford hereby designates the entire Town of East Hartford as a Rehabilitation Area as defined by Connecticut General Statutes §12-65c(a).

BE IT FURTHER RESOLVED that the Town of East Hartford adopts the definition of Rehabilitation as set forth in Connecticut General Statutes §12-65c(b).

BE IT FURTHER RESOLVED that the following criteria be established for eligibility of real property within the Rehabilitation Area for the deferral of any increased assessment attributable to Rehabilitation,

1. The proposed Rehabilitation must increase the assessed value of the improvements upon residential , or non-residential, real property by at least the percentages outlined in the assessment deferral schedules set forth herein.

2. For residential real property, the existing structure that is the subject of the proposed Rehabilitation must be at least twenty-five (25) years old. Improvements may be required to include exterior renovations. The construction of new multi-family rental housing or cooperative housing units will not be eligible for assessment deferral.
3. For non-residential real property, the existing structure that is the subject of the proposed Rehabilitation must be at least thirty (30) years old. Improvements may be required to include exterior renovations.
4. All necessary permits including building, zoning, wetlands and special use, shall be acquired prior to application for the assessment deferral.
5. The Rehabilitation must be completed within one (1) year of the approval of the application for the assessment deferral.
6. The Rehabilitation must be compatible with the East Hartford Plan of Conservation and Development and consistent with the Town's Subdivision, Zoning and Inland Wetlands regulations.
7. All taxes due to the Town of East Hartford for the applicable real property (and the improvements thereon) shall be current.

BE IT FURTHER RESOLVED, that any owner of real property may prepare and present an application for deferral of increased assessment of real property resulting from Rehabilitation of real property in the Rehabilitation Area to the Assessor, who shall determine the existing assessment for the existing improvements thereon, and the proposed adjusted assessment based on the completion of the Rehabilitation as submitted. The Assessor will provide such determination to the Town's Development office, which will work with the Towns' Corporation Counsel to prepare a tax deferral agreement. Each application shall include a fifty dollar (\$50) non-refundable application fee.

BE IT FURTHER RESOLVED, The Assessor shall approve the exemption upon the issuance of a certificate of occupancy, if required, and the final inspection and certification by the Director of Inspections and Permits that the Rehabilitation and the structures or facilities being Rehabilitated are in conformance with these criteria and all applicable provisions of the State Building Code, state Health Code and all local Housing Codes.

BE IT FURTHER RESOLVED, the deferral of increased assessment with respect to the Rehabilitation will be in accordance with the following assessment deferral schedules and conditions:

RESIDENTIAL

Tax Deferral
Exemption Schedule of
Increased Value Required percent (10 %)

YEARS

1	100%
2	75%
3	50%
4	25%

NON-RESIDENTIAL

Tax Deferral
Exemption Schedule of
Increased Value Required percent (25 %)

YEARS

1	100%
2	83%
3	67%
4	50%
5	37%
6	20%
7	7%

NON-RESIDENTIAL

Tax Deferral Exemption Schedule of
Increased Value Required percent (50% or greater)

YEARS

1	100%
2	90%
3	80%
4	70%
5	60%
6	50%
7	40%
8	30%
9	20%
10	10%

- a) Any such tax deferral shall be contingent upon the continued use of the property for the purposes stated in the application.
- b) The continuance of any such tax deferral shall be contingent upon the property remaining in compliance with all town ordinances and codes, including but not limited to building, housing, health and safety codes.
- c) The tax deferral shall cease upon the failure of the property owner to pay any taxes due on said property when due.
- d) Residential properties must be owner-occupied.
- e) Properties owned by not-for-profit organizations will not be eligible for the above tax deferral program.
- f) Improvements funded by the Town are not eligible for the above tax deferral program.
- g) Residential properties where the Rehabilitation does not meet the ten (10%) per cent increased value percent, but does increase the assessed value by at least five (5%) percent, shall have their Town Permit Fees waived with respect to the Rehabilitation.
- h) Non-residential properties where the Rehabilitation does not meet or exceed a twenty-five (25%) percent increase in value , but does increase the assessed value by at least five (5%) percent, shall have their Town Permit Fees waived with respect to the Rehabilitation

BE IT FURTHER RESOLVED, In the event of a general revaluation in any year after the year in which such Rehabilitation is completed resulting in any increase in the assessment on such real property, only that portion of the increase resulting from such Rehabilitation shall be deferred. Also, in the event of a general revaluation in any year after the year in which such Rehabilitation is completed, such deferred assessment shall

be increased or decreased in proportion to the increase or decrease in the total assessment on such real property as a result of such general revaluation.

BE IT FURTHER RESOLVED, this resolution shall take effect ten (10) days after publication in a newspaper having a circulation in the Town of East Hartford and shall automatically terminate five (5) years from said effective date, unless extended or renewed by action of the Town Council.

The Town of East Hartford
 Analysis of "Improving East Hartford"

Schedule 1 - Residential (10% assessment value increase required)

			Mill Rate	Tax
Base assessment	\$	125,000	34.42	\$ 4,303
New assessment		137,500	34.42	4,733
Increase	<u>\$</u>	<u>12,500</u>	10%	

Year	Deferral %	Savings
1	100%	430
2	75%	323
3	50%	215
4	25%	108

Tax savings \$ 1,076

Permit cost \$ 640

Note: Not all improvement investments increase assessed value

The Town of East Hartford
 Analysis of "Improving East Hartford"

Schedule 1 - Residential (10% assessment value increase required)

		<u>Mill Rate</u>	<u>Tax</u>
Base assessment	\$ 106,560	34.42	\$ 3,668
New assessment	110,680	34.42	3,810
Increase	\$ 4,120	4%	

<u>Year</u>	<u>Deferral %</u>	<u>Savings</u>
1	100%	142
2	75%	106
3	50%	71
4	25%	35

Tax savings \$ 355

Permit cost \$ 590

Note: Not all improvement investments increase assessed value

The Town of East Hartford
 Analysis of "Improving East Hartford"

Schedule 2 - Retail and Commercial (25% assessment value increase required)

		<u>Mill Rate</u>	<u>Tax</u>
Base assessment	\$ 1,000,000	34.42	\$ 34,420
New assessment	1,250,000	34.42	43,025
Increase	\$ 250,000	25%	

Year	Deferral %	Savings
1	100%	8,605
2	83%	7,142
3	67%	5,765
4	50%	4,303
5	37%	3,184
6	20%	1,721
7	7%	602

Tax savings \$ 31,322

Permit cost \$ 6,265

Note: Not all improvement investments increase assessed value

The Town of East Hartford
 Analysis of "Improving East Hartford"

Schedule 2 - Retail and Commercial (25% assessment value increase required)

		<u>Mill Rate</u>	<u>Tax</u>
Base assessment	\$ 444,580	34.42	\$ 15,302
New assessment	465,980	34.42	16,039
Increase	\$ 21,400	5%	

Year	Deferral %	Savings
1	100%	737
2	83%	611
3	67%	494
4	50%	368
5	37%	273
6	20%	147
7	7%	52

Tax savings \$ 2,681

Permit cost \$ 5,865

Note: Not all improvement investments increase assessed value

The Town of East Hartford
 Analysis of "Improving East Hartford"

Schedule 3 - "The First Five" (50% assessment value increase required)

		<u>Mill Rate</u>	<u>Tax</u>
Base assessment	\$ 1,000,000 .	34.42	\$ 34,420
New assessment	1,500,000	34.42	51,630
Increase	<u>\$ 500,000</u>	50%	

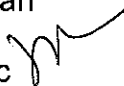
<u>Year</u>	<u>Deferral %</u>	<u>Savings</u>
1	100%	17,210
2	90%	15,489
3	80%	13,768
4	70%	12,047
5	60%	10,326
6	50%	8,605
7	40%	6,884
8	30%	5,163
9	20%	3,442
10	10%	1,721

Tax savings \$ 94,655

Permit cost \$ 12,515

Note: Not all improvement investments increase assessed value

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: April 18, 2012
TO: Richard Kehoe, Chairman
FROM: Mayor Marcia A. Leclerc 
RE: REFERRAL: Tax Policy Committee

I am forwarding for your review, the attached memo from our Finance Director requesting abatement of taxes assessed on 1535-1537 Forbes Street. Also, additional tax exemption letters, a tax statement of account, and a copy of Town Ordinance 10-4 are also included for your review.

Please place this on the Town Council Agenda for May 1, 2012 for referral to the Tax Policy Committee for their review.

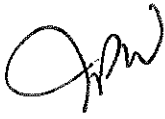
C: M. Walsh, Finance Director
I. Laurenza, Tax Collector



MEMORANDUM

DATE: April 18, 2012

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: 1535-1537 Forbes Street/Property Tax Abatement/Ordinance 10-4

By way of this memo, attached please find a letter dated March 28, 2012 to Tax Collector Iris Laurenza requesting abatement of taxes assessed on 1535-1537 Forbes Street. Additional tax exemption letters, a tax statement of account, and a copy of Town Ordinance 10-4 are also included for your review.

Briefly, these properties were owned by a tax exempt organization who vacated the property. At that point in time, the Assessor added the properties back to the taxable grand list and bills were produced totaling \$22,151.97 through May 31, 2012.

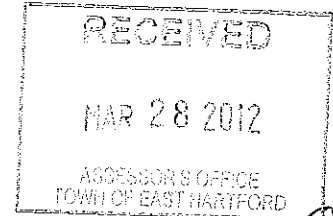
A new tax exempt organization, the Seventh-day Adventist Church, purchased the properties and has satisfied the Assessor with respect to its tax exempt status going forward.

Under town ordinance 10-4, the new owner can make an application to the Tax Collector for repayment/abatement of these amounts due provided the Town Council approves the request.

Accordingly, I request this item be referred to the Town Council for approval at their May 1, 2012 meeting. I will be on hand to discuss this in more detail if questions arise.

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

Copy



Delroy Alexander Shirley, Esq.

2 Park Place Towers, Apt. 12J
Hartford, CT 06106
860.951.3451
Daashirley@aol.com

March 28, 2012

Iris K. Laurenza
Collector of Revenue
Town of East Hartford
740 Main Street
East Hartford, CT 06108

**Re: Northeastern Conference of Seventh-day Adventist
Charity Seventh-day Adventist Church
1535 Forbes Street, East Hartford, CT
1537 Forbes Street, East Hartford, CT**

Dear Ms. Laurenza,

Enclosed herewith is a letter from the U. S. Department of the Treasury, Internal Revenue Service, dated June 26, 2000, and Ebenezer Agboka, Treasurer, of the Northeastern Conference of Seventh-day Adventist ("Northeastern Conference"), dated July 13, 2011, acknowledging the exempt status of the above-referenced religious entities.

On or about February 16, 2011, the Northeastern Conference purchased real properties located at 1535 and 1537 Forbes Street in the Town of East Hartford to accommodate the religious services of Charity Seventh-day Adventist Church, a religious organization created and functioning under its leadership and direction. Thus, pursuant to Section 12-81 of the Connecticut General Statutes and Section 10-4 of the Town of East Hartford Code of Ordinances, the aforementioned real properties are tax exempted as of the date of acquisition.

Accordingly, the request is made hereby that real (and any personal) property taxes assessed and levied against aforesaid real properties be abated.

Should there be any questions relative to this matter, please promptly contact me at 860.951.3451.

Sincerely,

A large, stylized handwritten signature in black ink, appearing to read "Delroy Shirley".

Delroy Alexander Shirley, Esq.



SEVENTH-DAY
ADVENTIST
CHURCH

Northeastern Conference

Treasury Department

115-50 Merrick Boulevard
Jamaica, NY 11434-1896
Tel. 718-291-8006
Fax 718-739-5133
<http://www.northeastern.org>

July 13, 2011

TO WHOM IT MAY CONCERN:

This is to certify that the **Charity Seventh-day Adventist Church** located at 1535 Forbes Street, East Hartford, Connecticut 06118-3316 is one of our churches in the sisterhood of churches for the Northeastern Conference of Seventh-day Adventists.

The Northeastern Conference of SDA is a subordinate organization of the parent world church organization; namely, the General Conference of Seventh-day Adventists. The General Conference of Seventh-day Adventists is exempt from federal income tax under section 501(c)(3) of the Internal Code and is classified as a public charity; and not a private foundation. With this explanation, the **Charity Seventh-day Adventist Church** is eligible to be included in the blanket coverage of the 501(c)(3) exempt status issued to the parent world church organization.

We have attached the necessary information to substantiate our present status and situation. If you need further assistance, please do not hesitate to contact our office.

Any courtesies extended to the **Charity Seventh-day Adventist Church** will be greatly appreciated.

Thank you.

Sincerely,

Ebenezer Agboka, CPA, CICA
Treasurer

sb

Enclosures

Internal Revenue Service

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: June 26, 2000

Person to Contact:
Miss Hensley 31-03886
Customer Service Representative
Toll Free Telephone Number:
8:00 A.M. to 9:30 P.M. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
13-1865286
Group Exemption Number:
1071

Northeastern Conference of Seventh
Day Adventists
115-50 Merrick Blvd.
Jamaica, NY 11434-1852

Dear Sir or Madam:

This is in response to your request for affirmation of your organization's exempt status.

Our records indicate that your organization is included in a group ruling issued to General Conference of Seventh Day Adventist, which is located in Silver Spring, Maryland.

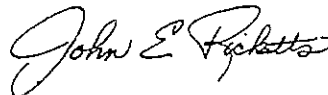
General Conference of Seventh Day Adventist is exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code and is classified as a public charity, and not a private foundation, because it is described in sections 509(a)(1) and 170(b)(1)(A)(i) of the Code as a church.

As your organization is included in a group ruling, it does not have an individual exemption letter. The group exemption letter applies to all of the subordinate organizations on whose behalf General Conference of Seventh Day Adventist has applied for recognition of exemption. This means your organization is also exempt under section 501(c)(3) of the Code.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



John E. Ricketts
Director, TE/GE CAS

Cell - 860 - 416 - 2142 Fitz Nelson

Inquiry Report
 Bill#
 Unique_id
 Dist

TOWN OF EAST HARTFORD
 Name
 Address
 City/State/Zip

Interest Date : 05/31/2012
 Prop Loc/Veh.Info./Plan-Sew
 MBL/LINK #
 Flags

Page : 1
 Tax Due
 Int Due
 L/F/Bint Due

2010-01-0016536-00
 00004739
 NORTHEASTERN CONFERENCE OF SEVENTH
 1537 FORBES ST
 E HARTFORD CT 06108
 DAY ADVENTIST
 1537 FORBES ST
 40
 1/PT LINK # 0000--00000000

TOT Inst
 TOT Adj
 TOT Paid

Balance
 Due Now
 Discount

2010-01-0016537-01
 00004737
 NORTHEASTERN CONFERENCE OF SEVENTH DAY
 1535 FORBES ST
 EAST HARTFORD CT 06118
 ADVENTIST
 1535 FORBES ST
 40
 1 LINK # 0000--00000000

TOT Inst
 TOT Adj
 TOT Paid

Balance
 Due Now
 Discount

Of Acct (s) : 2

19,778.54
 0.00
 0.00
 19,778.54
 2,373.43
 0.00
 22,151.97
 22,151.97
 0.00

**CHAPTER 10. Finance
and Taxation**

Sec. 10-4. Property Tax
Exemption for Religious

Sec. 10-5. Definitions.

obsolescence or damage, provided no Director has indicated an interest in the property within fourteen days of notice of intent to dispose by the Mayor, and provided further, that if such furniture or equipment has some use other than for town use, such furniture or equipment shall be disposed by auction or other means of sale. The Mayor shall notify in writing the town Council of any disposal or auction of property pursuant to this section prior to such disposal or auction.

(d) Notwithstanding the provisions of subsection (a) of this section, the Chief of Police is authorized to dispose of found property in accordance with the provisions of Sections 50-10 through 50-14, inclusive, of the Connecticut General Statutes, which the town adopts by reference. The town may also dispose of property as authorized by State Statutes, including but not limited to the provisions of Section 47a-42 of the Connecticut General Statutes.

Voted: 11-03-04
Published: 11-10-04
Effective: 12-01-04

**Sec. 10-4. Property Tax Exemption for Religious Houses:
Reimbursement of Previously Paid Taxes. 2**

The property tax exemption authorized by Section 12-81 of the Connecticut General Statutes, Paragraphs (13) and (15) shall be effective as of the date of acquisition of the real property by the Connecticut religious organization for its use as a house of religious worship or parish house. Any tax paid by said religious organization for a period subsequent to the date and/or for any tax paid by the prior owner for a period subsequent to the date for which such organization reimbursed such owner of the transfer of title, shall be reimbursed by the town upon application to the Collector of Revenue by the organization and upon submission by him to the Town Council which shall approve or disapprove the reimbursement. If approved by the Council, payment shall be made by the Director of Finance.

2 Editor's Note: This section was codified as Sec. 8-11 of the 1970 Code.

**ARTICLE 2. PURCHASES AND PUBLIC WORKS
CONTRACTS"**

Sec. 10-5. Definitions.

For the purposes of this Article the following terms, phrases, words

° Charter reference: As to requirement of sealed bids, see Sec. 5.6(c)

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

April 10, 2012

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

**Re: Outdoor Amusement Permit Application -
"Gengras Harley-Davidson Open House Demo Days"**

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by **Gengras Motor Cars, Inc. by Hannah Gavin, its Events Coordinator**. The applicant seeks to conduct a 2 day demonstration event of Harley-Davidson motorcycles for customers to take test rides on, provide music, food and vendors at **Gengras Motorcycle, Inc. located at 221 Governor Street**, on the following dates and times in 2012:

Saturday, May 5th	9AM – 5PM	Music	9AM – 5PM
Sunday, May 6th	9AM – 4PM	Music	9AM – 4PM

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 **Parks & Recreation and Fire Departments** approve the application as submitted.

The **Health Department** reviewed the application and states that approval is recommended provided that an application for a temporary food service permit is submitted to the Health Department at least two weeks prior to the event.

The **Public Works Department** recommends that the application be approved subject to the following condition:

- Group demo ride routes should avoid roads through residential neighborhoods.

The **Inspections and Permits Department** approves the application as submitted and states that tents and generators will require permits.

The **Police Department** conducted a review of the application and the following comment/recommendation is 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 event that the police manpower required for this event exceeds the Department's normal patrol complement, some overtime hiring may be necessary. As an event that is not Town sponsored, this expense will have to be borne by the applicant. The number of officers and cost of such overtime hiring if necessary is yet to be determined.

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Siros". The signature is stylized and cursive.

Mark J. Siros
Chief of Police

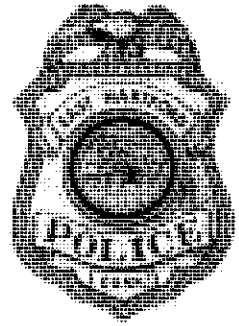
xc: Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

SUPPORT 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:
Gengras Harley-Davidson Open House Demo Days
2. Date(s) of Event:
Saturday May 5th & Sunday May 6th
3. Applicant's name, home & work phone numbers, home address, and e-mail address:
Gengras Motor Cars, Inc.
300 CT Blvd, East Hartford, CT 06108
By: Hannah Gavin, Events Coordinator Home: 860-967-7012 Work: 860-528-7200
1736 Exeter Road Lebanon, CT 06249 hgavin@gengras.com
4. If partnership, corporation, club, or association, list names of all partners or officers and business address.
Skip Gengras, Chip Gengras, Jonathon Gengras, Gengras Motorcycles Inc.,
300 Connecticut Blvd, East Hartford CT 06108
5. List the location of the proposed amusement: (Name of facility and address)
Gengras Motorcycles Inc., 221 Governor Street, East Hartford CT 06108
6. List the dates and hours of operation for each day (if locations changes on a particular day, please list):
Saturday May 5th 9:00 A.M.- 5:00 P.M.
Sunday May 6th 9:00 A.M.-4:00 P.M.
7. Provide a detailed description of the proposed amusement:
Harley Demo Truck brings in demo bikes for customers to take rides on, there will be music, food and vendors.
8. Will Music or Other Entertainment Be Provided Out-Of-Doors?
Yes, Saturday May 5th 9:00 A.M.- 5:00 P.M.
Sunday May 6th 9:00 A.M.-4:00 P.M.
Sunday we will be open one hour later than our normal times
 - 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?
Ages 16 and up for the demos, all ages for music and food.
10. What is the expected attendance at the proposed amusement:
(If more than one performance, indicate time / day / date and anticipated attendance for each.)
May 5th 250 people May 6th 150 people

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:

Due to Processes in place, crowd impact will be minimal. Gengras Harley-Davidson provides ample car and motorcycle parking on premises and across the street at Gengras Chrysler Dodge & Jeep.

b. Traffic Control and Flow Plan at Site & Impact on Surrounding / Supporting Streets:

We anticipate no impact for local street traffic as we will be immediately directing attendees to the appropriate lots. Also, we are easily accessible from Main Street, Governor Street, Connecticut Blvd, I-84, and Rte. 2. Customers will have several travel options to arrive at the dealership.

c. Parking Plan On Site & Impact on Surrounding / Supporting Streets:

There will be little to no impact is anticipated for surrounding streets. Staff will be directing traffic to appropriate lots for parking.

d. Noise Impact on Neighborhood:

Noise impact will be minimal. Gengras Motorcycles is located in a commercial building zone where Gengras Motor Group businesses are located. Neighboring businesses or homes will not be affected.

e. Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement:

Gengras Harley-Davidson and Hartford H.O.G. Staff will be responsible for trash disposal.

f. List expected general disruption to neighborhood's normal life and activities:

None

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:

Entrances will be kept clear in case of emergency. Also a fire/emergency lane will remain open throughout the event.

b. Provisions for Notification of Proper Authorities in the Case of an Emergency:

Multiple on-site phones will be available in case of an emergency.

c. Any Provision for On-Site Emergency Medical Services:

None

d. Crowd Control Plan:

Rides will be leaving on a set schedule so crowd control will not be an issue. There will be designated areas for waiting for the next ride. Event staff members will be briefed in case of a crowd control issue.

e. If on Town Property, the Plan for the Return of the Amusement Site to Pre-Amusement Condition:

N/A

f. Provision of sanitary facilities:

In addition to on site restrooms, we will provide 2 port-o-lettes.

13. Will food be provided, served, or sold on site:

Food available **Yes AND Yes** contact has been made with the East Hartford Health

Department

14. Does the Proposed Amusement Involve the Sale and/or Provision of Alcoholic Beverages to Amusement Attendees,

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)

Hannah Gavin

(Printed Name)

3/21/12

(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

Received By:



Employee Number:

9019

Date & Time Signed: March 26, 2014 7:56 AM ~~PM~~

Time remaining before event: 30⁺ days.

FIM



Mark J. Sirois
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 5 and May 6, 2012**

Event: **Gengras Harley-Davidson Open House Demo Days**

Applicant: **Gengras Motor Cars, Inc. by Hannah Gavin, its Events Coordinator**

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, Assistant Fire Chief

April, 9, 2012

Signature

Date

Comments:

Health



Mark J. Sirois
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: May 5 and May 6, 2012

Event: Gengras Harley-Davidson Open House Demo Days

Applicant: Gengras Motor Cars, Inc. by Hannah Gavin, its Events Coordinator

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

Michael O'Connell
Signature

Michael O'Connell

3/22/12
Date

Comments:

Approval is recommended, provided that an application for a temporary food service permit is submitted to the Health Department at least two weeks prior to the event.

Parks Rec



Mark J. Sirois
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: May 5 and May 6, 2012

Event: Gengras Harley-Davidson Open House Demo Days

Applicant: Gengras Motor Cnrs, Inc. by Hannah Gavin, its Events Coordinator

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

Jed Fur...
Signature

3/29/12
Date

Comments:

Frank, Carol

From: Bockus, Tim
Sent: Tuesday, March 27, 2012 1:49 PM
To: Frank, Carol
Subject: RE: Gengras Harley-Davidson Open House Demo Days

I've reviewed this application and pursuant to Town Ordinance 5.3, I recommend that the application be approved subject to the following condition:

- Group demo rides should avoid residential neighborhoods.

Tim Bockus
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

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

From: Frank, Carol
Sent: Monday, March 26, 2012 08:28
To: Oates, John; Bockus, Tim; Cordier, James; Fravel, Theodore
Cc: Vibberts, Richard; Bennett, Cindy; Cohen, Bruce; Dimarco, Joe; Gentile, Richard; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Miller, James; O'Connell, Michael; Perez, William; Stokes, Gloria; Thurnauer, Beau; Uhrig, Jim
Subject: Gengras Harley-Davidson Open House Demo Days

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.

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 Monday, April 9, 2012. Thank you.

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

Regards,

Carol A. Frank
East Hartford Police Dept.
Support Services Bureau
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
SUPPORT SERVICES BUREAU
Outdoor Amusement Permits
31 School Street
East Hartford, CT 06108
(860) 528-4401



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: May 5 and May 6, 2012

Event: Gengras Harley-Davidson Open House Demo Days

Applicant: Gengras Motor Cars, Inc. by Hannah Gavin, its Events Coordinator

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

blue when 3/28/12
Signature Date

Comments:

TENTS AND GENERATORS REQUIRE PERMITS

Frank, Carol

From: Bennett, Cindy
Sent: Monday, March 26, 2012 8:40 AM
To: Frank, Carol
Subject: RE: Gengras Harley-Davidson Open House Demo Days

Carol-I will need a certificate of ins for Gengras Harley Davidson-The one I had expired at the end of December 2011. Thanks

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

From: Frank, Carol
Sent: Monday, March 26, 2012 8:28 AM
To: Oates, John; Bockus, Tim; Cordier, James; Fravel, Theodore
Cc: Vibberts, Richard; Bennett, Cindy; Cohen, Bruce; Dimarco, Joe; Gentile, Richard; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Miller, James; O'Connell, Michael; Perez, William; Stokes, Gloria; Thurnauer, Beau; Uhrig, Jim
Subject: Gengras Harley-Davidson Open House Demo Days

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.

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 Monday, April 9, 2012. Thank you.

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

Regards,

Carol A. Frank
East Hartford Police Dept.
Support Services Bureau
31 School St.
East Hartford, CT 06108

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

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

April 17, 2012

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

**Re: Outdoor Amusement Permit Application -
"Take Steps for Crohn's and Colitis"**

Dear Chairman Kehoe:

Attached please find the amusement permit application submitted by **Crohn's and Colitis Foundation of America** by **Mary Beth Fecteau, its Community Development Manager**. The applicant seeks to conduct a 2 mile walk in Great River Park with food, entertainment and community events on **Saturday, May 12, 2012 from 2 PM – 7 PM** with a DJ providing music from **4 PM to approximately 6:30 PM**.

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 Parks & Recreation, Fire, and Health Departments** approve the application as submitted.

The **Public Works Department** reviewed the application and recommends approval subject to the following conditions:

- Great River Park does not have sufficient parking to accommodate the expected crowd. Additional offsite parking must be identified for the event.
- A litter and trash collection plan must be identified other than to indicate "by facility" in the application.

The **Inspections and Permits Department** states that tents and/or generators will need permits.

The **Risk Management Department** will need a Certificate of Insurance showing evidence of a One (1) Million dollar general liability policy and name and endorse the policy that the Town of East Hartford is named as an additional insured for liabilities associated with the permitted activity.

The **Police Department** conducted a review of the application and the following comment/recommendation is made:

- The Police Department can provide adequate police protection for this event. The site is suitable for the proposed amusement, the crowd is of a small to 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 event that the police manpower required for this event exceeds the Department's normal patrol complement, some overtime hiring may be necessary. The number of officers and cost of such overtime hiring is yet to be determined. As an event that is not Town sponsored, this expense will have to be borne by the applicant.

Sincerely,



Mark J. Sirois
Chief of Police

Xc:
Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

SUPPORT 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: Take Steps for Crohn's and Colitis
2. Date(s) of Event: 5/12/12
3. Applicant's name, home & work phone numbers, home address, and e-mail address:
Crohn's and Colitis Foundation of America
PO Box 34
New London, CT 06320
646-499-0159
mbflecteau@ccfa.org
Mary Beth Fecteau --Community Development Manager
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)
Great River Park
301 East River Drive
East Hartford, CT 06320
6. List the dates and hours of operation for each day (if locations changes on a particular day, please list):
2-7pm -- May 12, 2012
7. Provide a detailed description of the proposed amusement:
Fundraising walk to provide funds and awareness for Crohn's Disease and Ulcerative Colitis. 2 mile walk, plus entertainment, food, and community events.
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)? -DJ from 4pm-approximately 6:30pm
9. What is the expected age group(s) of participants? - All ages.

10. What is the expected attendance at the proposed amusement: -400-500
(If more than one performance, indicate time / day / date and anticipated attendance for each.)
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:
No real impact. Parking at facility, noise from crowd and music only from 4pm-6:30pm.
 - b. Traffic Control and Flow Plan at Site & Impact on Surrounding / Supporting Streets:
Crowd not walking on city streets. Coming and leaving in a dispersed manner, not all at once.
 - c. Parking Plan On Site & Impact on Surrounding / Supporting Streets:
Parking at facility.
 - d. Noise Impact on Neighborhood:
Crowd noise and dj from 4pm-6:30pm. Event over by 7pm, including clean up.
 - e. Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement:
Trash handled by facility.
 - f. List expected general disruption to neighborhood's normal life and activities:
No disruption foreseen.
 - g. Other Expected Influence on Surrounding Neighborhood:
12. Provide a Detailed Plan for the Following:
- a. Accessibility of Amusement Site to Emergency, Police, Fire & Medical Personnel and Vehicles:
Easily accessible and security will be on site.
 - b. Provisions for Notification of Proper Authorities in the Case of an Emergency:
Several staff members onsite with cell phones.
 - c. Any Provision for On-Site Emergency Medical Services:
None needed, but several staff members onsite with cell phones to call for EMS.
 - d. Crowd Control Plan:
Crowd kept in one area before and after walk. 2 mile walk mapped out by facility.
 - e. If on Town Property, the Plan for the Return of the Amusement Site to Pre-Amusement Condition:
Trash and post-event maintenance done by facility.
 - f. Provision of sanitary facilities:
Provided by facility.
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:

Mary Beth Fectean
(Applicant Signature)

Mary Beth Fectean
(Printed Name)

5/4/12
(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

Received By: Cornel Stead

Employee Number: 9019

Date & Time Signed: Apr 10, 2012 11:04 AM ~~PM~~
Time remaining before event: 30 days.



Mark J. Sirois
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **May 12, 2012**

Event: **Take Steps for Crohn's and Colitis**

Applicant: **Crohn's and Colitis Foundation of America by Mary Beth Fecteau,
its Community Development Manager**

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, Assistant Fire Chief

April 17, 2012

Signature

Date

Comments:

Health Dept



Mark J. Sirois
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: May 12, 2012

Event: Take Steps for Crohn's and Colitis

Applicant: Crohn's and Colitis Foundation of America by Mary Beth Fecteau,
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- 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

Michael S. O'Connell
Signature

4/13/12
Date

Comments:

Parks & Rec



Mark J. Sirois
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: May 12, 2012

Event: Take Steps for Crohn's and Colitis

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- 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

4/12/12

Signature

Date

Comments:

Frank, Carol

From: Bockus, Tim
Sent: Monday, April 16, 2012 10:40 AM
To: Frank, Carol
Subject: RE: Take Steps for Crohn's and Colitis

I've reviewed this application and pursuant to Town Ordinance 5.3, I recommend that the application be approved subject to the following condition:

- Great River Park does not have sufficient parking to accommodate the expected crowd. Additional offsite parking must be identified for the event.
- A litter and trash collection plan must be identified other than to indicate 'by facility' in the application.

Tim Bockus
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

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

From: Frank, Carol
Sent: Tuesday, April 10, 2012 11:38
To: Oates, John; Bockus, Tim; Cordier, James; Fravel, Theodore
Cc: Vibberts, Richard; Bennett, Cindy; Cohen, Bruce; Dimarco, Joe; Gentile, Richard; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Miller, James; O'Connell, Michael; Perez, William; Stokes, Gloria; Thurnauer, Beau; Uhrig, Jim
Subject: Take Steps for Crohn's and Colitis

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.

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 Tuesday, April 17, 2012. Thank you.

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

Regards,

Carol A. Frank
East Hartford Police Dept.
Support Services Bureau
31 School St.
East Hartford, CT 06108

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

Frank, Carol

From: Mary Beth Fecteau [mbfecteau@ccfa.org]
Sent: Monday, April 16, 2012 9:38 AM
To: Gentile, Richard; Frank, Carol
Subject: RE: Take Steps for Crohn's and Colitis

Hi There!

The president is Richard Geswell. Address of the National Office is:

Crohn's & Colitis Foundation of America
386 Park Avenue South
17th Floor
New York, NY 10016

Thanks!

Mary Beth

From: RPGentile@easthartfordct.gov [RPGentile@easthartfordct.gov]
Sent: Monday, April 16, 2012 9:35 AM
To: CFrank@easthartfordct.gov
Cc: Mary Beth Fecteau
Subject: RE: Take Steps for Crohn's and Colitis

Thank you. I need name and address of corporate officers.

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

From: Frank, Carol
Sent: Monday, April 16, 2012 09:29
To: Gentile, Richard
Cc: 'Mary Beth Fecteau'
Subject: Take Steps for Crohn's and Colitis

Good morning Mr. Gentile.

I have been in contact with Mary Beth regarding her completion of Question #4 on her Outdoor Amusement Permit Application. I just received the information below. Is this acceptable to you? If not, can you provide Mary Beth with the necessary information. Thank you.

Carol

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

From: Mary Beth Fecteau [mailto:mbfecteau@ccfa.org]
Sent: Monday, April 16, 2012 09:22
To: Frank, Carol
Subject: RE: CCFA Outdoor Permit

No problem!

We are a non-profit organization. I am the only staff person in CT for the organization. Our address is CCFA, PO Box 34, New London, CT 06320. However, my direct supervisor works in MA. Do you need his name as well? Or the president of the organization who works out of the National office in New York?

Let me know!

Take care,

Mary Beth

Risk Mgmt

Frank, Carol

From: Bennett, Cindy
Sent: Tuesday, April 10, 2012 11:55 AM
To: Frank, Carol
Subject: RE: Take Steps for Crohn's and Colitis

The foundation will need to submit a certificate of insurance showing evidence of a 1 million dollar general liability policy and name and endorse the policy that the Town of east Hartford is named as an additional insured for liabilities associated with the permitted activity. Thank you

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

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Sent: Tuesday, April 10, 2012 11:38 AM
To: Oates, John; Bockus, Tim; Cordier, James; Fravel, Theodore
Cc: Vibberts, Richard; Bennett, Cindy; Cohen, Bruce; Dimarco, Joe; Gentile, Richard; Horan, Denise; Leclerc, Marcia; McConville, Timothy; Miller, James; O'Connell, Michael; Perez, William; Stokes, Gloria; Thurnauer, Beau; Uhrig, Jim
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Regards,

Carol A. Frank
East Hartford Police Dept.
Support Services Bureau
31 School St.
East Hartford, CT 06108

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

Insp & Permits



Mark J. Sirois
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: May 12, 2012

Event: Take Steps for Crohn's and Colitis

Applicant: Crohn's and Colitis Foundation of America by Mary Beth Fecteau,
its Community Development Manager

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

[Signature] _____ *5/9/12*
 Signature Date

Comments: TENTS AND generator need permits