

*Robert J. Posel*

TOWN COUNCIL AGENDA  
TOWN COUNCIL CHAMBERS  
740 MAIN STREET  
EAST HARTFORD, CONNECTICUT  
MAY 15, 2012

2012 MAY 10 A 10:21  
TOWN CLERK  
EAST HARTFORD

~~7:00 P.M. Public Hearing~~

REVISED 05-10-12

=====

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. May 1, 2012 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
  - A. Johnson Controls Update on Energy Performance Contract
7. OLD BUSINESS
8. NEW BUSINESS
  - A. CCM Energy Purchasing Program:
    1. Presentation
    2. Approval of Resolution re: Solar Application
  - B. Connecticut Department of Economic and Community Development Grant re: Willow Brook Hazard Mitigation Plan
  - C. Community Development Block Grant 38<sup>th</sup> Program Year Action Plan
  - D. Approval of Sale of Tax Liens/Foreclosures
  - E. Recommendation from Real Estate Acquisition & Disposition Committee re: Purchase of 40 Central Avenue
  - F. Refund of Taxes
  - G. Outdoor Amusement Permit Applications:
    1. Pappy's Golf Tournament Cookouts
    2. Keith Berger Memorial Criterium Bicycle Race
      - a. Approval of Application
      - b. Waiver of Associated Permit Fee
      - c. Waiver of 35% Surcharge Fee
  - H. Setting a Public Hearing Date re: Improving East Hartford Program
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: June 5, 2012)

*Robert J. Pasak*

EAST HARTFORD TOWN COUNCIL 2012 MAY - 7 A 9:54

TOWN COUNCIL CHAMBERS

TOWN CLERK  
EAST HARTFORD

MAY 1, 2012

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader Barbara-Ann Rossi, Minority Leader Eric A. Thompson, Councillors Marc I. Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Robert J. Damaschi (left at 9:30 p.m.)

### CALL TO ORDER

Chair Kehoe called the meeting to order at 7:45 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) is hopeful that the Municipal Tax Exempt Lease Purchase between the Town of East Hartford and the Board of Education regarding solid waste collection will reduce costs; (2) stated that there are significant financial issues at the state level that could affect the town's budget; (3) asked that the cell tower issue at Gorman Park, which was recently voted down by the Fees Committee, be brought before the full Council for a vote; and (4) strongly believes that the Council should create an ordinance permanently banning cell towers in any parks or school property in East Hartford.

Franklin Kucza, 87 Greenlawn Street, spoke to the waiver of qualifications for the Director of Inspections and Permits and inquired if the town is getting the best qualified candidate for this position and other director's positions.

Michael Kaluszka, 34 Prasser Drive, hopes that the cell tower issue in Gorman Park is a dead issue. He also stated that the Parks & Recreation department needs to allocate more time in cleaning up Gorman Park.

Al Lavigne, 30 Prasser Drive, asked that the full Town Council actually vote down the cell tower issue in Gorman Park.

Mayor Leclerc (1) complimented the Council on the refinishing of the dais; (2) stated that she has more information on the waiver of qualifications for the Director of Inspections & Permits that she'll share with the Council when that agenda item is discussed; (3) said that the Improving East Hartford Program, which is before the Council, will be discussed in detail tonight; (4) explained that Michael Walsh, Finance Director, will detail the cost effectiveness of the Municipal Tax Exempt Lease Purchase Agreement for the collection of solid waste from the Board of Education; and (5) reported that the State of Connecticut Department of Transportation sent a notice to the Mayor's office, which she shared with the Town Council, that Interstate 84 will be repaved in the East Hartford/Manchester area starting June 2012.

APPROVAL OF MINUTES

April 17, 2012 Regular Meeting

MOTION By Barbara Rossi  
seconded by Eric Thompson  
to **approve** the minutes of the April 17, 2012 Regular Meeting.  
Motion carried 7/0. Abstain: Horan, Rossi

NEW BUSINESS

Section 2-115 of the Town of East Hartford Code of Ordinances: Director of Inspections & Permits (Building Official) – Waiver of Qualifications

MOTION By Ram Aberasturia  
seconded by Bill Horan  
that pursuant to Section 2-114 of the Town of East Hartford Code of Ordinances, this Town Council **waive** the educational requirement of a Bachelor's Degree as noted in the job description for the Director of Inspections and Permits (Building Official) under Section 2-115 of the Town of East Hartford Code of Ordinances.  
Motion carried 6/3. **Nays:** Thompson, Harmon, Damaschi

Town of East Hartford Flood Protection System Rehabilitation:

Professional Services Contracts: GEI Consultants, Inc.

MOTION By Barbara Rossi  
seconded by Marc Weinberg  
to **authorize** the Town of East Hartford to enter into eight professional services contracts with GEI Consultants, Inc. for the continuance of design efforts and operational improvements associated with the town's flood protection system totaling \$734,174 as follows:

1. Stormwater Pump Station Outfall Inspections	\$ 81,548
2. Piezometer Monitoring, Floodwall Monitoring, Crane Testing and Megger Testing	\$ 47,560
3. Flood Protection System Training Program Development	\$ 59,560
4. Toe/Collector Drain Replacement Project – Phase I	\$ 193,213
5. Meadow Hill Sediment Disposal Evaluation	\$ 124,784
6. Reciprocating Internal Combustion Engines (RICE) Evaluation	\$ 18,266
7. Construction Consultation/Phase Services For the Pump Station Rehabilitation – Phase II	\$ 11,050
8. Construction Administration and Inspection For the Pump Station Rehabilitation – Phase II	\$ 198,193
<i>Total</i>	<i>\$734,174</i>

Motion carried 8/1. **Nay:** Damaschi

Pump Station Construction Contract Authorizing Resolution

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

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.

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

Municipal Tax Exempt Lease Purchase Agreements:

Town of East Hartford 5-Year Capital Improvement

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

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.

On call of the vote, motion carried 6/3. Nays: Thompson, Harmon, Damaschi

Town of East Hartford & Board of Education: Solid Waste Collection

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

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.

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

*At this point, Councillor Damaschi left the meeting.*

U. S. Department of Energy: Better Buildings Challenge Program

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

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; and
- 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; and
- 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.

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

"Improving East Hartford Program" – Revised Resolution

MOTION By Bill Horan  
seconded by Eric Thompson  
to set a public hearing date of Tuesday, May 15, 2012 at 7PM in Council Chambers to hear public comment on the proposed resolution regarding the "Improving East Hartford Program" pursuant to the procedure set forth in §12-65(d) of the Connecticut General Statutes.  
Motion carried 8/0.

[Referral to Tax Policy Committee] Abatement of Taxes re: 1535-1537 Forbes Street

MOTION By Marc Weinberg  
seconded by Eric Thompson  
to approve the abatement of property taxes assessed on 1535-1537 Forbes Street pursuant to Town Ordinance §10-4 as such property is now owned by a non-profit organization which is exempt from taxes pursuant to Connecticut General Statutes §12-81.  
Motion carried 8/0.

Outdoor Amusement Permit Applications:

Gengras Harley-Davidson Open House Demo Days

MOTION By Bill Horan  
seconded by Barbara Rossi  
to approve the outdoor amusement permit application entitled "Gengras Harley-Davidson Open House Demo Days" submitted by Hannah Gavin, Events Coordinator for Gengras Harley-Davidson, to conduct a 2-day demonstration of Harley-Davidson motorcycles for test rides to the public, with music, food and vendors at Gengras Motorcycle, Inc., 221 Governor Street, East Hartford on Saturday, May 5<sup>th</sup> from 9AM to 5PM, with music during those same hours and on Sunday, May 6<sup>th</sup> from 9AM to 4PM, with music during those same hours, 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 8/0.

Take Steps for Crohn's and Colitis

MOTION By Marc Weinberg  
seconded by Barbara Rossi  
to approve the outdoor amusement permit application, entitled "Take Steps for Crohn's and Colitis" submitted by Mary Beth Fecteau, Community Development Manager for the Crohn's and Colitis Foundation of America to conduct a 2-mile walk in Great River Park with food and entertainment on Saturday, May 12, 2012 from 2PM to 7PM with a DJ providing music from 4PM to approximately 6:30PM, 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 8/0.

#### OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Pat Harmon asked the Mayor for a response to the questions she raised at the April 17<sup>th</sup> Town Council meeting. The Mayor complied.

#### COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

#### OPPORTUNITY FOR RESIDENTS TO SPEAK

Mayor Leclerc (1) announced that May 19<sup>th</sup> will be the town-wide clean up and, this year, it will expand beyond the Main Street corridor – highlighting various areas of town; (2) stated that a window designer has been hired to work with Main Street businesses – among others – Main Hardware and Michael's Bakery; (3) reported that on Saturday, April 28<sup>th</sup> she was honored to throw out the first slow pitch to the girl's East Hartford Little League softball teams; (4) told the Council that both the YMCA and ChildPlan had an event this past weekend that helped to facilitate summer and educational programs for the town's youth; (5) announced that the U.S. Army Corps of Engineers televised a presentation that will be airing on Channel 5 in the future, explaining the progress made on the town's levee system to residents; (6) is hopeful that she will have a program on the MDC's Clean Water Project and the cause for the recent increase in bills due to the transmission charge; (7) thanked the Council for approving the waiver of qualifications for the Director of Inspections & Permits; and (8) stated that Ted Fravel, Parks & Recreation Department Director, and Tim Bockus, Public Works Director are working well together regarding the maintenance workers associated with Parks & Recreation; and (9) said that this summer Mr. Fravel will evaluate the usage of the town's pools and prepare a cost analysis of the maintenance of the pools.

Rich Kehoe noted that the back areas – wooded areas – of Gorman Park need attention.

Bill Horan (1) commented on the monumental task of cleaning Gorman Park and appreciates any efforts that can be made on this matter; (2) thanked the Mayor and the Police and Fire departments for participating in opening day for the East Hartford Little League on Saturday, April 28<sup>th</sup>; (3) was pleased to see Dan Larson, representing Goodwin College, throw out the first baseball, and Mayor Leclerc throw out the first softball; and (4) thanked Ted Fravel, Parks & Recreation Director, for also attending, which – according to the EHLL President – was the first time in fifteen years that the Parks & Recreation Director attended opening day.

Barbara Rossi congratulated the East Hartford High School Marching Band and Jazzapella who spent their spring vacation week at Disney World in Orlando, Florida and performed on the Main Street Parade and stage performances as well. Councillor Rossi also thanked Lisa Beauchamp, principal of Hockanum Elementary School, for hosting the Arbor Day celebration, sponsored by the town's Beautification Commission, on Friday April 27<sup>th</sup>. Ms. Rossi also thanked Tony Russo, Parks Department foreman, for "helping" the children plant a dogwood tree in the courtyard and a mountain laurel bush in the front of the school.



Marc Weinberg noted the May birthdays of Mayor Leclerc, Councillor Eric Thompson, Mary Alice Dwyer-Hughes, and Marc's mother – Bernice Dame.

Bill Horan thanked the Park's maintenance staff and rangers for all the work they did for the East Hartford Little League's opening day and commented that the town's fields look the best they've looked in years.

#### ADJOURNMENT

MOTION      By Eric Thompson  
                  seconded by Bill Horan  
                  to **adjourn** (10:30 p.m.).  
                  Motion carried 8/0.


The Chair announced that the next meeting of the Town Council would be on May 15, 2012.

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

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

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**DATE:** May 2, 2012  
**TO:** Richard Kehoe, Chair  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** Presentation: Energy Performance Contract-Johnson Controls  
I and II Presentation

I would like time on the agenda of the May 15, 2012 Town Council meeting to present information on the completed phase II work. Johnson Controls has prepared a presentation which highlights the work completed and the associated savings. Please allow time for this presentation.

Thank you.


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



## MEMORANDUM

**DATE:** May 1, 2012

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

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

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

**RE:** Energy Performance Contract - Johnson Controls I and II Presentation

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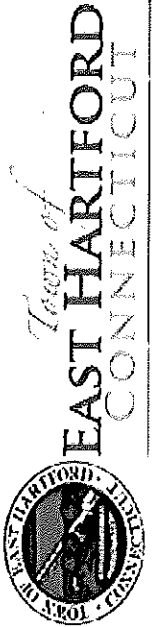
As you may recall, via the Request for Proposal process, Johnson Controls, Inc. (JCI) was selected as the Town and Board of Education's (BOE) Energy Performance Contractor. An energy performance contract seeks to upgrade energy related capital items (called FIMs - Facility Improvement Measures) within a Town or BOE building in an effort to save energy costs in such an amount as to pay for the acquisition, installation, and related interest costs of the capital items.

Examples of FIMS provided under an energy performance contract include lighting, new burners, HVAC software, motor upgrades, window film, weatherization, a pool cover, cogen heat recapture, vending controls, computer controls, steam traps, pipe insulation, attic insulation, VFDs, solar panels, and burner controls.

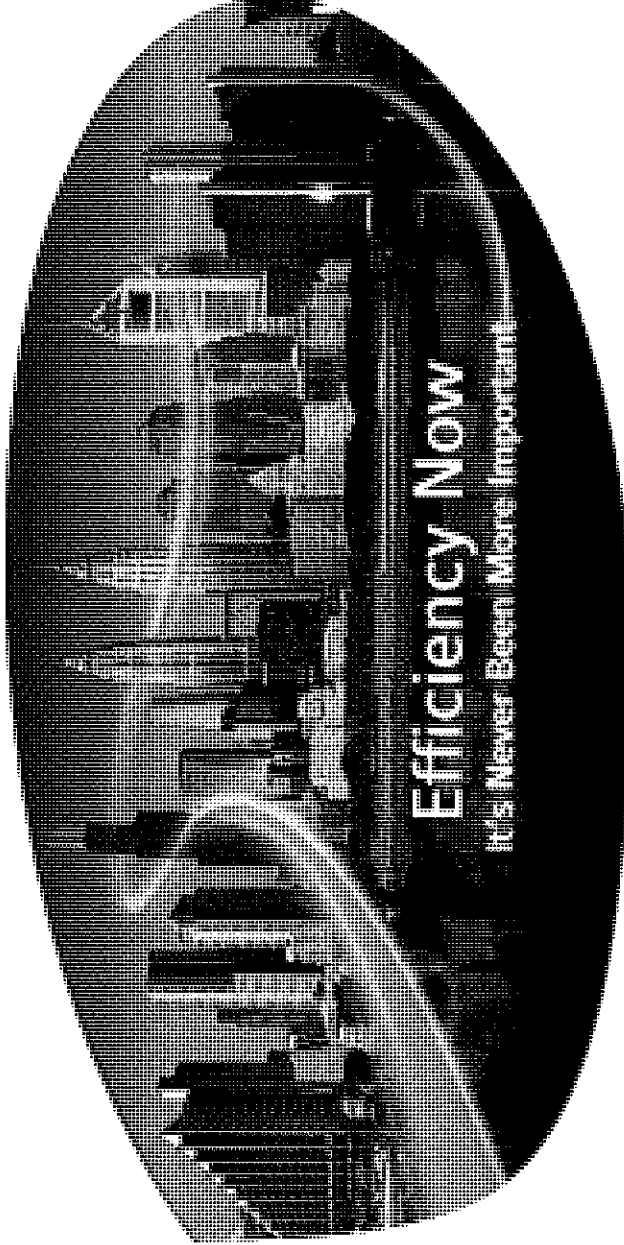
In short, Town and BOE building infrastructure is updated without adding new costs to the operating or capital budgets while at the same time, the Town and BOE's carbon footprint is reduced by using less energy since the new equipment installed is significantly more energy efficient (33% overall).

Now that JCI has completed phase II work, they have prepared a presentation which highlights the work completed and the associated savings. JCI will be on-hand at the May 15<sup>th</sup> Town Council meeting to review this presentation in detail and take any questions the Council may have.

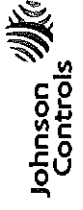
Should you have any questions or problems on the aforementioned, please feel free to contact me.



# East Hartford Town & Schools Performance Contract Summary



Wednesday April 25, 2012





## Agenda For Today

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- Introductions
- Project Goals
- Review of the Energy Performance Contract Project
- Financial & Operational Impact
- Positive Environmental Impact
- Future Plans/Next Steps



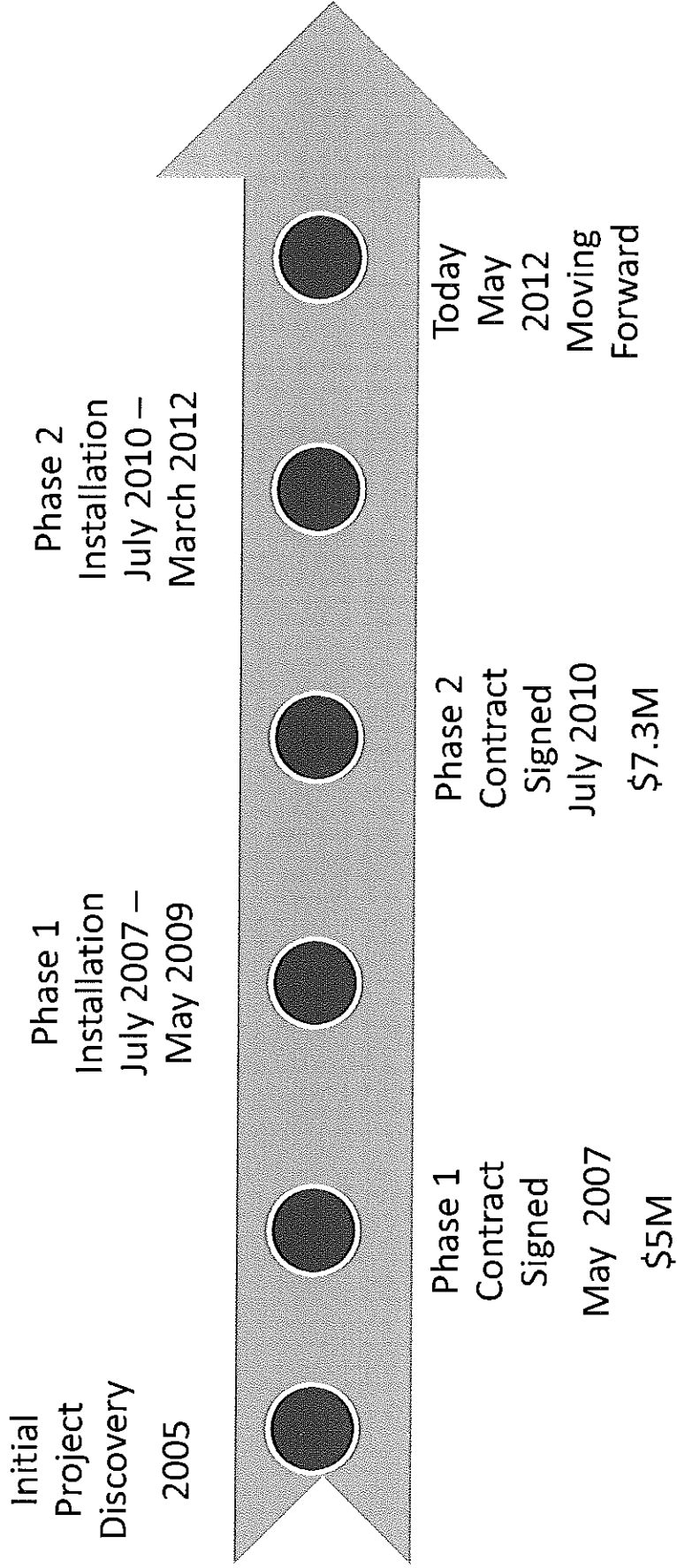
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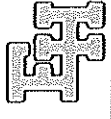
## Project Goals

- Improve Comfort Conditions
- Reduce Energy and Operating Costs
- Repair, Modernize and Upgrade Facilities
- Reduce Need for Capital Funding
- Fund Improvements from Existing Operating Budget
- Achieve Guaranteed Financial Results
- Improve Reliability of Systems
- Utilize Technology for Systems Operation & Performance



## Project Timeline





# Building Upgrade Summary

## Buildings Upgraded

### Phase I Buildings

- High School / CIBA\*
- EH Middle School\*
- Goodwin School\*
- Langford School\*
- Pitkin School
- O'Connell School\*
- Silver Lane School
- Mayberry School\*
- Woodland School

- Town Hall
- Town Hall Annex
- Fleet Services
- HWY Services Garage
- McCartin Senior Center\*
- Park Maintenance
- Public Works
- Raymond Library\*
- EH CCC

### Phase II Buildings

- Barnes School
  - Hockanum School
  - Norris School
  - O'Brien School
  - Stevens School
  - Sunset School
  - Central Admin BOE
  - Facilities Office
  - Fire House #1
  - Fire House #2
  - Fire House #6
  - Wickham Library
  - Public Safety Complex
- Veterans Memorial Clubhouse
  - Brewer House
  - North End Senior Center
  - Pump Stations
  - Golf Course

\*Note: Buildings upgraded in both Ph I & Ph II.





# Facility Improvement Measure Summary

## Project Facility Improvement Measure's

### Phase I FIMs

- Lighting Retrofit & Controls\*
- Burner Controls Upgrade\*
- Energy Management System Upgrade (EMS)\*
- High Efficiency Motor Replacement with VFD
- Window Film\*
- Weatherization\*
- Water Conservation\*
- Pool Cover\*
- CoGen Exhaust Heat Recovery
- Vending Miser Controls\*
- VFD Replacement
- Burner Replacement
- Steam Traps Replacement\*
- Attic Insulation\*

### Phase II FIMs

- Refrigeration Upgrades
- Transformer Replacement
- Energy Efficient Boiler Replacement
- Chiller Replacement
- Energy Efficient Window Replacement
- Voice Over IP System
- HVAC Unit Replacement
- Solar Photovoltaic
- Solar Thermal

\*Note: FIMs implemented in both Ph I & Ph II.



# Phase I Cost Avoidance Summary

Total Guaranteed Savings To Date*	Total Actual Savings To Date	% Variance
\$ 1,232,245	\$ 1,897,173	154%

Year	Year End	Guaranteed Savings	Actual Savings	Variance (%)	Year to Date
1999	Jun-99	\$ 151,219	\$ 714,918	471%	\$ 714,918
1	Jun-10	\$ 532,525	\$ 579,753	109%	\$ 1,294,671
2	Jun-11	\$ 548,504	\$ 597,444	109%	\$ 1,892,115
3		\$ 564,956			
4		\$ 581,905			
5		\$ 599,357			
6		\$ 617,343			
7		\$ 635,853			
8		\$ 654,939			
9		\$ 674,587			
10		\$ 694,825			
11		\$ 715,670			
<b>Totals</b>		\$ 6,911,695	\$ 1,897,173	27%	\$ 1,897,173

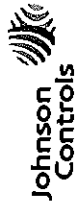
\*Note: Reflects guaranteed savings during Install Period and Years 1 & 2 only.



# Phase II Cost Avoidance Summary

Year	Year End	Guaranteed Savings	Actual Savings	Variance (A-G)	Year to Date
1	Mar-12	584,575	584,575	0	584,575
2		602,110	602,110	0	1,186,685
3		620,675	620,675	0	1,807,360
4		638,779	638,779	0	2,446,139
5		657,042	657,042	0	3,103,181
6		677,650	677,650	0	3,780,831
7		699,011	699,011	0	4,479,842
8		721,265	721,265	0	5,201,107
9		744,520	744,520	0	5,945,627
10		768,755	768,755	0	6,714,382
11		793,917	793,917	0	7,508,299
12		819,186	819,186	0	8,327,485
13		845,667	845,667	0	9,173,152
14		873,465	873,465	0	10,046,617
15		902,685	902,685	0	10,949,302
16		933,310	933,310	0	11,882,612
17		965,446	965,446	0	12,848,058
18		1,000,190	1,000,190	0	13,848,248
<b>Total</b>		<b>13,697,446</b>	<b>13,697,446</b>	<b>0</b>	<b>13,697,446</b>

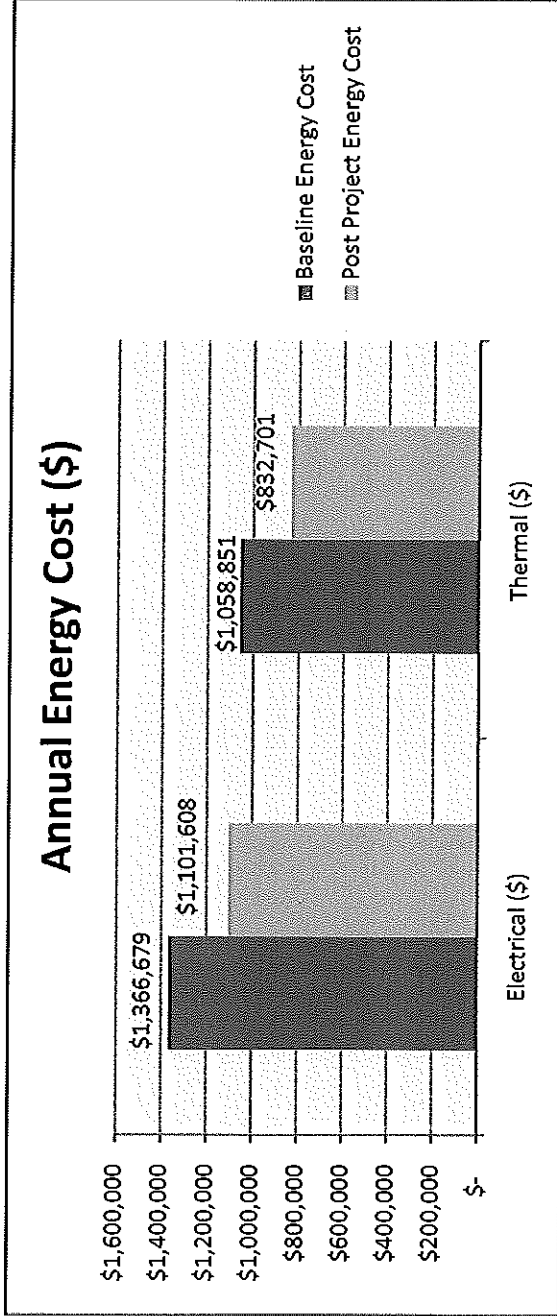
\*Note: No guaranteed savings during Ph II Installation. Savings represent additional benefit to life of the project.





# Ph II Annual Cost Avoidance Summary

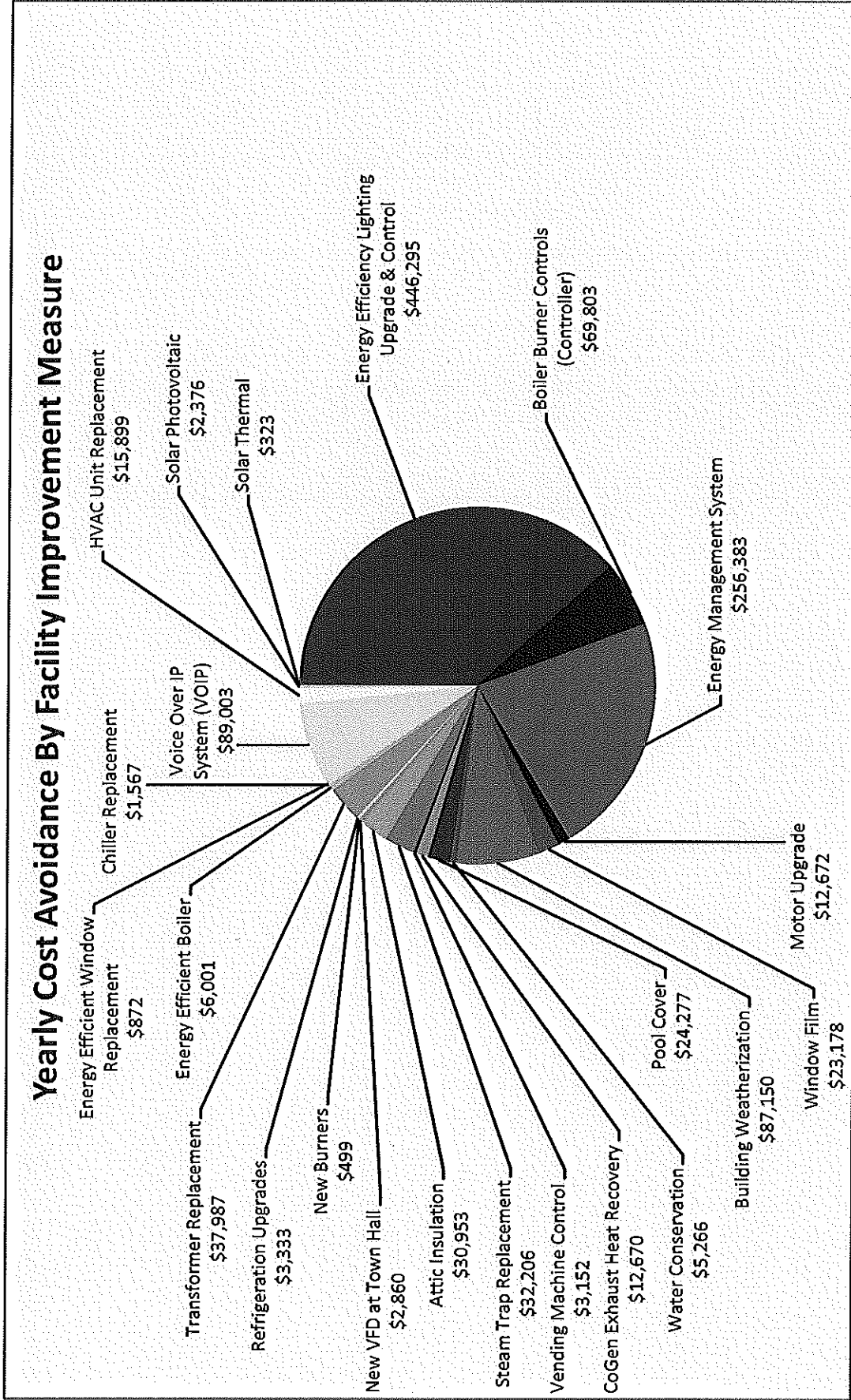
Energy Cost		Electrical (\$)	Thermal (\$)	Total
Baseline Energy Cost	\$	1,366,679	1,058,851	\$ 2,425,530
Annual Energy Savings	\$	265,871	226,350	\$ 492,221
Post Project Energy Cost	\$	1,101,608	832,701	\$ 1,934,309
% Annual Savings		19%	22%	20%

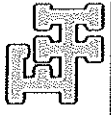


Annual Water & Sewer and O&M Savings	
Water & Sewer Savings	\$ 2,704
O&M Savings	\$ 90,670



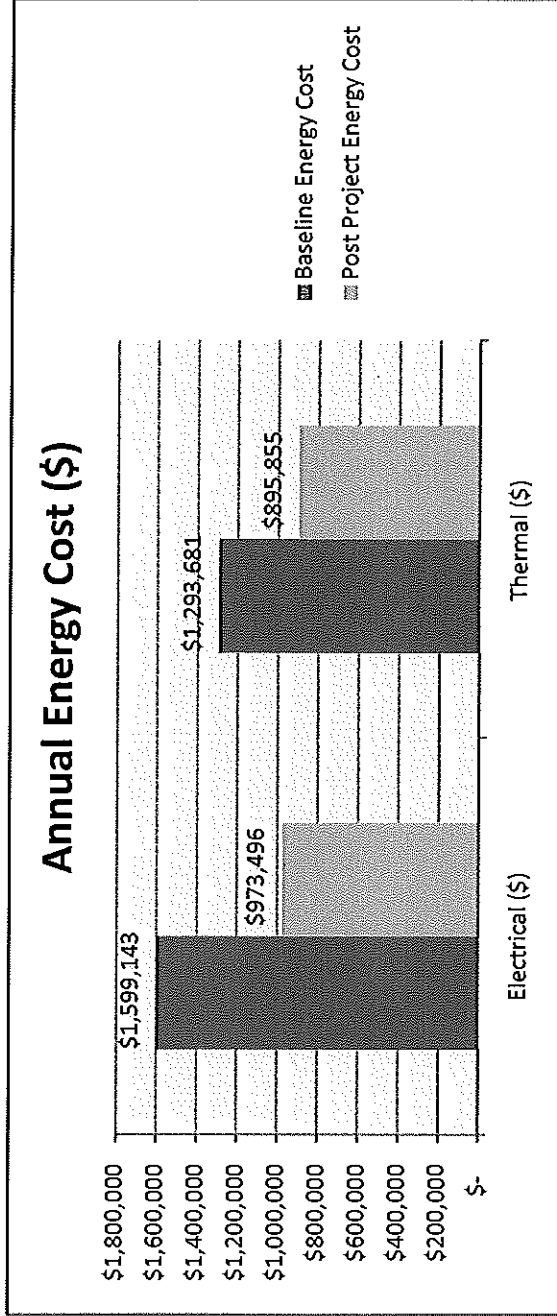
# Ph I & Ph II Annual Cost Avoidance By FIM





# Ph I & Ph II Annual Cost Avoidance Summary

Energy Cost	Electrical (\$)	Thermal (\$)	Total
Baseline Energy Cost	\$ 1,599,143	\$ 2,293,681	\$ 2,892,824
Annual Energy Savings	\$ 625,647	\$ 397,825	\$ 1,023,472
Post Project Energy Cost	\$ 973,496	\$ 895,855	\$ 1,869,351
% Annual Savings	39%	17%	35%









Annual Water & Sewer and O&M Savings		
Water & Sewer Savings	\$	5,155
O&M Savings	\$	90,670



# CO2 Reduced Emissions

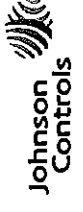
The project's reduced emissions would be equivalent to:

CO <sub>2</sub> sequestered by	133,099	tree seedlings grown for 10 years in an urban scenario	
CO <sub>2</sub> sequestered by	1,107	acres of pine or fir forests	
		← Entire School District = 212 Acres	
CO <sub>2</sub> emissions from	993	passenger vehicles	
CO <sub>2</sub> emissions from	12,072	barrels of oil consumed	
		← Equivalent to 619 gallons of gasoline	
CO <sub>2</sub> emissions from the energy use of	442	homes for one year	
CO <sub>2</sub> emissions from burning	27	coal railcars	

Source:

All carbon equivalencies extracted directly from the EPA website.

"Greenhouse Gas Equivalencies Calculator." Clean Energy. U.S. Environmental Protection Agency. <www.epa.gov/cleanenergy/energy-resources/refs.html> (Jan. 24.2011).



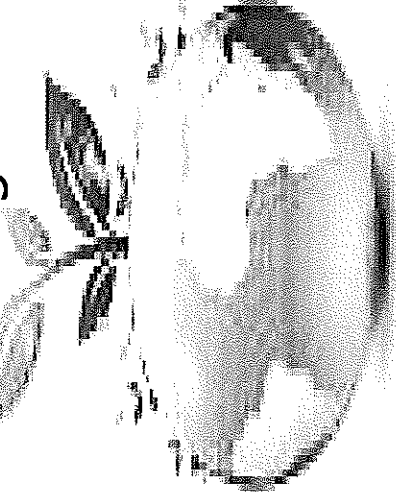


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## Summary

*Since 2005, through partnership between East Hartford and Johnson Controls, Performance Contracting has been a success. A long lasting working relationship has been founded, and many achievements have been made.*

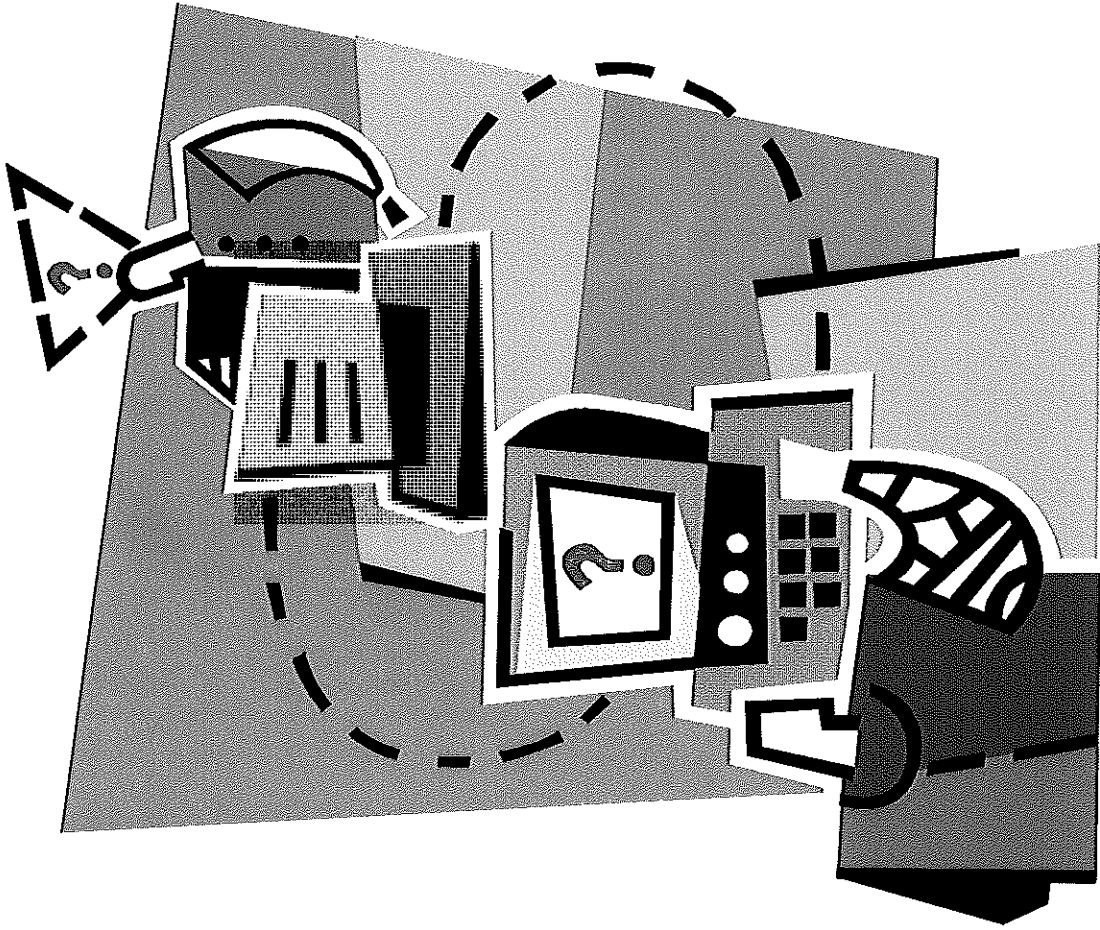
*Johnson Controls would like to congratulate East Hartford in its efforts in creating a more safe & sustainable environment.*








# QUESTIONS



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

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**DATE:** May 4, 2012  
**TO:** Richard Kehoe, Chair  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** Resolution: CCM Energy Purchasing Program Participation – Solar Application

Please place on the Town Council agenda for the May 15, 2012 meeting, this resolution authorizing to execute the Power Purchase Agreement to facilitate the construction of solar canopy arrays.

Thank you.

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

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A  
POWER PURCHASE AGREEMENT TO FACILITATE THE  
CONSTRUCTION OF SOLAR CANOPY ARRAYS**

**WHEREAS**, the Town of East Hartford (the Town) worked closely with the Connecticut Conference of Municipalities (CCM) to explore the competitive market for financially and environmentally appropriate solar opportunities, and

**WHEREAS**, the Town engaged CCM to continuously monitor regulatory decisions with respect to Zero Emission Renewable Energy Credits (ZEREC) ordered to be auctioned by PURA in May (Public Utility Regulatory Agency), and

**WHEREAS**, the Town was willing to explore coupling the ZEREC credits with a power purchase agreement in order to facilitate the design, construction, and maintenance of up to five solar canopy arrays to work seamlessly with the Town's existing TransCanada electricity power purchase agreement, and

**WHEREAS**, on April 11<sup>th</sup>, the Town held a mandatory meeting with CCM for the purpose of walking 30 prospective solar bidders through the five selected sites to allow the two best proposals to present their ideas to the Mayor in a May 3<sup>rd</sup> meeting so that an informed recommendation could be made to the Town Council.

**NOW THEREFORE BE IT RESOLVED**, the Town of East Hartford, hereby approves the purchasing of electricity through the CCM Energy Purchasing Solar PV Program to take advantage of long-term fixed price electricity pursuant to a Power Purchase Agreement with \_\_\_\_\_, a solar development company that has been selected through a competitively bid Request for Qualifications and has agreed to install, own, operate and maintain an on-site photovoltaic electric generation system or systems that will supply electricity at municipal and Board of Education sites specified in the agreement at no cost to the Town of East Hartford;

**BE IT FURTHER RESOLVED**, the East Hartford Town Council hereby authorizes the Mayor to execute the Power Purchase Agreement on behalf of the Town; the details of the agreement shall be mutually determined between the Mayor and the company whose signatures will indicate approval of specific terms and conditions.

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 15, 2012.

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Angela Attenello, Clerk of the Town Council



## MEMORANDUM

**DATE:** May 4, 2012

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

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

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

**RE:** CCM Energy Purchasing Program Participation - Solar Applications

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As you are aware, CCM recently approached the Town and asked us to participate in a CCM initiated solar RFP. East Hartford is one of three towns that affirmatively partnered with CCM and as a result, now have bona fide offers to build up to five solar canopy arrays at Norris School, O'Brien School, O'Connell School, EHHS, and the Public Safety Complex.

30 solar companies participated in a bid in April including a mandatory walk through of each facility and two were selected to complete a finalist presentation before the Mayor on May 3rd based on the strength of their initial presentations. Please see the attached Bay State Consultants memo dated April 30, 2012 for more information.

We expect to have the solar finalist as recommended by the Mayor detail their plans and project designs to the Council on May 15<sup>th</sup> in a short presentation.

By using CCM to select Town and BOE sites for solar applications and by executing a power purchase agreement (which was contemplated when we signed with TransCanada), East Hartford can enjoy the environmental benefits of solar power with no capital investment while enjoying a modest reduction in electricity costs.

Accordingly, we ask that you forward to the Town Council the attached Power Purchase Agreement Resolution which if approved will commit the Town to paying for electricity generated by a solar canopy at each location to the owner of the equipment. The owner in turn will use the committed revenue stream from the Town coupled with ZEREC credits to make the infrastructure investment on behalf of the town.

Because the State directed auction of ZEREC credits will occur very shortly, the Town's commitment to a solar provider must be in place by May 23, 2012 if we are to proceed. Even with the Town's commitment in place, the finalist must also win a portion of the ZEREC bid in order for the work to commence.

In closing, I want to apologize for the speed at which this process has accelerated, and want to assure everyone involved that the milestones involved with the successful approval of this resolution were entirely dictated by a State regulatory process out of our control.

Accordingly, I want to thank the Mayor, the entire Council, Tim Bockus, Gregg Verallis, Jack Martin, Rich Gentile, Paul Mainuli, Al Costa, Stan Staron, and Joanne Zatarain for their time as we quickly moved to take advantage of this time sensitive opportunity.

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



## BAY STATE CONSULTANTS

### **Memo**

To: Mike Walsh, Town of East Hartford  
From: John Shortsleeve  
Cc: Andy Merola, Susan Shortsleeve  
Date: April 30, 2012  
Re: Solar Project Update

We are pleased to report that we are on track to shortlist two qualified finalists today at prices that are in line with the pricing targets established at the beginning of the process. For the sake of confidentiality, I will refrain from naming these two finalists in this memo. We have asked each finalist to focus on the following issues in the technical presentation on Thursday, May 3rd:

- 1) Track record for developing and financing similar projects;
- 2) Description of the arrays proposed for East Hartford (all sizes are still preliminary and will be finalized at the final engineering stage);
- 3) Description of the schedule proposed for East Hartford;
- 4) Description of the steps to be taken to coordinate with school schedules, etc.;
- 5) Description of the design features dealing with the safety of these arrays in a school setting.

We have asked each proponent to limit their presentation to 20 minutes and to allow 40 minutes for Q&A. To enhance confidentiality, we have asked each proponent to: a) use a power point format; b) refrain from handing out hard copies of documents; and c) refrain from discussing any pricing information.

### **Schedule**

We need to complete the procurement *and execution* of the power purchase agreement with the selected solar company by Wednesday, May 23. That date is driven by the timing of the CL&P ZREC auction. Although there is still not a published schedule for the CL&P auction process, we have reason to believe that the CL&P will start its ZREC auction in the middle of May. The selected company will need to have executed a power purchase agreement with East Hartford, in order to submit a bid in the ZREC auction using the East Hartford projects as the basis of a ZREC bid. The milestone dates for our procurement are as follows:

Issue Request for Qualifications	April 4
Responses Due	April 18
Shortlist Three Companies	April 23
Initial Negotiations	Week of April 23rd
Shortlist Two Finalists per Community	April 30
Technical Presentations	May 3
Additional Negotiations	April 30 to May 15
Submit Final Power Purchase Agreement to East Hartford	May 16
Execution or Rejection of Final Contract	May 23

The final contract will be a 20 year agreement in which the company will agree to design, permit, finance, own, and operate solar arrays and provide solar power to the 5 sites in East Hartford listed below. East Hartford will need to agree to purchase the solar power generated for 20 years (for the life of the equipment). I hope to be able to submit the leading contract of the leading company in near final form to Rich early during the week of May 7. Given the tough deadlines we are dealing with, I would like to do whatever we can to make the municipal contract review as efficient as possible. I should probably reach out to Rich to discuss the best approach later this week.

The following are the sites where the solar arrays have been proposed:

High School CIBA
Norris School
O'Brien School
O'Connell School
Public Safety Complex


The sizing of the arrays is based on very preliminary analysis and engineering, and will be finalized when the project moves to the detailed engineering phase. To give you some feel for the magnitude of these projects, we expect these arrays to provide something on the order of 40% to 50% of the total consumption at the above listed sites in East Hartford.

I will follow up with you by phone.

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

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**DATE:** May 8, 2012  
**TO:** Richard Kehoe, Chairman  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** RESOLUTION: Willowbrook Hazard Mitigation Plan-CT DECD Grant Application

Please place on the Town Council agenda for the May 15, 2012 meeting, the attached is a brief description of the proposed hazard mitigation plan and authorizing to sign the application for the CT DECD Grant.

Thank you.

**C:** Denise Horan, Town Engineer  
James Kulpa, Assistant Town Engineer

MARCIA A. LECLERC  
MAYOR

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

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



GRANTS ADMINISTRATION

**AUTHORIZING RESOLUTION OF THE  
TOWN COUNCIL OF EAST HARTFORD, CONNECTICUT**

CERTIFICATION: I, Angela M. Attenello, the Clerk of the Town Council of the Town of East Hartford, Connecticut, do hereby certify that the following is a true and correct copy of a resolution adopted by the Town of East Hartford at a meeting of its Town Council duly convened on May 15, 2012 and which has not been rescinded or modified in any way whatsoever and is at present in full force and effect.

**WHEREAS**, pursuant to Connecticut General Statute Sec. 4-66c the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

**WHEREAS**, it is desirable and in the public interest that the Town of East Hartford make an application to the State for \$250,000 in order to undertake the "Town of East Hartford Willow Brook Flood Mitigation Plan Study" and to execute an Assistance Agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE** Town Council of East Hartford 1) That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by Connecticut General Statute Sec. 4-66c 2) That the filing of an application for State financial assistance by the Town of East Hartford in an amount not to exceed \$250,000 is hereby approved and that Mayor Marcia A. Leclerc is directed to execute and file such application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of the Town of East Hartford 3) That it adopts or has adopted as its policy to support the following non discrimination agreements and warranties provided in subsection (a)(1) of Connecticut General Statutes sections 4a-60 and 4a-60a, respectively, as amended by Public Acts 07-142 and 07-245 , and for which purposes the "contractor" is the Town of East Hartford and "contract" is said Assistance Agreement:

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that



employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved.

The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation.

The undersigned further certifies that Marcia A. Leclerc now holds the office of Mayor and that she has held that office since January 10, 2011.

IN WITNESS WHEREOF: the undersigned has executed this certificate this \_\_\_\_ day of May 2012.

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Angela M. Attenello, Town Council Clerk

seal



## MEMORANDUM

**DATE:** May 7, 2012

**TO:** Marcia A Leclerc, Mayor

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

**RE:** Willowbrook Hazard Mitigation Plan  
CT DECD grant application

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Please accept this memorandum as a request to place the subject matter on the Town Council agenda for their approval of a resolution authorizing you to sign the application for the above-mentioned grant application. I have attached a brief description of the proposed hazard mitigation plan. Please contact me should you have any questions or require additional information.

Copy to: Denise Horan, Town Engineer  
James Kulpa, Assistant Town Engineer

### **Project Description:**

The proposed hazard mitigation plan will analyze flooding within a portion of the Willow Brook watershed and will formulate a plan to minimize the effects of flood waters within vicinity of the Silver Lane commercial corridor. The last detailed study of Willow Brook was done in 1977 and since that point in time, the brook's watershed has evolved into the present day commercial corridor. Along with the corridor's evolution, hydrologic and hydraulic analysis has evolved in the 35 years since the original computer model of watershed was built. The goal of this project is to apply modern and a more detailed analysis to the watershed to develop a combination of projects that aim to reduce the size of the floodplain which is a challenge to the corridor's redevelopment.

### **Description of Need:**

Willow Brook is a watercourse that drains the central portion of Town and flows generally along Silver Lane westward to the Connecticut River. The brook is a source of frequent flooding and its last detailed study was done in 1977. The brook is specified within the Federal Emergency Management Agency (FEMA) flood insurance study as the major flooding problem within the Town of East Hartford. It further specifies that the watercourse has undersized culverts, a very wide low-lying flood plain, and adjacent areas that are highly developed with large expanses of pavement which contribute to rapid runoff and local flooding problems.

### **Hazard Mitigation Plan Scope:**

The overall scope of the proposed hazard mitigation plan is intended to analyze the present condition of the brook, re-map and adjust the floodplain if necessary, and will identify potential projects to further reduce the likelihood of flooding to insurable structures along its main channel in the vicinity of Silver Lane. The project scope is anticipated to compile existing data using various means and field survey, develop computer models of the watershed and watercourse, develop and analyze alternatives for improvements to minimize flooding within the watershed, and prepare a hazard mitigation plan.

### **Project Funding:**

It is anticipated that the development of the plan will be funded by a grant from DECD. Funding for construction projects recommended by the study will be sought at a future date. This study is also anticipated to be utilized as tool and basis to apply for funding from FEMA and other grant programs.

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

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**DATE:** May 4, 2012

**TO:** Richard Kehoe, Chairman

**FROM:** Mayor Marcia A. Leclerc 


**RE:** RESOLUTION: CDBG 38<sup>th</sup> Program Year Action Plan

Please place on the Town Council agenda for the May 15, 2012 meeting, the attached resolution endorsing the proposed 38<sup>th</sup> Program Year Community Development Grant Action Plan for the period September 1, 2012 through August 31, 2013. The proposed Action Plan budget totals \$ 520,102.00.

Thank you.

**C:** C. Fravel- Grants

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**TO:** Marcia A. Leclerc, Mayor  
**FROM:** Clare Fravel, Grants Administrator   
**SUBJECT:** Council Referral – CDBG 38th Program Year Action Plan  
**DATE:** May 4, 2012

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I am writing to request that the attached Resolution, endorsing the proposed 38th Program Year Community Development Block Grant Action Plan for the period September 1, 2012 through August 31, 2013, be placed on the Town Council agenda for **Tuesday, May 15, 2012**. The proposed Action Plan budget totals \$520,102.

As of today, the Town has not received its official letter of notification from HUD. However, the Grants Administration Office has received email confirmation, dated January 20, 2012, from Gary Reisine, Community Development and Planning Director, Hartford Field Office of HUD stating that the allocation for the 38<sup>th</sup> Program Year will be \$520,102 (see attached). This information is also listed on HUD's website at:

<http://www.hud.gov/offices/cpd/about/budget/budget12/states/ct.xls>

We have no reason to believe that there will be any change to East Hartford's entitlement amount.

The activities chosen for funding in our proposed Action Plan reflect community development needs, citizen comments received at three public hearings, and the objectives of our Consolidated Plan. Notices regarding the proposed Action Plan were printed in The Hartford Courant on October 11, 2011, January 3, 2012, February 21, 2012, and April 10, 2012.

Attachments (3)

## ***RESOLUTION***

**WHEREAS,** The Town of East Hartford is entitled to Thirty-eighth Program Year funding under Title I of the Housing and Community Development Act of 1974, as amended, estimated at \$520,102; and

**WHEREAS,** receipt of this entitlement grant is contingent upon the submission of a Thirty-eighth Program Year Action Plan, and Certifications of Compliance; and

**WHEREAS,** citizen input was obtained, in accordance with the Grants Administration Office's Citizen Participation Plan, at three Public Hearings held on November 2, 2011 and March 12, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of East Hartford recognizes the need for funding the objectives contained in the Thirty-eighth Program Year Action Plan and endorses this Plan as reflecting the Town's Community Development needs.

**AND, FURTHER, BE IT RESOLVED** that the Town Council does support and authorize the submission of the Thirty-eighth Program Year Action Plan, and Grantee Certifications to the U.S. Department of Housing and Urban Development and authorizes its Mayor, Marcia A. Leclerc, to act as representative of the Town and to enter into contract and any amendments thereof with the U.S. Department of Housing and Urban Development.

**TOWN OF EAST HARTFORD  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
38<sup>th</sup> YEAR ACTION PLAN  
September 1, 2012 - August 31, 2013**

**PUBLIC SERVICES**

*Senior Support Services* **\$ 9,713**

Funding for the delivery of services to East Hartford's elderly population. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(A).

*CRT - East Hartford Community Shelter* **\$35,000**

Funding to supplement the operating budget at the East Hartford Community Shelter for the homeless located at 381-385 Main Street. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(A).

*Housing Education Resource Center, Inc.* **\$11,500**

Funding for the provision of fair housing services including education and counseling to tenants and landlords town-wide as well as foreclosure prevention. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(B).

*Interfaith Ministries, Inc.* **\$9,000**

Funding to supplement the operating budget of the Friendship Center's free hot meal program. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(D).

*Interval House, Inc.* **\$5,000**

Funding for domestic violence shelter and counseling services for low and moderate income East Hartford clients. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(A).

**PROJECTS**

*Streetscape Improvements* **\$80,000**

Funding for physical improvements to the central business district, including, but not limited to, tree planting, sidewalk replacement, public signage, trash receptacles, and benches. Eligible activity under 24 CFR 270.201(c), meets HUD national objective criteria under 24 CFR 570.208(a)(1).

*Housing Rehabilitation* **\$265,869**

Funding for limited housing rehabilitation in one to four unit owner-occupied properties inhabited by low and moderate income families. Eligible activity under 24 CFR 570.202(a)(1), meets HUD national objective criteria under 24 CFR 570.208(a)(3).

**ADMINISTRATION**

*Program Administration* **\$104,020**

Oversight, management, monitoring and coordination of the Community Development Block Grant Program. Eligible activity under 24 CFR 570.206.

**TOTAL** **\$520,102**

**Ross, Sara**

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**From:** Reisine, Gary R [gary.r.reisine@hud.gov]  
**Sent:** Friday, January 20, 2012 9:35 AM  
**To:** HAR CPD- CDBG Entitlement Grantees; HAR CPD- HOME Program Administrators  
**Cc:** HAR CPD Staff  
**Subject:** FY2012 Allocations



FY2012  
allocations (Final).

The final formula allocations for CPD program - CDBG, HOME, ESG, and HOPWA - have been posted on the Department's website. The Connecticut numbers are abstracted for you in the attached file.

Please review your CDBG and HOME grant numbers carefully. In most cases they have changed from the estimates previously made available to you. CDBG grants are generally down, and HOME grants are generally up.

Gary Reisine

Community Planning and Development Director

Hartford Field Office

(860) 240-9770




# CT-FY12 Allocations

KEY	CNSRTKEY	STA	NAME	CDBG12	HOME12	ESG12	HOPWA12
090102	CT		Bridgeport	\$2,772,469	\$864,649	\$260,590	\$829,320
090114	CT		Bristol	\$516,128	\$0	\$0	\$0
090258	CT		Danbury	\$534,449	\$0	\$0	\$0
090336	CT		East Hartford	\$520,102	\$0	\$0	\$0
090390	CT		Fairfield	\$431,202	\$0	\$0	\$0
090438	CT		Greenwich	\$728,610	\$0	\$0	\$0
090480	CT		Hamden Town	\$347,685	\$0	\$0	\$0
090492	CT		Hartford	\$3,546,871	\$1,263,910	\$301,619	\$1,126,735
090594	CT		Manchester	\$522,266	\$0	\$0	\$0
090612	CT		Meriden	\$776,060	\$0	\$0	\$0
090630	CT		Middletown	\$398,165	\$0	\$0	\$0
090636	CT		Milford Town	\$446,959	\$0	\$0	\$0
090696	CT		New Britain	\$1,512,148	\$493,947	\$148,658	\$0
090726	CT		New Haven	\$3,232,087	\$987,895	\$291,132	\$989,999
090738	CT		New London	\$675,778	\$0	\$0	\$0
090810	CT		Norwalk	\$849,889	\$0	\$0	\$0
090816	CT		Norwich	\$735,831	\$0	\$0	\$0
091074	CT		Stamford	\$877,443	\$400,484	\$0	\$0
091104	CT		Stratford	\$496,273	\$0	\$0	\$0
091194	CT		Waterbury	\$1,878,054	\$692,667	\$180,059	\$0
091230	CT		West Hartford	\$807,938	\$0	\$0	\$0
091236	CT		West Haven	\$578,281	\$0	\$0	\$0
099999	CT		Connecticut State Program	\$11,141,302	\$6,756,442	\$2,096,102	\$282,574

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

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**DATE:** May 2, 2012  
**TO:** Richard Kehoe, Chairman  
**FROM:** Mayor Marcia Leclerc   
**RE:** New Business: Approval of the Sale of Individual Tax Liens

Please place on the May 15, 2012 Town Council agenda, the attached memo from the Director of Finance to Town Council for approval sale of individual tax liens through the RFP request.

Thank you.

C: M. Walsh – Finance  
R. Gentile, Asst. Corp. Counsel  
I. Laurenza, Tax Collector



## MEMORANDUM

**DATE:** May 1, 2010  
**TO:** Marcia A. Leclerc, Mayor  
**FROM:** Michael P. Walsh, Director of Finance *MPW*  
**TELEPHONE:** (860) 291-7246  
**RE:** Town Council Approval of the Sale of Individual Tax Liens

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At the regularly scheduled January 3, 2012 Town Council Meeting, the following motion was approved by the Town Council as it relates to tax liens the town is interested in selling.

Recommendation from Tax Policy Committee: Tax Liens Sales/Foreclosures: RFP

MOTION By Marc Weinberg, seconded by Bill Horan

to **authorize** the administration to conduct a tax lien sale by way of a request for proposal (RFP) and to seek and receive sealed bids pursuant to an invitation to bid on a number of tax liens held by the town on specific real property as listed on a "delinquent report" produced by Finance Director Mike Walsh dated November 10, 2011 and attached to a memorandum from Mayor Leclerc to Rich Kehoe, Town Council Chair, dated December 6, 2011 subject to the following four conditions:

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

Motion carried 9/0.

With respect to the aforementioned motion, having satisfied the conditions of the process articulated by the Town Council, we need to return to the Town Council to seek approval to sell tax liens where the bids received by the Town through the request for proposal (RFP) process were satisfactory.

A master bid sheet representing the highest bid received as part of the RFP process is attached. We are recommending 52 bids to three vendors totaling \$1,176,506.06 on tax liens of \$1,138,227.40 representing a premium of \$38,278.66 or 103.4%.

In addition to considering approval of the master bid sheet, I would also like the Council to consider the sale of three mobile home liens that were part of a prior competitive bid but that the Town never sold due to the transition of the Rivermead Mobil Home Park to new owners. The new owners wish to proceed with the purchase of these three liens so we include them here for Town Council action.

42 Shawnee	due through June 30 <sup>th</sup>	\$4,127.18	Lien sale offer \$10.00
19 Shawnee	due through June 30 <sup>th</sup>	\$3,088.72	Lien sale offer \$10.00
11 Chickasaw	due through June 30 <sup>th</sup>	\$2,355.77	Lien sale offer \$10.00

In summary, 94 properties were advertised for the tax lien sale with liens totaling \$2,152,279.49. No bids were received on seven properties as detailed below and those properties will be forwarded to Corporation Counsel for appropriate action:

483-485 Burnside	471-473 Burnside	40 Deepwood Drive	128 Ellington Road
44 Michael Avenue	38 Michael Avenue	1437-1439 Main Street	

35 property owners came forward during the RFP process and either paid their taxes in full or made arrangements to enter into a payment plan with the Town whereby their delinquent taxes will be extinguished within 36 months while they keep current on new taxes. With respect to the process, it is our sincere hope that the remaining 52 property owners will make appropriate arrangements to satisfy their outstanding tax bills prior to the Town selling their liens.

However, should any property owner fail to address this issue timely, they will again have an opportunity to redeem these liens from the new owner during a set period after the Town sells the liens. Based on these recommendations, I would respectfully request that this package of information be forwarded along to the Town Council for their approval.

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

Cc: Attorney Richard Gentile, Assistant Corporation Counsel  
Iris Laurenza, Tax Collector

The Town of East Hartford  
Properties Considered for Tax Lien Sale

BILL#	UID	NAME	ADDRESS	PROP. LOCATION	Taxes Due -6/30/12	Bid Offer	Percent	Recommended Bid
2010-01-0006312	1	12075 363 ROBERTS PARTNERS L L C	363 ROBERTS ST 12075	363 ROBERTS ST 363 ROBERTS ST	37,579.32	39,082.49	104.0%	M-Tag
TOTAL								
2007-01-0006625	9576	HENDLEY MARVA E	30 MERCER AVE	30 MERCER AVE				
2008-01-0006625	9576	HENDLEY MARVA E	30 MERCER AVE	30 MERCER AVE				
2009-01-0006625	9576	HENDLEY MARVA E	30 MERCER AVE	30 MERCER AVE				
2010-01-0006625	9576	HENDLEY MARVA E	30 MERCER AVE	30 MERCER AVE				
TOTAL	4				23,012.40	23,602.95	102.6%	InVesta
2006-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR				
2007-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR				
2008-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR				
2009-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR				
2010-01-0009370	8060	MAXIMINO AMERICO	18 LELAND DR	18 LELAND DR				
TOTAL	5				22,785.74	23,374.72	102.6%	InVesta
2006-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR				
2007-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR				
2008-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR				
2009-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR				
2010-01-0010904	3671	ORZOLEK JOSEPH	73 DARTMOUTH DR	73 DARTMOUTH DR				
TOTAL	5				22,337.88	22,933.12	102.7%	InVesta
2007-01-0003076	10096	COPPINGER RHONDA LEE	39 NAOMI DR	39 NAOMI DR				
2008-01-0003076	10096	COPPINGER RHONDA LEE	39 NAOMI DR	39 NAOMI DR				
2009-01-0003076	10096	COPPINGER RHONDA LEE	39 NAOMI DR	39 NAOMI DR				
2010-01-0003076	10096	COPPINGER RHONDA LEE	39 NAOMI DR	39 NAOMI DR				
TOTAL	4				23,011.47	23,689.32	102.9%	InVesta
2007-01-0013848	4996	ST CYR PAMELA A	55-57 FRANCIS ST	55-57 FRANCIS ST				
2008-01-0013848	4996	ST CYR PAMELA A	55-57 FRANCIS ST	55-57 FRANCIS ST				
2009-01-0013848	4996	ST CYR PAMELA A	55-57 FRANCIS ST	55-57 FRANCIS ST				
2010-01-0013848	4996	ST CYR PAMELA A	55-57 FRANCIS ST	55-57 FRANCIS ST				
TOTAL	4				20,954.14	21,490.87	102.6%	InVesta
2007-01-0013126	11221	SCHOFIELD FRANCES G EST OF	417 OAK ST	32 PERSHING ST				
2008-01-0013126	11221	SCHOFIELD FRANCES G EST OF	417 OAK ST	32 PERSHING ST				
2009-01-0013126	11221	SCHOFIELD FRANCES G EST OF	417 OAK ST	32 PERSHING ST				
2010-01-0013126	11221	SCHOFIELD FRANCES G EST OF	417 OAK ST	32 PERSHING ST				
TOTAL	4				20,922.85	21,417.42	102.4%	InVesta

2008-01-0004961	8307 FELLOWS RONALD J	235 LONG HILL ST							
2009-01-0004961	8307 FELLOWS RONALD J	235 LONG HILL ST							
2010-01-0004961	8307 FELLOWS RONALD J	235 LONG HILL ST							
TOTAL	3					24,843.63	25,092.06	101.0% Ct. Tax	
2007-01-0012825	5583 RYBA EDWARD J	79-81 GRAHAM RD							
2008-01-0012825	5583 RYBA EDWARD J	79-81 GRAHAM RD							
2009-01-0012825	5583 RYBA EDWARD J	79-81 GRAHAM RD							
2010-01-0012825	5583 RYBA EDWARD J	79-81 GRAHAM RD							
TOTAL	4					21,442.25	22,157.76	103.3% InVesta	
2007-01-0009290	7388 MASON JENNIFER J	17 JUDSON AVE							
2008-01-0009290	7388 MASON JENNIFER J	17 JUDSON AVE							
2009-01-0009290	7388 MASON JENNIFER J	17 JUDSON AVE							
2010-01-0009290	7388 MASON JENNIFER J	17 JUDSON AVE							
TOTAL	4					18,856.26	19,426.99	103.0% InVesta	
2008-01-0013888	16817 STANDIFER ADRIENNE & ROBIN	88 LATIMER ST							
2009-01-0013888	16817 STANDIFER ADRIENNE & ROBIN	88 LATIMER ST							
2010-01-0013888	16817 STANDIFER ADRIENNE & ROBIN	88 LATIMER ST							
TOTAL	3					19,315.84	20,029.85	103.7% InVesta	
2008-01-0000257	10537 AGOSTO JOHN & SHEILA	498 OAK ST							
2009-01-0000257	10537 AGOSTO JOHN & SHEILA	498 OAK ST							
2010-01-0000257	10537 AGOSTO JOHN & SHEILA	498 OAK ST							
TOTAL	3					18,949.79	19,585.09	103.4% InVesta	
2008-01-0001118	6275 BELLINGHIRI SALVATORE & MA	91 HERBERT DR							
2009-01-0001118	6275 BELLINGHIRI SALVATORE & MA	91 HERBERT DR							
2010-01-0001118	6275 BELLINGHIRI SALVATORE & MA	91 HERBERT DR							
TOTAL	3					19,029.37	19,736.07	103.7% InVesta	
2007-01-0001065	1568 BEDARD RICHARD	296 BURKE ST							
2008-01-0001065	1568 BEDARD RICHARD	296 BURKE ST							
2009-01-0001065	1568 BEDARD RICHARD	296 BURKE ST							
2010-01-0001065	1568 BEDARD RICHARD	296 BURKE ST							
TOTAL	4					17,896.89	18,421.50	102.9% InVesta	
2008-01-0008315	3014 LAZU SONIA N & HECTOR L	74 COLBY DR							
2009-01-0008315	3014 LAZU SONIA N & HECTOR L	74 COLBY DR							
2010-01-0008315	3014 LAZU SONIA N	74 COLBY DRIVE							
TOTAL	3					18,961.67	19,672.70	103.7% InVesta	
2008-01-0007665	1936 COPELAND ELOUISE	800-802 BURNSIDE AVE							

2009-01-0007665	1936 COPELAND ELOUISE	284 VINE STREET							
2010-01-0007665	1936 COPELAND ELOUISE	284 VINE STREET							
TOTAL	3	1936					19,024.86	19,785.85	104.0% M-Tag
2008-01-0005606	5714 GARRISON EDWARD J & CAROL	18 GREENBRIER RD							
2009-01-0005606	5714 GARRISON EDWARD J & CAROL	18 GREENBRIER RD							
2010-01-0005606	5714 GARRISON EDWARD J & CAROL	18 GREENBRIER RD							
TOTAL	3	5714					13,329.74	13,879.70	104.1% InVesta
2008-01-0010803	9893 OLIVEIRA FELISBERTO & MARIA	38 MONTAGUE CIR							
2009-01-0010803	9893 OLIVEIRA FELISBERTO & MARIA	38 MONTAGUE CIR							
2010-01-0010803	9893 OLIVEIRA FELISBERTO & MARIA	38 MONTAGUE CIR							
TOTAL	3	9893					15,883.12	16,414.15	103.3% InVesta
2008-01-0007877	4549 KOUTSOPOULOS JAMES C	626 FORBES ST							
2009-01-0007877	4549 KOUTSOPOULOS JAMES C	626 FORBES ST							
2010-01-0007877	4549 KOUTSOPOULOS JAMES C	626 FORBES ST							
TOTAL	3	4549					14,040.44	14,568.84	103.8% InVesta
2009-01-0013319	8831 CHETTRI SHARDA KHATTRI	1605 MAIN ST							
2010-01-0013319	8831 CHETTRI SHARDA KHATTRI	1605 MAIN ST							
TOTAL	2	8831					15,021.11	15,328.33	102.0% InVesta
2008-01-0004118	10792 DOWNIE BEVERLY A & IAN	27 OLMSTED ST							
2009-01-0004118	10792 DOWNIE BEVERLY A & IAN	27 OLMSTED ST							
2010-01-0004118	10792 DOWNIE BEVERLY A & IAN	27 OLMSTED ST							
TOTAL	3	10792					14,022.53	15,583.43	111.1% M-Tag
2007-01-0013516	11760 SINGARELLA ANTOINETTE M	29 RAYMOND ST							
2008-01-0013516	11760 SINGARELLA ANTOINETTE M	29 RAYMOND ST							
2009-01-0013516	11760 SINGARELLA ANTOINETTE M	29 RAYMOND ST							
2010-01-0013516	11760 SINGARELLA ANTOINETTE M	29 RAYMOND ST							
TOTAL	4	11760					12,766.15	13,251.47	103.8% InVesta
2008-01-0004259	5828 DUNKLE AVIS M	11 PRATT ST							
2009-01-0004259	5828 DUNKLE AVIS M	11 PRATT ST							
2010-01-0004259	5828 DUNKLE AVIS M	11 PRATT ST							
TOTAL	3	5828					13,878.82	14,452.40	104.1% InVesta
2008-01-0013695	16175 SMITH TINA & GLENN T	211 SUNNYFIELD DR							
2009-01-0013695	16175 SMITH TINA & GLENN T	211 SUNNYFIELD DR							
2010-01-0013695	16175 SMITH TINA & GLENN T	211 SUNNYFIELD DR							
TOTAL	3	16175					12,451.49	12,903.89	103.6% InVesta
2009-01-0012694	5574 ROYE CAMILLE N & SADIE A	52-54 GRAHAM RD							

2010-01-0012694	5574 ROYE CAMILLE N & SADIE A	52-54 GRAHAM RD	52-54 GRAHAM RD			
TOTAL	2	5574		13,244.85	13,774.64	104.0% M-Tag
2009-01-0005866	15845 BABA EYLOGBE CORPORATION	P O BOX 632	235 E RIVER DR UNIT #1104			
2010-01-0005866	15845 BABA EYLOGBE CORPORATION	P O BOX 632	235 E RIVER DR UNIT #1104			
TOTAL	2	15845		13,018.44	13,539.18	104.0% M-Tag
2009-01-0003106	4453 CARDONA YARITZA	139 FORBES ST	139 FORBES ST			
2010-01-0003106	4453 CARDONA YARITZA	139 FORBES ST	139 FORBES ST			
TOTAL	2	4453		12,964.14	13,482.71	104.0% M-Tag
2009-01-0009569	6759 EADY MICHAEL T	33 HILTON DR	33 HILTON DR			
2010-01-0009569	6759 EADY MICHAEL T	33 HILTON DR	33 HILTON DR			
TOTAL	2	6759		12,532.21	12,838.14	102.4% InVesta
2008-01-0011467	4666 PESCE TIMOTHY	1134 FORBES ST	1134 FORBES ST			
2009-01-0011467	4666 PESCE TIMOTHY	1134 FORBES ST	1134 FORBES ST			
2010-01-0011467	4666 PESCE TIMOTHY	1134 FORBES ST	1134 FORBES ST			
TOTAL	3	4666		10,692.59	11,138.96	104.2% InVesta
2007-01-0009503	3507 MCCRAY CAROLYN E	113 CRESCENT DR	113 CRESCENT DR			
2008-01-0009503	3507 MCCRAY CAROLYN E	113 CRESCENT DR	113 CRESCENT DR			
2009-01-0009503	3507 MCCRAY CAROLYN E	113 CRESCENT DR	113 CRESCENT DR			
2010-01-0009503	3507 MCCRAY CAROLYN E	113 CRESCENT DR	113 CRESCENT DR			
TOTAL	4	3507		10,008.82	10,350.82	103.4% InVesta
2008-01-0007130	9424 JACQUES WAYNE B	16 MAY ST	16 MAY ST			
2009-01-0007130	9424 JACQUES WAYNE B	16 MAY ST	16 MAY ST			
2010-01-0007130	9424 JACQUES WAYNE B	16 MAY ST	16 MAY ST			
TOTAL	3	9424		8,881.99	10,881.99	122.5% InVesta
2008-01-0002806	16629 CODRINGTON ROBERT R	4 WAKEFIELD CIR	4 WAKEFIELD CIR			
2009-01-0002806	16629 CODRINGTON ROBERT R	4 WAKEFIELD CIR	4 WAKEFIELD CIR			
2010-01-0002806	16629 CODRINGTON ROBERT R	4 WAKEFIELD CIR	4 WAKEFIELD CIR			
TOTAL	3	16629		8,315.16	8,629.17	103.8% InVesta
2008-01-0004096	16007 DOUGLAS HILKAIH E	122 VINE ST	233 ELLINGTON RD UNIT 303			
2009-01-0004096	16007 DOUGLAS HILKAIH E	122 VINE ST	233 ELLINGTON RD UNIT 303			
2010-01-0004096	16007 DOUGLAS HILKAIH E	122 VINE ST	233 ELLINGTON RD UNIT 303			
TOTAL	3	16007		4,726.86	4,896.41	103.6% InVesta
2008-01-0005457	15381 G & N T PROPERTY HOLDING L	111 BELL COURT UNIT B 1	11 BELL CT UNIT C-1			
2009-01-0005457	15381 G & N T PROPERTY HOLDING L	111 BELL COURT UNIT B 1	11 BELL CT UNIT C-1			
2010-01-0005457	15381 G & N T PROPERTY HOLDING L	111 BELL COURT UNIT B 1	11 BELL CT UNIT C-1			
TOTAL	3	15381		3,947.60	4,947.60	125.3% InVesta



2004-01-0009055	11801	COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST					
2005-01-0003046	11801	COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST					
2006-01-0003046	11801	COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST					
2007-01-0003046	11801	COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST					
2008-01-0003046	11801	COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST					
2009-01-0003046	11801	COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST					
2010-01-0003046	11801	COOGAN MICHAEL D	54 RENTSCHLER ST	54 RENTSCHLER ST					
TOTAL	8						41,539.34	41,987.10	101.1% InVesta
2006-01-0005049	1292	FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD					
2007-01-0005049	1292	FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD					
2008-01-0005049	1292	FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD					
2009-01-0005049	1292	FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD					
2010-01-0005049	1292	FILIPPONE ROBERT J	89 BRITT RD	89 BRITT RD					
TOTAL	5						24,617.52	25,254.72	102.6% InVesta
2007-01-0013847	15213	ST AMAND EAST HARTFORD L I	248 SOUTH CENTER ST	190 WOODMONT DR					
2008-01-0013847	15213	PIERSON SHERYL	190 WOODMONT DRIVE	190 WOODMONT DR					
2009-01-0013847	15213	PIERSON SHERYL	190 WOODMONT DRIVE	190 WOODMONT DR					
2010-01-0013847	15213	PIERSON SHERYL	190 WOODMONT DRIVE	190 WOODMONT DR					
TOTAL	4						24,032.82	24,846.30	103.4% InVesta
2006-01-0002651	177	CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR					
2007-01-0002651	177	CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR					
2008-01-0002651	177	CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR					
2009-01-0002651	177	CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR					
2010-01-0002651	177	CHOPUS STEPHEN P	593 WARRENVILLE RD	48 ANDREW DR					
TOTAL	5						22,775.80	23,391.34	102.7% InVesta
2007-01-0012970	2366	SANTOS LUIS C & DESIRIE	144 CENTRAL AVE	144 CENTRAL AVE					
2008-01-0012970	2366	SANTOS LUIS C & DESIRIE	144 CENTRAL AVE	144 CENTRAL AVE					
2009-01-0012970	2366	SANTOS LUIS C & DESIRIE	144 CENTRAL AVE	144 CENTRAL AVE					
2010-01-0012970	2366	SANTOS LUIS C & DESIRIE	144 CENTRAL AVE	144 CENTRAL AVE					
TOTAL	4						22,252.53	23,014.18	103.4% InVesta
2008-01-0008122	12170	LAMSON IRWIN S	135 ROWLAND DR	135 ROWLAND DR					
2009-01-0008122	12170	LUNDBERG MICHELE	135 ROWLAND DR	135 ROWLAND DR					
2010-01-0008122	12170	LUNDBERG MICHELE	135 ROWLAND DR	135 ROWLAND DR					
TOTAL	3						18,254.74	18,984.93	104.0% M-Tag
2009-01-0012071	11242	REALE SALVINA	75 PEZZENTE LA	75 PEZZENTE LN					
2010-01-0012071	11242	REALE SALVINA	75 PEZZENTE LA	75 PEZZENTE LN					
TOTAL	2						18,113.19	18,837.72	104.0% M-Tag
2007-01-0004884	10454	FALKOWTCH KENNETH & MARI	143 OAK ST	143-A OAK ST REAR					

2008-01-0004884	10454 FALKOWICH KENNETH & MARI 143 OAK ST	143-A OAK ST REAR							
2009-01-0004884	10454 FALKOWICH KENNETH & MARI 143 OAK ST	143-A OAK ST REAR							
2010-01-0004884	10454 FALKOWICH KENNETH & MARI 143 OAK ST	143-A OAK ST REAR							
TOTAL	4	10454				5,568.98		5,568.98	100.0% InVesta
2009-01-0000064	11050 323 333 PARK AVE EH LLC	323 PARK AVE							
2010-01-0000064	11050 323 333 PARK AVE EH LLC	323 PARK AVE							
TOTAL	2	11050				19,345.13		19,345.13	102.6% InVesta
2009-01-0000065	11051 323 333 PARK AVE EH LLC	333 PARK AVE							
2010-01-0000065	11051 323 333 PARK AVE EH LLC	333 PARK AVE							
TOTAL	2	11051				24,424.83		25,064.90	102.6% InVesta
2009-01-0000056	11037 249 275 PARK AVE EH LLC	249 PARK AVE							
2010-01-0000056	11037 249 275 PARK AVE EH LLC	249 PARK AVE							
TOTAL	2	11037				6,831.99		7,010.47	102.6% InVesta
2009-01-0000057	11041 249 275 PARK AVE EH LLC	275 PARK AVE							
2010-01-0000057	11041 249 275 PARK AVE EH LLC	275 PARK AVE							
TOTAL	2	11041				45,381.62		46,573.10	102.6% InVesta
2009-01-0000094	11014 171 221 PARK AVE EH LLC	171-221 PARK AVE							
2010-01-0000094	11014 171 221 PARK AVE EH LLC	171-221 PARK AVE							
TOTAL	2	11014				77,313.33		79,354.72	102.6% InVesta
2009-01-0013969	9724 STEVENSON CRAIG R & MARIE	52 MILWOOD RD							
2010-01-0013969	9724 STEVENSON CRAIG R & MARIE	52 MILWOOD RD							
TOTAL	2	9724				14,023.73		14,584.68	104.0% M-Tag
2009-01-0009464	12275 MCCABE ROSALYN J & JAMES E	19 ST REGIS ST							
2010-01-0009464	12275 MCCABE ROSALYN J & JAMES E	19 ST REGIS ST							
TOTAL	2	12275				2,633.60		2,702.96	102.6% InVesta
2008-01-0010261	10768 DIFANO LLC	30 OLDE ROBERTS ST							
2009-01-0010261	10768 DIFANO LLC	30 OLDE ROBERTS ST							
2010-01-0010261	10768 DIFANO LLC	30 OLDE ROBERTS ST							
TOTAL	3	10454							
2009-01-0002955	15531 CONDO 64 L L C	44 GRAFTON ST SUITE A 1							
2010-01-0002955	15531 CONDO 64 L L C	44 GRAFTON ST SUITE A 1							
TOTAL	2	15531							
2009-01-0002979	15569 CONDO 64 L L C	44 GRAFTON ST SUITE A 1							
2010-01-0002979	15569 CONDO 64 L L C	44 GRAFTON ST SUITE A 1							
TOTAL	2	15569							
2009-01-0002942	15512 CONDO 64 L L C	44 GRAFTON ST SUITE A 1							
2010-01-0002942	15512 CONDO 64 L L C	44 GRAFTON ST SUITE A 1							
TOTAL	2	15512							

TOTAL	2	15512	44 GRAFTON ST SUITE A 1	505 BURNSIDE AVE UNIT B-18
2009-01-0002954	15530 CONDO 64 L L C		HARTFORD	
2010-01-0002954	15530 CONDO 64 L L C		HARTFORD	
TOTAL	2	15530	44 GRAFTON ST SUITE A 1	505 BURNSIDE AVE UNIT C-17
2009-01-0002956	15532 CONDO 64 L L C		HARTFORD	
2010-01-0002956	15532 CONDO 64 L L C		HARTFORD	
TOTAL	2	15532	44 GRAFTON ST SUITE A 1	505 BURNSIDE AVE UNIT F-3
2009-01-0002977	15566 CONDO 64 L L C		HARTFORD	
2010-01-0002977	15566 CONDO 64 L L C		HARTFORD	
TOTAL	2	15566	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT B-15
2009-01-0002943	15513 CONDO 64 L L C		HARTFORD	
2010-01-0002943	15513 CONDO 64 L L C		HARTFORD	
TOTAL	2	15513	44 GRAFTON ST SUITE A 1	505 BURNSIDE AVE UNIT B-19
2009-01-0002987	15588 CONDO 64 L L C		HARTFORD	
2010-01-0002987	15588 CONDO 64 L L C		HARTFORD	
TOTAL	2	15588	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT C-19
2009-01-0002944	15519 CONDO 64 L L C		HARTFORD	
2010-01-0002944	15519 CONDO 64 L L C		HARTFORD	
TOTAL	2	15519	44 GRAFTON ST SUITE A 1	505 BURNSIDE AVE UNIT C-6
2009-01-0002945	15520 CONDO 64 L L C		HARTFORD	
2010-01-0002945	15520 CONDO 64 L L C		HARTFORD	
TOTAL	2	15520	44 GRAFTON ST SUITE A 1	505 BURNSIDE AVE UNIT C-7
2009-01-0002951	15526 CONDO 64 L L C		HARTFORD	
2010-01-0002951	15526 CONDO 64 L L C		HARTFORD	
TOTAL	2	15526	44 GRAFTON ST SUITE A 1	505 BURNSIDE AVE UNIT C-13
2009-01-0002957	15533 CONDO 64 L L C		HARTFORD	
2010-01-0002957	15533 CONDO 64 L L C		HARTFORD	
TOTAL	2	15533	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-1
2009-01-0002959	15535 CONDO 64 L L C		HARTFORD	
2010-01-0002959	15535 CONDO 64 L L C		HARTFORD	
TOTAL	2	15535	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-3
2009-01-0002960	15537 CONDO 64 L L C		HARTFORD	
2010-01-0002960	15537 CONDO 64 L L C		HARTFORD	
TOTAL	2	15537	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-5
2009-01-0002961	15538 CONDO 64 L L C		HARTFORD	
2010-01-0002961	15538 CONDO 64 L L C		HARTFORD	
TOTAL	2	15538	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-6
2009-01-0002962	15539 CONDO 64 L L C		HARTFORD	
2010-01-0002962	15539 CONDO 64 L L C		HARTFORD	
TOTAL	2	15539	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-7
2009-01-0002966	15545 CONDO 64 L L C		HARTFORD	
2010-01-0002966	15545 CONDO 64 L L C		HARTFORD	
TOTAL	2	15545	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-13
2009-01-0002969	15552 CONDO 64 L L C		HARTFORD	
2010-01-0002969	15552 CONDO 64 L L C		HARTFORD	
TOTAL	2	15552	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT B-1
2009-01-0002971	15554 CONDO 64 L L C		44 GRAFTON ST SUITE A 1	HARTFORD

2010-01-0002971	15554 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT B-3
TOTAL	2			
2009-01-0002980	15570 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-1
2010-01-0002980	15570 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-6
TOTAL	2			
2009-01-0002981	15575 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-9
2010-01-0002981	15575 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-11
TOTAL	2			
2009-01-0002947	15522 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT A-15
2010-01-0002947	15522 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT B-9
TOTAL	2			
2009-01-0002949	15524 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-11
2010-01-0002949	15524 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT A-11
TOTAL	2			
2009-01-0002965	15543 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT A-11
2010-01-0002965	15543 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT A-11
TOTAL	2			
2009-01-0002967	15547 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT A-15
2010-01-0002967	15547 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT B-9
TOTAL	2			
2009-01-0002973	15560 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-11
2010-01-0002973	15560 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT A-4
TOTAL	2			
2009-01-0002984	15580 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT B-16
2010-01-0002984	15580 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-8
TOTAL	2			
2009-01-0002989	15536 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-10
2010-01-0002989	15536 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-15
TOTAL	2			
2009-01-0002941	15510 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT C-16
2010-01-0002941	15510 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	509 BURNSIDE AVE UNIT A-8
TOTAL	2			
2009-01-0002946	15521 CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD	
2010-01-0002946	15521 CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD	
TOTAL	2			
2009-01-0002948	15523 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	
2010-01-0002948	15523 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	
TOTAL	2			
2009-01-0002952	15528 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	
2010-01-0002952	15528 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	
TOTAL	2			
2009-01-0002953	15529 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	
2010-01-0002953	15529 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	
TOTAL	2			
2009-01-0002963	15540 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	
2010-01-0002963	15540 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD	
TOTAL	2			

2009-01-0002964	15542	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
2010-01-0002964	15542	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002968	15548	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-10
2010-01-0002968	15548	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002972	15559	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-16
2010-01-0002972	15559	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002974	15561	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT B-8
2010-01-0002974	15561	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002976	15565	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT B-10
2010-01-0002976	15565	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002978	15567	CONDO 64 L L C	44 GRAFTON ST A 1	509 BURNSIDE AVE UNIT B-14
2010-01-0002978	15567	CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD
TOTAL	2			
2009-01-0002982	15577	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT B-16
2010-01-0002982	15577	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002983	15579	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT C-8
2010-01-0002983	15579	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002986	15585	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT C-10
2010-01-0002986	15585	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0003433	15544	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT C-16
2010-01-0003433	15544	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002975	15563	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-12
2010-01-0002975	15563	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002985	15581	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT B-12
2010-01-0002985	15581	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002950	15525	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT C-12
2010-01-0002950	15525	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002958	15534	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	505 BURNSIDE AVE UNIT C-12
2010-01-0002958	15534	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2009-01-0002970	15553	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT A-2
2010-01-0002970	15553	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			
2010-01-0002925	15481	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	509 BURNSIDE AVE UNIT B-2
TOTAL	1			HARTFORD
				505 BURNSIDE AVE UNIT A-5

2010-01-0002926	15482	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT A-6
2010-01-0002932	15489	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT A-13
2010-01-0002935	15501	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT B-7
2010-01-0002938	15507	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT B-13
2010-01-0002923	15518	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT C-5
2010-01-0002929	15485	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT A-9
2010-01-0002931	15487	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT A-11
2010-01-0002934	15498	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT B-4
2010-01-0002928	15484	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT A-8
2010-01-0002930	15486	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT A-10
2010-01-0002936	15502	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT B-8
2010-01-0002937	15504	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT B-10
2010-01-0002939	15508	CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT B-14
2010-01-0002940	15509	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT B-15
2010-01-0002924	15478	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT A-2
2010-01-0002933	15496	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	1			505 BURNSIDE AVE UNIT B-2
2009-01-0002988	15589	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			505 BURNSIDE AVE GAR #13
2009-01-0016429	17019	CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD
TOTAL	2			505 BURNSIDE AVE GAR #1
2009-01-0016430	17021	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			505 BURNSIDE AVE GAR #3
2009-01-0016433	17024	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			505 BURNSIDE AVE GAR #6
2009-01-0016434	17025	CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD
TOTAL	2			505 BURNSIDE AVE GAR #7

2009-01-0016435	17026 CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD			
2010-01-0016435	17026 CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD			
TOTAL	2		505 BURNSIDE AVE GAR #8			
2009-01-0016440	17031 CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD			
2010-01-0016440	17031 CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD			
TOTAL	2		505 BURNSIDE AVE GAR #14			
2009-01-0016441	17032 CONDO 64 L L C	44 GRAFTON A 1	HARTFORD			
2010-01-0016441	17032 CONDO 64 L L C	44 GRAFTON A 1	HARTFORD			
TOTAL	2		505 BURNSIDE AVE GAR #15			
2009-01-0016442	17033 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
2010-01-0016442	17033 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
TOTAL	2		505 BURNSIDE AVE GAR #16			
2009-01-0016449	17040 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
2010-01-0016449	17040 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
TOTAL	2		505 BURNSIDE AVE GAR #23			
2009-01-0016450	17041 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
2010-01-0016450	17041 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
TOTAL	2		505 BURNSIDE AVE GAR #24			
2009-01-0016451	17042 CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD			
2010-01-0016451	17042 CONDO 64 L L C	44 GRAFTON ST A 1	HARTFORD			
TOTAL	2		505 BURNSIDE AVE GAR #25			
2009-01-0016453	17044 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
2010-01-0016453	17044 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
TOTAL	2		505 BURNSIDE AVE GAR #27			
2009-01-0016454	17045 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
2010-01-0016454	17045 CONDO 64 L L C	44 GRAFTON ST SUITE A 1	HARTFORD			
TOTAL	2		509 BURNSIDE AVE GAR #28			
GRAND TOTAL	143					
					146,928.31	102.0% InVesta
					149,893.38	
BILL#	UID	NAME	ADDRESS	PROP. LOCATION		
2010-01-0015620	4047	SCHOOL STREET PLAZA L L C	6515 MAIN STREET SUITE 12	265 ELLINGTON RD		
TOTAL	1		4047	265 ELLINGTON RD	452,628.28	101.4% InVesta
GRAND TOTAL					1,138,227.40	103.4%
					1,176,506.06	
					983,758.37	InVesta
					167,655.63	M-Tag
					25,092.06	Ct. Tax

environmental Phase I report, land records title search, an 8-24 Planning and Zoning Commission approval and final Town Council approval.  
Motion carried 2/1. Nay: Thompson

## OLD BUSINESS

### 40 Central Avenue – Discussion of Appraisal Results and Vote Concerning Possible Purchase

Assistant Corporation Counsel Rich Gentile updated the Committee on the town's progress with its attempt to acquire the parcel at 40 Central Avenue. The owner's last demand is commensurate with the Town Assessor's valuation and the appraisal of the property (\$188,000). Attorney Gentile feels that the demand is fair and hopes to move forward with plans to acquire the property.

MOTION      By Linda Russo  
                  seconded by Eric Thompson  
                  to recommend that the Town Council vote to acquire the property known as 40 central Avenue for the sum of \$188,000 subject to receipt of a satisfactory environmental Phase I report, land records title search and an 8-24 Planning and Zoning Commission approval.  
                  Motion carried 3/0.

### Raymond Library Lease – Update

Mary Martin, Raymond Library Project Coordinator, updated the Committee on the state funding available if the "campus" project moves forward. Attorney Gentile discussed the scope of the Library museum, which should be determined in June 2012.

No further action taken at this time.

## ADJOURNMENT

MOTION      By Eric Thompson  
                  seconded by Bill Horan  
                  to adjourn (5:59 p.m.)  
                  Motion carried 3/0.


cc:      Town Council  
            Marcia Leclerc, Mayor  
            Rich Gentile, Assistant Corporation Counsel  
            Mary Martin, Raymond Library Project Coordinator



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

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**DATE:** May 3, 2012  
**TO:** Richard Kehoe, Chair  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** REFUND OF TAXES

I recommend that the Town Council approve a total refund of taxes in the amount of \$14,596.19 as detailed in the attached listing from our Collector of Revenue.

Please place this item on the Town Council agenda for May 15, 2012 .

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

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**INTEROFFICE MEMORANDUM**

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

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

**SUBJECT:**   REFUND OF TAXES

**DATE:**       5/3/2012

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Under the provisions of Section 12-129 of the Connecticut General Statutes, the following persons are entitled to the refunds as requested. The total amount to be refunded is \$14,596.19 See attached list.

Bill	Name	Address	Prop Loc/Vehicle Info.	Over Paid
2010-02-0042075	BUDGET TRUCK RENTAL LLC C/O THOMSON REUTERS	PO BOX 4900 SCOTTSDALE AZ 85261	PERSONAL PROPERTY	\$ (10,568.74)
2010-03-0064000	CALABRETT CATHERINE	12 DOROTHY DR APT L BLOOMFIELD CT 06002 1761	1995 JEEP GR CHEROKEE	\$ (6.35)
2010-01-0003503	DALRYMPLE SUSAN W	34 SHANNON RD EAST HARTFORD CT 06118	34 SHANNON RD	\$ (10.00)
2010-01-0005305	FRANCOEUR NORMAN J & CHARLENE B	24 WESTERLY TERR EAST HARTFORD CT 06118	24 WESTERLY TER	\$ (5.05)
2010-03-0063424	GARCIA MINERVA	4 ST REGIS ST APT B E HARTFORD CT 06108 1830	2007 NISSAN ALTIMA	\$ (7.06)
2010-03-0064809	GRANT CLAIRE S	40 HILLSIDE ST A8 E HARTFORD CT 06108 3611	1999 TOYOTA COROLLA	\$ (6.51)
2010-01-0000041	IPT LLC	10 COLUMBUS BLVD 4TH FL HARTFORD CT 06106	19 VILLAGE ST	\$ (3,523.75)
2010-03-0070289	LAUF MARILYN	21 RAELAND LN PALM COAST FL 32164	2000 FORD MUSTANG	\$ (21.17)
2010-03-0076006	NISSAN INFINITI LT	PO BOX 650214 DALLAS TX 75265 9523	VIN # 1N4AL21E58N475424	\$ (162.05)
2010-02-0041933	PUGET SOUND LEASING CO INC	925 4TH AVENUE SUITE 2350 SEATTLE WA 98104	PERSONAL PROPERTY	\$ (285.51)
<b>TOTAL</b>				<b>\$ (14,596.19)</b>

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 27, 2012

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

**Re: Outdoor Amusement Permit Application  
"Pappy's Golf Tournament Cookouts"**

Dear Chairman Kehoe:

Attached please find the amusement permit application from **Patricia Rancourt, President of Rancourt Enterprises, Inc., dba as Pappy's Cafe**. The applicant seeks to conduct two cookouts with music and food at Pappy's Café located at **37 Burnside Avenue**, on the following **Saturdays: June 2 and June 9, 2012** from approximately **12 PM to 8 PM** with music during the same hours on both days.

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

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

- **Evidence of a valid Patio Permit issued by the State of Connecticut Department of Consumer Protection must be provided prior to the first event (June 2<sup>nd</sup>).**
- The Police Department can provide adequate police protection for these events. The site is suitable for the proposed amusements, the crowds are of small size, and the area has sufficient parking available.
- These events 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 these events 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 events that are not Town sponsored, this expense will have to be borne by the applicant.

Respectfully submitted for your review.

Sincerely;

A handwritten signature in black ink, appearing to read 'M. Sirois', written over the printed name.

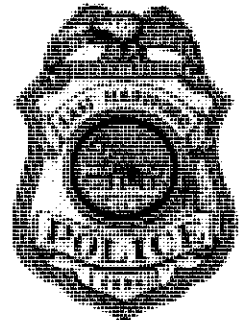
Mark J. Sirois  
Chief of Police

# 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:

Pappys Golf Tour. & Cookout

2. Date(s) of Event:

JUNE 2, 2012 & JUNE 9, 2012

3. Applicant's name, home & work phone numbers, home address, and e-mail address:

By PATRICIA RANCOURT 860-282-1149 H - 860-289-2869  
42 Bates Dr. E.H.H.F.d. *Rancourt Enterprises, Inc.*

4. If partnership, corporation, club, or association, list names of all partners or officers and business address.

PATRICIA RANCOURT - PRES 37 Buenside Ave. E.H.H.F.d.  
LARRY BARKER - SEC

5. List the location of the proposed amusement: (Name of facility and address)

PAPPYS CAFE  
37 Buenside Ave. E.H.H.F.d.

6. List the dates and hours of operation for each day (if locations changes on a particular day, please list):

JUNE 2, 2012 - 12 - 8 PM

JUNE 9, 2012 - 12 - 8 PM

7. Provide a detailed description of the proposed amusement:

RADIO

8. Will Music or Other Entertainment Be Provided Out-Of-Doors? *yes*

Yes

No

*12 - 8 PM*

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?

*21 & older*

10. What is the expected attendance at the proposed amusement:

(If more than one performance, indicate time/ day/ date and anticipated attendance for each.)

*GOLF - 75 - COOKOUT 75*

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:

*NONE*

- b. Traffic Control and Flow Plan at Site & Impact on Surrounding/ Supporting Streets: *SAME AS ALWAYS*
- c. Parking Plan On Site & Impact on Surrounding/ Supporting Streets: *NONE*
- d. Noise Impact on Neighborhood: *NONE*
- e. Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement: *DUMPSTER*
- 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: *BURRIDGE AVE & ELM ST*
- b. Provisions for Notification of Proper Authorities in the Case of an Emergency: *PHONE*
- c. Any Provision for On-Site Emergency Medical Services: *NO*
- d. Crowd Control Plan: *OWNER ON SITE*
- 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: *BATHROOMS IN CAFE*

13. Will food be provided, served, or sold on site: *Y<sup>e</sup>*

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, *SOLD INSIDE CAFE AND TO BE ALLOWED TO BRING OUTSIDE DURING HOURS OF 12-8 PM.*
  - b. To Ensure That Alcohol Is Not Sold or Provided to Minors or Intoxicated Persons. *BARTENDER ID'S*
- 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

*Patricia Rancourt*  
(Applicant Signature)

PATRICIA RANCOURT 4/16/12  
(Printed Name) (Date Signed)

(Send application electronically to [cfrank@easthartfordct.gov](mailto:cfrank@easthartfordct.gov))

FOR OFFICE USE

Insurance Certificate Included:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Liquor Permit Included:	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
Time Waiver Request Included:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
Fee Waiver Request Included:	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO

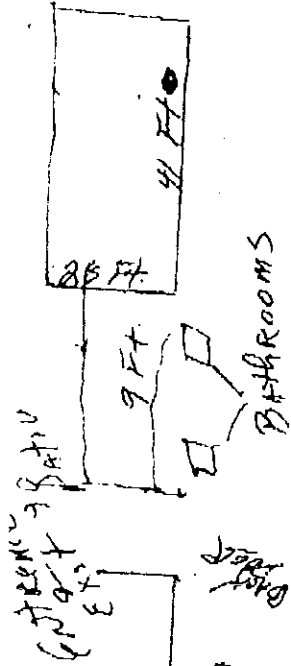
Received By: *Carol Strub*

Employee Number: 9019

Date & Time Signed: April 19, 2012 9:18 AM ~~PM~~

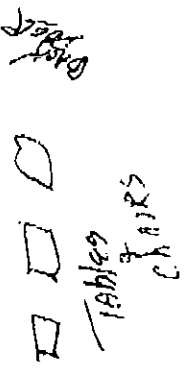
Time remaining before event: 304 days.



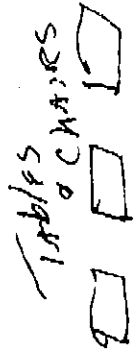
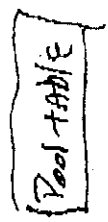


Patrol will be for  
 fenced in  
 area

Also will be for  
 medical  
 will be for  
 park do  
 work  
 in the  
 roof  
 with



BAR AREA



FRONT DOOR

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/10/2012

PRODUCER (860) 561-4713 FAX: (860) 561-3269  
Caplan & Co. LLC, Insurance  
1001 Farmington Avenue

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

West Hartford CT 06107

INSURERS AFFORDING COVERAGE NAIC #

INSURED  
Rancourt Enterprises Inc., DBA: Pappy's Cafe  
37 Burnside Avenue

INSURER A: State National Insurance

INSURER B:

INSURER C:

INSURER D:

East Hartford CT 06108

INSURER E:

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR/ADD'L LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
A	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	RCB100158-10	8/12/2011	8/12/2012	EACH OCCURRENCE \$ 1,000,000								
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMPI/OP AGG \$ 1,000,000												
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$								
	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WC STATU-TORY LIMITS	OTH-ER												
E.L. EACH ACCIDENT	\$												
E.L. DISEASE - EA EMPLOYEE	\$												
E.L. DISEASE - POLICY LIMIT	\$												
A	OTHER Liquor Liability	RCB100158-10	8/12/2011	8/12/2012	Limit: \$300,000								

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS  
 RE: SPECIAL EVENT. A one day cookout being held on 6/2/2012 & 6/9/2012 at the above referenced location. Certificate holder is named as additional insured with regard to this special event. Certificate is subject to all terms, conditions, warranties and exclusions per policy forms.

## CERTIFICATE HOLDER

Town of East Hartford  
740 Main Street  
East Hartford, CT 06108

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL \_\_\_\_\_ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

This liquor permit is not in effect until filed with the Town Clerk CGS Section 30-53

STATE OF CONNECTICUT ♦ DEPARTMENT OF CONSUMER PROTECTION  
**LIQUOR PERMIT**

This certifies that

PATRICIA S RANCOURT  
37 BURNSIDE AVENUE  
EAST HARTFORD CT 06108

is authorized to sell such alcoholic liquors as provided by law under permit number



Trade Name: PAPPYS  
Backer: RANCOURT ENTERPRISES INC

Effective: 11/13/2011  
Expiration: 11/12/2012

2011 NOV 18 A 9:54  
TOWN CLERK  
EAST HARTFORD

*William M. Rubenstein*  
William M. Rubenstein, Commissioner



STATE OF CONNECTICUT  
DEPARTMENT OF CONSUMER PROTECTION  
Liquor Control Division  
Telephone: (860) 713-6210  
Fax: (860) 713-7235  
Website: http://www.ct.gov/dcp

**PATIO REQUEST FORM**

PERMITTEE: PATRICIA RANCOURT PERMIT # LLA 0005708  
BACKER: RANCOURT ENT INC.  
ADDRESS: 37 BURNSIDE AVE TOWN EAST HARTFORD  
TRADE NAME: PAPPYS CAFE  
BUSINESS PHONE: 860-289-2869 FAX # \_\_\_\_\_ HOME PHONE: \_\_\_\_\_  
WILL PATIO BE PERMANENT: YES \_\_\_\_\_ NO X

If Patio is going to only be used Temporarily, List exact dates needed: JUNE 2 & JUNE 9 2012

**DIRECTIONS: ON THE BACK OF THIS SHEET MAKE A SKETCH OF THE EXISTING PERMIT PREMISES AND INCLUDE THE FOLLOWING**

1. The Patio in relation to the permit premises. List all dimensions of Patio in feet.
2. All entrances & exits leading to and from the patio.
3. Portion of sketch that shows Permit Premises must be labeled with all the Dining Rooms, Barrooms, Kitchen, etc
4. Indicate all fences, railings, etc. surrounding patio area
5. Indicate how alcoholic beverages are going to be served on Patio. Show all consumer bars & Service Bars

**NOTE: If a Consumer Bar is going to be used on the Patio, an application for Additional Consumer Bar permit together with a \$190.00 fee must be Submitted with this application.**

**IF THIS SHEET IS NOT LARGE ENOUGH, CONTINUE SKETCH ON ONE ADDITIONAL SHEET.**

1. If access to Patio is through the Barroom, the Patio is considered an extension of the Barroom (NO MINORS ALLOWED) Unless accompanied by Parent or Guardian.
2. If access to Patio is through a Dining Room, the Patio is considered an extension of the Dining Room.
  - a. If Alcoholic Beverages are to be made from a Service Bar located on Patio-NO additional fee if required. (Service must be made by Waitstaff only).
3. If Alcoholic Beverages are to be made from an Additional Consumer Bar Located on the Patio-Patio is considered Barroom-(NO MINORS ALLOWED)
4. No alcoholic beverages are to leave the patio area (away from premises.)
5. NO DEVIATIONS FROM THE PLAN SHOWN ON THIS FORM ARE ALLOWED WITHOUT WRITTEN APPROVAL FROM THIS DEPARTMENT.

SIGNATURE: Patricia Rancourt 4-4-12  
PERMITTEE DATE

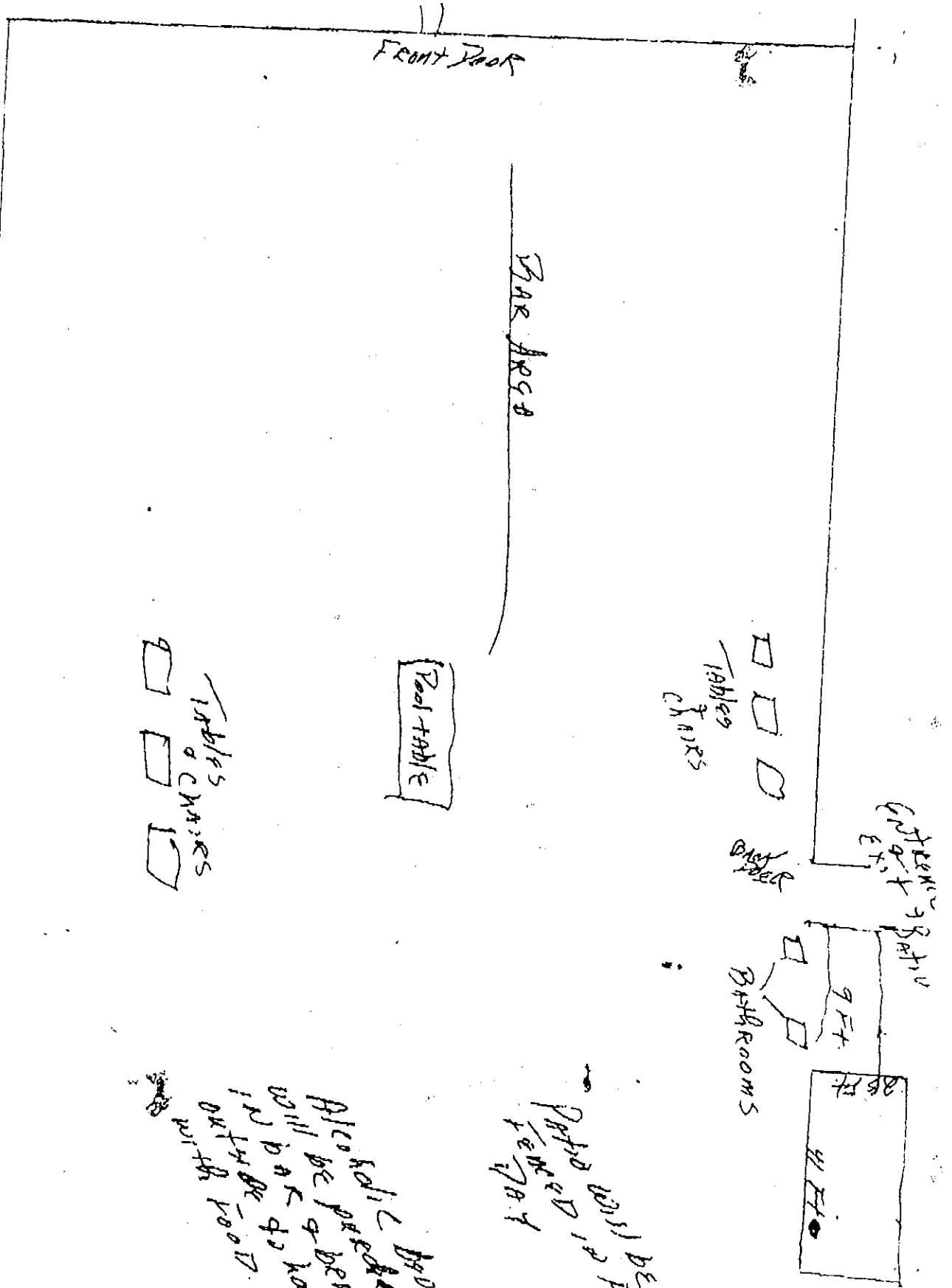
**MUNICIPAL APPROVALS**

ZONING: SIGNATURE: [Signature] DATE 4-13-12  
FIRE DEPT. SIGNATURE: [Signature] DATE 4/17/12  
HEALTH DEPT. SIGNATURE: [Signature] DATE 4-9-12

**DEPARTMENT OF CONSUMER PROTECTION PATIO APPROVAL**

THIS MUST BE DISPLAYED NEXT TO YOUR PERMIT OR PERMIT MUST BE ENDORSED. LIMITATIONS OR CONDITIONS:

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_



FRONT DOOR

BAR AREA

POOL TABLE

Tables  
& CHAIRS

BACK DOOR

STAIRS  
UP

BATHROOMS

RESTROOM

Tables  
& CHAIRS

Part of wall to be  
removed for  
entrance

Alcoholic beverages  
will be prepared  
in bar & kept  
in bar room  
with hood



Mark J. Sirois  
Chief of Police

TOWN OF EAST HARTFORD<sup>2</sup>  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
Outdoor Amusement Permits  
31 School Street  
East Hartford, CT 06108  
(860) 528-4401



Marcia A. Leclerc  
Mayor

Fire Dept

## Administrative Review of Amusement Permit

Event Dates: **June 2 and 9, 2012**  
Event: **Pappy's Golf Tournament Cookouts**  
Applicant: **Patricia Rancourt, President, Rancourt Enterprises, Inc., dba as Pappy's Cafe**

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 26, 2012

Signature

Date

Comments:



Mark J. Sirois  
Chief of Police

2  
**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

*Health Dept*

## Administrative Review of Amusement Permit

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

Michael O'Connell  
Signature

*4/24/12*  
Date

Comments:

Parks & Rec



Mark J. Sirois  
Chief of Police

TOWN OF EAST HARTFORD<sup>2</sup>  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
Outdoor Amusement Permits  
31 School Street  
East Hartford, CT 06108  
(860) 528-4401



Marcia A. Leclere  
Mayor

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

Ted Fravel  
Signature

4/24/12  
Date

Comments:



**Frank, Carol**

---

**From:** Bockus, Tim  
**Sent:** Wednesday, April 25, 2012 2:00 PM  
**To:** Frank, Carol  
**Subject:** RE: Pappy's Golf Tournament Cookouts

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

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:** Thursday, April 19, 2012 11:18  
**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:** Pappy's Golf Tournament Cookouts

Good morning all.

Attached please find the Outdoor Amusement Permit Application, Certificate of Insurance, Liquor Permit, Patio 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 Thursday, April 26, 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

Corp Counsel

Frank, Carol

---

From: Gentile, Richard  
Sent: Monday, April 23, 2012 11:23 AM  
To: Frank, Carol  
Subject: RE: Pappy's Golf Tournament Cookouts



Gentile Richard.vcf  
(3 KB)

I have no comments or concerns on this application.

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

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

From: Frank, Carol  
Sent: Thursday, April 19, 2012 11:18  
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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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:** Bennett, Cindy  
**Sent:** Monday, April 23, 2012 9:49 AM  
**To:** Frank, Carol  
**Subject:** RE: Pappy's Golf Tournament Cookouts

Please have the verbiage changed on the certificate of insurance to say for two cooks outs-it says a one day event and then lists two dates. Otherwise OK-thanks

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

**From:** Frank, Carol  
**Sent:** Thursday, April 19, 2012 11:18 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:** Pappy's Golf Tournament Cookouts

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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:** Bennett, Cindy  
**Sent:** Wednesday, April 25, 2012 11:06 AM  
**To:** Frank, Carol  
**Subject:** RE: Pappy's Cookouts

Yes acceptable

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

**From:** Frank, Carol  
**Sent:** Wednesday, April 25, 2012 10:22 AM  
**To:** Bennett, Cindy  
**Subject:** Pappy's Cookouts

Good morning Cindy.

Attached please find a copy of the COI that was faxed to me this morning in regards to Pappy's Cookouts. Is this Certificate acceptable?

As always, thanks for the help.

Carol

**ACORD CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY)  
4/10/2012

PRODUCER (860)561-4713 FAX: (860)561-3269  
 Caplan & Co. LLC, Insurance  
 1001 Farmington Avenue  
 West Hartford CT 06107

INSURED  
 Rancourt Enterprises Inc., DBA: Pappy's Cafe  
 37 Burnside Avenue  
 East Hartford CT 06108

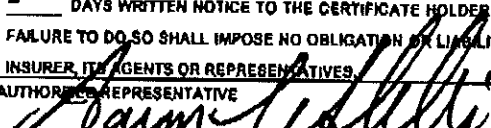
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
INSURER A: State National Insurance	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

**COVERAGES**  
 THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR (ADD'L LTR)	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	RCB100158-10	8/12/2011	8/12/2012	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A		OTHER Liquor Liability	RCB100158-10	8/12/2011	8/12/2012	Limit: \$300,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS  
 RE: SPECIAL EVENT. A two day cookout being held on 6/2/2012 & 6/9/2012 at the above referenced location. Certificate holder is named as additional insured with regard to this special event. Certificate is subject to all terms, conditions, warranties and exclusions per policy forms.

<b>CERTIFICATE HOLDER</b> Town of East Hartford 740 Main Street East Hartford, CT 06108	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL _____ DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
--	--

MARCIA A. LECLERC  
MAYOR

# TOWN OF EAST HARTFORD

Police Department

81 School Street  
East Hartford, Connecticut 06108

TELEPHONE  
(860) 528-4401

FAX (860) 289-1249

MARK J. SIROIS  
CHIEF OF POLICE

May 3, 2012

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

**Re: Outdoor Amusement Permit Application -  
"Keith Berger Memorial Criterium Bicycle Race"**

Dear Chairman Kehoe:

Attached please find the amusement permit application from **Mark Paggioli, President** on behalf of the **Capital Velo Club Cycling Team**. The applicant seeks to conduct a series of bicycle races on **Sunday, June 24, 2012 from 9:30 AM – 3:30 PM** from Founders Plaza and the following Streets: East River Drive, Pitkin Street, Meadow Street, and Hartland Street.

The applicant respectfully **requests a waiver of the associated permit fee**, under the provisions of (TO) 5-6(c), due to the Town of East Hartford. The event's proceeds are used to make a donation to the Leukemia & Lymphoma Society's Team in Training and to support youth cycling. **At this time the applicant also requests that the Administration Fees (35% surcharge) portion associated with the East Hartford Police Department be waived.**

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 **Public Works Department** recommends the application be approved subject to the conditions set forth:

- Road closure permits must be obtained from Public Works Engineering Division.
- The deployment of traffic control devices for the road closures are to be coordinated with the Public Works Division. **All overtime labor costs incurred by Public Works shall be the responsibility of the applicant.**

The **Health Department** has no objection to this application provided that the applicant obtains a temporary food service permit at least two (2) weeks prior to the event.

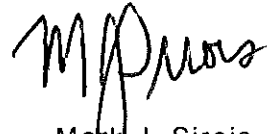
The **Risk Management Department** states the cycling team will need to

submit a Certificate of Insurance for One (1) Million dollars general liability and name the Town of East Hartford as an additional insured.

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.
- As in the past, Police Officers will be required to staff pedestrian and traffic control posts.
- Police manpower required for this event exceeds the Department's normal patrol complement and some overtime hiring will become 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:  
Mayor Leclerc  
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: Keith Berger Memorial Criterium Bicycle Race
2. Date(s) of Event: June 24, 2012
3. Applicant's name, home & work phone numbers, home address, and e-mail address: Mark Paggioli, 427 Chimneysweep Hill Rd. Glastonbury, CT 06033 Home Phone 860-659-1632, Cell 860-712-4439, Email – paggioli@cox.net
4. If partnership, corporation, club, or association, list names of all partners or officers and business address. Capital Velo Cycling Team, President – Same as above in item #3.
5. List the location of the proposed amusement: (Name of facility and address)  
Founders Plaza – East River Rd to Pitkin to Meadow to Hartland. Course runs clockwise / all right hand turns. See attached map.
6. List the dates and hours of operation for each day (if locations changes on a particular day, please list):  
6/24/12 Races from 9:30 am to 3:30 pm.
7. Provide a detailed description of the proposed amusement:  
Bicycle Races.
8. Will Music or Other Entertainment Be Provided Out-Of-Doors?  
 Yes       No
  - a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)?
9. What is the expected age group(s) of participants?  
15-65
10. What is the expected attendance at the proposed amusement:  
(If more than one performance, indicate time / day / date and anticipated attendance for each.)  
100 spectators maximum per event. 100 participants per event is the maximum allowed by the governing body. The first race starts at 9:30 and the last race starts at 2:00 pm



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:  
Small crowds will be on Hartland St to view the finish line.
  - b. Traffic Control and Flow Plan at Site & Impact on Surrounding / Supporting Streets:  
Course will be closed to traffic. Police will be required for a portion of Pitkin St & East River Rd.
  - c. Parking Plan On Site & Impact on Surrounding / Supporting Streets:  
Parking will be on property of area business park.
  - d. Noise Impact on Neighborhood:  
Little noise, is a non-residential area.
  - e. Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement:  
Should be little to no trash, course will be cleaned after the event.
  - f. List expected general disruption to neighborhood's normal life and activities:  
Little disruption, traffic can be routed around the race course.
  - 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:  
Easy access to the course from several directions, see attached map.
- b. Provisions for Notification of Proper Authorities in the Case of an Emergency:  
Same as previous years – EMT's on location with contact to dispatch.
- c. Any Provision for On-Site Emergency Medical Services:  
Same as B above.
- d. Crowd Control Plan:  
Small crowds, spectators are uncommon & typically family members of participants.
- e. If on Town Property, the Plan for the Return of the Amusement Site to Pre-Amusement Condition:  
Course uses town roads which will be returned to condition prior to race.
- f. Provision of sanitary facilities:  
Port-O-Johns will be used as in previous years.

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

Yes, food will be sold to feed volunteers & racers.

Food available  Yes  No AND contact has been made with the East Hartford Health

Department  Yes  No. Not yet, vendor yet to be determined.

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): All race intersections & entries will be marshaled & controlled. Our organization has held this race on this course 7 years previously. We have also hosted races over 65 miles on open roads.

The event has again been selected to be the Connecticut State Criterium Championships.

We also request to have any application fee waived as well as the administrative portion associated with Police coverage. The event's proceeds are used to make a donation to the Leukemia & Lymphoma Society's Team in Training & to support youth cycling.

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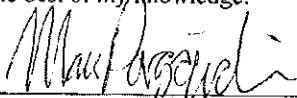
CGS Sec. 53a-157. False Statement: Class A Misdemeanor.

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)

Mark Paggioli

(Printed Name)

4/16/12

(Date Signed)

(Send application electronically to [cfrank@easthartfordct.gov](mailto:cfrank@easthartfordct.gov))

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FOR OFFICE USE

Insurance Certificate Included:

YES

NO

Liquor Permit Included:

YES

NO

Time Waiver Request Included:

YES

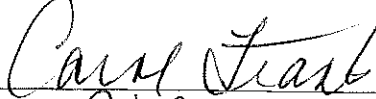
NO

Fee Waiver Request Included:

YES

NO

Received By:



Employee Number:

9019

Date & Time Signed:

April 19, 2012

9:24 AM

Time remaining before event:

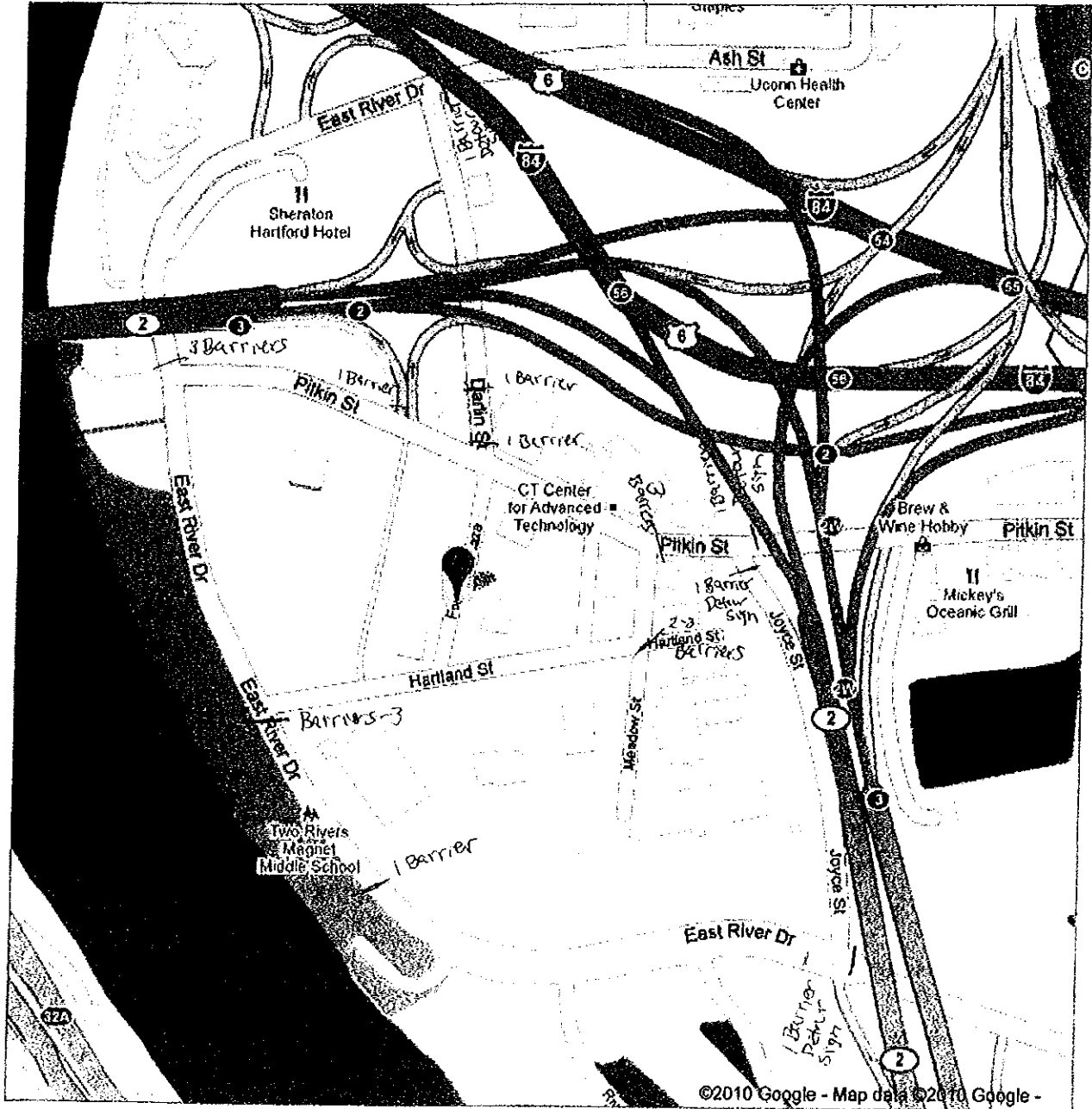
30<sup>4</sup> days.

Google maps Address

To see all the details that are visible on the screen, use the "Print" link next to the map.

[Get Directions](#) [My Maps](#)

[Print](#) [Send](#) [Link](#)



Fire 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: **June 24, 2012**

Event: **Keith Berger Memorial Criterium Bicycle Race**

Applicant: **Mark Paggioli, President – Capital Velo Club Cycliug Team.**

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      May 1, 2012

Signature

Date

Comments:



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

Michael O'Connell  
Signature

4/24/12  
Date

Comments:

The Health Dept. has no objection to this application provided that the applicant obtain a temporary food service permit at least 2 weeks prior to the event.



Mark J. Sirois  
Chief of Police

TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
Outdoor Amusement Permits  
31 School Street  
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Marcia A. Leclero  
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- Fire Department
- Health Department
- Parks & Recreation Department
- Public Works Department
- Corporation Counsel

Signature 

Date 6/2/12

Comments:

Frank, Carol

---

From: Bockus, Tim  
Sent: Wednesday, April 25, 2012 2:17 PM  
To: Frank, Carol  
Subject: RE: KB Memorial Criterium Bike Race

I have reviewed this application and Pursuant to Town Ordinance 5.3, I recommend that the application be approved subject to the following conditions:

1. Road closure permits must be obtained from the Public Works Engineering Division.
2. The deployment of traffic control devices for the road closures are to be coordinated with the Public Works Division. All overtime labor costs incurred by Public Works shall be the responsibility of the applicant.

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: Thursday, April 19, 2012 11:18  
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: KB Memorial Criterium Bike Race

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 Thursday, May 3, 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

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From: Gentile, Richard  
Sent: Monday, April 23, 2012 11:29 AM  
To: Frank, Carol  
Subject: RE: KB Memorial Criterium Bike Race



Gentile Richard.vcf  
(3 KB)

I have no comments on, or concerns with, this application. Rich

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

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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



Risk Mgmt

**Frank, Carol**

---

**From:** Bennett, Cindy  
**Sent:** Monday, April 23, 2012 8:54 AM  
**To:** Frank, Carol  
**Subject:** RE: KB Memorial Criterium Bike Race

I will need a certificate of insurance-I believe it may be in progress.

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

**From:** Frank, Carol  
**Sent:** Thursday, April 19, 2012 11:18 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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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

## 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 Town's 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.