

*Robert J. Pasch*

TOWN COUNCIL AGENDA  
TOWN COUNCIL CHAMBERS  
740 MAIN STREET  
EAST HARTFORD, CONNECTICUT  
JUNE 19, 2012

2012 JUN 13 P 1:30  
TOWN CLERK  
EAST HARTFORD

**7:00 P.M. Executive Session**

=====  
**Announcement of Exit Locations (C.G.S. § 29-381)**

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
  - A. East Hartford High School: 2012 "Top Twenty" Students
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. June 5, 2012 Public Hearing
  - B. June 5, 2012 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
  - A. East Hartford Art League: Spring Art Fest Awards-2012
  - B. 2012 Bond Referendum:
    1. Road Improvement Program
    2. East Hartford Middle School Window Wall Replacement
7. OLD BUSINESS
8. NEW BUSINESS
  - A. End of Fiscal Year 2011-2012:
    1. Interdepartmental Budget Transfers
    2. Supplemental Budget Appropriation & Fund Balance Transfer
    3. Preliminary Year-end Financial Results
  - B. Board of Education Capital Reserve Fund Deposit re: Goodwin & O'Connell School Roof Repairs
  - C. Town Capital Reserve Fund Balance Redesignation re: 40 Saunders Street
  - D. Refund of Taxes
  - E. Appointment to Inland/Wetlands Commission: Mary Manns (Alternate)
  - F. Referral to Planning & Zoning Commission: Revised Improve East Hartford Program
  - G. Outdoor Amusement Permit Application: 125 Riverside Drive
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
  - A. Tombari McFini v. Town of East Hartford, East Hartford Police Dept., et.al.
  
11. OPPORTUNITY FOR RESIDENTS TO SPEAK
  - A. Other Elected Officials
  - B. Other Residents
  - C. Mayor
  
12. ADJOURNMENT (next meeting: July 17, 2012)

**KNOW ALL MEN BY THESE PRESENTS:**

**WHEREAS**, Matthew Ryan, Principal of East Hartford High School, has announced the names of the "Top 20 Students" in the Class of 2012 - the 126<sup>th</sup> graduating class in the history of East Hartford High School; and

**WHEREAS**, inclusion in this elite group of scholars is the result of four years of consistent exceptional work and dedication to studies; and

**WHEREAS**, special honors and awards have been bestowed on the members of the "Top 20", and the support and guidance of parents, family and teachers must also be recognized and commended; and

**NOW, THEREFORE, BE IT RESOLVED:**

That the Town Council of the Town of East Hartford hereby acknowledges the academic excellence and selection as a "Top Twenty" student of

Elizabeth Arpin  
Saqib Chariwala  
Minh Do  
Taylor Kenyon  
Casey Mayfield  
Shyam Patel

Darcy Bucelvicius  
Omayra Diaz  
Chanon Gelly  
Deanelra Lakheram  
Haeley Mulholland  
Paul Sundman

Nolan Callahan  
Joshua Dillon  
Amber Helm  
Kimloan Le  
Ankur Patel  
Moriah Thibodeau

Ryan Wallace

Erlin Walsh

and extends its congratulations for this outstanding achievement and, with the entire East Hartford community, wishes for continued personal success.

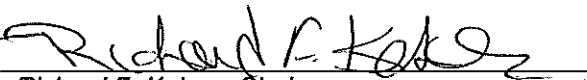
**LET IT FURTHER BE KNOWN:**

That Mayor Marcia A. Leclerc joins the Town Council in this affirmation of tribute and honor.

Dated this 19<sup>th</sup> day of June, 2012  
in the Town of East Hartford, Connecticut



Marcia A. Leclerc, Mayor



Richard F. Kehoe, Chair  
William P. Horan, Jr., Vice Chair  
Barbara-Ann Rossi, Majority Leader  
Eric Thompson, Minority Leader  
Marc I. Weinberg  
Linda A. Russo  
Ram Aberasturia  
Patricia Harmon  
Robert J. Damaschi

*Robert J. Pasch*

2012 JUN 11 P 2:00

TOWN COUNCIL CHAMBERS

740 MAIN STREET

EAST HARTFORD, CONNECTICUT

TOWN CLERK  
EAST HARTFORD

JUNE 5, 2012

CORRECTED 06-11-12

PUBLIC HEARING/IMPROVING EAST HARTFORD PROGRAM

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, and Patricia Harmon

Chair Kehoe called the public hearing to order at 7:24 p.m.

The following is a copy of a legal notice published in the Wednesday, May 23, 2012 and  
Wednesday, May 30, 2012 edition of the Hartford Courant.

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LEGAL NOTICE

Public notice is hereby given that the Town Council of the Town of East Hartford, Connecticut, will hold a public hearing on Tuesday, June 5, 2012 at 7:00 p.m. in the Town Council Chambers, 740 Main Street, East Hartford, Connecticut, regarding the proposed "Improve East Hartford Program" pursuant to the requirements of §12-65 (d) of the Connecticut General Statutes.

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

Angela Attenello  
Town Council Clerk

Chair Kehoe explained the basis for the proposed resolution entitled "Improving East Hartford Program". This resolution would establish a tax abatement program for residential and commercial property in the Town of East Hartford as a method to encourage people to invest in those properties by offering a tax abatement on the increased assessment of the improved property. Mayor Leclerc gave a more in depth explanation of the Improve East Hartford Program.

The following citizens came forward not in favor of this resolution:

Susan Kniep, 44-46 and 50 Olde Roberts Street, Franklin Kucza, 87 Greenlawn Street; Charles Dziedzic, 84 Alexander Drive; Esther Clarke, 197 Langford Lane; Dennis Sheridan, 46 Mohawk Drive; Bill Brown, 877 Burnside Avenue; Cynthia Brown, 108 Hollister Drive.

The following citizens came forward in favor of this resolution:

Magdy Youssef, 30 Madison Road, Glastonbury, a realtor with **William Raveis Real Estate**, whose listings are primarily in East Hartford; and Maureen Rogers, 1909 Main Street, a realtor with **William Raveis Real Estate**.

Holly Reed, 93 Michael Avenue, asked for more clarification on some of the criteria required for this program.

ADJOURNMENT

MOTION By Eric Thompson  
seconded by Bill Horan  
to **adjourn** (8:29 p.m.).  
Motion carried 8/0.

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

*Robert J. Rossi*

EAST HARTFORD TOWN COUNCIL

2012 JUN 11 A 9:52

TOWN COUNCIL CHAMBERS

TOWN CLERK  
EAST HARTFORD

JUNE 5, 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, and Patricia Harmon

CALL TO ORDER

Chair Kehoe called the meeting to order at 8:29 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.

AMENDMENTS TO THE AGENDA

MOTION By Barbara Rossi  
seconded by Eric Thompson  
to **amend** the agenda as follows:  
Under Communications and Petitions –  
A. Resignation of Councillor Robert Damaschi  
B. Riverfront Recapture Presentation  
Motion carried 8/0.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Charles Casella, 22 Brookline Drive and Maureen Rogers, 1909 Main Street, both stated their support of the Connecticut State Library Construction Grant on tonight's agenda.

Mayor Leclerc (1) welcomed the Riverfront Recapture presentation; (2) supports the Connecticut State Library Construction Grant; (3) thanked the new appointees to Boards and Commissions for their service to the town; (4) explained that the Maintenance Agreement for the Main Street Amenities project is an encroachment agreement with the state of Connecticut, which specifies that the town is required to maintain any embellishments that the town adds to that area; (5) announced that on June 11<sup>th</sup>, DEEP will be featuring East Hartford in a film regarding the town's energy performance contract as a way for DEEP to inform the other cities and towns in the state. The Mayor suggested that members of the Town Council and the Board of Education to participate; (6) said that different town departments have been video-taped and will be seen on Telemundo as a way to reach out to the town's large Hispanic community; and (7) stated that, once again, Mike Walsh, the town's Finance Director, has been awarded the Certificate of Achievement for Excellence in Financial Reporting.

## APPROVAL OF MINUTES

### May 15, 2012 Regular Meeting

MOTION       By Barbara Rossi  
                  seconded by Eric Thompson  
                  to approve the minutes of the May 15, 2012 Regular Meeting.  
                  Motion carried 8/0.

## COMMUNICATIONS AND PETITIONS

### Resignation of Robert Damaschi from the Town Council

Chair Kehoe announced, regrettably, the resignation of Bob Damaschi from the Town Council and thanked him for his many years of service to the Town of East Hartford, having served both on the Board of Education and the Town Council.

All the Councillors joined the Chair in commending him for his extensive term of service and wished him and his family well for the future.

### Riverfront Recapture Presentation

Prior to the presentation, Chair Kehoe announced that the U.S. Government recognized the Connecticut River as the first "Blue Way" in the nation. The major criteria for this recognition is the collaborative effort between government and the private sector to enhance the usability of that river – something that Riverfront Recapture has played a major role in for the past thirty years. Joseph Marfuggi, President and CEO of Riverfront Recapture, Inc., addressed the Council on the Blue Way designation, thanking Senator Blumenthal and Congressman Larson for the part they played in this recognition.

Charlie Myers, Director of Events and Programs for Riverfront Recapture, Inc., reviewed the many free events held on the riverfront, highlighting Riverfest, Sporting Chance for Youth Day, the Dragon Boat & Asian Festival, and the U.S. Title Series Power Boat Race.

Mr. Marfuggi also invited students from East Hartford High School to attend Riverfront Recapture's High School Rowing Program, which is free of charge and helps teens to learn how to work together. Additionally, Mr. Marfuggi noted that, in conjunction with Mayor Leclerc, Riverfront Recapture will be sending letters to local businesses and individuals to encourage their financial support so that the free events held on the riverfront can continue.

## NEW BUSINESS

### Referral to Investigation & Audit Committee re: 2011 Bond Referendum

MOTION       By Barbara Rossi  
                  seconded by Eric Thompson  
                  to refer to the Investigation & Audit Committee the issue of the procedures followed in notifying the public of the 2011 bond referendum and to report

back to the Town Council with its findings.  
Motion carried 7/1. Nay: Weinberg

Connecticut State Library Construction Grant

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

RESOLVED, that the duly elected Mayor, Marcia A. Leclerc, of the Town of East Hartford, is empowered to make application for and execute on behalf of this organization, a certain contract with the Connecticut State Library, State of Connecticut, for a State Public Library Construction Grant to fund renovations to the flat roof and heating, ventilation, and air conditioning mechanicals of the Raymond Library.

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

Maintenance Agreement for Main Street Amenities Project

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

BE IT RESOLVED, that Marcia A. Leclerc, Mayor of the Town of East Hartford is authorized to sign the Encroachment Agreement for the Main Street Amenities Project, CT Rout 5 as shown on the Plan "Main Street Amenities, Bridge to Bridge, Main Street (U.S. Route 5), East Hartford, Connecticut" prepared by the East Hartford Department of Public Works, Engineering Division, and dated April 5, 2012 (the "Project" and take all other necessary actions to implement such Project.

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

2012 Neighborhood Assistance Act Tax Credit Program

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

WHEREAS, the Connecticut Neighborhood Assistance Act Tax Credit Program provides State of Connecticut tax credits to businesses who contribute to community programs benefiting low income or handicapped individuals in such areas as: job training, job education, community services, and energy conservation, and;

WHEREAS, sixteen proposals have been received from area agencies, listed on the 2012 State of Connecticut Neighborhood Assistance Act Proposal Summaries sheet as attached, and have requested to be included in the 2012 State of Connecticut tax credit program through the Town of East Hartford, and;

WHEREAS, a Public Hearing to present these applications was held on May 16, 2012, as required by the State of Connecticut.

NOW, THEREFORE, LET IT BE RESOLVED: That Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to forward these applications to the State of Connecticut Department of Revenue Services for their review and inclusion into the 2012 Neighborhood Assistance Act Tax Credit Program.

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



Town of East Hartford  
 2012 State of Connecticut Neighborhood Assistance Act Program  
 Proposal Summaries (16 total)

<u>Organization</u>	<u>Program Title</u>
Boy Scouts of America, CT Rivers Council	Prepared for Life
Community Economic Development Fund Foundation	Small Business Counseling, Business Training Institute, Community Development
Connecticut Center for Advanced Technology	Work Force Technology Program
Connecticut Training Center, Inc.	Building Upgrades for Energy Efficiency
Connecticut Training Center	First Step Program
EH Chamber of Commerce	Community Jobs Program Energy Conservation Project
Goodwin College, Inc.	Job Connection Redesign Campus to Add Energy Effectiveness
Goodwin College Foundation, Inc.	Retrofit Building with Energy Efficient Replacement Windows Support for Low Income Students
Hispanic American Cultural Council	Building Upgrade for Energy Efficiency. English is the Key
Integrated Health Services	Client Health Services Energy Efficiency Project
United Connecticut Action for Neighborhoods, Inc.	Main St. Improvement Project/Bridge to Bridge

Suspense List: Grand List Year 2008 – Personal Property & Motor Vehicle; Grand List Years 2003, 2008-2009 – Mobile Homes; Grand List Year 2010 – 63 Bantle Road

MOTION By Ram Aberasturia  
 seconded by Barbara Rossi  
 to **transfer** the uncollectible, uncollected personal property, motor vehicle, mobile home, and real estate taxes as referenced in a memo dated May 23, 2012 from Iris Laurenza, Collector of Revenue, to Marcia Leclerc, Mayor from various Grand List years to the suspense rate book in the total amount of \$330,195.63 as follows:

Personal Property	for Grand List Year 2008	\$ 35,487.33
Motor Vehicle	for Grand List Year 2008	\$292,041.38
Mobile Home	for Grand List Year 2003, and Grand List Years 2008 & 2009	\$ 1,789.90
Real Estate (63 Bantle Rd)	for Grand List Year 2010	\$ 877.02

Motion carried 8/0.

U. S. Department of Justice re: Justice Assistance Grant Program

2012 Summer Violence Reduction Initiative

MOTION       By Bill Horan  
                  seconded by Barbara Rossi  
                  to adopt the following resolution:

WHEREAS, the U.S. Department of Justice, Bureau of Justice Assistance, has funding available to the Town of East Hartford under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program through the State of Connecticut JAG Grant Program; and

WHEREAS, these funds may be used to improve or enhance Law Enforcement Programs with no cash match by the Town of East Hartford; and

WHEREAS, the East Hartford Police Department desires to use these funds to conduct proactive police activities in the Town of East Hartford and to purchase a Universal Forensic Extraction Device (UFED).

NOW THEREFORE LET IT BE RESOLVED; That Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the U.S. Department of Justice as they pertain to this Justice Assistance Grant.

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

Automated Fingerprint Identification System

MOTION       By Bill Horan  
                  seconded by Ram Aberasturia  
                  to adopt the following resolution:

WHEREAS, the U.S. Department of Justice, Bureau of Justice Assistance, has funding available to the Town of East Hartford under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program through the State of Connecticut JAG Grant Program; and

WHEREAS, these funds may be used to improve or enhance Law Enforcement Programs with no cash match by the Town of East Hartford; and

WHEREAS, the East Hartford Police Department desires to use these funds to procure equipment to include an Automated Fingerprint Identification System (AFIS).

NOW THEREFORE LET IT BE RESOLVED; That Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the U.S. Department of Justice as they pertain to this Justice Assistance Grant.

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

Referral to Ordinance Committee re: Withholding Building and/or Health Permits

MOTION       By Bill Horan  
                  seconded by Barbara Rossi  
                  to refer to the Ordinance Committee the Tax Collection Policies of  
                  the Town of East Hartford with a view toward creating an ordinance  
                  that will permit the Town to withhold building and/or health permits issued

to citizens and/or businesses who are delinquent on taxes owed the Town, with instructions to investigate the issue and report back to the Town Council with its recommendations, if any.  
Motion carried 8/0.

Appointments to Boards and Commissions

MOTION By Marc Weinberg  
seconded by Eric Thompson  
to approve the following appointments:

1. Beautification Commission  
Lee Ann Manning; term to expire December 2012
  2. Commission on Aging  
Jacqueline Pencz; term to expire December 2013
  3. Economic Development Commission  
Susan Skowronek; term to expire December 2013
  4. Historic District Commission  
Eileen Driscoll (Alternate); term expires December 2013
- Motion carried 8/0.

Outdoor Amusement Permit Applications:

East Hartford Little League Jamboree

MOTION By Bill Horan  
seconded by Barbara Rossi  
to waive the 30-day time period requirement for filing the application entitled "East Hartford Little League Jamboree", and to approve this application submitted by Brian Oatway, President, East Hartford Little League, to conduct baseball games, skills competitions, an awards ceremony and a family BBQ in Gorman Park on Saturday, June 16, 2012 from 9AM to 1PM with food and musical entertainment during those same hours, with cleanup ending at approximately 6PM, 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.

Rotary Family Day

MOTION By Linda Russo  
seconded by Barbara Rossi  
to approve the outdoor amusement permit application entitled "Rotary Family Day" submitted by Daniel Larson to conduct a Family Day picnic and duck boat race in Martin Park with food, family activities and musical entertainment on Sunday June 10, 2012 from 12PM 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.

*For the following motion, the Chair recognized Councillor Aberasturia, who yielded the floor to Councillor Thompson.*

Concierta de Alabanza

MOTION By Eric Thompson  
seconded by Pat Harmon  
to **approve** the outdoor amusement permit application entitled "Concierta de Alabanza" submitted by Shakera Brown, Events Coordinator for the United Pentecostal Church, to conduct a free outdoor music conference for town residents to be held on the Town Green, Saturday June 23, 2012 from 10AM to 2PM with music from 11AM to 1PM, 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; and to **waive** the associated permitting fee due to the Town of East Hartford as this is a charitable event.  
Motion carried 8/0.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Ram Aberasturia recognized the EHHS baseball team who defeated top-ranked Greenwich High School in the state semi-finals.

Pat Harmon (1) asked when the Council will recognize the Top Twenty students; (2) inquired on who is responsible for paying police coverage at the Coca-Cola plant during the present labor strike and also asked about the number of police cruisers at any one time; and (3) requested a Development Department update.

Eric Thompson recognized Robert Damaschi's granddaughter who received a scholastic award from the Connecticut International Baccalaureate Academy.

Bill Horan stated how much he enjoyed the Annual Brian Aselton Motorcycle Run held on Sunday, June 3<sup>rd</sup>. He commented on how good it was to see East Hartford as a destination venue.

Rich Kehoe reminded all that the "stop log" exercise will be held on Saturday, June 9<sup>th</sup>, which will prepare the town in the event of a major flooding. Additionally, the Chair noted the East Hartford Police Department Awards Ceremony held on Thursday, May 31<sup>st</sup> was a wonderful experience for him and the other Councillors who attended.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

None

OPPORTUNITY FOR RESIDENTS TO SPEAK

Mayor Leclerc (1) acknowledged the EHHS baseball team and referenced back to 2008 when there was an allocation funded to repair the East Hartford Middle School baseball field – the same year the team started and now has graduated to the High School; (2) recognized the civic mindedness of Bob Damaschi and wishes him well in his future endeavors; (3) commented on how well the Walk Through East Hartford – held on May 30<sup>th</sup> – went and how energizing it was. She recognized the efforts of the Public Works and Parks & Recreation Department's employees for their hard work in beautifying the town; and (4) invited the Council to join the Mayor and her Directors on the Dragon Boat Race to be held on the river August 18<sup>th</sup> and 19<sup>th</sup>.

Barbara Rossi recognized the efforts of the Parks & Recreation and Public Works Department employees who did an exceptional job at the Memorial Day Weekend events. Also, Councillor Rossi thanked Buettner's Florists for the beautiful roses they provided for the cemeteries.

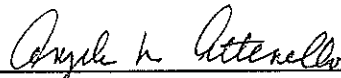
Marc Weinberg wished a Happy Birthday to State Senator Gary LeBeau.

ADJOURNMENT

MOTION       By Eric Thompson  
                  seconded by Bill Horan  
                  to adjourn (10:01p.m.).  
                  Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be on June 19<sup>th</sup>.

Attest



Angela M. Attenello  
TOWN COUNCIL CLERK

*East Hartford Art League*  
*"Spring Art Fest" Awards - 2012*

**Purchase Award - Fine Arts Commission - up to \$800**

Awarded to Diana Lynn Cote for Oil Painting, "Lucy Vincent Beach"

**Mayor's Award - \$50 check**

Awarded to Neil Lefebvre for acrylic artwork, seven paintings in all

**Blackstone Best in Show Award - \$300**

Awarded to Lorraine Adams Power for Oil Painting, "Observation Deck at Labor Field"

**Reed Family Award - \$50 check**

Awarded to Ned Lomerson for Oil Painting, "Colt Dome"

**Art League Award - \$25 Gift Card**

**First Prize - subject and content**

Awarded to Marilyn Pet for Oil Painting, "Eye Medicine"

**Art League Award - \$25 Gift Card**

**First Prize - originality**

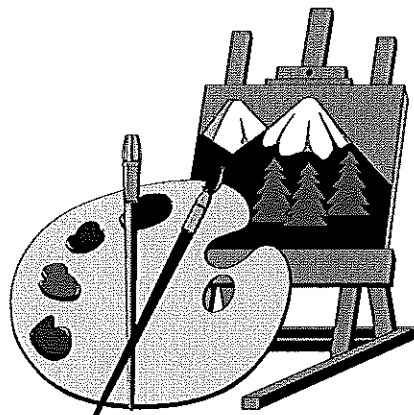
Awarded to Heather Kozikis, "Vision in Pink"

**Discount Trophy Award - Desk-set with Clock and Pen**

Awarded to Jane W. Bradley, "Indian Corn"

**Anderson Jeweler Award - \$50 Anderson's Gift Certificate**

Awarded to Mary Guasta for Oil Painting, "On Silver Lane"





# TOWN OF EAST HARTFORD

**PRO FORMA FINANCING PLAN & DEBT SERVICE IMPACT**

**NOVEMBER 2012 REFERENDUM**

**\$10,000,000 ROAD IMPROVEMENTS**

**\$5,700,000 MIDDLE SCHOOL WINDOW-WALL**

June 4, 2012



MADISON, CONNECTICUT

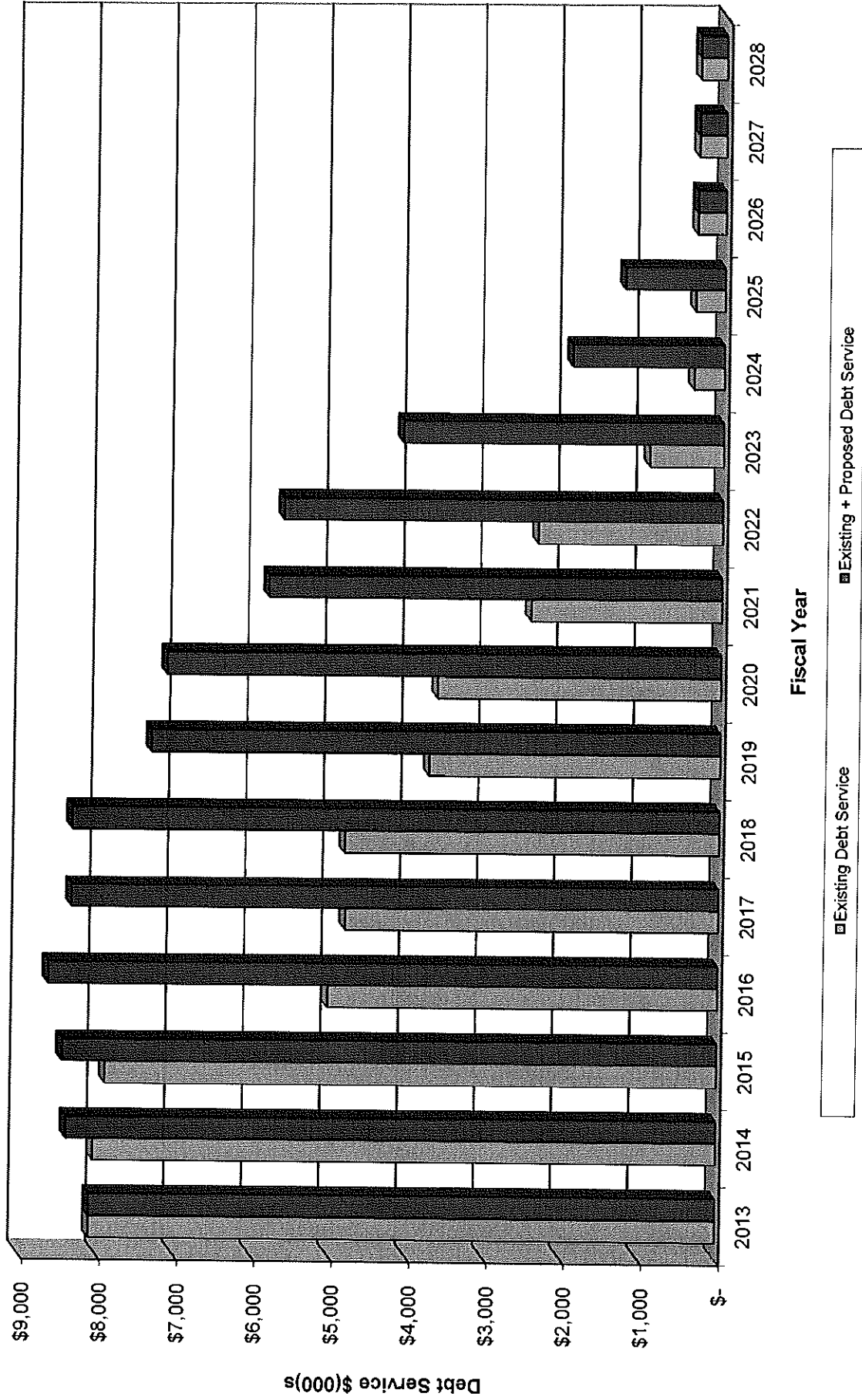
**TOWN OF EAST HARTFORD  
PRO FORMA FINANCING PLAN  
PROPOSED REFERENDUM 2012**

**PRO FORMA DEBT SERVICE IMPACT**

FISCAL YEAR	EXISTING DEBT SERVICE			BONDS 2013			BONDS 2014			BONDS 2015			COMBINED DEBT SERVICE			ANNUAL CHANGE IN DEBT SERVICE	FISCAL YEAR
	Principal	Interest	P & I	2010 Roads	2011 Levies	2012 Roads	2011 Levies	2012 Roads	2011 Levies	2012 Roads	2012 School	2011 Levies	2012 Roads	2012 School	P & I		
2013	\$ 6,280,000	\$ 1,819,382	\$ 8,099,382	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2013
2014	6,730,000	1,322,756	8,052,756	210,000	54,000	30,000	54,000	30,000	-	-	-	-	-	-	8,406,756	307,374	2014
2015	6,810,000	1,094,713	7,904,713	210,000	54,000	90,000	54,000	90,000	-	-	-	-	-	-	8,461,719	54,962	2015
2016	4,175,000	870,163	5,045,163	1,085,000	279,000	465,000	263,000	590,000	63,000	140,000	-	385,000	345,000	190,600	8,648,763	187,044	2016
2017	4,060,000	745,469	4,805,469	1,058,750	272,250	453,750	256,000	574,250	249,000	559,500	210,600	376,000	377,000	204,600	8,363,069	(285,694)	2017
2018	4,230,000	613,994	4,843,994	1,032,500	265,500	442,500	242,000	542,750	242,000	527,000	213,600	480,000	416,000	217,000	8,364,594	1,525	2018
2019	3,300,000	469,306	3,769,306	1,006,250	258,750	431,250	235,000	527,000	242,000	527,000	213,600	465,000	403,000	217,000	7,359,906	(1,004,688)	2019
2020	3,330,000	341,931	3,671,931	980,000	252,000	420,000	228,000	511,250	228,000	499,500	210,000	450,000	390,000	210,000	7,170,931	(1,888,975)	2020
2021	2,230,000	234,856	2,464,856	953,750	245,250	408,750	221,000	479,750	214,000	414,000	203,000	430,000	377,000	203,000	5,861,856	(1,309,075)	2021
2022	2,225,000	158,547	2,383,547	927,500	238,500	397,500	214,000	414,000	207,000	414,000	186,000	405,000	351,000	186,000	4,146,063	(1,532,484)	2022
2023	325,000	68,656	393,656	-	-	-	-	-	-	-	189,000	380,000	388,000	189,000	1,989,656	(2,186,406)	2023
2024	325,000	55,250	380,250	-	-	-	-	-	-	-	182,000	380,000	388,000	182,000	1,290,250	(669,406)	2024
2025	325,000	41,438	366,438	-	-	-	-	-	-	-	-	-	-	-	352,625	(923,813)	2025
2026	325,000	27,625	352,625	-	-	-	-	-	-	-	-	-	-	-	338,813	(13,813)	2026
2027	325,000	13,813	338,813	-	-	-	-	-	-	-	-	-	-	-	338,813	(13,813)	2027
2028	\$ 45,665,000	\$ 7,980,966	\$ 53,645,966	\$ 8,365,000	\$ 2,151,000	\$ 3,565,000	\$ 2,178,000	\$ 4,833,000	\$ 2,178,000	\$ 4,833,000	\$ 2,016,400	\$ 4,198,000	\$ 3,697,000	\$ 2,016,400	\$ 84,869,366	(19,813)	2028



### Town of East Hartford, Connecticut Proposed Referendum 2012



**TOWN OF EAST HARTFORD, CONNECTICUT  
PRO FORMA FINANCING PLAN  
PROPOSED REFERENDUM 2012**

**PRO FORMA MILL RATE IMPACT**

FISCAL YEAR	EXISTING GENERAL FUND DEBT SERVICE	EXISTING & PROJECTED GRAND LIST (1)	MILL RATE FOR EXISTING DEBT	2010 & 2011 A/J PROJECTS DEBT SERVICE	PROJECTED MILL RATE 2010 A/J PROJECTS DEBT	2012 REFERENDUM PROJECTS DEBT SERVICE	PROJECTED MILL RATE 2012 REFERENDUM PROJECTS DEBT	COMBINED DEBT SERVICE	MILL RATE FOR COMBINED DEBT SERVICE	FISCAL YEAR
	P & I	\$	Mills	P & I	Mills	P & I	Mills	P & I	Mills	
2013	8,099,382	2,695,242,754	3.01	-	0.00	-	0.00	8,099,382	3.01	2013
2014	8,052,756	2,695,242,754	2.99	284,000	0.10	90,000	0.03	8,406,756	3.12	2014
2015	7,904,719	2,695,242,754	2.93	327,000	0.12	230,000	0.09	8,461,719	3.14	2015
2016	5,045,163	2,695,242,754	1.87	2,013,000	0.75	1,590,600	0.59	8,648,763	3.21	2016
2017	4,825,469	2,695,242,754	1.79	1,963,000	0.73	1,574,600	0.58	8,363,069	3.10	2017
2018	4,843,994	2,695,242,754	1.80	1,938,000	0.72	1,582,600	0.59	8,364,594	3.10	2018
2019	3,769,306	2,695,242,754	1.40	1,987,000	0.74	1,603,600	0.59	7,359,906	2.73	2019
2020	3,671,931	2,695,242,754	1.36	1,932,000	0.72	1,567,000	0.58	7,170,931	2.66	2020
2021	2,484,856	2,695,242,754	0.91	1,877,000	0.70	1,520,000	0.56	5,861,856	2.17	2021
2022	2,383,547	2,695,242,754	0.88	1,822,000	0.68	1,473,000	0.55	5,678,547	2.11	2022
2023	953,063	2,695,242,754	0.35	1,767,000	0.66	1,426,000	0.53	4,146,063	1.54	2023
2024	393,656	2,695,242,754	0.15	612,000	0.23	954,000	0.35	1,959,656	0.73	2024
2025	380,250	2,695,242,754	0.14	390,000	0.14	520,000	0.19	1,290,250	0.48	2025
2026	366,438	2,695,242,754	0.14	-	0.00	-	0.00	366,438	0.14	2026
2027	352,625	2,695,242,754	0.13	-	0.00	-	0.00	352,625	0.13	2027
2028	338,813	2,695,242,754	0.13	-	0.00	-	0.00	338,813	0.13	2028
	\$ 53,845,966		Avg. 1.25	\$ 16,892,000	Avg. 0.59	\$ 14,131,400	Avg. 0.44	\$ 84,869,366	Avg. 1.97	

(1) Grand List for FY 2013 (List dated 10/1/2011) is actual. All others are projected at 0.0% growth annually.

**TOWN OF EAST HARTFORD, CONNECTICUT  
 PRO FORMA FINANCING PLAN  
 PROPOSED REFERENDUM 2012**

**PRO FORMA TAX IMPACT**

		PROJECTED ANNUAL COST*										
		\$150,000	\$175,000	\$200,000	\$225,000	\$250,000						
Market Value	Assessed Value (70%)	\$105,000	\$122,500	\$140,000	\$157,500	\$175,000						
Fiscal Year												
2013		-	-	-	-	-						-
2014		4	4	5	5	6						6
2015		9	10	12	13	15						15
2016		62	72	83	93	103						103
2017		61	72	82	92	102						102
2018		62	72	82	92	103						103
2019		62	73	83	94	104						104
2020		61	71	81	92	102						102
2021		59	69	79	89	99						99
2022		57	67	77	86	96						96
2023		56	65	74	83	93						93
2024		37	43	50	56	62						62
2025		20	24	27	30	34						34
Avg. Annual Cost		46	54	61	69	76						76

\*Note: Average Annual Cost may not scale to even multiples due to rounding.

**TOWN OF EAST HARTFORD, CONNECTICUT  
PRO FORMA FINANCING PLAN  
PROPOSED REFERENDUM 2012**

**PRINCIPAL AMORTIZATION SCHEDULE**

Projects:	<b>Roads 2010</b>	<b>Levies 2011</b>	<b>Roads 2012</b>	<b>Total</b>
Principal Amount:	<b>\$7,000,000</b>	<b>\$1,800,000</b>	<b>\$3,000,000</b>	<b>\$11,800,000</b>
Issue Date:	5/1/2013	5/1/2013	5/1/2013	
Maturity Date:	5/1/16-23	5/1/16-23	5/1/16-23	
Bond Term:	10 yr	10 yr	10 yr	

<u>Fiscal Year</u>	<u>PRINCIPAL AMORTIZATIONS</u>			
2012-13	\$ -	\$ -	\$ -	\$ -
2013-14	-	-	-	-
2014-15	-	-	-	-
2015-16	875,000	225,000	375,000	1,475,000
2016-17	875,000	225,000	375,000	1,475,000
2017-18	875,000	225,000	375,000	1,475,000
2018-19	875,000	225,000	375,000	1,475,000
2019-20	875,000	225,000	375,000	1,475,000
2020-21	875,000	225,000	375,000	1,475,000
2021-22	875,000	225,000	375,000	1,475,000
2022-23	875,000	225,000	375,000	1,475,000
2023-24				-
2024-25				-
2025-26				-
2026-27				-
2027-28				-
2028-29				-
2029-30				-
2030-31				-
2031-32				-
2032-33				-
<b>TOTAL</b>	<b>\$ 7,000,000</b>	<b>\$ 1,800,000</b>	<b>\$ 3,000,000</b>	<b>\$ 11,800,000</b>

**TOWN OF EAST HARTFORD, CONNECTICUT  
PRO FORMA FINANCING PLAN  
PROPOSED REFERENDUM 2012**

**PRINCIPAL AMORTIZATION SCHEDULE**

Projects:	<b>Levies 2011</b>	<b>Roads 2012</b>	<b>Total</b>
Principal Amount:	\$1,800,000	\$4,000,000	\$5,800,000
Issue Date:	5/1/2014	5/1/2014	
Maturity Date:	5/1/16-24	5/1/16-24	
Bond Term:	10 yr	10 yr	

<u>Fiscal Year</u>	<hr/>	<hr/>	<hr/>
2013-14	\$ -	\$ -	\$ -
2014-15	-	-	-
2015-16	200,000	450,000	650,000
2016-17	200,000	450,000	650,000
2017-18	200,000	450,000	650,000
2018-19	200,000	450,000	650,000
2019-20	200,000	450,000	650,000
2020-21	200,000	450,000	650,000
2021-22	200,000	450,000	650,000
2022-23	200,000	450,000	650,000
2023-24	200,000	400,000	600,000
2024-25			-
2025-26			-
2026-27			-
2027-28			-
2028-29			-
2029-30			-
2030-31			-
2031-32			-
2032-33			-
2033-34			-
<b>TOTAL</b>	<b>\$ 1,800,000</b>	<b>\$ 4,000,000</b>	<b>\$ 5,800,000</b>

**TOWN OF EAST HARTFORD, CONNECTICUT  
PRO FORMA FINANCING PLAN  
PROPOSED REFERENDUM 2012**

**PRINCIPAL AMORTIZATION SCHEDULE**

Projects:	<b>Levies 2011</b>	<b>Roads 2012</b>	<b>Middle School 2012</b>	<b>Total</b>
Principal Amount:	<b>\$3,400,000</b>	<b>\$3,000,000</b>	<b>\$1,640,000</b>	<b>\$8,040,000</b>
Issue Date:	5/1/2015	5/1/2015	5/1/2015	
Maturity Date:	5/1/16-25	5/1/16-25	5/1/16-25	
Bond Term:	10 yr	10 yr	10 yr	

<u>Fiscal Year</u>	<u>PRINCIPAL AMORTIZATIONS</u>							
2014-15	\$	-	\$	-	\$	-		
2015-16		250,000		225,000		125,000	600,000	
2016-17		250,000		225,000		150,000	625,000	
2017-18		275,000		275,000		150,000	700,000	
2018-19		375,000		325,000		165,000	865,000	
2019-20		375,000		325,000		175,000	875,000	
2020-21		375,000		325,000		175,000	875,000	
2021-22		375,000		325,000		175,000	875,000	
2022-23		375,000		325,000		175,000	875,000	
2023-24		375,000		325,000		175,000	875,000	
2024-25		375,000		325,000		175,000	875,000	
2025-26							-	
2026-27							-	
2027-28							-	
2028-29							-	
2029-30							-	
2030-31							-	
2031-32							-	
2032-33							-	
2033-34							-	
2034-35							-	
<b>TOTAL</b>	<b>\$</b>	<b>3,400,000</b>	<b>\$</b>	<b>3,000,000</b>	<b>\$</b>	<b>1,640,000</b>	<b>\$</b>	<b>8,040,000</b>

**MEMORANDUM**

**TO: Mayor Marcia A. Leclerc**

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

**DATE: June 7, 2012**

**RE: Referral to Council  
2012 Bond Initiative for the  
Road Improvement Program**

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Attached is a project description for presentation to the Town Council describing the construction proposed during the next phase of the Road Improvement Program.

This component will be the fifth bond initiative of the program that was commenced in 2003. Approximately 29% of the roadway network has been resurfaced under the four previous bond approvals. The proposed Program will be a continuation of the previous phases of the program.

The main focus of the program is the resurfacing of the roadways with some efforts to complete point repairs on the storm drainage system and improve ADA access to the sidewalk network. The program does not include sidewalk replacements or overall improvements to the storm drainage system. The program will also focus on minor maintenance repairs that serve to extend the life of the roadway pavements and help to reduce more costly maintenance repairs in the future.

TO: Tim Bockus, Public Works Director

FROM: Nick Casparino, Civil Engineer

DATE: May 24, 2012

RE: Road Improvement Program Summary

The Town commenced a road improvement program in 2003 to address the overall condition of the Town's roadway network. The condition of the Town's roadways had been adversely affected by the lack of funding and deferred maintenance during the 1990's and early 2000's. A pavement study of the roadway network was completed in 2002 to determine the condition the Town's roadway network. Vanasse Hangen Brustlin, Inc. (VHB) was retained to evaluate all of the Town maintained roadways, rate the condition of the roads, develop appropriate repair strategies and conceptual cost estimates associated with the needed repairs. The resulting pavement management study indicated that overall the Town's roadway network was in fair condition. VHB's report indicated that a significant portion of the network was in the process of transitioning from an overlay category to a base rehabilitation category which results in much higher repair costs.

In response to the pavement management study, a multi-year road improvement program was proposed to begin the process of correcting the pavement deficiencies. To date, the program has been funded by the following bond referendums approved by the voters:

2003 - 15 million dollars (3 year period = 2004-2006 construction)

2006 - 9.5 million dollars (2 year period = 2007-2008 construction)

2008 - 10 million dollars (2 year period = 2009-2010 construction)

2010 - 10 million dollars (2 year period = 2011 - 2012 construction)

The amount of funding is not sufficient to address all of the network's deficiencies and should be considered the initial step in a long-term program.

The pavement management study and subsequent condition updates were utilized as a starting point to determine which pavement segments should receive attention to obtain the best value for the limited funding. A decision was made to repair the collector / arterial roadways as these roadways are utilized by the majority of the community. The improvements to collector / arterial roadways assist the local businesses as well as the residents by improving access throughout Town as well as the connections to the state highway / interstate system. The local residential streets have received a lower priority under the first phases of the program as the benefit to the overall community is lower. A larger percentage of the future projects will target residential streets. Unfortunately, any road which has not received attention due to the lack of funding has experienced further deterioration and will fall into more expensive repair categories when the repairs are ultimately funded.



The tools utilized to develop candidate streets and the type of repair are for network level planning and should not be considered to have project level accuracy. As the phases of the program are funded, each of the identified roadways is evaluated and the initial recommended repair type is modified as required to address the existing site conditions. The estimated costs developed in the pavement management study are based on a set of assumptions and only include the cost of the pavement repairs. The study does not take into account many items located within the Town's right of ways, which impact the overall cost of any improvement program. The presence of other public infrastructure items located within the right of way including storm drainage, public utilities, traffic signal equipment, sidewalks, etc. have an impact on the final cost of the projects.

Estimates of the additional level of work are made and added to the conceptual cost estimate developed by the pavement management software to insure funding is available for a comprehensive repair. Any identified damage to the storm sewer system within the limits of the road is repaired prior to the paving work but no funding is available to address storm drainage capacity. Please note that estimates contained in this document are based on planning level analyses and they may, or may not, be sufficient to complete the entire repair program identified, once the project level design has been completed.

Another important component of the program is the local match associated with State and Federal funding grants for road improvements. The Town has secured funding through the Capitol Region Council of Government (CRCOG) and the Department of Transportation for the reconstruction of Governor Street (Prospect Street to Main Street), Brewer Street Phase I & Phase II (Main Street to Glenn Road), the milling and paving of Roberts Street (Olde Roberts Street to Forbes Street); Economic Development Funding for the reconstruction of Riverside Drive as well as Economic Stimulus funds (ARRA project) for School Street and portions of Main Street.

By the end of current funding in December 2012, approximately 29 percent of the Town's roadway network will have been resurfaced as part of the program. A majority of the roadway network has not any received attention or has only received minor maintenance necessary to extend the pavement service life. All of the roadways that have been resurfaced as part of the Town's road program will need future maintenance. Public Works proposes to complete minor maintenance activities at appropriate times during the pavement's life cycle to extend the pavement's service life. The funding of preventive maintenance activities is very important as the service life of the various pavements can be extended for limited funding. Minor maintenance activities will become a larger segment of the program as more structural improvements are completed.

All future bond amounts should be indexed to offset the effects of inflation. In future phases of the program higher repair costs will be encountered as the program addresses the base rehabilitation candidates in the network.

A summary of the existing road improvement program is attached.

Town of East Hartford Road Improvement Program  
Tentative 2013 - 2014 Road Resurfacing Program  
November 2012 Referendum

10/18/11

Street Name	From	TO	Length	Width	2009 PCI	2009 Base Index	Preliminary Repair Type
AMY DRIVE	TIMOTHY RD	HENDERSON DR	1,257	30	55	60	Reclaim
ANDREW DRIVE	MATHEW RD	CHESSLEE RD	663	30	64	68	Reclaim
BALSAM ROAD	FORBES ST	WILDFLOWER RD	430	30	46	38	Reclaim
BARBARA DRIVE	LOMBARDO DR	SANDRA DR	1,211	30	68	80	Reclaim
BERKELEY LANE	MANNING LN	PENNEY DR	670	30	50	45	Reclaim
BLUEFIELD DRIVE	WILDFLOWER RD	BRIARWOOD LN	546	30	55	55	Reclaim
BRIARWOOD LANE	WILDFLOWER RD	WILDFLOWER RD	1,388	30	54	53	Reclaim
CHESSLEE ROAD	SCHOOL ST	ELIDA CT	1,625	30	51	55	Reclaim
CLOVER LANE	WILDFLOWER RD	CUL DE SAC	540	30	53	53	Reclaim
DEBORAH DRIVE	JANET DR	FORBES ST	1,953	30	54	68	Reclaim
ELIDA COURT	ANDREW DR	CUL DE SAC	1,130	30	67	78	Reclaim
HENDERSON DRIVE	MATTHEW RD	PARK AV	878	30	73	75	Reclaim
HENDERSON DRIVE	ELIDA CT	MATTHEW RD	1,335	30	50	50	Reclaim
HOWARD STREET	JOHN ST	ORCHARD ST	392	24	38	35	Reconstruct
JANET DRIVE	DEBORAH DR	DEBORAH DR	2,074	30	68	85	Reclaim
JOHN STREET	MAIN ST	HOWARD ST	805	24	52	63	Reconstruct
JUDY DRIVE	SANDRA DR	DEBORAH DR	402	30	68	85	Reclaim
MANNING LANE	110' W OF BERKLEY LN	PENNEY DR	1,048	30	77	75	Reclaim
MANNING LANE	FORBES ST	110' W OF BERKLEY LN	507	30	55	58	Reclaim
MATTHEW ROAD	HENDERSON DR	HENDERSON DR	927	30	65	70	Reclaim
NORIGE DRIVE	MANNING LN	FORBES ST	750	30	50	43	Reclaim
PENNEY DRIVE	DEAD END	CUL DE SAC	2,180	34	51	50	Reclaim
PITKIN STREET	EAST RIVER DR	JAYCE ST	2,172	40	76	75	Mill & Overlay
PITKIN STREET	JAYCE ST	MAIN ST	2,399	40	81	88	Mill & Overlay
SANDRA DRIVE	FORBES ST	LOMBARDO DR	3,655	30	59	58	Reclaim
TIMOTHY ROAD	ELIDA CT	AMY DR	710	30	69	80	Reclaim
TIMOTHY ROAD	AMY DR	CUL DE SAC	227	30	55	60	Reclaim
WILDFLOWER ROAD	PENNEY DR	DEAD END	1,905	30	42	30	Reclaim
			33,779	LF			
			6.4	MILES			

**Local Bonds** - Approved by voters in 2003, 2006, 2008 & 2010.

**Total Funding**<sup>1</sup>

Local Bonds –	= \$ 44,971,181
CDBG Funds -	= \$ 14,477 <sup>2</sup>
Federal / State Grants -	= \$ 11,056,000 <sup>3</sup>
<b>Total Funding</b>	<b>= \$ 56,446,658</b>

Note: The State & Federal grants in the amount of \$4,232,000 dollars for the Reconstruction of Brewer Street – Phase I and Phase II have received initial approval but are not active projects at this time.

**Program - Summary of Construction Activities Scheduled to be completed by end of 2012**

1. Minor Road Maintenance	94.0 miles <sup>4</sup>
a) Crack sealing	77.3 miles
b) Patching	16.7 miles
2. Roadway Rehabilitation / Resurfacing	41.9 miles
3. Storm Drainage Improvement	
a. Burnside Avenue Outfall Repair	
b. Main Street & Porter Street Culvert cleaning	
c. Maple Street Culvert Replacement	
4. Federal / State Road Improvements	
a) STP Urban Projects	
1) Road Reconstruction	0.3 miles
2) Roadway Rehabilitation	0.4 miles
b) <u>Economic Stimulus Project (ARRA)</u>	<u>1.7 miles</u>
Roadway Rehabilitation to be complete by the end of 2012 = 44.3 miles <sup>5</sup>	

**Road Work Completed**

Minor Maintenance – Crack seal projects	- 2004 = 14.7 miles
	- 2007 = 9.8 miles
	- 2008 = 14.7 miles
	- 2010 = 15.0 miles
	- 2011 = 5.5 miles
	scheduled for <u>2012 = 17.6 miles</u>
	Total = +/- 77.3 miles
Patch projects	- 2006 = 9.5 miles
	- <u>2008 = 7.2 miles</u>
	Total = +/- 16.7 miles

<sup>1</sup> Local bond funds have been utilized as a local match to secure Federal and State grants for roadway rehabilitation projects including Economic Stimulus funds (ARRA).

<sup>2</sup> Funding for the Rector Streetscape Improvements

<sup>3</sup> List of the Federal / State grants and approved project are shown in Table #1.

<sup>4</sup> The mileage identified for the crack seal and patch projects overlap. The actual roadway mileage receiving treatment would be less than sum of the two programs.

<sup>5</sup> The value does not include minor maintenance work or the pending Federal / State grants for repairs.

Structural Improvements – 10 Pavement Rehabilitation projects (two projects in 2005)

2004	=	4.0 miles (Empire Paving)
2005	=	14.5 miles (Tilcon Connecticut)
2006	=	4.0 miles (Tilcon Connecticut)
2007	=	2.0 miles (American Industries)
2008	=	5.4 miles (Folsom Construction)
2009	=	2.6 miles <sup>6</sup> (Laydon Industries)
2010	=	3.0 miles (Tilcon Connecticut)
2011	=	5.2 miles (Empire Paving)
Scheduled for 2012	=	1.0 mile (Hugo Keys)

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Total Local Pavement Rehabilitation = 41.9 miles (28% of the network over the life of the program)

Overall Pavement Rehabilitation<sup>7</sup> = 44.3 miles (29% of the network over the life of the program)

**Drainage Improvement Work** – The 2008 and 2010 bond proposals included funding for various drainage improvements. Miscellaneous storm drainage system point repairs and minor work were completed on the roadways which were rehabilitated prior to the 2008 bond.

The following work has been funded by the 2008 and 2010 bonds.

1. Burnside Avenue Outfall Repair – The design, right of way acquisition and construction of the repair were funded. Construction was completed in 2011.
2. Maple Street Culvert Replacement – The design and the construction costs for the replacement of the existing culvert have been funded. The construction project is currently out to bid for summer 2012 construction.
3. Main Street & Porter Street Culvert – The work involved removing sediment and debris from the culverts. Work on the Main Street culvert was completed in 2011. The Porter Street culvert is scheduled to be cleaned in 2012.
4. Arbutus Street Outfall Repairs – The design and the construction costs for the repair to the existing drainage outfall have been funded. Construction activities are anticipated in 2013.
5. Orchard Street Drainage Replacement – The design and the construction costs for the replacement of the existing brick storm sewer have been funded. The project was combined with the 2012 Road Improvement Project and construction is scheduled to be complete in November 2012.
6. Howard and John Street Drainage Replacement – Only the design costs for the project were funded by the 2010 referendum. Design activities are currently underway with construction anticipated to be completed in 2014 if the voters approve 2012 Road Improvement referendum.

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<sup>6</sup> Approximately 1 mile of roadway work was delayed until 2010 due to unexpected field conditions. Work was completed in 2010.

<sup>7</sup> Includes work funded by Federal / States grants plus local bond funds

**Program Breakdown by Type of Activity (Based on Local Funding only)**

<b>Structural Improvement Costs<sup>8</sup></b>	<b>= 68.6%</b>
<b>Minor Maintenance Costs</b>	<b>= 3.0%</b>
<b>Drainage Improvements Costs</b>	<b>= 2.3%</b>
<b>Professional Services (est.)<sup>9</sup></b>	<b>= 19.6%</b>
<b>Local Match for State / Federal Projects</b>	<b>= 5.3%</b>
<b>Miscellaneous Costs (est.)<sup>10</sup></b>	<b>= 1.2%</b>

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<sup>8</sup> Total includes a contingency for current projects.

<sup>9</sup> Professional service costs include roadway and drainage projects.

<sup>10</sup> Costs typically include the cost of issuing the bonds and minor expenses associated with necessary road repairs and equipment.

**Table #1 – Federal / State Grant Breakdown**

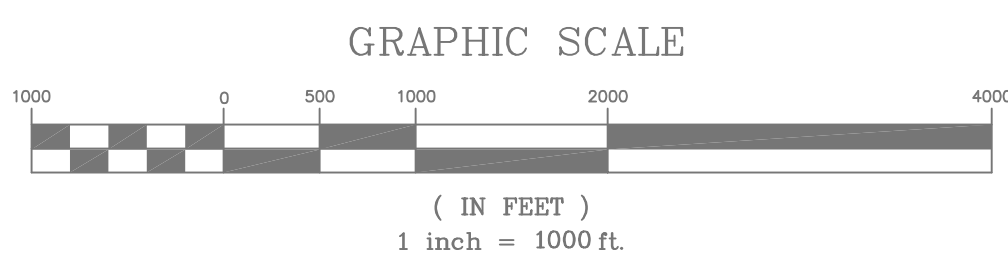
Project	Local Share	State Share	Federal Share	Total
<b>Hillside street<sup>11</sup></b>	\$ 16,764	\$ -	\$ -	\$ 16,764
Arterial Project <sup>12</sup>	\$ 151,230	\$ -	\$ -	\$ 151,230
<b>Main / School Street<sup>13</sup></b>				
Right of way	\$ -	\$ -	\$ -	\$ -
Design	\$ 23,850	\$ -	\$ -	\$ 23,850
Construction	\$ -	\$ -	\$ 1,880,000	\$ 1,880,000
<b>Riverside Drive</b>	\$ 800,000	\$ -	\$ 2,100,000	\$ 2,900,000
<b>Brewer Street – Phase I (pending)</b>	\$ 833,000	\$ 391,920	\$ 1,608,080	\$ 2,833,000
<b>Brewer Street – Phase II (pending)</b>	\$ 248,000	\$ 248,000	\$ 1,984,000	\$ 2,480,000
<b>Governor Street</b>				
Right of way	\$ 27,000	\$ 27,000	\$ 216,000	\$ 270,000
Design	\$ 108,792	\$ -	\$ -	\$ 108,792
Construction	\$ -	\$ 418,000	\$ 1,672,000	\$ 2,090,000
<b>Roberts Street</b>				
Right of way	\$ -	\$ -	\$ -	\$ -
Design	\$ 32,617	\$ -	\$ -	\$ 32,617
Construction	\$ 128,000	\$ -	\$ 511,000	\$ 639,000
	\$ 2,375,253	\$ 1,084,920	\$ 10,376,080	\$ 13,425,253
		Federal / State Grants	\$ 11,056,000	

<sup>11</sup> ARRA project which was not funded.

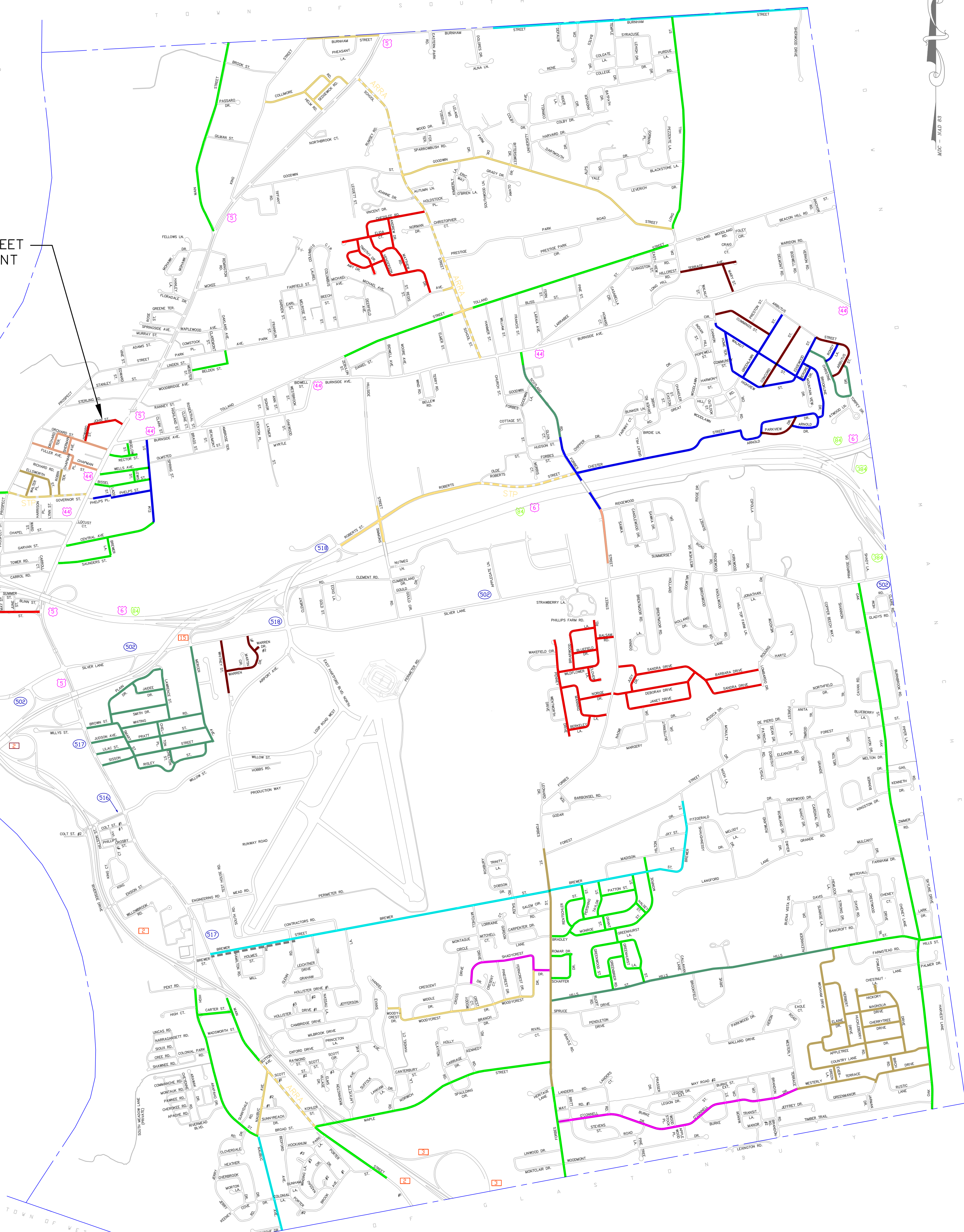
<sup>12</sup> Initial submission for ARRA funding – Project was broken into three elements due to ARRA funding limitations. The projects include the Main / School Street project, potential Hillside Project and the Roberts Street resurfacing that was included in the 2010 Road Improvement project.

<sup>13</sup> ARRA Project





HOWARD & JOHN STREET  
DRAINAGE REPLACEMENT



**2004 - 2012 ROADWORK SUMMARY**

RECONSTRUCTION	0.6 MILES
PAVEMENT RECLAMATION	9.6 MILES
REMOVE BIT. PAVEMENT & OVERLAY	3.4 MILES
STP - URBAN SYSTEM & ARRA	2.4 MILES
MILL & OVERLAY	28.3 MILES
CRACK SEAL	59.4 MILES
PATCHING	16.7 MILES
<b>TOTAL</b>	<b>120.4 MILES*</b>

\* = CRACK SEAL, PATCHING & RESURFACING OPERATIONS OVERLAP

APPROXIMATELY 29% OF THE TOWN'S ROADWAYS HAVE BEEN RESURFACED UNDER THE FOUR BOND PACKAGES.

**2012 BOND PROGRAM**

BASE REHABILITATION	5.5 MILES
MILL & OVERLAY	0.9 MILES
MINOR MAINTENANCE	T.B.D.
<b>TOTAL</b>	<b>6.4 MILES</b>

**LEGEND**

- 2004 ROADWAY RESURFACING
- 2005 ROADWAY RESURFACING
- 2006 ROADWAY RESURFACING
- 2007 ROADWAY RESURFACING
- 2008 ROADWAY RESURFACING
- 2009 ROADWAY RESURFACING
- 2010 ROADWAY, ARRA, RESURFACING
- 2011 ROADWAY RESURFACING
- 2012 ROADWAY RESURFACING
- 2013 - 2014 ROAD IMPROVEMENT PROGRAM
- PENDING STP URBAN SYSTEM PROJECT
- (NOTE: DASHED REPRESENTS FEDERAL / STATE GRANTS)

TOWN OF EAST HARTFORD  
ENGINEERING DIVISION

2012 BOND REFERENDUM  
ROADWAY IMPROVEMENTS  
2013 - 2014 CONSTRUCTION

PREPARED FOR: PUBLIC WORKS DEPARTMENT

SCALE 1" = 1,000' DATE: OCT. 17, 2011 DRAWN BY: NJC

NO.	DATE	DESCRIPTION	BY





## East Hartford Public Schools

Mark F. Zito, Ed.D.  
Superintendent of Schools

1110 Main Street · East Hartford, CT 06108 · Tel: (860) 622-5107 · Fax: (860) 622-5119

April 24, 2012

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

### Re: SCHOOL CAPITAL IMPROVEMENT PLAN

Dear Mayor Leclerc:

The Board of Education approved the latest revised Capital Improvement Plan (CIP) for East Hartford Public Schools at their meeting on April 16, 2012. Attached is a copy of the CIP for review and consideration by you and the Town Council.

Included in this CIP is the Window Wall Replacement Project for East Hartford Middle School. This project, which is of high priority to the Board, is explained in detail in the attached report from Mr. Costa. This project is also eligible for a State School Construction Grant under Chapter 173 of CGS and, if supported locally, it can receive a 74.29% reimbursement of eligible construction costs.

The reason this project is such a high priority to the Board is that the current window wall system at the middle school has been in place over sixty years, far exceeding its useful life. A replacement window wall system will also reduce energy consumption and provide a more comfortable learning environment for students.

The Board has asked me to respectfully request your support and the Council's support for this project. Once funding is authorized for the local share of the project, the required State Grant application will be submitted to the Department of Education.

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

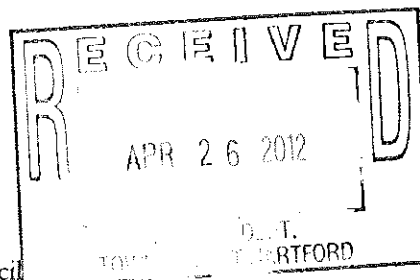
Respectfully submitted,

Mark F. Zito, Ed.D.

Superintendent

MFZ/pmw

Cc: R. Kehoe, Chair, East Hartford Town Council





**EAST HARTFORD PUBLIC SCHOOLS  
EAST HARTFORD, CONNECTICUT**

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**SUBJECT: REFERRAL OF CAPITAL PROJECT TO THE MAYOR AND TOWN  
COUNCIL FOR LOCAL FUNDING AUTHORIZATION**

**EAST HARTFORD MIDDLE SCHOOL WINDOW WALL REPLACEMENT**

---

**DATE:** April 16, 2012

**DEPARTMENT:** Department of Facilities

**PREVIOUS ITEM:** On 4/3/12 the Facilities Committee approved the referral of this item to the Board for approval.

**ENCLOSURES:** Attached

**REASON:** Board Policy and State Department of Education School Construction Grant

---

**BACKGROUND:**

Please see attached report.

**RECOMMENDATION:**

The Director of Facilities and the Facilities Committee recommend the approval and referral of the attached capital project to the Mayor and Town Council for their consideration. With the authorization of local share funding, the State Department of Education Grant application will be submitted for approval to the state legislature during the 2013 session, in accordance to Chapter 173 of the CGS. With state legislative approval during the 2013 legislative session, the project will begin design and will be expected to be constructed by the summer of 2014. The State Education reimbursement amount for East Hartford is currently 74.29%. Attached is more financial detail.

**ACTION:** Accept or reject.

# East Hartford Public Schools

## *Department of Facilities*

*Albert S. Costa, Director*



Date: March 13, 2012

To: Mark Zito, Ed.D. Superintendent of Schools

From: Albert S. Costa, Director of Facilities

Re: **East Hartford Middle School Window Replacement Project**

---

By way of this memo I'm providing the outline of the referenced project as well as estimated costs, possible energy savings and projected state reimbursement for the project. Lastly, I've also included the estimated payback based on the energy savings and the reduced maintenance costs for this project.

As you may know, the project has been in our Capital Improvement Plan for several years now. Although repairs and painting have been done over the years the window system is original 1954 construction. It consists of a wood framed structure with single pane glass. The majority of the building is comprised of floor to ceiling glass; a total of 121,000 square feet of glass surface exists which is approximately 80% of the campus building envelope. To further translate, the amount of glass in the Middle School is equal to the window area within 322 modest sized homes. It is an enormous percentage of glass.

The existing window system is a single pane of glass fixed in a wood frame with window glaze. Every classroom or office space has a percentage of operable windows for fresh air ventilation. The wood frame of the window system is primed and painted, however the condition of the paint is very poor, some of the wood is decayed due to the seasonal exposure to the elements and the damage from the sun. Because the window system is currently 58 years old and is only single pane glass, we have high costs associated with energy consumption and maintenance. After almost sixty years, the window system has well exceeded its useful life.

The proposed project will address two important deficiencies at the Middle School. First is the need to improve energy efficiency of the exterior building envelope. The existing window wall system, being single pane glass, is rated at about an R-1, which is extremely inefficient. Conceptually, I am envisioning a complete removal of the exterior wood framed, single pane glass wall. I would propose the construction of an R-27 wall, which consists of an insulated 8" metal stud, a brick face exterior and gypsum finish on the interior face. Within the wall construction we would install double insulated low-e glass with argon gas and aluminum frames with thermal breaks. Window frames would have an operable sash for ventilation as required per code and the rest of the glass would be fixed, for further savings. The new design of the building

envelope would reduce the overall glass area by almost fifty percent; however the design would still meet energy and natural light standards in accordance to the National Energy Code. Secondly, the new building envelope would provide for very low maintenance as it would not have any surface area which would require paint. This also translates to operational savings, each year for the next sixty years or more.

While window replacement projects tend to have a long payback, this design consists of the replacement of the exterior building envelope and the fabrication of a new, high energy efficient exterior wall, which shortens the payback, especially when factoring in the State's reimbursement for energy conservation projects. We will also explore what rebate funds are available through our electric and gas utility providers. The end analysis indicates this project could return a payback of 11 years or less with possible utility rebates.

For these reasons we believe this project should be strongly considered, as costs relative to materials, labor, utilities as well as State reimbursement, will not remain constant.

Below is an estimated cost breakdown for the project and a 50 year energy savings analysis on the following page.

<b>East Hartford Middle School - Energy Conservation Project</b>			
<b>Work</b>	<b>Estim Cost</b>	<b>State Reimbursement 74.29%</b>	<b>Net Local Share 25.71%</b>
Design	\$ 450,000	\$334,305	\$115,695
Environmental Abatement	\$ 315,000	\$234,014	\$80,987
Glass	\$ 2,000,000	\$1,485,800	\$514,200
Wall Construction	\$ 2,450,000	\$1,820,105	\$629,895
Window Treatment	\$ 100,000	\$0	\$100,000
Bonds	\$ 95,300	\$70,798	\$24,502
Contingency	\$ 159,450	\$118,455	\$40,995
	<b>\$ 5,569,750</b>	<b>\$4,063,477</b>	<b>\$1,506,273</b>
<b>Probable Payback</b>			
Net Project Cost	\$1,506,273		
Annual Utility & Operational Savings	\$132,250		
Payback (Yrs) ***	11.4	*** Does not include potential rebates from CL&P and CNG	

Encl.  
ASC:sas  
c: file

**EAST HARTFORD MIDDLE SCHOOL WINDOW WALL REPLACEMENT PROJECT  
PROJECTED UTILITY COSTS AND ENERGY SAVINGS AFTER PROJECT COMPLETION**

**50 Year Analysis**

A	B	C	D	E	F	G
Year	Projected Utility Increase (1%/Yr)	Value of Increase (Col. B x 1%)	Probable Yrly Utility Savings	Probable Operational Savings (3% Incr)	Probable Net Savings (Col. C,D,E)	Estim Payback of Town's Local Share
2012	\$ 275,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,506,273.00
2013	\$ 277,750.00	\$ 2,750.00	\$ (115,000)	\$ (20,000.00)	\$ (132,250.00)	\$ 1,374,023.00
2014	\$ 280,527.50	\$ 2,777.50	\$ (115,000)	\$ (20,600.00)	\$ (132,822.50)	\$ 1,241,200.50
2015	\$ 283,332.78	\$ 2,805.28	\$ (115,000)	\$ (21,218.00)	\$ (133,412.73)	\$ 1,107,787.78
2016	\$ 286,166.10	\$ 2,833.33	\$ (115,000)	\$ (21,854.54)	\$ (134,021.21)	\$ 973,766.56
2017	\$ 289,027.76	\$ 2,861.66	\$ (115,000)	\$ (22,510.18)	\$ (134,648.52)	\$ 839,118.05
2018	\$ 291,918.04	\$ 2,890.28	\$ (115,000)	\$ (23,185.48)	\$ (135,295.20)	\$ 703,822.84
2019	\$ 294,837.22	\$ 2,919.18	\$ (115,000)	\$ (23,881.05)	\$ (135,961.87)	\$ 567,860.98
2020	\$ 297,785.59	\$ 2,948.37	\$ (115,000)	\$ (24,597.48)	\$ (136,649.11)	\$ 431,211.87
2021	\$ 300,763.45	\$ 2,977.86	\$ (115,000)	\$ (25,335.40)	\$ (137,357.55)	\$ 293,854.33
2022	\$ 303,771.08	\$ 3,007.63	\$ (115,000)	\$ (26,095.46)	\$ (138,087.83)	\$ 155,766.50
2023	\$ 306,808.80	\$ 3,037.71	\$ (115,000)	\$ (26,878.33)	\$ (138,840.62)	\$ 16,925.88
2024	\$ 309,876.88	\$ 3,068.09	\$ (115,000)	\$ (27,684.68)	\$ (139,616.59)	\$ (122,690.71)
2025	\$ 312,975.65	\$ 3,098.77	\$ (115,000)	\$ (28,515.22)	\$ (140,416.45)	\$ (263,107.16)
2026	\$ 316,105.41	\$ 3,129.76	\$ (115,000)	\$ (29,370.67)	\$ (141,240.92)	\$ (404,348.07)
2027	\$ 319,266.46	\$ 3,161.05	\$ (115,000)	\$ (30,251.79)	\$ (142,090.74)	\$ (546,438.82)
2028	\$ 322,459.13	\$ 3,192.66	\$ (115,000)	\$ (31,159.35)	\$ (142,966.68)	\$ (689,405.50)
2029	\$ 325,683.72	\$ 3,224.59	\$ (115,000)	\$ (32,094.13)	\$ (143,869.54)	\$ (833,275.04)
2030	\$ 328,940.56	\$ 3,256.84	\$ (115,000)	\$ (33,056.95)	\$ (144,800.12)	\$ (978,075.15)
2031	\$ 332,229.96	\$ 3,289.41	\$ (115,000)	\$ (34,048.66)	\$ (145,759.26)	\$ (1,123,834.41)
2032	\$ 335,552.26	\$ 3,322.30	\$ (115,000)	\$ (35,070.12)	\$ (146,747.82)	\$ (1,270,582.23)
2033	\$ 338,907.78	\$ 3,355.52	\$ (115,000)	\$ (36,122.22)	\$ (147,766.70)	\$ (1,418,348.93)
2034	\$ 342,296.86	\$ 3,389.08	\$ (115,000)	\$ (37,205.89)	\$ (148,816.81)	\$ (1,567,165.74)
2035	\$ 345,719.83	\$ 3,422.97	\$ (115,000)	\$ (38,322.07)	\$ (149,899.10)	\$ (1,717,064.84)
2036	\$ 349,177.03	\$ 3,457.20	\$ (115,000)	\$ (39,471.73)	\$ (151,014.53)	\$ (1,868,079.38)
2037	\$ 352,668.80	\$ 3,491.77	\$ (115,000)	\$ (40,655.88)	\$ (152,164.11)	\$ (2,020,243.49)
2038	\$ 356,195.49	\$ 3,526.69	\$ (115,000)	\$ (41,875.56)	\$ (153,348.87)	\$ (2,173,592.36)
2039	\$ 359,757.44	\$ 3,561.95	\$ (115,000)	\$ (43,131.83)	\$ (154,569.87)	\$ (2,328,162.23)
2040	\$ 363,355.02	\$ 3,597.57	\$ (115,000)	\$ (44,425.78)	\$ (155,828.21)	\$ (2,483,990.43)
2041	\$ 366,988.57	\$ 3,633.55	\$ (115,000)	\$ (45,758.55)	\$ (157,125.00)	\$ (2,641,115.44)
2042	\$ 370,658.45	\$ 3,669.89	\$ (115,000)	\$ (47,131.31)	\$ (158,461.42)	\$ (2,799,576.86)
2043	\$ 374,365.04	\$ 3,706.58	\$ (115,000)	\$ (48,545.25)	\$ (159,838.66)	\$ (2,959,415.53)
2044	\$ 378,108.69	\$ 3,743.65	\$ (115,000)	\$ (50,001.61)	\$ (161,257.96)	\$ (3,120,673.48)
2045	\$ 381,889.77	\$ 3,781.09	\$ (115,000)	\$ (51,501.66)	\$ (162,720.57)	\$ (3,283,394.05)
2046	\$ 385,708.67	\$ 3,818.90	\$ (115,000)	\$ (53,046.70)	\$ (164,227.81)	\$ (3,447,821.86)
2047	\$ 389,565.76	\$ 3,857.09	\$ (115,000)	\$ (54,638.11)	\$ (165,781.02)	\$ (3,613,402.88)
2048	\$ 393,461.42	\$ 3,895.66	\$ (115,000)	\$ (56,277.25)	\$ (167,381.59)	\$ (3,780,784.47)
2049	\$ 397,396.03	\$ 3,934.61	\$ (115,000)	\$ (57,965.57)	\$ (169,030.95)	\$ (3,949,815.42)
2050	\$ 401,369.99	\$ 3,973.96	\$ (115,000)	\$ (59,704.53)	\$ (170,730.57)	\$ (4,120,546.00)
2051	\$ 405,383.69	\$ 4,013.70	\$ (115,000)	\$ (61,495.67)	\$ (172,481.97)	\$ (4,293,027.97)
2052	\$ 409,437.53	\$ 4,053.84	\$ (115,000)	\$ (63,340.54)	\$ (174,286.70)	\$ (4,467,314.67)
2053	\$ 413,531.90	\$ 4,094.38	\$ (115,000)	\$ (65,240.76)	\$ (176,146.38)	\$ (4,643,461.05)
2054	\$ 417,667.22	\$ 4,135.32	\$ (115,000)	\$ (67,197.98)	\$ (178,062.66)	\$ (4,821,523.71)
2055	\$ 421,843.89	\$ 4,176.67	\$ (115,000)	\$ (69,213.92)	\$ (180,037.25)	\$ (5,001,560.95)
2056	\$ 426,062.33	\$ 4,218.44	\$ (115,000)	\$ (71,290.34)	\$ (182,071.90)	\$ (5,183,632.85)
2057	\$ 430,322.96	\$ 4,260.62	\$ (115,000)	\$ (73,429.05)	\$ (184,168.42)	\$ (5,367,801.27)
2058	\$ 434,626.19	\$ 4,303.23	\$ (115,000)	\$ (75,631.92)	\$ (186,328.69)	\$ (5,554,129.96)
2059	\$ 438,972.45	\$ 4,346.26	\$ (115,000)	\$ (77,900.87)	\$ (188,554.61)	\$ (5,742,684.57)
2060	\$ 443,362.17	\$ 4,389.72	\$ (115,000)	\$ (80,237.90)	\$ (190,848.18)	\$ (5,933,532.75)
2061	\$ 447,795.79	\$ 4,433.62	\$ (115,000)	\$ (82,645.04)	\$ (193,211.42)	\$ (6,126,744.16)
2062	\$ 452,273.75	\$ 4,477.96	\$ (115,000)	\$ (85,124.39)	\$ (195,646.43)	\$ (6,322,390.59)
		\$ 177,273.75	\$ (6,750,000.00)	\$ (2,255,937.35)	\$ (7,828,663.59)	\$ (109,770,946.69)

**EDUCATIONAL SPECIFICATIONS FOR  
STATE DEPARTMENT OF EDUCATION**

**PROJECT:  
EAST HARTFORD MIDDLE SCHOOL  
WINDOW WALL REPLACEMENT  
777 Burnside Avenue**

Prepared by:  
Albert S. Costa, Director of Facilities  
East Hartford Public Schools  
860-622-5952

April 5, 2012

**EDUCATIONAL SPECIFICATIONS FOR  
STATE DEPARTMENT OF EDUCATION**

**PROJECT:  
EAST HARTFORD MIDDLE SCHOOL  
WINDOW WALL REPLACEMENT  
777 Burnside Avenue**

1. **PROJECT RATIONALE**

The original school building was constructed in 1954 and initially served as one of two High Schools until 1985 when the district converted the building to its sole Middle School. Currently the academic wing of the building contains 121,000 square feet of window wall construction which is approximately 80% of the campus' building envelope. The modern design of the fifties gave the building a light airy appearance with little thought given to energy usage. At that time there were no real concerns about energy conservation and the nation's energy crisis was still in many years in the future.

The construction of the existing window wall system is a single pane of glass fixed in a wood frame with window glaze. Every classroom or office space has a percentage of operable windows for fresh air ventilation. The wood frame of the window wall system is primed and painted, however the condition of the paint is very poor, the wood has some decay due to the seasonal exposure to the elements and the damage from the sun. Because the window wall system is currently 58 years old and is only single pane glass, we have very high costs associated with energy consumption and maintenance. After almost sixty years, the window wall system has well exceeded its useful life.

The proposed project will address two important deficiencies at the Middle School. First is the need to improve energy efficiency of the exterior building envelope. The existing window wall system, being single pane glass, is rated at about an R-1, which is extremely inefficient. Conceptually, the plan calls for a complete removal of the exterior wood framed, single pane glass wall. The new wall construction would be a minimum of an R-27 wall, which consists of an insulated 8" metal stud, a brick face exterior and gypsum finish on the interior face. Within the wall construction the design will include double insulated low-e glass with argon gas and aluminum frames with thermal breaks. Window frames would have an operable sash for ventilation as required per code and the rest of the glass would be fixed, for further savings. The new design of the building envelope would reduce the overall glass area by almost fifty percent; however the design would still meet energy and natural light standards in accordance to the National Energy Code. Secondly, the new building envelope would provide for very low maintenance as it would not have any surface area which would require paint. This also translates to operational savings, each year for the next sixty years or more.

2. **LONG-RANGE PLAN**

The long-range plan for the school incorporates provisions for a safe and appropriate learning environment. This project will enhance the learning environment of the students and staff. The district plans to continue to utilize East Hartford Middle School in its current capacity for the next twenty years and beyond.

3. **THE PROGRAM**

Current space: The Middle School includes the following instructional and support spaces: students in grades 6-8, science labs, general studies, library/media center, computer labs, pool, gymnasium, auditorium, music room, art room, cafeteria, nurses office, kitchen, conference room, school administration offices, outdoor athletic fields, outdoor track, custodial services, storage and mechanical spaces.

Construction: Construction will not impact any of these spaces.

FF&E: None.

4. **BUILDING SYSTEMS** (Not part of this project)

Security: Not applicable.

Public Address: Not applicable.

Technology: Not applicable.

Phone System: Not applicable.

Clocks: Not applicable.

5. **INTERIOR BUILDING ENVIRONMENT** (Not part of this project)

Acoustics: Not applicable.

Ceilings: Not applicable.

Lighting: Not Applicable.

HVAC: Not applicable.

Plumbing: Not applicable.

Chimney: Not applicable.

Windows/Doors: Exterior Window Wall will be replaced.

6. **SITE DEVELOPMENT** (Not part of this project)

Site Acquisition: Not applicable.

Parking: Not applicable.

Drives: Not applicable.

Walkways: Not applicable.

Outdoor Athletic Facilities: Not applicable.

Landscaping: Not applicable.

Site Improvements: Not applicable.

7. **CONSTRUCTION BONUS REQUESTS**

East Hartford Middle project is not eligible for a school construction bonus.

School Readiness:	C.G.S. 10-285a(e)--Not applicable.
Lighthouse Schools:	C.G.S. 10-285a(f)--Not applicable.
CHOICE:	C.G.S. 10-285a(g), as amended--Not applicable.
Full-day Kindergarten:	C.G.S. 10-285a(h)--Not applicable.
Reduced Class Size:	C.G.S. 10-285a(h)--Not applicable.
Regional Vo-Ag Center:	C.G.S. 10-65--Not applicable.
Interdistrict Magnet School:	C.G.S. 10-264h--Not applicable.
Interdistrict Cooperative School:	C.G.S. 10-158a--Not applicable.
Regional Special Education Center:	C.G.S. 10-76e--Not applicable.

8. **COMMUNITY USES**

East Hartford Middle School was originally constructed to facilitate activities during the school hours, before and after school hours, and throughout the calendar year.

- Inter-scholastic sports
- Adult education classes
- Building Rental activities for
- PTO and other Community Meetings
- The Town Recreation Department will use the gymnasium and pool for activities mornings and evenings when not used by the students

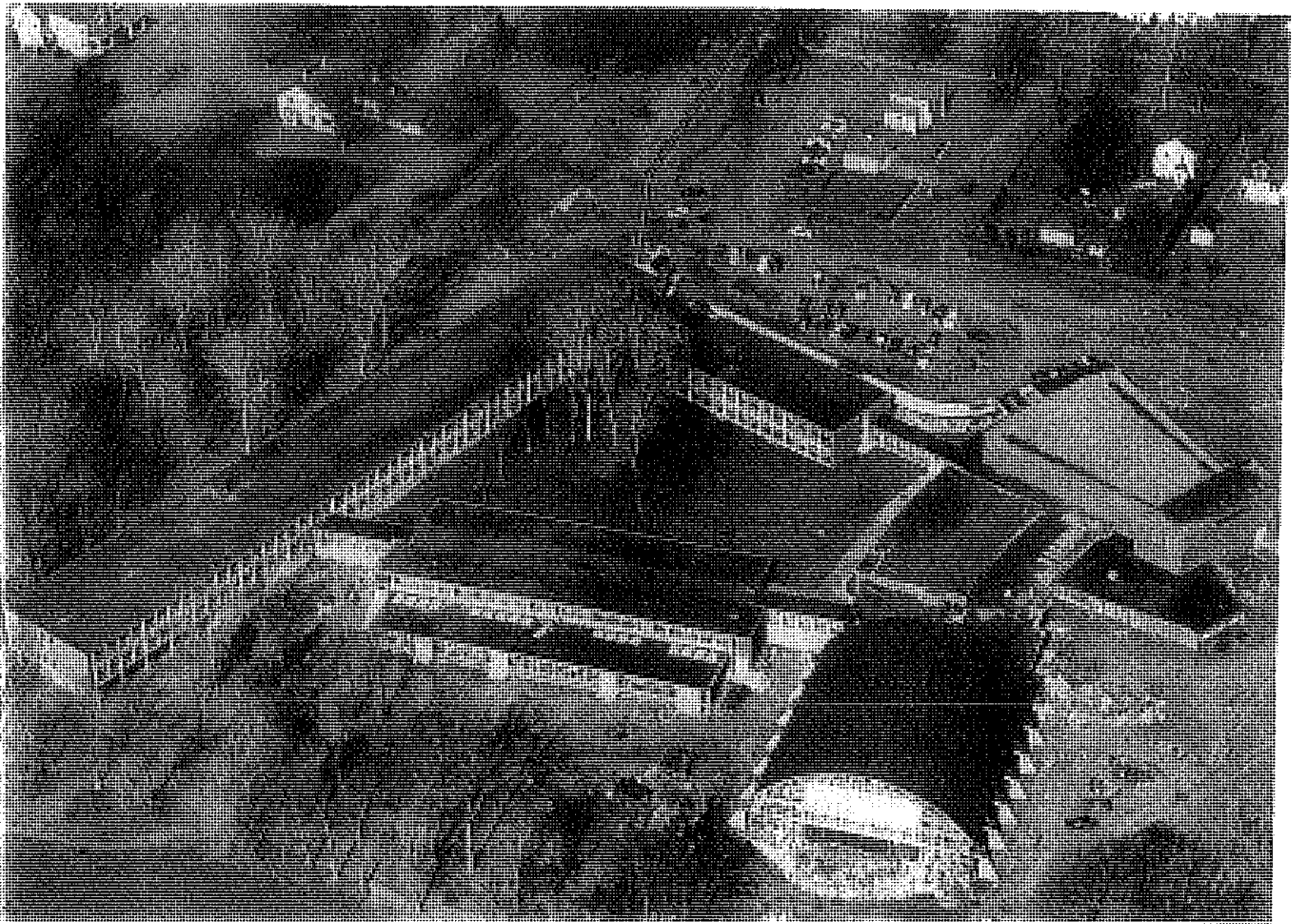


- 1) R+C - write up separate questions (Windows/Roads)
- 2) Question - Full appropriation / Net Bond (BOE)
  - ↳ Flexibility - Roads, drainage, parking lots
- 3) The 19th to Council

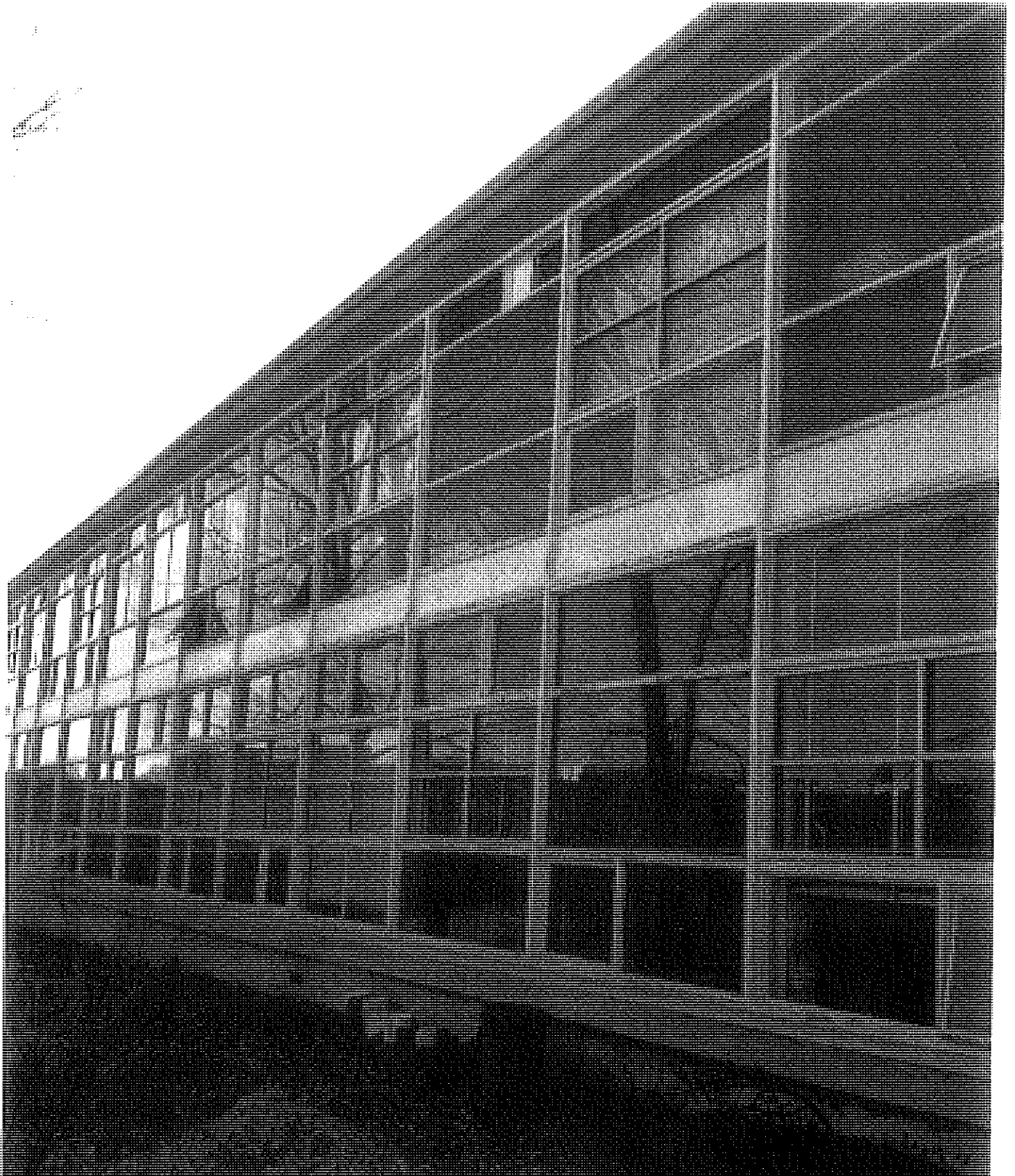
**EAST HARTFORD MIDDLE**  
**SCHOOL**  
**WINDOW WALL REPLACEMENT**

**CONCEPT DESIGN PHASE**

# AERIAL PHOTO OF EXIST'G EAST HARTFORD MIDDLE SCH.

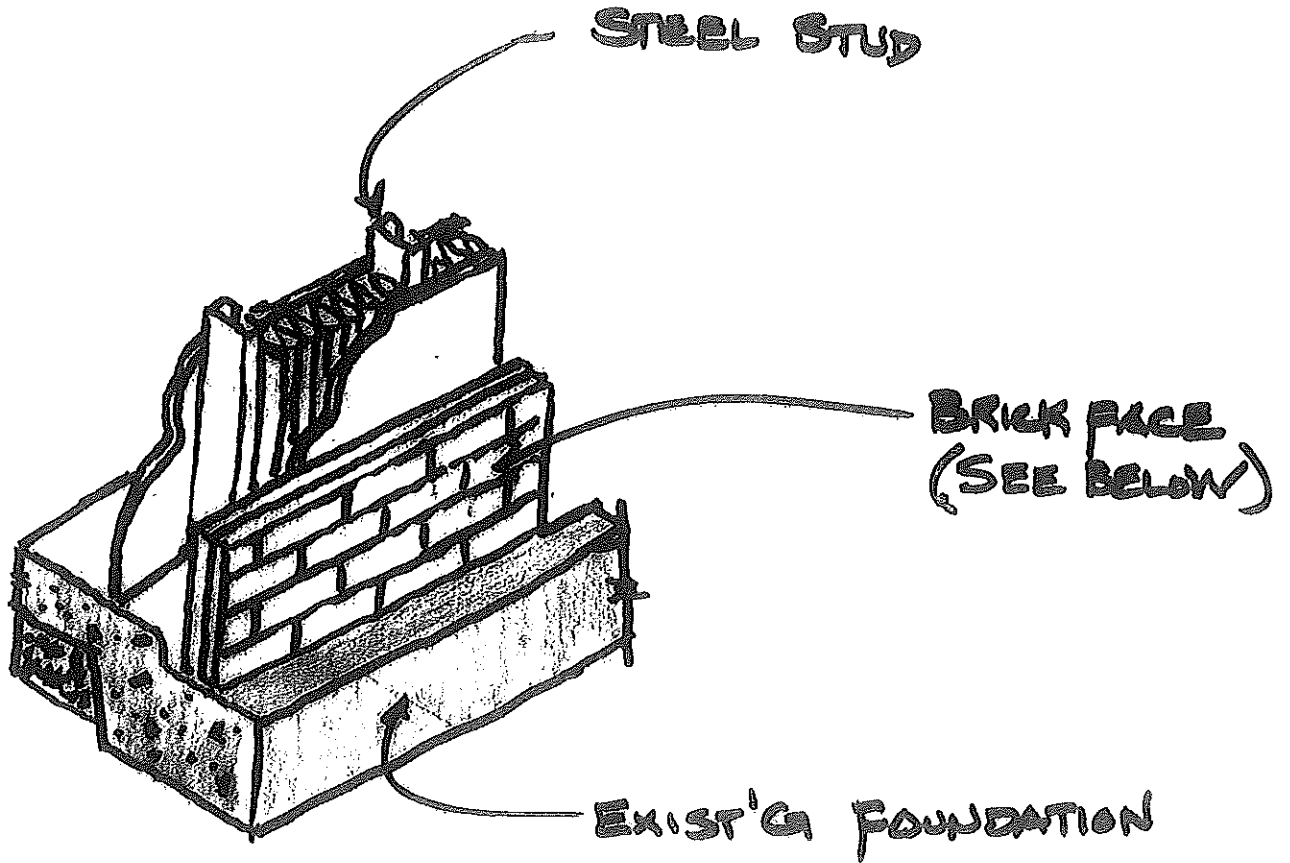


*REACHING COMPLETION—View in March 1954 shortly after a portion of the academic wing was put to temporary use to house some 200 elementary schools pupils. Temporary wood plank walk from Burnside Ave. is shown in upper portion of picture. Landscaping and paving were still pending at the time.—(Hartford Times Photo).*

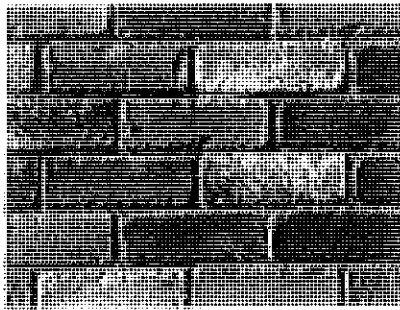


EXISTING WINDOW WALL

# CONCEPTUAL DESIGN



## ISOMETRIC NEW WALL CONSTRUCTION R-27 MINIMUM



← EXAMPLE OF  
BRICK FACE  
TO MATCH EXIST'G  
SCHOOL BRICK.



**RENDERING OF PROPOSED  
NEW WALL CONSTRUCTION**



CANTERBURY ENERGY ENGINEERING, LLC  
P. O. Box 459  
Canterbury, CT 06331  
860-546-1124

RECEIVED  
MAR 22 2012  
DEPT OF FACILITIES

March 14, 2012

Mr. Albert Costa  
Director of Facilities  
East Hartford Schools  
734 Tolland Street  
East Hartford, CT 06118

Dear Mr. Costa,

I have evaluated the data that you gave me regarding the proposed window upgrade for the Middle School. The information I received is as follows:

1. The school is approximately 255,000 square feet
2. The annual heating costs are approximately \$275,000
3. The window area under consideration is approximately 121,000 square feet of window wood-framed, single-pane glazing with operable casement window on the top and bottom
  - a. The R-value for the existing windows is 0.91
4. The total area to be replaced by new windows is approximately 65,000 square feet. The new windows will be fixed, aluminum-framed with thermal break, double-glazed with inert gas between the glazing
  - a. The R-value for the proposed new windows is 3.0
5. The remaining 56,000 square feet of wall area will be replaced with steel stud walls with insulation, sheet rock, brick exterior veneer, etc.
  - a. The R-value of the new opaque wall area is 27.0
6. Fuel costs are approximately \$14.29 per million Btu (MMBtu)
7. The school is maintained at the occupied temperature setpoint from 8:00 AM through 4:00 PM; Monday through Friday
  - a. Occupied temperature setpoint is 70° F
  - b. Unoccupied temperature setback setpoint is 55° F
8. Heating season is from October through April

Certain assumptions were necessary to complete the opinion of the annual savings potential. Assumptions that Canterbury Energy Engineering made were as follows:

1. Overall effective infiltration rate for the existing windows is 0.065 CFM per square foot
2. Overall effective infiltration rate for the proposed windows is 0.0 CFM per square foot
3. The R-value for the inside air film for both existing and proposed constructions is 0.68

Window Replacement Evaluation

4. The R-value for the outside air film for both existing and proposed constructions is 0.17
5. The combustion efficiency of the heating system is 85%
6. The distribution efficiency for the heating system is 95%
  - a. Therefore; the end-use efficiency is 80.8%

Based on the above information and assumptions, a bin weather analysis was completed for the heating energy savings potential associated with the improved insulating values of the new combined wall areas. (See attached calculations spreadsheet.)

The analysis concluded that the probable heating energy savings from these improvements based on historical weather data (TMY2) would be approximately 8,056 MMBtu with a value of approximately \$115,121.

Regards,

*R. Vaillencourt*  
Richard R. Vaillencourt, PE



# Window Replacement Evaluation

## Calculations:

### Replace Exterior Glazing

Glass Areas	SqFt	Window		Air Film		U-Factor	CFM/Sqft <sup>1</sup>	Config Adj	CFM	Btuh/ T
		R-Factor	R-Factor	R-Factor	R-Factor					
Existing	121,000	0.91	0.85	0.57	0.28	0.25	7,865	8,494		
Proposed	65,000	3.0	0.85	0.28						

New Wall Area	SqFt	Window		Air Film	
		R-Factor	R-Factor	R-Factor	R-Factor
Classrooms	56,000	27	0.85	0.04	

Combustion Efficiency	85%
Distribution Efficiency	95%
<b>End-Use Efficiency</b>	<b>80.8%</b>

Heating  
MMBtu Savings 8,056  
\$14.29  
Total Savings: \$115,121

### Operating Conditions & Strategies

Winter IAT: Occupied 70 Unoccupied 55

Occupied: 8:00A to 4:00P Mon - Fri  
Oct - Apr

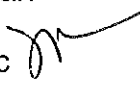
Bin Temp	Annual Hours	Occupied Hours	Unoccupied Hours	Occupied Heating		Unoccupied Heating		Existing Heating MMBtu	Proposed Occupied Heating Btuh	Proposed Unocc. Heating Btuh	Proposed Heating MMBtu
				T	T	Existing Heating Btuh	Existing Unocc. Heating Btuh				
82	13	13	0	12.0	-	926,930	-	12.1	226,727	-	2.9
77	14	12	2	7.0	-	540,709	-	6.5	132,257	-	1.6
72	35	18	17	2.0	-	154,488	-	2.8	37,788	-	0.7
67	88	36	50	3.0	-	231,733	-	8.3	56,682	-	2.0
62	262	88	174	8.0	-	617,954	-	54.4	151,151	-	13.3
57	315	103	212	13.0	-	1,004,175	-	103.4	245,821	-	25.3
52	435	137	298	18.0	3.0	1,390,396	231,733	269.6	340,090	56,682	63.5
47	425	90	335	23.0	8.0	1,776,617	617,954	368.8	434,559	151,151	89.7
42	520	94	426	28.0	13.0	2,162,836	1,004,175	631.1	529,029	245,621	154.4
37	776	177	599	33.0	18.0	2,549,059	1,390,396	1,284.0	823,498	340,090	314.1
32	714	156	558	38.0	23.0	2,935,280	1,776,617	1,449.3	717,988	434,559	354.5
27	504	101	403	43.0	28.0	3,321,501	2,162,836	1,207.1	812,437	529,029	295.3
22	332	88	264	48.0	33.0	3,707,722	2,549,059	926.1	906,907	623,498	226.3
17	307	56	251	53.0	38.0	4,093,943	2,935,280	966.0	1,001,376	717,968	236.3
12	155	27	128	58.0	43.0	4,460,164	3,321,501	546.1	1,095,846	812,437	133.6
7	120	21	99	63.0	48.0	4,866,385	3,707,722	438.3	1,190,315	906,907	114.8
2	52	3	49	68.0	53.0	5,252,608	4,093,943	216.4	1,284,784	1,001,376	52.9
-3	22	0	22	73.0	58.0	5,638,827	4,460,164	98.6	1,379,254	1,095,846	24.1
-8	1	0	1	78.0	63.0	6,025,048	4,866,385	4.9	1,473,723	1,190,315	1.2
	5,088	1,200	3,888					8,612			2,106



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

---

**DATE:** June 11, 2012  
**TO:** Richard Kehoe, Chairman  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** RESOLUTION: 2011-2012 Interdepartmental Budget Transfer

Attached is information from our Finance Director for the June 8, 2012 agenda to enable the town to end the fiscal year as stated in the memo "in the black". There are reasons provided for the ability to transfer funds out of some department accounts to balance those needing adjustments.

Please place this information on the agenda for June 19, 2012 meeting. for review and approval.

Thank you.


C: M. Walsh, Finance Director



## MEMORANDUM

DATE: June 8, 2012

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: Fiscal Year 2011-2012 Interdepartmental Budget Transfers, Supplemental Budget Appropriation and Fund Balance Transfer Resolution

---

Attached please find a list of interdepartmental budget transfers to be approved by the Town Council by June 30, 2012 to allow the Town to end the fiscal year "in the black" by department.

As you work through the transfers, please note that due to an unusually warm winter and a variety of open positions, a majority of departments have not spent their full budgeted allocations. However, contractual overtime costs in the Fire and Police Departments, caused mainly by minimum staffing provisions in both contracts, open positions, and the Coke Strike have consumed a good portion of that surplus.

### General Fund - Transfers To:

Mayor's Office - \$10k: This transfer will provide funding for costs associated with the payment of unused time due to an employee who retired from the Mayor's Office during the fiscal year.

Corporation Counsel - \$45k: This transfer will provide funding for costs associated with various ongoing arbitrations and the negotiated settlement of a prior year labor issue.

Police - \$100k: This transfer will provide funding for higher overtime due to minimum staffing requirements imbedded in the Police Contract, vacancies (open positions, Worker's Compensation injuries, or military leave), and the ongoing Coke strike.

Fire - \$600k: This transfer will provide funding for higher overtime due to minimum staffing requirements imbedded in the Fire Contract and vacancies (open positions, Worker's Compensation injuries, and one service related disability).

Social Services - \$12k: This transfer will provide funding for higher Dial-A-Ride costs to ensure the department ends the year in the black.

### General Fund - Transfers Out:

Town Council - \$5k: This transfer is available due to lower costs paid than budgeted.

Town Clerk - \$5k: This transfer is available due to lower costs paid than budgeted.

Register of Voters - \$5k: This transfer is available due to lower costs paid than budgeted.

HR - \$15k: This transfer is available due to lower Permanent Services costs due to the full-year vacancy in the Human Resource Director position offset by higher recruitment costs for Police Officers.

Library - \$30k: This transfer is available due to lower costs paid than budgeted including open positions.

Youth Services - \$5k: This transfer is available due to lower costs paid than budgeted.

Grants - \$25k: This transfer is available due to open positions throughout the year.

Finance - \$295k: This transfer is available due to lower costs paid than budgeted, and in particular, \$754k of BOE IT payroll related to a consolidation of services that did not occur.

Additionally, \$358k of ineligible costs related to the final accounting from the State of the construction costs of the BOE Administration Building were finally retired. The State determined, despite numerous visits, calls, and correspondence, that these ineligible costs, mostly attributable to the acquisition and related construction costs of the parcel and building formerly known as the 18<sup>th</sup> Century House, were ineligible for reimbursement. Since these costs were carried as a receivable on the town's books, they must now be retired.

Finally, negotiated severance was paid to the Purchasing Agent which resulted in his retirement. The retirement allowed for a position within Finance to remain open, resulting in long term savings.

Inspections - \$15k: This transfer is available due to open positions throughout the year.

Public Works - \$25k: This transfer is available due to lower paid costs related to the final MDC payment.

Parks and Recreation - \$50k: This transfer is available due to open positions.

Health - \$30k: This transfer is available due to open positions.

Debt - \$57k: This transfer is available due to the timing of the debt sale compared to the original budget and the avoidance of note interest.

Contingency - \$205k: This transfer is available due to the return of funding related to unsettled collective bargaining agreements.

One final item to note related to the various insurance reserves and trusts the town operates. As discussed in detail during the recent 2012-2013 budget meetings, the Town continues to see higher costs in Worker's Compensation, Automobile and General liability, the Medical Reserve, and the Other Post Employment Benefit Trust.

While the budgeted contributions to these funds have been substantially increased in the 2012-2013 budget, immediate transfers via a Supplemental Budget Appropriation and Fund Balance Transfer in the amount of \$1,750,000 is needed to bring these funds out of a projected deficit position as of June 30, 2012. That resolution is attached and needs to be approved by the Town Council.

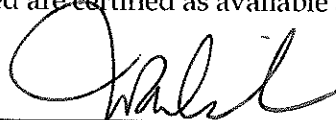
Should you have any questions on the aforementioned, please let me know.

The Town of East Hartford  
 For the Fiscal Year Ending June 30, 2012  
 Year End Budget Transfers

8-Jun-12

General Fund To		
Account Number	Name	Amount
G2100-60110	Mayors' Office - Permanent Services	10,000
G2200-60110	Corp. Counsel - Permanent Services	45,000
G5204-60141	Police Operations - Overtime	100,000
G5316-60141	Fire Suppression - Overtime	600,000
G9400-60110	Social Services - Permanent Services	12,000
0.52% TOTAL		<u>767,000</u>
General Fund From		
Account Number	Name	Amount
G1100-63134	Town Council - Internal Audit	5,000
G1200-63221	Town Clerk - Printing	5,000
G1300-60135	Registrar of Voter - Election Officials	5,000
G2300-60110	Human Resources - Permanent Services	15,000
G2400-60110	Library - Permanent Services	30,000
G2600-60110	Youth Services - Permanent Services	5,000
G2950-60110	Grants - Permanent Services	25,000
G3300-60110	IT - Permanent Services	295,000
G6100-60110	Inspections - Permanent Services	15,000
G7900-65400	Public Works - MDC	25,000
G8100-60153	Park and Rec. - Rec. Leader	50,000
G9100-60110	Health - Permanent Services	30,000
G9510-66411	Debt - Interest (Town)	51,000
G9520-66411	Debt - Interest (BOE)	6,000
G9600-60201	Contingency - Reserve for Neg.	205,000
TOTAL		<u>767,000</u>

The funds being transferred are certified as available and unobligated.



6/8/12

Michael P. Walsh, Director of Finance

Marcia A. Leclerc, Mayor


Angela Attenello, Town Council Clerk

Dated this 19th day of June, 2012

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

---

**DATE:** June 11, 2012  
**TO:** Richard Kehoe, Chairman  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** RESOLUTION: Supplemental Budget Appropriation and Fund Balance Transfer Resolution

The Finance Director has provided the attached documents for your review regarding the Fiscal Year 2011-2012 Supplemental Budget Appropriation and Fund Balance Transfer Resolution in the amount of \$1,750,000 project year end deficits.

Please place on the Town Council Agenda for June 19, 2012 and accept this transfer by adopting the Resolution provided.


C: M. Walsh, Finance Director



## MEMORANDUM

**DATE:** June 8, 2012

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

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

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

**RE:** **Supplemental Budget Appropriation and Fund Balance Transfer Resolution**

---

By way of this memo, attached please find a Supplemental Budget Appropriation and Fund Balance Transfer Resolution in the amount of \$1,750,000 to provide a funding source to retire projected year-end deficits in the Medical Reserve, the Other Post Employment Benefits Trust, and the General Liability Insurance Reserve.

I have attached the most recent projections of each fund as additional information.

I would respectfully request that you forward this resolution and information on to the Town Council for action at their June 19<sup>th</sup> meeting so the transfers can be in place for the June 30<sup>th</sup> year-end.

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

**RESOLUTION CONCERNING A SUPPLEMENTAL BUDGET APPROPRIATION AND FUND BALANCE TRANSFER TO FUND YEAR-END DEFICITS IN THE MEDICAL RESERVE, THE OTHER POST EMPLOYMENT BENEFIT TRUST, AND THE GENERAL LIABILITY INSURANCE RESERVE FOR THE FISCAL YEAR ENDING JUNE 30, 2011**

**WHEREAS**, the Town of East Hartford funds medical claim payments for active employees through the use of a Medical Reserve, and

**WHEREAS**, the Town of East Hartford funds medical claim payments for retired employees through the use of an Other Post Employment Benefit Trust, and

**WHEREAS**, the Town of East Hartford funds General Liability and Worker's Compensation Claims through the use of reserve funds, and

**WHEREAS**, due to higher activity in the Worker's Compensation and General Liability Reserves coupled with a high volume of medical claims for active and retired employees, it is necessary for the Town of East Hartford to set aside additional budget contributions to fund projected deficits in these accounts through June 30, 2012.

**NOW THEREFORE BE IT RESOLVED**, that the East Hartford Town Council does hereby approve this Supplemental Budget Appropriation of funds in the amount of \$1,750,000 from the Town's Undesignated Fund Balance for the purpose of funding fiscal year 2011-2012 deficits as listed below and does hereby amend the current 2011-2012 fiscal year Operating Budget to reflect the addition of the attached Supplemental Revenue Appropriation and Expenditure Appropriation.

G0320-55900	Fund Balance Appropriation	1,750,000
G3800-61461	Employee Benefits - Medical Reserve Contrib.	500,000
G3800-61466	Retiree Benefit Trust - Contrib.	500,000
G3900-61408	AL/GL Claims Reserve Contrib.	750,000

I, Angela Attenello, Clerk of the Town Council of the Town of East Hartford, certify that the above resolution was approved at a meeting of the Town Council held on June 19, 2012.

\_\_\_\_\_  
Angela Attenello, Clerk of the Town Council

Funds certified as unobligated and available.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_  
Marcia A. Leclerc, Mayor

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_  
Michael P. Walsh, Director of Finance

**Town of East Hartford  
 Medical Reserve Analysis  
 For the Fiscal Year Ending June 30, 2012**

BCBS Month end 11  
 BCBS Month remain. 1  
 CTCare, Medco, Delta days gone 335  
 CTCare, Medco, Delta days remain 30

	<b>Medical Reserve</b>		
	<b>Town</b>	<b>BOE</b>	<b>Total</b>
<b>Surplus (Deficit) @ 6/30/2011</b>	149,000	983,000	1,132,000
<b><u>Revenue Sources</u></b>			
Budget contribution	6,500,000	6,917,656	13,417,656
Ordinance 10-52 transfer	0	0	0
Interest from investments	392	0	392
Premium shares from active employees	1,067,184	2,386,180	3,453,364
Stop loss recoveries	0	0	0
Retiree contributions	0	0	0
COBRA contributions	3,496	0	3,496
Grant fund reimbursement	0	639,427	639,427
Other revenues	220,792	574,693	795,485
<b>Subtotal Revenue Sources</b>	7,791,864	10,517,956	18,309,820
Projection to year end revenues	112,000	148,204	260,204
<b>Total Revenue sources</b>	7,903,864	10,666,160	18,570,024
<b><u>Expenditure Sources</u></b>			
Anthem claims	2,566,643	7,902,881	10,469,524
Anthem administration fees	415,873	1,290,599	1,706,472
Connecticare claims	2,096,084	0	2,096,084
Connecticare administration fees	341,605	0	341,605
Medco claims	1,615,101	1,480,524	3,095,625
Medco administration fees	7,312	5,945	13,257
Delta Dental claims	507,337	0	507,337
Delta Dental administration fees	25,255	0	25,255
Insurance premiums paid (Teamsters)	247,980	0	247,980
HSA Expense	15,750	0	15,750
HRA Expense	12,848	0	12,848
HSA Expense Employer	35,391	0	35,391
IPI retiree claims	0	0	0
IPI retiree administration fees	0	0	0
Health insurance opt out payments	35,549	0	35,549
COBRA payments	250	0	250
Wellness initiatives	8,046	0	8,046
Other expenditures	(219,284)	0	(219,284)
<b>Subtotal Expenditure Sources</b>	7,711,740	10,679,949	18,391,689
Projection to year end expenditures	704,967	968,888	1,673,855
<b>Total Expenditure Sources</b>	8,416,707	11,648,837	20,065,544
<b>Net Surplus (Deficit) to Fund</b>	(512,843)	(982,677)	(1,495,520)
<b>Projected Net Surplus (Deficit)</b>	(363,843)	323	(363,520)



Town of East Hartford  
 OPEB Trust Analysis  
 For the Fiscal Year Ending June 30, 2012

10 Months done  
 2 Months to go  
 10 Months gone (IPI)  
 2 Months remain (IPI)

	OPEB Trust		Total
	Town	BOE	
<b>Surplus (Deficit) @ 6/30/2011</b>	525,000	0	525,000
<b>Revenue Sources</b>			
Budget contribution	500,000	1,983,630	2,483,630
Ordinance 10-52 transfer	0	0	0
Interest from investments	53,802	0	53,802
Premium shares from active employees	0	0	0
Stop loss recoveries	0	0	0
Retiree contributions	669,389	1,454,602	2,123,991
COBRA contributions	531	11,868	12,399
Grant fund reimbursement	0	0	0
Other revenues ( 483,562.65-73,790.87)	330,755	0	330,755
<b>Subtotal Revenue Sources</b>	1,554,477	3,450,100	5,004,577
Projection to year end revenues	131,233	0	131,233
<b>Total Revenue sources</b>	1,685,710	3,450,100	5,135,810
<b>Expenditure Sources</b>			
Anthem claims	727,260	2,201,812	2,929,072
Anthem administration fees	0	0	0
Connecticare claims	313,780	0	313,780
Connecticare administration fees	0	0	0
Medco claims	665,229	431,185	1,096,414
Medco administration fees	1,638	1,943	3,582
Delta Dental claims	0	0	0
Delta Dental administration fees	0	0	0
Insurance premiums paid (Teamsters)	0	0	0
IPI retiree claims	399,700	254,114	653,814
IPI retiree administration fees	30,611	19,778	50,389
Health insurance opt out payments	0	0	0
COBRA payments	0	0	0
Wellness initiatives	0	0	0
Other expenditures ( 500.00 + 1411.39 )	2,111	0	2,111
<b>Subtotal Expenditure Sources</b>	2,140,330	2,908,832	5,049,162
Projection to year end expenditures	427,644	581,766	1,009,410
<b>Total Expenditure Sources</b>	2,567,973	3,490,598	6,058,572
<b>Net Surplus (Deficit) to Fund</b>	(882,263)	(40,498)	(922,762)
<b>Projected Net Surplus (Deficit)</b>	(357,263)	(40,498)	(397,762)

TOWN OF EAST HARTFORD, CONNECTICUT

COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS

INTERNAL SERVICE FUNDS

FOR THE YEAR ENDED JUNE 30, 2011

In Thousands

	<u>Health Benefits</u>	<u>Workers' Compensation</u>	<u>General Liability</u>	<u>Total</u>
Operating Revenues:				
Employer contributions	\$ 14,844	\$ 1,089	\$ 1,231	\$ 17,164
Charges for goods and services	3,503			3,503
Other	405		2	407
Total operating revenues	<u>18,752</u>	<u>1,089</u>	<u>1,233</u>	<u>21,074</u>
Operating Expenses:				
Claims	16,663	948	1,696	19,307
Premiums and administrative charges	2,698	68		2,766
Total operating expenses	<u>19,361</u>	<u>1,016</u>	<u>1,696</u>	<u>22,073</u>
Operating Income (Loss)	(609)	73	(463)	(999)
Nonoperating Revenue:				
Interest income	5	4	1	10
Change in Net Assets	(604)	77	(462)	(989)
Total Net Assets, Beginning of Year	<u>1,736</u>	<u>(1,292)</u>	<u>16</u>	<u>460</u>
Total Net Assets, End of Year	<u>\$ 1,132</u>	<u>\$ (1,215)</u>	<u>\$ (446)</u>	<u>\$ (529)</u>

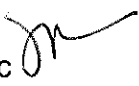
2011-2012 Activity 350  
 IBNR Increase 600 ①  
 Deficit @ 6/30/12 696

① Legal/Defense costs and 50% of CIRMA Reserves (Net)

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

---

**DATE:** June 11, 2012  
**TO:** Richard Kehoe, Chair  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** COMMUNICATION: 2011-2012 Year End Financial Results

I am attaching a memo from Mike Walsh, Director of Finance, that is entitled Preliminary Fiscal Year 2011-2012 Year-End Financial Results. This information will detail accounts and where the monies will be distributed provided the Interdepartmental Budget Transfer resolution is accepted by the Town Council.

Please place this information on the agenda for the June 19, 2012 meeting.

Thank you.


C: M. Walsh, Finance Director



## MEMORANDUM

DATE: June 8, 2012

TO: Marcia A. Leclerc, Mayor

FROM: Michael P. Walsh, Director of Finance 

TELEPHONE: (860) 291-7246

RE: Preliminary Fiscal Year 2011-2012 Year-End Financial Results

---

By way of this memo, let me summarize the preliminary year-end financial results of the town.

### The Budget:

Original Fiscal Year 2011-2012 Budget \$ 160.1M

#### Fund Balance transfers:

Medical, OPEB, Insurance Transfers	\$1,750k
Storm Alfred (25% share)	<u>250k</u>
Total Fund Balance and Other Revenue transfers	\$2,000k

Revised Fiscal Year 2011-2012 Budget \$ 162.1M

### Revenues: Favorable and (Unfavorable) to Budget

Tax Collections (lien sale)	\$ 1,000k
Building Fees (Goodwin College)	850k
Misc. (C L and P rebates, "S" curve land sale)	144k
ECS Grant	75k
BOE Spec. Ed. Reimbursement (higher costs/reimbursement)	(600k)
New Sales and Room Tax Sharing (expected, not yet paid)	(552k)
PILOT M and E (lower State reimbursement)	(265k)
Conveyance Tax (the economy)	(175k)
Pequot Funds (lower revenue sharing)	(95k)
Record Legal (the economy)	<u>(50k)</u>

Net Favorable Adjustments to Budget \$ 332k

**Fund Balance: (000's Omitted)**

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Fund Balance June 30, 2011	\$ 13.5
Less: Supplemental Fund Balance transfers	2.0
Add: Favorable projected revenue variance	.3
Add: Expenditure surplus	<u>.6</u>
Projected Fund Balance June 30, 2012	<u>\$ 12.4</u>


As a percentage of budget, Fund Balance is at 7.6%. I would like to stress that these numbers are very preliminary and are subject to review and adjustment by our auditors.

Please feel free to let me know if you have any questions or problems on any of the information presented above.

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

---

**DATE:** June 11, 2012  
**TO:** Richard Kehoe, Chair  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** NEW BUSINESS: Board of Education Capital Reserve Fund Balance Recommendation

I am attaching a memo from Mike Walsh, Director of Finance, requesting that a Deposit of \$412,423 in the Board of Education Capital Reserve by the Board of Education for the purpose of partly funding roof repairs for Goodwin and O'Connell School roofs be approved by the East Hartford Town Council

Please place this information on the agenda for the June 19, 2012 meeting.

Thank you.


C: M. Walsh, Finance Director



## MEMORANDUM

**DATE:** June 8, 2012

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

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

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

**RE:** **Board of Education Capital Reserve Fund Balance Recommendation**

---

By way of this memo, consistent with the provisions of town ordinance article 7, section 10-38 (attached), I hereby request that \$412,423 deposited in the Board of Education Capital Reserve by the Board of Education for the purpose of partially funding roof repairs for the Goodwin and O'Connell School roofs be approved by the East Hartford Town Council.

The majority of the funding for these roof repairs came from a bond issue, however, additional costs were incurred and the additional funding was approved by the BOE in fiscal years 2010 (\$90,000) and 2011 (\$322,423).

Should you have any questions or problems on the aforementioned, please feel free to contact me. I will be on hand at the June 19<sup>th</sup> meeting.

CHAPTER 10. Finance  
and Taxation

Sec. 10-36. Investment of  
Fund.

Sec. 10-39. Appropriation  
When Reserve Fund

**Sec. 10-36. Investment of Fund.**

The Treasurer may, from time to time, invest in securities which are legal investments for savings banks, such portion of such funds as in his or her opinion is advisable; provided not less than fifty percent of the total amount invested shall be invested in the stock or bonds or interest-bearing notes or obligations of the United States, or those to which the faith of the United States is pledged to provide the payment of the principal and interest, including the bonds of the District of Columbia. In making investments of reserve funds, the Treasurer shall give preference to financial institutions located within the town, unless such preference would result in materially lower investment rates. Notwithstanding the above, no funds shall be invested in any businesses which conduct business in South Africa until and unless the Council declares that apartheid has ended. Before investing any funds contained in the Board of Education account, the Treasurer shall consult with the Board to insure that such funds have the liquidity desired by the Board.

**Sec. 10-37. Report of Treasurer.**

The Treasurer shall annually submit a complete and detailed report of the condition of such fund to the Finance Director, Mayor, Council, and Board of Education, and such report shall be made a part of the Annual Report of the Town.

**Sec. 10-38. Use of Funds.**

Upon the recommendation of the Finance Director and the Mayor, and approval by the legislative body, any part of such funds may be used for capital and nonrecurring expenditures, but such use shall be restricted to the financing of all or part of the planning, construction, reconstruction or acquisition of any specific capital improvement or the acquisition of any specific item of equipment. All funds contained in the Board of Education's account shall be reserved for capital and nonrecurring expenditures for educational purposes determined by the Board. Upon request of the Board, and certification that funds are to be used for such educational purposes, the Finance Director and the Mayor shall recommend, and the Council shall approve, release of such funds, up to the amount then included in the Board account. Upon the approval of any such expenditure, an appropriation shall be set up, plainly designated for the project or acquisition for which it has been authorized, and such unexpended appropriation may be continued until such project or acquisition is completed. Any unexpended portion of such appropriation remaining after such completion shall revert to the reserve account from which the appropriation was taken.

**Sec. 10-39. Appropriation When Reserve Fund Insufficient.**


If, in the opinion of the Mayor and Finance Director, such reserve funds are insufficient to meet the cost of any capital or nonrecurring expenditure which they deem immediately necessary, they may, with the approval of the Council, authorize that an appropriation be made therefore, provided the total of such fund and the sum anticipated from a tax collected for the purposes authorized in Section 10-38 above, in the year following the date when



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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:** June 11, 2012  
**TO:** Richard Kehoe, Chair  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** NEW BUSINESS: Town Capital Reserve Fund Balance Redesignation

I am attaching a memo from Mike Walsh, Director of Finance, representing surplus funds from three previously approved capital projects 2008, be reallocated to fund the costs associated with the remediation and ultimate demolition of 40 Saunders Street. Surplus funds in the amount \$53,353.69 are available for transfer within the Town's Capital Reserve Fund.

Please place this information on the agenda for the June 19, 2012 meeting.

Thank you.


C: M. Walsh, Finance Director



## MEMORANDUM

**DATE:** June 8, 2012

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

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

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

**RE:** **Town Capital Reserve Fund Balance Redesignation**

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By way of this memo, consistent with the provisions of town ordinance article 7, section 10-35, I hereby request that the sum of \$53,353.69, representing surplus funds from three previously approved capital projects in 2008, be reallocated to fund the costs associated with the remediation and ultimate demolition of 40 Saunders Street.

As you may recall, in 2008, the Town Council approved \$523,000 for various capital projects including Town Hall renovations, Probate Court renovations, and the East Hartford Middle School baseball/softball field renovations. Surplus funds in the amounts of \$5,173.49, \$40,700, and \$7,480.20 respectively, totaling \$53,353.69 now exist and are available for transfer within the Town's Capital Reserve Fund.

In the 2012-2013 budget, funds totaling \$200,115 were set aside for the acquisition and demolition of 40 Saunders Street related to the Library expansion. With the acquisition price now known, additional funds will be required to complete the remediation and demolition. Accordingly, I respectfully request that these funds be reprogrammed for that purpose.

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



05/14/2012 12:12 TOWN OF EAST HARTFORD YEAR TO DATE BUDGET REPORT AS OF 5/11/12

FOR 2012 11

ACCOUNTS FOR: C14 CAPITAL/NONRECURRING FUND	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
C1421 TOWN HALL RENOV/MOVES							
C1421.64504 CONSTRUCTION/RENOVATIO	0	250,000	250,000	244,826.51	.00	5,173.49	97.98*
TOTAL TOWN HALL RENOV/MOVES	0	250,000	250,000	244,826.51	.00	5,173.49	97.98%
C1422 CCC RENOVATION FOR YS							
C1422.64504 CONSTRUCTION/RENOVATIO	0	150,000	150,000	150,000.00	.00	.00	100.00%*
TOTAL CCC RENOVATION FOR YS	0	150,000	150,000	150,000.00	.00	.00	100.00%
C1423 PROBATE COURT MOVE							
C1423.64504 CONSTRUCTION/RENOVATIO	0	50,000	50,000	9,300.00	.00	40,700.00	18.6%
TOTAL PROBATE COURT MOVE	0	50,000	50,000	9,300.00	.00	40,700.00	18.6%
C1424 EHMS FIELD RENOVATION							
C1424.64504 CONSTRUCTION/RENOVATIO	0	67,000	67,000	59,519.80	.00	7,480.20	88.8%
TOTAL EHMS FIELD RENOVATION	0	67,000	67,000	59,519.80	.00	7,480.20	88.8%
C1425 VMC PORCH RENOVATION							
C1425.64504 CONSTRUCTION/RENOVATIO	0	6,000	6,000	6,000.00	.00	.00	100.00%*
TOTAL VMC PORCH RENOVATION	0	6,000	6,000	6,000.00	.00	.00	100.00%
TOTAL CAPITAL/NONRECURRING FUND	0	523,000	523,000	469,646.31	.00	53,353.69	89.8%
TOTAL EXPENSES	0	523,000	523,000	469,646.31	.00	53,353.69	

**CHAPTER 10. Finance  
and Taxation**

Sec. 10-33. Provision to Waive.

Sec. 10-35. Procurement of Funds.

Subcommittee shall refer the proposed lease to the Council's Real Estate Acquisition and Disposition Committee for an appraisal and a determination as to whether any Town Department has a need for said property, and to the Town's Planning and Zoning Commission for a report pursuant to Section 8-24 of the General Statutes. The Committee shall then advise the Subcommittee on Fees whether the proposed lease fees are consistent with the fair market value of the property. If the Committee determines that the proposed fees are consistent with the fair market value, no competitive bidding for the property shall be required, and the Subcommittee may make its report to Council. If the proposed fees are not consistent with the fair market value of the property, the Subcommittee shall advise the Administration. The Administration shall have thirty (30) days to renegotiate lease terms which are consistent with the property's fair market value and to report back to the Subcommittee on Fees. If a renegotiated lease, consistent with fair market value, is not received after thirty (30) days, the Subcommittee shall refer the property back to the Committee in accordance with Section 10-21 of this Code.

**Sec. 10-33. Provision to Waive.**

The Council may waive this procedure for leases of Town land of less than one-quarter of an acre, or leases of less than five (5) years involving elementary institutions.

Voted: 6/2/87  
Published: 6/12/87  
Effective: 7/3/87

**ARTICLE 7. AN ORDINANCE CREATING MUNICIPAL RESERVE FUNDS**

**Sec. 10-34. Creation.**

In accordance with the provisions of Chapter 108 of the General Statutes, two reserve funds are hereby established for capital and nonrecurring expenditures. The Treasurer shall establish the accounts, one for the Town's general funds, and one for funds under the jurisdiction of the Board of Education.


**Sec. 10-35. Procurement of Funds.**

The Board of Education is hereby authorized to put budget surpluses available at the end of any fiscal year into the Board account. General Fund cash surpluses available at the end of any fiscal year shall be put into the Town's account, unless provisions are made to utilize a surplus in the forthcoming fiscal year. Upon approval by Council, other funds may be transferred into or appropriated for the Town account, subject to the limitations set forth in Sections 7-361 and 7-367 of the General Statutes.

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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:** June 7, 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 \$448.89 as detailed in the attached listing from our Collector of Revenue.

Please place this item on the Town Council agenda for June 19, 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:** 6/7/2012

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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 \$448.89 See attached list.

Bill	Name	Address	Prop Loc/Vehicle Info.	Over Paid
2010-03-0051439	ARCHER TAKISHA S	4917 BROOKSTONE PL ELLENWOOD GA 30294	2006 HYUNDAI TUCSON	-23.13
2010-03-0063271	GALLAGHER KENNETH A	102 WAKEFIELD CIR E HARTFORD CT 06118 1630	1998 NISSAN MAXIMA	-9.39
2010-04-0010190	HONDA LEASE TRUST	600 KELLY WAY HOLYOKE MA 01040 9681	5FNYF18308B037973	-304.45
2010-03-0070071	LANDSBERG JESSICA S	35 GRENHART ST W HARTFORD CT 06117	1996 ACURA 3.5RL	-43.09
2010-03-0084984	ST PIERRE LUIISA G C/O KRAIG ST PIERRE,EXECUTOR	658 SOUTH SCHUG STREET ORANGE CA 92869	2004/JHLRD77804C013564	-68.83
<b>TOTAL</b>				<b>-448.89</b>

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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:** June 6, 2012  
**TO:** Richard Kehoe, Chair  
**FROM:** Mayor Marcia A. Leclerc   
**RE:** APPOINTMENT – Boards & Commissions

I am recommending the following appointment to the Town Boards and Commissions:

**INLAND-WETLANDS COMMISSION**

**TERM EXPIRES**

**ALTERNATE**

D	Mary E. Manns	74 Lawrence St.	12/15
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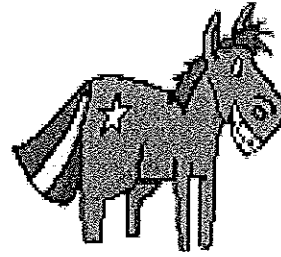
Please place on the Town Council Agenda for June 19, 2012.

Thank you.

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**TOWN OF EAST HARTFORD, CT  
STATEMENT OF INTEREST IN SERVING ON A  
BOARD OR COMMISSION**



The Town of East Hartford, CT is a "Minority Representation" Municipal Government. This Form is to be used to request nomination to a position by the East Hartford Democratic Town Committee and will be submitted to its Permanent Nominating Committee for consideration.

Democratic Town Committee Chairman, P. J. (Bud) Salemi

-Please print and complete the following information in full-

1. Mary E. Manns  
Your name exactly as it appears on the E. Hfd. Voter Registration List

2. 74 Lawrence St. 06118  
Street Address

3. PARTY AFFILIATION  DEMOCRAT  UNAFFILIATED  MINOR PARTY \_\_\_\_\_

4. 860-893-9367 Home Phone 5. 860-712-6418 Cell Phone 6. theroseofsharon53@live.com Personal e-mail address

7. Retired Occupation 8. \_\_\_\_\_ Employer

9. \_\_\_\_\_ Employer/Work Address 10. \_\_\_\_\_ Work Phone

11. 2 yr Grad College Formal Education Level Achieved 12. \_\_\_\_\_ Ethnicity (Optional) 13. 5 yrs Years as E. Hfd. Resident

14. Inland Wetlands Commission  
Name of Board or Commission you would like to serve on

15. Historic Commissions  
\*Community based activities and/or civic/volunteer organizations activities you have participated in

16. To help preserve our Wetlands.  
\*Your reason for being interested in serving our Town in this capacity

17. I know how to preserve our resources  
\*List any qualifications you believe will be an asset to the board or commission on which you wish to serve

\*Please use the back of this page if you need more space or attach a resume if you wish

18. Mary E. Manns YOUR SIGNATURE 19. Sept 17, 2012 DATE

THIS SPACE FOR USE BY DEMOCRATIC TOWN COMMITTEE

Submitted for consideration by Town Committee Member Margaret A. By

Voter Registration Information Certified by Voter Registrar Judith A. Blawie

At a duly called meeting of the E. Hfd. Democratic Town Committee's Permanent Nominating Committee and by majority vote, the East Hartford Resident described above is hereby nominated for appointment to the:

Inland wetlands Commission

Catherina F. Condo Secretary (Revised 2-10-07) (Alternate Position) Date 6.4.2012

MARCLA 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

May 24, 2012

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

**Re: Outdoor Amusement Permit Application -  
"125 Riverside Drive/Sunset Jacks Weekend Bands"**

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by **Marc Alderucci** on behalf of **Riverone, LLC**. The applicant seeks to conduct a series of outdoor music to include DJ's or live bands at **125 Riverside Drive** on **Friday and Saturday** evenings from **10:00 PM** to **1:00 AM**, on the following dates in 2012:

**June 22, 23, 29, 30**

**July 6, 7, 13, 14, 20, 21, 27, 28**

**August 3, 4, 10, 11, 17, 18, 24, 25, 31**

**September 1**

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

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

- Sections 11 b and c indicate that parking has been identified on site and at Goodwin College lots by mutual agreement with the college. Recommendation is based upon the understanding that parking will not impact the surrounding and supporting streets.

The **Risk Management Department** will need a Certificate of Insurance for one (1) Million dollars liability and for one (1) Million liquor liability naming the Town of East Hartford as additional insured for the outdoor music series.

The **Police Department** has reviewed the application and offers the following comments based on the information supplied in the permit

application, as well as the Department's prior experience with musical entertainment conducted at the location. It is the Department's belief that it can provide adequate police protection for the dates shown in the calendar of events included in the permit application. I recommend that any permit issued by the Council should include the following conditions:

- **The current liquor license expires on July 11, 2012. An updated Liquor Permit MUST be provided prior to the July 13<sup>th</sup> outdoor event.**
- The management of 125 Riverside Drive (Cafe) shall make weekly contact with the Police Department's Scheduling Officer regarding the events and activities scheduled for the following week. The management shall notify the Police Department of any special events, promotional events, fund-raisers, and anticipated increases in attendance, so that appropriate police protection may be provided consistent with CGS 7-284 and TO 5-11(a) and 5-12.
- On every date that an Officer is hired, that Officer will block Ensign Street, at its intersection with Riverside Drive, from one half (1/2) hour prior to closing to one half (1/2) hour past closing.
- The Chief of Police may require that 125 Riverside Drive (Cafe) hire extra duty Police Officers for events occurring at other times and days of the week. Also, the number of extra duty Police Officers required at any permitted performance may be increased or decreased at the discretion of the Chief of Police. (Ref: CGS 7-284; TO 5-11(a) and 5-12.) If the outdoor amusement is canceled, the management of 125 Riverside Drive (Cafe) must contact the Police Department not less than one and one-half (1-1/2) hours prior to the scheduled starting time of the Police Officer(s) in order to avoid being charged for the services of the Officer(s). 125 Riverside Drive (Cafe) may be charged for the services of Officer(s) when notification of cancellation occurs less than one and one-half (1-1/2) hours prior to the scheduled starting time of the Officer(s).
- There is a maximum limit of five hundred (500) persons permitted in the fenced-in area at any time. The management of 125 Riverside Drive (Cafe) shall maintain a running count of the number of persons present within the fenced-in areas throughout the period of their operation under the amusement permit.
- The management of 125 Riverside Drive (Cafe) shall comply with any Officer's request to announce over the public address system that vehicles parked in violation of permanent or temporary parking regulations must be moved, or they will be tagged and/or towed.
- If complaints of loud or disturbing music are received, The Restaurant shall be required to reduce the volume and/or intensity of the music, so that area residents are not disturbed.

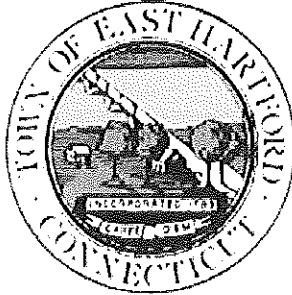
Respectfully submitted for your information.

Sincerely,

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

Mark J. Sirois  
Chief of Police

# 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: 125 Riverside Drive/Sunset Jacks, weekend operation
2. Date(s) of Event: JUNE 12, 13, 14, 15, 16, 22, 23, 29, 30, JULY 6, 7, 13, 14, 20, 21, 27, 28  
AUGUST 3, 4, 10, 11, 17, 18, 24, 25, 31 SEPTEMBER 1
3. Applicant's name, home & work phone numbers, home address, and e-mail address: Marc Alderucci, 860-912-3144, 1 Kimberly Way, Marlborough, CT
4. If partnership, corporation, club, or association, list names of all partners or officers and business address. Christian Wright, Riverone LLC
5. List the location of the proposed amusement: (Name of facility and address) 125 Riverside Drive
6. List the dates and hours of operation for each day (if locations changes on a particular day, please list): Friday & Saturday evenings from ~~Memorial Day~~ June 22 to Labor Day, Fridays 4 pm to 1 am, Saturdays 4 pm - 1 am.
7. Provide a detailed description of the proposed amusement: Outdoor bands or DJ's
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)? Outdoor entertainment normally 10:00 p.m.-1:00 a.m., Fridays & Saturdays
9. What is the expected age group(s) of participants? 21-50
10. What is the expected attendance at the proposed amusement: 50-100 persons  
(If more than one performance, indicate time / day / date and anticipated attendance for each.)

11. Provide a detailed description of the proposed amusement's anticipated impact on the surrounding community. Please comment on each topic below: none
- a. Crowd Size Impact: minimal
  - b. Traffic Control and Flow Plan at Site & Impact on Surrounding / Supporting Streets: On-site parking and Goodwin College lots with mutual agreement in place
  - c. Parking Plan On Site & Impact on Surrounding / Supporting Streets: On-site lot and at Goodwin College lots with mutual agreement in place
  - d. Noise Impact on Neighborhood: minimal
  - e. Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement: self-cleaning by staff
  - 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: normal access
- b. Provisions for Notification of Proper Authorities in the Case of an Emergency: 911
- c. Any Provision for On-Site Emergency Medical Services: not applicable
- d. Crowd Control Plan: security provided by establishment
- e. If on Town Property, the Plan for the Return of the Amusement Site to Pre-Amusement Condition: not applicable
- f. Provision of sanitary facilities: on-site

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

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,



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

This certifies that

**MATTHEW J LUPACCHINO**  
125 RIVERSIDE DR  
EAST HARTFORD, CT 06118-1837

is authorized to sell such alcoholic liquor as is provided by law under this permit type

**CAFE LIQUOR**

Permit # LCA.0006853

Trade Name: 125 RIVERSIDE DRIVE  
Backer: RIVERONE LLC



2011 AUG 18 P 1:05  
ACTING TOWN CLERK

Effective: 07/12/2011  
Expiration: 07/11/2012

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



Five



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**



Melody A. Leclerc  
Mayor

### Administrative Review of Amusement Permit

Event Date: **June 22, 23, 29, 30 July 6, 7, 13, 14, 20, 21, 27, 28 August 3, 4, 10, 11, 17, 18, 24, 25, 31 September 1**

Event: **125 Riverside Drive/Sunset Jacks Weekend Bands**

Applicant: **Marc Alderucci on behalf of 125 Riverside Drive (café)**

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 24, 2012

Signature

Date

Comments:

Health Dept



Mark J. Sirois  
Chief of Police

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



Melody A. Leclerc  
Mayor

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

Michael O'Connell  
Signature

5/14/12  
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



Melody A. Leclerc  
Mayor

Administrative Review of Amusement Permit

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

Jed J. [Signature]  
Signature

8/21/12  
Date

Comments:

**Frank, Carol**

---

**From:** Bockus, Tim  
**Sent:** Wednesday, May 23, 2012 9:17 AM  
**To:** Frank, Carol  
**Subject:** RE: 125 Riverside Drive/Sunset Jacks Weekend Bands

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. Sections 11 b & c indicate that parking has been identified on site and at Goodwin College lots by mutual agreement with the college. Recommendation is based upon the understanding that parking will not impact the surrounding and supporting streets.

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

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

**From:** Frank, Carol  
**Sent:** Monday, May 14, 2012 08:22  
**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:** 125 Riverside Drive/Sunset Jacks Weekend Bands

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 Friday, May 25, 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, May 14, 2012 9:14 AM  
**To:** Frank, Carol  
**Subject:** RE: 125 Riverside Drive/Sunset Jacks Weekend Bands

#3 and #4 on the application need to be addressed. #3 should have the name of the LLC (Riverone LLC) with appropriate contact information as directed in the application. #4 needs to list all members of the LLC and their business addresses.

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

**From:** Frank, Carol  
**Sent:** Monday, May 14, 2012 08:22  
**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**

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**From:** Bennett, Cindy  
**Sent:** Monday, May 14, 2012 12:23 PM  
**To:** Frank, Carol  
**Subject:** RE: 125 Riverside Drive/Sunset Jacks Weekend Bands

They will need to submit evidence of general liability for 1 M and liquor for 1 m and name the THE as additional insured for the outdoor music series. Thanks

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

**From:** Frank, Carol  
**Sent:** Monday, May 14, 2012 8:22 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:** 125 Riverside Drive/Sunset Jacks Weekend Bands

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 Friday, May 25, 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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/29/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>GREG FRADETTE AGENCY, INC</b> <b>P.O. BOX 2456</b> <b>206 NORTH MAIN ST.</b> <b>BRISTOL CT 06011-2456</b>	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C No. Ext):</b> (860) 583-0943	<b>FAX (A/C No.):</b> (860) 585-0038
	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> HERMITAGE INSURANCE CO	
	<b>INSURER B:</b> NCCI	
<b>INSURED Riverone, LLC</b> <b>dba Sunset Jacks</b> <b>125 Riverside Drive</b>  <b>East Hartford CT 06118-</b>	<b>NAIC #</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	
	<b>INSURER G:</b>	

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
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THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY		HCP56955512	05/25/2012	05/25/2013	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			/ /	/ /	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			/ /	/ /	MED EXP (Any one person)	\$ 0
				/ /	/ /	PERSONAL & ADV INJURY	\$ 1,000,000
				/ /	/ /	GENERAL AGGREGATE	\$ 2,000,000
				/ /	/ /	PRODUCTS - COMP/OP AGG	\$ 1,000,000
				/ /	/ /		\$
	AUTOMOBILE LIABILITY			/ /	/ /	COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO			/ /	/ /	BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS		/ /	/ /	BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS		/ /	/ /	PROPERTY DAMAGE (Per accident)	\$
				/ /	/ /		\$
				/ /	/ /		\$
				/ /	/ /		\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR		/ /	/ /	EACH OCCURRENCE	\$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE		/ /	/ /	AGGREGATE	\$
				/ /	/ /		\$
				/ /	/ /		\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		28117680	05/25/2012	05/25/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N		/ /	/ /	E.L. EACH ACCIDENT	\$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		/ /	/ /	E.L. DISEASE - EA EMPLOYEE	\$ 100,000
				/ /	/ /	E.L. DISEASE - POLICY LIMIT	\$ 500,000
A	PROPERTY		HCP56955512	05/25/2012	05/25/2013	BUS PERSONAL PROPERTY	300,000
				/ /	/ /	DEDUCTIBLE	2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
The Town of East Hartford is named as Additional Insured for liability associated with the permitted activities.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
( ) - ( ) -	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
TOWN OF EAST HARTFORD TOWN HALL 740 MAIN STREET EAST HARTFORD CT 06108-	AUTHORIZED REPRESENTATIVE 

*Robert J. Pasch*

OFFICE OF THE  
TOWN COUNCIL

TOWN OF EAST HARTFORD

740 Main Street

East Hartford, Connecticut 06108

2012 JUN 13 P 1:30

(860) 291-7208

TOWN CLERK FAX (860) 291-7389  
EAST HARTFORD

DATE: June 13, 2012

TO: Town Council Members

FROM: Rich Kehoe, Chair

RE: Tuesday, June 19, 2012 7:00 p.m. Town Council Majority Office

In accordance with Section 3.3 (a) of the Town Charter, a Special Meeting of the Town Council will be held as follows:

**Tuesday, June 19, 2012**

**7:00 p.m.**

**Town Council Majority Office**

The purpose of the meeting is to meet in Executive Session to discuss the case entitled: Tombari McFini vs. Town of East Hartford, East Hartford Police Department, et. al., (Section 1983 claim)

cc: Mayor Leclerc  
Rich Gentile, Assistant Corporation Counsel  
Alan Dembiczak, Howd & Ludorf, LLC