archart J. Posek

2013 MAY 30 P 12: 04 TOWN CLERK EAST HARTFORD

TOWN COUNCIL AGENDA TOWN COUNCIL CHAMBERS 740 MAIN STREET

EAST HARTFORD, CONNECTICUT
JUNE 4, 2013

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

Pledge of Allegiance

7:30 p.m.

- 1. CALL TO ORDER
- 2. AMENDMENTS TO AGENDA
- 3. RECOGNITIONS AND AWARDS
- 4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
- 5. APPROVAL OF MINUTES
 - A. May 21, 2013 Executive Session/Rose
 - B. May 21, 2013 Regular Meeting
- 6. COMMUNICATIONS AND PETITIONS
 - A. Presentation: School Security Task Force
- 7. OLD BUSINESS
- 8. NEW BUSINESS
 - A. Historic Document Preservation Grant
 - B. State of Connecticut: Neighborhood Assistance Act Program
 - C. Refund of Taxes
 - D. Suspense List: FY 2009 Personal Property and Motor Vehicle; FY 2009-2011 Mobil Homes and FY 2011 63 Bantle Road
 - E. Flood Protection System Toe Drain Replacement Project, Phase II
 - F. Outdoor Amusement Permit Applications:
 - 1. East Hartford Little League TBall/Farm Family Jamboree
 - a. Approval of Application
 - b. Waiver of All Fees due the Town of East Hartford
 - 2. Keith Berger Memorial Criterium Bicycle Race/CT Criterium Championships
 - a. Approval of Application
 - b. Waiver of Permit Fee
 - c. Waiver of Administrative Fee East Hartford Police Coverage
 - 3. Summer Movie Series
 - a. Approval of Application
 - b. Waiver of Permit Fee
 - 4. Farmers Market
 - 5. Pappy's Customer Appreciation Days

- 9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION
- 10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS
- 11. OPPORTUNITY FOR RESIDENTS TO SPEAK
 - A. Other Elected Officials
 - B. Other Residents
 - C. Mayor
- 12. ADJOURNMENT (next meeting: June 18, 2013)

Galvet of Coach

2013 MAY 28 A 10: 02

TOWN COUNCIL MAJORITY OFFICE

TOWN CLERK EAST HARTFORD

MAY 21, 2013

EXECUTIVE SESSION

PRESENT

Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader Barbara-Ann Rossi, Minority Leader Eric A. Thompson, Councillors Marc I. Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Esther B. Clarke

ALSO

Scott Chadwick, Corporation Counsel

PRESENT

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:04 p.m.

MOTION

By Eric Thompson

seconded by Bill Horan

to go into Executive Session to discuss the case of Brenda Rose v. Town

of East Hartford. Motion carried 9/0.

MOTION

By Eric Thompson seconded by Bill Horan

to go back to Regular Session.

Motion carried 9/0.

<u>ADJOURNMENT</u>

MOTION

By Eric Thompson seconded by Bill Horan to adjourn (7:34 p.m.) Motion carried 9/0.

Attest

Richard F. Kehoe Town Council Chair

Parket J. Posek

EAST HARTFORD TOWN COUNCIL

2013 MAY 28 A 10: 02

TOWN COUNCIL CHAMBERS

TOWN CLERK EAST HARTFORB

MAY 21, 2013

PRESENT

Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader Barbara-Ann Rossi, Minority Leader Eric A. Thompson, Councillors Marc I. Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon and Esther B. Clarke

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:46 p.m. The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the pledge of allegiance.

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

<u>Brian Liss</u>, East Hartford Rotary Club Secretary, spoke in favor of the East Hartford Rotary Club Charitable Fund Duck Race.

APPROVAL OF MINUTES

May 7, 2013 Executive Session/Blanks

MOTION

By Barbara Rossi

seconded by Eric Thompson

to approve the minutes of the May 7, 2013 Executive Session/Blanks.

Motion carried 9/0.

May 7, 2013 Regular Meeting

MOTION

By Barbara Rossi

seconded by Pat Harmon

to approve the minutes of the May 7, 2013 Regular Meeting.

Motion carried 9/0.

COMMUNICATIONS AND PETITIONS

Responses to Questions Asked of Administration

<u>Fire Truck for Rent</u> – Chair Kehoe explained that the town had leased a fire truck from the City of Hartford while one of East Hartford's fire trucks was under repair. The City of Hartford leases the truck and therefore a "for rent" sign was on the fire truck.

Manhole Covers on Oak and Brewer Streets – Chair Kehoe stated that several manhole covers exceeded the mandated tolerance level on Oak Street due to the work that the MDC had recently performed on that street. It will be the MDC's responsibility to correct the problem which they will do as part of their repair project. Additionally, AT&T is responsible for repairing the manhole cover on Brewer Street and is in the process of doing so.

NEW BUSINESS

CDBG 39th Program Year Action Plan

MOTION

By Ram Aberasturia seconded by Linda Russo

to adopt the following resolution:

WHEREAS, The Town of East Hartford is entitled to Thirty-ninth Program Year funding under Title I of the Housing and Community Development Act of 1974, as amended, estimated at \$494,097; and

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

WHEREAS, citizen input was obtained, in accordance with the Grants Administration Office's Citizen Participation Plan, at three Public Hearings held on November 7, 2012 and March 11, 2013.

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

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

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

TOWN OF EAST HARTFORD COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM 39th YEAR ACTION PLAN September 1, 2013 - August 31, 2014

PUBLIC SERVICES

Senior Support Services

\$9,225

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

CRT - East Hartford Community Shelter

\$31,500

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

Housing Education Resource Center, Inc.

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

\$11,000

Youth Services Bi-Lingual Counselor

Funding to support the hiring of a part time Spanish speaking counselor to assist with the provision of free counseling services to East Hartford families. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208 (a)(2)(i)(B).

\$2,000

InterCommunity, Inc.

Funding for the delivery of services to East Hartford residents with mental illness through the SECURE Program. Eligible activity under 24 CFR 570.201(e), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(B).

\$4,500

Interfaith Ministries, Inc.

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

\$9,000

Interval House, Inc.

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

\$4,500

PROJECTS

Veterans Terrace & Extension Community Room Generator

Funding for the permanent installation of an emergency generator at East Hartford Housing Authority's Community Room serving the Veterans Terrace and Veterans Terrace Extension residents. Eligible activity under 24 CFR 570.201(c), meets HUD national objective criteria under 24 CFR 570.208(a)(2)(i)(C).

\$63,000

Parks Improvements

Funding for improvements to parks in low to moderate income areas. Eligible activity under 24 CFR 570.201(c), meets HUD national objective criteria under 24 CFR 570.208 (a)(1)(i).

\$100,000

Housing Rehabilitation

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

\$160,553

<u>ADMINISTRATION</u>

Program Administration

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

\$98,819

TOTAL \$494,097

Flood Protection System Rehabilitation:

MOTION

By Barbara Rossi

seconded by Linda Russo

to (1) authorize the town to enter into a contract for the construction of the Bulkhead Replacement Project with Arborio Corporation, the low bidder for this project, for the amount of \$1,774,930.20; (2) to waive the bidding requirements pursuant to Section 10-7 (c) of the East Hartford Code of Ordinances and authorize the town to enter into an inspection contract with GEI Consultants, Inc. to provide the necessary construction administrative and inspection services for the Bulkhead Replacement Project, in an amount not to exceed \$273,697.48; and (3) to increase the GEI Consultants Inc. contract for the Civil Works and Closure Structure Repair Project, originally approved by the Town Council on April 20, 2011 by \$15,100, which amendment will result in a net cost savings to the Town and limit disruption to Great River Park by completing all work necessary to the floodwall in the Bulkhead Replacement Project.

Motion carried 9/0.

U.S. Department of Agriculture/University of Connecticut Grant: Childhood Obesity Prevention

MOTION

By Linda Russo

seconded by Barbara Rossi to adopt the following resolution:

WHEREAS, the United States Department of Agriculture (USDA) Center for Collaborative Research on WIC Nutrition Education Innovations at the USDA/ARS Children's Nutrition Research Center at Baylor College of Medicine has announced the availability of funds for researcher-initiated projects to demonstrate innovative approaches to nutrition education for the Special Supplemental Nutrition Program for Women, Infants and Children (WIC); and

WHEREAS, the University of Connecticut (UCONN) is submitting a Small-Grants Research Program proposal to the USDA for funding to support a project entitled "Coordinating Nutrition Messages between WIC, Head Start and Pediatrician Offices to Prevent Childhood Obesity"; and

WHEREAS, the Town of East Hartford Health and Social Services' WIC Program desires to participate in the aforementioned project as a sub-recipient and receive \$12,210.00 for the period October 15, 2013 through March 31, 2016 if awarded.

NOW, THEREFORE, BE IT RESOLVED that Marcia A. Leclerc, Mayor of the Town of East Hartford is hereby authorized to execute any and all documents as may be required by the USDA with respect to the aforementioned grant.

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

Bid Waiver: East Hartford Police Department re: Commission on Accreditation for Law Enforcement Agencies - Sole Source Vendor

MOTION

By Bill Horan

seconded by Barbara Rossi

that pursuant to Section 10-7 (c) of the Town of East Hartford Code

of Ordinances, the Town Council waive the bidding requirements of Section 10-7 to allow the Town of East Hartford Police Department to enter into a contract with the Commission on Accreditation for Law Enforcement Agencies (CALEA) as it is a sole source vendor for national and international law enforcement accreditation.

Motion carried 9/0.

Refund of Taxes

MOTION

By Marc Weinberg

seconded by Eric Thompson

to refund taxes in the amount of \$8,453.05

pursuant to Section 12-129 of the Connecticut General Statutes.

Motion carried 9/0.

Bill	Name	Prop Loc/Vehicle Info.	Int	L/F	Over Paid
2011-03-0050005	A AND M TOWING AND RECOVERY INC.	1994//1LH660UHXR1007102	\$(15.56)	\$ (5.00) \$ (129.65)
2011-03-0050006	A AND M TOWING AND RECOVERY INC.	2009//3D6WD76L59G566067	\$(98.75)		\$(1,316.66)
2011-03-0050007	A AND M TOWING AND RECOVERY INC.	2000//1FUYSSEB3YLG36467	\$(26.45)		\$ (352.60)
2011-03-0050008	A AND M TOWING AND RECOVERY INC.	1997//1HTSCABM7VH480684	\$(24.24)		\$ (201.97)
2011-03-0050009	A AND M TOWING AND RECOVERY INC.	1986//1HTLDTVN6GHA26014	\$(12.84)		\$ (106.98)
2011-03-0050010	A AND M TOWING AND RECOVERY INC.	2000//1FV6HLCA5YHB78421	\$(29.75)		\$ (396.66)
2011-03-0050011	A AND M TOWING AND RECOVERY INC.	2010//1HTMKAAN4AH180178	\$166.36)		\$(2,218.24)
2011-03-0050012	A AND M TOWING AND RECOVERY INC.	2009//1NPWL4EX19D788137	\$ (191.18)		\$(2,549.00)
2011-03-0057791	CORTES PABLO	2008//4F2CZ92Z18KM22328			\$ (10.76)
2011-03-0066048	HAYNES HELEN A	2009//4T1BK46K49U089706			\$ (27.30)
2011-03-0069407	KONGPHILA-ENRIQUEZ MEYLI	2004//3N1CB51D74L856607			\$ (113.01)
2011-03-0075428	NELSON GARFIELD W	1997//2P4GP25R8VR412737			\$ (12.49)
2011-03-0079041	PRATT TYREK J	2005//1N4BA41E25C834953			\$ (90.74)
2011-03-0085737	ROBERGE LEO P	2011//2B3CJ4DG0BH503780			\$ (64.18)
2011-03-0087093	THOMAS RICHARD N	2007//2FMDK46C27BB19225	\$ (12.03)	\$ (5.00)	\$ (267.44)
2011-03-0089921	VALERIO JUANA M	1999//2FMZA5148XBC66373			\$ (8.21)
SUBTOTAL			\$(577.16)	\$(10.00)	\$(7,865.89)
			TOTAL		\$(8,453.05)

Referral to Fees Committee: Lease Renewals - "Circle of Life: Arts for All" and St. Isaac Jogues Church Parking Lot

MOTION

By Ram Aberasturia

seconded by Barbara Rossi

to refer to the Fees Committee the lease renewal and fee for "Circle of Life Arts for All, Inc." located at 50 Chapman Place in the East Hartford Cultural Community Center and the parking lot lease at St. Isaac Jogues' Church with instructions to review the matter and report back to the Town Council with its

recommendations, if any,

Motion carried 9/0.

East Hartford Rotary Charitable Fund Duck Race

MOTION

By Barbara Rossi

seconded by Esther Clarke

to approve the outdoor amusement permit application entitled "East Hartford Rotary Charitable Fund Duck Race" submitted by Brian Liss, East Hartford Rotary Club Secretary, to conduct a duck boat race, with food, beverages and a band, in Great River Park (behind Two Rivers Magnet School) on Sunday, June 2, 2013 from Noon 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; and to waive the associated permitting fee under the provisions of Section 5-6 (c) of the Town of East Hartford Code of Ordinances as this is a charitable fund-raising event.

Motion carried 9/0.

Recommendations from Personnel & Pensions Subcommittee:

Economic Development Services Coordinator

MOTION

By Marc Weinberg

seconded by Linda Russo

to approve the revised job description, entitled "Economic Development Services Coordinator - with the added words "accredited college" under Qualifications - as presented to and approved by the Personnel & Pensions Subcommittee at its

meeting held on May 2, 2013. Motion carried 8/1. Nay: Clarke

TITLE:

Economic Development Services Coordinator

GRADE: 10

DEPARTMENT:

Development

DATE: 04/02/13

<u>POSITION DEFINITION:</u> Works under the general direction of the Director of Development. Plans, designs, coordinates matters relating to the promotion and development of economic resources of the Town, coordinates services and programs related to economic development of the Town, and handles the administration aspects of the Development Department and related commissions. Assumes administrative responsibilities for researching and recommending procedures to encourage implement and monitor development projects utilizing federal, state and private participation.

ESSENTIAL JOB FUNCTIONS:

- Plans and directs economic development, activities and programs.
- Actively solicits and negotiates with businesses to encourage their location within the Town, and works
 with existing businesses to retain their presence and assist with their expansion plans and any problems
 they may experience.
- Plans and develops brochures and promotional materials for the Town.
- Serves as staff to the Economic Development Commission and participates in other community organizations, including meetings outside the normal working hours and at other locations if necessary.
- Administers and promotes the Town's Enterprise Zone activities and oversees various other local, state, federal incentive programs.
- Maintains economic development data and information on existing businesses and available land and buildings.
- Maintains correspondence and prepares periodic narrative and statistical reports as required by the Development Director and outside agencies.
- Assists public and private entities in the preparation of grant application and contracts for the implementing of federal and state grants.

ADDITIONAL JOB FUNCTIONS:

- Assists in providing technical data and research services to the Town departments, boards, commissions and the public, as required.
- Attends meetings, including night meetings, as needed.
- Participates in professional economic development organizations.
- Conducts site visits.
- Develops and maintains Town of East Hartford Development web site.
- Provides budget support for the Development Department and related commissions.
- Provides administrative support duties including but not limited to assembling Planning and Zoning packages, preparing and processing payroll, letters writing, revenue transmittals and setting up purchase orders.

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to establish and maintain cooperative relationships with public officials, business and civic leaders, and employees.
- Ability to make effective verbal and written presentation.
- Knowledge of the State and regional business community.
- Computer literacy, mapping techniques, familiarity with word processing, spreadsheets, databases and GIS.
- Knowledge of research techniques.
- Ability to analyze data and develop alternative solutions to problems.
- Uses a computer terminal to enter and retrieve information.

PHYSICAL AND MENTAL EFFORTS AND ENVIRONMENTAL CONDITIONS:

- Works in office setting subject to continuous interruption and background noise.
- Includes exposure to video display terminals on a daily basis.
- Must be able to work under stress from demanding deadlines and changing priorities and conditions.
- Ability to operate equipment requiring eye and hand coordination.

JOB QUALIFICATIONS:

A bachelor's degree from an accredited four year college in economics, business, public administration, or a related field. Three to five years experience in industrial/commercial development or in an economic development organization, or any combination of education and experience which provides a demonstrated ability to perform the duties of the position. Two years experience in industrial/commercial development or in an economic development organization. Wherever possible, appropriate equivalent education and/or

experience with provides demonstrated ability to perform the duties of the position will be considered. A Masters degree in one of the above related fields is preferred.

LICENSING REQUIREMENT:

Valid Driver's License.

The above tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

Reference Librarian/Cultural Assets Manager

MOTION

By Marc Weinberg

seconded by Barbara Rossi

to approve the revised job description, entitled "Reference Librarian/Cultural Assets Manager" – with the added words "accredited college" under Qualifications – as presented to and unanimously approved by the Personnel & Pensions Subcommittee at its meeting held on May 2, 2013.

Motion carried 9/0.

TITLE:

Reference Librarian/Cultural Assets Manager

LEVEL: 7

DEPARTMENT:

Library

DATE: 03/13/13

GENERAL DESCRIPTION:

Works under the general supervision of the Library Director. Plans, organizes, and supervises the services and activities of the reference services division, including reference, community outreach programs and interlibrary loans and overseeing the management of East Hartford's cultural assets.

Independently performs a full range of duties involving the interpretation, conservation and exhibition of small and major historical museum collections. Performs professional library services in assisting library patrons in the selection and use of library materials.

ESSENTIAL JOB FUNCTIONS:

- Receives oral or written directions from the Library Director.
- Plans work according to established library schedule or standard procedures.
- · Establishes tasks priorities within working unit.
- Assigns regular and daily tasks to library assistants and clerks.
- Assists in near term and long range planning of library services.
- Develops reading, reference, and research materials through selection and purchase of books, materials and equipment.
- Maintains reference collections, periodicals, and coordinates activities with branch librarians to assure currency of materials.
- Coordinates interlibrary loan program.
- Promotes interest in library as a community resource by visiting and speaking to school, civic, cultural and social organizations.
- Oversees and prepares materials to promote library services.
- Plans and organizes special programs involving the use of library resources.
- Prepares brochures, new releases, bulletins, posters and other public relations materials to promote library services
- Recommends the employment, promotion and retention of employees within division.
- Regularly evaluates performance of staff members.
- Provides supervision and training to professional staff, library assistants, clerks, and part-time employees.

- Prepares statistical and narrative reports of some complexity for the Director.
- Recommends policy changes to the Director.
- Opens and closes library building according to security procedures.
- Reports achievement of goals to Director.
- Performs research required for exhibition of cultural assets such as preparation of bibliographies or compilation of biographical information
- Abstracts or summarizes historical sources materials relating to museum collections or exhibits; determines need for restoration work and prioritizes work, monitoring progress of contractors or preservation specialists engaged in repair or restoration of historic structures and museum artifacts;
- Accessions, registers and catalogs collection items and new acquisitions; organizes public educational programs such as school trips, tours, lectures and workshops to facilitate the public understanding of the collections;
- Prepares correspondence to interested groups and individuals concerning collections or exhibits; speaks before groups concerning museum and its collection;
- Identifies private and public sector grants and prepare grant applications for funding; seeks out individual sponsorships;
- Completes and maintains inventory of historical property and equipment; maintains master log and other computer record systems;
- Plans, designs and oversees collection exhibits;
- Assists in the development of brochures, newsletter, guides and publications; leads fundraising efforts by writing articles and publicity materials or attending civic meetings; oversees the creation and maintenance of the Cultural Assets Website;
- Establishes working relationships with funding sources, community groups, business community, government officials, and donors; networks throughout the local region to build up contacts to share information and resources and possible cost sharing partnerships and multi-site exhibitions and events;
- Performs related work as required.

ADDITIONAL JOB FUNCTIONS:

- Assumes responsibility for direction of the library in the absence of the Assistant Director and Director.
- Examines professional publications and other sources for selection of books, periodicals, and other materials.
- Attends meetings and participates in professional library organizations.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to apply principles of library science to solve practical problems in situations where only limited standardization exists.
- Ability to prepare and deliver brief, concise and attractive reports of library services and facilities both orally and in writing.
- A working knowledge of computer applications for library services desirable.
- · Ability to work effectively with library staff and library patrons.
- · Ability to relate to students.
- Ability to understand and implement modern automated library procedures including Connect circulation and bib maintenance, Internet, on-line and stand-alone CD-ROM products and databases, Request, OCLC products, E-Mail, WP5i, and PC applications.
- Considerable knowledge of American history with particular reference to social, cultural and technological trends as reflected in museum collections and themes;
- Considerable knowledge of methods used in cataloging, preservation, restoration and storage of historic collections;
- Knowledge of basic research materials; substantial interpersonal skills; considerable oral and written communications skills;
- Considerable ability to perform historic research;
- Considerable ability to prepare exhibits of museum collections; ability to utilize computer software;

PHYSICAL AND MENTAL EFFORT, AND ENVIRONMENTAL CONDITIONS:

- · Works in office setting subject to continuous interruptions and background noise.
- Includes exposure to video display terminals on a daily basis.
- Ability to operate equipment requiring eye and hand coordination and mechanical aptitude.

JOB QUALIFICATIONS

 Master's Degree in Library Science from an accredited college and three years of progressively responsible public Library experience.

LICENSING REQUIREMENTS:

None

NOTE: The above tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

Contract Negotiations Specialist

MOTION

By Marc Weinberg

seconded by Ram Aberasturia

to approve the new job description, entitled "Contract Negotiations Specialist", as presented to and unanimously approved by the Personnel & Pensions Subcommittee at its meeting held on May 2,

2013.

Motion carried 9/0.

TITLE:

Contract Negotiations Specialist

GRADE:

12

DEPARTMENT:

Office of Corporation Counsel

DATE

01/28/13

POSITION DEFINITION:

Receives direction from the Corporation Counsel. This position is accountable for independently performing a full range of contract negotiations activities and other related work as assigned by the Corporations Counsel.

ESSENTIAL JOB FUNCTIONS:

- Receives oral or written direction from the Corporation Counsel.
- Plans work according to established or standard procedures.
- Determines priority of work within assignment.
- Assigns work to secretarial.
- Acts as the Town's chief negotiator as directed by the Mayor and Corporation Counsel.
- Coordinates labor relations contract proposals.
- Assists in recommending economic guidelines for settlements.
- Conducts research into current labor relations issues.
- Prepares information and testimony concerning negotiated contracts.
- Advises Town Officials on matters of contract interpretation.
- Assists in preparing and presenting interest arbitration cases.
- May serve as a witness.
- May conduct grievance conferences with Town and Union officials on behalf of Town employees.
- Attends Board and Commission meetings, as necessary, and provides advice.
- Confers with Town officials, employees, attorneys, State or Federal employees and members of the public in pursuing Town interests.
- Assists Assistant Corporation Counsels as needed and as directed by Corporation Counsel.
- Reports work accomplished to the Corporation Counsel.

KNOWLEDGE, SKILLS AND ABILITIES

- · Considerable knowledge of State and federal laws, statutes, regulations and guidelines.
- Considerable knowledge of collective bargaining and labor relations.
- Knowledge of rules of evidence and hearing procedures before administrative bodies.
- Knowledge of employee classification and compensation.

- Knowledge of the principals and practices of employee compensation and benefits.
- Considerable interpersonal skills, oral and written communications skills
- Negotiations skills.
- · Skill in writing technical contract provisions
- Ability to interpret and apply Town ordinances and regulations, and State statutes.
- · Ability to assist in preparing cases for arbitrations or other administrative hearings.
- General knowledge of municipal law and interrelationships between municipalities and State and Federal governments.
- · Ability to make well-reasoned, persuasive legal arguments, orally and in writing.
- Ability to analyze laws, regulations, proposed changes, contracts, and legal issues to determine their legal impact on the Town.
- · Ability to meet and deal tactfully and effectively with public officials, employees and the general public.

PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS:

- Works in office setting subject to continuous interruptions and background noise.
- Must be able to work under stress from demanding deadlines and changing priorities and conditions.
- Ability to move throughout the Town Hall and other town buildings and sites.
- Ability to get into and out of an automobile.
- Ability to sit at a desk or stand at an assigned location and work continuously for extended periods of time.
- · Attend and participate in numerous extended night meetings during the year.
- · Ability to work independently with minimum supervision.
- Ability to hear normal sounds with some background noise and to communicate effectively.
- Ability to attend to task/function for more than 60 minutes at a time.

JOB QUALIFICATIONS

- Graduation from an accredited four year college in Public Administration, Social Sciences or a closely related field.
- Eight years professional experience with some labor relations and labor contract negotiations experience for a municipality.

LICENSING REQUIREMENTS:

Requires valid Motor Vehicle Operator's License.

Note: The above Tasks and responsibilities are illustrative only. The description does not include every task or responsibility.

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Ram Aberasturia reminded all about the upcoming 26th Annual Memorial Mile Race, which will feature a challenge among the Town Council, the Board of Education and the State Representatives. The funds raised from the challenge will go to the top-placed East Hartford High School student, both male and female, who participates in the race.

Esther Clarke (1) inquired on the feasibility of having a USGA Green Section Turf Advisory Service Report done at the East Hartford Golf Course as was recommended by the Mayor and the Golf Course Task Force Committee; The Mayor said she would consider it, but cautioned that the implementation of the Report would cost a considerable amount of money; and (2) asked when Habitat for Humanity would start work on 48 Branch Drive. The Mayor stated that it would take about 90 days to close on the bankowned property and estimated work could begin late Summer or early Fall.

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Brenda rose v. Town of East Hartford - Superior Court case

No action taken.

OPPORTUNITY FOR RESIDENTS TO SPEAK

Reginald Thibault, 42 Chester Street, had submitted to the Town Council several proposed revisions to the Sexually Oriented Business ordinance and asked when those revisions would be reviewed.

Mayor Leclerc announced the following events and dates they will take place: (1) May 22nd – Town of East Hartford's 10-Year Plan of Conservation and Development workshop; (2) May 25th – the first Pops Concert at Great River Park; (3) MDC started the repaving of Oak Street (curb to curb) from the Glastonbury line to Hills Street; (4) the town's new Bookmobile dedication is tomorrow, May 22nd; (5) street sweeping has begun and is on-going; (6) curb replacement has also begun, with a dedicated crew, and residents may call Public Works to add any missing curbing to the list; (7) spraying for mosquito control has started; and (8) June 1st – Congressman Larson will join with the Mayor for the Connecticut Trails Clean-up, which will start at 9AM with the clean up of 2 miles of the Hockanum Trail.

Mayor Leclerc announced that Governor Malloy today announced that the East Hartford Housing Authority will receive \$2M for subsidized housing, development and re-investment. The Mayor has also been working with the Connecticut Housing Investment Trust to establish a rehabilitation low-interest loan program funded with \$800,000 to use in East Hartford for housing reinvestment. Mayor Leclerc (1) stated that the town is working on acquiring two bank-owned properties, located in the south end of town that are adjacent to each other; and (2) said that the building at 223 High Street is in the process being demolished.

<u>Councillor Linda Russo</u> volunteered at the town's annual low-cost rabies clinic held on Saturday, May 18th which was coordinated by Town Clerk Robert Pasek. Councillor Russo thanked the individuals who also volunteered that day: Rosalie Tavtigian, Ken Sayers, Sandy Benson, Melodie Wilson, Linda's sister Betsy, Eddie Ruiz, and Dr. Wilfred Barrios and his technician Precious.

Minority Leader Eric Thompson announced that he will not be seeking re-election to the Town Council. He said his three terms on the Council had been an enlightening experience and thanked the Councillors for their support throughout his tenure.

<u>Councillor Marc Weinberg</u> stated that Councillor Thompson's term on the Council has made East Hartford a better place to live. Councillor Weinberg wished all a Happy Memorial Day weekend and asked that we remember those who paid the ultimate price for our freedom. He also wished Happy Birthday to Councillor Linda Russo and Corporation Counsel Scott Chadwick.

<u>Chair Kehoe</u> reminded all residents that the town's annual Memorial Day parade will be held on Monday, May 27th at 10:30 a.m. Additionally, a brief memorial service will be held on Sunday, May 26th at 6PM at Bicentennial Park.

<u>ADJOURNMENT</u>

MOTION

By Eric Thompson seconded by Bill Horan to **adjourn** (9:00 p.m.). Motion carried 9/0.

The Chair announced that the next meeting of the Town Council would be on June 4, 2013.

Attest

Angela M. Attenello TOWN COUNCIL CLERK

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE:

May 29, 2013

TO:

Richard Kehoe, Chairman

FROM:

Mayor Marcia A. Leclerc

RE:

COMMUNICATION: Security Task Force

Attached is a presentation for the Security Task Force between the East Hartford Public Schools(EHPS), Police Department, Fire Department and Emergency Management Department. The objective of this task force is to review, analyze and audit current security practices in order to develop specific recommendations towards enhanced school safety practices.

Please add on the June 4, 2013 Town Council agenda under Communication.

Thank you

MAY 2 0 2013

ON 341

OFFICE OF THE MAYOR



East Hartford Public Schools

Nathan D. Quesnel Superintendent of Schools

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

Fax: (860) 622-5119

PROJECT: SECURITY TASK FORCE

Овјестіче:

To develop a collaborative partnership between East Hartford Public Schools (EHPS), Police Department, Fire Department and Emergency Management Department titled the Security Task Force. The objective of this task force is to review, analyze and audit current security practices in order to develop specific recommendations towards enhanced school safety practices.

KEY PARTNERS:

- East Hartford Board of Education
- East Hartford Public Schools Administration
- The Town of East Hartford and Office of the Mayor
- East Hartford Police Department
- East Hartford Fire Department
- East Hartford Emergency Response Team

TASK FORCE MEMBERSHIP:

- Nathan Quesnel, Superintendent of Schools
- Al Costa, Director of Facilities
- Michael Moan, Director of Security
- Tom Dillon, Residency Coordinator
- Matthew Ryan, High School Principal
- Anthony Menard, Middle School Principal
- Beverly Lawrence, Elementary School Principal
- Chris Gentile, Board Member
- Mark Sirois, Chief of Police
- John Oates, Chief of Fire
- Dan Dube, Emergency Management Coordinator

RATIONALE:

The safety of children in our public schools is the basic and primary charge of all public school systems. As we respond to the tragedy that has taken place in our state, EHPS remains committed to ensuring that our students are safe and that our school security protocols are of the highest quality. To this endeavor, EHPS, joined by the East Hartford Police, Fire, and Emergency Management Departments have agreed to a continued working partnership to review, analyze and audit eurrent school security practices. Core focus points will include building level security operations, infrastructure, the School Resource Officer Program, emergency response protocols, security training for staff and our cross walk security programming.

TASKFORCE OUTCOMES:

The workgroup met on five occasions between the months of February through April. Meetings occurred at the East Hartford Board of Education in the third floor conference room. The outcomes of these meetings served as a basis for the following report on the focus areas as well as current recommendations towards improved practice. The Security Task Force outcomes will serve as a blueprint for continued improvement for school safety for EHPS.

1|Page

SPECIFIC ACTION POINTS:

School Safety Structures (Facilities)

School Safety Staffing (EHPS Security)

Transportation Safety Programming (Crossing Guards, Bus Security)

Emergency Response Plans (Internal Security Practices)

Emergency Response Plans (External Police/Fire Response)

Emergency Shelter Engagement Protocols

Opportunities for future partnerships

TASK FORCE AGENDA

Session	AGENDA/ACTIVITY DESCRIPTION	FACILITATOR	OUTCOMES
Session I	Overview of Task Force	N. Quesnel	Team understanding and commitment to Task Force Objectives
	EHPS Security Procedures/Processes I Current Security Staffing/structures Presentation of Critical Incident Plans Lockdown (I/II) Fire drill	M. Moan	Analysis of Security Procedures/Processes I Commendation List Recommendation List Key Questions
Session II	EHPS Security Procedures/Processes II Evacuation Bomb Threat Power Outage	M. Moan	Analysis of Security Procedures/Processes II Commendation List Recommendation List Key Questions
Session III	EHPS Facility/Infrastructure Review Review of existing security infrastructures/facilities Alarms systems Phone/radio systems Emergency Shelter/Generator Protocols/Procedures System recommendations regarding school security	A. Costa	Analysis of Infrastructures/Facility Security Procedures/Processes I Commendation List Recommendation List Key Questions
Session IV	Emergency Response Protocols and Procedures Review of Police response protocols and procedures regarding a school emergency Core communication channels Police expectation of school responsibilities Review of Fire Department response protocols and procedures regarding a school emergency Core communication channels Fire Department expectation of school responsibilities	M. Sirois J. Oates D. Dube	Analysis of Emergency Response Protocols/Procedures Commendation List Recommendation List Key Questions
Session V Additional Key		M. Moan	Subcommittee work identification Core Presentation Points and Themes Recommendation listing
Outcomes	SRO Memorandum Emergency Shelter Protocols/Procedures Crossing Guard Position Review		

TASK FORCE OUTCOMES

The following outcomes were derived through the three month process of analyzing and auditing security planning, staffing and infrastructure for EHPS. The outcomes are organized by commendations of the current system as well as recommendations made to improve practice. It should be noted these suggestions are in accordance with the purpose of the Security Task Force which are general in nature. Please note that although more granular and operational details were discussed and reviewed, these have not been listed in this executive report. As further work progresses, the level of detail and operational language will intensify.

COMMENDATIONS OF CURRENT SECURITY SYSTEMS:

The Security Task Force noted EHPS has benefited from a long standing commitment to school security. This commitment has been evidenced by the investment in planning, staffing and significant infrastructure development throughout all district schools. Specifically, EHPS has taken great steps to establish the structure and capability of addressing security needs within all district schools. Security operations throughout the district are facilitated by a Director of Security who in turn leads a large security team that is strategically deployed throughout the district. Through this leadership, an Emergency Operations Plan (EOP) for the district was created in 2007 that currently continues to serve the district. This EOP details how the district will operate during critical incidents affecting students, faculty, staff or facilities. It is designed to provide guidance for personnel who discover or are notified of any emergency situation. In addition, significant work has been done within the district to integrate training procedures and protocols in alignment with best practice. Multiple administrators have benefited from training by National Incident Management Systems (NIMS), and Incident Command Systems (ICS). In addition, an Incident Management Team (IMT) has been established to manage a response to emergency situations. Finally, EHPS has made an investment on an infrastructure level in regards to building electronic security systems, fire prevention systems, school alarm and security video capabilities and locking/security hardware. Safety is our number one priority at East Hartford Public Schools.

The following commendations were listed by the Security Task Force in regards to current practice:

- The District evidences a strong commitment to organizational planning in regards to planning and systems development:
 - Critical Incident Plans (CIP) have been developed for all sixteen schools that itemize procedural safeguards in response to a school level crisis. These plans are updated on an annual basis and provide school leaders with tools to use in the advent of need.
 - Lockdown Drills have an established, written and disseminated procedure. These procedures itemize
 preventive and proactive steps all staff are expected to follow in response to the need to put the building
 into a lockdown. Lockdown drill training is conducted three times within the school year with a growing
 emphasis on different scenarios.
 - An Emergency Operations Plan (EOP) for the district has been developed and widely disseminated. The EOP provides school and district leaders with a general sense District Plan - currently updated yearly or when staff changes affect team rosters.
- 2. The District evidences a strong commitment to the professional development to security staffing:
 - Critical Incident Teams have been developed and annually trained at all district schools. Teams generally have 10-11 members that are assigned specific roles and duties.
 - Reviewed or updated once a year, per school, or when needed due to staff changes
 - Critical Incident Team meetings to review duties and assignments for each member
 - Robust Security Team: EHPS currently nineteen (19) Security Officers assigned to schools in our district
 - SRO Program: EPHS benefits from the generous partnership with the Town of East Hartford where four
 officers are a functional part of school community life at both our high school and middle school.
- 3. The District evidences a strong commitment to improving and upgrading its security infrastructure/facilities:
 - Video Snrveillance equipment installed at the BOE, EHHS, EHMS, CIBA, and Facilities Department
 - A-Phone Visitor Access Control Systems at all locations and Central Office
 - Access Control Systems (keyless swipe card systems) in all but four locations
 - Sonitrol Alarm Systems in all district locations

RECOMMENDATIONS FOR FUTURE PRACTICE:

In addition to the commendations listed above, the Security Task Force provided EHPS with multiple important and salient recommendations towards improved security practice within the district. These recommendations were provided at the end of each session in response to specific focused presentations that were delivered by either a school professional or a representative from the East Hartford Fire, Police or Emergency Management Departments. The recommendations listed in this report provide a general sense for the next steps to enhance current practices. These general steps are in the process of being addressed by a district timeline and schedule for implementation. The recommendations follow the format previously described in the commendation section.

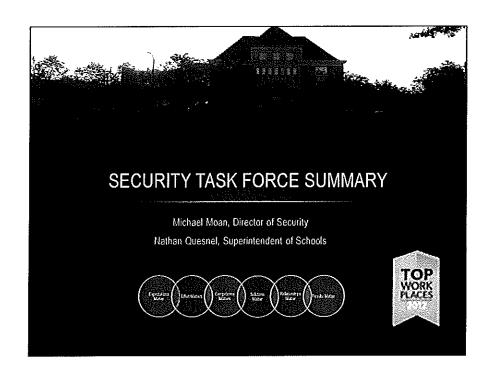
The following recommendations were listed by the Security Task Force in regards to current practice:

- 1. The District needs to improve the quality, clarity and wide spread understanding of district security protocols as listed in the Critical Incident Plans:
 - Revamp/update & revise all security plans to focus on the following themes:
 - Focus plans on clarity/brevity
 - Specificity (noted protocols, distances, locations, responsibilities)
 - Communicable (plans to be shared within school, with Police, Fire & First Responders as well
- 2. The District needs to focus on the professional development offered to all staff regarding building security and the process of exercising security plans:
 - Security Staff Training: Continue yearly training with nineteen (19) security officers assigned to schools
 in our district. Current training has included: Self-Defense, First Aid, CPR, AED, DCF Mandates,
 Bullying, Basic Workplace Security Awareness, Active Shooter, NIMS, ICS, and FEMA.
 - Teacher/Administration Internal Staff Training Calendar: Develop and provide a clear training calendar for all school staff with the following NIMS and ICS considerations:
 - Training three deep Critical Incident Team per school
 - Train with different scenarios
 - Train often
 - External relationships/Emergency Responder Training and Communication
 - Develop a calendar of joint training with Police, Fire, & First Responders to occur throughout the year
- 3. The District needs to focus on continuing to update, complete and install security infrastructure/security management devices throughout the district:
 - Facility Upgrades (Budget for proposal included on page 5)
 - Complete Access Control System, (keyless entry card system), at EHHS
 - Complete Access Control System at Norris, Pitkin, and Stevens Schools and the Facilities Department
 - Provide interior door shades for all classrooms in all schools
 - Explore the possibility of Silent Alarm (panic buttons) for all school locations
 - Upgrade Camera systems three locations
- 4. The District needs to pursue further discussion on the following topics in their relation to school security:
 - SRO agreement
 - Emergency Shelter protocol development

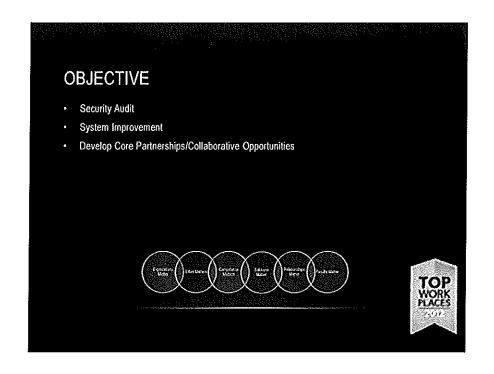
COST ANALYSIS/BUDGET

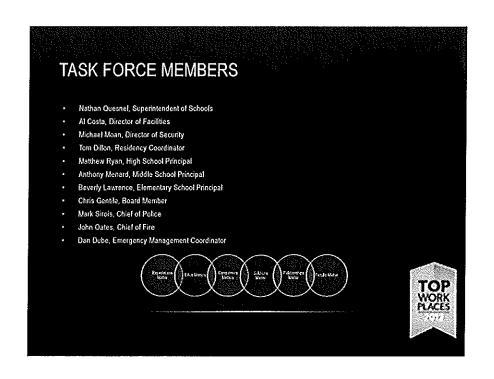
The following cost analysis or budget provides a general estimate for costs that fulfill the recommendations of the Security Task Force. The prices listed in this report represent a beginning level of competitive marketing.

RECOMMENDATION	DESCRIPTION	COST PROJECTION	PRIORITY
Planning	Security Plan Refresh/Update	\$0	
Security Infrastructure	Access Control System Norris Pitkin Synergy EHHS (Cost to complete the system)	\$53,707	1
Security Infrastructure	Yearly Maintenance Warranty Cost for newly installed systems)	\$14,414	1
Priority 1 Cost Total		\$68,121	
Security Staffing Professional Development	Contract with Professional Agencies/Consultants for Scheduled Training Year	\$7,000	2
Security Infrastructure	EHHS Upgrade Camera System	\$16,000	2
Security Infrastructure	O'Brien Expand Access Control	\$10,000	2
Security Infrastructure	Facilities Expand Access Control & Camera Upgrade	\$13,897	2
Priority 2 Cost Total	Service	\$46,897	
Security Infrastructure	Classroom Door Shades (All Schools)	\$45,000	3
Security Infrastructure	Silent Panic Alarms (including 20 additional units)	\$11,000	3
Security Infrastructure	EHMS Upgrade Camera System	\$8,000	3
Priority 3 Cost Total	renamen	\$64,000	
Total Cost		\$179,018	









TASK FORCE PROCESS

- EHPS Security Procedures/Processes I/II
- · EHPS Facility/Infrastructure Review
- · Emergency Response Protocols and Procedures
- · Identification of key commendations/ recommendations from Task Force Analysis





TASK FORCE OUTCOMES

- · Commendations:
 - The District evidences a strong commitment to organizational planning in regards to planning and systems development.
 - The District evidences a strong commitment to developing human capital in regards to security staffing.
 - The District evidences a strong commitment to improving and upgrading its security infrastructure/facilities.



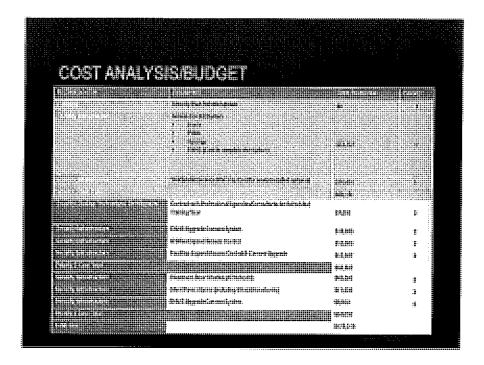


TASK FORCE OUTCOMES

- · Recommendations:
 - The District needs to improve the quality, clarity and wide spread understanding
 of district security protocols as listed in the Critical Incident Plans.
 - The District needs to focus on the professional development offered to all staff regarding building security and the process of exercising security plans.
 - The District needs to focus on continuing to update, complete and install security infrastructure/security management devices throughout the district.
 - The District needs to pursue further discussion on the following topics in their relation to school security.









TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE:

May 28, 2013

TO:

Richard Kehoe, Chair

FROM:

Mayor Marcia A. Leclerc

RE:

RESOLUTION: Historic Document Preservation Grant

Clare Fravel, Grants Administrator, has made us aware of an account that was established under Public Act 00-146 to allow our Town Clerk to charge an extra three dollars per land record recorded by their office. The Town Clerk's office will retain one dollar and submit two dollars to the State.

Also, as in the past, we are eligible to receive a grant to continue converting microfilmed pages to digital images, saving staff time and document preservation. The amount of this non-competitive grant is \$6,500 through the Connecticut State Library.

Please place the attached Resolution on the agenda for June 4, 2013 to approve applying for these grant funds.

C:

C. Fravel, Grants Administrator

M. Walsh, Finance Director

R. Pasek, Town Clerk

MARCIA A. LECLERC MAYOR TOWN OF EAST HARTFORD
740 Main Street
East Hartford, Connecticut 06108

(860) 291-7230

FAX (860) 291-7238

TOWN CLERK'S OFFICE

CERTIFIED RESOLUTION

I, Robert J. Pasek, Town Clerk of the Municipality of East Hartford, do hereby certify the following is a true and correct copy of a resolution duly adopted at a meeting of the Town Council duly held and convened on the 4th day of June, 2013, at which a constituted quorum of the Town Council was present and acting throughout, and further certify that such resolution has not been modified, rescinded, or revoked, and is, at present, in full force and effect.

RESOLVED: That Marcia A. Leclerc, Mayor, is empowered to execute and deliver in the name of and on behalf of this municipality, a contract with the Connecticut State Library for a Historic Preservation Grant.

IN WITNESS THEREOF, the undersigned has affixed his signature and the Town Seal this 5th day of Junr, 2013.

Robert J. Pasek Town Clerk Town of East Hartford

seal

TOWN OF EAST HARTFORD TOWN CLERK'S OFFICE MEMORANDUM

DATE:

May 23, 2013

TO:

Mayor Marcia A. Leclerc

CC:

Clare Fravel, Grants Administrator

FROM:

Robert J. Pasek - Town Clerk

RE:

Referral to Council - Historic Document Preservation Grant

Public Act 00-146 "An Act Concerning Real Estate Filings and the Preservation of Historic Documents", established an account to support the costs of preservation and management of historic documents. This Public Act allows an extra Three dollar charge per land record document recorded by the Town Clerk. Two dollars is returned to the State. The Town receives One dollar for each recording.

For the eleventh year, East Hartford is eligible to receive a non-competitive grant in the amount of \$6,500 through the Public Records Administration of the Connecticut State Library.

I am recommending that East Hartford use these grant funds to convert 40,625 microfilmed pages to digital images. Currently the images available on our computer system date back to November 8, 2002, volume 2155. This grant will allow the image availability to go back to December 6, 2001, volume 2039. These digital images will then be linked to our land record index; allowing title searchers, the public, and staff the ability to view and print the document from the internet or from the office without having to remove the volume from the vault. This will save the volumes from the wear and tear of being copied, save the staff the time and energy of having to stop what they are doing to help make copies, and give the public the convenience of viewing and copying a document from their home computer for a fee.

No matching funds are required under this program. A final report on the work performed is the only requirement for receiving these funds.

I am requesting that the attached Certified Resolution be placed on the June 4, 2013 Agenda of the Town Council. The Certified Resolution authorizes you, as Mayor, to make application and contract with the Connecticut State Library to receive this funding for the Town.

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE:

May 20, 2013

TO:

Richard Kehoe, Chairman

FROM:

Mayor Marcia A. Leclerc

RE:

REFERRAL: Connecticut Neighborhood Assistance ACT

Attached is a memo and resolution from the Grants Administrator requesting approval of the proposals to be sent forward to the State of Connecticut Department of Revenue Services requesting to participated in the State of Connecticut "Neighborhood Assistance Act Program".

Please place on the Town Council agenda of June 4, 2013 meeting.

Thank you

C: C. Fravel, Grants Administrator

MARCIA A. LECLERC MAYOR

TOWN OF EAST HARTFORD

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

740 Main Street East Hartford, Connecticut 06108

GRANTS ADMINISTRATION

I, Angela M. Attenello, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 4th of June, 2013.

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 2013 State of Connecticut Neighborhood Assistance Act Proposal Summaries sheet as attached, and have requested to be included in the 2013 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 15, 2013, 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 2013 Neighborhood Assistance Act Tax Credit Program.

AND I DO FURTHER CERTIFY that the above resolution has not been in any wise altered, amended, or repealed, and is now in full force and effect.

IN WITNESS WHEREOF, I do hereunto set my hand and affix the corporate seal of said Town of East Hartford this _____ day of June, 2013.

Angela M. Attenello, Town Council Clerk

TO:

Mayor Marcia A. Leclerc

FROM:

Clare Fravel, Grants Administrator

SUBJ:

Referral to Council – Connecticut Neighborhood Assistance Act

DATE:

May 16, 2013

Sixteen (16) community programs have asked to be included in the Town of East Hartford's annual participation in the State of Connecticut "Neighborhood Assistance Act Program". The Neighborhood Assistance Act provides State 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. It is important to note that these are State, not municipal, tax credits. The "Tax Credit Program" was authorized under Connecticut General Statute SS 12-630aa, as amended. Energy conservation programs are awarded a 100% credit; all others receive a 60% credit.

Those programs wishing to participate are listed on the attached summary. Complete proposal forms as required by the State's Department of Revenue Services will be placed on file in the Town Clerk's Office and another set will be forwarded directly to the Town Council Office for their review. All sixteen proposals were presented at a Public Hearing held May 15, 2013.

I am requesting that the attached Resolution be placed on the June 4, 2013 agenda of the Town Council for their approval. If approved, these proposals will be forwarded to the State of Connecticut Department of Revenue Services by July 1, 2013.

Representatives from these organizations have been asked to attend the Council meeting to answer questions regarding their programs.

Attached:

Resolution

Proposals Summary

TOWN OF EAST HARTFORD: PROPOSAL SUMMARIES (16 TOTAL) 2013 STATE OF CONNECTICUT NEIGHBORHOOD ASSISTANCE ACT PROGRAM

Organization	Program Title	Program Description	NAA	Number	Contact
		:	Funding (Tax Credit)	of Recipients	
Boy Scouts of America, Connecticut Rivers Council, Inc.	Prepared for Life	Provide student scholarship funds to local residents for completion of education at either Goodwin College or Stone Academy	\$150,000 (60%)	100	Bryan Hall 60 Darlin Street East Hartford, CT 06108 (860) 289-6669
Connecticut Center for Advanced Technology, Inc.	Work Force Technology Program	Provide pre-vocational and conventional education programs for local residents.	\$150,000 (60%)	100	Elliot Ginsberg 222 Pitkin St. East Harfford, CT 06108 (860) 282-4202 eginsberg@ccat.us
Connecticut Center for Advanced Technology, Inc.	Young Manufacturers Summer Academy	Grow and develop early STEM workforce pipeline addressing traditionally under-represented and under- served students entering grades 7-9; manufacturing- themed summer experiential program; and workshops for educators promoting advanced manufacturing career awareness, interest and	\$40,000 (60%)	55	Susan Palisano 222 Pitkin St. East Hartford, CT 06108 (860) 282-4224 spalisano@ccat.us
		preparation.			

Organization	Program Title	Program Description	NAA	Number	
			Funding (Tax Credit)	of Recipients	Contact
Connecticut Training Center, Inc.	Building Upgrades for Energy Efficiency	Retrofit organization's main offices and training rooms with new insulation in accessible areas, new energyefficient lighting and controls, new high R-factor windows, high efficiency boiler and energy efficient HVAC systems.	\$150,000 (100%)	200	Mark Scheinberg 1137 Main St. East Hartford., CT 06108 (860) 727-6900 mscheinberg@goodwin.edu
Connecticut Training Center, Inc.	First Step Program	Increase effort to sponsor needy residents into training programs at Goodwin College and Stone Academy	\$150,000 (60%)	100	Mark Scheinberg 1137 Main St. East Hartford, CT 06108 (860) 727-6900
East Hartford Chamber of Commerce	Community Jobs Program	Skill assessment and referrals to Goodwin College or Stone Academy	\$150,000 (60%)	100	Timothy Coppage 1137 Main St. East Harfford, CT 06108 (860) 289-0239
East Hartford Chamber of Commerce	Energy Conservation Project	Replace HVAC and other energy savings enhancements	\$150,000 (100%)	1,000	Timothy Coppage 1137 Main St. East Harfford, CT 06108 (860) 289-0239 tcoppage@easthartfordchamber.com

Organization	Program Title	Program Description	NAA	Number	Contract
		•	Funding (Tax Credit)	of Recipients	College
Goodwin College, Inc.	Job Connection	Education and training leading to employment for low income students	\$150,000 (60%)	100	Brooke Penders One Riverside Dr. East Hartford, CT 06118 (860) 528-4111
Goodwin College, Inc.	Redesign Campus to Add Energy Effectiveness	Purchase and install new energy efficient building systems at Riverside Drive campus	\$150,000 (100%)	3,300	bpenders@goodwin.edu Brooke Penders One Riverside Dr. East Hartford, CT 06118 (860) 528-4111 bpenders@goodwin.edu
Goodwin College Foundation, Inc.	Retrofit Building with Energy Efficient Replacement Windows	Purchase and install energy efficient windows, insulation and HVAC equipment at the Foundation buildings in East Hartford.	\$150,000 (100%)	3,300	Brooke Penders One Riverside Drive East Hartford, CT 06118 (860) 528-4111 bpenders@goodwin.edu
Goodwin College Foundation, Inc.	Support for Low Income Students	Secure financial aid for low income students attending Goodwin College	\$150,000 (60%)	100	Brooke Penders One Riverside Dr. East Hartford, CT 06118 (860) 528-4111 bpenders@goodwin.edu

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Contact	Todd Andrews One Riverside Dr. East Hartford, CT 06118 (860) 727-6937 tandrews@goodwin.edu	Todd Andrews One Riverside Dr. East Hartford, CT 06108 (860) 727-6937 tandrews@goodwin.edu	Deborah Poerio 763 Burnside Avenue East Hartford, CT 06108 (860) 291-9787 debaprn@aol.com
Number of Recipients	100	100+	100
NAA Funding (Tax Credit)	\$150,000 (60%)	\$150,000 (100%)	\$150,000 (60%)
Program Description	Provide support for a range of conservation education programs, including ecological tours, experiments and school field trips for groups to understand and support the land environment and to take an active part in energy and environmental conservation projects within their own municipalities	Creation of an array of solar collectors to be used to power an environmental studies outdoor laboratory; environmentally friendly utilities to be added to the new outdoor laboratory and solar powered lighting for the path system that is being created for public use.	Personnel coverage, administrative support and supplies for the East Hartford School Based Health Centers
Program Title	Expansion of Outdoor Programming	Using Sustainable Power for Outdoor Environmental Center	Client Health Services
Organization	Great River Land Trust, Inc.	Great River Land Trust, Inc.	Integrated Health Services

							_						
	Contact		Deborah Poerio	763 Burnside Avenue East Hartford, CT 06108	(860) 291-9787	<u>debaprn(a)aol.com</u>	50-75 Alta Lash	20-28 Sargeant Street	Hartford, CT 06105	(860) 524-0502	alta.lash@ucanct.org	0	
İ	Number of	Recipients	1,000				50-75						
	NAA Funding	(Tax Credit)	\$150,000	(100%)		01.00	\$150,000	(%09)					
	Program Description		Energy efficiency upgrades to \$150,000	nistoric building containing Integrated Health Services		Improvement of the Mei-	CALLET OF LICE IN ALL	Sureet area creating a	hospitable environment so	that small businesses thrive	and create Jobs; projects may	include windows, facades and	street enhancements
December 70.41	r rogram inte		Energy	Project		Main Street	Improvement	TITIDIO ACITICIII					
Organization			Integrated Health Services			United	Connectiont	Action for	Neighborhoods	I've Bricourinous,	, TTTC.		

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE:

May 24, 2013

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 \$1,033.28 as detailed in the attached listing from our Collector of Revenue.

Please place this item on the Town Council agenda for June 4, 2013 meeting.

C:

M. Walsh, Director of Finance

I. Laurenza, Tax Collector

INTEROFFICE MEMORANDUM

TO:

MARCIA A LECLERC, MAYOR

MICHAEL WALSH, DIRECTOR OF FINANCE

FROM:

IRIS LAURENZA, COLLECTOR OF REVENUE

ANNIE KOHLER, ASSISTANT TAX COLLECTOR

SUBJECT: REFUND OF TAXES

DATE:

5/23/2013

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 \$1,033.28 See attached list.

RECEIVED

MAY 23 2013

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

Bill	Name	Address	Prop Loc/Vehicle Info.	Š	Over Paid	
2011-03-0053164	2011-03-0053164 BETANCOURT LORENS V	N14 MILL POND RD BROAD BROOK CT 06016	1999//1J4GW58S9XC738608	Ø	(9.26)	
2008-03-0059790	2008-03-0059790 DEHAVEN BRENDA M OR DEHAVEN JAMES R	83 BRADLEY ST E HARTFORD CT 06118 2302	1998//1P3EJ46X5WN149949	မှ	(9.29)	
2011-03-0060085	2011-03-0060085 DONLEN TRUST	2315 SANDERS RD NORTHBROOK IL	2010//2T3BF4DV4AW038896	€>	(167.74)	
2011-03-0060611	2011-03-0060611 DURRELL LORELE! A	122 MARGERY DR E HARTFORD CT 06118 1941	2002//JN1DA31D02T452150	မာ	(92.42)	
2011-04-0082754	2011-04-0082754 FRANCOEUR NORMAN J OR FRANCOEUR CHARLENE	24 WESTERLY TER E HARTFORD CT 06118 3561	2012//2GKFLREK8C6128681	49	(596.31)	
2011-03-0086192	2011-03-0086192 TORRES PABLO	102 MANNING LANE E HARTFORD CT 06118 1614	2005//4S4BP61CX57390616	€9	(5.00)	
2011-03-0087927	2011-03-0087927 VW CREDIT LEASING LTD	1401 FRANKLIN BLVD LIBERTYVILLE IL 60048	2009////VGAV75N79W500729	ь	\$ (153.26)	
TOTAL				\$ []	\$(1,033.28)	

MEMORANDUM

DATE:

May 23, 2013

TO:

Mayor, Marcia A. Leclerc

FROM:

Iris K. Laurenza, Collector of Revenue

SUBJECT:

Suspense List

The attached is a list of accounts I am requesting be transferred into the Suspense Rate Book. I have also attached a Collector's Certificate giving reference to this amount. It is anticipated that this list will be acted upon on the June 4, 2013 Town Council meeting.

I am requesting that all outstanding taxes for Personal Property, Motor Vehicle and Motor Vehicle Supplemental taxes on the 10-1-2009 Grand List be transferred into suspense.

This year also includes a request to suspend a conple of real estate accounts. Included is 63 Bantle Rd, which there is prior years in suspense and a distressed property. The additional parcel had a mobile home that was removed and replaced with a new one; it has become impossible to collect on these since they were disposed of years ago without a removal statement. Going forward to avoid unlawful removal of these homes, a removal statement must be completed and signed by the assessor and collector, who verify taxes are paid in full prior to the removal and placement of a new home.

- 1. These taxes will remain collectible for fifteen years from the due date, but at this time we feel that it is unlikely that we will be collecting these taxes and therefore they should be removed from the books as a receivable for the Town of East Hartford. All taxes transferred into suspense will show as due and payable during any inquiry for unpaid taxes or parking tickets on our system.
- If these taxes are transferred into suspense, the prior year taxes will then present a more realistic figure
 as to what is actually collectible and will be nseful in any future budget considerations and bonding
 issues.
- 3. By carrying only the current year taxes plus two prior years motor vehicle taxes as open items, we are working in concert with the blockage of motor vehicle registrations and the motor vehicle department. Registrations are renewed every two years. The Department of Motor Vehicle will carry a blockage on their records for 24 months. If we are unable to collect delinquent motor vehicle taxes within that time, our chances of collecting them later are very slim.
- 4. We have done our very best to collect personal property taxes. In most cases, those accounts not paid are either out of business, in bankruptcy, foreclosure, moved or continue to struggle with the poor economy.
- 5. The act of placing these accounts in suspense in no way duninishes our efforts or impedes our ability to pursue these delinquent tax amounts.

If I can be of further assistance or if additional information is needed, please feel free to contact me. Thank you for your attention to this matter.

CC: Michael P. Walsh, Director of Finance

COLLECTORS' CERTIFICATE TO THE TOWN COUNCIL RECOMMENDING TRANSFER OF UNCOLLECTIBLE UNCOLLECTED PROPERTY TAXES TO THE SUSPENSE RATE BOOK,

TO THE TOWN COUNCIL:

		33.13.2.			
Membe	ers:				
	ed is a list of unco ir examination and		sfer to the suspense	e rate book wh	ich is respectfully submitted
	LIST YEAR	PERSONAL PROPERTY	MOTOR VEHICLE	MOBIL HOMES	63 Bantle Road Country Way Dev
	2009	\$44,375.62	\$303,415.29		
	2009 – 2011			\$855.20	
	2011				\$1,017.12
	Total amount to	be transferred to Sus	spense: \$ 349,663	.23	
		e best of my knowled should be transferred			ve statement has not been
	nt East Hartford, C	Iris K. Laurenza,	ČCMC C	N	
ACT	ION TAKEN	BY THE TO	WN COUNC	:IL	
TO: <u>Iris</u>	s K. Laurenza, Tax	Collector of the To	wn <u>of East Hartfor</u>	<u>d</u>	
(N	ame of Collector)	1)	Name of Taxing Di	strict)	
recomm and nur Connec	nending the transfe nbered	er of uncollected taxe	es to the suspense t red to be uncollect	ax book. The ible and pursu	day of, 2013 taxes listed in such statement ant to section 12-165 of the exes, in accordance with law,
Dated a	t EAST HARTFO	RD, Conn., the	day of	2013.	

Process Suspense Report
TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:26:48
Condition (s): Year: , Type: 01 - REAL ESTATE, Order: Bill Number, Total Only: No, Recap by Dist: No

Page: 1

Bill # Dst	Dst Name	Code Reason	Date	Town Due/SuspDist Due/SuspSewer Due/Susp	Total
2009-01-0013999 REAL ESTATE	STOKAN JOSEPH # Of Acct: 1	H MOBILE HOME REMOVED 05/23/2013	OVED 05/23/2013	259.06 259.06	
YR : 2009	TOTAL : 1		THE PROPERTY OF THE PROPERTY O	259.06	
2010-01-0013999 REAL ESTATE	STOKAN JOSEPH # Of Acct: 1	H MOBILE HOME REMOVED 05/23/2013	OVED 05/23/2013	263.66 263.66	
XR : 2010	TOTAL : 1			263.66	
2011-01-0003202 2011-01-0013999 REAL ESTATE	COUNTRY WAY DEVELOPMENT INC STOKAN JOSEPH # Of Acct: 2	P SUSPENSE 05/23/2013 H MOBILE HOME REMOVED 05/23/2013	05/23/2013 OVED 05/23/2013	1,017.12 332.48 1,349.60	
YR : 2011	TOTAL : 2			1,349.60	
Grand Total: 4				1,872.32	

1,872.32

Town Due/SuspDist Due/SuspSewer Due/Susp Total Only: No, Recap by Dist: No 16.23 623.90 623.90 105.90 228.63 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 23.87 9.47 1,103.22 253.65 255.68 67.98 465.04 373.31 138.66 414.30 258.72 6,341.26 37.54 279.02 1,228.34 279.02 581.98 212.05 212.05 551.94 516.78 1,439.38 194.47 32.13 139.34 139.34 139.34 139.34 516.78 1,022.72 05/23/2013 Date Order: Bill Number, SUSPENSE Reason A VEND INC

ACE AMUSEMENT LLC

BUTCHARCEMENT LLC

AUTOMOTIVE CAPITAL LLC

BETTER BEDDING SHOPS INC

BETENR BEDDING SHOPS INC

BETENNAN THOMAS

CENTOR DETAIL LLC

DAILY GRIND LLC

DIGITAL SOUND LLC

DIGITAL SOUND LLC

DIGITAL SOUND LLC

SP

CORREA & CORREA LLC

DIGITAL SOUND LLC

DIGITAL SOUND LLC

SP

EAST HARTFORD DATA & ELECTRIC

SP

EAST HARTFORD DATA & ELECTRIC

SP

EAST HARTFORD DATA & ELECTRIC

SP

MATHEWS RODNEY

H & C ENERGY SYSTEMS INC

EAST HARTFORD DATA & ELECTRIC

SP

MATHEWS RODNEY

H & C ENERGY SYSTEMS INC

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MATHEWS RODNEY

H & C ENERGY SYSTEMS INC

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MARRTON WARDONNA

MARRTON WARDONNA

MARRTON & ROY HAROLD ROUNSEVILLE IRR TRUGSP

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MARRTON WARDONNA

MARRTON & ROY HAROLD ROUNSEVILLE IRR TRUGSP

MILNE FEALLEN

MILLE REAL ESTAUR

SP

MARRION WARDONNA

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MARRION OSE TFORD Date: 05/23/2013 Time: 12:49:41 Year: 2011, Type: 02 - PERSONAL PROPERTY, Dst Name Process Suspense Report TOWN OF EAST HARTFORD Condition (s): Year: 2 2009-02-0040863 2009-02-0040907 2009-02-0040915 2009-02-0041034 2009-02-0040506 2009-02-0040533 2009-02-0040540 2009-02-0040563 2009-02-0040563 2009-02-0041087 2009-02-004108 2009-02-0041141 2009-02-0041154 2009-02-0041155 2009-02-0041155 2009-02-0041360 2009-02-0041371 2009-02-0041411 2009-02-0041531 2009-02-0041583 2009-02-0041627 2009-02-0042021 2009-02-0042026 2009-02-0041449 2009-02-0041472 2009-02-0040148 2009-02-0040159 2009-02-0040246 2009-02-0040329 2009-02-0040584 2009-02-0040624 2009-02-0040684 2009-02-0041292 2009-02-0041763 2009-02-0041797 2009-02-0041884 2009-02-0041974 2009-02-0041979 2009-02-0041984 2009-02-0041995 2009-02-0042008 2009-02-0042015 2009-02-0040035 2009-02-0040212 2009-02-0040297 2009-02-0040447 2009-02-0040580 2009-02-0040623 2009-02-0041501 2009-02-0041887 2009-02-0041957 2009-02-0042014 Bill #

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:49:41 Condition (s): Year: 2011, Type: 02 - PERSONAL PROPERTY, Order: Bill Number, Total Only: No, Recap by Dist: No Dst Name Bill #

Bill # Dst	Name	Code	Reason	Date	Town Due/SuspDist Due/SuspSewer Due/Susp
2009-02-0042030	WIN TAX NOW LLC	SP	SUSPENSE	05/23/2013	139.34
2009-02-0042055	PCP ENTERPRISES LLC	SP	SUSPENSE	7	1.2
2009-02-0042068	PR FAMILY MULTISERVICES LLC	SP	SUSPENSE	23	139,34
2009-02-0042080	ASIANA RESTAURANT INC	SP	SUSPENSE	23/	1,450,88
2009-02-0042139	EXPRESS CLEANING SERVICE LLC	SP	SUSPENSE	23/	307,10
2009-02-0042145	HEWITT DANIEL	SP	SUSPENSE	23/	95,37
2009-02-0042151	SSF ENTERPRISES LLC	SP	SUSPENSE	23/	1,283,82
2009-02-0042154	KANSAGRA HITESH	SP	SUSPENSE	~	2
2009-02-0042177	A-Z RECOVERY SERVICE LLC	SP	SUSPENSE	05/23/2013	9.47
2009-02-0042213	FORCED INDUCTION MOTORSPORTS LLC	SP	SUSPENSE	05/23/2013	
2009-02-0042261	AFRICAN FABRICS LLC	SP	SUSPENSE	05/23/2013	46.67
2009-02-0042289	COOPER HOME IMPROVEMENT	SP	SUSPENSE	05/23/2013	169.78
2009-02-0042302	GLOBAL INDUSTRIES INC	SP	SUSPENSE	05/23/2013	47.69
2009-02-0042312	GRILLO GEORGE	SP	SUSPENSE	05/23/2013	3,382.00
2009-02-0042313	DYNAMIC FUNDING SOLUTIONS LLC	ЗЪ	SUSPENSE	05/23/2013	2
2009-02-0042314	PAULS SERVICE LLC	SP	SUSPENSE	05/23/2013	288.82
2009-02-0042325	HENDERSON ENTERPRISES LLC	SP	SUSPENSE	05/23/2013	ന
2009-02-0042333	KEKELU PARTY CLUB LLC	SP	SUSPENSE		144.75
2009-02-0042338	AHENFIE LLC	SP	SUSPENSE	05/23/2013	
2009-02-0042352	CHASE AUTOMOTIVE SERVICES LLC	SP	SUSPENSE	05/23/2013	295,03
2009-02-0042353	BOILEAU GUY	SP	SUSPENSE	05/23/2013	22.7
2009-02-0042364	HALL AINSWORTH	SP	SUSPENSE	05/23/2013	20.97
2009-02-0042365	HALL AINSWORTH	SP	SUSPENSE	05/23/2013	20.97
2009-02-0042379	STERLING LOUNEL	SP	SUSPENSE	05/23/2013	42.28
2009-02-0042396	MARTIN SHAWN & PEARSON ZACH	SP	SUSPENSE	05/23/2013	φ
2009-02-0042411	SALAKO REMI	SP	SUSPENSE	05/23/2013	84,55
2009-02-0042423	CRYOTOOTH	SP	SUSPENSE	05/23/2013	3.6
2009-02-0042430	SAKURADA MARK	SP	SUSPENSE	05/23/2013	-
2009-02-0042462	DRIVERS SEAT XTRAS LLC	SP	SUSPENSE	05/23/2013	113.64
2009-02-0042473	WALLINS 1 TRUST	SP	SUSPENSE	05/23/2013	6,721.74
PERSONAL PROPERTY	# Of Acct: 84				44,375.62

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44,375.62

TOIMI : 84

YR : 2009

Grand Total: 84

Town Due/SuspDist Due/SuspSewer Due/Susp	1,085.96 83.54 283.44 283.44 283.44 283.44 201.13 103.49 92.33 104.84 107.21 108.40 107.21 108.40 107.21 108.40 107.21 108.40 108.40 109.48 109.88 10
Date	05/23/2013 05/23/2013
Code Reason	SPENSES SUSPENSE SUSP
Name	A-Z RECOVERY SERVICES ABDAL DESMOND ABDUL DESMOND ABRADIC DESMOND ABRADIC DESMOND ABRADIC SANDIA ACEVEDO KIRSTEEN L ACQUAYE ANGELA ACQUAYE ANGELA ADAMS KIJAUN ADAMS KIJAUN ADAMS KIJAUN ADAMS KIJAUN ADAMS KIJAUN ADAMS LIJAUN ALIAM ERNEST ALERRI JOSE ALERRO DUIS JOSE ALERRO LUIS LUIS LUIS ALERRO LUIS JOSE ALERRO LUIS LUIS LUIS ALERRO LUIS LUIS LUIS ALERRO LUIS LUIS ALIAMA ALICIA ALIA
Bill # Dst	2009-03-050032 2009-03-050053 2009-03-050053 2009-03-05005134 2009-03-050134 2009-03-050134 2009-03-050134 2009-03-050134 2009-03-050134 2009-03-050286 2009-03-050286 2009-03-050286 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05038 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05034 2009-03-05047 2009-03-05047 2009-03-050613 2009-03-051180

Process Suspense Report TOWN OF EAST HARTFORD

Date: 05/23/2013

Time: 12:41:24

Condition (s):	Year: 2011, Type: 88 - MV/MVS, Order: Bill	ll Number,	Total Only:	No, Recap by	Dist: No	
Bill # Dst	т Мате	Code	Reason	Date	Town Due/SuspDist Due/SuspSewer Due/Susp	Ω.
2009-03-0051532	ARMSTRONG QUANTINA		SUSPENSE	05/23/2013		
2009-03-0051542	ARNETT KIMBERLY D		SUSPENSE	05/23/2013		
2009-03-0051563	Η.		SUSPENSE	05/23/2013		
2009-03-0051589	ARROYO MIGUEL A		SUSPENSE	05/23/2013		
	ARROTO MIGUEL A		SUSPENSE	05/23/2013		
2004-00-100-100-2 2004-00-100-00-00-00-00-00-00-00-00-00-00-00	ARROTO FRIMITIVO I		SUSPENSE	05/23/2013		
2009-03-003-000	ARRENALL MICHAEL JA		SUSPENSE	05/23/2013		
2009-03-0051641	ASAMOAH AUGUSTUS K	S S	SUSPENSE	05/23/2013		
2009-03-0051655	ASBERRY CURTIS J		SUSPENSE	05/23/2013		
2009-03-0051676	ASHLEY RICARDO S JR		SUSPENSE	05/23/2013		
2009-03-0051731	ASSURANCE TRANSPORT LLC		SUSPENSE	05/23/2013		
2009-03-0051737	ASTWOOD-DAGON ASHLEE M		SUSPENSE	05/23/2013		
2009-03-0051765	ATUAHENE KWAKU A		SUSPENSE	05/23/2013		
2009-03-0051766	ATCAHENE KWAKU A		SUSPENSE	05/23/2013		
ZUOWHUSHUSZ ZUOWHUSHUSOCC	ATMATER ETHEL R		SUSPENSE	05/23/2013		
2009-100-100-100-0 2009-100-100-100-0	AUTH DENETT CORDORATION		SUSPENSE	02/23/20T3		
2009-02-0001800 2009-03-0001800	ACIO RENIAL CORPORALION		SUSPENSE	05/23/2013 05/23/2013		
2004-00-0000	STEE NAME OF THE STEEL S		COLLEGE	6106/86/50		
2009-03-0051915	AYALA HELENMARIE		SCOT LINGE SHADENAR	G 100/E0/E0		
2009-03-0051946	AYUSO MARTA		SOUTH TO SEE STATE OF THE SEE SEE SEE SEE SEE SEE SEE SEE SEE S	05/23/20		
2009-03-0051947	AYUSO MARTA L			05/23/2013		
2009-03-0051948	AYUSO MARIA L		SUSPENSE	05/23/2013		
2009-03-0051949	AZAM SALAM		SUSPENSE	05/23/2013		
2009-03-0051960	B G LEASING		SUSPENSE	05/23/2013		
2009-03-0051968	BABCOCK ADAM C		SUSPENSE	05/23/2013		
2009-03-0051973	BACA GABRIELA		SUSPENSE	05/23/2013		
2009-03-0052027	BAEZ RAUL JR		SUSPENSE	05/23/2013		
2009-03-0052040	BAFFOUR AWUAH		SUSPENSE	05/23/2013		
2003-03-002002	BARBARA		SOSPENSE	05/23/2013		
2008-03-005002			SUSPENSE	05/23/2013		
Z003=03=03Z0 /4	BKANDI		SUSPENSE	05/23/2013		
2009=03=00380% 2009=03=00380%	BALLEI LEEBEKT M OK		SOUPENSE	05/23/2013		
00000000000000000000000000000000000000	AND DEPTH OF THE PERMANENT AND		SOUTH	02/23/2013		
2009-09-09-09-09-09-09-09-09-09-09-09-09-	ANATO		SCOPENSE	05/23/2013		
2009-03-0052105	BAILEY-STWARK DIANA E		SUSPENSE	05/23/2013		
2009-03-0052156			SUSPENSE	05/23/2013		
2009-03-0052174	BAKER SENACA I		SUSPENSE	05/23/2013		
2009-03-0052204			SUSPENSE	05/23/2013		
2009-03-0052292	BANKS TACOMA		SUSPENSE	05/23/2013		
2009-03-0052338	BARD ROBERT A		SUSPENSE	05/23/2013		
2009-03-0052357	BARILE THOMAS		SUSPENSE	05/23/2013		
2009-03-0052381	ANTWON		SUSPENSE	05/23/2013		
2009-03-0052382	ш		SUSPENSE	05/23/2013		
2007-00-00-00-00-00-00-00-00-00-00-00-00-	BANNES MICHAEL S DADNOS MICHAEL S		SUSPENSE	05/23/2013		
2007:00-000804 2009-00-00-0000			SUSPENSE	05/23/2013 05/23/2013		
2009-03-0022398	BARNES-DOWDELL DAVID M	S C	USPENS TSPENS	05/23/2013		
2009-03-0052448		SP	SUSPENSE	05/23/2013		
2009-03-0052454	BARRIOS HUGO M		SUSPENSE	05/23/2013		
2009-03-0052457	BARROW ANISSIA I OR		SUSPENSE	05/23/2013		
2009-03-0052531	BASKERVILLE SHAKIA D		SUSPENSE	05/23/2013	119.05	

Town Due/SuspDist Due/SuspSewer Due/Susp	96.05 136.29 136.29 349.36 182.93 182.93 186.39 186.39 186.39 186.39 186.39 187.66 318.76 318.66 318.76 318
Date	05/23/2013 05/23/2013
Code Reason	SP SUSPENSE SP SUS
Name	BASKERVILLE SONYA R BATISTA CARLOS BATTLES SCHANELL R BAUTISTA LOURDES BAYCON BETSAIDA M BECKMITH AMANDA BECKMITH AMANDA BECKMITH AMANDA BELDAIR CURTIS A BELGRAVE GUILLERMO BELGRAVE GUILLERMO BELLES ELIZABETH I BENSE RICHARD BERRIOS ELLEEN BERRIOS ELL
Bill # Dst	2009-033-0052580 2009-033-0052580 2009-031-0052580 2009-031-0052580 2009-031-0052580 2009-031-0052580 2009-031-0052613 2009-031-0052613 2009-031-0052613 2009-031-0052808 2009-031-0052809 2009-031-0052809 2009-031-0052809 2009-031-0052814 2009-031-00530364 2009-031-00530364 2009-031-00530364 2009-031-00530364 2009-031-00530364 2009-031-00530364 2009-031-00530364 2009-031-00530388

Due/SuspDist Due/SuspSewer Due/Susp	96,68	347.34		20.00 20.00	261:77	254.66	45.66	203.60	76.43	137.99	18.13	6/3./0	144.41 308.01	30.00 C	0 C C C C C C C C C C C C C C C C C C C	294.91	125.47	110.59	149.82	127.16	55.80	18.60	103.49	79.48	67.32	105.86	783.UI	77.27	276.31	794.44	275,29	52.76	293.56	227.95	182.29	70.01	112.96	271.57	113.64	86.58	52.76	150.84	341.58	101.12	300.66	191.76	71,70	5.77.43 62.43	77.45	
Томп	2013	2013	ZU13	2013	2013	2013	2013	2013	2013	2013	2013	2013	20T3	ر د ا ر د د ا	6100	2013	2013	2013	2013	2013	2013	2013	2013	2013	ZOTR	2013	Z C C C	2013	2013	72013	2013	72013	2013	2013	2013	2013	2013	72013	72013	72013	/2013	/2013	/2013	2013	2013	72013	7.2013 7.0013	7077	2013	
Date	05/23/	05/23/	05/23/	05/25/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	75750	05/23/	05/23/	05/20	05/03/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/20/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	05/23/	/57/CO /57/50	00/10/	05/23/2013	
Code Reason			SF SUSPENSE				SP SUSPENSE			-			SP SOSPENSE SD STREENSE			SP SUSPENSE						SP SUSPENSE				on c			SP SUSPENSE			0,			SP SUSPENSE		מי	S	ß	S			ഗ		w	on c	SE SOSPENSE SO STABBANE	n v	SP SUSPENSE	
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Мате	[1]		BRADLEI KOBEKI H BBANCH PVRI SN	BRANCH MICHELLE D	ESI JEFFRE	BRAZALOVICH ERSILLA S	BREAULT ANN M		\vdash		BROADIE WILLIE J	BROCUGLIO JESSICA	BROOKS CHEKIL D	NAMEN I	TOTS			BROWN ANN MARIE	BROWN BRAMWELL A		DONALD	DONALD F	DUANE		Trokp C	MARLON F	BROWN NAIALE L	TONYA	HERBE		BRYANT MARVIN	BRYDER ZELENSKY	BRYON JOSE A	BUCHANON CHRISTINE	BUKBI TKOI S HIDORGE TAWA	BITEGOS ANGEL TOA	BURKE CHARLES W	BURKE WILLIAM I	BURNS CRAIG F	BUSUULWA CHARLES	BYABAZAIRE PRISCA	AND L RACING PERFC	C E CONSTRUCTION OF E	CABAN ANGEL M JR		ARTHUR	CAFFEE AKTHUR D CAINES JENNIEFE M	BIOKY		
Bill # Dst	2009-03-0054031	2009-03-0054037	ZUOW-US-UOS4UWW	2000-03-0004140 2009-03-0054141	2009-03-0054143	2009-03-0054179	2009-03-0054199	2009-03-0054323	2009-03-0054365	2009-03-0054372	2009-03-00543/3	2009-03-005438/	ZOOW=OG=OOOQ4411	2154000 00 0001 4164000-60-6000	2009-03-0054419	2009-03-0054423	2009-03-0054424	2009-03-0054454	2009-03-0054457	2009-03-0054480	2009-03-0054481	2009-03-0054482	2009-03-0054487	2009-03-0054530	Z009-03-0054540	2009-03-0054543	2007-00-00-00-00-00-00-00-00-00-00-00-00-	000 4 A COL WOLLD WOOD COL WOLLD WOOD COL WOLLD COL WOLL	2009-03-0054604	2009-03-0054620	2009-03-0054664	2009-03-0054673	2009-03-0054674	2009-03-0054693	Z009-03-0054/8I	2007-00-00-00-00-00-00-00-00-00-00-00-00-	2009-03-0054839	2009-03-0054853	2009-03-0054919	2009-03-0055030	2009-03-0055066	2009-03-0055099	2009-03-0055101	2009-03-0055175	2009-03-00553-6	2009-03-0055247	875500=50+6002 875500=50+6002	009-03-005526	0-600-600	

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t Name	CALDERON CHRISTIAN M CALLAHAN KATELYN B CAMCHO TEENA M CAMCHO TEENA M CAMPBELL JANETTE CANCELMO SOPHICO CANCELMO SOPHICO CANTON MAURICE A CAPASSO ANTHONY CARPENTER MONIQUE R CARPENTER MONIQUE R CARPENTER DAMON CARPENTER DAMON CARRASQUILLO PEDRO L CARRASQUILLO PEDRO L CARRASQUILLO PEDRO L CARRASQUILLO PEDRO L CARRASCUILLO SEENA L CASTILLO SHEENA L CASTILLO SHEEN
Bill # Dst	2009-03-0055328 2009-03-0055326 2009-03-0055326 2009-03-0055326 2009-03-0055326 2009-03-0055360 2009-03-0055361 2009-03-0055361 2009-03-0055361 2009-03-0055405 2009-03-0055405 2009-03-0055404 2009-03-0055404 2009-03-0055404 2009-03-0055404 2009-03-0055404 2009-03-0055404 2009-03-0055404 2009-03-0055404 2009-03-0055404 2009-03-0055606 2009-03-0055825 2009-03-0055825 2009-03-0055825 2009-03-0055826 2009-03-0055826 2009-03-0055826 2009-03-0055826 2009-03-0055826 2009-03-0055826 2009-03-0055826 2009-03-0055828 2009-03-0055828 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568891 2009-03-00568886 2009-03-005688886 2009-03-0056888886

Town Due/SuspDist Due/SuspSewer Due/Susp	104.84 99.43 42.18 82.18 82.18 100.78 41.26 422.08 140.31 13.64 54.45 54.45 140.39 41.94 140.59 47.69 122.43 136.83 66.60 146.83 127.04 100.25 60.25 128.83 128.86 139.86 142.04 128.83 128.86 139.86 128.96 128.96 128.96 128.23 131.99
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Name	CHMIELECKI THOMAS C CHOUTE RALPH CHRISTOPHER FRAZIER CHRISTOPHER RAMLE A CHARK ANDMARIE L CLARK ALBERT N JR TTEE CLARK ALBERT N JR TTEE CLANDIO ANGEL L CLAS GEEGORY D CLOS GEEGORY D COLS HANN T COHALL RYBN T COHALL RYBN I COLEMAN EUGENE A COLEMAN EUGENE A COLEMAN ENSTON E COLEMAN EASTON E COLEMAN EASTON E COLEMAN EASTON E COLEMAN EASTEL COLEMAN EASTEN COLEMAN EASTEN COLEMAN EASTEN COLLADO CARMEN E COLLAR AMBER E OR COLLAR AMBER E COLLAR AMBER E COLLAR ANTER COLON ELIZABETH COLON ELIZABETH COLON JARED A COLON JARED COLON JARED COLON JARED COLON JARED COLON JARED COLON JAREN COLON JAREN COLON TAMMY LEE COLON
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n Due/SuspDist Due/SuspSewer Due/Susp	73.70 227.27 207.27 208.33 821.8 142.04 316.56 99.43 202.58 202.58 202.58 178.23 74.07 47.07 47.03 178.23 74.00 11.50 11
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Bill # Dst	2009-03-0057781 2009-03-0057824 2009-03-0058064 2009-03-0058064 2009-03-0058064 2009-03-0058177 2009-03-0058081

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Name	DAVIS KING LACRECIA Y DAVIS LASONYA R DEAN REBECCA L DEGRAFE WITHERINE S DEJESUS CRYSTAL L DEGRAFE KATHERINE S DEJESUS CRYSTAL L DEJESUS GLORIA I OR DEJESUS GLORIA I OR DELAGARZA RAUL G DELRETON SHARIA M DENESTON SHARIA M DENOVERA LYDIA DENNIS MERRICK L DEPRA JOSE D DIAZ WAN P DISCRMIERS PAUL G DIAZ WILDRED DIAZ OSE C DIAZ MILDRED DIAZ OSE C DIAZ MILDRED DINGMALL ALICIA DINGMALL ALICIA DINGMALL ALICIA DINGMALL ALICIA DINGRALL ALICIA DINGRALL ALICIA DINGRALL ALICIA DONGE STEPHANIE L DOMENECH RICARDO DONAFRIO FRANCES M DONGE STEPHANIE L DONGETTE JUNE M DONGES MARISA S DONGETTE JUNE M DONGES WARNEL DONGES WARNEL DUNGRA RAFAEL G DUBONI PHILIP E DRUMAN RAFAEL G DUBONI RAFAEL G DUBONI RAFAEL G DUBONI RAFAEL G DUBONI RAFAEL DUNGS WARN L DUVAL SHAWN L	
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Town Due/SuspDist Due/Susp	100.59 100.18	100.45 100.45 137.99 61.55 21.31 48.70 82.18 74.07 33.48 53.47 419.72 58.17
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Bill # Dst Name	9-03-0061227 9-03-0061227 9-03-0061227 9-03-0061328 9-03-0061328 9-03-0061338 9-03-0061338 9-03-0061338 9-03-0061338 9-03-0061338 9-03-0061338 9-03-0061338 9-03-0061338 9-03-0061339 9-03-0061339 9-03-0061413	FAST ELECTRON FAST ELECTRON FAST ELECTRON FEIGA TAMARA FELICIANO CAR FELICIANO FEL FERNANDEZ ANG FERNANDEZ ANG FERNANDEZ ANG FERNANDEZ ANG FERNANDEZ ANG FERNANDEZ ANG FIGUEROA RAFP FIGUEROA RAFP FIGUEROA WAND

n Due/SuspDist Due/SuspSewer Due/Susp	460.98	217.80	189.39	108.90	548.56	192.44	105.52	126.15	65.27	422.76	242.15	67.67	98.75	118.37	753.45	0.01	00.00	יים מיים מיים	00.10	83.54	46.33	121,41	74.07	79.82	77.45	10.15	220.84	81.17	50.59	147.46	257.37	133.93	147.79	306.08	359.84	295,25	108.22	70.00° 00° 00°	ייטטט הרי מת	0.1.±0 7.5 1.4.1	0.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1		124.46	י ער מי מי מי מי	396.79	61.69	413.28	125.47	298.97	204.27	47.35	105.86	
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Bill # Dst Name	6676900-60-600	9-03-0062561	-03-0062567	009-03-0062568	-03-0062570		2009-03-0062627 FLC					2009-03-0062939 FR		2009-03-0062949 FR			2009=03=0050/4 E.K.								2009-03-0063402 GA								-				2009-03-0063564 GA					VI00001601000	0001-001-00000 BLV	009-03-0063794	#070000 00 700 0000 100 000000	009-03-0063943		009-03-0064052	009-03-0064053		09-03-0064080	2009-03-0064122 GH	

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: Date: 05/23/2013	2011, Type: 88 ~ MV/
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Town Due/SuspDist Due/SuspSewer Due/Susp	153.20 154.03 111.94 155.20 156.82 111.94 157.20 150.84 150.84 150.84 150.84 150.84 150.84 166.73 166.73 167.18 168.13 169.31 160.31	104.33 66.29 107.89 115.33 164.70 69.33
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Name	HERRERA NELSON A HERRERA NELSON A HERTERA NELSON A HICKS MICHAEL JR HICKS RILEY HIDALGO MICHAEL R HILLS-KUEHN SUSAN J HOLDER ROY J JACKSON RENEE JARNON RENEE JARNON RENEE JAGUEZ NIOBIS J JARNOR ROY S JARNOR NIORIS J JARNOR ROY S
Bill # Dst	2009-03-0066597 2009-03-0066681 2009-03-0066681 2009-03-0066681 2009-03-0066681 2009-03-0066681 2009-03-0066696 2009-03-006671 2009-03-006671 2009-03-006671 2009-03-006671 2009-03-006671 2009-03-006671 2009-03-006671 2009-03-006671 2009-03-006805 2009-03-006805 2009-03-006805

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Мате	JARVIS JAMIE R JEAN GILLES JIMMY JEFF HODGES ENTERPRISES JEFF HODGES ENTERPRISES JEFFF HODGES ENTERPRISES JEFFF HODGES ENTERPRISES JEFFF HODGES ENTERPRISES JEFFF HODGES ENTERPRISES JEFFRON YOLANDA R JERNIGAN STEVEN I JEROME HAROLD E JOENNY LAWRENCE M JOHNSON DAVID S JOHNSON DAVID S JOHNSON DAVID S JOHNSON PRENDA JOHNSON PRILIP R JOHNSON PATRICK A JOHNSON PHILIP R JOHNSON SIMON E JONES JINARD W JONES LINARD W JONES SIEVEN JOSEPH JAMAHL R JOSEPH NIGEL B JOSEPH PATRICK JURADO BENJAMICH KENNEDY KAREN KENNEDAN KENNEDY KAREN
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Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Town Due/SuspDist Due/SuspSewer Due/Susp	195.48 136.29 257.03 657.03 657.03 657.03 99.43 1160.31 156.61 193.28 110.93 110.93 110.93 110.93 110.93 110.93 110.08 110.12 110.12 110.12 110.12 110.12 110.12 110.12 110.13
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Name	KIMBALL STEPHANIE R KING MICHAEL R KISHIMOTO MARIANNE KNIGHT ADRONNE A KNIGHT STANLEY KOCZUR CRAIG G KODIAH MENSAH B KOCHARL ISHTALING R KOMALASKY AMY E KONDAPALLI SRINIVAS KORAPOLU MALLESWAR R KONTARK A KOST MARK A KOST MARK A KOMALASKY AMY E KOMALASKY AMY E KOMALASKY AMY E KOMALSKI ANDREA D KREWER MATTHEW J KUEHN EDMUND J JR KREBS ELIZABETH K KRENER MATTHEW C KUNOLD DAVID E KUNOLD DAVID S LAC HANH T LAC HANH T LANGHER DISAN S LAPONTE JASON S LAPORTE LISA L LASCEVER BRAM A LAJTMORE ARTHURINE LANG MATTHEW LAVADO JOHN J LAVADO SANDRA Y LAVADO S
Bill # DSt	2009-03-0069345 2009-03-0069345 2009-03-0069519 2009-03-0069519 2009-03-0069519 2009-03-0069520 2009-03-0069523 2009-03-0069523 2009-03-0069523 2009-03-0069523 2009-03-0069523 2009-03-0069523 2009-03-0069523 2009-03-0069523 2009-03-0069523 2009-03-0069523 2009-03-0069830 2009-03-0069830 2009-03-0069830 2009-03-0069889 2009-03-0069830 2009-03-0069830 2009-03-0069830 2009-03-0069889 2009-03-0069830 2009-03-0069830 2009-03-0069830 2009-03-0069889 2009-03-0069830 2009-03-0069830 2009-03-0069830 2009-03-0069889 2009-03-00700388 2009-03-0070388 2009-03-0070388 2009-03-0070388 2009-03-0070388 2009-03-0070582 2009-03-0070582 2009-03-0070582 2009-03-0070582 2009-03-0070582 2009-03-0070582 2009-03-0070582 2009-03-0070582 2009-03-0070582 2009-03-0070583

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Date Town	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/55/6015	03/23/2013	05/23/2013	05/23/2013	07/40/40	02/40/40 05/09/09/0	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	03/23/2013 6106/66/30	03/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013	05/23/2013
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Bill # Dst	2009-03-0070943	009-03-00709	2009-03-0070966	60200-60-600	2009-03-0070971	008-0	2009-03-0071086	2009-03-00/108/	2009-03-00/IIS6	2009-03-00/II5/	2009-03-00/IID8	Z003-001/1243	2003-00/1288	ZOOM#OO##OOO	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	100 TO	2009-03-0071459	2009-03-0071473	2009-03-0071476	2009-03-0071482	2009-03-0071502	2009-03-0071508	2009-03-0071562	2009-03-0071570	2009-03-0071573	2009-03-0071574	2009-03-0071584	2009-03-0071621	2009-03-0071623	2009-03-0071625	2009-03-0071690	2009-03-0071691	2009-03-0071/33	2009-03-00/I/S/	2009100110011700 000100110011700	2009-03-0071760	2009-03-0071763	2009-03-0071815)-600	2009-03-0071865	2009-03-0071870	2009-03-0071871	2009-03-0071891	8	2009-03-0071934	2009-03-0071968	9-03-0071	2009-03-0072007	-0072	-03-007201	9-03-007201	2009-03-0072020

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

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Town Due/SuspDist	58.51 206.64 85.23 189.97 100.31 174.17 100.31 100.38 41.26
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. Мате	MACDONALD DANIEL G MACDONALD HAROLD S MACDONALD HAROLD S MACC SHERK L MALADEVAN RAJ MALGOLM SHARON R MALONADO BARBARA J MALDONADO HEYDA N MALDONADO HEYDA N MALDONADO MARIA ELSA MANUEREDA MARK MANUEREDA MARK MANUEREDA MARK MANUGAL CARLOS R MANGAN HEATHER M MANGAN HEATHER M MANGAN HEATHER L MANGAN HEATHER L MANGAN HEATHER L MANGAN HEATHER C MARRERO JESUS O MARRERO JESUS O MARRERO JESUS O MARRIN CARRELLE C MARTIN CHARELLE MARTIN CHAR
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Bill # Dst	0.048700-8000	2009-03-0073427	2009-03-0073428	2009-03-0073433	2009-03-0073445	2009-03-00/3465	2009-03-0073477	009-03-00-600	7003-03-007	/ 00 = 60 = 60 0	01600	700-80-600	Z009-03-00/36ZI	2009-03-00/3651	2002-102-1007-2023	2009-100-100-1000	30 / 6 / 00 60 60 0 0 0 0 0 0 0 0 0 0 0 0 0	0000-000-0000	10.70.700 00.700000000000000000000000000	2002 23 23.23	2009-03-0073809	2009-03-0073830	2009-03-0073831	2009-03-0073839	2009-03-0073876	2009-03-0073880	2009-03-0073887	2009-03-0073889	2009-03-0073890	2009-03-0073905	2009-03-0073908	2009-03-0073945	2009-03-0073953	2009-03-0074027	2009-03-0074104	2009-03-00/4103	2009-03-0074131	2009:::03 2009::03::000	2003 00 2502	2009-03-0074172	2009-03-0074211	2009-03-0074255	2009-03-0074268	2009-03-0074281	2009-03-0074394	009-03-007442	-03-00745	600	2009-03-0074668	9-03-0074	-03-0074	2009-03-00/4/1/

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Town Due/SuspDist	204.95 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.22 108.23
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Bill # Dst	2009-03-0074800 2009-03-0074822 2009-03-0074822 2009-03-0074828 2009-03-0074928 2009-03-0074928 2009-03-0074928 2009-03-0074928 2009-03-0074928 2009-03-0074928 2009-03-0075023 2009-03-0075039 2009-03-0075033 2009-03-0075147 2009-03-0075147 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075241 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383 2009-03-0075383

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Town Due/SuspDist Due/SuspSewer Due/Susp	205.96 82.79 82.79 82.79 83.58 83.10 70.35 70.35 84.35 84.35 84.35 84.35 84.35 84.35 84.35 84.35 86.30 11288 1133 158.30 179.58 179.58 88.95 88.95 108.90 85.90 108.90 85.90 108.90 85.90 108.9
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TOWN OF EAST HARTFORD Condition (s): Year	Bill # Dst	2009-03-0077446	2009-03-0077449	2009-03-0077458	2009-03-0077480	2009-03-0077481	2009-03-0077486	2004-100-100/488/	2003-007/430	2009-03-0077492	2009-03-0077527	2009-03-0077528	2009-03-007/246	2009-03-0077566	2009-03-0077594	2009-03-0077608	2009-03-007/651	2009-03-00777814	2009-03-0077820	2009-03-0077821	2009-03-0077830	2009-03-0077838	2003/00-60-60-60-60-60-60-60-60-60-60-60-60-6	2009-03-0078028	2009-03-0078029	2009-03-0078032	2009-03-0078049	2009-03-0078050	2009-03-0078051	2008/00/03/00/2002	2009-03-00/8190	2009-03-0078257	2009-03-0078276	2008-03-03-01 2008-03-03-03-01	2009-03-0078437	2009-03-0078440	2009-03-0078472	2009-03-0078530	2004-03-002 2008-03-00-00-00-00-00-00-00-00-00-00-00-00-	2009-03-0078568	2009-03-0078589	2009-03-0078590	2009-03-0078596	2009-03-001858/	2009-03-0078955	

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Dist Due/SuspSewer Due/Susp	
Town Due/SuspDist	400.10 137.24 178.23 82.86 782.86 171.13 100.3.18 100.3.1
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Иате	PETHICK WALTER R PETROFESSA DAVID V PETTIGREW CLAUDETTE R PHANGEVISAY SONCHANH PHAN VINH T PHILAVONG KOUNNY PHILLIPS IAN A PORTO DENNIS D PORTO PANTONIO OR PRESLEY BLAKE M QUILES JASMINE QUINTANA XAVIER QUINTANA XAVIER QUINTANA XAVIER QUINTANA XAVIER QUINTOS PARPEL G RAFFALL ORTIZ RAFFINGTON DIANE A RAICHE CRYSTAL L
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Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Town Due/SuspDist Due/SuspSewer Due/Susp	6.83 120.06 54.31 54.45 20.258 16.96 10.96 10.74 16.159 227.95 114.99 72.71 86.53 114.99 120.00 650.00 650.00 14.09 14.07 14.07 14.07 14.07 14.07 14.07 14.07 14.07 14.09 14.02 14.03 14.03 14.03 14.03 14.03 14.03 14.03 14.03 14.03 14.03 152.19 152.19 152.19 16.03 17.03 18.55 18.55 18.55 19.60 11.17 19.80 101.80
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Name	RAMDASS SAI VENKATESH RAMIREZ FRANCISCO RAMIREZ RAFAEL RAMOS JULIO E RAMOS JULIO E RAMOS MACDA RAMOS MACHAEL A RAMOS MACHAEL A RANDALL LISA E RANDALL LISA E RANNINITER N OR REAL VERONICA N RECINOS PORFIRIO M RECINOS BANK REGIONS BANK RECISTE COLLETTER REID DAVID D RETRACIO ANTHONY M REYES GONZALO M
Bill # Dst	2009-03-0080157 2009-03-0080181 2009-03-0080181 2009-03-0080181 2009-03-0080202 2009-03-0080217 2009-03-0080217 2009-03-0080217 2009-03-0080240 2009-03-0080240 2009-03-0080240 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080417 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080418 2009-03-0080619 2009-03-0080619 2009-03-0080819 2009-03-0080885 2009-03-0080885 2009-03-0080885 2009-03-0080885 2009-03-00808885 2009-03-00808885 2009-03-00808888899999999999999999999998889888888

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

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t Name	RIVERA ALLEEDO J RIVERA ALICE RIVERA ALICE RIVERA ANGELITA RIVERA ANGELITA RIVERA EDGARDO RIVERA EDGARDO RIVERA HECTOR M RIVERA HECTOR M RIVERA IVONNE J RIVERA LILIANA RIVERA MARITA B RIVERA LILIANA RIVERA MARITA B RIVERA MARITA B RIVERA MATHEW M RIVERA CORANDA ROBINSON ANDREA D ROBINSON ANDREA D ROBINSON JAMES A ROBINSO
Bill # Dst	2009-03-0081056 2009-03-0081057 2009-03-0081057 2009-03-0081071 2009-03-0081072 2009-03-0081082 2009-03-0081113 2009-03-0081148 2009-03-0081149 2009-03-0081149 2009-03-0081149 2009-03-0081149 2009-03-0081149 2009-03-0081149 2009-03-0081149 2009-03-0081149 2009-03-0081154 2009-03-0081213 2009-03-0081213 2009-03-0081213 2009-03-00812148 2009-03-00812148 2009-03-00812148 2009-03-00812148 2009-03-0081339 2009-03-0081339 2009-03-0081347 2009-03-0081351 2009-03-0081351 2009-03-0081351 2009-03-0081360 2009-03-0081351 2009-03-0081361 2009-03-0081416 2009-03-0081416 2009-03-00816151 2009-03-00816151 2009-03-00816151 2009-03-00816151 2009-03-00816151

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Town Due/SuspDist	107.89 1411.039 1411.039 100.039 10
Date	05/23/2013 05/23/2013
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Мате	RODRIGUEZ ROBERT RODRIGUEZ SAMUEL RODRIGUEZ SAMUEL RODRIGUEZ WIFRANK RODRIGUEZ WIFRANK RODRIGUEZ WIFRANK RODRIGUEZ WIFRANK RODRIGUEZ WIFRANK RODRIGUEZ WIFRANK RODRIGUEZ PEREZ MARIA M RODRIGUEZ PEREZ MARIA M RODRIGUEZ PEREZ MARIA M ROMANO RALPH J JR ROSADO JOSE J ROSANIO ELOY JR ROSARIO JONATHAN ROSARIO JONATHAN ROJZ JUAN M RUIZ JUAN M RUI
Bill # Dst	2009-03-0081848 20099-03-0081848 20099-03-0081849 20099-03-0081864 2009-03-0081864 2009-03-0081865 2009-03-0081865 2009-03-0081865 2009-03-0081865 2009-03-0081889 2009-03-0081889 2009-03-0081889 2009-03-0081889 2009-03-0081889 2009-03-0082028 2009-03-0082169 2009-03-0082169 2009-03-0082169 2009-03-0082169 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082196 2009-03-0082919 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913 2009-03-0082913

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Town Due/Suspbist Due/SuspSewer Due/Susp	286.46 100.45 83.54 283.54 284.46 122.43 34.74 127.16 28.17 20.89 20.84 121.41 21.02 220.84 48.70 100.55 100.53 100.54 11.27 220.84 48.70 100.55 88.27 11.27 220.84 48.70 100.55 88.27 11.27 220.84 48.70 100.55 88.27 11.27 220.84 48.70 100.55 88.27 11.27 220.84 48.70 100.55 88.27 11.27 220.84 106.53 88.27 11.27 220.84 106.53 88.27 133.93 88.27 133.93 88.27 131.12 20.55 88.27 133.93 88.27 131.12 20.55 88.27 131.12 20.55 88.27 131.12
Date To	05/23/2013 05/23/2013
Code Reason	SP SUSPENSE SP SUSP SUSP SUSP SUSP SUSP SUSP SUSP S
Name	SANTIAGO DISTRIBUTORS SANTIAGO ERNESTO SANTIAGO PEDRO E SANTIAGO PEDRO E SANTOS FERNANDO SANTOS LISA A SARKODIE ABOAGYE SARKODIE RWAME P SCHREDER BRIAN J SCHREIBER BRIAN J SCHULTZ JENNIFER I SEALBEST CONSTRUCTION
Bill # Dst	2009-03-0083131 2009-03-0083137 2009-03-0083137 2009-03-0083197 2009-03-0083285 2009-03-0083285 2009-03-0083285 2009-03-0083285 2009-03-0083285 2009-03-0083281 2009-03-0083805 2009-03-0083914 2009-03-0083805 2009-03-0083805 2009-03-0083805 2009-03-0083805 2009-03-0083805 2009-03-0083805 2009-03-0083805 2009-03-0083805 2009-03-0083805 2009-03-00840073 2009-03-0084116 2009-03-0084116 2009-03-0084118 2009-03-0084118 2009-03-0084118 2009-03-0084118 2009-03-0084118 2009-03-0084118 2009-03-0084118 2009-03-0084118 2009-03-0084118

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m Due/SuspSewer Due/SuspSewer Due/Susp	78.80 67.64 26.50 133.59 87.59 87.59 87.59 19.14 80.49 80.49 74.07 16.91 17.89 17.89 17.89 101.80 101.80 101.80 101.80 101.80 101.80 101.80 101.80 101.80 101.80 101.80 100.11 133.25 100.11
Date Town	05/23/2013 05/23/2013
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Name	SILVESTRE PABLO M SILVESTRE PABLO M SILVESTRE PABLO M SILVESTRE PABLO M SIMON JOAN B SINGH BRIGHDER SINGH BRIGHDER SINGH BRIGHDE J SIRENO LINDA M SIRENO LINDA M SKYLINE INDUSTRIES INC SLATER MELISSA E SLATER MELISSA E SLATER RELISSA E SLATER MELISSA E SLATER MELISSA E SLATER RELISSA E SLATER RELISSA E SLATER RELISSA E SULTH GERALD SMITH MAKAELA S STELLING DAWN M STERLING DA
Bill # Dst	2009-03-0084377 2009-03-0084418 2009-03-0084418 2009-03-0084418 2009-03-0084481 2009-03-0084481 2009-03-0084481 2009-03-0084481 2009-03-0084682 2009-03-0084563 2009-03-0084563 2009-03-0084564 2009-03-0084563 2009-03-0084648 2009-03-0084648 2009-03-0084648 2009-03-0084648 2009-03-0084648 2009-03-0084648 2009-03-0084648 2009-03-0084689 2009-03-0084761 2009-03-0084761 2009-03-0084790 2009-03-0084789 2009-03-0084789 2009-03-0084789 2009-03-0084789 2009-03-0084789 2009-03-0084893 2009-03-0084893 2009-03-0084893 2009-03-0084893 2009-03-0084989 2009-03-0084989 2009-03-0084989 2009-03-0084989 2009-03-0084989 2009-03-0084989 2009-03-0084989 2009-03-0084989 2009-03-0085128 2009-03-0085128 2009-03-0085325 2009-03-0085389 2009-03-0085580 2009-03-0085580 2009-03-0085602 2009-03-0085690 2009-03-0085690 2009-03-0085690 2009-03-0085673 2009-03-0085690

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Town Due/SuspDist Due/SuspSewer Due/Susp	60.88 61.11 69.33 148.34 38.55 187.02 86.92 120.78 96.39 270.56 64.60 89.96 89.96 89.96 89.96 89.96 89.96 103.59 86.92 86.92 86.92 86.92 86.92 86.92 86.92 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.22 108.23 108.23 108.24 118.74 118.75 118.76 118.76 118.76 118.76 118.76 118.76 118.76 118.76 118.76 118.76 119.95 119.72 119.72 119.72 119.72 119.72
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Name	SWAN LOREAL L SWELLER ROBIN A SZABO SHERI K T AND G MANAGEMUT TABER BRUCE A TALEKER SONIA Y OR TALEKER SONIA Y OR TALEKER HEMANT S TAYLOR MICHELLE A TAYLOR MACHELLE A TAYLOR MICHELLE A TAYLOR MICHELLE A TAYLOR WARREN L TERRIO BILLY THOMESON AUNDRE A THOMESON AUNDRE TORES CONT D TORRES EDNA TORRES EDNA TORRES EDNA TORRES EDNARD TORRES ED
Bill # Dst	2009-03-0085816 2009-03-0085816 2009-03-0085916 2009-03-0085918 2009-03-0085918 2009-03-0085919 2009-03-0085919 2009-03-0085919 2009-03-0085919 2009-03-0085919 2009-03-0085919 2009-03-0085996 2009-03-0086176 2009-03-0086176 2009-03-0086176 2009-03-0086177 2009-03-0086179 2009-03-0086179 2009-03-0086179 2009-03-0086171 2009-03-0086179 2009-03-0086391 2009-03-0086391 2009-03-0086391 2009-03-0086391 2009-03-0086391 2009-03-0086465 2009-03-0086391 2009-03-0086391 2009-03-0086789 2009-03-0086789 2009-03-0086789 2009-03-0086789 2009-03-0086789 2009-03-0086789 2009-03-0086883 2009-03-0086883 2009-03-0086883 2009-03-0086883 2009-03-0086883

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Bill # Dst	Name	Code	Reason	Date	Town Due/Suspbist Due/SuspSewer Due/Susp	
9-03-008712	TRACEY THEODORE S	S (SUSPENSE	05/23/2013		
2009-03-0087176		S.	SOSPENSE	05/23/2013		
1009-03-0087221	TREADWELL SHIREAL R	S FI	SUSPENSE	05/23/2013		
2009-03-0087242	TRICE DORETHA	SP	SUSPENSE	05/23/2013		
2009-03-0087277	TROSCLAIR MICHELLE L	SP	SUSPENSE	05/23/2013		
009-03-0087479	TYRELL DIANA D	S P	SUSPENSE	05/23/2013		
2009-03-0087512	ULISSE CHRISTINA J	SP	SUSPENSE	05/23/2013		
2009-03-0087529	UMANA WILLIAM A	SP	SUSPENSE	05/23/2013		
2009-03-0087530	UMANA WILLIAM A	SP	SUSPENSE	05/23/2013		
2009-03-0087531	UMAR IBRAHIM B	SP	SUSPENSE	05/23/2013		
2009-03-0087532		SP	SUSPENSE	05/23/2013		
2003-03-0087708	CHRISTOF	SP	SUSPENSE	05/23/2013		
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2008-03-008-74I	ANGREY CLICALIAN	, c	E C NE D C L	05/23/2013		
2009-03-0087755	VALSONANI VALDAGODDS	1 o	SOUTHER	05/23/2013		
2009-03-008/840		n C	O COLE LINCO	05/03/03 05/03/03/3		
7.68/.800-6003		n c	O CONTROLO	65/55/50		
2009-03-0087947	SI SUM	U I	SOSFENSE	0102/20/20		
2009-03-0087959	VARGAS LOUIS A	N I	SOSPENSE	0.00,00,00		
2009-03-0087989		S. P.	SOSPENSE	05/23/2013		
2009-03-0087993		SP	SUSPENSE	05/23/2013		
2009-03-0088010	VASQUEZ RICHARD	SP	SUSPENSE	05/23/2013		
2009-03-0088013	VASQUEZ-GUABA YOJAIRA D	SP	SUSPENSE	05/23/2013		
2009-03-0088018	VASSEL ANDRE G	SP	SUSPENSE	05/23/2013		
2009-03-0088080	VAZQUEZ LUIS E	SP	SUSPENSE	05/23/2013		
2009-03-0088095	VAZQUEZ MYRNA M	SP	SUSPENSE	05/23/2013		
2009-03-0088100	VAZQUEZ RUBEN	SP	SUSPENSE	05/23/2013		
2009-03-0088218		SP	SUSPENSE	05/23/2013		
2009-03-0088222	VELAZQUEZ JULIE	SP	SUSPENSE	05/23/2013		
2009-03-0088223	VELAZQUEZ JULIE	SP	SUSPENSE	05/23/2013		
2009-03-0088224		S P	SUSPENSE	05/23/2013		
2009-03-0088237	VELAZQUEZ YOLANDA	SP	SUSPENSE	05/23/2013		
2009-03-0088278	VELEZ MANUEL A	SP	SUSPENSE	05/23/2013		
2009-03-0088281	VELEZ MARY	SP	SUSPENSE	05/23/2013		
2009-03-0088282	VELEZ MELISSA GARCIA	S P	SUSPENSE	05/23/2013		
2009-03-0088294	VELEZ YOLANDA	co Eu	SUSPENSE	05/23/2013		
2009-03-0088305	VENGIDAPATHY ASHOK	SP	SUSPENSE	05/23/2013		
2009-03-0088359	THERESA F	SP	SUSPENSE	05/23/2013		
2009-03-0088388	VIDYANAND SIDRAMAPPA S	SP	SUSPENSE	05/23/2013		
2009-03-0088421	VIGNEAU MICHAEL J	SP	SUSPENSE	05/23/2013		
2009-03-0088423	VIGNONE LISA M	SP	SUSPENSE	05/23/2013		
2009-03-0088428	VIGNONE MICHAEL R	SP	SUSPENSE	05/23/2013		
2009-03-0088477	VINCENZO STEPHEN J	SP	SUSPENSE	05/23/2013		
2009-03-0088483	VINTIMILLA MARIA	SP	SUSPENSE	05/23/2013		
2009-03-0088537	ъ.	SP	SUSPENSE	05/23/2013		
2009-03-0088538		SP P	SUSPENSE	05/23/2013		
2009-03-0088539		SS	SOSPENSE	05/23/2013		
2009-03-0088565		S G	SOSPENSE	05/23/2013		
2009-03-0088593	MARIE	SO I	SUSPENSE	6102/62/60 6106/66/10		
2009-03-0088594		ស្ល	SOSPENSE	05/23/2013		
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2009-03-0088614	VORISE STEVE SRD	ų O	anna anna	1100		

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2009-01-0000000 WAITER ROALD U SP GREENER 05/2/2013 111.3 PM 2009-01-0000000 WAITER ROALD U SP GREENER 05/2/2013 111.3 PM 2009-01-0000000 WAITER ROALD U SP GREENER 05/2/2013 1255-02 2009-01-0000000 WAITER ROAD U SP GREENER 05/2/2013 1255-02 2009-01-01-000000 WAITER ROAD U SP GREENER 05/2/2013 1255-02 2009-01-01-000000 WAITER ROAD U	WALKER BE WALKER RC WALLACE CONTINUES DO WALTERS DO WALTON RE WALTON RE WALTON RE WANTEN MASSELL E WEBSTER FOR THE WEEKS HE	ATION	SUSPENSE	05/23/2013 05/23/2013	ਜੇ
WALKER REMAND SP SUSPENSE	WALKER BI WALKER RC WALKER RC WALLIACE CO WALLIER DE WALTON RE WAL	YIION INC	SUSPENSE SUS	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	ਜੇ
WALLER ROWALD SP SURPENSE 05/23/2013 WALLER ROLLE SP SURPENSE 05/23/2013 WALLER ROLLE SP SURPENSE 05/23/2013 WALLER REINHY A SP SURPENSE 05/23/2013 WALLER RINHY A SP SURPENSE 05/23/2013 WALLE RENDY A SP SURPENSE 05/23/2013 WALLE RENDER RENDRE RENDR	WALKER ROWALLIACE OWALLERS DE WALTON RIWALTON RIWALTON RIWALTON RIWALTON RIWALSELL I WEBSTER I WEBSTER I WEEKS HEE WEELCH AAA WELLINGT WEELLINGT WEELLINGT WEELLINGT WEEKS I VELINGT WEELLINGT WEELLINGT WEELLINGT WEELLINGT WEELLINGT WEEKS JO WEEMBLIL WENTWORTH WESTEN DE WESTEN RESTON D	MILON	SUSPENSE SUS	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	ਜੇ
WALLENGE CONDUCE WALLENGE CONDUCE WALLENGE PAILOR WALLENGE	WALLIGEN ON WALLIGEN ON WALLIER DY WALTON RI WALTON RI WALTON RI WALTON RI WASSELL I WEBSTER UNEEKS HEE WEEKS HEE WEELCH AAN WELLINGT WENTERS JO WEEMBLIL WENTERS JO WEEMBLIL WENTERS JO WEEMBLIL WESTEN BUSSIEY RUSSIEN WESTEN DE	YIION INC	SUSPENSE SUS	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
##ILTERS DAVID 4 ##ILTERS NICOLE 5	WALLER DE WALTERS DE WALTON RI WALTON RI WALTON RI WALTON RI WALTON RI WEBSTER DE WEEKS HEE WEEKS ME WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WEEKS ARE WELLINGT WELLINGT WEEKS ARE WELLINGT WELLINGT WEEKS ARE WELLINGT WEEKS ARE WELLINGT WEEKS DE WEEKS ARE WELLINGT WENTERS TO WESTER WESTEN DE WESTER WESTEN DE WES	YIION INC	SUSPENSE	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
Name	WALTERS P WALTON R: WALTON R: WASSELT WASSELT WEBSTER PESTER PEST	MION INC	SUSPENSE	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
### STOREMS TO SEE SUSPENSE 05/23/2013 #### MARKEN MELLARD T SP SUSPENSE 05/23/2013 ####################################	WALTON RAWALTON RAWALTON RAWALTON RAWALTON RAWALTON RAWALTON RAWESTER WEEKS HEINERS HEINERS MEICH AAWELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WESTEN RASSIEY RAMESTON D	YION K INC	SUSPENSE	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
### APPLOAD THE APPLIANCE OF STATEMENTS OF S	WALTON RI WASSELL I WASSELL I WASSELL I WESSTER I WEEKS HEI WEEKS HEI WEEKS HEI WEEKS HEI WEEKS HEI WEEKS HEI WELLINGT WELL WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT	YION INC	SUSPENSE	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
WARNERS REALISAL C	WARREN MI WASSELL I WAY BEST WEBSTER I WEESTER HES WEEKS HEI WEEKS HEI WEELCH AAA WELLINGT WENTWELL WENTWELL	Y INC	SUSPENSE	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
WESTER KENTY D SP SUSPENSE 06/23/2013 WESTER KENTY A SP SUSPENSE 06/23/2013 WESTER KENTY A SP SUSPENSE 06/23/2013 WESTER HENRY A WEEKS HENRY A SP SUSPENSE 06/23/2013 SP SUSPENSE 06/23/2013 WEEKS HENRY A WEEKS HENRY A SP SUSPENSE 06/23/2013 WEEKS HENRY A SP SUSPENSE 06/23/2013 WEEKS HENRY A	WASSELL I WEBSTER WEBSTER WEBSTER WEBSSER HE WEEKS HE WEEKS HE WEEKS HE WELCH AAW WELCH AAW WELLINGT WELLINGT WELLINGT WENTLE JO WEMMELL WENTWORT WESTON D	MILON INC	SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
WESSTER TRONGORTATION SP SUSPENSE 05/23/2013 WESSTER TROY A SP SUSPENSE 05/23/2013 WESSTER TROY A SP SUSPENSE 05/23/2013 WESSTER HENRY A SP SUSPENSE 05/23/2013 WEEKS HENRY A SP SUSPENSE 05/23/2013 WILLIAMS ENDARISHA A SP SUSPENSE 05/23/2013 WILLIAMS ENDARISHA A SP SUSPENSE 05/23/2013 WILLIAMS ENDARISHA A SP SUSPENSE 05/23/2013 WILLIAMS ENDARICKS J A SUSPENSE 05/23/2013 WILLIAMS ENDARICKS J A SUSPENSE 05/23/2013 WILLIAMS ENDERICKS J SP SUSPENSE 05/	WAY BEST WEBSTER I WEBSTER WEBSTER WEEKS HED WEEKS HED WEEKS HED WEEKS ME WELCH AAWELCH AAWELCH AAWELCH AAWELCH AAWELCH AAWELCH AAWELLINGT WELLINGT WEELLINGT WEELLINGT WEELLINGT WEELLINGT WEELLINGT WEELLINGT WEELLINGT WEENELLINGT WEENELLINGT WEESTEN ENESTON D	ATION INC	SUSPENSE	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
WESSTER FROY A SP SUSPENSE 05/23/2013 WESSTER FROY A SP SUSPENSE 05/23/2013 WESSTER FROY A SP SUSPENSE 05/23/2013 WESS HENRY A SP SUSPENSE 05/23/2013 WELKS MELLSA J SP SUSPENSE 05/23/2013 WELL HEADLY A SP SUSPENSE 05/23/2013 WELL BARON R SP SUSPENSE 05/23/2013 WELLS JOHN R SP SUSPENSE 05/23/2013 WELLS JOHN R SP SUSPENSE 05/23/2013 WELLS JOHN R SP SUSPENSE 05/23/2013 WENTWONTH LAURA A SP SUSPENSE 05/23/2013 WENTWONTH LAURA A SP SUSPENSE 05/23/2013 WENTWONTH LAURA A SP SUSPENSE 05/23/2013 WENTER KERNER K <t< td=""><td>WEBSTER I WEBSTER WEBSTER WEBKS HED WEEKS HED WEEKS HED WEEKS ME WELCH AAW WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WENTLS JO WEMMELL WENTWELL WESTER WESTEN B WESTEN D</td><td>H NC</td><td>SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE</td><td>05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013</td><td></td></t<>	WEBSTER I WEBSTER WEBSTER WEBKS HED WEEKS HED WEEKS HED WEEKS ME WELCH AAW WELLINGT WELLINGT WELLINGT WELLINGT WELLINGT WENTLS JO WEMMELL WENTWELL WESTER WESTEN B WESTEN D	H NC	SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE SUSPENSE	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	
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Bill # Dst	2009-03-0089694 2009-03-0089695 2009-03-0089695 2009-03-0089736 2009-03-0089743 2009-03-0089743 2009-03-0089747 2009-03-0089756 2009-03-0089756 2009-03-0089770 2009-03-0089771 2009-03-0089771 2009-03-0089771 2009-03-0089771 2009-03-0089771 2009-03-0089773 2009-03-0089771 2009-03-0089771 2009-03-0089771 2009-03-0089773 2009-03-0089771 2009-03-0089771 2009-03-0089771 2009-03-0089773 2009-03-0089771 2009-03-0089771 2009-03-0089771 2009-03-0089773 2009-03-0089771 2009-03-0089771 2009-03-0089771 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0089773 2009-03-0080773

Time: 12:41:25 Date: 05/23/2013 Process Suspense Report TOWN OF EAST HARTFORD Condition (s): Year: 2

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Town Due/SuspDist Due/SuspSewer Due/Susp	59.86 101.80 95.37 66.29 30.28 66.23 272.25 274.62 107.89 6.00 325.52 133.25 143.74 62.23 136.63	101.12 80.39 36.83 81.51 61.51 49.41 49.41 53.44 41.02 41.02 41.02 80.53 152.88 111.34 189.49 86.92 27.83 65.17 25.23 166.63 115.06 115.06 115.06 114.48
Date Town	05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013 05/23/2013	05/23/2013 05/23/2013
Code Reason	SP SUSPENSE	SP SUSPENSE
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Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Town Due/SuspSewer Due/Susp	23. 10. 10
Date	05/23/2013 05/23/2013
Code Reason	SP SUCSPENSE
t Name	BENOIT HENRY BILL SAMUEL P BISHOP ALEX JR BOAHEMAA SALOME BOAHEMAA SALOME BOAHEMAA SALOME BOAHEMA SALOME BOANCE ERANKLIN A BOLDOC ALLISON F BOLDOC ALLISON F BOOWDER STEFANIE R BROWN NATALLE L BROWN SCRIC E BURNEY SANDRA BROWN CRAIG F BURNEY SANDRA BURNS CRAIC L CARRASQUILLO PEDRO L CASTILLO ANA MARIA OR CANTELSIE BURNEY E JR CHUZ JONATHAN J CRUZ L R CR
Bill # Dst	2009-04-0080619 2009-04-0080675 2009-04-0080675 2009-04-0080726 2009-04-0080727 2009-04-0080751 2009-04-0080763 2009-04-0080763 2009-04-0080809 2009-04-0080885 2009-04-0080885 2009-04-0080885 2009-04-0080885 2009-04-0080885 2009-04-0080885 2009-04-0080885 2009-04-0080885 2009-04-0080885 2009-04-0080885 2009-04-00808137 2009-04-0081137 2009-04-0081137 2009-04-0081137 2009-04-0081137 2009-04-0081137 2009-04-0081137 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081138 2009-04-0081732 2009-04-0081733 2009-04-0081773

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Town Due/SuspDist Due/SuspSewer Due/Susp	2013 149.04 72.88 2013 171.43 72.88 2013 171.43 172.88 2013 22.05 2013 29.56 2013 29.56 2013 29.56 2013 29.56 2013 103.49 7.71 2013 103.49 7.71 2013 103.49 7.71 2013 103.49 7.71 2013 100.11 7.62 2013 33.40 9.60 3.52 2013 33.40 9.60 3.52 2013 33.40 9.60 3.52 2013 33.40 9.60 3.52 2013 39.52 2013 39.53 20.13
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Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Due/SuspDist Due/SuspSewer Due/Susp	81.78 93.51 112.89 128.152 128.152 144.30 26.85 61.42 64.39 84.58 84.58 84.58 84.58 84.58 98.99 50.97 20.91 153.98 65.85 76.70 16.30 16.30 16.30 16.30 16.30 16.30 18.30 18.30 18.30 18.30 19.17 28.78 84.21 10.9.17 28.54 84.21 28.54 84.21 10.9.17 28.56 84.21 84.21 84.21 84.21 84.21 84.21 84.21 84.21 84.21 85.68 86.68 86.68 87.64 88.99
Date Town	05/23/2013 05/23/2013
Code Reason	SP SUSPENSE SPENSE SPEN
Name	GARCIA TAMMY L GARCIA TAMMY L GARCIA-FLORES ANA M GAGER HEATHER N GAY DEVON TYRONE GAY VANESSA GONZALEZ NARIA L GONZALEZ MARIA D GRAJALES ISRAEL GRANT WILLIE J GREBN KIA GREBN KIA GREBN KIA GREBN KIA GRIFFITH KALEA S GUZMAN REYES JR GUZMAN REYES JR GUZMAN REYES JR HAGINS-BIGGS MARGARET R HAGINS-BIGGS MARGARET R HAGINS-BIGGS MARGARY J HERNANDEZ AILEEN HERNANDEZ AILEEN HERNANDEZ ROSA M HERNANDEZ AILEEN HERNANDEZ SAUL JR HIMELY ULISES JR HOWELL DENISE A HOWELL MARTHA D INGATO MARTHA D INGAT
Bill # Dst	2009-04-0082794 2009-04-0082814 2009-04-0082823 2009-04-0082823 2009-04-0082826 2009-04-0082826 2009-04-0082946 2009-04-0082946 2009-04-0082946 2009-04-0082946 2009-04-0082946 2009-04-0082911 2009-04-0083012 2009-04-0083013 2009-04-0083117 2009-04-0083118

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	Date: 05/23/2013 Time: 12:41:25	Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by
Process Suspense Report	TOWN OF EAST HARTFORD	Condition (s): Year: 2

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Town Due/SuspDist	141.03	58.58	۳. ۵۰ دد ۵۰	13.60	61,55	127.16	77.82	76.70	293,69	40.01	212.56	122.80	738.90	100. 20. 20. 20. 20.	24.82	43,80	114.45	21.31	110.42	199.17	71.97	255.81	84.18	24.76	348.01	85,23	79.04	135.96	Δ. (A. (A. (A. (A. (A. (A. (A. (A. (A. (A	000	00.00	124.22	25.20	78.29	16.06	54.86	31,45	72.27	28.80	20.07	. D.L.	47.35	31.01	72.17	24.25	30.61	85.90	139.41	115.66	178.06
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Bill # Dst	009-04-008	-04-00	009-04-00	009-04-008	009-04-008	2009-04-0083904	2009-04-0083905	2009-04-0083915	2009-04-0083924	2009-04-0083950	2009-04-0083959	2009-04-0083964	2004=04=04=008	00001:0004:00040000	2009-04-0084024	2009-04-0084078	2009-04-0084086	2009-04-0084096	2009-04-0084112	2009-04-0084131	2009-04-0084229	2009-04-0084245	2009-04-0084284	2009-04-0084309	2009-04-0084316	2009-04-0084322	2009-04-0084465	2009-04-0084466	ZUDWIDWIDW4467	2009-104-00084468	2003-04-00044-0	2009-04-0084543	2009-04-0084544	2009-04-0084562	2009-04-0084571	2009-04-0084572	2009-04-0084584	2009-04-0084595	2009-04-0084596	2003-04-0084833	2009-04-0084661	2009-04-0084664	2009-04-0084671	2009-04-0084695	2009-04-0084736	2009-04-0084751	2009-04-0084771	2009-04-0084773	9-04	2009-04-0084780

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Town Due/Suspbist Due/SuspSewer Due/Susp	251.62 68.68 68.88 62.06 167.38 75.32 75.32 75.32 75.32 76.74 76.84 76.84 76.84 76.84 76.84 76.84 76.84 76.84 76.84 76.84 76.89 98.79 98.79 98.99 111.00 69.74 76.89 98.99 112.96 69.74 76.89 112.96 76.89 112.96 87.32 86.54 87.35	
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t Name	MATTHEWS LINDA L MAYOLEO A MAZIARZ AGNIESZKA N OR MCZARTAN BRIAN E MCCLAIN CHRISTIAN S MCCLAIN CHRISTIAN S MCCLAIN CHRISTIAN S MCCLAIN CHRISTIAN S MCCLLOUGH CHRISTOPHER L MCFALLANE DENTON T MCFALLANE DENTON T MCFALLANE DENTON T MCGNINLEY LEROY A JR MCGNINLEY LEROY A JR MCGNINLEY LEROY A JR MCGNINLEY LEROY A JR MCDLIENDEZ CATHLEEN A MEDEL CATHLEEN A MEDEL LORNE A MILLEN AZENIA A MILLER PAULA MILLER LORRIE H MOORE HOVIE MOORE HOVIE MOORE HOVIE MORALE MARIA E MORALE MARIA E MORALE MARIA M MILLINGS GILLIAN S MURDHY SEAN M MULLINGS GILLIAN S MURDHY SEAN M MURPHY VERONICA L NASH CHRISTOPHER C NEGRON JEANETTE N MURPHY VERONICA L NASH CHRISTOPHER C NEGRON JEANETTE N MURPHY VERONICA L NASH CHRISTOPHER C NEGRON JEANETTE N MURPHY VERONICA L NASH CHRISTOPHER C NEGRON JEANETTE N MURPHY VERONICA L NUNDEZ NARIE L NTUNDUMULA ROSA NUNDEZ VICTOR M JR OCASIO MARIBEL OFFORI EUGENE F OR OKRAH THOMAS K OKEAH THOMAS K OKEAH THOMAS K OKEAH THOMAS K OREAH THOMAS K OREAG ELBA ORTEGA ELBA	
Bill # Dst	2009-04-0084792 2009-04-00848115 2009-04-0084824 2009-04-0084835 2009-04-0084835 2009-04-0084835 2009-04-0084835 2009-04-0084835 2009-04-0084835 2009-04-0084835 2009-04-0084835 2009-04-00848492 2009-04-0084867 2009-04-0084867 2009-04-0084867 2009-04-0084867 2009-04-0084867 2009-04-0084867 2009-04-0084867 2009-04-0084867 2009-04-0084867 2009-04-0085031 2009-04-0085031 2009-04-0085031 2009-04-0085031 2009-04-0085031 2009-04-0085236 2009-04-0085236 2009-04-0085337 2009-04-0085337 2009-04-0085337 2009-04-0085337 2009-04-0085337 2009-04-0085337 2009-04-0085337 2009-04-0085337 2009-04-0085337 2009-04-0085530	

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:25 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Town Due/SuspDist Due/SuspSewer Due/Susp	161.86	27.36	158.82	50.46	78.12	0.01	20.26	89.96	60.77	141,03	69.03	78.6	18.33));););	, 0 a	11 L		30. FC	000	00.004	20. CL	י ייייי פרי פרי פרי פרי פרי פרי פרי פרי	233.UZ F0 25	יי היי היי היי היי היי היי היי היי היי	12.50 FR CG	36.37	21.63	31.03	00° co	/ 9, 50	7. C	CT.651	44.00 00	00.00	103.00 63.60	193.05 193.65	17.17.1 	76.70	49.72	81.57	39,70	129.63	25,53	33.21	54.01	48.53	48.73	71.77	111.67	34.56	55.80	305.67	30.17	34,33
Date	3/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	102/27/2	5/23/201	102/20/2	101/11/1	7/20/201	7/23/201	102/62/2	7/27/27/2	7/23/201	102/50/5	5/23/201	100/60/5	5/23/20I	102/52/5	5/23/201	102/22/2	102/27/01	100/00/0	1/23/201	5/23/201	103/01/0	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	5/23/201	05/23/2013	5/23/201	5/23/201	5/23/201
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Name				RNE MICHAE	OSEI OKYEREWA B	OSEITUTU GEORGINA				PATTERSON MATTHEW C	PAULINO-BAEZ DARLYN A	PEGGINS DEREK A	PEREZ FREDERICK JR		JOSE A	PEREZ JOSE A	JOSE	TOSE	T 7 2 E	ŀ				T NAHTAN	A RRIGET								BRIDGITE	KATHERINE	SOPHIA A	QUINONEZ ISAIAH O	RAICHE CRYSTAL L	RAICHE CRYSTAL L	RAMOS ADA M	ADA M				RAMOS ONORA	RAMSEY VIRGINIA A			FRANCISC	RHULE MICHELL E	O DANIEL				RITCHENS MICHAEL B
Bill # Dst		2009-04-0085661	2009-04-0085672	2009-04-0085673	-600	600	2009-04-0085777	600	600	2009-04-0085815	600	600	600	2009-04-0085881	0-	2009-04-0085900	2009-04-0085902	2009-04-0085903	2003-04-0085907	2009-04-0085930	2009-04-0085934	2009-04-0085945	2009-04-0085948	0000-0-0000	2009-04-0085954		2009-04-008-01 4	2009-04-00080014	2009-04 0086031	200000000000000000000000000000000000000	2000 04 00000 20 20000 20 200000 200000 2000000	2008602	2009-04-0086127	2009-04-0086128	2009-04-0086153	2009-04-0086179	2009-04-0086203	2009-04-0086204	2009-04-0086221	2009-04-0086222	2009-04-0086225	2009-04-0086238	2009-04-0086240	2009-04-0086243	2009-04-0086253	2009-04-0086269	0 - 0	2009-04-0086334	009-04-008636	009-04-008636	-008639	000-04-008639	08-04-008	009-04-00864T

Process Suspense Report
TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:26
Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

Town Due/SuspDist Due/SuspSewer Due/Susp	21.71 39.47 121.75 152.60 97.00 97.00 97.00 11.67 43.42 43.42 43.43 10.11 10.11 10.12 10.12 10.12 10.12 10.12 10.12 10.12 10.13
Date T	055/23 055/23
Code Reason	SPENSE SUSPENSE SUSPENSE SPENSE SUSPENSE SUSPENS
Name	RIVERA JUDITH F RIVERA ANGELITA RIVERA CHRISTIAN G RIVERA CHRISTIAN G RIVERA CHRISTIAN G RIVERA JANER ROBERTS GLENDON ROBERTS GREALD ROBERTS GREAT ROBERT GREAT ROBERTS GREAT ROBERTS GREAT ROBERTS GREAT ROBERTS GREAT R
Bill # Dst	2009-04-0086415 2009-04-0086426 2009-04-0086426 2009-04-0086428 2009-04-0086428 2009-04-0086428 2009-04-0086428 2009-04-0086428 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086489 2009-04-0086548 2009-04-0086588 2009-04-00868819 2009-04-00868819 2009-04-00868816 2009-04-00868816 2009-04-00868816 2009-04-00868816 2009-04-00868816 2009-04-00868816 2009-04-00868816 2009-04-00868818 2009-04-00868818 2009-04-00868818 2009-04-00868818 2009-04-00868818 2009-04-00868818 2009-04-00868818 2009-04-0086818 2009-04-0086818 2009-04-0086818 2009-04-0086818 2009-04-0086918 2009-04-0086918 2009-04-0086918 2009-04-0086918 2009-04-0086918

Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:26 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

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Process Suspense Report TOWN OF EAST HARTFORD Date: 05/23/2013 Time: 12:41:26 Condition (s): Year: 2011, Type: 88 - MV/MVS, Order: Bill Number, Total Only: No, Recap by Dist: No

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Grand Total: 2181

TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE:

May 29, 2013

TO:

Richard Kehoe, Chair

FROM:

Mayor Marcia A. Leclerc (

RE:

FLOOD PROTECTION SYSTEM-Toe Drain Replacement Project

Attached is information from our Public Works Department Engineering Division, with regard to the authorization to sign a professional services contract. This is for the design of the Toe Drain Replacement Project, Phase 2 and is in the amount of \$482,775.

I have also attached a memo from Nick Casparino, Civil Engineer, that explains what the contract includes for this Toe Drain Replacement Project, Phase 2 of the Flood Protection System Rehabilitation Program.

I am forwarding this request for inclusion on the June 4, 2013 Town Council Agenda for review and approval for the signing of this contract. Thank you.

C:

D. Horan, Town Engineer

T. Bockus, Director, Public Works

N. Casparino, Engineering

M. Walsh, Finance Director

MEMORANDUM

TO:

Mayor Marcia A. Leclerc

moffer for

FROM:

Tim Bockus, Public Works Director

DATE:

May 28, 2013

RE:

Referral to Council

Flood Protection System Rchabilitation Toe Drain Replacement Project - Phase 2

Design Contract Authorization

Attached is a request for the Town Council to authorize the signing of a professional services contract associated with the design of the Toe Drain Replacement Project Phase 2.

The Toe Drain Replacement Project Phase 2 is being undertaken to meet the United States Army Corps of Engineers January 2014 deadline to complete the project design and submit a construction schedule.

Please request that this item be placed on the upcoming Town Council agenda which will authorize the Town to enter into the professional services contract in the amount of \$482,775 with GEI Consultants, Inc.

MEMORANDUM

TO:

Tim Bockus, Public Works Director

FROM:

Nick Casparino, Civil Engineer WSC

DATE:

May 28, 2013

RE:

Referral to Council

Flood Protection System Rehabilitation Toe Drain Replacement Project - Phase 2

Design Contract Authorization

The Engineering Division has developed a scope of services for the professional services contract with GEI Consultants, Inc. for the Toe Drain Replacement Project – Phase 2. Design activities for the project are anticipated to begin in late June 2013.

The Contract covers the development of bid documents for repairs to the collector drains and the replacement of toe drains associated with the Cherry Street and Meadow Hill Pump Stations. The projects limits are from the Rail Road Crossing to Interstate 84 (Cherry St. Station) and from Route #2 to Brewer Lane (Meadow Hill Station). The replacement of the drainage system is required to provide the appropriate factors of safety associated with seepage / stability of the levee for the 500 year flood event (design event for the flood protection system). The project will include the installation of features to assist the Town in future maintenance operations and CCTV inspection of the system.

The USACE has previously approved the Town's evaluation of the existing toe drain system. The Town's evaluation reviewed the entire levee system and determined that approximately ½ of the toe drain system was no longer necessary as the appropriate factor of safety exists without a functioning toe drain system in these reaches. Some of the identified reaches that do not need the toe drains are a result of installing seepage cut-off walls as part of past Town efforts on the levee.

- 1. Approximately 5,495 linear feet of existing toe drain will be left in place with no further action taken.
- 2. Approximately 4,400 LF of existing toe drain will be decommissioned. The decommissioning process will likely include a combination of removing segments of drain as well as grout filling segments of drain. The actual plan will be subject to approval by the USACE.
- 3. Approximately 9,860 LF of toe drains will be replaced as part of previously approved Toe Drain Replacement Project Phase 1 and the current Toe Drain Replacement Project Phase 2.

The decommissioning of a portion of the Toe Drain System will result in current design costs to obtain USACE approval of the Flood Protection System Modification as well as construction costs to complete the decommissioning process. The Town will realize future cost savings as the decommissioned drains will not need to be maintained or inspected in the future. The Town will

only be responsible to maintain 9,860 LF of toe drains out of the original length of 19,755 LF once the USACE modification is approved.

The other component of the project includes the completion of the right of way survey for the entire Flood Protection System from Greene Terrace to Brewer Lane. Two previous phases of the right of way survey are being completed as an element of the other flood protection system projects. The right of way survey is being utilized as part of three tasks.

- 1. Development of existing condition plans necessary for the various construction plans.
- 2. Modification of the Flood Protection System right of way limits. The Town has sold various portions of the right of way since the construction of the System. In numerous cases, no evidence of USACE approval is available. The Town intends to work with the USACE to establish the current limits of the right of way necessary to operate and maintain the System.
- 3. Development of a list of encroachments to the Flood Protection System. Over time, a large number of encroachments have occurred within the levee right of way. The modification of the right of way noted above and the current survey will allow the Town to identify all of the encroachments to the System that need to be addressed. The Town intends to develop an encroachment policy and address all of the encroachment to the satisfaction of the USACE. The 2010 USACE Periodic Inspection requires the Town to address the various encroachments.

Cost of Professional Service Contract for the Toe Drain Replacement Project – Phase 2 is \$482,775.

The USACE's 2010 Periodic Inspection requires that the design of the toe drain replacement for the Flood Protection System be complete as well as a submission for the construction schedule for the project submitted by January 2014.

Please place a request on the upcoming Town Council agenda for the Council to authorize the Town to enter into professional services contracts totaling \$482, 775 with GEI Consultants, Inc. Thank you for your assistance.

xc: Denise Horan, Town Engineer

transmit to council



Geotechnical
Environmental
Water Resources
Ecological

May 28, 2013 Proposal 617754

Ms. Denise Horan, P.E. Town Engineer 740 Main Street East Hartford, CT 06108

Dear Ms. Horan:

Re: Proposal for Engineering Services for Toc Drain Design – Phase 2
East Hartford Flood Control System
East Hartford, Connecticut

We are pleased to submit this proposal to provide engineering design services for a portion of the toe drain system for the East Hartford flood control system. This work is associated with Bid #12-01 Professional Engineering Design Services for the rehabilitation of the Town's flood protection system.

Background

We previously performed an evaluation of the toe drain system and presented our findings and recommendations in reported titled "Toe Drain System Evaluation Summary" dated September 2012. In our report we separated the toe drain system into six segments and provided recommendations for each segment. The toe drain system segments as defined by GEI are summarized below:

- Toe Drain Segment 1, Sta. 33+27 to Sta. 95+00
- Toe Drain Segment 2, Sta. 99+20 to Sta. 125+80
- Toe Drain Segment 3, Sta. 132+25 to Sta. 161+50
- Toe Drain Segment 4, Sta. 161+50 to 189+00
- Toe Drain Segment 5, Sta. 189+00 to 213+43
- Toe Drain Segment 6, Sta. 213+43 to 240+00

We are currently under contract to design repairs to Toe Drain Segment 3. That design work has been defined as Phase 1. The work included in this contract includes designing and preparing construction contracts documents for repairs to Toe Drain Segments 1, 2, 4, 5, and 6 of the toe drain system and is defined as Phase 2.

Our Toe Drain System Evaluation Summary Report provided recommendations for repairs to specific reaches of each Segment of the Toe Drain System. In summary, the recommendations (excluding Segment 3) were:

- About 5,495 linear feet of toe drain be left in place with no action (Sta. 40+05 to 95+00).
- About 9,860 linear feet of toe drain be replaced (Sta. 99+20 to 125+80, Sta. 161+50 to 184+00, and Sta. 201+20 to 219+50).
- About 4,400 linear feet of toe drain be decommissioned (Sta. 33+50 to 40+05, Sta. 184+00 to 201+20, and Sta. 219+50 to 239+75).

The Phase 2 toe drain design project and contract documents will address the above recommendations for decommissioning and replacement in the Toe Drain System Evaluation Summary (GEI, 2012). Decommissioning of the manholes is proposed to consist of grouting select locations, including laterals to the collector drains.

Replaced toe drain segments will include access points about every 300 linear feet for future maintenance activities.

Scope of Service

Based on the recommendations above, we propose the following scope of service:

- 1. <u>Site Visit</u>: We will visit the site to evaluate work areas, design considerations and site access. We will also use this visit for site reconnaissance in preparation of the subsurface explorations (see Task 2). We have budgeted for two separate site visits.
- 2. <u>Subsurface Explorations</u>: In reaches where toe drain replacement is recommended we will perform a subsurface exploration program consisting of test pits to characterize the levee and foundation materials at the proposed toe drain locations and aid in the engineering design of the toe drain. We will also perform a CCTV inspection of the collector drain pipes that will collect and conduct seepage waters from the proposed toe drain. We will use this information to supplement information collected during the 2007 CCTV inspection of the collector drain and 2008 investigation of the toe drain system.

A GEI engineer or geologist will be on site full time during the subsurface exploration and CCTV inspection to coordinate the activities and to observe and document the conditions.

For the test pits, we will prepare a Field Exploration Work Plan which will outline test pit locations, depths, and excavation/backfill procedures. We will submit the Work Plan for USACE approval before we begin the test pits.

We will engage Geologic Earth-Explorations, Inc. to perform five days of test pit excavations with a hydraulic excavator along the landside toe of the levee and proposed locations of the toe drain. We anticipate 14 test pits will be excavated to a depth of up to 10 feet. Additionally, we will perform some excavations to expose manholes that have

been buried. We assumed the quantity, and approximate timing for the test pits will follow:

- Segment 1: Excavate two test pits (1/2 Day)
- Segment 2: Excavate three tests pits, Locate 5 manholes (2 Days)
- Segment 4: Excavate five test pits, Locate 2 manholes (1 Day)
- Segment 5: Excavate two test pits, Locate 3 manholes (1 Day)
- Segment 6: Excavate two test pit, Locate 1 manhole (1/2 Day)

The manholes will be left exposed once they are located unless they are more than 1 foot deep. We anticipate two manholes (No. 7 and No. 26) are buried by more than 5 feet of soil. If the excavations are too deep to safely keep the manhole exposed, we will stake the manhole and backfill. We anticipate the remaining manholes are less than a few feet below the existing ground surface. If the manholes are necessary to remain exposed to perform CCTV inspection, we will leave steel plates over the excavation and backfill after the CCTV inspections have been performed.

Test pits will be backfilled with the excavated materials and compacted in 6-inch loose lifts with a vibratory compactor. GEI's engineer or geologist will observe and document the compaction. Geologic's proposal is included in Attachment A.

We will perform geotechnical laboratory testing on soil samples collected from the test pits. The laboratory testing will include gradation with hydrometers and Atterberg limits tests. The laboratory testing will aid in soil classification and evaluation of filter design criteria.

We will engage The Environmental Quality Company (EQ Northeast) to perform a CCTV inspection of the pipes that will collect and conduct seepage waters from the proposed toe drain. We will use this inspection of the collector drains to explore the current alignment, uses, and condition of the collector drain. We will provide up to 4 days of CCTV inspection. We anticipate our CCTV investigation will be performed at the following locations:

- Collector Drains North of Cherry Street Pump Station (about 675 feet of pipe)
- Collector Drains South of Cherry Street Pump Station (about 1,275 feet of pipe)
- Collector Drains from Station 170+00 to Station 185+00 (about 1,725 feet of pipe)
- Collector Drains and Town Storm Drain along Pitkin St. from the Meadow Hill
 Pond Inlet channel to Main Street (about 2,100 feet of pipe)
- Collector Drain on the east side of Main Street from Manhole 26 to end of the existing collector drains (about 1,250 feet of pipe).

The toe drains from Manhole 26 to the end of the existing system are proposed to be abandoned, however we will still CCTV to observe the condition of the collector drains as they surface drainage from the parking areas behind Town Hall.

We have assumed we will access the pipes via manholes and catch basins. If we locate a blockage, plug, or damaged pipe, the inspection will be terminated however, if access is available from the other side (via another manhole or catch basin), we will continue the CCTV inspection on that side to assess the extent of the blockage. We have assumed police details will be required for 2 days to perform the work. We have assumed that no bypass pumping or dewatering of the pipes will be necessary. We will not provide any cleaning of the pipes within this scope of work. EQ Northeast's quote is included in Attachment B.

-4-

We will prepare a brief data report summarizing the test pits and observations from the CCTV inspections. Included in our data report will be a DVD copy of the CCTV inspections and EQ's PACP sewer report.

During the Phase 1 work we encountered heavy petroleum odor and staining in soils adjacent to the former bulk oil terminal property (now the Riverpoint Condominium building) and environmental soil characterization was performed. We have assumed no environmental soil characterization is necessary, however see as described in Task 4 below, we will perform a Corridor Land Use Evaluation. If warranted, we may recommend environmental samples be collected for characterization on select properties.

Optional Task 2A: As an optional task, EQ will perform a cleaning of sediment within the collector drain pipe. The sediment will be removed via a jet washing from a truck at the downstream end of the pipe. Additionally, a vacuum truck will collect sediment and water as it is washed out the pipe and the sediment and water collected will be disposed. For the purpose of this proposal, we have assumed the half of the collector pipes inspect will be approximately 10% filled with sediment. Our assumed quantities are based on this assumption as follows:

- 5 days of pipe cleaning
- 70 tons of sediment will be collected and disposed
- (1) 3,000 gallon water truck will be used per day supplied
- (1) 3,000 gallon of water will be collected and disposed per day.
- 3. <u>Survey</u>: We will engage BSC Group to perform a survey to provide a base map as a basis for our design. The survey area for this work will consist of the entire length of toe drain repair areas outlined above. In addition, BSC will incorporate their previous survey work to develop a set of right-of-way maps for the entire East Hartford Flood Control System. BSC Group's specific survey scope of work and work area boundaries is included in Attachment C.
- 4. <u>Corridor Land Use Evaluation:</u> We will perform a corridor land use evaluation in general accordance with CTDOT Division of Environmental Compliance, Tasked Based Contaminated Soil/Groundwater Scope, Task 110. Work will include
 - a. Perform site visit to walk the alignment and review the corridor,
 - b. Compile and review available historical sources of information about the

properties along the corridor. Historical sources to be utilized include: town land records (including Tax Assessor's and street directories), ConnDOT Sanborn Maps, CTDEEP aerial photographs, current and historical USGS quadrangle maps, and commercial data base inventories of standard federal and state environmental records (per ASTM Standard Section 7.2.1.1 E-1527).

- c. Prepare an inventory and tabulate present and former land uses of the properties adjacent to the work areas. Each land use in the inventory will be tabulated by Assessor's recorded map, block and parcel numbers. We will identify the ownership of each parcel in the inventory, and list the facilities, materials and activities typically associated with each land use.
- d. Identify the relative environmental risk (low, moderate or high) associated with each parcel in accordance with the CTDOT criteria based upon the available information

We will prepare a Corridor Land Use Evaluation report. The report will include the following sections:

- a. Background: Including a description of the nature of the assignment, the evaluation team and key research dates;
- b. Project description: Including the location and scope of the project;
- c. Discussion of Present Land Uses: Including a general characterization of current uses, discussion of federal and state requirements associated with any regulated land uses identified, and discussion of any factors suggesting the presence of moderate or high risk land uses;
- d. Discussion of Past Land Uses: Same as above;
- e. Summary and Conclusions: Including recommendations for further evaluation;
- f. Land Use Tabulation and Property Risk Evaluation Table;
- g. Appendices: Project Location Map, Cell Map, commercial data base inventories of standard federal and state environmental records (per ASTM Standard Section 7.2.1.1 E- 1527), and Standard Land Use Evaluation Sheets.
- 5. <u>East River Drive and Pitkin Street Utility Company Coordination</u>: We anticipate that the toe drain repairs may need to cross East River Drive. We will coordinate planning and design with the following utilities:
 - Comcast
 - Fiber Technologies Networks, LLC
 - Level 3 Communications, LLC
 - AT&T Connecticut
 - WiTel Communications, LLC
 - Northeast Utilities Service Company

- Connecticut Natural Gas Corporation
- Metropolitan District Commission
- Exxon Mobil

Our coordination efforts will consist of mailing PDF copies of the 90% Design Drawings, follow-up telephone calls, and revising the plans and specifications based on the utility company review comments. We will provide hard copies of the drawings if requested by the utility companies.

No test pit or utility location effort is included in this scope of work.

- 6. <u>CTDOT Coordination</u>: Portions of the toe drain system are crossing or immediately adjacent to CTDOT property. We will coordinate assist the Town in coordinating with CTDOT. Our efforts will include an initial meeting with the CTDOT, providing design submittals to the CTDOT for review, follow-up telephone calls, and incorporating comments CTDOT comments in to subsequent design submittals. We also propose to participate in up to two meetings with CTDOT to discuss the project.
- 7. <u>USACE Coordination</u>: We anticipate the USACE will want to review proposed modifications to the system at a conceptual design stage. We have budgeted time for us to coordinate with the USACE for modifications, existing and proposed, to the toe drain system. Our coordination efforts will consist of providing 35% Design Drawings, follow-up telephone calls, and revisions based on USACE comments. We do not plan on developing specifications as part of the 35% Design. We will attend up to two meetings with the USACE to discuss the propose design, process for toe drain decommissioning and the proposed final toe drain system upon completion of the project. We will prepare a figure illustrating the proposed final toe drain system for the full levee system which will highlight known modifications since the original system construction.
- 8. <u>Toe Drain Repair Contract Documents:</u> We will prepare construction drawings and contract documents for the toe drain repairs including:
 - Construction Drawings. We will provide up to 43 construction drawings. Our assumed list of drawings is as follows:
 - Cover Sheet/Drawing List (1 sheet)
 - o General Notes (1 sheet)
 - o Erosion and Sediment Control Notes and Details (1 sheet)
 - o Survey Layout (1 sheet)
 - Existing Conditions (from BSC Survey)
 - o Toe Drain Repair Plan and Profile Segment 1 (1 sheet)
 - o Toe Drain Repair Plan and Profile Segment 2 (5 sheets)
 - o Toe Drain Repair Plan and Profile Segment 4 (5 sheets)
 - o Toe Drain Repair Plan and Profile Segment 5/6 (7 sheets)
 - o Toe Drain Sections Segment 1 (1 sheet)
 - Toe Drain Sections –Segment 2 (4 sheet)

- o Toe Drain Sections Segment 4 (4 sheets
- o Toe Drain Sections Segment 5 (2 sheet)
- o Toe Drain Sections Segment 6 (4 sheet)
- o Typical Sections and Details (6 sheets)

Note: No maintenance and protection of traffic plans are included. We anticipate requiring the contractor to provide maintenance and protection of traffic plans for the various work areas if necessary.

- Construction Contract including Bid Forms and Schedule, General Conditions, and Special Provisions.
- Project technical specifications including:
 - o Summary of Work
 - o Measurement and Payment
 - o Project Management and Coordination
 - o Submittal Procedures
 - o Temporary Facilities and Controls
 - o Traffic Control
 - Project Permits and Environmental Controls
 - o Control of Water
 - Layout of Work and Survey
 - o Project Closeout
 - Site Clearing
 - o Selective Demolition
 - Excavation
 - Fill and Backfill
 - Erosion and Sediment Control
 - o Bituminous Concrete Paving
 - o Granite Curbing
 - o Subdrainage
 - o Reinforced Concrete Pipe
 - o Manholes, Catch Basins, Frames, and Covers
 - o Abandonment of Existing Utilities
 - Site Restoration
 - Seeding
 - o Basic Concrete Materials
 - o Cast-In-Place Concrete
 - o Non Shrink and Epoxy Anchor Grout
- Opinion of Probable Construction Cost Estimate and Schedule.

We have budgeted to provide the following design submittals:

				Copies	
			Orawin	ngs	
Submittal	Distribution	PDF	ull Size	Half Size	Specs
35% Design	Town	1	0	1	0
	USACE	1	0	1	0
90% Design	Town	1	1	1	1
-	CTDEEP	1	1	1	1
	USACE	1	0	1	1
Issued for	Town	1	2	2	2
Approval	CTDEEP	1	1	1	1
	USACE	1	0	1	11
Issued for Bid	Town	1	2	2	2
	CTDEEP	1	1	1	1 1
	USACE	1	0	1	1
	Totals	1 11	8	11	11

We will summarize comments received by the Town and USACE into a response document for each submittal. The response document will be included with the subsequent submittal. We will provide the Town with CAD files and PDF files of the drawings and contract documents.

9. <u>Permit Coordination</u>: We will assist the Town in permitting the Phase 2 Toe Drain Repair. Replacement of the toe drain system was included in previous state, federal permit applications associated with the 2010 FEMA Accreditation Repair Project. Our scope will be limited to the following:

Local Permits

- o Preparing a local permit application for sediment and erosion control plan.
- o Preparing a local permit application for natural resource s and filling.
- o Providing a project description for the Town's 8-24 Referral.

State Permits

 Coordinating with the CTDEEP to obtain written authorization under the current Dam Safety permit for the proposed work.

Federal Permits

- Coordinating with the USACE to obtain written authorization under the current USACE permits for the proposed work.
- o Coordinating with the USACE to obtain written authorization to modify the levee to include the proposed modifications.

This work will include completion of application forms, posting of public notice signs for local permits, and attending one public meeting/hearing. The drawings attached to the applications will include the 90% design drawings.

Two copies of the draft version of each of the applications, including attachments will be provided to the Engineering Department for review. The applications will be revised based on the Engineering Departments comments. We will prepare 12 copies of the soil erosion and sediment control. We will provide 2 copies of the full size drawings and 12 copies of the half size drawings for the applications.

We assume that no additional CTDEEP permits are required for this activity (new permits or modifications to the existing permit).

We assume that we will not need to prepare a local application for permission to conduct a regulated activity within inland wetlands because a dam construction permit is required. The proposed work does not include any wetland or ecological surveys. We will indicate the wetland limits and other ecological information in the drawings and applications based on information available from Town and State GIS internet sites.

We assume that we will not need to prepare a local site plan application as no new building construction is proposed. We assume that we will not need to prepare a flood hazard zone development permit application as the proposed work is located on the landside of the flood control system.

We assume no additional federal environmental permitting is required. We will send a letter requesting the USACE – New England District approve the project. We will coordinate with the USACE to obtain written authorization under the current permit for the proposed work. We assume the review and approval will occur at the District level and no additional documentation besides updated design plans and specifications will be required.

- 10. <u>Toe Drain Repair Contract Bidding Support</u>: We will support the Town's bidding process by completing the following scope items:
 - Host Bid Documents on our Sharefile FTP Server.
 - Attend a Pre-Bid Meeting with Contractors.
 - Address Bid Questions, as necessary. For budgeting, we have assumed ten bid questions.
 - Prepare Bid Addendum, as necessary. For budgeting, we have assumed one addendum with minor modifications, clarifications or revisions on three specification sections and three drawings.
 - Summarize Bids. We will provide a summary memorandum of our review of the bids. The summary will include a table of the bids as well as comparison to the engineer's opinion of probable cost.

Assumptions

Our proposal includes the following assumptions in addition to the assumptions described in our scope description above:

- The Town will obtain right-of-entry to Town property to perform survey work.
- No coordination meetings between GEI and the Town will be required.
- Existing federal and state permitting has already been obtained as part of the 2010

FEMA Accreditation Repair Project.

- No wetland delineation is required.
- No environmental soil characterization will be performed.
- No contract documents associated with environmentally-impacted soils are necessary.

Cost

We will perform the above scope of service, (except Optional Task 2A) for a lump sum fee of \$482,775. The breakdown of our proposed costs is included in Table 1.

The quantity of sediment in the collector drains is unknown and will affect the overall effort and costs to perform the Optional Task 2A pip cleaning work. Therefore we propose to perform that work on a unit cost basis. Our proposed unit prices and estimated quantities are included in Table 2. Based on the assumptions stated above, we recommend establishing a budget of \$46,670.

Invoices will be submitted monthly based on the estimated percent complete at the end of the billing period.

Schedule

We are prepared to begin work within one week of receiving an NTP. We anticipate completing the scope as outlined in the attached Schedule.

Conditions

Our services will be provided under the Conditions of Engagement dated April 23, 2008, previously negotiated with the Town of East Hartford. The Conditions of Engagement are included in Attachment D.

Thank you for the opportunity to submit this proposal. We look forward to continuing our work with you on this project. Please call me at 781-721-4023 if you have any questions. Sincerely,

GEI CONSULTANTS, INC.

James F. Nickerson, P.E.

Project Manager

JFN:

Enclosures

Schedule

Table 1 – Man-Hour Projection and Cost Estimate

Table 2 – Optional Collector Drain Pipe Cleaning

Attachment A – Geologic's Test Pit Proposal

Attachment B - EQ Northeast's CCTV Inspection Proposal

Attachment C - BSC Group's Survey Proposal

Attachment D – Conditions of Engagement Attachment E – Certificate of Insurance

\\\Bos1v-fs02\projects\\DATA\\2012\\Proposal_\Work.In.\\Progress\\617000 - 617999 (2012-)\\\617764 \East Hartford Toe Drain Design - Phase II\\\617754 Toe Drain P2 Design \text{Proposal 2013 05 28.docx}

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	Witnesses
Signature	Signature
Name	Nam
Signature	Signature
Name:	
Town of East Hartford	Name
	GEI Consultants, Inc.
Signature	Signature
Marcia A. Leclerc	Jim Nickerson
Title	
Date	Project Manager Date
Connecticut Corporate Engineering Pra	actice – Certificate of Authorization No. 393
Connecticut Corporate Engineering Pra	ctice – Certificate of Authorization No. 393

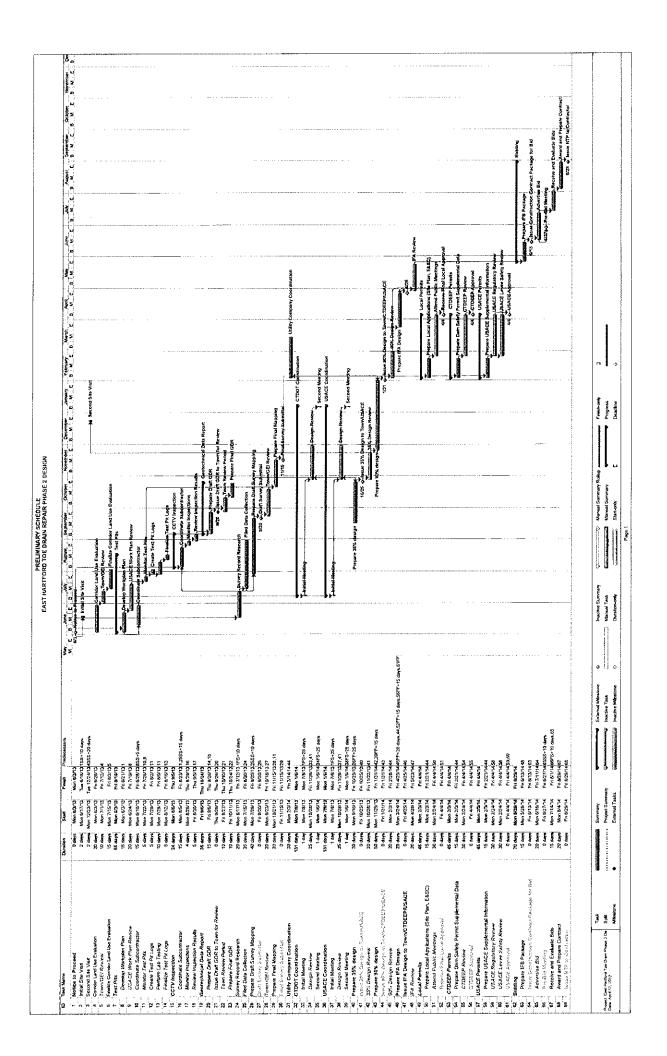


Table 1 - Lump Sum Fee Worksheet Project: Clent Cky/State: Proposal Number: Date:

Phase 2 Toe Drain Design Town of East Harford East Harford, Connecticut 617754 28-May-13

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Subcontracted CCTV Inspection (plus coordination)				8	8		2	31	80	l ^u	432		\$19,960				
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5 - Utility Coordination									25	┝	87 308	\$200	SO	\$	\$200	\$7.508	\$201,565
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Table 1 - Lump Sum Fee Worksheet
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Proposal Number:
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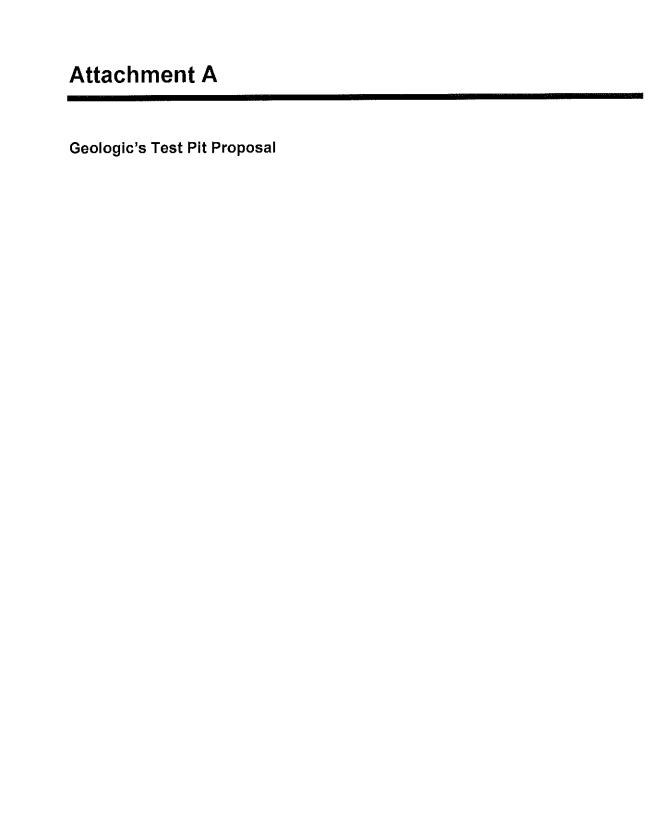
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Total Labor \$359,530
Total Direct Costs = \$123,185
Estm.Total Cost = \$482,775

Table 2 - Unit Price Item Worksheet
Project: Phase 2 Toe Drain Design
Client: Town of East Hartford
City/State: East Hartford, Connecticut
Proposal Number: 617754
Date: 5/23/2013

ıal Ta	Optional Task 2A Unit Prices							
tem No.	Description	Qty	Unit	R	Rate		Total	Comments
1	Contractor coordination/management	5	day	6)	200	υ	2,500.00	
2	EQ Cleaning Daily Rate	ς.	day	67)	5,300	ιA	26,500.00	
3	GEI Field Labor Day Rate	ಬ	day	69	944	₩	4,720.00	4,720.00 Assume Grade 3 Eng. At \$118/hr
4	Transportation and Disposal - Sediment	20	ton	()	140	မာ	9,800.00	
5	Transportation and Disposal - Water	5	Truck	₩	450	↔	2,250.00	2,250.00 Based on 3,000 gallon truck
9	Supplied water for cleaning	5	Truck \$	(S)	180	₩	900.00	900.00 Based on 3,000 gallon truck
				รั	Subtotal	U)	46,670.00	

Water usage and sediment disposal assumes pipe is 5% filled with sediment



Geo Logic-Earth Exploration, Inc.

PROPOSAL

WBE Certified in All New England States

7 Sherwood Drive, Norfolk, MA 02056

Tel: (508) 384-4434 FAX: (508) 384-4452

via EMAIL

Date: January 21, 2013

Revised 5-28-2013

To: Mike Flynn

GEI Consultants, Inc.

Tel:

cell: 781.697.0087

e:mail mflynn@geiconsultants.com

Subject: East Hartford Levee - Test Pits

Scope of Work:

Perform five days of test pits at the East Hartford Levee site. The excavations are to be between 5' and 10' in depth to locate and inspect the toe drain. Upon completion of each test pit the soil will be returned to the hole and compacted with a plate compactor in 12" lifts. Geologic will be responsible for reseeding the excavation areas as well. There is no police detail required for this project. This work does not fall under the Davis Bacon Act. Geologic will supply a bond to the City of East Hartford and obtain an encroachment permit for the project. The cost below includes the bond and permit cost plus the project manager's time to obtain the permit.

ITEM	DESCRIPTION	UNIT \$	ESTIMATED QUANTITY	TOTAL \$
1)	Mobilization/Demobilization - Excavator	800.00 /ls	2 ls	1,600.00
2)	Day Rate - Excavator & Crew	1,575.00 /day	6 days	9,450.00
3)	Overtime after 8 hours on site	245.00 /hr	12 hrs	2,940.00
4)	Plate Compactor Rental	150.00 /day	6 days	900.00
5)	Digsafe	300.00 /ls	l ls	300.00
6)	Grass Seed	100.00 /bag	l bag	100.00
7)	Encroachment Permit includes PM time	550.00 /ls	l ls	550.00
8)	Top Soil	14.75 /bag	100 bags	1,476.00
9)	Mobilization/Demobilization - Steel Road Plates	1,250.00 /ls	l ls	1,250.00
10)	8'x10' Steel Road Plates (assume 4 for 1 month)	275.00 /week	16 week	4,400.00
	ESTIMATED TOTAL: \$22,965.0			

Quantities listed are considered estimates not to be exceeded without notification of the Client. Price quotations will be held firm for a period of ninety days unless otherwise specified. Changes in project quantities or requirements may be cause for revision of prices as

Thank you for the opportunity to submit this proposal.	Feel free to call with any questions or comments.
Prepared by:	Scott Canning
This work can be scheduled by authorizing this propos	al below:

Authorized by:

Attachment B

EQ Northeast CCTV Inspection Proposal



May 23, 2013

Mr. Hugo DelRosso The Environmental Quality Company 1 Prestige Drive, Suite 212, Meriden, CT 06450

Dear Mr. DelRosso:

Re: Task Order No. 1

Toe Drain Repair Project Phase 2
East Hartford Flood Control System
East Hartford, Connecticut

The following summarizes the work to be performed by The Environmental Quality Company (EQ) for the East Hartford Flood Control System Phase 2 Toe Drain Repair Project in East Hartford, Connecticut.

Scope of Service

The Task Order No. 1 Scope of Services includes:

- 1. <u>CCTV Inspection</u>: Provide Closed Circuit Televisions (CCTV) inspection of the following pipes (as shown on the attached plans):
 - Collector Drains North of Cherry Street Pump Station (about 675 feet of pipe),
 - Collector Drains South of Cherry Street Pump Station (about 1,275 feet of pipe),
 - Collector Drains between Station 170+00 to Station 185+00 (about 1,725 feet of pipe),
 - Collector Drains along Pitkin St, from Intersection of Main Street to inlet that the Meadow Hill Storage Pond (about 1,500 feet of pipe), and
 - Collector Drain on the east side of Main Street from Manhole 26 to end of the existing collector drains (about 1,250 feet of pipe).

All CCTV inspection work shall be performed by National Association of Sewer Service Companies (NASSCO), Pipeline Assessment & Certification Program (PACP) certified personnel. The results of the inspection will be provided on a DVD and documented on a printed summary report for each run.

Inspection work will be limited to remote video surveillance. No pipe cleaning or sediment or water removal shall be performed.

Provide confined space entry into all manholes locations to facilitate inspection. All confined space entry shall be compliant with OSHA and State regulations.

Provide all traffic control devices required to perform the work. These will include appropriate cones, barricades and signs to comply with the latest CTDOT Manual on

Uniform Traffic Control Devices for Streets and Highways. Police detail will be required while working on Pitkin Street.

Payment and Budget

Payment for the work will be on a unit cost basis, based on the unit costs provided on the attached quotation dated February 20, 2013. We have established a budget of up to \$19,960 for this work, based on our estimate of quantities (summarized in the table below). Do not exceed the estimated quantities without written authorization.

Item	Description	Rate	Quantity	Total
1	CCTV Inspections	\$3,740	. 5	\$18,700
2	Police Detail (5 Hour Min.)	\$395	0	\$0
3	Police Detail (8 Hours)	\$630	2	\$1260
		Total:		\$19,960

Schedule

We anticipate issuing a Notice to Proceed in mid July 2013. Begin the work within two weeks of receiving a Notice to Proceed. Complete the CCTV inspections within 3 weeks after beginning the work. Provide a final DVD and inspection report within two week of completing the CCTV Inspections.

Conditions

Services will be provided under the GEI-EQ Subcontract Agreement previously negotiated.

Closing

If you have any questions, please call me at 781-721-4023.

Sincerely,

GEI CONSULTANTS, INC.

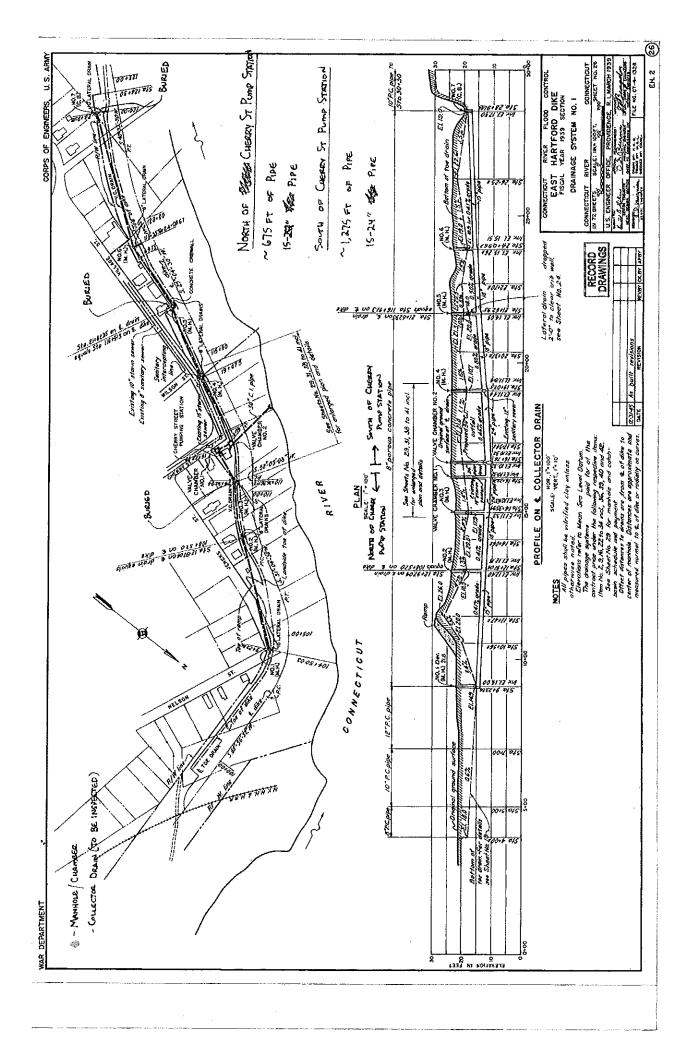
Jim Nickerson, P.E. Project Manager

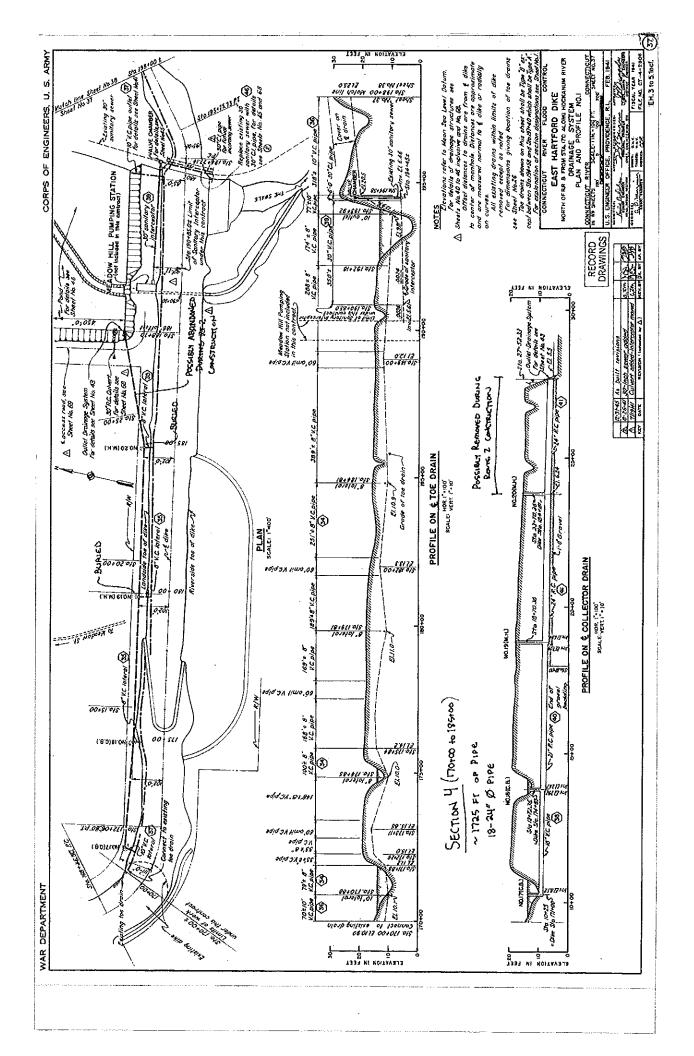
JFN

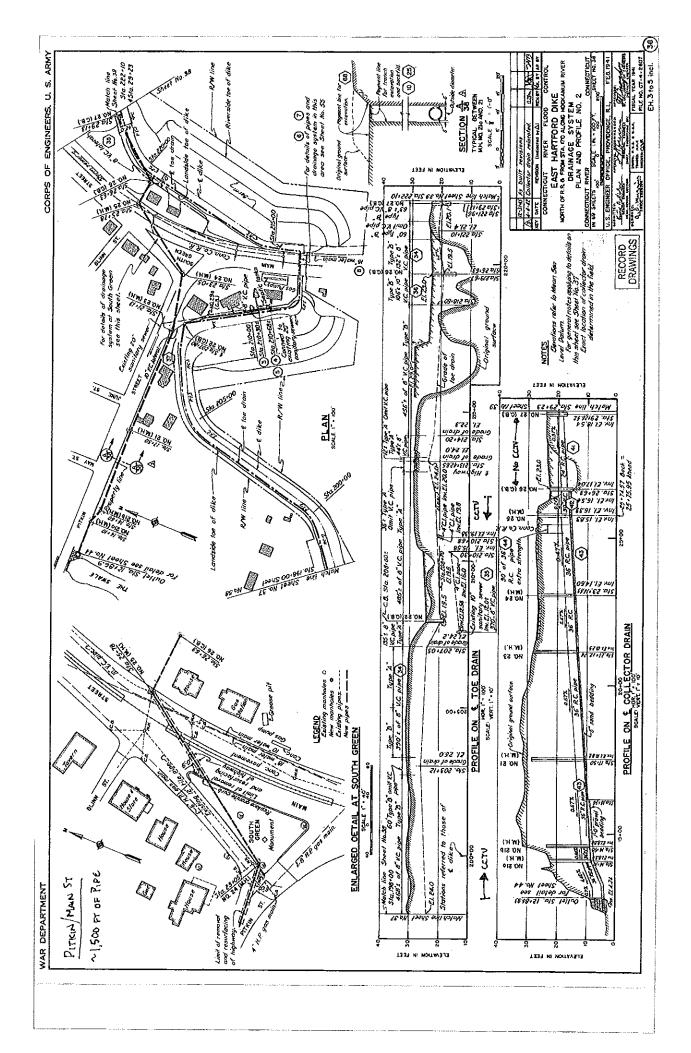
Enclosures:

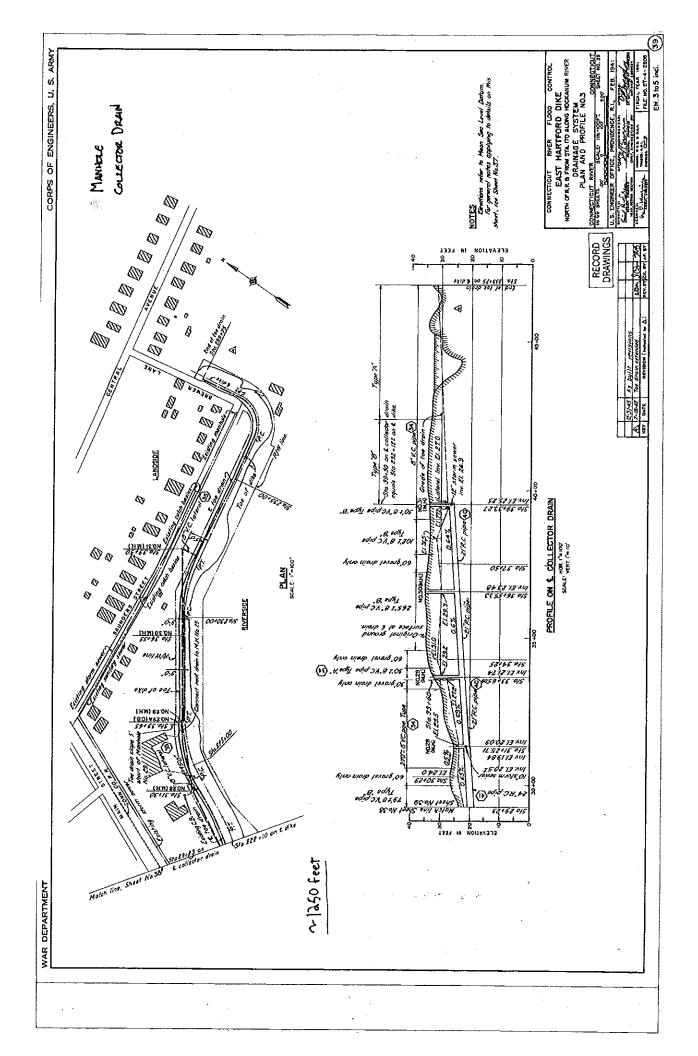
Toe Drain CCTV Location Plans (3 sheets) EQ Quote No. CTH021713, Dated May 23, 2013. GEI-EQ Standard Subcontract Agreement

\Bos1v-fs02\projects\DATA\2012\Proposal_Work.In Progress\617000 - 617999 (2012-)\617754 East Hartford Toe Drain Design - Phase If\Subcontractor Quotes\EQ\EQ\Task Order No. 1.docx











THE ENVIRONMENTAL QUALITY COMPANY

1 PRESTIGE DRIVE, SUITE 212, MERIDEN, CT 06450

QUOTATION # CTH021713 R1

FEBRUARY 20, 2013

MR. MICHAEL FLYNN GEI CONSULTANTS, INC. 400 UNICORN PARK DRIVE WOBURN, MA 01801

Dear Mr. Flynn,

Thank you for inquiring with EQ for pricing on this project. This quotation is provided to perform CCTV inspection of the collector drain system in the area of the Pitkin Street Pump Station as requested in your February 18th email. Access to the piping will be through a series of manholes and there will be no cleaning, by-pass pumping or dewatering required.

Please note that EQ maintains ISO 9001, 14001 & OSHAS 18001 registrations at all of our locations throughout the country. As part of the registration process we have created and implemented a very detailed Quality Environmental Health and Safety Management program. All employees are required to follow these procedures in their day to day activities. EQ is one of the few environmental management companies that has taken the time and expense to implement such an extensive program which has paid many benefits. I have attached a brochure that provides additional information about our program. We hope that you understand the value that this brings to you and your clients.

\$3,740.00 - Day

Video:

CCTV Inspection

Police detail (if required)	\$395.00 – 5 hours \$630.00 – 8 haurs
Cleaning (if necessary):	
Dally rate (8 hours on site)	\$5,300.00 - Day
Transportation and Disposal – Solids/Sediment	\$140.00 – Ton
Transportation and Disposal – Water (3,000 g capacity)	\$450.00 - Load
Supplied water for cleaning (3,000 g capacity)	\$180.00 – Load

Thank you for this opportunity - EQ appreciates your interest in our services. I believe this quotation meets your specifications but please contact me at 860.993.7518 if you have any questions. We are prepared to proceed with the above described work upon issuance of your purchase order or by your signature on this quotation. Please return by fax or email to the location below.

Best regards,	ACCEPTANCE OF QUOTATION: CTH021713 R1:
Hugo DelRosso	
Hugo Delho=	
* O	By:
Account Executive	Signature and Title-Authorized Representative
Phone: 860.993.7518	
Fax: 203.630.2530	Date:

EQ STANDARD TERMS AND CONDITIONS

The Agreement between the Customer and EQ – The Environmental Quality Company and/or its member companies (hereinafter "EQ") related to or associated with Delivered Waste, as herein defined, shall be governed by the following Standard Terms and Conditions in addition to the terms and conditions contained in any Waste Characterization Report, Customer Approval Quote Confirmation, Generator Approval Notification, Notice of Waste Approval Expiration, and/or Credit Agreement associated with such Delivered Waste.

The Customer may use its standard forms (such as purchase orders, acknowledgments of orders, and invoicos) to administer its dealings under this Agreement for convenience purposes, but all provisions thereof in conflict with these terms and conditions shall be deemed stricken.

Definitions

The following definitions shall apply for purposes of this Agreement:

"Acceptable Weste" shall mean any hazardous waste, as defined under applicable State or federal law, determined by EQ as acceptable for treatment and/or disposal in accordance with this Agreement.

"Delivered Wastes" shall mean all wastes (i) which are transported, delivered, or tendered to EQ by the Customer; (ii) which the Customer has arranged for the transport, delivery or tender to EQ; or (iii)) which are transported, delivered, or tendered to EQ under a Credit Agreement between the Customer and EQ.

"Non-Conforming Wastes" shall mean wastes that (a) are not in accordance in all material respects with the warranties, descriptions, specifications or limitations stated in the Waste Characterization Report and this Agreement; (b) have constituents or components of a type or concentration not specifically identified in the Waste Characterization Report (i) which increase the nature or extent of the hazard and risk undertaken by EQ in treating and/or disposing of the waste, or (ii) for whose treatment and/or disposal a Waste Management Facility is not designed or permitted, or (iii) which increase the cost of treatment and/or disposal of waste beyond that specified in EQ's price quote; or (c) are not properly packaged, labeled, described, or placarded, or otherwise not in compliance with United States Department of Transportation and United States Environmental Protection Agency regulations.

Control of Operations.

EQ shall have sole control over all aspects of the operation of any treatment and/or disposal facility of EQ receiving Delivered Wastes under this Agreement (hereinafter.

"Waste Management Facility"), including, without limitation, maintaining EQ's desired volume of Acceptable Wastes being delivered to any Waste Management Facility by the Customer or any other person or entity.

Identification of Waste.

For each waste material to be transported, delivered, or tendered to EQ under this Agreement, the Customer shall provide, or cause to be provided, to EQ a representative sample of the waste material and a completed Waste Characterization Report containing a physical and chemical description or analysis of such waste material, which description shall conform with any and all guidelines for waste acceptance provided by EQ. On the basis of EQ's analysis of such representative sample of the waste material and such Waste Characterization Report, EQ will determine whether such wastes are Acceptable Wastes. EQ does not make any guarantee that it will handle any waste material or any particular quantity or type of waste material, and EQ reserves the right to the decline to transport, treat and/or dispose of waste material. The Customer shall promptly furnish to EQ any information regarding known, suspected or planned changes in the composition of the waste material. Further, the Customer shall promptly inform EQ of any change in the characteristic or condition of the waste material which becomes known to the Customer subsequent to the date of the Waste Characterization Report.

Non-Conforming Wastes.

In the event that EQ at any time discovers that any Delivered Waste is Non-Conforming Waste, EQ may reject or revoke its acceptance of the Non-Conforming Waste. The Customer shall have seven (7) days to direct an alternative lawful manner of disposition of the waste, unless it is necessary by reason of law or otherwise to move the Non-Conforming Waste prior to expiration of the seven (7) day period. If the Customer does not direct an alternative disposal, at its option, EQ may return any such Non-Conforming Wastes to the Customer, and the Customer shall pay or reimburse EQ for all costs and expenses incurred by EQ in connection with the receipt, handling, sampling, analyses, transportation and return to the Customer of such Non-Conforming Wastes. If it is impossible or impractical for EQ to return the Non-Conforming Waste to the Customer, the Customer shall reimburse EQ for all costs, of any type or nature whatsoever, incurred by EQ, solely because such Delivered Waste was Non-Conforming Waste (including, but not limited to, all costs associated with any remedial steps necessary, due to the nature of the Non-Conforming Waste, in connection with material with which the Non-Conforming Waste may have been commingled and all expenses and charges for analyzing, handling, locating, preparing for transporting, storing and disposing of any Non-Conforming Waste).

Customer Warranty - Acceptable Wastes.

All Delivered Wastes shall be Acceptable Wastes and shall conform in all material respects to the description and specifications contained in the Waste Characterization Report. The information set forth in the Waste Characterization Report or any manifest, placard or label associated with any Delivered Wastes, or otherwise represented by the Customer or the generator (if other than the Customer) to EQ, is and shall be true, accurate and complete as of the date of receipt of the involved waste by EQ.

Customer Warranty - Title to Wastes.

Either the Customer or the generator (if other than the Customer) shall hold clear title, free of any all liens, claims, encumbrances, and charges to Delivered Waste until such waste is accepted by EQ.

Customer Warranty - Compliance with Laws.

The Customer shall comply with all applicable federal, state and local environmental statutes, regulations, and other governmental requirements, as well as directives issued by EQ from time to time, governing the transportation, treatment and/or disposal of Acceptable Wastes, including, but not limited to, all packaging, manifesting, containerization, placarding and labeling requirements.

Customer Warranty - Updating Information.

If the Customer receives information that Delivered Waste or other hazardous waste described in the Waste Characterization Report, or some component of such waste, presents or may present a hazard or risk to persons, property or the environment which was not disclosed to EQ, or if the Customer or generator (if other than the Customer) has changed the process by which such waste results, the Customer shall promptly report such information to EQ in writing.

Customer Indemnity.

The Customer shall indemnify, defend and hold harmless EQ, and its affiliated or related companies, and all of their respective present or future officers, directors, shareholders, employees and agents from and against any and all losses, damages, liabilities, penalties, fines, forfeitures, demands, claims, causes of action, suits, costs and expenses (including, but not limited to, reasonable costs of defense, settlement, and reasonable attorneys' fees), which may be asserted against any or all of them by any person or any governmental agency, or which any or all of them may hereafter suffer, incur, be responsible for or pay out, as a result of or in connection with bodily injuries (including, but not limited to, death, sickness, disease and emotional or mental distress) to any person (including EQ's employees), damage (including, but not limited to, loss of use) to any property (public or private), or any requirements to conduct or incur expense for investigative, removal or remediat expenses in connection with contamination of or adverse effect on the environment, or any violation or alleged violation of any satures, orders, rules or regulations of any governmental entity or agency, caused or arising out of (i) a breach of this Agreement by the Customer, (ii) the failure of any warranty of the Customer to be true, accurate and complete, or (iii) any willful or negligent act or omission of the Customer, or its employees or agents in connection with the performance of this Agreement.

Force Majeure

EQ shall not be liable for any failure to accept, receive, handle, treat, and/or dispose of Delivered Waste due to an act of God, fire, casualty, flood, war, strike, lockout, labor trouble, failure of public utilities, equipment failure, facility shutdown, injunction, accident, epidemic, riot, insurrection, destruction of operation or transportation facilities, the inability to procure materials, equipment, or sufficient personnel or energy in order to meet operational needs without the necessity of allocation, the failure or inability to obtain any governmental approvals or to meet Environmental Requirements (including, but not limited to voluntary or involuntary or compliance with any act, exercise, assertion, or requirement of any governmental authority) which may temporarily or permanently prohibit operations of EQ, the Customer, or the Generator, or any other circumstances beyond the control of EQ which prevents or delays performance of any of its obligations under this Agreement.

Governing Laws

This Agreement shall in all respects be governed by and shall be construed in accordance with the laws of the State of Michigan applied to contracts executed and performed wholly within such state.

Attachment C

BSC Group's Survey Proposal



May 21, 2013

Mr. James Nickerson, P.E. GEI Consultants, Inc. 400 Unicorn Park Drive Woburn, MA 01801

RE:

Proposal for Survey Services
East Hartford Flood Control System
Toe Drain System Repairs Phase 2

Dear Mr. Nickerson:

BSC Group-Connecticut, Inc. (BSC) is pleased to submit this proposal to GEI Consultants, Inc. (GEI) to provide land surveying services in support of Phase 2 of your levee Toe Drain repair project on Town of East Hartford (the Town) flood control system. The proposed scope of services include surveying, preparation of base mapping to support Phase 2 design, and preparation of compiled mapping for the entire levec.

1.0 SCOPE OF SERVICES

BSC has prepared this proposal based upon the following understanding of your needs and circumstances that have affected the scope of services:

- 1. BSC's scope of services has been based on the scope elements and survey areas required by GEI as described in your e-mail dated February 12, 2013, Town of East Hartford scope elements summarized in their correspondence dated April 29, 2013, and our subsequent communications with you individually, and a teleconference with you and Mr. Nick Casparino of the Town of East Hartford.
- 2. The survey will address levee Toe Drain Segments 1, 2, 4, 5, and 6. The area to be surveyed is shown on Attachments 1-5 (Survey Areas: Segments 1-2 and 4-6) and is generally bounded as follows: The survey area for each segment is generally the limits of the Dike Right-of-Way, to include at least 40-feet past the landside toe of the levee. The survey will also map all of the land area between the levce and water's edge between station 50+00 and station 100+00 in Segment 1, and station 230+00 and station 238+00 in Segment 6, but will not include the limits of the Meadow Hill Storage Pond in Segment 5. A potential 10' right-of-way in favor of the Town of East Hartford in the vicinity of Floradale Drive and Main Street in Segment I will be addressed. work performed by BSC in Toe Drain Segment 2 will be supplemented with additional research and field survey data to bring it up to the standards required of this project, as well as a portion of Main Street in the vicinity of the I-84 overpass between the Town Hall/Fire House and Pitkin Street in Segment 5. Property line information in this area and south to the Main Street Closure Structure will be addressed. Previous work performed by BSC for the Town Hall/Fire House will be updated to reflect consistent Dike Right-of-Way terminology. Additionally, Town of East Hartford GIS Mapping will be utilized to supplement the field data in inaccessible areas, specifically I-84 in the vicinity of the Bulkeley Bridge in Toe Drain Segment 2 and Main Street in Toe Drain Segment 5, and Route #2 between Toe Drain Segments 4 and 5.

180 Giastonbury Blvd. Sulte 103 Glastonbury, CT 06033

Tel: 860-652-8227 800-288-8123 Fax: 860-652-8229

www.bscgroup.com

Engineers

Environmental Scientists

GIS Consultants

Landscape Architects

Planners

Surveyors



- 3. The base mapping prepared by BSC will be utilized by GEI as base mapping for your design efforts.
- 4. The mapping product will be classified as a "Right of Way Survey" intended to obtain, compile, and portray existing conditions within the surveyed area, including boundaries, topography, and utilities.
- 5. The scope of services includes preparation of a consolidation map of all portions of the levee system surveyed by BSC, including previous work between about station 99+00 to 185+00 and station 213+00 to 225+00. This mapping product will be classified as a "Right of Way Survey" and is intended to portray a seamless joining of all BSC mapping into one comprehensive map.
- 6. The survey and map will be prepared under the direction of a Connecticut-licensed Land Surveyor, pursuant to the Regulations of Connecticut State Agencies (RCSA) Sections 20-300b-1 through 20-300b-20 and the "Standards for Surveys and Maps in the State of CT" as adopted by the CT Association of Land Surveyors (CALS) on September 26, 1996.

Our proposed Scope of Services is comprised of the following specific tasks:

Task 1 - Record Review

BSC will meet with the representatives of the Town's Engineering Division to obtain copies of existing maps and other documentation, positional data for any previously established survey control points, and discuss any specific survey requirements or concerns that will need to be addressed for the proper and timely completion of the work.

Task 2 - Research

1. BSC will perform research at Town offices such as the Tax Assessor, Town Clerk, and Engineering Division and other agencies that may be sources of information. This research is intended to obtain pertinent data such as property and adjoining owners' parcel information, filed deeds, easements, property maps, and street right-of-way maps. We will also obtain pertinent record information from the Connecticut Department of Transportation (ConnDOT). We assume that there is an existing easement in favor of Buckeye Pipe Line Company (or its' assigns) over and across portions of areas to be surveyed. We will coordinate with the Town Engineering Division to obtain information on other easements and land use agreements (i.e. leases) which should be included on the survey map.

The record deeds and survey maps will be processed and plotted. The closure accuracy of the record deeds and survey maps will be evaluated if the document is to a level of detail sufficient for a closure calculation. Once all of the recorded deeds and survey maps are plotted, they will be compiled into worksheet form to be used in the field survey reconnaissance.

2. BSC will perform research to obtain record data on utility facilities at the Site. This task will be based upon our review of available mapping (to include the utilities shown on the Dike Right-of-Way mapping, as well as other sources) and requests for information to



the following utility owners and operators: Connecticut Light & Power, Connecticut Natural Gas, the Town, the Metropolitan District Commission, and Comcast. It is our understanding that AT&T does not provide record utility data upon request. Additionally, BSC will coordinate with GEI to obtain other relevant utility plans and data to be included on the survey map. We assume that locations of existing toe drains will be based upon record flood control system drawings to be provided by GEI. Inadequate record data requiring the surveyor to employ techniques of subsurface exploration to locate utilities will be an additional service subject to change order approval.

- 3. BSC will perform flood plain research on the Federal Emergency Management Agency (FEMA) website to obtain a current Flood Insurance Rate Map (FIRM) for the area to be surveyed. BSC will determine the flood zone designation(s) for the area to be surveyed and identify flood zone boundaries as scaled from and defined by the FIRM.
- 4. BSC assumes that no new field wetland delineation will be performed. BSC will perform research of the Town's existing wetland mapping. We have assumed that the Town Engineering Division will provide us with a suitable document from which we can readily obtain any previously delineated wetlands to be portrayed on the survey map.

Task 3 - Field Survey

- 1. Once the research task has been completed and record data has been compiled, BSC's survey crew will mobilize to perform a field survey. This task will begin with reconnaissance activities to recover evidence of boundary lines and apparent lines of occupation. This will include property corner markers, fences, walls, Right-of-Way (ROW) bounds and natural monumentation.
- 2. BSC will establish a horizontal and vertical control network in a linear fashion through the center of the surveyed areas with spur points as site-appropriate. This task will begin with efforts to recover existing survey control points in the direct vicinity of the area to be surveyed. The control network will be configured in such a way to keep angles and distances between the stations generally balanced to ensure that a proportioned positional adjustment can be achieved. BSC will establish reference ties to aid in the future recovery of control stations, including existing control points and any new points established in the course of the current field effort.
- 3. Utilizing the control stations, BSC will record the horizontal locations of the boundary evidence recovered during the reconnaissance effort.
- 4. Utilizing the control stations, BSC will perform a topographic survey to record the horizontal and vertical positions of visible site improvements. This task will include, but not be limited to, the limits of existing buildings, paved areas, fences and walls, utility structures (manholes, clean outs, catch basins, etc.) solitary trees four (4) inches or greater in diameter, tree lines of wooded areas, edges of landscaped or planted areas, drainage swales, and additional natural features such as rock outcrops. Top and toe of slopes will be located throughout the site as well as the outlines of erosion control measures.
- 5. To augment the owner/operator-provided records, BSC will field-locate existing Call-



Before-You-Dig (CBYD) utility markings identified in the field. We assume that GEI will be responsible for contacting CBYD, and any such markings will be placed prior to our mobilizing for the field survey effort.

- 6. BSC will physically obtain pipe invert information on accessible utility structures including sanitary and storm water facilities.
- 7. BSC will field-locate approximately 11 manholes and catch basins uncovered by GEI at the following locations:
 - Segment 2: Nos. 1,2, 3, 5, and 7
 - Segment 4: Nos. 18 and 19
 - Segment 5: Nos. 21, 21A, and 21B
 - Segment 6: No. 26

We have assumed that the location of these manholes will require re-mobilization of the survey crew after the manholes have been uncovered.

Task 4 - Boundary Determination and Data Reduction

- 1. Upon completion of the field work, BSC will process the control network to determine the positional accuracy of the raw field data. Using standard survey practices, the locations of the boundary evidence can be calculated and plotted using a Computer Aided Drafting (CAD) program.
- 2. BSC will utilize the record information obtained in the land record research task together with the field locations to perform a determination for boundary lines within the areas to be surveyed, including the levee centerline and ROW, abutting property sidelines, and easement lines. Resolution and/or reconciliation of discrepancies or encroachments will not be included, other than identification of same on the survey map. Parcels located between the levee and the edge of the river will be depicted utilizing assessor's data and the town's "Dike Deed Index" only, e.g. no deed/record research will be conducted. Surveys adjacent to Connecticut Route 2 will extend to the back of guardrail.
- The survey will be horizontally and vertically positioned in the North American Datum of 1983 (NAD 83) and the North American Vertical Datum of 1988 (NAVD 88), respectively.
- 4. BSC will generate a triangulated irregular network (TIN) for the surveyed area and depict contour lines at an interval of one (1) foot with spot elevations at surface structures and in other areas as may be appropriate.

Task 5 - Final Mapping

- 1. BSC will prepare a digital survey map in accordance with the following project requirements:
 - Boundary, easement, and levee centerline and ROW lines, including lengths and bearings on straight lines, and radius, point of tangency, and length of curved lines.



- Boundary monumentation found, including data relating the existing point locations
 to the record or theoretical positioning. BSC anticipates that this will include offset
 notations with bearings and distances as well as detail sketches as may be required.
- Property identifiers including the owner's names, Assessor's lot designation, street
 address, and the volume and page of the record deed for the subject and abutting
 parcels. Parcels located between the levee and the edge of the Connecticut River
 will be depicted with a parcel line and block/lot number only.
- Graphic and numeric scale.
- Map legend identifying definitions of abbreviations and symbols used
- Spot elevations on paving or other hard surfaces to the nearest .01 foot; on other surfaces, to the nearest .10 foot.
- Surveyor's notes, including a schedule of reference maps and other relevant information.
- Utilities, including top of frame elevations for sanitary, drainage, telephone, electric, and water manholes, and invert/flowline information for accessible sanitary and drainage structures.
- Site improvements and topography.
- Survey control points with coordinate values and recovery ties.
- "D" size sheets (22" x 34").
- 2. BSC will provide draft copies of the survey map to GEI and the Town Engineering Division for review and comment.
- 3. The project deliverables will include reproducible transparencies, paper prints, and digital files, including drawing (AutoCAD .dwg), surface (Carlson .tin), coordinates in ASCII format (.txt or .csv), and portable document (Adobe .pdf). The survey will bear the signature and seal of a Connecticut-licensed Land Surveyor.

Task 6 - Consolidation Mapping

BSC will prepare consolidated mapping of the entire levee system that will include survey data from previous work. The consolidated survey mapping is based upon the overall project goal of accumulating comprehensive base mapping for the system, and will include data from all BSC surveys up to date. Specific tasks will include reconciliation of drawing layers, notes and symbols to achieve consistency as well as reestablishment of control stations as may be required to reconnect the linear traverse. BSC assumes that this process will include office calculations and CAD work and that field resurvey will not be required. The project deliverables will be as defined in Task 5 above. Please note that the process of consolidating all previous survey data into one contiguous survey will make previous surveys somewhat incompatible to the consolidated map. For example: some survey control point numbers will not coincide with the numbers of control points established on previous mapping.

2.0 SERVICES NOT INCLUDED

The following services are not included as a part of our proposed scope of services. These services may become necessary based upon the conclusions derived from the performance of the proposed services. If required, these services will be performed for an additional fee to be negotiated by change order.



- 1. Subsurface exploration/detection of utility features.
- Boundary line agreements including resolution of property line and/or street line discrepancies or encroachments, other than identification of same on the survey map.
- 3. In-water survey work. For water bodies or basins we will delineate edge of water.
- 4. Construction phase survey services.
- 5. Wetland delineation or environmental services.

3.0 SCHEDULE FOR SERVICES

BSC's survey team is prepared to initiate work upon your authorization to proceed. We will coordinate with you to define a project schedule work with the stakeholders to develop a project schedule. The following is a proposed timetable for survey services:

Task Anticipated Task Start/Finish			
Notice to Proceed	6/3/13		
Draft Survey	6/3/13 – 9/20/13		
Town Review	9/20/13 – 10/18/13		
Final Survey	10/18/13 – 11/15/13		

BSC will perform services in a timely manner, but it shall be agreed between the parties to this proposal that BSC cannot be responsible for delays occasioned by factors beyond its control, nor by factors which could not reasonably have been forescen at the time this proposal was prepared nor by the time an agreement is executed. In such instance, BSC will inform GEI of the cause of the delay.

4.0 FEE FOR SERVICES

BSC proposes to provide GEI the services described in Section 1.0 for the lump sum fee of \$70,000 including all direct expenses.

5.0 GENERAL CONSIDERATIONS

- 5.1 BSC will perform all services in a timely manner, but it is agreed between the parties that BSC cannot be responsible for delays occasioned by weather, other factors, or parties beyond its control, nor by factors which could not reasonably have been foreseen at the time this proposal was prepared and executed. Delays of this nature shall extend the completion date.
- 5.2 BSC's submittal will depend on the timely receipt of any required information from other project team members and/or the Chent.
- 5.3 During the performance of the services described within this proposal, the Scope of Services, and compensation therefore, may be adjusted by mutually agreed upon Amendments to this Agreement.
- 5.4 This proposal is valid for a period of sixty (60) days.



If the scope and fee presented herein are acceptable, please contact us to arrange for execution of a contract.

We appreciate the opportunity to be considered for these survey services. Please contact mc at 860-652-8227 (extension 4551) if you should have any questions or comments.

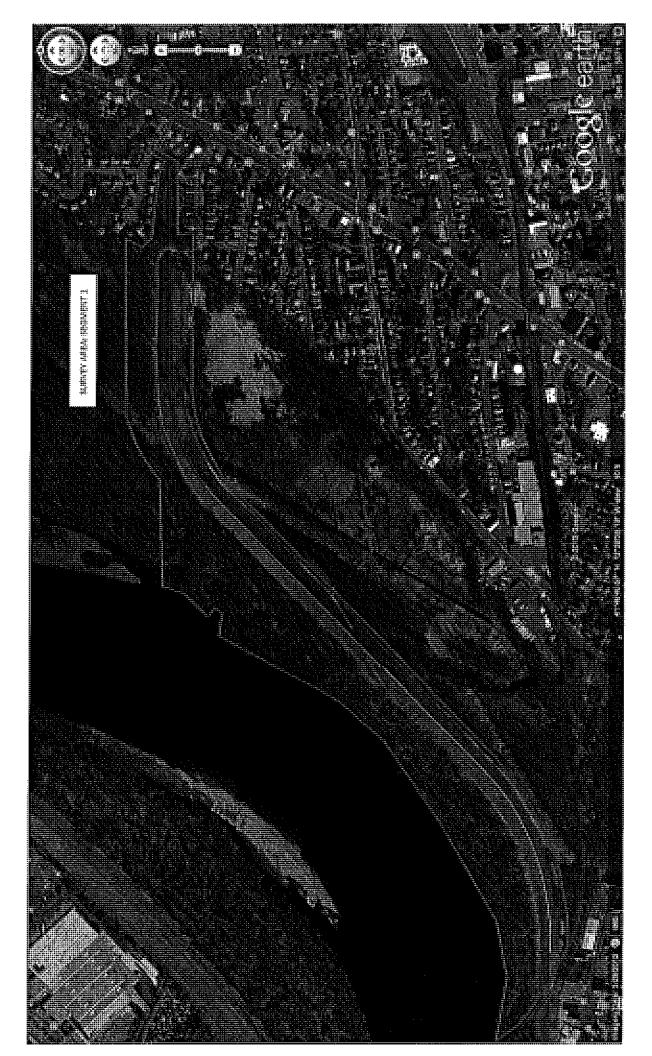
Sincerely,

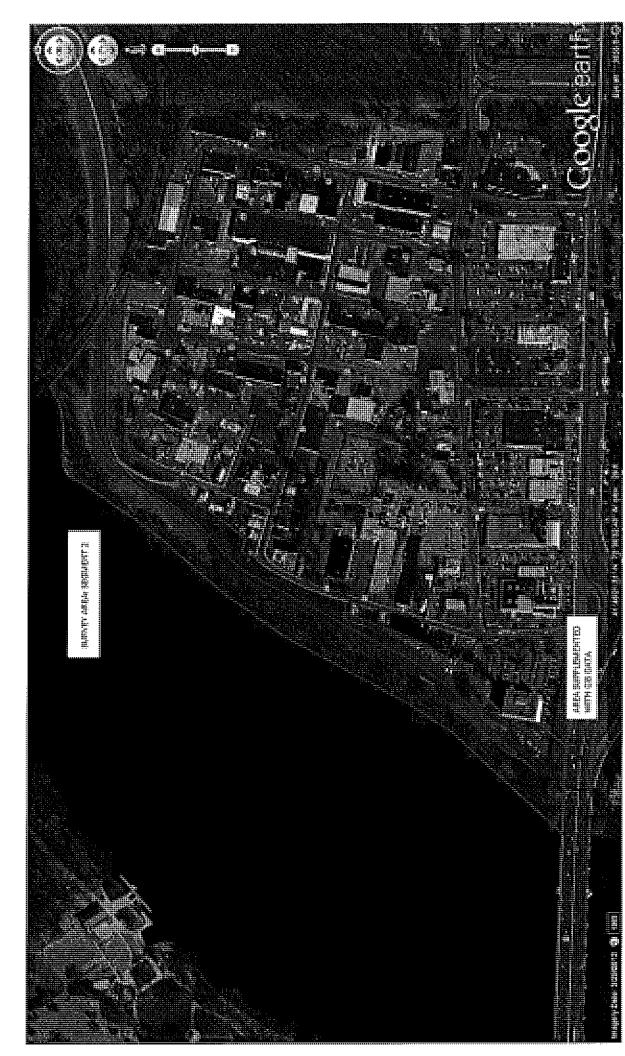
BSC GROUP - Connecticut, Inc.

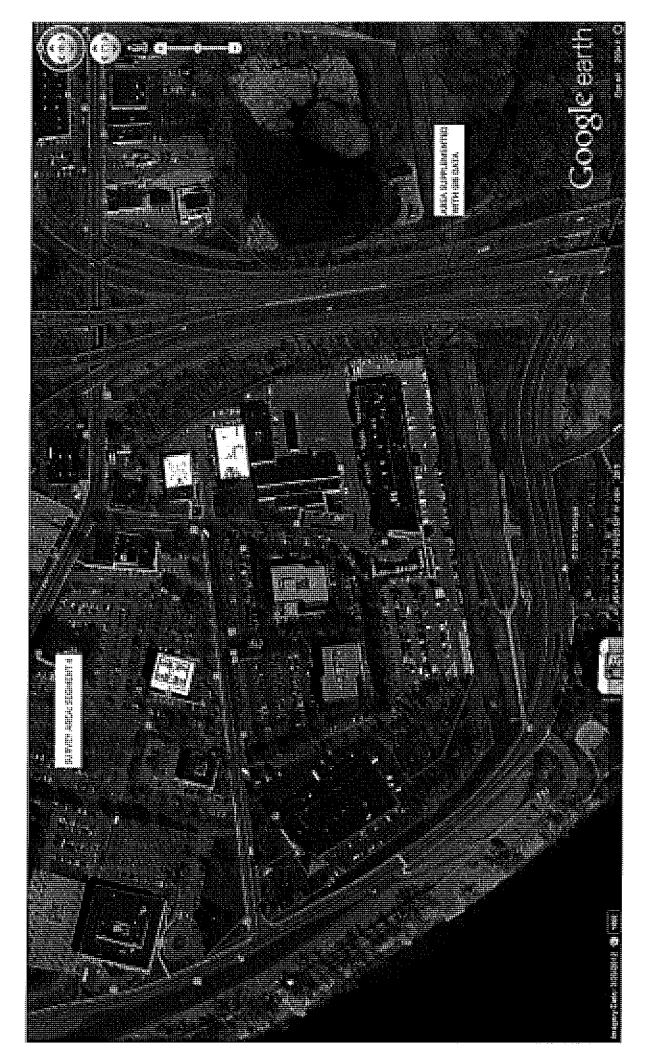
Konneth Cooper, PLS

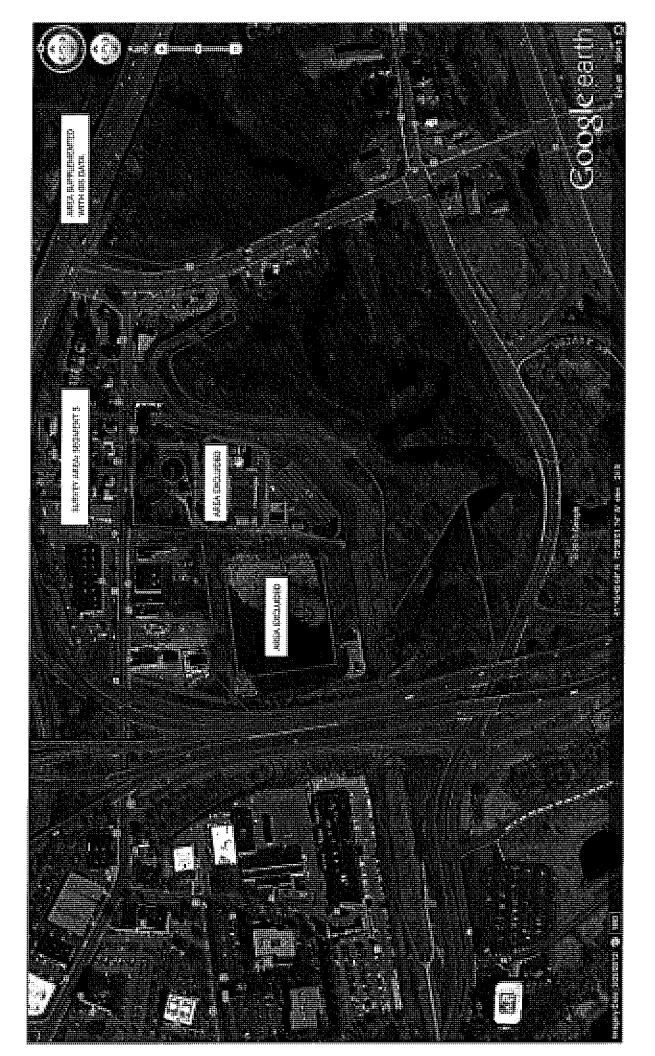
Land Surveyor

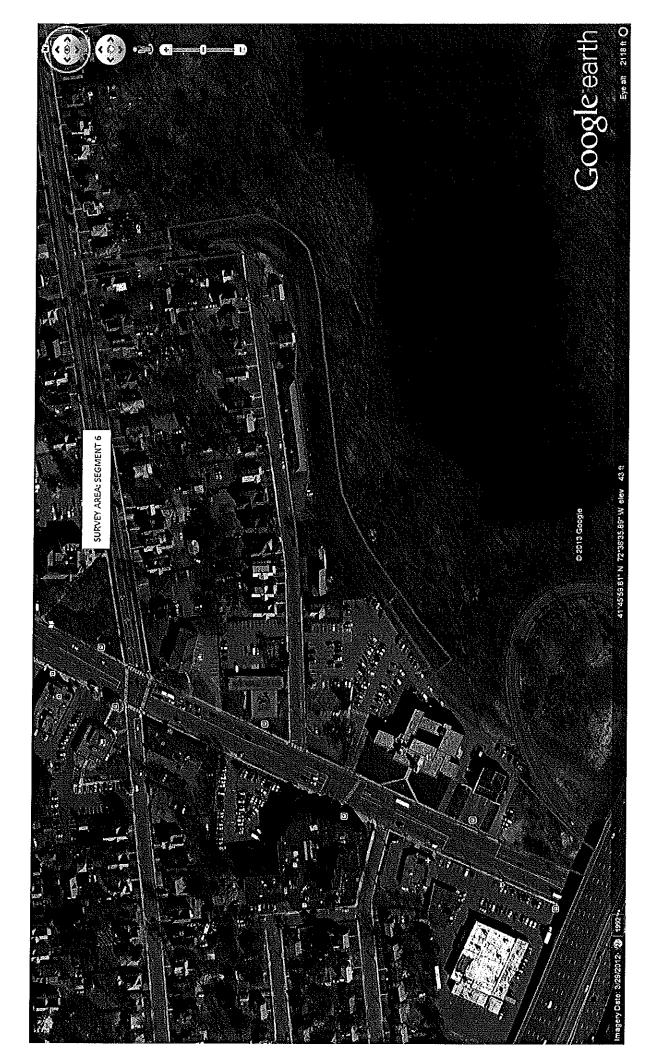
Kurt A. Prochorena, P.E. LEP, LEED AP Director of Operations – Connecticut

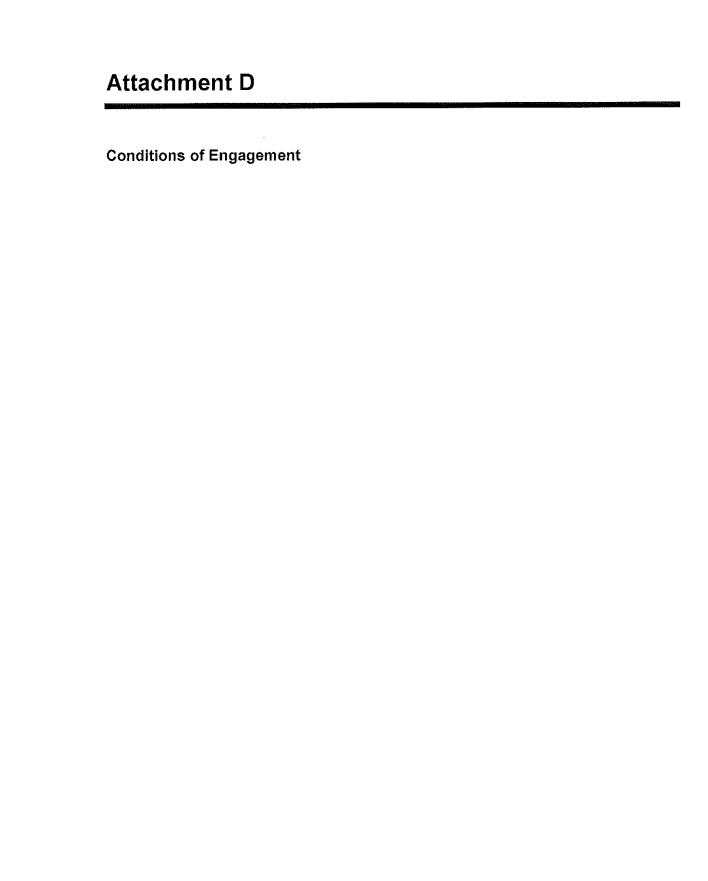












CONDITIONS OF ENGAGEMENT

Where referenced below, "Client" is the Town of East Hartford; "GEI" includes GEI Consultants, Inc. and its subcontractors.

- 1. **CONTRACT.** The Contract is the Proposal, Agreement or other Project document that is signed and dated by GEI Consultants, Inc. (GEI) and is signed and dated or accepted in writing by the Client, and that includes by reference these Conditions for Engagement. These Conditions shall apply to any and all subsequent amendments, additions, or modifications to the scope of work performed under this Contract unless specifically agreed in writing by both parties.
- 2. COMPENSATION FOR SERVICES AND PAYMENT TERMS. Client agrees to pay GEI in accordance with the fee schedule and payment terms provided in the Contract. GEI will submit invoices monthly or upon completion of a specified scope of service, as described in the Contract. Payment is due within 30 days after receipt of the invoice.
- 3. RIGHT OF ENTRY. Client agrees to furnish GEI with the right-of-entry to Town Property where GEI will perform its services. GEI's subcontractor will obtain Public Works Permits and post bonds according to the requirements of Addendum 1 of these Terms and Conditions.
- 4. UNDERGROUND STRUCTURES. (Text Deleted)
- 5. CONSTRUCTION SERVICES. If included in the scope of services in the Contract, GEI will provide personnel to observe the specific aspects of construction stated in the Contract and to ascertain that construction is being performed, in general, in accordance with the plans and specifications.
- 6. RENEGOTIATION OF CONTRACT FOR PRESENCE OF HAZARDOUS MATERIALS. This paragraph will not apply if the scope of services for this Contract includes services relating to hazardous waste, oil, asbestos, or other hazardous materials, as defined by federal, state and/or local laws or regulations. If the scope of services does not include such hazardous materials and if such materials are discovered during GEI's work, Client agrees to negotiate appropriate revisions to the scope of services, the budget estimate, and the terms and conditions of the Contract. When such hazardous materials are suspected, GEI will have the option to stop work until a new Contract is reached without financial penalty. If a mutually satisfactory Contract cannot be reached between both parties, the Contract will be terminated. Client agrees to pay GEI for all services rendered.
- 7. DISPOSAL OF SAMPLES AND WASTES CONTAINING REGULATED CONTAMINANTS. In the event that samples collected by GEI or provided by Client or wastes generated as a result of site investigation activities contain or potentially contain substances or constituents which are or may be regulated contaminants as defined by federal, state, or local statutes, regulations, or ordinances, including but not limited to samples or wastes containing hazardous materials, said samples or wastes remain the property of the Client and the Client will have responsibility for them as a generator. If set forth in the Contract, GEI will, at Client's expense, perform necessary testing, and either (a) return said samples and wastes to Client, or (b) using a manifest signed by Client as generator, have said samples and/or wastes transported to a location selected by Client for disposal. Client agrees to pay all costs associated with the storage, transport, and disposal of said samples and/or wastes. Unless otherwise agreed upon in the Contract, GEI will not transport, handle, store or dispose of waste or samples or arrange or subcontract for waste or sample transport, handling, storage, or disposal. Client recognizes and agrees that GEI is working as a bailee and at no time assumes title to said waste or samples or any responsibility as generator of said waste or samples.

- 8. INSURANCE. GEI will maintain/provide the following:
 - A. Comprehensive General Liability Insurance, including Contractual Liability Insurance issued by an insurance company licensed to conduct business in the State of Connecticut with combined single limits of \$1,000,000 per occurrence with a \$2,000,000 aggregate limit. All, if any, deductibles are the sole responsibility of the Engineer to pay and/or indemnify.
 - B. Automobile Liability Insurance issued by an insurance company license to conduct business in the State of Connecticut with a combined single limit of \$1,000,000 per occurrence with a \$2,000,000 aggregate limit. All, if any, deductibles are the sole responsibility of the Consultant to pay and/or indemnify.
 - C. Professional Liability Insurance: Issued on an occurrence basis; for the term of the contract with a \$1,000,000 Combined Single Limit, or Professional Liability Insurance: Issued on a claims-made basis and extended for two years following completion date, with \$1,000,000 Combined Single Limit.
 - D. Workers' Compensation Insurance in accordance with Connecticut State Statues
 - E. Certificate of insurance, with the following wording in the comments section, must be forwarded to the Town's Risk Manager within 10 days from notification of award. "The Town of East Hartford is named as an additional insured on the insurance coverage named above for claims arising out of the Consultant's performance of the contract herein."

 This provision is required for:
 - 1. Comprehensive General Liability
 - 2. Auto Liability Insurance
- 9. INDEMNIFICATION AND HOLD HARMLESS. GEI hereby covenants and agrees to and shall, at all times, indemnify, protect and save harmless the Town from and against all costs or expenses resulting from any and all losses, damages, detriment, suits, claims, demands, costs and charges, including reasonable attorney's fees, if any, which the Town may directly or indirectly suffer, sustain or be subjected to, to the extent caused by or resulting from the negligent acts, errors, or omissions or willful misconduct of GEI related to the work to be performed pursuant to this Contract or any activities in connection with said Contract, whether such losses and damages be suffered or sustained by the Town directly or by its employees, licenses or invitees, or be suffered or sustained by other persons or corporations who may seek to hold the Town liable therefore. The existence (or non-existence) of any insurance coverage purchased by GEI shall in no way affect the Town's rights pursuant to the terms hereof.
- 10. HAZARDOUS MATERIALS. Client agrees that GEI has not contributed to the presence of hazardous wastes, oils, asbestos, biological pollutants such as molds, fungi, spores, bacteria and viruses, and by-products of any such biological organisms, or other hazardous materials that may exist or be discovered in the future at the site. GEI does not assume any liability for the known or unknown presence of such materials. GEI's scope of work does not include the investigation or detection of biological pollutants such as molds, fungi, spores, bacteria and viruses, and by-products of any such biological organisms. Client also agrees to indemnify and hold harmless GEI, its subconsultants, subcontractors, agents, and employees from and against all claims, damages, losses, and costs (including reasonable attorneys' fees) that result from the detection, failure to detect or from the actual, alleged, or threatened discharge, dispersal, release, escape or exposure to any solid, liquid, gaseous or thermal irritant, asbestos in any form, or contaminants including smoke, vapor, soot, fumes, acids, alkalies, chemicals, waste, oil, hazardous materials, or biological pollutants. Client's obligations under this paragraph apply unless such claims, damages, losses, and expenses are caused by GEI's sole negligence or willful misconduct.

- 11. CONFIDENTIALITY. Unless compelled by law, a governmental agency or authority, or an order of a court of competent jurisdiction, or unless required pursuant to a subpoena deemed by GEI to be duly issued, or unless requested to do so by Client pursuant to the Proposal or otherwise, GEI agrees it will not convey to others any proprietary non-public information, knowledge, data or property relating to the business or affairs of the Client or of any of its affiliates, which is in any way obtained by GEI during its association with the Client. GEI further agrees to strive to limit, to a "need to know" basis, access by its employees to all information referred to above.
- 12. OWNERSHIP OF DOCUMENTS. Work products produced under this agreement are to become the property of the Town of East Hartford, and be turned over to the Town original documents upon completion or demand.
- 13. ELECTRONIC FILES. All documents including drawings, data, plans, specifications, reports or other information recorded on or transmitted as Electronic Files are subject to undetectable alteration, either intentional or unintentional, due to transmission, conversion, media degradation, software error, human alteration or other causes.
 - a. Electronic Files are provided for convenience and informational purposes only and are not a finished product or Contract Document. The actual signed and sealed hardcopy Contract Documents including stamped drawings, together with any addenda or revisions, are and will remain the official copies of all documents. GEI makes no representation regarding the accuracy or completeness of any accompanying Electronic Files. GEI may, at its sole discretion, add wording to this effect on electronic file submissions.
- 14. SUSPENSION OF WORK. Client may, at any time, by a 10-day written notice, suspend further work by GEI.
 - a. Client will remain fully liable for and will promptly pay GEI the full amount for all services rendered by GEI to the date of suspension of services, including all retained billings, if applicable
- 15. DISPUTE RESOLUTION. Both parties agree to submit any claims, disputes, or controversies arising out of or in relation to the interpretation, application, or enforcement of this Contract to non-binding mediation pursuant to the Rules for Commercial Mediation of the American Arbitration Association, as a condition precedent to litigation or any other form of dispute resolution.
- 16. APPLICABLE LAWS. GEI and its subconsultants agree to conform to all applicable laws and ordinances and statutes of the Federal Government, State of Connecticut, and Town of East Hartford.

Attachment E

Insurance Certificate

<WILL BE PROVIDED>

MARCIA A. LECLERC MAYOR

TOWN OF EAST HARTFORD

Police Department

TELEPHONE (860) 528-4401

FAX (860) 289-1249

MARK J. SIROIS CHIEF OF POLICE 81 School Street
East Hartford, Connecticut 06108

May 20, 2013

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

Re: Outdoor Amusement Permit Application -

"East Hartford Little League TBall/Farm Family Jamboree"

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by the East Hartford Little League by Brian Oatway, its President. The applicant seeks to conduct a youth baseball oriented day with games, amusements, and a family BBQ in Gorman Park (174 May Road) on Saturday, June 15, 2013 from 8 AM to 4 PM.

The applicant respectfully requests a waiver of all fees which may be due the Town of East Hartford, under the provisions of (TO) 5-6(c), as Little League is a not for profit organization.

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

The Parks & Recreation Department approves the application as submitted and offers the following comment: Parks & Recreation will follow up with a Facility Use Permit for Gorman Park.

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

- Applicant shall coordinate use of Gorman Park with Parks programming.
- Applicant shall coordinate the placement of additional trash and recycling barrels during normal work hours with the Park Maintenance Division.
- Areas used for the event shall be returned to pre-event conditions by the applicant including; trash and litter pickup, removal of signs and banners, restoration of damaged turf or other surfaces, etc.

The Office of Corporation Counsel states the applicant will need to sign a License Agreement with the Town of East Hartford for use of Gorman Park.

The Risk Management Department states the applicant will need to submit a Certificate of Insurance naming the Town of East Hartford as an additional insured for liabilities associated with the event.

The Inspections and Permits Department states that permits may be required for tents or electrical.

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

- The Police Department can provide adequate police protection for this event. The proposed site is suitable for the proposed amusement, the crowd is of a small size, and the area has sufficient parking available.
- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- In the event that the police manpower required for this event exceeds the Department's normal patrol complement, some overtime hiring may be necessary.

Sincerely,

Chief of Police

xc: Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



OUTDOOR AMUSEMENT PERMITS 31 SCHOOL STREET EAST HARTFORD, CT 06108-2638 (860) 528-4401

OUTDOOR AMUSEMENT PERMIT APPLICATION



Mark J. Sirois Chief of Police

THIS APPLICATION IS DUE NOT LESS THAN 30 DAYS PRIOR TO THE EVENT APPLIED FOR

1. Name of Event:

Little League TBall & Farm Year End Jamboree

2. Date(s) of Event:

June 15, 2013

3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):

East Hartford Little League PO Box 380417 East Hartford, CT 06138

 If <u>Applicant</u> is a partnership, corporation, limited liability company, clnb, or association, list the names of all partners, members, directors and officers AND provide their business address.

Brian Oatway, President

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

Gorman Park, 174 May Road

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

June 15, 8am-4pm

7. Provide a detailed description of the proposed amusement:

Youth baseball oriented games, amusements & family bbq

8.	Will music or other entertainment be provided wholly or partially outdoors?
о. Г	Will music or other entertainment be provided wholly or partially outdoors?
L	Yes No
	a. If 'YES,' during what days and hours will <u>music or entertainment</u> be provided (note: this is different from hours of operation)?
9.	What is the expected age group(s) of participants?
	4yo - adult
	What is the expected attendance at the proposed amusement: (If more than one performance, indicate time / day / date and anticipated attendance for each.)
	700
(Provide a detailed description of the proposed amusement's anticipated impact on the surrounding community. Please comment on each topic below: a. Crowd size impact:
	No impact
1	b. Traffic control and flow plan at site & impact on surrounding / supporting streets:
	No impact
(c. Parking plan on site & impact on surrounding / supporting streets:
	Parking in existing park lots
(1. Noise impact on neighborhood:
	No impact
(Trash & litter control plan for the amusement site and surrounding community during and immediately after the proposed amusement:
	Extra trash cans to be provided by P&R. Request waiver of all fees due to Little League be Non Profit.
ı	List expected general disruption to neighborhood's normal life and activities:
	No impact
8	g. Other expected influence on surrounding neighborhood:
	No impact
12. F	Provide a detailed plan for the following:
	Accessibility of amusement site to emergency, police, fire & medical personnel and vehicles: Accessibility with be as normal for park
t	p. Provisions for notification of proper authorities in the case of an emergency:
	Phone at concession stand Any provision for on-site emergency medical services:
· ·	. Any provision for on-site emergency medical services: First aid at concession stand
d	l. Crowd control plan:
е	Park rangers to help with directing parking and participants . If on town property, the plan for the return of the amusement site to pre-amusement condition:
f	Property will not be disturbed Provision of sanitary facilities:
13 V	On site restrooms Vill food be provided, served, or sold on site:
	ood available Yes No AND contact has been made with the East Hartford Health
г	Department Ves No.
	M # 127, Revised 03-26-13 Page 2 of 4 pages

 Does the proposed amusement involve the sale and/or provision of alcoholic beverages to amusement attendees, 				
Yes Vo Alcoholic beverages will be served / provided.				
If 'YES', describe, in detail, any and all arrangements and what procedures shall be employed: a. For such sale or provision,				
b. To ensure that alcohol is no	t sold or provided to minors or into	xicated persons.		
Check if copy of the liquor	permit, as required by State law, is	included with application.		
15. Include any other information which the applicant deems relevant (ie: time waivers and fee waiver requests should go here):				
Extra trash cans to be provided by	P&R. Request waiver of all fees of	due to Little League be Non Profit.		
CGS Sec. 53a-157. False Statement: Class A	Misdemeanor.			
A person is guilty of False Statement when he intentionally makes a false written statement under oath or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable, which he does not believe to be true and which statement is intended to mislead a public servant in the performance of his official duties.				
a. False Statement is a Class A M	isdemeanor.			
b. The penalty for a Class A Misdemeanor is imprisonment for a term not to exceed one (1) year, or a fine not to exceed \$1,000, or both a fine and imprisonment.				
I declare, under the penalties of False Stateme to the best of my knowledge:	ent, that the information provided in	this application is true and correct		
East Hartford Little League				
(Legal Name of Applicant)	Brian Oatway	4-29-13		
(Applicant Signature)	(Printed Name)	(Date Signed)		
League President	•			
(Capacity in which signing)				
(Send application e	electronically to cfrank@easthartfor	det.gov)		
FOR OFFICE USE	,			
Insurance Certificate Included: Liquor Permit Included: Certificate of Alcohol Liability Included: Time Waiver Request Included: Fee Waiver Request Included:	YES NO YES NO YES NO YES NO YES NO			

Received By: (am) a train	d	
Employee Number.		
Date & Time Signed: $\frac{5-13-13}{}$	1 (:	SS AM PM
Time remaining before event: days.		

If roads or sidewalks will be closed to public use as a result of this event the applicant must comply with signage requirements per Section 5-4 and present a signed affidavit attesting to this at the Town Council meeting.

Frank, Carol

From:

Horan, Laurel (Laurie) [HoranL2@AETNA.com]

Sent:

Monday, May 13, 2013 2:33 PM

To:

Frank, Carol

Cc:

'briano@progressiveeng.com'

Subject:

EHLL BOD listing

Hi Carol,

Please let me know if you have any questions. Thank you!

EAST HARTFORD LITTLE LEAGUE 2012-2013

BOARD OF DIRECTORS

Brian Oatway President

860-982-0921 (C) President@EHLL.org

Todd Tofil

Vice President

860-214-4203 VicePresident@EHLL.org

Laurie Horan

Secretary

860-569-3759 Secretary@EHLL.org

Karen Long

Treasurer

860- 263-8105 Treasurer@EHLL.org

Bill Horan

Director of Softball

860-930-5995 (C)

SoftballDirector@EHLL.org

Nick Hart

Director of Major Baseball

860-805-6579 (C)

MajorsDirector@EHLL.org

Art Tipton Director of Minor Baseball 860-874-6925 (C) MinorsDirector@EHLL.org

Hassan Robinson

Director of Farm Baseball

860-508-5944 FarmDir@EHLL.org

Greg Sailor

Director of T-Ball Baseball

860-478-2151 TBallInstrDir@EHLL.org

Kim Tipton

Player Agent

860-874-6926

PlayerAgent@EHLL.org

Jen Oatway

Director of Challengers

860-982-0923 (C)

ChallengersDir@EHLL.org

Al Pressmarita

Director of Equipment 860-707-2888 EquipmentDir@EHLL.org

Noel Garcia Director of Uniforms 860-986-0951 EquipmentDir@EHLL.org

George Agnelli Team Sponsor Director 860-803-9918 (C)

Julie Robinson
Director of Fundraising
860-680-3367 FundraisingDir@EHLL.org

Mike Janangelo Director of Safety/Fields 860-818-7576 (c) SafetyFieldsDir@EHLL.org

Kim Tipton
Director of Communications
860-874-6926 CommunicationsDir@EHLL.org

Corinne Robar Director of Concession/Gorman 860-803-6033

Kevin Long Director of Concession/McAuliffe 860-882-2777 ConcessionDir@EHLL.org

Scott Megquier Director of Umpires 860-670-7280 UmpiresDirector@EHLL.org

Tylon Crump Director of Coaches 860-212-2178

Laurie Horan

The attached material is for business purposes only and may contain Protected Health Information. Any external distribution of this information must comply with Aetna Privacy Policy No. 9, "Use and Disclosure of Member Protected Health Information."

----Original Message---From: Brian Oatway [mailto:briano@progressiveeng.com]

Sent: Monday, May 13, 2013 2:20 PM

To: Horan, Laurel (Laurie)

Subject: FW: Little League Tball & Farm Year End Jamboree

Can you please get a BOD roster to this person.

Brian B. Oatway, PE Progressive Engineering, Inc 290 Burnside Ave East Hartford, CT 06108

Parks & Rec

2



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



Marcia A. Leclero Mayor

Mark J. Sirois Chief of Police

Event [Date:	June 15, 2013
Event:		Little League TBall & Farm Year End Jamboree
Applica	ant;	East Hartford Little League by Brian Oatway, its President
	it to Town nendation	n Ordinance (TO) 5-3, a review of the application was completed and the following is made:
X)	1. the a	application be approved as submitted.
		application be revised, approved subject to the condition(s) set forth in the attached ments.
	3. the a	application be disapproved for the reason(s) set forth in the attached comments.
	Parks & Public W	partment Department Recreation Department Vorks Department tion Counsel
	Anticipa	ted cost(s) if known \$
) Signatur	11	3/20/13 Date
Commer	<u>1ts</u> :	
7 K	will	follow up with a facility use
161 M	fir	for Gurman Park.





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

Administrative Review of Amusement Permit



Marcia A. Leclere Mayor

Event [)ate:	:	June 15, 2013
Event:			Little League TBall & Farm Year End Jamboree
Applica	nt:		East Hartford Little League by Brian Oatway, its President
			n Ordinance (TO) 5-3, a review of the application was completed and the following is made:
\boxtimes	1.	the a	application be approved as submitted.
	2.		application be revised, approved subject to the condition(s) set forth in the attached ments.
	3.	tbe a	application be disapproved for the reason(s) set forth in the attached comments.
	He Par Pul	alth I ks & blic V	partment Department Recreation Department Works Department tion Counsel
	An	ticipa	nted cost(s) if known \$
Signatur	e	ez, A	Assistant Fire Chief May 20, 2013 Date
Comme	<u>its:</u>		



TOWN OF EAST HARTFORD Outdoor Amusement Permits

31 School Street East Hartford, CT 06108 (860) 528-4401



Marcia A. Leclere Mayor

Event Date:	June 15, 2013
Event:	Little League TBall & Farm Year End Jamboree
Applicant:	East Hartford Little League by Brian Oatway, its President
Pursuant to Town recommendation	Ordinance (TO) 5-3, a review of the application was completed and the following is made:
	pplication be approved as submitted.
_	pplication be revised, approved subject to the condition(s) set forth in the attached nents.
3. the a	pplication be disapproved for the reason(s) set forth in the attached comments.
Parks & Public W	partment Department Recreation Department Forks Department Tion Counsel
Anticipa	ted cost(s) if known \$
Michae Signature Comments:	15 Olonnell 5/15/13 Date

Frank, Carol

From: Bockus, Tim

Sent: Friday, May 17, 2013 11:11 AM

To: Frank, Carol

Subject: RE: Little League Tball & Farm Year End Jamboree

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. Applicant shall coordinate use of Gorman Park with Parks programming.

2. Applicant shall coordinate the placement of additional trash and recycling barrels during normal work hours with the Park Maintenance Division.

3. Areas used for the event shall be returned to pre-event conditions by the applicant including; trash and litter pickup, removal of signs and banners, restoration of damaged turf or other surfaces, etc.

There are no anticipated overtime costs to the Department for this event.

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 13, 2013 12:07

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject: Little League Tball & Farm Year End Jamboree

Good afternoon.

Attached please find the Outdoor Amusement Permit Application and your Director's Review and Notice in connection with the above captioned event.

Although this application was received 30 days prior to the event, I am requesting that your reviews be returned to me in one week's time to accommodate this event's placement before the Town Council meeting of June 4, 2013. (May 21st is too soon and June 18th is too late.) Your attention in this matter is greatly appreciated.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Monday, May 20, 2013. Thank you.

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

Carp Councel

Frank, Carol

From:

Gentile, Richard

Sent:

Monday, May 13, 2013 1:23 PM

To: Cc: Frank, Carol, Vibberts, Richard, Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto,

Ricardo: Stokes, Gloria; Thurnauer, Beau

Subject:

RE: Little League Tball & Farm Year End Jamboree

This will require a license agreement to use Gorman Park. #4 Of the application is incomplete.

----Original Message----

From: Frank, Carol

Sent: Monday, May 13, 2013 12:07

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject: Little League Tball & Farm Year End Jamboree

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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

PD Review

Frank, Carol

From:

DeMaine, Michael

Sent:

Monday, May 20, 2013 7:27 AM

To:

Frank, Carol

Subject:

RE: Little League Tall & Farm Year End Jamboree

Carol,

Extra attention from the police is fine.

Sergeant Michael DeMaine
Public Information Officer
East Hartford Police Department
31 School Street
East Hartford, CT 06108
Office (860)291-7583
Fax (860)289-1249
mdemaine@easthartfordct.gov

----Original Message----

From: Frank, Carol

Sent: Friday, May 17, 2013 08:22

To: Perez, William; Fravel, Theodore; Bockus, Tim; DeMaine, Michael

Cc: McConville, Timothy

Subject: Little League Tall & Farm Year End Jamboree

Good morning Gentlemen.

Just a quick reminder that your reviews for the above Outdoor Amusement Permit application are due on Monday, May 20th. I know I only sent the paperwork out on Monday, but due to the date of the event and the Town Council dates, it needed to be rushed so it can be on the June 4th agenda.

Thank you so much for your patience and assistance.

Carol

Risk Magat

Frank, Carol

From:

Bennett, Cindy

Sent:

Monday, May 13, 2013 12:18 PM

To:

Frank, Carol

Subject:

RE: Little League Tball & Farm Year End Jamboree

Hi Carol-EH Little League will have to submit a certificate of insurance evidencing a 1 million dollar liability policy naming the Town of EH as an additional insured for liabilities associated with the event. thanks

----Original Message----

From: Frank, Carol

Sent: Monday, May 13, 2013 12:07 PM

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject: Little League Tball & Farm Year End Jamboree

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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

CERTIFICATE OF LIABILITY INSUR	ANCE DATE	1/02/13
Keystone Risk Managers, LLC	CERTIFICATE	E# 2070203+1
1995 Point Township Drive Northumberland, PA 17867	INSURERS A	FFORDING COVERAGE:
WEGINDAN HEARD WISHIED		
PAST HAR (FIRE) II	INSURER A:	LEXINGTON INSURANCE COMPANY
BRITAN GATMAY GRIDAIL RO	INSURER B: (Non-Liability)	NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA
CAST MARTEDPO GT D		CHARTIS SPECIALTY INSURANCE COMPANY

COVERAGES

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

		POLICY NUMBER POLICY EFFECTIVE POLICY EXPIRATION DATE MIMODAYYYY		LIMITS		
изяо					EACH DOCUMERSHOE	\$1,000,000
			s and another	170173014	GENERAL AGGRAGATE	\$2,00%,000
¥					PRODUCTS COM COTA	#1,000.00U
	X INCL PARTICIPANTS	Property Damage Dedu	ctible: \$250	SEXUAL ADUSE	\$7 DOD. 000	
	X SEXUAL ABUSE				AGGEEGAIL L	\$2,000,00°
			A CONTRACTOR OF THE PARTY OF TH		ANY ONE PERSON	
	MEDICAL PAYMENTS				EACH LOSS	\$1,000,000
	DIRECTORS & OFFICERS) 47566038	1/01/2013	170172014	AGGREGATE	\$1,000,000
				3 / FES 8 F858 3 /B	FACHLOSS	\$35,000
The second secon	COMME COVERAGE	01(00)8417				
	CHIME COVERNOL	Crime Deductible: \$250 Property/\$1,000 Money			AGGREGATE	NONE
	SPORTS EXCESS ACCIDENT			The same of the sa	As in Master Policy Med Max \$100,000 Ded \$60	As in Master Policy Excess
	AUOL	GENERAL LIABILITY X OCCURRENCE X INCL PARTICIPANTS X SEXUAL ABUSE MEDICAL PAYMENTS DIRECTORS & OFFICERS CRIME COVERAGE	AUDAL INSER TYPE OF INSURANCE GENERAL LIABILITY X OCCURRENCE X INCL. PARTICIPANTS Property Damage Dedu X SEXUAL ABUSE MEDICAL PAYMENTS DIRECTORS & OFFICERS 14756608 CRIME COVERAGE Crime Deductible: \$250	TYPE OF INSURANCE POLICY NUMBER POLICY FRECTIVE DATE MM/DD/YYYY GENERAL LIABILITY X OCCURRENCE Property Damage Deductible: \$250 X SEXUAL ABUSE MEDICAL PAYMENTS DIRECTORS & OFFICERS 14756838 CRIME COVERAGE Crime Deductible: \$250 Property/\$1,000 Mones	TYPE OF INSURANCE POLICY NUMBER POLICY FFRECTIVE DATE MIMDD/YYY POLICY EFFECTIVE DATE MIMDD/YYY POLICY EFFECTIVE DATE MIMDD/YYY DATE MIMDD/YYYY A COCURRENCE YM 72/51/2	TYPE OF INSURANCE POLICY NUMBER POLICY EFFECTIVE DATE MADDITYTY DATE MADDITYTY

"X" INDICATES COVERAGE SELECTED FOR ADDITIONAL NAMED INSURED

ADDITIONAL INSURED

Who is an insured (SECTION II) of the General Liability policy is amended to include as an insured the person or organization shown in the schedule, but only with respect to liability arising out of the above named Little League's maintenance or use of ball fields, or other premises loaned, donated, or rented to that Little League by such person or organizations and subject to the following additional exclusions:

1. Structural alterations, new construction, maintenance, repair or demolition operations performed by or on behalf of the person or organization designated in the Schedule unless performed by the above named Little League and 2. That part of the ball field or other premises not being used by the above named Little League
NAME AND ADDRESS OF PERSON OR ORGANIZATION:

TOWN OF EAST MARTYORD BOARD OF EDUCATION TORIN OF EAST HARTFURD

	200
INSURED	CANCELLATION
11.555	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES TO THE ABOVE NAMED LITTLE LEAGUE BE CANCELED BEFORE THE
Little League Baseball Risk Purchasing Group, Inc.	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES TO THE ABOVE MARKED IT THE LEAGUE BE CANOCELLED ON THE EXPIRATION DATE THEREOF, THE ISSUING INSURER OR THEIR REPRESENTATIVE WILL MAIL 30 DAYS WRITTEN NOTICE TO THE DESIGNATED PERSON OR ORGANIZATION AT THEIR LAST X 100 MADDRESS, TO U.S.
539 U.S. RT. 15 HIGHWAY	Ent for play (C)
South Williamsport, PA 17702	AUTHORIZED REPRESENTATIVE
270	A CONTRACTOR OF THE PROPERTY O

COI approval

Frank, Carol

From:

Bennett, Cindy

Sent:

Monday, May 13, 2013 2:25 PM

To:

Frank, Carol

Subject:

RE: Little League Tball & Farm Year End Jamboree

The certificate of insurance is acceptable-thanks

----Original Message----

From: Frank, Carol

Sent: Monday, May 13, 2013 2:04 PM

To: Bennett, Cindy

Subject: FW: Little League Tball & Farm Year End Jamboree

Cindy,

Attached please find the COI from Little League. Is this acceptable?

Carol

----Original Message----

From: Brian Oatway [mailto:briano@progressiveeng.com]

Sent: Monday, May 13, 2013 14:02

To: Frank, Carol Cc: Bill Horan

Subject: RE: Little League Tball & Farm Year End Jamboree

Attached is our insurance certificate which I'm certain the town already has on file.

What is a "License Agreement"? This was not something we had to do last year?

My business address is below:

Brian B. Oatway, PE Progressive Engineering, Inc 290 Burnside Ave East Hartford, CT 06108 860.895.8385

----Original Message----

From: CFrank@easthartfordct.gov [mailto:CFrank@easthartfordct.gov]

Sent: Monday, May 13, 2013 1:59 PM

To: Brian Oatway

Subject: FW: Little League Tball & Farm Year End Jamboree

Good afternoon Brian,

A couple of reviews have come back and they will need your attention. Here they are:

Please find below the review I received from Rich Gentile regarding your event. As per Mr. Gentile's review, can you please complete the answer to Question #14? You can simply send me an e-mail stating the answer to Question #4 is as follows: (provide the answer here) and then I will forward for review.)

The referred to License Agreement is attached and assistance with this can be provided by the office of Corporation Counsel at Town Hall or by phone at 860-291-7215.

At this time I have copied the email received from the Town's Risk Manager regarding the required Certificate of Insurance. Please not that the town's Risk Manager, Cindy

Inspt Permits

2



TOWN OF EAST HARTFORD **Outdoor Amusement Permits** 31 School Street East Hartford, CT 06108

(860) 528-4401



Marcia A. Leclere Mayor

	Event Date:	June 15, 2013
	Event:	Little League TBall & Farm Year End Jamborce
	Applicant:	East Hartford Little League by Brian Oatway, its President
	Pursuant to Town	n Ordinance (TO) 5-3, a review of the application was completed and the following is made:
		application be approved as submitted.
		application be revised, approved subject to the condition(s) set forth in the attached ments.
	3. the	application be disapproved for the reason(s) set forth in the attached comments.
UlA		partment Department Recreation Department Works Department ation Counsel
	Anticip	ated cost(s) if known \$
	Signature DIVI	Gregory Grew 5/14/13 2 OF LINSP & PERMITS Date 3 MY APPROVAL IS NOT REQ'D.
	PREPLY B	3 MY APPROVAL IS NOT REQ'D. FOR TENTS OR ELECTRICAL E REQUIRED.

LIMITED LICENSE AGREEMENT

TOWN OF EAST HARTFORD TO EAST HARTFORD LITTLE LEAGUE

IN THIS LICENSE AGREEMENT the words "we", "us" and "our" means the Licensor, the Town of East Hartford. The words "you" and "yours" means the Licensee, East Hartford Little League and its officers, directors, agents, servants, employees and volunteers.

We grant you a limited license to utilize the Town's Gorman Park and its associated parking spaces for the East Hartford Little League T-Ball and Farm Year End Jamboree (Gorman Park and its associated parking spaces are hereinafter collectively referred to as the "Premises".) The following terms shall govern this limited license:

- 1. TERM. The term of the limited license is for June 15, 2013. General Hours of use of the Premises will be 8am-4pm.
- 2. LICENSE FEE. There will be no charge for the grant of this limited license.
- 3. USE. You will use the Premises for a year end celebration known as the East Hartford Little League T-Ball & Farm Year End Jamboree, which is a celebration of the 2013 little league baseball season.
- 4. LAWS. You will comply with all laws and regulations regarding the Premises.
- 5. CARE OF PREMISES.
 You will keep the Premises in a

clean and safe condition. You will remove all ashes, garbage, rubbish and other waste daily in a clean and safe manner.

- 6. ENTERING PREMISES.
 We may enter on the Premises at all times. You will not unreasonably deny us the right to do so.
- 7. REPAIR OF PREMISES. When this license terminates, you will leave the Premises in good and clean condition. You will repair any damage that you or your invitees have caused or permitted
- INDEMNITY AND HOLD 8. HARMLESS. As additional consideration for the use of the Premises you agree to indemnify, defend and hold harmless the Town of East Hartford and its elected officials, officers, directors, employees, agents and servants from any loss or damages as a result of any personal injury, bodily injury, property damage or wrongful death arising out of or in any way related to the use of the premises by you (including but not limited to the use of the Premises by your officers, directors, employees, volunteers, agents, contractors, subcontractors, vendors or member of the public), the only exception being loss or damages caused by the sole negligence of the Town of East Hartford.
- 9. INSURANCE. You further agree to obtain general liability and automobile liability insurance with limits, and in a form, acceptable to the Town of East Hartford.

- 10. NO COST TO TOWN. You agree that all costs associated with your event, including, but not limited to, advertising, clean-up, trash removal, repair of the Premises and Police and Fire services, shall be at your sole expense.
- 11. SEPARATE PROVISIONS.

 If any provision of this Limited License Agreement is invalid or unenforceable, the other provisions of this Limited License Agreement will still apply.
- 12. BINDING EFFECT. This Limited License Agreement shall be binding upon you and us and our respective successors, heirs, executors and administrators.
- 13. CONSTRUCTION. The license granted hereunder shall be construed under the laws of the State of Connecticut.

Town of East

Marcia A. Leclerc It's Mayor

East Hartford Little League

Brian Oatway

Its President

MARCIA A. LECLERC MAYOR

HARTFORD TOWN OF EAST

Police Department

TELEPHONE (860) 528-4401

FAX (860) 289-1249

MARK J. SIROIS CHIEF OF POLICE

81 School Street East Hartford, Connecticut 06108

May 16, 2013

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

Outdoor Amusement Permit Application -

"Keith Berger Memorial Criterium Bicycle Race; CT Criterium

Championships"

Dear Chairman Kehoe:

Attached please find the amusement permit application submitted by the Capital Velo Club by Mark Paggioli, President of the Capital Velo Cycling Team. The applicant seeks to conduct a series of bicycle races on Sunday, June 23, 2013 from 9:30 AM - 3:30 PM from Founders Plaza and the following Streets: East River Drive, Pitkin Street, Meadow Street, and Hartland Street. Food will also be provided.

The applicant respectfully requests a waiver of the associated permit fee, under the provisions of (TO) 5-6(c), due to the Town of East Hartford as this is a charitable fund-raising event.

The applicant also respectfully requests a waiver of the administrative portion (35% surcharge) of fees associated with Police coverage as the proceeds from the event are used to make a donation to the Leukemia & Lymphoma Society's Team in Training and to support youth cycling.

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed by the Directors of the Fire, Health, Public Works, Parks and Recreation Departments and the Offices of Corporation Counsel and Finance. The Parks & Recreation Department approves the application as submitted.

The Fire Department approves the application as submitted and states that the anticipated cost for the Department's services is \$825.00.

The Health Department recommends approval provided the appropriate food service permits are obtained prior to the event.

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

 Applicant shall obtain a road closure permit from the Public Works Engineering Division.

• The deployment of traffic control devices for the road closures is to be coordinated with the Public Works Highway Division.

The Office of Corporation Counsel states the applicant will need to sign a License Agreement with the Town of East Hartford for use of Town roads.

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

- The Police Department can provide adequate police protection for this event. The proposed site is suitable for the proposed amusement, the crowd is of a small size, and the area has sufficient parking available.
- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- Police manpower required for this event exceeds the Department's normal patrol complement and overtime hiring will be necessary. As an event that is not Town-sponsored, this expense will have to be borne by the applicant. The cost, based on last year's expense, is expected to be approximately \$3,800.00 which includes the 35% surcharge.

Sincerely,

Mark J. Sirois
Chief of Police

xc:

Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



OUTDOOR AMUSEMENT PERMITS 31 SCHOOL STREET EAST HARTFORD, CT 06108-2638 (860) 528-4401

OUTDOOR AMUSEMENT PERMIT APPLICATION



Mark J. Sirois Chief of Police

THIS APPLICATION IS DUE NOT LESS THAN 30 DAYS PRIOR TO THE EVENT APPLIED FOR

1. Name of Event:

Keith Berger Memorial Criterium Bicycle Race; CT Criterium Championships

2. Date(s) of Event:

June 23, 2013

3. <u>Applicant's</u> name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):

Capital Velo Club by Mark Paggioli, 427 Chimneysweep Hill Rd. Glastonbury, CT 06033. Home phone 860.659.1632 Cell 860.712.4439 email - paggioli@cox.net

4. If <u>Applicant</u> is a partnership, corporation, limited liability company, club, or association, list the names of all partners, members, directors and officers AND provide their business address.

Capital Velo Cycling Team, President -Mark Paggioli, Vice President - Massimiliano Accaputo, John Kolios - Treasurer

5. List the location of the proposed amusement: (Name of facility <u>and</u> address)

Founders Plaza - East River Rd to Pitkin to Meadow to Harlland. Course runs clockwise / all right hand turns. See attached map.

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

6/23/2013 Races from 9:30 am to 3:30 pm

7. Provide a <u>detailed</u> description of the proposed amusement:

Bicycle Races

8. Will music or other entertainment be provided wholly or partially outdoors?
Yes ✓ No
a. If 'YES,' during what days and hours will <u>music or entertainment</u> be provided (note: this is different from hours of operation)?
9. What is the expected age group(s) of participants?
15-65
10. What is the expected attendance at the proposed amusement: (If more than one performance, indicate time / day / date and anticipated attendance for each.)
100 speciators maximum per event. 100 participants per event is the maximum allowed by the governing body. The first race starts at 9:30 am and the last race starts at 2:00 pm
11. Provide a <u>detailed</u> description of the proposed amusement's anticipated impact on the surrounding community. Please comment on each topic below:a. Crowd size impact:
Small crowds will be on Hartland St to view the finish line.
b. Traffic control and flow plan at site & impact on surrounding / supporting streets:
Course will be closed to traffic. Police will be required for a portion of Pitkin St & East River Rd.
c. Parking plan on site & impact on surrounding / supporting streets:
Parking will be on property of area business park. d. Noise impact on neighborhood:
Little noise, is a non-residential area.
e. Trash & litter control plan for the amusement site and surrounding community during and immediatel after the proposed amusement:
See attached Sheet
f. List expected general disruption to neighborhood's normal life and activities:
Little disruption, traffic can be routed around the race course.
g. Other expected influence on surrounding neighborhood:
None
 12. Provide a detailed plan for the following: a. Accessibility of amusement site to emergency, police, fire & medical personnel and vehicles: Easy access to the course from several directions, see attached map. b. Provisions for notification of proper authorities in the case of an emergency:
Same as previous years - EMTs on location with contact to dispatch c. Any provision for on-site emergency medical services:
Same as B above d. Crowd control plan:
Small crowds, spectators are uncommon & typically family members of participants e. If on town property, the plan for the return of the amusement site to pre-amusement condition: Course uses town roads which will be returned to condition prior to race f. Provision of sanitary facilities:
Port-O-Johns will be used as in previous years 13. Will food be provided, served, or sold on site:
Food available Yes No AND contact has been made with the East Hartford Health
Department Yes 🗸 No.

 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,					
We are talking with	n Old Burnside Brewing Con	npany as a vendor				
b. To ensure that alcohol is	not sold or provided to minors or intoxicated	d persons.				
Old Burnside Brewing Co	ompany would staff their own vehicle th	nat provides their product				
Check if copy of the lique	or permit, as required by State law, is include	ed with application.				
 Include any other information whi should go here); 	ch the applicant deems relevant (ie: time wa	ivers and fee waiver requests				
See attached Sheet						
CGS Sec. 53a-157. False Statement: Class	s A Misdemeanor.					
A person is guilty of False Statement when he intentionally makes a false written statement under oath or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable, which he does not believe to be true and which statement is intended to mislead a public servant in the performance of his official duties.						
a. False Statement is a Class A	Misdemeanor.					
	isdemeanor is imprisomment for a term not to both a fine and imprisonment.	exceed one (1) year, or a				
I declare, under the penalties of False States to the best of my knowledge:	ment, that the information provided in this ap	oplication is true and correct				
Capital Velo Club						
(Legal Name of Applicant) Mark Paggioli Mark Pagg	Mark Paggioli	5/1/2013				
(Applicant Signature)	(Printed Name)	(Date Signed)				
President						
(Capacity in which signing)						
(Send application electronically to cfrank@easthartfordct.gov)						
FOR OFFICE USE						
Insnrance Certificate Included: Liquor Permit Included: Certificate of Alcohol Liability Included: Time Waiver Request Included: Fee Waiver Request Included:	YES NO YES NO YES NO YES NO NO					

2013 Keith Berger Outdoor Amusement Attached Sheet

Question 11E – There is normally little trash at bicycle races. Our organization will clean the entire course as well as the registration area, restoring it to its original condition.

Question 15 - All race intersections & entries will be marshaled & controlled. Our organization has held this race on this course for 8 years previously.

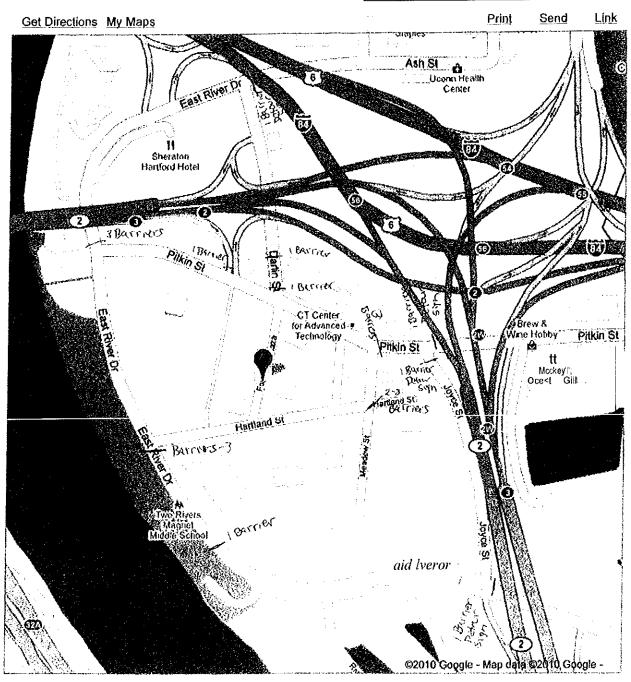
This event is the CT Criterium Championships. We also request to have any application fee waived as well as the administrative portion of associated with the Police Coverage. Event proceeds are used to make a donation to the Leukemia & Lymphoma Society's Team in Training & to support youth cycling.

Received By: Card a Strand	
Employee Number. 9019	
Date & Time Signed: $\frac{5-9-13}{}$	12:24 MAT PM
Time remaining before event: 30 days.	,

If roads or sidewalks will be closed to public use as a result of this event the applicant must comply with signage requirements per Section 5-4 and present a signed affidavit attesting to this at the Town Council meeting.

Googlemaps Address

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



App. Revision Reguest (to remove alchhol)

Frank, Carol

From:

Frank, Carol

Sent:

Thursday, May 09, 2013 8:03 AM

To:

Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John

Cc:

Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise, Leclerc, Marcia, McConville, Timothy, O'Connell, Michael, Perez, William,

Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject:

Keith Berger Memorial Criterium Bike Races





Application Application Revision lication Revision Application Revision-No Alcoho..

Good morning all.

Attached please find the Outdoor Amusement Permit Application Revision Notice and Applicant's e-mail in connection with the above captioned event.

This is being sent for informational purposes only so you do not need to respond to this unless you have questions. If you have already sent in your review, it will remain on file.

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

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

From: Mark Paggioli [mrkpgg@gmail.com] Sent: Wednesday, May 08, 2013 10:26 PM

To: Frank, Carol

Cc: Massimiliano Accaputo; john kolios

Subject: Keith Berger Memorial Criterium Outdoor Amusement Permit

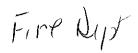
Hi Carol,

As President of the Capital Velo Club, we'd like to change the answer to Question #14 of our Outdoor Amusement Permit Application to reflect "NO".

Alcohol will not be provided / served.

Thank you.

Mark Paggioli President Capital Velo Club





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



Marcia A. Leclerc Mayor

Event D	Date:	June 23, 2013	
Event:		Keith Berger Memorial Criterium Bicycle Race; CT Criter Championships	ium
Applica	nt;	Capital Velo Club by Mark Paggioli, President of the Cap Cycling Team	ital Velo
		wn Ordinance (TO) 5-3, a review of the application was completed and the fol on is made:	lowing
\boxtimes	1. the	e application be approved as submitted.	
		e application be revised, approved subject to the condition(s) set forth in the a omments.	ttached
	3. the	e application be disapproved for the reason(s) set forth in the attached commer	nts.
	Health Parks & Public	Department 1 Department & Recreation Department E Works Department oration Counsel	
\boxtimes	Anticip	pated Cost(s) if known \$\$825.00	
		Assistant Fire Chief May 13, 2013	
Signatur	re	Date	
Comme	nts:		

Health



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



Marcia A. Leclerc Mayor

Administrative Review of Amusement Permit

Event Date:	June 23, 2013	
Event:	Keith Berger Memorial Criterium Bicycle Race; Championships	CT Criterium
Applicant:	Capital Velo Club by Mark Paggioli, President of Cycling Team	the Capital Velo
Pursuant to Tow recommendation	m Ordinance (TO) 5-3, a review of the application was completed is made:	and the following
	application be approved as submitted.	
	application be revised, approved subject to the condition(s) set forments.	orth in the attached
3. the	application be disapproved for the reason(s) set forth in the attach	ed comments.
Health Parks &	epartment Department & Recreation Department Works Department ation Counsel	
Anticip	ated Cost(s) if known \$	
Man	ial O'Consell 5/6/13	Date
Signature		Date

Comments:

Approval recommended provided that appropriate food service permits are obtained prior to the event.

Partes thee



Comments:

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



Marcia A. Lectere Mayor

June 23, 2013
Keith Berger Memorial Criterium Bicycle Race; CT Criterium Championships
Capital Velo Club by Mark Paggioli, President of the Capital Velo Cycling Team
vn Ordinance (TO) 5-3, a review of the application was completed and the following n is made:
application be approved as submitted.
application be revised, approved subject to the condition(s) set forth in the attached mments.
application be disapproved for the reason(s) set forth in the attached comments.
epartment Department & Recreation Department Works Department ation Counsel
oated Cost(s) if known \$
5/14/13 Date



Frank, Carol

From: Bockus, Tim

Sent: Wednesday, May 08, 2013 1:04 PM

To: Frank, Carol

Subject: RE: KB Memorial Criterium Bike Races

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

- 1. Applicant shall obtain a road closure permit from the Public Works Engineering Division.
- The deployment of traffic control devices for the road closures is to be coordinated with the Public Works Highway Division.

There are no anticipated costs to the Department.

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

----Original Message----

From: Frank, Carol

Sent: Thursday, May 02, 2013 14:53

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau Subject: KB Memorial Criterium Bike Races

Good afternoon all.

Attached please find the Outdoor Amusement Permit Application, Map 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 email response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Thursday, May 16, 2013. 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



Comments:

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



Marcia A. Leclerc Mayor

Event D	ate:	June 23, 2013
Event:		Keith Berger Memorial Criterium Bicycle Race; CT Criterium Championships
Applica	nt:	Capital Velo Club hy Mark Paggioli, President of the Capital Velo Cycling Team
		n Ordinance (TO) 5-3, a review of the application was completed and the following is made:
	1. the	application be approved as submitted.
7		application be revised, approved subject to the condition(s) set forth in the attached nments. License Agreement for the grown
		application be disapproved for the reason(s) set forth in the attached comments.
	Health I Parks & Public V	partment Department Recreation Department Works Department ation Counsel
	Anticipa	ated Cost(s) if known \$
Signatur	e	5/3/2013

Risk Mingint

Frank, Carol

Bennett, Cindy From:

Thursday, May 02, 2013 2:57 PM Sent:

Frank, Carol To:

RE: KB Memorial Criterium Bike Races Subject:

Will need a certificate of ins

----Original Message-----

From: Frank, Carol

Sent: Thursday, May 02, 2013 2:53 PM

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject: KB Memorial Criterium Bike Races

Good afternoon all.

Attached please find the Outdoor Amusement Permit Application, Map and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Thursday, May 16, 2013. 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



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



Marcia A. Leclero Mayor

	Event D	Date:	June 23, 2013
	Event:		Keith Berger Memorial Criterium Bicycle Race; CT Criterium Championships
	Applica	int:	Capital Velo Club by Mark Paggioli, President of the Capital Velo Cycling Team
	Pursuar recomm	nt to Tow nendation	on Ordinance (TO) 5-3, a review of the application was completed and the following is made:
		1. the	application be approved as submitted.
			application be revised, approved subject to the condition(s) set forth in the attached mments.
UA		3. the	application be disapproved for the reason(s) set forth in the attached comments.
		Health Parks & Public	epartment Department & Recreation Department Works Department ration Counsel
		Anticip	pated Cost(s) if known \$
	Signatu Somme PER PER	Hou Hou Hou Hou Hou Hou Hou Hou	Gregory Grew 5/2/13 R OF INSPECTIONS & PERMITS DAIL BY APPROVAL NOT REQ'D. MAY BE REQ'D FOR TENTS OR ELECTRICAL.

MARCIA A. LECLERC MAYOR

TOWN OF EAST HARTFORD

Police Department

TELEPHONE (860) 528-4401

FAX (860) 289-1249

MARK J. SIROIS CHIEF OF POLICE

81 School Street East Hartford, Connecticut 06108

May 16, 2013

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

Re: Outdoor Amusement Permit Application -

"Summer Movie Series"

Dear Chairman Kehoe:

Attached please find the amusement permit application from Goodwin College, Inc. by Sandy Pearce, its Event Coordinator. The applicant seeks to conduct a series of family oriented movies. Food vendors will be on sight. These events will take place on the grounds of Goodwin College, One Riverside Drive from 8:00 PM to 11:00 PM, on the following three (3) Fridays in 2013: June 28, July 19 and August 2.

The applicant respectfully **requests a waiver of the associated permit fee**, under the provisions of (TO) 5-6(c), due to the Town of East Hartford as Goodwin College is sponsoring these movies as a community family-style events.

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

The Fire Department approves the application as submitted and states that a pre-event inspection by the Fire Marshal's office may be required.

The **Health Department** recommends approval provided that appropriate fool service permits are obtained prior to the events.

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

 Applicant shall provide additional information to identify where the event will occur on the campus.

The Inspections and Permits Department states that permits may be required for tents or electrical.

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

The Police Department can provide adequate police protection for

these events. The proposed site is suitable for the proposed amusement, the crowd is of a small size, and the area has sufficient parking available.

• These events can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.

Sincerely,

Mark J. Sirois Chief of Police

xc: Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



MANAGEMENT SERVICES BUREAU **OUTDOOR AMUSEMENT PERMITS** 31 SCHOOL STREET EAST HARTFORD, CT 06108-2638 (860) 528-4401

OUTDOOR AMUSEMENT PERMIT



Marcia A. Leclerc Mayor	APPLICATION	Mark J. Sirois Chief of Police
17,117 07		chief of Fonce
	nmer Movie Serie.	
2. Datc(s) of Event:	days: June 38, July	19, August 2
	work phone numbers, home address, and e-mail address, and e-mail address, and e-mail address, and e-mail address or association, list names of all partners or of the entocome of acility and address) On e Riverside Drive	East Hartford, CT
6 F. L. Alica J. L	operation for each day (if locations changes on a particle P and P are the proposed amusement:	
	inment Be Provided Out-Of-Doors?	
_	minicitibe Florated Out-O1-20018:	
_ Yes 🗷 No		
a. If 'YES,' during wi	hat days and hours will <u>music or entertainment</u> be presented to be presented in the presented of the presented in the present of the presented in the present of the prese	provided (note: this is
9. What is the expected age gro	oup(s) of participants?	
10. What is the expected attendation (If more than one performant)	ance at the proposed amusement: nce, indicate time/day/date and anticipated attended CAN SCCOMOSSCE	
11. Provide a <u>detailed</u> description community. Please commer	on of the proposed amusement's anticipated impact	t on the surrounding

CAMPUS: n/A

Crowd Size Impact: 00

CAMPUS SECURIZY ON THE Ground OF STREET OF STREET
b. Traffic Control and Flow Plan at Site & Impact on Surrounding / Supporting Streets: Rivers, Le Drive & Ensign & Willow Brook to Main 52 c. Parking Plan On Site & Impact on Surrounding / Supporting Streets:
Riverside Drive & Ensign & Willow Grock to Main oc
Ample parking on Campus
d. Noise Impact on Neighborhood:
MINIMUM
e. Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement: On Campus facilities: h/A
f. List expected general disruption to neighborhood's normal life and activities: POSSIBLY COULD be More Irallic on Ensign at beginning and g. Other Expected Influence on Surrounding Neighborhood:
n/β
12. Provide a Detailed Plan for the Following:
a. Accessibility of Amusement Site to Emergency, Police, Hre & Medical Personnel and Vehicles: Same Drovisions As Good Min Cole Gel b. Provisions for Notification of Proper Authorities in the Case of an Emergency:
b. Provisions for Notification of Proper Authorities in the Case of an Emergency:
CUP SECULLY WILL notify police & fire c. Any Provision for On-Site Emergency Medical Services:
$M_{\rm O}$
d. Crowd Control Plan: On Site Security (Allied Barton) The Town Proporty the Plan for the Appropriate to Pro Appropriate Conditions
e. If on Town Property, the Plan for the Return of the AmusementSite to Pre-Amusement Condition:
f. Provision of sanitary facilities:
f. Provision of sanitary facilities: yes In our buildings 13. Will food be provided, served, or sold on site:
Food available Yes No AND contact has been made with the East Hartford Health
Department Stes No. Gadwin Vendors that will be obtaining
14. Does the Proposed Amusement Involve the Sale and/or Provision of Alcoholic Beverages to Amusement Attendees,
Yes No Alcoholie Beverages will be served / provided.
If 'YES', Describe, In Detail, Any and All Arrangements and What Procedures Shall Be Employed: a. For Such Sale or Provision,
b. To Ensure That Alcohol Is Not Sold or Provided to Minors or Intoxicated Persons.
Check if Copy of the Liquor Permit, as Required by State Law, is included with application.
15. Include any other information which the applicant deems relevant (ie: time waivers and fee waiver requests should go here):
EHPD FORM # 127, Revised 02-03-11 Page 2 of 3 pages
EHPD FORM # 127, Revised 02-03-11 Page 2 of 3 pages
the public.

Goodwin College Board of Trustees 2012-2013

Armata, Kevin
President
Windsor Marketing Group
100 Marketing Drive
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caitner@windsormarketing.com

Arpaia, Patricia CPA 1650 Stanley Street New Britain, CT 06053 paarpaia@aol.com

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Hartford Fire Department
275 Pearl Street
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casae@hartford.gov

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Administrator
Riverside Health & Rehabilitation Center
745 Main Street
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kchadderton@nathealthcare.com

DeJohn, Merilee Second grade long term substitute teacher Highcrest Elementary School 95 Highcrest Road Wethersfield, CT 06109

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Connecticut Association of Boards of Education
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Wethersfield, CT 06109-0252
jjacoby.cabesearch@cabe.org

Madorin, A. Raymond Attorney at Law Law Offices of A. Raymond Madorin 200 Mountain Road Farmington, CT 06032 armlaw@snet.net

Maturana, Julio C.
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Catholic Communities of East Hartford North
15 Maplewood Avenue
East Hartford, CT 06108
juliomaturana@sbcglobal.net

Navaroli, Vicky 55 Main Street Broad Brook, CT 06016 vnavaroli@goodwin.edu

Pugliese, Ronald J.
Director of Economic Development
City of Waterbury
Office of the Mayor
235 Grand Street
Waterbury, CT 06702
rpugliese@waterburyct.org

Scheinberg, Mark E.
President
Goodwin College
1 Riverside Drive
East Hartford, CT 06118
mscheinberg@goodwin.edu

Sohn, Se-Min Vice President of Sales Windsor Marketing Group 2 Industrial Road Windsor Locks, CT 06096

Solomson, Raymond 50 Buttonwood Road Hebron, CT 06248 rsolomson@comcast.net

Walters, John MOVE Program Academic Advisor Goodwin College CGS Sec. 53a-157. False Statement: Class A Misdemeanor.

A person is guilty of False Statement when he intentionally makes a false written statement under oath or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable, which he does not believe to be true and which statement is intended to mislead a public servant in the performance of his official duties.

a. False Statement is a Class A Misdemeanor.

b. The penalty for a Class A Misdemeanor is imprisonment for a term not to exceed one (1) year, or a fine not to exceed \$1,000, or both a fine and imprisonment.

I declare, under the penalties of False Statement, that the information provided in this application is true and correct to the best of my knowledge

| Sancte | Class | Cla



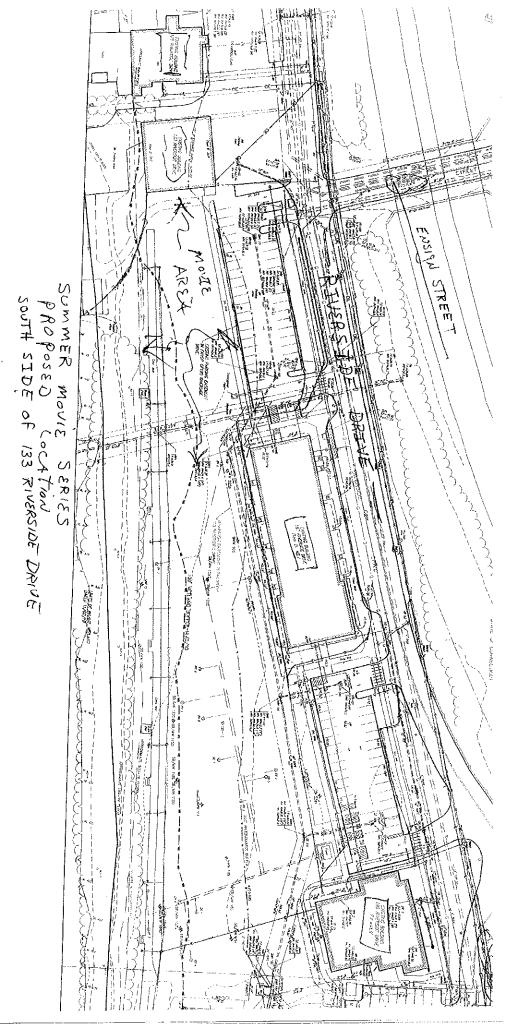
CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/28/13

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(les) must be endorsed. If SUBROGATION IS WAIVED, subject to

		erms and condition				oolicles may require an er	ndorse	ment. A sta	tement on th	ils certificate does not c	onfer	rights to the
_	DUCE		u or out on one	-	,,,,,,,	203-265-0996	CONTA	CT				
Sinclair Risk & Financial 4 Tower Drive 203-265-5863						A E-11		FAX (A/C, No):				
Wa	Wallingford, CT 06492 Martin Shea					E-MAIL ADDRE	o, <u>c.</u> ,		1 (100,110).			
Mai	Martin Shea						AUUKC		HDED(S) AEEOD	DING COVERAGE		NAIC#
							INIGHE	RA: Utica N				25976
INS	JRED	Goodwin (College, Inc.				INSUR					
		Campus R	ealty, LLC.				INSURE					
		River Cam One Rivers					INSURE					
			ord, CT 06118				INSURE					
			-14, -1 11									
	V/E0	RAGES	CER	TIE	CATE	NUMBER:	INSURE	Kr.		REVISION NUMBER:		
T II C	HIS I	IS TO CERTIFY TH ATED. NOTWITHS IFICATE MAY BE I	AT THE POLICIES TANDING ANY RE SSUED OR MAY	OF QUIF PERT	INSUI REME 'AIN.	RANCE LISTED BELOW HAY NT, TERM OR CONDITION THE INSURANCE AFFORD LIMITS SHOWN MAY HAVE	of an Ed by	y contract The policie	OR OTHER S DESCRIBE	DOCUMENT WITH RESPECT TO	ст то	WHICH THIS
INSR LTR		TYPE OF INSU			SUBR WVD		•	POLICY EFF (MM/DD/YYYY)	POLICY EXP	LIMIT	s	
LIK		HERAL LIABILITY		NSK	MAG	, CHOI HUMBER		Trunches 1 1 1 1 1	Time Political	EACH OCCURRENCE	s	1,000,000
Α	Х	1	RALLIARILITY			CPP4078753		10/21/12	10/21/13	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,000
^`	<u> </u>	CLAIMS-MADE						-		MED EXP (Any one person)	\$	10,000
	\vdash	COAMS-MODE	[N occon							PERSONAL & ADV INJURY	\$	1,000,000
										GENERAL AGGREGATE	\$	3,000,000
	CEL	I VL AGGREGATE LIMIT	ADDITED DED							PRODUCTS - COMP/OP AGG	\$	3,000,000
	GEI	POLICY PRO-	LOC							TRODUCTUS COMPTON ACC	\$	-,,
	AUI	TOMOBILE LIABILITY	1 1200		-					COMBINED SINGLE LIMIT (Ea accident)	Ś	1,000,000
Α	Х	ANY AUTO				CPP4078753		10/21/12	10/21/13	BODILY INJURY (Per person)	\$.,,
•		ALL OWNED AUTOS	SCHEDULED							BODILY INJURY (Per accident)	\$	
		f [AUTOS NON-OWNED							PROPERTY DAMAGE	\$	
		HIRED AUTOS	AUTOS							(Per accident)	\$	
	х	UMBRELLA LIAB	X OCCUR		-					EACH OCCURRENCE	\$	15,000,000
Α	<u>^</u>	EXCESS LIAB	CLAIMS-MADE			CULP4081882		10/21/12	10/21/13	AGGREGATE	\$	15,000,000
_		DED X RETENT	40.000							ACCINE	\$	
	WO	RKERS COMPENSATION		-						X WC STATU- OTH- TORY LIMITS ER	. <u> </u>	
Α		O EMPLOYERS' LIABILI				4071009		10/21/12	10/21/13	E.L. EACH ACCIDENT	\$	500,000
•	OFF	/ PROPRIETOR/PARTNE ICER/MEMBER EXCLUI ndatory in NH)	DED? N	N N/A			.,,		E.L. DISEASE - EA EMPLOYEE		500,000	
	If ve	es, describe under SCRIPTION OF OPERAT	TIONS holow							E.L. DISEASE - POLICY LIMIT		500,000
	DES	SCRIPTION OF OPERA	13ONS DEIGN	1)				C.C. DIODIGE OCIO! CHIN	LŸ	
		TOU OF ODER TOUR	/	F6.44		ACOPD 404 Additional Records	Pakadula	16 16				
are	liste	idoor Summer N IPM on the lawn vn of East Hartfo d as Additional I contract.	novie Series Jui @ 133/165 Rive ord, its employe insured's on the	rside es, o eger	, Jul Driv fficia eral	ACORD 101, Additional Remarks 5 y 19, & August 2, 2013 fi re, East Hartford, CT als, employees & volunte liability policy by	rom 8F	M	requiredy			
CE	OTIC	ICATE HOLDER	· · · · · · · · · · · · · · · · · · ·				CANO	ELLATION				
<u> </u>	IX I II	NOMIE HULDER				EASTH-2	OAN	ZEEN HON				
Town Of East Hartford					THE	EXPIRATION	N DATE TH	ESCRIBED POLICIES BE CA EREOF, NOTICE WILL E CY PROVISIONS.				
740 Main Street East Hartford, CT 06108						RIZED REPRESE A Cam	NTATIVE					







TOWN OF EAST HARTFORD POLICE DEPARTMENT MANAGEMENT SERVICES BUREAU **Outdoor Amusement Permits**

31 School Street East Hartford, CT 06108 (860) 528-4401

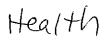


Melody A. Leclerc Mayor

Administrative Review of Amusement Permit

Event D	Date: June 28, July 19 and August 2	
Event:	: Summer Movie Series	
Applica	cant: Goodwin College, Inc. by Sandy Pearce, Event Coord	inator.
	ant to Town Ordinance (TO) 5-3, a review of the application was completed a unendation is made:	nd the following
\boxtimes	1. the application be approved as submitted.	
	the application be revised, approved subject to the condition(s) set fort comments.	h in the attached
	3. the application be disapproved for the reason(s) set forth in the attached	d comments.
	Fire Department Health Department Parks & Recreation Department Public Works Department Corporation Counsel	
	Anticipated Cost(s) if known \$	
William Signatur	m Perez, Assistant Fire Chief May 13, 2013	Date
Comme	nents:	

This event may require a pre-event inspection from the Fire Marshal's Office.





TOWN OF EAST HARTFORD POLICE DEPARTMENT MANAGEMENT SERVICES BUREAU Outdoor Amusement Permits

31 School Street East Hartford, CT 06108 (860) 528-4401



Melody A. Leclerc Mayor

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Event D	ate:	June 28, July 19 and August 2
Event:		Summer Movie Series
Applicant:		Goodwin College, Inc. by Sandy Pearce, Event Coordinator.
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\boxtimes	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.
	He Par Pul	e Department alth Department ks & Recreation Department blic Works Department rporation Counsel
	An	ticipated Cost(s) if known \$
<i>M</i> Signatur	ic,	had Blomell 5/6/13 Date
_	•	Duit

Comments:

Approval recommended provided that appropriate food service permits are obtained prior to the events.

Parks & Ree



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



Melody A. Leclero Mayor

Administrative Review of Amusement Permit

Event Date	June 28, July 19 and August 2
Event:	Summer Movic Series
Applicant:	Goodwin College, Inc. by Sandy Pearce, Event Coordinator.
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½ (1.	the application be approved as submitted.
2.	the application be revised, approved subject to the condition(s) set forth in the attached comments.
<u> </u>	the application be disapproved for the reason(s) set forth in the attached comments.
Hc Par Pu	e Department nlth Department ks & Recreation Department blic Works Department rporation Counsel
☐ An	ticipated Cost(s) if known \$
Signature	S/14/13 Date

Comments:

Frank, Carol

From:

Bockus, Tim

Sent:

Wednesday, May 08, 2013 12:46 PM

To:

Frank, Carol

Subject:

RE: Summer Movie Series

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

1. Applicant shall provide additional information to identify where the event will occur on the campus.

There is no anticipated cost to the Department for this event.

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

----Original Message----

From: Frank, Carol

Sent: Thursday, May 02, 2013 14:53

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau Subject: Summer Movie Series

Good afternoon all.

Attached please find the Outdoor Amusement Permit Application, Certificate of Insurance and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Thursday, May 16, 2013. 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





TOWN OF EAST HARTFORD POLICE DEPARTMENT MANAGEMENT SERVICES BUREAU Outdoor Amusement Permits

31 School Street East Hartford, CT 06108 (860) 528-4401



Melody A. Leclere Mayor

Event D	ate: June 28, July 19 and August 2
Event:	Summer Movie Series
Applica	nt: Goodwin College, Inc. by Sandy Pearce, Event Coordinator.
	t to Town Ordinance (TO) 5-3, a review of the application was completed and the following endation is made:
Z	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
	Anticipated Cost(s) if known \$
Signatur	top. Comme

Risk Mingint

Frank, Carol

From: Sent:

Bennett, Cindy

Thursday, May 02, 2013 2:59 PM Frank, Carol

To: Subject:

RE: Summer Movie Series

Ins. Cert is acceptable

----Original Message----

From: Frank, Carol

Sent: Thursday, May 02, 2013 2:53 PM

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez,

William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject: Summer Movie Series

Good afternoon all.

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Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Thursday, May 16, 2013. Thank you.

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

Regards,

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

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



Mark J. Sirois Chief of Police

TOWN OF EAST HARTFORD POLICE DEPARTMENT MANAGEMENT SERVICES BUREAU Outdoor Amusement Permits 31 School Street

31 School Street East Hartford, CT 06108 (860) 528-4401



Melody A. Leclerc Mayor

	Event Da	ate: June 28, July 19 and August 2						
	Event:	Summer Movie Series						
	Applicat	nt: Goodwin College, Inc. by Sandy Pearce, Event Coordinator.						
	Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the foll recommendation is made:							
		1. the application be approved as submitted.						
		 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.						
Alı		Fire Department Health Department Parks & Recreation Department Public Works Department Corporation Counsel						
		Anticipated Cost(s) if known \$						
	Signatu Comme PER PER ELE	TON GREGORY GROW 5/2/13 TO DIR OF INSPECTIONS & PERMITS Date THIS: S-3 MY APPROVAL NOT REQ'D. HITS MAY BE REQ'D FOR TENTS OR CAPICAL.						
	-							

MARCIA A. LECLERC MAYOR

TOWN OF FAST HARTFORD

Police Department

TELEPHONE (860) 528-4401

FAX (860) 289-1249

MARK J. SIROIS CHIEF OF POLICE 81 School Street
East Hartford, Connecticut 06108

May 16, 2013

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

Re: Outdoor Amusement Permit Application -

"Farmers Market"

Dear Chairman Kehoe:

Attached please find the amusement permit application from Goodwin College, Inc. by Sandy Pearce, its Event Coordinator. The applicant seeks to conduct a series of Farmers Markets at which time fruits and vegetables will be sold to Goodwin College staff, students and to the general public. The market will take place on the grounds of Goodwin College, One Riverside Drive from 3:00 PM to 6:00 PM, on the following seventeen (17) Tuesdays in 2013:

July 9, 16, 23, 30 August 6, 13, 20, 27 September 2, 9, 16, 23, 30 October 1, 8, 15, 22

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

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

 Applicant shall provide additional information to identify where the event will occur on the campus.

The Inspections and Permits Department states that permits may be required for temporary structures, electrical or gas.

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

The Police Department can provide adequate police protection for these events. The proposed site is suitable for the proposed amusement, the crowd is of a small size, and the area has sufficient parking available. These events can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.

Sincerely,

Mark) J. Sirois Chief of Police

xc: Applicant

TOWN OF EAST HARTFORD POLICE DEPARTMENT



MANAGEMENT SERVICES BUREAU OUTDOOR AMUSEMENT PERMITS 31 SCHOOL STREET EAST HARTFORD, CT 06108-2638 (860) 528-4401

OUTDOOR AMUSEMENT PERMIT APPLICATION



Mark J. Sirois Chief of Police

Mayor		Chief of Police	9
	nt: FARMERS MARI		
2. Date(s) of Ev	ent: Every Tuesday	from July 9, 2013 - Oct.	2/2, 2013
3. <u>Applicant's</u> n Good Win 9 4. If partnership	ame, home & work phone numbers, hom Lockege Sandy Fe 1, corporation, club, or association, list n Altach ment	me address, and e-mail address: 860 737 EARCE Event Coor Sin A Coor Sin A Coordinate Co	1-6754 Cood W. E.D.
5. List the locati	ion of the proposed amusement: (Name	of facility and address) Drive, East Hartford	(, /
EVERY Tuesa	lay starting tuly	1, 9, 2013 - Oct 21, 3013 fro	1M 3:00 P.M.
COCAL FARMERS 8. Will Music on	will be Selling 1 r Other Entertainment Be Provided Out-	oment: fruits + vegetables to GOf-Doors? faculty, staff, And stu	odwin dents.
☐ Ycs	∠ No	Also to p	4661C
	ES,' during what days and hours will merent from hours of operation)?	nusic or entertainment be provided (note: this is	
	xpected age group(s) of participants?		

11. Provide a detailed description of the proposed amusement's anticipated impact on the surrounding community. Please comment on each topic below:

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

a. Crowd Size Impact:

on Campus N/A

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

100

b. Traffic Control and Flow Plan at Site & Impact on Surrounding / Supporting Streets:
Campus Security on grounds c. Parking Plan On Site & Impact on Surrounding/ Supporting Streets:
c. Parking Plan On Site & Impact on Surrounding/ Supporting Streets:
Ample parking on Campus
d. Noise Impact on Neighborhood:
None
e. Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement:
on Campus Facilities N/A
f. List expected general disruption to neighborhood's normal life and activities:
f. List expected general disruption to neighborhood's normal life and activities: Possibly Could be more traffic on Ensign g. Other Expected Influence on Surrounding Neighborhood:
/ /
N/A
12. Provide a Detailed Plan for the Following:
a. Accessibility of Amuscment Site to Emergency, Police, Hre & Medical Personnel and Vehicles:
b. Provisions for Notification of Proper Authorities in the Case of an Emergency.
OUT Se CUT, El Will notify police and fire c. Any Provision for On-Site Emergency Medical Services:
d. Crowd Control Plan: On Security (Dilled Borton) e. If on Town Property, the Plan for the Return of the Amusement Site to Pre-Amusement Condition:
f. Provision of sanitary facilities: 12. Sin our buildings 13. Will food be provided, served, or sold on site:
yes in our buildings
,
Food available Tyes No AND contact has been made with the East Hartford Health
Department Yes No.
14. Does the Proposed Amusement Involve the Sale and/or Provision of Alcoholic Beverages to Amusement Attendees,
Yes No Alcoholic Beverages will be served / provided.
If 'YES', Describe, In Detail, Any and All Arrangements and What Procedures Shall Be Employed: a. For Such Sale or Provision,
b. To Ensure That Alcohol Is Not Sold or Provided to Minors or Intoxicated Persons.
Check if Copy of the Liquor Permit, as Required by State Law, is included with application.
15. Include any other information which the applicant deems relevant (ie: time waivers and fee waiver requests should go here):

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

A person is guilty of False Statement when he intentionally makes a false written statement under oath or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable, which he does not believe to be true and which statement is intended to mislead a public servant in the performance of his official duties.

- a. False Statement is a Class A Misdemeanor.
- b. The penalty for a Class A Misdemeanor is imprisonment for a term not to exceed one (1) year, or a fine not to exceed \$1,000, or both a fine and imprisonment.

03/39/3013 (Date Signed)

I declare, under the penalties of False Statement, that the information provided in this application is true and correct to the best of my knowledge

y to cfrank@easthartfordct.gov
7
YES NO YES NO YES NO YES NO
J 35 AM 200

Time remaining before event

Goodwin College Board of Trustees 2012-2013

Armata, Kevin
President
Windsor Marketing Group
100 Marketing Drive
Suffield, CT 06078
caitner@windsormarketing.com

Arpaia, Patricia CPA 1650 Stanley Street New Britain, CT 06053 paarpaia@aol.com

Casares, Edward
Fire Chief
Hartford Fire Department
275 Pearl Street
Hartford, CT 06103
casae@hartford.gov

Chadderton, Karen H.
Administrator
Riverside Health & Rehabilitation Center
745 Main Street
East Hartford, CT 06108
kchadderton@nathealthcare.com

DeJohn, Merilee Second grade long term subsitute teacher Highcrest Elementary School 95 Highcrest Road Wethersfield, CT 06109

D'Eramo, Martin V.
State Government Affairs
United Technologies Corporation
One Financial Plaza - M/S 522
Hartford, CT 06103
martin.d'eramo@utc.com

DiFatta, Anthony President Ensign-Bickford Realty Corporation 125 Powder Drive PO BOX 711 Simsbury, CT 06070 adifatta@e-brealty.com

Ellis, Maria Physician Woodland Women's Health Associates 19 Woodland Street Hartford, CT 06105 mariaellismd@aol.com

Foxman, Ethan
President and Chief Executive Officer
Jefferson Radiology
111 Founders Plaza - Suite 400
East Hartford, CT 06108
efoxman@jeffersonradiology.com

Galluzzo, Donna President and CEO HMS Healthcare Management Solutions, Inc. 8 Research Parkway Wallingford, CT 06492 dgalluzzo@hmsabc.com;hr@hmsabc.com

Itsou, Kimberly 2 S Barn Hill Road Bloomfield, CT 06002 kamisou@sbcglobal.net

Jacoby, Jacqueline
Magnet Schools and Search Consultant
Connecticut Association of Boards of Education
P.O. Box 290252
Wethersfield, CT 06109-0252
jjacoby.cabesearch@cabe.org

Madorin, A. Raymond Attorney at Law Law Offices of A. Raymond Madorin 200 Mountain Road Farmington, CT 06032 armlaw@snet.net

Maturana, Julio C.
Business Manager
Catholic Communities of East Hartford North
15 Maplewood Avenue
East Hartford, CT 06108
juliomaturana@sbcglobal.net

Navaroli, Vicky 55 Main Street Broad Brook, CT 06016 vnavaroli@goodwin.edu

Pugliese, Ronald J.
Director of Economic Development
City of Waterbury
Office of the Mayor
235 Grand Street
Waterbury, CT 06702
rpugliese@waterburyct.org

Scheinberg, Mark E.
President
Goodwin College
1 Riverside Drive
East Hartford, CT 06118
mscheinberg@goodwin.edu

Sohn, Se-Min Vice President of Sales Windsor Marketing Group 2 Industrial Road Windsor Locks, CT 06096

Solomson, Raymond 50 Buttonwood Road Hebron, CT 06248 rsolomson@comcast.net

Walters, John MOVE Program Academic Advisor Goodwin College

GOODW-3

OP ID: JA



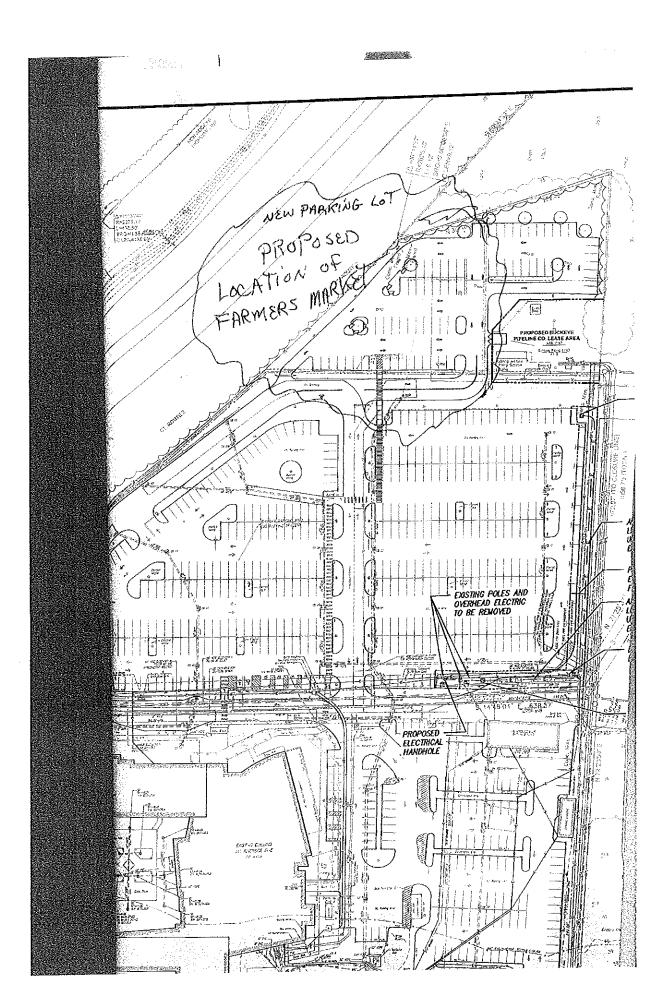
CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 03/28/13

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

t	he terms and conditions of the policy certificate holder in lieu of such endor	, cer	tain p	policies may require an ei	ndorsement. A sta	itement on th	is certificate does not co	onfer r	ights to the
	DDUGER		(-/	203-265-0996	6 CONTACT NAME:				
lsin	clair Risk & Financial			203-265-5863	PHONE		FAX (A/C, No):		
Wa	ower Drive Illingford, CT 06492				E-MAIL ADDRESS:		T (NO) NO		
Ма	rtin Shea					IIDEDIO ACEAD	DING COVERAGE		NAIC#
					INSURER A : Utica N	*/			25976
INIC	URED Goodwin College, Inc.					ianomai mo	ОТОПР		20010
"15	Campus Realty, LLC.				INSURER B :		BB 1-1		
	River Campus, Inc.				INSURER C:			•	
	One Riverside Drive East Hartford, CT 06118				INSURER D :				
	Last Hartiora, O. Corro				INSURER E :				
<u>_</u>	NATIONAL COLOR	TIE1	CATE	- NUMBED:	INSURER F:		REVISION NUMBER:		
	OVERAGES CEF THIS IS TO CERTIFY THAT THE POLICIES			E NUMBER:	/E DEEN ISSUED TO			IE POL	ICY PERIOD
(E	NDICATED. NOTWITHSTANDING ANY R CERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUCH	EQUII PERT POLI	REME TAIN, CIES.	NT, TERM OR CONDITION THE INSURANCE AFFORDI LIMITS SHOWN MAY HAVE	OF ANY CONTRACT ED BY THE POLICIE BEEN REDUCED BY	FOR OTHER (S DESCRIBEI PAID CLAIMS	DOCUMENT WITH RESPEC D HEREIN IS SUBJECT TO	T TO	WHICH THIS
INSR LTR	TYPE OF INSURANCE	ADDI. INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
	GENERAL LIABILITY							\$	1,000,000
Α	X COMMERCIAL GENERAL LIABILITY			CPP4078753	10/21/12	10/21/13	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,000
	CLAIMS-MADE X OCCUR						MED EXP (Any one person)	\$	10,000
							PERSONAL & ADV INJURY	\$	1,000,000
							GENERAL AGGREGATE	\$	3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							\$	3,000,000
	POLICY PRO- JECT LOC							\$	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
Α	X ANY AUTO			CPP4078753	10/21/12	10/21/13	BODILY INJURY (Per person)	\$	
	ALL OWNED SCHEDULED AUTOS						1	\$	
	HIRED AUTOS AUTOS						PROPERTY DAMAGE (Per accident)	\$	
								\$	
	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	\$	15,000,000
Α	EXCESS LIAB CLAIMS-MADE			CULP4081882	10/21/12	10/21/13	AGGREGATE	\$	15,000,000
	DED X RETENTION\$ 10,000							\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X WC STATU- OTH- TORY LIMITS ER		
Α	ANV DRODRIETOR/DARTNER/EYEC/ITIVE	N / A		4071009	10/21/12	10/21/13	E.L. EACH ACCIDENT	\$	500,000
	OFFICERMEMBER EXCLUDED? (Mandatory In NH)	N/A					E.L. DISEASE - EA EMPLOYEE	\$	500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$	500,000
					-				
DES	CRIPTION OF OPERATIONS/LOCATIONS/VEHIC Farmers Market every Tuesday fro 3 in parking lot @ 211 Riverside Dri t Hartford, its employees, officials,	LES (Attach	ACORD 101, Additional Remarks	Schedule, if more space i	s required)			
RE 201	; Farmers Market every Tuesday fro 3 in parking lot @ 211 Riverside Dri	ve. E	ast F	lartford, CT. The Town C	obersi, Of				
Eas	st Hartford, its employees, officials, Additional insured's on the general	empl	oyee	es & volúnteers are listed	d				
as i	Additional insured s on the general	IIabii	ity pi	olicy by written contract	•				
CF	RTIFICATE HOLDER				CANCELLATION				
				EASTH-2					
					ESCRIBED POLICIES BE CA				
			THE EXPIRATIO		EREOF, NOTICE WILL B BY PROVISIONS.	ie DE	FIAEKEN IN		
	Town Of East Hartford								i
	740 Main Street East Hartford, CT 06108				AUTHORIZED REPRES	ENTATIVE			
	East Hartioru, CT 00100				Levi A Com				





Comments:

TOWN OF EAST HARTFORD POLICE DEPARTMENT MANAGEMENT SERVICES BUREAU Outdoor Amusement Permits

31 School Street East Hartford, CT 06108 (860) 528-4401



Melody A. Leclerc Mayor

Event Date:	July 2, 9, 16, 23, 30 / August 6, 13 and October 1, 8, 15, 22	, 20, 27 / September	2, 9, 16, 23, 30
Event:	Farmers Market		
Applicant:	Goodwin College, Inc. by Sandy P	earce, Event Coordi	nator.
	Town Ordinance (TO) 5-3, a review of the applation is made:	ication was completed an	d the following
	the application be approved as submitted.		
<u> </u>	the application be revised, approved subject to comments.	the condition(s) set forth	in the attached
☐ 3.	the application be disapproved for the reason(s) set forth in the attached	comments.
Hea	e Department alth Department ks & Recreation Department olic Works Department poration Counsel		i e e e e e e e e e e e e e e e e e e e
⊠ Ant	icipated Cost(s) if known \$0		
William Pere	ez, Assistant Fire Chief	May 13, 2013	ate
~.5.m		D	·····

Health



Comments:

TOWN OF EAST HARTFORD POLICE DEPARTMENT MANAGEMENT SERVICES BUREAU Outdoor Amusement Permits

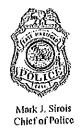
31 School Street East Hartford, CT 06108 (860) 528-4401



Melody A. Leclerc Mayor

Event Da	ate: July 2, 9, 16, 23, 30 / August 6, 13, 20, 27 / Septemb and October 1, 8, 15, 22	er 2, 9, 16, 23, 30
Event:	Farmers Market	
Applicar	nt: Goodwin College, Inc. by Sandy Pearce, Event Coor	dinator.
	to Town Ordinance (TO) 5-3, a review of the application was completed endation is made:	and the following
\boxtimes	1. the application be approved as submitted.	
	2. the application be revised, approved subject to the condition(s) set for comments.	rth in the attached
	3. the application be disapproved for the reason(s) set forth in the attach	ed comments.
	Fire Department Health Department Parks & Recreation Department Public Works Department Corporation Counsel	
	Anticipated Cost(s) if known \$	
	Michael 5/6/13	Date
Signatur	C .	

Parks + Rec



Comments:

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



Melody A. Leclere Mayor

		_	
	Event D	Date:	July 2, 9, 16, 23, 30 / August 6, 13, 20, 27 / September 2, 9, 16, 23, 30 and October 1, 8, 15, 22
	Event:		Farmers Market
	Applica	int:	Goodwin College, Inc. by Sandy Pearce, Event Coordinator.
	Pursuan recomm	it to To rendati	own Ordinance (TO) 5-3, a review of the application was completed and the following ion is made:
\	X	1. d	ne application be approved as submitted.
	, ,	2. Il	ne application be revised, approved subject to the condition(s) set forth in the attached omments.
		3, 1	he application be disapproved for the reason(s) set forth in the attached comments.
		Heal Park: Publ	Department th Department s & Recreation Department ic Works Department soration Counsel
		Anti	cipated Cost(s) if known \$
	Signatu	Jed	5//3/13 Date

Frank, Carol

Bockus, Tim From:

Wednesday, May 08, 2013 12:44 PM Sent:

Frank, Carol To:

Subject: RE: Farmers Market

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

1. Applicant shall provide additional information to identify where the event will occur on the campus.

There is no anticipated cost to the Department for this event.

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

----Original Message----

From: Frank, Carol

Sent: Thursday, May 02, 2013 14:53

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez,

William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject: Farmers Market

Good afternoon all.

Attached please find the Outdoor Amusement Permit Application, Certificate of Insurance 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 email response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Thursday, May 16, 2013. Thank you.

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

Regards,

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

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

Corp Counsel

Frank, Carol

From:

Gentile, Richard

Sent:

Wednesday, May 08, 2013 8:48 AM

To:

Frank, Carol

Subject:

RE: Farmers Market Review



Gentile Richard.vcf (3 KB)

I approve the application.

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

----Original Message----

From: Frank, Carol

Sent: Wednesday, May 08, 2013 08:46

To: Gentile, Richard

Subject: Farmers Market Review

Good morning Rich,

I just noticed that on your review for the Farmers Market, you signed and dated but didn't actually indicate if you approved, disapproved or required a revision or revisions. Can you either send me a new Administrative Review form or email your recommendation to me. Thank you.

Regards,

Carol

(Gale Magmit

Frank, Carol

From:

Bennett, Cindy

Sent:

Thursday, May 02, 2013 2:56 PM

To:

Frank, Carol

Subject:

RE: Farmers Market

Certificate is acceptable-thanks

----Original Message----

From: Frank, Carol

Sent: Thursday, May 02, 2013 2:53 PM

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject: Farmers Market

Good afternoon all.

Attached please find the Outdoor Amusement Permit Application, Certificate of Insurance and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Thursday, May 16, 2013. 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



TOWN OF EAST HARTFORD POLICE DEPARTMENT MANAGEMENT SERVICES BUREAU Outdoor Amusement Permits

31 School Street East Hartford, CT 06108 (860) 528-4401



Melody A. Leclerc Mayor

	Event I	Date: July 2, 9, 16, 23, 30 / August 6, 13, 20, 27 / September 2, 9, 16, 23, 30 and October 1, 8, 15, 22		
	Event:	Farmers Market		
	Applica	ant: Goodwin College, Inc. by Sandy Pearce, Event Coordinator.		
	Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:			
•		1. the application be approved as submitted.		
		 the application be revised, approved subject to the condition(s) set forth in the attached comments. 		
V/A		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		
		Anticipated Cost(s) if known \$		
	Mi Signati	ton Gregory Grew 5/2/13 DIR. OF INSPECTIONS 8 PERMITS Date		
		ents: S-3 MY APPROVAL NOT REQ'D. MITS MAY BE REQ'D FOR TEMP. STRUCTURES, CT OR GAS.		

MARCIA A. LECLERC -MAYOR

TOWN OF FAST HARTFORD

Police Department

TELEPHONE (860) 528-4401

FAX (860) 289-1249

MARK J. SIROIS CHIEF OF POLICE 81 School Street East Hartford, Connecticut 06108

May 22, 2013

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

Re: Outdoor Amusement Permit Application - "Pappy's Customer Appreciation Days"

Dear Chairman Kehoe:

Attached please find a copy of the amusement permit application submitted by Rancourt Enterprises, Inc., DBA: Pappy's Café by Patricia Rancourt, its Permittee. The applicant seeks to conduct two (2) Customer Appreciation Days cookouts on Saturday, June 15 & 22, 2013 from 12 PM - 8 PM. The cookouts, with food and liquor to be served, will be held at Pappy's Café on 37 Burnside Avenue.

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

The Fire Department states the application be approved as submitted and states that a pre-event inspection may be required by the Fire Marshal's Office.

The Police Department conducted a review of the application and the following comments/recommendations are made:

- The proposed site is suitable for the amusement, the crowds are of a moderate size, and the area has sufficient parking available.
- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- In the event that the police manpower required for this event exceeds
 the Department's normal Patrol Complement, some overtime hiring may
 be necessary. As an event that is not Town-sponsored, this expense will
 have to be borne by the applicant.

Respectfully submitted for your information.

Sincerely,

Mark J. Sirois Chief of Police

TOWN OF EAST HARTFORD POLICE DEPARTMENT



MANAGEMENT SERVICES BUREAU OUTDOOR AMUSEMENT PERMITS 31 SCHOOL STREET EAST HARTFORD, CT 06108-2638 (860) 528-4401

OUTDOOR AMUSEMENT PERMIT APPLICATION



Mark J. Sirois Chief of Police

	Mayor	Chief of Police
1.	Name of Event: PAPPYS CUSTO, MER apprection da	ef .
2.	Date(s) of Event: TUNE 15 + TUNE A2 -2013	
3.	Applicant's name, home & work phone numbers, home address, and e-mail address; PATRICIA RANCOURT 860-389-3869 W NANCOURT 860-389-380-1488 IT 170 N	LOURT ENT
4.	Applicant's name, home & work phone numbers, home address, and e-mail address of the partnership, corporation, club, or association, list names of all partners or officers and by CARRY ISARIES SEC. List the location of the proposed amusement: (Name of facility and address) APPLY CARE - 37 BIRNSILE APE SIAHA	usiness address.
5.	List the location of the proposed amusement: (Name of facility and address) PAPPYS CAFE - 37 BURNSIDE APE 5/14/10	Ø
6.	List the dates and hours of operation for each day (if locations changes on a particular day $JUXL-15-2013-12-8pm$ $JUXL-15-2013-12-8pm$ $JUXL-15-2013-12-8pm$ Provide a detailed description of the proposed amusement:	, please list):
7.	Provide a detailed description of the proposed amusement:	
8.	Will Music or Other Entertainment Be Provided Out-Of-Doors?	
	\triangle Yes \square No $/2$ - $8pm$.	
	a. If 'YES,' during what days and hours will <u>music or entertainment</u> be provided (no different from hours of operation)?	ote: this is
9.	What is the expected age group(s) of participants?	
10.	What is the expected attendance at the proposed amusement: (If more than one performance, indicate time/day/date and anticipated attendance for each content of the conten	ch.)
11.	rovide a <u>detailed</u> description of the proposed amusement's anticipated impact on the surrecommunity. Please comment on each topic below:	ounding

Crowd Size Impact:

	b.	Traffic Control and Flow Plan at Site & Impact on Surrounding/Supporting Streets:
	c.	Parking Plan On Site & Impact on Surrounding/ Supporting Streets:
	d.	Noise Impact on Neighborhood:
	e.	Trash & Litter Control Plan for the Amusement Site and Surrounding Community During and Immediately After the Proposed Amusement:
	f.	List expected general disruption to neighborhood's normal life and activities:
	g.	Other Expected Influence on Surrounding Neighborhood:
12.		ride a Detailed Plan for the Following:
	a.	Accessibility of Amusement Site to Emergency, Police, Hre & Medical Personnel and Vehicles: DUE 1510 E
	b.	
	C.	Any Provision for On-Site Emergency Medical Services:
	d.	Crowd Control Plan: OBNER BN SITE
	e.	If on Town Property, the Plan for the Return of the AmusementSite to Pre-Amusement Condition:
	f.	Provision of sanitary facilities: BAHROOMS IN COLE
13.	WШ	food be provided, served, or sold on site: $\times 65$
	Food	l available 🗡 Yes 🗌 No AND contact has been made with the East Hartford Health
	Depa	artment 🗹 Yes 🗌 No.
14.		s the Proposed Amusement Involve the Sale and/or Provision of Alcoholic Beverages to Amusement ndees,
	ŻΥ	es No Alcoholic Beverages will be served / provided.
	If'Y	ES', Describe, In Detail, Any and All Arrangements and What Procedures Shall Be Employed: to a. For Such Sale or Provision, Sold IN Laft. AND to be allowed to be BRING OUTSIDE DWING THE HOURS of 12-8pm
		b. To Ensure That Alcohol Is Not Sold or Provided to Minors or Intoxicated Persons. Bartender やののでは、ナローディ
	X	Check if Copy of the Liquor Permit, as Required by State Law, is included with application.

15. Include any other information which the applicant deems relevant (ie: time waivers and fee waiver requests

should go here):

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

A person is guilty of False Statement when he intentionally makes a false written statement under oath or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable, which he does not believe to be true and which statement is intended to mislead a public servant in the performance of his official duties.

- a. False Statement is a Class A Misdemeanor.
- b. The penalty for a Class A Misdemeanor is imprisonment for a term not to exceed one (1) year, or a fine not to exceed \$1,000, or both a fine and imprisonment.

I declare, under the penalties of False Statement, the to the best of my knowledge Abeliant Signature)	PATRICIN	on provided in this a ANCOL ated Name)	1
(Send application electro	onically to cfrant	k@easthartfordct.go	ov)
FOR OFFICE USE	/		
Insurance Certificate Included: Liquor Permit Included: Time Waiver Request Included: Fee Waiver Request Included:	YES YES YES YES	NO NO NO NO	
Received By: and a trans	/ >		
Date & Time Signed: My 7 24/5 Time remaining before event 30 4 days.	<u> 10 : 0</u>	AM BAS	

	4 <i>C</i>	OF	D CERTIFIC	ATE OF LIABILI	TY INSU	RANCE	· · · · · · · · · · · · · · · · · · ·	<u></u>	DATE (MM/DD/YYYY) 4/29/2013	
PRODUCER (860) 561-4713 FAX: (860) 561-3269					THIS CER	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORM				
Caplan & Co. LLC, Insurance 1001 Farmington Avenue					ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.					
We	st !	Har	tford CT 0	6107	INSURERS A	INSURERS AFFORDING COVERAGE			NAIC#	
INS	JRED				INSURER A: St	ate Nationa	l Insurance			
			-	, DBA: Pappy's Cafe	INSURER B:					
37	Bu:	rns	ide Avenue		INSURER C:					
					INSURER D:	INSURER D:				
			tford CT 0	6108	INSURER E:	INSURER E:				
TH RE TH	QUIRE E INS	ICIES MEN URAI	S OF INSURANCE LISTED BELC IT, TERM OR CONDITION OF A NCE AFFORDED BY THE POI	OW HAVE BEEN ISSUED TO THE INSI NY CONTRACT OR OTHER DOCUME LICIES DESCRIBED HEREIN IS SUE EN REDUCED BY PAID CLAIMS.	NT WITH RESPECT SJECT TO ALL TH	TTO WHICH THIS (IE TERMS, EXCLU	CERTIFICATE MAY BE I ISIONS AND CONDITION	ISSU	ED OR MAY PERTAIN.	
INSF	ADD'L		TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)		LIMIT	S	
		1	VERAL LIABILITY				EACH OCCURRENCE		s 1,000,000	
		Х	COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence	e)	\$ 100,000	
A			CLAIMS MADE X OCCUR	RCB100158-12	8/12/2012	8/12/2013	MED EXP (Any one persor))	\$ Excluded	
							PERSONAL & ADV INJUR	Y	s 1,000,000	
	-						GENERAL AGGREGATE		\$ 1,000,000	
			I'L AGGREGATE LIMIT APPLIES PER	:		-	PRODUCTS - COMP/OP A	'GG	\$ 1,000,000	
		AU1	POLICY PRO- JECT LOC OMOBILE LIABILITY	<u> </u>			COMBINED SINGLE LIMIT	-	\$	
			ANY AUTO ALL OWNED AUTOS				BODILY INJURY		s	
		\square	SCHEDULED AUTOS	•			(Per person)	\dashv		
			HIRED AUTOS NON-OWNED AUTOS				BODILY INJURY (Per accident)		\$	
							PROPERTY DAMAGE (Per accident)		\$	
		GAF	RAGE LIABILITY				AUTO ONLY - EA ACCIDE	NT	\$	
			ANY AUTO					ACC	\$	
							AUTO ONLY:	\GG	\$	
		EXC	ESS/UMBRELLA LIABILITY				EACH OCCURRENCE		\$	
			OCCUR CLAIMS MADE				AGGREGATE		\$	
									\$	
			DEDUCTIBLE						\$	
			RETENTION \$						\$	
	WORA EMPI	ČŘŠ OYFE	COMPENSATION AND IS' LIABILITY				WC STATU- TORY LIMITS	깚		
	ANY F	ROPE	RIETOR/PARTNER/EXECUTIVE				E.L. EACH ACCIDENT		\$	
			EMBER EXCLUDED? ibe under				E.L. DISEASE - EA EMPLO	YEE	\$	
			ROVISIONS below			- 4 4 4	E.L. DISEASE - POLICY LI	MIT :	·	
A	OTHE	к Б	iquor Liability	RCB100158-12	8/12/2012	8/12/2013	Limit:		\$300,000	
RE: Cer	SPI tifi	CIA Cate	L EVENT, A two day co holder is named as a	ESJEXCLUSIONS ADDED BY ENDORSEMEN okout being held on 6/15/2 dditional insured with reg d exclusions per policy fo	013 & 6/22/20 ard to this s)13 at the abo				
CEE	TIFIC	ΔΤΡ	HOLDER	***************************************	CANCELLATION	ON .				
<u> </u>	11110	<u> </u>	· p · · · · · · · · · · · · · · · · · ·							
	Ψ,	าพก	of East Hartford		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE					
			Main Street		EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT					
	-			108	FAILURE TO OO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE					
					INSURER, ITS AGENTS OR REPRESENTATIVES.					
	Ī				AUTHORIZED BEPRESENTATIVE					

◆ DEPARTMENT OF CONSUMER PROTECTION William M. Rubenstein, Commissioner TOWN CLERK EAST HARTFORD is authorized to sell such alcoholic liquor as is provided by law under permit number This liquor permit is not in effect unal filed with the Town Clerk CGS Section 30-53 OR PERM PATRICIA S RANCOURT 37 BURNSIDE AVENUE EAST HARTFORD C This certifies that Backer: RANCOURT ENTERPRISES INC Expiration: 11/12/2013 STATE OF CONNECTICUT Effective: 11/13/2012 Trade Name: PAPPYS

STATE OF CONNECTICUT DEPARTMENT OF CONSUMER PROTECTION

Liquor Control Division
Telephone: (860) 713-6210
Eav. (860) 713-7235

APPROVED BY:



Fax: (860) 713-7236
Website: http://www.ct.gov/dcp PATIO REQUEST FORM
$\mathcal{L}_{\mathcal{L}}}}}}}}}}$
PERMITTEE: LATCICIA RANCOURT PERMIT # LCA 00 05 70 830
BACKER: RANCOURT ENT. LINC.
ADDRESS: 37 BURNSIDE AUE, TOWN EAST HARTLAND
TRADE NAME: PAPOYS CAFE
BUSINESS PHONE: 860-289-2869 FAX # HOME PHONE: 860-282-1149
WILL PATIO BE PERMANENT: YESNO_ χ
If Patio is going to only be used Temporarily, List exact dates needed TRUE 15 & JUNE 39 201
DIRECTIONS: ON THE BACK OF THIS SHEET MAKE A SKETCH OF THE EXISTING PERMIT PREMISES AND INCLUDE THE FOLLOWING 1. The Patio in relation to the permit premises. List all dimensions of Patio in feet. 2. All entrances & exits leading to and from the patio. 3. Portion of sketch that shows Permit Premises must be labeled with all the Dining Rooms, Barrooms, Kitchen, etc 4. Indicate all fences, railings, etc. surrounding patio area 5. Indicate how alcoholic beverages are going to be served on Patio. Show all consumer bars & Service Bars NOTE: If a Consumer Bar is going to be used on the Patio, an application for Additional Consumer Bar permit together with a \$190.00 fee must be Submitted with this application. 1. If access to Patio is through the Barroon, the Patio is considered an extension of the Barroom (NO MINORS ALLOWED) Unless accompanied by Parent or Guardian. 2. If access to Patio is through a Dining Room, the Patio is considered and extension of the Dining Room. a. If Alcoholic Beverages are to be made from a Service Bar located on Patio-NO additional fee if required. (Service must be made by Waitstaff only). 3. If Alcoholic Beverages are to be made from an Additional Consumer Bar Located on the Patio-Patio is considered Barroom-(NO MINORS ALLOWED) 4. No alcoholic beverages are to leave the patio area (away from premises.) 5. NO DEVIATIONS FROM THE PLAN SHOWN ON THIS FORM ARE ALLOWED WITHOUT WRITTEN APPROVAL FROM THIS DAPARTMENT.
SIGNATURE: JAHN J. JAME DATE
PERMITTEE DATE
MUNICIPAL APPROVALS
zoning: signature: My tou gregory (9ver) Date 4/26/13
FIRE DEPT. SIGNATURE: HOW SALED DATE 4/30/2013
HEALTH DEPT. SIGNATURE: MANUAL DATE 4/28/13
DEPARTMENT OF CONSUMER PROTECTION PATIO APPROVAL
THIS MUST BE DISPLAYED NEXT TO YOUR PARMOT OR PHRAIT MUST BE ENDORSED. LIMITATIONS OR CONDITIONS: LIQUOR DIVISION

DATE:

2 (Ables Chares BATRROOMS H \$8

4

FINDEPT



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



Marcia A. Leclerc Mayor

Administrative Review of Amusement Permit

Event	Date:

June 15 & 22, 2013

Event:

Pappy's Customer Appreciation Days

Applicant:

Rancourt Enterprises, Inc., DBA: Pappy's Café by Patricia

	Rancourt, its Permittee
Pursuai recomin	nt to Town Ordinance (TO) 5-3, a review of the application was completed and the following nendation is made:
\boxtimes	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 Anticipated Cost(s) if known \$

William Perez, Assistant Fire Chief

May 13, 2013

Signature

Date

Comments:

This event may require a pre-event inspection from the Fire Marshal's Office.





Comments:

TOWN OF EAST HARTFORD SUPPORT SERVICES BUREAU Outdoor Amusement Permits

31 School Street East Hartford, CT 06108 (860) 528-4401



Marcia A. Leclerc Mayor

Event D	Date: June 15 & 22, 2013
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	Fire Department Health Department Parks & Recreation Department Public Works Department Corporation Counsel
	Anticipated Cost(s) if known \$
Signatur	Michael Donnell 5/8/13 Date





Comments:

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



Marcia A. Leclere Mayor

Event D	ate: June 15 & 22, 2013
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	Fire Department Health Department Parks & Recreation Department Public Works Department Corporation Counsel
	Anticipated Cost(s) if known \$
Signature	1) S/2//13 Date

Public Works

Frank, Carol

From:

Bockus, Tim

Sent:

Wednesday, May 08, 2013 12:58 PM

To:

Frank, Carol

Subject:

RE: Pappy's Customer Appreciation Days

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

There are no anticipated costs to the Department.

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

----Original Message----

From: Frank, Carol

Sent: Tuesday, May 07, 2013 10:45

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez,

William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

Subject: Pappy's Customer Appreciation Days

Good morning all.

Attached please find the Outdoor Amusement Permit Application, Certificate of Insurance, Liquor Permit, Approved Patio Request Form, Patio sketch and your Director's Review and Notice in connection with the above captioned event.

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Thursday, May 21, 2013. Thank you.

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

Regards,

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

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

Corp Council

Frank, Carol

From:

Gentile, Richard

Sent:

Monday, May 20, 2013 8:32 AM

To:

Frank, Carol

Subject:

RE: Pappy's Customer Appreciation Days

I have no comments

----Original Message----

From: Frank, Carol

Sent: Monday, May 20, 2013 08:06

To: Fravel, Theodore; Gentile, Richard

Subject: Pappy's Customer Appreciation Days

Good morning Gentlemen.

Your reviews for the above event are due tomorrow. Thank you.

Regards,

Carol

JUSK MAJMT

Frank, Carol

From:

Bennett, Cindy

Sent:

Tuesday, May 07, 2013 10:55 AM

To:

Frank, Carol

Subject:

RE: Pappy's Customer Appreciation Days

Certificate of insurance is acceptable-thanks

----Original Message----

From: Frank, Carol

Sent: Tuesday, May 07, 2013 10:45 AM

To: Vibberts, Richard; Bockus, Tim; Cordier, James; Fravel, Theodore; Oates, John Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; McConville, Timothy; O'Connell, Michael; Perez, William; Sirois, Mark; Soto, Ricardo; Stokes, Gloria; Thurnauer, Beau

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

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