

Robert J. Pasik

TOWN COUNCIL AGENDA
TOWN COUNCIL CHAMBERS
740 MAIN STREET
EAST HARTFORD, CONNECTICUT
FEBRUARY 4, 2014

2014 JAN 30 A 11: 04

TOWN CLERK
EAST HARTFORD

=====

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

Pledge of Allegiance

7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
 - A. J. Roger Pelletier
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. January 21, 2014 Executive Session
 - B. January 21, 2014 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
 - A. Pension Valuation, Experience Study, COLA Review, and Investment Results Presentations:
 1. Segal Company: Pension Contributions for FY 2014-2015
 2. 3D Asset Management: Discussion of the Town's Portfolio – Equity Side
 3. Fiduciary Investment Advisors: Discussion of the Town's Portfolio – Fixed Income Side
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Collective Bargaining Agreement: Town of East Hartford and the Teamsters Local #559 (Telecommunicators)
 - B. Historic Preservation Technical Assistance Grant
 - C. Connecticut Urban Forest Council Small Grants Program
 - D. Outdoor Amusement Permit Application: 2014 Hartford Marathon
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: February 18, 2014)

RESOLUTION HONORING J. ROGER PELLETIER

Whereas, J. Roger "Roger" Pelletier served the Town of East Hartford as a Selectman from November 2, 1971 through November, 2013 as indicated in the Town's records; and

Whereas, Roger continues to serve the Town as a member of the Veteran's Commission; and

Whereas, Roger has worked as a Voter Machine Mechanic for many years and also served as a Justice of the Peace; and

Whereas, Roger actively organized a group known nationwide as the Young Republicans, as well as served as a District Chair for the Republican Town Committee; and

Whereas, Roger was employed by Pratt & Whitney Aircraft in the Town of East Hartford from 1966 to 1993; and

Whereas, Roger served the Parishioners of St. Isaac Joques Church as a Eucharistic Minister for 25 years; and

Whereas, Roger is the loving husband of Sally (Seraphine) for over 50 years and father to three children raised and educated in East Hartford, and who now are successful parents and husbands and wives themselves going forward in their communities as valued residents.

Now therefore let it be resolved that Mayor Marcia Leclerc and the East Hartford Town Council give their thanks to J. Roger Pelletier for the years of service given by him to our community and extend their appreciation for all the time and energy he has expended on behalf of our town and it's residents and wishes him much happiness in the future.

Dated this 4th day of February, 2014
in the Town of East Hartford, Connecticut

Marcia A. Leclerc, Mayor

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

Robert J. Rossi

2014 JAN 27 A 9:35

TOWN COUNCIL MAJORITY OFFICE

JANUARY 21, 2014

TOWN CLERK
EAST HARTFORD

EXECUTIVE SESSION

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader
Barbara-Ann Rossi (via telephone), Councillors Marc I. Weinberg, Linda A.
Russo, Ram Aberasturia, and Anita D. Morrison

ABSENT Minority Leader Esther Clarke; Councillor Patricia Harmon

ALSO Scott Chadwick, Corporation Counsel
PRESENT Brian Smith, Assessor

CALL TO ORDER

Chair Kehoe called the meeting to order at 6:56 p.m.

MOTION By Marc Weinberg
seconded by Bill Horan
to go into Executive Session to discuss the following cases:

1. Costa Associates, LLC v. Town of East Hartford (Assessment Appeal)
Docket No. HHB-CV-13-6019933S – 13 Bissell Street
2. Stone Creek Apartments, LLC v. Town of East Hartford (Assessment
Appeal) Docket No. HHB-CV-13-6020931S – 126 & 140 Silver Lane
3. Brenda Rose v. Town of East Hartford, Docket No. CV-11-6023968S

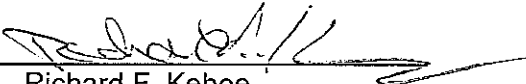
Motion carried 7/0.

MOTION By Marc Weinberg
seconded by Bill Horan
to go back to Regular Session.
Motion carried 7/0.

ADJOURNMENT

MOTION By Marc Weinberg
seconded by Bill Horan
to adjourn (7:22 p.m.)
Motion carried 7/0.

Attest



Richard F. Kehoe
Town Council Chair

Robert J. Paack

EAST HARTFORD TOWN COUNCIL

2014 JAN 27 A 9:35

TOWN COUNCIL CHAMBERS

TOWN CLERK
EAST HARTFORD

JANUARY 21, 2014

PRESENT Chair Richard F. Kehoe, Vice Chair William P. Horan, Jr., Majority Leader Barbara-Ann Rossi (via telephone), Councillors Marc I. Weinberg, Linda A. Russo, Ram Aberasturia, Patricia Harmon (via telephone) and Anita D. Morrison

ABSENT Minority Leader Esther B. Clarke

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:30 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.

Due to the snowstorm, two Councillors joined by telephone and two agenda items will be deleted.

AMENDMENTS TO THE AGENDA

MOTION By Bill Horan
seconded by Ram Aberasturia
to amend the agenda as follows:

Under Recognitions and Awards, delete item 3. A. "J. Roger Pelletier";
Under Communications, delete item 6. B. "East Hartford Housing Authority Update".

Motion carried 6/0. (Rossi and Harmon not conferenced in at this point)

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

None

APPROVAL OF MINUTES

January 6, 2014 Special Meeting/Leinad Appeal

MOTION By Barbara Rossi
seconded by Marc Weinberg
to approve the minutes of the January 6, 2014 Special Meeting/Leinad Appeal.
Motion carried 8/0.

January 7, 2014 Regular Meeting

MOTION By Barbara Rossi
seconded by Pat Harmon
to approve the minutes of the January 7, 2014 Regular Meeting.
Motion carried 8/0.

January 14, 2014 Special Meeting/Leinad Decision

MOTION By Barbara Rossi
seconded by Linda Russo
to approve the minutes of the January 14, 2014 Special Meeting/Leinad
Decision.
Motion carried 8/0.

COMMUNICATIONS AND PETITIONS

Responses to Questions Asked of Administration – EHMS Furniture Inventory List

Chair Kehoe reviewed the January 9, 2014 memo from Al Costa, Facilities Manager, East Hartford Public Schools, which listed the items from the East Hartford Middle School which were disposed of or brought to a recycling center.

NEW BUSINESS

Recommendations from the Real Estate Acquisition & Disposition Committee:

355 Maple Street

MOTION By Linda Russo
seconded by Barbara Rossi
that the Town Council accept from the State of Connecticut the parcel of property known as 355 Maple Street, together with referenced easements and rights of way, described on the attached quit-claim deed* dated May 29, 2013 which was presented at the January 7, 2014 Real Estate Acquisition and Disposition Committee meeting, for the state mandated release fee of \$1,000 and waive the acquisition requirements set forth in §10-18(b) of the Town Ordinances.
Motion carried 8/0.

Quit claim deed follows these minutes

Two Parcels on Park Avenue/Main Street (Route 5 North)

MOTION By Linda Russo
seconded by Barbara Rossi
that the Town Council accept from the State of Connecticut the parcels of property located at Main Street (Route 5) and Park Avenue, together with

referenced easements and rights of way, described on the attached quit-claim deeds dated March 12, 2012 and November 14, 2012, which were presented at the January 7, 2014 Real Estate Acquisition and Disposition Committee, for the state mandated release fee of \$1,000 and waive the acquisition requirements set forth in §10-18(b) of the Town Ordinances.

MOTION By Anita Morrison
seconded by Ram Aberasturia
to postpone action pending further documentation from the State of Connecticut – either the Department of Energy and Environmental Protection or Department of Transportation – relative to the environmental condition of this property.
Motion carried 8/0.

Property Abutting 244 Lombardo Drive (f.k.a. Meat Town Property)

MOTION By Linda Russo
seconded by Marc Weinberg
that the East Hartford Town Council rejects the State of Connecticut's tender of a deed for an approximately 11.4 acre parcel of land located on Lombardo and DePietro Drive, as identified in Connecticut Special Act 02-09, Section 8, and ask the Administration to work with the State to amend or repeal the provisions of such Special Act as necessary to reflect the Town Council's decision.
Motion carried 7/1. Nay: Morrison

U.S. Department of Agriculture: Women, Infants and Children (WIC) Grant

MOTION By Ram Aberasturia
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 \$17,960.00 for the period June 26, 2014 through June 25, 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 8/0.

Billy Casper Golf Transition Update:

Michael Walsh, Finance Director, summarized the history of the East Hartford Golf Course from the date that Billy Casper Golf (BCG) commenced management of the course – November 1, 2013. Before introducing members of BCG, Mr. Walsh reviewed the following minor repairs that the town is in the process of completing with funding from the town's General Fund: (1) new fencing around the dumpster; (2) mold remediation in the basement; (3) new drop ceiling in the basement; (4) dig out the stump behind the 9th green and curb/landscape the island; (5) install the flag pole on the newly renovated island; (6) cart away all brush (and red stockade fencing) behind the red stockade fencing behind the first green; (7) add a white split rail fence along Long Hill; and(8) remove rusted fencing on south side of the house.

The following individuals from BCG updated the Council with what is happening and what is being planned in the future: Ryan Phelps, Regional Director of Operations; Dan Evers, Regional Director of Agronomy; Robert Streckfus, General Manager; and Bill Abbe, Superintendent. Mr. Phelps stated that for calendar year 2014, revenues are estimated at about \$717,000, while expenses are estimated at \$804,000 – creating a shortfall.

Lease Purchase Financing Agreement

MOTION By Bill Horan
 seconded by Linda Russo
 to adopt the following resolution:

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

WHEREAS, the Town of East Hartford has contracted with Billy Casper Golf, a nationally recognized expert golf course operator to take over the golf course, maintenance, and restaurant operations as of November 1, 2013; and

WHEREAS, Billy Casper Golf has identified various maintenance equipment, golf carts, and other capital equipment necessary to properly operate the East Hartford Golf Course and restaurant in 2014 and beyond; and

WHEREAS, Billy Casper Golf has budgeted \$117,483 in the 2014 golf year and \$118,658 in future years as part of the golf course budget compiled by Billy Casper Golf to pay principal and interest on the aforementioned capital lease purchases; and

WHEREAS, the Town of East Hartford will enter into the lease while Billy Casper Golf will pay the annual cost of the lease out of proceeds from the Golf Course.

THEREFORE BE IT RESOLVED, that the Mayor of the Town of East Hartford is authorized to enter into a master lease purchase agreement and related documents with TD Equipment Finance, Inc. in the principal amount not to exceed \$700,000. The interest rate, payment schedule and other details of the financing shall be mutually determined between the company and the Mayor, whose signatures will indicate approval of specific terms and conditions.

BE IT FURTHER RESOLVED, that the Town declares its intent to be reimbursed for any temporary advances from the General Fund to pay for any part of the equipment from proceeds of the lease financing in accordance with Treasury Regulation 26 CFR 1.103-18 and/or 26CFR1.150-2.

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

East Hartford Library: Fine Forgiveness Program

MOTION By Ram Aberasturia
seconded by Linda Russo
to establish a "Fine Forgiveness" program for the East Hartford
Public Library to run through June 30, 2014 as outlined in a memo
dated January 15, 2014 to Marcia A. Leclerc, Mayor from Susan Hansen,
Director of Libraries.
Motion carried 8/0.

Refund of Taxes

MOTION By Marc Weinberg
seconded by Ram Aberasturia
to refund taxes in the amount of \$2,834.38
pursuant to Section 12-129 of the Connecticut General Statutes.
Motion carried 8/0.

Bill	Name	Prop Loc/Vehicle Info.	Over Paid
2012-03-0051673	ARROYO LUZ E	2005//1YVHP80C755M15778	\$ (47.50)
2012-03-0053603	BOLES NEIL T	2000//1G4CW54K3Y4234010	\$ (12.51)
2012-03-0054245	BROADIE GREGORY STJOHN	2003//1FVABTAKX3HM11867	\$ (100.58)
2012-03-0056318	CHASE AUTO FINANCE CORP	2010//JF1GH6B61AH826084	\$ (273.50)
2012-03-0058744	DATTILIO MARK R	2008//3FAHP07Z58R174263	\$ (190.00)
2012-03-0059421	DESANTIS ALFRED A OR DESANTIS CHRISTINE A	2007//1J8FF28W37D369573	\$ (14.36)
2012-03-0087338	GUERTIN DANIEL	2012//3VWJP7AT9CM602332	\$ (65.84)
2012-03-0066461	HONDA LEASE TRUST	2010//5FNRL3H75AB090573	\$ (684.19)
2012-01-0008445	LENDI SOPHIE G OR HARVEY ALLEN J, CONSERVATOR	27 KENYON PL	\$ (491.24)
2012-03-0073829	MINIBISHI MOTORS CREDIT OF AMERICA JEANIE HUA/TAX DEPT.	2009//JA4MT41XX9Z000196	\$ (192.12)
2012-03-0075273	NISSAN INFINITI LT	2011//3N1AB6AP6BL726077	\$ (115.81)
2012-03-0076218	ORTIZ NEREIDA	1992//JT3VN39W0N8044206	\$ (73.49)
2012-03-0076953	PATTISON DOUGLAS M	2011//JF1GV7E65BG518000	\$ (104.92)

2011-04-0086379	RAMIREZ NOEMI	2003//JN8DR09Y23W837905	\$ (35.24)
2012-03-0083378	SMALL DAVID J	1999//1B7KC2364XJ613089	\$ (283.59)
2012-03-0084272	STONE LINDA	2001//2HKRL18691H547026	\$ (86.05)
2012-03-0089058	ZITANI JOSEPH N	2002//1B7GG16X82S696845	\$ (63.44)
		TOTAL	\$(2,834.38)

OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

None

COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

Brenda Rose v. Town of East Hartford

MOTION By Bill Horan
seconded by Barbara Rossi
to accept Corporation Counsel's recommendation to settle the pending superior court action known as Brenda Rose v. Town of East Hartford, Docket No. CV-11-6023968S, for the total sum of \$75,000.00.
Motion carried 7/0. Abstain: Harmon

Costa Associates, LLC v. Town of East Hartford

MOTION By Bill Horan
seconded by Anita Morrison
to accept Corporation Counsel's recommendation to settle the pending real property tax appeal known as Costa Associates, LLC v Town of East Hartford, Docket No. CV-13-6019933S, involving 13 Bissell Street from the fair market value of \$73,330 to the fair market value of \$47,500, commencing as of the 2012 Grand List, which shall generate a reduction of \$793.73 in property taxes.
Motion carried 7/0. Abstain: Harmon

Stone Creek Apartments, LLC v Town of East Hartford – 126 Silver Lane

MOTION By Bill Horan
seconded by Anita Morrison
to accept Corporation Counsel's recommendation to settle the pending real property tax appeal known as Stone Creek Apartments, LLC v. Town of East Hartford, Docket No. CV-13-6020931S, involving 126 Silver Lane, from the fair market value of \$3,186,150 to the fair market value of \$3,000,000, commencing as of the 2012 Grand List which shall

generate a reduction of \$5,720.40 in property taxes.
Motion carried 7/0. Abstain: Harmon

Stone Creek Apartments, LLC v Town of East Hartford – 140 Silver Lane

MOTION By Bill Horan
seconded by Anita Morrison
to accept Corporation Counsel's recommendation to settle the pending
real property tax appeal known as Stone Creek Apartments, LLC v.
Town of East Hartford, Docket No. CV-13-6020931S, involving
140 Silver Lane, from the fair market value of \$2,754,820 to the fair market
value of \$2,544,000, commencing as of the 2012 Grand List which shall
generate a reduction of \$6,478.50 in property taxes.
Motion carried 7/0. Abstain: Harmon

OPPORTUNITY FOR RESIDENTS TO SPEAK

None

ADJOURNMENT

MOTION By Pat Harmon
seconded by Bill Horan
to adjourn (9:35 p.m.).
Motion carried 8/0.

The Chair announced that the next meeting of the Town Council would be on February 4, 2014.

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

Return to:
Town of East Hartford
740 Main Street
East Hartford, CT 06108

QUIT-CLAIM DEED

STATUTORY FORM

KNOW YE, that the State of Connecticut, acting herein by Denise L. Nappier, Treasurer of the State of Connecticut, under authority granted by Section 141(c) of Public Act No. 12-2 of the June 12, 2012, Special Session of the General Assembly of the State of Connecticut, approved June 15, 2012, pursuant to the provisions of Section 141(a) of Public Act No. 12-2 of the June 12, 2012 Special Session of the General Assembly of the State of Connecticut, and with the approval of the State Properties Review Board of the State of Connecticut, for the consideration paid of One Thousand Dollars (\$1,000.00), Grants for open space purposes to the Town of East Hartford, a Municipal corporation existing under the laws of the State of Connecticut and having its territorial limits within the County of Hartford and State of Connecticut with QUIT-CLAIM COVENANTS,

That certain parcel of land, situated in the Town of East Hartford, County of Hartford and State of Connecticut, located on the westerly side of Forbes Street, containing 17,974 square feet, more or less, and more particularly shown on a map to be filed in the East Hartford Town Clerk's Office entitled, "TOWN OF EAST HARTFORD MAP SHOWING LAND RELEASED TO TOWN OF EAST HARTFORD BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION RECONSTRUCTION OF FORBES STREET AT MAPLE STREET SCALE 1" = 40' DEC 2011 THOMAS A. HARLEY, P.E. CHIEF ENGINEER - BUREAU OF ENGINEERING AND CONSTRUCTION", TOWN NO. 042, PROJECT NO. 053-101, SERIAL NO. 036B, SHEET 1 OF 1, bounded and described as follows:

EASTERLY	by Forbes Street, 231.42 feet, by a line designated "RELEASE LINE & STREET LINE", as shown on said map;
SOUTHERLY	by land now or formerly of Connecticut Light & Power, 59.27 feet, by a line designated "RELEASE LINE & PROPERTY LINE", as shown on said map;
WESTERLY	by land now or formerly of Richard Smeltz, 229.93 feet, by a line designated "RELEASE LINE & FORMER NON-ACCESS HIGHWAY LINE", as shown on said map;
NORTHERLY	by Maple Street, 94.02 feet, by a line designated "RELEASE LINE & STREET LINE", as shown on said map.

Together with all rights of access directly to and from the land herein conveyed, over and across the line designated "RELEASE LINE & FORMER NON-ACCESS HIGHWAY LINE", as more particularly shown on said map.

For the State's source of title to the above-referenced premises, reference is made to an acquisition by the State of Connecticut from Louis A. Caron as contained in a Warranty Deed dated September 12, 1967 and recorded in Volume 423 at Page 355 of the East Hartford Land Records.

Town of East Hartford
(42) 053-101-36B

The above-described premises are conveyed subject to such rights and easements as may appear of record, and to any state of facts which an inspection of the premises may show, especially that certain 20-foot sanitary sewer easement in favor of the Metropolitan District, and an easement for highway purposes in favor of the Town of East Hartford, both of which are shown on said map.

The above-described premises are conveyed subject to any and all provisions of any ordinance, municipal regulation, or public or private law.

In accordance with Section 141(b) of Public Act 12-2 of June 12, 2012 Special Session of the General Assembly of the State of Connecticut, the above-described premises are conveyed to the Town of East Hartford subject to the condition that the Town of East Hartford shall use the parcel of land for open space purposes. In the event that the State requires said parcel for transportation purposes, or if the Town of East Hartford does not use said parcel for open space purposes, does not retain ownership of all of said parcel, or leases all or any portion of said parcel, the parcel shall revert to the State of Connecticut.

Signed this 29th day of May, A.D. 2013;

Witnessed by:

Gail C. Crockett
Witness Gail C. Crockett

State of Connecticut

By Denise L. Nappier (L.S.)
Denise L. Nappier
Treasurer
Duly Authorized

Wayne Hypolite
Witness Wayne Hypolite

STATE OF CONNECTICUT)
) ss: Hartford
COUNTY OF HARTFORD)

The foregoing Instrument was acknowledged before me this 29th day of May, A.D. 2013, by Denise L. Nappier, Treasurer of the State of Connecticut.

My Commission Expires
4/30/2017

Maurice M. DeGru
Notary Public

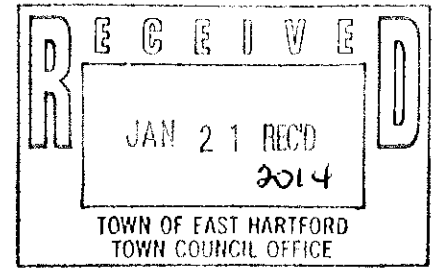
This conveyance is made with the approval of the undersigned in conformity with Section 141(c) of Public Act 12-2 of June 12, 2012 Special Session of the General Assembly of the State of Connecticut, dated June 15, 2012.

State Properties Review Board

APPROVED AS TO FORM:
George Jepsen, Attorney General

By Edwin S. Greenberg 6/15/2013
(Date)
EDWIN S. GREENBERG
CHAIRMAN

By Joseph Rubin
Associate Attorney General
Date: 6/13/13



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

Date: January 17, 2014
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *[Signature]*
RE: TENTATIVE AGREEMENT BETWEEN THE TOWN OF EAST HARTFORD
AND THE TEAMSTERS LOCAL #559 UNION

On December 19, 2013 the Town of East Hartford and the Teamsters Local 559 Union (hereinafter "Teamsters Union") entered into a tentative agreement for a new collective bargaining agreement effective July 1, 2013 through June 30, 2016. The tentative agreement was ratified by the bargaining unit members on January 08, 2014.

The impetuses for the tentative agreement centered on maintaining the wage increases and working conditions for the eighteen (18) bargaining union members in this unit comparable to what has been recently negotiated with other units. All eighteen members are in the Telecommunication Operator Job Classification and work in the Public Safety Communications Division of the Police Department.

Attached to this memorandum is a memorandum from Mike Walsh, Director of Finance, with the financial analysis of the three-year Teamsters Union tentative agreement. Also, attached for your review is a copy of the tentative agreement between the Town of East Hartford and the Teamsters Union Local 559.

Since this matter involves a need to fund the successor agreement, the Town's Finance and Human Resources Directors will be present at the meeting scheduled for Tuesday, February 04, 2014 should there be any questions or concerns or a need to go into executive session.

The attached tentative agreement is being submitted to you within fourteen days from the date the union members ratified the agreement. In accordance to Section 7-474 of the General Statutes of the State of Connecticut " Such request shall be considered approved if the legislative body fails to vote to approve or reject such request within thirty days of the end of the fourteen-day period for submission to said body."

I respectfully request that this item be added to the February 4, 2014 Council meeting and recommend that the Council approve the tentative contract agreement for the reasons noted above.

Cc: Michael Walsh, Finance Director

Santiago Malave, Human Resources Director

OFFICE OF HUMAN RESOURCES

Date : January 17, 2014
To : Marcia A. Leclerc, Mayor
From : Santiago Malave, Human Resources Director
Re : Teamsters Local 559 Union Tentative Agreement

Attached for your review is 1.) a suggested transmittal letter to the Council Chairman regarding the Tentative Agreement Between Town of East Hartford and Teamsters Union Local 559, (hereinafter "Teamsters Union") for a successor collective bargaining agreement effective July 1, 2013 through June 30, 2016 and 2.) a copy of the tentative agreement.

The impetuses for the tentative agreement centered on maintaining the wage increases and working conditions for the eighteen (18) bargaining union members in this unit comparable to what has been recently negotiated with other units. All eighteen members are in the Telecommunication Operator Job Classification and work in the Public Safety Communications Division of the Police Department.

You'll find that the tentative agreement with the Teamsters Union Local 559 achieved the objectives of the Town.

Since this matter involves a need to fund the successor collective bargaining, the Town's Finance and Human Resources Directors will be present at the meeting scheduled for Tuesday, December 10, 2013 should there be any questions or concerns or a need to go into executive session.

The attached tentative agreement is being submitted to you within fourteen days from the date the union members ratified the agreement. In accordance to Section 7-474 of the General Statutes of the State of Connecticut "Such request shall be considered approved if the legislative body fails to vote to approve or reject such request within thirty days of the end of the fourteen-day period for submission to said body."

I respectfully request that this item be added to the February 4, 2014 Council meeting and recommend that the Council approve the tentative contract agreement for the reasons noted above.

Cc: Michael Walsh, Finance Director

DATE: 01/17/2014

TO: RICHARD F. KEHOE, TOWN COUNCIL CHAIRMAN

FROM: MAYOR MARCIA A. LECLERC

**RE: TENTATIVE AGREEMENT BETWEEN THE TOWN OF EAST
HARTFORD AND THE TEAMSTERS LOCAL #559 UNION**

On December 19, 2013 the Town of East Hartford and the Teamsters Local 559 Union (hereinafter "Teamsters Union") entered into a tentative agreement for a new collective bargaining agreement effective July 1, 2013 through June 30, 2016. The tentative agreement was ratified by the bargaining unit members on January 08, 2014.

The impetuses for the tentative agreement centered on maintaining the wage increases and working conditions for the eighteen (18) bargaining union members in this unit comparable to what has been recently negotiated with other units. All eighteen members are in the Telecommunication Operator Job Classification and work in the Public Safety Communications Division of the Police Department.

Attached to this letter from Mike Walsh, Director of Finance, is the financial analysis of the three-year Teamsters Union tentative agreement. Also, attached for your review is a copy of the tentative agreement between the Town of East Hartford and the Teamsters Union Local 559.

Since this matter involves a need to fund the successor agreement, the Town's Finance and Human Resources Directors will be present at the meeting scheduled for Tuesday, February 04, 2014 should there be any questions or concerns or a need to go into executive session.

The attached tentative agreement is being submitted to you within fourteen days from the date the union members ratified the agreement. In accordance to Section 7-474 of the General Statutes of the State of Connecticut " Such request shall be considered approved if the legislative body fails to vote to approve or reject such request within thirty days of the end of the fourteen-day period for submission to said body."

I respectfully request that this item be added to the February 4, 2014 Council meeting and recommend that the Council approve the tentative contract agreement for the reasons noted above.

Cc: Michael Walsh, Finance Director
Santiago Malave, Human Resources Director

TENTATIVE AGREEMENT
FOR A SUCCESSOR
WORKING AGREEMENT
BETWEEN
THE TOWN OF EAST HARTFORD
AND
TEAMSTERS LOCAL #559
(Telecommunicators)

JULY 1, 2013 – JUNE 30, 2016

The parties agree to recommend this tentative agreement for ratification to their respective governing bodies.

All other language is to remain unchanged from the July 1, 2010 to June 30, 2013 Working Agreement.

1. Article III, Section 3.2, delete in its entirety.
2. Article VII, Leave Provisions:

Revise Section 7.0c., Sick Leave as follows:

"It shall be the responsibility of the employee to notify the department or division head in advance of sick leave usage, if possible, and in any event not later than one hour prior to the commencement of the shift. If the absence exceeds five (5) working days, or when an employee's attendance shows frequent or habitual absence because of claimed sickness, the employee shall provide the department head with a doctor's certificate on the approved form (Appendix D) within three (3) working days unless there are extenuating circumstances that prevent the doctor, APRN or Physician's Assistant from providing such certificate within that time period."

3. Article VII, Leave Provisions:

Section 7.1a:

Personal Leave: Employees shall be entitled to three (3) days personal leave each calendar year to be used at the employee's discretion. These days are non-accumulative from calendar year to calendar year."

4. Article VII, Leave Provisions:

Section 7.1b:

"Whenever an employee shall be absent because of a Town service connected injury or occupational disease he/she will be compensated under the provisions of the Worker's Compensation Act. Such absence will not be charged against accrued sick leave. In addition to payments received under the Worker's Compensation Act, any employee with six (6) months of continuous service shall receive a supplemental payment from the Town, equal to the difference between his take-home pay (gross pay less deduction for pension, income tax and FICA) and the payments received under Worker's Compensation Act for up to one year or maximum improvement, whichever comes first."

Current employees as of the ratification of this agreement shall continue to be eligible for the supplemental payments described above for up to two years in accordance with the terms of the 2010-2013 agreement.

5. Article VII, Leave Provisions:

Section 7.2:

"Employees have certain rights and responsibilities under the Federal Family and Medical Leave Act ("FMLA"). These rights and responsibilities are posted on Town bulletin boards and available through the Human Resources Department. If the employee has questions concerning FMLA, he/she should contact the appropriate Supervisor, Manager, or Human Resources Department.

The Town will comply with all of the terms of FMLA. These terms include but are not limited to the following:

- a. Pursuant to FMLA, employees may choose, or the employer (i.e. Town) may require the employee to use, accrued paid leave to cover some or all of the FMLA leave taken. In addition, employees may choose, or employers may require (unless it violates any worker's compensation law) the substitution of accrued paid vacation or accrued paid personal leave for any of the situations covered by FMLA. Notwithstanding the above, the employee has the right to retain 2 weeks of accrued paid vacation time.
- b. To qualify for FMLA leave, employees requesting such leave must explain the reason for the leave in writing or verbally to their department head so that the Town can determine if FMLA-qualified leave will be granted.
- c. The Town may require medical certification to document the reason for the leave, where provided by law.
- d. The Town will notify the employee in writing before the leave begins that the leave has been designated as FMLA leave and will be deducted from the allowable maximum.
- e. During the period of FMLA-qualified leave, the employee shall retain health benefits at the same level as before the leave. The Town will continue to pay the premiums as before the leave.
- f. Employees, where authorized by law, may be required to provide a "fitness for duty" certification upon return to work."

6. Article VIII, Wages and Benefits:

Section 8.0:

Effective 7/1/13- 2.0% Increase (retroactive to 7/1/13)

Effective 7/1/14 - 2.0% Increase

Effective 7/1/15 - 2.0% Increase

7. Article XVII, Non-Discrimination:

Section 17.0:

"The provisions of this Agreement shall be applied equally to all employees in the bargaining unit without discrimination because of race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, veteran status, Union membership, or other legally protected category."

8. Article XVIII, Miscellaneous:

Section 18.10 (NEW):

The Town will provide six (6) sets of uniforms (long or short sleeve polo shirts and pants) for employees. All Telecommunication Operators will wear dark "5.11" pants, "Dockers" or similar style long pants as long as they fit properly. The Chief or his designee may periodically review this matter to ensure the pants are in accordance with the established understanding between the parties. The employees will be responsible for keeping the uniforms neat, clean, in good repair and well pressed at all times. Employees can turn in uniforms that have excessive wear or damage from normal use. Employees shall be required to wear uniforms that have been selected by the Town, as a condition of employment, and they shall be subject to, and must comply with, the uniform and appearance policy and standards prescribed by the Chief of Police. No employee, while in uniform, shall wear any item not specifically authorized by the Chief of Police. The Chief of Police or his designee may modify the dress guidelines (on a case by case basis) due to medical or other special circumstances.

9. Article XIX, Duration:

Section 19.0:

"This Agreement shall be effective as of the first day of July, 2013, and shall remain in full force and effect until the 30th day of June, 2016, except that it may be amended at any time by mutual agreement, or upon the anniversary date of said Agreement by giving to the other party not less than one hundred twenty (120) days' written notice of intention to negotiate a successor agreement." revise to provide for new three year agreement."

10. Establish performance evaluation system, which includes the following:

- East Hartford Public Safety Communications Performance Appraisal Process, APCO Standards.
- East Hartford Performance Appraisal Form.
- East Hartford Performance Appraisal Policy and Instructions.

11. Article XIV, Discipline:

Revise Section 14.0c.4. as follows:

"Habitual tardiness or absence from duty which results in unsatisfactory attendance. Unsatisfactory attendance is evident when the sum of days of unscheduled absence is greater than 15 in a twelve-month period. Potentially unsatisfactory attendance may be sufficient cause for a verbal warning. Employees shall have the right to utilize the grievance procedure pertaining to this article."


12. APPENDIX E, Health Insurance:

Year 2013-2014 \$9.25 per 40 hour workweek x 52 weeks per employee.

Year 2014-2015 \$9.75 per 40 hour workweek x 52 weeks per employee.

Year 2015-2016 \$9.95 per 40 hour workweek x 52 weeks per employee.

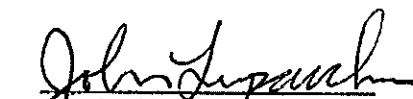
13. Renew Appendix G MOU.




For the Town

12/19/13

Date



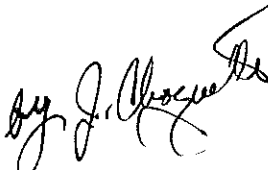
For the Union
Subject to ratification


12/19/13

Date



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

Date: January 27, 2014
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc 
RE: Funding – Teamsters Contract Settlement

Attached is a memo from Michael Walsh, Finance Director, with information regarding the funds that will be necessary to cover the costs of the Teamsters Contract settlement should it be approved. The amount that is needed is \$22,248.00 and will be charged to account G5400-60110. As noted in the memo, the shortfall will be addressed during year-end interdepartmental transfers.

Please place this information on the agenda for February 4, 2014. Thank you.

C: M. Walsh, Finance Director



MEMORANDUM

DATE: January 21, 2014
TO: Marcia A. Leclerc, Mayor
FROM: Michael P. Walsh, Director of Finance
TELEPHONE: (860) 291-7246
RE: Teamster's Contract Settlement

By way of this memo, attached please find the financial analysis related to the Teamster's contract settlement.

To cover the costs related to this settlement, \$22,148 will be charged to account G5400-60110.

Normally, a Supplemental Budget Appropriation and Fund Balance Transfer Resolution would be required. However, due to the size of the funding needed, any shortfall will be addressed during the year-end interdepartmental transfers in June.

If approved, this funding will satisfy the contract settlement through June 30, 2014.

Please contact me if you have any questions or problems on any of the aforementioned information.

The Town of East Hartford
 Analysis of the Teamsters Contract
 Prepared as of January, 2014

Actual	Wages 2, 2, 2	Prem. Share N/A
--------	------------------	--------------------

Employees Covered 19

	Precon. GWI 0.00%	Year 1 @7/13 2.00%		Year 2 @7/14 2.00%		Year 3 @7/15 2.00%		Year 4 @7/16 0.00%		
		Base @6/30/13	Base Total 6/30/13	Base Total 6/30/14	Base Total 6/30/14	Base Total 6/30/15	Base Total 6/30/16	Base Total 6/30/16	Base Total 6/30/17	Base Total 6/30/17
Reg. Wages	-	1,004,377	1,004,377	20,088	1,024,465	20,489	1,044,954	20,899	1,065,853	1,065,853
OT Wages	-	103,000	103,000	2,060	105,060	2,101	107,161	2,143	109,304	109,304
Total	-	1,107,377	1,107,377	22,148	1,129,525	22,590	1,152,115	23,042	1,175,157	1,175,157

Year	Wage Inc. Per Year	Wage Inc. Total
Pre	-	-
1	22,148	22,148
2	22,590	44,738
3	23,042	67,780
4	-	-
Total	-	134,666

Total Per Year	Total Per Contract	Net Med. Increase	Ann. Net Increase	Net Increase	% Inc. Ann.
-	-	-	-	-	0.00%
22,148	22,148	15,800	37,948	6,348	3.39%
22,590	44,738	19,760	42,350	24,978	3.71%
23,042	67,780	7,904	30,946	59,876	2.66%
-	-	-	-	-	0.00%
-	-	-	-	-	0.00%
67,780	134,666	43,464	111,244	91,202	9.76%

Average annual increase

3.25%



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

Date: January 27, 2014
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *by Joshy O'Sullivan*
RE: RESOLUTION: Historic Preservation Technical Assistance Grant

The Town of East Hartford is eligible to apply for a Historic Preservation Technical Assistance Grant through the Historic Trust for Historic Preservation with funding from the Connecticut General Assembly and the State Historic Preservation Office, Department of Economic and Community Development. The grants can be between \$2,500 and \$20,000.

Our Grants Office has requested that this Resolution be approved to allow them to move forward and apply for these monies with the possibility of using the funds for a feasibility study for the re-use of the East Hartford Post Office Building.

Please place this information on the agenda for February 4, 2014. Thank you.

C: M. Walsh, Finance Director
P. O'Sullivan, Grants Administrator

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 day of February, 2014.

RESOLUTION

WHEREAS, the Connecticut Trust for Historic Preservation has made funding available under the Historic Preservation Technical Assistance Grants Program (HPTAG); and

WHEREAS, the HPTAG program is designed to support efforts that help communities plan for the preservation, restoration and rehabilitation of historic buildings throughout the state to ensure that they remain resources for the state's heritage tourism initiatives.; and

NOW THEREFORE LET IT BE RESOLVED; That Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the Connecticut Trust for Historic Preservation as they pertain to this Historic Preservation Technical Assistance Grants Program.

AND I DO CERTIFY that the above resolution has not been in any way 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 the 4th day of February, 2014.

Angela M. Attenello, Town Council Clerk

Historic Preservation Technical Assistance Grants (HPTAG)

What is HPTAG: A collaborative historic preservation technical assistance program of the Connecticut Trust for Historic Preservation, with funding from the Connecticut General Assembly and the State Historic Preservation Office, Department of Economic and Community Development.



The purpose of HPTAG: to support efforts that help communities throughout the state plan for the preservation, restoration and rehabilitation of historic places.

Historic Preservation Technical Assistance Grants (HPTAGs) serve as catalysts to enable communities to move forward with preservation projects. Grants will be given for direct preservation planning assistance.

Grant Awards: All grants are preservation planning grants. All grants require a one-to-one cash match. Matching funds can not come from the State of Connecticut. Grant awards are between \$2,500 and \$20,000 with funds reimbursed at the end of the grant, upon approval of the Final Report.

Direct Preservation Planning Assistance includes:

Feasibility studies for re-use of a historic resource, **condition assessments; plans and specifications** for the restoration/rehabilitation of a building, **structural and engineering analyses**, and **Historic Structure Reports**

HPTAG grant products are to make recommendations that follow Secretary of the Interior Standards.

Eligibility requirements:

Incorporated 501(c)3 non-profit organizations or municipalities in the state of Connecticut. Partnerships between public and private non-profits are encouraged. Organizations must have the ability to administer the grant, both fiscal and project management. Preservation/restoration/engineering/other consulting professionals must be part of any grant request. The cash match must be in place when the grant application is submitted. Historic resource must be listed, or eligible for listing, on the State Register of Historic Places.

Not Eligible:

Projects from for-profit organizations or institutions, from the State of Connecticut or from individuals without an organizational or institutional base.
Projects for general operating expenses or for purchase of office equipment for the purpose of general operations.
Acquisition money.
Costs, such as refreshments, associated with social events or fundraising events.
Construction related costs.
Projects already underway.



TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

Date: January 27, 2014
TO: Richard F. Kehoe, Chair
FROM: Mayor Marcia A. Leclerc *By John Chagnoli*
RE: RESOLUTION: Connecticut Urban Forest Council Small Grants

The Grants Administration Office is requesting authorization to apply for Grant funds through the Connecticut Urban Forest Council Small Grants Program. The grant monies are from \$500.00 to \$4,000.00 and limited to specific urban and forestry activities.

Attached is a Resolution that requires Town Council approval to allow the town to move forward and apply for these funds.

Please place this information on the agenda for February 4, 2014. Thank you.

C: M. Walsh, Finance Director
P. O'Sullivan, Grants Administrator

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 day of February, 2014.

RESOLUTION

WHEREAS, funds are available through the Connecticut Urban Forest Council for small grants for the purpose of promoting and encouraging urban forestry in Connecticut; and,

WHEREAS, the purpose of these grants is to help municipalities, small non-profits and other entities develop the capacity and experience to practice urban forestry, and to foster on-the-ground results regarding the urban forest; and

WHEREAS, funding from this program could be used to improve the urban forest in the Town of East Hartford,

NOW THEREFORE LET IT BE RESOLVED; That Marcia A. Leclerc, Mayor of the Town of East Hartford, is authorized to make application to execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the Connecticut Trust for Historic Preservation as they pertain to the Connecticut Urban Forest Council Small Grants Program.

AND I DO CERTIFY that the above resolution has not been in any way 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 the 4th day of February, 2014.

Angela M. Attenello, Town Council Clerk

CONNECTICUT URBAN FOREST COUNCIL

SMALL GRANTS PROGRAM

Guidelines

The Connecticut Urban Forest Council wishes to support applicants in urban and community forestry activities. The Council invites applicants to submit a proposal (limited to 5 pages) for funding ranging from \$500 - \$4,000. Proposals should address at least one of the Council's goals described in the guidelines below. Proposals are accepted on an on-going basis, and will be reviewed during the January Council meetings.

Grant funds may be disbursed directly as payment to vendors, where appropriate, or as reimbursement to grantees for expenses incurred.

Goal 1: Public Awareness: Education and Communication

Continue developing public responsibility and government responsiveness by promoting an understanding of the social, economic and environmental values of trees, forests and related natural resources in communities.

Suggested Considerations:

Expand knowledge of the benefits of trees, forests and green space in urban areas and communities. Encourage green linkages within communities and between communities and public open space. Encourage owners of private residents and commercial properties to maintain trees and expand forest cover on their properties. Expand the knowledge of the ecological relationships and benefits of trees and related resources in urban environments.

Improve the understanding of forest riparian buffers and their role to protect, and improve water quality, quantity, habitat, reduction of sediments and pollutants. Set up demonstration projects that monitor water quality before, during and after the project. Increase public awareness and participation in the process incorporating activities they can do to protect their urban forest and related natural resources that impact water issues as mentioned above.

Goal 2: Natural Resource Management and Policy

Support an ecological approach that monitors and integrates the biophysical, social and economic attributes of urban forestry.

Suggested Considerations:

Research projects that increase understanding of the biophysical and socioeconomic issues of urban forestry management and policy.

Tree planting on public property for public benefit. Tree planting in open spaces, greenbelts, roadside, screens, parks, woodlands, curb areas and residential developments within urban areas are permitted. Tree maintenance and protection projects are also

permitted and encouraged. Tree planting on private land is permitted as part of a demonstration project where a clear public benefit exists.

The inventory of trees in urban areas and communities.

The removal of exotic invasive plant species.

Goal 3: Organizational Capacity

Expand the capacity to address emerging issues and opportunities that support healthy, sustainable communities.

Suggested Considerations:

Training that focuses on the planting, care and maintenance of trees. Those receiving training should give back their time to maintain their community's tree resources (this give back may be used as an in-kind match within the grant period).

Neighborhood planning activities and community organizing activities for urban forests and related natural resources is permitted. Planning activities that describe products or measurable urban forest and related natural resource outcomes are encouraged. Products and/or measurable urban forest and related natural resource outcomes are to be identified in the grant narrative.

Goal 4: Outreach and Environmental Equity

Expand program participation to better engage all community members in all aspects of urban forestry.

Suggested Considerations:

Organizing, hosting and/or co-hosting a community forums or planning/visioning processes. The process should increase public understanding of the energy conservation, economic, social, environmental and psychological values of trees and open space in urban and community environments. It should also expand the knowledge of the ecological relationships and benefits and proper management of trees, forests and related natural resources in these environments.

Establish demonstration projects including trees, shrubs, perennials, native annuals, and ground covers in communities, for the purpose of improving public understanding of the benefits and importance of establishing and maintaining trees, open space and green infrastructure in urban areas. Demonstration projects should be a one-time event for a particular subject area that educates and trains the rest of the community.

Additional Notes: For planting projects, applicants should provide proposed tree and plant lists. The planting of invasive exotic plant species will not be funded. Planting project applicants should refer to the Connecticut Invasive Plant Working Group's exotic invasive species list (<http://www.cipwg.uconn.edu>). Priority will be given to projects that emphasize the planting of trees over those that emphasis the use of other types of plant materials.

The planting of complementary ground cover for soil stabilization and erosion control is permissible. Ground covers may include noninvasive, native grasses or spreading, low, native vegetation as part of an urban forestry activity. Establishment, re-establishment and restoration of natural and "constructed" wetland vegetation, as it relates to a forest setting, threatened and endangered native plant species, and natural grasslands/meadows as it relates to an overall forestry project. The analysis or enhancement of soils necessary to enable trees and associated vegetation to thrive is also permissible, if done in a way that is responsible and is carefully monitored.

MARCIA A. LECLERC
MAYOR

TOWN OF EAST HARTFORD
Police Department

SCOTT M. SANSOM
CHIEF OF POLICE

31 School Street
East Hartford, Connecticut 06108-2638

TELEPHONE
(860) 528-4401

FAX (860) 289-1249

www.easthartfordct.gov

January 21, 2014

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

**Re: Outdoor Amusement Permit Application -
"2014 Hartford Marathon"**

Dear Chairman Kehoe:

Attached please find the amusement permit application from **The Hartford Marathon Foundation** submitted by its Technical Director Josh Miller.

The applicant seeks to conduct a marathon, road races and outdoor musical entertainment with volunteers and several thousand spectators and runners on **Saturday, October 11, 2014 from 7:30 AM – 12:00 PM**, with music running between **9 AM and 2 PM**.

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

The **Office of Corporation Counsel** states it has no issues with this application and that the applicant will need to sign a License Agreement with the Town prior to the event.

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

The **Fire Department** approves the application as submitted and states that the anticipated cost for the Department's services is **\$1,300.00.**

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

- Applicant shall obtain approvals for any road closures from the appropriate jurisdiction.
- The applicant will coordinate the implementation of any road closures with the EHPD and the Department of Public Works.
- The route map provided by the applicant indicates they will utilize a portion of Pitkin Street. Pitkin Street is currently scheduled for a mill and pave operation as part of the Town's 2014 Road Improvement Program. **A notice to contractor will be placed in the bid documents instructing the contractor**

to complete operations on Pitkin Street by the first of October to prevent conflict with the marathon but the applicant is advised that a route adjustment may be required should unforeseen circumstances arise with the project that cause a delay.

- The anticipated cost to the Department for this event is **\$5,000.00.**

The **Risk Management Department** states the Marathon Foundation will need to provide a Certificate of Liability Insurance in the amount of one (1) million limits for general liability. They must also endorse the policy to add the Town of East Hartford, its officials, employees and volunteers, Riverfront Recapture and the MDC as additional insured. The policy will need to be reviewed and approved prior to the event.

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

- The Police Department can provide adequate police protection for the event. The sites are suitable for the outdoor amusement, the expected crowds are of moderate to large size, and the areas have sufficient parking available.
- There will be significant detours for several hours. Traffic on the adjacent streets can be maintained with a near-normal flow of traffic.
- Police manpower required for these events 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 **\$29,000.00.**

Respectfully submitted for your information.

Sincerely,



Scott M. Sansom
Chief of Police

Cc: Applicant

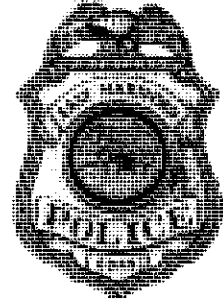
TOWN OF EAST HARTFORD POLICE DEPARTMENT



Marcia A. Leclerc
Mayor

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

OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott Sansom
Chief of Police

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

1. Name of Event:

Hartford Marathon

2. Date(s) of Event:

Saturday, October 11th, 2014

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) :

Josh Miller, Technical Director. Cell 860-338-1781. Work 860-652-8866.
Josh@Hartfordmarathon.com. 41 Sequin Drive Glastonbury CT 06033

4. If Applicant 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.

Hartford Marathon Foundation
41 Sequin Drive
Glastonbury, CT 06033

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

See Attached race course map

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

7:30 AM - 1:30 PM on 10/11/14. (Impact chart attached)

7. Provide a detailed description of the proposed amusement:

Marathon road race. Same route as 2013.

8. Will music or other entertainment be provided wholly or partially outdoors?

Yes No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)?

9:00 AM - 2:00 PM

9. What is the expected age group(s) of participants?

19-80 years old

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

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

3000 runners, several thousand spectators, 800 volunteers

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

a. Crowd size impact:

Runners will run on closed roads

b. Traffic control and flow plan at site & impact on surrounding / supporting streets:

We will work with police and DOT for street closures

c. Parking plan on site & impact on surrounding / supporting streets:

Runners will park and run to and from Hartford

d. Noise impact on neighborhood:

Minimal, music will not play until after 9:00 AM

e. Trash & litter control plan for the amusement site and surrounding community during and immediately after the proposed amusement:

Garbage truck sweeps the entire route at conclusion of event. Volunteers clean up water stations.

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

Road closures and detours. This is a great opportunity for community involvement

g. Other expected influence on surrounding neighborhood:

n/a

12. Provide a detailed plan for the following:

a. Accessibility of amusement site to emergency, police, fire & medical personnel and vehicles:

Roads will be accessible for emergency personnel to access all areas

b. Provisions for notification of proper authorities in the case of an emergency:

Command center for event will have representation from all departments. We will work closely with all public safety departments.

c. Any provision for on-site emergency medical services:

Medical plan attached.

d. Crowd control plan:

Runners will stay on streets directed by volunteers.

e. If on town property, the plan for the return of the amusement site to pre-amusement condition:

Streets will be used and swept by volunteers and public works

f. Provision of sanitary facilities:

Portable toilets will be placed along the course.

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

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

Department Yes No.

14. Does the proposed amusement involve the sale and/or provision of alcoholic beverages to amusement attendees,

Yes No Alcoholic beverages will be served / provided.

If 'YES', describe, in detail, any and all arrangements and what procedures shall be employed:

a. For such sale or provision,

b. To ensure that alcohol is not sold or provided to minors or intoxicated persons.

Check if copy of the liquor permit, as required by State law, is included with application.

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

Garbage truck sweeps the entire route at conclusion of event. Volunteers clean up water stations.

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:

Josh Miller

(Legal Name of Applicant)

Josh Miller

Digitally signed by Josh Miller
DN: cn=Josh Miller, o=Hartford Marathon Foundation,
ou=Technical Director,
email=Josh@MarathonFoundation.com, c=US
Date: 2014.01.02 11:10:30 -0500

(Applicant Signature)

Josh Miller

(Printed Name)

1/2/2014

(Date Signed)

Technical Director

(Capacity in which signing)

(Send application electronically to cfrank@easthartfordct.gov)

FOR OFFICE USE

Insurance Certificate Included:

YES

NO

Liquor Permit Included:

YES

NO

Certificate of Alcohol Liability Included:

YES

NO

Time Waiver Request Included:

YES

NO

Fee Waiver Request Included:

YES

NO

Received By: Carriant

Employee Number: 9019

Date & Time Signed: 1-7-14 7: AM ~~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.

Hartford Marathon Foundation, Inc. Board of Directors

Revised:
8/13/2013

Chairman

Christine Andrews (Chris)
The Andrews Agency
3 Forest Park Drive
PO Box 466
Farmington, CT 06034
candrews@andrewsagency.net
(860) 678-8888
(860) 573-3716 (cell)
Home: 16 Fernhurst
Farmington, CT 06032

Vice Chairman

Timothy Larson (Tim)
Executive Director
Tweed New Haven Airport
(203) 466-8833 x110
tlarson@flytweed.com
(203) 859-0076 (cell)
Home: 33 Gorman Place
East Hartford, CT 06108
(860) 291-9635

Treasurer

Robert M. Haggett, C.P.A. (Bob)
Exec VP / COO
Newman's Own Foundation
790 Farmington Avenue, Suite 4B
Farmington, CT 06032
Office: (860) 284-4200 x 312
Cell: (860) 659-7115
rhaggett@newmansownfoundation.org
Home: 91 Sturgeon River Road
Glastonbury, CT 06033

Secretary

Peter A. Gutermann, Esq.
VP & General Counsel
UTC Propulsion & Aerospace Systems
1 Financial Plaza
Hartford, CT 06103
860 728-7678
Peter.Gutermann@utc.com
Home: 36 Old Stone Crossing
West Hartford, CT 06117

Immediate Past Chairman

David Polk
The First Tee of CT
55 Golf Club Road
Cromwell, CT
(860) 882-1660
dpolk@thefirstteect.org
(860) 830-7307 (cell)
Home: 100 Westmont
West Hartford, CT 06117

Susan D. Albano

Chief Executive Officer,
Prime HealthCare, PC
30 Jordan Lane
Wethersfield, Ct 06109
phone: 860.263.0255
salbano@primehc.com
Home: 42 Juniper Road
Bloomfield, CT 06002
phone: 860.236.0483
Mobile: 860.922.9174
salbano16@comcast.net

Timothy Bannon

57 Arvine Place
Manchester, CT 06040
Phone: (860) 280-8646
Tfb212@cox.net

Joseph L. Loparco (Joe)

ING U.S.
One Orange Way - C2N
Windsor, CT 06095-4774
Phone: 860.580.2677
Cell: 860.462.6525
joseph.loparco@us.ing.com
Home: 106 Avonridge
Avon, CT 06001

Stacie Dykins

Peoples United Insurance Agency
R.C. Knox Division
One Goodwin Square, 24th Floor
Hartford, CT 06103
sdykins@rcknox.com
(860) 524-7637
(860) 305-2431 (cell)
Home: 1142 Main Street
South Glastonbury, CT 06073

Irvin C. Girard

State of Connecticut
Department of Children and Families
364 West Middle Turnpike
Manchester, CT 06040
girard001@yahoo.com
(860) 533-3682
(860) 794-2699 (cell)
Home: 907 Mill Pond Drive
South Windsor, CT 06074
(860) 648-2554

Brewster Perkins

Willis
185 Asylum Street
Hartford, CT 06119
Brewster.perkins@willis.com
(860) 756-7332
Home: 180 Fern Street
West Hartford, CT 06119
(860) 236-3403

Ester Sanches-Naek

164 Dockere! Road
Tolland, CT 06084
Cell: (860) 416 0373
estersanchesnaek@yahoo.com

James Sullivan

Howard, Kohn, Sprague & Fitzgerald
237 Buckingham Street
Hartford, CT 06126-1198
jfs@hksflaw.com
Home: 41 High Farms
West Hartford, CT 06107
Cell: (860) 659-7115

Brian Whitney

President
The Whitney Group
703 Hebron Ave.
Glastonbury, CT 06033
bwhitney@puretechholdings.com
(860) 657-4404 ext. 11
(860) 209-1888 (cell)
Home: 14 Thicket Lane
West Hartford, CT 06107

Founder, CEO and Executive
Director

Elizabeth G. Shluger (Beth)

Race Director
Hartford Marathon Foundation
41 Sequin Drive
Glastonbury, CT 06033
beth@hartfordmarathon.com
(860) 652-8866
(860) 402-9588 (cell)
Home: 27 Oswegatchie Road
Waterford, CT 06385

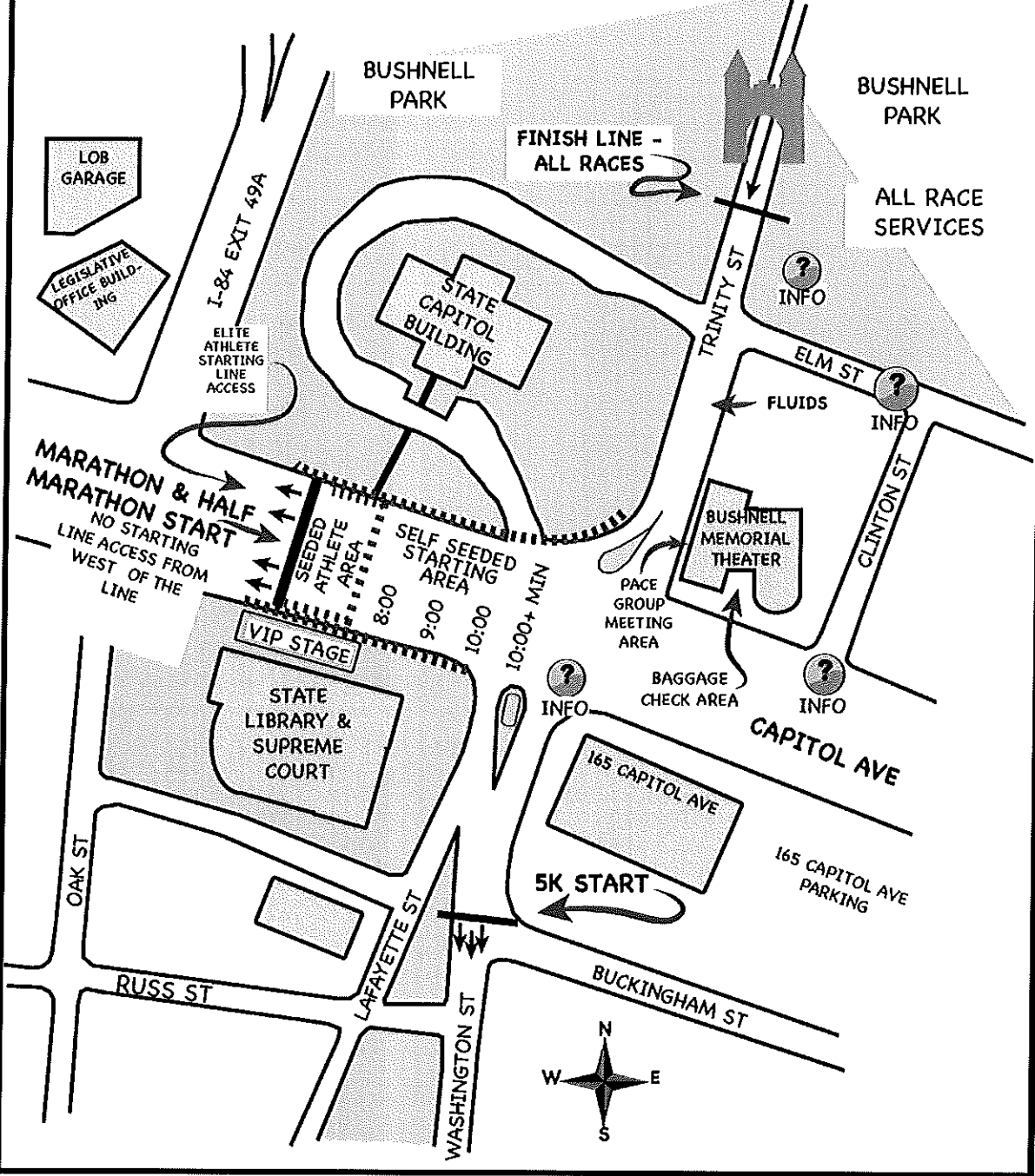
Meeting Minute Taker

Kenneth L. Shluger
Judge, Connecticut Superior Court
kshluger@hotmail.com
(860) 205-9569 (cell)
Home: 27 Oswegatchie Road

ING

HARTFORD MARATHON AND HALF MARATHON

START MAP





**HARTFORD
MARATHON
AND HALF MARATHON**

ROUTE MAP & SERVICES

RELAY EXCHANGE POINTS

- R-1 50 PROSPECT ST. HARTFORD. UNDER THE OVERHEAD WALKWAY. APPROX. 5.5-MI.
- R-2 MAIN ST. EAST HARTFORD IN FRONT OF SAVVIS RESTAURANT. APPROX. 11.1-MI
- R-3 CHAPEL RD. & MAIN ST. (NORTHHBOUND), APPROX. 14.2-MI.
- R-4 MAIN ST. WINDSOR (SOUTHTHBOUND). APPROX. 20.5-MI.

R RELAY EXCHANGE

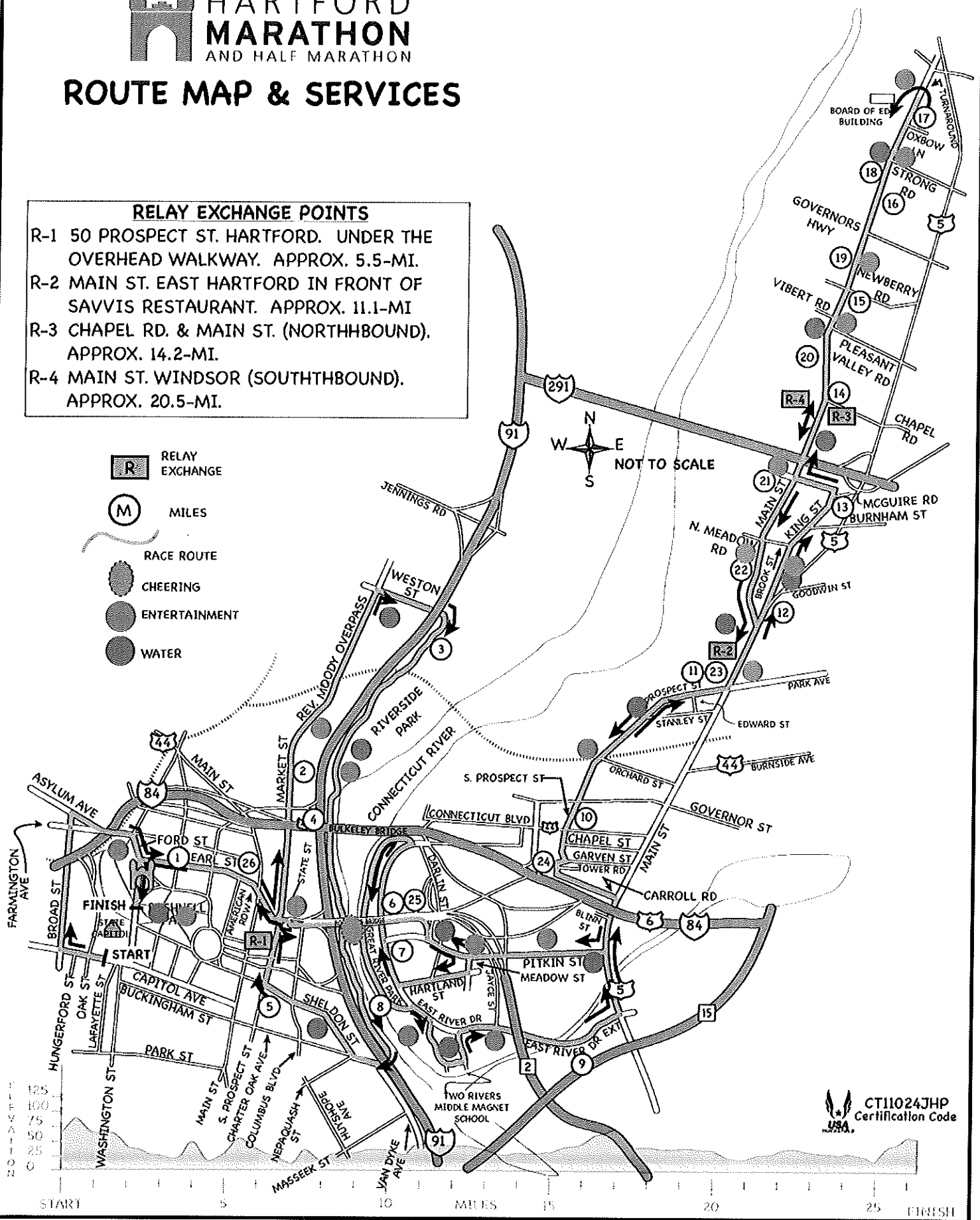
M MILES

RACE ROUTE

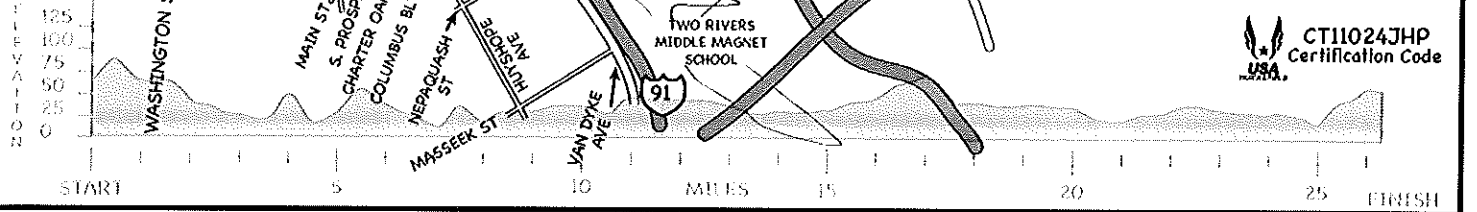
CHEERING

ENTERTAINMENT

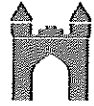
WATER



CT11024JHP
Certification Code



ING



HARTFORD MARATHON AND HALF MARATHON

THE ROUTE

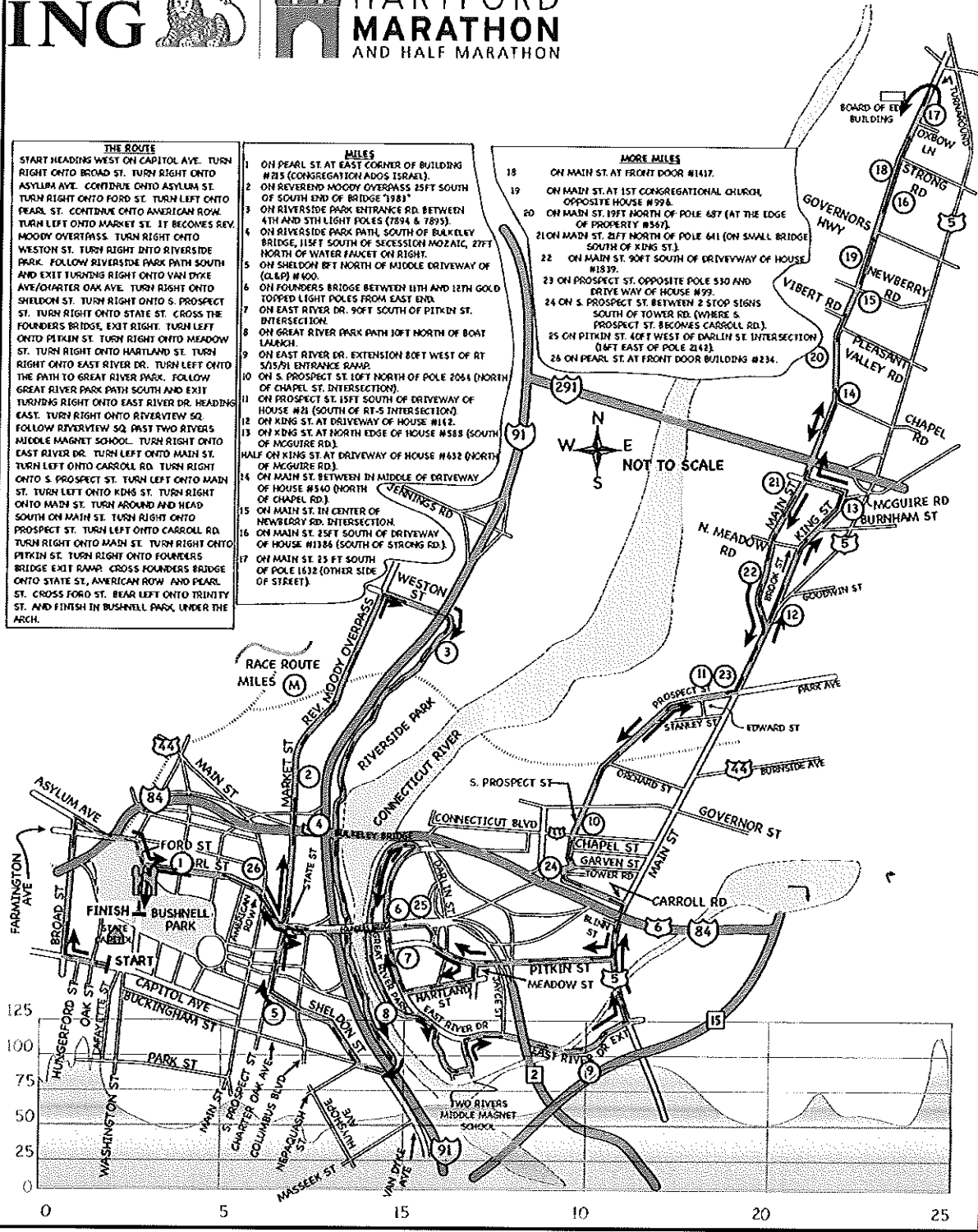
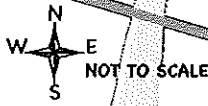
START HEADING WEST ON CAPITOL AVE. TURN RIGHT ONTO BROAD ST. TURN RIGHT ONTO ASYLUM AVE. CONTINUE ONTO ASYLUM SE. TURN RIGHT ONTO FORD ST. TURN LEFT ONTO PEARL ST. CONTINUE ONTO AMERICAN ROW. TURN LEFT ONTO MARKET ST. IT BECOMES REV. MOODY OVERTPASS. TURN RIGHT ONTO WESTON ST. TURN RIGHT INTO RIVERSIDE PARK. FOLLOW RIVERSIDE PARK PATH SOUTH AND EXIT TURNING RIGHT ONTO VAN DYKE AVE/CHARTER OAK AVE. TURN RIGHT ONTO SHELTON ST. TURN RIGHT ONTO S. PROSPECT ST. TURN RIGHT ONTO STATE ST. CROSS THE FOUNDERS BRIDGE. EXIT RIGHT. TURN LEFT ONTO PITKIN ST. TURN RIGHT ONTO MEADOW ST. TURN RIGHT ONTO HARTLAND ST. TURN RIGHT ONTO EAST RIVER DR. TURN LEFT ONTO THE PATH TO GREAT RIVER PARK. FOLLOW GREAT RIVER PARK PATH SOUTH AND EXIT TURNING RIGHT ONTO EAST RIVER DR. HEADING EAST. TURN RIGHT ONTO RIVERVIEW SQ. FOLLOW RIVERVIEW SQ. PAST TWO RIVERS MIDDLE MAGNET SCHOOL. TURN RIGHT ONTO EAST RIVER DR. TURN LEFT ONTO MAIN ST. TURN LEFT ONTO CARROLL RD. TURN RIGHT ONTO S. PROSPECT ST. TURN LEFT ONTO MAIN ST. TURN LEFT ONTO KING ST. TURN RIGHT ONTO MAIN ST. TURN AROUND AND HEAD SOUTH ON MAIN ST. TURN RIGHT ONTO PROSPECT ST. TURN LEFT ONTO CARROLL RD. TURN RIGHT ONTO MAIN ST. TURN RIGHT ONTO PITKIN ST. TURN RIGHT ONTO FOUNDERS BRIDGE EXIT RAMP. CROSS FOUNDERS BRIDGE ONTO STATE ST, AMERICAN ROW AND PEARL ST. CROSS FORD ST. BEAR LEFT ONTO TRINITY ST. AND FINISH IN BUSHNELL PARK UNDER THE ARCH.

MILES

- 1 ON PEARL ST. AT EAST CORNER OF BUILDING #213 (CONGREGATION ADOS ISRAEL).
- 2 ON REVEREND MOODY OVERTPASS 25FT SOUTH OF SOUTH END OF BRIDGE 1983.
- 3 ON RIVERSIDE PARKS ENTRANCE RD. BETWEEN 4TH AND 5TH LIGHT POLES (7894 & 7893).
- 4 ON RIVERSIDE PARK PATH SOUTH OF BULKLEY BRIDGE, 115FT SOUTH OF SECESSION MOZAIK, 27FT NORTH OF WATER FAUCET ON RIGHT.
- 5 ON SHELTON BRT NORTH OF MIDDLE DRIVEWAY OF (G.L.P.) #400.
- 6 ON FOUNDERS BRIDGE BETWEEN 11TH AND 12TH GOLD TOPPED LIGHT POLES FROM EAST END.
- 7 ON EAST RIVER DR. 90FT SOUTH OF PITKIN ST. INTERSECTION.
- 8 ON GREAT RIVER PARK PATH 10FT NORTH OF BOAT LAUNCH.
- 9 ON EAST RIVER DR. EXTENSION 80FT WEST OF RT 325/91 ENTRANCE RAAMP.
- 10 ON S. PROSPECT ST. 10FT NORTH OF POLE 2054 (NORTH OF CHAPEL ST. INTERSECTION).
- 11 ON PROSPECT ST. 15FT SOUTH OF DRIVEWAY OF HOUSE #21 (SOUTH OF RT-5 INTERSECTION).
- 12 ON KING ST. AT DRIVEWAY OF HOUSE #142.
- 13 ON KING ST. AT NORTH EDGE OF HOUSE #588 (SOUTH OF MCGUIRE RD.).
- 14 HALF ON KING ST. AT DRIVEWAY OF HOUSE #632 (NORTH OF MCGUIRE RD.).
- 15 ON MAIN ST. BETWEEN IN MIDDLE OF DRIVEWAY OF HOUSE #540 (NORTH OF CHAPEL RD.).
- 16 ON MAIN ST. IN CENTER OF NEWBERRY RD. INTERSECTION.
- 17 ON MAIN ST. 15FT SOUTH OF DRIVEWAY OF HOUSE #1184 (SOUTH OF STRONG RD.).
- 18 ON MAIN ST. 25 FT SOUTH OF POLE 1532 (OTHER SIDE OF STREET).

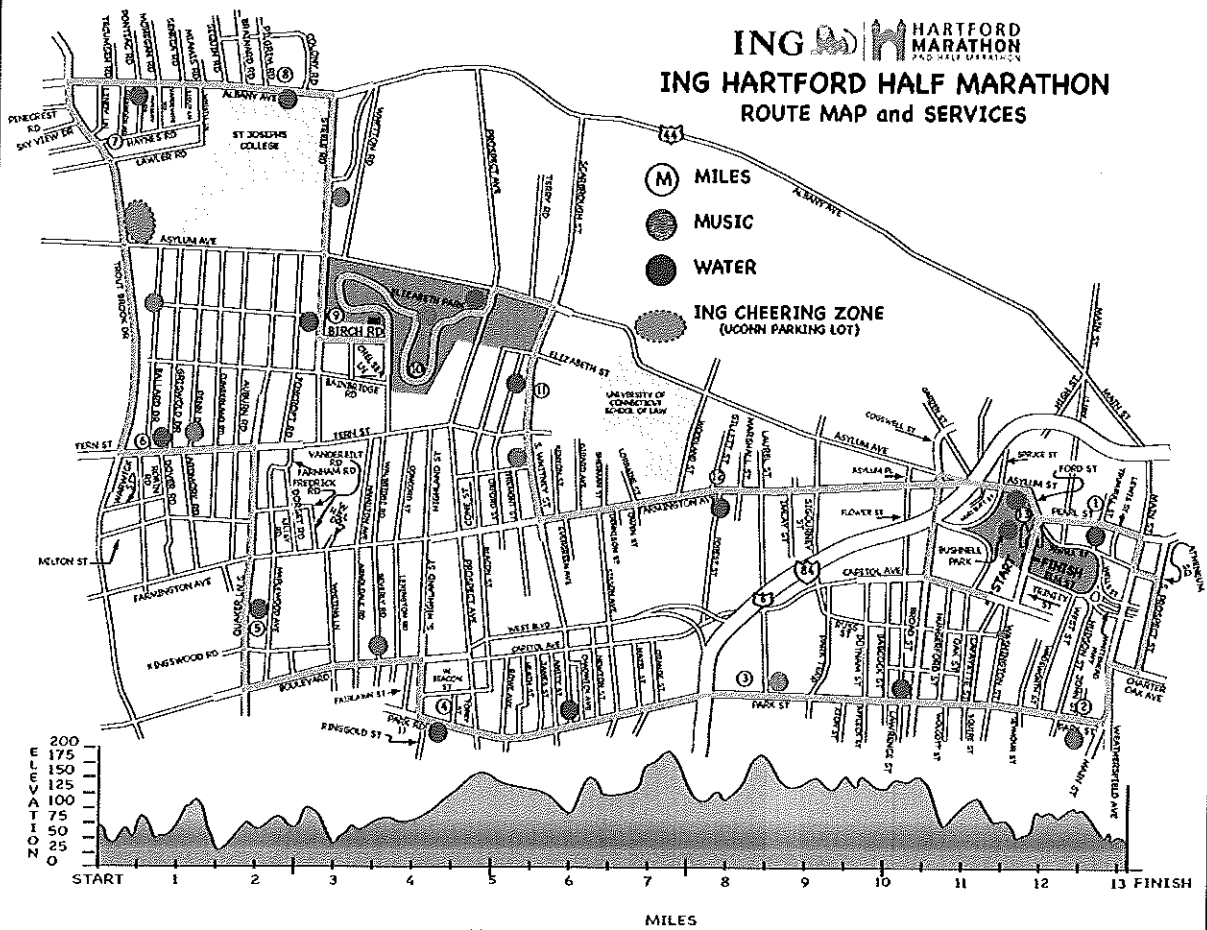
MORE MILES

- 18 ON MAIN ST. AT FRONT DOOR #1417.
- 19 ON MAIN ST. AT 1ST CONGREGATIONAL CHURCH, OPPOSITE HOUSE #924.
- 20 ON MAIN ST. 19FT NORTH OF POLE 687 (AT THE EDGE OF PROPERTY #567).
- 21 ON MAIN ST. 21FT NORTH OF POLE 641 (ON SMALL BRIDGE SOUTH OF KING ST.).
- 22 ON MAIN ST. 90FT SOUTH OF DRIVEWAY OF HOUSE #1839.
- 23 ON PROSPECT ST. OPPOSITE POLE 530 AND DRIVEWAY OF HOUSE #99.
- 24 ON S. PROSPECT ST. BETWEEN 2 STOP SIGNS SOUTH OF TOWER RD. (WHERE S. PROSPECT ST. BECOMES CARROLL RD.).
- 25 ON PITKIN ST. 40FT WEST OF DARLINS ST. INTERSECTION (1FT EAST OF POLE 2142).
- 26 ON PEARL ST. AT FRONT DOOR BUILDING #234.



ING HARTFORD HALF MARATHON
ROUTE MAP and SERVICES

- (M) MILES
- (●) MUSIC
- (●) WATER
- (●) ING CHEERING ZONE (UConn Parking Lot)

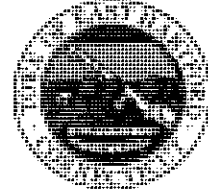


MARATHON					
MILE	LOCATION	Lead Pack	Mid Pack	Last Runner	Road Reopens
0	Capitol Ave/Hartford	8:00	8:00	8:00	8:05
1	Pearl St., Hartford	8:05	8:10	8:13	8:15
2	Rev. Moody Overpass, Hartford	8:10	8:20	8:26	8:30
3	Entrance to Riverside Park, Hartford	8:15	8:30	8:39	8:40
4	Riverside Park	8:20	8:40	8:52	8:55
5	Sheldon St., Hartford	8:25	8:50	9:05	9:10
6	Founders Bridge, Hartford	8:30	9:00	9:18	9:20
7	East River Dr., EH	8:35	9:10	9:31	9:35
8	Great River Park	8:40	9:20	9:44	9:45
9	East River Dr. Ext, EH	8:45	9:30	9:57	10:00
10	S. Prospect St. (N. of Chapel St.), EH	8:50	9:40	10:10	10:15
11	Prospect St. (S. of Rt. 5), EH	8:55	9:50	10:23	10:25
12	King St, EH	9:00	10:00	10:36	10:40
13	King St. (S. of Mcguire Rd.) , EH	9:05	10:10	10:49	10:50
14	Old Main (N. of Chapel St.), SW	9:10	10:20	11:02	11:05
15	Old Main @ Newberry Rd, SW	9:15	10:30	11:15	11:20
16	Old Main (S. of Strong Rd.), SW	9:20	10:40	11:28	11:30
17	Old Main , SW	9:25	10:50	11:41	11:45
18	Old Main, SW	9:30	11:00	11:54	11:55
19	Old Main @ 1st Congr. Church, SW	9:35	11:10	12:07	12:10
20	Old Main , SW	9:40	11:20	12:20	12:25
21	Old Main (S. of King St.), SW	9:45	11:30	12:33	12:35
22	Main St., EH	9:50	11:40	12:46	12:50
23	Prospect , EH	9:55	11:50	12:59	1:00
24	S. Prospect (S. of Tower Rd.), EH	10:00	12:00	1:12	1:15
25	Pitkin St. (W. of Darlin St.), EH	10:05	12:10	1:25	1:30
26	Pearl St., Hartford	10:10	12:20	1:38	1:40
26.2	Trinity Street	10:12	12:23	1:51	1:55



Scott Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **October 11, 2014**

Event: **Hartford Marathon**

Applicant: **The Hartford Marathon Foundation by Josh Miller, its Technical Director**

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:

- 1. the application be approved as submitted.
- 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
- 3. the application be disapproved for the reason(s) set forth in the attached comments.

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

Anticipated Cost(s) if known \$ \$1,300.00

William Perez, Assistant Fire Chief

January 16, 2014

Signature

Date

Comments:



Scott Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: October 11, 2014

Event: Hartford Marathon

Applicant: The Hartford Marathon Foundation by Josh Miller, its Technical Director

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:

- 1. the application be approved as submitted.
 - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
- Anticipated Cost(s) if known \$ _____

Jul Jul
Signature

1/21/14
Date

Comments:

Frank, Carol

From: Bockus, Tim
Sent: Friday, January 17, 2014 10:54 AM
To: Frank, Carol
Subject: RE: 2014 Hartford Marathon

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 obtain approvals for any road closures from the appropriate jurisdiction.
2. The applicant will coordinate the implementation of any road closures with the EHPD and the Department of Public Works.

The Route map provided by the applicant indicates they will utilize a portion of Pitkin Street. Pitkin Street is currently scheduled for a mill & pave operation as part of the Town's 2014 Road Improvement Program. A notice to contractor will be placed in the bid documents instructing the contractor to complete operations on Pitkin Street by the first of October to prevent conflict with the marathon but the applicant is advised that a route adjustment may be required should unforeseen circumstances arise with the project that could cause a delay.

The anticipated cost to the Department for this event is \$5,000.

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, January 07, 2014 09:51
To: Oates, John; Bockus, Tim; Cordier, James; Fravel, Theodore
Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; O'Connell, Michael; Perez, William; Rosa, Kenneth; Sansom, Scott; Stokes, Gloria; Thurnauer, Beau
Subject: 2014 Hartford Marathon

Good morning all.

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

Frank, Carol

From: Gentile, Richard
Sent: Thursday, January 16, 2014 2:56 PM
To: Frank, Carol
Subject: RE: 2014 Hartford Marathon
Attachments: Gentile, Richard.vcf

No issues. They will, however, need to sign a license agreement with the Town prior to the event.

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: Tuesday, January 07, 2014 09:51
To: Oates, John; Bockus, Tim; Cordier, James; Fravel, Theodore
Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; O'Connell, Michael; Perez, William; Rosa, Kenneth; Sansom, Scott; Stokes, Gloria; Thurnauer, Beau
Subject: 2014 Hartford Marathon

Good morning all.

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

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Tuesday, January 21, 2014. 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

Frank, Carol

From: Bennett, Cindy
Sent: Tuesday, January 07, 2014 10:11 AM
To: Frank, Carol
Subject: RE: 2014 Hartford Marathon

Hi Carol-we will need a certificate of insurance (1 million limit for general liability) naming the town of EH, Riverfront Recapture and the MDC as additional insured's for liabilities associated with the marathon in the EH locations.

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

From: Frank, Carol
Sent: Tuesday, January 07, 2014 9:51 AM
To: Oates, John; Bockus, Tim; Cordier, James; Fravel, Theodore
Cc: Uhrig, Jim; Bennett, Cindy; Cohen, Bruce; DeMaine, Michael; Gentile, Richard; Grew, Greg; Horan, Denise; Leclerc, Marcia; O'Connell, Michael; Perez, William; Rosa, Kenneth; Sansom, Scott; Stokes, Gloria; Thurnauer, Beau
Subject: 2014 Hartford Marathon

Good morning all.

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

Please note the review is attached to the notice and your review can be sent via an e-mail response, through Outlook or print, sign, and interoffice review, TO MY ATTENTION AT THE POLICE DEPARTMENT by Tuesday, January 21, 2014. 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



Scott Sansom
Chief of Police

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



Marcia A. Leclerc
Mayor

Administrative Review of Amusement Permit

Event Date: **October 11, 2014**

Event: **Hartford Marathon**

Applicant: **The Hartford Marathon Foundation by Josh Miller, its Technical Director**

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:

- 1. the application be approved as submitted.
 - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
 - 3. the application be disapproved for the reason(s) set forth in the attached comments.
-
- Fire Department
 - Health Department
 - Parks & Recreation Department
 - Public Works Department
 - Corporation Counsel
- Anticipated Cost(s) if known \$ _____

Milton Gregory Grew

1/7/14

Milton Gregory Grew, Dir. Of Inspections & Permits

Signature

Date

Comments:

Per TO 5-3 my approval is not required.
Permits for tents or utilities may be required.