

Court of Common Council

ITEM #

27

ON AGENT

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Thomas J. Clarke II, Council President
Julio A. Concepción, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

John V. Bazzano, Town and City Clerk

Larry Deutsch, Councilman
Cynthia R. Jennings, Councilwoman
James Sánchez, Councilman
Glendowlyn L. H. Thames, Councilwoman
rJo Winch, Councilwoman

Report

March 13, 2017

Honorable Thomas J. Clarke II, Council President and City Council Members
550 Main Street, Room 208
Hartford, Connecticut 06103

Dear Council President and City Council Members:

The Operations, Management, Budget and Government Accountability Committee held a Special meeting on Monday, March 6, 2017 at 5:30 pm in Council Chambers to discuss the following referred item as reflected on the committee agenda.

Item #5

Mayor Bronin, with accompanying resolution authorizing the sale of City-owned property at 704 Park Street, 31 Lawrence Street and the execution of an agreement to forgive an outstanding City loan on the property.

The following were present: Committee Chairwoman Glendowlyn L. H. Thames, committee members Council President Thomas J. Clarke II, Minority Leader Wildaliz Bermúdez, Councilwoman Cynthia Jennings, Councilman James Sánchez, non-committee council members Assistant Majority Leader John Gale and Councilman Larry Deutsch.

Also present: Bonnie Malley, Chief Operating Officer, Darrell Hill, Chief Financial Officer and Director of Finance, Charisse Snipes, Acting Chief Information Officer, Howard Rifkin, Corporation Counsel, John Philip, City Assessor, Brian Mathews, Director of Housing, Kimberly Oliver, Director of Families, Children, Youth, and Recreation, Sean Fitzpatrick, Director of Development Services, Jamie Bratt, Director of Planning and Economic Development, Kiley Gosselin, Deputy Director of Development Services, Elisa Hobbs, Sr. Project Manager of Planning

Economic Development, Tonja Nelson, Program Supervisor of Development Services, Eloy Toppin, Project Manager of Procurement, Jacob Veres and Johnathan Laz, Analyst for MHIS, Judge Robert Killian, Annette Sanderson, Executive Director Housing Authority, Anthony Cavallaro, President of Airport Rd. Auto Body, Elliot Ginsberg, President and CEO of CCAT along with team members Daniel Salazar, Todd McClutchy, Senior Vice President JHM Group, Ramon Flores, President El Mercado, constituents Alyssa Peterson, Hyacinth Yennie, Victoria Fennell, and other concerned citizens.

Sean Fitzpatrick, Director of Development Services and Judge Killian (representing Mr. Flores) explained a resolution concerning the authorization of a sale of City owned property at 704 Park Street and 31 Lawrence Street ("El Mercado") to Ramon Flores for \$350,000 along with forgiving the outstanding City loan on the property. Mr. Fitzpatrick shared that as of February 2017 there is an outstanding PILOT balance of \$248,910.58 due to a previous lease agreement with Park Street Market Associates (PSMA).

Due to the complex nature and history of the property in question Mr. Fitzpatrick stated it is in the best interest of the city and the community that the sell 704 Park Street and 31 Lawrence Street for \$350,000 in cash to Mr. Flores. This agreement is proposed after much negotiation between the city and Mr. Flores' attorney.

Discussions ensued amongst the committee members pertaining to the amount of tax revenue to be expected, and terms relating to the ability to sell the property. In response according to Mr. Fitzpatrick the taxes would approximately be between \$60k-\$70k.

A motion was made by Councilwoman Jennings and seconded by Council President Thomas J. Clarke II to send this item to full Council with a favorable recommendation.

Vote Taken: (5-0-1 absent)

Committee Members

Chairwoman Thames: Yes

Councilwoman Bermúdez: Yes

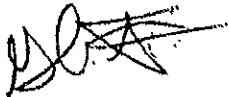
Councilman Clarke: Yes

Councilman Concepción: Absent

Councilwoman Jennings: Yes

Councilman Sánchez: Yes

Respectfully submitted,



Glendowlyn L. H. Thames

Chairwoman of Operations, Management, Budget and Government Accountability Committee



Luke A. Bronin
Mayor

February 27, 2017

Honorable Thomas J. Clarke II, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: El Mercado

Dear Council President Clarke:

Attached for your consideration is a resolution authorizing the sale of City-owned property at 704 Park Street and 31 Lawrence Street (collectively, the "Property") to Mr. Ramon Flores for \$350,000 and the execution of an agreement to forgive an outstanding City loan on the property.

The property at 704 Park Street is the site of El Mercado Marketplace ("El Mercado") and consists of a one-story, 12,363 square foot building that was constructed in 1990. The building is situated on a .55-acre site at the northeast corner of Park and Babcock Streets. The building is fully occupied and houses a local food market and several food vendors. The property at 31 Lawrence Street is a .68-acre vacant parcel used as a surface parking lot for customers of El Mercado and other area businesses.

In March of 1990, the land at 704 Park Street was deeded to the City as an inducement for its assistance in financing the construction of El Mercado by Park Street Market Associates Partnership (PSMA). At the time, the estimated value of 704 Park Street was \$60,000. The City leased 704 Park Street to PSMA to construct and operate the marketplace and leased the surface lot at 31 Lawrence Street to support the operation. The lease expired in April of 2010 and the current operator of El Mercado, Mr. Ramon Flores, wishes to acquire the Property.

An appraisal, commissioned by the City and dated July 27, 2016, valued the land underlying the improvements at 704 Park Street at \$240,000 and 31 Lawrence Street at \$170,000, for a total value of \$410,000. The City proposes to deduct, from the purchase price, the value of the land at 704 Park Street at the time it was conveyed to the City and sell both 704 Park Street and 31 Lawrence to Mr. Flores for \$350,000 in cash.

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The lease agreement between the City and PSMA provided for a Payment in Lieu of Taxes (PILOT) to the City. PSMA made all PILOT payments during the initial term of the lease which terminated in 2010. Partial PILOT payments totaling \$87,350.43 were made subsequent to 2010. As of February 2017, the outstanding PILOT balance is \$248,910.58.

Also in March of 1990, the City provided PSMA with a 20-year loan of \$574,200 from CDBG and UDAG funds for development of El Mercado. The loan was secured by a mortgage on the Property. No payments were made on this loan, which has accrued interest at the rate of 3.4% per annum, resulting in an outstanding balance of principal and interest totaling \$1,093,611.74 as of February 16, 2017.

The Administration is willing to write off the outstanding PILOT balance and execute a mortgage modification agreement (the "Agreement") which will allow for the gradual forgiveness of the original principal amount of \$574,200 over five years.

The terms of the loan forgiveness would be as follows. Twenty percent (20%) of the loan amount would be released on the first anniversary of the execution of the Agreement, provided that the roof at 704 Park Street and the lot at 31 Lawrence Street are repaired. Twenty percent (20%) of the loan amount would be released each subsequent year on the 2nd, 3rd, 4th and 5th anniversary of the execution of the Agreement, provided that 1) there are no outstanding taxes, municipal assessments or other monetary obligations owed to the City of Hartford, 2) the Property is maintained in "blight free" condition, 3) there are no health, safety or building code violations affecting the Property, and 4) the Property continues to meet the needs of the neighborhood as a local food market.

It is in the City's interest to take the above actions for the following reasons. PSMA is a "holdover tenant" under the terms of the expired lease. However, PSMA is no longer an active partnership. Mr. Flores has been managing the market for a number of years and is willing to continue doing so if he is able to purchase the property. Further, he has a commitment from the Small Business Administration for a loan to repair the roof and make other urgent repairs, but cannot close on the loan until the purchase is finalized. Not only does Mr. Flores have no obligation to pay the outstanding amounts owed by PSMA, El Mercado does not have the financial capacity to pay them. Should the City decide not to proceed with the transactions outlined in the resolution, it is very possible that Mr. Flores will be unable to continue operation of the business and the City will be responsible for either operating El Mercado, selling the business, or closing the market. Any of these options would be extremely harmful to the community surrounding El Mercado, the Frog Hollow neighborhood, and the City. Therefore, I strongly recommend Council's favorable action on the attached resolution.

Respectfully submitted,



Luke A. Bronin
Mayor

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, February 27, 2017

WHEREAS, In 1990, the City of Hartford was deeded property at 704 Park Street, as an inducement for City assistance in financing the construction of a marketplace at that location and said land had an estimated value of \$60,000; and

WHEREAS, The City also owned 31 Lawrence Street and, in 1990, entered into a lease agreement with Park Street Market Associates Partnership (PSMA) for use of 704 Park Street and 31 Lawrence Street (collectively "the Property") for construction of El Mercado Marketplace ("El Mercado"), and a parking lot respectively; and

WHEREAS, The lease agreement required that PSMA make Payments in Lieu of Taxes (PILOT) to the City and \$248,910.58 is currently outstanding, and

WHEREAS, In March of 1990, the City also provided PSMA a 20-year loan in the amount of \$574,200 using Community Development Block Grant (CDBG) and Urban Development Action Grant (UDAG) funds and the Property is currently encumbered by the mortgage in the original principal amount; and

WHEREAS, The lease expired in 2010 and the current operator of El Mercado, Mr. Ramon Flores, has expressed his intent to exercise the option to purchase the properties as contemplated by the lease agreement and has requested forgiveness of the outstanding PILOT amount and a mortgage modification agreement; and

WHEREAS, An appraisal commissioned by the City and dated July 27, 2016 valued the land underlying the improvements at 704 Park Street at \$240,000, and valued 31 Lawrence Street at \$170,000; and

WHEREAS, . The City is willing to credit the value of the land at 704 Park Street at the time it was conveyed to the City (\$60,000) from the present value (\$410,000), and sell both 704 Park Street and 31 Lawrence to Mr. Flores for \$350,000 in cash; and

WHEREAS, In order to ensure that El Mercado continues as a viable and successful operation on Park Street, the City will agree to write off the PILOT balance and subordinate the existing mortgage to financing to be obtained by Ramon Flores for purchase money and money for capital improvements and repairs at the time of closing on the sale; and

WHEREAS, The City and Ramon Flores are willing to execute a mortgage modification agreement which would allow for the forgiveness of said mortgage loan over a five-year period under the following conditions:

- i. No interest or principal payments will be made on said mortgage and twenty percent (20%) of the loan amount would be released on the first anniversary of the execution of the Modification Agreement, provided that the roof at 704 Park Street and the lot at 31 Lawrence Street are repaired, and

- ii. Twenty percent (20%) of the loan amount would be released each subsequent year on the 2nd, 3rd, 4th and 5th anniversary of the execution of the Modification Agreement, provided that 1) there are no outstanding taxes, municipal assessments or other monetary obligations owed to the City of Hartford; 2) the Property is maintained in "blight free" condition; 3) there are no health, safety or building code violations affecting the Property; and 4) the Property continues to meet the needs of the neighborhood as a local food market, and
- iii. If the owner must borrow additional funds to repair or maintain the premises in a "blight free" condition and insure no health, safety or building code violations affect the property, or to make any capital improvements to the property, the City agrees to further subordinate said mortgage to any such new financing.

now, therefore, be it

RESOLVED, that the Mayor is authorized to execute any and all manner of documents and to take such actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to sell the properties at 704 Park Street and 31 Lawrence Street to Ramon Flores for \$350,000 in accordance with the terms described herein; and be it further

RESOLVED, that the Mayor is authorized to execute any and all manner of documents and to take such actions as he and the Corporation Counsel may deem appropriate and in the best interests of the City in order to modify the mortgage agreement as set forth herein; and be it further

RESOLVED, that no person or entity shall be entitled to rely on, or otherwise claim any benefit by reason of this resolution should the Mayor fail to execute the aforementioned agreement or other documents, or to take any of the other aforesaid actions; and be it further

RESOLVED, that all approvals and authorizations provided hereby are contingent upon, and only shall be effective on and by means of, the parties executing such documents, and taking such actions, all of which shall be, in form and substance, acceptable to the Mayor and the Corporation Counsel.

REPLACEMENT

ITEM# 28 ON AGENDA

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Thomas J. Clarke II, Council President
Julio A. Concepción, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildalíz Bermúdez, Minority Leader

John V. Bazzano, Town and City Clerk

Larry Deutsch, Councilman
Cynthia R. Jennings, Councilwoman
James Sánchez, Councilman
Glendowlyn L. H. Thames, Councilwoman
rJo Winch, Councilwoman

Report

March 13, 2017

Honorable Thomas J. Clarke, Council President &
Members of the Court of Common Council
City of Hartford
550 Main Street Room #208
Hartford, CT 06103

Dear Council President and Members of the Council:

The Quality of Life & Public Safety Committee held a special meeting on March 7, 2017, at 5:30 pm in the Function Room of City Hall to discuss the following referred item:

A COMMUNICATION FROM MAYOR BRONIN WITH ACCOMPANYING RESOLUTION CONCERNING THE APPOINTMENT OF MEMBERS TO THE CIVILIAN POLICE REVIEW BOARD.

The following were in attendance: Co-Chair T.J. Clarke, Co-Chair James Sanchez, Committee members Cynthia Jennings and rJo Winch. Also in attendance were Minority Leader Wildalíz Bermúdez, Councilman Larry Deutsch, Attorney Catherine Freeman, Attorney Gina Varano, Chief Freeman of the Hartford Fire Department, Captain Thody of the Hartford Police Department, COO Bonnie Malley, Chief of Staff Thea Montanez, Assistant to the COO Faith Palmer, Kenya Smith of Hartford Parking Authority, and other concerned citizens.

Councilman Larry Deutsch, Attorney Catherine Freeman, Attorney Gina Varano, Chief Freeman of the Hartford Fire Department, Captain Thody of the Hartford Police Department, COO Bonnie Malley, Chief of Staff Thea Montanez, Assistant to the COO Faith Palmer, Kenya Smith of Hartford Parking Authority, and other concerned citizens.

A motion was made by Committee member Jennings and seconded by Committee member Winch to send this item favorable to full Council for their approval.

Vote taken 4-0:

Committee Member Votes:

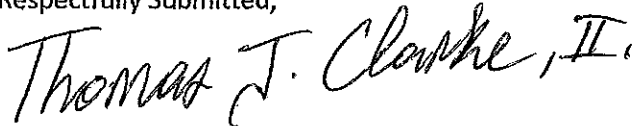
Co-Chair Clarke— yes

Co-Chair Sanchez— yes

Member Jennings— yes

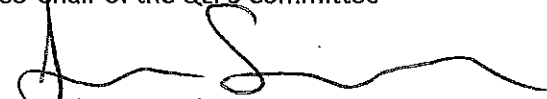
Member Winch— yes

Respectfully Submitted,



Council President Clarke

Co-Chair of the QLPS Committee



Councilman Sanchez

Co-Chair of the QLPS Committee



Luke A. Bronin
Mayor

January 30, 2017

Honorable Thomas J. Clarke II, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Appointments to Civilian Police Review Board

Dear Council President Clarke:

Attached for your consideration is a resolution confirming the appointments of Lisa C. Bennett and Miguelina Howell to the Civilian Police Review Board (CPRB).

The CPRB was established to hear public complaints against members of the Hartford Police Department. The Board has the authority to investigate allegations of police misconduct through independent investigators, to review Police Internal Affairs reports and conclusions to determine if they are complete, accurate, and factually supported, and to make recommendations to the Police Chief and the Mayor. The CPRB is composed of 9 members and 2 alternates. Members shall have experience and expertise in fields relevant to the work of the CPRB. The membership shall reflect the city's neighborhoods and communities and its business, labor and legal communities, and shall reflect the ethnic, gender, racial, and sexual orientation composition.

Ms. Bennett is currently employed by Collin Bennett Realtors & Associates and has previously worked in the human service field, including two years with Community Solutions assisting with reentry of formerly incarcerated individuals. She holds a BA from Eastern Connecticut State University. Dean Howell was ordained as an Episcopalian Priest in the Dominican Republic in 2002 and currently serves as the Dean of Christ Church Cathedral in Hartford. She arrived in the United States in 2008 and has been in Hartford since 2013. She is also a licensed clinical psychologist. I am confident that Ms. Bennett and Dean Howell will be excellent members of the CPRB. Their resumes/bios are attached for your review.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Luke A. Bronin", is written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

INTRODUCED BY:
Luke A. Bronin, Mayor

COURT OF COMMON COUNCIL
City of Hartford, January 30, 2017

WHEREAS, The purpose of the Civilian Police Review Board (CPRB) is to hear complaints from the public of police misconduct and to make recommendations to the chief of Police and the Mayor, and

WHEREAS, The CPRB is composed of nine members and two alternates and the Mayor appoints eight regular members and the two alternates

WHEREAS, The Mayor has appointed Lisa C. Bennett and Miguelina Howell as members of the CPRB, now, therefore be it

RESOLVED, That the Court of Common Council hereby confirms the following appointments:

Lisa C. Bennett (R) 223 Tower Avenue, Hartford 06120
For a term to expire on November 18, 2018
Filling a vacancy

Miguelina Howell (NC) 23 Thomson Road, West Hartford 06107
For a term to expire on November 18, 2019
Filling a vacancy

Introduced by: Councilman Larry Deutsch

HEADING
AND
PURPOSE

**AN ORDINANCE AMENDING SECTION 17-55—17-70. (RESERVED) TO ALLOW
FACILITY REQUIREMENTS AND PROCEDURES FOR NAIL SALONS**

COURT OF COMMON COUNCIL
CITY OF HARTFORD

January 9, 2017

Be It Hereby Ordained by the Court of Common Council of the City of Hartford:
That Chapter 17 Section 55 of the Hartford Municipal Code is hereby amended as follows:

Chapter 17 Health and Sanitation

Sec.55. Mandatory procedures for maintaining a healthy nail salon

SECTION I. PURPOSE

To establish a standardization of the practice of professional nail enhancement in order to protect the health of nail technicians, clients, and visitors of nail salons from the risk of injury or infection due to unsanitary conditions and exposure to hazardous chemicals.

**A. United States Department of Labor OSHA requirements - Safety Data Sheets (SDS);
Material Safety Data Sheets (MSDS); and Chemical Storage**

1. The following categories of chemical products, if present in the salon, must be stored in closable containers properly labeled with the product/chemical name (this includes smaller dispensing bottles as well as original packaging) and must have a Safety Data Sheet (SDS, formerly Material Safety Data Sheet or MSDS) available and on file in the salon:
2. SDSs must be available and accessible to salon employees at all times. The Office of Environmental Health recommends a salon maintain all SDSs in a binder or file folder in a central location that is easily accessible to employees and Office of Environmental Health inspectors.
3. An SDS for a chemical product is available from the distributor and/or manufacturer of the product and should be obtained at the time of purchase. An SDS may also be available on the product manufacturer's website.
4. All flammable chemicals shall be kept away from heat and shall be stored in a flammable storage cabinet in compliance with applicable law and approved fire reference standards when not in use. Applicants must secure all necessary permits from Hartford Fire Department as soon as possible. Whenever possible, small-mouthed dispensers or pump dispensers shall be used.
5. All chemical storage containers (including smaller dispenser bottles as well as original packaging) must be kept closed when not in use.

B. Eye Wash Station

- 1) The salon eye wash can be either a station connected to the building plumbing and capable of continual operation, a stand-alone system specifically designed and marketed for use as an eye wash station, or a clearly marked station containing two or more personal eye wash bottles. Stand-alone eye wash stations are typically a plastic wall-mounted unit that holds several gallons of sterile water or saline solution while a personal eye wash bottle station may have a plastic or metal shelf that mounts to the wall to hold two or more sealed bottles of sterile saline or water.
- 2) Manufacturer guidelines for installation and maintenance of any stand-alone systems or bottles must be followed to prevent contaminants from getting into the wash water. Eye wash bottle nozzles must remain clean and clear and the water must be replaced regularly. Adhering to the manufacturer recommended water or saline replacement schedule as well as expiration dates is required. Should the liquid in the eye wash device ever become cloudy or odorous, it must be discarded and replaced immediately regardless of the manufacturer recommendation.
 - (a) A hand washing sink is not an acceptable eyewash station.
- 2) The eyewash station cannot be located in the salon bathroom. The eye wash station must be easily accessible to staff and customers within the main work area – within 10 feet of the work area or reachable within 10 seconds.

C. First Aid Kit

1. A fully stocked basic first aid kit must contain at least the following:

- a. one absorbent compress 32 square in. (no side smaller than 4 in.)
- b. four sterile pads (3 in. by 3 in.)
- c. one triangular bandage (40 in. by 40 in. by 56 in.)
- d. sixteen adhesive bandages 1 in. by 3 in.
- e. five yards of adhesive tape
- f. Antiseptic cream/ointment – at least 10 applications of 0.5g (0.14 fluid oz.) each
- g. Burn treatment cream/ointment – at least 6 applications of 0.5g (0.14 fluid oz.) each
- h. two pairs of medical exam gloves (nitrile preferred)
- i. Alcohol prep pads
- j. Alcohol hand sanitizer
- k. Roll of gauze bandage (2 in. wide)
- l. Instant ice pack
- m. Bandage scissors
- n. Acetaminophen and/or aspirin and/or ibuprofen (at least two of these)
- o. Disposable thermometer or fever strip
- l. Instant ice pack
- m. Bandage scissors
- n. Acetaminophen and/or aspirin and/or ibuprofen (at least two of these)
- o. Disposable thermometer or fever strip

2. The first aid kit must be easily accessible to salon employees and technicians at all times.

D. Single-use Tools

Single-use tools are any salon tools made of foam, wood, or other porous materials that cannot be effectively cleaned and disinfected between clients and/or are degraded by use on a client. The products must be discarded into a covered, labeled waste container at the work station immediately after use on a single client. Examples of common single-use tools include, but are not limited to toe separators, flip-flops, non-metal cuticle pushers, cotton swabs/balls, non-metal nail file pumice stones, gloves, and waxing sticks/spatulas.

Section II: STANDARDS OF PRACTICE

A. Use of Gloves

1. Gloves provide a barrier between the employee and the client or chemicals with which he/she is working. Some individuals may have latex allergies, therefore, nitrile exam gloves are recommended.
2. Some gloves have stronger resistance to penetration by certain chemicals. For most chemical handling, nitrile is the best choice. However, when handling acetone, latex gloves should be used because acetone breaks through nitrile gloves faster than latex. In the event of a latex allergy or allergy to natural rubber products, you may double glove (layer 2 pairs of gloves on top of one another) with mil nitrile gloves.
3. Gloves must be worn when:
 - a. transferring chemicals from larger storage containers to smaller containers for use at the workstation;
 - b. cleaning and disinfecting work and/or manicuring stations and tools;
 - c. assisting a client or employee in treating a cut or otherwise stopping bleeding; and
4. Gloves should be replaced if they tear during the performance of the above activities and before performing any work on a new client.

CLEANING AND DISINFECTING

A. Hand Washing Sink

A hand washing sink must be maintained free of debris, utensils and dirt at all times. The sink must supply hot and cold running water and there must be liquid soap and disposable towels at each hand washing sink. Nail technicians must wash their hands thoroughly with hot water and soap (1) prior to the start of each work shift; (2) between each client; (2) any time they are visibly soiled; (3) immediately after toilet use; (4) prior to and after consumption of any food or drink; and (5) at the end of each work shift. Hand washing shall be done as often as necessary to remove contaminants. A nail technician may use alcohol-based hand sanitizer between each client instead of washing with soap and water.

B. Multi-Use Tools

1. After a tool has been used on a client, preparing it for use on a second client is a 2-step process of cleaning followed by disinfection.

2. Cleaning removes any large debris and readies the tool for disinfection. Cleaning can be done using any form of soap (hand soap, dish detergent, etc.) and water along with physical scrubbing with a brush followed by a thorough water rinse to remove detergent and particulate matter. Wash water must not be reused, but be discarded (down the drain to sanitary sewer) after each batch of tools is cleaned

3. After cleaning, sterilization must be administered by using a properly functioning and verified autoclave meeting the standards below, a US FDA registered dry heat sterilizer used according to the manufacturer's instructions, or one of the alternate methods described below. All salons receiving a permit for the first time after October 17, 2013 must install and use either an autoclave or US FDA registered dry heat sterilizer as described in section "A" below. Those salons that applied for a permit before January 4, 2017 have two years (until October 17, 2015) to meet this requirement and may use the alternate methods described in section VI(3)(b) below until such time as an autoclave or dry heat sterilizer is installed. After that date, or once an autoclave or dry heat sterilizer is installed, the salon must follow the processes described in section VI(3)(a).

Commission staff will offer technical assistance to salons regarding sourcing and procurement of acceptable autoclaves.

a. After Cleaning, all non-disposable instruments must be sterilized using an autoclave or dry heat sterilizer.

Autoclaving means a process that results in the destruction of all forms of microbial life, including highly resistant spores, by the use of an autoclave for a minimum of thirty (30) minutes at a temperature of 270 degrees Fahrenheit. Autoclaves shall be used and maintained according to manufacturer's specifications.

Dry heat sterilization means a process that results in the destruction of all forms of microbial life, including highly resistant spores, by use of a dry heat sterilizer. The most common time-temperature relationships for sterilization with hot air sterilizers are 170°C (340°F) for 60 minutes, 160°C (320°F) for 120 minutes, or 150°C (300°F) for 150 minutes. Dry heat sterilizers shall be used and maintained according to manufacturer's specifications.

Multi-use tools may be sterilized in individual sterilization packs containing a sterilized indicator or internal temperature indicator to verify that the tool has been successfully sterilized by the autoclave. This is the preferred method of sterilizing multi-use tools as they may be stored in their individual sterile packages in a clean drawer until needed when they can be opened onto a cleaned work surface front of the client immediately before use. Regardless of whether a dry heat sterilizer or autoclave is used, it is important to make sure that the sterilization pack used is designed for that machine. Autoclave sterilization bags will not work in a dry heat sterilizer and vice versa. This is due to the fact that autoclaves sterilize by heat and pressure and dry heat sterilizers sterilize by dry heat alone. Alternately, multi-use tools may be sterilized without individual sterile packaging following the manufacturer's operating instructions for the autoclave or dry heat sterilizer being used. Typically, to verify that sterilization conditions have been met, dry heat sterilizers utilize an indicator strip and autoclaves utilize an indicator tape, often referred to as autoclave tape. Please refer to the manufacturer's instructions for whether the indicator strip/tape is appropriate for the machine. A piece of autoclave tape or dry heat indicator strip should be included with each batch of tools to verify that proper temperature was achieved to sterilize the tools. After autoclaving or dry heat sterilizing, the loose tools must be stored either in clean previously unused zipper type storage bags or in clean sealable plastic storage containers that have been cleaned using the same process as outlined below for

cleaning manicure tables until needed to perform service on a client. Storage bags should never be reused and a tool should never be returned to the clean plastic storage bin once taken out for use on a client.

The salon must verify and document the proper functioning of the autoclave on a regular basis. This may be done following either of these two processes:

- i. At least once per day, an indicator test strips or "autoclave tape" must be processed in the autoclave or dry heat sterilizer along with any tools being sterilized. These test strips/indicators/tape generally change color when exposed to sufficient temperatures to achieve sterile conditions; the salon should refer to the individual product instructions for specific details. The salon must maintain a log book of these daily tests that notes for each test the date and time the test strip was run, the type of treatment method (dry heat sterilizer or autoclave), the model and serial number of the device used, the brand and product name of the test strip or indicator used, the printed name and signature of the person running the test, and the result of the indicator after the cycle. Hartford Health & Human Services inspectors will examine this log book during any inspection of the salon. Notes for each test must be kept for at least one year, or;

- ii. An independent commercial testing laboratory contracted by the salon shall perform monthly biological spore testing of the Autoclave. A provision shall be included in the contract between the salon and the commercial testing laboratory requiring the commercial testing facility to notify the Commission of any failure of the Autoclave to eradicate all living organisms, including spores. The salon must keep a log book containing the laboratory reports of the monthly testing that is available for review by H&HS inspectors during any inspection of the salon. Test results must be kept for at least one year.

b. Those salons that applied for a permit under the regulations before DATE HERE have two years (DATE HERE) to meet the requirement for installation and use of an autoclave or dry heat sterilizer and may use one of the following alternate methods. In the interim period before an autoclave is procured, Commission staff may conduct additional inspections to ensure that existing disinfecting methods are being used in compliance with the regulation and established standards. These existing methods that may be used in the interim period include:

i. Immersion/soaking/rinsing the tool(s) in an EPA-registered bactericidal, fungicidal, and virucidal disinfectant (with the exception of formalin which may not be used) following the manufacturer directions for use in disinfecting objects. This should be followed by a thorough rinse with clean, cold tap water. The tool(s) can then be dried with disposable paper towels.

ii. Soaking for ten (10) minutes in a mixture of 10% chlorine bleach and tap water that is freshly prepared on a daily basis. No other chemicals may be mixed into this solution as mixing chemicals may reduce the effectiveness of the solution as a sanitizing agent and may create a hazardous exposure for workers and clients or similar dangerous reaction. This soak should be followed by a thorough rinse with clean, cold tap water. The tool(s) can then be dried with disposable paper towels.

iii. Soaking for ten (10) minutes in a solution of 70% or greater isopropyl alcohol that is fresh every day. No other chemicals may be combined with this solution as mixing chemicals may reduce the effectiveness of the solution as a sanitizing agent and may create a hazardous

exposure for workers and clients or similar dangerous reaction. This soak should be followed by a thorough rinse with clean, cold tap water. The tool(s) can then be dried with disposable paper towels.

c. After use of any one of these disinfection methods, the tools must be stored either in clean previously-unused sealable storage bags or in clean sealable plastic storage containers that have been cleaned using the same process as outlined below for cleaning manicure tables until needed to perform service on a client. Storage bags should never be reused and a tool should never be returned to the clean plastic storage bin once taken out for use on a client.

4. Any substance that comes in contact with a client, including wax used for the removal of body hair shall be free and clear from contaminants. Measures must be taken to ensure that any substance or implement that comes in contact with a client, including wax, is not contaminated between customers. Any such substance must either be poured into a container that is used only for one individual client and is replaced or sterilized between clients, or, alternatively, if using a common container that is used for more than one client, a single use tool must be used and discarded after each contact with a client's skin.

5. Ultraviolet light boxes are NOT an effective means of disinfection and MAY NOT be used as a method of cleaning or disinfecting multi-use tools and may not be present in a salon. This prohibition does not include light boxes used solely to dry or cure nails.

6. Disinfectants must be prepared as specified. No other chemicals may be included in the water, as it could be hazardous to nail technicians and clients.

7. Once disinfected, tools should be stored in a clean sanitary drawer, cabinet, or box (cleaned at least once daily following the procedures outlined below for Manicuring Stations) that can be closed to prevent dust and dirt falling on them until needed for use. Storage in individual zipper closed storage bags in such a clean drawer/cabinet/box is recommended.

C. Manicuring Stations

1. All manicuring stations, including tables, drying stations, and similar surfaces and devices, must be cleaned and disinfected after each client and before use by the next client as follows:

a. Use a damp disposable paper towel to wipe down the entire surface to remove dust, nail clippings, and other debris. Dispose of this towel in the trash.

b. Use either a mixture of 10% bleach in tap water (prepared fresh each day with no other chemicals added to this mix) or 70% or greater concentration of isopropyl (rubbing) alcohol, or an EPA-registered disinfectant (use according to manufacturer instructions) to wipe down the surface using a damp paper towel. Be sure to wet the entire surface with this. Dispose of the paper towel in a lidded trash receptacle.

c. If using alcohol, no other steps are necessary. For any other disinfectant, wipe down the surface one last time with a disposable paper towel damp with tap water to rinse off any disinfectant residue and dry with a second paper towel. Both of these paper towels should be disposed of in a lidded trash receptacle.

D. Foot Baths

1. Regardless of type (portable basins, whirlpool foot baths plumbed into the building, etc.), or use of plastic liners, all foot baths should be cleaned after each client in accordance with the following procedures:

- a. Drain the water from the foot spa basin or bowl and remove any visible debris.
- b. Clean the surfaces of the foot spa with soap or detergent. Rinse with clean water and drain.
- c. Disinfect the surfaces with an EPA-registered hospital disinfectant according to the manufacturer's directions on the label. Surfaces should remain wet with the disinfectant for ten minutes or longer if recommended on the product label. A 10% mix of bleach and water (but not other chemical) may be used as an alternative disinfectant. For whirlpool foot spas, air-jet basins, "pipe-less" foot spas, and other circulating spas, fill the basin with water and the appropriate amount of liquid disinfectant (or 10% bleach solution) and turn the unit on to circulate the disinfectant for at least ten minutes.
- d. Drain the footbath and rinse with clean, cold water. For circulating spas, refill with clean hot water, turn the unit on to circulate for at least one minute, and drain the unit.

2. In addition, footbaths must be cleaned nightly upon closure of the salon. For non-circulating foot baths, follow this process:

- a. Drain the basin and remove any visible debris.
- b. Scrub the bowl with a clean brush and soap or disinfectant (following cleaning directions). Rinse with hot water and drain.
- c. Disinfect basin surfaces with an EPA-registered hospital disinfectant according to manufacturer instructions or with 10% bleach solution. Surfaces should remain wet with the disinfectant for ten minutes or longer if recommended on the product label.
- d. Drain the basin, rinse with clean, hot water, and let air dry.
For whirlpool foot spas, air-jet basins, "pipe-less" foot spas, and other circulating spas follow this process:
 - i. Remove the filter screen, inlet jets, and all other removable parts from the basin and clean out any debris trapped behind or in them.
 - ii. b. Using a brush, scrub these parts with soap or disinfectant (following cleaning directions).
 - iii. c. Rinse the removed parts with clean water and place them back into the basin apparatus.
 - iv. d. Fill the basin with clean, hot water and add an EPA-registered hospital disinfectant, following label directions. Turn the unit on and circulate the system with the disinfectant for ten minutes or the length of time recommended on the label, whichever is longer. The whirlpool mechanism of the tub must be operating for the entire disinfection period so the piping and internal components that contain hidden bacteria

- are disinfected.
- v. e. Drain, rinse with hot water, and air dry.

3. The salon must maintain a log book of each nightly cleaning of the foot baths specified in section VI(D)(2). Records of nightly cleanings must be kept for a minimum of one year with each entry including the date/time of the cleaning, printed name and signature of person cleaning, and the number of foot baths cleaned.

SECTION III.

Any new salon, or salon that has applied for the first time for a permit under this regulation after October 17, 2013 shall attain compliance with the minimum ventilation rate specifications set forth in the state regulations. This code sets specific requirements for ventilation of a nail salon including minimum amounts of fresh outdoor air and mechanical exhaust (duct work that blows air out of the salon) that does not recirculate any air back into the salon or other spaces in the building.

The International Mechanical Code can be found online at:
<http://publicecodes.cyberregs.com/icod/imc/index.htm>

Salons are advised to consult with several licensed and knowledgeable heating, ventilation, and air conditioning (HVAC) contractors on ventilation options before selecting one for installation or making upgrades to existing systems to meet the requirements of the code.

To document compliance with this requirement, the salon must submit with its permit application a report from a duly licensed engineer or contractor, and/or proof of inspection from the City of Hartford's Department of Health and Human Services, showing that the salon's ventilation system meets the minimum ventilation rate requirements. This ventilation system must be in operation any time the salon is open for business.

Any salon that has applied for a permit under this regulation before January 4, 2017 shall have until five years from said date of adoption (i.e., until October 18, 2018) to achieve compliance. In the interim period, the salon must document, as part of its annual permit application, all intermediate steps taken to achieve compliance with this section's ventilation system requirement. These steps can include, but are not limited to, obtaining price quotes from licensed engineers or contractors, submitting applications for financing or other plans for funding the installation of compliant ventilation, or pulling pertinent city permits for the installation. This documentation shall include a timeline for installing ventilation upgrades. Failure to provide adequate documentation of affirmative steps toward meeting this requirement may result in non-issuance of permit renewal.

Additionally, salon owners shall take reasonable steps to improve and maintain air quality and to reduce the level of chemical vapors, mist, or dust within the salon in the interim period before fully compliant ventilation system is installed.

2. Fans that circulate air inside the salon do not qualify as a ventilation system because they do not remove air from the salon or bring in fresh outdoor air.

3. Salon owners are encouraged to call the Health and Human Services department with any questions about the ventilation requirements. The Commission will provide technical assistance in understanding the requirements of the International Mechanical Code as they apply to nail salon ventilation as well as assistance connecting with available resources for the selecting and paying for ventilation equipment

installation.

SECTION IV. PUBLIC HEALTH NOTICE

1. Every nail salon shall display a public health notice in a manner and location conspicuous to employees, clients, or visitors of the salon upon entry.
2. The public health notice must be permanently affixed and shall be:
 - a. made of durable material;
 - b. at least 8.5 inches by 11 inches in size;
 - c. printed in 12 point or larger type
 - d. in strongly contrasted text on a bright background (for example, black text on a white or yellow background, white text on a dark blue or red background, etc.) to allow for ease of reading; and
 - e. an exact replica of the language included on the office of environmental health

3. An approved public health notice may be obtained from the Department of Health and Human Services 131 Coventry St, Hartford, CT 06112. .

SECTION V. ENFORCEMENT

1. the Department of Health and Human Services may enforce the provisions of the Regulation through any of the following means:
 - a. inspection of the nail salon prior to permit issuance;
 - b. investigation of a complaint; and/or
 - c. unannounced inspection of the nail salon
2. Owners, business agents, or other persons having control of a nail salon who observe or are made aware of a violation of the Regulation should take all reasonable steps to ensure that the violation is not repeated.
3. A single inspection or investigation may result in multiple citations if multiple violations are found and correspond to different sections or elements of the Regulation.
4. Fines shall be paid within twenty-one (21) days of the date of issuance of the citation at \$99 dollars per day.
5. Notice of a citation may be provided within fourteen (14) calendar days of the violation by:
 - a. in hand service to the owner, business agent, or other person having control of the nail salon; or
 - b. first class mail to the owner, business agent, or other person having control of the nail salon.
6. Fines may be paid by mail or in person in the form of a check or money order made payable to the Department of Health and Human Services 131 Coventry Street Hartford CT 06112. If a check is returned for insufficient funds or account closure, an additional \$25.00 fee will be assessed. In the case of a returned check, all subsequent fines levied must be paid by money order.
7. Failure to pay a fine within twenty-one (21) days will result in an additional \$50.00 late payment

penalty.

8. Complaints under Section 10 of the Regulation may be submitted in writing to The Department of Health and Human Services 131 Coventry Street Hartford CT 06112 or by calling 860-757-4700.

9. All citations and fines issued pursuant to the Regulation may be appealed in accordance with the Department of Health and Human Services' Administrative Appeal Procedures. A copy of such procedures shall be available on the Department of Health and Human Services website at www.hartford.gov or at the Office of Environmental Health.

SECTION VI. WAIVERS

1. Requests for waivers from this regulation may be made to the Executive Director of the department of Health and Human Services. All requests for waivers must be made in writing, addressed to Office of Environmental Health, 131 Coventry Street Hartford CT 06112. Requests for waivers must present showing of facts that compliance with a provision of the regulation is not possible due to circumstances that are unique to the salon. Requests must also show that an acceptable level of safety can be achieved in the interim period. Any waiver must be time-limited

This ordinance shall take effect upon adoption by the Court of Common Council.

Introduced by: Council President Thomas J. Clarke II

HEADING
AND
PURPOSE

SUBSTITUTE

AN ORDINANCE CREATING A REGISTRY OF OWNERS OF RESIDENTIAL RENTAL PROPERTY AMENDING CHAPTER 18, SECTION 150 OF THE HARTFORD MUNICIPAL CODE

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

November 14, 2016

Be It Ordained by the Court of Common Council of the City of Hartford:

That Chapter 18, Section 150, of the Municipal Code of the City of Hartford be amended as follows:

18-150. Registration of owners of residential rental property.

(a) Purpose. The City of Hartford is committed to protecting the safety, health and welfare of its residents, to eliminating housing deterioration and blight, and to protecting the public from unsafe structures. To that end, the City has adopted ordinances and has performed regulation, inspections and code enforcement concerning the operation and condition of property within its borders. This ordinance requires registrations and disclosure of contacts the City may use to observe due process in notifying owners of conditions on their property. The City will use the registration in the enforcement of housing, building and fire safety codes, for regular or emergency enforcement action and in the interest of public safety in securing or demolishing buildings or relocating people.

(b) Definitions.

For purposes of this ordinance, "Owner" shall mean any natural person who is the record owner of the property, or if the property is owned by a business entity, "Owner" shall mean an officer, manager or member of such entity, and in the case of a trust, a trustee.

For purposes of this ordinance, "contact information" shall include the name, email address, telephone numbers, business and residential address.

18-151. Registration.

(a) Registration required. It shall be unlawful for owners of certain residential rental property located within the City of Hartford to rent such property without registering with the Division of

Licenses and Inspection. Upon adoption of this ordinance the Division of Licenses and Inspections shall notify Owners of the requirements of this ordinance. Failure to receive such notice shall not waive its requirements. Owners shall register using such forms as are provided by the Division of Licenses and Inspections, within sixty days from the effective date of this ordinance. Violation shall be subject to the penalties set out in Section 1-4 of the Municipal Code.

(b) Exempt Owners. The Housing Authority of the City, owners of properties with fewer than three units, and owners of licensed rooming houses, hotels, motels, condominiums, elderly housing, and student dormitories, shall be exempt from the requirements of this ordinance.

(c) Fees. Owners shall pay a fee upon registration. The fee for initial registration upon adoption of this ordinance, or upon a change of ownership, shall be fifty dollars for up to five residential rental units existing at the rental property, plus twenty dollars for every additional unit. After the initial fee in the first year of registration for a particular owner, the annual renewal fee for that owner shall be twenty dollars for the first five units plus twenty dollars for each additional unit. The fees shall apply whether or not the units are occupied.

(d) Term and renewal. Registrations made after the effective date of this ordinance and prior to June 30, 2017 shall expire on June 30, 2018. Thereafter, registrations shall be effective for one year, beginning on July 1, 2018 and expiring on June 30 of each year. Registrations must be renewed annually.

Registrations shall not be transferable. Upon a change of ownership, the new owner shall register within thirty days after taking title to the property.

18-152. Required information. The registration shall require the following information:

(a) The property address and tax assessor's parcel identification number for the property.

(b) The number of rental units on the property.

(c) Owner's name and mailing address.

(d) Owner's contact information, which shall include residential and business mailing address, telephone number and email address. If the owner is not a natural person, the Owner shall provide the same contact information for each officer, member or manager of any business entity, or in the case of a trust, the contact information for each trustee.

(e) The contact information of a responsible adult residing in Connecticut, or a company doing business in Connecticut, who or which is and shall be responsible for the care, management and maintenance of the property and is authorized to accept legal process and notices on behalf of the owner if the owner resides or has its principal place of business outside of Connecticut.

(f) The name and contact information of any person holding a mortgage on the property.

(g) The name and contact information of the Owner's insurer of the property. The Owner must notify the City in the event of a change or cancellation of insurance on the property.

(h) The registration form shall be signed by the owner, who shall certify that all the information offered in the registration is true and correct to the best of his or her knowledge and belief, so that any willfully false statement will be subject to penalty under the law for the making of a false statement.

(i) Proof of insurance including the name of the insurance company, address, business telephone number of the insurance provider along with a copy of the insurance policy,

along with proof of the insurance coverage amount for both liability and fire, that covers at a minimum the value of the property.

This ordinance shall take effect upon adoption.

Court of Common Council

CITY OF HARTFORD
550 MAIN STREET
HARTFORD, CONNECTICUT 06103



Thomas J. Clarke II, Council President
Julio A. Concepción, Majority Leader
John Q. Gale, Assistant Majority Leader
Wildaliz Bermúdez, Minority Leader

John V. Bazzano, Town and City Clerk

Larry Deutsch, Councilman
Cynthia R. Jennings, Councilwoman
James Sánchez, Councilman
Glendowlyn L. H. Thames, Councilwoman
rJo Winch, Councilwoman

Report

January 9, 2017

Honorable Thomas J. Clark II, Council President and City Council Members
550 Main Street room 208
Hartford, Connecticut 06103

Dear Council President and City Council Members:

The Operations, Management, Budget and Government Accountability Committee regularly scheduled meeting on Monday December 19, 2016 at 5:30 pm in the Council Chambers met to discuss the following referred item as reflected on the committee agenda.

Item #9

Resolution requesting that all present and future sales of the City's Capital Assets, such as livestock or canine should be presented to the Court of Common Council for approval before any transaction is completed.

The following were present: Committee Chairwoman Glendowlyn L. H. Thames, committee members Council President Thomas J. Clarke II, Majority Leader Julio Concepción, Minority Leader Wildaliz Bermúdez, Councilwoman Cynthia Jennings, Councilman James Sánchez, non-committee council members Assistant Majority Leader John Gale and Councilman Larry Deutsch. Also present were, Health and Human Services Director Gary Rhule, Deputy Director of Development Services Kiley Gosselin, Chief of Operations Bonnie Malloy, Assistant to the Chief of Operations Faith Palmer, Project Manager of Finance Rajpaul Singh, Housing Director Brian Matthews, Metropolitan District Commission (MDC) representative Chris Stone and Brian

McBride, CSEA/AFSCME representatives Daniel Medress and Brian Anderson, AECOM representative Jim Sullivan and resident Alyssa Peterson.

Council President Clarke II introduced an ordinance in an effort to allow the Court of Common Council to pre-approve the sale of the city's capital assets accessed in excess of \$1,000.00 dollars with amended language to include livestock and canines.

Council President Clarke II described the concerns of unilateral decisions to sell two horses with equipment for \$500.00 dollars unbeknownst to the Court of Common Council which had appeared to be well below fair market value.

Questions were raised by Councilwoman Jennings concerning the procedures to establish assessment values. Corporation Counsel was asked by Councilwoman Bermudez to comment, however, they recommended additional research before they would comment.

A motion was made by Councilman Concepción and seconded by Councilwoman Jennings to send this item to full Council with no recommendation.

Vote Taken: (6-0)

Committee Members

Chairwoman Thames: Yes

Councilwoman Bermúdez: Yes

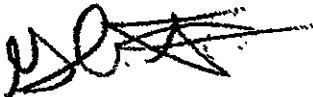
Councilman Clarke: Yes

Councilman Concepción: Yes

Councilwoman Jennings: Yes

Councilman Sánchez: Yes

Respectfully submitted,



Glendowlyn L. H. Thames

Chairwoman of Operations, Management, Budget and Government Accountability Committee

INTRODUCED BY:

Council President Thomas J. Clarke II

COURT OF COMMON COUNCIL

City of Hartford, November 28, 2016

WHEREAS, the City of Hartford, in a time of financial burden, holds strongly to preserving the quality of life of its residents and takes pride in it being the center pillar of this region, serving as an example and a beacon of light for surrounding municipalities; and

WHEREAS, the City of Hartford has maintained a standard in prestige, cultivated through the dire love of this fine community by those residing and once resided in this the capital city, investing in even its intricacies to maintain our competitiveness to counterparts; and

WHEREAS, the City of Hartford continues to do its best to not compromise services whether large or small as it weighs its decisions against financial sustainability and cost to service for its residents; and

WHEREAS, the City of Hartford Court of Common Council supports the Mayors efforts to eliminate non-essential expenditures that pose a burden to the city's fiscal state at this time, through all appropriate fractions vested with the decision and ability to make determinations as to sale of the City's Capital assets such as livestock and canine; and

WHEREAS, if such determination becomes unclear, the necessary department should seek clarification as to actual value which should without question be relevant and considered to initial value of ownership to the City of Hartford; and

RESOLVED, All present and future sales of the City's Capital Assets, such as livestock or canine should be presented to The Court of Common Council for approval before any transaction is completed.



Luke A. Bronin
Mayor

February 14, 2017

Honorable Thomas J. Clarke II, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Parking Violation Notices: Section 22-25

Dear Council President Clarke:

Attached for your consideration is an ordinance amending Section 22-25 of the Municipal Code in order to conform this section with amendments recently made to Section 22-42 of the Code.

On September 12, 2016, Council adopted amendments to Section 22-42 of the Code pertaining to the immobilization of vehicles. The amendment in the attached ordinance aligns the content of the parking violation notices used by the Hartford Parking Authority to changes already made in Section 22-42.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be "L. Bronin", written over a horizontal line.

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

Introduced by:

Luke A. Bronin, Mayor

HEADING
AND
PURPOSE

AN ORDINANCE AMENDING CHAPTER 22, SECTION 25 OF THE HARTFORD
MUNICIPAL CODE

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

February 14, 2017

Be It Ordained by the Court of Common Council of the City of Hartford:

That Chapter 22, Section 25, of the Municipal Code of the City of Hartford be amended as follows:

Sec. 22-25. - Notice to be attached to violating vehicles; penalty.

(a) Whenever any vehicle is found parked in violation of any of the provisions of this article or any ordinance or rule or regulation of the traffic or parking authority which relates to parking, a police officer, parking controller or parking enforcement officer shall attach to such vehicle a notice to the owner or operator thereof stating that such vehicle has been parked unlawfully.

(b) The notice shall state which provision of the city ordinances or rule and regulation of the traffic or parking authority has been violated and shall moreover, contain the following declaration:

"WARNING"

"The accumulation of [five (5)] three (3) or more unsatisfied municipal vehicle parking citations upon any vehicle registrant [one (1) vehicle] may result in the impoundment or immobilization of said vehicle."

A copy of any such notice shall be transmitted and delivered to the parking authority within three (3) business days of the time of such attachment. Failure of any copy to be so transmitted and delivered shall not relieve the owner or operator from any liability for the payment of any fines or penalties, except that no penalties shall be imposed until after a citation hearing has been scheduled and the owner or operator fails to appear at the same. Upon such failure, imposition of such penalties may be implemented on a retroactive basis.

(c) Each owner or operator may, within seventy-two (72) hours or three (3) business days of the time when such notice is attached to such vehicle, pay in person in the form of cash, money order or check to the parking authority, in full satisfaction for such violation; provided, if the citations are for over the posted limit or over the limit at a meter, such owner or operator shall receive a five dollar (\$5.00) reduction in the amount of the stated fines for each such citation. Each such owner or operator may, within fourteen (14) days of the time when such notice is attached to such vehicle, pay in person or remit by mail in the form of cash, money order or check to the parking authority, as a fine for and in full satisfaction of such violation, the sum of twenty-five dollars (\$25.00), thirty

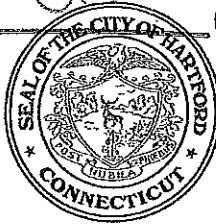
dollars (\$30.00), forty-five dollars (\$45.00), seventy-five dollars (\$75.00), ninety-nine dollars (\$99.00) or one hundred twenty-five dollars (\$125.00), as the case may be, in accordance with section 22-26. The failure of the owner or operator to make payment to the parking authority within the fourteen (14) days of the time such notice is attached to such vehicle shall cause the parking authority to mail a letter setting forth a date such owner or operator shall appear at a citation hearing. The failure of such owner or operator to appear at such citation hearing or to make such payment within twenty-six (26) days of the time such notice is so attached shall render the owner or operator liable to an initial penalty as provided in section 22-26. The failure of such owner or operator to make such payment within thirty-one (31) days of the time such notice is so attached shall render the owner or operator liable to an additional penalty as provided in section 22-26.

(d) If an owner or operator wishes to contest a violation, no reduction in the amount of the fine, as set forth in subsection (c), will apply. The owner or operator may contest the violation by appearing at the citation hearing. Such appearance shall suspend the accumulation of additional penalties and leave the amount of the fine as it was as of the date of the hearing until such time as a final determination is made.

(e) Nothing contained in this section shall be construed as a limitation on the power of the superior court to impose a fine as provided in section 1-4.

(f) For purposes of this section, the term "*business days*" shall mean those days on which the city hall offices of the City of Hartford, Connecticut are open for business, and the term "*days*" shall mean calendar days.

This ordinance shall take effect upon adoption.



Luke Bronin
Mayor

February 27, 2017

Honorable Thomas J. Clark, Council President, and
Members of the Court of Common Council
City of Hartford
550 Main Street
Hartford, CT 06103

RE: Elderly Tax Relief Program

Dear Council President Clark:

Attached for your consideration, please find an ordinance amending Section 32-18 of the Municipal Code. This amendment will extend the Elderly Tax Relief Program to elderly Hartford homeowners for taxes due on the Grand List of October 1, 2016, and will slightly increase income limits for eligible homeowners over last year's limits.

The Court of Common Council established the Elderly Tax Relief Program, authorized under Section 12-129n of the Connecticut General Statutes, in 1982. The program has been continued annually in order to mitigate the effect of tax increases on lower income Hartford homeowners who are 65 years of age and older. The tax credits are \$500 for a residential property of three dwelling units or less and \$1,500 for a residential property of four dwelling units. Homeowners must apply to the City Assessor between February 1 and May 15 to participate in the program.

Income limits for participation in the Elderly Tax Relief Program are currently \$45,500 for an unmarried person and \$52,000 for a married couple. We have reviewed the schedules established by the U.S. Department of Housing & Urban Development (HUD) for programs that benefit low and moderate income households and note that HUD's income limits have increased slightly. Consequently, we recommend an increase in the income limits for the Elderly Tax Relief Program to \$46,000 for an unmarried person and \$52,600 for a married couple. The City's Tax Assessor is available to assist you in your review of this matter.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Luke A. Bronin".

Luke A. Bronin
Mayor

550 Main Street
Hartford, Connecticut 06103
Telephone (860) 757-9500
Facsimile (860) 722-6606

Introduced by: Mayor Luke A. Bronin

HEADING
AND
PURPOSE

AN ORDINANCE AMENDING CHAPTER 32 ARTICLE 18 OF THE MUNICIPAL CODE OF THE CITY OF HARTFORD FOR THE PURPOSE OF EXTENDING THE ELDERLY TAX RELIEF PROGRAM FOR TAXES DUE ON THE LIST OF OCTOBER 1, 2016.

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

February 27, 2017

Be It Ordained by the Court of Common Council of the City of Hartford:

That Chapter 32 Article 18, Section 32-18 (j) be amended to read as follows:

Sec. 32-18. - Tax relief for the elderly.

(a) Any person who is liable for taxes assessed on real property located in the City, which real property is occupied by such person as his personal residence, whether such person is an owner of the real property or is liable for taxes therein under the provisions of G.S. § 12-48 as a tenant for life or for a term of years, shall be entitled to tax relief in the form of a tax credit, provided that the:

(1) Person is sixty-five (65) years of age or over, or his spouse is sixty-five (65) years of age or over and resides with such person, or the person is sixty (60) years of age or over and the surviving spouse of a taxpayer who would have qualified for tax relief under this program at the time of his death;

(2) Person has been a resident of the City for a period of one (1) year immediately preceding the application for relief;

(3) Property for which the tax credit is claimed is the legal domicile of such person and is occupied by such person for at least one hundred eighty-three (183) days of each year;

(4) Person's qualifying income individually, if unmarried, during the calendar year preceding the claim for tax relief, shall not exceed [forty-five thousand five hundred dollars (\$45,500.00)] forty-six thousand dollars (\$46,000) or jointly, if married, not exceed [fifty-two thousand dollars (\$52,000.00)] fifty-two thousand six hundred dollars (\$52,600).

Qualifying income is defined as adjusted gross income (Internal Revenue Code guidelines) plus tax-exempt interest, dividend exclusions, gifts, bequests, social security benefits, railroad retirement benefits, and income from all other tax-exempt sources, but not including any credits received under this program;

(5) Person shall have applied for property tax relief under any other existing state benefits programs for which he may be eligible; and

(6) Person makes application for tax relief afforded under this program biennially with the City Assessor no earlier than February first, nor later than May fifteenth.

- (b) The amount of the tax credit afforded under this program shall be five hundred dollars (\$500.00) for a residential property of three dwelling units or less and one thousand five hundred dollars (\$1,500) for a residential property of four dwelling units. In any case where title to such real property is recorded in the names of more than one (1) taxpayer, the amount of credit shall be provided in accordance with the fractional share such eligible owner holds in the property.
- (c) The City Assessor is hereby authorized to implement this program, and to adopt such rules and regulations as may be necessary for the proper administration of this program. He may designate agents to act in his name in collecting applications for this program.
- (d) The City Assessor shall determine eligibility for tax relief under this program. He shall compute the amount of credit due each qualified taxpayer, make proper record thereof, and inform the City tax collector of his determination.
- (e) If any person entitled to the tax credit afforded under this program dies or sells the real property on which the tax credit is granted, any credit previously allowed shall be disallowed to the extent of the portion of the fiscal year remaining following the date of death or sale of the property, except where such death or sale results in a surviving spouse, otherwise eligible, acquiring the interest formerly held by the taxpayer.
- (f) The tax relief afforded under this program to a taxpayer in no event shall, together with any relief received by such residents under the provisions of G.S. §§ 12-129b to 12-129d inclusive, 12-129h, and 12-170aa, exceed, in the aggregate, seventy-five (75) percent of the tax which would, except for G.S. §§ 12-129b to 12-129d inclusive, 12-129h, and 12-170aa, and this program, be laid against such taxpayer.
- (g) The City hereby waives any right to establish a lien which it may have under the provisions of G.S. § 12-129n(f).
- (h) Affidavits, applications or other documents presented in support of the application for tax relief shall remain confidential and shall not be disclosed except in connection with an investigation of fraud or other misrepresentation as to eligibility.
- (i) The total of all credits granted under the provisions of this program shall be limited to ten (10) percent of the total real property tax levied in the City in the preceding fiscal year. If the total of all credits which would be granted except for this section exceeds an amount equal to ten (10) percent of the total real property tax levied in the City in the preceding fiscal year, then each such credit shall be reduced on a pro rata basis so that the total credits equals ten (10) percent of the total real property tax assessed.
- (j) This section shall apply for taxes due on the list of October 1, [2015] 2016, only.

This ordinance shall take effect upon adoption.

Introduced by:

INTRODUCED BY:

COURT OF COMMON COUNCIL

Council President Thomas J. Clarke II

City of Hartford, March 27, 2017

HEADING
AND
PURPOSE

Section 4-5. This section shall apply to all establishments that sell alcoholic beverages, including bars, nightclubs, and lounges, but not restaurants that do not have separate bar service. After 6 p.m. until closing time, a owners and operators of all such establishments shall cause trained security staff to use electronic identification scanners at all entrances to detect false identification and prevent entry by underage customers. The purpose of this section is to protect minors by helping to prevent sale of alcohol to minors carrying false identification.

This ordinance shall take effect upon adoption.

Introduced by: Councilman Larry Deutsch

HEADING
AND
PURPOSE

**AN ORDINANCE AMENDING SECTION 17-55—17-80. TO ESTABLISH
FACILITY LICENSES, REQUIREMENTS AND PROCEDURES FOR BARBERSHOPS AND
NAIL SALONS**

COURT OF COMMON COUNCIL,
CITY OF HARTFORD

March 27, 2017

Be It Ordained by the Court of Common Council of the City of Hartford:

Sec. 17-55. Purpose

The purpose of this chapter is to safeguard the health and well-being of persons who work in or patronize nail salons, barbershops, and hairdressing and cosmetology shops in Hartford through a system of licensing, regulation and inspection and to protect the public health in general.

Sec. 17-56. Definitions

- (a) "Barbering" - includes the following described practices when performed by a barber or master barber licensed in the State of Connecticut, upon the head, face, scalp or neck for cosmetic purposes only:
- (1) The cutting, trimming, or shaving of the hair.
 - (2) Singeing, shampooing, dyeing, coloring or styling of the hair.
 - (3) The application of cosmetic preparations, hair tonics, antiseptics, powders, oils, clays, creams or lotions.
 - (4) Giving facial and scalp massage or the application of oils, creams, lotions or other preparations, either by hand or mechanical appliances.
 - (5) Shaving or trimming the beard.
- (b) "Barbershop" - any establishment engaged in the practice of barbering for the public.

(c) "Hairdressing and Cosmetology" - includes the following described practices performed by a licensed hairdresser/cosmetician in the State of Connecticut upon the head, face, scalp, arms, hands, body, legs and feet for cosmetic purposes only:

(1) Treating the scalp, face, neck and arms by massaging, cleansing, exercising, stimulating or manipulating, with the hands, mechanical appliances, or water.

(2) Application of cosmetics, preparations, antiseptics, tonics, lotions, creams, powders, oils, clays, sprays, or any product pertaining to the skin, including tanning spray.

(3) Manicuring fingernails of the hand for cosmetic purposes only.

Pedicures involving trimming, filing and painting the healthy toenails of the feet, excluding cutting nail beds, corns, calluses, or other medical treatment involving the foot or ankle.

(4) Removing hair from, or destroying hair on any part of the body by using an electric needle only.

(5) Dressing, arranging, curling, waving, weaving, cutting, singeing, bleaching and coloring hair.

(d) "Director of Health" - the Director of Health of the City of Hartford, or his/her duly authorized representative.

(e) "Disinfect" - to use a chemical or physical process to destroy harmful organisms, including bacteria, viruses, germs, and fungi.

(f) "Hairdressing or Cosmetology Shop" - any establishment engaged in the practice of hairdressing, cosmetology, or barbering for the public.

(g) "Independent Contractor" - a person who works in an independent trade, business, or profession in which they offer their services to the public. They are generally not employees of the company and perform services for another person under an expressed or implied agreement.

(h) "Multi-Use Tool" - an item constructed of hard materials with smooth nonporous surfaces such as metal, glass, or plastic that can be effectively cleaned and disinfected for uses on more than one client. The term includes but is not limited to such items as clippers, scissors, combs, nippers, manicure bowls, and some nail files.

(i) "Nail Salon" - an indoor establishment or kiosk that offers, provides, permits or allocates space for the manicuring of healthy finger nails and pedicuring of healthy toe nails or enlists the use of chemicals which include but is not limited to resins, plasticizers, solvents, pigments, creams, emollients, adhesives, paints or compressed air brush equipment for the purpose of treating, painting, repairing, and enhancing of the human finger nails and toe nails.

(j) "Nail Technician" - a person, who works at a nail salon as defined herein, who cuts, shapes, polishes or enhances the appearance of the healthy nails of the hands and feet, including but not limited to, the application and removal of sculptured or artificial nails.

(k) "Inspection Report" - Hartford Department of Health and Human Services report prepared and issued by the authorized agent after conducting an inspection of a barbershop or salon to determine compliance with all applicable federal, state, and local statutes, order, ordinances, quarantines, rules, regulations or directives relating to the public health.

(l) "Operator" - any person, including, but not limited to, a licensed, hairdresser/cosmetician or barber; or unlicensed person who is performing tasks allowed under the scope of this Code and the Public Health Code of the State of Connecticut.

(m) "Single Use Tool" - a non-metal and/or porous item that is made or constructed of cloth, wood, sponge, pumice stone or other absorbent materials having rough surfaces which cannot be effectively cleaned and disinfected.

(n) "Salon" - any shop, store, day spa or other commercial establishment at which the practice of barbering, hairdressing and cosmetology, or the services of a nail technician, or any combination thereof, is offered and provided.

(o) "Sanitize" - effective antibacterial treatment by a process that provides sufficient concentration of chemicals for enough time to reduce the bacteria count including pathogens to a safe level on equipment.

Sec. 17-57. Establishment License Required

(a) As of January 1, 2018, no person, firm, or corporation shall operate a barbershop or salon that does not have a valid license issued by the Director of Health. Only a barbershop or salon that complies with the requirements of this section and the Public Health Code of the State of Connecticut shall be entitled to receive or retain such license. Licenses are not transferable and shall be renewed annually. A valid license shall be posted in a conspicuous public location, visible to patrons of the establishment.

(b) The provisions of this section shall apply to every barbershop and salon, in the City, that is engaged in the practice of barbering, hairdressing and cosmetology, or that provides the services of a nail technician, or any combination thereof.

(c) The Director of Health shall have the authority to adopt regulations for the purposes of licensing, inspecting and maintaining oversight of barbershops and salons pursuant to the provisions of this Code and the State of Connecticut General Statutes.

(d) A copy of all regulations governing the licensing, inspecting and oversight of barbershops and salons, adopted by the Director of Health, shall be provided free of charge, to all applicants seeking a license for a barbershop or salon at the time the application is made.

Sec. 17-58. Application and Issuance of Establishment License

(a) Any person desiring to operate a barbershop or salon shall make written application for a license on forms provided by the Director of Health. Such application shall be submitted prior to the start of construction, remodeling, converting, or taking ownership of a new barbershop or salon. A plan review will be required as part of the license application process.

1. Prior to any change of ownership, and prior to opening a new barbershop or salon, a plan review application must be completed and the appropriate application fee paid.

2. No barbershop or salon having a permanent location shall be relocated, constructed, remodeled or extensively altered, nor shall a structure be converted to use as a barbershop, salon, hairdressing and/or cosmetology shop, or tanning salon, except in accordance with plans and specifications approved by the Hartford Department of Health and Human Services.

3. Two (2) sets of properly prepared plans drawn to a scale of not less than 1/4" = 1'; and equipment specifications for such construction, remodeling or alteration shall be submitted to the Director of Health, or authorized agent, for review and approval before relocation, construction, remodeling, alteration, or conversion is begun. The plans and specifications shall indicate the proposed layout, arrangement and construction materials of work areas and the type and model of proposed fixed equipment, flooring material, and facilities. The plans and specifications shall be submitted, along with a completed plan review application to the Director of Health. The Director of Health shall approve the plans and equipment specifications if they meet the requirements of this Code and the Public Health Code of the State of Connecticut.

4. Applicants shall additionally submit, to the Director of Health, in writing, cleaning procedures describing the process by which too are to be cleaned, disinfected, and sanitized. Demonstration of these procedures is required prior to receiving a license.

5. Prior to the barbershop or salon opening, the Director of Health, or authorized agent, shall conduct a pre-operational inspection to determine compliance with the approved plans and specifications and with the requirements of this Code and the Public Health Code of the State of Connecticut.

6. The owner/operator must also obtain a Certificate of Occupancy (CO) from the Hartford Development Services Division of Licenses and Inspections, if applicable. The Director of Health shall issue a license upon receipt of the CO, and a completed application and submission of the appropriate fee.

7. Until 1 year after the effective date of the rules promulgated under this Section of the Hartford Municipal Code, the City of Hartford Department of Health and Human Services shall issue a license to an applicant barbershop or salon that presents:

- a. Evidence that the establishment was operating as a barbershop or salon prior to January 1, 2018; and
- b. Evidence that the establishment's employees are in compliance with all state and local personal licensing requirements; and

- c. Floorplans of the establishment indicating the operation's layout and arrangement of work areas; and
 - d. Evidence that the establishment is in compliance with all state and local tax requirements; and
 - e. A valid Certificate of Occupancy from the Division of Licenses and Inspections, if applicable; and
8. License and application payments in accordance with Section 17-67.

(a) All licenses shall expire on December 31 of each year, unless otherwise indicated, and may be renewed for another year upon application and payment of an annual fee, provided that the barbershop or salon is in compliance with this Code, the Public Health Code of the State of Connecticut, and all other applicable municipal ordinances.

(b) In the case of a transfer of ownership of an existing barbershop or salon to a new owner, the establishment shall be brought into compliance with this Code, the Public Health Code of the State of Connecticut, and all other municipal ordinances by correcting all violations before a license to operate can be issued, unless with specific application for time-limited waiver. The license is not transferable from one owner to another. All new owners shall apply for and maintain a current license.

(c) Licensed operators in a barbershop or salon shop shall maintain and display an appropriate current license or registration from the State of Connecticut.

(d) A temporary license to operate a barbershop or salon may be granted for a period not to exceed fourteen (14) consecutive calendar days. A temporary license would be required for conducting a public demonstration, a fund-raising event or a public convention.

Sec. 17-59. Inspection and Right of Entry

(a) The Director of Health and his authorized agents are authorized, after proper identification, to enter at any reasonable time any barbershop or salon for the purpose of making inspections, as deemed necessary by the Director of Health or his authorized agent, to determine compliance with this Code, the Public Health Code of the State of Connecticut, and any other applicable codes, regulations or statutes.

(b) Assistance by police: The City of Hartford Police Department shall assist the Director of Health, when required to do so by statute or ordinance, in the performance of the duties prescribed herein. The City of Hartford Police Department shall report to the Director of Health or his authorized agent any violation of this article or of the general statutes in respect to the operation or maintaining of any barbershop or salon within the City.

Sec. 17-60. License Suspensions

(a) The Director of Health may suspend any license to operate a barbershop or salon if the license holder does not comply with the requirements of this Code, the Public Health Code of the State of Connecticut, or any applicable municipal ordinance.

(b) In the event that the Director of Health, or authorized agent, finds conditions not in compliance with the requirements of this ordinance in the operation of a barbershop or salon, or if a violation or set of violations appears on more than one (1) consecutive inspection report, the Director of Health may immediately issue an Order to Correct to the license holder or person in charge, as well as the renter (if applicable), citing such conditions, specifying the corrective action to be taken and time frame within which action shall be taken. If correction is not made in the allotted time, the license may be suspended or revoked.

In the event that the license is suspended or revoked, one (1) copy of the order to cease barbershop or salon operations shall be posted by the owner upon the inner surface of the window of the front entrance door of the barbershop or salon or upon the nearest window thereto in such a manner as to be clearly visible to the general public from the exterior of such barbershop or salon. Said order to cease operations shall not be defaced or removed by any person except the Director of Health, or his/her authorized agent.

(c) The Director of Health may suspend, without warning, prior notice or hearing, any license to operate a barbershop or salon:

(1) if the operation constitutes an imminent hazard to public health, (as defined in section (D)) below or

(2) if the owner, operator or person in charge has interfered with the performance of the Director of Health's duties, or

(3) if an unlicensed individual is performing procedures, including but not limited to haircutting and hairstyling, requiring licensure by the State of Connecticut.

(d) An imminent health hazard shall include, but is not limited to, any one of the following:

(1) an ongoing outbreak of an infectious, pathogenic or toxic agent capable of being transmitted to clients; or

(2) the absence of an approved sanitizer/disinfectant or evidence that sanitizer/disinfectant is not being used properly to thoroughly clean implements and equipment after each client; or

(3) the absence of potable water, supplied under pressure, in a quantity which, in the opinion of the Director of Health, is capable of meeting the needs of the facility; or

(4) the absence of adequate hot water supply (water to be maintained at 110° F); or

(5) a sewage backup into the facility; or

(6) a nuisance condition deemed imminent by the Director of Health and Human Services; or

(7) operating without a valid license issued by the City of Hartford Department of Health and Human Services.

(e) Suspension shall be effective immediately upon documentation of imminent public health hazard and/or interference with the Director of Health's duties per items (c) and (d) of this section. A written order to cease and desist to the license holder of the facility from the Director of Health will follow within 24 hours. When a license is suspended, all barbering and cosmetology operations within the establishment shall cease immediately and shall not resume until written approval to resume has been issued by the Director of Health. The Director of Health, or authorized agent, shall remove a suspended license from the premises.

(f) When a license is suspended, the holder of a license, or the person in charge, shall be notified in writing of the suspension, and an opportunity for a hearing will be provided if a written request for a hearing is filed with the Director of Health by the holder of the license within seventy-two (72) hours of notification. The Director of Health may end the suspension at any time by giving written notice to the license holder if reasons for suspension no longer exist.

Sec. 17-61. Service of Notice

Written notices and orders provided for in this code shall be deemed to have been properly served when a copy of the notice or order has been delivered personally or sent by certified mail, return receipt requested, to the owner, license holder or person in charge of the barbershop or salon. A copy of any such notice or order shall be filed in the records of the Director of Health.

Sec. 17-62. License Non-Renewal

(a) The Director of Health, after providing an opportunity for a hearing, may refuse to renew the license of any establishment for serious or repeated violations of any of the provisions of this Code, or for interference with the Director of Health in the performance of official duties, or for cases where the license to operate has been obtained through nondisclosure, misrepresentation or intentional misstatement of a material fact.

(b) Prior to non-renewal, the Director of Health shall notify the license holder, or person in charge, of the specific reason(s) for such non-renewal. The license shall be revoked at the end of ten (10) calendar days following the service of such notice, unless a written request for a hearing is filed with the Director of Health within seventy-two (72) hours of such notice. If no request for a hearing is filed within seventy-two (72) hours of receipt of such notice, the non-renewal becomes final.

Sec. 17-63. License Reinstatements

(a) Post-Suspension Period

Whenever a license has been suspended, the holder of the suspended license may request a hearing with the Director of Health for permit reinstatement. Within five (5) working days following the receipt of a written request, including a statement signed by the applicant that, in his opinion, the conditions causing the suspension have been corrected, the Director of Health, or his/her authorized agent, shall make a re-inspection. If the Director of Health, or authorized agent determines that the applicant has complied with the requirements of this Code and the Public Health Code of the State of Connecticut, the license shall be reinstated and returned to the license holder.

(b) Post Non-Renewal Period

After a period of sixty (60) calendar days from the date of refusal to renew, a written application may be made for the issuance of a new license. This application will be treated as a new application. All appropriate procedures, fees and inspections will be required, including a plan review.

Sec. 17-64. Hearings

The Director of Health shall conduct the hearings provided for in this chapter at a designated place and time. The Director of Health shall make a final finding based upon the complete hearing record, and shall sustain, modify or rescind any notice or order considered in the hearing. The Director of Health shall furnish a copy of the written report of the hearing decision to the license holder within ten (10) calendar days of the hearing date.

Sec. 17-65. Appeals

The owner or operator of a barbershop or salon aggrieved by a written notice or order may, within seventy-two (72) business hours after the receipt of such notice and/or order, appeal to the Director of Health who shall thereupon immediately examine the merits of such case and may vacate, modify or affirm such written notice or order. The owner or operator of a barbershop or salon who is aggrieved by such action of the Director of Health may, no later than three business days after the date of receipt of such notice or order appeal to the State of Connecticut Commissioner of Health who shall thereupon immediately notify the authority from whose order the appeal was taken and examine the merits of such case and may vacate, modify or affirm such action in accordance with the Connecticut General Statutes.

Sec. 17-67. Licenses

(a) Classification. For purposes of this article, the following classifications for annual licenses of barbershops and salons shall be applied:

- (1) Class 1: Barbershops and Salons with between one and three workstations.
- (2) Class 2: Barbershops and Salons with four or more workstations.

(b) Fees. As of January 1, 2018, the following annual fees shall be collected by the department of health for each license or renewal issued for barbershops and salons:

- (1) Class 1: \$150
- (2) Class 2: \$200

The above fees may be prorated on a quarterly basis.

Plan Review:

Class 1 and 2: \$100

Lost or replacement of the original barbershop and salon license fee: \$25

Return check fee: \$50

(c) Other fees:

Eate fees for lapsed licenses for barbershops and salons shall be one hundred dollars (\$100) initially and two hundred dollars (\$200) each month or portion of a month in arrears thereafter.

Re-inspection fee, as provided for in this article, shall be one hundred dollars (\$100).

(d) Penalties

Any person who violates any of the provisions of this section and/or the Public Health Code of the State of Connecticut may be cited for an infraction of not more than one hundred dollars (\$100). Each day of the violation thereof shall be deemed a separate offense, applied to any person who operates a salon/ barbershop establishment:

(1) Without a valid salon license, and/or

(2) While his establishment is tax delinquent, and/or

(3) While failing to remedy a previously cited violation by the time specified, shall be subject to a fine of not more than one hundred dollars (\$100). Each day the violation continues shall constitute a separate offense.

If criminal prosecution is the result of noncompliance of any of the provisions of this section, the defendant shall be subject to the City of Hartford costs, together with reasonable attorney's fees as allowable by law.

Sec. 17-68. Independent Contractors

Any barbershop or salon owner contracting out a chair "work station," or floor space shall state such on the permit application form and:

(1) The contractor must comply with all regulations set forth in this Code as well as the Public Health Code of the State of Connecticut.

(2) The shop owner will ensure that the contractor safely performs his/her duties within their scope of practice.

Sec. 17-69. Annual Inspections

At least once a year, the Director of Health, or authorized agent, shall inspect each barbershop or salon and shall make as many additional inspections as are necessary for the enforcement of this Code and the Public Health Code of the State of Connecticut.

Sec. 17-70. Equipment and facilities

a. Water supply. An adequate supply of hot and cold water from a municipal or approved private source shall be provided for service for customers, cleanliness of employees and for washing floors, walls, ceiling and equipment.

b. Waste disposal. Wastewater from all plumbing fixtures shall be discharged into municipal sewers where available. Otherwise, suitable facilities shall be installed for the absorption of the wastes by the soil in underground systems in accordance with provisions of the Public Health Code of the State of Connecticut and the Code of Ordinances of the City of Hartford.

c. Plumbing fixtures.

1. Plumbing fixtures shall be of impervious material and of a type which is readily cleanable. They shall be free from cracks and from parts which are not readily accessible for cleaning. They shall be of a type which does not constitute a hazard to a public water supply through back siphonage.

2. There shall be one (1) wash bowl for each shampoo chair and three (3) operators.

3. Shampoo bowls shall be used for barbering, hairdressing and cosmetology work only.

4. A utility sink shall be provided for proper cleansing of instruments.

d. Floors. Floors shall be nonporous and of such construction as to be easily cleaned. Floors where tinting or shampooing is done or where chemicals for bleaching hair are used shall have hard and washable surfaces. Floors shall be kept clean and in good repair. If carpeting or similar material is used for floor covering, it shall be of a light color with a single loop pile of not more than one-fourth ($\frac{1}{4}$) inch in height. Such floor covering shall be kept clean by vacuuming at least daily and shampooing at least once annually and more frequently if the covering is not clean.

e. Lighting and ventilation.

1. Lighting shall be sufficient to provide adequate illumination in the work area.

2. Windows shall be effectively screened against insects, rodents, and other vermin.

3. The shop shall be adequately ventilated so as to remove chemical vapor emissions, excess heat and odors. Ventilation shall comply with state and local building codes and ordinances.

4. Nail salons using nail polishes, enamels, basecoats, hardeners, and chemical solvents are deemed to create indoor vapor emissions and shall not pollute nor negatively affect the indoor air quality of adjacent premises.

5. Salons providing nail technician services shall be equipped with ventilation systems in compliance with the requirements of the Connecticut Building Code.

f. Cabinets. Cabinets shall be provided for storage of clean linen and towels. They shall have tight-fitting doors that shall be kept closed to protect the linen and towels from dust and dirt.

g. Receptacle for used towels: A covered receptacle which can be readily emptied and cleansed shall be provided exclusively for soiled towels or linen.

h. Refuse. Covered containers for hair droppings, paper and other waste material shall be provided and maintained so that they are not offensive.

i. Toilet facilities.

1. Adequate toilet facilities and washbasins must be provided for patrons and employees. Where both male and females are employed, toilet facilities shall be provided for separate use of each sex. Such facilities and washbasins shall be kept clean and in working order.
2. Handwashing facilities shall be provided with hot and cold running water, a sanitary soap dispenser and service towels for patrons and attendants.
3. The use of common soap for more than one (1) person is prohibited.

j. Working areas.

1. Working areas shall be thirty-six (36) square feet at a minimum for each operator employed in the shop. Work areas shall not include any space devoted to waiting room and other purposes.
2. Three-foot wide passageways shall be maintained throughout the shop.
3. No dryers shall be placed in any waiting room or in any passageway.

k. Barbershop or hairdressing and/or cosmetology shop in residence.

1. A barbershop or salon located in a residence must be confined to a separate room, separated with ceiling-high partitions and provided with a door to be closed at all times.
2. The area within a home operated as a barbershop or hairdressing and/or cosmetology shop must be equipped with the facilities and instruments required in all such establishments.

Sec. 17-71. Maintenance and operation.

a. General cleanliness.

1. The licensed owner of every barbershop or salon shall keep it in a clean and sanitary condition at all times.
2. No hair droppings shall be allowed to accumulate on floors. Hair droppings shall be removed frequently and as soon as possible in such a manner as not to cause objectionable conditions.

b. Walls, ceilings and fixtures.

1. Ceilings shall be kept in good repair, and cracks in walls, especially around baseboards, shall be filled in so as to prevent the harboring and breeding of insects.

2. Cabinets, shelves, furniture, shampoo bowls and fixtures shall be kept clean and free of dust, dirt and hair droppings. Arms, seats and rests of chairs shall be wiped of hair droppings after serving each customer.

c. Sanitary services.

1. A towel shall not be used for more than one (1) person without being properly laundered before each use.

2. The headrest of the chair shall be covered by a properly laundered towel or paper for each customer before the customer is permitted to recline in such chair.

3. A sanitary paper strip shall be placed completely around the neck of each customer before any apron or hair cloth or any other protective device is fastened around the neck.

4. Clean towels shall be delivered in bags and kept in a clean, closed cabinet or closet.

d. Sanitation of equipment and implements.

1. Hair brushes, combs and all other implements used on a customer shall be kept clean and sanitary at all times and shall undergo thorough cleansing and disinfection after serving each customer.

2. Sanitary covered containers shall be provided and maintained, which shall contain a disinfectant for the mandatory storage of the aforesaid implements when not in use.

3. After handling a customer affected with an eruption or whose skin is broken out or is inflamed or contains pus, the instruments shall be effectively cleaned, washed with soap or a detergent and water, then rinsed with water having a temperature of at least one hundred seventy degrees Fahrenheit (170° F.) or allowed to remain for five (5) minutes in alcohol [seventy to eighty percent (70%-80%)] or some other equally efficient disinfectant.

4. Shaker-top containers must be provided for dispensing lotions and powders.

5. Single-service towels, papers and other material shall be disposed of in the proper receptacle immediately after use and shall not be used again.

e. Shaving brushes, mugs and finger bowls. The use of shaving brushes and shaving mugs is prohibited. The use of finger bowls for manicuring purposes is prohibited unless a separate sanitary inner paper liner or cup is used for each customer and discarded immediately after use.

f. Alum and other astringents. Alum or other material used to stop the flow of blood shall be applied in powdered or liquid form only.

g. Neck dusters, powder puffs and sponges. The use of brush neck dusters and powder puffs is prohibited.

h. Foods and beverages. Foods and beverages are not to be prepared, stored or sold in the licensed premises, except coffee and tea prepared and kept for the convenience of employees and patrons, but no charge therefore is to be made to patrons who are served therewith. Foods and nonalcoholic beverages may, however, be brought into the licensed premises for immediate consumption and also may be dispensed by means of automatic vending machines on the premises, provided that such

machines comply with all federal, state and local laws and the rules and regulations promulgated by any board, bureau or subdivision having jurisdiction thereof, and provided that such vending machines are maintained and operated in accordance with such laws, rules and regulations.

i. Animals or pets: No animals or pets shall be kept in any barbershop or salon.

Sec. 17-72. Cleanliness of operators.

a. The hands of the operator shall be thoroughly washed with soap and warm water before serving each customer and immediately after using the toilet.

b. Attire. Operators shall wear, while attending any patron in a barbershop or salon, clean, washable garments having at least one-quarter-length sleeves.

Sec. 17-73. Smoking prohibited.

Smoking (including e-cigarettes) shall be prohibited in all barbershops and salons.

Sec. 17-74. First Aid Kit required

All barbershops and salons must keep on premises a first aid kit which must be replenished as necessary. The first aid kit must be easily accessible to salon employees and technicians at all times.

Sec. 17-75. Recommended disinfectants.

All barbershops and salons must use wet sanitizers with hospital grade or U.S. Environmental Protection Agency (EPA) approved disinfectant. A wet sanitizer is any receptacle with a proper cover large enough to completely immerse items to be sanitized which contains an approved disinfectant. A hospital grade or EPA approved disinfectant shall be defined as:

- a. For all combs, brushes, tools, metal implements, instruments with a cutting edge and implements which have not come into contact with blood or body fluids; a disinfectant which indicates on its label that it has been registered with the EPA as a hospital grade bactericide, viricide and fungicide.
- b. For all combs, brushes, tools, metal implements, implements with a cutting edge and implements which have come into contact with blood or body fluids; a disinfectant which indicates on its label that it has been registered with the EPA as a hospital grade tuberculocidal.

Sec. 17-76. Display of registration certificate. Each licensed or registered barber, hairdresser and/or cosmetician in the State of Connecticut must display a current license or registration certificate

in a conspicuous place adjacent to or near each barber's, hairdresser's or cosmetician's work station so that it may be seen by the public.

Sec. 17-77. Mandatory procedures for maintaining a nail salon

Purpose: The City of Hartford has determined that standardization of the practice of professional nail enhancement is necessary in order to protect the health of nail technicians, clients, and visitors of nail salons from the risk of injury or infection due to unsanitary conditions and exposure to hazardous chemicals. In addition to sections 17-55 through 17-76 of this Chapter, the following sections are promulgated to set forth the implementation of Hartford's Nail Salon Regulation:

Sec. 17-78. United States Department of Labor OSHA requirements - Safety Data Sheets (SDSs); Material Safety Data Sheets (MSDS); and Chemical Storage

The following categories of chemical products, if present in the salon, must be stored in secure, closable containers properly labeled with the product/chemical name (this includes smaller dispensing bottles as well as original packaging) and must have a Safety Data Sheet (SDS, formerly Material Safety Data Sheet or MSDS) available and on file in the salon:

1. SDSs must be available and accessible to salon employees at all times. The Hartford Department of Health and Human Services recommends a salon maintain all SDSs in a binder or file folder in a central location that is easily accessible to employees.

2. An SDS for a chemical product is available from the distributor and/or manufacturer of the product and should be obtained at the time of purchase. An SDS may also be available on the product manufacturer's website.

3. All flammable chemicals shall be kept away from heat and shall be stored in a flammable storage cabinet in compliance with applicable law and approved fire reference standards when not in use. Applicants must secure all necessary permits from the Hartford Fire Department as soon as possible. Whenever possible, small-mouthed dispensers or pump dispensers shall be used.

4. All chemical storage containers (including smaller dispenser bottles as well as original packaging) must be kept closed when not in use.

Sec. 17-79. Eye Wash Station

The nail salon eye wash can be either a station connected to the building plumbing and capable of continual operation; a stand-alone system specifically designed and marketed for use as an eye wash station; or a clearly marked station containing two or more personal eye wash bottles. Stand-alone eye wash stations are typically a plastic wall-mounted unit that holds several gallons of sterile water or saline solution while a personal eye wash bottle

station may have a plastic or metal shelf that mounts to the wall to hold two or more sealed bottles of sterile saline or water. A hand-washing sink is not an acceptable eyewash station.

2. Manufacturer guidelines for installation and maintenance of any stand-alone systems or bottles must be followed to prevent contaminants from getting into the wash water. Eye wash bottle nozzles must remain clean and clear and the water must be replaced regularly. Adhering to the manufacturer recommended water or saline replacement schedule as well as expiration dates is required. Should the liquid in the eye wash device ever become cloudy or odorous, it must be discarded and replaced immediately regardless of the manufacturer recommendation.
3. The eyewash station cannot be located in the salon bathroom. The eye wash station must be easily accessible to staff and customers within the main work area, within 10 feet of the work area or reachable within 10 seconds.

Sec. 17-80. Single-use Tools

Single-use tools are any salon tools made of foam, wood, or other porous materials that cannot be effectively cleaned and disinfected between clients and/or are degraded by use on a client. These must be discarded into a covered, labeled waste container at the work station immediately after use on a single client. Examples of common single-use tools include, but are not limited to, toe separators, flip-flops, non-metal cuticle pushers, cotton swabs/balls, non-metal nail files, pumice stones, gloves, and waxing sticks/spatulas.

Sec. 17-81. Multi-use Tools

Multi-use tools must be disinfected between uses by immersion/soaking/rinsing the tool(s) in an EPA-registered, hospital grade disinfectant following the manufacturer's directions for use in disinfecting objects. This should be followed by a thorough rinse with clean, cold tap water. The tool(s) can then be dried with disposable paper towels.

Sec. 17-82. Public Health Notice

- a. Every nail salon shall display a public health notice in a manner and location conspicuous to employees, clients, or visitors of the salon upon entry.
- b. The public health notice must be permanently affixed and shall be:
 - a. made of durable material;
 - b. at least 8.5 inches by 11 inches in size;
 - c. printed in 12 point or larger type
 - d. in strongly contrasted text on a bright background (for example, black text on a white or yellow background, white text on a dark blue or red background, etc.) to allow for ease of reading; and
 - e. an exact replica of the language included on the Hartford Department of Health and Human Services public health notice template.

c. An approved public health notice may be obtained from the Department of Health and Human Services 131 Coventry St, Hartford, CT 06112.

This ordinance shall take effect upon adoption by the Court of Common Council.

INTRODUCED BY:
Council President Thomas J. Clarke II

COURT OF COMMON COUNCIL
City of Hartford, March 27, 2017

WHEREAS, The Governor's proposed bill no. 7050 seeks to create a municipal finance and accountability board that is a complete circumvention of representative government; and

WHEREAS, The court of common council in an effort to exercise due diligence and to disseminate accurate information to our residents and stakeholders, hereby asks the Mayor and his administration to facilitate the Council body with clarification to HB 7050, which as it's presented, could be perceived as reckless and undemocratic; and

WHEREAS, This request for transparency and clarity is being made strongly on behalf of the residents of our fine city who strongly believes all options to avoid solvency for the capital city has not been exhausted, furthering the lack of trust by those who elected us; and

WHEREAS, As elected officials it is our undying duty to convey the true meaning of HB 7050 and provide proper interpretation to all city residents and stake holders, of all cultures and creed, the significant effect this bill would have on their lives and investments in this city and beyond; and

WHEREAS, Even as the court of common council and its members attempts to interpret the true meaning and effects of HB7050, we find it the burden of the Mayors administration to provide a detailed overview as to how HB7050 would put the city on a path of financial sustainability and ultimately to what extent will services and the livelihood of residents will be compromised; now therefore be it

RESOLVED, That the Court of Common Council request the administration to provide the Council with a detailed report on how HB 7050 impacts the residents, elected officials and the operations of the City of Hartford.

RESOLUTION TO SUPPORT SB 11 AND OTHER CANNABIS LEGALIZATION BILLS

INTRODUCED BY:
MINORITY LEADER WILDALIZ BERMUDEZ

Court of Common Council
City of Hartford March 27, 2017

WHEREAS, four bills have been introduced in the General Assembly that would end marijuana prohibition for adults and replace it with a system that would tax and regulate marijuana like alcohol:

- **SB 11**: An Act Concerning the Legalization and Taxation of the Retail Sale of Marijuana, introduced by Senator Martin Looney
- **HB 5314**: An Act Concerning the Regulation and Taxation of the Retail Sale and Cultivation of Marijuana for Use by Persons Twenty-One Years of Age or Older, introduced by State Representative Melissa Ziobron
- **HB 5539**: An Act Concerning the Legalization, Taxation and Regulation of the Retail Sale and Use of Marijuana, introduced by State Representative Juan Candelaria
- **HB 6518**: An Act Concerning the Retail Sale of Marijuana, introduced by State Representative Toni Walker

WHEREAS, the War on Drugs has been an abject failure in reducing crime and addiction; and

WHEREAS, the War on Drugs has been cited as a *cause* of violent crime in our neighborhoods¹; and

WHEREAS, in New England, Massachusetts and Maine have legalized Cannabis, in total eight states across the country and as well as DC; and

WHEREAS, there is a projected State revenue of \$100 Million² dollars if legalization were to pass at a time when our state is in a financial deficit and additional economic developments are needed; and

WHEREAS, despite decriminalization of small amount of cannabis, both arrests and issuance of cannabis citations remains racially disproportionate³; now therefore be it

RESOLVED, that the Court of Common Council hereby recommend that the Hartford Delegation of elected officials Support SB 11, HB5314, HB5539, and HB6518; and, be it further

RESOLVED, the Hartford Delegation insist on measures to ensure Racial Equity in ownership and employment of new Cannabis related business; and, be it finally

RESOLVED, that Development Services for the City of Hartford produce an economic impact study on the opportunities for economic development, revenue, and employment for the City of Hartford in the event that Cannabis becomes a legal industry in CT.

¹<https://www.theatlantic.com/politics/archive/2014/03/america-has-a-black-market-problem-not-a-drug-problem/284447/>

² <http://www.courant.com/news/connecticut/hc-marijuana-public-hearing-20170306-story.html>

³<https://trendct.org/2016/09/26/where-connecticut-residents-have-been-arrested-the-most-for-marijuana-possession/>