

OFFICE OF THE CITY CLERK
HARTFORD, CONNECTICUT

PUBLIC HEARING NOTICE
HARTFORD MUNICIPAL BUILDING 550 MAIN STREET
MONDAY APRIL 17, 2017
7:00p.m.

Councilpersons; Sánchez, Thames, Winch, Bermudez and Clarke II will represent the Council at a Public Hearing to be held in the Council Chambers of the Municipal Building at 7:00 P.M., Monday April 17, 2017.

ORDINANCE AMENDING MUNICIPAL CODE CONCERNING ALL ESTABLISHMENTS THAT SELL ALCOHOLIC BEVERAGES.

Referred to the Quality of Life and Public Safety Committee.

ORDINANCE AMENDING SECTION 17-55 - 17-80 TO ESTABLISH FACILITY LICENSE, REQUIREMENTS AND PROCEDURES FOR BARBERSHOPS AND NAIL SALONS OF THE MUNICIPAL CODE.

Referred to the Health & Human Services Committee.

ORDINANCE AMENDING CHAPTER 2 SECTION 345 CONCERNING A CIVIL SERVICE PROCESS FOR FIRE CADETS, OF THE MUNICIPAL CODE.

Referred to the Quality of Life and Public Safety Committee.

Attest:

John V. Bazzano
City Clerk

For more information on committee meeting date please contact the following:

- A regular **Quality of Life and Public Safety Committee** meeting will be held on the third Tuesday of each month at 5:30 P.M. in the Council Chambers.

Kevin L. Murray 860-757-9563
Kevin.murray@hartford.gov

Kristen Squillante 860-757-9567
kristen.squillante@hartford.gov

- A regular meeting of the **Health & Human Services Committee** will take place on the First Monday of each month at 5:30 P.M, except for holidays and special dates, in the Council Chambers 2nd floor 550 Main Street, Hartford CT.

Shelly Jackson (860) 757-9569
JACKS004@hartford.gov

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.

REPLACEMENT

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:

Late 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 (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

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 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.
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 the 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.

Sec. 17-79. Eye Wash Station

1. 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 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.

HEADING
AND
PURPOSEAN ORDINANCE AMENDING CHAPTER 2, SECTION 345 OF THE HARTFORD
MUNICIPAL CODECOURT OF COMMON COUNCIL,
CITY OF HARTFORDApril 10, 2017

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

That Chapter 2, Section 345, of the Municipal Code of the City of Hartford be amended as follows:

- (A) There is hereby established a Civil Service Process for Fire Cadets to become eligible for the position of Firefighter. A Fire Cadet Training Academy Program and Curriculum is hereby authorized in the Fire Department for City residents age sixteen (16) years through age twenty-four (24) for purposes of preparing the Cadet for the position of Firefighter in the Hartford Fire Department.
- (B) Fire Cadets must successfully complete the Fire Cadet Training Academy Program and Curriculum offered by the Hartford Fire Department Training Academy as established and approved by the Human Resources Director and Fire Chief.
- (C) Fire Cadets who reach the age of eighteen (18), possess a minimum of six (6) months of continuous Fire Cadet Program experience and have successfully completed the Fire Cadet Academy Program Curriculum will be qualified to participate in the civil services examination process outlined below for the position of Firefighter:
 - (1) A copy of the certification of completion from the Fire Cadet Training Academy Program and Curriculum must be provided to the Human Resources Department for each Fire Cadet who successfully completes the program.
 - (2) Fire Cadets must also successfully complete the following components of the Firefighter Civil Service Examination Process:
 - (i) [The Oral Examination
 - (ii)] Physical Agility
 - [(iii)] (ii) Background Check
 - [(iv)] (iii) Medical Examination
 - (iv) Fire Chief's Interview
- (D) Fire Cadets who successfully complete all the of the above testing components will be eligible to be placed on a Register of Eligibles for the position of Firefighter.
- (E) When there is a vacancy and funding is available to hire firefighters, the Fire Cadet(s) on the Firefighter Promotional Eligible List shall be considered prior to the Firefighter Open Competitive List. The Fire Chief may appoint any of the Cadets involved in the interview process. Such list will expire in accordance with Section 2-376(3) of the City's Human Resources Ordinance.

This ordinance shall take effect upon adoption.