

## Appendix A

### *Businesses*

<b>Business</b>	<b>Location</b>
<b>Banks:</b>	
Fleet	70 Farmington Ave.
Eagle Federal	108 Farmington Ave.
Mechanics Savings	202 Farmington Ave.
Family Credit Union	962 Farmington Ave.
<b>Barber Shops:</b>	
Queen Barber	211 Farmington Ave.
<b>Funeral Homes:</b>	
Ahearn's	180 Farmington Ave.
<b>Grocery Stores:</b>	
Carlos'	198 Farmington Ave.
Express Mart	302 Farmington Ave.
Convenience Store	60 Gillett
Sigourney Market	97 Ashley St.
Brother's Grocery	180 Ashley St.
Hilltop Market	612 Asylum Ave.
Lotte Market	242 Farmington Ave.
<b>Hair Salons and Supplies:</b>	
Beanoy Hair Salon	252 Farmington Ave.
Hair Plus Beauty Supplies	264 Farmington Ave.
Essence of Beauty	301 Farmington Ave.
Hair Design	618 Asylum Ave.
<b>Health and Medical:</b>	
Family Clinic	99 Woodland St.
Medical Center	19 Woodland St.
Medical Center	21 Woodland St.
CT Surgery Center	81 Gillett St.
St. Francis Hospital	114 Woodland St.
Health and Welfare Office	325 Laurel St.
<b>Lodging:</b>	
Hastings Hotel	151 Farmington Ave.
<b>Laundry and Cleaners:</b>	
Coin Laundry	314 Farmington Ave.
SuperWash Cleaner & Laundry	294 Farmington Ave.
Budget Cleaner & Tailor	298 Farmington Ave.
Hilltop Cleaner	241 Woodland St.
Ashley Cleaner & Tailor	112 Ashley St.
<b>Package Stores &amp; Bars:</b>	
A&P Warehouse Liquor	304 Farmington Ave.
Towne Liquor	213 Garden St.
Ashley Cafe	207 Garden St.
Piggy's	69 Hawthorne St.
Imlay Package Store	42 Hawthorne St.
Pierce	247 Sigourney St.
Arthur's	190 Farmington Ave.
<b>Pharmacies:</b>	
Pierce	247 Sigourney St.
Arthur's	190 Farmington Ave.
Kazarian	19 Woodland St.

## *Businesses*

### **Restaurants:**

Peking Garden	244 Farmington Ave.
Spiros	246 Farmington Ave.
#1 China House	260 Farmington Ave.
Domino Pizza	274 Farmington Ave.
Congress Rotisserie	276 Farmington Ave.
Taco Bell	255 Farmington Ave.
Oasis/Panchos	267 Farmington Ave.
Dunkin Donuts	271 Farmington Ave.
Capital View Deli	628 Asylum Ave.
Gourmet Coffee	626 Asylum Ave.
Kent Pizza	211 Garden St.
Hastings	151 Farmington Ave.

### **Other:**

Photo Hut	240 Farmington Ave.
Rent A Center	240 Farmington Ave.
Temporary Labor	316 Farmington Ave.
Nationwide Wig	318 Farmington Ave.
Zip Link	40 Woodland St.
Design Office	51 Gillett St.
Windsor Shade Tabaco	158 Woodland St.
Shoe Repair	620 Asylum Ave.
Color Copy	622 Asylum Ave.
Alpha Business	254 Farmington Ave.
Opul Business Systems	18 Garden St.
Plus Bargain	306 Farmington Ave
WHCN Radio Station	1039 Asylum Ave.

## Appendix B

### *Corporate Institutions*

#### *Aetna*

Aetna has a strong tradition of corporate philanthropy in Hartford, in Connecticut and across the nation. Aetna and the Aetna Foundation have invested almost \$20 million in Connecticut since 1992, based on two special priorities, children's health and minority education. In the Hartford neighborhood, and particularly Asylum Hill, Aetna has supported: The SHARP Housing Project; Greater Hartford Arts Council for general support and sponsorship of the first "Family Saturday"; Mark Twain House as a presenting sponsor, Hartford Proud and Beautiful for clean-up in Asylum Hill, Christmas in April for housing rehabs, Aetna Center for Families at Trinity College; the Saturday Academy; the Aetna Foundation Children's Center at St. Francis/Mt. Sinai Hospital and Medical Center to improve services for children who are physically and/or sexually abused and, the National Conference of the Connecticut Commission on Human Rights and Opportunities, and WRSB-TV 3 presented "A Conversation on Race, Ethnicity and Culture" as part of a daylong celebration of Dr. Martin Luther King Jr.'s birthday.

Even more importantly, our employees volunteer. Almost every committee and Board in Asylum Hill and in Hartford has an Aetna employee involved. Also, the Aetna Foundation's employee giving programs were revised in 1997 so employees can request matching gifts to most 501©(3) non-profits.

#### *The Hartford*

Three years ago, the Claim Department adopted West Middle School's entire first grade class. Employees conduct bi-annual field trips with the students and arrange for visits to The Hartford. During their tour of The Hartford, the students get instruction on fire safety from our safety engineers. The Claim Department spearheaded a major fundraising effort to build a playscape on the grounds of West Middle school that was completed in August of 1997 prior to the start of the new school year! The Hartford Foundation was part of this effort, donating \$30,000 from their matching funds.

Employees from the Information Technology Department participate in a Reading Buddy Program that targets 3rd grade students. Employees visit the school at least once a month during the lunch period to read to their "buddy". The corporate Banking and Real Estate Departments adopted a third grade class at West Middle School. This year they raised funds to purchase school supplies and have established a lending library with 50 Reading Rainbow videos and books. Corporately, The Hartford has been involved with the West Middle School Committee's tutoring program for 15 years.

Additionally, The Hartford is a major contributor to the Strategic Housing and Redevelopment Project (SHARP). The project replaced 274 foreclosed apartments in Asylum Hill with 180 larger, multi-bedroom units in an effort to attract working class families into the area. The Hartford also supports the Asylum Hill Organizing Project (AHOP) in their efforts to train and transition neighborhood residents from welfare into the workforce.

### ***Saint Francis Hospital and Medical Center***

Saint Francis Hospital and Medical Center has a long-standing tradition of active involvement in virtually all segments of the Greater Hartford community.

The hospital is deeply committed to the Asylum Hill neighborhood, in which its main campus is located, and to the adjoining West End neighborhood. In 1996, Saint Francis led the way with other major corporations, neighborhood agencies and associations in forming the Triangle Coalition, an inclusive task force charged with developing priorities for the two neighborhoods, and providing planning, technical support and funding to address those needs.

The Asylum Hill Family Practice Center, a joint program of Saint Francis and the UCONN School of Medicine, provides comprehensive, primary care services to patients of all ages. Many of the center's patients are low-income residents of the Asylum Hill neighborhood, who otherwise would not have access to regular medical care.

### ***MassMutual***

MassMutual has played a significant role in Hartford following its merger with Connecticut Mutual in 1996. The company has focused its efforts on five primary areas: health, human services, education, economic development, arts and culture. The following represent examples from these areas.

- MassMutual worked with St. Francis Hospital and Hill Housing to help facilitate the development of the Community Child Care Center on the site of the former Kinder Care on Garden St.
- The company was also the driving force and major sponsor behind two major art exhibits: a celebration of Norman Rockwell's work and later, a major touring exhibit - *Caribbean Visions* - was showcased at the Wadsworth Atheneum.
- MassMutual also played a key role in the Charter Oak - Rice Heights Health Center's development of a family centered model of medical care. This program focused on creating a program that can be used in the neighborhood to help residents gain a better understanding of the underlying causes and condition that contribute to illnesses and injuries. It also stressed family involvement at all levels of treatment to help ensure that minor medical problems do not escalate into something more serious.
- The Hartford school system's first annual "Read Aloud" day was sponsored by MassMutual. The company provided volunteers and celebrities to read to Hartford children to increase awareness about reading while showing that it can also be fun. The company's involvement with the schools was also demonstrated by the partnerships it formed with Quirk Middle School, West Middle School, and Hartford Public High School.
- MassMutual was involved with the Mark Twain Days celebration by funding many of the programs and presentations, especially those presented at Nook Farm. The company is also a supporter of the Mark Twain House on Farmington Avenue.

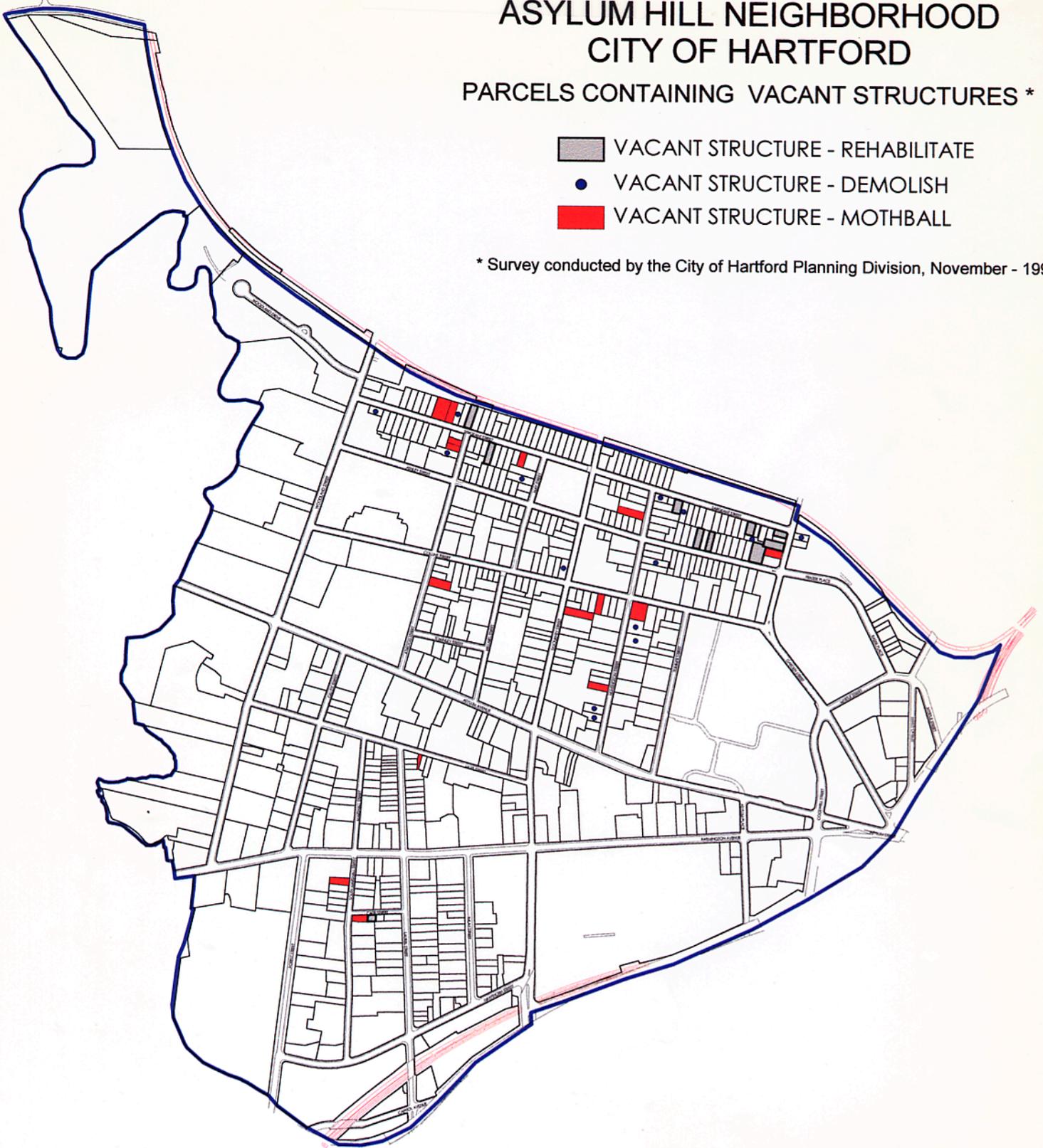
- In an effort to ensure the safety of Hartford’s firefighters, MassMutual donated a specially designed helmet with a “smoke visor”. The visor, which is fitted with a unique infrared lens, allows firefighters to see through the smoke to ensure that every possible effort is made to evacuate occupants of burning buildings.
- MassMutual was also very active in supporting efforts geared toward revitalizing Hartford, through its support (and, in some cases, board membership) on the Downtown Council, the Arts Council, Riverfront Recapture, the Coordinating Council on Foundations, the Greater Hartford Chamber of Commerce, Fidelco, the Connecticut Capitol Region Growth Council, and the Urban League of Greater Hartford, to name a few.
- MassMutual’s commitment to the youth of Hartford was evidenced by its involvement with Mayor Mike’s basketball program, the Boys and Girls Club, the Boy Scouts, the Girl Scouts, Junior Achievement, and the Hartford Alliance for Math and Science. In addition, the company offered a variety of scholarships for Hartford students attending Connecticut colleges and universities.
- Finally, MassMutual was extremely supportive of First Night, the Race for the Cure, the New England Blizzard, and the Connecticut Pride.

# ASYLUM HILL NEIGHBORHOOD CITY OF HARTFORD

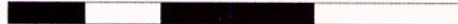
## PARCELS CONTAINING VACANT STRUCTURES \*

-  VACANT STRUCTURE - REHABILITATE
-  VACANT STRUCTURE - DEMOLISH
-  VACANT STRUCTURE - MOTHBALL

\* Survey conducted by the City of Hartford Planning Division, November - 1997



800 0 800 1600 Feet



PREPARED BY THE CITY OF HARTFORD PLANNING DIVISION, JANUARY - 1998

Appendix D

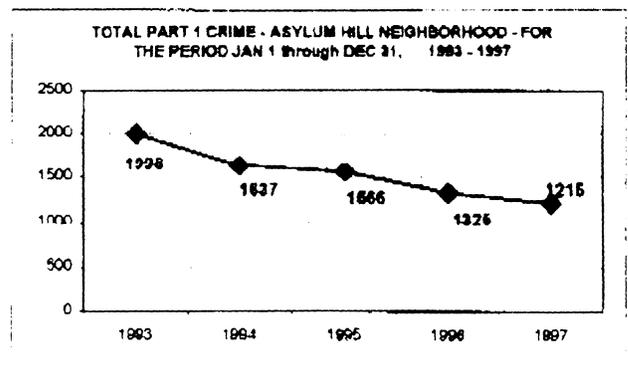
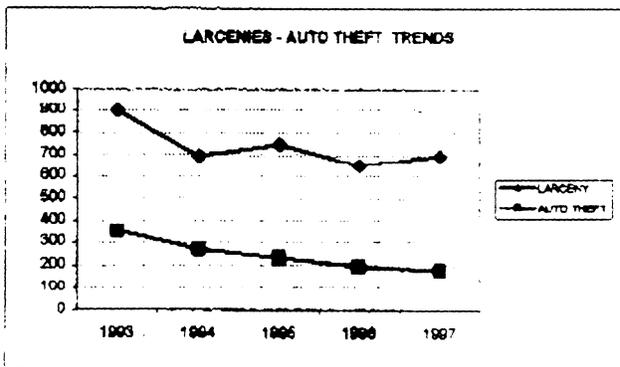
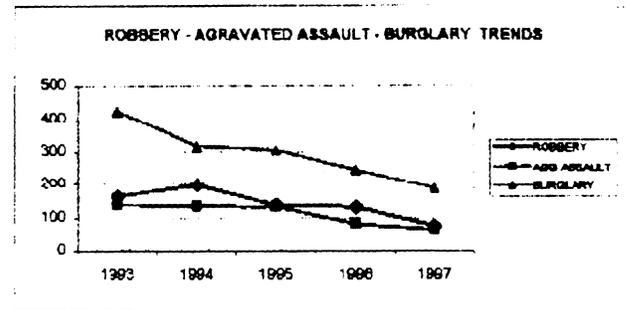
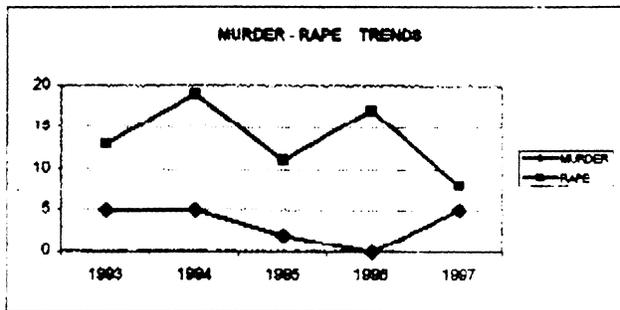
CITY OF HARTFORD POLICE DEPARTMENT - JOSEPH F. CROUGHWELL, CHIEF OF POLICE  
**PART 1 CRIME STATISTICS - ASYLUM HILL NEIGHBORHOOD**

JANUARY 1 THROUGH DECEMBER 31, 1993 - 1997

PUBLISHED BY THE OPERATIONS ANALYSIS AND PLANNING UNIT

	PART 1 CRIMES				
	1993	1994	1995	1996	1997
MURDER	5	5	2	0	5
RAPE	13	19	11	17	8
ROBBERY	165	199	138	133	79
AGG ASSAULT	138	135	133	84	65
BURGLARY	423	316	304	247	188
LARCENY	900	683	745	649	692
AUTO THEFT	354	270	233	185	178
<b>TOTALS</b>	<b>1998</b>	<b>1637</b>	<b>1566</b>	<b>1325</b>	<b>1215</b>
<b>SIMPLE ASSAULTS</b>	<b>381</b>	<b>332</b>	<b>326</b>	<b>347</b>	<b>286</b>

	% CHANGE FROM			
	1993	1994	1995	1996
	0.00%	0.00%	150.00%	500.00%
	-38.46%	-57.89%	-27.27%	-52.94%
	-52.12%	-60.30%	-42.75%	-40.60%
	-52.90%	-51.85%	-51.13%	-22.62%
	-55.56%	-40.51%	-38.16%	-23.89%
	-23.11%	-0.14%	-7.11%	6.63%
	-49.72%	-34.07%	-23.61%	-8.72%
	-39.19%	-25.78%	-22.41%	-8.30%
	-18.52%	-13.86%	-12.27%	-17.68%



**AVERAGE RESPONSE TIMES IN MINUTES**

ASYLUM HILL	1996	1997
PRIORITY "A"	6.91	6.42
PRIORITY "B"	26.53	20.02
PRIORITY "C"	40.90	32.15

CITY WIDE	1996	1997
PRIORITY "A"	7.01	6.22
PRIORITY "B"	26.51	19.51
PRIORITY "C"	40.56	32.41

**RESPONSE TIME GOALS (PERCENTAGE)**

ASYLUM HILL	1996	1997
PRIORITY "A" GOAL 70%	64.22%	69.57%
PRIORITY "B" GOAL 80%	49.72%	56.53%
PRIORITY "C" GOAL 90%	78.71%	85.80%

CITY WIDE	1996	1997
PRIORITY "A" GOAL 70%	60.85%	69.65%
PRIORITY "B" GOAL 80%	51.38%	58.41%
PRIORITY "C" GOAL 90%	84.02%	85.24%

PRIORITY "A" GOAL 5 MINUTES OR LESS  
 PRIORITY "B" GOAL 15 MINUTES OR LESS  
 PRIORITY "C" GOAL 30 MINUTES OR LESS

**PART 2 CRIME STATISTICS and ARREST DATA  
ASYLUM HILL NEIGHBORHOOD**

	<b>PART 2 CRIMES</b>					<b>PERCENTAGE CHANGE FROM</b>			
	<b>1993</b>	<b>1994</b>	<b>1995</b>	<b>1996</b>	<b>1997</b>	<b>1993</b>	<b>1994</b>	<b>1995</b>	<b>1996</b>
<b>NARCO</b>	84	113	183	165	190	102.1%	68.1%	-1.6%	15.2%
<b>VICE</b>	50	84	84	48	104	108.0%	62.5%	23.8%	126.1%
<b>WEAPONS</b>	27	30	27	14	28	3.7%	-6.7%	3.7%	100.0%
<b>ORDER MAINT.</b>	1020	1003	875	1128	1279	24.8%	27.5%	46.2%	13.4%
<b>ARSON</b>	4	6	4	1	8	100.0%	33.3%	100.0%	700.0%
<b>OTHER</b>	2666	2764	2690	3616	3533	32.5%	27.8%	31.3%	-2.3%
<b>TOTALS</b>	<b>3866</b>	<b>3980</b>	<b>3873</b>	<b>4970</b>	<b>5142</b>	<b>33.0%</b>	<b>29.2%</b>	<b>32.8%</b>	<b>3.5%</b>

**ARRESTS FOR SPECIFIC OFFENSES**

	<b>1995</b>	<b>1997</b>
MURDER	4	4
RAPE	11	9
ROBBERY	33	17
AGG ASSAULT	52	70
BURGLARY	35	38
LARCENY	106	92
AUTO THEFT	17	16
SIMPLE ASSAULT	347	288
THREATENING ***	142	192
ARSON	0	2
FRAUD	18	24
STOLEN PROP	8	3
VANDALISM	21	20
WEAPONS	17	21
VICE	75	125
DRUGS - OPIATES	160	190
MARIJUANA	79	83
OTHER NARCO	14	15
GAMBLING	0	7
OFF. VS. FAMILY	29	19
DWI	7	11
LIQUOR	2	5
D.C.	240	274
OTHER OFF.	234	261
<b>TOTAL</b>	<b>1666</b>	<b>1785</b>

\*\*\* INCLUDES RECKLESS ENDANGERMENT  
& INTERFERING WITH POLICE OFFICER

Directed Patrols

**Appendix E**

*Housing*

**SHARP 20 / REHABILITATION**

8 Ashley, 18 Ashley, 44 Ashley, 50 Ashley Street  
21 Sargeant, 83-85 Sargeant, 227-229 Sargeant, 246-248 Sargeant Street  
Owner: Hill Housing, Inc.

These properties are part of the SHARP 20 Program. They will be owner-occupied and returned to their original 1 to 2 family configuration. While the insides will be rehabbed to modern standards the facades will retain their historic integrity. The project which involves sweat equity will be completed by 12/98. Off-street parking has been provided for each unit.

\*\*\*\*\*

**REHABILITATION**

24-26 Atwood Street

Immediate Action: Mothball

This building has been vacant and abandoned by its owner for many years. A bed and breakfast / Ronald Mac Donald style house is proposed for this location. It has close proximity to St. Francis Hospital and would accommodate families with friends and relatives who are hospitalized at St. Francis Hospital.

\*\*\*\*\*

**REHABILITATION**

91-93 Atwood, 95-97 Atwood Street  
11 Case Street  
217-219 Garden (apartment building), 221 Graden Street (apartment building)  
23 Huntington, 121 Huntington  
27-29 Sargeant, 69 Sargeant, 83-85 Sargeant, 199-201 Sargeant,  
262-264 Sargeant, 266-268 Sargeant Street  
200 Sigourney  
240 South Marshall, 277-279 South Marshall Street

Vacant  
Immediate Action: Mothball

Except where noted these buildings are one to four family dwellings. They are all vacant. The objective is to save them for their architectural value. They can be rehabbed as a rollover from the SHARP 20 Program or by individuals. It is important to keep the density to a minimum, and as most of the buildings located in the Sigourney Square area have been rezoned to R-2 this should be no problem. Off-street parking is available for each unit.

\*\*\*\*\*

**EXISTING VACANT LOTS**

179-183 Ashley and 62-64 Atwood Street (parking for St. Francis, rezoning application submitted). The AHRZ supports St. Francis' effort to clean up this vacant lot. We would hope that in the far future this could become a park adjunct to Sigourney Square park and to the Hospital.

21 Ashley Street  
Immediate Action: Mow monthly  
Future Proposal: 1 to 2 family house

184 Ashley Street  
Immediate Action: Mow monthly, replace sidewalk  
Future Proposal: 1 family house

\*\*\*\*\*

VACANT LOTS



49 Sargeant Street



271-73 Laurel Street



184 Ashley Street

21 Ashley Street



Ashley Street at Huntington Street



RESTORATION

181 Collins Street  
Seym House, Architect: George Keller 1880

Immediate Action: Mothball



This building is presently vacant and represents one of the original estates in Asylum Hill and careful restoration is recommended. There is some structural damage due to settling of the foundation. Preliminary estimates are \$125,000 to remedy just the structural problem. The AHRZ with the help of the Antiquarina Landmark Society is looking for an individual or corporation who is willing to take on this project. The AHRZ considers this a top priority.

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**PHASE I DEMOLITION**

230-232 Garden Street • c 1890 National Register  
2 family house with 10 units • Owner: Leo A. Girard



This building is located across from the Veeder Root project with no other buildings around it. It is in very poor disrepair and may have structural problems. The AHRZ is recommending demolition or moving the building to a site on Sargeant Street. Because of the immense work this building would require the costs would determine that decision. The AHRZ is considering locating neighborhood basketball courts in this location.

\*\*\*\*\*

3-7, 9-11 Huntington Street • 1924 National Register  
36 unit apartment building • Owner: Robert A. Hansman



This building is determined to be beyond responsible rehabilitation because of its disrepair. The AHRZ is recommending demolition for a pocket park and the Asylum Hill Congregational Church will be formally asked to maintain it as such. The City will take on responsibility for liability.

\*\*\*\*\*

52 Huntington Street • circa 1960  
Owner: 52 condo owners who have abandoned property



This building has failed as condos and the individual owners have abandoned the property for parts unknown. Potentially this is a nightmare for due diligence. The building is a blight and has no architectural value to the neighborhood. The AHRZ recommends demolition for parking for 181 Collins Street.

\*\*\*\*\*

**PHASE II DEMOLITION**

50 Huntington Street • circa 1960  
Apartment Building: 15 units



This blighted apartment building adds no character to the neighborhood. This end of Huntington Street is over run by apartment buildings with no ownership presence. Condos on this street have repeatedly failed. The AHRZ is recommending demolition and parking be provided for another building on this street or for a back yard extension for 181 Collins Street. A neighborhood group or Dick Whitehouse would be approached to maintain the vacant lot.

\*\*\*\*\*

100 Huntington Street • circa 1960  
Owner: various condo owners



This is a blighted modern apartment building turned condo. It has failed as a condo. It is oversized for the lot and the block and abuts Victorian homes on either side. The AHRZ recommends this building be razed, grassed over with one of the nearby landlords maintaining the lot and ultimately a one or two family house be built. Dick Whitehouse would be asked to maintain the lot.

\*\*\*\*\*

126 Huntington Street • 1928 National Register  
12 Units



This building which is a corner lot is oversized for the property and for the buildings that surround it. It offers no off-street parking and no recreational space. The AHRZ considers this an important location and we recommend it be razed for a future 1 to 2 family house to better fit the space.

\*\*\*\*\*

21 Sargeant Street • 1894 National Register  
2 Units • Owner: Hill Housing, Inc.

This building has been gutted by fire and occupies a backyard space. It is too damaged for rehabilitation and its location adds density to the neighborhood. The lot will be used for parking for 27-29 Sargeant Street.

\*\*\*\*\*

77-79 Sargeant Street • 1922 National Register  
Apartment Building: 12 Units



This building is oversized for the lot and for the buildings surrounding it with no off-street parking and no recreational space. The AHRZ recommends demolition. Future plans include new construction of a 1-2 family house.

87-89 Atwood Street • 1911 National Register  
Rooming House: 28 units



This building is oversized for the lot and was a replacement for a Victorian house that was destroyed by fire. It offers no off-street parking. It is in an area of Victorian homes and is oversized for the block. The AHRZ recommends this building be razed and a one or two family house be built in its place. St. Francis would be approached to maintain the vacant lot.

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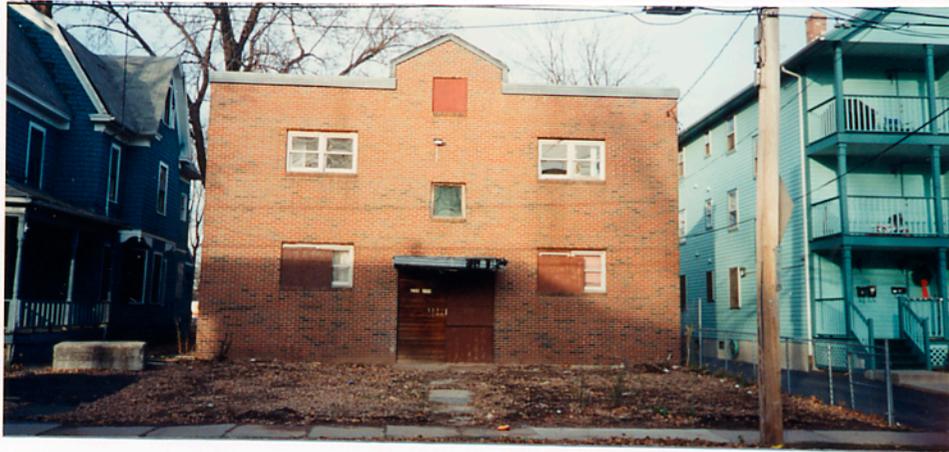
215-221 Sigourney Street • 1928 National Register  
Apartment Building / 15 units



This apartment building which is an important corner building is oversized for the lot and the block. It offers no off-street parking or recreational space. The AHRZ recommends the building be razed and new construction in its place. As this is such an important corner the committee is recommending a Victorian “showcase house” be built which would be a model home to be replicated on other lots throughout the city. This location would be given top priority for new construction.

\*\*\*\*\*

256-258 Sargeant Street • 1898 / reconfigured circa 1960  
Rooming House 10 units



Apparently, a fire consumed the third floor of this Victorian house in the 1960s and the owner removed what was left of the third floor and attic creating a flat roof. The facade was brick faced and the interior was divided up into one room apartments. The building is easier and cheaper to raze than to rehabilitate. The vacant lot would be maintained by a local organization and eventually it would be replaced by a two family home similar to the other buildings on that block.

\*\*\*\*\*

200 Sigourney Street • 1928 National Register  
Apartment Building 24 units



The building fits into the character of this block of Sigourney street which is lined with other apartment buildings. The front half of this building is historic and adds character to the neighborhood. The back half of the building, however, was a circa 1970 add-on. The AHRZ recommends the back half of the building be demolished in order to create off-street parking and recreation space and allow this building to succeed.

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## RECENT CONSTRUCTION

229 Sigourney Street & 231 Sigourney Street



This property is example of Hill Housing replacement construction. In 1980 a 40 unit apartment building circa 1960 stood in this space. It was torn down to be replaced with two 4 family homes. Off-street parking was made available, as well as recreational backyard space and the density in the neighborhood was lowered (the prime objective of this project). The materials and proportions genuinely reproduce the Victorian integrity of the Sigourney Square neighborhood and is an excellent example of replacement housing.

\*\*\*\*\*

250-252 Sargeant Street



This replacement housing was completed by an individual church group. This building replaced a fire damaged 2 family historic house which was razed in 1983. Its proportions and materials suitably tie into the neighborhood. It is a three family owner occupied coop.

## Appendix F

# ASYLUM HILL REVITALIZATION ASSOCIATION BY-LAWS

### Article I - Names and Officers

**Section 1. Name** The name of this organization shall be Asylum Hill Revitalization Association, abbreviated as AHRA. For the purposes of these By-Laws, the Board is also known as the Strategic Planning Committee formed on November 2, 1996.

**Section 2. Office** The principal office of AHRA, if and when required, shall be located in the Asylum Hill neighborhood of Hartford, Connecticut. If necessary, and for the purpose of convenience, AHRA may establish a corresponding address which is different from the principal office address.

### Article II - Purposes

**Section 1. Mission and Objectives** The mission of AHRA is to improve and preserve the Asylum Hill neighborhood of Hartford through the cooperative efforts of residents and other stakeholders, including business, property owners, religious institutions, cultural services, and non-profit organizations. Further, the objective of AHRA is to address the need for decent/affordable housing, to demolish unsafe buildings, to preserve buildings of historical and/or architectural significance, to encourage people to clean up their streets and beautify the neighborhood, to improve public safety on the Hill, to improve the schools (both academically and the physical plant), to develop and improve recreation sites and activities for the residents of Asylum Hill (both for children and adults), to encourage the use of the many cultural institutions on the Hill, and to involve the many senior residents of the Hill in this process.

**Section 2. Implementation** AHRA shall plan and implement neighborhood revitalization activities in accordance with the establishment of a “neighborhood revitalization zone” as specified in Public Act 95-340 of the Connecticut State Legislature, endorsed by the City of Hartford’s Court of Common Council.

**Section 3. Disclaimer** It is not the objective of AHRA to be affiliated with any group, organization, or political party.

## **Article III - Membership**

**Section 1. Neighborhood Definition** The Asylum Hill neighborhood is defined (westerly) by the north branch of Park River (just west of Woodland and Forest Streets), (northerly) by railroad tracks south of Homestead Avenue, (easterly) by railroad tracks and I-84, and (southerly) by railroad tracks and I-84 consistent with City's established boundaries.

**Section 2. Regular Meetings** Regular meetings shall be held in alternate months (six times annually) on the first Monday of the month, in January, March, May, July, September, November. Notice of regular meetings shall be sent approximately one week prior to meeting dates to a mailing list of members and attendees.

**Section 3. Special Meetings** In the event that emergency decisions regarding the Asylum Hill Revitalization Association process need to be made, the Chair may call a special meeting of the Board of AHRA. A quorum of the Board must be present. Decisions may be made by the consensus of the Board members present at this emergency meeting. The decision will then be presented at the next AHRA meeting for discussion and ratification. This process would only be used if necessary.

**Section 4. Eligibility** Those eligible for membership in AHRA must be residents of Asylum Hill, owners of property in Asylum Hill, and individuals representing business, religious, cultural, or non-profit organizations located in Asylum Hill, or having a significant involvement in the Asylum Hill neighborhood. Membership shall be determined by (minimum) attendance at three meetings out of six AHRA meetings per year.

**Section 5. Amendment Process** This set of by-laws may be amended by AHRA through the decision-making process (Article IV - Section 5) only after a proposed change is included on the agenda (Article III - Section 2) and discussed at a future meeting.

**Section 6. Compensation** Members of AHRA shall serve without compensation. Reimbursement for necessary and reasonable expenses incurred in the performance of AHRA's business and operations shall be made only upon prior agreement of that expense by the members of AHRA at any given meeting.

## **Article IV - Board of Directors/Planning Committee**

**Section 1. General Powers** The business, property, and affairs of the organization shall be managed by the Board of Directors. The Board of Directors shall function as a Neighborhood Revitalization Zone Strategic Planning Committee in accordance with PUBLIC ACT 95-340.

**Section 2. Election, Numbers, and Term** There will be an annual meeting of members to elect the Board of Directors. Only members of "AHRA" (as described in Article III - Section 4 - Eligibility) may be nominated and elected to the Board of Directors. The Board of Directors shall consist of no less than 14 no more than 21 Directors as shown below:

- 4 residents to include homeowners and tenants
- 1 rep from area church
- 1 rep AHOP

- 1 rep Hill Housing, Inc.
- 1 rep AHI
- 1 rep City of Hartford
- 1 non-resident property owner
- 1 senior resident
- 1 rep major corp.
- 1 small business rep
- 1 rep cultural organization
- at large members may be appointed as needed

More than half of the Directors at all times shall personally reside in the Asylum Hill Neighborhood. The term of a Director shall be three years. At the organizational meeting of the AHRA, board members will be elected to ensure there is an even rotation as follows: one-third shall be elected for two years, and one-third shall be elected for a term of three years. Therefore, one-third of the total membership of the Board of Directors shall be elected each year for a three year term. After 2 three-year terms, a Board member shall not serve on the Board for one year.

**Section 3. Officers** The Board shall elect a Chair (or co-chairs) and a secretary. The duty of the Chair is to facilitate reasonable order during the meeting and to keep discussion focused on the agenda at hand. The Chair or someone so designated will represent AHRA at functions and meetings with the City, State, and other institutions. The Chair or someone so designated will also be designated to sign contracts for AHRA with the authorization of the Board. The Chair or someone so appointed will also see that a record of membership and meeting attendance is kept to ensure compliance with Public Act No. 95-340 of the Connecticut State Legislature (see Article III Sections 2 and 4). The secretary shall keep minutes of all AHRA meetings and see that the minutes are distributed to the membership. The secretary will also keep records of the organization.

**Section 4. Alternates** An alternate shall be chosen by each member of the Board to act as a substitute in the event of an absence or by voluntary substitution. Alternate shall be representative of same constituency as Board member appointing the alternate.

**Section 5. Nominating Committee** The Chair of the Board shall appoint a Nominating Committee to consist of five (5) current members, who will recommend to the general membership a slate of candidates for election to the Board of Directors. This slate will be consistent with the description in Section 2 - Election, number and term of Directors. The Nominating Committee may include members of the then current Board of Directors, each of whom may also be nominated for the proposed slate of Board members. However, no more than three members of the Nominating Committee may be current members of the Board of Directors.

**Section 6. Decision-Making Process** In order to foster consensus building among the varied neighborhood interests represented by AHRA, decisions shall be made by a consensus of Board members present at any given regular meeting. A consensus shall be reached when no member states a formal objection to the action being considered. In the event that consensus is not reached because of formal objection by more than one Board member on that action, the Chair shall appoint a subcommittee, which shall meet separately to make recommendations on the action and present those recommendations at the next regular meeting of AHRA. If a consensus cannot be reached on the recommendation (s) presented by the subcommittee, decisions shall be made based on a two-thirds (2/3) majority vote of a quorum of the Board.

**Section 7. Vacancies of Directors** Vacancies in the Board of Directors shall be filled by election. Election shall be made by a majority of a quorum of the Board. Each person elected to fill a vacancy shall remain a Director for the unexpired portion of the term of the person being replaced.

**Section 8. Removal of Directors** The Board of Directors may remove any Director or officer by a decision of two-thirds (2/3) of the Board, for cause. Proper notice must be given.

**Section 9. Compensation** Members of the Board of Directors shall serve without compensation except that the Board of Directors may reimburse any member for necessary and reasonable expense incurred in the performance of the business of the organization.

*Amended 10/06/97*

## Appendix G

# ASYLUM HILL REVITALIZATION ASSOCIATION

## PUBLIC HEARING ON FINAL DRAFT OF STRATEGIC PLAN MINUTES FOR MONDAY, MARCH 2, 1998

6:00 PM

ASYLUM HILL CONGREGATIONAL CHURCH  
814 ASYLUM AVENUE

### I. Presentations from sub-committee Chairs:

Larry Hall, Co-chair, welcomed everyone, stated the purpose of tonight's meeting to review the Strategic Plan, and introduced the sub-committee chairs. Paper and pencils were made available so meeting attendees could write any comments regarding the plan. All comments and corrections are due March 16, 1998.

The housing report was given by Ginny Seeley. Ginny stated that the major points of interest for the housing plan are 1) the need for family housing, 2) homeownership, 3) green space, and 4) off-street parking. This section includes an assessment of vacant buildings in the neighborhood and a block by block design analysis. Special consideration was given to buildings on the national register. Decisions were based on parking and building size in relation to the lot size. Plans for vacant lots include pocket parks and new construction. It was also decided that corner lots should have buildings as opposed to vacant space.

Mary Hoyer reported on economic development. She stated the three goals as being 1) increase access to employment for the neighborhood, 2) create jobs and entrepreneurial opportunities for neighborhood residents, and 3) encourage local business development. Strategies for meeting these goals were also discussed. It was decided amongst the group that a health care component should be added to this section as well as a more emphatic statement regarding long-term job opportunities for the neighborhood. Specific marketing strategies also need to be added to the economic development goals.

Karin Peterson gave the education/cultural report. The three goals for this sub-committee are 1) foster improvement of Asylum Hill schools, 2) recognize and use the many cultural institutions in Asylum Hill, and 3) establish and improve recreation in Asylum Hill. Some strategies for meeting these goals include walking tours of the neighborhood, a neighborhood brochure, a youth center, and an Asylum Hill newsletter.

Lois Stevenson gave the public safety report. Since 1990 violent crime has decreased. The major issues are police presence, landlord responsibilities and support, and community and police collaboration. The four goals under public safety are, 1) ensure resident safety by reducing crime, 2)

improve traffic safety and circulation, 3) improve community relations with police, and 4) support comprehensive communities partnership efforts and strengthen them. Some suggestions given regarding public safety include the need to name lead groups and establish a formal public safety committee.

## II. Questions and Comments

The overall consensus regarding this draft of the plan was positive. Residents were encouraged to put their comments and/or suggestions in writing and return them to the committee for implementation. Most other comments and questions were covered during the sub-committee reports.

The public hearing was adjourned at 7:30 pm.

**Capitol Improvements (Downtown) - Adopted**

Total membership is 15 Members

More than half shall reside in the Zone

Tenants	3
Property Owners	4
Businesses	2
Non profit/ Religious Organizations	2
At Large	2

*By letter description  
 amount is correct  
 at large  
 present = 15*

Issues

No mention of City Manager Appointee.

**Maple Avenue Revitalization Group (Barry Square) - May be Adopted April 29, 1996**

Total membership 15

A majority of the committee shall be residents of the zone.

Maple Avenue Merchants Association	2
New Britain Avenue Merchants Association	1
At large Business Owner	1
Property Owner	1
Religious Organization	1
Community Organization	1
Residents	5
Tenants	2
City Manager Representative	1

**Frog Hollow - Under Discussion**

More than half of committee shall be residents.

City manager shall have a representative

Representatives of following organized groups:

- Affleck Street Gardeners
- Burns School Tenants
- Broad Park tenants
- Block watches
- Casa Nueva
- Columbia Street Blockwatch
- Frog Hollow Revitalization Committee

Hungerford Street Planning Committee  
Immaculate Conception/St. Anne  
Lawrence Street Redevelopment Project Committee  
Park Place Towers Residents  
Park Street Development Corporation  
Park Terrace Neighbors  
Project Christian Hope  
Putnam Heights Planning Committee  
Spanish American Merchants Association  
Templo Fe  
Other HART Programs

**Asylum Hill - Under Discussion**

Composition should somewhat reflect the composition of the Neighborhood

A majority of members must be residents

Constituents may include businesses, property owners, religious organizations, cultural services and non-profit organizations.

Issues

No mention of City Manager representative.

Structure is too loose, allows but does not mandate representation by various interests.

No mention of total membership or of seat allocation..

**South End - Under Discussion**

51 % must be members of the zone.

City Manager will appoint one member.

Members may be a combination of business, cultural, educational or non-profit organizations. Exact representation is still being discussed.

**Behind the Rocks/Southwest - Under Discussion**

51 % must be members of the zone.

City Manager will appoint one member.

Members may be a combination of business, cultural, educational or non-profit organizations. Exact representation is still being discussed.

**Northeast/Clay Arsenal - Under Discussion**

Proposed Committee Composition: 13 members

Total Membership

Residents	7
Community Organizations	2
Businesses	1
Landlords	2
Church	1

*Issues:*

*Discussions are preliminary and additional seats may be added.*

*No mention of City Manager's representative on Committee.*

*Consideration should be given to adding an additional business representative give the boundary of the proposed zone.*

**Upper Albany Arsenal - Under Discussion**

Proposed Committee Composition not received.

**South Green, Blue Hills and West End**

Preliminary NRZ discussions underway.

# CITY OF HARTFORD

OFFICE OF THE CITY MANAGER  
550 Main Street, Hartford, Connecticut 06103



COUNCIL - MANAGER GOVERNMENT

October 18, 2000

Ms. Jennifer Cassidy  
Asylum Hill Problem Solving  
Revitalization Association  
36 Ashley Street  
Hartford, Connecticut 06105

Dear Ms. Cassidy:

In Hartford's continuing effort to support Neighborhood Revitalization Zones throughout the City, I have reviewed the City's NRZ assignments. Some changes were necessary because of Staff turnover and to reduce scheduling conflicts.

As it regards the Asylum Hill Problem Solving Revitalization Association, Tom Phillips, Grants Management, has been assigned as your primary City Manager's Representative and Tony Mein, Registrar of Voters, has been assigned as your secondary Representative. Please add both Representatives to your contact list.

Should you have any questions, please call Gerry Maine, the Neighborhood Planner for the Asylum Hill Problem Solving Revitalization Association at 543-8675. Mr. Maine will contact you in the near future with the necessary mailing address and telephone numbers for your Representatives.

Sincerely,

Sandra Kee Borges  
City Manager

SKB:JS:RG

cc: Tom Phillips, Grants Management  
Tony Mein, Registrar of Voters  
Gerry Maine