



November 18, 2020

Hand Delivery

Planning and Zoning Commission
Town of Monroe
7 Fan Hill Road
Monroe, CT 06468

**RE: 615 Main Street
Monroe, Connecticut 06468
Proposed Site Development
Project Number: 2004301**

Dear Commission Members:

On behalf of Best in Backyards, please find enclosed a Special Exception Permit Application for the change of business to allow outdoor and indoor sales of accessory outdoor amenities at 615 Main Street, Monroe, Connecticut. The outdoor display area will be situated to the north side of the building and replaces a large parking lot. Overall, there will be a decrease of impervious area. The building structure will remain while the elevate sidewalk along the front of the building will be removed and the main entrance will be relocated to the north side of the building. The plans do include added landscaping and lighting.

As wetlands are within 100 feet of the property, we have discussed the project with the Monroe Inland Wetland Agent. Due to no proposed activity within the upland review area, no Inland Wetland Application is being required.

Also enclosed are the requisite copies and a check in the amount of \$735.00 representing the requisite filing fee. We look forward to working with you in the processing of this application

Respectfully,

Solli Engineering, LLC

A handwritten signature in black ink that reads 'KS Solli'.

Kevin Solli, PE
Principal

Enclosures

Special Exception Permit Application
Project Narrative
100 ft. Abutter List
Bond Estimate
Email with Monroe Inland Wetland Agent
Engineering Report
Plan Set

501 Main Street, Suite 2A
Monroe, CT 06468
Office: (203) 880-5455

351 Newbury Street, Suite 303
Boston, MA 02115
Office: (617) 203-3160

SPECIAL EXCEPTION PERMIT APPLICATION



TOWN OF MONROE
PLANNING & ZONING DEPARTMENT
7 Fan Hill Road, Monroe, CT 06468
Tel. (203) 452-2812

FOR OFFICE USE:

SEP – _____

File Number – _____

Project Name: _____

Street Address: _____

Zoning District(s): _____

Assessor Map #: _____ Lot #: _____ Acreage: _____ Deed: Volume # _____ Page # _____

Brief Description: _____

(Also attach Project Narrative as required in the Zoning Regulations)

- ❖ **TAKE NOTE:** *It is the applicant's responsibility to provide all the information the Commission will need in order to process the application and make a fair determination of the issues. If an applicant fails to supply timely or sufficient information, it may result in delay, denial of the application, or both. Applicants are highly recommended to be represented by qualified representatives and to consult the Town of Monroe Plan of Conservation and Development, as well as the detailed application requirements and standards set forth in the Town of Monroe Subdivision, Zoning and Inland Wetlands Regulations.*
- **Pre-Submission Conference** – Contact the Planning and Zoning Administrator (203-452-2812) to schedule one or more preliminary pre-submission conferences with staff (*this is highly recommended*).
- **Formal Application Submission** – Provide **eleven (11) paper application sets (plans folded and materials collated into individual sets)** and **one (1) pdf CD** including the following materials: (a) signed application form; (b) supporting application narrative; (c) supporting investigative and impact analyses reports; (d) 100-foot abutters list; and (e) complete set of Site Plans. The application submission will be reviewed by the **Commission** and the Town's **Application Review Team (ART)** consisting of Department Staff from Planning and Zoning, Engineering, Wetlands, Fire Marshal, Police (traffic authority), Health and Building.
- **Sealed and Certified Plans** – All required A-2 and T-2 Surveys, Site Plans, Architectural Plans and supporting analyses Reports as prepared by consultant engineers, surveyors, landscape architects, architects, etc. must be current and include an original seal and live signature certification.
- **Project Timeline** – Following official receipt of an application, a **Project Timeline** listing milestone dates and actions to be followed during the review will be emailed to the applicant's Primary Project Contact.
- **ARB** – For new or modified commercial, industrial and multifamily residential buildings and structures, a separate application to the Monroe Architecture Review Board (ARB) may also be required. **Application to ARB includes completion of an ARB specific separate application form and plan copies.**

APPLICATION FEE

Special Exception Permit Base Fee..... \$ 675.00
Connecticut State Surcharge..... \$ 60.00
Payable to the Town of Monroe **TOTAL APPLICATION FEE: \$ 735.00***

**Include driver's license number and telephone number on fees paid with a personal check.*

APPLICATION INFORMATION

1. **What is the origin of the subject property (i.e., when and how was the current lot created?):**

List recorded survey or maps of lot origin (survey, subdivision, resubdivision, lot line adjustments)

2. **Supporting Maps and Project Narrative:** **Refer to Zoning Regulations Article 8**

Attach all required Maps, Reports and Project Narratives as required by the Zoning Regulations.

APPLICANT PRIMARY PROJECT CONTACT

3. **Primary Contact Name:** _____

Business Address: _____

Phn/Cell: _____ Email: _____

The applicant's Primary Project Contact will be sent all correspondence (primarily via email) during the course of the project review and is responsible for distributing to the other applicant representatives.

PROJECT TEAM INFORMATION

4. **Owner's Name:** _____

Address: _____

Phn/Cell: _____ Email: _____

5. **Applicant's name:** _____

Address: _____

Phn/Cell: _____ Email: _____

Property interest: Owner Contract Vendee Tenant Other _____

6. **Application Professionals** ***Name*** ***Phone/Cell*** ***Email***

Attorney: _____

Surveyor: _____

Engineer: _____

Landscape Architect: _____

Architect: _____

Other: _____

7. **Is the property located within a floodplain?** No Yes 100-year 500-Year
Proposed structures or grading in floodplain? No Yes **Contact Flood Plain Administrator 203-452-2812.**

8. **Is the property located within 500 feet of a town boundary?**
 No Yes **Abutting town(s):** _____

9. **Is the property subject to an existing conservation or preservation deed restriction?**
 No
 Yes **Provide a notarized statement pursuant to CGS §47-42d:**

- **The proposed application involves only interior building alterations; OR**
- **Written notice of such application has been sent by certified mail, return receipt requested, not later than sixty (60) days prior to the filing of the application to the party holding the conservation or preservation restriction; OR**
- **In lieu of notice, provide a letter from the holder or holder's authorized agent, verifying that the application is in compliance with the terms of the restriction.**

10. **Is the property located within a public water supply watershed?**
 No
 Yes Name of watershed: _____

NOTE: Per CGS §8-3i, within seven (7) days of an application submission, the applicant is required to NOTIFY the Aquarion Water Company of Connecticut, 714 Black Rock Road, Easton, CT 06612, and the Connecticut Commissioner of Public Health, 410 Capitol Avenue, Hartford, CT 06106; and provide evidence documenting same to the Planning and Zoning Department. For sample notification letters see link below:

http://www.monroect.org/filestorage/467/469/976/1027/Notification_to_Aquarion_%26_DPH_PZC.pdf

11. **Are there inland wetlands, watercourses, lakes or ponds or other water related resources on or within 100 feet of the property; and/or is there a named watercourse within 150 feet of the property?**
Attach Soil Scientist inspection report/verification and delineation report and survey map.
 No Yes Area of property regulated _____(ac) _____(% of property)
Contact the Inland Wetlands Department 203-452-2809 prior to proceeding with this application.

12. **Previous or Current Wetland Permits or Violations for Property (list Wetland File #s and dates):**

13. **Is or will the property/project be a major traffic generator (>100,000 SF of building or > 200 vehicles)?**
 No Yes **Provide a copy of STC Certificate (if existing) or new Certificate of Determination.**

14. **Does the application involve a "change of use" of an existing building or facility?**
 No Yes From _____ to _____

15. **Are new or expanded septic disposal systems proposed?** No Yes **Attach plans and flow confirmation.**
 Subject to Monroe Health Department Approval Subject to State Health Department Approval

16. Is public water service available at this property?

- No Will use existing private well Will use new private well Will extend water main
 Yes Will use existing connection Will upgrade connection Not planning connection

Nearest Public Water Main: Street Location _____ Distance: _____ (ft)

17. Describe topographic conditions and assess to what extent slopes 15% and greater may limit development potential or which otherwise require specialized engineering to support future development?

_____ ac (25% and greater) _____ ac (15-15%) _____ ac (10-15%) _____ ac (0-10%)

Attach a separate narrative with a Slopes Map showing the location and acreage of sloped areas:

18. Will Storm Water Detention and/or Retention be needed for this proposal?

- No **Provide reasons - attach additional sheets as necessary:**

- Yes **Provide list of provisions - attach stormwater report or additional sheets as necessary:**

19. Have Storm Water Quality Control measures been included in this proposal?

- No **Provide reasons - attach additional sheets as necessary:**

- Yes **Provide list of measures - attach stormwater report or additional sheets as necessary:**

20. Have Low Impact Development (LID) measures been considered as additional features for this proposal?

- No **Provide reasons – attach stormwater report or additional sheets as necessary:**

- Yes **Provide list of LID measures - attach stormwater report or additional sheets as necessary:**

21. Have any Zoning Board of Appeals variances been granted related to the property?

- No Yes **List variances obtained with respective ZBA File # and date of approval:**

22. Are any waivers of the Zoning Regulations application requirements requested?

- No Yes **Attach a separate written request and rational in support thereto.**

I(we) hereby certify that I(we) make this application as or on behalf of and with the full authority of the owner(s) of the property or premises and am aware of and understand the Zoning, Subdivision and Inland Wetlands Regulations pertinent to the application and affirm that the statements and information provided are accurate and true. Further, all the undersigned hereby authorizes the Town of Monroe and its agents, to access the premises for the purpose of application investigation, site review, inspection of improvements or construction, and enforcement of the Town's Regulations and Ordinances, and the General Statutes of the State of Connecticut, as may be applicable.

All the undersigned warrant the truth of all statements contained herein and in all supporting documents according to the best of their knowledge and belief. Further, all the undersigned understand and agree that the Planning and Zoning Commission and/or its Staff/Consultants may request additional information and it is the applicant's/owner's responsibility to provide this information in a timely fashion and to the Commission's satisfaction. If the information provided is incomplete or inaccurate, the Commission may deny the application or request an extension to be granted by the applicant/owner in order to act within applicable legal time limits.

This agreement shall be binding on all heirs, executors, administrators, successors and assigns of all undersigned.

APPLICANT(S) – (Both Applicant and Owner Notarized Signatures are Required)

Scott Henigsberg _____ [Signature] _____ 10/8/2020
Applicant Name Printed Authorized Signature Date

Additional Applicant Authorized Signature Date
(Provide additional sheets as needed)

Subscribed and sworn to by Scott Henigsberg on this day of 10/8, 2020, before me:

[Signature]
Notary Public, Justice of the Peace, Commissioner of the Superior Court



Please note the following: This application must include the owner's signature and notarization or a written, notarized consent to submit this application, signed and dated by the owner.

OWNER(S) – (Both Applicant and Owner Notarized Signatures are Required)

JOHN COOKE
Owner Business Name

John Cooke _____ John Cooke _____ 10/13/20
Authorized Member Name Printed Authorized Signature Date

Subscribed and sworn to by John Cooke on this day of 13th Oct, 2020, before me:

[Signature]
Notary Public, Justice of the Peace, Commissioner of the Superior Court





PROJECT NARRATIVE

November 18, 2020

NARRATIVE OF PROPOSED DEVELOPMENT

Solli Engineering has prepared this Project Narrative to provide a summary of the analysis of zoning compliance, the stormwater drainage and management, soil erosion and sediment control measures, and subsurface conditions associated with the creation of an area for outdoor and indoor sales of accessory outdoor amenities and parking lot reconfiguration at 615 Main Street in Monroe, Connecticut. The design has been completed in compliance with all applicable Town of Monroe regulations and ordinances as well as all other state and federal requirements and regulations.

The owner of record is Pitcairn Inc., (John Cooke) of 615 Main Street, Monroe, Connecticut.

The applicant is Eastern Jungle Gym Inc. (Scott Honigsberg) of 30 Commerce Drive, Carmel Hamlet, New York. Eastern Jungle Gym Inc. currently owns Best in Backyards which is currently doing business at 391 Main Street, Monroe. Best in Backyards will be relocating.

EXISTING CONDITIONS

The site is located at 615 Main Street in Monroe, Connecticut. The overall site totals approximately 1.39 acres and is zoned Business District (B1). The site is bounded by State Route 25 (Main Street) to the east, Little Diet Road to the North, Multi and single-family residential uses to the west, and commercial uses to the south. The site is accessed via two unsignalized, full movement driveways on Main Street (Route 25). Both site drives are an unsignalized, full movement intersections. The property is owned by Pitcairn, INC and is currently developed as a 4,740 ± SF retail facility.

JMM Wetland Consulting Services, LLC had inspected the site and determined that there were no wetlands located on the existing site. However, a regulated wetland was observed off-site near the northwest property line. The approximate wetland boundary and upland review area is shown on the plans. The project has been discussed with the Town of Monroe Inland Wetland Agent and was determined no Inland Wetland Application was necessary.

According to FEMA Flood Insurance Rate Map, Map Numbers 09001C0259F, the project site is within an area of minimal flood hazard, also known as Zone X, which indicates areas outside of the 0.2% annual chance floodplain. Zone X is also known as the 500-year floodplain. The project site is not within a 100-yr base flood-area.

According to the map obtained from the Connecticut Department of Energy & Environmental Protection Natural Diversity Data Base Areas, Monroe, CT, dated December 2019, no portion of the property is located within an estimated area of state and federal listed species.

The property is located within the West Pequonnock Diversion Public Water Supply Watershed of the Aquarion Water Company of Connecticut (See Appendix A, Figure 6, Public Watershed Supply Map).

Utilities

The building is serviced by existing utility connections. Domestic water lateral, gas lateral and electrical / cable/ telecommunications are connected to the building on the northern side of the building and are routed to Main Street. Sewage is disposed of by an on-site underground sewage disposal system that is located to the south of the building. All these utilities, with the exception of the gas lateral, are to remain and be protected during the construction of the parking lot. The gas lateral is to be disconnected and source of heat of the building will be switched to electrical heat.

Easements

Existing easements on the property are as follows:

1. Right of Way Access and Utility Easement to the abutting owners along Little Diet Road and 627 Main Street as shown on Map 2100 in Town of Monroe Land Records.

PROPOSED DEVELOPMENT

Site Improvements

The proposed development consists of a reconfiguration of the parking lot and a decrease of 6,415 square-feet of impervious areas. The elevated sidewalk, associated stairs, and ADA accessible ramp, along with the overhang, will be removed. A new main entrance doorway will be constructed on the northern side of the building as well as a new ADA Accessible Ramp. The parking lot along the front of the building will be reconstructed to meet the Town of Monroe's parking dimensions. The layout will mimic the existing parking layout on the property. The northern parking lot will be removed to provide an outdoor display area. The display area will be constructed of a pervious surface. The vehicle circulation around the building will be eliminated and the parking area at the rear of the building will be expanded to accommodate the required parking spaces. A future dumpster enclosure is proposed with the intent of the future tenant to use residential bins of waste disposal.

The curb cuts from Main Street are to remain; however, the traffic circulation will be a one-way into the site from the northern curb cut and a one-way out of the site from the southern curb cut.

Landscaping

A comprehensive landscape plan has been provided. The limits of the existing planting islands between Main Street and the existing building are to be maintained and expanded. Beds of mixed shrubs, groundcovers and perennials are proposed at the northern site drive, around the proposed monument sign and as a buffer adjacent to the proposed parking area. A mixed shrub border is proposed at the behind the building along the length of the proposed retaining wall to define the limits of the outdoor display area. Taller evergreen shrubs provide screening for the proposed dumpster enclosure behind the building.

In disturbed, sloped areas at the back of the property, where a non-manicured look is desired, New England Erosion Control Restoration seed mix is proposed. All other areas directly adjacent to curbs and not scheduled for mulch beds will be artificial turf. Playground mulch is proposed for groundcover under the outdoor display areas in the north east portion of the site.

Lighting

Lighting has been provided throughout the site through the use of existing pole lights and wall lighting. Ceiling mounted fixtures at the front of the building are proposed to be removed and three light poles will be relocated. The existing poles that are to be relocated will match the fixtures on rest of the property for a cohesive look throughout the site.

Stormwater Management

The proposed development is intended to follow the Town of Monroe Subdivision of Land Regulations Article III, Section 111-302, Town of Monroe MS4 Stormwater Management Plan, the 2000 Connecticut DOT Drainage Manual, and the 2004 Connecticut Stormwater Quality Manual, while taking prevailing site conditions and practical considerations into account.

The parking lot reconfiguration and installation of outdoor display area will disturb approximately 0.7 acres and will result in a decrease of approximately 0.15 acres of impervious surface. Although this site has been previously developed, the proposed project will result in a net decrease in impervious surfaces and no additional measures for detention is required to provide Zero Increase of Runoff (ZIRO) for the development.

Zoning Compliance

Regarding the bulk requirements as shown on the plans, proposed improvements are in compliance with the requirements of the B-1 District. See plan sheet 2.11 for Zoning Compliance and Parking Table along with the list of Indoor/Outdoor Display Features

TOPOGRAPHIC CONDITIONS

Of the total site area, the following is a slope areas are contained within the site:

0% to 10%	1.72+/- Acres
10% to 15%	0.44+/- Acres
15% to 25%	0.25+/- Acres
25% +	0.29+/- Acres

CONFORMANCE WITH SUBDIVISION AND ZONING REGULATIONS

§8.2.2 GENERAL STANDARDS COMPLIANCE

Prior to obtaining a Special Exception Permit, the Planning Board shall determine the conformity of such Special Exception Permit use and the proposed development thereof with the applicable conditions and standards as set forth in these Regulations. The general standards for Special Exception Permit approval are as follows:

- A. That the location and size of the use, the nature and intensity of the operations and traffic involved in or conducted in connection with it, the size of the site in relation to it and the location of the site with respect to the type, arrangement and capacity of streets giving access to it and the hours of operation are such that the proposed use will be in harmony with the appropriate and orderly development of the district in which it is located.

The proposed parking areas and drainage features are consistent with the Business District 1 (B-1). The property has direct access to Main Street. The proposed site has been designed in compliance with all applicable Town of Monroe codes and regulations as well as all other applicable state and federal requirements and regulations.

- B. The proposed use is consistent with the Plan of Conservation and Development.

Regional Growth Targets – Chapter 7 of the Plan of Conservation and Development indicates the desire to help sustain and provide economic growth within the Town. The Business has been in Monroe at another location along Main Street for a number of years and is looking to expand the business and needs a larger location with more visibility. The overall use of the property as a retain/business will remain in-tact.

- C. That the location, nature and height of buildings and the nature and extent of the landscaping and screening on the site, as existing or proposed, are such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings.

Main Street is a well-developed stretch of roadway within Monroe with many of the surrounding properties as businesses and maintained curbside appeal. In the proposed plan allows for a thriving business to move in and provide an improvement to the land and appearance.

- D. That the operations of the proposed use will not be objectionable by reason of noise, fumes, smoke, dust, vibration, glare intensity, or flashing of lights.

The business will not have any blaring noises, fumes, smoke, dust, vibration, glare of flashing lightings.

- E. That safe, sanitary sewage disposal will be provided by means of a public sewer line, treatment plant or subsurface sewage disposal system subject to approval by state and/or local authorities.

The existing subsurface sewage system will be maintained and meets the requirements of the Monroe Health District.

- F. That the parking areas to be provided will be of adequate capacity for the particular use, properly located and suitably screened from adjoining residential uses and abutting properties; and that the entrance and exit drives shall be laid out so as to achieve maximum safety and acceptable level of service.

The parking areas meet the minimum space requirements as outline in the Text Regulation Amendment for Article 6.1.2 of the Town of Monroe Zoning Regulations. The site driveways have been designed to provide maximum safety, and acceptable level of service. See the Engineering Report for additional information. The parking table is dependent upon the Planning and Zoning Commission's approval of the Text Amendment in Section 10.2 for the Indoor and Outdoor Sales of Accessory Outdoor Amenities.

- G. That the comments and recommendations of town staff and consultants, as well as other involved commissions, boards, committees and agencies have been duly considered.

A pre-application meeting was held with Town staff in late August 2020 to discuss the project and all comments from Town Staff have been taken into consideration on the proposed plans.

- H. That, where applicable, verification of all approvals of other governmental agencies, commissions or boards have been secured by the applicant, as evidenced by certification by such agencies, commissions or boards.

In communications with the Inland Wetland Enforcement Officer for the Town of Monroe, the proposed development changes are outside the 100-ft upland review area of wetland boundaries that are off-site and therefore no wetland application is required.

- I. That the proposed use will not require such additional public facilities or services or create such fiscal burdens upon the Town greater than those which characterize uses which do not require a Special Exception Permit.

The anticipated connections to the existing public facilities or services will not pose a fiscal burden or require additional public facilities for the Town.



Properties within 100 feet of 615 Main Street

607 Main Street
DBS & HS LLC
David Basak-Smith Pres
607 Main Street
Monroe, CT 06468
070/090/00

605 Main Street
Stepney LLC
Gamin, Gamin & Gamin, PC
4666 Main Street
Bridgeport, CT 06606
070/008/00

645 Main Street
Hill of Monroe Condominium Association
645 Main Street
Monroe, CT 06468
069/013/00

9 Little Diet Road
David Maragh
9 Little Diet Road
Monroe, CT 06468
07/011/00

20 Little Diet Road
Ryan Delrossi
20 Little Diet Road
Monroe, CT 06468
070/012/00

14 Little Diet Road
Nancy Beaupre
P.O. Box 142
Monroe, CT 06468
070/013/00

10 Little Diet Road
Edgerton Charles or Freda Revoc. Trust
C/O Paula Luciani
2507 Post Road
Southport, CT 06890
070/014/00

627 Main Street
Edgerton Charles or Freda Revoc. Trust
C/O Paula Luciani Co-Trustee
2507 Post Road
Southport, CT 06890
070/015/00

630 Main Street #640
Worldwide Properties, LLC
Joseph G Voll MGR Member
P.O. Box 110384
Trumbull, CT 06611
070/022/00

626 Main Street
Three Thirty Seven Smith St Associated
Philip Gangnath VP Sec
626 Main Street
Monroe, CT 06468

618 Main Street
618 Main Street, LLC
Joe Chenoweth, Member
224 South Main Street
Newtown, CT 06470
070/024/00

612 Main Street
JP Edwards Associates, LLC
Edward J Peloso Manager Member
932 East Main Street
Bridgeport, CT 06608
070/025/00

**501 Main Street, Suite 2A
Monroe, CT 06468
Office: (203) 880-5455**

**351 Newbury Street, Suite 303
Boston, MA 02115
Office: (617) 203-3160**

590 Main Street
Bart Center, INC
Gibson Sallyanne, Pres
600 Main Street
Monroe, CT 06468
070/075/00

Michael Lambert

From: Denise Halstead <dhalstead@monroect.org>
Sent: Monday, October 5, 2020 4:29 PM
To: Michael Lambert
Subject: RE: Upcoming Project - 615 Main Street

Mike

Did research. No current mapping on 20 Little Diet Road which would show the delineated wetlands if done. I agree that there is a pocket of wetlands and that you have no activity within the upland review area.

I am fine with what has been submitted.

Denise Halstead

Inland Wetlands Coordinator & Agent
Town of Monroe
(203) 452-2800 x 1074
dhalstead@monroect.org

From: Michael Lambert <Mike@sollillc.com>
Sent: Monday, October 05, 2020 7:31 AM
To: Denise Halstead <dhalstead@monroect.org>
Subject: Upcoming Project - 615 Main Street

CAUTION: This email originated from outside of the organization. Do not click links, open attachments, or reply unless you recognize the sender and know the content is safe. Contact the Monroe Technology Department at extension 4357 (HELP) if you need assistance.

Good morning Denise,

From all the confusion that has ensued with 588 Pepper Street, I'm not sure if I have sent this project to you yet or not. Either way, we are working on a project at 615 Main Street (current the Woodmarket building). We had JMM out to the site in July to investigate the wetland soils as shown on the Town's Wetland Map. From his determination, no wetlands are on-site but are located to the west of the northwest tip of the property. I took the boundary off the GIS map contour line proximity. We have no intention or doing any work within 100 ft of this area, as well as no intention to doing any work within the 30ft rear yard/landscape buffer. I have also made sure to copy this boundary over between our concepts to the site plan set we are currently working on. Please take a look at the files (concept plan and site investigation by JMM) and let me know if are should be ok to proceed without a wetland application.

If you have any questions, please let me know.

Thank you,

Mike Lambert, P.E.

Assistant Project Manager



501 Main Street, Suite 2-A
Monroe, CT 06468
Office: (203) 880-5455
Fax: (203) 880-9695
Cell: (860) 670-6308

Mike@sollillc.com
www.SolliEngineering.com

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