



## Town of Portland, Connecticut

33 East Main Street ▪ P.O. Box 71 ▪ Portland, CT 06480-0071 ▪ Phone: (860) 342-6715

[www.portlandct.org](http://www.portlandct.org) ▪ Fax: (860) 342-6714

Equal Opportunity Provider and Employer

**Office of the First Selectwoman**

### AFFIRMATIVE ACTION POLICY STATEMENT

As First Selectwoman of the Town of Portland, Connecticut, I recognize the purpose and need for affirmative action and I pledge my commitment to undertake positive actions to overcome the present effects of past practices or barriers to equal employment opportunity and to achieve the full and fair participation of minorities, women, people with disabilities, older persons, and all other protected groups found to be underutilized in the Town of Portland work force or affected by policies having an adverse impact. In the spirit of Executive Order 11, signed by Governor Ella Grasso on November 21, 1975, and Executive Order 9, signed by Governor William A. O'Neill on January 3, 1984, the Town of Portland further states that it will comply with the anti-discrimination provisions of the state and federal laws and regulations listed at the end of this section.

I recognize the hiring difficulties experienced by minorities, people with disabilities and by many older persons and, where appropriate, the Town has set program goals to overcome the present effects of past discrimination, if any to achieve the full and fair utilization of such persons in the work force. The Town further pledges that it will affirmatively provide services and programs in a fair and impartial manner.

Where adverse impact is identified, the Town will: (1) review its personnel policies and procedures to ensure that barriers, which unnecessarily exclude protected classes and practices, which have an illegal discriminatory impact, are identified and eliminated; (2) explore alternative approaches to employ minorities and members of protected classes; (3) administer all terms, conditions, privileges, and benefits of the employment process in an equitable manner; and (4) establish procedures for the extra effort that may be necessary to ensure that the recruitment and hiring of protected group members reflect their availability in the job market.

It is the policy of the Town to provide equal employment opportunities without consideration of race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities (including but not limited to blindness), sexual orientation, gender identity or expression, political belief or criminal record, unless the provisions of Sections 46a-60(b), 46a-80(b), and 46a-81(b) of the Connecticut General Statutes are controlling or there is a bona fide occupational qualification excluding persons in one of the above protected groups. This policy applies to all aspects of the employer/employee relationship including, but not limited to, recruitment, hiring, referrals, classifying, advertising, training, upgrading, promotion, benefits, compensation, discipline, layoffs, and terminations.

The Town of Portland will implement, monitor, and enforce this Affirmative Action Policy Statement in conjunction with the applicable federal and state laws, regulations, and executive orders listed below: 13<sup>th</sup>, 14<sup>th</sup>, and 15<sup>th</sup> Amendments of the United States Constitution, Civil Rights Act of 1866, 1870, 1871, Equal Pay Act of 1963, Title VI and VII of the 1964 United States Civil Rights Act, presidential Executive Orders 11246, amended by 11375, (Nondiscrimination under federal contracts), Act 1 Section 1 and 20 of the Connecticut Constitution, Governor Grasso's Executive

Order Number 11, Governor O'Neill Executive Order Number 9, the Connecticut Fair Employment Practices Law (46a-63-64), Discrimination against Criminal Offenders (46a-80), Connecticut General Statutes, Connecticut Code of Fair Accommodations Law (46a-63-64), definition of Blind (46a-51(1), definition of Physically Disabled (46a-51 (15), definition of Mentally Retarded (46a-51 (13), cooperation with the Commission of Human Rights and Opportunities (46a-77), Sexual Harassment (46-60-(a) Connecticut Credit Discrimination Law (360436 through 439), Title I of the State and the Local Fiscal Assistance Act of 1972 and the Americans with Disabilities Act of 1992.

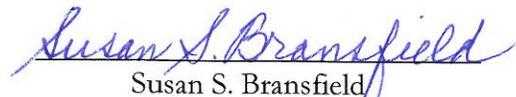
This policy statement will be distributed to all Town employees and will also be posted in Town offices. I also expect each supplier, union, consultant and other entity(s) with which we do business to comply with all applicable state and federal equal opportunity laws and regulations. The Town will not knowingly do business with any entity debarred from participation in any federal or state program or found to be in violation of any state or federal anti-discrimination law.

I, Susan Bransfield, First Selectwoman, have the responsibility to achieve successful implementation of our goals and objectives. I can be reached at Portland Town Hall, 33 East Main St., P.O. Box 71, Portland Connecticut 06480, or 860-342-6715.

This Affirmative Action Policy Statement re-affirms my personal commitment and that of the Board of Selectmen to the principles of Equal Employment Opportunity.

Dated this 2<sup>nd</sup> day of April in the year 2014

Town of Portland, Connecticut  
County of Middlesex

  
Susan S. Bransfield  
First Selectwoman

*This statement is available in large print or on audio tape from the ADA-504 coordinator by contacting Lincoln White, Building Official, Portland Town Hall, 33 East Main St., P.O. Box 71, Portland Connecticut 06480, or 860-342-6728.*

**Approved by  
Board of Selectmen**