

**MINUTES
REGULAR MEETING OF BOARD OF DIRECTORS
FEBRUARY 9, 1999
LINCOLN CENTER HEARING ROOM
7:30 P.M.**

SECOND MEETING OF THE MONTH

PRESENT: Chairman Cassano, Vice-Chairman Howroyd, Secretary Negri, Directors Morancey, Hachadourian, McMahon, Thompson, Becker and Crockett.

ALSO: General Manager Sartor, Deputy Manager Werbner and Town Attorney Darby.

12. MEETING CALLED TO ORDER.

The meeting was called to order at 7:31 p.m.

All in attendance participated in the Pledge of Allegiance to the Flag led by Chairman Cassano.

12A. CHENEY HALL FOUNDATION FUND RAISING EFFORT REPORT.

Holly Cassano, Chairman of the Cheney Hall Foundation, gave a report on the fund raising activities for Cheney Hall for 1998. She reported that they had a very successful fund raiser called the Turkey Goose and Pig Ball which raised \$10,200. They revitalized a turn of the century ball that the Cheney's had the night before Thanksgiving. They participated in Heritage Day and the 175th Anniversary Parade to help advertise the event. A date has been slated next year for October 30, 1999.

Chairman Cassano stated that this was a major part of the negotiations on the restructuring of the committee and working with Cheney Hall to raise funds specifically for capital improvements to look at long term repairs.

13. OPENING OF MEETING TO ELECTORS OR TAXPAYERS WHO WISH TO BE HEARD ON ANY SUBJECT WITHIN THE JURISDICTION OF THE BOARD OF DIRECTORS.

John Mercier, 63 Jensen Street, also a member of the Board of Education, spoke regarding the residency requirement for the Superintendent of Schools. He said there is not a single member of the Board of Education that is pleased that Dr. Davis's contract will not be renewed. He felt that this was an ill thought out requirement that potentially

might harm the Manchester schools. He asked that the Board of Directors give the voters of Manchester an opportunity to reconsider the decision that was made by them in 1996.

Jonathan Daube, 50 Scarborough Road, President of Manchester Community Technical College, stated that he believed that school superintendents and other leaders should live in or near the districts that they serve. However, he felt it was far more important where a leader spends his/her waking hours than where he/she sleeps. He urged that the Board of Directors do whatever it can to initiate and support a revision of the Town Charter.

Sandra Lok, 54 Steeplechase Drive, Member of the Board of Education, was at this meeting to encourage the Board of Directors to appoint a commission to revisit the issue of the residency requirement. She felt that through this residency requirement, the residents of Manchester got a poor measure of commitment.

Jim Spafford, 27 Jenny Cliff, Principal of Manchester High School, addressed the provision in the Charter that requires the residency of the superintendent within our community. He felt that with all the different and many initiatives going on within the school system, Dr. Davis's leaving, would cause a major disruption. He felt that Dr. Davis's performance was outstanding and there was a strong need to have the continuity, vision and ability to implement that vision. He supported the skateboard park.

Robert Cooper, 137 Henry Street, teacher at Manchester High School, spoke in favor of the Board to reconsider the Town Charter that requires a superintendent of schools to reside in the Town of Manchester. He felt that requiring he/she to live here does not measure the commitment or dedication to the town.

Maura Lucius, 47 Judith Drive, spoke regarding the anti-blight ordinance and the fact that it dealt only with the number of unregistered vehicles permitted to be kept on residential property and made no provision for registered vehicles. She spoke of a residence in her neighborhood that is blight because of these many vehicles on the property.

Ron Melnick, 60 Winter Street, spoke in favor of the proposed skateboard park.

Clayton Corto, 25 Country Club Drive, spoke in favor of the proposed skateboard park.

Brady Lee, 55 Emily Lane, spoke in favor of the proposed skateboard park.

Tyler O'Brien, 111 Leland Drive, spoke in favor of the proposed skateboard park.

Dan Moran, 272 Charter Oak Street, spoke regarding the proposed property maintenance code. He stated that all the things that are always discussed such as trash, unregistered vehicles and grass is addressed in our present code. He urged the Board to vote their conscience. He was opposed to this code.

Kenneth Burkamp, 811 Main Street, was opposed to the property maintenance code as proposed. He supported having a code but the town needed to be included.

Jason Paternostro, 439 Dennison Ridge Drive, spoke in support of the proposed skateboard park and thought it was a good idea.

Paul Damon, 600 South Main Street, supported the proposed skateboard park.

Jim Quaglia, 87 Walnut Street, spoke in favor of the proposed property maintenance code. He supported the skateboard park.

Bill Ogden, 134 Branford Street, supported the skateboard park. He supported the voters in the Town Charter requirement that the superintendent of schools should live in town.

Chairman Cassano closed the public hearing at this time. He addressed the concerns and questions of the people from the public who spoke.

14. COMMUNICATIONS.

Director Morancey stated that he received a letter from Martin School, a phone call from Illing Middle School and a written notification of a request from Bennet Middle School all for beautification projects. These will go on an agenda for the Beautification Neighborhood Subcommittee. He also received a verbal request from Spruce Street Neighborhood Watch on street signs which also will be included.

Chairman Cassano asked about the request for a traffic light at the corner of Sheldon and Parker Streets that was made by Director Becker. He stated that they had received a report that there had only been one accident reported over a 4 year period and wondered if that was the only criteria used for a traffic light. General Manager Sartor stated that it is not the only criteria but is a significant criteria. Other criteria would be proximity to schools, pedestrians, business activity and other things that would create traffic conflicts and hazards. Chairman Cassano thought because it was a very busy intersection, rather than wait until there was an accident, that the Town look at the potential of being proactive. He asked that the General Manager and the Police Chief revisit this intersection. Director Crockett agreed. Director Becker asked if a traffic engineer had

been hired within the Police Department. General Manager Sartor stated yes that there is a contract with a traffic engineering service for the Police and the Planning Department as well. Director Becker clarified that it no longer is done in-house by Police staff. General Manager Sartor stated that if the Board would like it reviewed again, he would refer it to them for that purpose.

Chairman Cassano stated that there were a series of articles for the past few weeks regarding ambulance service and asked Manager Sartor to explain Manchester's system. General Manager Sartor stated that in Manchester the Fire Department Paramedic Service provides the advanced life support while transport is generally done by the Ambulance Service of Manchester. The only time other services would be used is under a major event that required large capacities of injured. Response times are very low as compared to those reported in the newspapers. Because of the location of the services being within the community, the response time is within a few minutes.

15. OTHER REPORTS.

a. Skate Park Committee proposal.

Terry Mounce, Chairperson of the Needs Assessment Committee, stated that this committee's purpose was to assess the need for a skate park in Manchester. A proposal was distributed to the Board of Directors. The committee which consists of 80 - 90 people, mostly of which are teens, has been working for 13 months drawing up and refining the proposal. There were other efforts that have gone back 5 or 6 years in terms of the skateboard park. She stated that they have been under the advisement of the Parks & Recreation Department throughout the entire process. They were encouraged by the unanimous approval of the Parks & Recreation Advisory Commission at their June meeting. Their purpose of being at this meeting tonight was to seek the Board's and the public's approval for the construction and the ongoing maintenance and supervision of a municipal skate park in Manchester. Providing a facility, while it does have its own liability, allows risks to be managed. The goal of this project is to build a safe, well designed and well managed facility.

Dan Pendergraph, a sixth grade student at Nathan Hale School, conducted a survey last year of several of the town's fifth grades to determine the need for a skate park and made a presentation to the Board regarding this. Through this survey a need was defined for a skate park in Manchester.

Darius Kirk, Chairperson of the Legal Liability and Risk Management Subcommittee, explained the process of investigating and developing a facility that would provide for

safe participation based on a well designed and administered risk management plan. Three factors were determined as critical to the risk management and liability issues. They were **a. Skate Park Committee proposal (cont.)**

supervision, maintenance and controlled use. Another important factor was a waiver and a recreation membership be required by all participants.

Stephanie Knybel, Chairperson of the Planning & Design Committee, worked with a group of young dedicated adults designing this park. This plan went through many revisions with the focus on safety, supervision and maintenance. Mr. Rick Lawrence from Lawrence Associates drew out the visual plans for the park. The objective of this committee was to design a skate facility which would address different skill levels, the safety of all participants and to take into consideration the surrounding environment. The budget for the skate park would be approximately \$60,000. This would include apparatus, safety equipment rental and insurance. The committee entertained questions at this time.

Director McMahan asked about hours of operation and supervision. Ms. Knybel stated that supervision would be through three recreation staff persons that would be situated in the park on lifeguard type chairs and all would have a complete view of the park facility. One person would have access to people entering and leaving the park. Hours of operation would be left up to the Recreation Department and probably would be after school hours and on weekends. During inclement weather, the park would be closed.

Director Becker asked if this is the type of sport that could be enjoyed throughout the year. Mr. Kirk stated yes that it could be used throughout the year as long as the area was clear of ice, snow and leaves. Director Becker asked if a membership fee had been considered. Mr. Kirk stated that as they thought about this, they decided it should be treated as another recreation facility with use with the Recreation Department card. Director Becker asked if additional staff needed to be hired to run this park. Mr. Kirk stated that it had not been discussed with the Recreation Department. Director Becker asked what type and amount of supervision would be required. Ms. Knybel reiterated the need of three staff at all times. Mr. Kirk stated that they envisioned maybe one supervisor and two staff. Staff would need some knowledge of the whole concept of the Recreation Department and facilities. They thought that young adult skaters looking for summer jobs could be considered for these positions. One other qualification would be that they be trained in first aid.

Director Hachadourian thought that the committee did a good job to address the safety, design and supervision issues. He asked if they had communicated with other towns in

Connecticut who had skate parks. Mr. Kirk stated that yes they had and also in other states as well. Director Hachadourian asked what they thought the next steps should be. Ms. Knybel stated that they would need the support and approval of this Board of a skate park in Manchester.

a. Skate Park Committee proposal (cont.)

Director Thompson thought that the next step would be to receive a report from the Town Attorney and Scott Sprague, Director of Parks & Recreation to put on the agenda as soon as possible. This would ideally cover some of the issues about liability and costs. He supported this program.

Director Crockett agreed with Director Thompson that we move along with this quickly. He asked what the life use of the apparatus would be. Ms. Knybel stated that they did not have an exact year base but they chose concrete rather than wood because of its durability.

Director Morancey said that he had supported the concept of a skate park since its inception and would continue his support until completed. He asked if they thought it would be acceptable to charge a \$10.00 fee to offset some of the costs in addition to having a recreation card. Mr. Kirk stated that they did discuss the fees and it was decided not to bring that concept to the proposal. Although, if there was a fee, not to make it prohibitive. Director Morancey asked if the equipment could be moved around or replaced to change the

park. Ms. Knybel stated that all of the pieces are movable. She stated that vacant areas have been left in the park for future development. Director Morancey asked that the liability report include all the different sports in town including sidewalks. He stated that the liability issue is in concept as far as the aspect of injury, the same as in any other sport. He felt that this is something that is needed in the Town of Manchester and would like to see skaters in a controlled environment, off the streets. He would like to see through this budget process allocations and funding along with a plan from the Recreation Department in order to incorporate this and get it to reality this summer.

Vice-Chairman Howroyd agreed with Director Morancey and commended the committee for an excellent report which was very helpful for the Board. He felt that liability presently exists in the schools where kids ride their skateboards on school property, and also felt that that was a greater liability to the Town of Manchester than having a structured activity with proper supervision and requirements for equipment. We could then enforce where we don't want kids skateboarding, if we had a place for them to go. He stated that he would like to see this happen but still had questions. The Board would also need to work with the Recreation Department through the budget process to make

this a reality.

Chairman Cassano asked how they could assure that kids wouldn't use their skateboards to get to the park and asked for the kids support as part of a partnership. In order to proceed a couple of things will be necessary. We would need a potential budget from Scott Sprague, Director of Parks & Recreation along with a comparison of other communities that have parks already. We would also need a liability report of which the Town Attorney would

a. Skate Park Committee proposal (cont.)

need to be a part.

Director Morancey asked that along with the grant to renovate Center Springs Park they do rework to include this project.

Chairman Cassano stated that they have looked at the Nike Site and Northwest Park as possible sites for this project. It is clear that there is growing consensus that Center Springs Park is central, has bus lines that reach it and is close to many of the schools. Focus should be on Center Springs Park as the best location.

Director Crockett asked that a report be given at the March meeting. General Manager Sartor stated yes.

Director Morancey suggested that the base of 120' x 120' be put down as part of the renovation of Center Springs Park.

Director Hachadourian moved and Director McMahon seconded a motion to take a brief recess. Nine voted in favor.

The Board recessed at 9:25 p.m. and returned at 9:41 p.m.

b. Proposed Summer Recreation Program.

General Manager Sartor stated that in order to facilitate the registration for summer programming before the budget process, there are two programs that need to be discussed with the Board.

Scott Sprague, Director of Parks & Recreation, Laura Dunfield, Recreation Supervisor, and Rob Topliff and Elizabeth Melcarz, Co-directors of the summer recreation program were present for this report. The discussion was with regard to the summer program and the truepoint program. There will be an increase in the summer program and the Camp Truepoint program due to the

increased number of 196 children on the waiting list which was not a budgeted item last year.

Although, Camp Truepoint was run last year, we would like it to be funded this year. There are ten separate programs held at ten different sites including two teen camps and five extended day programs. During the registration time, it became obvious that capacity in registration would be reached in the summer recreation program.

a. Proposed Summer Recreation Program (cont.)

During this process, it was brought to the attention of the General Manager and he approved moving forward with an additional teen camp and expanding two of the programs to extended day programs. This allowed the opportunity to provide for extended day care for an extra 100 Manchester children and also provided a teen camp for 40 teenagers. When we made our initial budget proposal this year, full funding was requested for the program as it was run last year. During our budget discussions, there were some issues that came up which are outlined in the memorandum dated February 8, 1999. In addition to the expansion of the summer recreation program, funding is requested for three program days in the month of June for training of staff. To help offset the increased cost of the expansion, the registration fee has been increased from \$10.00 to \$20.00 for the entire summer and \$20.00 to \$30.00 per week per child for the extended care program. It is important to receive an endorsement tonight in order to have flyers in the schools by February 15th and registration packets available on March 1st with a return date of March 29th. The total proposed base plan program budget is \$266,081. The added cost of Buckley as a summer site would be \$23,186. That would be an increase over last year's approved budget of \$206,332.

General Manager Sartor stated that the summer recreation program is the Town's basic program reaching every child in the community that wishes to participate, and it was felt inappropriate to leave a waiting list of that magnitude to exist. What is proposed is a significant cost increase which will be dealt with in the budget, a revenue increase that would give less than 50% of the differential and is consistent with the Board's policy of subsidizing the basic summer recreation program. As indicated, a consensus of the Board would be needed indicating that they would support these actions which was recommended by the General Manager.

Director Becker asked if it was the aim of the summer program to have a waiting list of 0 children. Mr. Sprague indicated that that would be ideal but realistically they would like to get that number as low as possible. Based on a number of 196 children on a waiting list last year, this would be rectified through these new programs. Director Becker asked if it was all different age groups on the waiting list. Mr. Topliff answered that they had a wide range and that was why they also expanded the teen sites. He asked how much

more cost would be in the budget. General Manager Sartor stated that there would be about \$30,000 new revenue and about \$50,000 new additional costs required to be picked up in the budget.

Director Crockett asked if they anticipated receiving complaints about the price doubling. Mr. Sprague stated that this was discussed with staff and Mr. Sartor and it was determined that these were very modest charges for the program. He didn't think the \$10 increase would

b. Proposed Summer Recreation Program (cont.)

negatively affect the program and certainly for aftercare \$30 is a bargain. Director Crockett agreed with Mr. Sprague and supported the program.

Chairman Cassano asked if there was a consensus to move forward with the proposal as presented tonight. Everyone agreed.

Mr. Sprague then explained the Camp Truepoint Program stating that it was a program that was run last year at Mahoney Recreation Center for special needs teens. Last year, after the budget setting process, it was decided that there was a need for a program for 15 to 21 year old kids. The arrangement with the Board of Education was that they would provide the site for the program along with transportation, and the Recreation Department would provide the staff, materials and supplies. Twenty-two children participated in this camp last summer. It was requested that the Board endorse funding in the coming fiscal year's budget for a total of \$12,400 and has been included in this year's budget proposal.

Director Hachadourian supported this program and thought it was great cooperation between the Board of Education and the Recreation Department.

Chairman Cassano asked if there was a consensus to go forward with the Camp Truepoint Program. The Board agreed.

16. UNFINISHED BUSINESS.

- a. TABLED - Annual appointment of a member of the Town of Manchester Board of Directors, or its designee, as a liaison member to the Little Theatre of Manchester Board of Directors, in accordance with the August 5, 1998 Agreement between the Town of Manchester, Cheney Hall Foundation, Inc., and the Little Theatre of Manchester, for a one-year term ending December 1999.

Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to table item 16.a. Nine voted in favor.

- b. TABLED - Appointment of an Alternate (D) on the Planning and Zoning Commission for term expiring November 2000.

Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to table item 16. UNFINISHED BUSINESS (cont.)

16.b. Nine voted in favor.

- c. **ADOPTED AS AMENDED** - Proposed Amendment to the Code of Ordinances deleting the existing Chapter 7 of the Code of Ordinances in full and substituting a new Chapter 7 entitled "Town of Manchester Property Maintenance Code." (A copy of the proposed ordinance may be seen in the Town Clerk's Office during business hours.)

Secretary Negri, Chairman of the Property Maintenance Committee, stated that he felt that the committee had reached the point where the Board should vote on whether to accept or reject this proposal. This would be an improvement of the code that is presently on the books with a nationally adopted code. Although this code is not as complete as some people would like it to be, it would be a beginning. Vice-Chairman Howroyd added that this code consolidated several existing ordinances and while much of the document updated or reorganized existing provisions and zoning regulations, it was important to know what some of the new provisions would be that are being proposed. They would include the exterior premises of non-residential buildings, vacant structures on land, high grass and vegetation, and recycling. Many comments have been made by the exemption of municipal properties, but it is important to note that there are misconceptions about this. This proposed code does include Town Hall, Lincoln Center, Weiss Center, the two libraries, the police station, the fire stations, all school buildings, the water and sewer complex, and the park and recreation buildings. There are only two significant facilities that are not included, which are Bentley School and the Town Garage on Olcott Street. Just last week this Board took action to move forward on renovations and modernization of the Town Garage at Olcott Street and later this year determination of the future will be made regarding Bentley School. He felt that this code will not be as bad in its application as its critics have said. Neither will it be our savior in the fight against blight. It is, however, a step in the right direction. It will provide additional tools to the code enforcement personnel to deal with these properties on a day-to-day basis. He offered an amendment at this time. He stated that regarding the enforcement

date of May 1, 1999 the amendment would address having some lead time as to the publication of this ordinance and the notification of the community. Director Morancey added a 6 month trial period for warnings issued until November 1, 1999. Secretary Negri asked that they add that the Board of Directors review the standing of the code in November, 2001. Director Morancey proposed that they address the issue exempting town properties and facilities from this ordinance which was offered as a resolution per the Town Attorney's suggestion. Director Morancey stated that this would make the Town's goal to be in

16. UNFINISHED BUSINESS (cont.)

compliance with this code when conducting overall maintenance or when updating any properties. Director Hachadourian supported Director Morancey's resolution and suggested that sometime between now and one year from now, an inventory of town property buildings take place for the Board's information.

Director Crockett was concerned that this code would affect the sale of single family and two family homes and subject sales to BOCA review. He then asked some questions of Leo Belval, Chief Building Inspector. He asked about the right of entry by a building enforcement officer. Mr. Belval stated the officer could enter without notice only if the violation affected the health or safety of the occupants which is presently the way it is done. He asked when would the lien be in effect. Attorney Darby stated that it would not have any statutory priority requirement attached to it. A lien commences only upon filing of the lien on the land records which is after a hearing. Mr. Belval stated that as inspectors they do not assess the fine and it is up to the courts to assess the fine. Director Crockett asked what would happen if there was an abandoned vehicle on rental property and the landlord had made every reasonable effort to notify the tenant to remove the vehicle. Mr. Belval stated that first they would look to the property owner and then they would go after the owner of the vehicle. He stated that some vehicles are turned over to the Police Department. Director Crockett stated his concern regarding lead paint, because well over 75% of the homes in Manchester probably have lead paint. Mr. Belval stated that the amended language that is in the new code regarding lead paint was to coordinate the records of the inspector's office with the Lead Abatement Program that is presently available as per federal and state law. He stated that they have very little jurisdiction on it but would have a few procedures that they would accomplish. Director Crockett felt that a lot of damage could be done against a property concerning lead paint. Mr. Belval stated that this requirement is already in effect through the Health Department.

Director Crockett voiced his concern regarding minimum area requirements inside a dwelling. Mr. Belval stated that this requirement was already in existence and now is just made clearer in the new code. Director Crockett thought that as a building appraiser there would be problems associated with this code. As an appraiser, you would look for

things that are common to the area, not adverse to marketability. This code would put the liability of the appraiser and the bank at risk. Mr. Belval stated that they would continue inspections using good common sense. Director Crockett was concerned about that one individual who becomes aggravated.

Vice-Chairman Howroyd reiterated the point that he respected Mr. Crockett’s professional expertise in this area, but he didn’t feel, because so much of these are already existing provisions, that this would have a chilling affect on the real estate market. He saw it to the contrary. Potentially this would help to alleviate some blighted situations which have a

16. UNFINISHED BUSINESS (cont.)

negative impact on property values. The committee had at least three realtors participate in the process who made numerous suggestions.

Director Becker clarified what was in Section 7-305-4 Lead Base Paints. “The paint must be maintained in condition free from peeling, chipping and flaking or covered in an appropriate manner.” He didn’t feel that that was too radical. He stated that discussion has been ongoing for two years regarding this code, along with numerous public hearings.

He believed that this was a sorely needed ordinance and went on to read letters from the public. He firmly believed that it would be better, and through this ordinance, word would get out that blighted properties would not be acceptable in the Town of Manchester.

AMENDMENTS - The beginning date of the effective communication for enforcement would be May 1, 1999 with a 6 month trial period where only warnings would be issued until November 1, 1999 and that the Board of Directors would review the standing of the code in November, 2001.

Section 7-111.2. Membership of the Board:

Five (5) members shall be appointed by the Board of Directors to the Municipal Board of Appeals.

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The Board of Directors shall appoint two (2) alternate members who shall be called by the Board Chairman to hear appeals during the absence or disqualification of a member.

7-111.2.2. Chairman:

The Municipal Board of Appeals shall annually select one (1) of its members to serve as Chairman.

7-111.2.3. Disqualification of member:

A member shall not hear an appeal in which that member has any personal, professional, or financial interest.

7-111.2.4. Secretary:

The General Manager and his or her designee shall designate a qualified clerk to serve as Secretary to the Municipal Board of Appeals. The Secretary shall

16. UNFINISHED BUSINESS (cont.)

file a record of all proceedings in the Office of the Town Clerk.

Vice-Chairman Howroyd moved and Secretary Negri seconded a motion to adopt Item 16.c. Seven voted in favor. Two voted against - Crockett, Thompson.

RESOLUTION - Within a year after the date of code adoption which is May 1, 2000, the facilities manager shall present a plan to the Board of Directors defining an approach to make all Town properties and facilities compliant with the Manchester Property Maintenance Code. The Board authorizes a summary to be published in lieu of the full ordinance pursuant to Connecticut General Statutes 7-157.

Director Morancey moved and Director Hachadourian seconded a motion to adopt the resolution as stated above. Seven voted in favor. Two voted against - Crockett, Thompson.

Chairman Cassano stated that an appeals board would be chosen soon. He also asked that the committee look into the issue of the many cars parked in the yard and in the driveway brought to the Board's attention by a concerned citizen and come back next month with a recommendation.

17. NEW BUSINESS.

- g. APPROVED** - Settlement of the lawsuit of Anthony D'Onofrio v. Town of Manchester for the sum of \$15,000.00.

Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to approve Item 17.g. Nine voted in favor.

The Executive Session for this item scheduled was pulled off the consent calendar last week because Vice-Chairman Howroyd wanted to have an opportunity to discuss it with Assistant Town Attorney Sullivan. A memo from Assistant Town Attorney Sullivan received by all Board members explained the nature of this settlement. Essentially the Town has a lien on file in the amount of \$6,558 which will be part of this settlement. While there may be some issues relating to the nature of this claim, it appears upon the advice of the Town Attorney's office, that it is prudent, rather than risk a potential plaintiff's verdict in this case, to move forward at this time.

16. UNFINISHED BUSINESS (cont.)

Vice-Chairman Howroyd moved and Secretary Negri seconded a motion to suspend

the rules to continue meeting past 11:00 p.m. Eight voted in favor. One voted against - Thompson.

- h. **RESCINDED** - Action #25 taken on January 12, 1999 to appoint Alfred Werbner to the Commission for People with Disabilities for term ending November 2001.

Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to rescind Item 17.h. Nine voted in favor.

- i. **REAPPOINTMENT** - Joan Dower, 649 B East Middle Turnpike, to the Commission for People with Disabilities, for term ending November 2001.

Secretary Negri moved and Director McMahon seconded a motion to reappoint Joan Dower, 649 B East Middle Turnpike to the Commission for People with Disabilities. Nine voted in favor.

18. FURTHER COMMENT AND DISCUSSION BY BOARD MEMBERS ON ITEMS FOR FUTURE AGENDA OR OF GENERAL CONCERN.

Director Morancey asked if the Skateboard Park report will be on next month's agenda. General Manager Sartor answered yes.

Director Becker suggested a joint meeting or an update as to what is going on with the referendum for the school repairs. Chairman Cassano stated that he had spoke with Craig Lappen, Chairman of the Board of Education, and they planned to get together with this Board very soon. It has been indicated to them that this information is needed before June to put it out to referendum this fall.

Peter Lozis, Director of Public Works, stated that he is trying to keep in line all applications for new construction in the first two years which need to be submitted to the state by June 30, 1999 if referendum is passed in November. He is working on passing this along to the Board of Education in early May so they can get the concurrence of the Building Committee and then bring the proposal to the Board of Directors. Dr. Davis met a week ago Monday with all his school principals. They were going to compile an analysis of how they are using the schools presently, how they would anticipate they should be using the schools and programs that they would like to offer, as well as, identifying existing floor plans. There is a meeting tomorrow with the architect to work on the scope of services, the study phase and the preparation work to get us to June. It is

an extremely ambitious time frame recognizing that the educational specifications which were supposed to be completed by the end of the year probably won't be completed for another week. A contract should be in place with the architect within the next week or two.

Chairman Cassano asked about the reimbursement from the state and when we need that information to them. Mr. Lozis stated that in order to make application to the state to get into the funding pipeline, those applications need to be submitted with Board of Education, Building Committee, and the Board of Director's approval by June 30th. Then backing up from the November election 60 days, you have June, July and August to put together how you are going to go to referendum. It would then have to be determined whether to do the whole package, half the package or prioritize the work. So you have got those months to work on it in order to adopt your resolution and ordinance to go to referendum in November. There will be two approvals, one for the plans to submit to the state for what we think we will get started on in the first two years. If we submit and we don't do it, other than the effort, it's not lost. If we submit a higher number, we can still go to referendum for a lower number.

Director Crockett asked about forming a Y2K Committee. Chairman Cassano stated that they have four people definite so far and it will need to be done next month.

19. ADJOURNMENT.

Director Thompson moved and Director McMahon seconded a motion to adjourn the meeting to March 2, 1999 at 7:30 p.m. Nine voted in favor.

Adjournment : 11:11 p.m.

/jld

APPROVED:

ATTEST:

SECRETARY, BOARD OF DIRECTORS
MANCHESTER, CONNECTICUT