

**MINUTES**  
**BOARD OF DIRECTORS**

**MARCH 2, 1999**

**TOWN OF MANCHESTER**  
**LINCOLN CENTER HEARING ROOM**  
**MANCHESTER, CONNECTICUT**

**SPECIAL JOINT MEETING**  
**BOARD OF DIRECTORS AND BOARD OF EDUCATION**

**6:30 P.M.**

**In accordance with Section 5-2(a) of the Town Charter, a Special Joint Meeting of the Board of Directors and the Board of Education will be held at 6:30 p.m. in the Lincoln Center Hearing Room, 494 Main Street, Manchester, Connecticut, to discuss the budget appropriation request of the Board of Education.**

**PRESENT:** Board of Directors Chairman Cassano, Vice-Chairman Howroyd, Acting Secretary Morancey, Directors Hachadourian, McMahon, Thompson, Becker and Crockett and Board of Education Chairman Lappen, Directors Barlow, Falcetta, Lok, and Holmes.

**ALSO:** General Manager Sartor, Deputy Manager Werbner, Town Attorney Darby, Superintendent of Schools Davis, Assistant Superintendent of Schools Mistretta, Assistant Superintendent of Administration Doyen, Director of Pupil Personnel Support Services Hartranft, Business Manager Craig and Accounting Supervisor Woodward.

**ABSENT:** Board of Directors Secretary Negri and Board of Education Directors Hackett, Mercier, Perlstein and Spadaccini.

The purpose of this meeting was for the Board of Directors to hear a presentation of the Board of Education's budget.

Chairman Lappen made introductory remarks stating that the budget was unanimously adopted by the Board of Education. He stated that it represented the Board of Education's best effort at balancing the critical needs of its schools and fiscal responsibility. The request for a \$60,380 increase is less than a 3% increase over last year. This is a

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significant accomplishment in light of the fact that most of the labor contracts call for increases of around 3% and an expected school enrollment increase of 100 students. This was accomplished by looking at the budget as a whole and focusing on the highest priority items based on a set of goals that the Superintendent had articulated at the beginning of the process. During the process the Board of Education listened to the Administration and the PTA. In the end, a carefully focused set of resources was identified and placed where it was felt they would be the most beneficial. It was recognized that the community is concerned about the drop-out rate and programs have been expanded to address that problem. Emphasis would be on student achievement, teaching and learning. The budget was adopted unanimously after deliberation among all of the members. He also stated that the governor's budget request did not include an increase in the ECS formula. Under his recommended budget Manchester would receive \$21,650,000 in direct state aid. The annual increase of Manchester's ECS grant is capped at about 3 1/4%. When this item was considered as revenue in doing the budget, we were aware that there are at least two proposals in the General Assembly to increase the cap, and of course, there is the lawsuit that we are a party to in terms of challenging the cap. He stated that if the ECS grant to Manchester is increased, he would be back before the Board requesting that the Board increase the amount of dollars appropriated for educational purposes.

Dr. Davis, Superintendent of Schools, stated that it was important as they prepared the budget to look at the priorities that have been set. He thought it was very important as we look at the priorities to keep in mind the face of a child and the ultimate educational responsibility that we have for educating all these children and whether or not we are reaching the limits and the expectations that we have set.

Susan Craig, Business Manager, made a presentation that covered the overall priorities and budget summary. Following that was a question period. She stated that they solicited information from all stakeholders, which included parents, PTA groups, the community, teachers, administrators and elected officials. The Superintendent recommended his budget with the following priorities: an overall increase of 3%, a focus on teaching and learning, address the drop-out rate, provide funds for alternative programs, and provide resources to complete and implement the strategic planning initiative that began this year. Another priority was to increase funding for professional and staff development which was accomplished in this budget. Other priorities that were achieved included funding additional teaching positions, funds to implement block scheduling at MHS, continued development of our elementary school themes and increased summer secretarial support for administrators. Things on the priority list that were unable to be funded were computers for grade 2 and

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special ed computers, the third year of the furniture replacement program, a potential administrative technology position and a five year capital plan. The Board of Education added its own recommendations to Dr. Davis's budget. They recommended additional funds for Washington School improvement, funding for an elementary summer school pilot program, increased MHS teaching staff, increased number of social workers, increased MHS guidance by one position and funding of additional hockey ice time rental for the ice hockey team at MHS. She gave an overview of major categories of expenditures, as well as, major increases and decreases. Overall increase of salaries excluding overtime was 1.8%. Employee benefits were up overall 4.3% and the bulk of that was for employee health insurance. The consultant percentage was up significantly due to the new financial management system that would be implemented next year. In conclusion it was felt that this was a fiscally responsible budget, that it was comprehensive, inclusive, innovative and took into consideration the needs of all students, their education, safety and welfare.

Director Hachadourian asked questions about alternative education. He felt that the most important issue relative to this budget was the drop-out rate. He understood that the Board of Education was adding 60 alternative education slots this year. Dr. Davis stated that he was correct. Director Hachadourian asked for an explanation on the location and the time. Dr. Davis stated that they put together a committee to discuss and plan an alternative education program that would address the drop-out rate and went on to explain the goals of the committee. Director Hachadourian stated that it was his understanding that the Bentley School would be a high priority in terms of timing to the alternative education programs for high school students. Dr. Davis stated that was correct. Director Hachadourian asked if there was a plan laid out in terms of obtaining 10% of students who will benefit from alternative education programs. Dr. Davis stated yes and wanted the Board members to keep in mind that the program is designed for 10<sup>th</sup> and 11<sup>th</sup> graders the first year out. The thought was that 9<sup>th</sup> graders need to go into a high school with support for a good start. This year at the high school a grads program for 9<sup>th</sup> graders was introduced that centered around teaming a small amount of students with a team of teachers. This program would be increased next year. Some very favorable results have been seen after the first semester from this program. Director Hachadourian asked if they were able to get more funding, how would they use the funds. Dr. Davis stated that it would give them a greater sense of flexibility. With additional funds they could service more students in alternative education and apply more dollars into the early intervention programs. Director Hachadourian was impressed with the way the drop-out issue was being addressed in the proposed Board of Education budget. Director

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Morancey asked to address the drop-out rate what kind of percentage drop would be anticipated. Dr. Davis stated that he wasn't able to guess but stated that they had set a goal that by 2001 the accumulative number which is presently at 35% will be cut to 15%.

The annual percentage now is at 8% and that would drop to 4 or 5%. He thought by next year with the interventions proposed the annual percentage would be shaved by 1 or 1½ percent. Director Morancey asked for details regarding the Washington School improvement of \$230,000. Dr. Davis stated that it was an effort to look at Washington as a magnet comparable to the Nathan Hale focus program created a number of years ago.

The program was around technology and world language. It brought students into the school from other districts around town and addressed racial imbalance in the school. The theme at Washington School would be around math and science. Director Morancey asked for an overview on the increase in professional development. Dr. Mistretta stated that some of the money would be used for special education training and other professional development initiatives. Director Morancey asked about the increase in transportation costs. Dr. Mistretta stated that when they budgeted for transportation expenditures they weren't certain of the needs, and therefore, underbudgeted for this year.

Also, they would be adding a special needs lift bus for next year. Director Morancey asked for a copy of the summary that was presented.

Director Becker asked when the bus contract would be bid out again. Dr. Mistretta stated that the current contract expires on June 30, 2001 and would need to be bid out a year in advance. Director Becker asked about the increase in employee benefits and whether most of that were provisions for retiree health benefits. She stated yes. Director Becker asked if the Board ever looked into rolling those costs into the Town of Manchester medical insurance fund. Budget & Research Officer Huestis stated that there was a better savings buying directly from Blue Cross. Director Becker asked about the increase in Central Administration. Dr. Mistretta stated a large portion of that increase was due to the training for the new financial and personnel management computer software system.

Chairman Cassano asked what new positions were in the budget. Dr. Mistretta stated that most of them were related to the new alternative education and services. Chairman Cassano asked why the schools did not have an apprentice program for vocational training. Dr. Davis stated that that has not been the trend in American schools at this time. Chairman Cassano wanted to make it clear that 38% of the dollars for the public

schools in this town come from the state and federal government in grants, 62% of the dollars that fund the Board of Education come from the local taxpayer. That is an imbalance that is very unusual for a community of this size. The governor's budget provides no lift of the ECS cap and very little

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new monies. Hopefully there will be an increase in funding through categorical grants and a lifting of the ECS formula.

Board of Education Director Falcetta gave a closing summary of the Board of Education budget presentation stating that the board has worked together in a bi-partisan fashion to come up with this budget. She asked that the Board of Directors look at this budget as a budget that cannot be reduced.

Chairman Cassano stated that the Board would await the actions of the General Manager and following that by charter if it is requested, a secondary meeting could be held to discuss that action. A budget adoption is planned for May 11, 1999. A public budget comment session is planned for March 30, 1999.

Adjournment: 7:45 p.m.

**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**ONE MEETING AGENDA**

**7:30 P.M.**

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

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

ABSENT: Secretary Negri.

**1. MEETING CALLED TO ORDER.**

The meeting was called to order at 8:00 p.m.

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

Sylvia Hadge, 50 Cushman Drive, Chairman of the Housing Commission, announced that they would be sponsoring a housing fair on March 20, 1999 from 10:00 a.m. to 3:00 p.m. at Manchester High School.

Russell Smyth, 48 Strawberry Lane, spoke regarding the new property maintenance code. He was concerned about entry by a code enforcement officer into someone's home, people who cannot afford to make the necessary repairs and whether the Environmental Protection Act had been reviewed and incorporated into the code.

Theresa Parla, 55 Bruce Road, President of the Manchester Land Conservation Trust, spoke on behalf of the Risley Memorial Park and land to be purchased by the Trust. She was looking to Manchester for a donation of \$9,000 as it is part of the Town's watershed land.

Al Lutz, 9 Stephens Street, spoke regarding the school bond issue. He recommended that a new middle school be built, upgrade all elementary schools for traditional programs only, upgrade Illing with no expansion, upgrade the high school with no expansion with time spent to find alternative off-site facilities, renovate Bennet to house all nontraditional educational programs and functions including business departments and demolish Bentley.

Lisa Hageman, 25 Brookley Drive, Vernon, Member of the Manchester Land Conservation Trust, as well as, Co-Chair of the Friends of Risley Reservoir, was at this meeting to ask the Board for their support for a donation of \$9,000.

Dan Moran, 272 Charter Oak Street, spoke regarding the school renovations. He stated that he would be on public access t.v. on a broadcast called the Public's Forum where people would be able to voice their opinions regarding this issue.

Tom Stringfellow, 183 Hillstown Road, recommended books from the American Civil Liberties Union.

Peter Chudzik, 66 Holl Street, 7<sup>th</sup> grade student at Bennet Middle School asked that the Board support the skateboard park.

Dan Pendergraph, 62 Pearl Street, supported the skateboard park and asked that the Board approve it.

**2. OPENING OF MEETING TO ELECTORS OR TAXPAYERS WHO WISH TO BE HEARD ON ANY SUBJECT WITHIN THE JURISDICTION OF THE BOARD OF DIRECTORS (cont.).**

Malcolm Barlow, 627 Spring Street, Attorney for the Manchester Land Conservation Trust, spoke on behalf of the donation from the Town of \$9,000 for acquisition of the meadow at Risley Reservoir. He defended this action and asked that side issues not derail the Board's decision to support this donation.

Matthew Durand, 97 Hackmatack Street, spoke in favor of the proposed skateboard park.

Jason Aiello, 250 Greenwood Drive, spoke in favor of the proposed skateboard park and to allow bike riders that normally go in skateboard parks be allowed in the one proposed for Manchester. He felt that this park would be able to accommodate them also.

Jason Paternostro, 439 Dennison Ridge Drive, spoke in favor of the proposed skateboard park.

Paul Damon, 600 South Main Street, spoke in favor of the proposed skateboard park.

Bill Ogden, 137 Branford Street, spoke regarding the ground pollution at Lydall.

Chairman Cassano closed the public hearing at this time.

**3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS.**

- a. Minutes of January 5, 1999.
- b. Minutes of January 12, 1999.
- c. Actions taken on February 2, 1999.
- d. Actions taken on February 9, 1999.

**Director Morancey moved and Vice-Chairman Howroyd seconded a motion to adopt the minutes of previous meetings. Eight voted in favor.**

**4. PRESENTATION OF BID WAIVER REQUESTS.**

None.

**Director Becker moved and Vice-Chairman Howroyd seconded a motion to suspend the rules to deal with Item 11.h. Eight voted in favor.**

**11h. ADOPTED** - Authorization for the sale of tax lien for 131 Adams Street (known as Buckland Manufacturing, Inc.).

**Director Morancey moved and Vice-Chairman Howroyd seconded a motion to adopt Item 11.h. Eight voted in favor.**

General Manager Sartor stated that before this Board is the sale of a tax lien for 131 Adams Street to Action Air Systems, Inc. a Manchester air conditioning and contracting firm currently located on Slater Street. The building that is being discussed is that which is known as Buckland Manufacturing and has been a vacant facility for many years. This has been because it is a contaminated facilities and the Town has been working to find a way in which to reclaim this building. \$340,000 of taxes and penalties have accrued over the years on this business. Along with the back taxes there are several liens that have been filed against this property by creditors. No one would foreclose on this property because it was believed that the property was contaminated. Over the last several years the Town has done Phase I studies to determine the nature of the remediation that would be necessary in order to clean this property up. The Town has negotiated with Action Air a sale agreement for the tax lien that is outstanding in the amount of \$50,000. The agreement assumes Action Air will take possession of strict foreclosure proceedings. They will then remediate the environmental conditions in accordance with the remedial plan that has been approved by the State Department of Environmental Protection. They will occupy the building as their principal place of business for a period of five years after taking title to the property. They will repair the building so that it meets all state and local codes. If the business is transferred or sold before that five year period is up, the balance of the base tax forgiven in excess of \$93,000 would become due and payable. It is anticipated that there would be a significant amount of time in which to reactivate this facility and put it back on the tax rolls. This recommendation has been brought before the Economic Development Commission who have examined it thoroughly and have made a unanimous recommendation to this Board that the sale of this tax lien to Action Air be considered.

Director Morancey asked if the remedial action plan had been approved. Director of



Planning & Development Pellegrini stated that it had not. Presently they have a full site assessment and the outline of a remedial action plan. This would form the basis of the application to the state for the remedial action plan. Director Morancey asked if part of this agreement was for Action Air to offer jobs to Manchester residents on a priority basis. Mr. Pellegrini stated that there are no provisions in the agreement regarding jobs. Director Morancey asked after the sale of tax lien to the company and prior to the foreclosure, who would be caretaker of the property. Mr. Pellegrini stated that the Town would care for the property and would be reimbursed by Action Air once they took possession of the property.

Director Becker supported the sale of this lien and thanked Action Air for taking the risk. He asked if we were confident that the financing was in place. Mr. Pellegrini stated that Action Air had been talking to lenders and expected to have financing by the end of March 1999.

## **5. PUBLIC HEARINGS.**

- \*a. Appropriation to Education Special Projects -  
Fund 240 - for the establishment of a Principal's Institute ..... \$10,000.00  
to be financed by a grant from the Danforth Foundation.

General Manager Sartor stated that this is professional development activity for school principals. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \*b. Proposed Ordinance authorizing the purchase of 12 Vernon Street, Manchester, CT, from Christopher A. and Linda A. Cavanna for the sum of \$88,000.00 plus \$3,000.00 in moving and closing expenses. (A copy of the proposed ordinance may be seen in the Town Clerk's Office during business hours.)

General Manager Sartor stated that this in response to improved access to the Senior Center and was passed in referendum last fall. The Planning & Zoning Commission has approved this purchase and have also requested traffic studies and design.

Al Lutz, 9 Stephens Street, stated with the new entrance on Vernon Street, it would not improve the traffic situation on Middle Turnpike. People would still have to make a turn on to Vernon Street. The best solution for this problem would be a new senior center somewhere else or a dedicated left hand turn from Middle Turnpike.

Bill Ogden, 137 Branford Street, agreed with Mr. Lutz and thought the Senior Center was too small.

There being no comments from the public, Chairman Cassano closed the public hearing on this item.

**5. PUBLIC HEARINGS (cont.)**

Director Becker asked if there was a certified appraisal on this property and thought that the \$3,000 in moving and closing expenses was unusual. General Manager Sartor stated that they had conducted an appraisal and the property was valued at \$88,000. Subsequent negotiations between the attorney for the owners and ourselves led to a recommendation to pay some of the closing and moving costs. The reason being that they had purchased this property fairly recently and were in the process of upgrading the property.

Director Thompson asked that this item be removed from the consent calendar because he represented the owners of the property when they purchased the property originally. He would abstain from voting on this item.

- \*c. Appropriation to Special Grants - Fund 260 -  
 Ryan White CARE Title I ..... \$270,618.00  
 to be financed by a Federal Grant, Title I Ryan White  
 Comprehensive AIDS Resources Emergency Act (CARE) of  
 1990, passed through the City of Hartford in the amount of  
 \$270,618; and a resolution authorizing Richard J. Sartor,  
 General Manager, to enter into and amend related contractual  
 instruments with the City of Hartford.

Hanna Marcus, Director of Human Resources, stated that this is the fourth year that funds have been received from the Ryan White grant. This program helps to provide case management, special housing services, special meals, socialization, food vouchers, babysitting and financial assistance for AIDS patients, including a host of other services.

Tom Stringfellow, 183 Hillstown Road, supported this grant.

There being no further comments from the public, Chairman Cassano closed the public hearing on this item.

- \*d. Appropriation to Special Grants - Fund 260 - Youth Service Bureau..... \$ 203.00  
to be financed by a \$100 donation from Patricia A. Graves and by a \$102.73 donation from the Manchester Community Technical College Student Activities Committee.

There being no comments from the public, Chairman Cassano closed the public hearing on this item.

**5. PUBLIC HEARINGS (cont.)**

- \*e. Appropriation to General Fund - Human Services - for local match of replacement Dial-A-Ride vehicle ..... \$ 14,154.00  
to be financed by Undesignated General Fund Fund Balance.

Hanna Marcus, Director of Human Services, stated that this would allow the department to replace one of our own vehicles in our Dial-A-Ride program.

Tom Stringfellow, 183 Hillstown Road, supported this service.

There being no further comments from the public, Chairman Cassano closed the public hearing on this item.

- \*f. Appropriation to Special Grants - Fund 260 - for the advancement of Community Policing..... \$184,712.00  
to be financed by a COPS/Advancing Community Policing Grant from the Department of Justice.

General Manager Sartor stated that this is a competitive grant that has been applied for and received by the Police Department. Its purpose is to develop an infrastructure to institutionalize and sustain community policing practices.

Tom Stringfellow, 183 Hillstown Road, supported this service.

There being no further comments from the public, Chairman Cassano closed the public hearing on this item.

- \*g. Appropriation to Special Grants - Fund 260 - for partial funding of three civilian Police positions ..... \$ 50,000.00  
to be financed by a COPS MORE 98 Grant from the U. S. Department of Justice.

General Manager Sartor stated that this grant is consistent with the practice and policy of the chief in regard to the reorganization of the department. This grant will provide three part time positions during the term of the grant and will allow two police officers to return to the streets.

Tom Stringfellow, 183 Hillstown Road, supported this service.

**5. PUBLIC HEARINGS (cont.)**

Bill Ogden, 137 Branford Street, asked if this grant was for more than one year. General Manager Sartor stated no. Mr. Ogden thought that after this first year of being subsidized, then the Town would have to pick up the bill. He did not support this.

There being no further comments from the public, Chairman Cassano closed the public hearing on this item.

Director Morancey asked if the money for Item f. was for the training of the two officers. Captain Abbie from the Police Department stated that this money would be used to facilitate and train the entire organization to totally change the way in which policing is presently done. Director Morancey asked if the public would be approached for training on this new concept. Captain Abbie answered yes and a liaison committee would be established to develop strategic planning.

- \*h. Appropriation to General Fund - Recreation  
 Department - for Robertson Park scoreboard..... \$ 2,850.00  
 to be financed by a donation from Frank and Michael  
 Lynch, which is gratefully acknowledged and accepted.

There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \*i. Appropriation to Capital Improvement Reserve -  
 Fund GR1353 - for Martin School Camp Kennedy  
 Playground..... \$ 200.00  
 to be financed by a donation from Nancy Yost, which  
 is gratefully acknowledged and accepted.

There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \*j. Appropriation to Special Grants - Fund 260 -  
for Hockanum River Linear Park ..... \$ 547.00  
to be financed by a \$500 donation from the Lucian B.  
and Katherine E. Price Foundation, a \$10 donation from  
Regina Alexander, and a \$37.00 anonymous donation, which  
are gratefully acknowledged and accepted.

**5. PUBLIC HEARINGS (cont.).**

There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \*k. Appropriation to Park Reserve Fund PR008 -  
Center Springs Improvements - for a park bench.....\$ 250.00  
to be financed by a donation from Bruce Peck, which  
is gratefully acknowledged and accepted.

There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \*l. Appropriation to Park Reserve Fund PR008 -  
Center Springs Improvements - for Center Springs Pond  
handicapped accessible fishing pier ..... \$ 1,350.00  
to be financed by a grant from the Williams Foulds Family  
Trust.

There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \*m. Appropriation to Recreation Activities -  
Account 225 - for Downtown recreation activities ..... \$ 2,250.00  
to be financed by a grant from the William Foulds Family  
Trust.

There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- n. Appropriation to General Fund - Recreation  
Department - for Summer Recreation Programs ..... \$ 1,000.00

to be financed by a grant from the William Foulds Family Trust.

Tom Stringfellow, 183 Hillstown Road, supported these programs.

There being no further comments from the public, Chairman Cassano closed the public hearing on this item.

**Director Crockett moved and Director Thompson seconded a motion to take a recess. Eight voted in favor.**

**The Board recessed at 9:35 p.m. and returned at 9:45 p.m.**

**6. COMMUNICATIONS.**

Chairman Cassano gave a reminder of the Town’s Housing Fair at the Manchester High School cafeteria on March 20, 1999. He announced that there will be a Public Hearing for the budget on March 30, 1999.

Director Morancey stated that he had received a request from Illing Middle School for a beautification project which will be handled by the subcommittee.

**8. CONSENT CALENDAR AS AMENDED (Identified by asterisks.)**

\*Consent calendar consists of items 5a., 5c., 5d., 5e., 5f., 5g., 5h., 5i., 5j., 5k., 5l., 5m., 5n., 11a., 11b., 11c., 11d. and 11f. Items 5.b. and 11.g. were removed from the consent calendar.

**Vice-Chairman Howroyd moved and Director Morancey seconded a motion to accept the consent calendar as amended. Eight voted in favor.**

a. ADOPTED - Appropriation to Education Special Projects -  
Fund 240 - for the establishment of a Principal’s Institute ..... \$10,000.00  
to be financed by a grant from the Danforth Foundation.

**\*5c. ADOPTED - Appropriation to Special Grants - Fund 260 -**  
Ryan White CARE Title I ..... \$270,618.00  
to be financed by a Federal Grant, Title I Ryan White  
Comprehensive AIDS Resources Emergency Act (CARE) of  
1990, passed through the City of Hartford in the amount of  
\$270,618; and a resolution authorizing Richard J. Sartor,

General Manager, to enter into and amend related contractual instruments with the City of Hartford.

- \*5d. **ADOPTED** - Appropriation to Special Grants - Fund 260 - Youth Service Bureau..... \$ 203.00  
to be financed by a \$100 donation from Patricia A. Graves and by a \$102.73 donation from the Manchester Community Technical College Student Activities Committee.

**8. CONSENT CALENDAR AS AMENDED (Identified by asterisks) (cont.).**

- \*5e. **ADOPTED** - Appropriation to General Fund - Human Services - for local match of replacement Dial-A-Ride vehicle ..... \$ 14,154.00  
to be financed by Undesignated General Fund Fund Balance.

- \*5f. **ADOPTED** - Appropriation to Special Grants - Fund 260 - for the advancement of Community Policing..... \$184,712.00  
to be financed by a COPS/Advancing Community Policing Grant from the Department of Justice.

- \*5g. **ADOPTED** - Appropriation to Special Grants - Fund 260 - for partial funding of three civilian Police positions ..... \$ 50,000.00  
to be financed by a COPS MORE 98 Grant from the U. S. Department of Justice.

- \*5h. **ADOPTED** - Appropriation to General Fund - Recreation Department - for Robertson Park scoreboard..... \$ 2,850.00  
to be financed by a donation from Frank and Michael Lynch, which is gratefully acknowledged and accepted.

- \*5i. **ADOPTED** - Appropriation to Capital Improvement Reserve - Fund GR1353 - for Martin School Camp Kennedy Playground..... \$ 200.00  
to be financed by a donation from Nancy Yost, which is gratefully acknowledged and accepted.

- \*5j. **ADOPTED** - Appropriation to Special Grants - Fund 260 - for Hockanum River Linear Park ..... \$ 547.00  
to be financed by a \$500 donation from the Lucian B. and Katherine E. Price Foundation, a \$10 donation from

Regina Alexander, and a \$37.00 anonymous donation, which are gratefully acknowledged and accepted.

- \*5k. **ADOPTED** - Appropriation to Park Reserve Fund PR008 - Center Springs Improvements - for a park bench.....\$ 250.00 to be financed by a donation from Bruce Peck, which is gratefully acknowledged and accepted.

**8. CONSENT CALENDAR AS AMENDED (Identified by asterisks) (cont.)**

- \*5l. **ADOPTED** - Appropriation to Park Reserve Fund PR008 - Center Springs Improvements - for Center Springs Pond handicapped accessible fishing pier ..... \$ 1,350.00 to be financed by a grant from the Williams Foulds Family Trust.

- \*5m. **ADOPTED** - Appropriation to Recreation Activities - Account 225 - for Downtown recreation activities ..... \$ 2,250.00 to be financed by a grant from the William Foulds Family Trust.

- n. **ADOPTED** - Appropriation to General Fund - Recreation Department - for Summer Recreation Programs ..... \$ 1,000.00 to be financed by a grant from the William Foulds Family Trust.

- \*11a. **ACCEPTED** - Donation of two hundred shares of Boeing Company stock to the Board of Education from Mrs. Ruth A. Ardan, which are gratefully acknowledged and accepted; and authorization to sell and deposit proceeds from said stock into the Skip Ardan Memorial Fund Account as stipulated by Mrs. Ardan.

- \*11b. **ADOPTED** - Authorization for Richard J. Sartor, General Manager, to execute an Agreement between the State of Connecticut and the Town of Manchester for the installation of a traffic control signal at the inter-section of Routes 6/44 (East Middle Turnpike) and Vernon Street and Riverside Drive in the Town of Manchester.



- \*11c. **APPROVED** - Approval of a Workers Compensation stipulation with Todd Belknap in the amount of \$22,670.
- \*11d. **ACCEPTED** - Accept resignation of David Blackwell from the Housing Commission for term expiring November 1999.
- \*11f. **ACCEPTED** - Acceptance of three parcels of open space at the Keeney Heights Subdivision to satisfy roadway rights-of-way requirements.

**Director McMahon Moved and Vice-Chairman Howroyd seconded a motion to suspend the rules to deal with Item 11.g. Eight voted in favor.**

- 11g. **ADOPTED AS AMENDED** - Authorization for the General Manager to enter into an agreement with the Manchester Land Trust for their acquisition of open space land at Risley Reservoir in the amount of \$9,000 with the purchase being funded by the Water Department.

**Vice Chairman Howroyd moved and Director McMahon seconded a motion to adopt Item 11.g. as amended. Seven voted in favor. One voted against - Becker.**

General Manager Sartor stated that the purpose of the purchase of this open space land at Risley Reservoir is to provide the remainder of the money necessary for the \$80,000 acquisition for approximately five acres of land. The Town of Vernon has already contributed \$9,000 and it is requested that the Town of Manchester will contribute the same amount. \$26,000 in cash has been raised along with a \$36,000 grant. The head of our Water Company recommends the acquisition of this land as a protection of the water supply for the Town of Manchester.

Director Morancey asked if this land is in Vernon. General Manager Sartor answered yes. Director Morancey asked how it is zoned by the Town of Vernon. Answer was residential. Lisa Hageman, Member of the Conservation Land Trust, stated that there was town sewer available on this property and there were two building lots in the far end of the meadow that could potentially be built on. Director Morancey asked if the Land Trust challenged the Town of Vernon regarding the residential zoning. Ms. Hageman stated that they did not formally go before Zoning regarding this. Director Crockett added that this was probably zoned before the Town acquired the reservoir. The residential zone would be a legal use but quite possibly they could not build there. General Manager Sartor stated that the Town of Manchester Water Company have rights only to the water and this would be a very inexpensive opportunity to assure that it would

not be used for any inappropriate purposes in the future. Ms. Hageman stated that the Manchester Water Company owns 78 acres and this 5.2 acre parcel is continuous with the land already owned by Manchester. Director Morancey asked where the \$9,000 would come from. General Manager Sartor stated that he anticipated it would come from the Water Company.

Director Becker supported this in spirit but not in conscience for the fact that the nonprofit organization is in arrears in taxes to Manchester for over \$30,000. Director Becker asked if the Board could legally vote to give money to a third party to purchase land that is in another town and is it in the spirit of the bond issue as approved by taxpayers of Manchester. Attorney Darby stated that a municipality has the power to donate money to a nonprofit organization providing it is for a public purpose. Director Becker asked if it mattered which fund the money came from and noted that it was in the agenda as coming from the bond. General Manager Sartor stated that after they wrote the backup for this item it was determined that the Water Company would be a better source from already appropriated funds. However, it could be funded from either place.

Director Crockett supported the acquisition of this land because this would protect a large amount of our water supply.

Vice-Chairman Howroyd thought that Attorney Barlow addressed it well when he said not to confuse other issues and about reservations any of the Board members may have regarding other properties of the Manchester Conservation Land Trust with the issue before us this evening. The Risley Reservoir and Park is a unique opportunity for the Town of Manchester. While it is not within our boundaries, we have vast holdings in other towns and it is part of our water supply. He supported this acquisition and asked for an amendment to clarify for the record the \$9,000 would come from the Water Department.

Director Hachadourian supported this amendment and this acquisition. He stated that the Manchester Conservation Land Trust has done its homework in fund raising for this project. They have secured \$36,000 from the State of Connecticut Watershed Open Space Grant, collected \$16,000 from private donations, donated \$10,000 from their own bank account, and have secured \$9,000 from the Town of Vernon. He felt that the Town of Manchester should join in as a partner.

Director Morancey stated that he supported open space, however, he didn't feel that the Board should be committed before having a full understanding of the whole situation. Director Morancey asked what the use of the land would be. Attorney Barlow stated that

it would be part of the Risley Park and have limited rights. The Town now controls the dam and the slew scape. The land must be open to open space use, passive recreation, in order for the land trust to maintain its insurance policies. Director Morancey stated that he would reluctantly support this because it is land outside the Town of Manchester and felt that the Town is obligated for \$9,000 of which the Town did not commit to. He felt the Town should have some part or say as to what they are going after and what our commitment would be. Vice-Chairman Howroyd wanted to clarify a point that Director Morancey made regarding restrictions on the land. There are also restrictions associated with the open space state grant similar to those at Case Mountain. This would be used strictly for passive recreation. There were only 19 entities awarded open space grants from the state with over 50 applicants.

Director Thompson called the question and it was unanimously accepted by the Board to call the question.

Chairman Cassano asked that General Manager Sartor arrange a meeting with Attorneys Darby and Barlow to come up with a resolution regarding the tax issue on the land off Slater Street.

## **7. REPORTS.**

- a. Project Status Report - I.O.H. Pool - Peter Lozis.

The I.O.H. Pool project is essentially complete. There will be a meeting on Monday with the architect and the contractor to start initiating the punch list. It is expected that the certificate of occupancy will be issued at the end of this week or early next week. Once the weather breaks, the exterior work will be completed. This will be the last report regarding this project. A ribbon cutting ceremony is being planned with the I.O.H. group.

- b. Project Status Report - Northwest Park - Louise Guarnaccia.

Louise Guarnaccia, Public Works Administrator, stated that the plans and specs have been reviewed. Comments have gone back to the landscape architect. They are currently working with the engineering firm and the architect to revise the plans and specs. It is expected to have this bid out on the street by approximately April 1, 1999. Potential construction will begin June 1, 1999.

Chairman Cassano asked what could be done to prevent the low bidder syndrome and that we have some alternatives. General Manager Sartor stated that the Town is spending more time doing a thorough investigation of the bidders to identify the lowest responsible bidder. If necessary, we will reject the lowest bidder.

Director Crockett stated that the federal government is allowed to choose the bidder they desire and not necessarily the lowest bidder. He thought that we could possibly request some federal guidelines from the government to follow.

Director Morancey asked for a construction schedule by the 1<sup>st</sup> of June. Ms. Guarnaccia stated that the Board could expect a schedule as soon as the contract is awarded.

- c. Skateboard Park - Scott Sprague, Director of Parks and Recreation.

Mr. Sprague distributed a memo regarding the Skateboard Park along with a memo from

**7. REPORTS (cont.)**

Alan Desmarais, Director of Finance, regarding liability. The Town has received \$500,000 in state bond funds for improvements to Center Park and Center Springs Park. If we were to move ahead with development of a skatepark in Center Springs Park, he recommended that we incorporate that into the design which the consultant will be doing for all of the park improvements. This sum of money could not be used for the skatepark itself, but for other improvements to the park such as walks to the skatepark. The report covered the main items of concern which were expressed at the February 9<sup>th</sup> Board meeting which included research into other towns in the state of Connecticut who have skateboard parks or are in the process of building them. A cost summary sheet and a survey of the results were also included in the report. Recommendations that are in the report are staff recommendations that came about when considering the survey results, the report of the committee on the skatepark and existing policies and procedures within the Parks & Recreation Department that relate to other facilities. It was recommended that supervision be provided at the skatepark and budget sheets were attached which broke down the cost for supervision of the facility. It was recommended that the park be opened April through October and a couple of options were provided in the report for hours the park could be opened. A \$25 membership fee was recommended and to allow a \$5 a day guest pass. Members would have to have membership cards, waivers, orientation and judging of skill levels. It was recommended that the Center Springs Park location be used as the location due to central location and public transit being available. Safety equipment would be used at all times while using the skatepark. A brochure would be developed on rules and regulations of the park and would address not using other areas in town for skateboarding. It was decided not to provide equipment due to the concern of product and town liability. The cost of design and construction of a hard surface for the park would be \$23,000. The cost for the proposed lighting would be \$12,000. It is recommended that the park be enclosed with 8 ft. fencing at an estimated cost of \$10,000. It would be necessary to hire a consultant to develop plans and

specifications for the hard surface and lighting with a cost estimate of \$2,000. Purchase of equipment would be \$1,500. Ongoing maintenance and repair would be at a cost of \$750. Equipment would be at a cost of \$25,920. Design and construction would be \$59,500 for an estimated total of \$78,170 for the completion of the skatepark.

Alan Desmarais, Director of Finance, commented on liability insurance. The estimated cost of insurance would be \$15,000 to \$25,000 carrying a \$5,000 to \$10,000 deductible.

Director Becker asked if pools were similar in nature as to liability of a skatepark. Mr. Desmarais stated that it would be high risk but not very similar because injuries in a skatepark would be fractures while pools would involve death and other types of injuries.

Director Becker asked if he recommended purchasing a separate policy as opposed to

7. **REPORTS (cont.).**

incorporating it with our present liability. Mr. Desmarais stated that he would need to get specifics before that decision could be made but thought that it would be incorporated.

Director Becker was concerned that the lights might affect people on Lodge Drive at night. Mr. Sprague stated that it would only affect Main Street and the skatepark would be located directly behind the roadway between Lincoln Center and the Town Hall. Director Becker asked if the plan would involve parents getting involved as volunteers. Mr. Sprague stated that it was not included in the cost estimates but certainly was something that could be incorporated. Director Becker asked if this skatepark would be included in the Parks & Recreation Department's budget proposal for this year. Mr. Sprague stated that it was not currently included in the operating budget for this year.

Director McMahon asked if there was access to a land line phone as a backup to the cell phone. Mr. Sprague stated that the cell phone in the report was for emergency purposes only and was a general policy for other activities within the Recreation Department.

Vice-Chairman Howroyd asked what was the most optimistic construction schedule that could be accomplished. General Manager Sartor stated that if it were a priority, it probably could begin operating by the fall, but then would not have the amenities that would be associated with it by virtue of the Center Springs Park design. Vice-Chairman Howroyd wanted to raise this as an issue because he didn't want to get hopes up. There is a sentiment on the Board to proceed with this, but there is a need to be realistic and not do it without coordinating with the other Center Springs Park plans. Vice-Chairman Howroyd asked what the revenue would be on the membership and day fees. Mr. Sprague stated that they did not have that information.

Chairman Cassano asked that Mr. Sprague comment on the existing plans for the park and

how they would tie in with the skatepark regarding grant monies received. Mr. Sprague stated that there would be a stone dust trail system that would run throughout the whole park and would run by the proposed skatepark. An entrance would also be made in that area with picnic tables. He stated that this skatepark needs to be incorporated into that master plan of the park for this area. It is important for the architect who is designing those improvements to also look at the exact location of this skatepark. Chairman Cassano asked what the timetable was on the existing plans for Center Springs Park. Mr. Sprague stated that they are presently negotiating a contract with the selected architect for the improvements with summer/fall construction for some of the improvements.

Director Morancey asked when would they need an authorization for the skatepark from the Board in order to incorporate this into the present plans. General Manager Sartor stated that

**7. REPORTS (cont.)**

anytime while they are still working on the design would be acceptable. Director Morancey thought that they should involve some of the members of the skatepark to help design the rules and qualifications for the brochure. He asked for a comparison regarding liability for football and hockey to skateboarding. Mr. Desmarais stated that these sports would be very close to skateboarding. Director Morancey supported this skatepark and recommended that the Board take some action on it as soon as possible.

Director Crockett asked if insurance would be based on the fact that this skatepark would be open only half the year. Mr. Desmarais stated that it was based on full year use but we would have our own concerns such as leaves and other environmental conditions that wouldn't be the same as in warm climates, and as a result, would not see a large drop in costs. Director Crockett asked if the user fee could be made comparable to a state-of-the-art skatepark. Mr. Sprague stated that this park would be top-of-the-line for this area and that could be a possibility. Director Crockett supported that we not supply safety gear and boards. He asked if there would be wear and tear on this equipment. Mr. Sprague stated that the manufacturer told him that you could place these events so that as they go out of style, you could replace them. The event that is replaced can be reused elsewhere. The precast concrete events are the least wear and tear that is available. Director Crockett stated that he would like to support this but was concerned about the price of members. He also would like to see parents volunteering time to this like other sports in town.

Chairman Cassano asked if the Parks & Recreation Department could find out if there are any type of groups of volunteers in other towns that help run the skatepark. Chris Silver, Recreation Supervisor, stated that they asked other towns and they do not incorporate

volunteers into the supervision of their program. Chairman Cassano asked that they look at allowing bikes in the park and also whether there would be bathrooms available. Mr. Silver stated that the insurance companies would not allow bikes on in-line skate and skateboard parks. Mr. Sprague stated that they would provide port-o-potties in that area.

**Vice Chairman Howroyd moved and Director McMahon seconded a motion to suspend the rules to continue the meeting past 11:00 p.m. Seven voted in favor. One voted against - Thompson.**

**9. ACTION ON ITEMS OF PUBLIC HEARING.**

**5b. ADOPTED** - Proposed Ordinance authorizing the purchase of 12 Vernon Street, Manchester, CT, from Christopher A. and Linda A.

**9. ACTION ON ITEMS OF PUBLIC HEARING (cont.).**

Cavanna for the sum of \$88,000.00 plus \$3,000.00 in moving and closing expenses. (A copy of the proposed ordinance may be seen in the Town Clerk's Office during business hours.)

**Vice-Chairman Howroyd moved and Director Crockett seconded a motion to adopt Item 5.b. Seven voted in favor. One abstention - Thompson.**

Director Becker stated that he would support this but thought that the Board should be careful of setting a precedent of paying above market value for real estate and/or paying people's moving expenses. He realized that this was needed to get the deal through but just wanted it to be noted for the record.

Director Hachadourian thought it was a good deal for the Town of Manchester, the seniors and the sellers.

Chairman Cassano clearly supported this purchase stating that this was the number one priority of the seniors, to provide better access and more parking. Through the purchase of this property there will be a much better access for the seniors and the traffic light will eliminate the problem of cars being rear-ended as they make a turn into the senior center. With the pending school bond issue, clearly we would not be purchasing a new senior center at this time or in the near future.

**10. UNFINISHED BUSINESS.**

- 10a. 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.

**Vice-Chairman Howroyd moved and Director McMahon seconded a motion to table Item 10.a. Eight voted in favor.**

- 10b. TABLED** - Appointment of an Alternate (D) on the Planning and Zoning Commission for term expiring November 2000.

**10. UNFINISHED BUSINESS (cont.)**

**Vice-Chairman Howroyd moved and Director McMahon seconded a motion to table Item 10.b. Eight voted in favor.**

**11. NEW BUSINESS**

- 11e. TABLED** - Appointment of a member (R) to the Housing Commission for term expiring November 1999.

**Director Crockett moved and Director Becker seconded a motion to table Item 11.e. Eight voted in favor.**

- 11i.** Discussion to clarify proposed amendment to the Code of Ordinances entitled "Town of Manchester Property Maintenance Code."

**RECONSIDER OF ACTION** - No. 40 taken February 9, 1999 meeting of the Board of Directors- Pursuant to Rule 9.6 of the Rules of the Board of Directors, which stated as follows: **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."

**Director Morancey moved and Vice-Chairman Howroyd seconded a motion to**



**adopt Reconsider of action No. 40 as stated above. Six voted in favor. Two voted against - Crockett, Thompson.**

Director Morancey stated that last month the Board adopted an ordinance with an effective date of May 1, 1999 with enforcement being delayed until November to provide time to give warnings. It had come to his attention that in doing this, there could be some confusion over the ability of the building officials to enforce the new code in life threatening or health threatening situations. Rather than pick and choose which sections of the codes are enforceable and which are not, Director Morancey moved that the entire Property Maintenance Code be enforceable effective May 1<sup>st</sup>, 1999 without restriction. He also proposed a resolution that the Board recommend that non-life threatening or non-health threatening of the new code sections be enforced primarily by written warning until November 1, 1999. This would give the town's people time to adapt to the new ordinance **11. NEW BUSINESS (cont.)**.

sections and in the meantime, the Town would have a working housing code.

**ADOPTED** - That the entire Property Maintenance Code be made enforceable effective May 1, 1999 without restriction.

**Director Morancey moved and Vice Chairman Howroyd seconded a motion to adopt that the entire Property Maintenance Code be made enforceable effective May 1, 1999 without restriction. Six voted in favor. Two voted against - Crockett, Thompson.**

**RESOLUTION** - That the Board of Directors hereby recommends that for non-health threatening and non-life threatening situations, the new sections of the Property Maintenance Code be enforced primarily by written warning until November 1, 1999.

**Director Morancey moved and Vice Chairman Howroyd seconded a motion to adopt the Resolution as read. Six voted in favor. Two voted against - Crockett, Thompson.**

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

Director Hachadourian asked that a report be made relative to accidents that have occurred with Fire, EMS, rescue vehicles and police vehicles while in the course of their normal

duty for the last 3 to 5 years.

Director Becker had a concern with the policy on properties that are delinquent in their taxes. He felt that it was the policy of the Town to ignore blighted businesses and then eventually try to sell the tax liens. Meanwhile, the buildings got worse. He thought that maybe other solutions could be used. He felt it was the same with the Land Trust owing back taxes when in reality it would need to be resolved. He suspected that we would have to forgive those taxes. He felt that ignoring these problems were not in the Town's best interest. He also was beginning to feel that Lydall had taken advantage of the Town in our agreement with them in 1995. He thought that this incident should be revisited.

Director Hachadourian stated that the Board had recently received a report from the administration regarding this subject which went in depth with an explanation of the whole agreement with Lydall. He asked Director Becker if he thought that was enough of an

**12. FURTHER COMMENT AND DISCUSSION BY BOARD MEMBERS ON ITEMS FOR FUTURE AGENDA OR OF GENERAL CONCERN (cont.)**

explanation. Director Becker answered that he had gone back to the original minutes and realized that Lydall never really changed hands, but only looked that way on paper.

Chairman Cassano stated that many companies have several subsidiary companies under the same name and the Board saw the same thing happen with the mall. The transfer of the Lydall property has taken place and is in the past. Our policy has been that we will not assume or foreclose on those properties that are delinquent in taxes that we identify as polluted sites, such as Buckland Manufacturing. If we assume that responsibility, we assume the cleanup rights. Until the government changes some of the rules and regulations requiring cleanup, which is getting better, and provide remediation money through Brownfield, we cannot change our policy. It has been too great a liability for the Town to risk up to this point.

General Manager Sartor stated that the Town does have a policy with regard to taxes. It is followed except in the very worse case such as these polluted sites. We have chosen as a matter of policy not to become involved, which has also been recommended to us by legal counsel. Other than those cases, there is a written policy with thresholds upon which the tax collection takes actions against properties or brings them to the Board.

Director Crockett stated that the fact of the matter is that it was 13 years that these people stopped paying taxes and if we could have sold this tax lien for a dollar 7 years ago, we would have been ahead of the game. General Manager Sartor stated that it has only been

in the last few years that the DEP has participated and assisted in working out arrangements to resolve this matter. There have also been some unusual economic circumstances with the recession and the 1990 evaluations.

Director Morancey stated it has been only recently that the Town has received a grant for \$50,000 to do Phase I and Phase II study to find out what the entirety of the pollution was on that ground. Based on that, this other deal was put together.

Director Thompson stated that last month the Board voted on improvements to the Town Garage Facility and learned after the vote that there was a study that was done December 31, 1997 by DeCarlo and Doll which was quite comprehensive. Several options were outlined in this study. He thought that before voted upon, the Board should have had the benefit of this study.

The Y2K committee was appointed to provide information to the community. They are as **12. FURTHER COMMENT AND DISCUSSION BY BOARD MEMBERS ON ITEMS FOR FUTURE AGENDA OR OF GENERAL CONCERN (cont.)**

follows: Town of Manchester Information Systems, Jim Todd, Mark Montminy from the Police Department, George Brophy, 196 Ferguson Road, Warren Packer, Information Systems with the State of Connecticut, 374 Lydall Road, David Anderson, 540 North Main

Street, Brad Mondschein, 168 Gerald Drive and Jerry Bujaucuis, 88 Ambassador Dr. If anyone else is interested, please contact Jim Todd. We may have a newsletter in the fall to deal with the issues depending on what comes from this committee.

Director Morancey asked what the next step will be for the skatepark. Chairman Cassano stated that maybe we should reflect on it and put it on the agenda for next month.

### **13. ADJOURNMENT.**

**Director Thompson moved and Director Crockett seconded a motion to adjourn to April 6, 1999 at 7:30 p.m. Eight voted in favor.**

Adjournment : 11:35 p.m.  
/jld

APPROVED:

ATTEST:

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BOARD OF DIRECTORS  
CONNECTICUT

SECRETARY,  
MANCHESTER,