

**MINUTES  
REGULAR MEETING OF BOARD OF DIRECTORS  
APRIL 6, 1999  
LINCOLN CENTER HEARING ROOM  
7:30 P.M.**

**ONE MEETING AGENDA**

PRESENT: Chairman Cassano, Vice-Chairman Howroyd, Secretary Negri, Directors Morancey, Hachadourian, McMahon (left during recess at 9:40 p.m.), Thompson, Becker and Crockett.

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

**1. MEETING CALLED TO ORDER.**

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

**1A. PRESENTATION OF LIONS CLUB MAYORS TROPHY**

John Garoppolo, President and Ed Gorman of the Lions Club presented the Mayor and Joe Camposeo with the trophy for winning the Phoenix Memorial Bowling Tournament to benefit the Fidelco Guide Dog Foundation.

**1B. MANCHESTER COUNTRY CLUB REPORT**

Chairman Cassano asked the liaison to the Board of Directors for the Country Club to give the Board a brief report as to the status of the agreement made last year. Kenneth Tedford referred to his quarterly report submitted today along with 3 months of minutes and balance sheets stating that the agreement was pertaining to renovations of the club house and the golf course. The renovations of the downstairs club house are almost complete. The Waterview Cafe is open for business and doing well. The upgrade of the men's and women's locker room has been completed to ADA specifications. The cart paths are in the process of being paved. The golf course architect's design is being prepared and will be submitted to the Board in the summer. They have postponed the schedule for the sand traps renovation until the fall pending the outcome of the architect's final plan. Nancy Rivosa, the former club house manager, has been appointed as the new general manager for the golf club. The new committee of the Board of Governors has been set which is the Executive oversight committee to assist her in the transition of her new job. The Junior Golf Program will be continued this summer and is being coordinated with the Town Recreation Department.

Director Becker clarified that the agreement was that the Country Club would hire a professional manager who was experienced in running a golf course. Mr. Tedford said that it was specified that a general manager would be hired that would have oversight over all the departments of the golf course. Director Becker asked that after a six month search, they chose the present banquet manager to become the general manager. Mr. Tedford answered yes because after the search they felt the best fit would be Nancy Rivos.

Director Hachadourian stated that as he spoke with members of the Board of Governors, he learned that people who run golf courses typically are people who are not golf pros and generally people who have experience in banquet, restaurant, and hotel management. Mr. Tedford stated that the strong background they were looking for was a person with a background in the hospitality, entertainment, banquet, and restaurant business. Most people who applied for the job had that background.

Chairman Cassano pointed out that a few people chosen as candidates for the position chose to stay where they were before the final decision was made. Chairman Cassano thought that they would have Mr. Tedford make another report next year about the same time.

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

Don Ringbloom, President of the Manchester Soccer Club, 66 White Street, strongly endorsed the recommendation from the Joint Committee on Schools/Town Use of Buildings. He also asked that the Board give strong consideration to an all weather outdoor field facility. This would allow youth sport organizations to maximize the limited field outdoor space that is available.

Al Lutz, 9 Stephens Street, felt that the reason why people do not come to Board of Director meetings is not a matter of apathy, but effectiveness to make a difference on issues within the jurisdiction of the Board of Directors. He asked about the status of the truck ordinance. He spoke regarding the renovation of the schools and felt that 12 weeks to prepare and agree upon any program that could start construction within 2 years is unreasonable and unnecessary and thought that 12 months is a more credible time line. He thought that \$5-10 million should be authorized for critical repairs for this November, continue the study of program needs for all of the schools during the next 12 months, make state funding applications in June of 2000, and go to referendum for the entire project in November of 2000.

David Sheriden, 24 Yale Drive, President of the Manchester Basketball Association,

spoke in favor of the recommendation of the Joint Committee on Schools/Town Use of Buildings proposal.

Ray Maselek, 512 Parker Street, representing Manchester Midget Football spoke in favor of the recommendation of the Joint Committee on Schools/Town Use of Buildings.

Jeff Coughlin, 250 Gardner Street, owner of the Lenti farm that is being proposed as one of the sites for the new middle school stated that he is not willing to sell his property and asked that the Board consider another property that is willing to be sold.

Milt Perlman, 3 Sanford Road, spoke regarding the Board of Education budget stating that the only thing the Mall taxes have done, is pay for increases in salaries for the Board of Education, and to make matters worse, they haven't maintained the schools. He spoke regarding the Manchester Country Club and that they should have new management. He spoke regarding no vetoing power over the Planning & Zoning Commission.

Terry Werkhoven, 88 Santina Drive, stated that he thought the contractor did an excellent job on the Spring Street Gulley project. He brought to the attention of the Board a drainage problem on 56 Gerard Street. He also spoke about the Manchester High School running track and asked that it be refurbished.

Bill Ogden, 137 Branford Street, spoke regarding Northwest Park and unregistered cars.

Peter R. Sterne, 800 Center Street, spoke regarding Board of Education budget. He thought the quality of education, considering the salaries of the staff, was very poor.

Tom Stringfellow, 183 Hillstown Road, spoke regarding the dropout rate and recommended looking at the Hartford school system for some ideas. He didn't believe in teacher bashing. He spoke regarding racism.

Jim Quaglia, 87 Walnut Street, relayed to the Board that the Alumni Committee for the Citizens Police Academy will be doing some fund raising. Their goal is to raise enough money to purchase another set of baseball cards for the Police Department.

Al Coelho, 48 Carpenter Road, thought that they shouldn't put so much on consent calendar because people will think why should they come to the meetings when everything is already decided. He asked that rates be made reasonable for organizations who use town facilities. He didn't believe in blaming the teachers, but to look to the management and take into consideration the whole picture.

Dan Moran, 272 Charter Oak Street, reminded the Board of the Peoples' Forum program airing Wednesday from 6:30 to 7:30. He felt that the Historic District for the East Side was ludicrous. He suggested to buy the properties between Wells and School Streets and redevelop that for the middle school, or take the lawns of the Cheney mansions by eminent domain, but not take the Lenti property which they do not want to sell and leave it as open space land. He felt that groups using school buildings should not have to pay exorbitant prices. He thought the dropout rate was excessive and would be the major topic of the Peoples' Forum program.

Eric Matson, 131 Hollister Street, spoke on behalf of the skateboard park and thought that it would give kids something else to do.

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

- a. Minutes of February 2, 1999 - Regular Meeting.
- b. Minutes of February 9, 1999 - Reconvened Meeting.
- c. Revised Actions taken on February 9, 1999.
- d. Actions taken on March 2, 1999.

**Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to adopt the minutes of previous meetings. Nine voted in favor.**

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

Engine 5 ladder truck was taken out of service last December due to damage to its ladder. During the repair of the ladder, they found additional work that needed to be accomplished and would bring the repair above the bid limit by \$4,000. He recommended this bid waiver in order to continue the repair work.

Director Morancey asked what kind of repair work is being done. Chief Weber stated that the additional work involves the hydraulic and electrical system.

### **5. PUBLIC HEARINGS.**

- \* a. Appropriations to Education Special Projects - Fund 240:
- |  |              |
|--|--------------|
| 1) Training for Aspirations and Persistence (TAP)..... | \$ 15,000.00 |
| 2) Careers in Teaching .....                           | \$ 30,000.00 |
| 3) School Improvement through Early Intervention ..... | \$ 20,000.00 |
| 4) Head Start .....                                    | \$ 8,481.00  |

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

- 5) BEST Program .....\$ 6,800.00
  - 6) Head Start .....\$ 589.00
- to be financed by State and/or Federal Grants.

Dr. Davis, Superintendent of Schools, stated that the majority of this appropriation are Goals 2000 grants that the state offers to districts for innovative programs. The first is for use in the middle and high schools looking at the transition into sixth grade, as well as, into ninth grade, and also focuses on the motivation and expectations that students have for themselves, their parents or teachers. The next grant is an effort to encourage high school students to go into the teaching profession through the Society for Young Educators. The Early Interventions grant is an early literacy program for lower grades. The BEST Program is the beginner educator support training for first and second year teachers and is a requirement of the state.

Tom Stringfellow, 183 Hillstown Road, supported these programs.

Al Lutz, 9 Stephens Street, asked in the Careers in Teaching and Training for Aspirations programs how many children in Manchester would benefit from those programs. He asked how many dollars are budgeted under Headstart.

Dr. Davis answered the questions of Al Lutz stating that the first question in regards to Training for Aspirations involves all Manchester students. The second question regarding Careers in Teaching would involve at least 50 children who are also involved in the Society for Young Educators. The dollars for Headstart come from a Community Renewal Team in Hartford which has been in existence for 30 years and is managed through CRT which are federal dollars amounting to around \$487,000.

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

- \* b. Appropriation to General Fund, Transfer to School  
 Facilities Renovations Capital Project Fund.....\$ 26,203.00  
 to be financed by Unreserved Undesignated General Fund  
 Fund Balance.

General Manager Sartor stated that this is additional money to be made available to the facilities renovation project required in order to conduct a professional examination of the schools.

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

Al Lutz, 9 Stephen Street, asked how many dollars have been allocated to this school facility renovation capital project fund to date, how much is anticipated to be allocated and is there a cut off date.

Tom Stringfellow, 183 Hillstown Road, supported these programs.

Dr. Davis addressed the questions of Al Lutz stating that the dollars allocated to the school facility renovation capital project is in the neighborhood of \$440,000 for the services of the architects, as well as, construction manager, services for blueprints and studies on properties. This is categorized as pre-referendum work. The deadline for the completion of this work will bring us to November 1999.

Director Crockett thought that Mr. Lutz would like the fee for the Lawrence Report. Dr. Davis stated the cost for that report was \$60,000 and was made back a few years ago.

Director Becker wanted to clarify that the money was coming from Unreserved Undesignated General Fund Fund Balance. Alan Desmarais, Director of Finance, stated that the original June 30, 1998 designation was for the settlement of a labor contract. Good account procedures would indicate that you would not take that specific designation and appropriate it. It was designated for a certain purpose. You would allow that designation to expire which would be next June 30<sup>th</sup>. It would then role into Undesignated Unreserved Fund Balance and in essence would increase that number by \$26,603. We are in the interim step of taking it from there. General Manager Sartor stated that when there are unexpended funds from the appropriation of the Board of Education, as with any other department of the Town, they would ultimately go back to the Town’s General Fund as a whole and then when that fiscal year is closed out, folded into the Fund Balance which is the overall accounting of the whole of the Town’s general financial operations. Director Becker stated that no matter what those funds happened to have been designated for in 1998, if they aren’t expended by the end of the year, they role into fund balance. If they weren’t preserved for a specific purpose in a specific fund, then what they happen to be preserved for becomes irrelevant. General Manager Sartor stated that it is always relevant when you designate in Reserve Funds. If those were no longer needed to be designated and reserved, they could be released. In this case they were released with a recommendation that this Board use those monies to fund a liability that the Board of Education had.

Chairman Cassano stated that they would discuss Item 11.a. while Dr. Davis was at the meeting.

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

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

**11. NEW BUSINESS**

- \* 11a. Transfer in General Fund:
  - From: Board of Education .....\$250,000.00
  - To: Interfund Transfers to Education Special  
Projects - Fund 240 .....\$250,000.00  
for Transitional District Program Grant.

Dr. Davis explained that legislation was passed last year by the state after the Commissioner of Education was asked to look at all school districts throughout the state from the perspective of disparities that existed. When they looked at this they also looked at indicators within our town regarding levels of ability to fund, wealth, etc. The legislation then moved to provide additional dollars which were called transitional district dollars.

Director Becker asked if this money will be put away for use at some time in the future. Dr. Davis stated no, that this is a categorical grant that comes directly to the school system. What the Board of Education has asked is that it go into the similar kind of category as a transfer into educational special projects in order for it to be accounted for as a categorical grant.

Director Hachadourian stated that he had the same question regarding this but spoke with administration who clarified that this is the first transitional grant that was part of the first effort. It is in one sense an accounting correction, moving money from one education pot to another to keep ourselves square with the legislation.

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

- \* c. Appropriation to Special Grants - Fund 260 -  
 Tri-Town Drug Enforcement and Education Program .....\$ 74,000.00  
 to be financed by an Office of Policy and Management Grant.

Police Chief Aponte stated that this grant will provide for police overtime and drug awareness education programs in Manchester, South Windsor and Vernon schools.

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

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

this item.

- \* d. Appropriation to Special Grants - Fund 260 -  
 Local Drug Enforcement Task Force Enhancement Program .....\$ 25,000.00  
 to be financed by an Office of Policy and Management Grant.

Police Chief Aponte stated that this is the second year of this grant and provides \$25,000 specifically for overtime for drug investigations and is shared between, Manchester, South Windsor and Vernon.

Tom Stringfellow, 183 Hillstown Road, supported this item.

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

- e. Appropriation to Special Grants - Fund 260 -  
Statewide Speed Detection Program.....\$ 1,400.00  
to be financed by a Department of Transportation Grant.

Police Chief Aponte stated that this will provide \$1400 for the purchase of a vehicle mounted radar unit.

Tom Stringfellow, 183 Hillstown Road, supported this item.

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

- f. Appropriation to Special Grants - Fund 260 -  
D.A.R.E.....\$ 1,715.00  
to be financed by a \$10 donation from Ms. Jo Ann Scata's  
Second Grade Class at Buckley School, which is gratefully  
acknowledged and accepted; and by \$1,705 in judicially  
mandated donations.

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

- g. Appropriation to Special Grants - Fund 260 -

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

- Manchester Early Learning Center - January 1, 1999 to  
December 31, 1999 .....\$ 7,072.00  
to be financed by a State Department of Social Services Grant.

General Manager Sartor stated this is in addition to the Manchester Early Learning Center grant that is received each year. It provides for reimbursement and expansion of expenses associated with after school, vacations, and full days for subsidized children in this program.

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

- h. Appropriation to 1998/99 Police Special Services -  
Fund 215 .....\$440,000.00  
to be financed by fees received from outside contractors  
used to pay Police Special Services.

General Manager Sartor stated that each year the Town appropriates funds for police special



services known as private or extra duty services usually paid for by the contractors.

Chairman Cassano stated that he believed that \$300,000+ is directly related to the wiring of Cox Cable for the new system. General Manager answered yes.

Tom Stringfellow, 183 Hillstown Road, supported this item.

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

- \* i. Appropriation to Special Grants - Fund 260 -  
 Combating Underage Drinking Discretionary Program .....\$ 50,000.00  
 to be funded by an Office of Policy and Management Grant.

Mary Roche, Director of Youth Services, stated that this grant is primarily focused on enforcement and a public awareness campaign concerning under age drinking problems. This will be split with the Police Department of which \$25,000 will be used toward enforcement and \$25,000 for the public awareness campaign. It will require a recruitment and establishment of a coalition to work on this problem and youth are expected to actively participate.

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

Tom Stringfellow, 183 Hillstown Road, supported this item.

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

Director Morancey asked if this is an ongoing grant. Mrs. Roche stated that the grant term is 16 months with a possible extension to September and is a first time grant.

- \* j. Appropriation to Capital Projects - CP 328 - Drainage  
 Repairs for Spring Street Gully Project .....\$100,000.00  
 to be financed by a Department of Environmental Protection  
 Grant.

General Manager Sartor stated that this is a longstanding storm water project that originally was paid for by a bond. At the same time a grant was applied for and these are the monies received.

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

Secretary Negri asked what this sum of money will pay for. Public Works Administrator Guarnaccia stated that this project is complete. This grant is made available through the river

restoration grant program because of the amount of sediment that was washing from that erosion. It is one of three phases of grants we have received for the Hockanum River.

Director Morancey asked if this money will cover the entire cost of the program. Ms. Guarnaccia stated that \$92,000 was the cost of the construction and \$35,000 was the cost of the design.

Vice-Chairman Howroyd commented that after visiting the site was very impressed with the finished product and thought that it was a tremendous improvement over what was there previously.

Chairman Cassano asked that now that \$100,000 does not have to be used on that particular project, would it be available for other drainage projects. She stated that they do have other drainage projects and this money would most likely be used relative to the river restoration program for the Hockanum River.

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

- \* k. Appropriation to Capital Improvement Reserve - GR 1338 for Storm Water Study at Buckland Hills Mall area..... \$ 28,000.00 to be financed by a grant from the Tolland County Soil and Water Conservation District; and related authorization for Richard J. Sartor, General Manager, to enter into a grant agreement with the Tolland County Soil and Water Conservation District.

Public Works Administrator Guarnaccia stated that this grant is to study what is transpiring with storm water at Buckland Hills Mall because that water enters the Hockanum River. The Soil and Water Conservation District is interested in the amount of sediment load that that storm water flow is carrying and is part of the GIS program.

Tom Stringfellow, 183 Hillstown Road, supported this item.

Dan Moran, 272 Charter Oak Street, spoke regarding this item and felt that the developers should have more accountability.

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

Director Crockett asked if South Windsor is included in these plans. Ms. Guarnaccia stated that the plans are preliminary and have not been reviewed or completed at this time.

Director Morancey asked why this report is needed. Ms. Guarnaccia stated that there is a fairly large amount of storm water that runs off from the Buckland Hills Mall. Director Morancey

asked why this information couldn't be gathered from the developers. Ms. Guarnaccia stated that they feel that they don't have sufficient information. This report will give a review of the current situation and its cumulative affect on surrounding streams.

- \* 1. Appropriation to General Fund - Town Clerk - for Family History Day.....\$ 1,200.00  
to be financed by a donation from Shady Glen Dairy Stores, which is gratefully acknowledged and accepted.

Joseph Camposeo, Town Clerk, stated that over the past few years his office has noticed numerous people coming in expressing an interest in our records in respect to searching their family history including genealogists of late. A program has been put together to encourage people to learn more about the public records and resources that are available in the

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

community as well as the region and is scheduled for May 15, 1999 from 9:00 a.m. to 3:00 p.m. at Town Hall. This money will be used to subsidize the expenses.

Tom Stringfellow, 183 Hillstown Road, supported this item.

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

- \* m. Appropriation to Special Grants - Fund 260 - CAPTAIN System (C.R.C.O.G.'s Mobile Data Computer System) .....\$ 39,780.00  
to be financed by a COPS MORE 95 Grant.

General Manager Sartor stated that there was an error in the language of this item. It should read that it will be financed by a C.R.C.O.G. Mobile Data Terminal Grant and not by a COPS MORE 95 Grant. This is a reimbursement program that the state has in order to partially fund mobile data terminals that the Police Department presently has. These monies will be used as a match toward the COPS MORE Program.

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

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

**The Board recessed at 9:40 p.m. and returned at 9:52 p.m.**

**6. COMMUNICATIONS.**

Chairman Cassano announced the comment sessions for the month.

Chairman Cassano brought to the attention of the Board a letter from Carl Zinsser, Republican Town Chairman, directed to the General Manager regarding concerns of absenteeism on some of the various commissions to have a sufficient number of members in attendance at meetings so as to constitute a quorum. It was the consensus of the Board of Directors that a letter be sent out to all the commission chairs, including the General Manager appointed commissions, reflecting the concerns of the Board and ask that they discuss this matter with their membership and report back to this Board regarding whether this is a legitimate concern, and if so, some suggestions. Suggestions would also be incorporated in the letter to establish a limit on the number of absences allowed, excluding serious health conditions which, if exceeded, would trigger automatic removal from the position held.

Director Morancey stated that after the budget session he plans to make a proposal to the Board regarding the truck regulation ordinance. He stated that the Beautification Subcommittee for Neighborhoods had a meeting on March 22 at which they reviewed several projects that are in process or completed. They approved a sign project for Martin School for \$1,000. They also looked at a project for beautification for Illing Middle School which was held back pending renovations to the schools except for \$500 to go toward benches and bushes around school grounds. \$250 was authorized for garden tools at Bennet. The next meeting will be on April 26, 1999.

Director Becker asked for an agenda regarding the upcoming joint Board of Education and Board of Directors meeting. Chairman Cassano stated they would be discussing fleet maintenance, the school bond issue and the committee report on the joint use of school/town buildings. Focus would be on the school bond issue.

## **7. REPORTS.**

### **a. Northwest Park Status Report.**

Louise Guarnaccia, Public Works Administrator stated that the bid specifications have been advertised as of April 1<sup>st</sup> and the project is on schedule at this point. An attempt is being made at this time to schedule remediation of the Reed property.

Director Crockett asked when they would be able to play on the fields. Ms. Guarnaccia stated it depends on the point in which the grass gets put in and the kind of growing season. Optimistically perhaps mid to late summer 2000, otherwise, not until 2001.

Vice-Chairman Howroyd asked if there were add alternates to the bid. Ms. Guarnaccia stated that there are portions to the bid. The base bid is the infrastructure and the two ball fields and then all of the other things are alternates in the bid package so that we can add to or take away as

money is available to do this project. Vice-Chairman Howroyd asked if some things could be done in house. Ms. Guarnaccia stated that is a possibility, however, the direction of this Board was that we not general contract this project because the time schedule was more important.

- b. Subcommittee Report on Registered Vehicles.

Vice-Chairman Howroyd stated that the subcommittee will be meeting this Thursday.

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

**ADOPTED AS AMENDED** - Consent calendar consists of items 5a., 5b., 5c., 5d., 5e., 5f., 5g., 5h., 5i., 5j., 5k., 5l., 5m., 11a., 11b., 11c., 11d., 11f, 11h., 11i., 11j., 11k., 11l., 11m., 11n., 11o., 11p., 11q., 11r., 11s. and 11u. Items 11a. and 11i. were added to the consent calendar. Item 5k. was corrected to read Appropriation to Capital Improvement Reserve - GR 1338 in lieu of GR 1309 and item 5m. was corrected to read (C.R.C.O.G.'s Mobile Data Computer System ) to be financed by a *C.R.C.O.G. Mobile Data Terminal Grant* in lieu of (C.R.C.O.G.'s Mobile Data Computer System) to be financed by a COPS MORE 95 Grant.

**Vice Chairman Howroyd moved and Secretary Negri seconded a motion to adopt the consent calendar as amended. Nine voted in favor.**

- a. **ADOPTED** - Appropriations to Education Special Projects - Fund 240:
- |  |              |
|--|--------------|
| 1) Training for Aspirations and Persistence (TAP)..... | \$ 15,000.00 |
| 2) Careers in Teaching .....                           | \$ 30,000.00 |
| 3) School Improvement through Early Intervention ..... | \$ 20,000.00 |
| 4) Head Start .....                                    | \$ 8,481.00  |
| 5) BEST Program .....                                  | \$ 6,800.00  |
| 6) Head Start .....                                    | \$ 589.00    |
- to be financed by State and/or Federal Grants.
- b. **ADOPTED** - Appropriation to General Fund, Transfer  
to School Facilities Renovations Capital Project Fund .....\$ 26,203.00  
to be financed by Unreserved Undesignated General Fund  
Fund Balance.
- c. **ADOPTED** - Appropriation to Special Grants - Fund 260 -  
Tri-Town Drug Enforcement and Education Program .....\$ 74,000.00  
to be financed by an Office of Policy and Management Grant.
- d. **ADOPTED** - Appropriation to Special Grants - Fund 260 -  
Local Drug Enforcement Task Force Enhancement Program .....\$ 25,000.00  
to be financed by an Office of Policy and Management Grant.
- 8. CONSENT CALENDAR AS AMENDED (cont.)**

- e. ADOPTED - Appropriation to Special Grants - Fund 260 - Statewide Speed Detection Program.....\$ 1,400.00  
to be financed by a Department of Transportation Grant.
- f. ADOPTED - Appropriation to Special Grants - Fund 260 - D.A.R.E.....\$ 1,715.00  
to be financed by a \$10 donation from Ms. Jo Ann Scata’s Second Grade Class at Buckley School, which is gratefully acknowledged and accepted; and by \$1,705 in judicially mandated donations.
- g. ADOPTED - Appropriation to Special Grants - Fund 260 - Manchester Early Learning Center - January 1, 1999 to December 31, 1999 .....\$ 7,072.00  
to be financed by a State Department of Social Services Grant.
- h. ADOPTED - Appropriation to 1998/99 Police Special Services - Fund 215 .....\$440,000.00  
to be financed by fees received from outside contractors used to pay Police Special Services.
- \* 5i. ADOPTED - Appropriation to Special Grants - Fund 260 - Combating Underage Drinking Discretionary Program .....\$ 50,000.00  
to be funded by an Office of Policy and Management Grant.
- j. ADOPTED - Appropriation to Capital Projects - CP 328 - Drainage Repairs for Spring Street Gully Project.....\$100,000.00  
to be financed by a Department of Environmental Protection Grant.
- k. ADOPTED AS AMENDED - Appropriation to Capital Improvement Reserve - GR 1338 for Storm Water Study at Buckland Hills Mall area..... \$ 28,000.00  
to be financed by a grant from the Tolland County Soil andWater Conservation District; and related authorization for Richard J. Sartor, General Manager, to enter into a grant agreement with the Tolland County Soil and Water

**8. CONSENT CALENDAR AS AMENDED (cont.)**

Conservation District.

- l. ADOPTED - Appropriation to General Fund - Town Clerk - for Family History Day.....\$ 1,200.00  
to be financed by a donation from Shady Glen Dairy Stores,

which is gratefully acknowledged and accepted.

m. **ADOPTED AS AMENDED-** Appropriation to Special Grants - Fund 260 - CAPTAIN System (C.R.C.O.G.'s Mobile Data Computer System) .....\$ 39,780.00 to be financed by a C.R.C.O.G. Mobile Data Terminal Grant

\* **11a. ADOPTED -** Transfer in General Fund:  
From: Board of Education .....\$250,000.00  
To: Interfund Transfers to Education Special Projects - Fund 240 .....\$250,000.00 for Transitional District Program Grant.

\* **11b. ACCEPTED -** Acceptance of resignation of Ms. Beverly Malone from the Local Historic District Study Committee for the East Side.

\* **11c. CONFIRMED -** Confirmation of appointment of Mr. Patrick Cane, 20 Florence Street, as a member of the Local Historic District Study Committee for the East Side.

\* **11d. ACCEPTED -** Acceptance of resignation of Kevin M. O'Brien from the Library Board for term expiring November 2000.

\* **11f. ACCEPTED -** Acceptance of resignation of Joseph Patrick Tomkunus as a Constable for term expiring November 1999.

\* **11h. ADOPTED -** Authorization for Richard J. Sartor, General Manager, to execute an Agreement between the State of Connecticut and the Town of Manchester for Rights of Way Activities in Conjunction with Urban Systems Improvements for the Reconstruction of Hartford Road, State Project No. 76-189; Federal Project No. STPH-1076(101).

**8. CONSENT CALENDAR AS AMENDED (cont.)**

\* **11i. 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 Emergency Vehicle Pre-emption System Equipment at the intersection of Routes 6/44 (East Middle Turnpike) and Vernon Street and Riverside Drive, State Project No. 171-265 (076-245E).

- \* **11j. ADOPTED** - Authorization for Richard J. Sartor, General Manager, to execute an Agreement between the State of Connecticut and the Town of Manchester for the construction, inspection and maintenance of Tolland Turnpike utilizing Federal Funds from the Surface Transportation Program, State Project No. 76-190; Federal-Aid Project No. STPH-2252(5).
- \* **11k. APPROVED** - Approval of Workers Compensation Stipulation between the Town and Katherine Perruzzi in the amount of \$30,145.17.
- \* **11l. APPROVED** - Approval of Workers Compensation Stipulation between the Town and Philip Morrissette in the amount of \$20,000.00.
- \* **11m. APPROVED** - Approval of Workers Compensation Stipulation between the Town and William McCann in the amount of \$16,410.63.
- \* **11n. ADOPTED** - Waiver of building permit fee to Habitat for Humanity for building a single family home at 63 Bissell Street.
- \* **11o. ADOPTED** - Waiver of building permit fee to MARC, Inc. for construction work required in conjunction with relocation to new facility at the Manchester Parkade.
- \* **11p. APPROVED** - Request for Early Retirement for Ann Marie Lee, Board of Education, to be effective April 1, 1999.
- \* **11q. ADOPTED** - Authorization for Richard J. Sartor, General Manager, to execute an Agreement between the State of Connecticut and the Town of Manchester for the use of Enhanced 9-1-1 Call Processing

**8. CONSENT CALENDAR AS AMENDED (cont.)**

Equipment (CPE) at the Manchester Police Department, the Public Safety Answering Point (PSAP), pursuant to Connecticut General Statutes, Section 28-28b.

- \* **11r. ADOPTED** - Authorization for the General Manager, Richard J. Sartor, to sign amendment extending the Social Services Block Grant with the State of Connecticut Department of Social Services to cover the period from April 1, 1999 through



September 30, 1999, and increasing the contract amount by \$13,945.

- \* **11s. ACCEPTED** - Accept donation of a Hewlett Packard color printer for the Police Department from a member of the Citizens Police Academy Inaugural Class.
- \* **11u. APPROVED** - Approval of job description for the position of Administrative Office Technician in the Police Department.

**10. UNFINISHED BUSINESS.**

- a. **APPOINTED** - Appointment of James Griffin, 55 Oak Forest Drive (D) as an alternate to the Planning and Zoning Commission for term expiring November 2000.

**Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to appoint James Griffin, 55 Oak Forest Drive (D) as an alternate to the Planning and Zoning Commission for term expiring November 2000. Eight voted in favor.**

- b. **APPOINTED** - Annual appointment of Charles Plese, 21 Comstock Road by 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 appoint**

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

Charles Plese, 21 Comstock Road to the Little Theatre of Manchester Board of Directors. Eight voted in favor.

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

**Director Crockett made a motion and Director Becker seconded a motion to table Item 10.c. Eight voted in favor.**

**11. NEW BUSINESS.**

- e. **APPOINTED** - Appointment of John D. LaBelle, Jr., 146 Porter Street, (D) to the Library Board for term expiring November

2000.

**Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to appoint John D. LaBelle, Jr., 146 Porter Street, (D) to the Library Board for term expiring November 2000. Eight voted in favor.**

- g. APPOINTED** - Appointment of Collins D. Johnston, 4 Grandview Street as Constable (R) for term expiring November 1999.

**Director Crockett moved and Director Becker seconded a motion to appoint Collins D. Johnston, 4 Grandview Street as Constable (R) for term expiring November 1999. Eight voted in favor.**

- t. ACCEPTED** - Acceptance of recommendations of the Joint Committee on School/Town Use of Buildings.

**Secretary Negri moved and Director Crockett seconded a motion to accept Item 10.t. Eight voted in favor.**

Chairman Cassano stated that the committee had a goal to increase and maximize the use by the general public of Town and Board of Education facilities. It was felt very strongly that because the Town will be spending millions of dollars to renovate the school buildings, that the Town take advantage of those improvements and make the schools more accessible to **11. NEW BUSINESS (cont.)**

the public. Recommendations have been forwarded to the architects to incorporate in the plans for the school buildings such as direct access and access to bathroom facilities. Through this process the committee has found that community access has been denied for two reasons: insurance or labor costs. He went on to explain the definition of the users as separated into three priorities. This plan would dramatically reduce the costs for community groups, it opens the access to the community and was done on a bipartisan basis.

Director Crockett felt this was a very important issue and was glad to serve on this committee. He thought that this was a major step in the right direction. One concern of the committee was damage and wear and tear to the facilities. The committee is hoping that any damage will be minimal. He felt this would bring about a better working relationship with the many volunteer groups in town.

Vice-Chairman Howroyd also served on the committee and felt that it was a good cross-section of people. He felt that this report was a good working document and an important first step to thinking about all facilities within the Town as serving a community purpose. To maximize use of all the Town buildings is the way we should be moving to the future.

Chairman Cassano cautioned that this is just a blueprint, a beginning, but will not be the solution and will take time to implement.

Director Hachadourian made a comment that this is a very positive thing on the insurance, the security fees and the standardized use policy. He had a concern that he did not want this to derail the deadline for the school bond issue.

Peter Lozis, Facilities Manager for the School Facilities, addressed Director Hachadourian's concern stating that they had met with the architect and the landscape architect to discuss the joint use, improvements and better use of the interior and exterior facilities. That information has been provided to them and is being incorporated into the plans. They are right on target for a report on all school facilities for the end of May.

Director Morancey stated that he knew first hand, being an ex-PTA person, the need for space. He felt it was a great move and pointed out a drastic need for a maintenance plan for increased use of facilities developed along with this. Chairman Cassano stated that that is clearly one of the goals. The centralization of scheduling is also critical due to the large volume of use.

Director Becker asked how far are we willing to open our facilities and would it include the **11. NEW BUSINESS (cont.)**

meeting rooms in Town Hall, the meeting room at the Police Station, and the lower level room at the Mary Cheney library. Chairman Cassano stated that all facilities are included. General Manager Sartor stated that there are some facilities that might have some special circumstances around security or other kinds of issues. Generally speaking, most of the facilities could be open at least part or all of the time when they are not necessary for government purposes.

- 11.v. REMOVED FROM AGENDA** - Discussion regarding neighborhood concerns about the condition of Hollister Street pavement, storm drainage and sidewalks.

**Vice-Chairman Howroyd and Secretary Negri seconded a motion to remove Item 11.v. from the agenda. Eight voted in favor.**

Louise Guarnaccia, Public Works Administrator, explained the condition of Hollister Street. She stated there is currently no drainage in the majority of Hollister Street. A design system for that drainage system is expected to be designed during 1999. There is work being planned by Connecticut Natural Gas and they have currently budgeted that work for the year 2000. The sidewalks need to be repaired and in some cases replaced. Finally the street needs to be paved. Under the current schedule the drainage work would be designed in 1999 and accomplished in the year 2000. The gas main would be replaced in 2000 and the sidewalk work would be done in 2000. Paving and milling would be done in 2001. In the meantime a shim coat would be put

on the worse section of Hollister Street to hold the pavement together until all the work can be done. CNG is currently looking at their schedule to see if they can accelerate their schedule into 1999. If possible, the schedule will be moved up.

Director Becker stated that he put this on the agenda because he got several calls from people who live on Hollister Street who are concerned about the condition of their street. He thanked Ms. Guarnaccia for trying to expedite this project. Ms. Guarnaccia stated that there is a fair amount of work and coordination to be done there even though it seems like a relatively small project. Director Becker asked if we have funds identified for this project. Ms. Guarnaccia stated that all funds are identified except for the drainage. Director Becker asked if there are other projects out there that are more of a priority. Ms. Guarnaccia stated that there are a number of projects and that two have been designed for 1999. As projects are designed and assigned for work, money is appropriated. This project will probably be done by a contractor. Projects are designed in-house and limited staff allows for a couple **11. NEW BUSINESS (cont.)**

of projects a year. Projects are coordinated with the gas company and we let them know as far in advance as we can the streets we're considering paving or major capital projects. They then attempt to budget and schedule based upon what we think our schedule will be in the future.

Director Crockett asked if a curb might help on this street to stop water washing out people's lawns. Ms. Guarnaccia stated that the Engineering Department doesn't seem to think so at this point. The street and the sidewalk are about even in several places and that is why there are water problems. The sidewalk needs to come up and the street needs to come down so that the balance is restored.

Director Morancey asked where Hollister Street is in the priority plan in sidewalks. Ms. Guarnaccia stated that in terms of the number assigned to that street it would be scheduled this year or next year.

**Secretary Negri moved and Director Becker seconded a motion to suspend the rules to continue meeting past 11:00 p.m. Six voted in favor. Two voted against - Morancey, Thompson.**

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

Director Becker stated that the Coughlins who are the owners of the Lenti property, are concerned that the Town will take their property by eminent domain. He stated that he personally would see it as only a last resort and was wondering how the rest of the Board felt. Chairman Cassano stated that he has read about this in the paper but had not read about any one director that has gone out to say that we should take this land by eminent domain, or for that fact, from the Board of Education. General Manager Sartor stated that the Board of Education and

Board of Directors have authorized the architects and engineers to prepare a report and part of the report is to examine up to three locations. The Board has a very serious public policy decision to make with regard to location of schools. Until we have sufficient information to make a public policy decision that's rationale, we need to maintain to be somewhat open.

**13. ADJOURNMENT.**

**Director Thompson moved and Vice-Chairman Howroyd seconded a motion to adjourn to May 4, 1999 at 7:30 p.m. Eight voted in favor.**

Adjournment : 11:15 p.m.

/jld

APPROVED:

ATTEST:

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BOARD OF DIRECTORS  
CONNECTICUT

SECRETARY,  
MANCHESTER,