

**MINUTES
REGULAR MEETING OF BOARD OF DIRECTORS
JUNE 1, 1999
LINCOLN CENTER HEARING ROOM**

**CDBG WORKSHOP
6:15 P.M.**

PRESENT: Chairman Cassano, Vice-Chairman Howroyd (arrived at 6:50 p.m.), Secretary Negri, Directors Morancey, McMahon (arrived at 6:50 p.m.), Thompson, and Becker.

ALSO: General Manager Sartor, Director of Planning & Economic Development Pellegrini and Community Development Program Manager Post.

ABSENT: Directors Hachadourian, Crockett and Deputy Manager Werbner.

A summary of process regarding the Community Development Block Grant Program (CDBG) through to completion was presented by John Post, Community Development Program Manager. A summary of projects was also presented and discussed followed by a question and answer session. No decisions were proposed at this time.

Meeting adjourned at 7:23 p.m. to be followed by a the first regular meeting of the month beginning at 7:30 p.m.

**FIRST REGULAR MEETING OF THE MONTH
7:30 P.M.**

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

ALSO: General Manager Sartor and Town Attorney Darby.

ABSENT: Directors Hachadourian, Crockett and Deputy Manager Werbner.

1. MEETING CALLED TO ORDER.

The meeting was called to order at 7:36 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Chairman Cassano. Chairman Cassano announced special meetings scheduled for the Board of Directors. On June 15th there will be a special joint meeting of the Board of Education, the Board of Directors and the Building

Committee for a presentation from the architects concerning the proposals for a potential bond issue. On June 22nd there will be a special meeting of this Board of Directors to approve sums that will be submitted to the state based on potential of two years construction. Public comment will begin at 6:30 p.m. An evaluation of the General Manager will be made June 15th prior to the special meeting at 6:30 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.**

Al Lutz, 9 Stephen Street, spoke regarding school construction and passed a handout to the members of the Board. He asked the Board to defer the school construction for another year so it can be done right.

Milt Perlman, 3 Sanford Road, suggested split sessions for the high school. He thought it would be a good idea to use the MCTC campus as a location for the high school. He spoke regarding the budget and the Manchester Country Club.

Dan Moran, 272 Charter Oak Street, spoke regarding the school bond issue and the school test statistics. He felt that the town should do the elementary schools now and hold off for a year to do the high school. He thought the public should be involved in the process.

Bill Ogden, 137 Branford Street, spoke regarding the school referendum. He was concerned that if we build a new high school, are they going to let it go like they did the other schools.

Chairman Cassano encouraged people to attend the meeting of June 15th which will be a presentation by the architects school by school.

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

- a. Minutes of April 6, 1999 - Regular Meeting.
- b. Minutes of April 13, 1999 - Joint Meeting with Board of Education.
- c. Actions taken on May 4, 1999 - Regular Meeting.
- d. Actions taken on May 11, 1999 - Budget Adoption.

Secretary Negri moved and Director Morancey seconded a motion to adopt minutes of previous meetings. Seven voted in favor.

4. PRESENTATION OF BID WAIVER REQUESTS.

- a. Books and other related material purchases for the Manchester Public Library.

5. PUBLIC HEARINGS.

- * a. Appropriation to 1999/00 Community Use of Schools -
Fund 265\$ 50,000.00
to be financed by user fees.

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

- * b. Appropriation to 1999/00 Police Special Services -
Fund 215\$ 875,000.00
to be financed by fees received from outside contractors used
to pay Police Special Services.

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

- c. Appropriation to Special Grants - Fund 260 -
SG 871 - Drug Investigations\$ 21,313.00
to be financed by drug investigation forfeiture funds
already received.

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

- d. Appropriation to Special Grants - Fund 260 -
for hiring three new school resource officers\$ 375,000.00
to be financed by a COPS in Schools grant award from the
U. S. Department of Justice.

General Manager Sartor stated this is a grant that would provide three years partial funding for three additional police officers, one at the high school and one at each of the two middle schools.

Bill Ogden, 137 Branford Street, asked if this was for two or three years. He asked what was going on at the high school and if this was being paid by the grant.

5. PUBLIC HEARINGS (cont.)

Dan Moran, 272 Charter Oak Street, thought we should have the sunset clause in place for three years.

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

Director Morancey asked if this would be additional sworn officers to the current staff. The answer was yes. He asked what the reception of this was at the Board of Education.

Captain Abby stated that they had no discussion as yet with them, although contact has been made with them on a regular basis. He thought that they saw the need for it and he saw the potential of what it can do to improve the quality of time spent of staff and students at the high school. Officer Jordan is trained in conflict resolution and is provided as a potential resource for children when they have problems. He asked if the DARE program was just for elementary schools. Captain Abby stated that it is now in the elementary schools but is being expanded to the middle schools. He asked when will this program start. Captain Abby stated that they would like to see an officer begin at one of the schools in September.

Vice-Chairman Howroyd stated that this is an off-shoot of bringing community policing into the schools. He felt that this is the direction that we would like to go.

Chairman Cassano stated that he felt it was a good investment and a great grant.

- e. Approval of program proposals submitted by community agencies and Town departments desiring to participate in the Connecticut Neighborhood Assistance Act, PA 95-268 of the Connecticut General Statutes.

Chairman Cassano read a memo dated today from the General Manager adding the Lutz Children's Museum wildlife rehabilitation services for \$35,000 and a Lutz Children's Museum facilities repair for \$70,000 to the list to be submitted to the state for reimbursement of the Connecticut Neighborhood Assistance Act.

Mary Riley, Community Grant Specialist, explained the nature of this act.

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

Director Morancey asked what are the qualifications in order to get this program. Ms. Riley

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

stated that the basic qualifications are it be a nonprofit agency or a municipal town department.

- * f. Appropriation to 1999/00 Recreation Activities -
 Fund 225 - Recreation Program Activities\$ 190,000.00
 to be financed by recreation registration and program fees
 in the amount of \$150,000 combined with \$ 40,000 from
 the 1999/00 General Fund Budget for a total program cost
 of \$190,000.

Dan Moran, 272 Charter Oak Street, spoke regarding the skateboard park. He offered constructing the park with kids who are interested.

Bill Ogden, 137 Branford Street, spoke regarding the skateboard park in response to Dan Moran.

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

- * g. Adoption of proposed Schedule of Rates, Charges, and Fees,
 Manchester Water Department, effective July 1, 1999, to
 include the establishment of the following reduced rate as
 approved in the 1999/00 Adopted Budget:

- 1) Establish a water rate of \$2.28 per HCF for all volumes
 of consumption up to 100 HCF per quarter.

General Manager Sartor stated that this is the new reduced rate that was passed by the Board when it adopted the budget.

Bill Ogden, 137 Branford Street, thought that we should leave water rates the way they were and get water and sewer to the whole town.

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

- * h. Adoption of proposed Schedule of Rates, Charges, and Fees,
 Manchester Sewer Department, effective July 1, 1999, to

5. PUBLIC HEARINGS (cont.)

include the establishment of the following revised rate as approved in the 1999/00 Adopted Budget:

- 1) Set Sewer Use Charges for the Eighth District at \$1.68 Per HCF of water consumption as provided in the formula incorporated in the June 1989 Agreement between the Town of Manchester and the Eighth Utilities District.

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

- i. Amendment to Section 4.5 of the Code of Ordinances revising Building Inspection Fees consistent with the Adopted 1999/2000 Budget. (A copy of the proposed ordinance may be seen in the Town Clerk’s Office during business hours.)

General Manager Sartor stated that this ordinance in effect makes our ordinances comply with the action taken in the budget.

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

- * j. 1.) Proposed Ordinance to approve the purchase of premises known as 351R Gardner Street, for the sum of \$41,050.00 from June S. Bailey, Trustee.

- 2.) Proposed Ordinance to approve the purchase of premises known as 579 Gardner Street, for the sum of \$65,800.00 from Thomas A. Bailey and June S. Bailey.

(A copy of the proposed ordinances may be seen in the Town Clerk’s Office during business hours.)

- 3.) Appropriation in Water Fund for the remaining cost after deposit of the purchase of 351R and 579 Gardner Street\$ 104,850.00 to be financed by Water Fund Retained Earnings.

General Manager Sartor stated that there are approximately 21 acres on the side of Case Mountain that has been made available to the Town. It is strongly recommended that we

5. PUBLIC HEARINGS (cont.)

take this property as open space and preserve it. A grant application has been made to receive partial reimbursement from the state for this property. Water & Sewer Administrator Young explained the process and the importance of the property. The Planning & Zoning Commission recommended the purchase.

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

Director Morancey asked if there was a chance that we would get money back from the state through the open-space grant plan. Mr. Young stated that they have applied for a grant with the state and it is very possible that we may receive one. General Manager Sartor stated that reimbursement for open-space for water company acquisition from the state is 40%.

- * k. Appropriation to General Fund - Town Clerk - for Family History Day.....\$ 400.00
to be financed by donations from First Federal Savings and Loan and The John F. Tierney Funeral Home, which are gratefully acknowledged and accepted.

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

Director Morancey moved and Secretary Negri seconded a motion to take a recess. The motion was denied. Four voted in favor (Vice-Chairman Howroyd left room briefly). Two voted against - Thompson, Becker.

6. COMMUNICATIONS.

Director Morancey stated that the Beautification Subcommittee for Neighborhoods had a meeting and awarded \$1,000 to Bowers School for a sign and \$350 for a community garden at Pascal Lane Senior Citizens Community.

Director Becker referred to a letter received by the Board dated May 4th from Nancy Yost concerning a problem of sidewalks adjacent to her property on Agnes Drive. Director Becker thought that the priority system should be revisited. Director of Public Works Lozis stated that there were 10 criteria identified when the priority system began in 1990. \$350,000 to \$450,000 is spent each year on the sidewalks. Chairman Cassano stated it

6. COMMUNICATIONS (cont.)

would be good for the Board to review the list, look at the criteria, and have a discussion as to how we would like to fund those that are low on the priority list.

Director Becker referred to a memo from the Town Attorney on the status of the Town Hall litigation. He wanted to know why the new contractors had not completed the job so the law suit could be acted upon. Chairman Cassano stated the reason the suit cannot proceed is because the building is occupied, and therefore, difficult to complete. General Manager Sartor stated that he is working with the bonding company and their attorneys, as well as, the construction company. When the town is satisfied that the project is complete, then the

litigation will go forward. Town Attorney Darby clarified that there is litigation pending. The pleadings have stalled while the bonding company has the opportunity to come in and finish the job.

Director Becker stated that the minority caucus recently requested a legal opinion regarding the appropriation for the Board of Education and placing a condition on the use of the funds. Town Attorney Darby stated he would have that next week.

Chairman Cassano announced comment sessions for the month. The first Family History Day was a tremendous success held on May 15th and attracted 300 people. On June 7th at Manchester Memorial Hospital there will be a special meeting on School Violence. Chairman Cassano requested that the manager look into locating the skateboard park at the high school.

Secretary Negri announced Pride-in-Manchester week from June 1st to June 6th and discussed the many events planned for the week.

Vice-Chairman Howroyd moved and Director Morancey seconded a motion to take a brief recess. Seven voted in favor. The Board recessed at 9:15 p.m. and returned at 9:34 p.m.

7. REPORTS.

- a. Project Status Report - Northwest Park.

Public Works Administrator Guarnaccia stated that they have signed the contract on Northwest Park. LTC Construction was the low bidder at \$2,068,000. Included in the base bid is all of the infrastructure work and the construction of the two baseball fields and the **7. REPORTS** **(cont.)**

appurtenances to that. In addition, the alternate bids for the construction of the large pavilion, the observation deck, the stone dust trails and a portion of the landscaping will also be included in the bid award. As the project goes forward and closer to completion and contingency funds haven't been used, additional items will be added to the park project.

Director Morancey asked about a schedule. Ms. Guarnaccia stated that it will be received tomorrow and will be supplied to the Board at that time.

Director Becker asked about Center Park. Ms. Guarnaccia stated that on Thursday at 10:00 the preliminary design will be reviewed and finalized for a presentation to Planning & Zoning in July. It is expected to bid the project in August and the work should be done in the fall.

- b. Human Services Department Five-Year Business Plan.

Director of Human Services Marcus gave a power point presentation to the Board that followed

a written report that had been distributed prior to this meeting.

Director Becker asked what does the Human Services Department have regarding use of technology going forward into the 5 year plan. Ms. Marcus stated that every Human Services staff person has a computer. She stated that the department will be working on a web page in the very near future to be completed by the end of the year.

Director Morancey asked for a copy of the data slides referenced in the plan.

Vice-Chairman Howroyd asked what her priorities would be if they received the tobacco monies. Ms. Marcus stated that she hoped that the monies would be filtered down through local Health Departments and that those dollars would be used for good prevention education with regard to tobacco control for children, as well as, adults.

Chairman Cassano stated that we should start to look at how we are going to approach this if we should receive those dollars.

Ms. Marcus stated that the five-year business plan process was extremely effective and a true blueprint of what can be done given the appropriate resources. This report will be referred back to over the next 5 years.

8. CONSENT CALENDAR, ADOPTED AS AMENDED

*Consent calendar consists of items 5a., 5b., 5c., 5d., 5e., 5f., 5j. 5k., 16a., 16b., 16c., 16d. and 16e. Items 5g. and 5h. were removed from the consent calendar.

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

***5a. ADOPTED** - Appropriation to 1999/00 Community Use of Schools -
Fund 265\$ 50,000.00
to be financed by user fees.

***5b. ADOPTED** - Appropriation to 1999/00 Police Special Services -
Fund 215\$ 875,000.00
to be financed by fees received from outside contractors used
to pay Police Special Services.

c. ADOPTED - Appropriation to Special Grants - Fund 260 -
SG 871 - Drug Investigations\$ 21,313.00
to be financed by drug investigation forfeiture funds
already received.

- d. **ADOPTED** - Appropriation to Special Grants - Fund 260 - for hiring three new school resource officers\$ 375,000.00 to be financed by a COPS in Schools grant award from the U. S. Department of Justice.
- e. **APPROVED** - Approval of program proposals submitted by community agencies and Town departments desiring to participate in the Connecticut Neighborhood Assistance Act, PA 95-268 of the Connecticut General Statutes.
- *5f. ADOPTED** - Appropriation to 1999/00 Recreation Activities - Fund 225 - Recreation Program Activities\$ 190,000.00 to be financed by recreation registration and program fees in the amount of \$150,000 combined with \$ 40,000 from the 1999/00 General Fund Budget for a total program cost of \$190,000.

8. CONSENT CALENDAR (cont.)

- *5j. ADOPTED** -
 - 1.) Proposed Ordinance to approve the purchase of premises known as 351R Gardner Street, for the sum of \$41,050.00 from June S. Bailey, Trustee.
 - 2.) Proposed Ordinance to approve the purchase of premises known as 579 Gardner Street, for the sum of \$65,800.00 from Thomas A. Bailey and June S. Bailey.

(A copy of the proposed ordinances may be seen in the Town Clerk’s Office during business hours.)

 - 3.) Appropriation in Water Fund for the remaining cost after deposit of the purchase of 351R and 579 Gardner Street\$ 104,850.00 to be financed by Water Fund Retained Earnings.
- *5k. ADOPTED** - Appropriation to General Fund - Town Clerk - for Family History Day.....\$ 400.00 to be financed by donations from First Federal Savings and Loan and The John F. Tierney Funeral Home, which are gratefully acknowledged and accepted.
- *16a. ADOPTED** - Establishment of June 15, 1999 as the date for the General Manager’s Evaluation pursuant to Section 3-1 of the Town Charter.

*16b. **APPROVED** - Approval of Tax Collection Suspense List for the year ended June 30, 1999.

*16c. **ACCEPTED** - Acceptance of a portion of Bayberry Road, a portion of Round Hill Road, and City View as part of the Bramblebush Farms Subdivision.

*16d. **APPROVED** - End of year Transfers in 1998/99 General Fund Budget:

FROM:	Contingency	\$ 70,000.00
TO:	Employer/Pensioner Benefits	\$ 70,000.00

FROM:	Contingency	\$ 32,000.00
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8. **CONSENT CALENDAR (cont.)**

TO:	Recreation	\$ 32,000.00
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FROM:	Police	\$ 20,000.00
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TO:	Recreation	\$ 20,000.00
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FROM:	Debt Service.....	\$ 10,000.00
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TO:	Human Services	\$ 10,000.00
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*16e. **ADOPTED** - Adoption of Sanitation Rates pursuant to the Adopted 1999/2000 Budget.

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

5g. **ADOPTED** - Adoption of proposed Schedule of Rates, Charges, and Fees, Manchester Water Department, effective July 1, 1999, to include the establishment of the following reduced rate as approved in the 1999/00 Adopted Budget:

- 1) Establish a water rate of \$2.28 per HCF for all volumes of consumption up to 100 HCF per quarter.

Vice Chairman Howroyd moved and Director Morancey seconded a motion to adopt Item 5.g. Five voted in favor. Two voted against - Thompson, Becker.

5h. **ADOPTED** - Adoption of proposed Schedule of Rates, Charges, and Fees, Manchester Sewer Department, effective July 1, 1999, to include the establishment of the following revised rate as approved in the 1999/00 Adopted Budget:

- 1) Set Sewer Use Charges for the Eighth District at \$1.68 Per HCF of water consumption as provided in the formula incorporated in the June 1989 Agreement between the Town of Manchester and the Eighth Utilities District.

Vice Chairman Howroyd moved and Director Morancey seconded a motion to adopt Item 5.h. Five voted in favor. Two voted against - Thompson, Becker.

- 5i. **ADOPTED** - Amendment to Section 4.5 of the Code of Ordinances revising Building Inspection Fees consistent with the Adopted 1999/2000 Budget. (A copy of the proposed ordinance may be seen in the Town Clerk’s Office during business hours.)

Vice Chairman Howroyd moved and Director Morancey seconded a motion to adopt Item 5.i. Five voted in favor. Two voted against - Thompson, Becker.

10. RECESS TO SECOND WEEK.

Director Becker moved and Director McMahon seconded a motion to recess the meeting to June 8, 1999 at 7:30 p.m. Seven voted in favor.

Adjournment : 10:00 p.m.

/jld

APPROVED:

ATTEST:

SECRETARY, BOARD OF DIRECTORS
MANCHESTER, CONNECTICUT