

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

ONE MEETING AGENDA

PRESENT: Acting Chairman Howroyd, Secretary Negri, Directors Morancey, Hachadourian, McMahon, Crockett and Becker.

ALSO: General Manager Sartor and Town Attorney O'Neil.

ABSENT: Chairman Cassano, Director Thompson and Deputy Manager Werbner.

1. MEETING CALLED TO ORDER.

The meeting was called to order at 7:35 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Acting Chairman Howroyd.

At this time there was a presentation made to the Manchester Police Department of two police bicycles from The Bike Shop and the Savings Bank of Manchester.

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 Stephens Road, spoke regarding the school issue promoting the Lutz plan.

Kerry Conroy, Program Coordinator of Interval House East, providing domestic violence intervention and prevention services, was present to discuss 1998 statistics from her office and advocated for the Community Block Grant money before the Board tonight.

Lenore Halloran, 42 Bolton Street, member of the Commission for People with Disabilities, asked the Board to reconsider their decision of denying money for Phase III to complete the accessible nature trail at Union Pond Park.

Milton Perlman, 3 Sanford Road, spoke regarding the school bond issue. He agreed with Mr. Lutz to wait a year.

Joe Rafala, 58 Hawthorne Street, spoke against the Manchester Land Trust tax abatement.

Dan Moran, 272 Charter Oak Street, had a concern that the meeting of June 22nd wasn't noticed properly. He also spoke of a concern he had in regard to the landfill and the dumping of bulky waste.

Bill Ogden, 137 Branford Street, spoke regarding the unregistered motor vehicles at Lydall.

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS.

- a. Minutes of March 30, 1999 - Budget Hearing.
- b. Minutes of May 4, 1999 - Regular Meeting.
- c. Minutes of May 11, 1999 - Reconvened Meeting.
- d. Actions taken on June 1, 1999.
- e. Actions taken on June 8, 1999.
- f. Actions taken on June 22, 1999.

4. PRESENTATION OF BID WAIVER REQUESTS.

None.

5. PUBLIC HEARINGS.

- a. Appropriations to Education Special Projects - Fund 240:
 - 1) Manchester High School \$ 1,000.00
 - 2) Summer School Programs \$ 60,000.00
 Item #1 to be financed by a SNET grant, and #2 by tuition from Summer School programs.

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

- b. Proposed Ordinance conveying to Habitat for Humanity in consideration for the promise to construct a single-family home thereon the premises known as 50 Foster Street (copy of the proposed ordinance may be seen in the Town Clerk's Office during business hours); and related waiver of Building Permit fee to Habitat for Humanity.

Mark Pellegrini, Director of Planning & Development, stated that the Manchester Chapter of the Habitat for Humanity built one house on 80 Foster Street, has one under construction **5. PUBLIC HEARINGS (cont.)**

on 63 Bissell Street and has requested the construction of a single family home on 50 Foster Street.

Bill Ogden, 137 Branford Street, asked if the people who purchase the house have to pay taxes. General Manager Sartor stated that they pay taxes the same as a homeowner would.

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

- * c. Proposed Ordinance authorizing the purchase from Carol L. Champ, the premises known 22 Vernon Street, Manchester, CT for the sum of \$91,000, plus customary adjustments. (A copy of the proposed ordinance may be seen in the Town Clerk’s Office during business hours.)

Public Works Administrator Guarnaccia stated that this property will be used for the new parking lot and entrance for the Senior Center. She stated that a traffic consultant has been hired to determine entrance and exit configurations, as well as, turning lanes.

Al Lutz, 9 Stephens Street, stated that it was his understanding that this new entrance would not close off the entrance off West Middle Turnpike. He felt that the Senior Center was an embarrassment to him as a taxpayer.

Bill Ogden, 137 Branford Street, felt the Senior Center was too small and felt too much money has been spent on the building.

Dan Moran, 272 Charter Oak Street, asked what hazardous wastes they would be looking for on this property. Ms. Guarnaccia stated both lead and asbestos.

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

Director Becker asked for clarification as to the customer adjustment language in the ordinance. Town Attorney O’Neil stated it included an adjustment for taxes.

- * d. Appropriation to Special Grants - Fund 260 -
Cancer Early Detection-Komen \$ 35,596.00

5. PUBLIC HEARINGS (cont.)

to be financed by a grant from the Susan G. Komen Breast Cancer Foundation Race for the Cure; and a Resolution authorizing the General Manager, Richard J. Sartor, to enter into and amend related contractual instruments with the Susan G. Komen Foundation.

Director of Human Services Marcus stated that this will build on the following grant's services.

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

- * e) Appropriation to Special Grants - Fund 260 - Cancer Early Detection-CT Dept. Of Public Health \$ 28,500.00
to be financed by a grant from the Connecticut Department of Public Health; and a Resolution authorizing the General Manager, Richard J. Sartor, to enter into and amend related contractual instruments with the State of Connecticut.

Director of Human Services Marcus stated that this is a consortium with East Hartford and Vernon health centers to reach out to folks in their homes to educate them regarding mammogram screenings. It also offers free screenings for low income people.

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

- * f. 1) Appropriation to Community Development Block Grant Fund 1999/00..... \$707,846.00
to be financed by Federal Grants and program income; and adoption of the Annual Action Plan required for the Community Development Block Grant Program Year beginning October 1, 1999 and ending September 30, 2000.

- 2) Reprogramming of \$21,955 in sixth year program funds (October 1, 1996 - September 30, 1997):
From: Construction of accessible fishing pier at Center Springs Park

5. PUBLIC HEARINGS (cont.)

To: Reconstruction of the Fire Museum roof

3) Reprogramming of \$15,000 in eighth year program funds (October 1, 1998 - September 30, 1999):

From: Increasing width of Center Park sidewalk connecting Linden Street and Main Street

To: Repair of sidewalks in Center Park connecting Linden Street and Main Street and to the flag memorial

General Manager Sartor stated that this is consistent with the process to date with regard to distribution of the CDBG monies.

Bill Ogden, 137 Branford Street, spoke regarding the Fire Museum roof.

Dan Moran, 272 Charter Oak Street, spoke regarding the Fire Museum roof. He thought the fee was very high.

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

Director Morancey stated that he wanted to clarify that the accessible nature trail is in construction on the first Phase I and II and has roughly \$52,000 in the account. Within the next year they are going out to bid for Phase III which would require funding in the following year. General Manager Sartor stated yes.

Director Becker supported these appropriations.

Director Crockett also supported them.

Director of Planning & Development Pellegrini stated that the Fire Museum roof work is structural, as well as, the replacement of shingles and that is why the estimate is high.

- g. Appropriation to Lead Abatement - Fund 255 -
Lead/Asbestos Training Program..... \$ 67,980.00
to be funded by a Federal Job Training Partnership Grant
from the Capitol Region Workforce Development Board;
and authorization for Richard J. Sartor, General Manager,

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

to enter into and amend an agreement with the Capitol

Region Workforce Development Board.

General Manager Sartor stated this is a continuation of a program that has been quite successful.

Dan Moran, 272 Charter Oak Street, asked why these people that are trained are not used to do Town projects.

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

- * h. Appropriation to Special Grants - Fund 260 -
Library - Connecticut Services \$ 37,577.00
to be financed by a grant from the Connecticut State
Library.

Director of the Library, Douglas McDonough, explained that this money would be designated for general library purposes.

Bill Ogden, 137 Branford Street, spoke against out-of-town people using the library.

Mr. McDonough stated that Manchester residents also go to other towns to use their books, therefore, it occurs in both directions.

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

- * i. Appropriation to Special Grants - Fund 260 -
Memorial Day/July Fourth DUI Enforcement Program..... \$ 1,100.00
to be financed by a Grant from the Connecticut Department of Transportation.

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

- * j. Appropriation to Special Grants - Fund 260 -

5. PUBLIC HEARINGS (cont.)

- D.A.R.E. \$ 2,371.00
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 \$2,361 in court mandated donations.

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

- k. Appropriation to Capital Improvement - GR 1338 -
 Town Monument and Mapping \$ 40,000.00
 to be financed in part by a payment from General Growth
 Properties, Inc./HOMART.

General Manager Sartor stated that this action is for the Engineering Department to enhance the town monument and mapping project.

Director Morancey asked for a status of the monument and mapping report. Public Works Administrator Guarnaccia stated that it will be in September.

6. COMMUNICATIONS.

Acting Chairman Howroyd announced the comment sessions for the month.

Director Crockett asked for the timetable for receiving answers to questions regarding the school bond issue for the public. General Manager Sartor stated that the Public Works Department is working on these and should have them in the next few weeks. He asked for the tax ramifications regarding the school bond issue. General Manager Sartor stated that until they got a more definite answer on the figure they would be working with, they couldn't have that information. Director Crockett asked about street light replacement. Mr. Lozis stated that they have a crew that looks for burnt out street lights. If anyone has a light that is burnt out in their neighborhood, call the Public Works office with the pole number and the location. It will then be called into Northeast Utilities. Generally they will replace the light within the week. Director Crockett informed the Board of property on Adams Street that has become right-to-passage for the Town due to the work of Representative David Blackwell. General Manager Sartor stated that they have received notification that the Hackett Property between New State Road and Adams Street would be made available to the Town for recreational purposes under an agreement with the state.

Director Becker had concerns as to whether the meeting of June 22nd was noticed properly and whether minutes were available. He asked that the Town Attorney look

into this.

General Manager Sartor stated that he sent a copy of a document received from an examination done by the Hartford Courant of all computer web sites in the state of Connecticut. They chose 100 top web sites and Manchester was one of the top four governmental entities.

General Manager Sartor stated that he attended a meeting in Cheshire on proposed land acquisition projects with the Department of Environmental Protection and at that time Manchester was awarded \$48,083 on the Bailey property which is 45% of the purchase price. Acting Chairman Howroyd stated that this is a tremendous program that has positioned us well to leverage state funding this year. On Case Mountain alone over 70 acres have been acquired.

7. REPORTS.

a. Y2K Citizens Committee Report.

Jerry Bujaucuis, Y2K Citizens Committee member, and James Todd, Coordinator of the Y2K Citizens Committee, passed out a written report that identified the purpose of the committee and some of the work done to date. Their purpose is to provide an awareness of Y2K issues to the community. Their expectation is that citizens and local businesses will respond by taking appropriate action, but also, by not overreacting to the situation. The primary concern of the committee is for residents who cannot provide for themselves.

They are planning an awareness campaign for the town by creating a brochure, placing a banner across Main Street, distributing awareness materials to local organizations, and the use of the Town web site to disseminate information.

Director Becker asked if the committee planned on meeting past the year 2000. Mr. Todd said yes that once they get the awareness information out, they hope to answer citizens questions and concerns which are expected to go past the year 2000. Mr. Bujaucuis added that one of the misconceptions of the 2000 problem, is that it is date specific to December 31, 1999. Director Becker asked if they would speak for organizations. Mr. Todd stated yes.

Director Crockett asked if they would need money for the brochure and the banner. Mr. Todd stated that he had reserved the banner space from the end of June until the 7.

REPORTS (cont.)

Thanksgiving Day race goes up. The cost of the banner is \$550. General Manager

Sartor stated that this will be funded through town resources for now until a separate fund is set up.

Acting Chairman Howroyd made a suggestion that the highlights of the brochure material be added to the towns newsletter this fall.

b. Water Bottling Station.

Robert Young, Water & Sewer Administrator, gave a status report on water supplies. Voluntary restrictions on outdoor water use has cut the demand dramatically. He gave a report on the water bottling station which opened in April this year on Spring Street. He stated that a resident can bring a clean plastic bottle to the station and receive filtered water in which the chlorine has been removed. It has been well received from residents and currently has been distributing out 175 gallons per day. They also have processed bottled water for distribution at community events. Both of these initiatives were to promote the education of residents on the water quality of Manchester's water.

Director Becker asked if residents could water their lawns during the evening or morning.

Mr. Young stated during the night, evening or early morning would be the best time but not every day. General Manager Sartor stated that town facilities consumption of water has been cut in half. Acting Chairman Howroyd stated that people should watch out for elderly neighbors and relatives during this unusual time of high heat.

Director Crockett asked if these water bottles will be produced for sale. Mr. Young stated that the plan was to promote water quality, although there are municipalities in this state that have bottled water for sale.

c. Sidewalk Report. (Deferred until August)

Director Morancey moved and Director Crockett seconded a motion to take a brief recess. Seven voted in favor. The Board recessed at 9:35 p.m. and returned at 9:47 p.m.

8. CONSENT CALENDAR, ADOPTED AS AMENDED

Director Morancey had questions on 11.d., 11.g., 11.j. and 11.l. Director Becker had questions on 11.g. and 11.k. Director Crockett stated that he would be abstaining on Item 5.g. and it was removed from the consent calendar.

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

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

- a. **ADOPTED** - Appropriations to Education Special Projects - Fund 240:
- | | | |
|----|------------------------------|--------------|
| 3) | Manchester High School | \$ 1,000.00 |
| 4) | Summer School Programs | \$ 60,000.00 |
- Item #1 to be financed by a SNET grant, and #2 by tuition from Summer School programs.
- *5b. ADOPTED** - Proposed Ordinance conveying to Habitat for Humanity in consideration for the promise to construct a single-family home thereon the premises known as 50 Foster Street (copy of the proposed ordinance may be seen in the Town Clerk's Office during business hours); and related waiver of Building Permit fee to Habitat for Humanity.
- *5c. ADOPTED** - Proposed Ordinance authorizing the purchase from Carol L. Champ, the premises known 22 Vernon Street, Manchester, CT for the sum of \$91,000, plus customary adjustments. (A copy of the proposed ordinance may be seen in the Town Clerk's Office during business hours.)
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8. CONSENT CALENDAR (cont.)

contractual instruments with the State of Connecticut.

***5f. ADOPTED** - 1) Appropriation to Community Development Block Grant Fund 1999/00 \$707,846.00
to be financed by Federal Grants and program income;
and adoption of the Annual Action Plan required for the
Community Development Block Grant Program Year
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second grade class at Buckley School, which is gratefully
acknowledged and accepted; and by \$2,361 in court mandated

8. CONSENT CALENDAR (cont.)

donations.

- k. **ADOPTED** - Appropriation to Capital Improvement - GR 1338 - Town Monument and Mapping \$ 40,000.00 to be financed in part by a payment from General Growth Properties, Inc./HOMART.
- *11a. APPROVED** - Approval of Agreement between the Town of Manchester and C.S.E.A. Local 760 (Supervisory Employees) for the period July 1, 1999 through June 30, 2003, and associated position descriptions.
- *11b. APPROVED** - Approval of a Workers Compensation Stipulation involving Bernard Hallums in the amount of \$26,500.
- *11c. APPROVED** - Approval of revised job descriptions for various Engineering Division positions.
- *11d. ADOPTED** - Consideration of new Affirmative Action hiring goals as recommended by the Human Relations Commission.
- *11e. ADOPTED** - Authorization for Richard J. Sartor, General Manager, to sign the "Agreement Between the State of Connecticut and the Town of Manchester for the Reimbursement of Funds for the Construction of Sidewalks and the Maintenance of Sidewalks on Connecticut Route 83, State Project No. 76-175, Federal Project No. STPH-2299(9), Agreement No. 5.04-01(99)."
- *11f. ADOPTED** - Request for Early Retirement of Dalelyne Siwik, Board of Education, to be effective September 1, 1999.
- *11g. ADOPTED** - Authorization for the General Manager to execute a tax abatement agreement with the Manchester Land Conservation Trust, Inc. for taxes on 429 Buckland Hills Drive.

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

- *11h. ACCEPTED** - Acceptance by the Manchester Police Department of the donation of two mountain bikes from the Savings Bank of

Manchester and the Bike Shop, which are gratefully acknowledged and accepted.

*11i. **ADOPTED** - Resolution confirming the acceptance of the low bid on Water and Sewer Notes and negotiated Fire bond sales.

*11j. **ADOPTED** - Transfer in General Fund:

From: Contingency.....	\$	7,500.00
To: Registrar of Voters	\$	7,500.00

to finance consulting services for Voter Registration Y2K compliance.

1. **ADOPTED** - Allocation in Sewer Reserve Fund for Wastewater Treatment Plant Instrumentation Upgrade \$ 120,000.00 to be financed by Unallocated Sewer Reserve.

*11l. **ADOPTED** - Waiver of Building Permit Fees for tents for the Nutmeg Classic Soccer Tournament.

*11m. **ADOPTED** - Resolutions authorizing Richard J. Sartor, General Manager, to execute and file grant applications, contracts and agreements on behalf of the Town of Manchester with the Commissioner of Environmental Protection for State grants for 1) Hop Brook Improvements at Charter Oak Park, and 2) Lower Hop Brook Stabilization Project.

*11n. **ACCEPTED** - Acceptance of resignation of John Kinsky (R) to the Building Committee for term expiring November 2001.

9. ACTION ON ITEMS OF PUBLIC HEARING.

5g. **ADOPTED** - Appropriation to Lead Abatement - Fund 255 - Lead/Asbestos Training Program..... \$ 67,980.00 to be funded by a Federal Job Training Partnership Grant from the Capitol Region Workforce Development Board; and authorization for Richard J. Sartor, General Manager, to enter into and amend an agreement with the Capitol Region Workforce Development Board.

Director Hachadourian moved and Secretary Negri seconded a motion to adopt

Item 5.g. Six voted in favor. One Abstention - Crockett.

10. UNFINISHED BUSINESS.

- a. TABLED - Appointment of three members and one alternate to the Property Maintenance Code Board of Appeals.

Secretary Negri moved and Director Morancey seconded a motion to table Item 10.a. Seven voted in favor.

11. NEW BUSINESS.

- o. APPOINTED - Appointment of Ronald J. Walsh, 17 Bishop Drive (R) to the Building Committee for term expiring November 2001.

Director Crockett moved and Director Becker seconded a motion to appoint Ronald J. Walsh (R) to the Building Committee. Seven voted in favor.

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

Director Morancey stated that the Beautification Committee will have a report in September for the Board.

Acting Chairman Howroyd stated there would be a Sidewalk report in August.

Director Crockett asked that a schedule be posted in the newspaper or on the web site of meetings regarding the school bond issue.

13. ADJOURNMENT

Director McMahon moved and Director Crockett seconded a motion to adjourn the meeting to August 3, 1999 at 7:30 p.m. Seven voted in favor.

Adjournment: 10:05 p.m.

/jld

APPROVED:

ATTEST:

SECRETARY, BOARD OF DIRECTORS
MANCHESTER, CONNECTICUT