

**MINUTES  
REGULAR MEETING OF BOARD OF DIRECTORS  
NOVEMBER 16, 1999  
LINCOLN CENTER HEARING ROOM  
7:30 P.M.**

**FIRST MEETING OF THE MONTH**

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

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

**1. MEETING CALLED TO ORDER.**

The meeting was called to order at 7:33 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Chairman Cassano.

**1A. PRESENTATION TO DR. JOEL REICH FOR HIS MANY YEARS OF SERVICE TO THE COMMUNITY OF MANCHESTER AS MEDICAL DIRECTOR OF THE TOWN OF MANCHESTER FIRE-RESCUE-EMS-DEPARTMENT PARAMEDIC PROGRAM AND AS CHAIRPERSON OF THE TOWN'S EMS COUNCIL.**

Fire Chief Weber presented Dr. Reich a Certificate of Appreciation in recognition of 15 years as Medical Director of the Manchester Fire Rescue EMS Department and dedicated commitment to the citizens of the Town of Manchester. Chairman Cassano also presented Dr. Reich with a proclamation from the Town of Manchester.

**1B. ADOPTION OF RULES OF PROCEDURE.**

Chairman Cassano, Vice-Chairman Howroyd and Director Crockett will meet to discuss potential changes in the rules of procedure and come back to this board with recommendations.

**Director Crockett moved and Vice-Chairman Howroyd seconded a motion to table Item 1B. Nine voted in favor.**

**1C. APPOINTMENT OF TOWN ATTORNEY.**

Director Spadaccini objected to the process that the town goes through to appoint an attorney and believed that this position should be put out for a competitive bid. This would ensure that the town get good service at a fair price and delivered in an efficient manner.

Director Hachadourian supported the nomination because Attorney Darby has provided the Board with good sound leadership and for the strength of appointing a local person.

Vice-Chairman Howroyd also supported the nomination and pointed out that when going out for competitive bid, you don't always know what you're going to get.

Director Becker agreed with Director Spadaccini and believed that the process used was called patronage.

Chairman Cassano closed the comments reminding Board members that Attorney Darby had served for eight years representing this Town with quality work at a reasonable cost.

**Secretary Negri moved and Director Morancey seconded a motion to appoint Michael M. Darby as Town Attorney to term expiring November 2001. Five voted in favor. Four voted against - Crockett, Becker, Spadaccini, Hovey.**

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

Peter Sterne, 800 Center Street, was happy the school referendum was defeated. He supported Dan Moran's plan of doing a little at a time.

Representative John Thompson, 118 Autumn Street, spoke in support of Item m. an appropriation to special grants fund, the Head Start family care grant which would provide for expansion of the program.

Al Lutz, 9 Stephens Street, spoke regarding the schools. He suggested a strong capital improvement program to get the schools moving in the right direction.

Bill Ogden, 137 Branford Street, spoke regarding the school referendum. He thought the Town Attorney should be taken out of the political arena.

Dan Moran, 272 Charter Oak Street, spoke regarding the school bond issue. He listed the things that the voters wanted.

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS.

- a. Minutes of September 7, 1999 - Regular Meeting
- b. Minutes of September 14, 1999 - Regular Meeting
- c. Minutes of October 5, 1999 - Regular Meeting
- d. Actions of October 5, 1999 - Regular Meeting
- e. Revised actions of October 5, 1999 - Regular Meeting
- f. Second Revised actions of October 5, 1999 - Regular Meeting

Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to adopt the minutes as presented. Seven voted in favor. Two abstained - Spadaccini, Hovey.

4. PRESENTATION OF BID WAIVER REQUESTS

None.

5. PUBLIC HEARINGS.

- \* a. Appropriation to Education Special Projects Fund  
CREC Regional School-to-Career Grant..... \$ 28,000.00  
to be financed by a State/Federal Grant

Richard Hewitt, Business Manager for the Board of Education, was present to discuss the educational projects listed. He stated that the School-to-Career grant's main objective was to encourage links between the school and the community. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* b. Appropriation to Education Special Projects Fund  
Michael Jordan Fundamental Grant ..... \$ 2,500.00  
to be financed by a State/Federal Grant

Mr. Hewitt stated that this grant was written by the Manchester Regional Academy. The focus of the grant is to study social reactions to education. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* c. Appropriation to Education Special Projects Fund  
Adult Education Grant..... \$ 82,042.00

5. PUBLIC HEARINGS (cont.)

to be financed by a State/Federal Grant

Mr. Hewitt stated that this grant is received yearly and is part of matching funds from the state to run a joint adult education program with Vernon. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* d. Appropriation to Education Special Projects Fund  
Elementary School Cross Country Challenge ..... \$ 800.00  
to be financed by a grant from the Savings Bank of Manchester.

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

- \* e. Appropriation to Education Special Projects Fund  
Carl D. Perkins Vocational and Applied Technology Act ..... \$ 64,877.00  
to be financed by a State/Federal Grant

Mr. Hewitt stated that these are funds from the federal grant that is funneled through the state for vocational and technical programs within Manchester High School. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* f. Appropriation to Education Special Projects Fund  
Head Start USDA Funds ..... \$ 52,000.00  
to be financed by a State/Federal Grant

Mr. Hewitt stated that this an annual grant that finances both the breakfast and lunch program for Head Start. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* g. Appropriation to Education Special Projects Fund  
Technology Literacy Challenge Fund Grant ..... \$105,325.00  
to be financed by a State/Federal Grant

Mr. Hewitt stated that this grant supports in-service training for teachers to integrate technology into all aspects of the curriculum. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* h. Appropriation to Education Special Projects Fund

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

Asian Studies Seminar.....\$ 3,600.00  
 to be financed by a grant from the Freeman Foundation

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

\* i. Appropriation to General Fund  
 Youth Services Bureau ..... \$ 600.00  
 to be financed by an increase in the State Department of Education  
 Youth Services Bureau Grant.

Mary Roche, Youth Services Director, was present to explain that this \$600 represented additional funding that became available to Youth Services across the state. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

\* j. Appropriation to Special Grants Fund - Youth Services Donations  
 for Teen Night on November 12, 1999 ..... \$ 2,000.00  
 to be financed by a donation from the Mayor’s Program for Manchester  
 Children.

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

\* k. Appropriation to Lead Abatement Fund  
 JTPA Lead/Asbestos Abatement Training Program ..... \$ 40,870.00  
 to be financed by a JTPA Grant through the Capital Region  
 Workforce Development Board.

Hanna Marcus, Director of Human Services, stated that this was the remaining part of a JTPA grant which totaled an amount of \$108,000 for the year. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

\* l. Appropriation to Special Grants Fund  
 State Administered General Assistance Grant (SAGA)..... \$ 46,500.00  
 to be financed by a grant from the State Department of Social  
 Services and authorization for Richard J. Sartor, General  
 Manager, to enter into and amend an agreement with the State  
 Dept. of Labor.

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

Ms. Marcus stated that this year this grant was an RFP. Manchester competed with other agencies and was awarded the grant. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* m. Appropriation to Special Grants Fund  
 Head Start-Family Child Care Grant..... \$ 40,000.00  
 to be financed by a grant from the State Dept. Of Social Services  
 and authorization for Richard J. Sartor, General Manager, to enter  
 into and amend an agreement with the State Dept. of Social Services.

Ms. Marcus stated that this grant brings the family child care providers into the circle of school readiness whereas up to recently they weren't part of that process. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* n. Appropriation to Special Grants Fund  
 Community Employment Incentive Program (CEIP) Grant ..... \$ 51,212.00  
 to be financed by a grant from the Connecticut Dept. of Labor  
 and authorization for Richard J. Sartor, General Manager, to enter  
 into and amend an agreement with the State Dept. of Labor.

Ms. Marcus stated that MACC is the point agency for this grant which serves primarily Manchester and provides job retention, training and development skills. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* o. Appropriation to General Fund - Public Works  
 for portable bleachers ..... \$ 50,000.00  
 to be financed by General Fund designated fund balance.

Louise Guarnaccia, Public Works Administrator, and Scott Sprague, Recreation Director, explained the process of obtaining the bleachers. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- \* p. Appropriation to Special Grants Fund  
 D.A.R.E. Program .....\$ 765.00  
 to be financed by judicially mandated donations.

Captain Abbey was available for questions. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

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

- \* q. Appropriation to Fire Reserve  
 Paramedic Donations..... \$ 1,560.00  
 to be financed by donations already received which are gratefully  
 acknowledged and accepted.

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

- \* r. Appropriation to Capital Improvement Reserve  
 Senior Center Pool Room..... \$ 10,000.00  
 to be financed by a donation from the estate of Ann G. Opizzi which  
 is gratefully acknowledged and accepted.

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

- \* s. Appropriation to Special Grants Fund  
 Cancer Prevention and Screening Program..... \$ 3,000.00  
 to be financed by a grant from the H. Louise Ruddell Trust.

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

6. COMMUNICATIONS

Director Morancey stated that he received a request from Doug Smith regarding the memorial tree program which was established by the Greater Chamber of Commerce. He stated that he would take this as an action item in the Neighborhood Beautification Subcommittee and would be discussing it with the administration and the Chamber of Commerce. He felt that there were funds at the chamber that were still available.

Director Becker stated that he was contacted recently by a resident of the Jennifers Way project, the co-ops initiative project off of Union Street. Her concern were the sidewalks on Union Street that run on the east side. The children who walk to school have to cross Union Street which is a very busy street. It has been referred to the General Manager. He was hopeful that some possible solutions would be created.

Director Hachadourian stated that someone had called him relating to back taxes at her house. He asked that someone check into this.

Chairman Cassano announced the comment session for the month. The Millennium Committee is holding a public meeting on Thursday, December 2<sup>nd</sup>.

Director Crockett stated that he received a letter regarding consolidation of services that some of the other town's are doing from a consolidation specialist. He was in favor of sitting down with this person.

General Manager Sartor stated that based upon the discussions previously taken place between the Board of Education and the Board of Directors, there have been recent meetings with the Business Manager and Superintendent of Schools from the Board of Education and Town staff. Three activities have been identified and initiated one being fleet maintenance with a preliminary report in January, exterior facilities and grounds, with a preliminary report in December and facilities which process would take about a year. He suggested that the two Boards meet to restate their expectations.

7. REPORTS

- a. Center Springs Park Timber Harvest presented by George Murphy and Peter Connorton.

A report was given regarding the removal of the eastern hemlock trees in Center Springs Park due to the infection of the hemlock wooly adelgid. Many are dead or dying as a result. There is approximately a two year window that these trees would have value for harvest and it was recommended that this be done in the winter of 1999/2000. This harvest should take approximately two weeks. It is important to coordinate the harvest of the hemlocks with the improvements to Center Springs Park. No funding has been designated for this project, however, it is hoped that the value of the lumber will offset the removal and provide us with funding to begin a replanting program. Presentations have been made to the Park & Recreation Commission and they have endorsed the tree harvest. Questions were entertained from Board members at this time.

8. CONSENT CALENDAR (Identified by asterisks.)

\*Consent calendar consists of items 5a., 5b., 5c., 5d., 5e., 5f., 5g., 5h., 5i., 5j., 5k., 5l., 5m., 5n., 5o., 5p., 5q., 5r., 5s., 16a., 16b., 16d., 16f., 16g., 16i., 16k. and 16l.

8. CONSENT CALENDAR (Identified by asterisks.) (Cont.)

Secretary Negri moved and Director Morancey seconded a motion to adopt the consent calendar as presented. Eight voted in favor. Director Crockett abstained on Item 5k.



- \*5a. **ADOPTED** - Appropriation to Education Special Projects Fund  
CREC Regional School-to-Career Grant..... \$ 28,000.00  
to be financed by a State/Federal Grant
- \*5b. **ADOPTED** - Appropriation to Education Special Projects Fund  
Michael Jordan Fundamental Grant ..... \$ 2,500.00  
to be financed by a State/Federal Grant
- \*5c. **ADOPTED** - Appropriation to Education Special Projects Fund  
Adult Education Grant..... \$ 82,042.00  
to be financed by a State/Federal Grant
- \*5d. **ADOPTED** - Appropriation to Education Special Projects Fund  
Elementary School Cross Country Challenge ..... \$ 800.00  
to be financed by a grant from the Savings Bank of Manchester.
- \*5e. **ADOPTED** - Appropriation to Education Special Projects Fund  
Carl D. Perkins Vocational and Applied Technology Act ..... \$ 64,877.00  
to be financed by a State/Federal Grant
- \*5f. **ADOPTED** - Appropriation to Education Special Projects Fund  
Head Start USDA Funds ..... \$ 52,000.00  
to be financed by a State/Federal Grant
- \*5g. **ADOPTED** - Appropriation to Education Special Projects Fund  
Technology Literacy Challenge Fund Grant ..... \$105,325.00  
to be financed by a State/Federal Grant
- \*5h. **ADOPTED** - Appropriation to Education Special Projects Fund  
Asian Studies Seminar.....\$ 3,600.00  
to be financed by a grant from the Freeman Foundation
- \*5i. **ADOPTED** - Appropriation to General Fund  
Youth Services Bureau ..... \$ 600.00

**8. CONSENT CALENDAR (Identified by asterisks.) (Cont.)**

to be financed by an increase in the State Department of Education  
Youth Services Bureau Grant.

**\*5j. ADOPTED** - Appropriation to Special Grants Fund - Youth Services Donations for Teen Night on November 12, 1999 ..... \$ 2,000.00  
to be financed by a donation from the Mayor’s Program for Manchester Children.

**\*5k. ADOPTED** - Appropriation to Lead Abatement Fund  
JTPA Lead/Asbestos Abatement Training Program ..... \$ 40,870.00  
to be financed by a JTPA Grant through the Capital Region Workforce Development Board.

**\*5l. ADOPTED** - Appropriation to Special Grants Fund  
State Administered General Assistance Grant (SAGA) ..... \$ 46,500.00  
to be financed by a grant from the State Department of Social Services and authorization for Richard J. Sartor, General Manager, to enter into and amend an agreement with the State Dept. of Labor.

**\*5m. ADOPTED** - Appropriation to Special Grants Fund  
Head Start-Family Child Care Grant ..... \$ 40,000.00  
to be financed by a grant from the State Dept. Of Social Services and authorization for Richard J. Sartor, General Manager, to enter into and amend an agreement with the State Dept. of Social Services.

**\*5n. ADOPTED** - Appropriation to Special Grants Fund  
Community Employment Incentive Program (CEIP) Grant ..... \$ 51,212.00  
to be financed by a grant from the Connecticut Dept. of Labor and authorization for Richard J. Sartor, General Manager, to enter into and amend an agreement with the State Dept. of Labor.

**\*5o. ADOPTED** - Appropriation to General Fund - Public Works  
for portable bleachers ..... \$ 50,000.00  
to be financed by General Fund designated fund balance.

**\*5p. ADOPTED** - Appropriation to Special Grants Fund

8. CONSENT CALENDAR (Identified by asterisks.) (Cont.)

D.A.R.E. Program .....\$ 765.00  
to be financed by judicially mandated donations.

**\*5q. ADOPTED** - Appropriation to Fire Reserve

Paramedic Donations..... \$ 1,560.00  
 to be financed by donations already received which are gratefully  
 acknowledged and accepted.

**\*5r. ADOPTED** - Appropriation to Capital Improvement Reserve  
 Senior Center Pool Room..... \$ 10,000.00  
 to be financed by a donation from the estate of Ann G. Opizzi which  
 is gratefully acknowledged and accepted.

**\*5s. ADOPTED** - Appropriation to Special Grants Fund  
 Cancer Prevention and Screening Program..... \$ 3,000.00  
 to be financed by a grant from the H. Louise Ruddell Trust.

**\*16a. ADOPTED** - Authorization for the General Manager to enter into an  
 Operating Assistance Grant Contract with the Greater Hartford  
 Transit District for "Operation of Dial-a-Ride services for the elderly  
 and disabled within the Grantees service area between July 1, 1999  
 and June 30, 2000.

**\*16b. APPROVED** - Approval of a Real Property Tax Exemption for a  
 severely disabled veteran with specially adapted housing in  
 accordance with Connecticut General Statutes (CGS) 12-81(21c).

**\*16d. ACCEPTED** - Acceptance of resignation of Bill Jawitz from the  
 Cox Cable Advisory Council for term expiring July 2001.

**\*16f. ACCEPTED** - Acceptance of resignation of Robert Schneider (R) as  
 an alternate on the Ethics Committee effective October 1, 1999 for a  
 term expiring November 1999.

**\*16g. ACCEPTED** - Acceptance of resignation of Anne Hickey (D) from  
 the Commission on Aging for term expiring November 2000.

**8. CONSENT CALENDAR (Identified by asterisks.) (Cont.)**

**\*16i. ACCEPTED** - Acceptance of resignation of Joseph Noti (R) from  
 the Manchester Housing Commission for term expiring November  
 2000.

**\*16k. ADOPTED** - Allocation in Downtown District Capital Improvement Reserve for Street Scape Improvements ..... \$ 8,762.00 to be financed by unallocated.

**\*16l. ADOPTED** - Authorization for Richard J. Sartor, General Manager, to sign grant application for the roof replacement on the Fire Museum and to enter into related contracts with the State Department of Economic Development.

**RECESS TO SECOND WEEK.**

**Director Morancey moved and Director Crockett seconded a motion to recess the meeting to Tuesday, November 23, 1999 at 7:30 p.m. Nine voted in favor.**

Adjournment : 9:14 p.m.  
/jld

APPROVED:

ATTEST:

\_\_\_\_\_  
SECRETARY, BOARD OF DIRECTORS  
MANCHESTER, CONNECTICUT