

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

ONE MEETING AGENDA

PRESENT: Chairman Cassano, Vice-Chairman Howroyd (arrived at 8:02), 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 7:32 p.m.

The Full Gospel Interdenominational Church choir led by Reverend Bosco attended the meeting on behalf of Reverend Eleanor Kalinsky and sang carols to wish members of the Board of Directors and citizens of Manchester a happy holiday.

1A. **PRESENTATIONS TO JOAN E. HUMPHREY-MCMAHON AND CLIFTON THOMPSON FOR THEIR DEDICATED SERVICE TO THE BOARD OF DIRECTORS.**

A Hitchcock rocking chair was presented to both Joan E. Humphrey-Mahon and Clifton Thompson for their years of service to the Board of Directors.

1B. **PRESENTATION BY GEOFFREY NAAB, PRESIDENT OF THE MANCHESTER SYMPHONY ORCHESTRA & CHORALE, INC.**

Geoffrey Naab, President of the Manchester Symphony Orchestra & Chorale, Inc. asked for the Board's support by attending concerts.

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 Vance, 24 Eldridge Street, Apt. C, praised the town of Manchester as a place to live.

Al Lutz, 9 Stephens Street, encouraged Board members to work as a team on behalf of the

taxpayers. He asked about the truck ordinance and advocated comment sessions.

Milt Perlman, 3 Sanford Rd., spoke regarding the school bond issue.

Bill Ogden, 137 Branford Street, spoke regarding the school bond issue.

Chairman Cassano closed the hearing with some brief comments to the public.

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS.

- a. Actions of November 15, 1999 - Swearing-In Ceremony
- b. Minutes of November 15, 1999 - Swearing-In Ceremony
- c. Actions of November 16, 1999 - Regular Meeting
- d. Revised actions of November 16, 1999 - Regular Meeting
- e. Actions of November 23, 1999 - Regular Meeting

Secretary Negri moved and Director Morancey seconded a motion to adopt the minutes as submitted. Eight voted in favor. (Crockett stepped out during vote.)

4. PRESENTATION OF BID WAIVER REQUESTS.

None.

5. PUBLIC HEARINGS.

- * a. Appropriation to Education Special Projects Fund
Student Achievement Grant.....\$ 10,806.00
to be financed by a State of Connecticut Grant.

Dr. Martha Hartranft, Director of Pupil Personnel Support Services for the Board of Education was present to explain the Board of Education appropriations. There being no comments from the public, Chairman Cassano closed the public hearing on this item.

- * b. Appropriation to Education Special Projects Fund
for Preschool Special Education IDEA Part B \$ 64,790.00
to be financed by a Federal grant.

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

5. PUBLIC HEARINGS (cont.)

this item.

- * c. Appropriation to Education Special Projects Fund
for Special Education IDEA Part B..... \$ 590,918.00
to be financed by a Federal grant.

Dr. Hartranft stated that this grant covers a variety of staff positions.

William Ogden, 137 Branford Street, asked if any money would be given to repair schools.

Milt Perlman, 3 Sanford Street, asked if this was for special education children and what IDEA means. She stated that IDEA stands for Individuals with Disabilities Education Act.

Peter Vance, 24 Eldridge Street, Apt. C, thought that these were excellent investments for the future of the Town of Manchester.

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

- d. Proposed Revisions to Chapter 2, Article IV of the Code of Ordinances - Insurance Risk Financing Program. (A copy of the proposed revision may be seen in the Town Clerk's Office during business hours).

General Manager Sartor stated that the Board requested modification of the TOMMIF current advisory group to a more formal group. The ordinance change has been drafted by the Town Attorney's office. Alan Desmarais, Finance Director was available to answer questions. General Manager Sartor explained the study will be performed by an independent professional consultant. This would include recommendations in how to proceed in terms of changes in negotiations or in the nature of the plan type, comparison of how our self-insurance program does against a for-profit insurance program, a review of the last several years of activity, the current marketplace and how the TOMMIF program might be improved. This study should be complete by March, 2000.

Director Spadaccini stated that originally this was discussed in the context of creating a board similar to that of the Pension Board. As he looked at the proposed ordinance, he felt that it is not at all like the Pension Board's authority in that management and control of the insurance risk financing program is still vested in the Finance Director. The board being proposed is solely advisory, and therefore, essentially no different than what is presently in **5.PUBLIC**

HEARINGS (cont.)

place.

Mr. Desmarais stated that the Pension Board ordinance is under the jurisdiction of the Board of Directors. It's primary function is limited to investment of funds and it has some

perfunctory approval of pensions on a monthly basis which is determined by the Board of Directors, collective bargaining and law restrictions around accounting. If we were to take that same point of view in the TOMMIF funds, it would only change one thing of who invested the funds. The public sector also works under several government constraints as to what they are allowed to invest in. After scrutiny by private sector individuals, it was determined that we are as well invested as possible.

Director Spadaccini stated that he understood these parameters but also thought that there were many other functions of such a board that are not purely advisory that go under the heading of management and control. He envisioned an independent board of electors who would be vested with management and control of our insurance funds. Director Spadaccini had a concern that this board would naturally be blamed when something went wrong, but ultimately had no power.

Chairman Cassano stated that several years ago, the town did, in fact, have exactly what Mr. Spadaccini was calling for, an insurance advisory board that dealt with all those aspects of insurance. One of the reasons the board was eliminated was because the town went to self-insurance. The other major factor was that it became a political nightmare in that every insurance company wanted a piece of the action. In the meantime, a risk manager and a director of finance were hired. He thought that the independent study would clear up many of the questions that the Board had presently.

Director Hachadourian thought that this was serious business and needed to be dealt with in an expansive way including how do we as a town retard the growth of health care costs to everyone's benefit. He supported very strongly deferring action on this proposal until results of an independent review were completed.

Director Crockett suggested that directors from the Board of Directors who have served on the TOMMIF committee sit down with the outside consultant with a list of questions. Chairman Cassano agreed.

6. COMMUNICATIONS.

Chairman Cassano stated that the Subcommittee on the Adoption of Rules of Procedure will meet before the January meeting. As a result, no change has been made in the Comment Sessions. December 23rd comment session has been canceled due to the holiday. The December 15th will be held 9:00-10:00 a.m.

National Cities Weekly's feature story for December was about Manchester's handicap accessibility in its parks and playgrounds. This article promotes Manchester as a national leader.

The Parks and Recreation Advisory Commission endorsed the Hockanum River Linear Park Commission's request to prohibit any unauthorized bicycles and motorized vehicles from the Hockanum River Linear Park Trail for a trial period of three years. Director Hachadourian requested that this be placed on the agenda so that this recommendation be addressed. Director Becker concurred.

General Manager Sartor stated that a binding arbitration award has been received from the Board of Education with an answer needed by December 9th. Deputy Manager Werbner summarized the arbitration award regarding the paraprofessional group of the Board of Education. One issue dealt with insurances and the second issue dealt with wages. Mr. Werbner recommended that no action be taken.

Director Morancey asked if the Board of Education had taken a position on this award. Mr. Werbner stated not to the best of his knowledge.

Director Spadaccini stated that because of the time limit it is important that the Board receive this material as soon as possible.

Director Crockett thought that the Board of Education should make a recommendation to this Board even though this Board makes the ultimate decision. Chairman Cassano agreed and asked the General Manager to write a letter to that effect to the Board of Education that he would sign.

There was a consensus by the Board to take no action on this arbitration.

Vice-Chairman Howroyd moved and Director Crockett seconded a motion to take a brief recess. Nine voted in favor.

The Board recessed at 9:20 p.m. and returned at 9:34 p.m.

7. REPORTS.

- a. Y2K Update - Ron Kraatz and Jim Todd

Director of Health Ron Kraatz and Jim Todd, Chairman of the Y2K Committee from Information Systems were present to give a report on Y2K. (See Year 2000 Report dated December 7, 1999.) Questions were asked by Board members.

- b. Public Works' Status Report - Louise Guarnaccia

Louise Guarnaccia, Public Works Administrator and Peter Lozis, Director of Public Works gave a Quarterly Status Report to the Board of Directors on the status of several projects as requested by the Board. (See Quarterly Status Report dated December 1999, Item 7.a.). Questions were asked by Board members following the report.

Secretary Negri suggested that the Dancing Bear Statute be placed in the Howroyd Room at the Mary Cheney Library.

Director Becker asked that a copy of the Sidewalk Priority System be distributed to all Board members.

Director Morancey asked for the status on the Town Hall litigation. Chairman Cassano stated that it would be in a report to the Board for January.

8. ACCEPTED - AMENDED CONSENT CALENDAR (Identified by asterisks.)

*Consent calendar consists of items 5a., 5b., 5c., 11b., and 11c. Item 11.a. was removed from the consent calendar.

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

***5a. ADOPTED - Appropriation to Education Special Projects Fund**
 Student Achievement Grant \$ 10,806.00
 to be financed by a State of Connecticut Grant.

8. CONSENT CALENDAR (Cont.)

 for Preschool Special Education IDEA Part B\$ 64,790.00
 to be financed by a Federal grant.

***5c. ADOPTED - Appropriation to Education Special Projects Fund**
 for Special Education IDEA Part B..... \$ 590,918.00

to be financed by a Federal grant.

***11b. ADOPTED** - Authorization for the General Manager, Richard J. Sartor, to sign a grant application with the State of Connecticut Department of Transportation for construction, inspection and maintenance of the North Main Street bridge.

***11c. ACCEPTED** - Acceptance of resignation of Holly Cassano from the Cheney Hall Foundation for term expiring November 2001.

9. ACTION ON ITEMS OF PUBLIC HEARING.

5.d. Proposed Revisions to Chapter 2, Article IV of the Code of Ordinances - Insurance Risk Financing Program. (A copy of the proposed revision may be seen in the Town Clerk's Office during business hours).

RESOLUTION - Action on this recommendation be deferred until a study is done of the TOMMIF Fund by an outside consultant as recommended by the General Manager and received by this Board, and that the current make up of the TOMMIF Committee continue its work as presently constituted during the month of January 2000 and then meet no more and be disbanded.

Director Hachadourian moved and Director Morancey seconded a motion to defer action on Item 5.d. Nine voted in favor.

10. UNFINISHED BUSINESS.

a. **TABLED** - Appointment of a member (D) to the Commission on Aging for term expiring November 2000 tabled from meeting of November 23, 1999.

Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to table Item 10.a. Nine voted in favor.

10. UNFINISHED BUSINESS (cont.)

b. Appointments to Boards and Commissions which have members with terms expiring in November 1999:

Board/Commission

Term Expiring

Auditor

REAPPOINTED - Scully & Wolf

November 2001

2670 Main Street, Glastonbury, CT 06033

Secretary Negri moved and Director Morancey seconded a motion to reappoint Scully & Wolf as auditor. Five voted in favor. Four voted against - Crockett, Becker, Spadaccini, Hovey.

Discussion ensued regarding the appointment of Scully & Wolf. Chairman Cassano stated that the Board needed to look at the cost and efficiency of past auditors to determine the choice of a newly elected auditor. Auditor services have been reduced dramatically since 1988 from \$125,000 to the present fee of \$57,125. The town has also become GFOA (Government Finance Officers Association) certified since its association with Scully & Wolf.

Director Becker thought that the town should solicit proposals from other auditors as a comparison before a decision is made. He could not support the motion as it stood. Director Spadaccini agreed.

Director of Finance, Alan Desmarais stated that the Government Accounting Standard Board has approved for implementation an accounting practice that will radically change our reporting format. It is to our advantage to have an auditor experienced with the town of Manchester's accounting procedures and will help our ability to keep the certification through this accounting standard change. Therefore, it was an additional reason for his recommendation to appoint the auditing firm of Scully & Wolf.

Commission on Aging

TABLED

November 2002

Director Crockett moved and Director Becker seconded a motion to table the
10. UNFINISHED BUSINESS (cont.)

appointment for the Commission on Aging. Nine voted in favor.

Commission for People with Disabilities

TABLED

November 2002

Director Crockett moved and Director Becker seconded a motion to table the

appointment for the Commission for People with Disabilities. Nine voted in favor.

Vice-Chairman Howroyd moved and Secretary Negri seconded a motion to suspend the rules to add Fair Rent Commission appointment to the agenda. Nine voted in favor.

Fair Rent Commission

APPOINTED - (R) Brian Danforth
51 John Olds Drive November 2002

Director Crockett moved and Director Becker seconded a motion to appoint Brian Danforth to the Fair Rent Commission. Nine voted in favor.

11. **NEW BUSINESS.**

11a. ADOPTED - Allocation in Sanitation Reserve
Methane Gas Collection \$ 300,000.00
to be financed by unallocated.

Secretary Negri moved and Vice-Chairman Howroyd seconded a motion to adopt Item 11a. Nine voted in favor.

Louise Guarnaccia, Public Works Administrator, explained that the landfill gas collection system design for the gas collection portion of it has been completed. During the time that the design was being accomplished, she met with officials at DEP from the Solid Waste Division, the Air Division and the Water Division. The reason for this request for allocation is because the Water Division has made it clear that they will not allow the condensate from the gas collection system to be reinjected back into the landfill. In addition, if the wells need to be dewatered, we would have to collect the leachate from the wells and send it to the waste water treatment plant. In order to get the permit from the Water Division, it will be

11. **NEW BUSINESS.**

necessary to design in and build leachate collection capacity from the gas wells as well as condensate capacity. Once the allocation is approved, the water permit will be submitted and it will be possible to go forward with these plans for this capacity in the system. She stated that it made sense to install it at this time and it would save money in the long run.

Director Becker stated that about four years ago a proposal almost went through on

building a methane collection system. Did that include condensate leachate system as part of it? Ms. Guarnaccia stated that no it did not because it was not a requirement at that time. He asked what the maintenance would be once it was up and running. Ms. Guarnaccia stated that estimates are \$100,000 per year for maintenance of a gas collection system as well as the leachate system. It also is dependent on how much leachate is produced. He asked if there has been a study on whether the gases could be utilized for energy. She stated that after it is determined how much methane is being produced along with the quality, the economic feasibility of a co-generation system could be determined. It may be determined that we can not produce power as cheaply as it can be bought.

Director Spadaccini moved and Director Hovey seconded a motion to suspend the rules to continue meeting to 11:05 p.m. Nine voted in favor.

- d. **TABLED** - Appointment of a member to the Cheney Hall Foundation for term expiring November 2001.

Vice-Chairman Howroyd moved and Secretary Negri seconded a motion to table Item 11.d. Nine voted in favor.

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

Director Becker asked that our tax collection policy be revisited by administration. He asked for their input of how policy is working and the results along with any recommended changes.

13. ADJOURNMENT.

Director Crockett moved and Director Hovey seconded a motion to adjourn this meeting to Tuesday, January 4, 2000 at 7:30 p.m.

Adjournment : 11:04 p.m.

/jld

APPROVED:

ATTEST:

SECRETARY, BOARD OF DIRECTORS
MANCHESTER, CONNECTICUT