6:00 P.M. – Rescheduled Policy Briefing Meeting
A. Management Partners report regarding their efficiency review of the Manchester Police Department.

1. MEETING CALLED TO ORDER.
2. OPENING OF MEETING TO ELECTORS OR TAXPAYERS WHO WISH TO BE HEARD ON ANY SUBJECT WITHIN THE JURISDICTION OF THE BOARD OF DIRECTORS.
3. PUBLIC HEARINGS.
   * A. Appropriations to Capital Reserve as follows:
      1. A. Public Infrastructure Asset Management Software .........................$75,000.00
to be financed by State of Connecticut, LoCIP grant.
      B. Authorization for the General Manager to submit necessary applications to the State of Connecticut for a LoCIP grant in the amount of $75,000 for Public Infrastructure Asset Management software.
      2. A. Great Lawn Amenities ..............................................................$50,000.00
to be financed by State of Connecticut, LoCIP grant.
      B. Authorization for the General Manager to submit necessary applications to the State of Connecticut for a LoCIP grant in the amount of $50,000 for Great Lawn amenities.
      3. A. Fire Museum Window Replacement .........................................$40,000.00
to be financed by State of Connecticut, LoCIP grant.
      B. Authorization for the General Manager to submit necessary applications to the State of Connecticut for a LoCIP grant in the amount of $40,000 for Fire Museum window replacement.
   * B. Appropriation to General Fund – Public Works .................................$151,270.00
to be financed by General Fund Designated Fund Balance which was a result of a FEMA winter storm reimbursement grant.
   * C. Appropriation to Capital Improvement Reserve ...............................$42,146.00
to be financed by a payment under the Town’s Sidewalk and Curb Ordinance.
   * D. Appropriation to General Fund – Public Safety – Police Department ......$16,333.00
for Spring 2005 Click It or Ticket Enforcement Program to be financed by the State of Connecticut, Department of Transportation.
   * E. Appropriations to Special Grants Fund as follows:
      1. School Readiness ..............................................................................$107,000.00
to be financed by a School Readiness Grant and authorization for the General Manager to enter into and amend an agreement with the State of Connecticut.
      2. Department of Health .....................................................................$86,768.00
for the upgrade of local public health preparedness and response to bioterrorism to be financed by a grant from the State of Connecticut, Department of Public Health and authorization for the General Manager to enter into and amend any and all contracts with the State of Connecticut, Department of Public Health.
3. One Book Program.................................................................$5,000.00
to be financed by a donation from Savings Bank of Manchester Charitable
Foundation which is gratefully acknowledged and accepted.
4. Certified Nurses Aide (CNA) Training Program.........................$5,000.00
to be financed by a donation from Bank of America/The Mr. and Mrs. William
Fould Family Foundation which is gratefully acknowledged and accepted.
5. Children’s Garden at Northwest Park .....................................$150.00
to be financed by donations which are gratefully acknowledged and accepted.
6. Town Clerk Historical Document Preservation .............................$12,000.00
for restoration and preservation of the Town Clerk’s historic books and
documents to be financed by a grant from the Connecticut State Library.
7. Police Department-Youth Oriented and Community Based Programs......$5,000.00
to be financed by a donation which is gratefully acknowledged and accepted.
8. Memorial Tree Program ..............................................................$160.00
to be financed by donations in honor of John Ryan, Major John Hodgson,
Norman “Pat” Ward, Virginia House, Richard Balesano Sr., and John
MacDonald, which are gratefully acknowledged and accepted.

* F. Appropriations to Education Special Grants as follows:
1. Manchester Head Start Program..............................................$147,943.00
to be financed by a grant from the State Department of Education.
2. Enfield Head Start Program ..................................................$96,986.00
to be financed by a grant from the State Department of Education.

4. CONSENT CALENDAR.
5. REPORTS.
2. Summer Youth Update Report.
B. QUESTIONS AND COMMENTS BY BOARD MEMBERS REGARDING
ITEMS ON THE AGENDA THAT MAY NEED ADDITIONAL INFORMATION
FOR THE NEXT MEETING.
6. RECESS TO SECOND WEEK.

SECOND MEETING OF THE MONTH

6:00 P.M. – Special Meeting of the Board of Directors and Board of Education -
Joint Special Charter-Mandated Consolidation Efforts Meeting
A. Budget Format
B. Facilities/Capital Projects
C. Any other consolidation efforts

7. MEETING CALLED TO ORDER.
8. AWARDS AND PRESENTATIONS.
9. ADOPTION OF MINUTES OF PREVIOUS MEETING.
A. Minutes, April 5, 2005 - Public Hearing
B. Minutes, April 12, 2005 – Regular Meeting
C. Minutes, May 3, 2005 – Budget Adoption
D. Actions, August 2, 2005 – Regular Meeting
10. COMMUNICATIONS.
11. REPORTS.
   A. School Renovations Report.

12. PRESENTATION OF BID WAIVER REQUESTS.

13. ACTION ON ITEMS OF PUBLIC HEARINGS.

14. UNFINISHED BUSINESS.
   A. Appointment of a member to the Cheney Hall Foundation with a term expiring November 2005.
   B. Appointment of a member (R) to the Commission on Aging with a term expiring November 2007.
   C. Appointment of an alternate (R) to the Zoning Board of Appeals with a term expiring November 2005.
   D. Appointment of a member (nonprofit agency) to the Housing Commission with a term expiring November 2007.
   E. Appointment of a member (Library Board Appointment) to the Cable TV Advisory Committee with a term expiring July 2007.
   F. Appointment of a member (Town Appointment) to the Cable TV Advisory Committee with a term expiring July 2007.
   G. Appointment of a member (D) to the Building Committee with a term expiring November 2006.
   H. Appointment of a member (D) to the Advisory Board of Health with a term expiring November 2006.
   I. Appointment of a Mayor’s Study Committee to conduct a Water and Sewer Rate Study.

15. NEW BUSINESS.
   A. Discussion of the unoccupied portion of the Manchester Parkade and the possibility of a community forum.
   B. Acceptance of Open Space from High Meadows Estates Subdivision – Valley View Drive. (Land was part of a subdivision approval, but must be accepted by the Board of Directors).
   * C. Acceptance of resignation of James Tatro (D) from the Cheney Brothers National Historic District Commission with a term expiring November 2005.
   D. Appointment of a member (D) to the Cheney Brothers National Historic District Commission with a term expiring November 2005.
   * E. Acceptance of resignation of Jason Doucette (D) as an alternate member of the Planning and Zoning Commission with a term expiring November 2006.
   F. Appointment of a member (D) as an alternate member of the Planning and Zoning Commission with a term expiring November 2006.
   G. Approval of actions recommended in Summer Youth Update report dated August 23, 2005.

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

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

18. ADJOURNMENT.

CONSENT CALENDAR: Items marked by an * which are not subsequently removed from the consent calendar by a Director are approved under Item #4 of this Agenda.
To: Steven R. Werbner, General Manager

From: Julian Freund, Budget and Research Officer

Date: September 1, 2005

Subject: Recommended uses of Local Capital Improvement Plan (LoCIP) funding

Background:

Each year, the State of Connecticut appropriates funds to be allocated to municipalities through the LoCIP program. In recent years, annual allocations to the Town of Manchester have been approximately $400,000 per year. The funding does not lapse at year end, so unused funding can accumulate over multiple years. The funding may only be used for non-education related capital expenditures.

Discussion/Analysis:

The current balance of unprogrammed, available LoCIP funding is $964,000. Three items referenced in the Capital Improvement section of the adopted FY 2005/06 budget are recommended for partial use of existing funds.

1. $75,000 for public infrastructure asset management software: This will provide funding for the second part of a 3-phase effort to create a townwide inventory of the Town’s public infrastructure and facilities. Funding for the first phase was allocated in the FY 2004/05 Facilities Management plan for the acquisition of facilities maintenance software. The proposed public infrastructure software will be utilized to manage infrastructure assets such as roads, sidewalks, bridges, and drainage. The intended benefits of the application include the following:

   • Prioritization of the allocation of limited resources for capital maintenance and replacement of assets;
   • Data driven multi-year capital planning;
   • Enhanced day-to-day maintenance scheduling through automated functions;
   • Enhanced, prioritized responsiveness to citizen requests;
   • Optimization of the use of maintenance resources;
   • Improved information retrieval.

The software acquired through the first two phases will be capable of accommodating school-related assets as well as town government assets. The third phase of the project
will entail the compilation of data related to school facilities to be incorporated into the database. The result will be a comprehensive inventory of all Town-owned facilities and infrastructure. Funding for the third phase has not yet been allocated.

2. $50,000 for a Great Lawn walking trail and amenities: This project will install a stone dust trail from Elm Street to the Great Lawn and a pedestrian crosswalk on Hartford Road at the brownstone bridge. Amenities will include ornamental benches along the trail and historic markers with information on the Cheney mansions. The trail is intended to complement prior work done on the Great Lawn and the current Hartford Road project. The Great Lawn ad hoc advisory committee has reviewed and endorsed this concept. The concept drawing of the Great Lawn plan is attached.

3. $40,000 for the Town share of the Fire Museum window replacement project: This project would provide the Town share of the cost of replacing deteriorated window, and possibly one bay door, at the Fire Museum. The Firemen’s Museum Association will match the Town’s share. The Town has also applied for a historic restoration grant from the State to fund the balance of the project. If grant funding is not forthcoming, the project will not move forward.

**Financial Impact:**

Current LoCIP funds available for allocation total $964,000. The uses proposed above would bring the balance to $799,000.

An additional LoCIP allocation of $407,000 is expected in March 2006, based on the adopted State budget for FY 2005/06.

**Recommendation:**

The recommendation is to approve the following uses and amounts of LoCIP funding:

| Public Infrastructure Asset Management Software | $75,000 |
| Great Lawn Improvements                           | $50,000 |
| Town Share of Fire Museum Windows                 | $40,000 |
TO: Steven R. Werhner, General Manager
FROM: Mark F. Carlino, Director of Public Works/Town Engineer
DATE: August 22, 2005
RE: FEMA Reimbursement

Background

The Town has received the Federal Emergency Management Agency (FEMA) reimbursement check for 75% of the costs incurred during the snowstorm of January 22-23, 2005. The reimbursement totals $151,270.89.

As discussed with the Board during the Public Works Department budget workshop in April, the Town intends to use this grant to purchase materials to fill the salt dome and barn in preparation for the upcoming winter season.

Action

The Board of Directors is requested to appropriate $151,270.89 to the 2005 Public Works Department Field Services Division operating budget for the purchase of winter snow and ice control materials.

c: Louise M. Guarnaccia, Director of Operations
    Alan Desmanis, Finance Director
    Julian Freund, Budget & Research Officer
    Ken Longo, Field Services Superintendent
TO: Steven R. Werbner, General Manager
FROM: Mark F. Carlino, Director of Public Works/Town Engineer
DATE: August 10, 2005
RE: Payment in Lieu of Construction

Background

In July 2003, the Board of Directors adopted a revision to the Town’s Sidewalk and Curb Ordinance. This change was based on the updated Town Sidewalk and Curb Plan adopted by the Planning and Zoning Commission earlier that year. The ordinance provides that when the installation of either sidewalks or curbs is not advisable or desirable, the Planning and Zoning Commission may allow and/or require the owner to make a payment to the town in lieu of the installation.

In accordance with the ordinance, these funds will be placed in a dedicated capital improvement reserve account to be used solely for the installation of new sidewalks and curbs. A record of all property owners and properties subject to the payment in lieu of installation is being maintained and these properties shall not be liable for any fee or assessment for the installation of sidewalks or curbs along their property in the future.

Attached to this memo is a listing of the property locations and the type public improvements that were approved under this provision, for which payment has been received.

Action

The Board of Directors is asked to appropriate a sum of $42,146.00 to the Capital Improvement Reserve-Public Works Improvements, to be financed by payments received in accordance with Chapter 279-31 of the Town Code of Ordinances.

MFC:35b
c: Louise M. Guarneraccia, Director of Operations
    Alan Desmarais, Finance Director
    Mark Czerepazako, Chief Construction Inspector
Payments received under the Sidewalk and Curb Ordinance - Chapter 279-31

Submitted to BOD for Appropriation – September 2005

<table>
<thead>
<tr>
<th>Address</th>
<th>Description of Work</th>
<th>Payment Received</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>43 Hackmatack Street</td>
<td>625 LF of granite curb, road widening, and loam &amp; seed</td>
<td>$42,146.00</td>
<td>July 2005</td>
</tr>
</tbody>
</table>
TO: Steven R. Werbner, General Manager
DATE: August 2, 2005
SUBJECT: Appropriation: General Fund – Public Safety Police

Background:
The Manchester Police Department Traffic Services Unit obtained a grant under the Federal Highway Safety Program for Spring 2005 Click It or Ticket Enforcement. This grant was used to fund seat belt enforcement checkpoints in Manchester as well as the other towns in the Metro Traffic Services during a two-week period.

Discussion/Analysis:
The funds are reimbursement for Manchester’s overtime expenses.

Financial Impact:
$16,332.86 should be appropriated to the General Fund – Public Safety Police Department.

Other Board/Commission Action:
None

Recommendations:
That the entire $16,332.86 be placed on the next Board of Directors’ agenda for acceptance and appropriation and deposited in the appropriate accounts.

Attachments:
Original check sent to Alan Desmarais.

[Signature]
Chief James O. Berry
Background

The Town has received School Readiness funding from the Connecticut State Department of Education since 1997. Manchester has been designated by the State as a “severe need” community, meaning that it has one or more schools where at least 40% of the students qualify for free or reduced price meals. The Town has again been awarded funding for the 2004-05 fiscal year for a portion of the Manchester Early Learning Center’s preschool child care programming. This grant funds 20 child care slots at the MELC facility located at 80 Waddell Road.

In 2004-05, Manchester was approved for an additional $64,000 that was used to add two new full-day child care slots at the MELC, and two full-time and six part-time child care slots at the Manchester Head Start program. The State Department of Education did not make this additional funding available again to towns for the 2005-06 fiscal year.

Discussion/Analysis

The MELC will continue to provide daily, year-round, developmentally appropriate child care to 20 preschool children enrolled in the school readiness program at its newly renovated facility. The center is accredited by the National Association for the Education of Young Children (NAEYC.) As part of its grant requirements, the MELC completes monthly status reports and participates in an annual program evaluation.

Other required grant activities include the continuation of the Manchester School Readiness Council. Among the Council’s planned activities for 2004-05 are participation in the Graustein Memorial Fund’s Discovery project, which includes community engagement, strategic planning, and child assessment activities. The Council also oversees the MELO project, which provides literacy and other related services to more than 1,000 children in Manchester.

Financial Impact

The Town will receive a total of $107,000 for fiscal year 2005-06 to operate the school readiness program. Last year this funding level was increased from its former annual amount of $100,000 for
the first time since 1997. Increases in funding were made across the board to all severe need school communities in Connecticut. The increase helps the MELC offset the actual cost of care, which is estimated by the State Department of Education to average $7,000 per child per year statewide.

Recommendations

This item should be placed on the September agenda of the Board of Directors as an appropriation in the amount of $107,000 to be funded by a grant from the State of Connecticut Department of Education, and a resolution will be required allowing the General Manager, Steven R. Werbner, to enter into and amend an agreement with the State Department of Education.

Attachments

The Grant Award Letter from the State Department of Education is attached.
1. Grant Recipient
   MAGGIE GROSOVKE
   TOWN OF MANCHESTER
   P.O. BOX 191
   MANCHESTER, CT 06045

   Grant Number: 06077 - 11009 - 12113 - 2006 - 82079 - 170003 -
   (Vendor - Fund - SPID - Budget-Ref-Program-Charfield 1 - Charfield 2)

2. Grant Title
   SCHOOL READINESS - SEVERE NEED SCHOOLS

3. Education Staff
   Program Manager:
   Todd Lawrence (860) 807-2029
   Payment & Expenditure Inquiries:
   Annette McCall (860) 713-6470

4. Award Information
   Grant Type: Current Discretionary
   Status: C.G.S. 10-16p

5. Award Period
   7/01/2005 - 6/30/2006

6. Authorized Funding
   Grant Amount: $107,000
   Funding Status: Final

7. Terms and Conditions of Award
   This grant is contingent upon the continuing availability of funds from the grant's funding source and the continuing
   eligibility of the State of Connecticut and your Town Agency to receive such funds.

   Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests
   for budget revisions for expenditures made between July 1, 2005 and June 30, 2006 must be received at least 60 days
   prior to the expiration of the grant period but no later than May 1, 2006. For grants awarded for two-year periods
   beginning July 1, 2005, final second year budget revision requests covering the entire two-year period must be
   received at least 60 days prior to the expiration of the grant period but no later than February 1, 2007.
   The grantee shall provide for an audit acceptable to the granting agency in accordance with the provisions of
   Sections 7-394a and 7-394a of the Connecticut General Statutes. The following attachments are incorporated by
   reference at §D114.

   The grant may be terminated upon 30 days written notice by either party. In the event of such action, all
   remaining funds shall be returned in a timely fashion to the granting agency.

7/25/2005

George A. Coleman
Associate Commissioner
Division of Teaching and Learning Program and Services

RECEIVED
HUMAN SERVICES DEPT.
JUL. 27 2005
TOWN OF MANCHESTER, CT
FISCAL YEAR 2006

GRANT TITLE: SCHOOL READINESS - REVISE WHEE SCHOOLS

GRANT PERIOD: 9/01/2005 - 6/30/2006

AUTHORIZED AMOUNT BY SOURCE:

CURRENT DUE $107,000

DESCRIPTIONS

111A ADMINISTRATOR/SUPERSVSION SALARIES

111B TEACHERS

111C EDUCATION AIDS

111D CLERICAL

111E OTHERS

1200 PERSONNEL SERVICES-EMPLOYEE BENEFITS

1322 IN-SERVICE

1323 PUPIL SERVICES

1324 FIELD TRIPS

1325 PARENT ACTIVITIES

1330 OTHER PROFESSIONAL TECHNICAL SERVICES

1331 SALARY

1400 PURCHASED PROPERTY SERVICES

1500 PUPIL TRANSPORTATION

1530 COMMUNICATIONS

1580 TRAVEL

1590 OTHER PURCHASED SERVICES

1611 INSTRUCTIONAL SUPPLIES

1612 ADMINISTRATIVE SUPPLIES

1690 OTHER SUPPLIES

1700 PROPERTY

1990 OTHER OBJECTS

TOTAL: $107,000

ORIGINAL REQUEST DATES: 7/01/2005

REVISED REQUEST DATE: 7/01/2005

STATE DEPARTMENT OF EDUCATION

PROGRAM MANAGER AUTHORIZATION

DEVICE OF

DATE OF

APPLEVAL
Town of Manchester Health Department
BOD Agenda Item

To: Steven Werbner, General Manager
cc: Mary Roche Cronin, Director of Health and Human Services

From: Maryann Cherniak Lexius, MPH, RS, Director of Health

Subject: Appropriation and Resolution for the Town of Manchester Health Department Health, CDC Bioterrorism Cooperative Agreement for 2005-2007 Funding, August 31, 2005 to August 30, 2007, in the total amount of $173,536.00

Date: August 11, 2005

Background:
The State of Connecticut Department of Public Health (DPH) has been the recipient of a grant award from the Centers for Disease Control (CDC) for the continuation of statewide bioterrorism planning and preparedness, since 2002. The State DPH receives funding and, in turn, awards portions of the State’s Grant to local health departments and districts in Connecticut. This funding is intended to assist communities to continue public health infrastructure development needed to plan and prepare for a bioterrorism event. Specific deliverables are established at the time of Contract issuance.

The Connecticut Association of Directors of Health (CADH), Inc. provides technical assistance as a Subcontractor to local health department and district recipients of the BT Grant funding. Primarily, CADH provides standardized methods and evaluation tools and personnel resources to local health departments and districts to accomplish the BT Grant preparedness planning and exercises required as Contract deliverables.

The Manchester Health Department was designated, by the State Department of Public Health as one of 42 Regional Planning Areas statewide and is charged with the responsibility of protecting the public health needs of the residents of Manchester and Glastonbury in the event of a bioterrorism attack. In this role, the Manchester Director of Health, is responsible for planning and management of a Mass Vaccination or Point of (Pharmaceutical) Dispensing Clinic (referred to as a POD) for the residents in the two towns, an approximate population of 87,000 people. (Please note: A Mass Vaccination Clinic or Point of Dispensing Clinic (POD) would be opened only following the declaration of a State of Emergency by the Governor’s Office and the requirements of the State Commissioner of Health.)

Historically, the Town of Manchester has received and managed the BT funding during corresponding Contract Periods to develop and upgrade local and regional public health emergency preparedness. Within each Contract period challenging deliverables are required which are submitted to the State DPH for review and approval.
To date, the Town of Manchester has received and managed the CDC Bioterrorism Cooperative Agreement Funds awarded by DPH, with the corresponding Contract periods:

$30,308.61: April 1, 2002 to August 30, 2003
$86,860.00: August 31, 2003 to August 31, 2004
$93,948.00: August 31, 2004 to August 30, 2005

**Discussion/Analysis:**

The Manchester Health Department has received notification from the Department of Public Health Operations Branch Chief, that the upcoming continued funding for Public Health Preparedness will span two years, August 31, 2005 to August 30, 2007. We anticipate $86,768.00 for each of the two years of the Contract, a total of $173,536.00. A key focus of the upcoming Contract period is the training of local POD Coordinating Team for Manchester and Glastonbury in the implementation of the Public Health Emergency Preparedness plans that have been created and revised since 2002, and a test of our Point of Distribution Clinic (POD) operation through a functional Drill, both regionally and locally.

**Financial Impact:**

*Contract Period:* August 31, 2005 to August 30, 2007, inclusive. Funding in the amount of $86,768.00 each year, for two years, with a total grant funds amount of $173,536.00.

**Recommendations:**

I am requesting the following Board Actions:

1) Appropriation of CDC Bioterrorism Cooperative Agreement funds for Contract period August 31, 2005 to August 30, 2007, inclusive, in the amount of $86,768.00 per year, with a total grant funds amount of $173,536.00.

2) Adoption of a Resolution that Steven R. Webber, the General Manager, or his Agent, is authorized to enter into and amend any and all contracts with the State of Connecticut Department of Public Health in regards to the CDC Bioterrorism Cooperative Agreement for Contract Period August 31, 2005 to August 30, 2007, inclusive.
Date: July 11, 2005
To: Steven Werbner, General Manager
Prepared by: Douglas McDonough, Library Director
Subject: Request for Board acceptance and appropriation of $5,000 grant from SBM Foundation

Background
The SBM Foundation and the Library have been discussing methods to link community activities to increased literary opportunities in our town. Elsewhere in the country and in Connecticut, “One Book” programs have been instituted with the chance for many people in that particular community to read and discuss the same book. Authors frequently visit to speak about the books, adding an additional interesting component.

Discussion/Analysis
The funds will be used for initial planning of our first townwide “One Book” program, with an expected program date of Spring 2006. Depending upon the book and author chosen, the SBM Foundation may be willing to contribute additional funds to cover the cost of an author’s visit and the purchase of hundreds of copies of the book.

Financial Impact N/A

Other Board/Commission Action N/A

Recommendations
Kindly accept with thanks and appropriate to the library’s ‘Donations’ Trust Fund Account #7553801-4615.

Attachments
The Award Letter; copy of memo to Accounting Division; photocopy of check.
To: Steven R. Werbner, General Manager
From: Mary Roche Cronin, Director of Human Services
Subject: Additional Appropriation for CNA Training Program
Date: July 25, 2005

Background:

The Town provides two eight-week, 240-hour Certified Nurse’s Aide (CNA) training programs each year for low-to-moderate-income residents. Classes are held at Manchester Community College, with clinical experience at Manchester Manor nursing home.

Each course imparts the entry-level skills needed to become a CNA or Home Health Aide. Key features include classroom instruction, hands-on skills practice, supervised clinical experience, job readiness instruction, placement and retention assistance services.

Discussion/Analysis:

Bank of America/The Mr. and Mrs. William Fould Family Foundation has donated $5,000 to the CNA Program.

Financial Impact:

Additional funding in the amount of $5,000 to use toward training students in the CNA Program, reimbursed through a grant from Bank of America/The Mr. And Mrs. William Fould Family Foundation. The Town’s Accounting Department is already in receipt of this $5,000 award check.

Recommendation:

I am requesting an additional appropriation of $5,000 to the FY 2005-06 Certified Nurse’s Aide Training Program. Please advise me if you require any further information. Thank you.

cc: Alan Deamarais, Director of Finance
    Susan Alaimo, Accountant
    Jane Price, Executive Assistant
July 11, 2005

Mr. Rick Taylor
CNA Program Coordinator
Town of Manchester
Certified Nurse’s Aide Training Program
479 Main St/Box 191
Manchester, CT 06045

Re: The Mr. & Mrs. William Foulds Family Foundation

Dear Mr. Taylor:

It is our pleasure to advise you that the Trustees for the Mr. & Mrs. William Foulds Family Foundation have awarded a $5,000.00 grant to Town of Manchester. This grant was made to support the CNA Training Program.

Bank of America, Co-Trustee of the Mr. & Mrs. William Foulds Family Foundation, is responsible for the management of the Foundation’s assets and the administration of its grant-making program.

You will receive the grant award under a separate cover. When you do, please sign and return the enclosed copy of this letter indicating receipt of the award. We have provided a return envelope for your convenience.

Please note, our Committee requires that you provide us with a grant report that details the expenditure of the funds. We would appreciate receiving the enclosed report by May 1, 2006.

Sincerely,

Carmen Brit
Senior Program Officer

Enclosure

[Signature]

Date: 7/25/05
TO: Steven R. Werbner, General Manager
FROM: Mark F. Carlino, P.E., Director of Public Works/Town Engineer
DATE: August 5, 2005
RE: Agenda Item: Donations to Children’s Butterfly Garden

The Children’s Butterfly Garden received the following donations:

<table>
<thead>
<tr>
<th>Name</th>
<th>Donation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dorothy Krause – Daupoe Circle</td>
<td>$25.00</td>
</tr>
<tr>
<td>Carol Bouvier</td>
<td>$100.00 (In Memory of Theresa Granger)</td>
</tr>
<tr>
<td>Ginny Kuhn</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

Please place this on the next Board agenda.

MFC:11b

Attachment:

c: Jane Price, Executive Assistant
    Kenneth C. Longo, Field Services Superintendent
    James Reynolds, Interim Accounting Manager

A:/Projects/Public Works/109038 - Northeast Park/Correspondence/Children butterfly garden 05.doc
July 24, 2005

Mr. Mark Carliano, Director of Public Works
Town of Manchester
P.O. Box 191
Manchester, CT 06045-0191

Dear Mark,

RE: Donations for the Children’s Butterfly Garden

Hope you are doing well and able to enjoy some of our beautiful summer weather.

I am enclosing three checks for deposit into our Children’s Butterfly Garden Account. The checks are as follows:

Check # 4614 Dorothy Krause-Dupree Circle donation $25.00
Check # 1522 Carol Bourcier memorial Theresa Granger $100
Check # 2680 Ginny Kuhn donation $25

TOTAL DONATIONS - $150

Thank you for handling this matter for us.

Sincerely,

Joan D. Kelsey, Chairperson
Children’s Butterfly Garden
TO: Steven R. Werbner, General Manager
FROM: Joseph V. Camposco, Town Clerk
DATE: August 11, 2005
SUBJECT: September 2005 Agenda Item

Background

The Connecticut Legislature, by the creation of Public Act 00-146, "an act concerning real estate filings and the preservation of historic documents", made grants available to cities and towns. This year, Manchester has been awarded a grant of $12,000. The money from this grant will be used to continue the back-file import and conversion of pre-2001 land records.

Discussion/Analysis

Financial Impact

By virtue of this statute, the grant money must be used precisely for the purpose of restoration.

Other Board Commission Action

Recommendations

Having already received the grant, we are now requesting that the Board of Directors accept the sum of $12,000 for the historic grants fund (Account #SG11113).

Attachment

Grant Award Notice.
July 13, 2005

Town Clerk Joseph Campiseo
PO Box 191
Manchester, CT 06045

Re: Historic Documents Preservation Grant No. 077-01-06, Cycle #1

Dear Town Clerk:

The State Library is pleased to inform you that you have been awarded a Historic Documents Preservation Grant in the amount of $12,000.00. The State Library is obligated only for the amount of funds requested and approved in the application. The town is responsible for any project expenses above and beyond that amount.

Enclosed is a copy of your grant application, which includes the contract terms, and your final report forms. Please note that the closing date for the grant is June 30, 2006. All monies not expended by that date must be returned to the State Library. Therefore, it is important that the contract with your vendor includes a guarantee that the work will be completed by this date. The Project Evaluation/Expenditure Report and any other required documentation such as a copy of a preservation survey or records management survey are due at the State Library by September 1, 2006. Failure to submit the completed report by September 1st may result in termination of the grant and the requirement that the town return the full grant amount, as well as loss of eligibility for next year’s grant. Grantees must notify this office immediately if difficulties arise that could impact the timely completion of the report, because there is no statutory provision for extension of the filing deadline. I strongly encourage you to submit this report as soon as your project is completed.

The State Library will make every effort to mail your check or transfer the funds within thirty days of this letter. If you have any questions, please contact LeAnn Johnson at (860) 566-1100 ext 301.

Congratulations and good luck with your project.

Sincerely,

Enzio G. Di Bella
Public Records Administrator
cc: General Manager Steven R. Werhner

An Equal Opportunity Employer
TO: Steven R. Webner, General Manager

DATE: August 22, 2005

SUBJECT: Appropriation

Background:

The Manchester Police Department has received one (1) check in the amount of $5,000.00. The donor has requested to remain anonymous.

Discussion/Analysis:

The funds are to be used for youth oriented and community based programs in Manchester.

Financial Impact:

$5,000.00 should be appropriated accordingly.

Other Board/Commission Action:

None

Recommendations:

That the entire $5,000.00 be placed on the next Board of Directors' agenda for acceptance and appropriation and deposited in the appropriate accounts.

Attachments:

Original check sent to Alan Desmairis.

Chief James O. Berry
Town of Manchester  
Department of  
Customer Service & Information Center

To: Steve Werbner, General Manager  
From: Doreen Perrozza, Customer Service & Information Center Manager  
Subject: Monies donated for Memorial Tree Program  
Date: August 22, 2005

Background: The Customer Service & Information Center administers funds donated by the general public to the Memorial Tree Program on a year round basis.

Discussion/Analysis: Appropriation to Special Grants Fund, SG 1089: a total of $160.00 received from donations in honor of John Ryan, Major John Hodgson, Norman "Pat" Ward, Virginia House, Richard Balesano Sr., and John MacDonald.

Recommendations: Appropriation to Special Grants Fund, SG 1089: $160.00. This should be placed on the Sept. 2005 Board of Director's agenda for acceptance and appropriation.
To: Manchester Board Of Education
From: Kathleen M. Ouellette, Superintendent of Schools
Re: Item for Appropriation
Date: August 16, 2005

Background: The Manchester Board of Education receives an annual grant from the State Department of Education, in order to expand and enhance Head Start services in Manchester and Enfield. The annual grant to Manchester is $147,943 to expand services to an additional group of 15 students, in a full-day, full-year model. The grant awarded to Enfield is $96,986 to enhance services to 34 part-time students to go full day, full-year.

Discussion/Analysis:
The State Department of Education’s commitment to Head Start is consistent with the State of Connecticut’s Welfare Reform initiative, by expanding quality child-care that is affordable to low income parents who are transitioning from welfare to work.

Financial Impact: None

Other Board Action: None

Recommendation: The Superintendent of Schools recommends that the Board of Education request the Board of Directors to establish an appropriation for the State funded Head Start programs in Manchester and Enfield, with Manchester receiving $147,943, and Enfield receiving $96,986.

Kathleen M. Ouellette
Superintendent of Schools
Manchester, Connecticut
August 22, 2005
HEADSTART
CONNECTICUT STATE DEPARTMENT OF EDUCATION
GRANT AWARD NOTIFICATION

1. Grant Information

   GRANT NUMBER: 900776-11000-1J001-2006-22979-
   92200006
   (Vendor Code: 1050 - Budget/Budget Program/Childcare 1 - Childcare 2)
   Grant Type: Critical Retention
   Status: C.G.S. 10-16a

2. Renewal

   5 Award Period:
   7/1/2005 - 6/30/2006

3. Expansion

   6 Authorized Funding
   Grant Amount: $147,943
   Funding Status: Prev.
   Contact: (900) 712-6470

4. Terms and Conditions of Award

   This grant is contingent upon the continuing availability of funds from the grant's funding source and the continuing
   eligibility of the State of Connecticut and your organization to receive such funds.

   All reports relating to this grant must be submitted as required by the granting agency. Written requests
   for additional reports must be made within 60 days of the expiration of the grant period for the necessity of
   continuation of the grant. The final report must be submitted within 90 days of the expiration of the grant period.
   The continuation of a grant will be dependent upon completion of all required reports and the availability of
   funds.

5. Signature

   7/14/2005

   [Signature]
   [Title]
   [Name]
   [Agency]
1 Grant Recipient
MANCHESTER PUBLIC SCHOOLS
45 NORTH SCHOOL STREET
MANCHESTER, CT 06040-2022

Grant Number: 00077 - 11000 - 16106 - 2006 - 82079 -
(Vendor Fund - SPID - Budget Ref-Program-Chartfield 1 - Chartfield 2)

2 Grant Title
HEAD START ENHANCEMENT

3 Education Staff
Program Manager:
Camille Jackson Alleyne (860) 807-2053
Payment & Expenditure Inquiries:
Annette McCall (860) 713-6470

4 Award Information
Grant Type: Current Discretionary
Status: C.G.S.10-16c

5 Award Period
7/01/2005 - 6/30/2006

6 Authorized Funding
Grant Amount: $96,986
Funding Status: Final

7 Terms and Conditions of Award
This grant is contingent upon the continuing availability of funds from the grant's funding source and the continuing eligibility of the State of Connecticut and your town/agency to receive such funds.

Fiscal and other reports relating to this grant must be submitted as required by the granting agency. Written requests for budget revisions or expenditures made between July 1, 2005 and June 30, 2006 must be received at least 60 days prior to the expiration of the grant period but no later than May 1, 2006. For grants awarded for two-year periods beginning July 1, 2005, final second-year budget revision requests covering the entire two-year period must be received at least 60 days prior to the expiration of the grant period but no later than February 1, 2007. The grants shall provide for an audit acceptable to the granting agency in accordance with the provisions of Sections 7-394a and 7-396c of the Connecticut General Statutes. The following attachment(s) are incorporated by reference: ED114.

The grant may be terminated upon 30 days written notice by either party. In the event of such action, all remaining funds shall be returned in a timely fashion to the granting agency.

Debenture Agency: Chartfield $96,986
George A. Coleman
Associate Commissioner
Division of Teaching and Learning Programs and Services
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ORIGINAL REQUEST DATE: 7/01/2005

STATE DEPARTMENT OF EDUCATION

REvised REQUEST DATE: 7/01/2005

PROGRAM MANAGER AUTHORIZATION
Town of Manchester

Report on Youth Related Programming & Intervention Methods

September 2005
In the spring of 2005, the Police and other Town agencies working with youth shared their concerns regarding the potential for illegal and violent youth activity during the summer with the Board of Directors. The concerns were sparked by several incidents, which occurred in the community and involved an increase in arrests.

In response, the Board of Directors provided funding for Summer Youth Outreach workers to provide intervention services to the Police, Recreation, and Youth Services Bureau functions in an effort to curtail the potential for crime, violence and other disruptive activities by a relatively small percentage of youth in Manchester. This funding was supplemental to other funding provided for youth programming on an annual basis.

The Police Department saw a dramatic reduction in youth violence activity over the course of the summer. Not only did the interagency cooperation assist us in identifying the small percentage of teens creating the majority of disruptive behavior, but also we were further able to identify those who considered themselves “leaders” of those groups. These leaders are often the antagonists of disruptive behavior.

The cooperation of the court system played a key role in reducing violent behavior. Repeat offenders were held on high bond and incarcerated until their court date. The Court warned parents that this behavior would not be tolerated. Youth Outreach Workers concentrated their efforts on the same kids. By the end of the summer, many of these kids were either in jail or had been successfully diverted from disruptive behavior. A comparison between 2004 and 2005 (May through August) shows approximately a 30% reduction in juvenile arrests.

The report which follows details the summer youth activities of Recreation, Library, Youth Services and the Police and the start of school activities. The report concludes with additional programming recommendations for the future, which we believe, will further assist in Manchester’s efforts to direct adolescents and teens toward positive activities.

**Recreation Department**

The report which follows is a summary of the summer Recreation programs and is not intended to substitute for the normal detailed summer report which will be delivered to the Board of Directors in October.

The Recreation Department had a very successful summer season with thousands of Manchester residents taking part in recreation activities. The summer passed with no serious injuries to staff or participants being reported.
Youth activities included camps, aquatics, and basketball leagues, start smart sports instruction, tennis lessons and skate park drop in. All of these activities are part of the normal Recreation program and do not represent any additional cost beyond the budget.

Approximately 1000 children per day attended camp. Pre-school camp was held at the Nike Site while the two special needs camps were located at Ilting. There were eight sites for ages 5-11, three teen sites for ages 11-15, and a Recreation leadership Training Program for 14 and 15 year olds.

A complete program of aquatics activities was offered at the six outdoor pools. Four sessions of traditional swim lessons were held along with infant/toddler and pre-school lessons. There were a total of 1,439 swim lesson registrations. In addition, 55 children ages 8-18 competed on the Recreation Department’s summer swim team.

Basketball leagues for ages 8 through 12 were held Monday, Wednesday and Thursday evenings at Robertson Park with 90 youth participating. Start Smart sports instruction for ages 3-7 in golf, soccer, basketball and baseball was held Monday through Thursday evenings at Robertson Park with 63 children taking part. Drop-in at the Skate Park was popular throughout the summer and 238 youth ages 4-12 registered for tennis lessons at Charter Oak Park.

In the spring, there was a great concern that during the summer months there would be problems with the 12-18 year old population at recreation facilities and in park areas. The Recreation Department believes that forming the in house team of police, recreation, Youth Service Bureau and Library staff to deal with youth issues along with the hiring of Youth Outreach Workers were critical steps to assuring a safe, enjoyable summer for program participants and park visitors.

The Youth Outreach Workers were able to quickly get to know and gain the trust of full time staff and the Youth Service Bureau and Recreation Department summer staff. Camp and aquatics staff called on the Youth Outreach Workers on a regular basis and they were able to diffuse minor issues before they became major problems.

The only summer site that had a greater than normal level of discipline problems was Waddell. Disruptive and disrespectful behavior towards staff and Waddell site users was reported early on by staff. The Outreach Workers, working with the Police, pool staff and Youth Service Bureau staff were able to address the initial problems and by closely monitoring the site throughout the summer were able to address issues before they became major concerns.
Youth Service Bureau

The Youth Service Bureau Director and Human Services Director participated in the weekly meetings with Police, Youth Outreach Workers, Recreation Department staff and library staff. These meetings were held to discuss ongoing issues concerning youth in Manchester.

The following statistics reflect information on summer activities for the months of June, July and August. These programs and services are part of the existing YSB budget and do not represent any increased cost to the Town.

Teen Center:

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<tr>
<td>June</td>
<td>77 youth served between June 20-30; 1 job fair for 18 youth (some parents also attended)</td>
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<tr>
<td>July</td>
<td>142 youth served; 3 discussion groups</td>
</tr>
<tr>
<td>August</td>
<td>125 youth served (as of August 26)</td>
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The only significant behavioral issue arose with three youths, referred to the Teen Center by the Youth Outreach Workers, who caused a disturbance in the center by being disrespectful to staff and to other youth. These same youths were ejected from Waddell pool for the same type of behavior. Letters were sent home to the parents and all acknowledged the letter. One parent brought in her son to apologize to staff.

Girl’s Power Program Week, June 27th - July 1st - 13 middle school and high school girls participated. The program included a trip to Manchester Community College, white water rafting, the Ropes Challenge Course, and a variety of guest speakers who spoke on topics pertaining to young women such as domestic violence and self-defense.

Girls Power Program Friday Session— took place July 8th, August 12th and August 19th. There were a total of 35 participants who engaged in a variety of activities.

Community Day at the Ropes Course July 11th-12th - participants took part in a day of low ropes team building initiatives and high ropes individual challenges.

Junior Police Day, July 13th - 9 participants; program for elementary aged children who visited the police department and participated in solving a "cookie jar theft"; visited the Chief of Police and toured the facility.

New Gate Prison & Copper Mine, July 15th - 28 participants; field trip to the historic prison that included a guided tour of the prison and mine.
Boys Black Belt Week, July 18th - July 22nd - 10 participants; week long enrichment program for middle and high school aged boys that deals with issues young men face when coming of age and incorporates a variety of activities. (Pilot program this summer modeled after Girls Power Week).

Peabody Museum, July 29th - 26 participants; cultural field trip to the natural history museum where the kids were involved with an informative and interactive tour.

Urban Expedition, August 1st-5th - 11 participants; weeklong adventure program for middle/high school youth exploring Manchester.

Outdoor Movie Night, August 5th - 46 participants; community night for youth ages 13-18.

Summer Youth Outreach staff (seasonal positions) - Manchester YSB has provided two summer staff to the Recreation Department campsites for approximately 9 years. These workers report to the YSB Director and deal with behavioral issues of campers as well as issues such as DCF referrals. They work one-on-one with the campers as necessary, provide case management services and make referrals to community resources such as mental health counseling. They divide their time between 14 campsites and work with Recreation staff to develop behavior modification plans and provide support in dealing with the challenging behavior of children/youth. This summer, these staff members also interacted with the Youth Outreach Workers who were stationed at the Police Department. Those outreach workers made four referrals to the YSB.

The YSB Summer Youth Outreach Workers engaged in the following parent contacts or case issues in addition to their routine contact at the campsites:

- Contacts with parents at start of program – 100
- Crisis Intervention – 16
- DCF Referrals – 3
- Child Welfare – 1
- Other – 3
- Case Management – 11 (ongoing contact with the child/parent/recreation staff to assist the child in the camp setting)

Mary Cheney Library

The Teen Librarian and Library Director participated in the weekly meetings between Police, Youth Outreach Workers, Recreation staff and YSB.
Summer programming ended on August 17th. 376 youth participated in the Teen Night events. 143 youth participated in the Chess Club. There were no behavioral issues during these events.

Police Department

Problem Oriented Policing

This summer, the Manchester Police Department adopted a "POP" (Problem Oriented Policing) approach to the youth problem. This approach has proved successful in East Hartford and elsewhere. The idea is to provide a group of officers dedicated to the 'issue' instead of a beat or geographic area. This means that the POP officers are responsible for dealing with youth related gang activity, regardless of where it occurs. Since it is important for the officers assigned to know the kids involved, the School Resource Officers were dedicated to this task during the summer.

The SRO's were supplemented by officers on overtime. Under normal circumstances two officers were hired per day. These officers would patrol the areas of concern regardless of beat, and provide security to town recreation facilities such as Charter Oak Park and Mahoney Recreation Center. One 'day shift' SRO was assigned to visit the facilities active during the day only, like Waddell and Robertson Pools.

The POP team concept was necessary due to the large groups of kids who were congregating in different areas of Town. It was not uncommon to receive a report of a fight in the street and have responding units observe 30 to 40 teens in the area. Under these circumstances, one or two officers cannot safely intervene in an altercation. With the addition of the POP team, the police department had the ability to flood an area with officers, some of whom know the teens from school. Without anonymity, kids are less likely to involve themselves in altercations. The SRO's have an existing relationship with some of the troubled teens in town. This is a welcome byproduct of the school resource officer program.

The POP program has been particularly successful in relation to the town recreation facilities. Since the Board of Directors' action to eliminate the fee to use recreation facilities, a large increase in facility usage was experienced this summer especially at the pools. Summer employees were given police contact information and police personnel have been meeting weekly with representative of the Recreation Department, Youth Service Bureau, and Library. So far, incidents of problems at Town facilities have been minimal.
Youth Outreach Workers

The Board of Directors gave their consent to try out a new program that uses outreach workers to proactively seek "at risk youth" and tries to divert their energy into positive endeavors.

Three duration employees were selected, two of whom were well known by teens in the area. They worked under the direction of the Police Department, and were issued police radios, cell phones, and polo shirts identifying them as Manchester Outreach Workers. They were given training by Manchester Police, Youth Services Bureau, and Recreation employees, and were deployed early in the summer to coincide with the end of school. The outreach staff worked mostly evening hours and was assigned an unmarked police vehicle. Since this was a pilot program, there were many concerns:

- Would Manchester teens connect with the outreach workers?
- Would there be safety concerns for the outreach workers?
- Would teens consider the outreach workers police agents?
- Would the outreach workers have a positive impact on youth behavior?

Our concerns turned out to be unfounded and the program was a resounding success. The program far exceeded our expectations. Over the summer months, incidents involving youth gang activity were lower than during the school year and the prior summer. Perhaps more importantly, individual teens that were frequently coming to the attention of the police were noticeably absent from the arrest logs.

Where appropriate, the outreach workers made referrals to other Town or State agencies, and provided the Police Department with weekly reports on their activity. According to the outreach workers themselves, they never felt they were placed in danger, and while the cars they were assigned was often mistaken for an undercover police car, teens quickly learned to recognize the outreach workers and would voluntarily seek them out or engage them in conversation.

Selecting two school employees as outreach workers proved to be a double edged sword. While they had instant recognition and respect from Manchester teens, they were unable to extend their service into the fall because they had to return to the school system and their "normal" employment.

Chief's 3-on-3 Summer Basketball

The Chief of Police organized a 3-on-3 basketball competition targeted at teens in the community. The hope was that through the spirit of athletic competition, teens from
different neighborhoods could interact in a positive, non-violent setting that would establish the tone for future interaction off the basketball court. The teens were warned that any altercations during the games would lead to ejection. The Chief had an opportunity to address the kids as to standards of behavior and character before anyone picked up a basketball.

With assistance from the SRO's and the outreach workers, the targeted audience turned out in large numbers. There were between 80-100 participants on each of the four weeks the event was held. Approximately 125 people signed up for the event, which was held at Mahoney Recreation Center. Participants were provided with jerseys, pizza and water/Gatorade. Medals and trophies were purchased for the winning teams and the championship event was in front of a full house at Mahoney Gym.

There were no instances of trouble during the events even though there were members of different youth groups present and in close proximity. The Police Department had a noticeable slow down in calls on the street during each Friday event.

A trophy presentation ceremony will be held on September 10th in the Community Room at the Police Department for each of the 3-on-3 basketball participants; a short reception for family and friends will follow.

Movie Night

In cooperation with the school system, the Police Department ran a “Movie Night” in January, February, and March of this year. This event was held at either Bennet or Illing School on Friday nights. Participation ranged from 50 to 245 teens, who watched “G” or “PG” movies (with permission slips). Prior to the movies, the Chief or his representative addressed the teens, and no behavioral issues were encountered. This program was largely funded by donations from the community.

School Opening Overview

So far this school year, there have been few issues of note, but a police presence has been in place. We are planning weekly meetings with the school staff, Youth Services and Recreation Department officials to identify any issues early in the school year. One item of concern is the increase of violent behavior from female students. Several after school fights have involved females assaulting other females.

The POP team approach will continue for the first eight weeks of the school year between the hours of 3:00 p.m. to 11:00 p.m. The continuation of this program will reinforce the
accomplishments of the summer while the weather is mild and outdoor activities are common.

In order to accommodate the school release time when most of the youth related problems occur, we are making scheduling changes to better cover this timeframe. SRO schedules will shift to allow them to be on-duty later in the day when schools release and children walk home. This will cause some overtime in cases where the SRO's are needed early in the morning.

During the first 2 weeks of school, it is important to set the tone for motorists by providing additional presence of traffic enforcement officers. Of particular concern are parents who park in undesignated areas around the school, creating unsafe areas where children cross, and motorists that fail to yield the right-of-way to pedestrians at cross walks. Additionally, Traffic Officers watch for operators who fail to stop for school busses when taking on or discharging students.

At the start of the school year, weather permitting, bike patrols can be employed around the schools and surrounding areas in order to provide a high visibility police presence with a degree of mobility. This is a very effective technique we have used successfully in the past.

Program Proposals & Recommendations

School Resource Officers

The SRO program has a proven track record with Manchester youth. The value of the program became apparent with the recent youth issues throughout Town. The Police Department feels that the SRO program is the key to successfully dealing with these shared issues, a philosophy supported by the Superintendent of Schools. Currently there are four SRO's in the school system. Two are at the High School, and two others split their time between schools including Illing, Bonnet, MRA and Bentley. Several years ago, the fifth SRO position was eliminated due to budgetary constraints. Both the Board of Education and the Police Department see SRO's as an effective method for preventing juvenile delinquency as well as dealing with the social issues faced by today's teens.

We are recommending that the Board of Directors authorize the addition of one SRO in the 2006/07 budget provided that the Board of Education pays for 50% of the cost of the position. This position would increase authorized strength in the Police Department by one (1) additional person. It is not intended that this recommendation pull one person from the currently authorized manpower level of the Department.
Youth Services Coordinator

During the summer months it became very obvious that the success of the Outreach Workers was largely because of their knowledge of the youth who were on the streets, in the parks, and at the various recreational and YSB activities and facilities. This knowledge allowed the selected team to “hit the ground running”. The message seems clear – we must begin to develop the same kind of knowledge within our staff in order to provide support to the Police, Youth Services, and Recreation as they cope with the youth problem throughout the year.

It is proposed to create the position of Youth Services Coordinator. This position would fill the part-time vacancy for Teen Center Director and replace some temporary staff at the Rec Centers. The position would be assigned to work from 1:00 p.m. to 9:00 p.m. Monday through Friday. The person would be responsible for supervising the Teen Center from 2:30 p.m. – 6:30 p.m. After the closing of the Teen Center, the person would report to the Mahoney Recreation Center where he/she would provide support to the Rec Supervisor who currently oversees the three Rec Centers. Finally, the person would work with the Police Department and particularly the SRO’s on the case management aspects of their youth activities. It should be made clear that this position would not replace the employee who currently works with the Police from YSB. This work would primarily be done at the start of the shift when school was still in session.

During the summer, the position would work with the Youth Outreach Workers to continue case management activities with youth. The position would be required to bring a case management approach to all contacts with problem youth regardless of where the contact is made. The creation of this position would allow the outreach concept to continue through the winter months at those locations where youth congregate.

Other Proposals

The POP team would be reactivated in April and continue through next summer. Historically youth violence increases as the weather improves.

Movie Nights will be continued throughout the year using with funding from community donations.

Finally it’s recommended that the Youth Outreach Workers be funded for the period beginning with the close of school in June through the opening of school in August. In combination with the new Youth Services Coordinator position proposed above, we expect to see continuing excellent results from their presence in Manchester.
Financial Implications

The Police Department has incurred and will continue to incur increased overtime costs for the POP team and SRO flex scheduling. At this time it is unknown if the overtime budget will balance out by the end of the year or be short. The estimated total cost of the effort for the fiscal year is $70,000.

The creation of the full time Youth Services Coordinator position has an annualized cost of $55,658 ($41,228 salary and $14,430 benefits), or $41,743 for nine months. Existing funds in Youth Services for the part time Teen Center Supervisor will make up a portion of the needed funds. The balance would come from the Recreation budget which has funds from realized savings in summer staffing as well as funds which were to be used for a Rec Center part time supervisor which will not be needed if the Youth Services Coordinator position is created.

Funding for the Youth Outreach Workers will be minimal in the current fiscal year. The majority of funding will be included in the 2006/07 budget.

Board of Directors Actions

An action item will appear on the Board of Directors agenda under "New Business". The action will approve the recommendations contained in this report. In summary those recommendations would include: authorization of a fifth SRO effective July 1, 2006 contingent upon Board of Education funding for 50% of the cost; authorization to create the permanent full time position of Youth Services Coordinator effective immediately; and, authorization to continue the Summer Youth Outreach Workers during the summer of 2006.
Crime Analysis

The chart below shows the overall crime trend in Manchester in relation to 2004. Federal Uniform Crime Report statistics, which show major or "part 1" crimes only, were used for this trend analysis.

The bar graphs represent youth arrests (ages 12-16) during the last two months of the school year versus the first two months of summer. 2004 figures are shown for comparison.
Chairman Cassano called the meeting to order at 7:03 p.m.

Gail Dunnrowicz, 147 Carriage Drive spoke in behalf of the library budget and shared with the public that their library is one of the top ten in New England, ranking number nine. They have the smallest budget and the smallest staff. However, this ranking is based on the number of items loaned. We are very proud of our library and encouraged the Board to not cut their budget and would welcome an increase.

Tom Stringfellow, 183 Hillstown Road spoke of the 7% tax hike, which is expected to impact on people with fixed incomes or in public housing. In dealing with the No Child Left Behind Act, there is not enough funding. As for the Town budget, he does not want higher taxes. The Board should listen to veterans and the minority population. He added that he is concerned with the low turnout tonight.

Milt Perlman, 3 Sanford Road mentioned the number of student failures by grade. The main purpose of teaching the students is to send them to college. We are not getting the results for the money. There has to be some accountability. We cannot send students to college when they cannot read.

Stephanie Knybel, 138 Bobby Lane is also disappointed with the low attendance tonight. One reason for the small crowd is because they don’t know what to expect on the education budget. She requested entire funding of the Board of Education budget. The PTA provides funding for many supplies in the Manchester Public Schools. We need to operate this town to its maximum ability. We cannot afford any more cuts.

Bill Ogden 137 Branford Street said we cannot blame the teachers for the students’ low marks. Teachers get paid to teach; some of the students just don’t get it. We should find an avenue for some students to follow and pursue that. If any cuts are made, cut them from the Town. If we have to chop, let’s chop from the meat of it. Before we cut any education programs, we should give a long and hard look at the other side. Also, we need to have an honest dialogue between the Town and the Board of Education.
Chairman Cassano reassured Stephanie Knybel there are no position cuts in both police and fire departments. On the Town side of the budget, the General Manager reduced the town-side request by $1.8 million. Both sides have been affected. The thing that is driving Manchester, as well as the cities and towns in this state, is education funding. By that he means the lack of education funding. Since 1999 this town is down $32 million in what was statutory required to be given to Manchester. Somewhere it has to be made up, either in the tax base or in the reduction of programs. Perhaps the most difficult job is that of the Superintendent trying to make it work out of limited funds and then our job trying to appropriate a budget that is fair and equal to everyone.

Keith Carson, 45 Kane Road said as a taxpayer he is very pleased with all the services, especially the education in Manchester. We have revaluation coming up next year and another referendum in November. We are in a crisis now because of our schools and our buildings. As we start cutting budget dollars that affect programs and curriculum, the buildings are going to stand but things are going to deteriorate on the inside. That is what is in front of us now. Every year we cut the superintendent’s recommended budget. Every dollar is needed. He stated a better communication is needed between the Board of Directors and the Board of Education. He sees that as the number one priority.

Lisa Kidder, Grissom Road said, as a town, we need to change the way we look at the budget and start looking at what we need versus trying to make a budget based on what we can do without. Federal mandates continue to add burdens to our town. We need to look for other sources of revenue beyond property taxes, such as increasing charges for our extensive recreational programs or raising the cost for Town services. We need to make sure that we are making our town as vital and as attractive to people as it can possibly be and part of that is to continue to beef up our school system.

Jen Strong, 183 Wadsworth Street Extension is the PTA president for the Bowers Elementary School. She supports the Board of Education’s proposed budget. We need to raise dollars to profit. Our children need this. She contemplated a move out of Manchester because of the high school’s accreditation. Please consider this budget.

John Kinghorn, 10 Strong Street said the empty chairs here are a reality. Most parents were not willing to be present tonight because last year they came, voiced their opinions, okayed the budget, and before school opened, the budget was frozen. We need to change the way we do business in school. The Board has to do what they say they’re going to do. It’s all about faith in local government. The chairs are empty because of the lack of faith in local government. He questioned out-of-district students coming into this district for schooling.

Chairman Cassano thanked everyone for attending and expressing their views as this year’s budget is being prepared for the next fiscal year. He said the town budget would be adopted May 5, 2005.
Vice-Chairman Howroyd moved and Director Nye seconded the motion to adjourn.

Adjournment: 7:40 p.m.

APPROVE: ATTEST:

____________________________________
Secretary, Manchester Board of Directors
EXECUTIVE SESSION – 6:30 P.M.

PRESENT: Chairman Cassano, Vice-Chairman Howroyd (6:38 p.m.), Secretary Hachey, Directors Sheridan, Zingler, Spadaccini (6:39 p.m.), Nye (6:38 p.m.), Becker and Naab

ALSO: General Manager Werbner and Town Attorney Darby

Chairman Cassano called the meeting to order at 6:30 p.m.

MOTION FOR EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS.

Director Naab moved and Secretary Hachey seconded the motion to go into Executive Session.

Six Voted in Favor

Directors Howroyd, Nye and Spadaccini were not present

The Board went into Executive Session at 6:30 p.m. and returned at 7:07 p.m. No votes were taken.

1. MEETING CALLED TO ORDER.

The meeting was called to order at 7:10 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by the Mayor.

2. AWARDS AND PRESENTATIONS.

A. Lion’s Club Presentation

Chairman Cassano invited Ed Gorman and John Garropolo from the Lions Club to join him at the podium. Mr. Garropolo presented to Mayor Cassano the Mayor’s Trophy from the Phoenix Memorial Bowling Tournament, which comes back this year to Manchester from Vernon. A second trophy was awarded to Acting Fire Chief Bycholski and Chief Berry. Mr. Gorman mentioned this year’s bowling tournament was another great success, thanks to Pat and John Garropolo. The Lions Club will hold their annual comedy night on April 22 to benefit the Christmas in April sponsorship by the Lions Club. He invited Board members and the general public to join them at Adams Mill Restaurant. Chairman Cassano added this tournament raised more than $10,000 for Fidelco.

B. Proclamation – Youth Service Bureau Recognition Day

Chairman Cassano announced this is Youth Service Bureau Recognition Day. Very few people realize the effort of others to deal with kids in Manchester. One that is more focused than most is Beth Mix. The entire staff has a major job; they’re understaffed, with a lot of kids and no room. Chairman Cassano thanked the staff of the Manchester Youth Service Bureau for their dedicated service to the youth of this community. Ms. Mix said she and her co-workers are very proud to be working in Manchester and doing everything they can to help the kids in town.
3. **OPENING OF MEETING TO ELECTORS OR TAXPAYERS WHO WISH TO BE HEARD ON ANY SUBJECT WITHIN THE JURISDICTION OF THE BOARD OF DIRECTORS.**

Chairman Cassano explained because there are more than 12 speakers tonight, under Section 6.5 of the Rules of Procedures, the speaking time will be limited to three minutes per person.

Lew Pelletier, 145 Park Street spoke about the Hillstown Road water project. He is not here to criticize Bob Young. He is here to recommend the water tower be placed on the other side of Hartford Road, near Prospect Street. It will fit into that part of town. Mr. Pelletier doesn’t want his water coming from the other side of town, nor does he want to pay for a pipeline on Hillstown Road.

David Raby, 197 Bush Hill Road said this project is flawed. There is a better solution and there is a cheaper plan. This project will not only cause harm to a unique neighborhood, it will also place a burden on all ratepayers. Mr. Raby is concerned with over development and the Board can do something about it. The Board has the power to strengthen wetland regulations, protect the open space, and insure the zoning of the area is never changed to a higher density development. Do not place a tower on land that a property owner thought would be protected by donating it to the Manchester Land Trust.

Christiana Raby, 197 Bush Hill Road said the Board’s actions tonight would speak louder than words. This community is at a crossroads. The Board has an opportunity to help residents. It is reprehensible that the residents of this neighborhood feel attacked while trying to protect the integrity of their neighborhood. She is opposed to the placement of a tower on Bush Hill Road.

Bob Kilpatrick, 61 Steep Hollow Lane, President of Manchester Little League, spoke about the approval of Manchester Little League’s request to the Parks and Recreation Advisory Committee to dedicate the name of the baseball field on Tolland Turnpike as Bernie Daley Memorial Field. The agenda references the field as Bernard J. Daily Field. At the family’s request, they wish to request the informal name. Bernie Daley was a role model for 26 years, volunteered tirelessly, and made a difference in the lives of many people. Mr. Kilpatrick added that Manchester has been selected to host the 2005 CT State Little League Championship.

Dorothy Brindamour, 6 Morse Road thanked Mr. Howroyd and Mr. Edwards for all their work on the Bennet 6th grade academy. Please support this one item on the June referendum. If this item is passed, please enlist historic architects to renovate Bennet. Mrs. Brindamour, referencing videotape from the Historical Society, said all our buildings are solid and should be kept for renovation.

Eileen Sweeney, 86 Hawthorne Street requested a vote to authorize a one-item spring referendum requesting public support for the allocation of funds to convert current middle schools to house a sixth grade academy at the Bennet campus and a 7th and 8th grade academic program at the Illing location. A spring referendum is Manchester’s opportunity to maximize State reimbursement for this project prior to a 2005 fiscal year deadline.

Dorothy Keating, 190 Bush Hill Road thanked Bob Young for his time and patience in explaining the issues and in listening to the neighborhood’s concerns. The need for this tank is based on a twenty-seven year old report. She requested that the Board not approve this project.
Marilyn Linde, 63 Montclair Drive for Rita McParland, 63 Nutmeg Drive would like to see the spring referendum question limited to the following: The renovation of Illing Middle School for all 7th and 8th grade middle school students and the renovation of the Bennet complex.

Mark Sirois, 706 Hillstown Road spoke against approval of a project to extend a water main and construct a storage tank in the Hillstown Road area. He encouraged the Board of Directors not to approve the project for three reasons. (1) 9,000 feet of water main on Hillstown Road is not in the best interest of the town; (2) the land was given to the Land Trust and should remain open space; and (3) MDC has an exclusive water service area in the neighborhood.

Roger Lajoie, 690 Hillstown Road stated he wished the project not be approved for the same reasons Mark Sirois had mentioned. Hillstown Road is not an engineered road. The condition of the road, which slows down traffic, is a racetrack as it is. When sewers are introduced, reengineer the road with water. We should go the lowest cost route.

Owen Svaalestad, 390 Hillstown Road also requests rejection of the project. As a resident, he feels the Hillstown Road residents are being used to subsidize this project. The police department right now is not able to control the speed of traffic on this road.

Karen Dunden, 436 Hillstown Road voiced her concerns regarding the water tower proposal for Bush Hill Road. She is not convinced that a $2.25 million project is necessary based on four complaints of low water pressure over a four year period. A twenty-eight year old study is inadequate; a new study should be conducted. Mr. Young’s proposal is biased to this one and only location. The Town is demeaning the Manchester Land Trust organization and their standards by taking their land. This proposal is putting the burden upon 60 property owners in this area.

Richard Zimmer owns property off Hillstown Road. There are a number of families that live and work as farms in this area. There are no intentions for anybody to develop their land. Bringing in a water line will only encourage future building. There are two J.C. Penney towers, holding 900,000 gallons each with a reserve water capacity of 1.8 million gallons, which is well over 1 million gallons more than the requirement that was talked about in 1978.

Dan Moran, Chestnut Street agreed with comments regarding the land trust and the intent when it was donated to the Town. Mr. Moran is not sure that the whole truth has been told, and asked what is the true ultimate plan. The 1987 report said the system is in good shape.

John Zimmer, 400 Oak Street Rear, East Hartford is against the water tower going up in the Hillstown Road area because he believes it will be an open highway to future development. There is no need for a water tower. Please vote it down.

Bill Ogden, Branford Street said the girls’ basketball team was undefeated. He would like to see the Mayor’s Foundation donate jackets to the girls. Regarding the Northwest Park, he suggested utilizing the unused lighting poles from the high school, purchase netting, and save the Town some money.

Jim Kurlowicz, Columbus Street said Mr. Young is one of the more highly educated administrators in this town and he has done a great job at the Water Department. Mr. Kurlowicz doesn’t believe the town has explored the different routes that we can take. He is suspicious of a plan that goes back to 1978. He suggested tabling this to look into alternative solutions.
Milt Perlman, 3 Sanford Road stated none of the residents feel this is a great program. There have only been four instances of a problem. This proposal should be tabled for further study. We also need to address the programs in the middle school instead of just erecting a building. He presented to the Board a petition opposing the water main and tower on Hillstown Road and Bush Hill Road.

Al Carrano, 23 Lorraine Road asked the Board to be open-minded and don’t just listen to the people, hear the people. If we don’t need this water tower, it’s silly and unfair to do it. The whole issue of liens and caveats scares him. It bothers him that we don’t have a fire truck or tanker truck. What is the plan for the town to protect the safety of its citizens in that regard? The Board should have some impact on planning and zoning; don’t overdevelop in that area.

Tracy Corbett, 63 East Center Street spoke about St. Francis’ attempting to close the Teamworks program in Manchester. She was disappointed that Mayor Cassano favored closing their program. It doesn’t make sense to anybody in behavioral health services for it to be closed.

J. Marvasti, M.D., 63 East Center Street has been a psychiatrist in Manchester for 27 years and runs Teamworks. He feels there is a conflict of interest with the Mayor supporting the closure of Teamworks because the Mayor is also a Board member with Blue Ridge Hospital. One year ago, the Directors supported Teamworks. Please look at this situation carefully.

Frank Jodaitis, 371 Spring Street said he was the former Water and Sewer Administrator during the time all the studies were being done. When this system was designed, this tank was put into the overall design. Without that storage tank, you’re working with a three-legged stool. The Hillstown Road site gives the lowest tank volume to do the job.

MOTION TO EXTEND THE OPENING OF MEETING TO ELECTORS AND TAXPAYERS BEYOND ONE HOUR.

Director Zingler moved and Secretary Hachey seconded the motion. Nine Voted in Favor

Leslie Frey, 30 Florence Street said the proposal for the 6th grade academy at Bennet Middle School and making Illing a 7th and 8th grade school is the most sensible and cost effective option. We would get the most bang for our buck; the highest concentration of students live in the central neighborhoods, allowing the majority to walk to school, reducing bussing costs associated with other prior proposals; it solves racial balance issues; it ends rivalry between the two middle schools; and there’s no need for swing space. This is best plan for the students, the building and the taxpayers. She favors a spring referendum.

Don Lombardo, East Hartford (owns property in Manchester) stated that MDC water is already in the Hillstown Road area. It’s a bad idea to put a water tank there when it isn’t necessary. There are a lot of options left open that are not being considered. In 1978, this was the best idea, but things change. Keep an open mind to investigate new technologies and correct the problem.

Chairman Cassano closed the Public Hearing. He commented on the hearing, which Dr. Marvasti referred to. Last year St. Francis Hospital made the decision to eliminate a portion of business in dealing with youth and mental illness. At that time, Ryan Barry approached him and the solution was to send Manchester kids to Enfield. Both of them concurred with Dr. Marvasti and others to stop the sale of that portion. The Commissioner agreed not to have the sale of Teamworks go
through at that time so that they could come up with an alternative. This move is a response to the plea of last year. Both Child Guidance Clinic and Manchester Memorial Hospital will now treat Manchester youth locally. There was an April 7, 2005 hearing before the Commissioner who will issue her decision within 30 days.

4. ADOPTION OF MINUTES OF PREVIOUS MEETING.
   A. Minutes, November 9, 2004 – Regular Meeting
   B. Minutes, November 16, 2004 – Regular Meeting
   C. Minutes, January 18, 2005 – Regular Meeting
   D. Actions, March 15, 2005 – Regular Meeting
   E. Minutes, March 22, 2005 – Policy Briefing Meeting

Vice-Chairman Howroyd moved and Director Nye seconded the motion.

Nine Voted in Favor (Items 4A-4D)
Seven Voted in Favor (Item 4E)
(Zingler & Howroyd Abstained)

5. COMMUNICATIONS.

Director Spadaccini commented that the letter he received from Tracy Corbett made him sit up and take notice, and he is concerned about the points made. Should this Board get more information from Human Services and consider revisiting their intervention of last year? It has become very apparent to him that mental health services are in short supply in this community. Director Spadaccini believes we should have our own staff look into this and we should consider taking a position.

Chairman Cassano said this is fine with him. However, the Town administration was part of the planning process since last year.

General Manager Werbner said he would be happy to have Human Services look into it.

Secretary Hachey would like to meet with the Health Director, Dr. Essack and any directors who would like to attend.

Director Zingler reported a touring brass quintet performing at Manchester High School on April 13 at 7 p.m. Also, the Special Soldiers and Servicemen USO event will be held April 26 at Cheney Hall.

6. REPORTS.

   1. Manager’s Report.

General Manager Werbner said, in an effort to save time, he had given the Board his written report. There was nothing more to elaborate on, except the Budget Adoption will be May 3, and Christmas in April is April 30 at which time we will be doing over 50 homes in the community and thousands of volunteers will be working.

7. PRESENTATION OF BID WAIVER REQUESTS.
8. PUBLIC HEARINGS.
   A. Approval of a resolution appropriating $44,305,000 to the Capital Accounts of the 2004-2005 Budget for the expansion and renovation of Bennet and Illing Schools and the purchase of furniture and equipment for Bowers and Waddell Schools, and authorizing the issue of $44,305,000 bonds of the Town to finance said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Chairman Cassano read into the record:

I, Stephen T. Cassano hereby convene the public hearing with respect to the $44,305,000 Bennet, Illing, Bowers and Waddell School Project appropriation and bond authorization. The resolution, which is the subject of this public hearing, is available to the public and may be obtained at this meeting from the Clerk.

I need a motion and a second to read the title of the following proposed resolution in its entirety and to waive the reading of the remainder of the resolution, incorporating its full text into the minutes of this meeting.

Director Zingler moved and Secretary Hachey seconded the motion.

Role Call Vote

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The motion passes.

Resolution appropriating $44,305,000 to the capital accounts of the 2004-2005 budget for the expansion and renovation of Bennet and Illing Schools and the purchase of furniture and equipment for Bowers and Waddell Schools, and authorizing the issue of $44,305,000 bonds of the Town to finance said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Chairman Cassano opened the floor for public comment at this time.

Craig Anthony, 46 School Street asked if the $44 million accounts for the land acquisition that is proposed. General Manager Werbner replied in the affirmative. Mr. Anthony said many people will be displaced and that should be taken into consideration.
Milt Perlman, 3 Sanford Road asked what is the land purchase for. General Manager Werbner replied that part of the plan is to acquire certain properties to allow for additional green space around Bennet. Mr. Perlman asked for a breakdown of where the money will go. General Manager Werbner said there are many detailed numbers.

Bill Ogden, 137 Branford Street asked what happened to the furniture in the two schools. General Manager Werbner said the vast majority of furniture dates back to when the schools were first opened 30-40 years ago and the condition is poor.

There being no further public comment the hearing on this item was closed.

B. Approval of an ordinance authorizing the purchase of a portion of premises known as 241 Middle Turnpike West, for the sum of $15,000.00 from Sielev Associates, LLC for the safety improvements to be made at the intersection of Middle Turnpike West and Broad Street to be financed by the 1998 Public Works bond. A copy of the proposed ordinance may be seen in the Town Clerk’s office during business hours.

Mark Carlino, Director of Public Works/Town Engineer stated in 2003 the Town received notice of a grant award from the Federal Government to improve the Broad Street/Middle Turnpike intersection. This project would require the acquisition of a piece of 241 Middle Turnpike West. This piece is part of the road widening. The Town has reached an agreement with the property owner to purchase this land for $15,000. Under the grant agreement, the government is paying for 80% of the cost of the construction project. The Town is responsible for 100% of the right-of-way costs. The cost of this property acquisition is covered in the 1998 bond referendum.

Chairman Cassano opened the floor for public comment at this time. There being no comment the hearing on this item was closed.

REMOVED – C. Approval of an ordinance authorizing the conveyance, for no consideration, of property known as the Manchester Antique Fire Museum located at 230 Pine Street, to the Connecticut Firemen’s Historical Society, Inc. to maintain, preserve and operate it. A copy of the proposed ordinance may be seen in the Town Clerk’s office during business hours.

Director Zingler moved and Director Sheridan seconded the motion to remove item 8.C. Nine Voted in Favor

D. Appropriations to Special Grants Fund as follows:
1. East Central Narcotics Task Force ..............................................................$7,500.00 for equipment, training, or to facilitate continuing narcotics investigations to be financed by a contribution from the Towns of East Hartford, Vernon and Glastonbury.
2. A. Regional Traffic Unit Enforcement Program................................. $24,955.00 for the purchase of seven Kustom Signal, Inc. StealthStat Traffic Monitoring/Data Collection Devices to be financed by a grant under the Federal Highway Safety Program and approval of a related bid waiver.
B. Approval of a Bid Waiver for the purchase of seven traffic-monitoring devices by the Police Department in conjunction with a State grant.
General Manager Werbner asked Sgt. Beeler from the Manchester Police Department to comment on the StealthStat devices. Sgt. Beeler said the appropriation of the $24,955 for the StealthStat Traffic Monitoring Device was put together from a grant for the Federal Highway Safety Program. It is 100% covered and under the metro traffic unit services which encompasses numerous towns in the general area. This device is helpful to the police department in providing certain information such as specific times a problem exists, the number of cars, the speed of the cars, etc.

Chairman Cassano opened the floor for public comment at this time. There being no comment the hearing on this item was closed.

3. D.A.R.E. .........................................................................................................$350.00 to be financed by donations which are gratefully acknowledged and accepted.
4. DUI Enforcement Grant ...............................................................................$25,499.00 to be financed by a reimbursement from the Preusser Research Group in conjunction with the State of Connecticut, Department of Transportation.
5. Ryan White CARE Title I .............................................................................$43,689.00 to be financed by 2005 Federal Grant Funds, Title I Ryan White Comprehensive AIDS Resources Emergency Act (CARE) and authorization for the General Manager to enter into and amend any and all contracts with the City of Hartford.
6. Youth Services Donations ...........................................................................$2,500.00 for Summer Camp Scholarships for needy children and youth to be financed by a donation from the Mayor’s Program for Manchester Children which is gratefully acknowledged and accepted.
7. Arts Commission ...........................................................................................$250.00 for the purchase of a reproduction from the Manchester Historical Society to be financed by the Manchester Chapter of UNICO which is gratefully acknowledged and accepted.
8. Pride in Manchester Week ...........................................................................$8,725.00 to be financed by donations which are gratefully acknowledged and accepted.

Chairman Cassano opened the floor for public comment at this time.

Director Zingler said many businesses have stepped up to the plate again this year. He read into the record the donations for Pride in Manchester Week. They include SBM Charitable Foundation, New Alliance Bank, the Purdy Corporation, each $2,000, $500 from ECHN, $500 from Bob’s Discount Furniture, $250 from State Farm, $100 from Lydell, $100 from West Side Cleaners, Ann Miller Real Estate, Manchester Honda, Pediatric Dental, CDM Landscaping, Schaller Acura, Waynes Plumbing, ERA Blanchard & Rosetta, Best Value Inn, Lynch Toyota Pontiac, Shop-Rite of Manchester, Holmes-Watkins Funeral Home, Ron Salom from Carter Chevrolet and Bidwell Care Center, with a total of $8,725.

Director Nye asked Sgt. Beeler for an explanation of the StealthStat Monitoring Device, which he provided.

General Manager Werbner explained there is a bid waiver associated with the monitoring device because there is only one company that makes this particular model. The money is
funded through the State of Connecticut but we need a bid waiver purchase because it is above the $10,000 bid limit. Once this item is approved, a bid waiver will be passed around.

There being no further comment the hearing on this item was closed.

E. Appropriations to General Fund – Public Works as follows:
   1. To reseed the wildflower planting at Northwest Park.........................$50.00 to be financed by a donation from the Federated Garden Clubs of Connecticut, Inc.’s Operation Wildflower Project via the Manchester Garden Club.
   2. Removal of diseased hemlock trees on Case Mountain.........................$2,145.00 to be financed by proceeds from the Lawrence Wells Case and Florence Reid Case Memorial Fund established by Dorothy C. Beach through the Hartford Foundation for Public Giving and the Connecticut Forest and Park Association.
   3. Manchester Road Race - Parks Division Services.................................$7,446.85 to be financed by a reimbursement from the Manchester Road Race Committee.

Chairman Cassano opened the floor for public comment at this time. There being no comment the hearing on this item was closed.

F. Appropriation to General Fund – Public Safety .........................$5,443.00 for the November 2004 Click It or Ticket Seat Belt Enforcement Program to be financed by a grant from the State of Connecticut, Department of Transportation.

Chairman Cassano opened the floor for public comment at this time. There being no comment the hearing on this item was closed.

G. Appropriations to Education Special Projects as follows:
   1. Washington Media Arts Magnet School After School Program.............$70,000.00 to be financed by parents fees.
   2. Bilingual Education Program..............................................................$2,641.00 to be financed by a grant from the Connecticut State Department of Education.

Chairman Cassano opened the floor for public comment at this time.

Milt Perlman, 3 Sanford Road asked why do parents have to pay the fees in order to get the program and how much do they pay? Mrs. Brooks, Business Manager said this money is a result of a grant that was given for two years for seed money to start this program at Washington School. Currently there are 115 students and they pay $20 a week for this after-school daycare program. The idea of the grant was to give the seed money and eventually charge the parents for the program. Mr. Perlman is bothered with all the millions of dollars that go into the school system that we cannot provide that money to parents that are relatively poor.

Director Nye asked if the $70,000 is strictly a total of $20 per week from the 115 students for one year. Mrs. Brooks explained that two years ago a grant was given to begin this program and the intent of the grant was in the third year for the parent fees to be supporting the program.
Director Naab also required an explanation. Mrs. Brooks said this appropriation is for $70,000. There is an additional appropriation that the Board of Education approved for $30,000. We will collect close to $100,000 in parent fees this year. The $70,000 is for parent fees since the grant ended and we have been charging $20 a week to the families.

There being no further comment the hearing on this item was closed.

H. Appropriations to Recreation Special Activities Fund as follows:
   1. Town’s Healthier U Committee .................................................................$1,000.00
to be financed by a donation from the Manchester Road Race Committee which is gratefully acknowledged and accepted.
   2. 2005 Children’s Fishing Derby .............................................................$1,500.00
to be financed by a donation from SBM Charitable Foundation, Inc. which is gratefully acknowledged and accepted.

Chairman Cassano opened the floor for public comment at this time. There being no comment the hearing on this item was closed.

RECESS.

Vice-Chairman Howroyd moved and Secretary Hachey seconded a motion to take a brief recess. Nine Voted in Favor

The board took a brief recess at 9:05 p.m. and returned at 9:33 p.m.

9. CONSENT CALENDAR. (Items 8.B. and 8.G.1. were removed)
8D. Appropriations to Special Grants Fund as follows:
   1. East Central Narcotics Task Force ..........................................................$7,500.00
      for equipment, training, or to facilitate continuing narcotics investigations to be financed by a contribution from the Towns of East Hartford, Vernon and Glastonbury.
   2. A. Regional Traffic Unit Enforcement Program ........................................$24,955.00
      for the purchase of seven Kustom Signal, Inc. StealthStat Traffic Monitoring/Data Collection Devices to be financed by a grant under the Federal Highway Safety Program and approval of a related bid waiver.
      B. Approval of a Bid Waiver for the purchase of seven traffic-monitoring devices by the Police Department in conjunction with a State grant.
   3. D.A.R.E. .................................................................................................$350.00
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    1. Town’s Healthier U Committee .....................................................................................$1,000.00
to be financed by a donation from the Manchester Road Race Committee which is gratefully acknowledged and accepted.
    2. 2005 Children’s Fishing Derby .....................................................................................$1,500.00
to be financed by a donation from SBM Charitable Foundation, Inc. which is gratefully acknowledged and accepted.

12.A. Authorization to file a grant application, educational specifications, and prepare schematic drawings and outline specifications, and establishment of the Town Building Committee as the Building Committee for the Bennet/Franklin Building roof replacement project.

12.B. Authorization to file a grant application, educational specifications, and prepare schematic drawings and outline specifications, and establishment of the Town Building Committee as the Building Committee for the Bennet/Cone roof replacement project.

12.C. Approval of the transfer ($11,000) from General Government – Board of Directors to Interfund Transfers – Transfer to Special Grants Fund – Channel 16 Operations.

12.D. Approval of application for early retirement for Wendy Sullivan, Board of Education.

12.E. Authorization for the School Readiness Council to proceed with a Child Assessment and transition to Kindergarten Conference.

12.F. Approval of Little League’s request for the Parks and Recreation Advisory Committee to change the name of Buckland Field to the Bernie Daley Memorial Field.

12.G. Acceptance of a resignation from Christopher Stetson (R) as an alternate on the Zoning Board of Appeals with a term expiring November 2005.
12.I. Acceptance of a resignation from Michael Kirk (D) as an alternate on the Zoning Board of Appeals with a term expiring November 2006.

12.K. Acceptance of a resignation from Barbara King (nonprofit agency member) from the Housing Commission with a term expiring November 2007.

Director Nye moved and Vice-Chairman Howroyd seconded the motion to adopt the Consent Calendar with removal of items 8.B. and 8.G.1.

Eight Voted in Favor

(Secretary Hachey was out of the room)

10. ACTION ON ITEMS OF PUBLIC HEARINGS.

ADOPTED – 8A. Approval of a resolution appropriating $44,305,000 to the Capital Accounts of the 2004-2005 Budget for the expansion and renovation of Bennet and Illing Schools and the purchase of furniture and equipment for Bowers and Waddell Schools, and authorizing the issue of $44,305,000 bonds of the Town to finance said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Vice-Chairman Howroyd said, “For the past five years the Town of Manchester has struggled to identify a comprehensive plan for its educational facilities that can meet with citizen approval at referendum. Proposals for like-new improvements to the ten elementary schools in 1999 and the all schools plan in 2002 each failed at referendum for a variety of reasons. Since 2002 the Board of Education and the Board of Directors have proceeded in a piecemeal fashion with two successful referendums. In 2003 when citizens approved renovations to Bowers and Waddell elementary schools and in 2004 with the approval of the high school addition and renovations. We are now at a critical juncture in addressing the facility needs of our educational system. Since we have successfully resolved the high school question, we need to put before the voters a plan to address grade six through eight so that we can proceed with the work at our remaining eight elementary schools in future years. After assessing the various middle school options that were presented, I made public my support for a plan offered by Board of Education member Steven Edwards to establish a town wide six grade academy at Bennet and to make necessary renovations to Illing to accommodate all seventh and eighth grade students in town. I was pleased that the Board of Education recently endorsed Mr. Edwards’ proposal. This plan makes effective use of existing facilities and accomplishes a number of desirable educational goals. The sixth grade academy and the seven/eight middle school follows an education grade configuration model that has worked effectively in many communities, including Glastonbury, East Hartford and Middletown. In fact, Middletown’s Keigwin School is a six-grade academy that was recently named the Connecticut Association of Schools Middle Level Outstanding School of the Year. Converting Bennet from a 6-8 middle school to a town-wide sixth grade academy would reduce the student population at the facility from approximately 675 students to a projected enrollment of about 500 students. This would not require any major additions to the existing campus. The sixth grade academy would not require as many specialized classrooms as the typical middle school, which would allow more efficient use of space and should be designed to remove all classrooms from the basement level. The plan for Illing would make all necessary renovations to the existing building to accommodate all seventh and eighth grade students in town, an estimated 1000 students. The benefits of this plan are numerous. It allows the sixth grade to function in a smaller learning environment than the current middle school structure, providing a transitional year between elementary school and middle school. It achieves equity in educational programming for grades six through eight, it eliminates racial and economic disparities between the two middle schools, it requires minimal property acquisitions and the plan minimizes swing space during the renovation period. Perhaps most importantly, it
preserves the historic Bennet complex and all of our town-wide schools from six on would be centrally located. The proposal also maintains the current K-5 grade configuration for Manchester’s ten elementary schools. While this plan requires an additional school transition for students, it would bring all Manchester students together in sixth grade, easing the peer group transitions that many adolescents struggle with in their middle school years. I want to ensure that as we proceed with this concept, that we develop the necessary educational specifications to do it right so that we will have two buildings that our community can be proud of. I am pleased to vote tonight on this resolution, which will put this important middle school question before the citizens of Manchester. I’m sure I will have the opportunity to perhaps address some additional questions that may come up during our discussion this evening. I truly am pleased the way this question has evolved over the last several months to really be one that I think that this community is prepared to support.”

Chairman Cassano explained that Vice-Chairman Howroyd was on the special joint committee with the two boards as well as Director Spadaccini.

Director Spadaccini said “I intend to vote in favor of the proposed renovation plan for Bennet and Illing middle school and for the reason, as I have said on many occasions, it meets the criteria in my mind that it is a reasonable and practical solution to our capital and infrastructure needs at the middle school level, and it is done so in a manner that is cost effective and will improve academic achievement. It accomplishes the needed capital improvements at Illing, the basic upgrades that that facility needs and there are some modest additions there too, but really what it does in the lion’s share of the referendum solves the question of what to do with Bennet. It preserves education in education square. Older school buildings can provide a unique learning experience. Bennet has significant historical value and students can gain from that atmosphere. Bennet is rich with history, has significant architectural features and offers an on-going tradition that connects students and others to the community’s past. Bennet is a campus that is in the center of our town and it is important to this community, and it is important to the surrounding neighborhood, that we continue having a use there and that it once again be renovated and become a vibrant part of that area. From the beginning, when concepts of a new middle school were proposed, I stated that a middle school on the outskirts of town, in my opinion, was impractical; it was a very costly option, an option far more costly than renovation and site acquisition which would have been expensive and controversial. This plan, as Director Howroyd said, completely renovates the Bennet campus. All the neglected maintenance and capital improvement needs will be addressed in the course of doing this complete renovation. It makes significant improvements to the campus in that it connects the four buildings together with something of a common corridor. Students will no longer have to travel outside to change classes or cross the street to the Cheney Building for classes. It adds extra land contiguous to the Bennet campus that can be used for athletic uses at abutting fields. This will reduce the need for students to cross Charter Oak Street to use athletic fields and create some more intimate campus for Bennet. It creates additional parking, it renovates indoor recreation space, both gym and pool area, and the benefits can be derived for the entire community. It makes Bennet a smaller school, a 500 to 550 students school. The topic of swing space was a topic that was much debated and discussed. At one point, we were told that it could cost upwards of 8 million dollars. I am pleased to see that we have sharpened our pencils and come back with a realistic estimate. In my opinion, it makes the most sense, if the option is viable, to return the sixth graders during the construction period to their neighborhood schools with the assistance of some portable classrooms. This seems to be the most cost effective way, and I think it would be appealing to those parents whose students go to those neighborhood schools. I am going to outline a couple of concerns I have and the first one, while it is not something that would prompt me to vote against the overall plan, is...
the motion was the Board of Education recommends that the Board of Directors place a bond referendum question to the voters that Bennet Middle School be renovated to serve as a town-wide sixth grade academy and that Illing Middle School be renovated to serve as a town-wide seventh and eighth grade middle school. The question in the bond authorization that we have before us tonight does not contain a grade configuration. I think that may come as a surprise to certainly all the public speakers who got up here and spoke tonight on the Bennet issue referenced grade configuration as a sixth grade academy. The public is being asked in this bond referendum question to authorize bonding for a school renovation plan to the schools and nothing else. The bond referendum question does not dictate a grade configuration, as far as I’m concerned. Am I right, Mr. Werbner? (General Manager Werbner replied that there is no mention of the grade configuration in the question.) So, the recommendation, or the motion made by the Board of Education, is improper in the sense that we are not going to have a question that recommends a renovation based on a specific grade configuration. When we go to referendum, and the reason we have referendums is because the Charter states that you need one to bond money, the purpose is to bond money, not to determine what the grade configuration is of a particular school. Grade configuration is solely a matter for the Board of Education. It is solely within their purview to determine grade configuration. Even if we could put a question of grade configuration on the ballot, I’m not so sure it is a great idea. What happens if you renovate Bennet under a specific grade configuration and five years down the road sixth grade academy is not the in-thing any more. Are you now barred from ever using it for any other purpose? Are you locked into that grade configuration? So, it gets back to the reason why I support the plan despite that, and I’ll get into some of my concerns about the grade configuration that has been suggested here. I would note that multiple grade configuration concepts fit into this proposed plan. This plan is friendly to multiple concepts with respect to grade configuration, whether it be a sixth grade academy, as what the Board of Education has recommended, an eighth grade academy which was recommended by Board of Education administration, or a smaller sixth to eighth grade middle school at Bennet that could still be the same 500 to 550 students with one of the elementary schools that previously fed into Bennet could feed into Illling as opposed to Bennet. I have no great philosophical objection to the sixth grade academy concept. I think it could benefit students; it could be a beneficial grade configuration. What bothers me about the concept of the sixth grade academy though is, and I just learned this in the past week, that the transportation costs for a sixth grade academy are an extra $272,000 a year on the Board of Education budget and Board of Education resources, we all know, are already tight. For the Board of Education to take that $272,000 out of programming or other objectives to fund extra transportation costs, in my opinion it doesn’t merit the expense. The answer as to what grade configuration is better is very much a function of whom you ask. You have a Board of Education that recommended a sixth grade academy, had an administration that recommended an eighth grade academy. I know a number of teachers would like the sixth to eighth grade middle school concept to remain. To make it even more confusing, I was having lunch the other day, picked up the Wall Street Journal and the headline is “Middle School Goes Out of Fashion – Districts Shift to K-8 Model.” It seems with educational trends that various models and concepts for grade configuration go in an out of vogue. I’m left with the conclusion that the importance of grade configuration, while not unimportant, is exaggerated to some degree. There are many other aspects of curricula that are more worthy of consideration than the grade configuration. It comes down to is the sixth grade academy worth that $272,000 extra each year, that’s an annual cost, and I’m left with the conclusion that given there is no clear consensus as to the most beneficial grade configuration, we should go with the grade configuration that is most efficient. I would rather see the $272,000 spent on education resources rather than transportation. For those reasons, I have a preference to leave Bennet a smaller sixth to eighth grade middle school, and it’s completely consistent with the bond referendum question that is being proposed here tonight because this referendum question does not specify a grade configuration and the sums that are allocated here could easily accommodate either concept. In fact, very minimal
modification would be required for either concept. This is a renovation plan for Bennet and it could suit multiple grade configurations. The racial balance issue doesn’t have as much bearing in the sense that it seems to me that if the State mandates are the issue here, the Board of Education will have to address the racial balance issue at all levels, the elementary schools and if they have to take some measures in elementary schools, then whatever they do will racially balance the middle schools by virtue of those of the schools that feed into the middle schools. I never liked the argument that we should not have two competing schools. That never held much water to me. I don’t see anything wrong with competition. The timing of this, and I’ve said this before, I would prefer to see a vote in November than in June. This would maximize voter participation in this important community decision but again I would prefer to see the vote in November but the proposal is for us to do it in June and I’m not going to hold it up over that. The final point I’ll weigh in on is that it troubles me that we are adding on $425,000 for furniture replacement at Bowers and Waddell. I don’t think it has any place in being attached to this referendum question. It bears no relation to the middle schools and tacking on too many projects to this referendum increases the price tag and jeopardizes the entire effort. The furniture should be funded possibly through the Board of Education 3510 account or on a more incremental basis through Board of Education funds rather than tacked on to what is a middle school referendum. In summation, I think it is a practical and reasonable plan. I will vote in favor of it and I will support it in June. I think we should keep an open mind about the grade configuration issue because I think, given the transportation cost for the sixth grade academy, it may make more sense to keep Bennet a smaller sixth through eighth grade middle school.”

**Director Zingler** will also support the resolution as proposed. He acknowledged Vice-Chairman Howroyd from the Board of Directors for his time and dedication and Steve Edwards from the Board of Education for his time and effort.

**Director Naab** said we have finally got the Board of Education, the Board of Directors, the Republicans and the Democrats all agreeing on a plan. It’s time that happened. He prefers a November referendum but will support the June referendum. Despite the doubts of some, Director Naab thinks it will pass. He shares Director Spadaccini’s concern about the addition of $425,000 for Bowers and Waddell furniture. It’s not a lot in percentage, but $425,000 is by most standards a fair chunk of change. On the other hand, its money that ought to be found with the Board of Education’s operating budget to provide furniture for the schools. It does not belong here.

**Director Naab moved and Director Nye seconded the motion to amend the resolution by deleting $425,000 for furniture for Bowers and Waddell schools.**

**Vice-Chairman Howroyd** said he was the one that suggested this be included as part of this resolution. Unfortunately, to take it out at this time would require the drafting of a separate resolution. This amounts to less than 1% of the total project cost. He thinks it’s appropriate to include this. This funding was included in the Board of Education budget recommendation but I think it is an appropriate capital expenditure given the useful life of most school furniture. This is not a significant issue that detracts from the main question, and this is not a significant issue that warrants its own question. It is a necessary expenditure and he would like to see it go as part of the central question.

**Director Nye** agreed with Directors Naab and Spadaccini in taking this out. We have been working so long and so hard on a plan that we can all support and it would be a shame to everyone whose worked on this project to include something that rightfully should be attached to a bond referendum
this fall if you are going to continue the 10 year plan on renovating elementary schools every two years. That issue will come up again in November and it should be tacked on to the elementary school project and should stay clear of this middle school project. This should be a pure resolution.

Secretary Hachey does not think the furniture is distinct enough to break it out and run it as a separate question. Let’s save that methodology for things that are different types of issues. For the sake of simplicity, the best method to use to do this is just put it on one question and let the people vote on it.

Director Becker supports Director Naab’s motion on deleting the furniture. We do have an ongoing commitment every two years to renovate two elementary schools. We have successfully completed two, we have two more ready to be renovated, and he thinks that would be a more appropriate place to put these funds. He will vote in favor of this amendment.

Director Zingler will not support the amendment. The reason being he believes is if we keep it simple, it will be better for the community to come together and vote. They will know the total cost, it’s all there, it’s one question, and there is no adding or subtracting. There is nothing to hide; it is all one question. Director Zingler asked Mr. Desmarais, Director of Finance, if there are any ramifications. Mr. Desmarais answered this is a very small item. It would be lumped together with a larger item.

Director Naab clarified that nobody has suggested separate questions. His motion is to take the $425,000 out. It isn’t to put it some place else on a separate question. Director Nye suggested that an appropriate place might be together with this November’s biennial bond referendum for renovations to two elementary schools. Nobody who is supporting this amendment has suggested that we have a separate referendum for the furniture for Bowers and Waddell schools. He suggested in his original remarks that it is not appropriate to bond for that furniture at all. The amendment is to take it out of this resolution and not to deal with it further in June.

Director Sheridan asked Mr. Desmarais if it was on the November referendum, can we crystal ball where interest rates are going between now and November in terms of municipal bonds? Mr. Desmarais replied rates are going up over the next six months. Director Sheridan said it is fair to say that if we decide to bond something, the earlier the better. Mr. Desmarais said this particular item would not be bonded for awhile. It may be approved at referendum but when the items are purchased with internal funds, we then would go out and fit it into one of the existing planned issues, which might be another year out. By the time that this is actually borrowed, it could be twelve months out.

Vice-Chairman Howroyd apologized to Director Naab. He misunderstood the intent behind the amendment, and he believes that this should have been included in the Bowers and Waddell projects, which are scheduled to be completed this summer. It would be advantageous that the furniture would be acquired this summer in conjunction with the completion of that project. It is his understanding that if this were to be approved at June referendum that we could have this furniture acquired over the summer and in the renovated Bowers and Waddell schools. He mentioned that this is an appropriate precedent to set for subsequent projects that we may see forward. We typically bond for major capital expenditures.

Director Nye understands the need for the furniture, but she disagrees with Vice-Chairman Howroyd.
Director Zingler asked if the Superintendent of Schools could comment on the timing of this furniture and what her expectations are.

Superintendent Ouellette expressed great disappointment that the planning was not in effect for anticipating the reimbursement for the furniture. In any renovate like new project, the intent is to furnish and complete the entire project with some furniture. As we move to a progressive practice with our schools, it is important to also furnish it properly with furniture. It is her hope to be able to look within the near future to purchase this furniture. The Board of Education cannot fund this through their budget.

Chairman Cassano said we would be asked this November not to do the school bond issue if this passes this June. It’s unlikely and it’s not going to happen that we could possibly have two schools listed and ready to go this November. It will probably be a year out before the next two schools are identified and we move on those. We have “bundled” projects in the past and now we are “bundling” $425,000. It makes sense to put this with education. It will be in the explanatory text and it will allow us to do this over the summer. He opposes the amendment and supports keeping the $425,000 where it belongs.

DEFEATED – Amendment to remove $425,000 for furniture for Bowers and Waddell schools.

Four Voted in Favor
Five Voted Against

Director Becker referenced the line item of fixtures, furnishing and equipment at $10 a square foot totaling $1,296,180. He asked what exactly are we buying with that? Mr. MacDonald from The Downes Group answered that that is a typical allowance, a placeholder for all new interior moveable furnishings. That line item would be flushed out in a design phase after the building designs are in progress and moving out to bid. A designer would specify individually, room by room, all the pieces of furniture and put that out to bid, usually as a separate package. Mr. Becker said he would vote to support this proposal. This is the best compromise plan that preserves a historical building.

Director Zingler said this is an expensive project but money well spent. He will support the project.

Director Nye will also support this project. It is economically feasible. It is the best thing to do.

Chairman Cassano asked General Manager Werbner if in the explanatory text will we indicate the desire of the Board of Education that this is a sixth grade academy? General Manager Werbner said in the normal course of events that would be part of an explanatory text. Chairman Cassano inquired if the $272,000 estimate for transportation cost for sixth grade academy is an addition. It was confirmed by Mrs. Brooks that currently they have 15 busses to bus students to Bennet and Illing. There will be eight additional busses to transport all the sixth graders to Bennet and the seventh and eighth graders to Illing, which is an increase of $34,000 for $272,000. It was confirmed that it is included. Chairman Cassano said it is most satisfying that both Boards are unanimous and they are pledged to make this pass. This is the lynch pin; this is the connector that will make the school system move. General Manager Werbner added that the referendum is scheduled for June 7, 2005 from 6:00 a.m. to 8:00 p.m. at the normal polling places. As we explore reimbursements, some of the detail that has been given will change internally the amount we may get back from the State.
Vice-Chairman Howroyd moved and Director Sheridan seconded the motion to adopt item 8A.

Roll Call Vote

**AYES**
- Naab
- Becker
- Nye
- Spadaccini
- Sheridan
- Zingler
- Hachey
- Howroyd
- Cassano

**NAYS**

ACTION ON ITEMS REMOVED FROM CONSENT CALENDAR.

**ADOPTED** – 8B. Approval of an ordinance authorizing the purchase of a portion of premises known as 241 Middle Turnpike West, for the sum of $15,000.00 from Sielel Associates, LLC for the safety improvements to be made at the intersection of Middle Turnpike West and Broad Street to be financed by the 1998 Public Works bond. A copy of the proposed ordinance may be seen in the Town Clerk’s office during business hours.

Vice-Chairman Howroyd moved and Director Zingler seconded the motion to adopt item 8.B.

Eight Voted in Favor
Director Sheridan Abstained

**TABLED** – 8G. Appropriations to Education Special Projects as follows:
1. Washington Media Arts Magnet School After School Program ...................$70,000.00 to be financed by parents fees.

Director Nye moved and Director Becker seconded the motion to table item 8.G.1.
Nine Voted in Favor

11. UNFINISHED BUSINESS.

**ADOPTED** – A. Approval of a Tax Incentive Program for business in the Manchester Downtown Special Services District as amended by deleting authorization for the General Manager to enter into and amend said agreements and adding that all agreements are subject to the approval of the Board of Directors.

Mark Pellegrini, Director of Neighborhood Services/Economic Development explained the Downtown Center Program. This program, if adopted by the Board, would offer a tax incentive for personal property, specifically information technology equipment. The Town would agree not to assess that property for a period of four years in an attempt to encourage business and professional occupancy in the downtown. Another part of the program would offer real estate tax incentives for substantial investments to improve properties in the district. During the discussion centering on the personal property incentives, a few questions came up which the Board asked. Should there be some
upset limit beyond which we would not grant an assessment? It is their preference not to have an upper limit on personal property; encouraging larger amounts of personal property to be included would also encourage larger firms to locate downtown. As we fill up office space, property values will rise. If the Board believes there is a desire to have an upset figure, we recommend it be up to $1 million in equipment. If there is more than $1 million in equipment, the Board will negotiate an assessment at a certain rate. It was also suggested we should have a minimum amount of investment. We feel that $10,000 is a reasonable floor investment to get into the program. In addition, they recommend a sunset provision of four years from adoption.

**Director Becker** will support this proposal. It sends the right message that the invitation is to come to Manchester and locate your business on Main Street. He said perhaps a threshold should be established for the Board of Directors approval.

**Chairman Cassano** suggested January 2010 for the sunset provision.

**Director Nye** said this is a very good plan. It should encourage business development in the district. She strongly encouraged the Board of Directors maintain control over the approval of agreements.

**Secretary Hachey** likes the idea of the $100,000 threshold for the General Manager and anything more would come before the Board of Directors. He questioned whether the General Manager could reserve the right not to participate in a particular deal. Mr. Pelligrini answered there are eligibility requirements.

**Director Naab** does not have any strong feelings one way or another. He shares Director Nye’s apprehension of completely delegating authority to the General Manager.

**General Manager Werbner** said originally the way this ordinance was drafted was that this Board would act on these proposals. He is not anticipating a flood. He suggested that we keep it as originally intended. If we find out we are clouding the agenda with these applications, we can certainly amend it at any time.

**Director Becker** thinks the idea was that the Board of Directors with the General Manager would reserve the right to reject any or all proposals.

**General Manager Werbner** said we include on most of our legal documents that come to the Board that this is subject to final approval of the Board of Directors. That would be standard operating procedure.

**Director Spadaccini** said we should leave it in the purview of the Board of Directors. That would solve the whole problem. We can always reject something that we don’t deem to be in the best interest of the community.

**Director Cassano** commented that the companies that come into Manchester as a business should be paying taxes in Manchester and have other property, such as vehicles, registered in Manchester and not garaged elsewhere.

Director Howroyd moved and Director Nye seconded the motion to adopt item 11.A.

Nine Voted in Favor
ADOPTED – MOTION TO GO BEYOND ELEVEN O’CLOCK

Vice-Chairman Howroyd moved and Director Zingler seconded the motion.

Nine Voted in Favor

REMOVED – B. Approval of a project to extend a water main and construct a storage tank in the Hillstown Road area.

Vice-Chairman Howroyd said, after consideration of many of the issues raised both by the public and responses to questions from the administration, he thinks the Board would like to recommend that we go back and update our water distribution system planning. Relying on a 1978 document, it probably behooves us before we make a major undertaking of this type that we verify that those issues are addressed. The appropriate action would be to remove this item from the agenda. On Thursday evening we will have the Water Department before us in a budget workshop and we would have to allocate funds in next year’s budget to undertake a study. Between now and Thursday evening, Mr. Young could prepare some cost detail. It would raise the comfort level of this Board and address some of the specific citizen concerns we had. He recommended removing this item from the agenda with the intention of looking for an update of the distribution system report.

Director Becker assumed that the motion is essentially to put this off until after the next election with more information and a more up-to-date study. He will support this motion.

Director Sheridan said it is appropriate to turn this over to an impartial third party engineer as nobody trusts the information that has been provided by the Town administration. Let them come forth and tell us from an engineering, hydraulic, technical standpoint in 2005 what is the best solution to this problem. He supports this idea if it will eliminate some of the mistrust in this whole process.

Director Nye said some issues were raised about fire protection and the possible need for a tanker in that area. Concerns were raised that houses burned down because of a lack of water. Chief Bycholski said the southwest quadrant offers some challenges to the Fire Department. The first challenge is starting at Wetherall and Hillstown Road, which is about one and one-half miles from the nearest fire station. The second challenge is there is no water supply. We have an appropriate plan to overcome those challenges. We have mutual aid agreements with East Hartford, Glastonbury and Bolton. Since 1990, there have been six structure fires in that area. Chief Bycholski said the Fire Department covers their bases in that area.

Secretary Hachey said what is best for the majority of the citizens of this community will not always be the most convenient for a particular neighborhood. Our job is to decide what is best for all the people of the community and protecting the water supply is very important. We will have a professional study done.

Director Spadaccini agreed that when making this decision you have to take into account the entire public good and the ramifications of the decision. He would like to see what the study embodies. He hopes it explores other alternatives, beyond the various tank sites. Who we haven’t heard from is anybody in the low zone. It is a wise course of action to remove this item from the agenda.

Secretary Hachey wants an up-to-date comprehensive water study.
Chairman Cassano said it makes sense to update the study. We will talk about this at the budget session on Thursday night.

Vice-Chairman Howroyd moved and Secretary Hachey seconded the motion to remove item 11.B. Nine Voted in Favor

TABLED – C. Appointment of a member to the Cheney Hall Foundation with a term expiring November 2005.

Director Spadaccini moved and Director Nye seconded the motion to table item 11.C. Nine Voted in Favor

TABLED – D. Appointment of a member (R) to the Commission on Aging with a term expiring November 2007.

Vice-Chairman Howroyd moved and Secretary Hachey seconded the motion to table item 11.D. Nine Voted in Favor

ADOPTED – E. Appointment of a member to the Emergency Medical Services Council (R) with a term expiring November 2007 – Diane Marvin, 54 Strickland Street

Director Spadaccini moved and Director Nye seconded the motion to adopt item 11.E. Nine Voted in Favor

12. NEW BUSINESS.

TABLED – H. Appointment of an alternate (R) to the Zoning Board of Appeals with a term expiring November 2005.

TABLED – J. Appointment of an alternate (D) to the Zoning Board of Appeals with a term expiring November 2006.

TABLED – L. Appointment of a member (nonprofit agency) to the Housing Commission with a term expiring November 2007.

Director Nye moved and Secretary Hachey seconded the motion to table items 12.H., 12.J., and 12.L. Nine Voted in Favor

14. ADJOURNMENT.

The meeting was recessed until the April 14, 2006 Special Meeting of the Board of Directors at 5:30 pm. in the Manchester Room at Town Hall.

Director Spadaccini moved and Vice-Chairman Howroyd seconded the motion to adjourn. Nine Voted in Favor

Adjournment: 11:27 p.m.
MINUTES
BOARD OF DIRECTORS
BUDGET ADOPTION
May 3, 2005
LINCOLN CENTER HEARING ROOM
7:00 P.M.

PRESENT: Chairman Cassano, Vice-Chairman Howroyd, Secretary Hachey, Directors Sheridan, Zingler, Spadaccini, Nye, Becker and Naab

ALSO: General Manager Werbner

The meeting was called to order at 7:05 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Chairman Cassano.

Chairman Cassano said the Board had many meetings scheduled over the last two months dedicated to the Budget. During the budget process, the Board meets with division heads, department heads and the administration on a regular basis and evaluates the proposal in front of them. Going back to last year, the focus was on issues involving diversity. The Board had hoped to add at the budget session dollars to put in new programs. It was pointed out that was not consistent with the Charter. So public hearings were held later on. We have again this year identified a couple of items not in the budget and, therefore, we have scheduled this public hearing to precede the budget so that we can have them as a part of the budget process and do things correctly according to the Charter.

Chairman Cassano read the charge. A Special Meeting of the Board of Directors will be held on Tuesday, May 3, 2005 at 7:00 p.m. in the Lincoln Center Hearing Room for the following purposes: (1) to hold a public hearing to consider the following prior to the adoption of the Fiscal Year 2005/06 budget; (2) to adopt budgets; (3) to fix rates; and (4) to approve allocations.

Secretary Hachey read the list for the public hearing on item 1.

A. $15,000 in General Government for a Channel 16 part-time coordinator
B. $17,500 in Public Safety for Youth Outreach Workers
C. $68,511 in Human Services for diversity training, a contribution to the Police Activities League, a Senior Center dishwasher, and Youth Services Bureau staffing
D. $400,000 in Fixed/Miscellaneous for Transfer to Capital Reserve for Public Works heavy apparatus and equipment
E. $400,000 in Fixed/Miscellaneous for Contingency

Vice-Chairman Howroyd said the Charter requires anytime the Board considers additions that were not part of department requests or exceed the bottom line of what the department requested that they must conduct a public hearing. The Board listed five general areas. Vice-Chairman Howroyd
provided more detail what each is comprised of.

A. $15,000 for a Channel 16 coordinator is part of a recommendation that Management Partners made as part of the efficiency study.

B. $17,500 is allocated to the Police Department to hire two summer youth outreach workers to work in the community and provide continuity of services with summer programs.

C. $68,511 allocated to Human Services is broken up by the following:
   - $20,000 contribution to the Police Activities League
   - $15,500 for new dishwasher at the Senior Center
   - $13,099 to unfreeze a program assistant position in youth service bureau
   - $1,637 pay upgrade for teen center staff at $.50/hour
   - $3,275 upgrade teen center worker to a supervisor
   - $15,000 additional funds for diversity training
   - $11,331 to increase police investigations overtime
   - $4,750 to extend Eastside Recreation Center season
   - $39,304 to provide an additional Maintainer I position for ¾ year
   - $24,000 to retrofit an additional three leaf machines

D. A transfer of Capital Reserve of $400,000 in the fixed-cost miscellaneous area to increase our effort to address many of the issues that we have with long-term capital needs. This Board would like to move in the direction of some long-term capital improvements. We would like to establish a goal of $1 million a year. What was budgeted was less than $400,000. This additional $400,000 will help move in the direction of that goal. We hope that eventually this would be an annual amount.

E. An additional $400,000 to our contingency account in the fixed-cost miscellaneous area. When we discuss the education budget later on, we will detail what the intention would be. One of the concerns the Board has is in terms of some unforeseen costs, particularly in the special education area. We would like to identify some additional funds that could be addressed in the contingency account for that and other purposes.

**Director Nye** made a point of order. In going through the list 1A. through E., she did not see some of the items Vice-Chairman Howroyd mentioned. He apologized, stating he got into some of the budget presentation. The items that are advertised are items that exceed the department request. He gave an advance preview of the full budget presentation. Chairman Cassano said they do not exceed what was requested and cut by the General Manager so we can add back in those cases. The cases here were not even part of the budget or were in addition to what the departments had requested. Under each of these cases, the General Manager had cut the item, and now we are restoring that item.
Director Spadaccini asked what does the Charter say specifically? Does it say department requests or does it say Manager’s budget? Chairman Cassano replied department requests.

Director Becker asked if the majority resolution incorporates all the changes that are being considered. Vice-Chairman Howroyd said this is accurate for adoption tonight.

Dan Moran, Chestnut Street spoke about the $400,000 for capital improvements. It is a wise decision and it is an investment in not costing more later on. That has been the problem throughout the years. Mr. Moran commented that the format of this year’s budget book is what the Board of Education’s book should look like. Mr. Moran encouraged the Board to vote for the budget and the citizens to accept it.

Bill Ogden, 137 Branford Street said he is amazed at the $400,000 figure in fixed/miscellaneous for transfer to Capital Reserve as well as the $15,000 for a Channel 16 coordinator. This is a lot of money. What have we really cut? When he asked if we are still paying for Cheney Hall, Chairman Cassano replied no. Mr. Ogden insisted we are still subsidizing the country club. He further commented that he didn’t know there was a public hearing tonight.

Director Naab stated he received the Special Meeting Agenda at 6:45 p.m. when he checked his email. He didn’t receive this agenda from Town Hall, except by email, which was sent out at 10:30 this morning to members of the Board. The public only heard about it from the legal notices in the newspapers. We all know that legal notices in the newspapers are not a lot of notice. They’re legal, they fulfill the requirements of the law, but it isn’t right.

Chairman Cassano closed the public hearing.

Chairman Cassano closed the public hearing.

MAJORITY BUDGET RESOLUTION
MAY 3, 2005

GENERAL FUND

BE IT RESOLVED by the Board of Directors of the Town of Manchester, Connecticut that the following be and hereby is adopted as the General Fund Budget of the Town of Manchester for the fiscal year commencing July 1, 2005, and ending June 30, 2006.

EXPENDITURES

General Government $4,997,655

Vice-Chairman Howroyd said this item includes the administrative functions of the town, including the Board of Directors, the General Manager, Administrative Services, Finance, the
Planning and Economic Development Department and other elected and appointed officials’ offices. In the General Manager’s recommended budget, the total increase over last fiscal year for General Government was 0.3% over the current year, with an additional $15,000 for Channel 16, which is consistent with the recommendation contained in the Management Partners study. This is a very modest increase in General Government expenses. There are a significant number of reductions that the Manager cut from department requests, totaling approximately $140,000.

Director Becker stated the minority is not going to be offering amendments in the interest of time. They will comment on their differences and carry on with the vote. In General Government, there are two items they have a concern about. When the customer service center was originally initiated, the vision was that regular employees would volunteer to take time away from their regular duties. The intent was not to create another $100,000 plus expenditure for this department. It is the minority’s position to see that eventually return to the original thought. The other item they believe should be deducted from General Government is $10,000 in Board of Directors travel. They believe in the future there will be fewer out-of-state trips.

Vice-Chairman Howroyd moved and Director Zingler seconded the motion to adopt the General Government budget @ $4,997,655. Five Voted in Favor Four Voted Against – Spadaccini, Nye, Becker and Naab

Public Works $10,224,070

Director Zingler said Public Works is comprised of the Administration, Engineering, Building Inspection and Facilities Management Divisions, as well as Field Services for the Town of Manchester. Included in this budget is an additional Maintainer I, in the amount of $39,000, to help with the parks upkeep. We added $16,000 to retrofit all of the five leaf collection machines. By doing all five, we can improve the efficiency of the leaf collection in the fall. One of the goals within Facilities Management is to oversee the design process in the beginning of construction for the Manchester High School expansion project. We are also in the process of developing a pro-active property maintenance program in the Public Works Department. We will also be able to replace all the deteriorated sidewalks within Phase I limits of the West Side neighborhood. These are all worthy projects that will make the Town of Manchester more beautiful and safer.

Director Spadaccini said the Republican caucus opposes the Public Works budget. The reason is that, with the majority’s additions, it is approximately a 5-1/2% increase over the current year’s spending. We’ve taken a position with budgets and department requests that are in line with the rate of inflation and provide for modest growth, they will support. Budgets substantially in excess of the rate of inflation, they will oppose. There certainly is a desire to fund more in the Public Works budget, but we need to balance expenditures against this community’s ability to pay.

Director Zingler moved and Vice-Chairman Howroyd seconded the motion to adopt the Public Works budget @ $10,224,070. Five Voted in Favor Four Voted Against – Spadaccini, Nye, Becker and Naab
Public Safety $14,639,572

**Director Sheridan** said Public Safety is the Police. The General Manager’s proposed budget calls for an increase in expenditures for the Public Safety budget of $800,423. That is a percentage increase of about 5.8%. Salaries and benefits for the Police Department are going up by an increase of $773,614. That means salaries and benefits will drive this budget up by 5.6%. In addition, gasoline costs are increasing, budgeted upwards by $40,000. Utilities and maintenance will increase by department another $20,000. To minimize the impact of increases, the General Manager’s budget suggests a range of cost reductions in the total amount of about $380,000 from the department’s request, including the reduction in the yearly purchase of cruisers from eight vehicles to seven vehicles and reductions in funds for professional development. The majority believes the Manager’s adjustments made to individual line items within the Police budget will allow the department to continue to carry out its missions and meet its goals and objectives that it set for the upcoming fiscal year. However, after consultation with the Manager and with the department, the majority proposes to increase the police line item budget by $28,831 above that recommended by the Manager. That makes the total increase $829,254 or an increase of 6%. The increase in expenditures is for two items deemed important by the Democratic majority and by the department. We are suggesting that the overtime line item for police investigations be restored to its full amount of the budget request and that’s an increase of $11,331. We are also proposing a $17,500 appropriation for two new youth out-reach coordinators who will be working out of the Police Department. This proposal met with favor with all the Board.

**Director Nye** said their caucus has consistently stated that they do not support a town department’s budget whose requested increase is in excess of the rate of inflation of roughly 3%. We are concerned that the taxpayers of Manchester simply cannot afford taxes that double the rate of inflation. However, we do support the $829,000 increase in the police department budget, which is a 6% increase over last year’s budget. We are troubled by the recent criminal events in Manchester and fully support any efforts to improve safety in our streets. We cannot grow and prosper if people are afraid. They will be supporting the Police Department budget.

**Director Sheridan moved and Vice-Chairman Howroyd seconded the motion to adopt the Public Safety budget @ $14,639,572.**

Nine Voted in Favor

Human Services (exclusive of the Marc, Inc. line item) $2,964,920

**Secretary Hachey** said Human Services is the administration of people programs in the community, grants, diversity education, citizen needs, needs for youth and the elderly. The Town governmment needs non-profits, called non-governmental organizations to assist, and we fund the Town government funds portion of that. We added back to Human Services $40,000 for youth programs, $15,000 for equipment at the Senior Center, and $15,000 for Diversity Training.

**Director Naab** said he is not going to add to anything that has been said so far. The items being
added are all worthy items. There is no question about that. We have to strike a reasonable balance between the ability of the taxpayers to pay and the needs of the Town for services. Therefore, they are not going to support all the increases, however worthy they may be.

Secretary Hachey moved and Vice-Chairman Howroyd seconded the motion to adopt the Human Services budget exclusive of MARC, Inc. @ $2,964,920.

Five Voted in Favor
Four Voted Against – Spadaccini, Nye, Becker and Naab

ADOPTED – Motion to divide the question exclusive of the Marc, Inc. line item

Vice-Chairman Howroyd moved and Director Becker seconded the motion.

Eight Voted in Favor
One Abstention - Zingler

ADOPTED – Motion to Adopt the Marc, Inc. line item $71,637

Vice-Chairman Howroyd moved and Director Becker seconded the motion to adopt the MARC, Inc. contribution @ $71,637.

Eight Voted in Favor
One Abstention – Zingler

Leisure Services $4,740,409

Secretary Hachey said Leisure Services is comprised of two major areas, Recreation and the Library. We are very proud of both areas. The Recreation Department offers numerous programs and community activities for all ages, in addition to maintaining our parks. This year they are working on an Access Manchester Card Program, spirited by Director Zingler, Director Nye and Town staff. Our library has a tremendous media access. It is one of the busiest libraries in Connecticut. In line with all the other items, we are concerned for the taxpayers. We have many wonderful things in Manchester to save and preserve and we are trying to maintain its quality. He is proud to recommend this amount.

Director Naab said the Republicans essentially agree with everything Secretary Hachey said with regard to this particular item. He received a list at a budget workshop of the ten libraries in New England that have the highest circulation, with Manchester at number nine. Five were Boston and its suburbs, the other five are in Connecticut. Of those ten, Manchester has the least number of library employees and we circulate more. The point is that our library does a lot more with a lot less than some of the top libraries in New England. We all should be very, very proud of our library.

Secretary Hachey moved and Vice-Chairman Howroyd seconded the motion to adopt the Leisure Services budget @ $4,740,409.

Nine Voted in Favor

Education
Vice-Chairman Howroyd said the majority budget recommendation includes a net decrease in the amount appropriated to the Board of Education of $790,351 which would result in a total increase over the current fiscal year for the Board of Education of 5%. However, as previously noted in the public hearings, we are identifying a contingency account of $400,000 which we would hope could be used in addition to other reserves such as the money in the current year from CREC and so forth to carry unanticipated expenditures, particularly in the special education area. In our budget deliberations and our joint meetings with the Board of Education, the Superintendent has identified a number of budget priorities and this Board over the last several years has been very generous with increases to the Board of Education, which have each year been well in a much greater percentage than that of General Government. This year, the other expenditures are all as the Manager recommended, but the Board did make a reduction in the Board of Education appropriation of $790,000. We hope in the coming fiscal year that our colleagues on the Board of Education and the Education administration will work cooperatively with the Town administration in a number of areas. We continue to be hopeful that they will engage in the same type of efficiency review as we have seen some dividends in this current year in the General Government areas. We also want to see continued progress in terms of the format of the budget. It has been a growing source of concern for members of this board in terms of identifying program priorities in determining the overall direction. Obviously, the educational expenditures for this community comprise well in excess of 62% of our total expenditures. In fairness to the citizens of Manchester, we want to demand the same from them that we do of our General Government departments. We are pleased that there seems to be a working cooperative relationship with Superintendent Ouellette and we want to continue that in the next fiscal year.

Director Spadaccini said the number that is being proposed by the majority tonight is $3.5 million less than the Board of Education’s recommended budget. If you factor in the extra $400,000, it is just a little over $3 million less than the Board of Education asked for. We cannot support the proposed budget for the following reasons: (1) We feel that we do not have adequate information to evaluate the proposed expenditures. The budget information provided is a challenge to understand and figure out how resources are being dedicated. (2) The Board of Education, despite having monies allocated, has not participated in an efficiency study like the Town of Manchester Government has. We have derived tremendous benefits from this efficiency study. We are disappointed that they have not participated, even though we offered to fund it. (3) The Board of Education has not taken advantage of consolidation opportunities, particularly in the realm of financial and legal resources. (4) This budget contains contract increases, particularly the largest one being the teachers’ contract that the Republican caucus originally opposed and we are consistent in opposing.
Vice-Chairman Howroyd moved and Secretary Hachey seconded the motion to adopt the Education budget @ $83,967,282. Five Voted in Favor Four Voted Against – Spadaccini, Nye, Becker and Naab

Employee and Pension Benefits $2,132,257

Director Sheridan said these are the benefits that we pay to active employees and retirees throughout the town. We do not have much control over those benefits and how much they cost. This line item represents a $350,000 increase over last year’s budgeted amount. The majority of the increase is being driven by an increase in medical insurance premiums of $293,000. There has also been an increase in retiree life insurance premiums.

Director Becker agreed with the majority of fixed costs. He had no further comment.

Director Sheridan moved and Vice-Chairman Howroyd seconded the motion to adopt the Employee and Pension Benefits budget @ $12,132,257. Nine Voted in Favor

Debt Service $4,464,105

Director Sheridan said this is payment on bonded debt that the Town has incurred. There is an increase to pay bonds related to the July 2003 bond issue. The majority of that July 2003 bond issue was for the 2001 school project, which the voters voted in.

Director Becker supports paying the general obligations of the Town.

Director Sheridan moved and Vice-Chairman Howroyd seconded the motion to adopt the Debt Service budget @ $4,464,105. Nine Voted in Favor

Miscellaneous $673,054

Director Sheridan explained this is exactly what it says. This line item tends to fluctuate based on exceptional items that come in from one year to another. He addressed one question from the public. This is usually the area where we would allocate the $67,000 payment to Cheney Hall. Those payments ended with this current fiscal year. There is a $125,000 wage contingency in the General Manager’s proposal for miscellaneous. The General Manager’s proposal for miscellaneous was an amount of $273,054. The amount that is being moved is $673,054.

Director Sheridan continued with the majority recommending that this particular miscellaneous fund contingency amount be increased in the sum of $400,000. The reason is one area of concern for both the Board of Directors and the Board of Education over the years has been the volatility of certain line items in the Board of Education budget. The most conspicuous of those are special education costs. In terms of budgeting, rather than to build excess into the Board of Education budget and then shift money around, we would simply set aside $400,000. The money is available
Director Becker said the idea of adding $400,000 is a complete surprise to him. It is not a good policy to set aside extra monies for the Board of Education and then require the Board of Education to request them. Originally, $125,000 was in this budget for pure contingency. We were requested from a non-public school to consider their request for the loan of textbooks and he believed that would be an item that could be considered under a contingency. Is that something the majority would support in the event the Board of Education agreed. Chairman Cassano said when we had a meeting with the non-public schools, the first step would be to bring the public and non-public schools together to try and jointly purchase to develop a savings as opposed to setting aside actual dollars. The second reason we did not set aside dollars again, once the budget format is redone on the Board of Education side and we have a clear understanding of how funds are being spent, then we will know what is being spent where and how much is being spent. That will make a big difference. The third part, if there is no need for the $400,000 that that money would be set aside to reduce the impact of revaluation next year.

Director Becker said his caucus had considered supporting this item as originally proposed provided that $60,000 of the $125,000 in contingency would be earmarked for the loan of textbooks. Since the majority has added on an additional $400,000, our caucus will not be able to support this item.

Director Sheridan said the sense of his caucus was that the presentation we received about partnering with the parochial schools to assist them in meeting their educational goals had tremendous merit. It is something we do want to pursue. At the same time, he was reluctant to jump into this pool until we know how deep it is. This opens up other non-public schools coming to us saying they want the same type of help. He suggested that this is probably a policy question that would lend itself to a sub-committee of this Board. We are not opposed to partnering. There are considerations to flush out.

Director Becker asked Chairman Cassano if he is opposed at this particular time to earmarking $60,000 out of this $525,000 in contingency for the purpose of funding the loan of textbooks. Chairman Cassano replied, at this time, he is opposed.

Secretary Hachey asked what about home-schoolers. We need to study this issue.

Director Becker said the proposal is contingent upon a State Statute that is in place that allows for the loan of textbooks to non-public schools. The reason we should consider this item, for every student whose parents decide they can no longer afford to pay the tuition at a non-public school, they will go a public school at a cost of $10,000 plus per student. For every twenty students that decide to attend, we will need another classroom and teacher. That’s the thought process behind this.

Chairman Cassano explained if we could help in the purchase of books and other materials through our public purchasing, we would be able to save substantial dollars. We will have numbers by the
end of the fall as well as have the opportunity to get everybody involved and move forward.

Director Naab agrees with the proposition that the taxpayers will save money every time a child enrolls in a non-public school. The ultimate end of that kind of thinking is that we simply abandon public schools altogether and let all families pay for the education of their own children without any public input. We have to be careful about how we allocate our resources, and when we have any extra dollars to put into education, he is inclined to think that we ought to give very serious consideration to putting them into our public schools, rather than into private schools of whatever nature those private schools are.

Director Sheridan moved and Vice-Chairman Howroyd seconded the motion to adopt the Miscellaneous budget @ $673,054. Five Voted in Favor Four Voted Against – Spadaccini, Nye, Becker and Naab

Interfund Transfers $5,126,342

Director Sheridan explained the Interfund Transfers is where we put money in various accounts to be drawn on as needed for certain activities and projects. This is where the Town puts about $1.5 million to set aside for premiums and payouts for its self-insurance fund. This is also the area of the budget where the Town sets aside money for capital projects and major facility maintenance, such as replacement of heavy equipment, major repairs to roofs, heating systems and windows. This year, and for several years in the past, the major maintenance of Town facilities have been deferred. Efforts to replace aging equipment and vehicles has been postponed, in order to keep tax increases low in some very difficult budget years. That can only be done for so long. An analysis that was provided to the Board by the Town staff indicated that we have deferred so far $1.8 million of heavy equipment replacement. That figure is projected to grow by $700,000 to $800,000 per year unless we reverse this trend by putting some substantial money into this account. We have maintenance needs for our Town buildings, for Town infrastructure and Town technology systems. Right now we have deferred $400,000 in those areas and that number will increase over the next few years. It could be well in excess of $2 million by 2008-2009, unless we reverse this trend. We have learned that the residents of this Town do not want their elected leaders to shortchange equipment purchases and facility maintenance simply to keep tax increases low. The residents will accept several years of tax increases if that is what is required to maintain the facilities we have as opposed to facing a maintenance crisis and enormous amounts of bonding. That’s what driving this $400,000 number. This particular line item is the same as that recommended by the General Manager.

Director Becker said the minority just found out about this proposal by the majority this afternoon. We certainly support the concept of setting aside funds for maintenance. The next Board should consider developing a comprehensive policy on maintenance of vehicles and buildings. It may require setting aside a certain dollar amount per square foot or a certain dollar amount per vehicle every year. This is not good public policy and it is not the right way to do it. Their caucus will not support this.
Vice-Chairman Howroyd commented on the transfer to the capital reserve. He does not think the characterization of the additional $400,000 is haphazard is accurate. All the adjustments made to the budget tonight were discussed in some detail in the budget workshops. A target of $1 million per year was set as a means to address what is the compounding effect of deferring projects and equipment replacement. If we defer any major capital improvement expenditures, and expect to make it up in subsequent years when you have other impacts looming on the horizon, it will be extremely difficult. He agrees this Board should set a priority to develop a comprehensive policy. Vice-Chairman Howroyd pointed out that this $400,000 is backed by anticipated revenue costs.

Chairman Cassno commented on two areas. First, he agreed that paramedic numbers are increasing; assisted-living and programs for the elderly also require more services. Secondly, he said we cannot continue to put aside maintenance of our vehicles and buildings.

Director Sheridan moved and Vice-Chairman Howroyd seconded the motion to adopt the Interfund Transfers budget @ $5,126,342. Five Voted in Favor Four Voted Against – Spadaccini, Nye, Becker and Naab

TOTAL GENERAL FUND EXPENDITURES $134,001,303

MAJORITY
BUDGET RESOLUTION
MAY 3, 2005

GENERAL FUND

REVENUES
General Related

Property Taxes, Interest and Lien Fee $97,363,393
Permits, Licenses and Fees 2,142,480
Charges for Services 628,110
State and Federal Grants 4,325,283
Income from Assets 940,000
Interfund Transfers 792,240
Miscellaneous Income 100,000
Appropriation of Prior Year Balance 0

Education Related

Charges for Services 625,000
Charges for Services 27,084,797
Director Becker said we have to understand that Grand List growth in the future will continue to be limited. There is a trend that the increases in other areas of revenue are below the rate of inflation. As we go into the future, property taxes will increase. We are going into a revaluation period in 2006. He believes postponing the revaluation was a mistake. Residential property has increased at a much faster rate than commercial property and a burden shift on the residential homeowner is due by mid 2007. Another thing that we will have to look at in the future is a fee that we charge for services, programs, permits, licenses, etc. Crying to the State or suing the State to obtain more grants is unrealistic. Revenues are a big part of this budget and there is only one way it will increase and that is from the local taxpayer.

Chairman Cassano said it is difficult to disagree with Director Becker’s statements. Since 1999 this community has lost nearly $32 million in State revenues. The thing that Director Becker did not mentioned is with state legislation comes new mandates and new requirements. We need to fight programs that are becoming so expensive for us.

Secretary Hachey moved and Vice-Chairman Howroyd seconded the motion to adopt the General Fund Revenues budget @ $134,001,303. Five Voted in Favor Four Voted Against – Spadaccini, Nye, Becker and Naab

SANITATION FUND

BE IT FURTHER RESOLVED that the following be and hereby is adopted as the budget for the Sanitation Fund for the fiscal year commencing July 1, 2005, and ending June 30, 2006.

EXPENDITURES

- Operating Expenses $5,531,760
- Debt Service 0
- Transfer to Capital Improvement Reserve Fund 1,000,000

Total Sanitation Fund Expenditures 6,531,760

REVENUES
Tipping Fees $5,039,260
Interest on Investments 360,000
Appropriation from Prior Year Fund Balance 550,500
Other Revenue 160,000

Total Sanitation Fund Revenue and Use of Fund Balance $6,531,760

Director Zingler said the Sanitation Department is responsible for overseeing the collection and disposal of residential refuse and recyclable materials, the operation of the Manchester Landfill, the composting of leaves and the collection of household hazardous waste. It is treated as an enterprise fund and all activities of the Sanitation Department are entirely funded through user fees. CRRA has kept the rates stable this year which will enable us to put more money into the closing of the landfill. The operating budget includes an appropriation to reserve for landfill closure in the amount of $750,000 and for equipment replacement of $250,000. With the purposed reserve allocation for closure the Town has set aside to date $8,460,000. In addition to adding to an increase in revenues was the decision to invest in a closure reserve and treasury bonds with inflation protection. We have yielded $240,000, which also has been included as interest revenue.

Director Spadaccini said this caucus would support this item.

Director Becker said primarily the tipping fees we receive at the landfill pay for the refuse collection that all residents receive. He assured residents that money has been set aside for the closure.

Chairman Cassano added that Manchester is the only city in the State of Connecticut that does not have to pay for refuse through the tax base.

Director Zingler moved and Vice-Chairman Howroyd seconded the motion to adopt the Sanitation Fund budget @ $6,531,760.

MAJORITY
BUDGET RESOLUTION
May 3, 2005

WATER FUND

BE IT FURTHER RESOLVED that the following be and hereby is adopted as the budget for the Water Fund for the fiscal year commencing July 1, 2005, and ending June 30, 2006.

EXPENDITURES
MINUTES  Page 14 of 27  May 3, 2005  

Budget Adoption

Operating Expenses $5,121,626
Debt Service 875,000
Transfer to Capital Improvement Reserve Fund 368,500

Total Water Fund Expenditures $6,365,126

Director Sheridan moved and Vice-Chairman Howroyd seconded the motion to adopt the Water Fund Expenditures budget @ $6,365,126. Nine Voted in Favor

REVENUE

Operating Revenue $5,354,900
Interest on Investments 28,000
Appropriation from Prior Year Fund Balance 306,726
Other Revenue 675,500

Total Water Fund Revenues and Use of Fund Balance $6,365,126

Director Sheridan said the Town has been able to boast that the cost of combined water and sewer usage has actually decreased over time. That situation would not go on indefinitely and that at some point water and sewer rates would increase in order to meet the cost of doing business. This past year the water fund decreased its expenditures by 2.1% and managed to avoid raising water rates. To achieve that an appropriation from the prior year fund balance in the amount of $125,000 was necessary. The General Manager has proposed that the water fund expenditure is increased by 2.7% but that rates be kept at the same level. This requires the appropriation of approximately $380,000 of prior year fund balance. This is not a healthy trend. With the present rate structure the water fund is operating at a loss. The amount of money being taken in for water is not sufficient to pay for the cost of treating that water and delivering it to customers. To cover that loss, we are dipping into our water department reserves and the fund balance. The Manager and the Water Department had recommended holding off on a rate increase until next year. The majority favors an approach, which begins tackling this problem right now. While we are in agreement with the Manager’s proposed expenditures for the water fund, we propose an increase of 2% for water rates. The 2% increase will not solve the problem. It reduces the amount that we are drawing from the prior year fund balance to cover operating losses.

Director Spadaccini said his caucus would support the General Manager’s expenditures as proposed. They do not support the proposed 2% increases in the water and sewer fund.

Director Becker said the minority caucus could take some credit over the years for making high water rates an issue. He has an issue with cash flow projections for the next several years. It predicts a dooms day scenario.

Director Sheridan moved and Vice-Chairman Howroyd seconded the motion to adopt the
Water Fund Revenues and Use of Fund Balance budget @ $6,365,126.  Five Voted in Favor
Four Voted Against – Spadaccini, Nye, Becker, Naab

MAJORITY
BUDGET RESOLUTION
May 3, 2005

SEWER FUND

BE IT FURTHER RESOLVED that the following be and hereby is adopted as the budget for the
Sewer Fund for the fiscal year commencing July 1, 2005, and ending June 30, 2006.

EXPENDITURES

Operating Expenses $4,240,547
Debt Service 937,880
Transfer to Capital Improvement Reserve Fund 77,000

Total Sewer Fund Expenditures $5,254,827

Director Sheridan moved and Director Zingler seconded the motion to adopt the Sewer Fund
Expenditures budget @ $5,254,827.
Nine Voted in Favor

REVENUES

Operating Revenue $3,811,120
Interest on Investments 5,000
Appropriation from Prior Year Fund Balance 116,357
Other Revenue 1,322,350

Total Sewer Fund Revenues and Use of Fund Balance $5,254,827

Director Sheridan moved and Director Zingler seconded the motion to adopt the Sewer Fund
Revenues and Use of Fund Balance budget @ $5,254,827.
Five Voted in Favor
Four Voted Against – Spadaccini, Nye, Becker and Naab

MAJORITY
BUDGET RESOLUTION
May 3, 2005
DATA PROCESSING SERVICES FUND

BE IT FURTHER RESOLVED that the following be and hereby is adopted as the budget of the Data Processing Services Fund for the fiscal year commencing July 1, 2005, and ending June 30, 2006.

EXPENDITURES

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Operating Expenses</td>
<td>$1,498,595</td>
</tr>
<tr>
<td>Transfer to Capital Improvement Reserve Fund</td>
<td>124,000</td>
</tr>
<tr>
<td><strong>Total Data Processing Services Expenditures</strong></td>
<td><strong>$1,622,595</strong></td>
</tr>
</tbody>
</table>

REVENUES

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Services</td>
<td>$1,604,595</td>
</tr>
<tr>
<td>Services to Other Users and Other Revenue</td>
<td>18,000</td>
</tr>
<tr>
<td>Appropriation from Prior Year Fund Balance</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Data Processing Services Revenues and Use of Fund Balance</strong></td>
<td><strong>$1,622,595</strong></td>
</tr>
</tbody>
</table>

**Director Zingler** said Information Service Department is responsible for information services for the Board of Education and town-wide government functions. They provide the data and information processing services for government to operate efficiently. The efficiency study done through Management Partners found personnel to be very capable, high skilled and exceptionally dedicated. Manchester is very fortunate to have such a staff in its employ.

**Director Spadaccini** said their caucus would support this item and they recognize this department’s remarkable achievements.

**Director Zingler moved and Vice-Chairman Howroyd seconded the motion to adopt the Data Processing Services Fund budget @ $1,622,595.**

Nine Voted in Favor

MAJORITY
BUDGET RESOLUTION
May 3, 2005

FIRE DISTRICT SPECIAL FUND
BE IT FURTHER RESOLVED that the following be and hereby is adopted as the budget for the Fire District Special Fund for the fiscal year commencing July 1, 2005, and ending June 30, 2006.

**EXPENDITURES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Operating Expenses</td>
<td>$10,207,608</td>
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<tr>
<td>Debt Service</td>
<td>215,805</td>
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<tr>
<td>Transfer to Capital Improvement Reserve Fund</td>
<td>266,175</td>
</tr>
<tr>
<td><strong>Total Fire District Special Fund Expenditures</strong></td>
<td>$10,689,588</td>
</tr>
</tbody>
</table>

**REVENUES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Taxes, Interest and Lien Fees</td>
<td>$8,568,352</td>
</tr>
<tr>
<td>State Revenue</td>
<td>182,350</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>1,938,886</td>
</tr>
<tr>
<td>Appropriation of Prior Year Fund Balance</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Fire District Special Fund Revenues and Use of Fund Balance</strong></td>
<td><strong>$10,689,588</strong></td>
</tr>
</tbody>
</table>

**Director Sheridan** said this fund serves much more than fire. It covers emergency medical services and rescue services for this community. It is called a Special Fund because it has a separate taxing authority. Taxes raised for the fire fund are spent only for the fire fund. Over 7500 times per year Manchester residents call upon the Fire Rescue and EMS Service. This is probably the most important governmental function we perform. The General Manager’s budget calls for a 5.8% increase. Wages and benefits are expected to increase by $676,768. Fuel costs and utilities are going up for this department. To achieve a $580,764 increase some cost cutting was undertaken by the General Manager and the majority supports the cost cutting measures. However, after consulting with the department and the Manager, the majority proposes the additional funds be added back for high priority equipment and capital improvements for the fire service. The majority proposes increasing the amount allocated for the fire district in the amount of $94,000, for an increase of 6.7%.

**Director Nye** said the fire department deserves a great deal of praise for providing an outstanding service to our residents. The minority opposes a budget increase in excess with the rate of inflation. Over the last four years the increases to this budget have exceeded 19% in the mill rate to the taxpayers to the South Manchester Fire District. This caucus will support the fire department’s requested increase in this year’s budget because there is no “fluff” in the current configuration. They request that the department take a closer look at the possibility of providing a tiered response to medical calls or go back to smaller response vehicles.

**Chairman Cassano** said this increase is usually larger than most of the increases in our budget
MINUTES Page 18 of 27 May 3, 2005
Budget Adoption

because the Town of Manchester has two fire departments.

Director Sheridan moved and Director Zingler seconded the motion to adopt the Fire District Special Fund budget @ $10,689,588. Nine Voted in Favor

RECESS.

The Board took a brief recess at 9:10 and returned at 9:25 p.m.

Vice-Chairman Howroyd moved and Director Zingler seconded the motion to recess. Nine Voted in Favor

MAJORITY BUDGET RESOLUTION MAY 3, 2005

RESOLVED, that in accordance with the applicable provisions of State Statutes, 1958 Revision, and amendments thereto, the Town Charter as amended, and the Town Ordinances establishing a Fire Department Taxing District and a Special Services District, a rate of 33.58 mills on the dollar is hereby levied on the ratable estate of the Town of Manchester as of October 1, 2004, according to the respective assessments thereon last made and completed, for maintenance and support of school, principal and interest on outstanding indebtedness and current expenses of the Town, excluding those for the two Special Districts, for the fiscal year commencing July 1, 2005 and ending on June 30, 2006; an additional tax rate of 4.49 mills on the dollar is hereby levied on the ratable estate of the Fire Department Taxing District of the Town of Manchester as of October 1, 2004, according to the respective assessments thereon last made and completed, for payment of current expenses of the Town Fire Department for the fiscal year commencing July 1, 2005, and ending on June 30, 2006; and an additional tax rate of 6.74 mills on the dollar is hereby levied on the ratable estate of the Special Services District of the Town of Manchester as of October 1, 2004, according to the respective assessments thereon last made and completed, for payment of current expenses of the District for the fiscal year commencing July 1, 2005, and ending on June 30, 2006; each of such taxes to be due and payable, one-half on the first day of July 2005, and one-half on the first day of January 2006, provided, however, that any tax on real estate amounting to not more than four hundred dollars ($400.00) shall be due and payable in one (1) installment on July 1, 2005; further provided that any personal property tax amounting to not more than four hundred dollars ($400.00) and any motor vehicle tax of any amount shall also be due and payable in one (1) installment on July 1, 2005; and that it be incorporated by reference to the schedule titled Adopted Schedule of Capital Reserve Allocations For FY 2005/06.

Secretary Hachey moved and Vice-Chairman Howroyd seconded the motion to adopt the Majority Budget Resolution. Five Voted in Favor

Four Voted Against – Spadaccini, Nye, Becker and Naab
ADOPTED – Motion to separate the vote on the Fire District tax rate of 4.49 mills.

Director Sheridan moved and Director Nye seconded the motion to separate the vote. Nine Voted in Favor

ADOPTED – Approval of the Fire District tax rate of 4.49 mills.

Director Sheridan moved and Director Nye seconded the motion for approval. Nine Voted in Favor

ADOPTED SCHEDULE OF CAPITAL RESERVE ALLOCATIONS
FOR FY 2005-2006

<table>
<thead>
<tr>
<th>Fund</th>
<th>Title</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Capital Improvement</td>
<td>GR 029 Lease Purchase Equipment 2002</td>
<td>$168,926</td>
</tr>
<tr>
<td>Reserve Fund 301</td>
<td>GR 011 Pool-Paint &amp; Seal/Hard Court Resurfacing</td>
<td>40,000</td>
</tr>
<tr>
<td></td>
<td>GR 027 Facilities Maintenance Program</td>
<td>118,100</td>
</tr>
<tr>
<td></td>
<td>GR 050 Public Works Equipment</td>
<td>300,000</td>
</tr>
<tr>
<td>b. Fire Reserve Fund 321</td>
<td>FR 439 Apparatus Lease Purchase</td>
<td>266,174</td>
</tr>
<tr>
<td>c. Water Reserve Fund 352</td>
<td>WR 355 Aquifer Delineation</td>
<td>125,000</td>
</tr>
<tr>
<td></td>
<td>WR 386 Heavy Equipment</td>
<td>125,000</td>
</tr>
<tr>
<td></td>
<td>WR 395 Charter Oak Garage</td>
<td>68,500</td>
</tr>
<tr>
<td></td>
<td>WR 349 Relocate Water Mains</td>
<td>50,000</td>
</tr>
<tr>
<td></td>
<td>WR 329 Replace Motor Vehicles</td>
<td>30,000</td>
</tr>
<tr>
<td>d. Sewer Reserve Fund 353</td>
<td>SR 386 Relocate Sewer Lines</td>
<td>10,000</td>
</tr>
<tr>
<td></td>
<td>SR 374 Motor Vehicles</td>
<td>67,000</td>
</tr>
<tr>
<td>e. Information Systems</td>
<td>IR 617 Lease Purchase 2003</td>
<td>124,000</td>
</tr>
<tr>
<td>Reserve Fund 361</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MINUTES

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May 3, 2005

Budget Adoption

f. Sanitation Reserve
   Fund 332
   LR 716 Landfill Closure 750,000
   LR 723 Landfill Heavy Equipment 250,000

Vice-Chairman Howroyd moved and Director Zingler seconded the motion to adopt the
Schedule of Capital Reserve Allocations.
Nine Voted in Favor

Director Spadaccini – REPUBLICAN BUDGET ADDRESS 2005:

This budget season has been relatively quiet compared to last year. Unlike 2004, a small number
of residents attended the public hearing on the budget and the budget did not dominate the news.
Budget workshops coincided with and were overshadowed by big decisions like the
Bennett/Illing Middle School renovation project and the proposal to run a water line up
Hillstown Road.

In spite of all this, the fact remains that the votes we cast tonight are important and affect every
resident of this community. Tonight and for the seventh year in a row, the Democrats raised the
mill rate. Under the budget approved by the Democrat majority, the average homeowner’s taxes
will increase by another $167.00 or 5.6%. Over the past four years, the Democrats increased
property taxes at an alarming rate of more than 22% with the tax bill for the average homeowner
rising by more than $600.00 during this period. Property taxes increased at a pace more than
double the rate of inflation. As sobering as these numbers are, they do not include increases in
fire district taxes, recreation fees, dump fees, building permit fees, license fees, conveyance taxes
and other various and sundry charges.

This is the tax increase the Democrats needed to increase spending by more than $7 million.
There are many departments and programs that we Republicans would like to see funded at a
greater level. There are many worthy appropriations in this budget, but all spending must be
balanced against the need to deliver a responsible budget. There are real needs in this
community, but there are also limited resources.

The repeated tax increases have taken their toll on this community and the breaking point is right
around the corner. Whoever is elected to the Board of Directors this fall stands to inherit a huge
fiscal mess. Last year the Democrat majority voted to postpone the property revaluation for two
years. With increasing residential home values, revaluation would have been a big problem this
year, but postponing it creates a massive problem next year. Contrary to the false hopes of those
who postponed the revaluation, home prices have not leveled off and have grown at a rate
greater than commercial and industrial real estate. According to the Greater Hartford
Association of Realtors, the median sales price of homes in the greater Hartford area for the
month of March 2005 increased more than 15% over sales in March of 2004.

To get a preview of what Manchester homeowners face in the upcoming revaluation, look no
further than the General Manager’s Recommended Budget. On Page 7, the General Manager states: “The 2006 revaluation, which will set the tax base for FY 2007/08, is expected to reflect dramatic increases in residential property values since the last revaluation in 2000….. Residential property values have increased much more rapidly than commercial and industrial property values since 2000. If that trend holds until the 2006 revaluation, residential property owners will assume a much larger portion of the tax burden in FY 2007/08 than is currently the case. While tremendous variation in valuation changes from property to property have been observed, increases in value of 60% or more have not been uncommon. For many residential property owners the tax impact of revaluation alone will be significant even with little or no budgetary growth in the years leading up to FY 2007/08."

In the section discussing tax increases, the General Manager sets forth the following grim forecast for the coming years: “double digit tax increases are expected to be the norm in FY 2007/08 when the results of the 2006 revaluation are incorporated into the tax base. Based on available data, tax increases of 30%, even absent any budgetary growth, will not be unusual, and may property tax bills will rise by much more. A 30% tax increase on what is currently the median home equates to an increase of nearly $900.00.”

As worthwhile as some of the spending proposals in this budget may be, it is irresponsible to raise taxes more than 22% when a revaluation could result in an additional 30% tax increase to the average homeowner on top of that. This revaluation looms over Manchester taxpayers like a dark storm cloud on the horizon. It is not an overstatement to say that revaluation combined with these tax increases may threaten the dream of homeownership for more than a few Manchester residents.

Last year, the Republican caucus took a position that we would support department budgets with spending increases consistent with the rate of inflation and oppose requests that exceed this standard. This position allows the budget to keep up with the cost of living, but not exceed the public’s ability to pay. Tonight we remained consistent with this stance with the exception of our vote on the public safety budget. We have heard the concerns expressed by this community in the aftermath of violent crimes committed not far from where we gather here tonight. It is our duty to do everything we can to insures the safety of all citizens in our neighborhoods.

What to do with the Board of Education Budget has been a difficult question on the minds of every town director. There is a desire on our part to be fair and reasonable, but we have not been provided with the tools and information necessary to properly analyze this budget. Town Directors have a duty to the taxpayers of this community to review expenditures and be able to justify them. The Republican caucus is frustrated by the lack of detail or explanation contained in Board of Education’s recommended budget. We are frustrated that the General Manager was not provided with financial data that could have assisted him in identifying savings. We would expect this due diligence to be performed on any proposed budget and especially on one that seeks a 10% increase over last year’s appropriation.
Our frustration is tempered by an understanding that there is a new central office administration in place at the Board of Education. We do not want to blame them for problems attributable to the previous administration. Last year the Board of Directors set aside funds for the Board of Education to participate in an efficiency study. We are disappointed that the Board of Education has not taken this opportunity to conduct a thorough self-review of its operations. We are disappointed because we know firsthand the significant benefits that can be derived from an efficiency study. The Town recently completed a similar study of most of its departments and we learned many ways to save money, avoid duplication of efforts and maximize the efficiency of our operations. The Board of Education would benefit greatly from a similar study and such a step would go a long way toward restoring public confidence in their budget. With new central office leadership in place, there is no better time to do it.

For these reasons, the Republican caucus could not in good conscience support the Board of Education’s recommended budget. Even the General Manager’s recommendation for education spending was by his own admission a guess as to what amount of funding was needed.

During the budget review process, the Board of Directors benefited from a presentation from a group of local parochial school principals and staff who sought to facilitate a loan of textbooks to benefit Manchester children who attend these schools. The Republican caucus recognizes that the parochial schools provide a valuable service to this community in that they educate hundreds of Manchester children who would otherwise be the responsibility of the local school system. We understand that the parents of these children pay property taxes in addition the tuitions they pay to the parochial school. The modest $50,000 request to facilitate a textbook loan program would more than pay for itself if it allows just a handful of students to attend or remain in these schools.

There are some significant fiscal problems on the horizon for Manchester government and we need to start working together to solve them now. This is a strong community and we have withstood greater obstacles. The Republican caucus stands ready to meet head on the challenges that lie ahead. We are proud to serve the citizens of this great town. On behalf of the entire Republican caucus, I wish the citizens of Manchester a healthy and prosperous year.

MAYOR’S BUDGET ADDRESS – 2005:

The longstanding partnership between the Federal, State and Local governments in terms of providing revenue to fund needed programs and new mandates for both municipal and Board of Education operations is not working. Forty percent of the cost of special education is to be funded by Federal tax dollars yet the current percentage of Federal assistance remains at 19%. Over the years this constant underfunding means millions of dollars in Federal and State tax relief for education that has not been forthcoming. Yet new mandated programs like “No Child Left Behind” continue to be imposed upon us with few dollars to meet the program requirements. Federal and State dollars are being spent on other priorities forcing towns throughout the State to significantly raise taxes and fees to just maintain the level of service we currently have. Manchester alone has
lost nearly $32 Million from the State since 1999, money that by statute or legislation was to come to our town.

Needed program improvements, the filling of necessary positions, and the development of new initiatives all continue to go unfunded as we struggle to keep the tax rate down. The Board of Education initial budget request for a 10% increase in expenditures alone would have required in excess of a 7% increase in taxes! While much of that increase is due to costs for State and Federal mandates such as “No Child Left Behind” initiatives and the spiraling costs for special education, local taxpayers are bearing the brunt of these requirements. The ability to finance non-education governmental operations and debt service becomes more strained as two thirds of our budget costs are for education programs and that does not include dollars for new and improved school facilities!

No one has a greater appreciation as to the need for a strong education system than I, being an educator for 27 years. However, after having served on this Board for 28 years, I also recognize the need to provide needed municipal services. Residents expect us to maintain strong police and fire departments, full service libraries, human services and recreation programs and others too numerous to mention but vital to the quality of life of all of our residents. We have millions of dollars of capital improvements we should be considering annually from road and sidewalk replacements to funding replacement of capital equipment, but they are not being funded to the extent required in this budget. At this time our priority is to address school facility needs and, with the middle school issue hopefully being resolved, we can in the future consider funding scenarios to address other needs of this community. Due to the large amount of school construction either approved or pending, there will be no fall bond issue for the rehabilitation of the next two elementary schools. The earliest this could occur would be in the fall of 2006.

To be practical, however, without a strong commitment by the State legislature to review and eliminate unfunded mandates and the method for financing education and a similar commitment from the federal government to meet its contractual obligations it will be impossible for towns throughout the State to fund services at their current levels on a sustained basis, let alone to find the means to address needed improvements.

Much will be said over the coming months concerning the 2006 state mandated property revaluation. The assessment projections indicate that our decision to postpone the 2004 revaluation was a wise one when considering the increased property tax that one would have paid over the last two years and then continuing forward until the next revaluation. We are seeing some improvements in the values of commercial and apartment properties which helps to mitigate the burden shift to residential property owners. Your property and mine have increased in value. Try to sell your home and the increased value is a good thing. Calculate your tax bill and increased value is seen as a bad thing. The State law, however, requires that we determine market value and thus in 2006 property values will increase, as will taxes for most residential property owners. The years ahead offer difficult challenges that will clearly require fiscal restraint while we try to maintain existing service levels.
Recognizing economic conditions, the General Manager and his administrative staff have for several years been presenting budgets which have had minimal expenditure increases. The Board is constantly seeking ways to maximize dollars. As a Board we have approved funding to study our entire government operation to try and become even more efficient and cost effective in the way in which we deliver services. Management Partners, Inc. of Cincinnati, Ohio has reviewed all Town operations except Police and Fire and presented us with many recommendations for consideration. We are authorizing the administration to proceed this fiscal year with funds already in place to extend the contract with Management Partners, Inc. to perform a review of the Police Department. It is unfortunate that a study of this nature has not been embraced by the Board of Education, as that operation expends two thirds of the available tax dollars. It is our hope that the new administration will reconsider and implement similar reviews as real savings will translate into more dollars for the school children of Manchester.

Town department requests were reduced by the General Manager in his review process by over $1.8 Million. Over the last three fiscal years general fund operating departments have increased an average of just 1.5% per year. That is not sufficient to meet the needs of our community, but funding shortages dictate fiscal restraint. In the majority’s opinion it is necessary that in certain selected areas additional dollars must be added back now to certain Town departments to address current needs. The add backs include funds to primarily address youth related issues, police overtime and public works staffing and efficiency needs. The total amount of the add backs is $180,396. In addition the majority feels it is necessary to establish a transfer to Capital Reserve to begin developing an annual fund to address deferred maintenance and equipment replacement with the goal being on a yearly basis to allocate the amount of $1 Million. To achieve significant progress toward that goal this year without increasing taxes we are increasing the existing allocation of $386,726 in the General Manager’s recommended budget by $100,000 to be funded by cell tower revenue and by an additional $300,000 from the anticipated Town Clerk conveyance fee dollars that appear to be forthcoming as a result of legislation currently pending before the State legislature. Next year the transfer to Capital Reserve should be increased beyond the $786,726 by $150,000 to begin payments on the 2004 Public Works lease purchase authorization and $115,000 for the MUNIS lease purchase. As existing and anticipated lease purchase requirements expire, more of the funds in the account would then be available for pay-as-you-go capital projects and equipment replacement.

As it pertains to the Board of Education, we as a Democratic majority are reducing the General Manager’s recommended funding level by $790,351. At the same time, we are increasing the Town’s Contingency Fund by $400,000 with this amount of money being available for possible use by the Board of Education should unforeseen needs arise. If this situation does not occur, these dollars will be dedicated for tax relief in future fiscal years to offset the potential impact of the revaluation. The recommended core education budget represents 62% of the total recommended General Fund budget, a percentage that has increased steadily for two decades. The Board of Education must seriously address their budget format issues so that staff and policy leaders can have confidence in the numbers they present. Until these steps are taken there will be no way for the Boards to reach consensus on the need for increases in education funding at the levels put forth by
the Superintendent and the Boards of Education. In addition we are asking that the Board of Education have discussions with the non-public schools in town to explore options for the cooperative purchase of books or other materials permitted by State law.

Even in difficult financial times it is imperative that this Board and future Boards ensure that financial reserves are funded at levels suggested by the Town Auditor and Financial Advisor. To that end, for the second year in a row no money from fund balance has been allocated for tax relief purposes. This is fiscally responsible, but at times like these it is difficult to do as we try to lower the annual tax rate. Manchester residents in a statistically valid survey conducted by Central Connecticut State University told us recently that they desired to maintain services at existing levels even if it meant an increase in taxes. Unfortunately, to accomplish that goal it is necessary for us to increase the mill rate to 33.58 mills for a 5.6% increase. This budget requires a lower tax rate than that recommended by the General Manager. In actual dollars this is an increase of $167 on an annualized basis for the average taxpayer compared to this year’s tax rate. Because the Fire Department budget receives no funding from properties located in the mall area and the North End of Town, we have adopted a 5.2% mill increase in the Fire Fund tax rate to 4.49 mills which for the average taxpayer is an increase of $21 for the year. In the Fire budget we have found it necessary to increase the line item for small equipment such as fire hose, valves, etc. by $44,000 and have authorized the filling of a command level position in the second half of the year. Water and sewer rates are being increased by 2% and even with the increase rates remain lower than water and sewer rates in 1971. In the near future, however, reserves in these departments will be below recommended levels necessitating a potentially large rate increase. I will be appointing a bipartisan subcommittee comprised of Board members and citizens who are users of our water and sewer system to review various rate increase scenarios. The committee will report back to the full Board by November 1 for possible additional mid year adjustment in rates if it is determined necessary. We will look for long term recommendations as well.

While we recognize the financial impact of the school facility bond issues either recently passed or up for consideration, it is still necessary that we not lose sight of the need to invest in the upkeep of our Town infrastructure, primarily roads, sidewalks, bridges and drainage. Therefore, we are asking the administration to continue the practice of having a public works infrastructure bond issue every two years with the next referendum being November 2005. Without this referendum available funds for these types of projects will be exhausted after this coming construction season. A bond issue in the amount of approximately $4.8 Million for road paving, sidewalk replacement, traffic signal replacement, improvements at the Senior Center, etc. should be on the Board’s July agenda for consideration. If authorized by the Board, voters will be asked to approve it in November. We would also ask that the administration move forward with the preparation of specifications for the lease purchase of a replacement pumper within the Fire Department as well as replacement of emergency generators at two of the fire stations. The bond issue, as well as the lease/purchase arrangements, will have no financial impact on the budget we adopt for FY 2005/2006.

The Democratic Majority is authorizing the General Manager to provide a salary increase for unaffiliated employees who make less than $50,000 by 3% effective July 1, 2005 and to be eligible
for a scheduled merit review on January 1, 2006 in the amount of 0-½%. All other unaffiliated employees would be eligible for a merit review between 0% and 4% effective July 1, 2005. The General Manager has discretion to give up to an additional 2% in cases where salary compression has caused a concern. The minimum and maximum range for this group would increase by 3% effective July 1, 2005.

The Board should be congratulated for the steps that it has taken to reduce the economic burden on taxpayers. Efficiency studies, early retirement incentive programs, rebidding and revamping health benefits, increasing co-pays for medical benefits, eliminating, freezing and consolidating positions, presenting prudent departmental budgets are but a few examples of actions taken. The budget information provided by the Town administration provides a clear and concise picture of where we stand today and where we may stand going into the future. In the several weeks of budget reviews it is clear to me that we as a Town are at a crossroads with municipal services – either provide the funding necessary to address facility, capital, equipment and operational concerns or else look at diminished service levels. The financial plan the majority party has put forth maximizes the revenues available, begins to look at the long range needs of the Town and maintains essential services at levels desired by Town residents. We recognize the difficult task of trying to balance the need to minimize tax increases with the desire for increased service levels. Regardless of what might be said, no political party has a magic wand that will allow for lesser tax increases without diminished services.

What is being recommended tonight is a practical approach to a difficult budget year. Your municipal and education services are being maintained so that the quality of life expected by residents of this community can be afforded and enjoyed by all. We will continue to have an open dialogue with this community on affordability of government services and take the necessary actions to ensure accountability from the Board of Education. On behalf of the Board of Directors, I want to thank the General Manager for his continued efforts to closely work with the Board during the budget process. I sincerely hope that the citizens of Manchester appreciate the efforts of their elected officials and Town staff as we all work to continue the fine balance between community needs and fiscal restraint. Finally, I want to pay special tribute to Julian Freund for his untiring efforts in preparing his first complete budget and for the extensive back-up material that has been so valuable in this budget adoption process.

On behalf of the Board of Directors I again wish everyone the best of health both physically and economically during the next year.

**ADJOURNMENT**

The meeting was adjourned until the May 10, 2005 first meeting of the Board of Directors at 7 p.m. in the Lincoln Center Hearing Room.
Vice-Chairman Howroyd moved and Secretary Hachey seconded the motion to adjourn. Nine Voted in Favor

Adjourned: 9:54 p.m.

vpb

APPROVE: ATTEST:

______________________________
Secretary, Manchester Board of Directors
ACTIONS
REGULAR MEETING OF THE BOARD OF DIRECTORS
August 2, 2005 – 7:00 P.M.
LINCOLN CENTER HEARING ROOM

ONE MEETING

PRESENT: Chairman Cassano, Vice-Chairman Howroyd, Secretary Hachey, Directors Sheridan, Zingler, Spadaccini (7:38), Nye and Becker

ALSO: General Manager Werbner and Town Attorney Darby

ABSENT: Director Naab

1. MEETING CALLED TO ORDER.
The meeting was called to order by 7:03 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Chairman Cassano.

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

#344-05 ADOPTED – Motion to exceed the one-hour time limit available for public comments.

Becker/Zingler Eight Voted in Favor

4. ADOPTION OF MINUTES OF PREVIOUS MEETING.
#345-05 ADOPTED – A. Minutes, March 15, 2005 – Reconvened Joint Meeting
#346-05 ADOPTED – B. Minutes, March 15, 2005 – Regular Meeting
#347-05 ADOPTED – C. Minutes, March 24, 2005 – Regular Meeting
#348-05 ADOPTED – D. Actions, July 5, 2005 – Regular Meeting
#349-05 ADOPTED – E. Minutes, July 19, 2005 – Policy Briefing Meeting

Howroyd/Sheridan Eight Voted in Favor (Items 4A-4C)
Seven Voted in Favor (Items 4D-4E)
(Zingler Abstained)

8. PUBLIC HEARINGS.

#350-05 ADOPTED – Motion to read the title of the following proposed resolution in its entirety and to waive the reading of the remainder of this resolution, incorporating its full text into the minutes of this meeting.

8.A. Resolution appropriating $4,885,000 to the Capital Accounts of the 2005/06 budget for the planning, acquisition and construction of roads and sidewalks, improvements for Town bridges, traffic signals, storm drainage, the Senior Center, Manchester Green and Northwest Park and authorizing the issue of $4,885,000 bonds of the Town to finance said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Howroyd/Sheridan
Role Call Vote

AYES                        NAYS
Becker
Nye
Spadaccini
Sheridan
Zingler
Hachey
Howroyd
Cassano

#351-05  ADOPTED – Motion to read the title of the following proposed resolution in its entirety and to waive the reading of the remainder of this resolution, incorporating its full text into the minutes of this meeting.

8.B. Resolution appropriating $360,000 to the capital accounts of the 2005/06 budget for equipping fire stations in the area of Town not included within the boundaries of the eighth school and utilities district, and authorizing the issuance of $360,000 bond of the Town to finance said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Howroyd/Nye

Role Call Vote

AYES                        NAYS
Becker
Nye
Spadaccini
Sheridan
Zingler
Hachey
Howroyd
Cassano

9.  ADOPTED – CONSENT CALENDAR. (Items 12.A. and 12.B were removed)

#352-05 8.C. Appropriation to 2003 Public Works Capital Projects Fund - Sidewalks.............$6,385.00
for sidewalk installation at 330 Tolland Turnpike in conjunction with the Oakland Street, Deming Street, and Tolland Turnpike Sidewalk Extension Project to be financed by a payment from Alliance Energy Corp. and approval of an agreement between the Town of Manchester and Alliance Energy Corp. for payment to cover the cost of the concrete sidewalk installation.

#353-05  D. Appropriation to Cemetery Trust Fund..............................................$10,020.00
to be financed by proceeds from rent from 130 Hillstown Road.

#354-05  E. Appropriation to Library Trust Fund...................................................$342.00
for the purchase of library books to be financed by donations which are gratefully
acknowledged and accepted.

#355-05  F. Appropriation to Special Grants Fund – Youth Service Bureau............................................$10,000.00 for Manchester Youth/Senior Theatre to be financed by a grant from the Alvord Family Fund through the Hartford Foundation for Public Giving.

#356-06  G. Appropriations to Fire District Reserve Fund as follows:

1. Life Safety Education.................................................................$385.00 to be financed by donations from local businesses, citizens of Manchester and visitors to the Town of Manchester which are gratefully acknowledged and accepted.

2. Paramedic Fund...............................................................................$1,286.00 to be financed by donations from local businesses, citizens of Manchester and visitors to the Town of Manchester which are gratefully acknowledged and accepted.

#358-05  12.C. Acceptance of Star Farms Drive and the westerly portion of Cougar Drive as Town streets and the public works facilities associated with the Star Farms subdivision.

#359-05  D. Acceptance of resignation of James Tatro (D) from the Planning and Zoning Commission with a term expiring November 2009.

10.  ACTION ON ITEMS OF PUBLIC HEARINGS.

#360-05  ADOPTED – 8.A. Approval of a resolution appropriating $4,885,000 to the Capital Accounts of the 2005/06 budget for the planning, acquisition and construction of roads and sidewalks, improvements for Town bridges, traffic signals, storm drainage, the Senior Center, Manchester Green and Northwest Park and authorizing the issue of $4,885,000 bonds of the Town to finance said appropriation and pending the issuance thereof making of temporary borrowings for such purpose.

Howroyd/Zingler

Role Call Vote

AYES              NAYS
Becker
Nye
Spadaccini
Sheridan
Zingler
Hachey
Howroyd
Cassano

#361-05  DEFEATED – Amendment to remove $250,000 from Northwest Park Improvements, $200,000 from Road Construction and Repair, $200,000 from Sidewalk Extensions/Replacement/Removal, $200,000 from Senior Center Exterior and Manchester Green, and add an additional $150,000, creating a total of $1 million for land acquisition.

Becker/Nye    Two Voted in Favor
(Becker, Nye)
Six Voted Against
(Spadaccini, Sheridan, Zingler, Hackey, Howroyd, Cassano)

#362-05 DEFEATED – Amendment to remove $270,000 from Northwest Park Improvements, $200,000 from Senior Center Exterior and Manchester Green, and keep the Main Street pavement rehabilitation amount from $400,000 at $300,000.

Spadaccini/Nye

Three Voted in Favor
(Spadaccini, Becker, Nye)

Five Voted Against
(Cassano, Howroyd, Hackey, Sheridan, Zingler)

#363-05 ADOPTED – 8.B. To conduct a public hearing, to consider and act on the following resolution: Approval of a resolution appropriating $360,000 to the capital accounts of the 2005/06 budget for equipping fire stations in the area of Town not included within the boundaries of the eighth school and utilities district, and authorizing the issuance of $360,000 bond of the Town to finance said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

Howroyd/Zingler

Eight Voted in Favor

#364-05 ADOPTED – H.1. – Appropriation to Community Development Block Grant – Program Year 15 ………………………………………………………………… $785,219.00 to be financed by a Federal Grant (736,382.00) and Program Income ($48,837).

#365-05 ADOPTED – 2. – Adoption of Annual Action Plan for Year 15 (October 1, 2005 to September 30, 2006).

#366-05 ADOPTED – 3. – Adoption of the 2005-2010 Consolidation Plan.

Howroyd/Sheridan

Eight Voted in Favor

#367-05 ADOPTED – MOTION TO GO BEYOND ELEVEN O’CLOCK

Howroyd/Nye

Eight Voted in Favor

11. UNFINISHED BUSINESS.

#373-05 TABLED - A. Approval of a resolution appropriating $4,785,000 to the Capital Accounts of the 2005/06 budget for the planning, acquisition and construction of roads and sidewalks, improvements for Town bridges, traffic signals, storm drainage, the Senior Center, Manchester Green and Northwest Park and authorizing the issue of $4,785,000 bonds of the Town to finance said appropriation and pending the issuance thereof the making of temporary borrowings for such purpose.

#374-05 TABLED - B. Appointment of a member to the Cheney Hall Foundation with a term expiring November 2005.
#375-05 TABLED - C. Appointment of a member (R) to the Commission on Aging with a term expiring November 2007.

#376-05 TABLED - D. Appointment of an alternate (R) to the Zoning Board of Appeals with a term expiring November 2005.

#377-05 TABLED - E. Appointment of a member (nonprofit agency) to the Housing Commission with a term expiring November 2007.

#378-05 TABLED - F. Appointment of a member (Library Board Appointment) to the Cable TV Advisory Committee with a term expiring July 2007.

#379-05 TABLED - G. Appointment of a member (Town Appointment) to the Cable TV Advisory Committee with a term expiring July 2007.

#380-05 TABLED - H. Appointment of a member (D) to the Building Committee with a term expiring November 2006.

#381-05 TABLED - I. Appointment of a member (D) to the Advisory Board of Health with a term expiring November 2006.

#382-05 TABLED - J. Appointment of a Mayor’s Study Committee to conduct a Water and Sewer Rate Study.

Zingler/Nye

12. NEW BUSINESS.


Howroyd/Nye

#369-05 ADOPTED - B. Approval of revised job description for Chief Sanitarian.

Howroyd/Zingler

#370-05 ADOPTED - E. Appointment of a member (D) to the Planning and Zoning Commission with a term expiring November 2009 – Jason Doucette, 133 Waranoke Road

Hachey/Howroyd

14. EXECUTIVE SESSION.

#371-05 ADOPTED – The Board went into Executive Session at 11:25 p.m. and returned at 12:35 p.m. for discussion of personnel matters and land acquisition. No votes were taken.

Howroyd/Nye
15. ADJOURNMENT.

The meeting was adjourned until the September 13, 2005 Regular Meeting of the Board of Directors.

Hachey/Howroyd Eight Voted in Favor

Adjournment: 12:35 p.m.
TO: Board of Directors  
Steven R. Werbner, General Manager  

FROM: Mark Pellegrini, Director of Neighborhood Services and Economic Development  

DATE: September 6, 2005  

RE: Acceptance of Land Donation  
High Meadow Subdivision  

Introduction  
The Board is being asked to accept approximately 2.4 acres of land in southern Manchester. The land is located between the cul-de-sac at the southern terminus of Valley View Road and Keeney Street (see attached map). The land is being offered by the developer of an approved subdivision. The land is not a required exaction under the subdivision regulations, nor is it required as part of a cluster subdivision approval since the High Meadow plan is a straightforward Residential AA single-family subdivision. Since the land is being offered to the Town but is not required under either the subdivision or zoning regulations, the decision on whether to accept the donation rests with the Board of Directors.  

Background  
On June 3, 2002 the Planning and Zoning Commission (PZC) approved a seven lot subdivision known as High Meadow. The subdivision included the extension of Valley View Road to the south ending in a cul-de-sac and serving five lots. The other two lots are located on Keeney Street. As the attached plan shows, there is a fairly extensive streambelt wetlands system associated with an intermittent stream that eventually discharges into Folly Brook to the north. The easterly section of this system is in private ownership as part of Lot #1. The westerly section was proposed to be deeded to the Town.  

The PZC approved this subdivision plan showing the parcel to be deeded to the Town. Before approving the subdivision the PZC requested the opinion of the Manchester Conservation Commission (Commission). In a letter to the PZC Chairman dated May 22, 2002, the then chair of the Commission, Jack McVeigh, said the Commission recommended the Town accept the land being offered as open space. He noted the parcel abuts existing Town-owned open space to the north, which the Town received as part of the cluster subdivision for the Manchester West development. The parcel proposed to be deeded to the Town abuts a CL&P right-of-way that
includes a high tension transmission line to the south. Mr. McVeigh's letter states the acquisition provides the Town with an opportunity to pursue its long-term goal of extending a trail system through this area as envisioned in the Town's Recreation and Open Space element of the Plan of Conservation and Development. (See attached map.)

Description of the Property

The property is woodlands with meadow on either side. There is an intermittent stream in the valley which likely flows in the wet season. The wetlands classification is primarily due to the soils present along the streambelt, and not the watercourse itself. The Wilbraham, Wethersfield and Watchaug soil series, all of which are wetland soils, range from poorly drained to moderately drained which means they will retain moisture.

Vegetation on the subject property includes multiflora rose and low shrubs giving way to woodlands with morel species of hemlock, oak, maple and ash. Species likely to be found on the subject property and adjacent open space include local and migratory birds, raptors, turkeys, deer, voles, rabbits, snakes, frogs and other amphibians. The characteristics of the subject parcel are the same as the Town-owned land to the north.

MP:ka
Art.
K:SHARONMPAMEMORANDUMATIONHIGHMEADOW2005
Location Map: Open Space Proposed to be Deeded to the Town

Access to Open Space Network

Parcel to Be Deeded to the Town

High Meadow  Town Land  Wetland Soils

Planning Dept., 02/05
Photographs of Land Proposed to be deeded to the Town (Adjacent to High Meadow)
Taken 9/2/05
Mrs. Vivian Ferguson, Chairperson
Chester Brothers National Historic District Commission
Manchester Planning Department
454 Main Street
P. O. Box 561
Manchester, CT 06045-0191

Dear Vivian,

Please accept my belated formal resignation from the Chester Brothers National Historic District Commission. I had intended to do this much earlier but my good intentions got swept aside in the upheaval and confusion of moving from my home of thirty-seven years and my hometown of sixty-five years.

I was fortunate for this resignation to be formalized and accepted by such a dedicated and congenial group of people. I will truly miss them.

Thank you for your leadership and your personal kindness. I hope that you will be able to continue your good work for many more years.

Sincerely,

James O. Testro
211 Michigan Lane
Wilton, Connecticut, CT 06095

RECEIVED
PLANNING DEPARTMENT
AUG - 1 2005
TOWN OF MANCHESTER, CT
JASON E. DOUCETTE
133 Wainoake Road
Manchester, Connecticut 06040

August 12, 2005

VIA FACSIMILE AND REGULAR MAIL

Mayor Stephen Cassano
Town of Manchester
41 Center Street
Manchester, CT 06040

Re: Planning and Zoning Commission

Dear Mayor Cassano:

This letter is to inform you that effective immediately I am resigning my position as an Alternate Member of the Manchester Planning and Zoning Commission. Also, for your information, I have not yet taken any action with respect to my appointment as a full Member of the Planning and Zoning Commission or taken my oath of office with respect to said appointment.

Sincerely,

Jason E. Doucette

Cc: Steven Wibmer, General Manager
    Mack Pellegino, Director of Neighborhood Services and Economic Development
    David Wehrman, Chairman

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