

## MINUTES

### REGULAR MEETING OF THE BOARD OF DIRECTORS

May 2, 2006 – 7:00 P.M.

### LINCOLN CENTER HEARING ROOM

### FIRST MEETING OF THE MONTH

**PRESENT:** Chairman Howroyd, Vice-Chairman O'Neill, Secretary Zingler, Directors Hachey, Sheridan, Topping, Spadaccini, Peak, and Pelletier

**ALSO:** General Manager Shanley and Town Attorney Darby

#### 1. MEETING CALLED TO ORDER.

The meeting was called to order at 7:03 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Chairman Howroyd.

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

**Mike Giacalone**, 81 Main Street, spoke about Public Safety. He feels the Police Department is understaffed and publicly thanked the officers for what they do. Mr. Giacalone supports giving the Police Department the resources they need to do their job.

**John Dormer**, 58 Patriot Lane, is opposed to the proposed compromise to demolish two of the three buildings on School Street. He suggested some changes to construction plans in order to see all three buildings remain.

**Eileen Sweeney**, 86 Hawthorne Street, opposes the demolition of the former Fire House at 19 School Street, the Boiler Plant building at 39 School Street, and the former Manchester State Trade School at 41 School Street. She suggested alternative uses of these buildings in order to save these historic buildings. Ms. Sweeney also submitted written comments from Marsha A. Gunther, Herbert Bengston, and Betty Woodruff Hutchinson for the Board's information.

**Rita McParland**, 63 Nutmeg Drive, also opposes the demolition of the three School Street buildings. She is concerned about a comment made at the State Historic Preservation Council meeting about Charter Oak Park being looked at by the State for use as a bus terminal. She is also concerned about severing the tie between Bennet School and Charter Oak Park as this may make the park more vulnerable for a State move.

**Kevin Hood**, 83 Sass Drive, works for the University of Connecticut and is currently involved with the EPA and brownfields. He noticed Manchester does not have any brownfields listed, but he offered assistance getting Manchester's brownfields redeveloped. General Manager Shanley asked that Mr. Hood call him to discuss this further.

**Bill Ogden**, 137 Branford Street, is concerned with various aspects of the golf course, the free days, who is the President, and who from the Board got elected. He wants to know how much money has been made and where is the money going. Mr. Ogden does not like the fact that he supports a referendum, and then things get changed. He feels a referendum should be more like a contract. He is not happy with what is going on.

**Michael Nimirowski**, 23 Tower Road, previously worked as an Assessor for the Town of Manchester. He is familiar with the properties throughout Town. He is also very familiar with the Cheney Brothers because he worked for them for many years. He cleared up some confusion about the relationship between the Manchester State Trade School and the Cheney Brothers Silk Mill. In fact, the Cheney Brothers welcomed any men trained at Manchester State Trade School. He is opposed to knocking down this historical building with so many memories of servicemen who passed through it.

**Jim Kurlowicz**, 27 Columbus Street, feels that Chief Berry and the Police Department have done an excellent job dealing with the problems we are having in the Town of Manchester. No previous Chief has encountered the problems that Chief Berry has dealt with lately. We do have many arrests for the crimes that occur in Manchester, and he fully supports the Chief and the Police Department. He would like the Board to supplement the Chief's budget so he can curb crime in this town. Mr. Kurlowicz welcomed the four new Board members and General Manager Shanley and commended the recent changes he has seen. Mr. Kurlowicz is also concerned with the fees at the Manchester Country Club. There is a discrepancy between what other municipal courses charge their residents and what Manchester charges residents. He feels there needs to be a reduction for residents of this town.

**Joseph Bernard**, 28 Teresa Road, did not receive the letter promised to him at the last Board meeting. General Manager Shanley stated that the letter was sent, as well as a copy to all Board members. He will make sure the letter is re-sent to Mr. Bernard.

**Ken Burkamp**, 811 Main Street, has lived in town for 65 years and attended Cheney Tech in 1951. He encouraged the Board to save the Cheney Building and suggested alternative parking areas. He also mentioned that many of the homes in that area are investment properties and suggested the owners may be willing to sell the properties to the Town rather than fix code violations. He urged the Board to save the Cheney Building, the Heating Plant and the Fire Department. There are many alternatives available since there is so much opposition to the demolition.

**Leslie Frey**, 30 Florence Street, read the rest of Eileen Sweeney’s comments which included suggestions for alternate bus lanes and comments on the importance of the historic buildings. Ms. Sweeney thinks there should be a public hearing to allow the public to weigh in on this important change. Ms. Frey added her own comments, which included her opposition to removing the buildings as well as her concern for the safety of the children when crossing School Street to get to their bus. Ms. Frey also commented that there is too much bickering between the political parties. Ms. Frey’s last statement supported the Police Department and hiring more officers.

**3. PUBLIC HEARINGS.**

A. Appropriation to Special Projects as follows:

1. Children’s Garden at Northwest Park .....\$100  
for the Children’s Butterfly Garden to be financed by a donation from the Buckley School PTA which is gratefully acknowledged and accepted.
2. Pride in Manchester Special Grants.....\$13,700  
for Pride in Manchester Week activities to be financed by donations which are gratefully acknowledged and accepted.
3. Hockanum River Linear Park Special Grant Account.....\$457  
to be financed by \$357 revenue from registration fees for the annual canoe race and a \$100 donation from the Perennial Planters Garden Club which is gratefully acknowledged and accepted.
4. State Asset Forfeiture.....\$23,408  
for continuing narcotics investigations, equipment, and/or training to be financed by proceeds from narcotics investigations.
5. Dial-A-Ride.....\$13,959  
to be financed by a grant from the Greater Hartford Transit District/CT Department of Transportation for Fiscal Year 05/06 and authorization for the General Manager to enter into the contract with the Greater Hartford Transit District for the Dial-A-Ride Operating Assistance Grant.
6. Easy Breathing Asthma Program.....\$80,158  
to be financed by funds from the DPH Childhood Asthma Initiative, for the implementation of the Easy Breathing Program, and authorization for the General Manager to enter into and amend the contract with the Connecticut Children’s Medical Center.
7. Manchester Early Learning Center.....\$1,000  
for community conversations on pre-school education to be financed by a grant from the William Casper Graustein Memorial Fund.

**Secretary Zingler** read all donor names and amounts for item 3.A.2, Pride in Manchester Special Grants, for the record.

**General Manager Shanley** pointed out in item 3.A.7 the word pre-school should be excluded and item 7 should read “...for community conversations on education to be financed...”

**Chairman Howroyd** opened the floor for public comment at this time.

**Bill Ogden**, Branford Street, asked for clarification of the Dial-A-Ride item. General Manager Shanley explained that the money is additional funds which have become available. Mr. Ogden asked the Board to describe what Dial-A-Ride involves. Mary Roche Cronin, Director of Human Services, explained the details of Dial-A-Ride for Manchester citizens.

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

B. Appropriations to Education Special Projects as follows:

1. Washington Media Arts Magnet School After School Program.....\$54,496  
to be financed by the June 30, 2005 balance of \$14,496 and anticipated revenues of \$40,000 for a total appropriation of \$54,496.
2. Washington Media Arts Magnet School Early Bird Program.....\$33,340  
to be financed by the June 30, 2005 balance of \$22,840 and anticipated revenues of \$10,500 for a total appropriation of \$33,340.
3. Verplanck Elementary School After School Clubs.....\$5,000  
to be financed by a grant from the SBM Foundation.
4. Head Start Program.....\$60,986  
to be financed by a grant from the United States Department of Agriculture to supplement the cost of meals to Head Start students.
5. Increase in Manchester Head Start State Day Care Program.....\$40,000  
to be financed by parent fees and State day care payments.
6. Increase in Manchester Head Start Federal Day Care Program.....\$40,000  
to be financed by parent fees and Federal day care payments.
7. Increase in USDA Grant for Manchester Head Start.....\$20,918  
for nutritious breakfast, lunch and snacks to be financed by the United States Department of Agriculture.
8. Increase in Federal Grant (3/1/05-2/28/06) for Manchester Head Start.....\$4,000  
for the purposes of training in program governance to be financed by the Federal Government.

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

**Director Spadaccini** asked whether the \$14,496 in item 3.B.1 is a carry over of funds that were already appropriated. Patricia Brooks, Business Manager of Manchester Public Schools explained the procedure for appropriation.

- C. Appropriation to General Fund – Education.....\$240,000  
to fund retroactive negotiated contract settlements in FY 2006 to be financed by the Designated Fund Balance.

**Patricia Brooks** explained that there were some labor agreements not yet settled at the end of this past fiscal year. Now that the contracts have been settled, the money due certain union employees retroactive to July 1, 2004 needs to be paid in this fiscal year.

**General Manager Shanley** explained that the funds were specifically designated for this purpose in anticipation of the settlement.

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

D. Appropriation to Capital Improvement Reserve – Facilities Maintenance.....\$2,000 for upgrades to the IOH Pool to be financed by a donation from the Instructors of the Handicapped, Inc. which is gratefully acknowledged and accepted.

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

**Director Pelletier** asked if the Board could make a motion stating where the proceeds from item 3.A.4 should be directed.

**General Manager Shanley** responded if this were to be designated it should be removed from the Consent Calendar and be made a specific appropriation in the budget.

**4. APPROVED - CONSENT CALENDAR. (Item 3.A.4 was removed)**

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- 3D. Appropriation to Capital Improvement Reserve – Facilities Maintenance.....\$2,000  
for upgrades to the IOH Pool to be financed by a donation from the Instructors of the Handicapped, Inc. which is gratefully acknowledged and accepted.
- 15A. Acceptance of Grant from Hartford Foundation for Public Giving.....\$2,500  
for the Town’s July 4<sup>th</sup> celebration which is gratefully acknowledged and accepted.

**Deputy Chairman O’Neill moved and Director Pelletier seconded the motion.  
Nine Voted in Favor**

**Chairman Howroyd left the meeting at 8:07 PM. Vice-Chairman O’Neill led the rest of the meeting in his absence.**

**5. REPORTS.**

**A. Manager’s Report.**

**General Manager Shanley** reported to the Board that the Senate voted on the State budget and the preliminary numbers show \$470,000 coming to Manchester above and beyond revenue budgets. About \$370,000 of that is a one-time property tax relief payment, and the remaining \$100,000 is spread out over other revenue accounts. In addition there is \$280,000 for Excess Cost Grant for Special Education. Manchester Fire

Rescue EMS Honor Guard has been invited to present the colors at the May 22<sup>nd</sup> Redsox/Yankees game. That is quite an honor.

**Louise Guarnaccia, Director of Operations**, updated the Board on the proposed compromise regarding the Bennet project buildings. We met with the Board of Education to discuss the needs they absolutely had to have for this project and some possible alternatives. BOE needs green space adjacent to the school. We met with the State Historic Preservation Officer to discuss a possible compromise that would allow the Cheney Building to continue to stand and left to be renovated at a later time. Under this compromise, the Fire House as well as the Boiler Plant would be demolished. This would provide only green space and parking would be addressed in other ways. We will be presenting this plan to the State Historic Preservation Commission on May 3, 2006.

**Director Spadaccini** verified the amounts of money received as a result of the Legislative Session. He also asked if there were any changes with ECS Grant money.

**General Manager Shanley** answered about \$79,000 to the positive.

**Director Spadaccini** asked how we fare with the Pilot Grants and the Casino Revenues.

**General Manager Shanley** answered the Casino Revenue is an additional \$26,000 and the Pilot Grants are about an additional \$50,000 each.

**Director Spadaccini** asked for an update on three issues mentioned on a memo previously sent to Board Members from General Manager Shanley; the validation of the 2003 referendum, Head Start Legislation, and the Broadband Bill.

**General Manager Shanley** answered that the validation of the 2003 referendum and the Head Start Legislation continue to proceed. The Validation Act for the 2003 referendum was incorporated into a larger Validating Bill, has passed through Committee and continues to be on its way. The Mayor has been working on the Head Start Legislation and thus far the language needed is there. Specific questions need to be asked of the Mayor because he has been working hard on this issue. The language in the Broadband Bill that was problematic to the Town of Manchester has been removed.

**Director Spadaccini** asked about the status of the lease of the Manchester Country Club.

**General Manager Shanley** explained that the Country Club can exercise an additional 10 years on the lease at its option. They have taken that option. There were no violations of the lease.

**Director Spadaccini** has received some questions about the three Town days and whether the Country Club keeps its rates competitive with courses of its type. He feels we should have a dialogue with the Country Club about resolving some of these outstanding issues.

**General Manager Shanley** stated that representatives from the Country Club will be present at one of the June Board meetings.

**Director Spadaccini** verified the procedure on the compromise of the Cheney building.

**Louise Guarnaccia** explained that the compromise was worked out with Historic Preservation Officer. He indicated he will endorse the compromise to the Commission. Three votes will be taken, one for each building.

**Director Spadaccini** raised the question of heating for the Cheney Building if that remains and the Boiler Plant and Fire House are demolished.

**Louise Guarnaccia** stated that no decisions have been made yet. As soon as she knows something she will let the Board know.

**Director Spadaccini** is pleased with the compromise reached.

**Director Hachey** has heard that a liquor license has been approved at the movie theater. He asked General Manager Shanley to find out from Mark Pellegrini what the procedure is for acquiring a liquor license. He feels that a liquor license would only add to the problems that occur there. Director Hachey also asked that the General Manager contact our legislators in regard to the pool at Bennet. Because it is historical, can any consideration be given with regard to the requirements of the renovation?

**General Manager Shanley** answered that it will be brought up in the next session. We will try to recognize that it is a unique historic facility and get help from our local historic preservation contacts.

**Director Peak** questioned a request of the Pension Board to change the anticipated rate of return.

**General Manager Shanley** explained that he wasn't requesting changes to investments or fiduciary responsibilities. He would like a review of the relationships between the return calculation, the actual return, and the expected return. How those three numbers relate to each other impacts the Town's contribution.

**Alan Desmarais**, Director of Finance, further explained that there is a 0.5% difference between assumed rate of return and the current asset allocation plan and the assumed rate of return that is used in the plan evaluation. The General Manager has asked that the Pension Board take a look at those numbers to see if the numbers should agree or be closer. The asset allocation is diversified into about eight elements.

**Director Hachey** verified that General Manager Shanley received the memo regarding the Gerard Street flooding problem.

**General Manager Shanley** answered that the issue is funding. He suggested using some



of the additional funding which came from the State. This is not an easy fix; it will need a specific capital appropriation.

**Director Hachey** suggested the use of Open Space funds.

**Director Spadaccini** feels we have drainage issues all over Town. He just received a packet from the Full Gospel Interdenominational Church regarding a flooding problem, including pictures of their church altar being flooded. Maybe the Board needs to have a discussion about some of these significant flooding issues within Town.

**Director Hachey** responded that the flooding on Gerard Street has been going on for almost 25 years and fixing the problem should not be put off any longer.

**Vice-Chairman O'Neill** thinks it is premature of the Board to make a decision on the School Street buildings. She thanks the team for coming up with the compromise they did, however she feels the Board should wait to hear from the State.

**B. QUESTIONS AND COMMENTS BY BOARD MEMBERS REGARDING  
ITEMS ON THE AGENDA THAT MAY NEED ADDITIONAL  
INFORMATION FOR THE NEXT MEETING.**

**Secretary Zingler** asked for more clarification on item 15.B. It is stated as a broad topic. Can it be narrowed down for the next meeting?

**Director Peak** will provide a memo to Board members before the next meeting.

**Director Topping** followed up on the meeting with the Country Club. He verified that the meeting will be about the golf course and related issues.

**General Manager Shanley** answered that the Board will invite the Country Club to come and do a presentation and entertain questions from the Board at one of the meetings in June.

**Director Peak** explained that he intended item 15.B to be a discussion that could entertain a broad range of ideas but would specifically focus on the ideas of how to expedite brown field remediation in Manchester.

**Vice-Chairman O'Neill** suggested we get more information from Kevin Hood.

**Director Pelletier** thinks there are usually two members on the CROG Policy Council. She knows Mayor Howroyd is one and asked if there is another member and if that information could be provided to the Board.

**General Manager Shanley** will provide that information.

**Vice-Chairman O'Neill** asked if the Board would be provided with an outline or last

year's goals, something as a starting point for item 15.C, discussion of strategic planning/goals.

**General Manager Shanley** recalled that Director Spadaccini, Mayor Howroyd, and he were to get together to put something together to discuss. Generally speaking, the Board wanted to have the discussion and direct staff, rather than reacting to a staff document. He will provide a draft of general thoughts for the Board.

**6. EXECUTIVE SESSION.**

**ADOPTED** – The Board went into Executive Session for discussion of contract negotiations at 8:54 p.m. and returned at 9:16 p.m. No votes were taken.

**Secretary Zingler moved and Director Topping seconded the motion.**

**Eight Voted in Favor**

**RECESS TO SECOND WEEK.**

The meeting was recessed until the May 16, 2006 second meeting of the month.

**Secretary Zingler moved and Director Pelletier seconded the motion.**

**Eight Voted in Favor**

**Recess: 9:16 p.m.**

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**APPROVE:**

**ATTEST:**

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**Secretary, Manchester Board of Directors**