

MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
May 16, 2006 - 7:00 P.M.
LINCOLN CENTER HEARING ROOM

PRESENT: Chairman Howroyd, Vice-Chairman O'Neill, Secretary Zingler, Directors Hachey, Peak, Pelletier, Sheridan, Topping, and Spadaccini (7:05)

ALSO: General Manager Shanley and Town Attorney Darby

7. 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.

8. AWARDS AND PRESENTATIONS.

A. National Butterfly Certificate of Merit – National Garden Clubs, Inc.

Chairman Howroyd explained that Manchester has been honored by the National Garden Club for our butterfly garden in Northwest Park. The butterfly garden has developed over the years as a labor of love by Joan Kelsey and the many volunteers who have helped make this beautiful garden.

Joan Kelsey and Leslie Vonderkall were present on behalf of the Perennial Planters Garden Club. Mrs. Kelsey announced that the Children's Butterfly Garden has been awarded the National Butterfly Certificate of Merit in honor of Deen Day Sanders, Honorary Life President of the National Garden Club, Inc. The monetary portion of the award is going to be used to install subtle lighting in the garden. Mrs. Kelsey thanked Kevin Trager of the Beacon Light & Supply Company for selling materials for the lighting at his cost. Mrs. Kelsey also thanked the many other businesses, groups and individuals that have donated time, labor and materials over the past five years. She also publicly thanked all committee members, mentioning each by name.

B. Certificates of Appreciation – Channel 16 MHS Students.

Chairman Howroyd explained that a few years ago the Board of Directors made a decision to produce Channel 16 through the Town of Manchester. This would not be possible without the people who do the work behind the scenes, particularly the MHS students who volunteer their time and talents. Louise Guarnaccia, Charlie Vousden, and Eric Larson came forward to present each student volunteer with a citation and commemorative shirt. The students recognized were Timothy Furphy, Colin Troy, Daphne Beckers, Jamel Cooper, Jamie Miller, Jean Rivera, Jeffrey Alger, Joseph Courtney, Kevin Fisher, Kristin Copeland, Luis De Jesus, Matthew Costello, Matthew Fletcher, Michael Leone, Rachel Depenning, and Ryan Bilodeau.

Chairman Howroyd announced that May is National Foster Care Month and read a Proclamation stating that May 2006 is Foster Parent Appreciation Month in the Town of

Manchester. Proclamations like the one he read are being read throughout many towns and cities in Connecticut this month to help raise the awareness of the need for foster families. Chairman Howroyd introduced Derith McGann, the Area Director for the Department of Children and Families.

Derith McGann emphasized the critical need for foster parents. In Manchester there are about 60 licensed foster homes, however there are close to 200 children needing care. This means that children sometimes need to move out of town and face a new town, a new school, and making new friends. Foster parents are special people; they give from the heart. Ms. McGann thanked the Mayor and the Board of Directors for bestowing this honor.

9. ADOPTION OF MINUTES OF PREVIOUS MEETING.

- A. **ADOPTED** - Actions, April 4, 2006 – Regular Meeting
- B. **ADOPTED** - Actions, April 11, 2006 – Regular Meeting
- C. **ADOPTED** - Minutes, April 5, 2006 – Public Hearing on the Budget
- D. **ADOPTED** - Minutes, April 11, 2006 – Regular Meeting
- E. **ADOPTED** - Minutes, March 28, 2006 – Special Meeting
- F. **ADOPTED** - Minutes, February 14, 2006 – Regular Meeting

Secretary Zingler moved and Director Pelletier seconded the motion to adopt.

Nine Voted in Favor

10. COMMUNICATIONS.

Secretary Zingler received a letter from the Human Relations Commission regarding the budget impact on reducing the race relations courses. Secretary Zingler is hoping the Board of Education can find another way to reduce their budget other than through this program. The race relations program is a very worthwhile program in the Town of Manchester.

Director Pelletier received a letter from Jackie Cruickshanks, an Illing Middle School teacher, regarding the Illing Technology Student Association. They won first, second, and third place in the State Communication Challenge. Four students will be competing at the National Conference and Director Pelletier wishes them continued success.

Director Hachey suggested that after the students come back from their competition, they come to a Board meeting. Director Hachey had some communications about traffic concerns. John McGann, 77 Richmond Drive, is concerned about speeding as people use Richmond Drive as a shortcut. Dave Ordaski, Vernon Street, has the same problem near his house. Director Hachey is passing the letters on to General Manager Shanley. The Red Cross commended Ezequiel “Memo” Alejandro for 30 years of volunteer work with them.

Director Spadaccini received correspondence from the Full Gospel Interdenominational Church on the corner Main Street and Bissell Street, addressing flooding problems they are having, as well as pictures of the flooding. Each time the flooding occurs, the church has to make costly

repairs, including replacing rugs and repainting walls. Director Spadaccini would like the Public Works Department to look at this problem.

Director Pelletier has also had contact with the Full Gospel Interdenominational Church. The church has been there for many years and has never had a flooding problem until a pipe was replaced on the Main Street side of their building. The church thinks maybe the pipe was replaced with one of a smaller diameter. If a fix involves digging up a pipe, this should be done before the repaving scheduled on Main Street this fall.

Chairman Howroyd agrees that the Board is acutely aware of what some of the Town's drainage issues are. He is hoping some of the funds appropriated last week will help with looking at design issues and he believes Public Works will give the church priority. He pointed out that many of the older neighborhoods were not planned out like the new subdivisions are and that is why some of these problems are occurring as work is done around Town.

Director Spadaccini asked about a memo received from Alan Desmarais regarding two bills recently passed in the legislature. One is very clear, however he has questions on the other.

Alan Desmarais, Director of Finance, explained the bill to the Board. It allows each legislative body to designate a factor, or amount of property value change allowed in the first year, then the remaining amount of property value change gets phased in during the remaining four years. This is a way to model revaluation in the first year.

Director Hachey asked whether a portion of the \$25,000 budgeted for a Hydrologic Engineer will be available to address some of these drainage issues.

General Manager Shanley explained that the Gerard Street project will cost between \$10,000 and \$15,000, so the remaining money will be available.

11. REPORTS

Secretary Zingler reported on the Health, Human, and Leisure Services Subcommittee. They met and discussed the Manchester L.I.F.E. Scholarship, the mentoring program, and Pride in Manchester Week. The Board of Education is in the process of revamping their mentoring program. The subcommittee will wait until the Board of Education's mentoring program has been reworked and then work together with the BOE. Secretary Zingler highlighted many of the events scheduled for Pride in Manchester week.

Chairman Howroyd appreciates all of the work done on Pride in Manchester week. This event was almost an endangered event due to budget constraints, however the local businesses and community stepped up to the plate to provide the financing necessary to bring this event together and have sustained it for three or four years.

Chairman Howroyd spoke about a meeting he, Director Spadaccini, and General Manager Shanley had with Ed Slegeski of the Manchester Silkworms. The Town has agreed to maintain

their current arrangement as related to fee waivers. Over the past six years or so, the Silkworms has become a Manchester institution. Opening day is June 9, 2006 and Chairman Howroyd encourages people to enjoy some of their games.

Chairman Spadaccini added that the Silkworms draw between 200-1000 people to games. The organization has done a lot to raise money. Two of the Silkworms alumni are now in the major leagues.

12. PRESENTATION OF BID WAIVER REQUESTS.

There were no bid waiver requests.

13. ADOPTED - ACTION OF ITEMS OF PUBLIC HEARINGS.

3A. Appropriation to Special Projects as follows:

- 4. State Asset Forfeiture.....\$23,408
for continuing narcotics investigations, equipment, and/or training to be
financed by proceeds from narcotics investigations.

General Manager Shanley said he had been asked previously if this appropriation is to be used for tasers and he now knows that yes, this appropriation will be used for tasers.

Director Topping moved and Secretary Zingler seconded the motion to adopt.

Nine Voted in Favor

14. UNFINISHED BUSINESS.

A. **TABLED** - Appointments to Boards and Commissions which have members with terms expiring in November/December 2005.

<u>Board/Commission</u>	<u>Name</u>	<u>Term Expiring</u>
Cheney Hall Board of Commissioners	Vacancy	November 2008
Commission on Aging	Charlene Southergill, 8 Hendee Road (R)	November 2008
Human Relations Commission	Alfred Meek, 124B2 Park Street (R)	November 2008

Secretary Zingler moved and Director Sheridan seconded the motion to table.

Nine Voted in Favor

B. **TABLED** - Approval of the Manchester L.I.F.E. Scholarship.

Director Peak moved and Director Topping seconded the motion to table.

Nine Voted in Favor

C. **TABLED** - Appointment of a member to the Housing Commission (R) with a term expiring November 2006.

D. **TABLED** - Appointment of an Alternate to the Planning and Zoning Commission (D) with a term expiring November 2006.

Director Spadaccini moved and Secretary Zingler seconded the motion to table.

Spadaccini/Zingler

Nine Voted in Favor

15. NEW BUSINESS.

B. Discussion of local policy ideas/environmental quality.

Chairman Howroyd thanked Director Peak for bringing this item to the Board's attention.

Director Peak explained that in the past few months some of the issues brought before the Board have caused him and other Board members to think about some of the environmental policies that can be enacted locally. He would like to have an open-ended discussion on items that this Board may see fit to pursue and research further. One issue Director Peak suggested to the Board involved the issue of brownfield remediation. Some solutions to explore include \$200,000 in grant money available from the EPA through CRCOG and developing brownfield insurance which would put a cap on liability. He thought Economic Development might be able to develop a list of these contaminated properties. Another program he thinks might be good for the Town of Manchester is the 20% by 2010 Clean Energy Program. The Town would buy 20% of its energy from clean energy sources by 2010. Director Peak would like to find out what the actual costs to the Town would be, and then make a value decision about the exact costs vs. the exact benefits. The 2010 Program may even parlay into a long term policy idea concerning the Manchester Landfill. The Landfill will close sometime in the future and that site may produce clean energy through landfill gas. He asked about the possibility of using the site for solar panels. The 2010 program provides one solar panel to the Town of Manchester for every 100 residents that sign up for the 2010 program. Each solar panel is valued at about \$10,000. These ideas are definitely worth exploring.

Secretary Zingler supports these ideas and would also like to look into which are cost effective for the Town of Manchester in the long run. He suggested looking into hybrid options for the Town's vehicles.

Director Pelletier agrees with Secretary Zingler's remarks on the hybrids. She would also like to look further into Deputy Mayor O'Neill's idea of using fuel cells in connection with the Bennet project. Maybe there is an opportunity for the Town of Manchester to have fuel cell buses in the future. The Town of Cheshire is looking into using fuel cells to heat their town's pool. Director Pelletier also heard an idea from Chairman Howroyd suggesting using wind power at the Landfill and thinks this is something we could explore now.

Vice-Chairman O'Neill thinks the fuel cell issue should go to the Physical Services subcommittee. She suggested a possible opportunity for grant money would be to include an educational component into this project. She also suggested a basic inventory of properties involved in the brownfield remediation.

Director Hachey suggested the Planning Department might already have a list of properties involved in brownfield remediation. He suggested the General Manager contact the consortium

regarding the 2010 program and get some information. Director Hachey also mentioned a website for further interest in this subject, www.ecocitybuilders.org.

C. Discussion of strategic planning/goals.

Chairman Howroyd suggested the Board set a strategic goal regarding the use of clean energy.

General Manager Shanley provided for the Board a broad goal draft for discussion and/or direction. If the Board desires, the Town staff could put together some proposed strategies to accomplish these goals. These strategies could become the basis of discussions during the upcoming strategic planning meeting.

Director Pelletier suggested the Board examine the possibility of splitting the Planning and Zoning Commission from the Inland/Wetland Commission due to the fact that these are competing interests.

Director Spadaccini suggested a goal regarding the Broad Street/Parkade area. The message is very clear that the residents would like that area developed. He also suggested neighborhood revitalization focusing on the central neighborhoods in the east and west side of town. To go along with the goal already listed of property tax relief, he suggested adding a goal of cost containment, keeping costs and spending increases in line with the rate of inflation.

Secretary Zingler mentioned working on strengthening an ongoing relationship between the Board of Education and the Board of Directors.

Director Topping agrees with the goal of developing the Parkade. We can work on the strategies but let's not forget that the goal is to develop the Parkade. Director Topping does not agree with the idea of focusing on certain neighborhoods in Manchester with respect to revitalization. He feels that this is a divisive idea, and instead it should be a Town-wide plan.

Director Hachey suggested putting a complete halt to all development for maybe one year, then stand back and take a fresh look. He feels there are certain areas of town that have acute problems, and we might need to put some special effort into these areas.

General Manager Shanley will work with staff to develop some recommended strategies to accomplish the goals listed and mentioned.

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

Terry Parkerson, 1216-B1 West Middle Tpke., supports the race relations course. She is a volunteer facilitator. She requests that facilitator training for students be added to the budget. Ms. Parkerson spoke about switching to 100% clean energy. She gave many examples of things she did to cut back on her energy usage.

Bill Ogden, 137 Branford Street, does not like the hybrid car idea. He suggested immediate savings by taking Town vehicles away from people who are taking them out of town. Also, why isn't the Town logo on all Town-owned vehicles? Mr. Ogden also asked General Manager Shanley for some information about the Country Club; a copy of the lease, how many members they have, how many out-of towners and what are they charged? He feels the Country Club should be run as a business.

Joe Bernard, 28 Theresa Road, thinks Town-owned cars should be used from 8-4:30 only. He also thinks the Town should take over the Country Club and run it or hire a consultant to run it to make some money.

Janet Heller, 452 Adams Street, is in favor of looking at the environmental concerns, especially the 20% by 2010 energy option. Could Manchester Community College get involved? She thought the brownfield clean up and wind power at the Landfill are both interesting ideas.

Jim Kurlowicz, 27 Columbus Street, should have a packet in the mail to the Board of Directors with the revenue and expense sheets of the four area municipal golf courses by the end of the week. Mr. Kurlowicz is not a fan of consulting firms. He feels the Town could have saved \$50,000 in consulting fees if they would have just listened to their administrator, supervisors, and employees.

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

Director Hachey noticed the financial report from the Country Club was not complete and would like a more complete report. General Manager Shanley will get another report from the Country Club. Director Hachey would like the issue of a formal naming policy of public properties to go to subcommittee. Chairman Howroyd suggested consulting with the Park and Recreation Advisory Committee since much of this work has been completed by them. Director Hachey asked about the memo concerning commercial transactions passed out to Board members. He made a request that the Town Attorney check into the fact that a Selectman received stipends from the Town of Manchester for serving on the Board of Assessment Appeals. Is an elected official allowed to receive any source of income from the Town of Manchester?

Director Topping explained that he did go before the Ethics Commission regarding the above issue. The Ethics Commission found no violation where Director Topping is concerned. He won the contract with the Town through a sealed bid and could have kept the contract. Director Topping decided to give up the contract on his own because of appearance.

Director Pelletier agreed that Director Topping is correct in his analysis of what was said by the Ethics Commission. Currently, the Town Attorney, at request of the Board, is looking into revising our ethics rules. She also stated that Mr. Crockett has been before the Ethics Commission and was cleared on this issue.

Secretary Zingler and Director Spadaccini met with Tim O'Neil and Joe Camposeo to see which commissions are still active and which are inactive. All boards and commissions are required to forward minutes of meetings to the Town Clerk. Joe Camposeo is in the process of developing a formal procedure to accomplish this. The Board also needs to come up with a formal policy on resignations from boards and commissions, so the Board is aware and can appoint a replacement quickly. Secretary Zingler would like an update on this project from Tim O'Neil and Joe Camposeo. Secretary Zingler proposed a volunteer recognition picnic, possibly at Northwest Park in the fall. Also, the Board has heard money was approved through the legislature for the Head Start facility. Could the Board get an update on a future agenda? Secretary Zingler also thanked the Hartford Foundation for Public Giving for a grant given to the Town for its 4th of July celebration.

Director Spadaccini thinks if commercial transactions involving elected officials goes on the agenda to be discussed, the Board should make sure everyone is discussed, not just one person. The Board made a referral to the Ethics Commission to develop a comprehensive Ethics Handbook for the Town. What is the status on this request? General Manager Shanley will get a report to the Board on this subject. Lastly, Director Spadaccini thinks the Board should ask the Legislature to intervene on the Town's behalf on the swing space reimbursement.

Director O'Neill would like a status report on the building projects for the schools. With the plan for the Head Start program, will the waiting list be reduced from 100 children to less or zero? Could the Town investigate a policy of banning smoking from Town building areas? There are different incentive programs that could be offered to employees for smoking cessation.

Director Sheridan recently read a report about a neighborhood survey in the east side neighborhood. The main structures in that neighborhood are not in bad shape, however it is the outbuildings, abandoned cars and the like that are causing the problems. Does the Town currently have the tools in place to take care of the whole property, or is the Town limited to only the main structure?

Director Topping has been a volunteer with the race relations classes at the High School for two years. One year was without the adult facilitator, and the second year was with the adult facilitator. There is a drastic increase in participation when there is an adult facilitator present. He also commended the Park Department on the retaining wall and new sign at the northern entrance to the Lincoln Center. Director Topping clarified that in the Police Department budget, 124 officers are approved, however the last two are only funded for a portion of the year due to the time needed to hire them. He requested an update on what is being done about the adult book store.

Director Peak asked how the living wage ordinance applies to the Manchester High School project. General Manager Shanley explained that most of the project has already been bid, so the Living Wage Ordinance does not apply to any bids connected with this project. This allows everyone working on this project to adhere to the same rules.

Director Hachey agrees that when looking into the fact that elected officials are receiving compensation from the Town, it should be a bipartisan discussion. He would like an opinion from the Town Attorney regarding a Selectman receiving a stipend.

Town Attorney Darby will look into this matter. He cautioned that this may need to go to the Ethics Commission. Under the Town charter, certain items are mandated to go before the Ethics Commission, rather than receiving a legal opinion. He is not sure where this matter fits in, but he will check into it.

Director Pelletier acknowledged that the Cheney Hall Commission does a great job maintaining Cheney Hall.

Secretary Zingler requested a report on the West Side pool. There were some concerns with the quality of the work and equipment installed.

18. EXECUTIVE SESSION.

ADOPTED – The Board went into Executive Session for the discussion of real estate negotiations at 9:25 p.m. and returned at 9:30 p.m. No votes were taken.

Secretary Zingler moved and Director Pelletier seconded the motion to adopt.

Nine Voted in Favor

19. ADJOURNMENT.

The meeting was adjourned until the June 6, 2006 Regular Meeting of the Board of Directors.

Director Spadaccini moved and Director Sheridan seconded the motion to adjourn.

Nine Voted in Favor

Adjournment: 9:30 p.m.

gem

APPROVE:

ATTEST:

Secretary, Manchester Board of Directors