

MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 14, 2006 – 7:00 P.M.
LINCOLN CENTER HEARING ROOM

FIRST MEETING OF THE MONTH

PRESENT: Mayor Howroyd (7:10 p.m.), Deputy Mayor O'Neill, Secretary Zingler, Directors Sheridan, Topping, Doucette, Spadaccini, and Pelletier

ALSO: Town Manager Shanley and Town Attorney Darby

ABSENT: Director Peak

1. MEETING CALLED TO ORDER.

The meeting was called to order at 7:08 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Deputy Mayor O'Neill.

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

Terry Parla, 55 Bruce Road, does not feel the Town should be raising water rates. Taxes, rents, and utility costs are going up and she is not receiving an increase in her Social Security or pension.

Terry Werkhoven, 88 Santina Drive, congratulated and welcomed Director Doucette. Mr. Werkhoven thinks the Board of Directors made a prudent decision in discouraging voters to vote for the Parkade purchase. He provided a formula to help in figuring out the actual assessment value of a home, which is only seventy percent of its fair market value. Mr. Werkhoven noted that past Boards have been chastized for providing phase-in options, but he feels this Board made the right decision. General Manager Shanley explained that the revaluation notices being sent out this month have both the fair market value and the assessed value for 2000 and 2006.

Milt Perlman, 3 Sanford Road, is concerned that taxes are going up and services are being cut; Manchester will have fee-based services soon. He received a request for a contribution from Dial-A-Ride; this is the first step toward fee-based services. Mr. Perlman emphasized that taxpayers can only afford so much. He is also waiting for an answer on the cost of leaf collection.

Scott Aiken, 92 Laurel Street, was pleased with the results of the election, although he is concerned about the possibility of a "big box" store going in at the Parkade. He would like to see Planning and Zoning publicize meetings regarding the Parkade. He feels something needs to be done about tax reform in this state soon. Mr. Aiken does not think that the proposed

development in the Bush Hill/Hillstown area is smart growth for Manchester. The homes are to sell for \$350,000 and up. Manchester was founded on the backs of the working class.

Joe Bernard, 28 Teresa Road, asked the Board members if any of them have been in the High School lately. Mr. Bernard sees only filth and stink; he doesn't dare walk into a bathroom there. The Board of Education needs to do something to get the High School cleaned up.

Jim Kurlowicz, 27 Columbus Street, welcomed Director Doucette. He asked General Manager Shanley to provide information on the guidelines of the pension system. Mr. Kurlowicz asked why Connecticut's taxes are so high in comparison with other states, especially since all states have the same obligations. There has to be a better way.

Bill Ogden, 137 Branford Street, thanked the Board for getting information about the Parkade out, as well as the Democrats' decision regarding the Parkade. Mr. Ogden would like something done about pensions, specifically the Rule of 80. Manchester Country Club lost \$66,000 and Mr. Ogden would like to know where the Town's money is.

3. PUBLIC HEARINGS.

- A. Approval of an ordinance authorizing the purchase by the Town of Manchester of premises known as 728 Spring Street for the sum of Three Hundred Twenty-Five Thousand (\$325,000.00) Dollars, from Richard W. Dennison, to be funded by CP346 Open Space Bond Issue. (A copy of the proposed ordinance may be seen in the Town Clerk's office during business hours.)

General Manager Shanley explained that this property abuts the Case Mountain property and, once purchased, will be added to open space.

Mayor Howroyd opened the floor for public comment at this time.

Bill Ogden, 137 Branford Street, asked why the Town needs to purchase this land if the Town is so short on money. Mayor Howroyd explained that the voters approved a \$3 million referendum for the purchase of open space and this property was one of the proposed acquisitions.

Terry Parla, 55 Bruce Road, is in favor of this acquisition. This is an excellent piece of property and the houses should be open to the various clubs in Manchester. It is an ideal spot to rent for meetings.

Milt Perlman, 3 Sanford Road, asked the assessed value of the land. Mayor Howroyd answered \$372,900.

Joe Bernard, 28 Teresa Road, does not think the Town needs to buy more property. He feels the Town isn't taking care of what it has now and before buying anything more, start taking care of what is already owned.

Scott Aiken, 92 Laurel Street, thinks it is unfortunate that the Town has to purchase property in order to prevent it from being developed. He feels this is an excellent piece of property. Mr. Aiken suggested that a portion of the house be used for a nature center, and another portion for a meeting area for groups such as Scouts.

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

Director Pelletier noted that the back up materials included mention of removal of the buildings. She would like to make sure the comments heard tonight about keeping and using the buildings are taken into account. General Manager Shanley explained that no action will be taken without approval of the Board of Directors.

Mark Pellegrini, Director of Neighborhood Services and Economic Development, reported that the Land Acquisition Committee has proposed a resolution that endorses acquisition of the property and urges the Board to preserve the buildings. Mr. Pellegrini explained that the carriage house is the more modern of the two. The log cabin is older, is made from chestnut and has value in the architecture. The remote location of these buildings could pose some problems.

Director Spadaccini asked if the Town is eligible for open space reimbursement upon purchase of this property. Mr. Pellegrini explained the Town would not be eligible because of the purchase date.

Mayor Howroyd noted that if the Town does preserve and use the buildings, this might not qualify for the open space grant; the State may consider this more of a recreational purchase. The Town has open space funds, but the requirements are not the same as the State requirements.

Director Spadaccini asked how much of the referendum money has been spent. Mr. Pellegrini explained that one other purchase was made, but the money was reimbursed and the referendum fund was replenished. Director Spadaccini thinks this is a prudent acquisition price for the two acres. He will not support the purchase if the buildings are to be torn down.

- B. Approval of an ordinance establishing water and sewer rates, charges and fees. (A copy of the proposed ordinance may be seen in the Town Clerk's office during business hours.)

General Manager Shanley gave a brief presentation reviewing the mission and goals of the multi-year investment strategy. He clarified that there is no "slush fund" as alluded to earlier; this is a perception that the 180-day cash reserve should correct.

Mayor Howroyd opened the floor for public comment at this time.

Terry Werkhoven, 88 Santina Drive, has heard from several senior citizens concerned about why nothing has been done before now, as well as concern over rate increases. General Manager Shanley explained that if this plan is approved, it will provide incremental increases instead of large rate hikes.

Milt Perlman, 3 Sanford Road, suggested that copies of any presentations made at Board meetings be made available in hard copy for those attending. He asked if the price per gallon has been calculated and what it is. Mr. Perlman asked how much of the capital improvements are due to population expansion and commercial businesses. He also asked for an idea of the entire cost for capital improvements.

General Manager Shanley explained that the capital planning is not a function of expanding capacity, but rather about modernizing. There are major pieces of machinery which the Town depends on daily that are fifty years old and need to be replaced. This is more about maintaining what we have.

Pat Kearney, Acting Water and Sewer Administrator, explained that the ten-year capital improvement plan consists of \$33 million for the water equipment and \$31 million for sewer equipment. Both water and sewer lines consist of old pipes that need replacing.

Scott Aiken, 92 Laurel Street, calculated that he is paying 8/10 of a penny per gallon of water. The system is owned by all residents in Town and he thinks this is great. Mr. Aiken encouraged Town residents to participate in the government academy and also encouraged water conservation.

Terry Parla, 55 Bruce Road, asked what will happen to the “slush fund” that the Town currently has. General Manager Shanley explained that the Town will draw down the funds to 180-day reserve. Without any increases in rates, the sewer fund will be in a deficit in 2008. Julian Freund, Budget and Research Officer, further explained that the water fund currently has a balance of \$7 million, and the sewer fund has a balance of \$2 million. The water fund reserves will be drawn down to an equivalent of 180 days of operations.

Bill Ogden, 137 Branford Street, asked how much of the Town does not have water and sewer, and if those people will eventually see water and sewer lines in their area. He noted several new homes that do not have water and sewer and are fine.

Joe Bernard, 28 Teresa Road, thought that all water pipes were replaced in the late 1970s and early 1980s. Mr. Kearney answered that the wooden pipe was all replaced at that time, but there are some remaining cast iron pipes that are over 100 years old and need to be replaced.

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

Director Spadaccini asked how the Town of Manchester rates compare with MDC rates. He is uncomfortable adopting an ordinance that sets water and sewer rates many years in advance. He noted that the wording has been changed, requiring action on the part of the Board of Directors on a yearly basis before any rates are changed. Director Spadaccini asked why this is in ordinance form if it doesn't have any effect. He suggested just making a plan and future Boards can increase rates as they see fit. General Manager Shanley explained that the goal is to have a real plan and it is important to stick to the plan as well as we can. This plan provides full disclosure and will not work without the incremental portion.

Director Pelletier understands that the General Manager would like something in writing. She doesn't like the idea of an ordinance, but rather a multi-year investment strategy. Director Pelletier is still waiting for an audit of the Water Department. The study received on the Water and Sewer rates did not include any studies on suggested improvements. She understands that rates need to be raised to prevent future problems but she would like the Board of Directors to look at the numbers every year. Director Pelletier is opposed to the term ordinance.

General Manager Shanley explained that the process necessary for approval is equivalent to the process involved with an ordinance. He has just been calling it an ordinance by default and suggested calling it a Water and Sewer Schedule of Rates and Charges.

Director Doucette noted that it is tempting to put off dealing with this issue, but when looking at a potential increase of twenty percent in 2009, it makes sense to take the proposed approach.

- C. Appropriation to CP347 Bennet/Illing Projects\$11,247
to be funded by the proceeds of the Bennet School surplus auction.

General Manager Shanley explained that these funds are the net available proceeds and this action is to appropriate the funds right back into the Bennet School project.

Mayor 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 Special Projects as follows:
 - 1. Police Department – Community Relations\$60
to be financed by a donation from Pace Butler Corporation for the Domestic Violence Outreach Team which is gratefully acknowledged and accepted.
 - 2. Federal Asset Forfeiture.....\$1,037
for continuing narcotics investigations, equipment and training to be financed by proceeds from narcotics investigations.
 - 3. State Asset Forfeiture.....\$34,988
for continuing narcotics investigations, equipment and training to be financed by proceeds from narcotics investigations.
 - 4. DUI Enforcement – Traffic Services Overtime Account\$3,722
to be financed by the State of Connecticut, Department of Transportation in conjunction with the Preusser Research Group.
 - 5. Children's Garden at Northwest Park\$225
for the Children's Butterfly Garden to be financed by donations from Ginny Kuhn, David & Joyce Trainer, Lucian & Lena Rizza, Dorothy Perzanowski, Manchester Garden Club and Tim & Karen McNamara which are gratefully acknowledged and accepted.
 - 6. Pride in Manchester Special Grant\$500
for Pride in Manchester Week activities to be financed by a donation from Cox Communications which is gratefully acknowledged and accepted.

7. Recreation Department – Special Activities Fund.....\$418
for purchase and installation of a bench in memory of Willard and Gertrude Gee to be financed by a donation from Janet D. Bellino which is gratefully acknowledged and accepted.
8. Hockanum River Linear Park Special Grants Account\$20
to be financed by a donation from S. S. Coppejans and A. Coppejans which is gratefully acknowledged and accepted.
9. Manchester Public Library - Jarvis Trust.....\$750,000
to be funded by a donation from the Jarvis Estate which is gratefully acknowledged and accepted.
10. Dial-A-Ride/Senior Center
 - A. Appropriation to Dial-A-Ride program\$13,959
to be funded by an operating grant from the Greater Hartford Transit District.
 - B. Transfer to Capital Reserve\$13,959
for future Dial-A-Ride/Senior Center van replacement to be funded by appropriations available in the Special Grant Account with the receipt of an unexpected Greater Hartford Transit District grant in the same amount.

Doug McDonough, Library Director, stated that the generous donation from the Jarvis family (Item 3.D.9) has been invested and the interest alone will buy approximately 2,000 books per year. Plaques honoring the Jarvis family will be placed in both libraries.

Mayor Howroyd opened the floor for public comment at this time.

Milt Perlman, 3 Sanford Road, asked for an explanation of item 3.D.10.B. Alan Desmarais, Director of Finance, explained that this is a special revenue account used to record activities of a grant. It is the same \$13,959, received and moved.

Scott Aiken, 92 Laurel Street, commented on the generous donation made to the Library. He hopes the Board addresses the space needs at both libraries and noted the many books stored in the basements. He is pleased there will be a plaque in both libraries honoring the family.

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

Director Spadaccini also commented on the generous donation from the Jarvis trust. He noted that it is just one of \$9 million in disbursements to many groups in the community. Director Spadaccini suggested that the community recognize the Jarvis family, possibly through the Commemoration Commission, as their donations have affected many in our community.

- E. Appropriations to Education Special Projects as follows:
1. Manchester Head Start Grant (FY 07)\$147,943
to be financed by an annual grant from the State of Connecticut
Department of Education.
 2. Enfield Head Start (FY 07)\$96,986
to be financed by an annual grant from the State of Connecticut
Department of Education.
 3. Adult Education Services (FY 07)\$230,985
to be financed by a grant from the State of Connecticut Department of
Education.
 4. Carl D. Perkins Vocational and Applied Technology Grant (FY 07).....\$107,618
to be financed by a grant from the State of Connecticut Department
of Education.
 5. Tech Prep Grant (FY 07)\$7,682
to be financed by a grant from Manchester Community College.
 6. Early Reading Success Grant (FY 07)\$100,000
to be financed by a grant from the State of Connecticut Department
of Education.
 7. Increase in USDA Grant for Manchester Head Start (FY 07)\$13,847
for breakfast and lunch to be financed by a grant from by the United States
Department of Agriculture.
 8. Elementary and Secondary Education Act (ESEA) Entitlements -
(Titles I-V) (FY 07).\$1,325,164
to be financed by a grant from the U. S. Department of Education through
the Connecticut State Department of Education.
 9. Increase in ESEA Hurricane Relief Program.....\$2,835
for Local Education Agencies and private schools serving students
displaced by Hurricanes Katrina or Rita to be funded by the U.S.
Department of Education.

Mayor Howroyd opened the floor for public comment at this time.

Bill Ogden, 137 Branford Street, asked for an explanation of Enfield Head Start receiving money from Manchester. He knows a four-year-old Manchester child whose parent tried to get him into Head Start and was told there was no room. General Manager Shanley and Mayor Howroyd explained the arrangement between Enfield and Manchester to Mr. Ogden's satisfaction.

Milt Perlman, 3 Sanford Road, asked about Item E.3. He was at the High School and noticed a sign announcing Vernon classes. Deputy Mayor O'Neill explained that the Adult Education program is a regional program, administered in Manchester, but called the Vernon Regional Academy. Mr. Perlman asked if it is true that ten percent of item E.8 has to go toward getting parents involved in their children's schooling. General Manager Shanley will check into that for Mr. Perlman.

Scott Aiken, 92 Laurel Street, encouraged all who are able to take advantage of the grant in item E.5. He works for a company that is having difficulties finding enough qualified employees with technical backgrounds. Secretary Zingler stated that he was in one of the first groups able to take advantage of the tech-prep opportunity and is also a big proponent of it.

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

- F. Appropriation to Capital Reserve - Public Works Equipment\$33,946
for the purchase of Public Works capital items to be funded by the sale
of remaining sand/salt mixture and surplus road millings.

General Manager Shanley explained that these revenues were not expected and will be set aside in the Capital budget to provide funding for vehicles.

Mayor Howroyd opened the floor for public comment at this time.

Bill Ogden, 137 Branford Street, asked what the Town is buying. General Manager Shanley explained that the Town sold excess salt and sand. The funds from the sale will be put into the Capital fund to be used toward vehicles. The Town is working on eliminating older vehicles and introducing fuel efficient vehicles to its fleet. Mr. Ogden thinks the Town has a fine fleet and needs to put a stop to irresponsible and reckless spending.

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

Director Topping asked if any sand and salt mixture had been held back for residential use. General Manager Shanley will check into that.

4. ADOPTED - CONSENT CALENDAR.

(With the addition of item 3.A and the removal of items 15.D.1 and 15.F.)

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- 3C. Appropriation to CP347 Bennet/Illing Projects.....\$11,247
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9. Increase in ESEA Hurricane Relief Program.....\$2,835
for Local Education Agencies and private schools serving
students displaced by Hurricanes Katrina or Rita to be funded
by the U. S. Department of Education.
- 3F. Appropriation to Capital Reserve – Public Works Equipment.....\$33,946
for the purchase of Public Works capital items to be funded by the
sale of remaining sand/salt mixture and surplus road millings.
- 15A. Acceptance of Paula Lane, Coughlin Road, Harvest Lane and the portion of South
Farms Drive, as Town streets and the public works infrastructure associated with
the Harvest Farm subdivisions.
- 15B. Acceptance of a donation of land and an easement from 525 West Middle
Turnpike Manchester, LLC, for highway purposes related to the intersection
widening of Middle Turnpike West and Adams Street under State Project 76-206.
- 15C. Settlement of the workers compensation claim of former Board of Education
employee Eileen Dumont in the amount of \$40,000.
- 15D. Transfer in General Fund from Contingency
 2. General Government – Board of Directors.....\$20,000
for installation of security cameras in the Downtown area.
- 15E. Appointment of three (3) alternate members of the Board of Assessment Appeals
as regular members for the assessment year October 1, 2006.

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

Eight Voted in Favor

5. REPORTS.

A. Manager's Report.

General Manager Shanley reported that half of the revaluation notices have gone out and the other half will go out Wednesday. Town Hall staff has been well briefed and is prepared for inquiries. Mr. Shanley suggested the Board members direct phone calls they receive either to the Manager's office or to the Assessor's office. Mr. Shanley recognized Mr. Rainaldi, Ms. Dougherty, and Mr. Desmarais for their efforts in publicizing information and for all of their hard work.

Director Spadaccini asked for an update on the flooding near the Full Gospel Church. That is a problem for the whole area, not just the church. He also asked for an investigation and report on the problem with the voting machine at Buckley School. The wrong candidates were listed and this needs to be prevented in the future.

Director Pelletier has heard for several years that people have gone into the polling areas and the machines were not working properly first thing in the morning. She can understand something happening throughout the day, but first thing in the morning the machines should be working properly. She would like an explanation included in the report that Director Spadaccini requested.

General Manager Shanley noted that next November there will be new technology in use at the polling locations. He will provide a report as requested.

Mayor Howroyd suggested that as the time for voting gets closer, the Registrars and the Town Clerk should educate people on the use of the new machines. Change is difficult.

B. Report of Ethics Ad Hoc Committee

Director Spadaccini noted the report provided by Co-Chairman Joy that he handed out to Board members. The Ad Hoc Committee has met three times and has set upon their charge in an exemplary manner. Attorney O'Neil has prepared some possible provisions. Attorney Joy requested a deadline of late January for reporting to the Board of Directors.

Deputy Mayor O'Neill noted that the Ad Hoc Committee really needed to hear from the Ethics Commission about what works well and what needs to be changed. The Ethics Commission is meeting about that and will get back to the Ad Hoc Committee at its next meeting. The Committee is working well together.

Mayor Howroyd asked the Board's opinion of the requested January deadline and all agreed this is a reasonable request.

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

Director Topping would like to see more information about item 15.F for the next meeting. He is thankful for the very generous gift; however, a preliminary report on environmental would be in the best interest of the Town.

6. RECESS TO SECOND WEEK.

The meeting was recessed until the November 21, 2006 second meeting of the month.

Director Doucette moved and Director Topping seconded the motion to recess.

Eight Voted in Favor

Recess: 9:31 p.m.

gem

APPROVE:

ATTEST:

Secretary, Manchester Board of Directors