

MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 21, 2006 – 7:00 P.M.
LINCOLN CENTER HEARING ROOM

SECOND MEETING OF THE MONTH

PRESENT: Mayor Howroyd, Deputy Mayor O'Neill, Secretary Zingler, Directors Sheridan, Topping, Doucette, Spadaccini, Peak, and Pelletier

ALSO: General Manager Shanley and Town Attorney Darby

7. 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 Mayor Howroyd.

8. AWARDS AND PRESENTATIONS.

A. Presentation of proclamation to Matt Remillard.

Mayor Howroyd read an official citation to Matt Remillard on behalf of the Manchester Board of Directors. Mr. Remillard recently won the title of Super Featherweight Champion of the World in the Youth Division of the WBC. Mayor Howroyd extended best wishes for continued success on behalf of the Board of Directors. Matt is a great example for the youth in Manchester and should be commended. Matt Remillard thanked the Board of Directors and the Town of Manchester.

9. ADOPTION OF MINUTES OF PREVIOUS MEETING.

- A. **ADOPTED** - Minutes, September 26, 2006 – Joint Special Charter-Mandated Consolidation Efforts Meeting of Board of Directors/Board of Education.
- B. **ADOPTED** - Actions, October 3, 2006 – Regular Meeting
- C. **ADOPTED** - Minutes, October 3, 2006 – Regular Meeting
- D. **ADOPTED** - Actions, October 10, 2006 – Regular Meeting
- E. **ADOPTED** - Minutes, October 10, 2006 – Regular Meeting
- F. **ADOPTED** - Actions, October 24, 2006 – Special Meeting
- G. **ADOPTED** - Minutes, October 24, 2006 – Special Meeting

Motion made by Secretary Zingler and seconded by Director Topping.

Nine Voted in Favor
(Doucette abstained from Item 9.A)

10. COMMUNICATIONS.

Secretary Zingler received an e-mail from Scott Aiken, who suggested Board meetings be available in podcast form, on Manchester's AM radio station, or in another creative technological way. Secretary Zingler also received several communications from parochial school students and their families.

Director Peak received a number of communications from the parochial schools in Town as well as letters and phone calls in support of the textbook loan program. He received some information from David Blackwell outlining the legislative history and supporting case law of a textbook loan program.

11. REPORTS.

General Manager Shanley pointed out three documents provided for each Board Member which answered questions asked at the last meeting.

12. PRESENTATION OF BID WAIVER REQUESTS.

There were no bid waiver requests.

13. ACTION ON ITEMS OF PUBLIC HEARING.

3B. ADOPTED AS AMENDED - 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 Manger Shanley reminded the Board that this item has been presented twice over the last several months and has been thoroughly discussed. Approval of this item will restructure water and sewer rates, update fire service charges, provide a plan for rate increases through 2015 and how that would support a capital plan, change the rate structure from a three-tiered system to one tier, and establish a cash reserve policy of 180 days of operating expenses.

ADOPTED - MOTION TO AMEND ITEM 3.B TO READ "THE APPROVAL OF THE AMENDED SCHEDULE OF RATES, CHARGES, AND FEES FOR THE MANCHESTER WATER AND SEWER DEPARTMENT."

Director Spadaccini opposes a rate schedule resolution and feels there is no need to formally adopt a rate schedule. Rates should be passed in conjunction with the budget each year and future Boards will be in the best position to set rates. Director Spadaccini is not convinced the decision to spend down the fund balance is the right one and he disagrees with the dramatic increase in hook-up fees.

Director Doucette fully supports this amendment. The Town needs to do this for the integrity of the water and sewer program. Director Doucette agrees with going forward with the schedule and noted that future Boards will still need to adopt and enforce rates.

Director Pelletier feels approval of this item will affect long term changes and thinks future Boards should be setting rates. Director Pelletier's issues with this item go far beyond renaming it. She is not opposed to rate increases, but thinks the numbers used were set arbitrarily.

General Manager Shanley explained the philosophy behind projecting out rates in advance. The rates being projected are not being adopted tonight; rates will be set annually.

Motion made by Secretary Zingler and seconded by Director Sheridan.

**Six Voted in Favor
Howroyd, O'Neill, Zingler, Doucette, Topping, Sheridan
Three Voted Against
Spadaccini, Peak, Pelletier**

ADOPTED - MOTION THAT AMENDED SCHEDULE OF RATES, FEES, AND CHARGES BE REVISED TO INCLUDE THE TABLE OF FEES FOR PUBLIC AND PRIVATE FIRE PROTECTION FEES AS SHOWN ON EXHIBIT A PREPARED BY TOWN STAFF AND SHOWING A SIX-YEAR PHASE IN OF THOSE FEES.

Director Sheridan noted a recent meeting with the Eighth Utilities District which prompted the proposal of a six-year phase in option.

Motion made by Secretary Zingler and seconded by Director Sheridan.

**Six Voted in Favor
Howroyd, O'Neill, Zingler, Doucette, Topping, Sheridan
Three Voted Against
Spadaccini, Peak, Pelletier**

Director Sheridan reminded the Board of its unanimous decision to hire an outside consultant and that decision resulted in the rate structure proposed. He thinks the Board needs to have some confidence in the people they hired. The study confirmed that current rates do not produce enough money to keep the accounts in the black. The maintenance costs of the infrastructure will exceed revenue and something needs to be done. During his time on the Board, Director Sheridan has learned that the people of Manchester will pay to maintain what the Town has. He is aware that this adds to already significant burdens people are experiencing; however, the current rate structure does not allow us to take care of our system. Rates have not been raised in twenty years; unfortunately, that fact equals stiff increases now. The water and sewer funds have to support themselves. Director Sheridan intends to vote in favor.

Deputy Mayor O'Neill reminded the Board of the numerous hours that Director Peak and she put into this project. She is disheartened to hear people say they do not understand the assumptions and stated that she almost feels like she wasted her time attending these meetings. Deputy Mayor O'Neill has an uncomfortable feeling about spending down the fund balance since it is almost like an insurance policy should something go wrong. She would like to see the Town get a project under its belt before spending this fund down; however, she understands that an account with 180 days of operating expenses is an industry standard. Deputy Mayor O'Neill fully supports this plan. It provides full disclosure so people know what to expect and it allows the Water Department to plan for the future.

Director Pelletier does not think realistic alternatives were offered within this study. She gave examples of things that were not studied, including the overall operations of the Water Department, selling surplus, non-watershed land, implementing efficiency studies, or reviewing the overall performance of the Water Department. This is not an issue of not wanting to raise rates; it's an issue of looking at the overall operations. Director Pelletier agrees with the need for change and an increase in fees; she has a difference of opinion of how it should be done.

Director Doucette supports increasing rates. His primary concern is the cost of the must-do projects the Town is facing over the next ten years. These projects cannot be funded out of operating expenses and the reserve fund will be depleted in a couple of years. Director Doucette thinks it is irresponsible of the Board to pass on a twenty percent increase in 2010 and 2011 to the taxpayers. The rate structure provides integrity for the system and fairness to the taxpayers.

Director Peak participated in the water rate study and will not be supporting this ordinance. He believes responsible stewardship includes moderate rate increases over time. The system is not on the verge of a breakdown and to pass this ordinance communicates a distrust of future Boards. Expenses for future years have not been determined yet. The trend of this Board increasing rates not in conjunction with the budgeting process is a trend that should not continue.

Secretary Zingler supports this item as proposed. He is confused and angered that Directors have not forwarded concerns regarding the rate study during the many meetings held. The Town has to maintain what it has; this proposal does that.

Director Peak made a point of personal privilege stating that he does not need to commit in advance how he will vote.

Director Spadaccini has read all reports on this item and has raised his concerns; nothing new has been raised and he resents the insinuation that he is not doing his homework or is ambushing people. Director Spadaccini does not wish to commit to a multi-year rate schedule, but that does not mean he disagrees that rates need to go up. Expenditures must equal revenue. Capital improvements should be taken care of through bonding. The proposed plan spends down the reserve, which Director Spadaccini does not feel protects our investments.

Director Topping sees this item as a business plan for sewer and water usage and does not see a problem with laying out an outline. The Town is providing a service and common sense dictates the need for a plan. Director Topping addressed the issue of the efficiency study by reminding this Board that nothing precludes future Boards from looking at and following recommendations made in the efficiency study. Director Topping is in favor of outlining rates and needs because it allows people to plan. He also feels that increasing rates will defray the cost of interest incurred through bonding.

Director Sheridan reminded the Board of a memo dated October 5, 2006, that talks about the age of the digesters, two major pieces of equipment. If the treatment plant or sewer plant should go down, we will have serious problems.

Mayor Howroyd sees the adoption of this strategic business plan as intended to guide, not bind, future Boards. This business plan puts forth a fundamental shift in the overall rate and fee structure; it is a major course correction. Mayor Howroyd stated that the easy thing to do would be to delay any rate increases.

CALL FOR VOTE ON MOTION TO ADOPT ITEM 3.B AS AMENDED.

Motion made by Secretary Zingler and seconded by Director Sheridan.

**Six Voted in Favor
Howroyd, O'Neill, Zingler, Doucette, Topping, Sheridan
Three Voted Against
Spadaccini, Peak, Pelletier**

14. UNFINISHED BUSINESS.

There was no unfinished business.

15. NEW BUSINESS.

D. Transfer in General Fund from Contingency

1. Board of Education\$50,000
for textbooks program.

Director Sheridan asked exactly what the Board would be voting on; he has not seen any written documentation from the Board of Education. Director Spadaccini answered a transfer of \$50,000 from the General Fund to the Board of Education for the purpose of a textbook loan program in conjunction with Connecticut General Statutes 10-228A. Director Sheridan continued, stating that this program needs to be run by the Board of Education and when this money was originally budgeted it was specifically stated that upon the request of the Board of Education, funds would be transferred. He knows of no request at this point. Director Sheridan would like to see a specific, detailed program. Once that is provided, he will vote to transfer this money.

Director Spadaccini supports the textbook loan program. This is the Board's first encounter with creating this program and people are looking for the Board to set it on the path to success. It is not enough to set up a committee or wait for a plan to come to the Board. Director Spadaccini gave an overview of the statute being discussed and suggested the public school system provide the private schools with a list of books currently in use.

Secretary Zingler thanked the parochial school system for being a wonderful addition to our community. By allocating \$50,000, the Board has sent a strong message to the Board of Education and the parochial schools that it supports this program. Secretary Zingler does not feel comfortable handing the money over without a plan in place. He asked the Town Attorney for direction on how the Board of Directors should proceed.

Town Attorney Darby stated that the statute is very short and very clear; there does not seem to be a disagreement on the law. The Board of Directors cannot hand a check to the private school system; the loan of textbooks must come from the Board of Education and remain the property of the Board of Education. The Board of Directors can send the money to the Board of Education; however, the Board of Education is not bound by law to use the money for the textbook loan program.

**ADOPTED - MOTION TO AMEND ITEM 15.D.1 TO DEFER TEXTBOOK
LOAN PROGRAM UNTIL BOARD OF DIRECTOR'S JANUARY MEETING.**

Motion made by Secretary Zingler and seconded by Director Sheridan.

**Five Voted in Favor
O'Neill, Zingler, Sheridan, Topping, Doucette
Three Voted Against
Spadaccini, Peak, Pelletier
(Howroyd Abstained)**

**ADOPTED - MOTION TO SUSPEND RULES IN ORDER TO PERMIT DEBATE
OVER SECRETARY ZINGLER'S MOTION TO DEFER.**

Motion made by Director Topping and seconded by Director Sheridan.

**Eight Voted in Favor
(Howroyd Abstained)**

Director Topping thinks the best way to proceed is to set up a committee including members of the Board of Directors, the Board of Education, the Town Attorney, and representatives of the private schools. All Board members are in favor of this program, but some are erring on the side of caution.

Director Doucette strongly supports this initiative and agrees with postponing further action. In May, this Board appropriated the funds and moving the money now would be misappropriation. He agrees with a committee approach. Director Doucette stated that the statute is clear on this issue; the Board of Education needs to act.

Director Pelletier is frustrated that the funds have not been transferred and disagrees with a postponement. She has little faith in the subcommittees; the Board of Directors needs to pass this money along. Director Pelletier encouraged the Board members to work cooperatively.

Director Sheridan has heard three different Directors say they support a committee and according to what Secretary Zingler has proposed, the committee will have a deadline.

Director Peak feels strongly that the Board of Directors made a promise to provide these funds and the appearance right now is that we are not keeping our promise. We need to transfer the money that has been allocated. Each Board member says he or she is committed to this program; however, it has been languishing. The only thing to do is transfer the money tonight.

Deputy Mayor O'Neill noted that a sticking point she has been made aware of is the use of current books. One administrator she spoke with was not clear on the statute. Deputy Mayor O'Neill is in favor of a postponement; a plan needs to be put in place and all parties involved need to understand the program.

RECESS.

A brief recess was taken from 9:00 p.m. until 9:10 p.m.

Motion made by Director Topping and seconded by Director Sheridan.

**Five Voted in Favor
O'Neill, Zingler, Sheridan, Topping, Doucette
Three Voted Against
Spadaccini, Peak, Pelletier
(Howroyd Abstained)**

**ADOPTED - MOTION TO SUSPEND RULES IN ORDER TO MAKE
ADDITIONAL MOTION.**

Motion made by Director Spadaccini and seconded by Director Topping.

**Eight Voted in Favor
(Howroyd Abstained)**

ADOPTED - MOTION TO REQUEST MATTER OF THE TEXTBOOK LOAN PROGRAM WITH PAROCHIAL SCHOOL SYSTEM BE REFERRED TO A COMMITTEE CONSISTING OF: THE TOWN ATTORNEY, TWO MEMBERS OF THE BOARD OF DIRECTORS, TWO MEMBERS OF THE BOARD OF EDUCATION, ONE REPRESENTATIVE FROM EACH PRIVATE SCHOOL, REPRESENTATIVES FROM PRIVATE SCHOOLS' ADMINISTRATION, ADMINISTRATORS FROM THE BOARD OF EDUCATION. THIS SUBCOMMITTEE WILL SPECIFICALLY BE CHARGED WITH THE TASK OF MAKING A FORMAL RECOMMENDATION ON THE TEXTBOOK LOAN PROGRAM TO THE BOARD OF DIRECTORS BY NOON ON JANUARY 9, 2007. THE BOARD OF DIRECTORS DIRECTS THE GENERAL MANAGER TO COMMUNICATE THIS MOTION VIA E-MAIL TO THE SUPERINTENDENT OF SCHOOLS AND CHAIRPERSON OF THE BOARD OF EDUCATION NO LATER THAN NOON ON WEDNESDAY, NOVEMBER 22, 2006.

Motion made by Director Topping and seconded by Director Doucette.

**Eight Voted in Favor
(Howroyd Abstained)**

- F. **ADOPTED** - Acceptance of a donation from Richard P. Hayes, Sr. of real property known as 64 Union Place.

Director Topping stated that he initially had concerns about the environmental quality of this property and wanted reassurance that it was never used as a dumping ground. He has reviewed the memo provided and he is now comfortable accepting this donation.

Mayor Howroyd commended Mr. Pellegrini for his efforts and the research he performed.

Motion made by Secretary Zingler and seconded by Director Topping.

Nine Voted in Favor

- G. **ADOPTED** - Approval of exercise of renewal option – Cheney Hall lease (January 1, 2012 to December 31, 2016).

Director Spadaccini asked why this item needed to be approved by the Board of Directors. General Manager Shanley explained that in the lease it states that all subsequent renewals will be approved by the Board of Directors.

Motion made by Secretary Zingler and seconded by Director Sheridan.

**Eight Voted in Favor
(Topping out of room)**

- H. Discussion of elderly Home Equity Leveraging Program (H.E.L.P.) and other options for senior and elderly property tax relief.

General Manager Shanley introduced the item stating that during discussion of different phase-in options for revaluation, the Board of Directors requested further information on property tax relief for the senior population.

Alan Desmarais, Director of Finance, and **John Rainaldi**, Director of Assessment & Collection, gave an overview of the proposed H.E.L.P. program for the Board's consideration. It is basically the deferral program with some revisions. The H.E.L.P program removes the lien fee, but not the lien. It is virtually the same as a reverse mortgage, but without the mortgage component. The senior has the ability to structure the program.

There was some discussion about the details and merits of this program among Directors Pelletier, Doucette, Spadaccini, Sheridan, Peak, Zingler, General Manager Shanley, Town Attorney Darby, Mr. Desmarais, and Mr. Rainaldi.

Mayor Howroyd thanked Mr. Desmarais and Mr. Rainaldi for their presentation and anticipates that the next step will be drafting an ordinance to approve this program.

I. Appointments to Boards and Commissions which have members with terms expiring in November/December 2006. *T represents appointments that were tabled; *R represents reappointments; *A represents newly appointed members to the Boards and Commissions.

<u>Board/Commission</u>	<u>Name</u>	<u>Term Expiring</u>
Advisory Board of Health	R-Mary Moynihan, 50 Cone St (D)	November 2009
Advisory Rec. and Park Comm.	R-Joel Janenda, 249 East Center St (D)	November 2009
	T-Dr. David Prindiville, 310 Timrod Rd (R)	November 2009
Arts Commission	A-Donna Schaffer, 150 Summit	November 2009
	T-Vacancy	November 2009
Arts Commission - Ex Officio	R-Donna Fitzgerald, 140 Dartmouth Rd	November 2009
	A-Joanne Russell, MCC, 60 Bidwell St	November 2009
Bennet Housing Corporation	R-Eileen Stern, 34 South Farms Dr (D)	November 2011
Board of Assessment Appeals	R-David Dumaine, 86 Tracy Dr (D)	November 2009
Building Committee	R-John McMahon, 329 Hackmatack St (D)	November 2009
	R-John Little, 1067 Main St, Unit 3 (D)	November 2009
	R-Edward Epstein, 63 Woodstock Dr (D)	November 2009
Cheney Hall Board of Commissioners	T-Vacancy	November 2008
	R-Arlene LeRoy, 165 Shallowbrook La	November 2009
	R-Kent Schwendy, 530 Gardner St	November 2009
	R-Teresa Ike, 201-M New State Rd	December 2009
	R-Elizabeth Tracy, 41 Center St	December 2007
Cheney Brothers National Historical District Commission	R-Robert Shanbaum, 99 Hartford Rd (D)	November 2009
	R-Mary Tierney, 125A Cliffside Dr (D)	November 2009
	R-Bettye Kramer, 41 Campfield St (D)	November 2009
	R-S. Lee Bogli, 71 Pitkin St (D)	November 2009
	Ex Officio – Manc. Historical Soc. A-John Dormer, 58 Patriot Lane	November 2007
Commission on Aging	T-Vacancy (R)	November 2008
	R-Linette Miller, 69 Diane Dr (D)	November 2009
	R-Jill Gelinas, 48 Joseph St (D)	November 2009
	R-Ellen Jones, 427 East Center St (D)	November 2009
Commission for Disabled Persons	R-Enrique Marcano, 10 Deepwood Lane (D)	November 2009
	R-Richard Lawrence, 139 Wyneding Hill Rd (D)	November 2009
	R-Tom Stringfellow, 183 Hillstown Rd (D)	November 2009
Emergency Medical Svcs. Council	R-Diane Cutaia, 48 Arcellia Dr	November 2009

Ethics Commission	R-Horace Brown, 24 East Maple St (U)	November 2009
	T-Aaron Wlochowski, 103 Thayer Rd (R)	November 2009
Ethics Commission - Alternate	R-William Bayer, 125 Waranoke Rd (D)	November 2009
Fair Rent Commission	R-Thomas Stough, 691 N. Main St (D)	November 2009
	R-Michael Menard, 59 Congress St (D)	November 2009
Greater Hartford Transit District	A-Paul McNamara, 8 Harvard Rd (R)	November 2010
Housing Authority	R-James Morancey, 565 Hilliard St (D)	November 2011
Housing Commission	T-Vacancy (R)	November 2009
	T-Vacancy (D)	November 2009
- Nonprofit Agency Member	R-Julian Stoppelman, 33 Tanner St	November 2009
Human Relations Commission	T-Vacancy (D)	November 2009
	R-Waynette Arnum, 14 Lawton Rd (D)	November 2009
	R-Robert Haley, 19 Welcome Place (D)	November 2009
	R-Diana Santacroce, 35 Frances Dr (D)	November 2009
Library Board	R-John D. LaBelle, 146 Porter St (D)	November 2009
	R-Michele O'Neil, 21 Sunny Brook Dr (D)	November 2009
	R-Ken Lappen, 214 Scott Dr (R)	November 2009
Manchester Country Club Board of Governors	R-Stephen Penny, 114 West Vernon St (D)	November 2007
Pension Board	T-James Geyer, 20 Reed Dr (R)	November 2010
	R-Robert Huestis, 31 Birch Tr, Glastonbury Retired Employee Rep	November 2007
	R-Bette Copeland Combined Union Employee Rep	November 2007
Planning and Zoning Commission	R-Joseph Diminico, 26 Finley St (D)	November 2011
Planning and Zoning – Alternates	R-Clarence Zachery, 119 Blue Ridge Dr (D)	November 2008
	R-Rudolph Kissman, 60 Carpenter Rd (D)	November 2008
Property Maintenance Code Board of Appeals	T-Timothy J. Connelly, 26 Sage Dr (R)	November 2009
	R-Edward Peterson, 150 Westland St (D)	November 2009
	R-Gary Benson, 28 Gardner St. West (R)	November 2009
	T-Dennis Brenner, 260 Spring St (R)	November 2009
Redevelopment Agency	R-Barbara Weinberg, 157 Pitkin St (D)	November 2011
Zoning Board of Appeals	R-Albert Gionet, 631 North Main St (D)	November 2011
Zoning Board of Appeals – Alternate	R-Ed Slegeski, 16 West St (D)	November 2011

Director Sheridan made a point of order. Item 15.I should state, "Appointments to Boards and Commissions which have members with terms expiring *as stated*."

Motion made by Secretary Zingler and seconded by Director Spadaccini.

Nine Voted in Favor

- J. **ADOPTED** - Authorization for the General Manager to sign the Memorandum of Agreement between the State of Connecticut, Department of Emergency Management & Homeland Security and the Town of Manchester regarding State Use of FY 2006 Homeland Security Grant.

Motion made by Secretary Zingler and seconded by Director Topping.

Nine Voted in Favor

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

Bill Ogden, 137 Branford Street, apologized to the Republicans for not giving them credit for being the first to state their position on the purchase of the Parkade. He remembers hearing that the water fund had a tremendous amount of money, and asked what happened to it. Mr. Ogden also asked what the income limits are for married seniors for the H.E.L.P program.

Gero Ghidinelli, 2-4 Pearl Street, #11, thinks the Board of Directors is a good group. He mentioned taxes going up and services falling off. Mr. Ghidinelli still believes there is a problem with the way people enter and exit the library.

Mayor Howroyd explained that the water fund still has a large cash reserve; it had not run out of funds. The strategic plan is a restructuring in anticipation of capital improvements.

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

Director Sheridan received a memo regarding the east side youth facility concept. He asked how the Board moves to take action on this item. General Manager Shanley stated it should be put on a future agenda. The funding is earmarked; there are a few procedural votes that need to take place.

Secretary Zingler asked for an update on leaf collection funds and routes. He also asked for an update on the General Manager position at the Manchester Country Club.

Deputy Mayor O'Neill asked for an update on the construction at the school buildings. She is working on a draft proposal banning smoking in public parks and on public property. She will present the proposal soon.

Director Peak asked about a letter received from Manchester Grange stating that they are vacating their lease. General Manager Shanley updated the Board on efforts of the Grange to be allowed use of the building by another entity who leases it. The Town has asked the Grange if they wish to reconsider vacating their lease and are awaiting a response. Director Peak asked about the status of the RFP for the energy audit. He also stated he is not clear on the status of the Manchester L.I.F.E. Scholarship. Secretary Zingler noted that it is in the hands of the Health, Human, and Leisure subcommittee which will be meeting in December.

Director Topping asked about the meeting which was supposed to take place between Manchester Country Club and several residents. General Manager Shanley has been trying to set a meeting up for two months and suspects that it will be easier with a change in administration.

Director Spadaccini received notification that in December there is likely to be one meeting. It seems like there are many items to discuss and asked if the Board should reconsider and hold two meetings. Mayor Howroyd stated the Board historically holds only one meeting in December. Director Spadaccini wants to make sure business doesn't get pushed into January because of conference attendance.

18. EXECUTIVE SESSION.

The Board went into executive session at 10:41 p.m. to discuss real estate negotiations and returned at 10:57 p.m. Present were: Mayor Howroyd, Deputy Mayor O'Neill, Secretary Zingler, Directors Sheridan, Topping, Doucette, Spadaccini, Peak, and Pelletier, General Manager Shanley, and Mark Pellegrini, Director of Neighborhood Services and Economic Development. No votes were taken.

Motion made by Director Sheridan and seconded by Director Doucette.

Nine Voted in Favor

19. ADJOURNMENT:

The meeting was adjourned until the December 12, 2006 Regular Meeting of the Board of Directors at 7:00 p.m. in the Lincoln Center Hearing Room.

Motion made by Secretary Zingler and seconded by Director Topping.

Nine Voted in Favor

Adjournment: 10:57 p.m.

gem

APPROVE:

ATTEST:

Secretary, Manchester Board of Directors