

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**September 12, 2006 – 7:00 P.M.**  
**LINCOLN CENTER HEARING ROOM**

**FIRST MEETING OF THE MONTH**

**PRESENT:** Chairman Howroyd (7:17 p.m.), Vice-Chairman O'Neill, Secretary Zingler, Directors Hachey, Sheridan, Topping, Spadaccini, Peak, and Pelletier

**ALSO:** General Manager Shanley and Town Attorney Darby (7:32 p.m.)

**1. MEETING CALLED TO ORDER.**

The meeting was called to order at 7:15 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Vice-Chairman 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.**

**Bonnie Schuetz**, 12 Conway Road, fell at Martin School and asked who is responsible. She also stated that Center Springs Park, Charter Oak Park, and Mount Nebo are a disgrace, but Northwest Park is kept up perfectly. Ms. Schuetz requested a meeting with Scott Sprague and Scott Garman.

**David Carlson**, 40 Olcott Street, is part of the Spruce Street Block Watch. He would like to see the Town implement a curfew for Manchester's youth. Mr. Carlson also spoke about bicycle safety and suggested the Town hold classes for the 5<sup>th</sup> to 6<sup>th</sup> grade age. He would like to see more parents involved with their children.

**Emma Swetzes**, 45 Waddell Heights Drive, asked why a meeting about the purchase of the Parkade was held in the Lincoln Center Hearing Room on October 27, 2005. She also asked why the Town Attorney helped with the second draft of the petition for the Parkade purchase.

**Chairman Howroyd** stated that he would address this issue after the Public Hearing portion of the meeting.

**Joe Rafala**, 58 Hawthorne Street, stated that Manchester Land Trust, owner of 429 Buckland Hills Drive, made a tax abatement agreement with the Town in July of 1999. Manchester Land Trust has breeched that agreement and Mr. Rafala thinks that the Town of Manchester should pursue the back taxes owed. Mr. Rafala would like the Town to stop removing taxable property from the tax rolls.

**Wayne Rautenberg**, 129 Hemlock Street, supports Mr. Rafala and the comments he made.

**Maria Yates**, 59 Glenwood Street, feels installing surveillance cameras on Main Street is a waste of money. She asked if any research has been done on whether this had been used as a crime deterrent elsewhere and what the results were. Ms. Yates lives in the Spruce Street area and supports the concept of a youth center, but stated that this area needs something for the youth now.

**Terry Werkhoven**, 88 Santina Drive, thanked the Director of Public Works and the maintainers for the work completed on Gerard Street. Mr. Werkhoven gave a brief explanation of the roof membrane recently installed at the High School. He also stated that purchasing the Parkade would incur debt the taxpayers cannot afford.

**Scott Aiken**, 92 Laurel Street, is not satisfied with the taste of Manchester's public water supply. He would like the Board to fully support Manchester L.I.F.E. Scholarship program. Mr. Aiken would like to see the Board of Directors hold a community forum to discuss issues in Manchester. He feels the five minutes provided during a public hearing are not enough and do not allow for discussion among residents. Mr. Aiken also asked the Board to consider phasing in revaluation.

**Milt Perlman**, 3 Sanford Road, concurs with the idea of a community forum. The State is claiming a \$900 million surplus and Mr. Perlman thinks the cities and towns should request that money be put back into local budgets. Mr. Perlman stated that the referendum, passed for the Bennet School project, called for a swimming pool and now there is no swimming pool included in the project. He would like to see the taxpayers receive updates about what is being done, what is left to do, how much money has been spent, and what is left on projects within Town.

**Jim Kurlowicz**, 27 Columbus Street, commended Director Topping on his efforts to look further into the police situation. Mr. Kurlowicz asked for information concerning Manchester Country Club at last month's meeting and has not received it yet. He also distributed an article to the Board concerning former General Manager, Dick Sartor. Mr. Kurlowicz thanked Director Hachey for his service on the Board and wished him well.

**Diane DeJoannis**, 280 Scott Drive, would like to see the Town of Manchester participate in the 2010 campaign. For every 100 Manchester customers who sign up for the program, the Town qualifies to receive a solar panel.

**Bill Ogden**, 137 Branford Street, stated that the Town would only be getting the land for the money spent on a purchase of the Parkade. The library, community center, and swimming pool are all going to cost more money. Mr. Ogden does not think it is the Town Attorney's job to help write a petition.

**Ken Burkamp**, 811 Main Street, thinks that since the Manchester Land Trust violated their agreement with the Town, the Town should rescind it. He is completely against purchasing the Parkade property. The Town should not build on that site. He also dislikes the idea of a methadone clinic on Broad Street. There is no bus service on Broad Street, and people going to and from the clinic would have to walk to Center Street or Middle Turnpike for bus service. Mr. Burkamp mentioned several sites where brush and tree limbs are hanging into the street. He would like to see the Town enforce codes. He also stated that the water rates should not increase.

**Mary Angeli**, 65 White Street, spoke about youth safety in Town. She gave several examples of dangerous situations involving children that she has recently witnessed. Ms. Angeli thinks children are being irresponsible with their bikes and parents should take the time to explain bicycle safety to them. Since this is not happening, she thinks the school system should get involved, possibly providing a course with a certificate at the end.

**Chairman Howroyd** explained the events leading up to the group involved with the Parkade purchase being allowed to use the Lincoln Center Hearing Room for a meeting. He also explained that the Town Attorney helped draft the petition because the first one was thrown out due to invalid wording.

**Attorney Darby** further explained that the first petition was not worded correctly and Mrs. Nordeen asked for help with the language so the petition would not be invalid a second time.

**Director Spadaccini** asked if the Town were to purchase the Parkade for less than the \$8.75 million allotted, could the remainder of the money be used for cleanup of the property.

**Attorney Darby** answered that the price was for the property only. The language does not address cleanup expenses. He will discuss this issue with Bond Counsel, look further into the matter, and get back to the Board at the next meeting with a definite answer.

### **3. PUBLIC HEARINGS.**

- A. Adoption of the Town of Manchester Supplemental Pension Ordinances effective October 1, 2006.

**General Manager Shanley** explained that the changes made were not substantive. The rewrite was to make the document more understandable.

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

**Milt Perlman**, 3 Sanford Road, thinks the Town should tell its people exactly what the pension ordinance does and how it affects the taxpayers of Manchester.

**Alan Desmarais**, Director of Finance, explained that the Town is required by State Statute to adopt its pension plan by ordinance. Based on a request by employees and the Pension Board, the plan was amended because of difficulty to interpret it at some points.

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

**Directors Hachey and Spadaccini** requested a hard copy of the proposed ordinance.

**Director Peak** pointed out that the Board is going on faith that there are no substantial changes.

**Mr. Desmarais** answered that both the old copy and the new copy were read several times by staff, legal counsel, the Pension Board, and union leaders for that exact reason. There are some additions required by federal statute, but the provisions were not changed.

**Director Sheridan** noted that Attorney Barth has been advising the Board on the Pension Ordinance for many years and relying on his opinions is not a great leap of faith; he has never steered the Board wrong before.

- B. Appropriation to Special Projects as follows:
1. Public Safety – Police Department (SG014).....\$4,000  
to be financed by a donation from the SBM Charitable Foundation to be utilized for the printing of the Police Trading Cards which is gratefully acknowledged and accepted.
  2. Public Safety – Police Department (SG058).....\$7,500  
to be financed by annual donations (FY 2006) for East Central Narcotics Task Force from member towns (South Windsor – \$2,500, Vernon - \$2,500, and Glastonbury - \$2,500) to support task force operational needs for equipment, training, or to facilitate continuing narcotics investigations.
  3. Police Activities League.....\$32,871  
to offset the salary of the Executive Director of the Police Activities League to be financed by an Edward Byrne Memorial Justice Assistance Grant from the Department of Justice.
  4. Manchester Early Learning Center (FY 2006/07).....\$107,000  
for 20 school readiness slots to be financed by the School Readiness – Severe Need Schools grant through the Department of Education.
  5. Manchester Youth and Senior Theater (MYST) Program - Youth Service Bureau.....\$324  
to be financed by donations which are gratefully acknowledged and accepted.
  6. Youth Service Bureau.....\$4,000  
for youth programming, food and needed supplies to be financed by an anonymous donation which is gratefully acknowledged and accepted.
  7. Library Donation Trust Fund Account (755).....\$6,000  
to be financed by an additional donation from the SBM Charitable Foundation toward the “One Book” program which is gratefully acknowledged and accepted.
  8. Special Grants – Fund 260 – Obesity Reduction Programs.....\$9,861  
to be financed by a grant received from the Connecticut Department of Public Health and a resolution authorizing the General Manager, Scott Shanley, to make, execute, and approve on behalf of this corporation, any and all contracts or amendments thereof with the State of Connecticut Department of Public Health successor agency.

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

**Milt Perlman**, 3 Sanford Road, asked if there was already money included in the budget for item B.3. General Manager Shanley explained that this was an anticipated appropriation and the Town budgeted accordingly. Mr. Perlman also asked what would happen if the Town did not get the money for item B.4, as children have already started school. General Manager Shanley

explained that the Town received notification of this appropriation months ago. Any money appropriated to the Town must be voted on by the Board of Directors.

**Terry Werkhoven**, 88 Santina Drive, requested documentation on item B.8

**General Manager Shanley** explained that the first grant in this item paid for the Trail Mix publication and this second grant will pay for a similar publication about walking in Manchester's neighborhoods.

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

- C. Appropriations to Education Special Projects as follows:
1. Increase in Appropriation to Elementary and Secondary Education Act – Hurricane Relief Program.....\$665  
to be financed by funds from the U.S. Department of Education for Local Education Agencies and private schools that are serving students displaced by Hurricanes Katrina or Rita.
  2. Washington School Literacy Program Grant.....\$1,000  
to buy materials to provide literacy bags to K-3 students for school year 2006/07.

**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 where the money for item C.2 is coming from.

**Patricia Brooks**, Board of Education, answered that the money came from Soroptimist International of Greater Hartford, a business women's organization.

- D. Appropriation to Capital Reserve – Town Aid Road.....\$318,197  
to be financed by a grant from the State of Connecticut, Department of Transportation.

**General Manager Shanley** explained that this is an annual appropriation from the State of Connecticut, primarily used for winter snow operations.

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

**Chairman Howroyd** asked if this is a modest increase over last year. General Manager Shanley answered in the affirmative. Chairman Howroyd noted that the funding coming from the State of Connecticut is providing less monetary support than in years past, although costs have certainly increased over time.

- E. Approval of assessments and payment plan for Greenwood Drive sewer plan.

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

**Director Peak** noted the difficulty with making the cost of this sewer project fair to all involved. He thinks the modifications for allowing interest free payment plans as well as the freeze of the hook-in fee accomplished a fair plan.

**4. CONSENT CALENDAR.**

3B. Appropriation to Special Projects as follows:

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- 2. Washington School Literacy Program Grant.....\$1,000  
to buy materials to provide literacy bags to K-3 students for school  
year 2006/07.
- 3D. Appropriation to Capital Reserve – Town Aid Road.....\$318,197  
to be financed by a grant from the State of Connecticut, Department of  
Transportation.
- 15A. Approval of early retirement for Lorraine Hay, Board of Education.
- 15B. Approval of early retirement for Deborah Rutigliano, Board of Education.
- 15C. Approval of revised job description for Grants Administration Specialist.
- 15D. Approval of settlement (Hassell vs. Town of Manchester) in the amount of  
\$20,000.

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

**Nine Voted in Favor**

**RECESS.**

The Board took a brief recess at 9:00 p.m. and returned at 9:13 p.m.

**Director Spadaccini moved and Director Topping seconded the motion to recess.**

**Nine Voted in Favor**

**5. REPORTS.**

- A. Manager’s Report.

**General Manager Shanley** mentioned a Department of Transportation study that listed different options for potential bus stops in Manchester and in the documents it is very clear that nothing can be done without the consent of the Town of Manchester. He will forward these documents to the Board members. Mr. Shanley met with the Manager and President of the Manchester Country Club and has just received some documents he requested. He will forward those on to Board members as well. Manchester Country Club has hired a consultant and is currently engaged in an efficiency study. The consultant has agreed to meet with Mr. Kurlowicz and Mr. Ogden. There will be a presentation at next week’s meeting regarding the money transfer from the Water Fund into the General Fund.

- 1. Revaluation and phase-in discussion.

**General Manager Shanley** told the Board of Directors that there have been a number of meetings with the public concerning revaluation and the presenters have received considerable feedback as well as answered many questions from the public. There is a common frustration with the property tax as a means of raising revenue in Connecticut. To make this process as fair as possible, the Town is trying to get as close to the real market value as possible on properties within Town, and then charge the same rate for all properties. He noted there are many questions surrounding the option known as the West Hartford Option and he recommended avoiding that option. Mr. Shanley introduced Alan Desmarais, Director of Finance, John Rainaldi, Director of Assessment and Collection, and Anne Dougherty, Deputy Assessor to the Board of Directors.

**Mr. Rainaldi** reviewed and explained the Town of Manchester 2006 Revaluation Preliminary Analysis for Discussion of Phase-in Options which was handed out to all Board members. The most significant change will be for owners of multi-family housing and modest homes with the possibility of their taxes almost doubling. Notices of home values will be sent out to residents in mid-November. The first bills showing the changes will be mailed in June of 2007.

**Ms. Dougherty** gave an overview of the presentations completed so far and listed three upcoming presentations the public can attend.

**Mr. Desmarais** explained that this is the first analysis that includes an assumption of motor vehicle tax along with the property tax. He noted that the staff is uncomfortable with the West Hartford Option due to the different interpretations of the legislation. Mr. Desmarais recommends phasing in with equal steps.

**General Manager Shanley** noted that it would be most valuable to the citizens of Manchester as well as the staff for the Board of Directors to make its decision before the notices are sent out in November. When residents call in with questions, staff will be able to be more accurate and clear with their responses.

**Secretary Zingler** asked for a chart with a four-year equal step phase in. Mr. Shanley will get those numbers for the Board, however he noted that going past two years makes it more difficult to project reasonable and credible numbers. Keep in mind the numbers will be representative only. Secretary Zingler suggested running the revaluation presentation portion of this Board of Directors Meeting on Channel 16.

**Director Pelletier** is concerned about revaluation because those hardest hit are people with the modest homes, condos, and multi-family homes. She has heard a number of times that renters do not pay taxes, however most landlords will probably raise their rent to pass on the tax expenses to their renters. Ms. Pelletier is concerned about pricing people out of our community.

**Chairman Howroyd**, upon consensus of the Board, requested phase-in projections for three, four, and five year equal step plans and to completely remove the West Hartford Option from consideration.

**Director Hachey** is concerned about the impact on the average person. He thinks phase-in is the best answer. Mr. Hachey reminded the Board that revaluation will be with us in the future and we should tighten our budgets, set money aside, and try to take the least amount of money out of pocket as possible.

**Director Peak** noted landlords will most likely pass on whatever expenses the market will bear. He thinks if the revaluation presentation is shown on Channel 16, it should include the whole discussion.

**Chairman Howroyd** noted that building the mall provided revenue to the Town throughout the 1990's and provided us with a lengthy period of stability.

**Director Topping** asked if the houses described as the median home would be the Jarvis/Ansaldi three-bedroom, 1.5 bath cape and was answered in the affirmative. He noted that most families occupying these homes are either young families just starting out or seniors, the people least able to afford the tax increase.

**Director Spadaccini** asked about a cutoff for sales prices to be used in evaluating values of homes. Mr. Rainaldi answered that the Town would like to capture the market as of October 1, 2006. Mr. Spadaccini suggested the Board be thoughtful and deliberate while making decisions regarding revaluation. He cautioned against doing something that may make things worse in the long run. Mr. Spadaccini also asked for information on all programs available for Veterans and Seniors.

**Secretary Zingler** would like more information on a Senior tax freeze. He suggested building in criteria that the person who receives the freeze has to have lived in town for a certain number of years and requested a legal opinion of building that into some type of aid program.

**Chairman Howroyd** reiterated that the Board of Directors should identify a preferred phase-in option for action in one of October's meetings. He sees the importance of making a decision before notices go out in November.

**ADOPTED – MOTION TO SUSPEND THE RULES TO GO BEYOND ELEVEN O'CLOCK.**

**Secretary Zingler moved and Director Peak seconded the motion to suspend the rules.**  
**Nine Voted in Favor**

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

**Director Topping** asked if the Manchester Country Club could come back to another Board of Director's meeting. Mr. Shanley answered they would if they were invited.

**Director Spadaccini** asked how the neighborhood meetings regarding a community center are being publicized. Mr. Shanley answered that publicity would be done by paid advertising, posting notices in neighborhoods, distributing flyers through schools, and on Channel 16.

**Director Peak** provided Mr. Shanley with some written questions regarding the Water & Sewer rate presentation that is scheduled for the next meeting, so involved parties will be prepared.

**Secretary Zingler** asked that General Manager Shanley call the Cheney Hall Board of Commissioners to resolve the vacancy on that commission.

**6. EXECUTIVE SESSION.**

The Board of Directors agreed to postpone the Executive Session until the meeting of September 19, 2006.

**RECESS TO SECOND WEEK.**

The meeting was recessed until the September 19, 2006 second meeting of the month.

**Secretary Zingler moved and Vice-Chairman O'Neill seconded the motion to recess.**

**Nine Voted in Favor**

**Recess: 11:13 p.m.**

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**APPROVE:**

**ATTEST:**

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**Secretary, Manchester Board of Directors**