

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**October 10, 2006 – 7:00 p.m.**  
**LINCOLN CENTER HEARING ROOM**

**SECOND MEETING OF THE MONTH**

**PRESENT:** Chairman Howroyd, Vice-Chairman O’Neill (7:08 p.m.), 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 7:05 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Chairman Howroyd.

**8. AWARDS AND PRESENTATIONS.**

**Chairman Howroyd**, on behalf of the Board of Directors, presented Joe Hachey with a rocking chair in honor of his retirement from the Board. Chairman Howroyd said it has been an honor to serve with Joe and thanked him on behalf of the Town and the Board of Directors.

**Joseph Hachey**, retiring Director, thanked many people, including friends, family, other Board members, and Town staff and wished incoming Director Jason Doucette well.

**9. ADOPTION OF MINUTES OF PREVIOUS MEETING.**

- A. Minutes, September 5, 2006 – Public Hearing and Special Meeting
- B. Actions, September 12, 2006 – Regular Meeting
- C. Minutes, September 12, 2006 – Regular Meeting
- D. Actions, September 19, 2006 – Regular Meeting
- E. Minutes, September 19, 2006 – Regular Meeting
- F. Minutes, September 26, 2006 – Policy Briefing Meeting

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

**Eight Voted in Favor**  
**One Abstention – Doucette**

**10. COMMUNICATIONS.**

**Secretary Zingler** received a notification from Cheney Hall Board of Commissioners that the Little Theatre of Manchester wishes to renew its lease for five years as allowed by their current lease.

**Director Pelletier** received a letter from a resident who does not think water and sewer lines need to be installed in the Hillstown Road area as there have been no failures.

**Vice-Chairman O'Neill** received a letter from the Manchester Historical Society requesting that whenever a building is being renovated, the Town let the Historical Society look at items before they are sold or thrown out in order to preserve Manchester's history.

**Director Peak** received a letter from a resident who agrees with his view on the National League of Cities and eminent domain.

## 11. REPORTS.

**Secretary Zingler** reported on the Volunteer Appreciation Cookout at Northwest Park on September 27. He read a few letters he received in recognition and appreciation of the event. Secretary Zingler thanked Town staff and Board members who helped with this event.

**Chairman Howroyd** thanked Secretary Zingler, Director Peak, and Town staff for their help in making the First Annual Volunteer Appreciation Cookout a success. He also thanked the many volunteers who often put in long hours for the Town of Manchester.

**General Manager Shanley** reported that he has been in contact with the Manchester Historical Society regarding their request for items to preserve Manchester's history. Some things they are requesting include pieces of the buildings, which presents issues due to the hazardous contaminant, lead.

**Director Spadaccini** reported that the Code of Ethics subcommittee had a productive first meeting. Co-Chairs Edward Joy and James Stevenson were appointed. The subcommittee feels they have been given a significant undertaking and will not be able to meet the November deadline they were given. Chairman Howroyd feels the request for more time is reasonable and the Board should consider changing the deadline. Director Spadaccini suggested the subcommittee report on their progress during the first meeting in November.

**General Manager Shanley** asked the Board to give some feedback on the draft utility policy he provided.

**Director Peak** liked that the draft stated no resident will be forced to connect, as well as leaving building lots at 30,000 square feet.

**Director Pelletier** wondered if this should be written as a resolution instead of an ordinance and would like the Town Attorney to educate the Board on the differences between resolutions and ordinances. Her primary concern is the opportunity to subdivide properties, causing higher density in an area of Town that has expressed its desire to remain rural.

**Director Doucette** thought the language regarding building lot size needs clarification. One paragraph includes the words, "in the alternative" and Director Doucette interprets this as

conflicting with zoning regulations. General Manager Shanley explained that the language allows for an average of one house per acre, however it gives the developer the option to build houses on smaller lots and allow for more open space.

**Director Spadaccini** would like all Board members to receive and review a copy of the Town's Plan of Development before making any decisions. He noted that the hook-up fee was very controversial when discussed in the past and he would like to have a neighborhood meeting on this subject.

**General Manager Shanley** explained that the intent is to install utilities at the expense of the developer. The Town utility will not expend any capital funds. Residents who choose to hook-up to the utility will be charged only the hook-up fee, as the line will have been paid for already by the developer.

**Director Sheridan** suggested that if the current Plan of Development does not adequately address this issue, perhaps it should be revisited and amended.

**Director Pelletier** agrees with revisiting the Plan of Development and stated she thinks the Town is bending to the will of a developer.

**General Manager Shanley** told the Board that the reason for drafting the utility policy was to give Town staff direction about what they can or cannot talk about with developers. This is for the staff, not the developers.

**Chairman Howroyd** remembers a subdivision originally planned with well and septic utilities wherein water and sewer lines were extended into the development at the developer's expense. He does not remember what part the Board played in that instance. Chairman Howroyd suggested a joint meeting with Planning and Zoning as there are a number of new members on the Board and some issues clearly overlap.

**Director Topping** interprets that the current policy does not allow for water and sewer line extensions. He is not willing to take any action that will bring zoning changes to the area. Director Topping is not in favor of allowing developers to extend sewer lines. He feels that Town staff should tell developers the Town will not allow them to do anything that would increase density.

**Secretary Zingler** agrees with first looking at the Plan of Development and suggested making it available to the public online. He would like to hear what the public has to say.

**Director Pelletier** noted that having a developer pick up the expense of an expansion of utilities is very attractive and cautioned the Board to do what is best for the Town.

**Director Peak** does not think that sewer lines should be extended, no matter who pays for them.

**Director Sheridan** commended the General Manager for even bringing up this issue. He thinks it is better to discuss controversial issues in the venue of Board meetings, rather than behind closed doors.

**Director Spadaccini** stated that, absent the residents of this area saying differently, he agrees with preserving the rural characteristics of this area of Town.

**12. PRESENTATION OF BID WAIVER REQUESTS.**

There were no bid waiver requests.

**13. ACTION ON ITEMS OF PUBLIC HEARINGS.**

There was no action taken on items of public hearings.

**14. UNFINISHED BUSINESS.**

- A. 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

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

**Nine Voted in Favor**

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

**Director Spadaccini moved and Director Pelletier seconded the motion to remove.**

**Nine Voted in Favor**

- C. Appointment of a member (D) to the Commission for People with Disabilities with a term expiring November 2007.

**Secretary Zingler moved and Director Topping seconded the motion to appoint Ellen Graham, 345 Buckland Street.**

**Nine Voted in Favor**

- D. Approval of Manchester L.I.F.E. Scholarship.

**Secretary Zingler** reported to the Board that the Health, Human, and Leisure subcommittee has been exploring this scholarship and feels that there are several components that need to be addressed before approval. There has been a suggestion to form a task force which will gather

information on all available resources in the community. Secretary Zingler would like to remove this item with the understanding that it will come back in front of the Board after the subcommittee has been able to make a more comprehensive plan. Secretary Zingler thanked Director Peak for his work on this item and reassured him that removal of this item will not cause this issue to die.

**Director Pelletier** would like to see this scholarship incorporated into the budget process and suggested having this back on the Board's agenda in January or February.

**General Manager Shanley** stated that Mary Roche Cronin, Director of Human Services, will be working with the subcommittee on this project.

**Director Spadaccini** suggested Director Peak be involved in discussions concerning the Manchester L.I.F.E. Scholarship.

**Director Peak** thanked the subcommittee for their commitment to developing this idea and appreciates the sincerity he senses.

**Vice-Chairman O'Neill** agrees with the concept of a comprehensive list of resources. She suggested a mentoring system to support first time college students. Vice-Chairman O'Neill agrees it would be nice to give money, but thinks the community also needs to tap into available resources.

**Secretary Zingler moved and Director Peak seconded the motion to remove.**

**Nine Voted in Favor**

E. Discussion of 2010 energy campaign.

**Director Peak** started the discussion by giving a brief overview of the 2010 energy campaign. He would like to see a comprehensive review of energy expenditures and implement a four-year savings plan, which may offset the additional cost involved with implementing the 2010 energy campaign. Connecticut Conference of Municipalities has a program in which CCM staff will perform an audit of energy usage and recommend measures for savings.

**Secretary Zingler** asked if there are resources in-house to perform an audit on energy usage.

**General Manager Shanley** said Louise Guarnaccia has been working on saving energy and has made many changes. He would like the Board to review a list of measures already taken before making any further decisions.

**Vice-Chairman O'Neill** was at a meeting where the Commissioner of the DEP mentioned grant money available for programs sponsoring clean energy. She suggested contacting the DEP regarding these grants.

**Director Spadaccini** thinks the concept of an energy audit is a good idea and based on past experience, he reminded the Board of the need for an RFP.

**Secretary Zingler** suggested inviting the Board of Education to participate if an audit is the chosen route.

**Chairman Howroyd** noted that there have been numerous renovations in Town buildings in recent years and the improvements scheduled for the eight remaining elementary schools will allow for more opportunity to implement energy conservation measures.

**RECESS.**

The Board took a brief recess at 8:55 p.m. and returned at 9:14 p.m.

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

**Nine Voted in Favor**

**15. NEW BUSINESS.**

- D. Appointment of a member to the Cheney Hall Board of Commissioners to replace William Dorn with a term expiring November 2007.

**Secretary Zingler moved and Director Topping seconded the motion to appoint Sandra Lok, 54 Steeplechase Drive.**

**Nine Voted in Favor**

- F. Approval of an amendment to extend the tax assessment agreement for Dowling on Main LLC for the property at 867 Main Street and authorization for the General Manager to execute such amendment.

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

**Nine Voted in Favor**

- H. Discussion of recommendations of Municipal & Financial Services Group re: Water and Sewer Rate Study and adoption of an Ordinance regarding water and sewer rates.

**General Manager Shanley** reviewed the recommendations of the group that completed the Water and Sewer Rate Study and pointed out that adoption of an ordinance does not give blanket approval to the capital improvement projects listed in the plan. The current plan is to hold a public hearing during the first meeting in November. A lively discussion among Chairman Howroyd, Vice-Chairman O'Neill, Secretary Zingler, Directors Topping, Spadaccini, Pelletier, Doucette, Peak, and General Manager Shanley touched on current rates, connection fees, the feasibility of setting rates four years in advance, the drawing down of cash reserves, fiscal responsibility, and alternatives to raising rates.

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

**Milt Perlman**, 3 Sanford Road, thought it was nice to recognize the volunteers. He agreed that there are resources not being tapped for education due to lack of publicity. He also spoke about traffic problems in the mall area and informing taxpayers of obligations over the next few years.

**Gero Ghidinelli**, 2-4 Pearl Street, #11, believes he has been guided to present the idea that the Board look into the entrance and exit at the Cheney Library building. He provided a letter to the Board of Directors outlining his concerns.

**Bill Ogden**, Branford Street, thinks the Town performs too many studies. He has been waiting for two months for an answer on why the Town is subcontracting car repairs. The Town paid \$200,000 for a study that suggested a night crew at the garage, but it has not been implemented.

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

**Director Pelletier** asked if the resolution on the Parkade referendum question could be made public. When the referendum was voted on, only the title was read into the record and she thinks the public should be able to read the whole resolution. Attorney Darby will look into this matter.

**Director Sheridan** has been learning about the legacy of the Jarvis family and the generous gifts they have made to the Town. He suggested that a room at the library be dedicated to the Jarvis family. Director Sheridan also noted the passing of Vernon Hauschild, an interim member of Manchester's Board of Directors in the past.

**Secretary Zingler** would like to know what Board members can and cannot legally say regarding the Parkade referendum. He also acknowledged Louise Guarnaccia's retirement and wished her well.

**Chairman Howroyd**, on behalf of the entire Board, wished Ms. Guarnaccia well and stated that she will be missed.

**Director Spadaccini** has a general concern about the lack of reaction at the public meetings about the East Side Community Center. He would like to make sure the Town does not confine itself to a solution that is not right for the community.

**18. EXECUTIVE SESSION.**

The Board went into Executive Session for the discussion of pending litigation and real estate negotiations at 10:32 p.m. and returned at 10:45 p.m. No votes were taken.

**Director Doucette moved and Secretary Zingler seconded the motion to go into Executive Session.**

**Nine Voted in Favor**

**19. ADJOURNMENT.**

The meeting was adjourned until the October 24, 2006 Special Meeting of the Board of Directors at 7:00 p.m. in the Lincoln Center Hearing Room.

**Director Pelletier moved and Director Peak seconded the motion to adjourn.**

**Nine Voted in Favor**

**Adjournment: 10:45 p.m.**

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APPROVED:

ATTEST:

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Secretary, Manchester Board of Directors