

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**MAY 4, 2021 - 7:00 P.M.**  
**LINCOLN CENTER HEARING ROOM**  
**ONE MEETING AGENDA**

**PRESENT:** Mayor Moran, Directors Conyers, Dougan and Marois, General Manager Shanley and Deputy General Manager Stephanou.

**REMOTE:** Deputy Mayor Jones, Secretary Castillo, Directors Bergin, Floyd-Cranford and Schain, and Assistant Town Attorney Sullivan.

**EXECUTIVE SESSION** - The Board went into Executive Session at 6:15 p.m. to discuss Pending Litigation, Labor Negotiations and Personnel. Present were Mayor Moran, Directors Dougan, Conyers and Marois, General Manager Shanley and Deputy General Manager Stephanou. Present remotely were Vice Chair Jones, Secretary Castillo, Directors Bergin, Floyd-Cranford and Schain, and Director of Finance Kim Lord (until 6:30 p.m.). The Executive Session adjourned at 7:00 p.m. No votes were taken.

**1. MEETING CALLED TO ORDER.**

The meeting was called to order at 7:05 p.m. All in attendance, and virtual, participated in The Pledge of Allegiance to The Flag, led by Mayor Moran.

**2. AWARDS AND PRESENTATIONS.**

A. Apraxia Awareness Day (May 14, 2021)

**Mayor Moran** read a Proclamation recognizing May 14<sup>th</sup> as Apraxia Awareness Day, in honor of Norah, a brave young Manchester resident with apraxia. Childhood Apraxia of Speech (CAS) is an extremely challenging speech disorder that affects children. Most children with apraxia of speech will learn to communicate with their own voices only if they receive early intervention, including appropriate, intensive, and frequent speech therapy. Insurance providers, schools and policy makers are encouraged to recognize the critical need to provide adequate speech therapy and other services so that the impact of this disorder is minimized and so that thousands of affected children can grow into productive, contributing adult citizens. He also noted that Thursday, May 6<sup>th</sup> is National Day of Prayer. All are welcome to attend a service at the Salvation Army on Main Street at 6:30 p.m.

**3. OPENING OF MEETING TO ELECTORS OR TAXPAYERS WHO WISH TO BE HEARD ON ANY SUBJECT WITHIN THE JURISDICTION OF THE BOARD OF DIRECTORS.** *(Sign-up sheet available 15 minutes prior to the start of the meeting)*

**Sheri Whiting**, 51 Sycamore Lane, would like a status update on 5G within the Town of Manchester. She indicated she spoke about this at a previous Board of Directors meeting but hadn't heard an update from the Town. She also requested that pickleball lines be painted on the tennis courts at Charter Oak Park. She stated though there are pickleball courts at the Nike Site, it is difficult to get time on the courts because so many people use them. She seldom sees anyone using the tennis courts at Charter Oak Park and would like to see the courts available for pickleball.

**Jeff Schlegelmilch**, 20 Kensington Street, is here to speak about the American Rescue Plan which provides funding to state and local governments for public health emergency response and to offset the economic impact of the pandemic. The intent and purpose is for recovery and building back better after the pandemic but there is a wide range of latitude for spending this funding. This is a tremendous opportunity to look at impacts on children who have been left behind because of challenges of education through the pandemic, lost social interactions and trauma of losing loved ones. Small businesses have lost revenue and have trouble retaining staff competing with advanced unemployment. He would like to see increasing access to benefits and other programs for small businesses. Manchester, like much of the country is experiencing a racial reckoning. The pandemic absolutely discriminates, with many health issues disproportionately affecting communities of color and different socioeconomic statuses. This is a tremendous opportunity to invest in the resilience and sustainability of Manchester. He encouraged using a holistic strategy that prioritizes this funding to enhance the social structure of the community. This will likely not be the last pandemic in our lifetime, and it will certainly not be the last disaster. While the clock is ticking on spending this funding, there is time to formulate a strategy to really treat it as an opportunity to invest in our community to ensure that the community continues to grow toward a more resilient and just future for all residents.

**Donna Kaffenberger**, 64 Erie Street, is a member of the Manchester Garden Club. She spoke about No Mow May which is an initiative that encourages property owners to limit their lawn mowing practices during the month of May. The goal is to provide early season foraging resources such as dandelion and clover for pollinators that emerge in the Spring. This is especially important on urban landscapes when few floral resources are available during May. The secondary goal is to encourage residents to increase native floral resources in their yards, increase native bee nesting habitats, and limit herbicide, pesticide and fertilizer applications to their lawns. No Mow May educates the community on best practices to improve the conservation of urban pollinators, to reduce air and noise pollution from mowers and saves homeowners time and money. The Manchester Garden Club will be hosting its annual plant sale on May 15<sup>th</sup> at the Center Baptist Church, featuring native plants that will attract pollinators to the yard. All are welcome.

**Thomas Nagle**, 152 Briarwood Drive, thanked the men and women of the Manchester Police Department for continuing to keep residents safe. We are fortunate to have such an outstanding police department. There was a recent article in the Hartford Courant stating “Connecticut lagged most of the nation in personal income growth during the pandemic.” In fact, Connecticut was last among 50 states in personal income growth from 2018-2019. This is very concerning. While the gross domestic product rose nationally over the past decade by 18%, Connecticut dropped by 2.8%. He is very concerned that decisions regarding the budgets are not sustainable once the federal stimulus dries up. Connecticut’s overtaxing and overspending ways will lead to municipalities with little or no choice but to cut services and/or raise taxes. He is concerned that our State continues to do the same things over and over again and expect different financial results. The Board of Directors represents frontline workers for the residents of Manchester and needs to let our state and federal elected officials know that municipalities and residents need to have their services protected from overspending and overtaxing.

**Colin McNamara**, 47 Grandview Street, noted the upcoming vaccine clinic scheduled at Manchester High School for those 16 and up. He warns that this vaccine was rushed to market and is only for emergency authorization use. There are no studies showing the effectiveness or long term side effects of this vaccine. Nationally we are under 300 fatalities for children 18 and under, and in Connecticut we have had only 4 fatalities in this age group. He noted that more children die of the flu every year. He doesn’t feel pushing the vaccine is the answer.

#### 4. ADOPTION OF MINUTES OF PREVIOUS MEETING.

- A. Actions, April 6, 2021 - Regular Meeting
- B. Minutes, April 6, 2021 - Regular Meeting

**Castillo/Floyd-Cranford**

**9 Voted in Favor**

#### 5. COMMUNICATIONS.

**Director Schain** noted the Board of Directors received communications from residents urging us to address the needs of the homeless and strengthening the Town's response to their needs. He noted that he, Secretary Castillo and Director Dougan are serving on a subcommittee working with Joel Cox of Human Services to ensure we are doing everything necessary to help the homeless in Manchester. The subcommittee will continue working on this issue.

**Vice Chair Jones** stated the Board of Directors also received a communication from resident Steven Smith who requested that project labor agreements are used for all Town building projects, which is an item on tonight's agenda.

**Mayor Moran** thanked Molly Devanney, Executive Director for Rebuilding Together, and all the volunteers including Town staff who devoted their time and skill to this year's Rebuilding Together event which was held last Saturday. This was a different year because of the pandemic but volunteers made improvements to 23 Manchester homes. MARC Inc. did a great job with drive-through lunches for the volunteers. He visited 5 different homes and homeowners were so grateful for the generosity and hard work of our community. He is so proud to be a part of Manchester. He also noted Manchester was highlighted on WFSB's 3 "20 Towns in 20 Days" segment last night which included 4-5 video clips of great places to visit in Manchester.

#### 6. REPORTS.

- A. Manager's Report

**General Manager Shanley** stated the first report is at the request of several Board members, who have asked about the Town using Project Labor Agreements. We have not done PLAs but do use a competitive bidding process. He noted all of Manchester's school projects are currently done under Connecticut's Prevailing Wage Laws. Attorney Richard Robinson from Pullman & Comley has a great deal of experience on the issue and is here to discuss PLAs. Attorney Robinson has graciously agreed to have this discussion with the Board of Directors pro bono. If there is an interest in doing a PLA for the next school project, a decision would need to be made in June.

- 2. Project Labor Agreements (outside construction counsel will be present)

**Attorney Robinson** explained that a PLA is a collective bargaining agreement, much like the ones the Town has with its unions. This collective bargaining agreement falls within the exception of the National Labor Relations Act which allows contractors to become unionized and bound to a collective bargaining agreement with a union without its employees going through the process of an election to establish a union. The exception in the National Labor Relations Act is called a pre-hire agreement which is why there are contractors who choose to be union contractors and those who prefer not to be union contractors. Unless a union goes after those non-union contractors and tries to organize them,

they remain non-union contractors. PLAs began in the private sector in the 1930's and became prominent in the public sector in the 1990's, after a United States Supreme Court decision on the Boston Harbor case which stated that governments or public agencies requiring PLAs were acting as owners, in a proprietary capacity and not as regulators. That Supreme Court decision freed public sector participants to use PLAs.

Once a city or town decides that it wants a PLA for a given project, they work with the local building and trades council to create an agreement and state in the bid documents that executing a PLA is a requirement for awarding the contract. Most PLAs look like any other collective bargaining contract. The PLA establishes wages, hours and other conditions of employment for all employees working on that particular project, by referring to the collective bargaining agreements that are already in place for those various trades and those incorporated by reference or attachment to the PLA. During a project, if the particular agreement expires, the PLA will provide that the successor agreement become a part of the PLA and establish the wages and benefits for the employees of that trade. Unlike most collective bargaining agreements, there is a superseding clause which states if there is a conflict between one of the attached agreements and the PLA, the provisions of the PLA will take precedence. The benefit of a PLA is that there is a no-strike, no lockout clause. One of the advantages of a PLA is that it avoids labor unrest. It is a collective bargaining agreement only for the duration of the project. A PLA stipulates that the contractor must hire from the appropriate hiring pools. PLAs are very strongly favored by unions but there is no requirement that the contractor be generally unionized or that the employees be union members. Non-union contractors can bid and must sign the PLA if they are the lowest responsible qualified bidder. The employees receive union benefits during the term of the project and they pay union security money, but the PLA can't make union membership compulsory for the employees working on the job.

In 2012, the Connecticut General Assembly adopted legislation specifically authorizing PLAs for public works projects. The Statute defines a PLA as a pre-hire agreement that covers the terms and conditions for all persons who will perform specific work for a public entity. The authority to require a PLA exists only on a project by project basis, not as a general policy. PLAs cannot be required for all Town projects without analyzing relevant statutory considerations for each project separately. State Statute requires that the public entity determine that a PLA is in the public's best interest for a specific project. The statute lists items that the public entity has to consider for each PLA. The first consideration is if it will promote efficiency and provide cost benefits to the public entity. The second consideration is if it will help in making a skilled workforce available for the project. The third is if it will help prevent construction delays. The fourth is for it to help promote safety and quality construction. The fifth is if it will promote the advancement of minority and women-owned businesses. The sixth is if it will have a positive effect on employment opportunities for the community. If a town is sued for requiring a PLA, the town is covered as long as correct procedures have been followed. A PLA is not seen as violating competitive bidding laws. A PLA must include goals for the number and percentages of work to be performed by minorities, women and veterans. He then discussed the pros and cons of a PLA. Pros for PLAs include cost savings, timely completion, reliable and uninterrupted supply of workers at predictable costs and avoiding labor unrest. Opponents say PLAs increase costs, are anti-competitive and unfair to non-union contractors and employees. Not surprisingly, there are academic studies that support both views.

Given the prevailing wage laws and the relationship of prevailing wage rates to union rates, the cost of labor shouldn't be a factor in deciding to use or not use a PLA. Some believe the greatest benefit of a PLA is in guaranteeing a steady flow of qualified labor from the community. When considering PLAs, the Town needs to consider the public's interest. His sense from his own experience and that of colleagues is that the smaller and less complex the project is, the less justification there is for a PLA.

A PLA will be more expensive for a project than without a PLA, but the more sizeable and complex the project is, the more likely it is that a PLA will serve the public interest. A project with timing requirements like a school project could benefit from having a PLA. It may cost more going in, but is offset by savings in the avoidance of delays and defective work.

**General Manager Shanley** stated the next step would be to take a look at the completed school projects to see if the projects were finished on time, determine cost and estimate what costs would have been with a PLA. The Board of Directors can then determine whether or not it's appropriate to use PLAs for Town projects.

**Director Dougan** asked if there is any data on hiring within the Town for past school projects and how a company can ensure they hire local employees.

**General Manger Shanley** stated we have data on locally-owned companies but he isn't sure there is data on the employees who worked for the locally owned companies.

**Mr. Bockus**, Director of Public Works, stated that if the goal is to hire locally, there can be a community work agreement imbedded in a PLA which requires a certain percentage of employees to come from the community. The difficulty with that is if there are local employees with a particular trade or skill that can meet that goal.

**Director Bergin** stated that a few months ago, the Board was asked to approve a resolution to a contract dispute related to a school construction project. He asked if the outcome of that settlement would have been different if a PLA had been in place.

**General Manager Shanley** stated it would not have because the dispute was with the managing contractor, not with the labor.

**Director Floyd-Cranford** heard Attorney Robinson talk about benefits of a unionized PLAs vs. non-unionized workers. Unions provide workers with medical insurance, pensions, paid training and apprenticeships to help attract more qualified workers. She asked how non-union contractors compare to that.

**Attorney Robinson** stated it depends on the non-union contracting firm. He is a strong believer in unions. One of the reasons union employment is down is that non-union employers do their best to try to provide employees with benefits comparable to what union employees are offered.

**Mr. Bockus** stated the school projects they are contemplating at the moment require the use of prevailing wages. Within the payroll process, there are required wage checks built into the prevailing wage system for union and non-union contractors on these projects.

**General Manager Shanley** explained that it is ultimately up to the Board of Directors to decide whether or not to require a PLA for a particular project. If desired, the Board can ask the Building Committee to provide its recommendation. He feels Town projects have been run very well but if the Board decided to go with PLAs, that is their decision.

#### 1. Revaluation (John Rainaldi)

**General Manager Shanley** stated the Town of Manchester is beginning to complete a revaluation of the community which is done every five years. Director of Assessment & Collection John Rainaldi

and Assistant Assessor Vincentia Midodzi are here to discuss where the Town is in this process.

**Mr. Rainaldi** explained that Connecticut General Statutes require municipalities to conduct a revaluation every five years. The purpose of a revaluation is to readjust assessments to current market values because property values do not change equally over time and inequalities in assessments build up. These inequalities are addressed through revaluation. Revaluation does not change the total amount of taxes raised by the Town but every individual tax bill will change. Vision Government Solutions was hired by the Town of Manchester through the RFP process to conduct the 2021 revaluation. Vision also worked on Manchester's prior revaluations in 2000, 2006, 2011 and 2016. Connecticut municipalities are heavily dependent on property taxes as the primary means for financing municipal operations. By Statute, 2021 is a "full, measure and list" revaluation, meaning all of the nearly 19,000 properties in Manchester are being visited and remeasured. Due to COVID-19, no interior inspections are being conducted for the 2021 revaluation. Only exterior inspections are being performed. The mandated assessment ratio is 70% of the market value, meaning that your assessment will be equal to 70% of the estimated full market value of your home. Preliminary revaluation notices should be sent in November 2021. It is important that people not estimate their taxes after revaluation using the current mill rate, as the mill rate may change. The first tax bills using the 2021 revaluation value will be due in July of 2022.

Residential properties make up about 90% of the real estate accounts in Manchester. Residential sales activity has been brisk, and is showing significant appreciation in Manchester and throughout Connecticut. Commercial sales activity has been much less active, with some properties showing increases in value, and some showing decreases. Defective concrete is an ongoing issue in Manchester. Owners of homes with defective concrete are able to have their assessment reduced under Public Act 16-45 (CGS Section 29-265d). As of October 1, 2020, Manchester has reduced 169 property assessments by a total of over \$12,437,900, equating to nearly \$500,000 in tax reduction. So far, only 14 properties with defective concrete have been repaired in Manchester, but more repairs are planned for 2021.

**Ms. Midodzi** explained that a good means of comparison to determine potential revaluation impact is to examine properties that have recently sold, particularly if they sold around the time of our previous revaluation. She reviewed some recent property sales of homes and condominiums which show values increasing between 11 to 50% from their value in 2016. She then reviewed recent commercial property sales, with values changing only between -9% to 11% since 2016.

**Mr. Rainaldi** explained that typically in revaluations, a "value shift" occurs. We anticipate that a value shift will occur in Manchester's 2021 revaluation as residential sales have shown values significantly higher in price in 2020 and 2021. While some commercial properties have shown increasing values, many have shown decreasing values. This indicates a value shift towards residential properties.

Homeowners will receive their first revaluation value notice in November 2021. Homeowners need to ensure their property's information is accurate. If it is not accurate, the Office of Assessment & Collection needs to be informed. We also recommend searching for sales of similar properties online which can help you estimate your property value. Then when you get your first revaluation notice, compare your value estimate to the revaluation value estimate. If you feel your revaluation value is incorrect, you have multiple levels to appeal. The first way to appeal your home's value is to contact Vision and attend an informal hearing, to present Vision with information as to why you feel the value is not correct. Vision will review that information, and they may revise your revaluation value. A second revaluation value notice will be sent after the informal hearings. These notices will be sent only to properties where the values are reexamined during the informal hearing process. The 2021 Grand List, which includes real estate, motor vehicles and personal property, will be finalized in January 2022.

After the Grand List is signed, an assessment notice will be sent to all real estate owners. This notice will indicate your home's assessment value after the revaluation.

The second level of appeal is through the Board of Assessment Appeals. The application for this is on the Town's website. You will be notified of the decision on your appeal by Certified Mail. Property owners have the right to file a further appeal to the Superior Court within two months of the date of the Board of Assessment Appeals hearing decision notice.

He also noted that Manchester has many property tax relief programs available to seniors, veterans and taxpayers with disabilities. This information is available online or by contacting Assessment & Collection at [Collector@manchesterct.gov](mailto:Collector@manchesterct.gov) or (860) 647-3016.

## 2. Update on Fire Pits

**General Manager Shanley** stated there was a request from Board members to have a brief conversation on open fire pits. Acting Fire Chief Dan French and Acting Fire Marshall Dawn Wile are here to present this information.

**Ms. Wile** explained they were asked to review open burning and fire pits as a result of health concerns raised by a resident about outdoor burning devices, cookers, smokers and fire pits at a home on Parker Street. Manchester Fire Department has responded to this location six times over the past two years. On three of those occasions, the fire pit was found to be in compliance with Manchester's open burning policy. On two occasions the fire was found to be unattended and was extinguished by the Fire Department, and on one occasion no fire was found. The resident alleges that the smoke and odor prevent her from enjoying the use of her own property. She also stated she has concerns regarding the effects on air quality.

Manchester's open burning policy defines nuisance as "visible smoke crossing the property line" and states odor is not considered a nuisance. Campfires and/or bonfires are not defined by State statute or regulation; however, towns can put in place special requirements for homeowners to obtain a permit prior to having a campfire on their property. State statute does indicate that the burning of wood in a campfire, bonfire, chiminea or other similar devices is prohibited if the burning creates a nuisance for neighbors or is in violation of any restrictions imposed by the local municipality. Residents are directed to contact their local open burning official, Fire Marshal or town hall for restrictions on burning and direct any concerns relating to the health effects created or experienced during open burning to the local open burning official or Health Department.

Open burning ordinances and policies of several local municipalities were reviewed. In general, they were found to be consistent in what types of fires were allowed. Requirements were consistent for clean non-processed wood, limitations on the size of the fire and the size of the wood, distance from property lines and structures, readily available means to extinguish the fire and that the fire be supervised at all times. Ordinances in East Hartford and Vernon do not address nuisance fires, odors, or smoke. East Hartford will order a fire to be extinguished if smoke crosses the property line. They do not consider odors to be a nuisance. Vernon stated they will order a fire to be extinguished if the smoke or odor crosses the property line. Glastonbury's ordinance does not specifically address nuisance fires, odors or smoke, but refers back to the State guidelines. Their policy states "If conditions may create nuisance smoke for others, outdoor fires should NOT be ignited. Smoke generated by ANY outdoor fire that leaves your property and causes a nuisance odor condition is considered a violation of the statutes pertaining to the protection of health and air quality and thereby is subject to enforcement."

South Windsor’s ordinance does not allow nuisance fires but does not define them. Their policy gives “smoke drifting onto a neighboring property” as an example of a nuisance, but they do not consider odors to be a nuisance.

The resident’s identified concern for smoke crossing property lines is addressed by Manchester’s current policy, but odor & air quality are not specifically addressed under the current policy. Odors and air quality are subjective and Manchester’s Fire Department is not equipped or trained to determine air quality measurements. Odor complaints under an ordinance could include approved recreational fires that meet the Town’s current policy, odors from cooking over an open fire and odors from smokers or other cooking devices using fire. Potential expansion could also include odors emanating from the landfill, farming operations, industry, etc.

**Mayor Moran** asked Ms. Wile if she had any suggestions as to how this should be handled.

**Ms. Wile** stated the Town’s open burning policy is very well thought out, well written and thorough, and it is consistent with surrounding towns. It is very hard to quantify an odor problem.

B. Other Reports. None.

**7. PRESENTATION OF BID WAIVER REQUESTS. None.**

**8. PUBLIC HEARINGS (formally advertised).**

A. Appropriations to Special Projects as follows:

1. Manchester Police Department – Center for Digital Investigations ..... \$775  
for continuing digital investigations to be funded by proceeds from a case in the Town of Vernon.
2. Recreation Division - Special Activities Fund..... \$1,500  
to be funded by a donation from Patricia Parente for the purchase of a memorial bench at Salters Pool for Louise M. Frazier which is gratefully acknowledged and accepted.
3. Wastewater Treatment Plant Equipment Reserve..... \$123,000  
for major equipment repairs & replacement, to be funded by Sewer Fund unallocated reserves.
4. Youth Service Bureau ..... \$4,736  
for summer camp scholarships to Manchester youth to be funded by donations from the Mayors’ Program for Manchester Children and SBM Charitable Foundation which are gratefully acknowledged and accepted.
5. Youth Service Bureau – Enhancement Grant ..... \$12,967  
to be funded by a grant from the CT Department of Children and Families, to support positive youth development programs.

**Mayor Moran opened the floor for public comment at this time. There being no public comments, Mayor Moran opened the floor for Board Members’ comments. There being no comments, Mayor Moran closed the public hearing on the above items.**

B. Appropriations to Education Special Projects as follows:

1. Hartford Foundation for Public Giving Grant Number 62283 (FY20-22) .... \$262,500  
to support the Family and Community Partnership Plan serving Manchester families.

**Mayor Moran opened the floor for public comment at this time. There being no public comments, Mayor Moran opened the floor for Board Members' comments. There being no comments, Mayor Moran closed the public hearing on the above items.**

- C. Approval of program proposals submitted by community agencies desiring to participate in the 2021 Connecticut Neighborhood Assistance Act program.

**Mayor Moran opened the floor for public comment at this time. There being no public comments, Mayor Moran opened the floor for Board Members' comments. There being no comments, Mayor Moran closed the public hearing on the above items.**

- D. Approval of an ordinance establishing a Veteran's Advisory Committee.

**Director Conyers** asked Attorney O'Neil, fellow Board members and local leaders of veterans' organizations for their input when proposing this ordinance, and thanks them for their feedback. The main goal is to establish a committee to enhance Town efforts to provide veterans resources and information. Some of the chief duties would be to compile relevant information at the federal, state and local level and develop contacts at those levels, to coordinate scheduling of advocates to meet with veterans at Town facilities, increase efforts to recognize Manchester's veterans, communicate and promote relevant issues and to report annually to the Board of Directors on issues facing local veterans. The committee's goal is to enhance the work that local veterans' groups are doing. Issues to be addressed include veterans facing suicide, access to healthcare for ongoing health issues related to their service, veteran homelessness and the lack of knowledge and access to relevant programs and opportunities.

**Mayor Moran opened the floor for public comment at this time. There being no public comments, Mayor Moran opened the floor for Board Members' comments.**

Each of the Board members thanked Director Conyers for his service and for proposing the ordinance. No veteran should ever be homeless or denied medical service. They appreciate that he reached out to each of them for comments and input. They also appreciate that he spoke with leadership of local veterans organizations prior to formation of this committee to reassure them that this committee would not replace the valuable work that they do, but would instead assist them in their work. All Board members felt this committee would be beneficial for Manchester veterans and they fully support this ordinance.

**There being no further comments, Mayor Moran closed the public hearing on the above items.**

**9. CONSENT CALENDAR. (Items 8D and 12I were added)**

8A.Appropriations to Special Projects as follows:

1. Manchester Police Department – Center for Digital Investigations ..... \$775  
for continuing digital investigations to be funded by proceeds from a case  
in the Town of Vernon.
2. Recreation Division - Special Activities Fund..... \$1,500  
to be funded by a donation from Patricia Parente for the purchase  
of a memorial bench at Salters Pool for Louise M. Frazier which is  
gratefully acknowledged and accepted.

- 3. Wastewater Treatment Plant Equipment Reserve..... \$123,000  
for major equipment repairs & replacement, to be funded by Sewer Fund unallocated reserves.
- 4. Youth Service Bureau..... \$4,736  
for summer camp scholarships to Manchester youth to be funded by donations from the Mayors' Program for Manchester Children and SBM Charitable Foundation which are gratefully acknowledged and accepted.
- 5. Youth Service Bureau – Enhancement Grant..... \$12,967  
to be funded by a grant from the CT Department of Children and Families, to support positive youth development programs.
- B. Appropriations to Education Special Projects as follows:
  - 1. Hartford Foundation for Public Giving Grant Number 62283 (FY20-22) .... \$262,500  
to support the Family and Community Partnership Plan serving Manchester families.
- C. Approval of program proposals submitted by community agencies desiring to participate in the 2021 Connecticut Neighborhood Assistance Act program.
- D. Approval of an ordinance establishing a Veteran's Advisory Committee.
- 12A. Appropriation to Special Projects (under \$500) as follows:
  - 1. Manchester Animal Control..... \$5  
to be funded by a donation from Misty Brewer which is gratefully acknowledged and accepted.
  - B. Approval of the settlement of a Workers Compensation claim by John McGee in the amount of \$75,000.
  - C. Approval of the settlement of a Workers Compensation claim by John Fusco in the amount of \$70,000.
  - D. Approval of the 2020-2021 Suspense List.
    - I. Authorize General Manager to sign Letters of Agreement for performance of Eversource Energy Audits and Financing of Upgrades.

**Schain/Castillo**

**9 Voted in Favor**

**10. ACTION ON ITEMS OF PUBLIC HEARING. (None)**

**11. UNFINISHED BUSINESS.**

- A. TABLED - Appointment to the Repurposed Schools Committee as a representative from the Robertson neighborhood to fill the vacancy left by Maureen O'Reilly.
- B. TABLED - Appointment of a Union Representative to the Pension Board with a term expiring November 2021 to fill the vacancy left by Sandy DeCampos.

**APPROVED** - Motion to remove item 11B from the table.

**Bergin/Floyd-Cranford**

**9 Voted in Favor**

**APPROVED** - Appointed Claire Hearn (D), 239 Middle Turnpike East as the Union Representative to the Pension Board with a term expiring November 2021 to fill the vacancy left by Sandy DeCampos.

**Floyd-Cranford/Dougan**

**9 Voted in Favor**

C. TABLED - Rename Veterans Memorial Park to Nate Agostinelli Veterans Memorial Park.

**APPROVED** - Motion to remove item 11C from the table.

**Castillo/Marois**

**9 Voted in Favor**

**Vice Chair Jones** thanked Town staff for providing back up information to this proposal. She enthusiastically supports renaming the park given Mr. Agostinelli's long record of service not only to our community but to our country.

**Director Conyers** has worked with Mr. Agostinelli through membership of two local clubs. This is a deserved honor and Manchester residents should be proud to have his name on the park.

**Mayor Moran** stated Mr. Agostinelli served our country overseas and then continued serving in the reserves. He served as Mayor of Manchester, was a Comptroller for the State of Connecticut and continues to serve Manchester in many ways.

**APPROVED** - Rename Veterans Memorial Park to Nate Agostinelli Veterans Memorial Park.

**Jones/Floyd-Cranford**

**9 Voted in Favor**

D. TABLED - Equity resolution on hiring.

**APPROVED** - Motion to remove item 11D from the table.

**Castillo/Bergin**

**9 Voted in Favor**

**Director Bergin** noted this resolution has had a few minor revisions since it was on the previous agenda and has been reviewed by our outside labor council. He had the privilege of working with State Treasurer Shawn Wooden who regularly engaged companies around having more diverse Boards of Directors. There have been numerous studies done that showed that more diverse Boards of Directors lead to better financial management of those companies. This resolution doesn't dictate who we hire but simply states that we will ensure the pool of applicants is diverse and reflective of our community.

**RESOLUTION TO ENCOURAGE JOB CANDIDATE POOL DIVERSITY  
FOR TOWN OF MANCHESTER**

**WHEREAS**, A goal of the Town of Manchester via the Board of Directors is to establish policies that encourage diversity in the municipal government workforce to reflect the great diversity of cultures and backgrounds of all our neighborhoods; and

**WHEREAS**, For several years, the Town Administration, has made proactive efforts to expand the diversity of candidate pools for external, competitive, open to the public, positions of employment;

**WHEREAS**, As of 2020, 90% of the Town's full time workforce is Caucasian, while, according the latest U.S. Census Data, nearly 45% of the Manchester population is comprised of minority groups including 16% Black, 14% Hispanic or Latino, and 12% Asian;

**WHEREAS**, Formalizing policies to encourage diversity in the workplace will further ensure that the Town takes reasonable efforts to expand the pool of potential candidates for Town government employment so the diversity of the Manchester community is reflected in the Town government workforce,

**NOW, THEREFORE, IT IS RESOLVED**, that the Town of Manchester Human Resources Department, under the direction of the General Manager's Office, is hereby directed to:

1. In cooperation with the Town of Manchester Department Heads, implement procedures to formalize and strengthen the policies related to increasing the diversity of candidate pools for Town of Manchester job openings, including the partnering with community based organizations whenever feasible to expand recruitment efforts in furtherance of this resolution;
2. Take all reasonable efforts to ensure any pool of candidates reflects the demographic composition of the Manchester community, including pools of candidates furnished by third party search firms who are acting at the direction of the Town of Manchester to generate such pool of candidates, to the extent permitted by state and federal law;
3. Report outcomes of these efforts to the Board of Directors on an annual basis, including pools of candidates furnished by third party search firms who are acting at the direction of the Town of Manchester to generate such pool of candidates.

The implementation of this Order will be in a manner that is in full compliance with all applicable federal and state laws and regulations.

This Order is not intended to, and does not, create a right or benefit, substantive or procedural, enforceable, at law or in equity by any party against the Town of Manchester , its departments, agencies, officers, employees, or agents.

**Director Floyd-Cranford** thanked Director Bergin and fellow Board members for their efforts in getting this resolution written. This is a sign that Manchester continues to move forward. She wholeheartedly supports this resolution.

Other Board members also thanked Director Bergin, Town staff and outside council on this important resolution. As our community continues to grow and change, we need to ensure that our workforce is reflective of that.

**Mayor Moran** stated this is another step forward in making this a more welcoming and equitable community.

**APPROVED** - Equity resolution on hiring.

**Bergin/Floyd-Cranford**

**9 Voted in Favor**

## **12. NEW BUSINESS.**

E. Approval of Police contract extension.

**General Manger Shanley** explained this is a two year contract extension that includes an extension on the pension negotiations. Changes mirror the wage scale changes seen in other collective bargaining agreements and Juneteenth was added as a holiday.

**Marois/Castillo**

**9 Voted in Favor**

F. Resolution naming the members of the Charter Revision Commission.

**RESOLUTION APPOINTING  
CHARTER REVISION COMMISSION MEMBERSHIP**

**WHEREAS**, pursuant to Section 7-188 of the Connecticut General Statutes, the Board of Directors of the Town of Manchester has adopted a resolution to initiate action for the review and possible revision of its Charter, including amendments thereto, by establishing a Charter Revision Commission; and

**WHEREAS**, pursuant to Section 7-190(a) of the Connecticut General Statutes, the Board of Directors desires to appoint a commission of eleven (11) electors to proceed forthwith to draft a revision of the existing Charter.

**NOW, THEREFORE**, be it resolved by the Board of Directors of the Town of Manchester that the Charter Revision Commission shall consist of eleven (11) electors of the Town of Manchester, which commission shall proceed forthwith to review and revise the existing Charter of said Town.

The eleven (11) electors appointed to the Charter Revision Commission are as follows:

1. Diane Clare-Kearney
2. Jacqueline Crespan
3. Maria Cruz
4. Cheri Eckbreth
5. Margaret Hackett
6. Josh Howroyd
7. Jerald Lentini
8. Matthew Peak
9. Masudur (MD) Rahman
10. Louis Spadaccini
11. Mark Tweedie

**Castillo/Marois**

**9 Voted in Favor**

**Mayor Moran** explained this commission can propose changes to the Town Charter which dictates how we govern our community. There are seven former elected officials on this commission. He is confident this commission will keep politics out of the process and do what's right for the community.

G. **TABLED** - Appointment of a Constable, under Town Charter Section 2-11, to fill the vacancy of Charles F. Barrera, Jr. (D), deceased, with a term expiring November 2021.

**Mayor Moran** asked to take a moment to remember Charles "Chuckie" Barrera, a lifelong resident of Manchester. He served his country in the military. He then worked as a Town employee and has been a constable for more than ten years. He was a great person who gave so much to our community. He will be tough to replace.

**Castillo/Floyd-Cranford**

**9 Voted in Favor**

H. Sustainability Commission Overview for Prospective Commissioners.

**Director Schain** explained the Sustainability Commission provided an overview on their work, what it means to be a member of the commission and the kind of qualities they look for when filling commission vacancies.

I. Request to fly Gay Pride flag.

**Director Bergin** stated the request is to fly the Gay Pride flag for the month of June. Our newly adopted approval process would normally provide for one day, but he believes we should allow for it to fly for the 30 days that make up the month of June.

**Vice Chair Jones** noted the policy requires a 60-day notice which would need to be waived for this request in light of the fact that this policy was just passed and they could not meet this requirement.

**Director Bergin** also noted a request just received to honor Juneteenth with the Pan-African flag by a Town department head.

There was some discussion around these requests and it was decided, with Attorney Barry's agreement, that both of these items could be put on the agenda for the Budget Adoption meeting next week.

J. **TABLED** - Request to fly Gay Pride flag.

**Jones/Dougan**

**9 Voted in Favor**

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

**Director Bergin** would like to have a discussion around labor contracts and what ethical standards are for Board members when voting on these.

**Director Dougan** asked what the Governor's guidelines are for municipal meetings and when the public will be able to attend in a limited fashion.

**Deputy General Manager Stephanou** indicated the State continues to work on a reopening plan.

**Mayor Moran** noted the Budget Adoption meeting is scheduled for May 13<sup>th</sup> at 7:00 p.m. He noted there is no Memorial Day Parade this year, due to the pandemic, but there will be a service to honor Memorial Day.

**14. ADJOURNMENT.**

The meeting was adjourned until the June 1, 2021 Regular Meeting of the Board of Directors at 7:00 p.m. in the Lincoln Center Hearing Room.

**Floyd-Cranford/Marois**

**9 Voted in Favor**

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

**Lgl**

**APPROVED:**

**ATTEST:**

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**Secretary, Manchester Board of Directors**