

MINUTES
REGULAR MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 3, 2009 – 7:00 P.M.
LINCOLN CENTER HEARING ROOM

FIRST MEETING OF THE MONTH

PRESENT: Mayor Spadaccini, Deputy Mayor Peak, Secretary Pelletier, Directors Tweedie, Beckman, Zingler, O'Neill, Kissmann, and Farina

ALSO: General Manager Shanley and Town Attorney Naab

EXECUTIVE SESSION – 6:00 P.M.

The Board went into Executive Session at 6:00 p.m. to discuss Pending Litigation and Labor Negotiations and concluded at 7:00 p.m. Present for the matter of Pending Litigation were Mayor Spadaccini, Deputy Mayor Peak, Directors Tweedie, Zingler, O'Neill, Kissmann, and Farina, General Manager Shanley, Town Attorney Naab, Director of Administrative Services Moore, Attorney Jiran, and Chief Berry. Present for the matter of Labor Negotiations were Mayor Spadaccini, Deputy Mayor Peak, Secretary Pelletier, Directors Tweedie, Zingler, O'Neill, Kissmann, and Farina, General Manager Shanley, Town Attorney Naab, and Director of Administrative Services Moore. No votes were taken.

1. MEETING CALLED TO ORDER.

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

A. National Wear Red Day - Friday, February 6, 2009.

Mayor Spadaccini read a proclamation encouraging Manchester citizens to wear red for National Wear Red Day on February 6, 2009. This is a great event designed to draw attention to heart disease.

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

Michael Pohl, 157 Brookfield Street, said he believes the Mayor had the right to make the State of the Town Address; however, government demands that the opposing party be given the opportunity to be heard. He suggested adopting a policy guaranteeing the opportunity for the minority party to be heard.

Bonnie Schuetz, 12 Conway Road, said the entire Board of Directors should have been present when the Mayor gave his speech. She believes the snowplow driver is going too fast in her neighborhood and should be more careful. The Block Watch in her area is going well and

Sergeant Wilson is doing a good job. Ms. Schuetz asked the Board of Directors to be fair when preparing the upcoming budget. All departments should receive equal cuts.

MOTION TO ADJOURN THE MEETING AND RESCHEDULE DUE TO WEATHER.

Director Beckman moved and Mayor Spadaccini seconded the motion.

**One Voted in Favor – Beckman
Eight Voted in Opposition**

3. PUBLIC HEARINGS.

A. Appropriation to Special Projects as follows:

1. Federal Asset Forfeiture Account \$8,043
for continuing narcotics investigations, equipment, and/or training to be financed by proceeds from narcotics investigations.
2. State Asset Forfeiture Account \$10,048
for continuing narcotics investigations, equipment, and/or training to be financed by proceeds from narcotics investigations.
3. Police Department – Public Safety \$1,310
to be financed by charitable donations from Eleanor Rubinow (\$10), Rockville Bank Foundation, Inc. (\$800) and First Korean Presbyterian Church (\$500) which are gratefully acknowledged and accepted.
4. Discovery Grant for Young Children \$10,000
to be financed by a grant from the William Casper Graustein Memorial Fund for the benefit of the School Readiness Council.
5. Senior Center \$5,000
for contracting of a consultant and presentation of workshops to be financed by a grant from the State Department of Social Services.
6. Manchester Public Library \$1,000
for purchase of books to be financed by a donation from Stewart and Margaret Crone which is gratefully acknowledged and accepted.

Mayor Spadaccini opened the floor for public comment at this time. There being no public comment the hearing on this item was closed.

Deputy Mayor Peak asked if item 3.A.5 would be more than a workshop and sandwiches.

General Manager Shanley said he is not aware of a deliverable, but noted the item looks like more than one workshop. He suggested the Board approve the item and he would get an answer to Mr. Peak's question.

B. Appropriations to Education Special Projects as follows:

1. Energy assistance to heat school buildings \$81,581
to be financed by a grant from the State of Connecticut under Public Act 08-1 of the August Special Session of the General Assembly.

2. Elementary and Secondary Education Act (ESEA) Entitlements -
(Titles I-IV funding) (2008-09). \$1,898,158
to be financed by a U. S. Department of Education grant passed
through the Connecticut State Department of Education.

Mayor Spadaccini opened the floor for public comment at this time. There being no public comment the hearing on this item was closed.

Deputy Mayor Peak noted that the Board of Education estimated approximately \$1.5 Million for item B.2. There is an additional \$383,000 being appropriated. He asked why there is such a large disparity in what was expected vs. what was received. Last year \$1.7 Million was received and he wondered why the estimate was only \$1.5 Million. He would like this item pulled from consent until his questions are answered. Mr. Peak would like to know if the money has to be spent in one year or if there is an opportunity to save the money and use it next year.

- C. Appropriation to Real Property Acquisition Bond Fund CP 346..... \$4,000
to be financed by rental payments from farming operation.

Mayor Spadaccini opened the floor for public comment at this time. There being no public comment the hearing on this item was closed.

Deputy Mayor Peak asked if rent payments must be placed into the Real Property Acquisition Bond Fund. He thought the money could be used to offset debt service rather than for future land purchases.

- D. Appropriation to Capital Reserve - Revaluation 2011..... \$420,000
for second of three contributions to provide funding for the 2011 State
mandated real property revaluation to be funded by Designated General
Fund Balance.

Mayor Spadaccini opened the floor for public comment at this time. There being no public comment the hearing on this item was closed.

- E. Appropriation to MSIP \$1,450,000
for additional deficit reduction to be funded by Designated General
Fund Balance.

General Manager Shanley noted that a decision was made a couple of years ago to address the significant deficit in the MSIP fund balance. The deficit amount has gone from \$4.4 Million to its current \$1.1 Million.

Mayor Spadaccini opened the floor for public comment at this time. There being no public comment the hearing on this item was closed.

- F. Appropriation from Sanitation Reserve \$1,000,000
for purchase of recycling tipper barrels/single stream recycling to be
funded by Undesignated Sanitation Fund Balance.

General Manager Shanley explained that this action appropriates money for 96-gallon barrels to be used for recycling. Two competitive bids for trash collection services were received and a low bidder had been identified. Beginning with the next contract, recycling will be picked up biweekly, which is very cost effective.

Mark Carlino, Director of Public Works, said the Town was fortunate to receive bids from two well-qualified bidders. Single stream recycling will result in a projected \$936,000 of avoided costs over the next five years. In addition, cost savings comes from converting from a manual, weekly collection to an automated, biweekly collection. The annual savings is approximately \$165,000 for a five-year total of approximately \$826,000. This is a total net savings of \$1.7 Million.

General Manager Shanley explained that bulky waste pickup will change to a call-in program, resulting in a savings of \$82,000 per year.

Mayor Spadaccini opened the floor for public comment at this time. There being no public comment the hearing on this item was closed.

4. CONSENT CALENDAR (Items 3.B.2, 3C, and 3E removed).

3A. Appropriation to Special Projects as follows:

- 1. Federal Asset Forfeiture Account \$8,043
for continuing narcotics investigations, equipment, and/or training to be
financed by proceeds from narcotics investigations.
- 2. State Asset Forfeiture Account \$10,048
for continuing narcotics investigations, equipment, and/or training to be
financed by proceeds from narcotics investigations.
- 3. Police Department – Public Safety \$1,310
to be financed by charitable donations from Eleanor Rubinow (\$10),
Rockville Bank Foundation, Inc. (\$800) and First Korean Presbyterian
Church (\$500) which are gratefully acknowledged and accepted.
- 4. Discovery Grant for Young Children \$10,000
to be financed by a grant from the William Casper Graustein Memorial
Fund for the benefit of the School Readiness Council.
- 5. Senior Center \$5,000
for contracting of a consultant and presentation of workshops to be financed
by a grant from the State Department of Social Services.
- 6. Manchester Public Library \$1,000
for purchase of books to be financed by a donation from Stewart and
Margaret Crone which is gratefully acknowledged and accepted.

- 3B. Appropriations to Education Special Projects as follows:
 - 1. Energy assistance to heat school buildings \$81,581
to be financed by a grant from the State of Connecticut under Public Act 08-1 of the August Special Session of the General Assembly.
- 3D. Appropriation to Capital Reserve - Revaluation 2011..... \$420,000
for second of three contributions to provide funding for the 2011 State mandated real property revaluation to be funded by Designated General Fund Balance.
- 3F. Appropriation from Sanitation Reserve \$1,000,000
for purchase of recycling tipper barrels/single stream recycling to be funded by Undesignated Sanitation Fund Balance.
- 16A. Appropriation to Special Projects (under \$500) as follows:
 - 1. Manchester Dog Pound \$130
to be financed by donations from Allison McShrey (\$100), Stanley Sowa (\$25) and I. Fridman (\$5) which are gratefully acknowledged and accepted.
 - 2. Children’s Butterfly Garden at Northwest Park \$80
to be financed by donations in memory of Anna Adshade and Phyllis Boss which are gratefully acknowledged and accepted.
 - 3. Police Donations Revenue Account..... \$247
to be funded by cash donations from child car seat installations.
 - 4. Police Donations Revenue Account - Manchester Police Explorer Post..... \$182
from dues (\$121), from fingerprinting (\$10), from the Elks event honoring Officers Rosa and Brouillard (\$20) and miscellaneous (\$31).
- 16B. Acceptance of the remaining public improvements and conveyances within the Meadowbrook Fields subdivision, Phases IA, II, III and IV, to the Town of Manchester including utility easements and the street or portions of streets not previously conveyed which include Meadowbrook Drive, Bentley Drive, Columbia Drive, Chatham Drive, Stanford Drive, Amherst Drive, Duke Road and Ivy Drive.
- 16C. Acceptance of resignation of Arlene LeRoy (U) from the Cheney Hall Board of Commissioners, with a term expiring November 2009.

Director Farina moved and Director Kissmann seconded the motion.

Nine Voted in Favor

5. REPORTS.

A. Manager’s Report.

General Manager Shanley noted a “soft deadline” in Congressman Larson’s office to receive one-page descriptions for requests for Federal appropriations, sometimes called earmarks. He distributed a list for the Board’s review, which he intends to submit to Congressman Larson. There was consensus of the Board to move forward with the list as presented.

1. Summer Camp Report.

Mr. Scott Sprague, Director of Parks and Recreation, explained that the summer camp program needs to be approved in advance of the budget process because registration for summer camp takes place in March. Flyers are sent out at the end of February through the schools. Summer camp is scheduled for June 29 to August 7 this year. The Buckley location will be available this year; however, the Bowers location will be unavailable. Mr. Sprague said there is a popular preschool program that runs at Center Springs Park and he has received a request for a summer session. In order to accomplish this, the number of campers at Waddell can be doubled because of the availability of both the gym and the cafeteria. The increase in summer camp fees will result in an additional \$65,000 in revenue.

Director Zingler acknowledged that it has been a long-standing policy that nobody be denied access to the summer camp programs. He asked if Recreation is subsidizing before and after camp care in any way. Mr. Sprague responded that with the new fee structure, before and after costs will be covered. Mr. Zingler asked for an estimate on the percentage of the day camp that is subsidized. Mr. Sprague answered that with the new fee structure, the budget is short approximately \$150,000; with the old structure that number would have been approximately \$220,000.

Director Kissmann said he doesn't have a problem with an increase in fees and asked if there has been any discussion of raising them even higher.

Mr. Sprague said the structure was put together based on instructions received from the Board of Directors. He can raise the fees going forward if that is the desire of the Board. He suggested limiting scholarships to a certain percentage of revenue if fees are raised.

MOTION TO ADD AN ITEM, DISCUSSION OF SUMMER CAMP FEES AND SCHOLARSHIPS, TO THE AGENDA.

Director Tweedie moved and Director Kissmann seconded the motion.

**Eight Voted in Favor
One Voted in Opposition - Farina**

2. Update: Highland Park School.

General Manager Shanley reported that preliminary concept plans have been submitted to the State of Connecticut and were rejected for full scope. There have been a number of discussions regarding what information is needed and the plans will be resubmitted this Friday. As soon as approval from the State is received, an RFP for architectural services will go out.

3. Snow Budget.

General Manager Shanley reported that snow budget funds are gone. He has been working to identify funds to purchase salt and pay for overtime costs. There are reserves he can tap into if needed.

Mr. Carlino explained that he budgets for the average winter, which is twelve events. This year, we have had storms that have lasted multiple days and occurred on weekends and holidays. He has identified some areas he can trim expenses, using the savings for salt purchases. Mr. Carlino suggested using Town equipment and staff for spring sweeping, which will extend the program from its usual 4 to 5 weeks to 2 to 3 months. The leaf program went very smoothly this year and there is approximately \$33,000 remaining in that budget. Mr. Carlino proposes using some funds from the spring paving program and from smaller accounts for things like fertilizer and chemicals toward salt purchases as well.

Secretary Pelletier asked how much money is spent on the salt and sand pile put out for community use. Mr. Carlino estimated about \$10,000. He said there have been issues this past year with contractors taking large amounts of the sand and salt mix for private use.

Director Zingler asked that the Board receive updates on a biweekly basis. Mr. Shanley verified that Mr. Zingler meant updates on the cost of snow removal and asked if monthly reports would be satisfactory. Mr. Zingler answered in the affirmative.

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

Mayor Spadaccini received a letter from Kevin Hood resigning from the Redevelopment Agency. He asked that this item be put on the next agenda.

General Manager Shanley said that Mr. McCoy would like to discuss a broadband stimulus proposal at the next meeting.

6. RECESS TO SECOND WEEK.

The meeting was recessed until the February 10, 2009 second meeting of the month.

Director Beckman moved and Secretary Pelletier seconded the motion.

Nine Voted in Favor

Recess: 9:00 p.m.

gem

APPROVED:

ATTEST:

Secretary, Manchester Board of Directors