

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**JANUARY 6, 2009 – 7:00 P.M.**  
**LINCOLN CENTER HEARING ROOM**

**FIRST MEETING OF THE MONTH**

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

**ALSO:** General Manager Shanley and Town Attorney Naab

**ABSENT:** Secretary Pelletier

**EXECUTIVE SESSION – 6:45 P.M.**

The Board went into Executive Session at 6:45 p.m. to discuss Pending Litigation and concluded at 6:54 p.m. Present were Mayor Spadaccini, Deputy Mayor Peak, Directors Tweedie, Beckman, Zingler, 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 7:00 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mayor Spadaccini.

**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, watched the service planning meetings and spoke about different options for saving money. She believes some cuts will need to be made, but does not want to see any made that will hurt the children. Ms. Schuetz spoke about concerns regarding snowplowing on the corners of Crosby and Conway and Sanford and Conway.

**Anthony Alibrio**, 205 Tonica Spring Trail, spoke about payment in lieu of sidewalk and curbing. He described his situation in detail and requested a refund of \$27,000 for payment in lieu of sidewalk and curbing. He indicated that he will be unable to attend next week's meeting and his attorney will address this agenda item in his absence.

**Tom Stringfellow**, 183 Hillstown Road, asked for an update on the Confederate Flag incident that happened last fall. He spoke about Dr. King's holiday and recommended the books, Martin Luther King on Leadership and March On. Mr. Stringfellow was sad to see the supportive housing on Center Street fall through.

**3. PUBLIC HEARINGS.**

A. Appropriation to Special Projects as follows:

1. Federal Asset Forfeiture Account ..... \$2,447  
for continuing narcotics investigations, equipment, and/or training to be  
financed by proceeds from narcotics investigations.
2. Manchester Public Library ..... \$1,500  
for staff training and attendance at conferences and workshops to be financed  
by the CIGNA Matching Gifts Program to match a gift by David Cass.
3. Youth Service Bureau – Mentoring Programs ..... \$7,550  
to be financed by a grant from the State of Connecticut Department  
of Education.
4. Senior Center Donations – Senior Circle and AT HOME programs ..... \$612  
to be financed by donations from program participants which are  
gratefully acknowledged and accepted.
5. Manchester Police Department – Shattered Dreams Program ..... \$1,210  
to be financed by donations from the Mayor’s Program, Holmes Funeral  
Home and ASM which are gratefully acknowledged and accepted.

**Mayor Spadaccini opened the floor for public comment at this time.**

**Tom Stringfellow**, 183 Hillstown Road, expressed his support of items 3 and 5. Mentoring is vital for those “lost between the cracks.” The Shattered Dreams Program is vital in dealing with DUI and binge drinking. He said parents should talk to their children about alcohol.

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

**Mayor Spadaccini and Deputy Mayor Peak** expressed their thanks for David Cass’ generous donation and ongoing support of the Library.

B. Appropriations to Education Special Projects as follows:

1. College Career Pathways Grant (FY08/09)..... \$5,686  
to be financed by a grant from the Connecticut State Department  
of Education.

**Mayor Spadaccini opened the floor for public comment at this time.**

Tom Stringfellow, 183 Hillstown Road, supported the grant and thinks money for college is vital.

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

C. 1. Appropriation to Capital Improvement Reserve –

- Olcott Street Reconstruction..... \$9,720  
to be funded by a payment from the Connecticut Department of  
Transportation.

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

- D. Approval of an amendment to the Town of Manchester's Code of Ordinances, Chapter 79, Article II, Section 79-3 to provide that the alternate representative to the Regional Council shall be the General Manager instead of the Deputy Mayor. (A copy of the proposed amendment may be seen in the Town Clerk's office during normal business hours.)

**General Manager Shanley** explained that this ordinance will allow the General Manager to act as an alternate if the Mayor is not present. Many of the meetings occur during work day hours.

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

**Director Kissmann** said he thinks it is good to have both Town staff and elected officials sitting on the Council. He would entertain an amendment that indicated if the Deputy Mayor is unable to attend, then the General Manager has voting rights.

**General Manager Shanley** explained that only one alternate is allowed.

**Mayor Spadaccini** said he has attended every meeting so far. Often both he and the General Manager are there. In his experience, about two-thirds of representatives are Town Managers or Chief Administrators of some sort. The remaining third are Mayors or First Selectmen, but usually those are strong Mayor towns.

**Director O'Neill** spoke from her experience as Deputy Mayor and noted that meetings occur once a month, usually from noon to 1:00 p.m. The previous Mayor and she were able to coordinate their schedules. She feels that the Deputy Mayor should remain the alternate and that it is important that either the Mayor or the Deputy Mayor should be representing the Town.

**Director Farina** asked if the General Manager is allowed to speak at meetings now and Mr. Shanley replied that he will speak if asked. He is not a formal member of the body. Mr. Farina doesn't feel strongly one way or the other, but thinks the Deputy Mayor can represent Manchester.

**Director Kissmann** said he hopes the General Manager is not insulted and that he believes Mr. Shanley is a very professional Manager. He believes an elected official represents people a little differently than a staff person.

**Director Tweedie** has been to some meetings and Mr. Shanley is a well known and well respected player. He is confident in Mr. Shanley's representation of Manchester at any meeting.

- E. Approval of an ordinance repealing Chapter 33, Article I, Sections 33-1 thru 33-5, dissolving the Emergency Medical Services Council. (A copy of the proposed ordinance may be seen in the Town Clerk's office during normal business hours.)

**General Manager Shanley** explained that this eliminates a council formed in the late 1970s to advance the emergency medical program. Both the Fire Chief and the Medical Director at the Hospital support the opinion that this council is no longer relevant.

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

**Deputy Mayor Peak** supports dissolving this council. This is a good example of a function that the Town begins and continues even after the mission is fulfilled. This is a good time to review and ask the question, "If it didn't already exist, would we be calling for it today?"

**Director Kissmann** agrees with dissolving this council. It was successful in its tasks and functioned well, but no longer serves a purpose.

- F. Appropriation to Capital Improvement Reserve - Streetlights  
in accordance with the streetlight acquisition plan  
for installation and repairs to nine streetlights ..... \$11,761  
in the Birch Mountain, Phase VIII Subdivision, to be financed by a payment  
from 770, LLC.

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

**Director Zingler** asked if these are LED lights. General Manager Shanley answered in the negative and explained that it has not yet been determined if LED is the right type of lighting for us because of the expense.

**Deputy Mayor Peak** said he understands the Town has a pilot program and has had a successful experiment. This is the right time to start looking at policies requiring the use of CFLs.

**Director O'Neill** said that in her experience CFLs are very sensitive to moisture. She cautioned Deputy Mayor Peak that a complete study should be done before setting a policy in this regard.

- G. 1. Appropriation to Public Works Capital Projects (2005 Bond).....\$225,000  
for the Design, Construction, Inspection and Maintenance of safety  
improvements to Slater Street at Best Buy and Circuit City Driveways  
to be financed by a grant from the U.S. Department of Transportation utilizing  
Federal Funds under the Hazard Elimination Component of the Surface  
Transportation Program.
- 2. Authorization for the General Manager to enter into and amend related documents.

**Mayor Spadaccini opened the floor for public comment at this time.**

**Tom Stringfellow**, 183 Hillstown Road, supports the funding of safety improvements. This seems to be a dangerous intersection.

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

**4. CONSENT CALENDAR (with the addition of Item 3.E).**

3A. Appropriation to Special Projects as follows:

1. Federal Asset Forfeiture Account ..... \$2,447  
for continuing narcotics investigations, equipment, and/or training to be  
financed by proceeds from narcotics investigations.
2. Manchester Public Library ..... \$1,500  
for staff training and attendance at conferences and workshops to be financed  
by the CIGNA Matching Gifts Program to match a gift by David Cass.
3. Youth Service Bureau – Mentoring Programs ..... \$7,550  
to be financed by a grant from the State of Connecticut Department  
of Education.
4. Senior Center Donations – Senior Circle and AT HOME programs ..... \$612  
to be financed by donations from program participants which are  
gratefully acknowledged and accepted.
5. Manchester Police Department – Shattered Dreams Program ..... \$1,210  
to be financed by donations from the Mayor’s Program, Holmes Funeral  
Home and ASM which are gratefully acknowledged and accepted.

3B. Appropriations to Education Special Projects as follows:

1. College Career Pathways Grant (FY08/09)..... \$5,686  
to be financed by a grant from the Connecticut State Department  
of Education.

3C.1. Appropriation to Capital Improvement Reserve –

- Olcott Street Reconstruction..... \$9,720  
to be funded by a payment from the Connecticut Department of  
Transportation.

3E. Approval of an ordinance repealing Chapter 33, Article I, Sections 33-1 thru 33-5,  
dissolving the Emergency Medical Services Council. (A copy of the proposed  
ordinance may be seen in the Town Clerk’s office during normal business hours.)

3F. Appropriation to Capital Improvement Reserve - Streetlights

- in accordance with the streetlight acquisition plan  
for installation and repairs to nine streetlights ..... \$11,761  
in the Birch Mountain, Phase VIII Subdivision, to be financed by a payment  
from 770, LLC.

3G.1. Appropriation to Public Works Capital Projects (2005 Bond)..... \$225,000

- for the Design, Construction, Inspection and Maintenance of safety  
improvements to Slater Street at Best Buy and Circuit City Driveways  
to be financed by a grant from the U.S. Department of Transportation utilizing  
Federal Funds under the Hazard Elimination Component of the Surface  
Transportation Program.

2. Authorization for the General Manager to enter into and amend related documents.

16A. Appropriation to Special Projects (under \$500) as follows:

1. Hockanum River Linear Park ..... \$256  
to be financed by donations from Alvin and Evelyn Korn (\$50) and  
Charlotte and Robert Opalenik (\$206) which are gratefully acknowledged  
and accepted.
  2. Pride in Manchester Special Grants ..... \$200  
for Pride in Manchester Week activities to be financed by donations from  
Shop Rite of Manchester (\$100) and Blanchard & Rossetto (\$100) which  
are gratefully acknowledged and accepted.
  3. Manchester Public Library – Mary Cheney ..... \$105  
for purchase of books to be financed by donations from Nancy McNamara  
(\$25) and in memory of Joyce Fahle (\$80) which are gratefully  
acknowledged and accepted.
  4. Manchester Public Library – Mary Cheney and Whiton Memorial Branch ..... \$350  
for purchase of books to be financed by a donation from David and Billie  
Kapp.
- 16B. Acceptance of donation of underwater camera to Manchester Fire Rescue EMS from  
Raymond Johnson and family which is gratefully acknowledged and accepted.
- 16C. Acceptance of donation of televisions to Senior, Adult and Family Services from  
Marriott Residence Inn which is gratefully acknowledged and accepted.
- 16D. Acceptance of resignation of Collins D. Johnston, II (R) as a Constable, with  
a term expiring November 2009.

**Director Beckman moved to adopt and Director Zingler seconded the motion.**

**Eight Voted in Favor**

**5. REPORTS.**

A. Manager's Report.

**Ronald Masse**, Deputy Director of Information Systems, gave a brief demonstration on the  
Video on Demand function of the Town's website.

**Mayor Spadaccini and Director Zingler** expressed their appreciation for the hard work of  
Information Systems and for the demonstration.

1. Audit Report.

**Alan Desmarais**, Director of Finance, explained that the Town hires an independent auditor to  
review its finances on a yearly basis. He introduced Jerry Paradis and Leslie Zoll of Blum  
Shapiro, who was the auditor chosen this year.

**Mr. Paradis** reviewed the Annual Financial Report, the State Single Audit Report, and the  
Federal Single Audit Report with the Board of Directors.

Mayor Spadaccini, Deputy Mayor Peak, Directors Kissmann and Beckman took the opportunity  
to ask questions about and discuss several parts of the audit, including property tax relief for

manufacturing, tax collection rates, bond ratings, MSIP, TOMMIF, enterprise funds, long term debt, reserve funds for the landfill, and internal auditing of cash.

## 2. Police Overtime.

**Chief Berry** said he expects the overtime budget to be in good shape in three months because he has instituted some changes. The first order of business is to protect life and property. When a downturn in the economy occurs, crime goes up. It will be a tough order to stay within the budget and reduce crime.

**Deputy Chief Montminy** said that overtime estimates at the end of the first quarter were approximately \$400,000. After the second quarter, that estimate was closer to \$300,000. He explained that winter is the quietest time for overtime and hopes to report a \$200,000 estimate by the end of the third quarter. The Department has instituted cost saving measures including trimming the use of additional dispatchers, reducing holdovers in patrols, reducing staff meetings, reducing safety seat installations, cancelling the spring Citizen's Police Academy, and reducing the number of Officers involved in the Safe Avenues program.

Mayor Spadaccini, Deputy Mayor Peak, Directors Zingler, Farina, Beckman, Tweedie, and Kissmann asked questions about and discussed Safe Avenues, the Citizen's Police Academy, budgeted overtime vs. overtime deficits, the number of authorized officers, comp time, and the cost of overtime vs. the potential costs of a rise in crime.

## 3. Pension Fund Update.

**Mr. Desmarais** reported on the pension fund, specifically what has happened over the last six months. In 1992, the pension fund had \$32 million in assets. At its peak in November of 2007, it had \$138 million in assets. Currently the pension fund has \$100 million in assets, which is a 28% drop from its peak. Since July, it has lost about 20%. Mr. Desmarais pointed out that if the Board were to look at that relative to 30% and 40% losses seen in the rest of the economy, it would realize that Manchester's pension fund losses are not quite as bad. This is due to the diversification by the Pension board.

## 4. Film Festival.

**Justin Morales and John Ramaglia**, representing Silk City Flick Fest, gave a presentation to the Board of Directors explaining what the Silk City Flick Fest entails. It will be held the weekend of October 8 through October 11, 2009 and have a series of events such as panels to guide discussions, music, and films. Mr. Morales and Mr. Ramaglia believe this event will be advantageous to the Town of Manchester. Ten percent of all proceeds will go to a local charity. Board members posed several questions to Mr. Morales and Mr. Ramaglia, including who would be selecting the films, financing and running of the project, insurance for the project, and Manchester's role in the event. Mr. Morales and Mr. Ramaglia said they would like Manchester's support and the consensus of Board members was that they support the Silk City Flick Fest.

**ADOPTED - Motion to suspend the rules to go beyond eleven o'clock.**

**Director Beckman moved to suspend the rules and Deputy Mayor Peak seconded the motion. Eight 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 Beckman** said he has been doing research and working with Town staff on an amendment to the noise ordinance that will make enforcement easier. He suggested holding a public safety workshop to educate the community in ways to keep homes safe. Mr. Beckman suggested a paralegal training program for high school students in Manchester.

**Director Zingler**, referring to item 16.F, asked for a CAD drawing depicting the reconstruction.

**6. RECESS TO SECOND WEEK.**

The meeting was recessed until the January 13, 2009 second meeting of the month.

**Director Tweedie moved to recess and Director Kissmann seconded the motion. Eight Voted in Favor**

**Recess: 11:03 p.m.**

gem

**APPROVED:**

**ATTEST:**

---

**Secretary, Manchester Board of Directors**