

**MINUTES**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**FEBRUARY 10, 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 (7:05), Kissmann, and Farina

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

**7. MEETING CALLED TO ORDER.**

The meeting was called to order at 7:02 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mayor Spadaccini.

**8. AWARDS AND PRESENTATIONS.**

A. Presentation re Lions Club bowling tournament to benefit Fidelco Guide Dog Foundation (John Garoppolo).

**John Garoppolo**, representing the Manchester Lion's Club, invited the Board of Directors and interested members of the public to bowl in the Thirteenth Annual Manchester/Vernon Lion's Club bowling Tournament to benefit Fidelco. The competition will be held February 28, 2009 at 1:00 p.m. at Spare Time in Vernon.

**Ed Gorman**, representing the Manchester Lion's Club, added that the Bowling Tournament has raised over \$120,000 for Fidelco over the years. Mr. Gorman mentioned a Lion's Club Open House on March 3, 2009 and the Annual Fishing Derby to be held May 9, 2009.

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

- A. **ADOPTED** - Minutes, December 30, 2008 – Work Session
- B. **ADOPTED** - Actions, January 6, 2009 – Regular Meeting
- C. **ADOPTED** - Minutes, January 6, 2009 – Regular Meeting
- D. **ADOPTED** - Minutes, January 8, 2009 – Special Meeting
- E. **ADOPTED** - Actions, January 13, 2009 – Regular Meeting
- F. **ADOPTED** - Minutes, January 13, 2009 – Regular Meeting
- G. **ADOPTED** - Minutes, January 22, 2009 – Special Meeting
- H. **ADOPTED** - Minutes, January 27, 2009 – Policy Briefing Meeting

**Secretary Pelletier moved and Director Zingler seconded the motion.**

**Nine Voted in Favor**

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

**Jim Griffin**, 55 Oak Forest Drive, thanked Mayor Spadaccini for supporting the Democratic request that the General Manager and the School Superintendent forego their raises. He stated that the Town has some of the best employees in the country and he doesn't want to see any unnecessary layoffs.

**General Manager Shanley** said he decided months ago not to accept the raise and was disappointed that no one spoke to him before going to the press.

**John S. Weedon**, 142 Lamplighter Drive, spoke in support of forming an Agricultural Commission to give agriculture the attention it deserves and requires.

**Mike Stebe**, 36 Clinton Street, thought the representatives from the Planning Department did a good job of outreach last night. He thanked them for working so hard toward the well being of the Town and betterment of the community. The gesture of giving up raises proves the importance of what the Town needs to do this year and Mr. Stebe commended the Directors who put the idea forth.

**Fred Spaulding**, 18 Myrtle Street, would like to include the word "Memorial" in the title of Center Park. He conducted a survey over the past year and has support for this idea. He urged the Board of Directors to support the name "Center Memorial Park."

**Bonnie Schuetz**, 12 Conway Road, thanked General Manager Shanley for his sacrifice and hopes to see Dr. Ouellette do the same. She asked the Board not to cut the Fire and Police Department budgets. Ms. Schuetz mentioned a couple of accidents that took place near Oakland and Woodbridge Streets and suggested some signage be placed in that area. She has noticed many potholes in Town and said they need to be taken care of.

**Bill Ogden**, 137 Branford Street, supports the idea of renaming Center Park to Center Memorial Park. He commended General Manager Shanley on relinquishing his raise. Mr. Ogden mentioned a ski slope project that cost a lot of money and is now closed, the skating rinks that are closed, and the skateboard park that is underutilized. He said the dog park will cost the Town money it does not have. Now is the time to tighten our belts. Mr. Ogden has mentioned the issue of exhaust pipes on school buses and has never received an answer; he hopes someone looks into this issue.

**Jim Kurlowicz**, Columbus Street, thanked General Manager Shanley for sacrificing his raise but said that nobody was notified of his intent. He hopes there are no hard feelings. Mr. Kurlowicz stated that Mr. Carlino is an asset to the Town of Manchester and always makes an excellent presentation.

**Fred Lea**, 176 Gardner Street, spoke in support of an Agricultural Committee. The Town of Manchester is being rapidly developed and now is a good time to form an Agricultural Committee. It would be an asset to the Town.

**General Manager Shanley** explained to Mr. Ogden that he investigated grant information provided by Mr. Tweedie, and found that all buses meet the newest emission standards. Retrofits would not make sense at this time.

**Secretary Pelletier** addressed the recent newspaper coverage of several Directors sacrificing their stipends and the request that the General Manager and Superintendent forego their raises. She explained that these measures will have an impact of less than \$15,000 on the budget. The Board of Directors has already given back internet and travel reimbursement, will not be receiving a raise and incurs many expenses on a personal level; she will not be giving back her stipend. Ms. Pelletier said the General Manager shows real leadership and has already frozen positions and hiring. Manchester is positioned well because of his leadership.

**Director Zingler** made it known that he contacted the General Manager and School Superintendent by phone and e-mail prior to sending out the press release. The Mayor had a copy of the document before it went to the press as well.

**Mayor Spadaccini** said he did receive the document via e-mail but did not see it before the press called him. He reminded Board members that advance courtesy is owed before a press release is issued. He hopes the Board will be able to work as a more cohesive group.

## 11. COMMUNICATIONS.

**Director Zingler** received an e-mail from Maryann Cornish asking for support for a body regarding local food growing. He received an e-mail from Stephanie Knybel regarding the budget in which she expressed support for the request that pay increases be given back.

**Director Tweedie** received an e-mail from Eugene DeJoannis of the Citizens for Greener Manchester that included an article about giving Towns the option to require higher than State Building Code standards. He will forward it to the Building Department.

**Secretary Pelletier** received a communication from the Human Relations Commission regarding a member's attendance. She will be forwarding the information in order to have it placed on next month's agenda.

**Mayor Spadaccini** received a communication from Mayor Perez regarding Journey Home, a regional homeless shelter. It costs \$66,000 per year to operate the shelter and he is asking that area Towns contribute to the cost of operating the spillover shelter. He received a communication from the Connecticut Siting Council and one from HPC Development regarding modification of two monopole cell towers (205 Spencer Street and 55 Slater Street). Mayor Spadaccini noted a communication sent to Robert Wall regarding solar panels and asked if there has been any resolution. General Manager Shanley said preliminary engineering has been completed and two sites have preliminary approval. There are issues around the impact on the roofs and warranties.

## 12. REPORTS.

**General Manager Shanley** recommended adding two items to the agenda: appointment of a member to the Redevelopment Agency to replace Mr. Hood and action regarding Recreation Fees.

**13. PRESENTATION OF BID WAIVER REQUESTS.**

There were no bid waiver requests at this time.

**14. ACTION ON ITEMS OF PUBLIC HEARING.**

**3.B.2. APPROVED AS AMENDED –**

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.

**Deputy Mayor Peak** expressed concerns about the budget process and wants to be sure that if the result of the Title Grants is that they provide more money to the Town, the money will help the local taxpayer. He asked for clarification on the amount of money being appropriated on the agenda. It seems to him that the amount of money being received from the State is actually \$53,000 less than on the agenda.

**Dr. Richardson** said she would like to go back and look at the documents more closely.

**Deputy Mayor Peak** suggested transferring funds less the \$53,628 in question. He noted that this year's allocation was 10% more than last year's allocation. When he went back and looked at the budget book, about \$1.5 million was anticipated and included in the budget book. In reality, we are receiving \$1.9 million. He asked if there is a \$383,000 difference and does that mean that our local taxpayers benefit from the difference. He asked if more staff will be hired because more money came in than anticipated.

**Dr. Richardson** explained that when the budget is set, the exact dollar amount to be given by the Federal Government is unavailable. She gave an example of a 6% increase of impoverished students at Washington School over last year. That caused a significant change in the amount of money received. Money was used for literacy, reading, and enrichment tutors, math programs, and funding of substitutes allowing for retraining of teachers.

**APPROVED –** Motion to amend to reduce appropriation by \$53,628.

**Director Farina moved and Director Kissmann seconded the motion.**

**Nine Voted in Favor**

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

**Director Farina moved and Director Kissmann seconded the motion.**

**Nine Voted in Favor**

**15. UNFINISHED BUSINESS.**

- A. **APPOINTED** - Appointment of a Constable (R), with a term expiring November 2009, to fill the vacancy left by Collins D. Johnston, II – Theunis Werkhoven, 88 Santana Drive.

**Secretary Pelletier moved and Director Tweedie seconded the motion.**

**Nine Voted in Favor**

**16. NEW BUSINESS.**

- D. **APPOINTED** - Appointment of a member (D) to the Cheney Hall Board of Commissioners, with a term expiring November 2009, to fill the vacancy left by Arlene LeRoy – Andrew Vincens, 96 Thayer Road.

**Director Zingler moved and Director Kissmann seconded the motion.**

**Nine Voted in Favor**

- E. Discussion: Formation of Agricultural Task Force.

**FAILED** – Motion to suspend the rules to add an action item regarding the Agricultural Task Force to the agenda.

**Deputy Mayor Peak** said he just received written materials on this subject today instead of the five days before the meeting as required. He will not support suspending the rules.

**Director Farina moved and Director Zingler seconded the motion.**

**Four Voted in Favor**

**Zingler, O'Neill, Kissmann, Farina**

**Five Voted in Opposition**

**Spadaccini, Peak, Pelletier, Tweedie, Beckman**

**Director Farina** suggested forming a task force with all of the responsibilities a commission would have. The charge of an Agricultural Task Force would be to undertake efforts to preserve and promote agriculture, make recommendations to the Board of Directors to further those efforts, provide suggestions on agricultural regulations, ordinances, plans, and policies, and serve as a conduit between farmers and residents, local businesses, nonprofits, and Town departments.

**Secretary Pelletier** did not feel she had ample opportunity to review the document provided. She said the Conservation Commission is already looking at agriculture and she will need clarity on the charge.

**Director Zingler** thinks this is a great idea and requested the General Manager's input regarding staffing.

**General Manager Shanley** explained that Town currently staffs the Conservation Commission, which has a subcommittee on agriculture. He suggested charging the task force or subcommittee, through the Conservation Commission, with a deadline for reporting. This will

provide an opportunity for the concepts and the activity to become part of the Conservation Commission going forward.

**Director Zingler** suggested scheduling a meeting between a couple members of the Conservation Commission, the individuals expressing interest in an agricultural group, and Town staff, and bringing this item back for the March agenda.

**Director Beckman** wondered if it would be necessary to hold a separate meeting or if the Board can just pass this on to the Conservation Commission.

**Mayor Spadaccini** said it looks as if the subcommittee has already been formed through the Conservation Commission. He did not see a need for formal Board action and suggested having the Commission define their mission and report back to the Board of Directors.

**Director O'Neill** asked how people will be able to get involved. General Manager Shanley will suggest Town staff contact those individuals who have expressed interest. Ms. O'Neill suggested publicizing the meetings.

**Secretary Pelletier** requested that Town staff help seek out information concerning agriculture and provide it to the commission.

**RECESS.**

The Board of Directors took a brief recess at 8:55 p.m. and returned at 9:11 p.m.

**Director Beckman moved and Director Farina seconded the motion.**

**Nine Voted in Favor**

- F. Discussion: Pilot program for home ownership - multi-family to single family home conversions.

**Director Farina** explained that the goal of this program would be to foster home ownership in Manchester's neediest neighborhoods and bring substandard two-family homes to single-family homes.

**Deputy Mayor Peak** believes the concept of increasing homeownership is valuable. There is an abundance of multi-family homes in Manchester. He wondered if there might be legal obstacles and suggested assisting by creating a document for conversion.

**Secretary Pelletier** expressed concerns about the concept. To split the homes could be very costly due to the expense of firewalls, wiring, and the like. She thinks this concept needs to be further developed.

**Director Kissmann** thinks this concept is worth looking into and that it will help with quality of life issues and aesthetics of neighborhoods. Mr. Kissmann recalls a similar program on Wells Street through the Savings Bank of Manchester many years ago.

**Director Tweedie** said this is an interesting concept but economic times are uncertain and the housing market is unknown.

**Director Zingler** thinks this is a great concept and that the Town should explore it. He suggested perhaps the Town Attorney's Office could investigate the concept and report back.

**Director Beckman** asked if the zoning regulations would need to be amended.

**Director Farina** said he is asking that the Board of Directors allow the Planning Department to look into the concept and decide whether it can put together a pilot program that will work.

**Mayor Spadaccini** said zero lot line properties already exist in some areas. The Town has been successful with forgivable down payment assistance programs and lead abatement programs in the past. He is hesitant to create a pilot program and is unsure where the money would come from.

G. Discussion: Economic Summit.

**Mayor Spadaccini** reminded the Board of the successful Economic Summit held in 2008 and said he thinks this should be an annual event. He recommended the Summit be held in May of this year at Manchester Community College. Mr. Spadaccini would like to include reports on the healthcare and manufacturing sectors, the state of retail in Manchester, the Chamber of Commerce, and Progress Drive Industrial Park. He said the Town needs to do everything it can to retain its current business base.

**Director Farina** thinks an Economic Summit is a great idea and wholeheartedly supports it.

**Deputy Mayor Peak** also expressed his support for an Economic Summit. He would like to see action items this year.

**Director Zingler** thinks an Economic Summit is a great idea. He asked how work groups would be formed.

**General Manager Shanley** explained that all who participated last year have been contacted with the offer to serve. Responses will come to the Board of Directors.

**Secretary Pelletier** supports an Economic Summit and thinks it is a great way to showcase Manchester.

**Director Farina** wondered if there is any way to bring independent voters into the working groups and asked if the Board could reach out to the community in the same way the youth group did.

**General Manager Shanley** said he has been trying to reach out to those who have already participated in discussions and bring some conclusion to those discussions.

**Director O'Neill** suggested providing attendance sheets at the Economic Summit to capture the names of interested persons.

H. Discussion: Public Safety Forum.

**Director Beckman** proposed holding a workshop to educate citizens on protecting their homes, neighborhoods, families and themselves from crime. The workshop would focus on keeping homes safe and offer a self defense demonstration and information on identity theft. He suggested inviting home security system vendors to set up displays for the benefit of the citizens. He has invited all block watches to attend the forum.

**Director Kissmann** said he thinks this is a good idea. The Police Department held something like this about two years ago. He is hesitant to involve private industry.

**Director Zingler** said the Fire Department has a very successful open house. He also has concerns about inviting vendors because it infers that we endorse their products.

**Director Tweedie** said an ounce of prevention is worth a pound of cure and he supports this presentation.

**Director Farina** said this seems like a natural progression of what our block watches are already doing. He thought it would be inappropriate to get involved with retail sales.

**General Manager Shanley** said he will explore this idea with the Police Department, the Town Attorney, and General Services. He is not comfortable with the concept of having vendors for many of the same reasons previously expressed. Before the workshop is held, he would like to come back with a plan for the Board's review.

**Secretary Pelletier** supports the workshop and said the more vendors the better.

**Director O'Neill** hopes to include information about personal safety if this forum is held. The block watches are doing a great job keeping an eye on neighborhoods.

**Deputy Mayor Peak** supports the workshop, as it is the next logical step that will empower people to feel safe in their homes.

**Captain Nieswanger** discussed crime in Manchester and said he thinks this workshop is a good idea and that it is important to educate the public.

**Mayor Spadaccini** said he thinks this is an excellent idea and will reserve judgment on the issue of private vendors. He suggested videotaping the speakers and showing their presentations on Channel 16.

I. Discussion: Renaming Center Park to Center Memorial Park.

**Mayor Spadaccini** explained that Dr. Spaulding contacted him with the idea of renaming Center Park to Center Memorial Park. He believes the idea is worthy of consideration and a good tribute to Veterans.

**Director Zingler** agreed that this is a great suggestion. He asked if the Recreation Commission has discussed it under its naming policy.

**Mr. Sprague** said that policy has to do with naming park areas after individuals. The Recreation Commission meets the third Thursday of the month and can review this idea at that time.

**Director O'Neill** agreed with the idea and asked if any costs are involved.

**Director Kissmann** agreed with the name change and with referring it to the Recreation Commission.

**Secretary Pelletier** said she wants to be sure renaming the park will not preclude the Town from adding to the library or making parking lot changes.

- J. Discussion and comments on the proposed 2009 revisions to the Manchester Sidewalk and Curb Plan.

**Mr. Pellegrini** explained that the Sidewalk and Curb Plan was amended about five years ago. Internal staff looked at the plan and made recommendations to the Planning and Zoning Commission. Ordinance allows for the Board of Directors to make comments before the Planning and Zoning Commission adopts the amendments.

**Mayor Spadaccini** questioned the removal of a whole column on page 4. Mr. Pellegrini explained that this was a recommendation from Public Works, which felt it was not necessary and cleaned up the document.

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

**Secretary Pelletier moved and Director Farina seconded the motion.**

**Nine Voted in Favor**

Items 16.K., 16.L and 16.M added to the agenda by consensus.

**K. APPROVED AS AMENDED - Summer Camp Fees**

**Mr. Sprague** noted that the last time this item was discussed, Board members questioned how the matters of residency and scholarships are handled in other Towns. He did some research and found that other Towns look at the address on the check, consider past participation, and require that the child's school be listed. Mr. Sprague explained that every Town except Enfield has a scholarship program. Some Towns limit the amount that can be given to a child or limit the overall budget.

**APPROVED** – Motion to amend 2009 proposed summer camp fees to read as follows:

Summer 2009 Proposed Fees Camp Day - \$45 per week for the first child and \$35 per week for each additional child.

Summer 2009 Proposed Fees Extended Day - \$55 per week per child. \$30 for morning only or afternoon only.

**Secretary Pelletier** believes this fee structure is still reasonable and much less than the cost of day care.

**Deputy Mayor Peak** said the prices, even with the adjustments, are far below any private sector equivalent. This is a logical arrival at sensible pricing.

**Director Tweedie** said this is the least expensive and best daycare in Manchester.

**Director Kissmann** will support this motion. The summer camp program is a great program and will still be inexpensive.

**Mr. Sprague** explained that the fees included in the survey are last year's fees. All Towns indicated they would be looking at fees this year.

**Mayor Spadaccini** said that even with the additional costs, Manchester is significantly below surrounding Towns.

**Director O'Neill moved and Director Kissmann seconded the motion.**

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

- L. **ACCEPTED** – Acceptance of resignation of Kevin Hood (R) from the Redevelopment Agency with a term expiring November 2012.

**Director Beckman moved and Deputy Mayor Peak seconded the motion.**

**Nine Voted in Favor**

- M. **APPOINTED** – Appointment of a member (R) to the Redevelopment Agency, with a term expiring November, 2012 to fill the vacancy left by Kevin Hood – Phil Macvane, 225 Hackmatack Street.

**Director Beckman moved and Director Kissmann seconded the motion.**

**Nine Voted in Favor**

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

**Director Zingler** would like to televise budget workshops and add a public hearing after the Board of Directors presents its budget. Resident feedback is important at that point.

**General Manager Shanley** explained that because of the new Charter, the Board will need to have several meetings within a very short time. The Board will be unable to reserve the Hearing Room for all of those meetings and significant challenges are presented in televising without the use of the Hearing Room.

**Director Zingler** would like the consideration of a Policy Board for Channel 16 put on the next agenda. He requested a report on potholes. Preparations for Pride in Manchester week have begun and the EITC Coalition is in full swing.

**Secretary Pelletier** said that residents now have the opportunity for a referendum if they do not agree with the budget.

**Director O'Neill** suggested holding a public comment session on the budget. She asked for more information regarding tax warrants and what is being done to work with citizens.

**Director Kissmann** mentioned an article regarding saluting the flag and changes to the regulations.

**Director Tweedie** mentioned that Connecticut cities and towns have the opportunity to purchase State vehicles.

**Director Farina** said that the East Side neighborhood is concerned with trash and recycling bins being left out. They feel not enough is being done about this problem.

**18. ADJOURNMENT.**

The meeting was adjourned until the March 3, 2009 Regular Meeting of the Board of Directors at 7:00 p.m. in the Lincoln Center Hearing Room.

**Director Beckman moved and Director Farina seconded the motion.**

**Nine Voted in Favor**

**Adjourned:** 11:47 p.m.

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**APPROVED:**

**ATTEST:**

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**Secretary, Manchester Board of Directors**