



Scott Shanley  
General Manager

# *Town of Manchester*

## General Manager's Report

January 2008

### **Holiday Closings**

New Year's Day: Town offices and Libraries will be closed on Tuesday, January 1st in observance of the New Year's holiday. There will be no trash collection on January 1<sup>st</sup>; collection will be a day late for the remainder of the week.

Martin Luther King Day: Town offices and Libraries will be closed on Monday, January 21<sup>st</sup> in observance of the Martin Luther King Jr. holiday. There will be trash collection on January 21<sup>st</sup>, and collection will be on the regular schedule all week.

### **2005/2006 Annual Report**

The Town's Annual Report for FY 05-06 is now available at the Town Hall Customer Service and Information Center, 41 Center Street, 647-5235. Please stop by and pick up a copy Monday – Friday from 8:00 a.m. – 5:00 p.m.

### **Christmas Trees**

Residents are reminded that Christmas trees can be left out for curbside pickup **thru Jan. 18<sup>th</sup> only** (must be out at curb for the person's regular trash collection day). After Jan. 18<sup>th</sup>, trees must be brought to the Landfill for disposal.

### **Finance Department**

#### **Assessment and Collection**

The tax bills for the Motor Vehicle Supplemental Grand List of October 1, 2006, were mailed in December. These bills cover vehicles registered after October 1, 2006 and cover a time period through September 2007. Over 9,000 bills were mailed and payments are due by February 1, 2008.

This year's Supplemental Grand List data arrived roughly five weeks after the statutory deadline given to the CT Department of Motor Vehicles. The Assessment and Collection staff was able to make up most, but not all, of this delay in order to get the supplemental bills out in December.

This year's Supplemental Grand List contained about 300 fewer vehicles than last year's Supplemental Grand List. The Assessment and Collection staff reviewed this drop in the vehicle count and verified that other municipalities in the state experienced a similar decrease. The decrease is attributable to fewer new cars being registered in the state in

2007, a trend that continued from previous years. It is believed that this could have a slight decreasing effect on the Motor Vehicle Regular Grand List of October 1, 2007 as well, as that Grand List will also contain fewer new vehicles than the prior year.

The Office of Assessment and Collection reminds residents that current tax payments for the second installment of Real Estate and Personal Property bills are due by February 1, 2008. The Tax office will be open Monday – Friday, 8:20 a.m. – 4:40 p.m., with extended hours to 6:00 p.m. on January 31, 2008 and February 1, 2008. The Manchester branches of New Alliance Bank are now accepting January payments only. The bill should be brought to the bank as the bank has no tax information. There is also a night drop box located behind Town Hall. The Customer Service and Information Center at Town Hall will also accept payment for current (not delinquent) tax bills.

Work on the Grand List of October 1, 2007 continues and should be on target for signing in late January 2008. The CT Department of Motor Vehicles did not send out the motor vehicle registration data that is needed for this Grand List until December 10, 2007, which was ten days after the statutorily mandated deadline of December 1, 2007. Although the DMV pledged to do better and provide the data in a more timely manner in the past, this file is typically between one and two weeks late every year and it does present a hardship for the Assessment and Collection staff in Manchester and for assessors throughout the state.

After the Grand List is signed, the Office of Assessment and Collection will be mailing reminders to all real estate and personal property owners. Although Manchester's revaluation was performed last year, reminders will be sent to taxpayers concerning the ongoing phase-in. The 2007 Grand List represents year two of the three-year phase-in.

The Board of Assessment Appeals (BAA) will offer sessions in March this year. BAA applications may be obtained from the Office of Assessment and Collection, and must be filed by February 20, 2008. This deadline cannot be extended and is a statutory deadline. Anyone who files a BAA application after February 20, 2008 will not receive a BAA hearing for the 2007 Grand List. The BAA will begin their hearings in March 2008 and conclude in March or April 2008, after which the final Grand List will be established. Real estate taxpayers are reminded that the revaluation date is October 1, 2006, thus, all real estate values are set as of October 1, 2006. Real estate appeals pertain to the value as of October 1, 2006, and no other date either before or after October 1, 2006.

### **Manchester Fire-Rescue-EMS**

#### **Activity Report for November 2007**

Medical/Rescue	473
Fire Related	11
Hazardous Conditions	23
Public Service	45
Good Intent	51
False	37
Mutual Aid	<u>1</u>
Total	641

### **History Lesson #12 – Manchester's Most Disastrous Fire**

(Part III) the Watkins Building suffered only minor damage on the east side facing the Rogers building. During the height of the fire, Watkins employee Ralph Nelson discovered a fire on the upper floor of the building. Some pillow feathers had ignited from the heat through the window glass, but the fire was quickly extinguished. The Stenburg stable to the north and the Watkins Building to the west marked the boundaries of containment of the fire. Had the fire extended further to the north, the destiny of the buildings in the business district would have provided fuel for disaster. The apparatus sent to Manchester from Hartford returned to their stations at 6:25 p.m., scarcely four hours after the fire was discovered. Six buildings were burned to the ground and three more were heavily damaged. Manchester had learned the importance of both the fire department mutual-aid system and the effectiveness of motorized pumping apparatus. No charge was made for the assistance Hartford had rendered, but Cheney Brothers sent a \$200 donation to the Hartford Fire Department. South Manchester fire fighters remained at the scene extinguishing small fires, which were constantly erupting. Hose streams directed at the ruins sent up huge clouds of steam. Considerable attention was given to a large store of coal at the east end of the school's cellar hole. The coal pile was believed to be over a large water main and it was feared it would over heat and burst into flame. Robert Veitch, a member of Hose Co. 2, was overcome by coal gas rising out of the cellar hold and had the misfortune to tumble in. He was rescued by Harry McCormick and was on his feet by the following morning. Telephone and electric crews worked into the night repairing burned wires. Those left homeless were overwhelmed with offers of assistance. Children who had fled the fire returned the following morning to view the remains and collect mementos. Workers from Cheney Brothers were in the cellar hole salvaging what they could of the steaming pile of coal.

### **Fire Hydrant Maintenance**

In the event of a fire emergency during the winter, could fire fighters locate a fire hydrant near your home? Or, does it get buried under a snow pile? By town ordinance, owners, agents of owners or occupants of any building or land bordering a fire hydrant are responsible for removing snow, sleet, and ice within 24 hours of the conclusion of a storm. Hydrants should be cleared of snow and ice so that there is a four-foot clearance in all directions and a three-foot wide path from hydrant to street so the fire department can have unimpeded access to the hydrant in case of fire. With over 2,000 hydrants in town, the Fire Department desperately needs the cooperation of homeowners; tenants and business owners in this matter and appreciates compliance of all.

### **Fire Fighter/Paramedics Begin Work**

Phillipe Brochu and Matthew LeRoux joined Manchester Fire-Rescue-EMS on December 16<sup>th</sup>. The two will complete 30 weeks of additional training and evaluation before they are assigned to companies and begin working in the field.

## **Manchester Public Library**

The Early Winter Children's Story time Session will begin on January 7<sup>th</sup> and will include a selection of 15 programs for birth – fifth grade requiring registration and six drop-in programs. New additions include a Top Secret Book Club for third – fifth graders on Tuesday afternoons at Mary Cheney at 3:45 p.m. and Spectacular Game Afternoons on Fridays at Mary Cheney. The Reading Education and Assistance Dogs will make their first visit of the new year on Saturday, January 12<sup>th</sup> at 2:00 p.m. at Mary Cheney, with "Chilly Stories". Registration is requested.

Teen Dance Dance Revolution Afternoons will continue on Thursdays at Mary Cheney at 3:30 p.m. Mary Cheney's Teen Nights on Wednesdays at 6:00 p.m. will now be Middle School Nights and will be open only to sixth – eighth graders. A library card will be required for admission.

The Adult Series of programs, Pursue Personal Success @ Your Library, will continue on Monday, January 7<sup>th</sup> at 7:00 p.m. at Mary Cheney with a panel discussion including Faith Manierre, who will be addressing "Chronic Disorganization and ADD" and Joan Terzo whose subject will be "What it Means to be Organized". The book *Persuasion* by Jane Austen will be discussed on Monday, January 28<sup>th</sup>, at 7:00 p.m. at Mary Cheney.

## **Police Department**

### **Deputy Chief promotion**

MPD is pleased to announce the promotion of Captain Marc Montminy to the position of Deputy Chief. An oath of office ceremony was held on December 14, 2007 at Manchester Community College and was attended by family, friends, MPD officers, Town officials, Town staff and many representatives from law enforcement agencies.

Deputy Chief Montminy joined the MPD in 1989, after spending three years with the Coventry Police Department. Since that time, he has served as Patrol Officer, Field Training Officer for new recruits, a State Certified Police Instructor, and a DWI Instructor. In April 1994, Deputy Chief Montminy was promoted to Sergeant where he served in both the Patrol and Administration divisions. In 2000, he was promoted to Lieutenant and given responsibility for the department's computer operations. Soon after, he was named Project Manager for a regional police computer network implementation that resulted in one of the finest police systems in the state. Deputy Chief Montminy was promoted again in 2004 to Captain and has commanded the Field Services Division and the Staff Services Division.

Among Deputy Chief Montminy's accomplishments are a Chief's Citation for outstanding service, two commendations from the Mayor of Manchester and a Distinguished Service Medal for the arrest of an armed felon.

Deputy Chief Montminy received an Associate's Degree in General Studies from Manchester Community College and a Bachelor's Degree (cum laude) in Business and Social Science from Charter Oak College. He is a graduate of the School of Police Staff and

Command at Northwestern University and a graduate of the FBI National Academy. He is currently enrolled in a Master's Degree program at the University of Baltimore.

**Public Works Department**

**Winter Parking Ban**

Residents are reminded that overnight parking is not allowed on public streets or municipal parking lots between the hours of 2:00 AM and 6:00 AM from December 1<sup>st</sup> to April 1<sup>st</sup>.

**Removal of Snow from Sidewalks**

Town ordinance requires that owners and occupants of buildings and vacant lots are responsible to remove snow, sleet, and ice from the public sidewalk abutting their property within 24 hours after the conclusion of a storm. Failure to comply with this ordinance may result in a fine.

Please cooperate so that school children and other pedestrians will be able to use the public sidewalks and avoid having to walk in the street.

**Winter Sand**

Winter sand/salt mixture is available for residents at the following locations: Salters Pool Parking Lot, Lydall Street, and the Fleet Maintenance Garage, 263 Olcott Street. No contractors please.

**Building Inspection**

Activity from November 1 – November 30, 2007

<i>Building Permits</i>	<i>November</i>	<i>October</i>
Total applications received	227	291
Total permits issued	221	305
Total revenue	\$50,673.36	\$58,790.72
Construction value*	\$3,526,980	\$4,093,650
Inspections conducted	532	660

*Code Enforcement*

Cases opened	36	55
Cases closed	29	84
Inspections conducted	108	173

*Comparison of fiscal years July 1 – November 30*

<i>Building Permits</i>	<i>FY2008</i>	<i>FY2007</i>
Total applications received	1332	1546
Total permits issued	1297	1497
Total revenue	\$285,450.24	\$372,087.63
Total construction value*	\$22,490,306.39	49,435,302.73
Inspections conducted	3361	3654

*Code Enforcement*

Cases opened	266	300
Cases closed	303	285
Inspections conducted	696	562

\*Includes the value of Town projects where fees were waived

\*\*This value has yet to be adjusted for value added due to cost affidavits at Certificate of Occupancy issuance

**Recreation Department**

The Living Well After School Program for Robertson School students begins January 7. This pilot program serving 30 children will be held at the Community Y. The goal of Living Well is to provide a curriculum of leisure and nutrition to enhance the physical, emotional, social, and psychological well being of participants.

All Winter Session Recreation Department classes begin during the first two weeks of January.

Indoor Soccer for ages five – eight begins January 20 at the Mahoney Recreation Center.

Swim lesson registration begins January 5 at the Community Y.

The indoor adult organized sports program is in full swing with 14 basketball teams and 48 volleyball teams competing.

**Water/Sewer Department**

**Water Fluoridation Quality Award**

The National Centers for Disease Control and Prevention (CDC) issues awards to community water systems that promote good oral health through the fluoridation process.

The Manchester Water Department consistently maintains optimum fluoride levels in the water distribution system necessary to comply with the fluoridation requirements of the State of CT. This year, in recognition of this accomplishment, the Water Department is proud to announce it has received the annual Water Fluoridation Quality Award from the CDC. The department remains committed to this program and the valuable contribution it has on the dental health and hygiene of the community.

**Water Supply Status**

The level of the reservoirs is hovering around 69% so the town remains at the Advisory Stage of the Water Contingency Plan. Although no mandatory restrictions are in place, the Advisory strongly recommends that all residential, commercial and industrial users of the potable water supply continue to voluntarily conserve water.

The Water Department thanks all those citizens, businesses and users of the town's water supply for their conservation efforts. While not yet fully recovered, it is hoped that through

the continued cooperation of the community, (and with some help from Mother Nature), the reservoirs will soon reach a level status where the Advisory can be lifted.

### **2007 Water Main Replacement project**

The Fall 2007 portion of construction work associated with the annual Water Main Replacement Project has been completed. During this construction season, water main replacement work was performed in the following areas:

- Strickland Street
- Strong Street – Strickland Street to Woodland Street
- Woodland Street – Regent Street to Joseph Street
- Ford Street – Main Street to end

The contractor will complete the remainder of the project during the Spring/Summer 2008 construction season. It is anticipated that construction will begin on or about April 1, 2008. Prior notification will be sent out to those affected by the work when a detailed schedule becomes available. During the 2008 construction period, work will be performed in the following areas:

- McKee Street – Center Street to Hartford Road
- Ann Street – Center Street to Summer Street
- High Street – McKee Street to Campfield Road
- Westwood Street – McKee Street to Campfield Road
- Cooper Hill Street – McKee Street to Campfield Road
- Palm Street – Cooper Hill Street to Hartford Road
- Campfield Road – West Street to Hartford Road

Final paving and surface restoration in the Strickland Street, Strong Street, Woodland Street and Ford Street areas will also be part of next year's project.

### **Youth Service Bureau**

The YSB recently received grant funding from the State of CT Office of Policy and Management for Urban Youth Violence Prevention. This funding will mean the hiring of a Program Coordinator for the Teen Center to run a variety of new programs. Two new evidence based programs will be offered -- Strengthening Families and Girls Circle/Boys Council. These programs are a wonderful addition to the YSB. The grant will also allow the continuance of the theater program as well as babysitting training for interested youth.

The new data collection software, Kidtrax, is up and running and it's proving to be a great asset for the YSB data tracking needs. A year round employment program was also recently started with 15 youth. Manchester is one of only four cities in this region selected to participate.

The YSB, along with the Police Department, Board of Education, Manchester Memorial Hospital and Manchester Community Child Guidance Clinic have received the Children's Mental Health Community Planning Grant from the CT Health Foundation for \$125,000. The goal for this grant is to reduce the number of children entering the Juvenile Justice

System and/or intensive mental health treatment. It focuses on the East Side neighborhood of Manchester. The YSB is the convening agency and the fiduciary for this grant. The final outcome would be a community plan that would include a strategy for developing a cultural and linguistically competent screening and identification system for a targeted area and a plan for short-term interventions. The final product would also include a business plan for supporting and sustaining programs and services identified.

**Employee News**

**Newly Hired**

Phillipe Brochu – Fire Fighter/Paramedic

Matthew LeRoux – Fire Fighter/Paramedic

Amy Campbell-Dexter – Librarian I, Manchester Public Library

Mona Elson – Librarian I, Manchester Public Library

Sean Maher – Public Safety Dispatcher

Matthew Bordeaux – Environmental Planner/Wetlands Agent