



**Scott Shanley**  
General Manager

# *Town of Manchester*

## **General Manager's Report**

February 2008

### **Holiday Closings**

Town of Manchester offices will be closed in observance of Lincoln's Birthday on Tuesday, February 12, 2008. Mary Cheney Library and Whiton Memorial Library will be OPEN. Trash collection for the week will be on the regular schedule.

Town of Manchester offices will be closed in observance of Washington's Birthday on Monday, February 18, 2008. Mary Cheney Library and Whiton Memorial Library will also be closed. Trash collection for the week will be on the regular schedule.

### **Income Tax Forms**

Copies of state and federal tax forms and instructions are available for the public at the Town Libraries and the Town Hall Customer Service and Information Center. Forms and publications can also be downloaded from [www.ct.gov.drs](http://www.ct.gov.drs) and [www.irs.gov](http://www.irs.gov).

### **Presidential Preference Primary**

The Presidential Preference Primary will be held at the regular polling places throughout Town on Tuesday, February 5, 2008, from 6:00 a.m. to 8:00 p.m. This primary is for all registered Republicans or Democrats.

Monday, February 4<sup>th</sup> is the last day to be able to transfer from an unaffiliated status to a major party, or to register to vote, and must be done IN PERSON at the Registrars office before 12:00 noon. Registrar of Voters is located at 479 Main Street, 647-3025.

To look up a polling place, click Voter Location Lookup on the Registrars website, [www.townofmanchester.org/registrar/](http://www.townofmanchester.org/registrar/)

Absentee Ballot Applications can be obtained from the Town Clerk's Office in Town Hall, 647-3037.

### **Finance Department**

#### **Assessment/Collection**

Work on the Grand List of October 1, 2007 was finalized in late January. After the Grand List was signed, the Office of Assessment and Collection sent out notifications to all real estate and personal property owners. Owners who wish to appeal their assessments may file an application to appeal to the Board of Assessment Appeals (BAA). BAA applications may be obtained from the Office of Assessment and Collection and must be filed by February 20, 2008.

Although the revaluation took effect last year, there typically is an increase in the number of appeals for the first two years after a revaluation. While the number of expected appeals should be well below last year, they are expected to exceed a typical non-revaluation year.

Applications for the Senior Homeowner's Program and Additional Veteran's Program were mailed in late January. These applications must be filed by May 15, 2008 in order for qualifying seniors to receive their property tax credits. In order to qualify, taxpayers must be over age 65 by December 2007, or be totally disabled. Taxpayers must own a home and must provide documentation listing their 2007 income to the Assessor's Office with a completed application. The maximum income for qualifying senior (or disabled) taxpayers this year is \$29,800 for unmarried and \$36,500 for married.

Changes approved last year to the HELP program and additional benefit program are being incorporated into this year's Homeowner's application process. Presentations at the Senior Center will be held soon for interested seniors.

**Public Works Department**

**Building Inspection Activity for December 1 – December 31, 2007**

<i>Building Permits</i>	<i>December</i>	<i>November</i>
Total Applications received	147	227
Total Permits issued	181	221
Total Revenue	\$17,944.60	\$50,673.36
Construction Value*	\$1,247,150	\$3,526,980
Inspections conducted	451	532

<i>Code Enforcement</i>		
Cases opened	26	36
Cases closed	141	29
Inspections conducted	145	108

*Comparison of fiscal years July 1 – December 31*

<i>Building Permits</i>	<i>FY 2008</i>	<i>FY 2007</i>
Total Applications received	1479	1810
Total Permits issued	1478	1749
Total Revenue	\$303,394.84	\$484,778.06
Total Construction Value*	\$23,737,456.39	\$57,287,432.23
Inspections conducted	3812	4294

<i>Code Enforcement</i>		
Cases opened	292	346
Cases closed	444	325
Inspections conducted	841	651

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

**Building Inspection Activity for the year January 1, 2007 – December 31, 2007**

<i>Building Permits</i>		2007
Total Applications received		3156
Total Permits issued		3069
Total Revenue		\$1,082,684.68
Construction Value*		\$93,277,776.19
Inspections conducted		7292

<i>Code Enforcement</i>		
Cases opened		605
Cases closed		778
Inspections conducted		1780

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

**Manchester Fire-Rescue-EMS**

<i>Activity Report for December 2007</i>		<i>Activity Report for 2007</i>	
Medical/Rescue	481	Medical/Rescue	5747
Fire Related	13	Fire Related	176
Hazardous Conditions	22	Hazardous Conditions	292
Public Service	28	Public Service	460
Good Intent	71	Good Intent	653
False	31	False	403
Mutual Aid	<u>5</u>	Mutual Aid	<u>41</u>
Total	651	Total	7772

**History Lesson #13 – Manchester’s Most Disastrous Fire**

(PART IV) The day after the fire, Cheney Brothers Directors met with Town officials. It was decided to begin double sessions in the high school the following Monday with the elementary grades attending in the morning and the high school students attending in the afternoon. The two-room Cheney School on the west side (currently on Cedar Street) would be re-opened for classes. Long range plans called for an addition to the Lincoln School at the Center (currently Lincoln Center) and construction of a new school on Cheney donated land on the west side (Washington School). Cheney Brothers would erect four buildings on the site of the old Ninth District School forming an “educational square” and rent them to the Town for \$1 per year. The third side of the square was completed in 1917 when the East Side Recreation Building was added to the Barnard and Franklin Buildings. A heating plant to service the complex was added on the north side of School Street. The fourth side of the square was to have been a library, but the economic condition of the textile industry forced Cheney Brothers to ask to be granted a release from its commitment. Ironically, a library and gymnasium building was built on the site over 50 years later. Following the fire, the collection of books from the burned library was moved to a new home in the Eldridge house at Eldridge and Main Streets. The library was moved to a new home in the East Side Rec

Building and finally in 1937 to the building at 586 Main Street where it is today. Company No.4 of the South Manchester Fire Department was also left without a home. They met in the quarters of Co. 3 for a time until temporary quarters were erected on School Street. A new hose house was dedicated on the site of the old one on September 10, 1917, where Co. 4 remained for over 75 more years.

### **Winter Training**

The Training Division delivered 1262 staff hours of instruction during the December – January training period. Topics included Hazardous Materials Metering; Mass Casualty Incident Management; Forcible Entry; Self-Contained Breathing Apparatus and Emergency Medical Technician Refresher.

### **Firefighter Paramedic Begins Works**

Cory Boisvert joined Manchester Fire-Rescue-EMS as a Firefighter/Paramedic, effective January 27<sup>th</sup>. He will complete 30 weeks of training and evaluation before he is assigned to a company and begins working in the field.

### **Manchester Police Department**

Officer Richard Monge was the recipient of the Samuel J. Luciano Award presented at the CT Police Chiefs Association Annual Luncheon on December 13, 2007 at the Crown Plaza Hotel in Cromwell. Since 1971, the CT Police Chiefs Association has presented an award to the graduate with the highest scholastic average in each recruit training class of the Police Academy of satellite school. Officer Monge was among the winners who led his class between May 2007 and October 2007 and is the second individual from the MPD who graduated from the Police Academy to be awarded this distinction; Officer Claire Hearn was the 2005 recipient.

Police activity through December 31, 2007 was 5,003 Total Calls for Service; 1,360 Total Police Cases; 697 Total 911 Calls; Emergency Calls were 59 for the Eighth District, 226 Town Fire, and 1,360 Police Department.

Staffing numbers are at 116 sworn officers that include one Chief, one Deputy Chief, one Captain (one vacancy), five Lieutenants (one vacancy), 19 Sergeants, 11 Detectives (one vacancy) and 78 Patrol Officers with four in the Academy and four in the Field Training Officer program.

### **Water and Sewer Department**

#### **Water Advisory Lifted**

Thanks to the unselfish efforts of the customers of the Water Department and some much needed precipitation, the water levels of reservoirs have increased significantly, thus the water advisory which called for voluntary conservation, has been lifted. Although still below the optimum level for this time of year, predictions of additional precipitation plus a

seasonal decrease in water demand indicates favorable conditions for achieving full reservoir capacity by spring. The Water Department will continue to monitor the levels of the reservoirs to ensure an adequate supply of water is available for normal domestic consumption, commercial activity and fire protection.

The Town of Manchester thanks all water customers for their cooperation. These voluntary efforts helped the town avoid mandatory restrictions of water usage and aided in the replenishment of the water supply. For more information, or to see the current reservoir status, please visit <http://www.townofmanchester.org/water/> and click on the Water Supply Status link.

### **Manchester Public Library**

During February School Vacation Week, the library will have a series of events for children and their families. One highlight will be Storyteller Tammy Richardson with stories for Black History Month on February 21 at 11:00 a.m. at the Whiton Branch Library and repeated at 2:00 p.m. at the Mary Cheney building. Another featured event will be a Chinese New Year Party at 2:00 p.m. on February 20 at the Mary Cheney Library.

A "Pursue Personal Success" program will be offered at 7:00 p.m. on February 4 at the Mary Cheney Library. Dr. Diane Hindman, Lecturer at Manchester Community College, will present "Coaching for Public Speaking".

### **Employee News**

#### **Recently Retired**

Joseph Morrissey – Lieutenant, Manchester Police Department

#### **Recently Hired**

Suzanne Michaud – Land Records Clerk I, Town Clerk's Office

Marcia Woodworth – Survey Technician, Engineering

Steven Maynard – Police Officer

Daniel Doyon – Police Officer

Joshua Eastwood – Police Officer

Joshua Traczynski – Police Services Aide

Jason DeNardis – Maintainer I, Public Works

Alton Lyle – Technical Support Specialist, Information Systems

Cory Boisvert – Firefighter/Paramedic

Michael Wilfore – Maintainer I, Public Works

Robin Suhie – Program Assistant (part time), Senior Center