



Scott Shanley  
General Manager

# Town of Manchester

## General Manager's Report

March 2008

### Holiday Closings

Town of Manchester Offices will be closed in observance of Good Friday on March 21, 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).

### No-cost Income Tax Services Offered in 2008

There are several options available to file the simple income tax returns FREE OF CHARGE. The focus is on low to middle income families, older adults and individuals in need of assistance. Details are available on the Human Services Department webpage: <http://www.townofmanchester.org/EITC/default.cfm>.

### Finance Department

#### Assessment/Collection

The Grand List of October 1, 2007, was completed and signed on January 30, 2008. Real estate phase in and increase notices and personal property accounts notices were then mailed at the beginning of February, as required within ten days of the signing of the Grand List.

Board of Assessment Appeals hearings for the Grand List of October 1, 2007, will start at the beginning of March. The statutory deadline for taxpayers to file an appeal for a hearing with the Board of Assessment Appeals was February 20, 2008. This year, Board of Assessment Appeals hearings will be held as follows:

Saturday, March 1, 2008	- 8:00 a.m.
Tuesday, March 4, 2008	- 6:30 p.m.
Wednesday, March 5, 2008	- 1:00 p.m.
Thursday, March 6, 2008	- 6:30 p.m.
Saturday, March 8, 2008	- 8:30 a.m.
Wednesday, March 12, 2008	- 1:00 p.m.
Wednesday, March 12, 2008	- 6:30 p.m.
Tuesday, March 18, 2008	- 6:30 p.m. (if necessary)
Wednesday, March 19, 2008	- 1:00 p.m. (if necessary)
Thursday, March 20, 2008	- 6:30 p.m. (if necessary)
Saturday, September 13, 2008	- 8:30 a.m. (Motor Vehicles only)

**Manchester Fire-Rescue-EMS**

**Activity Report for January 2008**

Medical/Rescue	438
Fire Related	8
Hazardous Conditions	28
Public Service	45
Good Intent	62
False	30
Mutual Aid	3
TOTAL	614

**History Lesson #14 – Case Paper Mill**

The first major fire in South Manchester following the School Fire of 1913 was a fire in the Highland Park Mill of the Case Paper Company. There had been two previous fires at the mill. The first fire was in the early 1860's, which destroyed a small mill shortly after it began operations. This mill was replaced by a larger wooden one, which was destroyed by fire around 1890. The third mill began as a one-story brick structure which was added on to many times creating the rambling complex of buildings involved in the 1915 fire. The latest addition even had a sprinkler system installed, although the water main feeding the system was only two inches in diameter and not of much use. The fire was discovered in the largest of the buildings at about 8:00 p.m. Although the mill complex was beyond the boundaries of the South Manchester Fire District, a call was placed to Hose and Ladder Co. 1 for assistance. A call to Company 3 was placed shortly after and both companies started for the fire. By the time Company 1 arrived with their hose wagon it was evident the building was doomed. The only pumping engine in the Fire District at that time was the recently purchased pump of Company 4. The men of Company 4 had begun to gather at the fire station waiting for a call for assistance, but the fire put the phone system in the area of the mill out of commission. Company No. 4's pump finally started for the fire without being called. On the way to the fire, they encountered the hose wagon of Company No. 3 which had broken down. They stopped and loaded all the hose onto the rear of Company 4's pump before proceeding. By the time Company No. 4 reached the mill, the fire was at its peak. It had broken through the roof and spread into other buildings where tons of paper was stored. Company No. 4 brought their pumper to nearby Case Pond and drafted enough water to supply three hose lines. These lines were in operation for about two hours when the hose line of Company 2 was burned through, allowing water to escape. The pump was shut down while the remaining hose lines were repositioned and then fed the two lines until after midnight. By 10:30 p.m., the roofs and walls of the building had collapsed. The finishing mill and the office were lost and efforts were directed towards saving the adjacent wet mill. By 11:00 p.m. it was evident the wet mill would be saved. Firefighters worked into the following day putting out small fires. The loss to Case's was approximately \$200,000, but the new fire pump of Company No. 4 proved its worth beyond question.

**Pets To Breathe Easier**

It is estimated that in 2006, more than 40,000 pets died in fires; most succumbing to smoke inhalation. In response, Canine Fence Company and Invisible Fence ® Brand donated seven

oxygen recovery mask kits for pets to the Department in February. The donation of these specially designed and potentially lifesaving animal masks will enable Manchester responders to efficiently administer oxygen to a stricken animal. All front line response vehicles will now be equipped with a mask kit.

**Change Your Clock --- Change Your Battery**

The Town of Manchester Fire Rescue-EMS Department reminds you to “Change Your Clocks, Change Your Batteries”, Sunday, March 9, 2008. Replace batteries in your smoke detectors when you change your clocks at the beginning of Daylight Savings Time to make sure that your family has the critical time needed to escape if there is a fire in your home.

Most home fires occur at night when people are sleeping. Rather than awakening you as many people believe, the smoke and toxic gases generated by a fire actually cause you to sleep more deeply. A working smoke detector can double a person’s chances of surviving a fire by providing the extra time that is critical for safe escape.

Nationally, more that 90 percent of all homes have smoke detectors, but it is estimated that one-third of those don’t work because of old or missing batteries.

MFRE recommends replacing smoke detector batteries twice a year, when clocks are changed to begin or end daylight savings, even if they appear to be working fine. Regularly replacing the batteries prevents the possibility that the detectors will start “chirping” (indicating that the batteries need to be replaced). When there is no replacement battery immediately available, the worst thing to do is to simply disconnect the detector to stop the noise since there is no way to predict when a fire will occur. Even one night without a working smoke detector can be dangerous. Replacing batteries when the time changes is an easy way to remember that important task.

MFRE advises having at least one smoke detector adjacent to all sleeping areas. Smoke detectors (even those that are hard-wired) should be tested monthly to ensure that you have protection you need when you need it.

**Public Works Department**

**Building Inspection Activity January 1 – January 31, 2008**

<i>Building Permits</i>	<i>January</i>	<i>December</i>
Total Applications received	231	147
Total Permits issued	222	181
Total Revenue	\$104,546.68	\$17,944.60
Construction Value*	\$2,281,136	\$1,247,150
Inspections conducted	489	451
 <i>Code Enforcement</i>		
Cases opened	39	26
Cases closed	47	141
Inspections conducted	111	145

*Comparison of fiscal years July 1 – January 31, 2008*

	FY 2008	FY 2007
Building Permits		
Total Applications received	1710	2055
Total Permits issued	1700	2015
Total Revenue	\$407,941.52	\$599,291.22
Total Construction Value*	\$26,018,592.39	\$64,614,678.23
Inspections conducted	4301	4955

*Code Enforcement*

Cases opened	331	394
Cases closed	491	380
Inspections conducted	952	793

**Recreation Department**

**Camp Registration**

Registration packets for summer camp will be available at the Center Springs Office, Community Y, Mahoney Recreation Center and the Customer Service and Information Center in Town Hall beginning March 3. Registration will be mail in only through March 31.

**Rebuilding Together**

The activities of the Rebuilding Together Committee intensify in March. The Committee is actively recruiting volunteers, soliciting contractors and finalizing materials and supplies lists. Anyone interested in volunteering or with questions about the program should contact Scott Garman or Liz Tracy at the Recreation Office 647-3084. This year Rebuilding Together is scheduled for April 26.

**Sports Update**

Adult basketball and volleyball league playoffs take place during March and the youth basketball program ends in March.

In March, Recreation staff will be meeting with representatives of the softball, baseball and soccer groups that use Town fields to finalize schedules and use agreements prior to the April 1 (weather permitting) start of the Spring season.

**Water and Sewer Department**

The Manchester Water and Sewer Department allows passive recreation on properties owned by the Water Department. Residents of Manchester can enjoy walking or hiking on the lands around the surface water supplies. The Water Department allows recreational activities around Globe Hollow, Porter, Howard and Lydall reservoirs in Manchester and around Buckingham reservoir in Glastonbury. The Water Department has constructed a trail system in the area adjacent to the Porter and Howard reservoirs. The trails are reached by parking in the designated area located off Ferguson Road. Access is also available from Finley Street. The three remaining reservoirs are available for use by the public but do not have a trail system at

this time. To view picture of the reservoirs, please visit the website at [www.townofmanchester.org/water/PassiveRecreation.cfm](http://www.townofmanchester.org/water/PassiveRecreation.cfm). And click on view photos.

Residents should remember that dogs and swimming are not permitted in or near the reservoirs!

Residents who would like to use the Water Department lands are required to obtain a passive recreation permit at the Department Office located at 125 Spring Street. Applicants must be at least 18 years old and be either a resident of Manchester or a customer of the Water and Sewer Department. Permits are valid for a period of one year from the date of application. For more information about obtaining a passive recreation permit, please call the Department at 647-3201.

### **Manchester Public Library**

Special library programs for children during the month will include a Saturday, March 1, 10:30 a.m. Doctor Suess' Birthday Party and a visit from Peter Rabbit on Saturday, March 22 at 10:30 a.m. Both programs will be held at the Mary Cheney Library.

The monthly adult book discussion group meets March 17 at 7:00 p.m. at Mary Cheney to discuss "72 Hour Hold" by Bebe Moore Campbell. During March, there will be increased publicity regarding the following month's events surrounding the visit by author Stewart O'Nan and his book "Circus Fire".

### **Manchester Police Department**

Officers Christopher Morrissey and Eric Robbins graduated on January 29<sup>th</sup> from the 317<sup>th</sup> Training Session of P.O.S.T. (Police Officer Standards and Training Council). Graduation ceremonies took place at the Connecticut Police Academy in Meriden, CT. Officer Morrissey follows a distinguished family history at MPD – his father, Detective Michael Morrissey, retired on 3/1/07 after 28 years of service and his uncle, Lieutenant Joseph Morrissey, retired on 1/1/08 after 27 years of service.

Police Activity through January 31, 2008 was 3,096 Total Calls for Service, 854 Total Police Cases, 472 Total 911 Calls; Emergency Calls were 36 for 8<sup>th</sup> District, 159 Town Fire, and 1,123 Police Department.

Staffing numbers are at 116 sworn officers that include 1 Chief, 1 Deputy Chief, 1 Captain (1 Vacancy), 5 Lieutenants (1 Vacancy), 19 Sergeants, 11 Detectives (1 Vacancy), 78 Patrol officers, with 4 in Academy and 3 in FTO.

### **Employee News**

#### **Newly Hired**

Kevin Berger – GIS Technician I, Engineering Department

#### **Recently Retired**

Elmer Lloyd – Maintainer II, Sanitation