



# *Town of Manchester*

## **General Manager's Report**

**Scott Shanley**  
General Manager

April 2009

### **Holiday Closings**

Town of Manchester Offices will be closed in observance of Good Friday on April 10, 2009. Mary Cheney Library and Whiton Memorial Library will also be closed. Trash collection for the week will be on the regular schedule.

### **Household Hazardous Waste Collection**

There will be a Household Hazardous Waste Collection on Saturday, April 4, 2009, from 8:00 a.m. – 1:00 p.m. Manchester is the home of a regional center for household hazardous waste collection, located adjacent to the Town Landfill on Olcott Street (Exit 1 from 384). Collection dates for 2009: April 4 and 18, May 16, September 12 and 26, and October 17. For complete details, call 647-3248 or visit

<http://publicworks.townofmanchester.org/Sanitation/HouseholdHazardousWaste.cfm>

### **Finance Department**

#### Assessment and Collection

The October 1, 2008 Grand List was signed on January 29, 2009. A reminder was then sent to each real estate owner in Manchester indicating the respective net assessment in the third and final year of the three-year phase-in of Manchester's 2006 revaluation. The deadline to file an assessment appeal to the Board of Assessment Appeals (BAA) was February 20, 2009.

This year there were 101 appeals filed to the BAA for the 2008 Grand List. Of these, 53 were residential real estate, 16 were commercial real estate, 9 were motor vehicles, and 23 were personal property assessments. The 101 appeals are fewer than the 123 appeals filed last year on the 2007 Grand List.

The three members of the BAA – Chairman David Dumaine, Secretary William Overton and Dennis Brenner heard the appeals between March 5, 2009 and March 19, 2009. The three alternates to the BAA – Terry Werkhoven, Geoffrey King, and Egils Vigants, assisted the BAA. The BAA deliberated on each appeal and rendered a decision in each appeal. Taxpayers who attended a BAA hearing in March 2009 who were dissatisfied with the decision from the BAA may bring a further appeal by filing with the Superior Court within two months of the date that the respective BAA decision notice was mailed.

## Planning Department

### Redevelopment Agency Update

In December 2008, the Manchester Board of Directors charged the Manchester Redevelopment Agency with preparing a redevelopment and/or urban renewal plan for the Broad Street commercial area and three town-owned parking lots in downtown Manchester. Over the past two months, the Agency has met with various members of the community, including commercial real estate professionals, experts on New Urbanist development, and representatives from ECHN, the Odyssey School, the Downtown Special Services District and the Hockanum River Linear Park Committee. The Agency has reviewed recent reports on both areas, discussed development financing options and met with downtown and Broad Street property owners in order to develop an understanding of what uses and activities may best fit in these sites.

The Agency, along with Town staff, is currently in the midst of a design charrette process for the Broad Street area. A charrette is a collaborative design workshop in which stakeholders come together to create a vision for future development. During the first charrette experience, on March 24<sup>th</sup>, Agency members, town staff and Broad Street property owners worked with design professionals to visualize what the future of the district might look like. Local architects led members in sketching out their design ideas. Together, the group produced two general concept plans, which will be combining into one at the second charrette. Architecture students from the University of Hartford also observed the process and will be producing street view concepts based on the Agency's ideas. These concept plans and sketches will soon be available for public viewing and comment in Town Hall.

The Redevelopment Agency meets bi-monthly. Minutes and Agendas are available at: <http://www.townofmanchester.org/Planning/RedevelopmentAgency.cfm>.

### CDBG Funding and Economic Stimulus Money

Each year, the Town of Manchester receives federal monies in the form of Community Development Block Grant (CDBG) funds. These funds can be used, with restrictions, for projects that benefit low/moderate income individuals or low/moderate income areas of Town, or work towards the elimination of slum and blight. The Town is currently in the planning process for the 2009-2010-program year, which begins on October 1, 2009. Funding levels for the upcoming program year have not yet been released, but we have been told to expect funding similar to last year's allocation of about \$652,000.

Ideas proposed at CDBG neighborhood meetings, a town-wide public meeting and a meeting with the Board of Directors are under review to determine whether they meet CDBG eligibility criteria. The next significant date in the Action Plan process is Friday, April 17<sup>th</sup>, the deadline for receipt of funding requests. The application and supporting documents are available on the CDBG web page of the Town's website: <http://www.townofmanchester.org/Planning/HousingandCDBG.cfm>.

Manchester has also been allocated additional money through the economic stimulus plan in the amount of \$176,939. Although specific guidelines for this funding have not been finalized, information received thus far says the funds can be used for any CDBG-eligible activity.

### Manchester Aquifer Protection Area Program

In May 2009, the Town of Manchester will implement an Aquifer Protection Area Program as mandated by the State of Connecticut. The program is designed to protect critical groundwater supply resources as surface water supplies are threatened by the rising cost of land and increasingly intense development. Four such aquifer protection areas have been identified in Manchester and have been delineated on the Town Zoning Map. The Planning and Zoning Commission will now serve as the Aquifer Protection Agency. The PZC has been charged with regulating certain land use activities within the areas based on the regulations promulgated by the CT Department of Environmental Protection. These regulations are designed to ensure a plentiful supply of drinking water for present and future generations.

### Planning for Agriculture

In response to changes in consumer trends and concerns about the economy, climate change and public health, the concept of local food production is reclaiming a spot on the community's agenda for future planning. The Manchester Conservation Commission has been charged with producing an inventory of people and property currently in active agricultural use. The Commission will work with the planning department to assemble interested parties for a listening session where future agricultural activity in town will be addressed. Local agriculture can be incorporated into any community in a variety of ways. With a well thought-out plan, a number of state and federal resources are available to make agriculture a vital component of a sustainable Manchester.

## **Health Department**

### Manchester Health Department Celebrates Public Health Week April 6 – April 12, 2009

Since 1995 the first full week of April has been recognized as National Public Health Week. The theme for this year is *Empowering Americans to Live Stronger, Longer!* The Manchester Health Department's mission is to address the health needs of Manchester residents and ensure that they have access to the services and protection to remain healthy supports this theme.

In recognition of the week, Manchester residents and employees are invited to stop by the Health Department in Weiss Center or the Customer Service and Information Center at Town Hall to learn more about our local Health Department, pick up a brochure and receive a small gift in recognition of National Public Health Week. Residents are also invited to visit the Health Department's website at <http://humanservices.townofmanchester.org/health> for more health promotion information.

### Health Department Statistics – February 2009

Community Health – 69 reportable diseases

Environmental health – 62 Restaurant inspections

2 Other inspections

23 Food Licenses issued

7 Complaints

Geriatric - 163 Blood Pressures taken

## Recreation Department

The Skate Park will open for the season Monday, April 6. Hours are Monday – Friday, 3:00 – 6:00 p.m. and Saturday and Sunday 1:00 – 5:00 p.m.

The final Fifth Grade Social is Saturday, April 11 at the Mahoney Recreation Center from 7:00 – 10:00 p.m.

Rebuilding Together Day is Saturday, April 25 and it is expected that 1300 volunteers will participate with work being done at 65-70 homes. This year Rebuilding Together will work on its 1000<sup>th</sup> home. After work is completed, all sponsors and volunteers are invited to attend a picnic at the Pavilion in Northwest Park. For further information, please contact Scott Garman or Liz Tracy at the Recreation Office, 647-3084.

The Adult Softball Leagues will begin play on Monday, April 20, weather permitting. It is expected that 82 teams will participate this year.

The Outdoor Sports Season begins in April with the Board of Education, East Catholic, Little League, Manchester Senior Baseball, the Silkworms, Twilight League and the Manchester Soccer Club using Town fields.

Mail-in Summer Camp registrations will be processed in April.

The Summer Program Brochure will be mailed the week of May 4<sup>th</sup>.

## Manchester Fire-Rescue-EMS

### *Activity Report for February 2009*

Medical/Rescue	440
Fire Related	7
Hazardous Conditions	31
Public Service	28
Good Intent	57
False	38
Mutual Aid	<u>1</u>
TOTAL	602

### Fire Fighter Honored

The American Red Cross honored Fire Fighter Glenn Module for saving a human life at the annual *Heroes of the Charter Oak Chapter* breakfast. Moule, and other local heroes, came together at the Hartford Marriott Farmington on Thursday, March 19, 2009, to have their stories told. Moule's story involved his working on a fire scene where a woman was trapped on the second floor of a house on fire. Moule used a ladder to climb to the roof of a porch, where he broke a second floor bedroom window, found the woman inside and pulled her out the window to the roof. He shared his own mask with the woman, supplying her with compressed air from a cylinder, and assisted her to a ladder where, with the assistance of two colleagues, brought the woman to the ground. The woman survived the fire after many

weeks in the hospital. Glenn Moule later said he was embarrassed to be called a hero. Adding that he was “only doing the job I chose to do and what is expected of a fire fighter”.

#### Citizens Emergency Response Team (CERT)

CERT took delivery of a used ambulance, donated by Pratt & Whitney Aircraft, to be used as a communications and command vehicle. CERT comes under the umbrella of Manchester's Emergency Management Division and includes teams such as Manchester Mountain Bike Rescue Team, EMCOMM (Ham Radio Operators Team), CT Canine Search & Rescue Team, “Groundpounders”, a navigation team used with the canine teams, Shelter Manager's Team and Manchester Fire-Police Team. The communications unit will contain Ham radios as well as radios to communicate with area public safety agencies.

#### **Early Childhood News – Kindergarten Registration and Early Childhood Fair**

##### Manchester Public School 2009-2010 Kindergarten Registration

Register for any school at the Mobile Registration RV the week of April 27

Monday, April 27 at Robertson School parking lot, 2:00 – 5:00 p.m.

Tuesday, April 28 at Buckley School upper parking circle, 2:00 – 5:00 p.m.

Wednesday, April 29 in front of Bennet Academy, 3:30 – 7:00 p.m.

Thursday, April 30 at Verplanck School parking lot, 2:00 – 5:00 p.m.

Friday, May 1 at Waddell School parking lot, 2:00 – 4:00 p.m.

Registration can also be done at the home school from 9:30 – 11:30 a.m. and 12:30 – 2:30 p.m. on Wednesday, April 29, Thursday, April 30 and Tuesday, May 5.

Registration for any school may be done at the Board of Education, 45 N. School Street from 4:00 – 7:00 p.m. on Thursday, May 7.

Two proofs of residency and the child's birth certificate or passport must be brought to Registration. For more information, please call Sharon Kozey, Early Childhood Specialist at 647-5269.

##### Early Childhood Fair

Saturday, April 18, 2009

9:00 a.m. – 12:00 noon

Manchester High School Cafeteria (park in lot off of Brookfield Street)

Information on programs and services for Manchester families with children from birth to age eight. Valuable resources from local preschools, day care centers, and home care providers. Live entertainment. Informative Guest Speakers. FREE event.

**Public Works Department**

CT Resources Recovery Authority (CRRA) to conduct Electronic Waste Collection in Manchester

CRRA is once again hosting a series of free electronics recycling events throughout the greater Hartford region during 2009. For the convenience of Manchester residents, an electronics recycling event will be held in Manchester at the Public Works building parking lot located on 321 Olcott Street as described below:

WHEN: Saturday, June 6<sup>th</sup>, 9:00 a.m. – 1:00 p.m.  
 WHERE: Manchester Public Works, 321 Olcott Street  
 FOR WHOM: Residents of Mid-CT Project cities and towns  
 WHAT: Home electronics, including computers, monitors, cell phones, TVs, VCRs, copiers, fax machines, printers, radios and stereos. (Electronics From businesses and institutions are not acceptable)

While this is the only electronics recycling event in Manchester in 2009, residents can bring electronics to any of the CRRA recycling events that are open to members of the CRRA Mid-CT project. Additional 2009 recycling events, including dates, times and locations, can be found by visiting the CRRA web page:

[http://crra.org/pages/schedule\\_electronics.htm](http://crra.org/pages/schedule_electronics.htm) or by calling the CRRA recycling division at (860) 757-7763.

Building Inspection Activity for February 1 – February 28, 2009

<i>Building Permits</i>	February	January
Total Applications received	183	140
Total Permits issued	157	153
Total Revenue	\$40,283.99	\$38,190.14
Construction Value*	\$13,528,542	\$3,035,585
Inspections conducted	386	459
 <i>Code Enforcement</i>		
Cases opened	63	37
Cases closed	24	45
Inspections conducted	90	101
 <i>Neighborhood Inspections***</i>		
Cases opened (Sidewalks not cleared)	28	84
Cases closed	19	65
Inspections conducted	75	170
Recycling inspection/notices***	1665	1245

Comparison of fiscal years July 1 – February 28

Building Permits	FY2009	FY2008
Total Applications received	2018	1877
Total Permits issued	1984	1858
Total Revenue	\$443,984.23	\$485,768.02
Total Construction Value*	\$43,823,458.74**	\$32,062,707.39
Inspections conducted	4446	4704
 Code Enforcement		
Cases opened	320	401
Cases closed	293	531
Inspections conducted	763	1042

\*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

\*\*\*Please note that the Neighborhood Inspectors have been performing early morning recycling inspections on the daily trash collection routes. They started on 10/27/08 and will be continuing until further notice.

**Manchester Police Department**

Police Activity – February

Total Calls for Service	4,508
Total Police Cases	1,154
Total 911 Calls	930

Emergency Calls

Eighth District	123
Town Fire	636
PD	3,749

On February 10, 2009, three Police Recruit Officers graduated from POST Academy. The recent grads are Adam Marois, Jason Moss, and Michael Williams. They will now begin their Field Training Phase at the Manchester Police Department.

On March 7<sup>th</sup>, the Manchester Police Explorers Post 077 received several awards at an Explorer Banquet in Windsor Locks, hosted by NERLEEA, Northeast Regional Law Enforcement Explorer Association, Inc. The Police Department is extremely proud of these accomplishments and is pleased to announce the Manchester Police Explorers Post 077 as Post of the Year 2008. In addition, Police Explorer Captain Chelsea Nadeau received the Explorer of the Year 2008 award after serving six continuous years with the POST. And finally, Manchester Police Explorer Advisor Peggy Nadeau received the Meritorious Service Award.

## **Manchester Water and Sewer Department**

The Water & Sewer Department is announcing that the annual water main flushing program began recently... a sure sign of spring. On March 30, hydrants throughout the town were opened in order to flush out and clean the water mains of accumulated debris. This program will run for about nine weeks and the work will be performed Monday – Friday from 7:15 a.m. – 3:00 p.m. When this occurs in a neighborhood, residents may experience decreased pressure and/or discoloration of water. These are temporary conditions and the water should return to normal shortly after the flushing ends. To find out which street may be affected by this program, please check the advertisement in the Journal Inquirer or visit the Water Department's website at [www.townofmanchester.org/water](http://www.townofmanchester.org/water) and click the Customer Information tab for the complete flushing schedule. The Info Line can also be called at 647-3137 or the dispatch office Monday – Friday, between the hours of 7:00 a.m. – 3:30 p.m. at 647-3201 for schedule updates and/or assistance.

On April 1, the bottling station at the Water Treatment Plant on 125 Spring Street was shut down and the location at Mount Nebo Park was reopened for the season. Mount Nebo Park offers a beautiful setting, expanded hours, and this year a ramp has been added to facilitate access to the station for those who may be mobility impaired.

Groundbreaking for the long-awaited project to upgrade the Water Treatment Facility has commenced. Improvements will include the addition of an ozonation system to improve taste and odor, plus provide an additional barrier of protection from undesirable waterborne organisms such as viruses and cysts, switchover from gaseous chlorine to a much safer liquid form, and numerous other replacements of process equipment, vessels, and mechanical devices that have been in continuous service for nearly 25 years. Consumers should experience no interruption because of these construction activities. The project is slated for completion in May 2010.

## **Employee News**

### **Recently Retired**

Raymond Shedd – Manchester Fire-Rescue-EMS