

Town of Manchester  
January 14, 2025

The Mayor and Council of the Town of Manchester met in person on the above date. Those in attendance were Mayor Smith, Ryan Nazelrod, Debbie Howe, Vince Pacelli, Chris Cuneo, Steve Miller, Chief Hess and Kelly Baldwin.

The Pledge of Allegiance was recited.

Mr. Cuneo made a motion to approve December 10, 2024, minutes as printed. Mr. Pacelli seconded the motion. The motion passed unanimously. Ms. Howe made a motion to receive the December 2024 Check Register. Mr. Cuneo seconded the motion. The motion passed unanimously.

Mr. Bill Donovan was sworn in as a member of the Board of Zoning Appeals.

Mayor Smith read the monthly Mayor's Report. Christmas trees will be picked up on January 15<sup>th</sup>. Water bills were mailed before January 1<sup>st</sup> and are due January 30<sup>th</sup>. The Town Office will be closed on January 20<sup>th</sup>. There are 2 scholarships available online or at the Town Office.

Mr. Miller gave the Town Administrator's report. The WWTP ENR Upgrade Design project is 60% complete. Antietam Broadband installation is on schedule. Review continues on the draft COOP Plan. DNR gave permission to trim 4 trees at Holland Drive and Rt 30. which were impeding site distance for school buses. Town is still in negotiations for the Post Office lease.

The monthly Public Works report was distributed to the Mayor and Council. York Street tower rehab project is 99% complete. PFAS mitigation RFP is still under MDE review. Staff continues to attend various trainings.

The Town received proposals for a total replacement of the effluent pumping station at the WWTP. This will be funded with remaining sewer ARPA monies. Ms. Miller made a motion to approve the bid from Fluid Solutions in the amount of \$194,946. Mr. Pacelli seconded the motion. The motion passed unanimously.

Chief Hess gave his monthly Police Report. There were 2976 calls for service and four (4) Part 1 crimes and 2043 traffic stops for calendar year 2024. Police staff have researched the possibility of selling the 2015 Ford Explorer to a company who buys them and sells them to other, smaller municipalities that need the police package (lights, cage, etc.) The benefit is saving the expense of dismantling the equipment before it's sold outright. Mr. Cuneo made a motion to approve starting the process of selling the vehicle. Ms. Howe seconded the motion. The motion passed unanimously.

Chief Hess mentioned that Sgt. Runk has been actively working on securing grants for the department. He was able to get a partial grant for a LPR / Speed trailer. Ms. Baldwin explained that the budget would need to be amended. Mr. Pacelli made a motion to amend the FY25 Budget for the purchase of a ALPR/speed trailer package in the amount of \$51,000 and increase Police Grants Revenue by \$25,000 and increase Police Capital Outlay for a portion of the equipment while taking the remaining \$26,000 expense from Water ARPA funds since the York St. tower logo was deleted. Ms. Howe seconded the motion. The motion passed unanimously.

Mr. Miller approached the Mayor and Council about the possibility of selling the parking lot behind Spargo's that is .22 acres. Adjoining property owners were contacted to see if there was any interest in purchasing it for \$25,000. Mr. Randhawa submitted a "letter of intent" to purchase the lot. Mr. Nazelrod made a motion to sell the property for \$25,000. Mr. Pacelli seconded the motion. The motion passed unanimously. Mr. Miller will have the Town Attorney prepare the legal documents.

Council members gave committee reports.

Mr. Cuneo made a motion to adjourn the general session. Mr. Nazelrod seconded the motion. The motion passed unanimously. The meeting adjourned at 7:31pm.

Respectfully submitted, Kelly J. Baldwin