

Town of Manchester  
March 11, 2025

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

The Pledge of Allegiance was recited.

Mr. Cuneo made a motion to receive the January 2025 Treasurer's Report. Mr. Nazelrod seconded the motion. The motion passed unanimously. Mr. Cuneo made a motion to receive the February 2025 Check Register. Mr. Pacelli seconded the motion. The motion passed unanimously.

Ms. Miller read the monthly Mayor's Report. There will be an FY26 Budget work session on March 26<sup>th</sup> at 6:30pm. Hydrants will be flushed April 23<sup>rd</sup> and 24<sup>th</sup>. Applications are available either online or at the Town Office for 2 scholarships – Charlotte B. Collett Memorial Scholarship and the Carroll County Chapter of the MML Scholarship. Hughes Trash will start collecting yard waste on Wednesday, April 9<sup>th</sup> and will continue through December 17<sup>th</sup>. There are 3 Council positions up for election to be held on Tuesday, May 20, 2025. Nominations are due Monday April 7<sup>th</sup> at 8pm. More information is available online at [www.manchestermhd.gov](http://www.manchestermhd.gov). Bulk trash pickup is April 16<sup>th</sup> and brush pick up by Town staff will be Thursday, April 24<sup>th</sup>. Paint cans need to be completed dried with either cat litter or shredded paper before it can be put in the trash cans. Residents are reminded that dogs must be kept on leash, cord or chain when not on premises of the owner.

Ms. Howe made a motion to approve Elwin Wagner to the Board of Supervisors of Elections. Mr. Nazelrod seconded the motion. The motion passed unanimously. Mr. Wagner was sworn in by Ms. Miller, Vice President of the Council.

Mr. Leister gave the monthly Town Administrator and Public Works report. Mr. Leister has reviewed the WWTP ENR Upgrade Design project that is 60% complete. The 90% completion is due March 28<sup>th</sup>. We received 2 PFAS Engineering proposals on March 10<sup>th</sup>. Staff will meet with representatives from Charlotte's Quest Nature Center to discuss upcoming projects on March 13<sup>th</sup>. The Watershed Action Plan Grant progress meeting was held on February 14<sup>th</sup> with Hanover Land Design, National Fish and Wildlife (NFWF) and Town staff. Ordinance No. 263 dealing with the sale of the parking lot behind Spargo's will be advertised soon with a public hearing on April 8, 2025.

Several companies were solicited to rehab the ADA crosswalk on York Street. Mr. Pacelli made a motion to approve the bid from Stanley Groves and Sons in the amount of \$5,500. Ms. Howe seconded the motion. The motion passed unanimously.

Several companies were contacted regarding the cleaning of Tank No. 2 at the WWTP. Ms. Howe made a motion to approve the price from Gerald Taylor Co, Inc. based on 5 days of cleaning for \$20,000 total averaging \$4,000 day. Mr. Pacelli seconded the motion. The motion passed unanimously.

Mr. Miller read the monthly Police Report. There were 141 calls for service in February 2025 with 3 criminally charges and 1 Part One crime. The new speed trailer was stationed on Charmil Drive and recorded 10,946 vehicles traveling this road in just a few days. Residents are reminded to be aware of children playing, runners, walkers and bicyclists Chief Hess thanked the those who sent thank you cards and food treats.

Mr. Bill Early, a representative from the independent auditor's firm, CliftonLarsenAllen, presented an overview of the FY24 Audited Financial Statements. The Town was issued an "clean" unmodified opinion. Mr. Early stated that there are the same control weaknesses that are documented every year.

Mr. Nazelrod made a motion to approve the annual spray request from Marvin Kaltrider. Ms. Howe seconded the motion. The motion passed unanimously.

Reminder there will be a public hearing on Ordinance No. 263 relating to the sale of the parking lot behind Spargo's on Tuesday, April 8, 2025 at 7pm.

Council members gave committee reports.

Mr. Cuneo made a motion to adjourn the general session and go into a scheduled FY26 Budget work session. Ms. Howe seconded the motion. The motion passed unanimously. The meeting adjourned at 7:28pm.

Respectfully submitted, Kelly J. Baldwin