

Town of Manchester
March 12, 2024

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

The Pledge of Allegiance was recited.

Mr. Cuneo made a motion to approve the February 13, 2024, minutes as printed. Mr. Pacelli seconded the motion. The motion passed unanimously.

Ms. Miller made a motion to receive the January 2024 Treasurer's Report. Mr. Pacelli seconded the motion. The motion passed unanimously. Mr. Cuneo made a motion to receive the February 2024 Check Register. Ms. Miller seconded the motion. The motion passed unanimously.

Ms. Kara Rueckemann, a representative from the independent auditor's firm, CliftonLarsenAllen, presented an overview of the FY23 Audited Financial Statements. The Town was issued an "clean" unmodified opinion. GASB 96 was implemented. Ms. Rueckemann stated that there are two control weaknesses that are documented every year which are that CLA prepares the financial statements and there is a lack of segregation of duties.

Lauren Bumstead was sworn in as a member of the Parks Foundation.

Mayor Smith read her monthly Report. Residents were reminded that the meetings will start at 7pm. There will be an Egg Scramble on March 23, 2024, from 11am-3pm at Christmas Tree Park. Hydrants will be flushed on April 9th and 10th. There will be a FY25 Budget work session on March 27th at 7pm. Water bills will be mailed by April 1st. Hughes Trash will begin yard waste collection on Wednesdays starting April 17th and will continue until December 18th. Bulk trash collection will be on Wednesday, April 17th. Staff will collect brush on Thursday, April 18th. The 2024 Charlotte B. Collett Memorial Scholarship is available at MVHS, Town Hall or online. The deadline for submission is May 1st.

Mr. Perricone gave the Town Administrator's report. Water conservation Stage 3 will be downgraded to Stage 2 – Yellow due to improvement in water levels effective March 13th. Staff has begun to survey homes in Town as required by the EPA's Lead & Copper Rule. Work continues updating the Town's Continuity of Operations with Perses Consulting. EJR design is going well. The Town of Manchester must obligate all ARPA monies by December 31, 2024.

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

Mr. Pacelli made a motion to approve the bid for Stormwater Inlet refurbishment project to White Pine Construction in the amount of \$51,593. Mr. Cuneo seconded the motion. The motion passed unanimously.

Ms. Miller made a motion to approve the bid for Christmas Tree ADA sidewalk improvement to Axis Concrete in the amount of \$28,750. Ms. Howe seconded the motion. The motion passed unanimously.

Chief Hess gave his monthly Police report. There were 314 calls for service in February 2024 with one (1) Part 1 crime reported. Traffic enforcement continues with 354 citations and warnings issued in February.

Council members gave committee reports.

Mr. Nazelrod made a motion to adjourn the general session. Ms. Miller seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:39pm.

Respectfully submitted, Kelly J. Baldwin