

Town of Manchester
August 11, 2020

The Mayor and Council of the Town of Manchester met on the above date. Those present were Mayor Warner, Melinda Smith, Jenn Miller, Vince Pacelli, Dale Wilder, Steve Miller and Kelly Baldwin. This was a virtual meeting on Zoom.

The Pledge of Allegiance was recited.

Ms. Smith made a motion to approve the July 14, 2020 minutes as submitted. Mr. Pacelli seconded the motion. The motion passed unanimously.

Ms. Miller made a motion to receive the June 2020 Treasurer's Report. Ms. Smith seconded the motion. The motion passed unanimously. Mr. Pacelli made a motion to receive the July 2020 Check Register. Mr. Wilder seconded the motion. The motion passed unanimously.

Mayor Warner mentioned that water bill delinquent notices have been mailed. The Town Office will be closed on September 7th for Labor Day.

Mr. Miller gave the Town Administration report. The attorneys for the opioid litigation have reached out to the Manchester Police Department for statistics. The Whispering Valley storm water management facility retrofit is almost complete. Code enforcement continues. The Town is advertising for 2 wastewater operators since Mark Leister and Ben Smith have resigned. The Town received another \$4000 "Clean up and Green up" grant to purchase 100 – 45 gallon recycling totes. Mr. Miller thanked Lowes for their donation of N95 masks and Weis Markets for bottled water for town employees.

Ms. Miller inquired about some zoning infractions. Mr. Wilder mentioned that a code enforcement officer may need to be hired.

Bids were received for repaving streets. The FY21 budget is \$417,520 including inspection. Mr. Wilder made a motion to approve the bid for street repairs from CJ Miller in the amount of \$312,823. Mr. Pacelli seconded the motion. The motion passed unanimously. Bids were received to inspect the paving project. Mr. Pacelli made a motion to approve the bid from Wallace Montgomery in the amount of \$12,800. Ms. Miller seconded the motion. The motion passed unanimously.

Bids were solicited to upgrade the ultra-violet light system at the WWTP. This is a sole source bid since Iron Brook installed the original system. The FY21 budget is \$75,000 and will be done in phases. Mr. Pacelli made a motion to approve the bid to proceed with Phase I UV rack refurbishment to Iron Brook Ultra-Violet in the amount of \$28,372. Ms. Smith seconded the motion. The motion passed unanimously.

Bids were received to replace the Dell Well generator and Automatic Transfer Switch that has a budget of \$75,000. Ms. Miller made a motion to approve the bid from Eastern Sales in the amount of \$44,000. Ms. Smith seconded the motion. The motion passed unanimously.

Mr. Miller read the monthly Public Works report. The MOSH inspection punch list of minor violations at the Maintenance Shop and Christmas Tree Park is completed. Mr. Kuhns announced two (2) Water – Wastewater Operators have resigned – Mark Leister and Ben Smith and he wished them well. Storm water inlet refurbishing projects continue.

Ms. Baldwin presented the following items to be encumbered -

GENERAL FUND

Road Salt	\$ 7,000
Zoning training, dues	\$ 4,000
Zoning reimbursement for Boards	\$ 4,000
War Memorial lettering	\$ 4,000
ADA sidewalks around pavilions	\$ 8,000
Tree Maintenance	\$ 5,000
Tree Replenishment	\$ 5,000

WATER FUND

Water Meter reader (split with sewer)	\$ 11,000	(\$5,000 from FY19 & \$6,000 from FY20)
Water Valve Exerciser	\$ 7,500	
Station Security Camera	\$ 2,200	
Tank Inspection Cleaning	\$ 5,100	

SEWER FUND

Water Meter reader (split with water)	\$ 11,000	(\$5,000 from FY19 & \$6,000 from FY20)
Bubbler system	\$ 3,500	

Ms. Smith made a motion to encumber the list from the FY20 Budget. Mr. Pacelli seconded the motion. The motion passed unanimously.

Ms. Baldwin explained that the Town applied for and received a CARES Grant to offset the costs associated with the COVID19 pandemic. The monies have to be spent by December 31, 2020. Mr. Pacelli made a motion to amend the FY21 Budget to increase General Fund revenues by \$118,500 and increase General Fund expenditures by \$118,500. Ms. Miller seconded the motion. The motion passed unanimously.

Mr. Miller had requested radios as secondary communication equipment through CARES. Bids were received and Mr. Pacelli made a motion to approve the purchase of 24 portable radios and repeater system from Communications Electronics in the amount of \$14,490. Ms. Smith seconded the motion. The motion passed unanimously.

Portable showers were also requested through CARES money. Mr. Wilder made a motion to approve the purchase of 2 portable emergency showers from the Cary Company in the amount of \$13,736.03. Mr. Pacelli seconded the motion. The motion passed unanimously.

Mr. Michael Stencil, 3115 Seattle Slew Way, called during the meeting to speak about the proposed annexation of Patriot's Overlook located off of Park Avenue. Mr. Stencil wanted to reiterate that his family and the other 3 families living on Seattle Slew Way are against having this annexation take place for various reasons like extra traffic on Park/Westminster St, large amount of erosion and deforestation, and the burden the extra houses would have on the city's water treatment plant.

Mayor Warner stated that he would like to consider amending the requirements the Town uses to place names on the War Memorial.

Council members gave committee reports.

Ms. Smith made a motion to adjourn the general session. Ms. Miller seconded the motion. The motion passed unanimously. The meeting adjourned at 8:21pm.

Respectfully submitted, Kelly J. Baldwin