

Town of Manchester
September 14, 2021

The Mayor and Council of the Town of Manchester met in person on the above date. Those present were Vince Pacelli, Chris Cuneo, Debra Howe, Steve Miller, Chief Hess, Kelly Baldwin and Rodney Kuhns.

The Pledge of Allegiance was recited.

Mr. Richardson made a motion to approve the August 10, 2021 minutes as printed. Ms. Howe seconded the motion. The motion passed unanimously.

Ms. Howe made a motion to receive the July 2021 Treasurer's Report and the August 2021 Check register. Mr. Richardson seconded the motion. The motion passed unanimously.

Mr. Pacelli gave his monthly Mayor's Report. Residents are reminded that yard waste is on Wednesdays. Brush & bulk trash will be in October. Larry Burbank was sworn in as a member of the Planning & Zoning Commission.

Mr. Miller gave his Town Administrator's report. The settlement date for the old Police Station is rescheduled for September 24th. Code enforcement continues. Ordinance No. 248 is on hold while legal determines the best way to move forward with establishing speed limits on town streets. We hired a new IT vendor, Maryland IT. Still reviewing firms for the cybersecurity assessment.

Mr. Kuhns read the DPW report. The Park Avenue Water Tower rehabilitation project is 100% complete. The Preliminary Engineers Report (PER) is expected mid-September for a possible ENR upgrade.

Mr. Richardson made a motion to approve the bid for the Dell Well interior piping rehab project to First Class Mechanical in the amount of \$14,245. Ms. Howe seconded the motion. The motion passed unanimously.

Mr. Cuneo made a motion to approve the bid for the Monroe St. & Grafton St. SWM Outfall Rehab project to Stambaugh's in the amount of \$27,380. Ms. Howe seconded the motion. The motion passed unanimously.

Mr. Richardson made a motion to approve the bid for the Street Rehabilitation project to CJ Miller in the amount of \$270,050. Mr. Cuneo seconded the motion. The motion passed unanimously.

Mr. Cuneo made a motion to approve the bid for the Street Rehabilitation Inspection to WBCM in the amount of \$11,790. Mr. Richardson seconded the motion. The motion passed unanimously.

Chief Hess read the monthly Police report. There were 188 calls for service for August. There were two Part 1 crimes reported. Traffic enforcement continues with a record of 1,204 warnings, citations and repair orders issued for August.

Mr. Richardson made a motion to approve Resolution No. 02-2021 relating to the sale of 3215 Long Lane for \$131,500. Ms. Miller seconded the motion. The motion passes unanimously.

Ms. Baldwin gave the FY21 Encumbrance list as follows –

GENERAL FUND:

Zoning training, dues	\$ 4,000
Zoning reimbursement for Boards	\$ 3,000
War Memorial lettering	\$ 4,000
ADA sidewalks around pavilions	\$ 20,000
Hailey's Wish playground	\$ 10,000
Cares Grant	\$ 50,000

WATER FUND:

Water Meter reader (50% water, sewer) (\$5,000 from FY19 & \$6,000 from FY20)	\$ 11,000
Replace generator at Dell Well	\$ 29,000

Rehab Park Ave tank inside & outside	\$ 100,000
<u>SEWER FUND</u>	
Water Meter reader (50% water, sewer) ((\$5,000 from FY19 & \$6,000 from FY20))	\$ 11,000
UV light system upgrade	\$ 40,000

Mr. Richardson made a motion to approve the list as provided. Mr. Cuneo seconded the motion. The motion passed unanimously.

Mr. Miller updated the Mayor and Council regarding the suggested increases to the following fees:

- Zoning certificate fees from \$0 to \$50
- Title transfer fees from \$0 to \$50
- Final Water read fee from \$30 to \$40
- Excavation fee from \$100 to \$150
- Pavilion rental fee for small \$50 to \$65 and large \$85 to \$95
- 3 hour Gazebo rental from \$20 to \$25 or all day rental from \$40 to \$45

Mr. Richardson made a motion to approve the list as provided. Mr. Cuneo seconded the motion. The motion passed unanimously.

Ordinance No. 249 was introduced that would increase the Safety Service Fee from \$350 to \$1500 per equivalent dwelling unit. This will be discussed at the October 12, 2021 meeting.

Ordinance No. 250 was introduced that would increase the Park Service Fee from \$200 to \$1000 per equivalent dwelling unit. This will be discussed at the October 12, 2021 meeting.

Resolution No.03-2021 increasing the Rental Housing fee from \$20 to \$200 per rental unit was discussed. There are over 300 units. Mr. Richardson made a motion to approve the resolution as written. Ms. Howe seconded the motion. The motion passed unanimously.

Melissa Rowe, a member of Manchester Happenings, updated the Mayor and Council on the Fall Fest on October 1st and 2nd.

Council members gave committee reports.

Mr. Richardson made a motion to adjourn the general session. Mr. Cuneo seconded the motion. The motion passed unanimously. The meeting adjourned at 8:16pm.

Respectfully submitted, Kelly J. Baldwin