



Scott Shanley
General Manager

Town of Manchester

General Manager's Report

January 2018

Holiday Notices

New Year's Day: Town offices and Libraries will be closed on January 1. Trash will not be collected on January 1 and will be delayed one day for the remainder of the week.

Martin Luther King Jr. Day: Town offices and Libraries will be closed on Monday, January 15 in observance of the Martin Luther King Jr. holiday. Trash will be collected on January 15, and collection will be on the regular schedule all week.

Martin Luther King Celebration: The Town of Manchester's 33rd Annual Martin Luther King Celebration will be held on Tuesday, January 16, 2018 from 6:30-8:00pm at Manchester High School (Bailey Auditorium). The theme for this year's celebration is: "If I cannot do great things, I can do small things in a great way." The event will include entertainment by the Manchester High School Jazz Ensemble, keynote from the Manchester Youth Commission and presentation of awards to recognize students who are promoting positive change in their school and community. This event is free and open to the public. For questions, please contact the Manchester Youth Service Bureau at (860) 647-5262. Please join us for this special evening to honor Dr. King and recognize the amazing contributions of youth in our community!

Christmas Trees

Residents are reminded that Christmas trees can be left out for curbside pickup through Friday, January 12 only (must be out at curb by 6:00am on the person's regular trash collection day). After January 12, trees must be brought to the Landfill Transfer Station for recycling at the organics management site. Please note that trees are ground into wood chips, therefore, **please remove any plastic bags, ornaments, lights or stands from your tree before you place it at the curb.** These items are not recyclable and present a safety hazard to both equipment and personnel. Trees contaminated with these items will not be collected. Please help us in the event of a snowstorm by removing your tree from the side of the road prior to the storm.

Town Clerk's Office

Month End Report November 2017

July 2017 – June 2018 (Fiscal Year to date)

Total Customers Served	2,258	11,484
Land Records	619	3,191
Vitals	679	3,219
Marriage Licenses	19	153
Dog Licenses	46	849
Notarizations	54	211
Trade Names	6	65
Dissolution Trade Names	12	32
Foreclosure Registrations	22	160
Total Revenue	\$105,247.38	\$661,672.08

**Manchester Fire Rescue EMS
Monthly Activity Statistics - November 2017**

Types of Incidents

Medical/Rescue	603
Fire	7
Hazardous Condition (No Fire)	31
Public Service	24
Good Intent	51
Fire Alarm Activations – No Fire	45
Total Incidents	761

Carbon Monoxide Hazards

Each year, more than 450 Americans die from unintentional carbon monoxide poisoning, and there are more than 20,000 visits to the emergency room with more than 4,000 hospitalizations. Carbon monoxide-related deaths are highest during colder months. These deaths and injuries are likely due to increased use of gas-powered furnaces and alternative heating, cooking, and power sources used inappropriately indoors during power outages. Please consider the following advice provided by the Federal Emergency Management Agency. More information is available at <http://www.ready.gov/winter-weather>.

- Never use a generator, grill, camp stove or other gasoline, propane, natural gas or charcoal-burning devices inside a home, garage, basement, crawlspace or any partially enclosed area. Locate unit away from doors, windows and vents that could allow carbon monoxide to come indoors. Keep these devices at least 20 feet from doors, windows, and vents.
- The primary hazards to avoid when using alternate sources for electricity, heating or cooking are carbon monoxide poisoning, electric shock and fire.
- Install carbon monoxide alarms in your home to provide early warning of accumulating carbon monoxide.
- If the carbon monoxide alarm sounds, move quickly to a fresh air location outdoors or by an open window or door.
- Call for help from the fresh air location and remain there until emergency personnel arrive to assist you.

Leisure, Families and Recreation

Neighborhoods & Families Division

Family Fun Night at Gallery153 – Let's Rock! Friday, January 5, 6:30 – 8:00 PM
Bring your holiday and family memories (photos, postcards, figurines, and knick-knacks) and make a memory stone for your family to treasure forever. Or paint a rock alongside our featured artist! Also featuring Building Healthy Families' small scale Imagination Playground, an indoor play experience for children 0-5. Gallery153 at the EastSide Neighborhood Resource Center.

Family Fun Night at Nathan Hale– Zumba Dance Party - Friday, January 19, 6:30–7:30 PM
Join Marisa Paradis for a night of Zumba, lots of laughter, a raffle and tons of fun for the entire family! Zumba is designed to bring people together to sweat with low-intensity moves for interval-style family dance fitness party. Nathan Hale Activity Center, 160 Spruce Street.

Write Out Loud Youth Open Mic - Friday, January 26, 5:00 – 8:00 PM - BE A SUPERSTAR in a safe space environment as you engage in an uplifting experience centered on youth voice through poetry, song, music, rap and dance. Perform and/or cheer on others who display their talent and creativity in front of a supportive audience. Youth performers only. Gallery153 at the EastSide Neighborhood Resource Center. 153 Spruce Street.

Recreation Division

Registration for the Winter/Spring Session of Recreation programs is underway. New leisure classes begin the week of January 8. Swimming lessons begin January 27.

Girls' Peewee basketball league games will be starting (about 24 registered).

Basketball Free Clinic will take place January 13 (60 registered).

Adult volleyball and basketball are in progress.

Snowcial – Join us for a wonderful night filled with music and dancing and celebrate the most wonderful time of year while building relationships and connecting with peers just before the winter break. Music by DJ Dale. All Manchester 6th Graders invited. Friday, 01/05/18, 6-8:00 pm. \$5.00 pp includes prizes and meal (Rec Youth Membership/Student ID Required)

Dodgeball – Mondays – January 8 – May 7, Bennet Leisure Center, 6:15-7:15 p.m.

This activity will introduce the sport of dodgeball including basic skills and rules of the sport including a chance to play and compete!

Flag Football – Tuesdays – January 2 – May 8, Bennet Leisure Center, 6:15-7:15 p.m.

This activity will introduce various skills and rules of flag football. Participants will learn about gameplay, strategies and will be able to play and compete!

Indoor Soccer Club – Wednesdays – January 3 – May 9, Bennet Leisure Center,

6:15-7:15 p.m. - Participate in educational soccer classes that allow participants the opportunity to learn and play the game. Through staff instruction and practice participants will learn skills, strategies, and gameplay.

Mural Madness – Thursdays, January 4 – May 17, Bennet Leisure Center, 6:15-7:15 p.m.

Working closely with staff and a local artist to learn how to make a mural. Students will also participate in a local art show and create and install a mural in Manchester!

Chess Club – **New Program* - Tuesdays – January 2 – May 8, Bennet Leisure Center,**

6:15-7:15 p.m. - All skill levels welcome. Focus on learning the game and creating a community with common interests. Staff will teach skills, strategies, gameplay, and sportsmanship. No Cost (Rec Youth Membership Required).

Youth Services Bureau

Martin Luther King Jr. Celebration - The Town of Manchester's 33rd Annual Martin Luther King Celebration will be held on Tuesday, January 16, 2018 from 6:30-8:00pm at Manchester High School (Bailey Auditorium). The theme for this year's celebration is: *"If I cannot do great things, I can do small things in a great way."* The event will include entertainment by Manchester High School Jazz Ensemble, keynote from the Manchester Youth Commission and

presentation of awards to recognize students who are promoting positive change in their school and community. This event is free and open to the public. For more information, contact Kellie Sheridan at (860) 647-5262. Please join us for this special evening to honor Dr. King and recognize the amazing contributions of youth in our community!

Manchester Mentors Appreciation Breakfast - January is National Mentoring Month! The Youth Service Bureau will hold a special breakfast to honor and recognize the positive impact Mentors have on youth in our community. The breakfast will be held on Friday, January 26, 2018 from 8:30-9:30am at the Youth Service Bureau. To learn more about the Manchester Mentors Program, please contact Kellie Sheridan at (860)647-5262 or ksheridan@manchesterct.gov.

Mommy & Me – Tuesdays at 3pm except January 9th - Mommy & Me is a drop-in style playgroup for caregivers who have children birth to age 2. Caregivers will have the opportunity to socialize with each other as well as play with and socialize their infants in toddlers in a child-friendly atmosphere. Northwest Park Early Childhood Center, 448 Tolland Turnpike, Activity Building 1. Children birth-2 years old. No registration required. Call or email Caitlin for details (860)647-5269 or CMcnamara@manchesterct.gov.

Cradle to Crayons- Thursdays at 3pm - Cradle to Crayons is a preschool playgroup that helps children build the necessary skills to enter into preschool successfully. Activities include circle time, art, fine motor, gross motor, pre-math and pre-writing skill building. Children have the opportunity to engage in social behaviors and free play as with other children ages 2-5 years old. Registration required, call/email Caitlin (860)647-5269 or CMcnamara@manchesterct.gov.

Manchester Youth Commission, Tuesday, January 9, 6:00-7:30, Manchester Youth Service Bureau - The Manchester Youth Commission will be announcing their final selection of the Mini Grant Program recipients. They ended up with 16 applications of interested parties that had many amazing, unique youth program ideas. They thoughtfully evaluated each of the applications, debated, discussed and came up with 8 finalists. December 20th, a public hearing was held and on January 9th final decisions will be made on who will receive up to \$1000 in grant funds. Facilitated by Heather Wlochowski, M.S. & Sarah Morrison.

Mother-Daughter Circle, Mondays, January 8-February 5, 5:30-7:30 – Mother-Daughter Circle will continue through the month of January. Half are returning families and half are new. This poses a welcome challenge to the facilitators as they have to be creative in finding fresh lesson plans, activities, and creative endeavors. Mother-Daughter Circle is a program to promote healthy bonds between mothers/guardians, while each session follows the same program outline topics and activities are based on each individual group. Fall topics and activities included relationship vision boards, communication tools and skills, Mother-Daughter strengths and perceptions, independence and boundaries, understanding perspectives, and bonding. Facilitated by Heather Wlochowski & Sarah Morrison.

Assessment and Collection

Second billing of the October 1, 2016 Motor Vehicle Regular Grand List took place in late December. As previously noted, normally the October 1, 2016 Motor Vehicle Regular Grand List tax bills would have been mailed in late June 2017, with the bills payable by August 1, 2017. However, due to issues resulting from the State of Connecticut budget situation, and uncertainty over the State-mandated motor vehicle mill rate (tax rate) cap, the October 1, 2016

Motor Vehicle Regular Grand List tax bills were not sent until late September 2017, and were due by November 1, 2017. A mill rate of 32 was used, which was at that time, the State-mandated mill rate cap for motor vehicles. On October 31, 2017, legislation was signed into law which increased the State-mandated mill rate cap for motor vehicles to 39 mills, retroactively, subject to approval. The Board of Directors was updated on this legislative change at the November and December 2017 meetings; and a second billing at the difference up to the 39 mills was approved in December. The second motor vehicle tax bills contained an insert explaining the reason why these bills were being sent, and the due date for the second billing of motor vehicle tax bills for the October 1, 2016 Grand List is February 1, 2018.

Separate from the second billing of the 2016 Motor Vehicle Regular Grand List, the tax bills for the Motor Vehicle Supplemental Grand List of October 1, 2016 were mailed in late December. The supplemental bills cover vehicles registered after October 1, 2016 and cover a time period through September of 2017. The supplemental list, with less than 10,000 vehicles, is smaller than it was last year because last year was the first time the Connecticut DMV ran the list in their new software and there were vehicles that should have been billed in June that were not billed until the supplemental list in December due to the problems DMV experienced in their software conversion in 2015. In addition, there are some vehicles that should have been included on the 2016 Supplemental Grand List which DMV has yet to provide a file for due to technical difficulties. We do not know when this file will arrive, or how many vehicles will be on it. As a result, those vehicles will be added retroactively with each taxpayer being given 30 days to pay. Anyone with questions concerning their Motor Vehicle Supplemental Tax Bill is asked to refer to the brochure enclosed in the envelope in which the tax bill was mailed, or call the Office of Assessment and Collection at 860-647-3016. In addition, taxpayers may visit the Office of Assessment & Collection weekdays between the hours of 8:30 AM and 5:00 PM, or visit the Office of Assessment & Collection's web page on the Town of Manchester's web site.

Residents are reminded that current tax payments for the second installment of Real Estate and Personal Property bills for the Grand List of October 1, 2016 are due by Thursday, February 1, 2018.

In addition to paying all current tax bills (motor vehicle supplemental, personal property second installments or real estate second installments) at Town Hall at either the Office of Assessment & Collection or the Citizen's Service Center (payment at the Citizen's Service Center must be made by check only), you may also use the night drop box located behind Town Hall.

Payments may also be made by mail, or online at the Town's web page,

www.townofmanchester.org. Once logged onto the Town's web page, click on "Online Bill Pay" on the left side of the screen (in the gray box), and you will be able to pay your bill either by E-check or credit card. There are detailed instructions on the web site. Convenience fees will apply to online payments, and to credit or debit card payments at the Office of Assessment & Collection at Town Hall. It is recommended that those wishing to pay January tax bills online not wait until the end of the month as the number of users typically exceeds the system's capacity later in the month. Therefore, we recommend that taxpayers wishing to make payments online consider making those payments between the beginning of January and January 28, 2018.

Work on the Grand List of October 1, 2017 continues and should be on target for signing in late January 2018. The 2017 Grand List will be the second year of the five years scheduled to use the values as of our most recent revaluation date of October 1, 2016.

Director of Assessment & Collection John Rainaldi will be once again doing presentations to the public this winter about veterans and senior tax relief programs available in Manchester. The Town offers a number of programs to qualifying veterans and seniors. This year, presentations on these programs will be made on Wednesday, January 3, 2018 at 6:30 PM at the East Side Block Watch meeting; Wednesday, February 14, 2018 at 6:30 PM at the Town-wide Block Watch meeting; Tuesday February 20, 2018 at 1:00 PM at the Senior Center; and Wednesday, February 21, 2018 at 6:30 PM at the Green Manor Block Watch meeting.

The Office of Assessment & Collection wishes to congratulate and bid a fond farewell to our Deputy Assessor Angel Johnstone, who was recently named the new Assessor for the Town of Lisbon. We will miss Angel in Manchester, but we are sure she will be very successful in her new position.

Employee News

Recently Promoted

Valerie Kerr – Librarian I

January 2018

Board of Directors Meeting

January 2, 2018, 7:00PM
Hearing Room, Lincoln Center

Planning and Zoning Commission

January 3, 2018, 7:00PM
Hearing Room, Lincoln Center

Board of Education Budget Workshop

January 3, 2018, 7:00PM
Manchester High School, Room 293
134 Middle Turnpike E.

Redevelopment Agency

January 4, 2018, 7:30AM
Hearing Room, Lincoln Center

Senior Center Advisory Committee

January 5, 2018, 9:00AM
Senior Center, 549 East Middle Turnpike

Board of Education Meeting

January 8, 2018, 7:00PM
Hearing Room, Lincoln Center

Board of Education Budget Workshop

January 10, 2018, 6:00PM
Manchester High School, Room 293
134 Middle Turnpike E.

Economic Development Commission

January 11, 2018, 8:00AM
Directors Room, Lincoln Center

Cheney Brothers National Historic District Commission

January 11, 2018, 5:00PM
Hearing Room, Lincoln Center

Conservation Commission

January 16, 2018, 7:00PM
Directors Room, Lincoln Center

Planning and Zoning Commission

January 17, 2018, 7:00PM
Hearing Room, Lincoln Center

Board of Education Budget Workshop

January 17, 2018, 6:00PM
Manchester High School, Room 293
134 Middle Turnpike E.

Redevelopment Agency Meeting

January 18, 2018, 7:30AM
Hearing Room, Lincoln Center

Advisory Recreation and Parks Commission Meeting

January 18, 2018, 6:00PM
Lodge at Center Springs Park
39 Lodge Drive

Board of Education Meeting

January 22, 2018, 7:00PM
Hearing Room, Lincoln Center

Board of Directors Policy Briefing Meeting

January 23, 2018, 7:30AM
Manchester Room, Town Hall

Zoning Board of Appeals Meeting

January 24, 2018, 7:00PM
Hearing Room, Lincoln Center

Pension Board Meeting

January 25, 2018, 4:00PM
Directors Room, Lincoln Center