



Scott Shanley
General Manager

Town of Manchester

General Manager's Report

February 2018

Holiday Announcements

Town of Manchester Offices will be closed in observance of Presidents' Day on Monday, February 19, 2018. The Landfill will be open and trash will be collected according to the regular schedule with no delays.

Income Tax Forms

Limited copies of state and federal tax forms and instructions are anticipated to be available in February at the Town Libraries and the Town Hall Customer Service & Information Center. Forms and publications can also be downloaded from www.ct.gov/drs and www.irs.gov

No-cost Income Tax Services Offered in 2018

There are several options available to file your simple income tax returns FREE OF CHARGE. Simple income tax returns ONLY, for low to middle income families, older adults and individuals making no more than \$54,000 per year. Details are available on the Town's webpage <http://eitc.townofmanchester.org/> or by calling 860-647-3092.

National Wear Red Day

National Wear Red Day takes place on February 02, 2018. National Wear Red Day is a day in February when many people wear red to show their support for the awareness of heart disease. It occurs in America on the first Friday in February each year and is designed to bring attention to the # 1 killer of American women, cardiovascular disease.

On National Wear Red Day, Friday, February 2, 2018, the Manchester Health Department urges everyone to "go red" to bring attention to cardiovascular disease, the #1 killer of American women. In support of National Red Day please stop by the Customer Service Department or Credit Union to pick up a "Heart Healthy Awareness Pack" and an embroidered red dress sticker. Individuals decked out in red will receive a "Healthy Heart" pin while supplies last.

In support of Women's Heart Health Awareness the Manchester Health Department is sponsoring a "Women's Heart Program". Come join Erin Ballou, Health Promotion Coordinator from Saint Francis, for this informative lecture as she discusses how to reduce a woman's individual risk of heart disease on February 15, 2018 from 11:00 to 12:00 at the Manchester Senior Center. Please call the Manchester Health Department at (860) 647-3173 to register. <https://www.goredforwomen.org/wearredday/>

Assessment and Collection

Work on the Grand List of October 1, 2017 was finalized in late January. Taxpayers wishing to appeal their assessment on the 2017 Grand List must file an appeal (written application) with the Board of Assessment Appeals. The application is available at the Office of Assessment & Collection. It can be picked up in person, mailed or e-mailed. There is also a link to the application on the Assessment & Collection department's web page. The application must be filed by Tuesday, February 20, 2018. The filing deadline cannot be extended. If the application is not received at the Office of Assessment & Collection by February 20th, we cannot grant a hearing until next year.

January was a very busy month with Assessment staff working on the Grand List, and Collection staff working on tax payments. This January was unlike prior Januarys as the reissued motor vehicle tax bills were sent at the end of December due to the change in the motor vehicle mill rate from 32.00 mills to 39.00 mills. As a result, there was a significant increase in foot traffic to the office, as well as phone calls, mail, e-mails and faxes.

Applications for the Senior Homeowner's Program and Additional Veteran's Program were mailed in late January and must be filed by May 15, 2018 in order for qualifying seniors to receive their property tax credits. In order to qualify, taxpayers must be over age 65 by December 2017, or be totally disabled. Taxpayers must own a home and must provide documentation listing their 2017 income to the Assessor's Office with a completed application. The maximum income for qualifying senior (or disabled) taxpayers for this year's filing is \$35,300 for unmarried taxpayers and \$43,000 for married taxpayers. Although the Senior Homeowner's Program is a State of Connecticut program, the Town of Manchester also offers a variety of local programs that are unique to Manchester seniors, including the partially State-reimbursed Additional Veteran's Exemption program, and the local H.E.L.P. (tax deferral program), the local Alternative Senior Tax Credit program, and the local Senior Volunteer program. More information about Senior and Veterans exemption programs can be obtained by calling the Office of Assessment & Collection at 860-647-3016, or on the Assessment & Collection department page on the Town's website. In addition, a presentation at the Senior Center will be held on Tuesday, February 20, 2017 at 2:00 PM for all interested in hearing more about tax relief programs for Manchester seniors or veterans.

Manchester Fire Rescue EMS

Monthly Activity Statistics - December 2017

Types of Incidents

Medical/Rescue	648
Fire	19
Hazardous Condition (No Fire)	26
Public Service	30
Good Intent	72
Fire Alarm Activations – No Fire	45
Total Incidents	840

Stay Safe and Warm This Winter

The National Fire Protection Agency (NFPA) released a report last month that revealed some disturbing information about home fires caused by heating equipment. Between 2011 and 2015, heating equipment was involved in an estimated 54,030 reported U.S. home structure fires, with associated losses of 480 civilian deaths, 1,470 civilian injuries, and \$1.1 billion in direct property damage. These fires accounted for 15% of all reported home fires. Most home heating fire deaths (85%) involved stationary or portable space heaters. Nearly half (48%) of all home heating fires occurred in December, January and February.

Here are some tips on how to safely stay warm this winter:

- Keep anything that can burn at least three-feet away from heating equipment like the furnace, fireplace, woodstove, or portable space heater
- Have a three-foot “kid-free zone” around open fires and space heaters
- Never use your oven to heat your home
- Have a qualified professional install stationary space heating equipment, water heaters or central heating equipment according to the local codes and manufacturer’s instructions
- Have heating equipment and chimneys cleaned and inspected every year by a qualified professional
- Remember to turn portable heaters off when leaving the room or going to sleep
- Make sure the fireplace has a sturdy screen to stop sparks from flying into the room
- Ashes should be cool before putting them outdoors in a metal container. Keep the container a safe distance away from your home
- Test smoke alarms at least once a month

Health Department

February 2, 2018 is National Wear Red Day and the Health Department encourages all residents to work together to promote and improve the health of women and increase awareness and understanding of women and heart disease. Wear Red Day celebrates the extraordinary progress in women's heart health and recognizes that more needs to be done to safeguard women's health for generations to come. Heart disease is the #1 killer of women and one in four American women dies of heart disease. The risk factors for heart disease are smoking, high blood pressure, high cholesterol and high triglyceride levels, overweight/obesity, physical inactivity, metabolic syndrome, diabetes and pre-diabetes, a family history of early heart disease, and age. Women can take action to protect their heart health and prevent heart disease by taking steps to prevent and control the risk factors for the disease.

Keeping women healthy and promoting awareness of women's health issues, including heart disease, is an important responsibility and depends on the actions of many organizations and groups in our community. Women's health remains a priority for families, communities, and government, and our commitment to keeping women healthy is stronger than ever and women need to take action to make heart health a priority for themselves and their families by becoming aware of their risk for heart disease.

Leisure, Families and Recreation

Recreation Division

Indoor swim lessons begin the first week of February. Lessons are available for ages infant – adult. Currently there are more than 250 children and adults registered for the first session of indoor swim lessons.

Start Smart Basketball for youth ages 3-5 will run for six weeks beginning February 3. An adult must participate with the child.

Registration is on-going for **Lifeguard Training Certification and Water Safety Instructor Certification** training. Classes will begin in March and run through end of May.

Shmalentine's Valentines: Come celebrate relationships, friends and families (or don't) at the Shmalentine's Valentines Dance at Bennet Leisure Center on Friday, February 16 from 6:00 – 8:00pm. All 6th grade students from Manchester are welcome. Call 860-647-3084 to pre-register and then pay \$5.00 at the door (fee includes prizes and meal). Please note that student IDs or Recreation Youth Passes are required. Music provided by DJ Dale.

Bennet Leisure Center Clubs and Programs: Bennet Leisure Center is a recreation center that provides programming for 6th graders, weekday evening drop-in recreation programs and family community events. Residents can also use this site to register for programs and obtain recreation passes. There is no fee, but Recreation cards are required. Come to 22 School Street Monday – Friday from 6:00 – 9:00pm to join in on fun programs such as Chess Club, Indoor Soccer, Dodgeball, Flag Football, Creative Arts and our Game Activity Club!

Start Smart: Parents work together with their children in a supportive environment to learn the basics of sports. Start Smart teaches children a variety of skills. Parent involvement is required. Register now for Start Smart Basketball which will begin in February and Start Smart Baseball which will begin in April. Start Smart programming is held on Saturday mornings at the Community Y Rec Center for 3 – 5 year olds. The fee is \$65.00 for residents and \$82.00 for non-residents and includes equipment.

Indoor Tennis: Kids ages 4 – 12 will learn the basic tennis lessons – groundstroke, backhand, forehand, volleying and serving. Please wear gym clothes and bring a racquet. Indoor Tennis takes place in the evening at the Mahoney Rec Center starting Tuesday, April 3. Be sure to register soon as some sessions are already half full!

Indoor Soccer: Recreation offers an indoor soccer program for ages 5 – 6 and 7 – 8. Your child will learn the basic skills of soccer such as dribbling, trapping, defense shooting and passing, as well as the concept of team work and hard work. Indoor Soccer starts on Sunday, January 21 at the Mahoney Rec Center and costs \$30.00. Be sure to register soon as the 5 – 6 year old age group is full and there are only 2 spots left in the 7 – 8 year old age group!

Youth Basketball Programs: Girl's Peewee for 8-13 year olds began 1/12/18 and will continue through 3/3/18. 30 girls are participating. Other youth basketball programs are completed at this time.

Adult Basketball and Volleyball Programs: Are ongoing at this time with 12 basketball teams and 36 volleyball teams.

Youth Service Bureau

Strengthening Families - Mondays, February 26-April 16, 5:30-8:00; Manchester Youth Service Bureau - Strengthening Families is an evidenced based program for parents/guardians and their youth ages 10-14. It has been found to significantly improve parenting skills and family relationships, reduce problem behaviors, delinquency and alcohol and drug abuse in children and to improve social competencies and school performance. The families eat dinner together and then the youth and parents have 1 hour separate from each other to talk about their current situations and have an opportunity to explore topics through video, experiential and interactive activities. The 2nd hour is for the whole family. They have activities to do together to reinforce their individual leanings. This is a very popular program which has been facilitated at the Manchester Youth Service Bureau for 10 years. Facilitated by: Pierre Brillant, Beth Mix, M.Ed. & Heather Wlochowski, M.S.

Mommy & Me – Tuesdays at 3pm; Northwest Park - 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 and toddlers in a child-friendly atmosphere. Northwest Park Early Childhood Center, 448 Tolland Turnpike, Activity Building 1. Children birth to 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; Northwest Park - 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. Children ages 2-5 years old. Registration required. Call/email Caitlin (860)647-5269 or CMcnamara@manchesterct.gov.

Neighborhoods & Families Division

Family Fun Night at Gallery153 – Let's Breathe! Friday, February 2, 6:30 – 8:00 PM
Learn multi-media mask-making and Zentangle alongside your child! Also featuring Building Healthy Families' small scale Imagination Playground, an indoor play experience for children 0-5. Gallery153 at the East Side Neighborhood Resource Center, 153 Spruce Street.

Community Art Opening at Gallery153: Art for the Soul - Friday, February 9, 6:00–8:30pm
Community art show celebrating art as a tool for healing. Also featuring a visit from Gizmo, Manchester's 3.5 pound first responder therapy dog, and resources on suicide awareness and prevention from the United Way. Open mic begins at 6:30 pm. Gallery153 at the EastSide Neighborhood Resource Center, 153 Spruce Street.

Pop Up Garden LearnShop: Herbs for Cooking and Healing - Friday, February 9, 6:00 – 8:30 pm - Indoor gardening workshop in conjunction with the Art for the Soul Art Opening.

Family Fun Night at Nathan Hale – The Bremen Town Musicians - Friday, February 23 6:30 – 7:30 pm - Join Cactus Head Puppets for the hilarious tale of four farm animals that set out on the road to Bremen to pursue their dreams of fame and fortune. Nathan Hale Activity Center, 160 Spruce Street.

Write Out Loud Youth Open Mic - Friday, February 23, 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.

Town Clerk's Office

	<i>Month End Report December 2017</i>	<i>July 2017 – June 2018 (Fiscal Year to date)</i>
Total Customers Served	1,882	13,366
Land Records	530	3,721
Vitals	581	3,800
Marriage Licenses	18	171
Dog Licenses	53	902
Notarizations	36	247
Trade Names	7	72
Dissolution Trade Names	4	36
Foreclosure Registrations	17	177
Total Revenue	\$100,810.89	\$762,482.97

Employee News

Recently Hired

Tyler Huppe – Manchester Fire-Rescue-EMS
Samantha Amodeo – Manchester Police Department
Ashley Feshler – Manchester Police Department
Gail Pietrycha – Manchester Police Department
Ashaunda Smith Hutchinson – Manchester Police Department
George Pieper – Public Works
Melissa Rankin – Senior Center

February 2018

Redevelopment Agency

February 1, 2018, 7:30AM
Hearing Room, Lincoln Center

Senior Center Advisory Committee

February 2, 2018, 9:00AM
Senior Center, 549 East Middle Turnpike

Planning and Zoning Commission

February 5, 2018, 7:00PM
Hearing Room, Lincoln Center

Board of Directors Meeting

February 6, 2018, 7:00PM
Hearing Room, Lincoln Center

Economic Development Commission

February 8, 2018, 8:00AM
Directors Room, Lincoln Center

Board of Education Meeting

February 12, 2018, 7:00PM
Hearing Room, Lincoln Center

Redevelopment Agency Meeting

February 15, 2018, 7:30AM
Hearing Room, Lincoln Center

Cheney Brothers National Historic District Commission

February 15, 2018, 5:00PM
Hearing Room, Lincoln Center

Advisory Recreation and Parks Commission Meeting

February 15, 2018, 6:00PM
Lodge at Center Springs Park, 39 Lodge Drive

Conservation Commission

February 20, 2018, 7:00PM
Directors Room, Lincoln Center

Planning and Zoning Commission

February 21, 2018, 7:00PM
Hearing Room, Lincoln Center

Pension Board Meeting

February 22, 2018, 4:00PM
Directors Room, Lincoln Center

Board of Education Meeting

February 26, 2018, 7:00PM
Hearing Room, Lincoln Center

Board of Directors Policy Briefing Meeting

February 27, 2018, 7:30AM
Manchester Room, Town Hall

Zoning Board of Appeals Meeting

February 28, 2018, 7:00PM
Hearing Room, Lincoln Center