



Scott Shanley
General Manager

Town of Manchester

General Manager's Report

July 2019

Customer Service & Information Center

Upcoming events in Town! Please contact us for further information on these and other Manchester events: 860-647-5235 or customer@manchesterct.gov. We are open Monday–Friday, 8:00 a.m. – 5:00 p.m.

Fireworks and Barbeque – Sat., July 6 (rain date Sun., July 7) – James Dutch Fogarty Independence Day Celebration at MCC. Tickets for the annual Chicken BBQ (\$10) are now on sale in the Town Hall Customer Service and Information Center. All-aerial fireworks display begins at 9:30 p.m.

Holiday Closings - Town of Manchester Offices and Town Libraries will be closed in observance of Independence Day on Thurs., July 4, 2019. Trash will not be collected on July 4 and will be delayed one day for the remainder of the week.

Band Shell Concerts - The first official concert will be Wed., July 10: Soul Sound Revue - Sounds of Motown. Most concerts are 7:00 – 9:00 p.m. at the Manchester Bicentennial Band Shell on the grounds of Manchester Community College. Admission is free, but donations are welcome, as are volunteers. Schedules for the summer concert series are available at the Town Hall Customer Service and Information Center and at www.manchesterbandshell.com

Manchester Farmers Market - Every Saturday - July 13 - October 26, from 8:00 am - 12:30 pm, rain or shine, in the Town parking lot at the corner of Main Street and Forest Street.

Taxes Due - Did you know that current tax bills can be paid by check or money order at the Town Hall Customer Service and Information Center? While you are here, stock up on stamps, leaf bags, or browse our Gift Shoppe!

Pools are open - Manchester residents can obtain swim passes and register for recreational activities at the Town Hall Customer Service and Information Center.

Assessment & Collection

The State-mandated time period for qualifying seniors to apply for the Homeowner's Program, HELP program and Senior Volunteer Tax Credit Program ended in mid-May and office staff calculated and sent out notices of this year's benefits by early June. The State of Connecticut's Senior Homeowner's Tax Credit Program is a two-year program, with roughly half the participants applying in any one year, meaning about 300 people re-applied this year.

Tax bills for the Grand List of October 1, 2018 were mailed in late June. This includes the mailing of roughly 46,000 Motor Vehicle tax bills, 3,000 personal property tax bills and 18,000 Real Estate tax bills. Taxpayers are reminded that real estate bills reflect assessments set at 70% of market value as of October 1, 2016, the effective date of Manchester's most-recent revaluation. Motor vehicle and personal property assessments are re-valued annually.

The Office of Assessment and Collection reminds residents that current tax payments (Motor Vehicle tax bills and the first installment for Real Estate and Personal Property tax bills) are due by 6:00 p.m. on Thursday August 1, 2019. Failure to make timely payments will subject taxpayers to interest charge of 1.5% per month from the July 1, 2019 due date, with a minimum of \$2.00. Please note that there is no mailing for the second Real Estate and Personal Property bill installment. Both payment coupons are included with the bill mailed in June. Please save your receipts for income tax purposes. Taxpayers who purchase a new home between June and January, or who re-finance or pay off their mortgages between June and January, may want to check the status of their tax payments by calling the Office of the Tax Collector. Taxpayers with questions may call the Office of the Tax Collector at 860-647-3018, or the Office of the Assessor at 860-647-3016. The Office of Assessment and Collection will be open 8:30 a.m. to 5:00 p.m. Monday-Friday. Special extended hours of operation will be offered on Thursday, August 1, 2019 until 6:00 p.m.

Taxpayers residing in the Eighth Utilities Fire Tax District will receive separate bills from that office at 18 Main Street. Eighth Utilities District tax bills are to be paid separately and paid directly to the District. The Eighth Utilities District can be reached at 860-643-9648.

Taxpayers may pay tax bills online by credit card or e-check. We recommend that taxpayers who wish to pay online consider doing so prior to July 27, 2019 as system traffic may exceed available band-width and the online payment system may be very slow, or too busy to accommodate more payments at the end of July. Paying online earlier should help alleviate this problem. Taxpayers who experience issues paying online may call 860-647-3018 (M-F, 8:30-5:00) or contact us via e-mail at [jrinaldi@manchesterct.gov](mailto:jrainaldi@manchesterct.gov).

The Office of Assessment and Collection experiences a very heavy volume of phone calls and walk-in customers during the weeks following the tax bills and, as a result, will experience longer than average lines of customers, and occasionally all our phone lines are in use, thus customers who call may get a busy signal, or possibly no answer. We anticipate waiting times, both in terms of lines at the office, and in terms of phone call wait times, to be longer than typical this year. We encourage taxpayers to avoid standing in line and pay by mail or to call or visit our office during less busy times. Typically, the office receives its greatest volume of phone and foot traffic around lunch time, between 11:30 a.m. and 2:30 p.m., along with just after opening and just prior to closing each day. Taxpayers who call or visit mid-morning or mid-afternoon will often find shorter waiting times.

In addition, there is a night drop box located behind Town Hall at the handicap accessible entrance which is emptied every workday morning. Never leave cash, and always seal your payment in an envelope. If you do not include a bill with your payment, please write your account number on the check.

Account Associate Gabriela Laureano recently completed CCMA Course 1B, the second course in the curriculum to become a CCMA I (Certified Connecticut Municipal Assessor). Assessor's School also offers continuing education workshops for assessors who are already certified (who are required to take approved workshops to meet the continuing education requirements), and this year, two of our staff members, Lawrence LeBel and John Rainaldi, were asked to be presenters of continuing education workshops at UConn Assessor's School.

Department of Leisure, Family and Recreation

Recreation Division

Regular pool season schedule begins July 1.

Summer Swim Lessons begin at all swimming pools July 1 and end on August 9.

Teen swim lessons and adult swim lessons will be held at Waddell pool on Sundays throughout the summer beginning June 30. These lessons are designed specifically for the beginner swimmer to learn water safety and gain confidence in the water in a peer-based learning environment.

Grandparent and Child Open Swim - Tuesdays and Thursdays, 10:30-11:30 a.m. at West Side Pool - Grandparents, bring a child with you to a fun, relaxed open swim time. Noodles and pool toys will be provided for an enjoyable time with your special little one. Grandparents must possess a valid Senior Center card or Rec card.

Noodle Nights - Join us at the pool for noodle and float night. Bring a float or grab a noodle and relax at the pool. Pools will have a limited supply of noodles available for use. June 26 - Marcy MacDonald Pool, July 10 - Waddell, July 24 - Globe Hollow. Facility pass required to enter the pool.

Deck Art Days - On select Saturdays during the summer, bring your sidewalk chalk to the pool and showcase your artistic abilities. Prizes awarded for the most creative chalk drawing. Salters Pool - July 6, Waddell Pool - July 13, Swanson Pool - July 20, Marcy MacDonald Pool - July 27. Facility pass required to enter the pool.

Semi-Private Swim Lessons open to Manchester Residents ONLY - Ages 5 and up. Private swim lessons (1:1) and semi-private swim lessons (1:2), structured to cater to meet you or your child's specific instructional needs. Aquatics staff will customize a personal swim lesson schedule with an experienced instructor. Lessons will be available in the mornings and evenings.

Aquatic Exercise Classes - A variety of aquatic exercise classes will be offered at Salters and Swanson pools this summer. Classes are held Monday - Thursday nights. Classes include: Aqua Circuit, Total Aqua, Swim for Fitness and Swim for Life and Senior Aqua exercise.

Land Based Fitness Classes - The Community Y Recreation Center will be offering a full complement of land based fitness classes including: Total Body Plus, Yoga for Active Lifestyles, Jukido for kids and adults, Personal Training and Fit for Delivery.

Summer Camp will start July 1 and run to August 9. We have about 530 campers and 25 RLT's at 6 locations.

Summer Basketball - Both the 8-9 and 10-12 year old leagues are filled with 40 kids in each league.

Summer Tennis has started for 4 year old - adult and numbers are still climbing. Each class max is 10. Early sessions are full.

EYTC- Earl Yost Tennis Classic will happen mid-July; we anticipate 130 registered.

Northwest Park Pavilion Rentals - Every Saturday and Sunday is rented for the month of July.

Market Nights – July 3 – 31 - The Recreation Division continues to collaborate with the Office of Neighborhoods and Families to implement creative community events, entertainment and programs. Market nights will continue to be conducted every Wednesday from 4:30-7:30pm.

Adult, teen and youth leisure classes will begin this month and will be conducted at Center Springs, the Community “Y” and Office of Neighborhoods and Families. Team Fit, Jukido, Walk Live and LEGO Camps will be offered at their designated sites.

E.Y.E.S. (Exceptional Youth Education Services) Lego Camps will be conducted this summer at the EastSide Resource Center for children ages 4 – 12 years of age. Each week a different themed class offering unique projects.

Youth Services Division

Girls Circle Weeks, July 15-19 & July 29-August 2, 2019, 9:00-3:00; Manchester Youth Service Bureau - The Manchester Youth Service Bureau designs and hosts 2 weeklong summer programs for young women and girls (ages 10-12; 13-16). We also invite 17-18 year old past participants to come in to help and role model for the younger girls. Every year a theme is decided on and each day is focused on an aspect of the theme. This year we are doing STORY TELLING. Each day we will delve into different aspects of written and verbal communication, how to get voices heard. We will do this through our usual means of positive youth development activities and approaches-creative activities, field trips that connect to the theme, mindfulness and reflective activities. Both weeks have been highly sought after and registration filled on the very first week. Facilitated by: Beth Mix, M. Ed. and Heather Wlochowski, M.S

Cradle to Crayons - Thursdays from 3-4:15pm - 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.

Mommy & Me – Tuesdays at 3pm - 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-2 years old. No registration required. Call or email Caitlin for details (860)647-5269 or CMcnamara@manchesterct.gov.

Mary Cheney Library Playgroup - July 12 - Gross Motor Play - Join Manchester Plays On! for a fun day of musical instrument play and dancing at the Mary Cheney Library. No registration required. Call or email Caitlin for details (860)647-5269 or CMcnamara@manchesterct.gov.

Open Play Day - July 15 from 4-5:30pm - drop-in open play time for caretakers and young children to play in a safe space with other young children. Age appropriate toys will be available as well as staff to help encourage and guide any children and caretakers who are new to group settings. Northwest Park Early Childhood Center, 448 Tolland Turnpike, Activity Building 1. Questions call/email Caitlin (860)647-5269 or CMcnamara@manchesterct.gov.

Get Dirty Day - July 20 - 3-5pm - Join Manchester Plays On! for some messy fun at Northwest Park. This is a drop-in event. Questions call/email Caitlin (860)647-5269 or CMcnamara@manchesterct.gov or visit us on Facebook at Manchester Plays On.

PFLAG - 1st Tuesday of every month, 6:30-8:00pm @ YSB - PFLAG is committed to advancing equality and full societal affirmation of lesbian, gay, bisexual, transgender, and queer (LGBTQ) people through its threefold mission of *support, education, and advocacy*. By supporting this mission, PFLAG aims to make our community a healthier, more well-informed, safer, fairer, and happier place for LGBTQ people, their families, and their loved ones. Meetings will be structured to include an LGBTQ youth group (ages 12-18) and a parent/ally support group. All are welcome; no registration required. For more information, please contact Kellie Sheridan (860) 647-5262 or ksheridan@manchesterct.gov

Summer Youth Employment & Learning Program (SYELP) - June 1 – August 31, 2019
SYELP is a partnership between Capital Workforce Partners and the Town of Manchester. This summer program serves approximately 45 high school youth and is focused on the development of employability and entrepreneurial skills necessary to enter the workforce. Students participate in job skills training followed by a 4-5 week paid summer position in a variety of community organizations and businesses. Program is dependent on State funding. For more information, please contact Kellie Sheridan (860) 647-5262 or ksheridan@manchesterct.gov

Reaching for the Stars – M, W, F June 24 - August 23, 2019 - program for student athletes and for youth who desire to become more athletic. Youth participating in this program will train with former Professional Football Player/Youth Service Coordinator, Pierre Brilliant and Officer Carbone (Former Division I Basketball Player) and other PAR Officers of the Manchester Police Department. For youth ages 14 -21 years old.

Office of Neighborhoods and Families Division

Spruce Street Market is currently accepting vendor applications from farmers, crafters, and artists. For more information and vendor applications, visit us at www.facebook.com/SpruceStreetMarketCT or call (860) 647-3089. Applications are also available at the Eastside Neighborhood Resource Center, 153 Spruce Street.

Spruce Street Market Nights - Wednesdays, June 12 – August 21, 4:30 – 7:30 pm - Shop local and support Connecticut farmers, artists, and artisans. We accept SNAP and Senior/WIC FMNP Benefits. You SNAP, We Match: Spend \$10 using SNAP, get \$20 worth of CT Grown produce. 153 & 160 Spruce Street. *NO MARKET ON JULY 3.*

July Highlights

July 10 - Little Free Library Day with Read to the Dogs & free ice cream courtesy of Highland Park Market. REC on the RUN starting at 6pm.

July 24 - Cooking Demo in the Garden, 5:30pm. REC on the RUN starting at 6pm.

July 31 - Garden Workshop: "Drying Herbs & Flowers," 6-7pm. REC on the RUN starting at 6pm.

Upcoming Events

Family Fun Night Out: Kindness Rocks and Ice Cream Social - Tuesday, August 6, 5:30–7:30pm.

Manchester Fire Rescue EMS

Monthly Activity Statistics - May 2019

Types of Incidents

| | |
|----------------------------------|---------|
| Medical/Rescue | 588 |
| Fire | 9 |
| Hazardous Condition (No Fire) | 27 |
| Public Service | 26 |
| Good Intent | 58 |
| Fire Alarm Activations – No Fire | 36 |
| Total Incidents | 744 |

Please Remember that Fireworks are Illegal in Connecticut - ALL FIREWORKS (with the exception of sparklers and some fountains) are illegal in Connecticut and may not be sold, purchased or used, with the exception of regulated fireworks displays by state licensed, professional pyro technicians at sites which have been approved by state and local officials (such as Manchester's Fireworks Display on Saturday, July 6th on the grounds of Manchester Community College). Fireworks are defined by law as "any combustible or explosive composition prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration or detonation. "Novelties, and trick noise makers such as smoke bombs, party poppers and snappers and the "snake", are banned by Connecticut General Statutes. Only persons sixteen years of age or older are permitted to buy sparklers which are non-explosive and non-aerial.

Recent Police Activity – May 2019

Monthly Stats

| | |
|--------------------------|-------|
| Total Calls for Service | 6,096 |
| Total Police Cases | 1,072 |
| Total 911 Calls | 2,306 |
| Emergency Calls | |
| 8 th District | 188 |
| Town Fire | 671 |
| PD | 5,237 |

Town Clerk's Office

| | Month End Report May 2019 | July 2018 – June 2019 (Fiscal Year to date) |
|---------------------------|------------------------------|--|
| Total Customers Serviced | 2,498 | 25,041 |
| Land Records | 526 | 6,138 |
| Vitals | 792 | 7,796 |
| Marriage Licenses | 33 | 247 |
| Dog Licenses | 4 | 1,057 |
| Notarizations | 34 | 507 |
| Trade Names | 15 | 132 |
| Dissolution Trade Names | 5 | 48 |
| Foreclosure Registrations | 23 | 275 |
| Total Revenue | \$99,969.31 | \$1,339,752.94 |

Employee News

Promotions

Ana Charry – Accreditation Manager/Data Operator – Police

Tomasz Kaczerski – Detective – Police

Jason Moss – Detective – Police

Recently Retired

Eric Diaz – Firefighter – Firefighter/Paramedic – Fire

Michael Dillion – Fire Lieutenant - Fire

Hugh McDougald, Maintainer II – Sanitation

Katherine Saimininkas – Sr. Account Associate – Sanitation

July 2019

Planning and Zoning Commission

July 1, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Senior Center Advisory Committee

July 5, 2019, 9:00 a.m.
549 East Middle Tpke

Board of Education Meeting

July 8, 2019, 7:00 p.m.
Manchester High School, Room 293

Building Committee Meeting

July 8, 2019, 7:00 p.m.
Manchester Room, Town Hall

Board of Directors Meeting

July 9, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Economic Development Commission

July 11, 2019, 8:00 a.m.
Directors Room, Lincoln Center

Planning and Zoning Commission

July 15, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Redevelopment Agency Meeting

July 18, 2019, 7:30 a.m.
Hearing Room, Lincoln Center

Cheney Brothers National Historic District Commission

July 18, 2019, 5:30 p.m.
Hearing Room, Lincoln Center

Board of Directors Policy Briefing Meeting

July 23, 2019, 7:30 a.m.
Manchester Room, Town Hall

Zoning Board of Appeals

July 24, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Pension Board Meeting

July 25, 2019, 4:00 p.m.
Directors Room, Lincoln Center