



Scott Shanley
General Manager

Town of Manchester

General Manager's Report

August 2019

Customer Service & Information Center

Passports

The Town Hall Customer Service & Information Center has been designated as a Passport Acceptance Agency by the U.S. Passport Agency, which means that we are authorized to accept and process the applications, before forwarding them to the U.S. Passport Agency for issuance of passports. U.S. passports are only issued to U.S. citizens or nationals. Each person must personally appear in the Customer Service & Information Center to apply for his or her own passport. Children under sixteen must appear in person along with both parents. Passport Hours: Please call for an appointment and further instructions, 860-647-5235.

<http://customerservice1.townofmanchester.org/>

Upcoming events in Town!

Please contact us for further information on the following Manchester events at 860-647-5235 or customer@manchesterct.gov. We are open Monday–Friday, 8:00 a.m. – 5:00 p.m.

Government Academy

Registration is underway for the next session that begins on Thursday, September 5, 2019. Applications are available at Town Hall Customer Service.

Band Shell Concerts

Concerts continue through August 21! 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 Town Hall Customer Service, or online at www.manchesterbandshell.com

Cruisin' on Main Street - August 4 (Rain dates 8/11, 8/18)

19th Annual Cruisin' on Main Street, Manchester, CT, presented by Taylor Rental Party Plus and fueled by CITGO Fueling Good. Fun cruise for antique and classic cars, trucks, sports cars and street rods 1987 and prior only. Show car registration opens at 8 AM. Show Car registration/donation \$10.00. Show open to the public from 10 AM to 3 PM. Spectator admission is FREE. Sponsor exhibits, food, music and entertainment. Special Interest Vehicles, Auto-Fueled Art Show at WORK_SPACE and Robotics Demonstration. Appearance by Miss Connecticut 2019. Dash plaques to first 800 show cars. Sponsor's Choice Trophies awarded. Portion of profits benefit community not-for-profits through the Cruisin' Mini Grant Program. For info visit: www.cruisinonmainstreet.org or find us on Facebook. Cruisin' T-shirts that remain after the event will be available for sale at Town Hall Customer Service. Vintage shirts from 2017 & 2018 are on sale now for only \$5.00!

National Night Out

Calling All Families! Tuesday, August 6, 2019 is National Night Out in Manchester! See calendar for full details on all the events that are planned. <http://calendar.townofmanchester.org>

Farmers' Market

Every Saturday, rain or shine, 8:00am-12:30pm through October 26th in the Town parking lot at the corner of Main and Forest Streets.

Peach Festival

Friday, August 23, 6-8pm, 8th Utilities District Fire Headquarters, 138 Main Street. Tickets: \$5.

Lutz Children's Museum: Farm Day

August 31 (rain date 9/7) Farm Day is an annual event held on the Fish Family Farm in Bolton.

School Bus Routes

Will be posted online by the end of August at: <https://www.mpspride.org/Domain/134>

Assessment & Collection

The last day to pay tax bills mailed on June 21, 2019 on-time was Thursday, August 1, 2019. All real estate, motor vehicle, and personal property payments not received or postmarked by August 1, 2019 must be considered late and must be subject to interest charges; interest cannot be waived or reduced. This year the July collection period was busy, but not nearly as busy as it is in a typical year, due to the delay in the motor vehicle tax bills.

Real estate tax bills have a first and second installment, with the second installment due by February 3, 2020 (the normal February 1 due date is on a weekend). Tax bills mailed in June have both the first and the second installment detachable payment coupons enclosed. There is no second bill mailed for the second installment. Some other tax bills also have tax installments that are due by February 3, 2020. It is recommended that all taxpayers mark their calendars for mid-January annually with a reminder to check on their tax installments. In addition, the Office of Assessment & Collection offers a reminder email for taxpayers who wish to receive them. Any taxpayer who wishes to receive an email reminder can be added to the list by emailing jrainaldi@manchesterct.gov and requesting a tax bill reminder email which is sent by July and again by January. The "Manchester Matters" email service, provided by the Customer Service and Information Center, also provides reminders about tax payment due dates. Residents can sign up for "Manchester Matters" on the Town's website.

Assessment & Collection staff is continuing work on the Grand List of October 1, 2019, which includes following up on building permit activity for the Real Estate Grand List and preparing for the September mailing of an estimated 3,200 Personal Property Declarations.

Manchester Fire Rescue EMS

Monthly Activity Statistics - June 2019

Types of Incidents

| | |
|----------------------------------|------------|
| Medical/Rescue | 549 |
| Fire | 9 |
| Hazardous Condition (No Fire) | 24 |
| Public Service | 20 |
| Good Intent | 39 |
| Fire Alarm Activations – No Fire | 42 |
| Total Incidents | 683 |

Heat-Related Emergencies

We love our summer activities. It's important, however, to be careful when the heat and humidity are high. Excessive heat and humidity is not just uncomfortable—it can lead to a life-threatening medical emergency. Know the signs for each of these conditions and what to do if they occur.

Heat Cramps - These are muscular pains and spasms that usually occur in the legs or abdomen. They are caused by exposure to high heat and humidity and loss of fluids and electrolytes. Heat cramps are often an early sign that the body is having trouble with the heat.

Heat Exhaustion - typically involves the loss of body fluids through heavy sweating during strenuous exercise or physical labor in high heat and humidity.

Signs: cool, moist, pale or flushed skin; heavy sweating; headache; nausea; dizziness; weakness; and exhaustion.

What to do:

- Move the person to a cooler place. Remove or loosen tight clothing and apply cool, wet cloths or towels to the skin. Fan the person. If the person is conscious, give small amounts of cool water to drink. Make sure the person drinks slowly. Watch for changes in condition. If the person refuses water, vomits or begins to lose consciousness, call 9-1-1.

Heat Stroke - Also known as sunstroke, is a life-threatening condition in which a person's temperature control system stops working and the body is unable to cool itself.

Signs: hot, red skin that may be dry or moist; changes in consciousness; vomiting; and high body temperature.

What to do:

- Call 9-1-1 immediately.
- Move the person to a cooler place. Quickly cool the person's body by giving care as you would for heat exhaustion. If needed, continue rapid cooling by applying ice or cold packs wrapped in a cloth to the wrists, ankles, groin, neck and armpits.

Human Services

Health Department

Jeff Catlett, Director of Health, became the President of the Connecticut Association of Directors of Health (CADH) on July 1, 2019. CADH is comprised of Connecticut's local health directors that work to strengthen public health throughout the state. Since it was incorporated in 1996, CADH has and continues to convene, engage, mobilize, and support Connecticut's local health departments and fortify their leadership role in establishing healthier Connecticut communities.

As CADH President, Jeff attended the National Association of City and County Health Officials (NACCHO) Annual Conference on an all-expenses paid scholarship. The NACCHO conference was held this year in Orlando, Florida from July 8-11. There were over 1200 attendees from across the nation ranging from small rural health departments to large city health departments. The keynote speaker was the United States Surgeon General Dr. Jerome Adams. Other prominent speakers included the CDC Director Dr. Jose Montero and the Director of Health for

the City of Orlando Dr. Raul Pino. The theme of the conference was "Improving the Nation's Health through Public and Private Partnerships." Jeff attended the following trainings and seminars : Successful People Management, Innovating a Teaching Health Department , Aligning Workforce Development Efforts with Public Health Competencies, Reframing Public Health for More Effective Cross-sector Collaborations, A Collaborative Effort to Address Social Determinants of Health, State Innovation Model Health Enhancement Community Initiative Framework, Executive Decision Making and Liability for Public Health Officials, and many other powerful seminars. He intends to apply lessons learned from the conference to enhance the delivery of public health services, to strengthen community partnerships, and to promote workforce development initiatives both here in Manchester and throughout the state.

MACC monthly blood pressure screenings

The Manchester Health Department Community Health Nurse, Kathleen Polhemus, RN and MACC's Shannon Baldassario, Director of Services, worked together to develop a monthly blood pressure screening clinic at MACC's community kitchen. Kathleen and her co-worker, Cathy Drouin, RN have set up a table in the dining room on the first Monday of every month. Individuals can have their blood pressure checked, ask questions regarding their medications or health, and be referred for medical services if needed. "So far, all the clients we have screened have access to health care and are trying to make positive changes in their lives to promote good health. The meals MACC provides are well rounded and nutritious" reports Kathleen. Kathleen encourages everyone to drop off healthy food to the MACC pantry, so clients can make healthy food choices.

Department of Leisure, Family and Recreation

Recreation Division – Events and Updates

North West Park Pavilion Rentals – 14 rentals for the month of August have been booked to date. Inquiries and reservations continue to be conducted.

Adult, teen and youth leisure classes – will continue to be offered in August. Classes will be conducted at Center Springs, the Community "Y" and the Office of Neighborhoods and Families. Team Fit, Jukido, Walk 15, and PeaceLove workshops will be offered at their designated sites.

Camp Kennedy - will be conducted the week of August 12 – 16 from 9:00AM – 3:00 PM at the Camp Kennedy site, which is located adjacent to Martin School. Adults 21+ with developmental challenges will enjoy a fun-filled week of field trips, swimming, crafts and all kinds of good-ole fashioned fun!

REC on the RUN: Join us for themed weeks of fun, games and art!

Cloud Painting Week: August 5 – 8. Painting with colorful cloud paint! Simple Clouds, Clouds and Rainbows, Rain Clouds and Lightening and Clouds in the Air.

Poetry Week: August 12 – 15. Reading with the group and activities related to the stories!

It's All Fun and Games: August 19 – 22. Each location will feature a daily game as well as smaller activities from table top gaming to running around playing tag!

Nature Explorers: This nature program gives children and families the opportunity to explore nature, gain knowledge through creative and science-based activities, and learn how to be stewards of our parks, trails, and green spaces!

The Depths of Water: August 1, 2019 from 6:00PM – 7:30PM. Join us at Charter Oak Park as we paint with colorful cloud paint and see how clouds make rain with a fun experiment!

Nature Pledge: August 8, 2019 from 6:00PM - 7:30PM. Join us as we play with baby goats and plant a tree at the park. Kids will also write their own nature pledges on a certificate. Special thanks to Aussakita Acres Farm!

Nature Explorers Night: August 15, 2019 from 6:00PM – 7:30PM. Use the skills you've learned throughout the Nature Explorers program to explore and choose nature activities you want to do!

Family Nature Pledge: August 22, 2019 from 6:00PM – 7:30PM. Write your own nature pledge to make the world a better place together with your family! Pledges will be written and displayed on a large board for the entire community to see!!

Nature Explorers – The Twilight Edition: Join us each Friday as we explore Manchester's green spaces through a wide variety of engaging, dynamic and fun nature-based activities for explorers of all ages. A typical Friday evening may include: an informal "Explore More" nature walk through the park, nature-themed and recycled art activities and participation in a nation-wide citizen science project counting fireflies!

"Our Neighbors, The Pollinators" - August 2, 2019 from 6:00PM – 9:00PM. Birds, Bees and Everything Inbetween!

"Splish/Splash" - August 9, 2019 from 6:00PM – 9:00PM. Aquatic Life at the Park!

"Grow Where You Are Planted" - August 16, 2019 from 6:00PM – 9:00PM. Urban and Container Gardening.

"Walk on the Wild Side" - August 23, 2019 from 6:00PM – 9:00PM. Wildlife in Connecticut!

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|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| August 2, 2019 | Cruisin' Themed Paint the Park: A Cruisin' themed paint night out! Charter Oak Park. 6:00PM – 8:00PM. |
| August 4, 2019 | 19th Annual Cruisin' on Main Street: Free car show with close to 800 vintage vehicles, vendors and more! |
| August 6, 2019 | National Night Out Events: Visit the Town homepage for additional details and information. |
| August 9, 2019 | Flower Power: Join us to plant the seeds to a healthy lifestyle. Charter Oak Park. 6:00PM – 8:00PM. |
| August 11, 2019 | Get Dirty Day: Manchester Plays On! Play Event. North West Park. 3:00PM - 5:00PM. |
| August 16, 2019 | Moon-Lit Yoga: Outdoor Yoga under the summer moonlight! Charter Oak Park 8:00PM – 9:00PM |
| August 23, 2019 | Summer Send Off: Bring the family and enjoy our summer send off featuring inflatables and recreational games and activities! Charter Oak Park 6:00PM – 8:30PM |

Swim Lessons

Regular Pool Season will end on August 11, 2019. Post season swimming will be held at Marcy MacDonald Pool and Swanson Pool August 12 – August 25 from 1:00 p.m. – 6:00 p.m.

Summer Swim Lessons will end on August 9, 2019.

Teen Swim Lessons – The Recreation Division is proud to be the only town in the area to offer dedicated lessons! This year 12 teens ages 13-18 took part in the swim class and they are now on their way to being confident swimmers and feeling safe around water!

Adult Learn to Swim Program - The Recreation Division has a robust Adult learn to swim program and this summer 36 adult non-swimmers took the beginner's learn to swim program. These 36 adults who had no swim experience or who were afraid of water are now confidently swimming laps and are feeling safe around the water!

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

Office of Neighborhoods and Families Division

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

Family Fun Night Out - Kindness Rocks and Ice Cream Social – Tuesday, August 6, 5:30 – 7:30PM. Celebrate National Night Out with Gallery 153. Paint “Kindness Rocks” with your family and neighbors. Get a glitter tattoo, courtesy of Uniting for a Safe Inclusive Community (USIC). While you’re in the neighborhood, grab a complimentary ice cream at the East Side Neighborhood Block Watch’s annual ice cream social. Drop in, no fee. 153 Spruce Street.

Spruce Street Market Nights - Wednesdays, through August 21, 4:30 – 7:30PM. 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.

August Market Highlights

August 7 – REC on the RUN starting at 6 PM.

August 14 - Garden Workshop: “Planting Peas & Fall Crops” 6 – 7 PM.

August 21 – Last Market! Music with Bill Ludwig. Cooking demo in the Garden, 5:30 – 7PM.

Youth Services Bureau

Join the Youth Services Bureau with a wide variety of activities and events throughout the month of August! Activities may include: Orienteering, Team Building, Scavenger Hunt, Environmental Education, Hiking on area trails, Trip on the city bus to the “Big City” and Community Service Projects. Many programs require registration; please call (860) 647-5269.

Cradle to Crayons- Thursday’s from 3pm-4:15pm

Mommy & Me – Tuesday’s at 3pm

Crafternoon – Wednesday’s from 3pm-4:15pm

Mary Cheney Library Playgroup - August 9 – Beach Luau

Urban Expedition – August 12-16 from 9am-3pm

K-9 Kerplunk Doggie Dunk – August 17 from 10am – 1:00pm

Open Play Day- August 19 from 4-5:30pm

Water Play in the Park – August 24 from 10:30am – 12:30pm

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.

Recent Police Activity – June 2019

Monthly Stats

| | |
|--------------------------|-------|
| Total Calls for Service | 5,402 |
| Total Police Cases | 988 |
| Total 911 Calls | 2,135 |
| Emergency Calls | |
| 8 th District | 190 |
| Town Fire | 687 |
| PD | 4,525 |

Town Clerk's Office

| | <i>Month End Report June 2019</i> | <i>July 2018 – June 2019 (Fiscal Year to date)</i> |
|---------------------------|---------------------------------------|--------------------------------------------------------|
| Total Customers Serviced | 5,437 | 30,478 |
| Land Records | 584 | 6,722 |
| Vitals | 671 | 8,467 |
| Marriage Licenses | 21 | 268 |
| Dog Licenses | 2,158 | 3,215 |
| Notarizations | 68 | 575 |
| Trade Names | 7 | 139 |
| Dissolution Trade Names | 3 | 51 |
| Foreclosure Registrations | 16 | 291 |
| Total Revenue | \$214,494.83 | \$1,554,247.77 |

Employee News

Recently Hired

Zachary Chantlos, Police Officer
 Ryan Karabetsos, Police Officer
 Arthur LaTulippe, Police Officer
 Shannon Murphy, Police Officer
 Lindsay Noble, Police Officer
 Hayle Ouellette, Police Officer
 Daniel Sloan, Police Officer
 Luz Cashman, Public Safety Dispatcher

Promotions

James Jennings, Fire Marshal

Ana Charry, Accreditation Manager, Police Department

Melanie Vassilopoulos, Sr. Administrative Secretary, Leisure, Family & Recreation

Recently Retired

Pasquale Giano, Maintainer III - Park Division

Janice Diminico, Sr. Administrative Secretary, Leisure, Family & Recreation

Nancy Hobby, Assistant Cook, Senior Center

August 2019

Redevelopment Agency Meeting

August 1, 2019, 7:30 a.m.
Hearing Room, Lincoln Center

Senior Center Advisory Committee

August 2, 2019, 9:00 a.m.
549 East Middle Tpke

Board of Directors Meeting

August 6, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Economic Development Commission

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

Building Committee Meeting

August 12, 2019, 7:00 p.m.
Manchester Room, Town Hall

Planning and Zoning Commission

August 12, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Redevelopment Agency Meeting

August 15, 2019, 7:30 a.m.
Hearing Room, Lincoln Center

Cheney Brothers National Historic District Commission

August 15, 2019, 5:30 p.m.
Hearing Room, Lincoln Center

Advisory Board of Health

August 21, 2019, 6:00 p.m.
Weiss Center, 479 Main Street

Pension Board Meeting

August 22, 2019, 4:00 p.m.
Directors Room, Lincoln Center

Board of Education Meeting

August 26, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Board of Directors Policy Briefing Meeting

August 27, 2019, 7:30 a.m.
Manchester Room, Town Hall