



Scott Shanley
General Manager

Town of Manchester

General Manager's Report

November 2019

Customer Service & Information Center

Upcoming events in Town! Please contact us for further information on these and other Manchester events: 860-647-5235, Monday–Friday, 8am-5pm or customer@manchesterct.gov.

Election Day - November 5, 2019. Polls open 6am-8pm. Full details are available on the Town's website www.townofmanchester.org

Veteran's Day - Town of Manchester Offices and Libraries will be closed in observance of Veteran's Day on Monday, November 11, 2019. Trash collection for the week will be on the regular schedule.

Veteran's Day Parade - Monday, November 11 - Parade and Color Guard form and step off from American Legion Drive at 10:30am. Arrive at Manchester Memorial Hospital for Outdoor Ceremony on Front Lawn. Lowering of Colors, Placing of Wreaths, Playing of Taps, and Bagpiper. In case of inclement weather, the remainder of the ceremony will take place inside the hospital in the H. Louise Ruddell Auditorium at 11:15am. Refreshments follow the ceremony.

Thanksgiving - Town of Manchester Offices will be closed in observance of Thanksgiving on Thursday, November 28 and Friday, November 29. Mary Cheney Library and Whiton Memorial Library will be closed only on Thursday, November 28. Trash will not be collected Thursday and will be delayed one day for the remainder of the week.

Household Hazardous Waste Collection - The final collection date in Manchester is November 2. For complete details, call 860-647-3200 option 3, or go to <http://sanitation1.townofmanchester.org/index.cfm/household-hazardous-waste-collection/>

Fall Leaf Collection Program

Area 1 vacuum collection begins November 12. Area 2 vacuum collection begins December 2. Rake leaves to the front of your property prior to your scheduled collection. Do not block sidewalks; do not rake leaves into the street or place leaves between the street and sidewalk. It is a violation of town codes to block sidewalks and streets with leaves.

In addition to the vacuum program, residents can also set out paper leaf bags for curbside collection on their normal refuse/recycling collection day and drop off loose or paper bagged leaves at the Transfer Station composting area year-round from 7:15am to 3:00 pm Monday - Saturday. During hours when the Transfer Station is closed, ONLY residents may drop off loose or paper bagged leaves at the parking lot at 263 Olcott Street from October 15 through December 31. (No brush or plastic bags, please. No contractors are allowed to use this drop site.)

Full details regarding the 2019 Leaf Collection Program available online. You can also find your area online using the search tool <http://eservices.townofmanchester.org/leafroutes/Default.cfm>

Manchester Road Race

The 83rd running of the Manchester Road Race takes place Thanksgiving Day, November 28 at 10:00 am. Information and online registration is available at www.manchesterroadrace.com.

Family History Day - November 9, 2019 from 9am-1pm at Manchester Town Hall.

<http://townclerk1.townofmanchester.org/index.cfm/genealogy/>

Shred Fest- Sponsored by Eighth District, November 2, 2019, from 9-12 noon at 18 Main Street.

Assessment & Collection

The Office of Assessment & Collection is working on the Motor Vehicle Supplemental Grand List of October 1, 2018 which contains vehicles registered after October 1, 2018, which were therefore not included in the Motor Vehicle Regular Grand List file billed in June for payment in July. The Connecticut DMV is required to provide a file for assessors in early October annually.

Assessment & Collection continues work on the Grand List of October 1, 2019 which includes finalizing real estate fieldwork by following-up on building permits and new construction for assessment purposes. This process is undertaken year-round and finalized over the winter.

Work continues on the Personal Property Grand List and approximately 3,300 Declarations of Personal Property were mailed in late September. By statute, owners of tangible (business) personal property must declare their property annually with declarations by November 1. Manchester's declaration contains explanatory information to help taxpayers complete it, but anyone with questions about personal property can call 860-647-3015 for more information or assistance, or stop by Assessment & Collection weekdays between 8:30am and 5:00pm.

As we are approaching December, taxpayers are reminded that the second installments for real estate tax bills and some personal property tax bills mailed in June 2019 are coming due by February 3, 2020, which is a few days later than normal because February 1st is on a weekend. There is no separate mailing for these installments as both payment coupons were sent in June. Taxpayers wishing to find out if they have a payment due may check the Town's online bill payment system at <http://www.townofmanchester.org/billpay.cfm>, or e-mail Director of Assessment & Collection John Rainaldi at jrainaldi@manchesterct.gov

Property owners impacted by defective concrete foundations can apply for a reduced assessment through the Office of Assessment & Collection. This is made possible due to legislation passed in 2016 which allows for an assessment reduction for five years if the owner has a report from a licensed professional engineer indicating that the house has defective concrete. The homeowner must provide a copy of that report to Assessment & Collection and Assessment staff must then inspect the property. Applications received through December 31, 2019 will take effect for the 2019 Grand List (meaning the reduction will start with the July 2020 tax installment). More information on this program can be found online at

<http://assessmentandcollection1.townofmanchester.org/index.cfm/defective-concrete-and-crumbling-foundation-information/>. To date, the Town of Manchester has received over 130 applications for reduced assessments due to defective concrete, and a handful of properties that received reduced assessments have had foundation replacements. Once the foundations are replaced, the assessment reduction must be removed.

Department of Leisure, Family and Recreation

Recreation Division – Events and Updates

Fall Registration is underway! Stop by, give us a call or visit our website for more details and to register for your favorite class! Space is very limited in some classes, call soon! Our registration

software (RecTrac) is being upgraded to a web-based system in November. Staff training was held in October in preparation for the migration.

Northwest Park Pavilion Rentals are full for 2019!

Mahoney Recreation Center – Open Monday-Friday from 6:00pm – 9:30pm. Registration is ongoing for Youth Basketball and Youth Soccer. Please note that the Basketball Hall of Fame Clinic is full.

Adult, Teen and Youth Leisure classes will continue to be offered in November and will be conducted at Center Springs, the Community “Y” and the Office of Neighborhoods and Families.

Registration for **Indoor Pickleball** at Bennet Cone Gym continues! Session two begins in November. Equipment will be provided and there will be a coach on site! Call now to register, spots fill quickly!

Strength & Flex H20 - *NEW* class combines aerobic warm-up with a stretching component followed by strength and flex exercises using water dumbbells and noodles. A challenging and aerobic balance segment can be modified by using the side of the pool for assistance. The class concludes with relaxation exercises and is appropriate for all abilities! Ages 18+.

Early Childhood

Mommy & Me Playgroup – Tuesdays 3:00 – 4:30pm

Cradle to Crayons - Thursdays 3:00 – 4:15pm

Learn & Play Group - Fridays 10:00am – 12:00pm

Youth Services Bureau

Teen Center – Monday - Friday, 2:30 to 5:30 pm, Ages 14-18 - offers a place for students of Manchester to come and socialize with their peers in a structured, supervised environment. The Center services students between the ages of 14 to 18 and is open Monday through Friday 2:30 to 5:30. While at the Teen Center students can play video games, pool, ping pong, surf the internet, play foos ball, and enjoy some of our many board games. Students in Teen Center are offered a group discussion every Wednesday starting at 2:30, and we talk about different topics ranging from future goals, education, teen violence, employment, and anything that the students might have on their minds. After the group discussion we serve the students pizza. For more information call Pierre Brilliant at (860) 647-5223.

Manchester Youth Commission mini grant applications are being accepted until December 6, 2019. The Commission is requesting proposals for mini grants of up to \$1,000 per application for Manchester community groups which are either led by, or intended to benefit, youth in Manchester. Qualifying candidates must plan to facilitate a project or program which fulfills one of three categories: Out of School Time/After School Initiatives, Service Learning Initiatives, or Arts and Culture Initiatives.

Manchester Youth Commission meets the 1st and 3rd Tuesday of each month at Town Hall in the Manchester Room. The Commission will be gearing up for the annual retreat. As part of the warm up, they will be participating in the annual Waffle-Off on Election Day.

Mother-Daughter Circle – Wednesdays until November 20, 5:30–7:30pm at the YSB - is a program to promote healthy bonds between mothers/guardians.

Open Play Day – Monday, November 18, 4:00–5:30pm - Drop-in open play time for caretakers and young children.

Baby Babble: Infant Play Group – November 7, 9:30–11:00am - once a month baby group for caregivers with infants 1.5 and under. This group will primarily be a social opportunity for mothers and caregivers to meet other locals who have infants!

Play Training with Elsa Jones – November 19, 6:00–8pm - will cover an overview of purposeful play for childcare and preschool workers.

Boyz to Men – Thursdays until November 21, 3:00–4:30pm - is an enrichment program designed to provide support to young men who can benefit from the guidance, friendship, and life experiences of adult male mentors in a group setting. Ages 14-18.

PeaceLove Creative Workshop – “Patterns in Motion” - Thursday, November 14, 5–7pm. PeaceLove is an expressive arts studio focused on holistic wellness and uses art as a way to feel better. Through a variety of expressive arts programs and sharing stories, we help people find their inner voice, make meaningful connections and discover new tools for wellness.

Youth and Police - Dave & Busters – Thursday, November 21, 3:30 –7:00pm. Get to know local police officers by joining us for dinner, games and fun at Dave & Busters! This event is open to youth in grades 5-12. Registration is required and space is limited! Transportation and meal provided.

Neighborhood and Families

USIC First Friday Film Series, Friday, November 1, 6–8:30pm - sponsored by United for a Safe and Inclusive Community. Film followed by facilitated conversation in a safe and inclusive environment. Film titles will be announced several weeks in advance on Facebook. No cost.

Write Out Loud Youth Open Mic Night, Friday, November 29, 5–9:00pm. 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. No cost.

Youth Programs and Sports - Join us for fun and exciting activities! - Fundamentals, Boys Pee Wee, Girls Pee Wee and Co-Ed Midget Basketball. Co-Ed Indoor Soccer. Jukido.

Manchester Fire Rescue EMS Monthly Activity Statistics

September 2018	September 2019
-------------------	-------------------

Types of Incidents

Medical Rescue	616	525
Fire	11	14
Hazardous Condition (No Fire)	27	21
Public Service	22	25
Good Intent	61	46
Fire Alarm Activations – No Fire	54	45
Total Incidents	791	676

Thanksgiving Safety

Thanksgiving brings family and friends together to share a good meal. Some have built up their appetites running in the annual race. Thanksgiving also comes with an increased chance of fire. *Thanksgiving is the peak day of the year for house fires!* The average number of cooking fires triples. Don't let this happen to you!

Tips for cooking safely on Thanksgiving Day include:

1. Stay in the kitchen when you have food on the stovetop.
2. Use a timer and do frequent checks when baking, broiling and roasting.
3. Keep stoves and ovens clean of grease.
4. Keep pot holders, towels and paper products 3 feet away from stove top.
5. Make sure the handles of pots and pans are facing inward. Use back burners as often as possible.
6. Avoid loose clothes, especially those with long sleeves, while cooking.
7. Make sure all candles and smoking materials are out after guests leave.

If a cooking fire does happen, stay calm. A small grease fire can be contained by sliding a lid over the pan, and turning off the stove. A common mistake that leads to bigger fires and many injuries is picking up the pot and trying to move it. Many people grab the pot, intending to move it outside the home or to another safe location and in the process the hot cookware is dropped on the floor and the fire spreads quickly. If a fire happens, and it's not a fire that can be easily put out on the stovetop, get everyone outside of the house and call the Fire Department (9-1-1).

Recent Police Activity – September 2019

Monthly Stats

Total Calls for Service	6,389
Total Police Cases	1,130
Total 911 Calls	1,998
Emergency Calls	
8 th District	180
Town Fire	680
PD	4,529

Town Clerk's Office

	<i>Month End Report September 2019</i>	<i>July 2019 – June 2020 (Fiscal Year to date)</i>
Total Customers Serviced	2,047	7,323
Land Records	598	1,810
Vitals	554	2,100
Marriage Licenses	40	104
Dog Licenses	100	808
Notarizations	28	153
Trade Names	12	36
Dissolution Trade Names	0	5
Foreclosure Registrations	22	57
Total Revenue	\$528,954.18	\$808,259.91

Employee News

Promotions

Scott Ranking – Maintainer II – Highway

Recently Hired

Daniel Faust – Maintainer I – Cemetery

Timothy Stearns – Maintainer I – Highway

November 2019

Senior Center Advisory Committee
November 1, 2019, 9:00 a.m.
549 East Middle Tpke

Board of Education Meeting
November 4, 2019, 7:00 p.m.
Buckley School

Building Committee Meeting
November 4, 2019, 7:00 p.m.
Manchester Room, Town Hall

Planning and Zoning Commission
November 4, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Redevelopment Agency Meeting
November 7, 2019, 7:30 a.m.
Hearing Room, Lincoln Center

Advisory Board of Health Meeting
November 13, 2019, 6:00 p.m.
Weiss Center, 479 Main Street

Economic Development Commission
November 14, 2019, 8:00 a.m.
Directors Room, Lincoln Center

Manchester Arts Commission
November 14, 2019, 5:30 p.m.
WORK_SPACE

Manchester Library Board Meeting
November 18, 2019, 6:30 p.m.
586 Main Street

Board of Education Meeting
November 18, 2019, 7:00 p.m.
Manchester High School, Room 293

Board of Directors Swearing In
November 18, 2019, 7:00 p.m.
Cheney Hall

Planning and Zoning Commission
November 18, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Board of Directors Meeting
November 19, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Conservation Commission Meeting
November 19, 2019, 7:00 p.m.
Directors Room, Lincoln Center

Manchester Housing & Fair Rent Commission
November 20, 2019, 7:00 p.m.
Hearing Room, Lincoln Center

Redevelopment Agency Meeting
November 21, 2019, 7:30 a.m.
Hearing Room, Lincoln Center

Pension Board Meeting
November 21, 2019, 4:00 p.m.
Directors Room, Lincoln Center

Cheney Brothers National Historic District Commission
November 21, 2019, 5:30 p.m.
Hearing Room, Lincoln Center

Advisory Rec & Park Commission
November 21, 2019, 6:00 p.m.
The Lodge, 39 Lodge Drive

Land Trust Board Meeting
November 17, 2019, 7:00 p.m.
20 Hartford Road