

**MINUTES  
EIGHTH UTILITIES DISTRICT  
BOARD OF DIRECTORS  
BUDGET WORKSHOP  
MONDAY, APRIL 17, 2017  
DONALD WILLIS HALL  
18 MAIN STREET  
MANCHESTER, CT 06042**

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The Board of Directors of the Eighth Utilities District of Manchester, Connecticut held a Budget Workshop on Monday, April 17, 2017 at the conclusion of the Regular Monthly Meeting at The Donald Willis Hall, 18 Main Street, Manchester, Connecticut.

Mrs. O'Marra called the meeting to order at 7:40 p.m.

**Fire Marshal Budget**

Marshal Roback explained the workload for his office. There are 23 different occupancies within the borders of the District, i.e., schools, retail, gas stations, and manufacturing. He stated that there are approximately 4,000 apartments in the District. Apartments are supposed to be inspected every year, and his staff inspects approximately 79% of the apartments in a 12-month period and 100% in an 18-month period. Marshal Roback stated that apartments are the most difficult to inspect because tenants have to be informed when someone is scheduled to enter their apartment. Because of this the inspectors have to coordinate with the property managers.

Marshal Roback said that last October legislation was passed mandating that factories and manufacturing sites have to be inspected once every three years.

There was a lengthy discussion on increasing the Fire Marshal's stipend to \$60,000. Marshal Roback's current stipend is \$53,240. Mr. Tyler said that the increase to \$60,000 includes the 2% increase that has been proposed for everyone else.

Marshal Roback stated that he is regularly putting in over 25 hours per week. Mr. Napoli stated that the Fire Marshal is a stipend position, and therefore the 25 hours per week is the minimum that he is expected for work. He continued that to his knowledge no other stipend position has put in for extra duty pay. Mrs. O'Marra said that the extra duty line was added to the budget when the mall was being constructed. This was because of all of the extra hours that were required during that time. Mrs. Bowen stated that she had run Payroll figures since 2012. In that time the extra duty pay that Marshal Roback has requested averages out to 2.44 hours per week. She feels that this is not an excessive amount of extra hours.

Voted: Mr. Napoli made a motion to keep the Fire Marshal's stipend at the current amount plus the 2% proposed increase.  
Seconded by Mrs. Bowen.

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Because the result of the vote was unclear by a voice vote Mrs. O'Marra requested a show of hands.

Mr. Napoli, Mr. Luzusky, Mrs. Bowen, and Mrs. O'Marra voted in favor of the motion.  
Mr. Tyler, Mr. Topping, and Mrs. Gionet voted against the motion.

The motion was approved 4 to 3.

At the conclusion of the vote Mr. Tyler stated that he wanted to revisit the Fire Chief's raise which was approved at the Fire Department budget workshop. There was a discussion on whether this was pertinent. It was the consensus of the Board that the Fire Marshal's stipend has no bearing on the Acting Chief's proposed pay increase.

VOTED: Mr. Topping made a motion to adjourn.  
Seconded by Mr. Napoli.

There being no other business the meeting adjourned at 8:30 p.m.

DIRECTORS PRESENT:

Mary O'Marra, President  
Deberah Bowen  
Karen Gionet  
Leonard Luzusky  
Gerard Napoli  
John Topping  
Joseph Tyler

MINUTES TAKEN BY KAREN GIONET  
MINUTES TRANSCRIBED BY DEBERAH BOWEN  
DIRECTORS  
EIGHTH UTILITIES DISTRICT