

## AGENDA

### COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

**April 19, 2004**  
**Aldermen Forest, Gatsas,**  
**Osborne, Porter, Lopez**

**5:15 PM**  
**Aldermanic Chambers**  
**City Hall (3<sup>rd</sup> Floor)**

1. Chairman Forest calls the meeting to order.
2. The Clerk calls the roll.
3. Communication from Alderman Shea relative to procedures for citations.  
**Gentlemen, what is your pleasure?**
4. Communication from Karen Nault seeking permission to hang a 60-foot banner across Elm Street marking the start of the 12<sup>th</sup> Annual CIGNA HealthCare Corporate 5K Road Race on Thursday, August 12, 2004 from 5:00 PM until immediately after the start of the race.  
**Gentlemen, what is your pleasure?**
5. Communication from Joan Porter, Tax Collector, suggesting departmental input regarding ultimate utilization of electronic forms of payment.  
*(Note: on 03/15/2004 voted that a study be conducted by Finance, Water, EPD, Tax, and Information Systems on cost estimates and implementation of an electronic form of payment starting with water and sewer billing combined.)*

### **TABLED ITEMS**

**A motion is in order to remove any of the following items from the table for discussion.**

6. Communication from Diane Prew, Information Systems Director, advising that the Mail Operation Committee met to review the proposals and as a result a new proposal from Pitney Bowes was received that the committee will be meeting shortly to review.  
*(Tabled 10/07/2003)*

7. Communication from Leo Pepino requesting that the Board of Mayor and Aldermen provide all World War II veterans with a medal similar to those given to Manchester's soldiers after World War I.  
*(Tabled 11/18/2003 pending State legislation.)*
  
8. Financial Restructuring proposal – response from Mayor, if available.  
*(Note: Mayor was requested to choose two departments.)*  
*(Tabled 03/15/2004)*
  
9. Communication from Alderman Os borne requesting the contract compliance issues noted in the management letter be referred to the Committee on Administration.  
*(Tabled 03/15/2004 pending review of management letter.)*
  
10. Draft Resolution in opposition to HB 1416-FN “extending the property tax exemption for wooden poles and conduits and establishing a committee to study issues related to the exemption” referred to committee by the full Board to monitor.  
*(Tabled 03/15/2004 pending vote of the State Legislature.)*
  
11. Report from City Solicitor regarding requested language for charter amendment relating to internal auditor and primary elections, if available.  
*(Tabled 03/15/2004. Formerly considered as part of a communication from Alderman Lopez.)*
  
12. If there is no further business, a motion is in order to adjourn.