

Revised 4/7/15

**TOLLAND BOARD OF EDUCATION
Hicks Municipal Center
Council Chambers
Tolland, CT 06084**

REGULAR MEETING

7:30 – 10:00 P.M.

**AGENDA
April 8, 2015**

VISION STATEMENT

To represent education at its best, preparing each student for an ever-changing society, and becoming a full community of learning where excellence is achieved through each individual's success.

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

- Regular Meeting – March 25, 2015

C. PUBLIC PARTICIPATION (2 minute limit)

The members of the Tolland Board of Education welcome members of the public to share their thoughts and ideas at this time. When appropriate to do so, members of the Board and the administration may respond to comments during "Points of Information". However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.

D. POINTS OF INFORMATION

E. STUDENT REPRESENTATIVES REPORT – Charles Perosino and Sarah Welch

F. SUPERINTENDENT'S REPORT

F.2 Monthly Financial Report

G. COMMITTEE & LIAISON REPORTS

H. CHAIRPERSON'S REPORT

I. BOARD ACTION

J. PUBLIC PARTICIPATION (2 minute limit)

Comments must be limited to items on this agenda.

K. POINTS OF INFORMATION

L. CORRESPONDENCE

- Special Town Council Meeting – March 12, 2015
- Special Town Council Meeting – March 18, 2015
- Town Council Meeting – March 24, 2015
- Special Town Council Meeting – March 26, 2015
- Special Town Council Meeting – March 31, 2015

M. FUTURE AGENDA ITEMS

N. ADJOURNMENT

**TOLLAND BOARD OF EDUCATION
Hicks Municipal Center
Council Chambers
Tolland, CT 06084**

REGULAR MEETING – March 25, 2015

Members Present: Mr. Sam Adlerstein, Chair; Mr. Patrick Doyle, Vice Chair; Ms. Kathy Gorsky, Secretary; Ms. Karen Moran, Mr. Steve Clark, Ms. Colleen Yudichak, Mr. Tom Frattaroli, Mr. Robert Pagoni, and Mr. Joe Sce.

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:36 P.M. The Pledge of Allegiance was recited.
A moment of silence was observed in honor of Mr. David Ridzon.

The order of the items on the agenda was addressed as follows: A, C, F2, F3, F1, F8, and F7. The remainder of the meeting followed the order of the items starting with item B.

B. APPROVAL OF MINUTES

- Regular Meeting –March 11, 2015

Changes: add time for when Mr. Doyle motioned to go into executive session, add time of when the Board returned to regular session, and include the vote.

Ms. Gorsky motioned to approve the minutes of the March 11, 2015 meeting with the noted changes. Mr. Clark seconded the motion. Mr. Adlerstein, Mr. Doyle, Ms. Gorsky, Ms. Moran, Ms. Yudichak, Mr. Clark, Mr. Frattaroli, and Mr. Pagoni were in favor. Mr. Sce abstained. Motion carried.

C. PUBLIC PARTICIPATION

Laura Bush introduced herself. She is on the Vernon Board of Education and is the CAFE Region 3 Director. She thanked the Board members for their service to the community and invited them to contact her if there is any way that CAFE may be able to assist the Board. Everyone appreciates the work the members do for the Tolland schools.

D. POINTS OF INFORMATION - none

E. STUDENT REPRESENTATIVE REPORT

Mr. Perosino noted that the Student Council will hold Cupcake Wars on the Friday before the April break. There will be teams of 4 which will bake and decorate cupcakes which will then be judged. He added that students are still concerned about the budget cuts to the World Language program. In particular, they are worried that they will not be able to take higher level language courses.

Dr. Willett responded that the cuts are still in place but he is confident that there will still be a quality student language program. Ms. Moran commented that Mr. Perosino did a great job in the THS musical. She added that there were students in the audience at today's CAFE event.

She apologized that she was unaware that students were allowed to attend and would have offered the opportunity to Mr. Perosino and Ms. Welch.

F. SUPERINTENDENT'S REPORT

F.1. Recognition of John Carroll, Maintenance Manager (no enclosure)

Dr. Willett introduced Mr. John Carroll. He has been the facilities manager for 37 years and has helped the district in so many ways. He is a very kind and compassionate. Although 70 years old, he did whatever was needed for the Tolland Public Schools and has already received recognition from the Lieutenant Governor.

Ms. Moran hopes his tool belt is lighter now and presented him with a gift on behalf of the Board.

Mr. Carroll commented that this Board, as well as its predecessors, has done a great job. There was a gentleman that stood before the Board many years ago, Larry Strong, Mr. Carroll's brother-in-law. He was "mentally retarded" and was hired by the Board when he was in his late 20s. At the time, they did not know how the children at the time would react to Mr. Strong. Mr. Strong worked for Tolland for 23 years and retired. He has since passed away but did a great job, as did the students. Both Mr. Carroll and his wife appreciate the Board's ability to be forward-thinking and take on challenges. Mr. Carroll thanked the Board for its support.

Mr. Clark commented that he has known Mr. Carroll long before he became involved in the Town. Mr. Carroll has been on numerous committees and there is not a space in any of the buildings that Mr. Carroll does not know about – and how to repair. Mr. Carroll will never be able to be replaced. Mr. Clark wished him the best. Mr. Carroll noted that the Hicks Municipal Building was once a school under his charge and explained how communication took place before cell phones and beepers. He added that "it's been quite a run".

F.2. DECA Recognition (no enclosure)

Dr. Willett congratulated the DECA team on its great success. DECA is an international business club for high school and college students. It brings students into the real world of business. This is the 3rd year THS has been involved with the program and has attended the international competition. The team competed with over 1,000 students in 30 categories. Mr. Hunter Mulhauser is the vice president of competition for this year's chapter of Tolland High School's DECA. He is proud of the team and thanked everyone for their support. He explained that they want to make a difference in the school and the community as well.

Twenty one students placed in the top 6 of their categories and 10 are going to the Nationals. Dr. Willett presented certificates of recognition to the following students who placed in the top 3 of their categories at the DECA competition: Brandon Atils, Liam Barry, Devan Carmody, Devin Fiddler, Joseph Garabedian, Thomas Iandolina, Jordan Lonnais, Hunter Mulhauser, Evan Riesbeck, Joshua Walls, Emily Warrington, Jack Yates, and Brian Sauter.

Dr. Willett noted that DECA raised over \$12,800 which will be matched by JP Morgan Chase for Feeding Children Everywhere.

Jordan Lyonnais and Kayleigh McManaman were the Co-Chairs of the Tolland Triumphs Over Hunger event. Mr. Lyonnais explained that the goal was to have a large community service program. Both he and Ms. McManaman had previous experience with the Feeding Children Everywhere program and wanted to involve not only DECA but the school and the community as well. The group was given a goal of \$10,000. They challenged everyone to donate \$10 and received donations from many local businesses including Tolland Bicycle, Papa Ts, and Dunkin Donuts. Students raised \$6,000, online donations from the community totaled \$4,000, and local businesses donated approximately \$4,000. Students packaged 111,744 meals which will go to the local community and Kenya. Tolland was one of the first high schools to meet its goal without having a major sponsor. The local community meals were donated to Access CT which said that it was the largest donation it had ever received.

Ms. Lynn Bridge, the business teacher at THS, explained that part of DECA is to learn management skills. The students learn how to run a school-wide event. Ideas are brought forward, they are voted on, and one idea becomes the project. There are 67 club members who meet after school and everyone participated in this event. It was a great learning process.

F.3. Robotics Recognition (video) (no enclosure)

Dr. Willett congratulated the RAGE Robotics team for coming in 1st place. There were 40 teams, and the team won via an alliance with two other teams. This is the 2nd year the team in Tolland, which includes students from neighboring communities, has participated in the program. There will be another competition at Hartford Public High School on March 28th and 29th.

The RAGE Robotics team is provided with an objective and a basic kit of items for the robot build. Students do the programming along with other tasks and work side by side with engineers to problem-solve and design the robot and compete in team competitions. The group raises money with the help of local businesses. None of the expenses were paid for with taxpayer dollars.

Dr. Willett recognized the following students: Ryan Carnamola, Nick Curley, Abigail Davidson, Andrew Davidson, Jonathan Dos Santos, Ryan Doyle, Alan Jackson, Alden McCullah Lamp, Tim Lewis, Kyle Noryk, Jack Percy, Ryan Perkins, Ricky Perryman, Jared Poulos, Ryan Welch, and Kurt Windbrenner. The team presented Dr. Willett with a t-shirt and invited the Board members to attend the competition that will be held this coming weekend.

Mr. Adlerstein noted that the students are amazing and inspiring. He is very proud.

F.4. 2015-2016 School Calendar

Dr. Willett reviewed the calendar. He explained that it maximizes students' learning time and front loads professional development for faculty and staff. More full days are scheduled and there will be ongoing professional development. Emergency snow days

are built into the end of the year and there is now more time for parent/teacher conferences. Dr. Willett noted that he will need to speak to the teachers' union about the schedule and that an MOU may be needed but he is confident that he will have success since this is something the staff has desired. Teachers will still have time to get their classrooms ready. Ms. Tyl worked with the Policy Committee to develop the schedule. The Policy Committee recommended that this item be brought to action. A discussion took place regarding the importance of getting feedback from the public. Mr. Clark noted that school is scheduled to be held on Veterans Day. The intent is to have Veterans Day ceremonies at all of the schools.

The calendar will be reformatted and a square added to the 10/13/15 date. Additionally, the time for early dismissal at the preschool will be included. On the next agenda, an item will be included that is specifically for public comment on the proposed calendar.

- F.5. Policy 9130- Time, Place and Notice of Meetings (second reading)
Policy and Regulation 5081 – Bullying Prevention and Intervention (second reading)
Policy 1360 – School Calendar (second reading)
Dr. Willett explained that the first reading of these policies was during the term of the Interim Superintendent, Dr. McDowell. Mr. Clark motioned to move item F.5 to item I.1 for action. Ms. Moran seconded the motion. All were in favor. Motion carried.
- F.6. Consideration of the Approval of the Name Change on the Tolland Public Schools Child Nutrition Program Account
Dr. Willett recommended that the Board approve the change of the name on the Tolland Public Schools Child Nutrition Program account to reflect that of the new business manager. Mr. Clark motioned to move item F.6 to item I.2 for action. Ms. Moran seconded the motion. All were in favor. Motion carried.
- F.7. SBAC
Dr. Willett cited public act Section 10-14n. (d) The scores on each component of the mastery examination for each tenth or eleventh grade student may be included on the permanent record and transcript of each student who takes such examination.” Dr. Willett explained that the word “may” makes it at the superintendent’s discretion. He is making it at his discretion that it not be included on the transcripts.
- F.8. Presentation of Tim Ackert, State Representative (no enclosure)
State Representative Ackert is the 8th District Representative. He serves all of Columbia, a portion of Tolland, all of Coventry, and a portion of Vernon. This is his 3rd term and he is honored to serve on the Education Committee and the Higher Education Committee and has done so for the past 3 terms. He is a post -secondary teacher and has been involved in education for a number of years.

He emphasized to the Board that he is available as a resource. There are a lot of upcoming changes including a new commissioner of education. Tolland has a very productive education system. Representative Ackert has been worked with RAGE for 20 years and congratulated both RAGE and DECA on all they have done. There are not a lot

of young people going into business in CT and it is good to see that students are receiving training right here in Tolland.

Representative Ackert met with 4 Board members at the Capitol today and thanked them for visiting and being passionate about their positions on the Board. At the state level, they do not know everything that is going on and he cannot guess the needs. He encouraged Board members and the public to contact him with any issues. When the state talks about ECS funding being flat, it means that it is going down. It is not being reduced but costs (contractual, energy etc.) are going up. When ECS is flat funded, it does not meet the needs which in turn affect local property taxes. The negative cost shift to the towns takes money away from someplace else. Tolland gets about .65 back from every dollar invested in the state government. To teach a child in Tolland costs less than to teach a child in Hartford or Bridgeport and he wants every child to be treated the same and wants to be able to provide the needed resources. He added that there are unfunded state mandates. Mandates should be fully funded at the state level.

Mr. Sce commented that he heard there was a proposal to allow towns to implement a local sales tax. Representative Ackert responded that he would not see this bill until it comes out of the Finance Committee. Years ago when the sales tax was increased, a portion was supposed to go to the towns but the governor never released the money to the towns. Mr. Sce inquired if there has been a freeze on opening magnet schools. Representative Ackert noted that there is not a freeze but they are trying to have a moratorium on new charter schools.

Mr. Clark commented that he has been reading about the new proposed casinos. When the initial casinos were discussed, a big selling point was that there would be money for education and asked if there may be hope of getting money for education from new casinos. Representative Ackert explained that there is a decline in gambling as a whole and does not see new casinos as helping to fund education.

Mr. Doyle thanked Representative Ackert for attending the meeting and opening the door for communication. As a Board member, he would be willing to spend time to provide feedback on what he is hearing from the local community in regard to the SBAC and other issues.

Mr. Adlerstein explained that one issue is that it is difficult to forecast the budget due to not knowing how much the district will receive in excess cost funding. It is not fully funded. The budget can be made or broken by a few students and managing this aspect of the budget is impossible. He asked if there is any help on Representative Ackert's radar screen to address this. Representative Ackert believes it should be fully funded and any costs incurred due to a student moving into a district after the school year starts should be paid for by the state. They will continue to work on this at the state level.

F.9. Erase Survey Presentation (no enclosure)

Bonnie Smith is the executive director for ERASE, East of the River Action for Substance Abuse and Elimination in East Hartford. They work on substance abuse prevention and behavioral health promotion. Ms. Smith presented the findings of the Tolland 2014

alcohol and drug abuse survey. There was a 94% participation rate and 34 surveys were omitted due to discrepancies. The most commonly used substance among high school students was alcohol followed by marijuana. The study was paid for via grants and trend data was provided. Questions included accessibility, how students believe their parents would feel about substance use, and whether use is harmful. Tolland's results were either slightly below or significantly below the state and national rates. This data is good for grant applications and for informing the community what is going on in town. To help address these issues, Ms. Smith spoke of the Strategic Prevention Framework. It is a model for assessment and planning for substance abuse prevention and works for many other behavioral health issues. Data is collected, risks are examined, assets in the community are reviewed and a plan that addresses environmental strategies is created. The survey will be discussed in detail on March 30th at Tolland Middle School.

G. COMMITTEE AND LIAISON REPORTS

Finance and Facilities – The next meeting will be held on April 1st. Discussions will take place regarding setting a framework in regard to facilities and declining enrollment. Additionally, it has been confirmed that Sgt. Steven will be at the April 22nd Board meeting to discuss the results of the SRO program.

Communications – none

Website Task Force – They are waiting for SharpSchool to set up a mock site.

Town Council –Item 6.1 is in regard to moving the polling location from Hick's Gym to the gym at the Recreation Center.

Policy – The next meeting will be held on April 22nd at 1PM.

CABE – Members attended CABE's Day on the Hill. There were many good speakers and attendees received a packet which including information on various bills. Mr. Doyle noted that Ms. Yudichak has been a great coordinator with CABE.

H. CHAIRPERSON'S REPORT

Mr. Adlerstein noted that the budget goes to public hearing tomorrow night. It will take place at TMS at 7:30PM. The budget is a solid plan and moves the district in a direction where the focus can be on priorities. This cannot be done if the budget does not pass and he hopes people will show up and support the budget.

Ms. Moran explained that she believes that the public has a misconception of the reduction of the 3.44% to the 2.98%. The public thinks that the 3.44% should be kept so that teachers can be kept or that something can be added and clarification may be needed.

Dr. Willett explained that he was notified of the retirement of a .5 reading person. This was unanticipated. In turn, if the position is not filled, it may be possible to bring back some of the paraprofessional positions that were slated to be cut in the budget. Mr. Doyle commented that he appreciates that collaborative nature of the budget plan and working with the same leaders to come up with the best plan is how they should continue. A discussion took place and Dr. Willett

will present the information regarding the retirement to the Town Council and the Town Manager.

Ms. Moran motioned to go past 10PM. Mr. Clark seconded the motion. All were in favor. Motion carried.

I. **BOARD ACTION**

- I.1 Policy 9130- Time, Place and Notice of Meetings (second reading)
Policy and Regulation 5081 – Bullying Prevention and Intervention (second reading)
Policy 1360 – School Calendar (second reading)

Ms. Gorsky motioned to approve Policy 9130 – Time, Place and Notice of Meetings, Policy and Regulation 5081 – Bullying Prevention and Intervention, and Policy 1360 – School Calendar. Mr. Clark seconded the motion. All were in favor. Motion carried.

- I.2 Consideration of the Approval of the Name Change on the Tolland Public Schools Child Nutrition Program Account

Mr. Doyle motioned to approve the name change on the Tolland Public Schools Child Nutrition Program account. Ms. Gorsky seconded the motion. All were in favor. Motion carried.

J. **PUBLIC PARTICIPATION** - none

K. **POINTS OF INFORMATION**

Ms. Yudichak inquired if the 4th grader who won the Fire Prevention Poster contest will be recognized. Ms. Moran responded that this is traditionally done at a Town Council meeting.

Mr. Clark inquired if they are looking at the replacement for Mr. Carroll's position with the Town Council in terms of shared services. Dr. Willett confirmed that they are. A brief discussion took place. Dr. Willett noted that the problem is that there are not enough facility people for the schools in general. Long term, more facility people will be needed for support.

Ms. Moran noted that CABA mentioned that it needs more BOE members to contact legislators in regard to specific items. Additionally, state legislators should be contacted when the district applies for grants so that they are in the loop and are better able to offer assistance.

L. **CORRESPONDENCE**

- Town Council Meeting – March 10, 2015

M. **FUTURE AGENDA ITEMS**

- Recognition of Tolland/EO Smith Hockey Team State Title

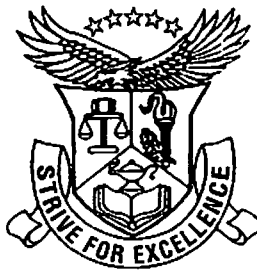
N. **ADJOURNMENT**

Mr. Clark motioned to adjourn the meeting and pay the clerk at 10:09PM. Mr. Doyle seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lisa Pascuzzi". The signature is written in a cursive style with a large, stylized "L" and "P".

Lisa Pascuzzi
Clerk



TOLLAND PUBLIC SCHOOLS

51 TOLLAND GREEN
TOLLAND, CONNECTICUT 06084

OFFICE OF THE
SUPERINTENDENT OF SCHOOLS
860-870-6850
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Walter Willett, Ph.D.
Superintendent

TO: Board of Education

FROM: Frank B. Connolly, Interim Business Manager

RE: Monthly Financial Report-March, 2015

Date: March 30, 2015

CC: Walter Willett, Ph.D. Superintendent of Schools

Attached please find the financial report for the month of March, the 9th month of our fiscal year. This report captures a snapshot of the financial condition for the month. This method allows for a good comparison each year for the same monthly time period.

The attachment is provided in an object format to clearly show the adopted budget and the expenditures against the budget. The object line items show all of the Board's expenses such as salaries, health insurance, utilities, textbooks, etc.

The attached March financial report shows a balance of balance of \$ 260,678.50 or .7% of the BOE's current budget. There are three months of expenditures left in the fiscal year. However, on the positive side, we will have reimbursements for Excess Cost and the Pay-to-Participate program.

Last year's budget had a surplus at the end of the fiscal year of approximately \$640,929 or 1.73%. The construction of the current year's budget (FY2014-15), Line item 195, started with a built-in deficit of \$192,470. This amount, plus severance payouts made already, has resulted in a line item deficit of \$414,939. Another way of looking at this opening deficit balance of \$192,470 (.52% of the budget), is a reduction from day 1 of what would have been part of the current projected end-of-the year surplus.

As noted last month, the first payment of our Excess Cost reimbursement is higher than we anticipated, A February 2, 2015 memo from the State includes the following cautionary note:

Since this a capped entitlement grant, your district's entitlement is affected by what other districts file. Final entitlements will be available in April. Please note that statewide, districts' December 1 filing for the Excess Cost grant are lower than expected.

In other words, our current reimbursement is higher than we had anticipated because other towns are lower. We must be very careful since this higher reimbursement number is not expected to hold. We will not know the exact amount of the reimbursement until the end of May.

All staff has been notified that any request for expenditures (except special education and graduation type expenses) made after March 20th requires specific approval of the Business Manager or the Superintendent. This procedure allows Central Office to strictly control spending the final three months of the fiscal year. Staff was also requested to review all outstanding purchase orders to see what can be reduced or closed out.

At this time, barring unforeseen circumstances, we should end the fiscal year in the black. The current fiscal is certainly tighter than last fiscal year, but I do anticipate a surplus albeit not in the 1.73% range of last year. As noted, key elements are the built-in deficit and the size of the final Excess Cost reimbursement.

The new Business Manager, Mark McLaughlin, and I have worked closely together on this report, and he will be available for any questions.

Thank you.

Tolland Public Schools

FC OBJ A Expenditure Report Summary (by OBJ - ???)

From Date: 3/1/2015

To Date: 3/31/2015

Fiscal Year: 2014-2015

☐ Subtotal by Collapse Mask

☒ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
0100.0000.110.00.000.1	Salaries	\$21,410,569.00	\$1,686,086.44	\$13,705,152.37	\$7,705,416.63	\$7,171,835.00	\$533,581.63	2.49%
0100.0000.120.00.000.1	Substitutes	\$465,099.00	\$32,393.88	\$234,910.15	\$230,188.85	\$26,983.76	\$203,205.09	43.69%
0100.0000.130.00.000.1	Overtime	\$84,889.00	\$19,794.31	\$109,445.86	(\$24,556.86)	\$4,279.50	(\$28,836.36)	-33.97%
0100.0000.150.00.000.1	Stipends	\$329,888.00	\$70,293.42	\$220,563.24	\$109,324.76	\$221,415.67	(\$112,090.91)	-33.98%
0100.0000.190.00.000.1	Pension/Severance	(\$192,470.00)	\$3,040.00	\$222,182.22	(\$414,652.22)	\$287.00	(\$414,939.22)	215.59%
0100.0000.200.00.000.1	Employee Benefits	\$210,863.00	\$375.00	\$304,637.31	(\$93,774.31)	\$0.00	(\$93,774.31)	-44.47%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,150,651.00	\$502,643.02	\$3,600,580.75	\$1,550,070.25	\$1,379,469.40	\$170,600.85	3.31%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$542,290.00	\$46,926.48	\$368,241.76	\$174,048.24	\$165,612.81	\$8,435.43	1.56%
0100.0000.240.00.000.1	Retirement (ICMA)	\$189,568.00	\$17,370.73	\$153,116.33	\$36,451.67	\$53,777.07	(\$17,325.40)	-9.14%
0100.0000.250.00.000.1	Course Reimbursement-Degree Ch	\$35,000.00	\$8,846.33	\$8,846.33	\$26,153.67	\$11,153.67	\$15,000.00	42.86%
0100.0000.260.00.000.1	Unemployment Compensation	\$30,203.00	\$0.00	\$3,232.00	\$26,971.00	\$26,971.00	\$0.00	0.00%
0100.0000.270.00.000.1	Workers' Compensation	\$237,475.00	\$59,598.00	\$231,738.00	\$5,737.00	\$0.00	\$5,737.00	2.42%
0100.0000.300.00.000.1	Purch Prof & Tech Svcs	\$20,680.00	\$0.00	\$20,927.71	(\$247.71)	\$695.00	(\$942.71)	-4.58%
0100.0000.310.00.000.1	Benefits Consultant Services	\$63,043.00	\$3,943.33	\$47,459.14	\$15,583.86	\$15,773.36	(\$189.50)	-0.30%
0100.0000.320.00.000.1	Prof Educ Svcs	\$362,632.00	\$29,899.01	\$215,815.23	\$146,816.77	\$147,485.37	(\$678.60)	-0.18%
0100.0000.330.00.000.1	Professional Tech Svcs	\$5,000.00	\$183.50	\$6,094.10	(\$1,094.10)	\$910.90	(\$2,005.00)	-40.10%
0100.0000.340.00.000.1	Legal/Audit/Consult Svcs	\$159,704.00	\$18,427.31	\$121,543.25	\$38,160.75	\$31,848.29	\$6,312.46	3.95%
0100.0000.350.00.000.1	Tech Services	\$345,628.00	\$3,832.50	\$223,052.87	\$122,575.13	\$17,764.15	\$104,810.98	30.32%
0100.0000.410.00.000.1	Sewer/Water	\$35,666.00	\$0.00	\$35,666.00	\$0.00	\$0.00	\$0.00	0.00%
0100.0000.420.00.000.1	Cleaning/Rubbish Services	\$104,975.00	\$5,107.92	\$51,260.29	\$53,714.71	\$24,553.60	\$29,161.11	27.78%
0100.0000.430.00.000.1	Repair and Maint Svcs (Facil)	\$208,207.00	\$24,100.56	\$194,359.33	\$13,847.67	\$48,669.62	(\$34,821.95)	-16.72%
0100.0000.440.00.000.1	Rentals	\$128,396.00	\$9,741.76	\$74,915.16	\$53,480.84	\$50,083.41	\$3,417.43	2.66%
0100.0000.510.00.000.1	Student Transp Svcs	\$2,139,549.00	\$12,821.37	\$1,786,913.84	\$352,635.16	\$423,597.21	(\$70,962.05)	-3.32%
0100.0000.520.00.000.1	Property/Liability Insurance	\$175,801.00	\$40,114.00	\$177,528.28	(\$1,727.28)	\$0.00	(\$1,727.28)	-0.98%
0100.0000.530.00.000.1	Telephone/ Postage	\$43,192.00	\$4,619.47	\$30,271.39	\$12,920.61	\$13,854.88	(\$934.27)	-2.16%
0100.0000.540.00.000.1	Advertising	\$2,865.00	\$0.00	\$2,167.00	\$698.00	\$0.00	\$698.00	24.36%
0100.0000.550.00.000.1	Printing and Binding	\$25,235.00	\$186.30	\$12,979.74	\$12,255.26	\$7,412.81	\$4,842.45	19.19%
0100.0000.560.00.000.1	Tuition Educ Agency	\$2,306,137.00	\$237,612.25	\$1,491,686.39	\$814,450.61	\$929,395.51	(\$114,944.90)	-4.98%
0100.0000.580.00.000.1	Travel and Conference	\$24,326.00	\$2,330.05	\$16,885.56	\$7,440.44	\$9,331.88	(\$1,891.44)	-7.78%
0100.0000.590.00.000.1	Safety Officials / SRO	\$18,000.00	\$2,167.86	\$6,586.87	\$11,413.13	\$11,287.97	\$125.16	0.70%
0100.0000.600.00.000.1	General Supplies	\$131,273.00	\$10,253.95	\$150,364.89	(\$19,091.89)	\$15,774.99	(\$34,866.88)	-26.56%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$336,702.00	\$20,351.66	\$211,160.31	\$125,541.69	\$49,634.33	\$75,907.36	22.54%
0100.0000.620.00.000.1	Energy	\$1,615,258.00	\$23,972.27	\$1,515,512.75	\$99,745.25	\$96,765.25	\$2,980.00	0.18%
0100.0000.640.00.000.1	Textbooks	\$109,027.00	\$3,667.49	\$84,109.33	\$24,917.67	\$5,425.61	\$19,492.06	17.88%
0100.0000.650.00.000.1	Films and Videos Supl	\$1,650.00	\$0.00	\$0.00	\$1,650.00	\$0.00	\$1,650.00	100.00%
0100.0000.660.00.000.1	Computer Software	\$57,820.00	\$270.00	\$45,338.07	\$12,481.93	\$200.99	\$12,280.94	21.24%
0100.0000.690.00.000.1	Misc Supplies	\$51,913.00	\$1,071.34	\$32,123.29	\$19,789.71	\$14,476.15	\$5,313.56	10.24%
0100.0000.730.00.000.1	Equip Instruct - New	\$170,210.00	\$4,361.86	\$178,444.07	(\$8,234.07)	\$1,909.04	(\$10,143.11)	-5.96%
0100.0000.760.00.000.1	Equip - Spec Ed - Instr - New	\$1,200.00	\$0.00	\$1,247.13	(\$47.13)	\$0.00	(\$47.13)	-3.93%
0100.0000.810.00.000.1	Dues and Fees	\$51,467.00	\$489.99	\$50,003.99	\$1,463.01	\$2,865.00	(\$1,401.99)	-2.72%
0100.0000.890.00.000.1	Misc Expense	\$0.00	\$0.00	\$350.00	(\$350.00)	\$0.00	(\$350.00)	0.00%
Grand Total:		\$37,189,581.00	\$2,906,893.36	\$25,947,412.30	\$11,242,168.70	\$10,981,490.20	\$260,678.50	0.70%

End of Report

**SPECIAL MEETING MINUTES
TOLLAND TOWN COUNCIL
HICKS MEMORIAL MUNICIPAL CENTER
6th FLOOR COUNCIL ROOM
MARCH 12, 2015**

Present: Jack Scavone, Chairman
George Baker, Vice-Chair
William Eccles
Richard Field
Jan Rubino
Benjamin Stanford
Paul Krasusky

Also Present: Steven Werbner, Town Manager
Michael Wilkinson, Director of Administrative Services
Michele Manas, Collector of Revenue
Sheila Bailey, Town Clerk
Jason Lawrence, Assessor
Lisa Hancock, Director of Finance and Records
Clem Langlois, Public Works Director

Meeting called to order at 7:04 pm.

Town Manager, Steve Werbner began the discussion of his proposed operating budget indicating that revenues were slightly up by \$62,232. Grand List growth is -3.51% with this being a revaluation year. Overall expenditure increases is 1.91% for Town, 2.98% for BOE. A list of Tolland measures were compared to State averages including equalized mill rate and total expenditures. It was stated that Tolland has much lower expenditures when compared to State of CT peer Towns. The Governor's budget was discussed including that the 100% cost of resident trooper services is being charged to the Town and a new solid waste fee. Future Expenditure Considerations were reviewed including, but not limited to: snow and ice account (\$50,000-\$100,000); more staffing for Animal Control, Highway and Library; and additional funds for the CIP. A list of proposed expenditure Drivers is reviewed including, but not limited to: insurances of \$6,277; Salaries of \$264,504; Utilities of \$61,478; street sweeping at \$26,000 and Revaluation at \$20,000 (1/5 cost). Mill rate impact and tax impact was discussed. New mill rate is 33.36 up 2.31 mills.

Steve Werbner discussed Finance, Public Works and Refuse and Recycling.

Finance was reviewed including the areas of Revenue Collection, Town Clerk, Assessment and Accounting. Assessor Jason Lawrence stated there were only 60 assessment appeals or less than 1%.

Public Works was reviewed including the areas of Parks, Streets and Roads, Paving and Capital Equipment.

Refuse was reviewed including the areas of Recycling and Bulky Waste. One item discussed was how to get BOE involved to increase recycling in Town.

Jack Scavone, Richard Field, Paul Krasusky, William Eccles, Jan Rubino, Benjamin Stanford and George Baker had questions during the presentation on various topics including cost of state Troopers, animal control; Library project; printers; bulky waste; and public works, among other questions.

Meeting adjourned at 8:00 pm.

Respectfully submitted,

**Michael Wilkinson
Director of Administrative Services**

**SPECIAL MEETING MINUTES
TOLLAND TOWN COUNCIL
HICKS MEMORIAL MUNICIPAL CENTER
6th FLOOR COUNCIL ROOM
MARCH 18, 2015**

Present: Jack Scavone, Chairman
George Baker, Vice-Chair
Richard Field
Jan Rubino
Benjamin Stanford
Paul Krasusky

Also Present: Steven Werbner, Town Manager
Michael Wilkinson, Director of Administrative Services
Beverly Bellody, Human Services Director
Nancy Dunn, Asst. Human Services Director
Barbara Pettijohn, Director of Library Services
Fran Weigand, Senior Center Director
Stephanie Mansell, Case Manager
Rebecca Ellert, Outreach Coordinator
Bruce Watt, Recreation Director
Lisa Hancock, Director of Finance and Records
John Littell, Public Safety Director
Doug Racicot, Asst. Public Safety Director
Sgt. Todd Stevens, Resident Trooper

Meeting called to order at 7:05 pm.

Steve Werbner discussed Human Services, Library, Recreation and Law Enforcement/Public Safety.

Steve Werbner began by discussing the special projects Beverly works on in the area of grants and project administration. The Human Services budget is increasing \$13,775 mainly due contractual salary increases. Recreation budget has utilities included this year change and includes \$4,000 for the Celebrate Tolland Festival. The new initiatives by Recreation Director Bruce Watt were discussed as well as the planned operation for the new Cross Farms Concession Stand and anticipated opening of Adam's Adventure. Library is increasing \$22,383 due to salary adjustments and the Library project is scheduled to take 8-10 months. Trooper Sgt. Stevens discussed and crime statistics and the SRO program and Steve Werbner discussed the impacts of Governor's proposed budget and other alternative police models. Public Safety Director John Littell and Asst. Public Safety Director Doug Racicot discussed several issues that they feel need to be addressed going forward including increased hours for the Fire Marshal, which is included in the year's budget at 40 hours. Tolland has the same number of licensed dogs as Vernon, but only 30 total hours split among (2) part-timers for animal control. The Fire department discussed the CERT program.

Jack Scavone, Richard Field, George Baker, Paul Krasusky, Jan Rubino and Benjamin Stanford had questions during the presentation on various topics including conservation pathways, Fire department, the State budget, crime statistics before and after SRO

Meeting adjourned at 8:35 pm.

Respectfully submitted,

Michael Wilkinson
Director of Administrative Services

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM MARCH 24, 2015 – 7:30 P.M.

MEMBERS PRESENT: Jack Scavone, Chair; George Baker, Vice-Chair; William Eccles; Richard Field; Paul Krasusky; Jan Rubino and Ben Stanford

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Beverly Bellody, Human Services; Kathy Bach, President of the Tolland Historical Society; Leonard Bach and R. Michael Wyman, Registrars of Voters; John Littell, Fire Chief/Director of Public Safety

1. **CALL TO ORDER:** Jack Scavone called the meeting to order at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed. Tonight's moment of silence was dedicated to David Ridzon, a Tolland Department of Public Works employee.
4. **PROCLAMATIONS:**

Kathy Bach presented the following certificates:

- 4.1 Certificate of Recognition and Thanks Presented to the Tolland Lions Club.

*CERTIFICATE OF RECOGNITION AND THANKS
PRESENTED TO
THE TOLLAND LIONS CLUB
On this 24th day of March, 2015
For its \$1,600 donation to the Tolland 300th Anniversary Celebration,
making it a Crandall-level sponsor*

- 4.2 Certificate of Recognition and Thanks Presented to Gottier Fuel Co., Inc.

*CERTIFICATE OF RECOGNITION AND THANKS
PRESENTED TO
GOTTIER FUEL CO., INC.
On this 24th day of March, 2015
For its \$1,000 donation to the Tolland 300th Anniversary Celebration,
making it a Crandall-level sponsor*

4.3 Recognizing the month of April as Fair Housing Month.

Bill Eccles read the following Proclamation:

Town of Tolland
Proclamation

WHEREAS, April 2015 marks the 47th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act; and

WHEREAS, Fair Housing is the legal right of every American, and is important in ensuring all Americans a free choice of housing location limited only by one's means and/or desires; and

WHEREAS, this law guarantees that housing throughout the United States should be made available to all citizens without regard to race, color, religion, sex, familial status, disability or national origin; and

WHEREAS, the laws of this nation and our state seek to ensure such equality of choice for all transactions involving housing.

NOW, THEREFORE, the Tolland Town Council, on behalf of the citizens of Tolland, proclaims April 2015 as **Fair Housing Month** and request that all citizens and businesses of our community reaffirm their commitment to Fair Housing for all, and wholeheartedly recognize these rights and responsibilities throughout the year.

5. PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION *(on any subject within the jurisdiction of the Town Council) (2 minute limit):* None.

6. PUBLIC HEARING ITEMS:

- 6.1 Consideration of a resolution moving the polling place location for Voting District 1 and Voting District 3 from the Hicks Memorial Gymnasium, 21 Tolland Green to the Gymnasium at the Tolland Recreation Center, 104 Old Post Road.

Jan Rubino moved to open the public hearing; Seconded by George Baker. All in favor. None opposed.

A straw poll was conducted of all those in favor of this resolution: 10 in favor. 0 opposed.

Bill Eccles moved to close the public hearing; Seconded by Jan Rubino. All in favor. None opposed.

George Baker motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves a proposed amendment to Ordinance 54 changing the polling place for Voting Districts 1 and 3 from the Hicks Memorial Gymnasium, 21 Tolland Green to the Gymnasium at the Tolland Recreation Center, 104 Old Post Road.

Seconded by Ben Stanford. All in favor. None opposed.

7a. REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL: Karen Moran, BOE: The high school students exceeded their goal in collecting donations for feeding children everywhere, and they packaged thousands of meals. It was a great community effort, which was led by the DECA group. The Policy Committee: They are going to revert back to their prior policy manual, due to some inconsistencies they are finding. They want to get this corrected, and the hope is to have it on the website over the summer. Sam Adlerstein said they are still talking about the BOE budget at every meeting, and are hoping it will get passed at the Referendum.

7b. REPORTS OF TOWN COUNCIL LIAISONS: Mr. Field, PCC: Preparations are well underway for the parade. The Gala is doing very well. All tables have been sold out, but individual seats are still available. Jan Rubino, Ag Commission: Tolland was awarded an Agriculture Viability Grant for \$3,240.00. Linda Palmer, Linda Farmer and the Ag Commission worked very hard on this. Ms. Rubino congratulated them for their award. Ben Stanford, WPCA: the pump has been pulled from the Old Post pump station. It is being worked on now, and will be reinstalled soon.

8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

- 8.1 Consideration and action on approving revised Fire Department Executive Secretary Description and pay grade retroactive to 7/1/14.

Mr. Werbner said this is a revision of the Fire Department Executive Secretary position. Currently, Betsy Tanner does an excellent job serving a variety of different functions (animal control, emergency management, fire marshal, ambulance, fire suppression, etc.) This position was discussed in the last contract they had with the CSEA group. They agreed on upgrading the position, but had not agreed on the wording of the job description. Finally, an agreement was reached on the wording, and additional duties of the position. The Union does agree that the position should go from the current 6 to pay grade 5. The position will go from a current rate of pay of \$22.12 per hour to \$23.21 per hour, an increase of \$1.09 per hour. The annualized cost of this change is approximately \$2,584. They are asking the change be retroactive back to the beginning of the contract.

Rick Field motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the attached CSEA union group Fire Department Executive Secretary job description with corresponding pay grade 5 retroactive to 7/1/14.

Seconded by Jan Rubino. All in favor. None opposed.

- 8.2 Appointments to vacancies on various municipal boards/commissions: None.

9. OLD BUSINESS (ACTION/DISCUSSION ITEMS): None.

10. REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1ST MEETING OF THE MONTH ONLY): Mr. Werbner reminded that there is the Public Hearing on the budget Thursday, March 26, 2015, at 7:30 at TMS. The Council will adopt their budget on March 29, 2015 in Council Chambers at 7:30 p.m.

11. ADOPTION OF MINUTES

- 11.1 March 10, 2015 Regular Meeting Minutes: Rick Field moved to adopt the minutes; Seconded by George Baker. All in favor. None opposed.

- 11.2 March 11, 2015 Special Meeting Minutes: Ben Stanford moved to adopt the minutes; Seconded by Rick Field. All in favor. None opposed.

12. CORRESPONDENCE TO COUNCIL: None.

13. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: Mr. Scavone reminded the public that Mr. Ridzon's funeral will be held tomorrow, March 25th, at 10:00 a.m. He added that the Council's prayers are with his family.

14. PUBLIC LISTED PARTICIPATION *(on any subject within the jurisdiction of the Town Council)* *(3 minute limit):* Karen Moran added to her BOE report that the Tolland / E.O. Smith hockey team won the Division 3 State Championship this past weekend.

15. EXECUTIVE SESSION

Rick Field motioned to go into Executive Session at 6:35 p.m., prior to the Regular Meeting of the Town Council. Invited to the Executive Session were the Town Manager and Mike Wilkinson. Seconded by Paul Krasusky. All in favor. None opposed. Executive Session ended at 7:07 p.m.

15.1 Discuss a Personnel Matter.

16. ADJOURNMENT: Rick Field moved to adjourn the meeting; Seconded by Paul Krasusky at 7:47 p.m. All were in favor.

Jack Scavone, Council Chair

Michelle A. Finnegan
Town Council Clerk

**SPECIAL MEETING MINUTES
TOLLAND TOWN COUNCIL
HICKS MEMORIAL MUNICIPAL CENTER
6th FLOOR COUNCIL ROOM
MARCH 24, 2015**

Present: Jack Scavone, Chairman
George Baker, Vice-Chair
William Eccles
Jan Rubino
Richard Field
Benjamin Stanford
Paul Krasusky

Also Present: Steven Werbner, Town Manager
Michael Wilkinson, Director of Administrative Services
Beverly Bellody, Human Services Director
Linda Farmer, Town Planner
Lisa Hancock, Director of Finance and Records
Jim Paquin, Building Official
Cindy Murdock, Executive Secretary
Barbara Gardner Riordan, Judge of Probate

Meeting called to order at 6:02 pm.

Steve Werbner discussed Planning & Community Development and General Government.

Steve Werbner went on to discuss the budgets of Planning, Building Official, Town Engineer, Town Manager, Town Council, Probate, Human Resources and the rest of General Government. Linda Farmer discussed her budgets. Steve Werbner discussed the improvement in the Building Office and getting permits approved. The five-year IT plan was discussed by Steve Werbner as well as Lance and Alex from our partner South Windsor IT. IT priorities over the next five years were discussed including the fiber project, Office updates, database software and upgrade of website.

Jack Scavone, Richard Field, Jan Rubino, George Baker, Paul Krasusky, Benjamin Stanford and William Eccles had questions during the presentation on various topics.

Meeting adjourned at 6:35 pm.

Respectfully submitted,

Michael Wilkinson
Director of Administrative Services

SPECIAL MEETING AGENDA

TOLLAND TOWN COUNCIL TOLLAND MIDDLE SCHOOL - AUDITORIUM MARCH 26, 2015 - 7:30 P.M.

MEMBERS PRESENT: Jack Scavone, Chairman; George Baker, Vice-Chair; William Eccles; Richard Field; Paul Krasusky; Jan Rubino and Ben Stanford

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager

1. Call to Order: Jack Scavone called the meeting to order at 7:30 p.m.

2. Public Hearing Item:

2.1 2015-2016 Budget Proposed by the Town Manager

Town Government	\$11,575,109
Capital Improvement Reserve Fund	\$ 183,814
Board of Education	\$38,297,831
Debt Service	<u>\$ 4,542,176</u>
Total Proposed Budget	\$54,598,930

Mr. Werbner thanked those in attendance for coming to tonight's meeting. He began by explaining the budget process with the use of a PowerPoint. The Referendum will be held on May 5, 2015. If it is defeated, votes are every two weeks until a budget is passed. He reviewed the upcoming meeting schedule concerning the budget.

The Town Manager's budget goal for FY 2015-16 is to produce a budget that takes into consideration the expenses of all town departments and available revenues, and is realistic in light of the economic times and can be sustainable in the future. He added that this has been a challenging goal over the last 4-5 years, and continues to be so. The outcome of the review of the Governor's budget by the State Legislature may put some things at risk such as: municipal aid, funding for resident troopers, funding for the Tolland County mutual aid, increased cost for monitoring storm water impacts, new costly unfunded mandates and motor vehicle tax revenue. Tolland won't know the effect of this review until the state budget is adopted, which could be as late as June 6th, or later.

In terms of revenues, they are a bit higher than last year. This is due to an uptick in building permit fees. There has been an increase in activity within the construction area, so they are relying on that in terms of additional revenue. With regard to expenditures, Tolland is at 1.91% for the town, and 2.98% for the BOE. This equals a 2.68% townwide increase, which is similar to last year's. The Grand List growth has decreased by 3.51% as a result of the revaluation. This is a loss of \$1,418,664 in revenue. This has to be made up with an increase in the mill rate of 2.31 mills. In 2014, 19 houses were built, which is the highest since 2007. Hopefully, Tolland can meet or exceed the estimates that the building inspectors have put forth for this year.

Mr. Werbner said he is recommending the use of \$250,000 from Fund Balance as revenue. Tolland has been fortunate that what has been recommended over the past several years hasn't needed to be used. The end result has been reduced expenditures, or increased revenues from other sources. The Fund Balance was a goal of his when he first came here. He wanted to get to a level that the fund manager's and credit agencies find acceptable. It has been built up to 12.2%, which is at a level that is recommended by our financial advisors, as well as the review agencies. For Tolland, we have a triple A rating. In order for us to maintain that rating, they look at how strong our fund balance is, as well as the overall management practices. The account has been built up since 2003.

Mr. Werbner read from a slide entitled "Revaluation". It reviewed the details concerning the revaluation that occurred in Tolland. In total, the town's Grand List of taxable property declined by 3.51% or a loss of \$1,418,664 in actual tax dollars. With a decline in the Grand List, a corresponding increase in the mill rate must occur in order for there to be sufficient tax dollars to fund current and/or future budgetary expenses. He urges residents to go to the town's website, www.tolland.org, where they can find a tax calculator that will show the impact of the revaluation and this budget on your property tax payments. Each home will be different.

Town Expenditure Drivers: Insurances, salaries, utilities, street sweeping, revaluation, technology support & improvements and capital improvements. With regard to the State Police, currently 70% of the expense is paid by the town and 30% by the State. After some research, the town has determined that the troopers leave the town of Tolland about 37% of their time. The Governor has changed this arrangement and is recommending that the town pick up 100% of the cost. If that is to happen, Mr. Werbner could not justify keeping the five (5) troopers (a sergeant and 4 troopers) that Tolland currently has. If the Governor's proposal is passed by the Legislature, he would suggest eliminating the resident sergeant and one trooper from the resident state trooper program. Until it is known what the state is going to do, Tolland will need to wait. If the Governor's proposal does not go through, everything can remain status quo. With regard to the School Resource Officer, if the Governor's proposal goes through, he would recommend to the BOE that they strongly consider hiring someone independent of the resident trooper program to be a SRO. The cost would be much less than \$200,000.00. This item is being heavily lobbied by the 60+ towns in the state that are part of the resident state trooper program.

The operational goals for the town over the next year are: the expansion of Library, expansion and renovation of the highway garage, development of a cooperative facility management arrangement with the BOE, implementation of the town's five-year technology plan, enhance the capabilities of public safety's ability to address state mandated inspection of property with the creation of a full-time deputy fire marshal position and the conversion of the former Parker School to 37 units of elderly housing.

With regard to the BOE: The recommended funding level for the BOE is \$38,297,831 or 2.98% over current year budgeted amounts. The total dollar increase is \$1,108,250. Any decrease that has occurred since the BOE adopted their budget has been arrived at in conjunction with the Superintendent and the interim business manager. It is agreed that the reductions are the result of adjustments to either the health insurance fund or post-employment benefit liabilities. There is nothing in terms of the reduction that impacts the education plan that was put forward by the Superintendent and adopted by the BOE.

Dr. Willett spoke with regard to the BOE side. He said it has been a pleasure working with the Town Manager, the BOE and the Council. The BOE budget is focusing on District priorities. He will not go into detail tonight, but referred the public to the Town Manager's budget. Or, he may be contacted directly. The priorities: focus on literacy, focus on math, and a relentless focus on

curriculum development. The budget this year is conservative, lean and effective. This budget reflects insurance rate adjustments, declining enrollment, and an adjustment of workforce (15 staff positions). All the details are contained in the Town Manager's budget. They are going to improve the calendar, being more considerate of parents work and time needs by having fewer half days. There will be more professional development days at a lower overall cost, and they will have a more effective professional development model. They will have superior math instruction, professional development and support; and superior language arts instruction, professional development and support.

Moving forward, this budget will set the stage for multi-year planning:

- ~organized vision, mission and goals;
- ~cooperative and shared facilities efforts;
- ~science, technology, engineering, arts and math academy;
- ~new volunteer structures;
- ~strategic, purposeful and aligned grant writing for school, town, and community; and
- ~sustainable and mutually beneficial bargaining unit agreements.

Mr. Werbner continued his presentation by outlining the major items in the capital budget: pollution abatement, replacement of station 140 roof, renovation of the BOE building, extension of existing sidewalk at Birch Grove and replace master fire alarm control panel at TIS.

He reviewed Tolland's debt management plan scheduled for 2015-16 through 2024-225. The debt service for the budget year is \$4,542,176, which is 32% town, 68% BOE.

He closed by reviewing the remaining budget schedule. It is important for people to get out and vote. They cannot assume that the budget is going to pass, because the budget is more transparent.

The budget referendum is May 5, 2015.

3. Public Participation: None.

4. Adjournment: George Baker moved to adjourn the meeting; Seconded by Ben Stanford at 8:11 p.m. All were in favor.

Jack Scavone, Council Chair

Michelle A. Finnegan
Town Council Clerk

SPECIAL MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM

MARCH 31, 2015 – 7:30 P.M.

MEMBERS PRESENT: Jack Scavone, Chair; George Baker, Vice-Chair; William Eccles; Richard Field; Paul Krasusky; Jan Rubino and Ben Stanford

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance & Records

1. **Call to Order:** Jack Scavone called the meeting to order at 7:30 p.m.
2. **Pledge of Allegiance:** Recited.
3. **Moment of Silence:** Observed.
4. **Public Participation (2 minute limit):** None.
5. **Consideration of the Town Council's Proposed FY 2015-2016 Budget:** Mr. Werbner had nothing to add to this agenda item.
6. **Approval of Budget Resolution:**

George Baker motioned to accept the following resolution:

WHEREAS, the Town Council has reviewed the Town Manager's proposed budget and has made certain modifications to estimated revenues and expenditures, the details of which will be properly incorporated into the total budgetary document by the Town Manager and Director of Finance and Records;

NOW, THEREFORE, BE IT RESOLVED, by the Tolland Town Council that it hereby adopts a FY 2015-16 Town Operating and Capital Budget in the amount of \$54,598,930 to be appropriated as follows:

CATEGORY	AMOUNT
Town Government	\$11,597,109
Board of Education	38,275,831
Debt Service	4,542,176
Capital	183,814
TOTAL	\$54,598,930

Said appropriations shall require an increase of 2.31 mills for a mill rate of 33.36.

BE IT FURTHER RESOLVED, that the Town Manager, pursuant to the requirements of the Town Charter, is authorized to advertise this budgetary outlay as part of the April 23, 2015, Annual Budget Presentation Meeting at the Tolland High School Auditorium at 7:30 p.m.

Seconded by Bill Eccles.

Ms. Rubino reminded that the revaluation this year is the primary reason for the increase. There has been a lot of work and joint collaboration on this budget, which she will support. Mr. Stanford thanked the Town Manager and Superintendent for their hard work in putting this budget together. He has no major issues with the budget, but his concern is the State revenue outlook, which is uncertain at best, bleak at worst. It is a travesty that Tolland needs to sit with our hands waiting for them to decide how much they are going to appropriate to us while they figure out their own fiscal mess. Tolland is a model of good governance. His only hesitation with this budget is what revenues Tolland will get from the State, and if our tax rates are going to be adequate enough to maintain the services that the citizens expect of this town. Mr. Scavone thanked Mr. Werbner and Dr. Willett for all their work and collaboration this year. Mr. Krasusky supports the budget, and commended Mr. Werbner and Dr. Willett for all their work. It has been a great process. He encourages the residents to look past the increase, look deeper at the details and support the budget.

All in favor. None opposed.

- 7. Approval of a resolution authorizing the form of the ballot for the May 5, 2015 budget referendum and any subsequent budget referendum; the time and place for the budget referendum; authorizing the Town Manager or his designee to place the required legal notices in the local newspapers; and authorizing the preparation and printing of an explanatory text and the mailing of same to local residents in accordance with the provisions of CT General Statutes 9-369b explaining the budget referendum question.**

George Baker motioned to accept the following resolution:

WHEREAS, the Tolland Town Council has adopted a proposed FY 2015-2016 Town Operating and Capital Budget to be considered by the Tolland electorate at a May 5, 2015 budget referendum; and

WHEREAS, the Council must now establish the appropriate ballot language for this referendum and the date, time and place of said referendum;

NOW, THEREFORE, BE IT RESOLVED by the Tolland Town Council the following:

1. The ballot question for the May 5th referendum shall be worded as follows:

“Shall the Town of Tolland’s proposed 2015-2016 budget of \$54,598,930, reflecting a spending increase of \$1,423,098 or 2.68% which requires a tax rate of 33.36 mills, be adopted? Yes/No.”

2. The time and place for the referendum shall be between the hours of 6:00 a.m. and 8:00 p.m. on May 5, 2015 at the Tolland Recreation Center Gymnasium and the Tolland Senior Center.

3. The Town Manager or his designee is hereby authorized to place the required legal notices in the Journal Inquirer and other places as conditions permit, advertising the May 5, 2015 Referendum and the April 23, 2015 Annual Budget Presentation Meeting.
4. The Town Manager or his designee is authorized to prepare and print an explanatory text and mail same to local residents in accordance with the provisions of CT General Statutes 9-369b explaining the budget referendum question.

Seconded by Paul Krasusky.

While reviewing the proposed mailer entitled *Town Council Budget in Brief*, Mr. Field noticed that the day of the Annual Budget Presentation at the THS Auditorium needs to be revised as follows: ~~Tuesday~~ **Thursday**, April 23, 2015, and the notice of the Budget Presentation scheduled at the Senior Center should read **Monday**, April 27, 2015.

All in favor. None opposed.

8. **Adjournment:** Rick Field moved to adjourn the meeting; Seconded by Jan Rubino at 7:39 p.m. All were in favor.

Jack Scavone, Council Chair

Michelle A. Finnegan
Town Council Clerk