

Revised-Time
TOLLAND BOARD OF EDUCATION
Tolland High School
Library
Tolland, CT 06084

SPECIAL MEETING

7:00 – 10:00 P.M.

AGENDA
January 20, 2016

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 – December 9, 2015-REVISED
Special Meeting – December 15, 2015-REVISED
Joint Special Meeting – December 15, 2015
Regular Meeting – January 13, 2016

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 Andrew Harger

F. SUPERINTENDENT'S REPORT

F.1 Superintendent's Proposed Budget (no enclosure)

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

- Town Council – January 12, 2016

M. FUTURE AGENDA ITEMS

N. ADJOURNMENT

REVISED

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

REGULAR MEETING – December 9, 2015

Members Present: Mr. Sam Adlerstein, Chair; Mr. Patrick Doyle, Vice Chair; Ms. Kathy Gorsky, Secretary; Ms. Karen Moran, Ms. Colleen Yudichak, Mr. Robert Pagoni, Ms. Susan Seaver, Ms. Harrold, and Mr. Jeff Schroeder.

Administrators Present: Dr. Walter Willett, Superintendent of Schools; Mr. Mark McLaughlin, Business Director

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:30 P.M. The Pledge of Allegiance was recited. Item F1 was addressed next and then the rest of the agenda followed starting with item B.

B. APPROVAL OF MINUTES

- Regular Meeting – November 10, 2015

Mr. Doyle motioned to accept the minutes of the November 10, 2015 meeting. Ms. Yudichak seconded the motion. Changes: none. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION - none

D. POINTS OF INFORMATION

Ms. Gorsky noted that she did not receive any correspondence but did see on social media where some parents expressed concern about the lack of paper report cards in the younger grades. Ms. Moran explained that parents can request a paper copy of the report cards from the school.

Ms. Yudichak commented that she spoke with a parent who expressed concern that some of the “fun” activities such as Stone Soup are no longer available to the kindergarten students.

Mr. Adlerstein highlighted that there will be a joint BOE and Town Council meeting on December 15th at 7PM. It will be held at THS in the conference room off of the main office.

Dr. Willett, in regard to the report cards, explained that PowerSchool has had an unusual failure. The standards piece, which is designed to provide more information than a report card alone, has collapsed. He has met with officials from PowerSchool and progress is being made but it will still take time to be resolved. In turn, the district is going to go into the system and generate paper reports. Secretaries will manually transfer the comment information. It is expected that the K-5 reports will be available by Wednesday of next week. Dr. Willett understands the frustration but by having electronic report cards, greater and more in depth information can be provided.

In regard to the concerns regarding the kindergarten activities, Dr. Willett explained that they are always looking to make process improvements and requires that all programs be justified. There are still “fun” activities such as trips and programs with strong curricular connections. He explained that a lot of the Stone Soup food being created was being thrown away and this is not a value they want to be teaching. Additionally, in regard to this specific activity, he asked the teachers to provide a lesson plan but they did not do so. Dr. Willett will report back with the specific “fun” activities that are still being offered. He added that he has asked the administrators to evaluate all of the activities to ensure that they match up well with the curriculum and allow teachers to keep up with the provided pacing guides. An item in regard to this will be on a future agenda.

- E. STUDENT REPRESENTATIVE REPORT – Charles Perosino and Andrew Harger
Mr. Harger reported that he and Mr. Perosino attended the CABE conference. It was a great experience and it was interesting to see how other representatives work with their respective boards. He thanked the Board for the opportunity.
Mr. Perosino noted that the Madrigal Dinner is this weekend but that tickets are sold out. He added that the change to the water bottle policy has been well received.
- F. SUPERINTENDENT’S REPORT
F.1. Steve Clark – Recognition
The Board recognized Mr. Clark. Mr. Clark served on the Board for over 10 years (2005-2015) and was also on the Policy and Negotiation Committees. He has done wonderful things for the district and the town as a whole and served tirelessly. In recognition of his great time commitment, Dr. Willett presented Mr. Clark with an engraved clock and thanked him for his service.
- Mr. Clark thanked everyone for the opportunity to serve the community and to work with Mr. Pagoni for the 10 years. It has been a pleasure to serve with all those who have come and gone. He explained that before serving on the Board, he served on the Space Assessment and Building Committees so in all, he has volunteered for about 25 years. He believes he accomplished more during those 25 years than he did during his 35-40 years of work experience. Mr. Clark urged everyone to take the opportunity to volunteer for community service. It is very rewarding. He thanked the Board and expressed his appreciation.
- Mr. Pagoni noted that he will miss the ice cream and donut runs with Mr. Clark. Mr. Clark would hold off the entire Board – regardless if it was a Democratic or Republican issue, and stand his ground. No matter what, he got along with all of the members and was respectful. Mr. Clark has always been a gentleman and will be missed.
- Ms. Gorsky commented that they will miss having him on the Policy Committee. His contributions have been very helpful and Mr. Clark is very knowledgeable about procedure. She thanked Mr. Clark for always bringing so much information and sharing it with the Committee.
- Mr. Perosino thanked Mr. Clark for being conscientious of so much and teaching him how to speak up and feel comfortable doing so.

Mr. Adlerstein explained that two years ago, there were a lot of new members on the Board. At the outset, Mr. Clark set the tone. It was not about political party affiliation but about what was best for the community and the children.

Mr. Doyle commented that when he became a Board member, there were a lot of changes. Often it can be difficult for those members who have been on the Board for a while but Mr. Clark always ensured that all decisions were well thought out. He was always interested in being productive and constructive when making decisions.

Ms. Moran thanked Mr. Clark for his service. He has always brought a wealth of information to the Board. While it is important to look forward, it is helpful to recognize where one has come from.

Ms. Yudichak thanked Mr. Clark. She is amazed at all that he has done in 25 years. She has always appreciated the wealth of information he brought to the Board.

F.2. Cancellation of the December 23, 2015 Board of Education Meeting

Dr. Willett recommended that the BOE meeting scheduled for December 23rd be cancelled as it is the day before Christmas Eve and has traditionally been cancelled.

F.3. Cancellation or re-scheduling the March 23, 2016 BOE Meeting

Dr. Willett recommended that that BOE meeting scheduled for March 23rd be either cancelled or rescheduled. The Town has scheduled a Public Hearing on the Town Manager's recommended budget on this evening.

Mr. Pagoni motioned to move both items F2 and F3 to item I1 for Board action. Mr. Doyle seconded the motion. All were in favor. Motion carried.

F.4. Field and Grounds Maintenance Agreement

Dr. Willett recommended that the Board approve the Field and Grounds Maintenance Agreement (attachment F4). It will allow for an improved appearance of the schools. A brief discussion took place. Ms. Gorsky noted that it is never a bad idea to have an agreement in place and this one is well delineated. Mr. Doyle added that this is something that was reviewed by the Finance and Facilities Committee. It saw the value in clarifying responsibilities. It was discussed that if there are concerns regarding the condition of the fields, they should be brought to the BOE. Mr. Doyle motioned to move item F4 to item I2 for Board action. Mr. Yudichak seconded the motion. All were in favor. Motion carried

F.5. Lunch Price Proposal for January 2016

Dr. Willett explained that he is proposing increasing the lunch prices. They have been significantly lower than others in the DRG for several years. The increased cost of food items has impacted the schools' food service programs. In turn he is proposing an increase of 25 cents for elementary lunches and 15 cents for lunches at the secondary level (attachment F5). The Food Services Director did not want to increase prices but after reviewing the financials, it was determined that it would need to be done so that there would not be a shortfall which would need to come out of the operating budget. Even with the price increase, the lunch prices will still be lower than others in the DRG

and the program will continue to be self-sustaining. Dr. Willett noted that if the proposal is not accepted, money will need to be taken from the operating budget in order to sustain the program. It would be irresponsible for him not to recommend the increase.

A discussion took place. Mr. Pagoni commented that the Board should wait to vote on an item that involves asking parents to spend more money until parents are notified and can communicate their concerns. Mr. Adlerstein noted that there is a precedent that something involving funds such as this be discussed and voted on at a later meeting. A discussion regarding how the proposed price increases would be communicated to parents took place. Some options were any or all of the following: the meeting minutes, the Superintendent's Bulletin, and the menu. Dr. Willett noted that a review of the financials shows that the trend will continue and it is important to halt it as soon as possible. Mr. Doyle agreed that it needs to be done soon but needs to know the budget impact and the plan for communication. A straw poll was taken regarding how many members would vote to approve this this evening. Three (Ms. Moran, Ms. Gorsky, and Ms. Seaver) would vote for it. This item will be on the next agenda and include a communication plan.

F.6. Monthly Financial Report – November 2015

Dr. Willett reviewed the report (attachment F6). The report shows an available balance of \$115,087 or .3% of the BOE's current budget. The district expects to receive the first excess cost reimbursement from the state in February and it is believed that it will be in the amount of \$900,000. The second excess cost reimbursement is traditionally received in May. The District presented a comprehensive 5 year capital plan last month which is currently being reviewed by the Town Manager. The plan identified \$10,188,828 for current and future building needs.

F.7. Use of the 1% Fund

Dr. Willett stressed the importance of replacing the "FreeStat" low temp controls and the tanks to prevent the pipes from freezing again and strongly recommends that this issue be resolved. Both of these items can be done now. The addition of glycol to the system will need to wait until spring. Ms. Moran noted that this was approved by the Town Council dependent on the approval of the Board. The funds in the 1% fund will be needed as well as up to \$4K which will be taken from the operating budget. It will cost more not do this. Mr. Doyle asked Dr. Willett to confirm that these are the best options for mitigating the risk over the winter.

Ms. Gorsky motioned to move item F7 to item I3 for action. Ms. Moran seconded the motion. All were in favor. Motion carried.

G. COMMITTEE AND LIAISON REPORTS

Communication and Outreach – the next meeting will be on January 6th at 1pm. Future meetings will be on the 1st Wednesday of each month. The Committee is still wrapping up feedback from the note takers, moderators, and surveys from the Community Conversation event.

Finance and Facilities – Mr. Doyle explained that the last meeting was an orientation for the new members. The budget process was reviewed as well as the background of current financial

challenges and opportunities. Upcoming meetings are scheduled for January 5th, February 2nd, and March 1st at 7:30PM.

Policy – the next meeting will be on December 16th at 9AM.

CABE – Ms. Yudichak and Ms. Moran attended the conference on November 20th. It was good experience and they attended 3 workshops. Mr. Pagoni, Mr. Frattaroli and Mr. Clark were recognized for their 10 years of service.

Town Council – an overview of the library project was presented. Town Council members Ms. Kristen Morgan and Mr. Paul Krasusky will be the liaisons to the Board.

H. CHAIRPERSON'S REPORT

Mr. Adlerstein reviewed the Board's processes and roles. He noted that going forward, item F1 will focus on the most important items and the strategic vision so everyone is aware of these items and the goals.

I. BOARD ACTION

I.1. Cancellation of the December 23, 2015 Board of Education Meeting

Cancellation or re-scheduling the March 23, 2016 BOE Meeting

Ms. Moran motioned to cancel the December 23rd and March 23rd Board meetings. Mr. Doyle seconded the motion. All were in favor. Motion carried.

I.2. Field and Grounds Maintenance Agreement

Mr. Doyle motioned to approve the Field and Grounds Maintenance Agreement as presented. Ms. Seaver seconded the motion. All were in favor. Motion carried.

I.3. Use of the 1% Fund

Mr. Doyle motioned to authorize the Superintendent of Schools to utilize the funds in the "1% fund" to complete the work documented in Proposal number Q40100453360 – THS Low Temperature Limit Cut Out Controls Installation and Proposal number Q40186457789 – Replace Expansion Tanks in Boiler Room. If funds must be spent out of the 2015-2016 operating budget before the full amount has been made available to the 1% fund (through the completion of an audit), we authorize this be done with the understanding the operating funds will be reimbursed from the 1% fund as soon as the money becomes available. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

J. PUBLIC PARTICIPATION -none

K. POINTS OF INFORMATION

Ms. Moran spoke of the project to convert the former Parker School to senior housing which was discussed at the Town Council meeting. This is a project in the works and the Town is awaiting grant funds. At the Council meeting, she spoke on her own behalf in regard to the project and the parking situation at TIS and commented that there needed to be more community involvement and engagement. Many people were not familiar with the project. A discussion took place. Board members expressed concern regarding items including the moving of

playground equipment, the traffic flow, the safety of the children, and if there would be a liaison that will work with the engineers and architects to represent the school's interest.

Dr. Willett explained that there have already been a few meetings. Principals have met with some of the engineers and the goal is to have as many community members in the process as possible. Dr. Willett is amenable to co-hosting a community night to discuss the project. The event will be scheduled for some time during the 2nd week of January and the goal is to have the 3 engineers present. There will be break-out sessions where questions can be asked and there will be a reporting out from the groups. Dr. Willett will communicate information about the evening via the Superintendent's Newsletter and schedule robocalls to encourage people to attend and ask questions. A straw poll was taken to determine how many Board members would be in favor of having Dr. Willett organize a community information night on the Parker project as he proposed. All were in favor.

Mr. Harger inquired about the lights going out at THS. Dr. Willett explained that this was a "shed load" that may happen on occasion.

Ms. Moran noted that on Friday the district is participating in a PJ Day to benefit the Cancer Care Center at CT Children's Medical Center. Each participant needs to bring a \$1 donation.

Mr. Adlerstein reminded the members and the public of the joint BOE/Town Council meeting on December 15th.

Dr. Willett noted that he recently sat down with the THS Student Council. It is an amazing group of students and there is a lot of leadership in the student groups. Additionally, many teachers are on the Professional Development and Evaluation Committee and have provided invaluable input and leadership. They are truly partners in making the best possible educational system in Tolland. Additionally, paraprofessional groups are writing grants for Chromebooks and other items – these are initiatives that they do not have to be doing. There couldn't be a better staff in the district and it is a pleasure to work with them.

L. CORRESPONDENCE

- Town Council (Organizational Meeting) – November 4, 2015
- Town Council – November 10, 2015
- Town Council – November 24, 2015

M. FUTURE AGENDA ITEMS

- *Noted throughout minutes*

N. ADJOURNMENT

Ms. Gorsky motioned to adjourn the meeting and pay the clerk at 9:41PM. Ms. Moran seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi

Clerk

TOLLAND BOARD OF EDUCATION

Tolland High School

Tolland, CT 06084

SPECIAL MEETING – December 15, 2015

Members Present: Mr. Sam Adlerstein, Chair; Mr. Patrick Doyle, Vice Chair; Ms. Karen Moran, Ms. Susan Seaver, Ms. Michelle Harrold, Ms. Colleen Yudichak, and Mr. Jeff Schroeder.

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

The meeting was called to order at 9:15 P.M.

B. Superintendents Report

B.1 I am seeking approval to request the Town Council approve transferring \$25,982 from their remaining balance of \$11,930 for fiscal year 2014-15 and \$14,052 from FY 13-14 unexpended encumbrances into the 1% Fund.

C. Board Action

To authorize the Superintendent to request the Town Council approve transferring \$25,982 from their remaining balance of \$11,930 for fiscal year 2014-15 and \$14,052 from FY 13-14 unexpended encumbrances into the 1% Fund.

Mr. Schroeder motioned. Mr. Doyle seconded the motion. All were in favor. Motion carried.

C. ADJOURNMENT

Ms. Doyle motioned to adjourn the meeting and pay the clerk at 9:20 PM. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

Joint Meeting Town Council and BOE 12/15/15
High School Main Office Conference Room
Meeting Minutes

Called to order by Rick Field at 7:05 PM

Attendees:

Steve Werbner, Kristen Morgan, David Skoczulek, William Eccles, Jeanne Schroeder, Rick Field, Paul Krasusky, Robert Green, Walter Willett, Sam Adlerstein, Patrick Doyle, Michelle Harrold, Karen Moran, Jeffrey Schroeder, Susan Seaver, Colleen Yudichak

Agenda:

- A. Call to order / opening
- B. Steve and Walt: Look back at what has changed
- C. Bill: Leadership message
- D. Karen & Paul: Shared services examples
- E. Sam: Look forward, what do we want to change
- F. Patrick: Update our shared commitment
- G. Final comments and adjourn

C: Leadership Message

We have to optimize the ~~system~~ Town as a whole.

Imagine what happens when...

Parts of Steve's Lean, Mean, Flyin' Machine....



...join with....

Walt's Bus of Educational Goodness



...we get...



...somewhere... just not very effectively.

...when we really want this:



D: Info About Shared Services

- History: Effective 10/1/13, Public Act 13-60, Consolidation of Non-educational Services, an initiative to encourage towns and cities to seek greater intra-municipal cooperation and efficiencies related to non-educational spending.
- Group looked at possibilities such as: maintenance services, technology, Voices program; group continues to explore different avenues
- Underlying Priority - Promote Community?
- TMS Summer Spruce-up
- Opportunity to continue Community Volunteer Day??

*"Walked the school this morning and it is **unreal the difference.**" - Steve Werbner, Town Manager*

*"Thank you, **the school looks better than it has in 20 years I would bet.** The returning 7th and 8th graders will feel like they are in a different place. The 6th graders will appreciate the changes as well I am sure. Much thanks to you all." - Dr. Walt Willett, TMS Principal*



E: Look-forward. What do you want to change?

With your small group using the supplies provided, please write your answer to

How can we as a Town Council and Board of Education work together to encourage and support alignment?

We will hear a report out from each small group

Report out summary:

The group asked that Chairs and Vice Chairs meet toward bringing this and working agreement under item F to action.

- PRESS RELEASE
LETTERS TO EDITOR
SOCIAL MEDIA

- Recharter shared
services group

- T.C. COMMUNICATION COMM.
-OR- SHARED SERVICE W/ BOE

- JOINT NEWSLETTER
(REC. BROCHURE?)

- VISIBILITY AT
TOWN EVENTS

- OURTOLLAND.ORG

- VISION BACKED BY GOALS AND
OBJECTIVES

- REGULAR CO-LEADERSHIP MEETINGS
JOINT MEETINGS / CHECK-INS

- TOUR OF SCHOOLS / TOWN OFFICES

- WORKING ON CREATING TRUST

- COMMUNITY VOLUNTEER DAY

Group work (Three groups):

- Possible quarterly joint meetings
 - = more communication / positive check-in; not necessarily budget discussion
- Community Volunteer Day
 - bonus: can save \$
 - build connections, comradery
- more visibility @ town events / together
 - ex. Cider Mill Race: tent, pass out water
- constructive ways to communicate about "touchy" subjects (use quarterly mtg. for this?)
- how do we share our top goals, hot topics

- Vision/Big Picture → **GOALS / OBJECTIVES**
- work backwards to achieve that goal
 - Don't get bogged down with task & look a few steps forward
 - Understand other parties needs/pri. going in with open mind
 - be inclusive of each other during Liaison
 - keep community at the center of what we do
 - ask questions to increase understanding rather than pre-supposing
 - transparency in decision making on both sides
 - viable / sustainable shared services to ensure success
 - don't hesitate to meet together whenever needed or prudent

- (DEPARTMENT)
- GET THE WORKER LEVEL TO CONSIDER THE COMMUNITY'S GOALS
 - EXPAND PAST OWN BLINDERS
 - NO - INFIGHTING / TERRITORIALISM
 - CLEAR, HONEST COMMUNICATION
 - SET TOWN-WIDE GOALS
 - ENCOURAGE LIAISON SYSTEM ACROSS ALL LEVELS
 - SHOW BY EXAMPLE THE IMPORTANCE OF INTER-DEPARTMENTAL COOPERATION
 - SHINE A BRIGHT LIGHT ON WHAT'S "RIGHT"

F: Our Shared Commitment

Group asked that result be compiled and presented at each group's respective meeting, for each member to sign.

With a partner using the handout, evaluate the
Town Council / Board of Education Working Agreement

What do you feel strongly about changing before you are ready to renew and commit for the coming two years?

We will integrate our changes

Prior version:

We agree to...

- Engage with each other in a respectful, professional manner
- View things from a broader perspective, community-focused, not us versus them
- Listen, understand and share in a clear, specific and accurate manner
- Engage in joint communication early and often
- Surface and acknowledge disagreements and agreements
- Identify and work toward a shared goal



We each share an equal role in maximizing the usage of town resources to provide the highest quality of services which balance top priority needs within financial constraints. We will communicate with and engage the community in a positive way.

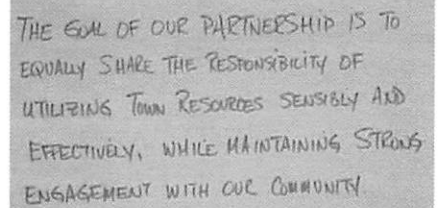
We each share an equal role in maximizing the usage of town resources to provide the highest quality of services which balance top priority needs within financial constraints. We will communicate with and engage the community in a positive way. We agree to...

- Engage with each other in a respectful, professional manner
- View things from a broader perspective, community-focused, not us versus them.
- Listen, understand and share in a clear, specific and accurate manner.
- Engage in joint communication early and often.
- Surface and acknowledge disagreements and agreements.
- Identify and work toward a shared goal.

12/3/13 Joint meeting

Draft of our working agreement

The goal of our partnership is to equally share the responsibility of utilizing town resources sensibly and effectively, while maintaining strong engagement with our community.



THE GOAL OF OUR PARTNERSHIP IS TO
EQUALLY SHARE THE RESPONSIBILITY OF
UTILIZING TOWN RESOURCES SENSIBLY AND
EFFECTIVELY, WHILE MAINTAINING STRONG
ENGAGEMENT WITH OUR COMMUNITY.

We agree to...

- Engage with each other in a respectful, professional manner
- View things from a broader perspective, community-focused, not us versus them.
- Listen, understand and share in a clear, specific and accurate manner.
- Engage in joint communication early and often.
- Surface and acknowledge disagreements and agreements.
- Identify and work toward a shared goal.
- Develop a shared vision together.
- Foster an environment of trust throughout both organizations.
- Be champions for our successes.

Group asked Chairs and Vice Chairs work to bring this to a next step.

G: Meeting Adjourned by Rick Field at 9:10 PM

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

REGULAR MEETING – January 13, 2016

Members Present: Mr. Sam Adlerstein, Chair; Mr. Patrick Doyle, Vice Chair; Ms. Kathy Gorsky, Secretary; Ms. Karen Moran, Ms. Colleen Yudichak, Ms. Susan Seaver, Ms. Harrold, Mr. Robert Pagoni, and Mr. Jeff Schroeder. Gorsky 8.15p

Administrators Present: Dr. Walter Willett, Superintendent of Schools; Mr. Mark McLaughlin, Business Director

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:30 P.M. The Pledge of Allegiance was recited. The order of the agenda was as follows: A, F.2, F.3, B, C, D, E, F.1, F.4, F.5, F.6, F.7, J, G, H, K, I, L, M, N

B. APPROVAL OF MINUTES

- Regular Meeting – December 9, 2015
- Special Meeting – December 15, 2015
- Special Joint Meeting – December 15, 2015

Changes: December 9th, add Mr. Pagoni as being in attendance. December 9th, under item F7, 1st paragraph, the last sentence should read, "Mr. Doyle asked Dr. Willett to confirm that these are the best options for mitigating the risk over the winter." December 15th, add Ms. Yudichak and Mr. Schroeder as being in attendance; change the location from Hicks Municipal Center to Tolland High School

C. PUBLIC PARTICIPATION - None

D. POINTS OF INFORMATION

It was noted that the Board did not receive any correspondence.

A community workshop on the Parker Senior Housing Project will be held at THS on January 14th at 7PM. The public will have an opportunity to learn more and express any concerns.

E. STUDENT REPRESENTATIVE REPORT – Charles Perosino and Andrew Harger - none

F. SUPERINTENDENT'S REPORT

F.1. Where We Go From Here? (no enclosure) - None

F.2. Recognition of Girls' Cross Country Team (no enclosure)
(Items F.2 and F.3 were addressed together)

Dr. Willett commented that it is always an amazing achievement when athletic teams gets as far as the Girls' Cross Country Team and the Boys' Soccer Team have. He and the district have the greatest respect for the teams and what they have accomplished. The dedication, strength, and commitment are admired.

Dr. Willett presented a certificate to each member of the Girls' Cross Country Team and its coach: Sarah Allen, Mackenzie Anderson, Kaitlyn Bedard, McKenzie Bowden, Katie Bzowyckj, Breann Campise, Katie Candels, Olivia Cannizzaro, Michaela Caron, Julia Clark, Hayley Collins, Teagan Connelly, Katherine Deloreto, Juliana DeRosa, Camryn Florence, Katherine Giguere, Sydney Goodwin, Natalie Hurlbut, Kenna Hurtuk, Riley Korengel, Kaleigh Lambert, Annchi Li, Bryanna McNamee, Marissa Paolangeli, Sidney Perryman, Ashley Robinson, Alison Soucy, Caitlin Swanson, Beatris-Elena Trella, Coach Judi Lafontaine.

F.3. Recognition of Boys' Soccer Team (no enclosure)

Dr. Willett noted that winning the Class M Soccer Championship is an amazing accomplishment and a particularly touching one for Coach Leahy who will be retiring.

Dr. Willett congratulated everyone and presented a certificate to each member of the Boys' Soccer Team and its coaches: Ryan Angers, Adam Boutot, Kyle Boutot, Andrew Burns, Jeremy Cardella, Jack Carmody, Aiden Devaney, Thomas Dineen, Ryan Giroux, Ryan Greenberg, Corey Hanna, James Heaney, Griffin Kopsick, Eric Krementowski, Thomas Landolina, Thomas Leahy, Brandon Merluzzo, Nick Olson, Drew Pearson, Will Person, Ryan Regan, Jack Riggott, Josh Schramm, Will Sutor, Nick Tantillo, Chase Young, AJ Zimmerman, Chris Zimmerman, Michael Zimmerman, Coach Jim Leahy, Coach John Mankus.

Mr. Adlerstein asked the players on both teams to think about their moments of victory and asked what they would like to share with the community about their experience. Mike Zimmerman commented that he has many good memories that he will hold forever and will miss his teammates. Having a state championship is something that will bond them forever. Chris Zimmerman added that he will remember running sprints, scoring goals, and fun at practice. The team is tighter than a family.

Ashley Robinson noted that the team is like a big family. She will hold on to this experience for the rest of her life. McKenzie Bowden added that she too will remember the team as a family – all of the girls are her best friends. Everyone put in so much effort and was so proud when they won. It is an incredible feeling. Caitlin Swanson commented that it is one thing to accomplish something by oneself but as a team it is 50 times better because you worked together.

Coach Leahy commented that this was a special season. He has coached the boys since they were 6 years old and while the team lost in the finals last year, it was a great motivation for them this year. The team used bumps in the road as learning opportunities and found a way to win together. He added that it has been a wonderful group to coach and he is lucky to have had the opportunity.

Coach Lafontaine spoke about the girls. They have been a pleasure to coach. This year was a special win and although there were a lot of illnesses and injuries, the girls pulled together and made it a special season. She wished everyone continued success. They will never forget their experiences and they were a true family. This is why they were so

successful. She is very proud of them and thanked the parents as well for playing a huge part in the team's success.

Mr. Adlerstein noted that the Town is fortunate to have two state championship teams at the same time. He is proud to be a resident of Tolland and the players have done a wonderful job representing the Town. He congratulated everyone and wished them the best.

F.4. Request to Increase Price of School Lunches in Tolland

This is the Board's second review of this item. After the first presentation, the Board requested additional information. This is provided in attachment F4 and was reviewed by Dr. Willett. Dr. Willett noted that the prices are still below others in the DRG and if corrective action is not taken, the food budget may need to be subsidized by the operating budget. He would like to keep the program self-sustaining.

Ms. Moran motioned to move item F.4 to item I.1 for action. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

F.5. Proposal to Add a Special BOE Meeting for the Purpose of Budget Review

Dr. Willett noted that the Board may want to consider adding a special meeting to provide enough time for an ample review of the budget. The Superintendent's budget will be presented this evening, January 13th, and there are two additional meetings scheduled before changes would need to be made and the BOE Budget is submitted to the Town Manager: January 27th and February 10th. A brief discussion took place regarding adding a special meeting. The Board agreed to add a special meeting on January 20th at 7PM. This meeting will be held at THS.

Ms. Yudichak motioned to move item F.5 to item I.2 for action. Mr. Doyle seconded the motion. All were in favor. Motion carried.

F.6. Monthly Financial Report – December 2015

Dr. Willett noted that the attached December 2015 financial report shows an available balance of \$5,991 or .02% of the BOE's current budget. The attached Expenditure Report Summary was briefly reviewed. It was noted that the excess cost payment from the state has not yet been received. The district expects to receive the first of two checks in February and projects that it will be approximately \$900K. The payment is similar in percent to what the district has received in past years.

Ms. Gorsky arrived at 8:15PM.

F.7. Superintendent's Proposed Budget

The 2016-2017 Superintendent's Budget was distributed to the Board members.

Dr. Willett noted that it is his privilege to present the 2016/2017 Superintendent's Budget. This budget represents a best faith effort to provide the BOE a budget that will keep the school system vibrant and strong. He has listened carefully to the needs of the students, the parents, and the community. He has visited the senior center, met with student organizations, and engaged in community conversations. A common theme emerged. The town needs a cutting edge education system that is sensitive to the cultural and academic needs of the students but still provides a level of efficiency that will allow it to pass at referendum. This budget is his best faith effort at giving the community just that – with a 4.25% budget increase the district maintains a crucial focus

on literacy and math while keeping the other programs strong. The 4.25% also makes the appropriate adjustments for enrollment. While enrollment has declined, it has not declined at the rate that was projected. Thus, responsible fiscal and personnel adjustments have been made while maintaining the critical components necessary to realize the district's math and literacy goals, to expand the use of Google Labs and other technologies, to provide quality professional development, and to maintain strong music, art, technology, co-curricular and athletic programs.

The realization of the vision and goals is critical to the district's educational practices. With this budget, the district will be able to go from good to great. It will have better writing, math, and reading instruction. This has been started and constant improvements are being made. There will be an excellent professional development program with a focus on pacing. Further, a valuable and comprehensive capital plan has already been presented and this is the first chance the district has had in decades of having a number of the facilities and other needs addressed. There is a responsible approach in this budget to facilities management and upkeep. The district is seeking and working with the Town on shared agreements as well as seeking out grant opportunities and other efficiencies.

In order to get there, the district will begin to focus on a new reading program in K5 as was promised in the original plan. The technology offerings will be expanded and an HVAC facilities position will be added to better maintain the \$10M HVAC investment and to save money on independent contractors and consultants. The district will create new partnerships with education centers to pursue outplacement opportunities for the Tolland Public Schools. Additionally, the reach of the evaluation process will be extended. The district will strengthen curriculum oversight and leadership and expand the effectiveness of program implementation and instruction by evolving the curriculum coordinator positions to 092 evaluation positions. The district will continue to expand its use of collaboration and education opportunities available with the Google Technologies. Finally, the district will continue to develop new curriculum initiatives with the resources it has and will hopefully receive in this budget.

Dr. Willett spoke of the adjustments and efficiencies. In order to achieve its goals and pass referendum, the district needs to make some adjustments including the reduction of three K5 teachers, two 6-8 teachers, and three 9-12 teachers as well as one administrator. The staff structure will be reorganized to create a district literacy and math staff that will report to the new 092 literacy and math positions. This will be achieved at a fraction of the cost of the administrative position being reduced. It is a true multiplier because it will give Tolland taxpayers much more for their money – 1 administrator will be replaced by 2 positions that will cost a fraction of that one position's cost.

Dr. Willett presented cost drivers via data with a graphical illustration for the 4.25% increase. (Data will be available on the website on Friday, January 15th). He also reviewed the vision and goals statements that were set by the school staff and administration earlier in the year.

Dr. Willett explained that the Board and the Tolland Community have the opportunity to help the district keep its eyes on the prize of a quality education in Tolland housed in safe and well-maintained facilities with appropriate technologies, resources, and support. He thanked the Board for the opportunity to present the budget this evening.

The Board reviewed the summary of the budget (Global Object tab, 1st page) and asked about individual items.

Ms. Gorsky inquired about the \$220K increase in transportation. Dr. Willett explained that this is a contractual increase and due to the addition of an out-of-district placement.

Ms. Seaver asked if there is anything out of the ordinary in this budget as compared to the last budget. Dr. Willett responded that if one were to compare, he would say that the budget addresses the elephant in the room – facilities.

Mr. Adlerstein asked Dr. Willett to highlight the major categories of expenses. These items included: severance pay – an administrator will be leaving the district and severance is in the contract; professional technical services; testing and evaluation – includes the reading program and various workbooks; facility maintenance; public safety officers (events); the SRO (works in the schools); operation and maintenance supplies; testing; workbooks for THS; athletic supplies. Mr. McLaughlin noted that items 111, 112, 113, 118, and 151 are all driven by the terms of the respective contracts.

Ms. Gorsky commented that she would like to look into another option for the SRO. She recognizes that it has been a valuable service but wonders if there is a less expensive way to get a similar service. Ms. Yudichak inquired if there would be a way that the SRO could do the events as well as a way to save some money. Dr. Willett will look into this.

Mr. Adlerstein noted that a 4.25% increase is higher than what the Town Manager is expecting and in his opinion one thing to do is to think about the budget in terms of what will pass referendum. The budget that is believed to be the best for Tolland should be handed to the Town Council and some of these questions may be how it gets there. Mr. Pagoni commented that the Board is supposed to put together a budget that prepares the children. There should be a robust discussion on what that is and when the Board comes to the final number and the public and the Town Council has been informed what the Board thinks, they will be able to understand the reasoning and have the information. He does not recommend cutting it at the front end. Mr. Adlerstein clarified that he is not looking for an answer this evening but the budget should be one that educates and is the best for the students as well as one the Town will support.

Mr. Doyle noted that at the last Finance and Facilities meeting, they discussed the SRO position. The two year SRO pilot program will end this school year. He would like to look at the goals and see if the position has achieved these. The pilot program needed a chance to work but data is needed to make an ongoing decision and commitment. Dr. Willett will ask the person running the program to present the requested data and information.

Ms. Moran would like to investigate the need for public safety officers at some of the events. Dr. Willett has a meeting scheduled to discuss this issue and see what can be done in terms of a community/town/school partnership.

Mr. Adlerstein noted that it is important to look at those things that affect the quality of education or core strategy of curriculum and instruction, as well as what keeps children safe and benefits their emotional health. He thanked Mr. McLaughlin and Dr. Willett for the document. This is an excellent tool for understanding the budget.

Dr. Willett noted that the budget presented is what is needed but will review if any changes can be made to reduce the 4.25%. Mr. Adlerstein noted that the budget takes advantage of a one-time opportunity of declining enrollment. Reducing staff without impacting class size restructures the district into a more workable model.

Mr. Pagoni inquired what Dr. Willett says must be in the budget and what may be able to be reduced. Dr. Willett responded that special education, transportation, and legal services (will be needed for negotiations) are crucial. He will review the lines of public safety, insurance, and technology to see if reductions are possible.

Mr. Doyle noted that the educational cost sharing is not listed under grants and would like it to be added. Mr. McLaughlin explained that he does not consider this to be a grant but will add it; however, the dollars on listed on the grant page are not included in the summary page. Mr. Doyle highlighted the importance of investing in maintenance – it provides a long term benefit. Emergencies are expensive and impact education.

Board members should call Dr. Willett or e-mail him with any questions. He will collect the inquiries and report back to the Board.

G. COMMITTEE AND LIAISON REPORTS

Policy – The Committee met on December 16th. They have been discussing a number of policies including a policy regarding student representatives, advertising signage, eoy procurement, and school volunteers. They also reviewed the student athlete team selection policy and recommended having a hard deadline so there is assurance that a child is in the physical condition necessary to participate in a sport. There are multiple ways that the deadlines are communicated to the parents. The committee also discussed the UConn courses. The courses will still be offered and those who wish to participate will need to purchase the text. The old material will be kept on hand so that the program can also be offered at the honors level.

Communications and Outreach – The Committee met on January 6th. The mission statements were reviewed as well as the goals for 2016. The latter includes trying to engage the public at more school functions and events as well as the Town Council on an as-needed basis. Additionally, the Committee is interested in any opportunities for positive press. Dr. Willett is looking into having a Tolland Public Schools Facebook account to distribute information. Lastly, Ms. Moran noted that in order to receive communications, residents must sign up at tolland.org and request what communication they would like to receive.

Website Task Force – The next meeting is on February 1st.

Finance and Facilities – The Committee met on January 5th and will meet again on February 2nd. They discussed the upcoming dates for budget discussions. Mr. Doyle reminded the public that there will be a workshop on January 14th to discuss the senior housing project at the Parker site.

Town Council – Mr. Adlerstein attended last night's meeting. Each department presents its part of the budget to the Council.

H. CHAIRPERSON'S REPORT

Mr. Adlerstein requested that as the Board enters budget season, that the members provide feedback on the agenda and flow of the meetings. They should e-mail or call him with how the Board could do a better job and how their roles as Board members could be made stronger.

I. BOARD ACTION

I.1. Request to Increase Price of School Lunches in Tolland

Ms. Gorsky motioned to accept the price lunch increases for the Tolland Public Schools as requested in the attached 1/13/2016 letter from Ms. Kassman-Harned, Director of Food Services to Walter Willett, Superintendent of Schools. Ms. Seaver seconded the motion. Mr. Adlerstein, Mr. Doyle, Ms. Gorsky, Ms. Moran, Mr. Pagoni, Ms. Yudichak, Ms. Seaver, and Mr. Schroeder were in favor. Ms. Harrold opposed. Motion carried.

I.2. Proposal to Add a Special BOE Meeting for the Purpose of Budget Review

Ms. Yudichak motioned to schedule a BOE meeting on January 20th at 7PM at Tolland High School. Mr. Doyle seconded the motion. All were in favor. Motion carried.

J. PUBLIC PARTICIPATION

David Garret, 23 Rudansky Lane, is a parent of a 1st grader. He explained that the Math In Focus program was implemented in all grades this year and the plan is to implement a similar program for reading next year. He sees the math and reading homework that comes home and can say first hand that it is night and day. There is a great difference in curriculums and he has seen incredible gains in math. He is pleased and wants the reading curriculum to be implemented next year.

Kate Vallo, 72 Tolland Green, thanked the staff for the incredible amount of work that was put into the budget document. She was in the schools today and there was great energy. She appreciates that the Board and Dr. Willett are interested in looking at the cost savings potential in the area of public safety and the SRO's role and how there may be some flex hours. She would like clarification on which positions are being cut, specifically the administrator position.

Andy Powell, 21 Clear Brook Drive, explained that the role now is that the documents come forward. The subject matter expert has given his assessment after speaking to others including those in the community. The Board's role is to verify that this is what the town and to have the courage to stand up to the consideration of .035. As advocates of effective and efficient education, it is up to the Board to verify the numbers and the impact. The SRO is the thing that you pay for that you do not ever want to have to use but if you have to use it, by gosh it better be there. Use your own experience when reviewing the numbers and then stand up and say what the district needs. Tolland is the 36th best school district in the state – we are doing well. He appreciates everyone's efforts.

K. POINTS OF INFORMATION

Dr. Willett explained that the objective is for Birch Grove and TIS to share an assistant principal. He clarified that there will be a resignation in the special education department and there will be some movement but he cannot specify who will go where at this time. It is likely that none of the administrators will lose their livelihood, the district will just not be hiring. While there will be a reduction of an administrative position, they are creating two positions with 092 abilities at a lower cost.

L. CORRESPONDENCE

- Town Council – December 8, 2015
- Town Council – December 22, 2015

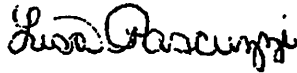
M. FUTURE AGENDA ITEMS

- Policies

N. ADJOURNMENT

Mr. Adlerstein took it on consent that there was no objection to adjourn at 9.51PM.
The meeting was adjourned.

Respectfully submitted,



Lisa Pascuzzi
Clerk

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM JANUARY 12, 2016 – 7:30 P.M.

MEMBERS PRESENT: Rick Field, Chair; William Eccles, Vice-Chair; Robert Green; Paul Krasusky; Kristen Morgan and David Skoczulek

MEMBERS ABSENT: Jeanne Schroeder

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records; Sheila Bailey, Town Clerk; Jason Lawrence, Assessor, Michele Manas, Collector of Revenue; Agata Herasimowicz, Asst. Finance Director / Treasurer; Beverly Bellody, Human Services; Scott Lappen, Public Works; Barry Bernabe of Phoenix Advisors

1. **CALL TO ORDER:** Rick Field called the meeting to order at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** None
4. **PROCLAMATIONS:** None.
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:** None.
- 7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:** None.
- 7b. **REPORTS OF TOWN COUNCIL LIAISONS:** **David Skoczulek, PZC:** Discussion occurred regarding 40 Tolland Stage Road. The item was continued until the next meeting. **Paul Krasusky, BOE Workshop:** There were few attendees. Dr. Willett continues to work on the BOE budget. Mr. Krasusky also joined Dorothy Mickiewicz of the Conservation Commission for a walk on the Parciak trail. He encourages the public to get out and use these resources. **Bill Eccles, EDC:** Sign enforcement is continuing. The Commission is considering sending a letter of endorsement to the Council regarding the Town's Green road area. **Rick Field, Blight Committee:** They established the areas that they want to look at first.
8. **NEW BUSINESS (ACTION/DISCUSSION ITEMS):**
 - 8.1 Debt Management Plan Presentation by Barry Bernabe of Phoenix Advisors.

Mr. Bernabe of Phoenix Advisors provided overview of the annual debt with the use of a PowerPoint. The proposed new debt is at \$17m+ for the next five years. A chart outlining the long-term interest rates trend was shown, they have been going down. Even though the Fed is starting to raise short-term rates, long-term rates are very close to all-time lows. A lot of that has to do with the weakness in the economy and what is occurring overseas, especially in China. The town's rating is an AAA, the highest possible, from S&P, Fitch rates Tolland AA+ and Moody's rates the town at AA. He reviewed the factors that determines the town's bond rating: 1) Management Practices; 2) Economic & Demographic Characteristics; 3) Financial Performance; 4) Debt

Management; and 5) Long-term Liabilities. He showed a slide with the town's existing debt services profile. The town's debt service will rise a little for next year to about \$4.5m, and then if the town were to never borrow again it would drop each year after that, which is very positive. With the proposed \$17m+, the debt will stay very manageable. The reasons are because of the town's good bond rating, the low level of interest rates and the aggressive run off in the town's existing debt service.

Mr. Krasusky commented that a lot of work goes into this from Mr. Werbner and his staff, and he thanked them for all they do.

- 8.2 Health Insurance Update Presentation by Steve May of Milliman: Mr. May was not in attendance. No update was given.
- 8.3 Department Overview – Finance, Town Clerk, Assessment Services, Board of Assessment Appeals and Revenue Services.

Lisa Hancock introduced herself, and her staff, Agata Herasimowicz, Sheila Bailey, Michele Manas and Jason Lawrence. She advised that they also have IT services, which is an outsourced company.

Mr. Werbner gave a quick overview of the solid department within the town.

Administration & Accounting: Responsibilities include Administration, Accounts Payable / Purchasing, Audit, Cash Management, Debt Management, General Accounting, Information Technology, Payroll, Town Budget and Capital Budget. He reviewed their Financial Management and Performance.

Town Clerk: Responsibilities include Maintaining and Preserving Records, Record and Index Land Records and Property Maps, Elections, Registrar of Vital Statistics, and other miscellaneous activities.

Assessment Services: Responsibilities include issue corrected motor vehicle assessments, annually field inspections of all building permits, and prorate new construction based on date of occupancy. A significant project was the 2014 Revaluation Project. The Assessor took on the task of an in-house revaluation. The concerns for the future are: 1) 2016 – implementing changes to the motor vehicle tax program; and 2) 2017 - further changes in legislature to the motor vehicle program.

Board of Assessment Appeals: This Board's responsibilities include making decisions concerning taxpayer appeals of assessment.

Revenue Services: The Department's responsibilities include: Revenue Services, Administration, Town Budget, Audit, Cash Controls, Current Tax Collection, Customer Service, Delinquent Tax Collection, Maintaining Revenues & Special Assessments / Functions. Major projects include Tax Sale, the Suspense List, and promoting on-line payments and cross training staff.

Mr. Werbner advised that Tolland has been the recipient of the CAFR Award for 20+ years, and they have received a budget award for the past 5 or 6 years consecutively. He thanked the departments for all the hard work that they do.

Mr. Field commented that Tolland does have excellent departments in this town. Regarding Finance, we couldn't do any better. He thanked them all for their hard work.

- 8.4 Consideration of a resolution to authorize the Town Manager to submit a STEAP application to the Office of Policy and Management.

Mr. Werbner said Tolland will be re-submitting the STEAP Grant for \$500,000 towards the costs of renovations at the highway garage. The Grant is due Friday.

Bill Eccles motioned to accept the following resolution:

WHEREAS; the Office and Policy and Management is accepting applications for the 2016 Small Town Economic Assistance Program (STEAP) and the Town of Tolland is an eligible community; and,

WHEREAS; the Town of Tolland project is consistent with the State Plan of Conservation and Development and the Tolland Plan of Conservation and Development;

AND FURTHER; the project can begin in the immediate future;

BE IT RESOLVED that Steven R. Werbner the Town Manager is duly authorized to enter into and sign said application in the amount of \$500,000 on behalf of the Town of Tolland.

Steven R. Werbner currently holds the Town Manager position and has held that office since October 1, 2005. The Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

Seconded by Robert Green. All in favor. None opposed.

8.5 Appointments to vacancies on various municipal boards/commissions.

8.5.a. Appointment to Board of Recreation – *2 vacancies will remain*

David Skoczulek motioned to appointment Anthony Ciccone, term 11/04/15 – 11/06/19, to the Board of Recreation. Seconded by Bill Eccles. All in favor. None opposed.

David Skoczulek motioned to appointment Laura Gregory-Roberts to the PZC, as an Alternate, and accepted her resignation from Board of Assessment Appeals. Seconded by Bill Eccles. All in favor. None opposed.

David Skoczulek motioned to appointment E. Steve Clark to the ZBA. Seconded by Robert Green. All in favor. None opposed.

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 a meeting on Thursday night @ 7:00 p.m. at the THS Library concerning the elderly housing project at Parker School. The public is welcome to attend. Mr. Field commented on the content of the Town Manager's report: the town had two new hires; he congratulated Ms. Hancock on her tests; and he gave kudos for the audit.

11. **ADOPTION OF MINUTES**

- 11.1 December 22, 2015 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by David Skoczulek. All in favor. None opposed.

12. CORRESPONDENCE TO COUNCIL

- 12.1 CT Town and City
- 12.2 CROG – Benefits of Membership
- 12.3 Outdoor Heating Brochure
- 12.4 Community Action Brochure

13. CHAIRMAN'S REPORT: Mr. Field commented that Mr. Eccles and he will get together and start working on the goals. He attended the FOI meeting, which went very well. The meeting for the Parker senior project is Thursday night. There is an Access Health Enrollment Fair at THS on January 16th @ 9:00 a.m. He said there was a suggestion to include an article from the Council in the quarterly newsletter. Mr. Eccles and Mr. Skoczulek will work together on that.

14 COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: Mr. Krasusky reminded the public of the BOE workshops. The next ones occur on Wednesday and Thursday (January 20th and 21st) of next week at the THS Library at 7:00 p.m. He also encourages the public to come and share their thoughts on the budget work being done by the Council. He invites everyone to get out, read the information and participate in what is being proposed for the Referendum.

15. PUBLIC LISTED PARTICIPATION *(on any subject within the jurisdiction of the Town Council)*
(3 minute limit): None.

16. EXECUTIVE SESSION

Bill Eccles motioned to go into Executive Session at 8:09 p.m., thus ending the Regular Meeting of the Town Council. Steven Werbner and Rick Conti were invited to the Executive Session. Seconded by Paul Krasusky. All in favor. None opposed. Executive Session ended at 9:23 p.m.

16.1 Discuss possible sale of Town land and Potential Litigation.

17. ADJOURNMENT: Bill Eccles moved to adjourn the meeting; Seconded by Robert Green at 9:23 p.m. All were in favor.

Richard Field, Council Chair

Michelle A. Finnegan
Town Council Clerk