

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
February 10, 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

Special Meeting – January 20, 2016
Regular Meeting – January 27, 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 Monthly Financial Report – January 2016
- F.2 Superintendent's – Board of Education 2016-2017 Budget (no enclosure)
- F.3 Policy 5190 - Student Representatives
- F.4 Request for an Additional Paraprofessional at Tolland High School
- F.5 Signing the Working Agreement (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 26, 2016

M. FUTURE AGENDA ITEMS

N. ADJOURNMENT

TOLLAND BOARD OF EDUCATION
Tolland High School
Library
Tolland, CT 06084

SPECIAL MEETING – January 20, 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, Mrs. Michelle Harrold, Mr. Robert Pagoni, and Mr. Jeff Schroeder.

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

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:12 p.m. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

The first three meeting minutes on the agenda had already been discussed so were approved on a consent motion. The last one, January 13, 2016 will be approved at the next regular meeting.

C. PUBLIC PARTICIPATION – None.

D. POINTS OF INFORMATION

Mrs. Gorsky had received two letters concerning the cut of one Assistant Principal between Birch Grove and TIS. One was from a teacher and one a parent. There were several concerns but one they pointed out was it will be difficult if the principal is tied up or out of the building, no one will be available for coverage in particular situations. Dr. Willett will address this at a later point in the meeting.

E. STUDENT REPRESENTATIVE REPORT

No student reps were in attendance but there was one student attending for Civics. When asked if she had any news from the high school, she had a suggestion that it would be nice if the vending machines were available all day instead of just at lunch. Dr. Willett replied that he knew the machines can't compete with the food program but will look into why they can't be open during other times of the day. He also pointed out it could be a good issue to bring up to Student Council.

F. SUPERINTENDENT'S REPORT

Mr. Adlerstein said this meeting was scheduled for the purpose of the budget process and to continue with past discussion based on four areas: 1) chew on budget points, 2) identify areas of interest, 3) what's most important, and 4) now and next week. He added this meeting would be BOE discussion and input, with possibly a meeting the next night. Or instead they may decide to caucus separately with feedback to Dr. Willett. They are hoping there will be a consensus by the meeting January 27 and have a budget to vote on ready to be passed for February 10. A public participant asked if they

meet with Town Council at all for discussion and the answer was yes, via the Town Council liaison who was present, Mr. Krasusky as well as Mr. Adlerstein and Dr. Willett meeting with Town Manager, Mr. Werbner.

Dr. Willett had prepared some information to review. The first handout was a line item budget description with current, proposed, and percentage of change along with dollar change. He also distributed a packet of questions that had arisen from the Board previously with short answers. A link to the more detailed answer was also available online. The Board took some time to review this material to highlight questions and concerns for further discussion.

Several questions were asked relating to the line item budget handout. Dr. Willett noted that in some cases it might look like an increase (i.e. Special Ed overtime) but in actuality it is a correction to past years of incorrect budgeting.

Dr. Willett reported the five basic areas of the budget as follows: 1) Curriculum and instruction, 2) Facilities and maintenance, 3) Technology, 4) Culture and climate, and 5) Logistics/transportation. Mr. Adlerstein asked Mr. Krasusky when the capital plan is on the Town Council agenda. It is important that the BOE pay attention to that date and be aware of how to best support their capital plan. Mr. Krasusky will get the exact date.

Regarding the areas for future discussion, Mr. Pagoni believed replacement of varsity sports uniforms was important. He was interested in the total cost for a complete replacement of all. A plan to rotate the uniforms over a period of possibly 3 years could be implemented. Mr. Willett agreed saying this is an item that is put up every year and gets knocked out and it's starting to show in the condition of all sports uniforms. A discussion regarding fundraisers to make this happen or finding reasonable prices for parents to pay. It was then noted parents pay a high "pay to play" fee and that would be asking a lot for them to pay more. It was also pointed out that at this point where there is a possibility of cutting positions (including SRO and AP) new uniforms might not be good timing. Also, a question was asked regarding the line item pertaining to cost of diesel and this was noted that it will be discussed by Dr. Willett at the next meeting. Mr. McLaughlin also reminded the Board that Special Ed costs can go up during a year substantially if just one new student arrives or often times more than one. They need to take this into consideration in the budget.

Discussion followed regarding the cost of an SRO (Student Resource Officer) and PSO (Public Safety Officer). Dr. Willett explained the difference between the two as follows: the SRO is contracted to work directly at the school and the PSO's are hired for school events. He reported that the current SRO will be at the next meeting with a presentation. Board members would like him to bring statistics on the success of the position. The cost of this position at the beginning had been shared with the state, but now is the town's full responsibility. All believed this is definitely a future topic. There was a hope that this cost could be reduced but still provide the support similar to what the SRO provides. It was noted that he is looked at as someone the students could bond with or be nurtured by and with last year's cut of the Social Worker who was another source for students, it limits student resources. Perhaps the Social Worker can

be re-looked at, it was suggested. Dr. Willett stressed that they need to consider what is most important, as everything is important to different individuals. He will get more information and pursue more options for the SRO.

The Assistant Principal position was the next item to be added to the list for future discussion. Mr. Willett is proposing Birch Grove and TIS share the one position instead of each having their own. There is a concern with this. Mr. Pagoni remembered when the high school was the only school with an AP and pointed out how hard it was for the other principals to be a leader when alone. Other issues concerning this cut were discussed but it was agreed that they don't want to cut more teaching positions.

Mrs. Gorsky asked about #300 on the line item budget report regarding the increase in Purchased Prof. Technical Consulting Ser. Mr. McLaughlin did not have an answer but will get back to her at the next meeting. Dr. Willett said over the next week if anybody has any other questions concerning information on this handout, please email him the questions.

Dr. Willett reported Facilities feels they are understaffed and therefore behind in important things. Shared Opportunities with Facilities will be the last item from this meeting that will be on the Future Discussion list.

Mr. Adlerstein summarized by going around the table for closing statements regarding Future Discussion list. Overall, there is concern for the cuts – PSO, SRO, Assistant Principal – but there has to be reductions to get the budget passed. They would prefer not to cut teachers as they have done in the past and would like to move forward with a long term plan for improvement in spite of decreases.

A request was made by a member of the public for the budget line items to be listed in order of biggest change down and also what numbers are actual corrections for past inaccuracies.

Mr. Adlerstein asked if a scheduled special meeting is necessary for Thursday or would they rather do a caucus on their own and stay in contact with the Superintendent who can be reached at any time. The Board agreed there would be no meeting the next night and they would caucus at some point during the week.

G. COMMITTEE & LIAISON REPORTS

No reports. Mr. Doyle cancelled the February 1 Finance meeting unless there was objections. There weren't.

H. CHAIRPERSONS'S REPORT

None.

I. BOARD ACTION

None.

J. PUBLIC PARTICIPATION

None at this time.

K. POINTS OF INFORMATION

None.

L. CORRESPONDENCE

None.

M. FUTURE AGENDA ITEMS

See Minutes.

N. ADJOURNMENT

Mr. Pagoni motioned to adjourn at 9:15 p.m. and Mr. Doyle seconded. All in favor.
Motion carried.

Respectfully submitted,

Cherie Richards
Clerk

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

REGULAR MEETING – January 27, 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.

Administrators Present: Dr. Walter Willett, Superintendent of Schools; Mr. Mark McLaughlin, Business Manager; Kathleen Raymond, Director, Pupil Services and Special Education; Adam Sher, Director, Technology; Peter Sztaba, Director, Facilities; Carolyn Tyl, Director of Curriculum; Trooper Corradi, SRO; Resident Trooper McCarthy; Dominique Fox, Principal, THS; Margot Martello, Assistant Principal, THS; Dr. Kathryn Eidson, Assistant Principal, THS; Daniel Uriano, Principal, TMS; Anthony Spangle, Assistant Principal, TMS; James Dineen, Principal, TIS; Jonathan Cop, Assistant Principal, TIS; Tom Swanson, Principal, Birch Grove; Patricia Hess, Assistant Principal, Birch Grove

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:32 P.M. The Pledge of Allegiance was recited. The order of the agenda was as follows: A – E, I, F, G, H, J, K, L, M, and N

B. PUBLIC PARTICIPATION

Steven Boyer, 32 Skungamaug Road and owner of The Country Butcher and Spring Hill Farm, spoke in favor of continued support for the culinary program at THS and TMS. As a business owner in the food business, he sees direct benefits of the program. He applauds the district for starting and continuing the program and enjoys working with the students. They are eager and want to be involved. Mr. Boyer believes there will be a huge demand for those with an understanding of the basics of food, preparation, and nutrition which the students learn. The program teaches cooking, leadership, and math skills as well as chemistry and students from the program have been accepted to prestigious culinary schools. As a business owner and parent, he fully supports the program.

Mr. Adlerstein asked the students in attendance to share something about the program. Ben Boyer explained that he has enjoyed the experience and culinary is his career choice. Nick Boyer commented that he has always had a passion for food but the culinary program gave him the spark to know that he wants to become a chef and someday teach students food science and nutrition as well. Madeline Jurgensmier noted that initially she took the class as part of her requirements but has learned so much including the art of making pastries and baking. This experience has helped determine her career path.

Mr. Adlerstein thanked everyone including the teacher, Ms. Lauren DeBlois, for their commitment to the culinary arts program.

C. POINTS OF INFORMATION

Mr. Pagoni commented that he has had lunches at THS and the meal, service, and hosts are always fabulous and he supports the program.

Mr. Adlerstein noted that he too has had lunch at THS and was impressed with the quality and presentation of the food. The program provides real life experience and is a reminder that there are many different paths that one can take. He thanked everyone for taking the time to come and remind all of everything the program offers.

D. STUDENT REPRESENTATIVE REPORT – Charles Perosino and Andrew Harger

Mr. Harger noted that today was the first day of the second semester at THS and the Snowball Dance is coming up on February 19th. The THS musical, *Joe and the Amazing Technicolor Dreamcoat*, will be performed on March 11th and 12th and the Mr. THS event will be held the following week.

Mr. Perosino noted two issues that students would like addressed. First, there is student concern that in the lunch line milk is available but water bottles are not – they are in a different location. Second, the students would like more leniency in the add/drop policy given the many factors involved.

E. SUPERINTENDENT'S REPORT

Mr. Adlerstein asked that Troopers Corradi and McCarthy speak about the SRO program and provide pertinent information.

Trooper Corradi has been a Tolland Resident Trooper for approximately 6 years and was selected to be the SRO for the 4 schools in the district. He provided each Board member with a report which includes statistics and highlights from the last academic year and he can provide recent statistics as well. He has enjoyed working with the 9 administrators and staff over the past year and a half and has developed good rapport with each of them as well as the students and parents in each of the four schools. Although there are some people who have been upset with some decisions that have been made by him and/or the administration, they have always come to a resolution which included satisfying the parents. Whenever possible, administrators try to handle situations in house and when it is a criminal matter, Trooper Corradi becomes involved and they work together.

Trooper Corradi has worked with Dr. Willett and Chief Littell to update all of the emergency plans for the schools. This year, with the input of the administrators, the fire department, and Dr. Willett, they have developed a plan/flip chart which will be distributed to every administrator and posted in each classroom. This chart provides information for what to do in a variety of scenarios.

Additionally, Trooper Corradi mentors some students and meets regularly with others in different schools. In some cases it has been in regard to truancy while in others it has been in regard to legal matters. Students are able to speak with him privately and if it is something that he needs to address with the administrators, he does so. He tries to make situations learning experiences for the students rather than a criminal or negative experience. He believes in helping kids move on – everyone makes mistakes.

Mr. Adlerstein inquired what it is like in the schools now in comparison to prior to having an SRO. Trooper McCarthy, who has been in Town for 20 years, responded. Prior to the SRO program, he worked with Dr. Willett at TMS and ran the 5th grade, 7th grade, and high school DARE programs with four troopers. The DARE program was lost. He understands the budget but that being said, someone is 100% needed at the school. In town, there are 2 troopers on

day shift and 2 troopers on evening shift. Prior to the SRO program, during the day shift the troopers were frequently called to THS for items such as marijuana, fighting, and other matters. By having Trooper Corradi in the role of SRO – this ended these problems. A trooper does not need to be pulled off the road to go to the schools. Having an officer in the school is a must and he is working on another way to fit it into the budget. It has to be done.

Mr. Adlerstein thanked Trooper McCarthy for framing the issue and noted that it is a financial issue.

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

Mr. Adlerstein provided an overview of Dr. Willett's five key categories: curriculum and instruction; facility maintenance; technology; culture and climate; logistics.

Dr. Willett reviewed the budget numbers with the business manager and the administrators and submitted a list of reductions that reduces the budget but allows the district to retain the administrator position which was a concern. With all of the reductions, this brings the proposed 2016/2017 budget to 2.99%. The focus on math and language arts is still intact as well as the curriculum programs. There is still \$80K available in the line item for the SRO. The reductions were presented to the Board for its review and are summarized below:

Step 1

Public Safety account reduction: \$45K
Curriculum reduction: \$66K
SRO reduction: \$80K
ACA reduction: \$32K
Diesel rate reduction: \$95K
ECHIP credit back: \$25,142
OPEB reduction per actuarial: \$91,753

Step 2 – Personnel

Birch Grove: 2 K-2 teachers
TIS: 2 K-5 teachers
TMS: 2 teachers
THS: 2.5 teachers
1 Class III secretary
Total: 9.5

Dr. Willett provided general information about the reductions. He noted that end-of-year funds, if available, will be used to acquire curriculum items for next year and the requirement for ACA funding has been postponed to 2020. In regard to personnel, an additional K2 teaching position will be taken rather than the Birch Grove assistant principal position. Enrollment is down significantly and the classes are much smaller. He added that he received a strong feeling from the Town that the 2.99% will have a good possibility of passing at referendum and the modifications still allow the district to continue with its critical vision and goals and execute the best possible scenarios for education in Tolland.

Ms. Gorsky applauded Dr. Willett and the administration for all of the work put into the budget. There are many positive changes that will allow them to bring a number to the town which can hopefully be sustained without a significant impact to the children. Mr. Doyle thanked everyone as well. He expressed concern about what would happen if there were not sufficient end-of-year funds to cover purchasing the needed curriculum. Dr. Willett responded that it would have an impact on the implementation of the math and language arts objectives but would not bring it to a halt. He believes the funds will be available. Mr. Doyle noted that while there is declining enrollment, students still need to make choices for classes and asked Dr. Willett about the programmatic impact. Dr. Willett noted that there has been a lot of effort to make the negative impact as small as possible. There will be an impact but it can be better mitigated than alternative impacts.

Mr. Adlerstein asked how the reductions would affect the 5 categories. Dr. Willett explained that the curriculum will continue to move forward and facilities and maintenance are not being shortchanged. Appropriate preventative maintenance will be done – significantly more is expended when emergencies arise. While technology will take a hit, progress will still be made and programs for culture and climate will still be supported. Logistics, including student management software will still be able to be executed. Dr. Willett does not like losing staff but a budget passing at 2.99% is exponentially better than a budget passing at 1% or 0% which would have a very adverse effect.

Mr. Adlerstein asked if there was a surplus at the end of 2015/2016, how it would be used. Dr. Willett explained that it would be spent on curriculum. If there was an excess amount, he recommended looking at the 1% fund. A much larger windfall would allow him to look at how to build programs and add math and literacy coaches. Technology would also be considered.

Mr. Pagoni inquired if Dr. Willett has discussed other scenarios in regard to the SRO. Dr. Willett has but added that it would be premature to discuss details at this time. He has spoken with 6 other districts and some of the Board members. Mr. Pagoni asked when the Board would have a chance to evaluate those scenarios. He wants to be sure the public has a chance to provide input. Dr. Willett explained that the Board's vote on the budget, in regard to the SRO line item, would empower him to find a solution for the district relative to what the district wants to do with the position moving forward.

Mr. Adlerstein proposed moving item I to this point. It was taken on consent. There were no public comments.

The administrators were provided with an opportunity to weigh in on the budget's impact at their respective schools. Ms. Fox commented that it is difficult to answer since they are not yet in the course registration process. It is always a challenge when a position is lost but the school will offer the best programs it can. At TMS, the current level of programming will be sustained as well as the critical priorities of the district. The teaming model will be maintained as well as math-in-focus and other programs. TMS will move forward and can sustain what it currently has. At TIS, the staff reduction is due to declining enrollment and will have an impact on the teaming structure. The

current programs can be sustained and they will be able to move forward in preparing for readers' workshop. At Birch Grove, Mr. Swanson explained that the reduction is aligned with declining enrollment but the programs and curriculum will continue to be sustained and move forward.

Ms. Raymond, in regard to special education, explained that while many of the costs are fixed, there are many unknowns such as agency placements. In any case, they need to look at the individual needs of the students they are servicing. Mr. Tyl commented that the reduction in staff and in turn less support will make it difficult for the curriculum team to do what it wants to do. More support with curriculum and instruction is needed but they will do the best job they can. Mr. Sher noted that there are large needs from a technology perspective both in terms of hardware and software. He hopes that from a capital perspective they can put better tools in the hands of the students and staff. Mr. Sztaba explained that the budget will allow them to do more preventative maintenance rather than reactionary work which comes at a higher cost. The budget he proposed is a good faith attempt to get to a point where they can do what is necessary to improve the standard of comfort and the correct preventative maintenance however there are always unknowns.

Mr. Doyle commented that the district has cut positions 2 years in a row and one of the priorities is culture and climate. He asked if from an administrative perspective if the district is gaining ground or if there other things the Board should be discussing to move culture and climate forward. Dr. Willett explained that it is a PBIS district and they are looking at other programs. There has been a lot of forward progress in this area.

The Board will vote on the budget at the next meeting. Dr. Willett does not foresee any changes or proposals but will not be able to provide a comprehensive plan for the SRO line item before that time. Mr. Pagoni expressed concern that the Board will be asked to vote on the budget which includes this line item. How can it explain to the public how it voted if it does not know what is in the SRO line item? The Board has responsibility for oversight. A brief discussion took place including the importance of the Board having oversight of how the funds in the line item are spent.

The global object page of the budget will be revised with the information presented this evening and posted online. A consensus check* was done with the following results: 3, 4, 3, 3.5, 4, 4. (Ms. Gorsky left prior to the consensus check).

**Consensus Check as displayed at the meeting*

- *Question: What is your level of support for _____? Each person responds by showing a fist or a number of fingers that corresponds to their opinion.*
- *Fist A no vote – I need to talk more on the proposal and require significant changes.*
- *1 Finger I still need to discuss certain issues and suggest changes that should be made.*
- *2 Fingers I am more comfortable with the proposal but would like to discuss some minor issues.*
- *3 Fingers I'm not in total agreement but feel comfortable to let this decision or a proposal pass without further discussion.*
- *4 Fingers I think it's a good idea/decision and will work for it.*
- *5 Fingers It's a great idea and I will be one of the leaders in implementing it.*
- *When fewer than three fingers ... group learn from that member the objections & suggestions that would make it a 3.*

Dr. Willett noted that he appreciates the hard work the Board has done both with the budget and in working with the community. There have been many community budget workshops going back to October. Seven meetings were held including open public sessions and the work done at these meetings has given the district the best chance to continue with the district's vision and goals. A good faith effort has been made to present a budget that will pass at referendum while still upholding the interests expressed by the Board and the programs and staff needed to keep the schools on their highly successful path.

F. COMMITTEE AND LIAISON REPORTS

Finance and Facilities – the February 1st meeting has been cancelled

G. CHAIRPERSON'S REPORT - none

H. BOARD ACTION - none

I. PUBLIC PARTICIPATION - none

J. POINTS OF INFORMATION - none

K. CORRESPONDENCE - none

L. FUTURE AGENDA ITEMS

- Budget discussion

M. ADJOURNMENT

Mr. Schroeder motioned to adjourn the meeting at 9:16PM. Mr. Doyle seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi
Clerk



TOLLAND PUBLIC SCHOOLS

51 TOLLAND GREEN • TOLLAND, CONNECTICUT 06084
860-870-6850 • FAX: 860-870-7737

OFFICE OF THE
SUPERINTENDENT OF SCHOOLS

Walter Willett, Ph.D.
Superintendent

TO: Board of Education

F.1

FROM: Mark S. McLaughlin, Business Director

RE: Monthly Financial Report-January 2016

Date: February 5, 2016

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

Please find attached the financial report for the month of January 2016, 7th month of the 2016 fiscal year. This report once again represents a snapshot of the financial condition for the district during FY15-16. The financial 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 and encumbrances such as salaries, health insurance, utilities, textbooks, etc.

The attached January 2016 financial report shows an available balance of \$1,065 or .0% of the BOE's current budget. The majority of the budget has been encumbered to provide better fiscal management and greater control. Encumbrances provide a better picture of the district's performance vs the approved budget. This balance is very low as a result of identifying the financial exposure of the district. Some individual line items are over budget because we have now identified the full exposure of those known expenses. We have encumbered the full amount of the costs in transportation, tuition, salaries, insurances and other benefits to capture all known and required future costs. Some line items are under budget and will remain as such because it is impractical to encumber costs to various line items at this time. The result of identifying our expense this early, forces the district to review all transactions as they incur and realize the impact for the entire year.

The district is expected to receive its first excess cost reimbursement check for approximately \$955,000 in February 2016.

Respectfully submitted.

Tolland Public Schools

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

From Date: 1/1/2016

To Date: 1/31/2016

Fiscal Year: 2015-2016

☐ 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	\$20,885,251.00	\$1,639,391.31	\$10,358,211.75	\$10,527,039.25	\$10,466,186.18	\$60,853.07	0.29%
0100.0000.120.00.000.1	Substitutes	\$453,866.00	\$24,063.95	\$157,160.55	\$296,705.45	\$0.00	\$296,705.45	65.37%
0100.0000.130.00.000.1	Overtime	\$111,132.00	\$7,782.93	\$82,380.03	\$28,751.97	\$0.00	\$28,751.97	25.87%
0100.0000.150.00.000.1	Stipends	\$297,963.00	(\$34,582.62)	\$109,347.74	\$188,615.26	\$338,232.29	(\$149,617.03)	-50.21%
0100.0000.190.00.000.1	Pension/Severance	\$176,000.00	\$143,310.60	\$165,024.00	\$10,976.00	\$47,985.15	(\$37,009.15)	-21.03%
0100.0000.200.00.000.1	Employee Benefits	\$308,738.00	\$157,312.50	\$352,611.10	(\$43,873.10)	\$0.00	(\$43,873.10)	-14.21%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,344,377.00	\$494,531.67	\$2,638,546.25	\$2,705,830.75	\$2,500,190.10	\$205,640.65	3.85%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$568,717.00	\$42,155.53	\$280,320.86	\$288,396.14	\$253,046.35	\$35,349.79	6.22%
0100.0000.240.00.000.1	Retirement (ICMA)	\$201,315.00	\$16,551.11	\$110,958.82	\$90,356.18	\$91,766.62	(\$1,410.44)	-0.70%
0100.0000.250.00.000.1	Course Reimbursement-Degree Ch	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00	0.00%
0100.0000.260.00.000.1	Unemployment Compensation	\$40,203.00	\$1,539.00	\$9,522.73	\$30,680.27	\$30,680.27	\$0.00	0.00%
0100.0000.270.00.000.1	Workers' Compensation	\$251,123.00	\$0.00	\$188,585.67	\$62,537.33	\$62,866.45	(\$329.12)	-0.13%
0100.0000.300.00.000.1	Purch Prof & Tech Svcs	\$20,735.00	\$120.00	\$21,325.31	(\$590.31)	\$546.84	(\$1,137.15)	-5.48%
0100.0000.310.00.000.1	Benefits Consultant Services	\$48,543.00	\$0.00	\$21,384.96	\$27,158.04	\$21,384.96	\$5,773.08	11.89%
0100.0000.320.00.000.1	Prof Educ Svcs	\$423,626.00	\$75,992.41	\$197,819.61	\$225,806.39	\$218,540.43	\$7,265.96	1.72%
0100.0000.330.00.000.1	Professional Tech Svcs	\$7,105.00	\$1,138.25	\$15,879.75	(\$8,774.75)	\$3,885.25	(\$12,660.00)	-178.18%
0100.0000.340.00.000.1	Legal/Audit/Consult Svcs	\$212,317.00	\$21,788.60	\$83,613.71	\$128,703.29	\$103,739.94	\$24,963.35	11.76%
0100.0000.350.00.000.1	Tech Services	\$371,195.00	\$19,812.05	\$200,617.00	\$170,578.00	\$27,333.19	\$143,244.81	38.59%
0100.0000.410.00.000.1	Sewer/Water	\$39,232.00	\$0.00	\$39,232.00	\$0.00	\$0.00	\$0.00	0.00%
0100.0000.420.00.000.1	Cleaning/Rubbish Services	\$103,756.00	\$5,770.44	\$40,999.30	\$62,756.70	\$37,491.45	\$25,265.25	24.35%
0100.0000.430.00.000.1	Repair and Maint Servs (Facili	\$210,407.00	\$36,527.60	\$173,275.29	\$37,131.71	\$75,921.96	(\$38,790.25)	-18.44%
0100.0000.440.00.000.1	Rentals	\$128,322.00	\$9,743.35	\$59,491.49	\$68,830.51	\$65,871.04	\$2,959.47	2.31%
0100.0000.510.00.000.1	Student Transp Svcs	\$2,274,765.00	\$213,177.67	\$1,053,725.03	\$1,221,039.97	\$1,362,557.24	(\$141,517.27)	-6.22%
0100.0000.520.00.000.1	Property/Liability Insurance	\$175,661.00	\$0.00	\$136,925.41	\$38,735.59	\$39,217.35	(\$481.76)	-0.27%
0100.0000.530.00.000.1	Telephone/ Postage	\$44,243.00	\$3,390.99	\$29,478.34	\$14,764.66	\$10,750.52	\$4,014.14	9.07%
0100.0000.540.00.000.1	Advertising	\$2,865.00	\$0.00	\$1,318.63	\$1,546.37	\$969.44	\$576.93	20.14%
0100.0000.550.00.000.1	Printing and Binding	\$25,943.00	\$214.56	\$12,847.84	\$13,095.16	\$5,216.00	\$7,879.16	30.37%
0100.0000.560.00.000.1	Tuition Educ Agency	\$2,664,767.00	\$684,841.49	\$2,135,481.82	\$529,285.18	\$1,177,057.44	(\$647,772.26)	-24.31%
0100.0000.580.00.000.1	Travel and Conference	\$23,326.00	\$1,471.20	\$7,666.13	\$15,659.87	\$8,704.38	\$6,955.49	29.82%
0100.0000.590.00.000.1	Safety Officials / SRO	\$120,000.00	\$1,245.12	\$4,220.97	\$115,779.03	\$120,223.94	(\$4,444.91)	-3.70%
0100.0000.600.00.000.1	General Supplies	\$118,564.00	\$8,113.52	\$119,718.25	(\$1,154.25)	\$38,345.74	(\$39,499.99)	-33.32%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$371,216.00	\$21,549.86	\$206,295.75	\$164,920.25	\$57,517.89	\$107,402.36	28.93%
0100.0000.620.00.000.1	Energy	\$1,583,214.00	\$16,486.09	\$1,434,894.80	\$148,319.20	\$145,059.20	\$3,260.00	0.21%
0100.0000.640.00.000.1	Textbooks	\$276,964.00	\$18,441.67	\$128,952.62	\$148,011.38	\$22,998.07	\$125,013.31	45.14%
0100.0000.650.00.000.1	Films and Videos Supl	\$1,458.00	\$0.00	\$0.00	\$1,458.00	\$455.40	\$1,002.60	68.77%
0100.0000.660.00.000.1	Computer Software	\$57,668.00	\$0.00	\$44,628.93	\$13,039.07	\$50.00	\$12,989.07	22.52%
0100.0000.690.00.000.1	Misc Supplies	\$40,929.00	\$3,093.25	\$22,850.35	\$18,078.65	\$19,458.58	(\$1,379.93)	-3.37%
0100.0000.730.00.000.1	Equip Instruct - New	\$219,476.00	\$1,598.00	\$174,950.36	\$44,525.64	\$20,571.43	\$23,954.21	10.91%
0100.0000.810.00.000.1	Dues and Fees	\$45,849.00	\$4,830.59	\$51,689.28	(\$5,840.28)	\$2,992.41	(\$8,832.69)	-19.26%
Grand Total:		\$38,275,831.00	\$3,641,400.69	\$20,871,952.43	\$17,403,878.57	\$17,402,813.50	\$1,065.07	0.00%

End of Report

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Policy 5190 – Student Representatives

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

For BOE meeting: 2/10/2016

ITEM SUMMARY:

Attached please find board policy 5190 on Student Representatives. This policy was reviewed by the Policy Committee on December 16, 2015. The new language is in red; language to be removed has a strike through it. The changes adjust the language to match the board's current practices regarding student representatives to the Board of Education.

FINANCIAL SUMMARY: N/A

BOARD ATTORNEY REVIEW: [N/A]

BOE ACTION DESIRED:

Move to action:

Possible motion: *Motion to accept the changes to Policy 5190 regarding Student Representatives to the Board of Education.*

SUPPORTING MATERIALS ATTACHED:

Board Policy 5190 with changes.

TOLLAND PUBLIC SCHOOLS
Tolland, Connecticut

BOARD POLICY	REGARDING: Student Representative(s) to the Board of Education
--------------	--

Number: 5190
Students

Approved: 10/24/01

The Tolland Board of Education believes students should have an opportunity through a student representative(s) to provide input to the Board of Education. A Student representative(s) will provide students, as clients of the educational system, a more effective voice in and at the decision-making level of the district.

The following procedures will be observed for the seating of the student representative(s):

1. The student representative(s) will be from the high school Student Council selected by that group annually during the second week of June.
2. The student representative(s) will serve a one-year term, July 1 through June 30 and may be re-elected.
3. In order to qualify for this office, students must be sophomores, juniors or seniors and members in good standing of the student council.
4. After the student has been elected he/she will be given an orientation session by the Superintendent of Schools and an officer of the Board of Education.

A student representative shall:

1. Be able to attend all regular meetings of the Board of Education.
2. During said meetings, provide the Board with a report on student activities.
3. During said meetings, be able to speak on any issue on the agenda or motion before the Board.
4. Be able to recommend resolutions to the Chairperson prior to a meeting for the Board's consideration.
5. Receive copies of all regular meeting agendas, minutes, and other pertinent publications, excluding executive session materials.
6. Be expected to attend all regular meetings of the Board of Education. However, the Board recognizes that the a student representative has

school responsibilities, which may require ~~the~~ a student representative to leave prior to adjournment.

7. Be accountable to the student body via the Student Council and consult with the group on a regular basis.

A student representative shall not:

1. Be able to cast an official vote on any motion or resolution.
2. Be allowed to attend executive sessions of the Board of Education.

Only those privileges enumerated shall be regarded specifically as such: any and all other powers and privileges that might be deemed appropriate for the student representative shall be decided upon by the Board of Education.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Request for an additional paraprofessional at Tolland High School

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

For BOE meeting: February 10, 2016

ITEM SUMMARY:

A request has been made by the Director of Pupil Services, Kathleen Raymond, to hire a 1:1 paraprofessional at Tolland High School for the remainder of the 2015-2016 school year. This is necessitated by IEP, and a change to the student population. The school team will observe and collect data during the second semester to determine if the position is necessary for the 2016-2017 school year.

FINANCIAL SUMMARY:

Financial Impact:

2015-2016 Estimated Salary \$5,375.00

2015-2015 Estimate Maximum for Benefits \$9,940.00 (if most expensive option is chosen)

Total possible impact: \$15,315

2016-2017 Estimated Salary \$12,981.18

2016-2017 Estimated Benefits \$30,471.37

Total possible impact:\$43,452.55

BOARD ATTORNEY REVIEW: [N/A]

BOE ACTION DESIRED:

Move to Action:

SUPPORTING MATERIALS ATTACHED: None

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM JANUARY 26, 2016 – 7:30 P.M.

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records; Sam Belsito, State Representative; Tim Ackert, State Representative; Randy Collins, Connecticut Conference of Municipalities (CCM); Steve May, Milliman; Vanessa Rossitto, Blue, Shapiro & Company, P.C.; Heidi Samokar, Planning & Development Director; Bill Dwinells, Town Engineer; James Paquin, Building Official; Gene Koss, Vinny Tursi, Robert Evangelista and Tom Rallo, Tolland Water Commission

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

Heidi Samokar presented the Council members with tote bags on behalf of the Tolland Ag Commission. The bags will be made available to the rest of the town when the farmers' market opens. The bags were made possible from a grant received from the Department of Agriculture.

7a. REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:

7.a.1. Discussion with Water Commission.

Mr. Werbner advised that the Council members had some questions, which were forwarded to the Tolland Water Commission.

Mr. Koss spoke first on behalf of the Commission, and began by introducing the members of the Commission.

1. Is there any semblance or outline of a strategic / succession plan?
 - ~The Water Commission created and maintains an Administrative and Operating Procedures Manual.
 - ~The current members are a group of people who have worked together for some time. Knowledge is shared, thus the absence of a Commissioner is not an end.
2. Are there any other capital items planned within the next five years other than the tank refurbishing?

~Only the tank refurbishment is planned. As of now, nothing additional is needed.

3. Outside of the possible developments listed, is it safe to say revenues will be flat unless there is a fee or rate increase?

~The possible developments that were provided were obtained from town records. The list was conservative. The Commission hopes that the investment in the sewer line on Merrow Road from Rhodes Road to Anthony Road pays off.

~Additional hidden growth comes from the many houses and businesses bordering water mains, but not hooked up. These get hooked up as property owners face challenges with wells or septic systems, meaning additional customers down the road.

4. What sort of rate increases will you need over the next five years to fund expenditures and planned capital improvements? What would rates look like after the five-year period?

~ The question is “the water Commission forecast is compared to what?” The premise underlying the question is that bills for water service are not escalating. This is not a reasonable assumption and is not correct. As has been published and presented in Connecticut and across the United States, bills for water service have been and will continue to escalate at significant rates.

Mr. Rallo spoke about what happens if there is no development in the town. He showed and reviewed with the Council the TWC 2015-2016 Operating Budget. Without new growth, they are still flowing positive cash. He showed that the annual cost per residential customer would climb from \$504 – \$628 over a five year period. Mr. Rallo urged the Council to use them to gain information, because they do have the knowledge.

Mr. Tursi said the assumptions that were made by the hired consultant were big assumptions. The Commission does not want the Council to be confused or mislead.

Mr. Krasusky asked what the benefit would be to the town to retain the water company versus selling it. Mr. Koss replied by saying that a governmental or municipally owned utility would be less expensive to operate than a for-profit, tax paying business enterprise. The math doesn’t work. You can’t make the taxes or the profit go away. The Commission is not in this to get paid for their work. They believe the town is better with a municipally owned water system. He advised the Council members to do their research. Most of the water utilities in the state are municipally owned, even though there are a couple of big water companies (the CWC and Aquarian). Mr. Tursi said the town is saving \$250,000 a year in expenses. And he advised that the water company is not just servicing 500 residents. It is servicing schools and municipal buildings too. It is an asset that really does not cost a lot to maintain. Mr. Koss said if you sell this company; don’t think the bills won’t go up.

Mr. Field thanked the Commission for their work and attendance at the meeting. They will digest the information. He said they may put an RFP out down the road to see how much they could save or not save.

7b. REPORTS OF TOWN COUNCIL LIAISONS: Kristen Morgan, BOE: The BOE voted to increase the price of school lunches in Tolland. Dr. Willett presented his proposed budget, which was a 4.25% increase. **David Skoczulek, PZC:** The climate controlled storage facility at 40 Tolland Stage Road was approved with a few clauses. There was discussion on the Tolland solar projects, and business owners in town spoke about their temporary sign concerns. **Paul Krausky, BOE Workshop/BOE:** There was further discussion regarding the Superintendent’s proposed budget. He is at 4.25%, but they are diligently working towards finding ways to bring that request down. **Rick Field, Blight Commission:** They spoke with representatives from South Windsor and Coventry regarding how they deal with blight in their towns. **Rick Field, EHHD Board of Directors Meeting:** He has a copy of the financial report and budget if anyone is interested in reviewing.

8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

8.1 Discussion on legislative concerns with State Legislators and Representative from the Connecticut Conference of Municipalities (CCM).

Randy Collins, CCM: There is not a lot of extra money floating around Hartford. The market is in a downward trend. They have been relatively flat-funded. They are trying to increase fiscal sustainability, improve the quality of life in communities through anti-blight efforts and add reason and clarity to the municipal spending cap.

Sam Belsito, State Representative: The State came out on January 20th and said we were going to be \$7m in the hole. Today, January 26th, we are \$72m in hole. If you think you are going to put your faith in the State, you are headed in the wrong direction. There are going to be a lot of different areas that will not be funded. The DMV is in turmoil. He wondered why they didn't go to other states and ask them what they used for computer systems. Why does Connecticut keep going back and recreating the wheel. There's been a problem in this state for more than 40 years. GE leaving is the frosting on the cake. There will be a number of businesses leaving.

Tim Ackert, State Representative: There is nothing stable when it comes to dollars and cents within the State of Connecticut. The Governor has some very big investment plans. Town government does a better job of taking care of their budgets than the State does. They are trying to find ways to be more efficient in terms of towns. They go back into session next Wednesday, which is when they will know more. They have been trying to get the ECS funding to the level it should be at. He has voted against every cut in this area.

Mr. Werbner said that the pledge from the legislature was a result of the car tax being capped, we'd be fully reimbursed. We had an anomaly because of the year in which our revaluation took place. The base year that the state used for figuring out whether you would get or not get funds, Tolland was below the cap. The following year, we were mandated to have a revaluation. Since the housing market tanked, our grand list decreased, which meant the mill rate increased 2.1 mills. Tolland is at 33 mills. The cap is 31 mills. Tolland is 2 mills over the cap. The town is minus \$188,000 at this point in time in motor vehicle revenue. Everyone else is getting reimbursed, but Tolland is not because of the year in which our revaluation took place. Mr. Werbner has addressed this issue a number of times. They all say it needs to be corrected, but nothing has happened.

Mr. Werbner also spoke about the ability to advertise on the internet, rather than having to place ads in the local newspapers. The town spends about \$18,000 to advertise for various Boards / Commissions, etc. If it wasn't mandated, the internet and social media could to be used for advertising and save the town's money.

Mr. Ackert asked Mr. Werbner to send him an e-mail on these issues.

8.2 Presentation and discussion of 2014-2015 Comprehensive Annual Financial Report.

Vanessa Rossitto, Blue, Shapiro & Company, P.C.: Booklets were provided to the Council members, from which Ms. Rossitto reviewed the main points. The audit went very smooth this year. They have given the town an unmodified / clean opinion, which is the highest form of an opinion that can be received. Management is responsible for the preparation of the financial statements. Blum, Shapiro is responsible to perform an audit on those financial statements. She reviewed some financials within the report.

With regard to the Federal and State Single Audits: Because the town receives both Federal and State grants, they are required to perform these. They tested various programs, and they issued an unmodified opinion over the compliance on those programs on both Federal and State, and also over the internal controls.

8.3 Health Insurance Update Presentation by Steve May of Milliman.

Steve May, Milliman: Tolland has found an efficient way to provide health benefits to its employees. This is our 4th renewal. Overall, the bank account with all the EChip groups is healthy. This year the average rate increase was just over 2% for EChip. Our rate increase was the lowest they've seen at 4.7%. Rate increases have been

below trend. It is continuing to operate well. It is fiscally conservative, responsible and has worked to the benefit of Tolland.

8.4 Department Overview – Planning & Development and Engineering.

Heidi Samokar, Planning & Development Director: The group provided a presentation with the use of a PowerPoint. She explained “Who We Are”, “What We Do”: Permitting, building and zoning inspections, enforcement (zoning, abandoned vehicles, noise), monitor agricultural leases of town property, they provide staff support to a number of Commissions, and much more.

Jim Paquin, Building Official: He said when someone wants to do a project; they make sure they are code compliant. They have become more efficient in permitting, and are doing most on-line. The turnaround time has sped up. He explained what his department does.

Ms. Samokar mentioned the key projects occurring within the town: Tolland Village Area, Technology Corridor, Solar Projects, NextGen, CT Fastrak East, Pathways / Walkability Initiatives. Future Considerations: reinstate full time position of Zoning Enforcement Officer / Wetland Agent, continue to work to make forms, applications and regulations more user-friendly, zoning regulation updates are needed, 2019-Plan of Conservation and Development and Examine Fees (clarify IWC fees).

Bill Dwinells, Town Engineer: He outlined his general responsibilities. He does site inspections. He provides engineering support for public works. They provide support staff and clerical support to the IWC, the WPCA and the TWC. His current responsibilities include: Coordinate with CT DOT, consultants and contractor during Route 195 widening; review Connecticut Water’s regional water pipeline project and provide support to Tolland Water Commission regarding water system operation; continue to coordinate with CCM and consultant to implement construction of solar farms on Town property; collaborate with CRCOG and DOT on Tolland Green Improvements; develop and implement Preventive Maintenance plan for pump systems at WPCA pump stations; review Preventive Maintenance contract for WPCA pump station generators to align costs with CT DAS pricing.

8.5 Consideration of a resolution to support CTfastrak East transit service connecting Tolland to the UConn Storrs campus.

Mr. Werbner said this is to get a link between Hartford, Tolland and UConn.

Bill Eccles motioned to accept the following resolution:

WHEREAS; the Connecticut Department of Transportation (ConnDOT) is planning to expand transit opportunities east of the Connecticut River by September 2016 as part of its CTfastrak East initiative; and,

WHEREAS; the Town of Tolland has long advocated for improved transit service and a direct connection to UConn in order to provide economic benefits and transportation choices for Tolland residents and businesses;

AND FURTHER; ConnDOT has proposed three alternatives to serve UConn, two of which provide direct Tolland-to-UConn connections;

BE IT RESOLVED that the Town Council supports and strongly encourages an alternative that provides CTfastrak East service connecting Tolland to UConn, with Concept 1 being the preferred option.

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

8.6 Appointments to vacancies on various municipal boards/commissions.

David Skoczulek motioned to accept Celeste Senechal's letter of resignation from the PCC; Seconded by Robert Green. All in favor. None opposed.

8.6.a. Appointment to Library Advisory Board – *no vacancies will remain.*

David Skoczulek motioned to appoint:

1. Amy Porri of 5 Yearling Lane, term of 11/24/15 – 11/06/19, to the Library Advisory Board
2. Vincent Stetson of 453 Sugar Hill Road, term of 08/26/15 – 08/26/18, to the WPCA

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

8.6.b. Re-appointment to Tolland Water Commission – *3 vacancies will remain.*

David Skoczulek motioned to re-appoint Thomas Rallo, term of 01/31/16 – 01/31/20, to the Tolland Water Commission. 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 had nothing to add to his monthly report.

11. ADOPTION OF MINUTES

- 11.1 December 15, 2015 Joint Council and Board of Education Meeting Minutes
- 11.2 January 12, 2016 Regular Meeting Minutes

Bill Eccles moved to adopt the minutes from the December 15, 2015 and January 12, 2016 meetings; Seconded by David Skoczulek. All in favor. None opposed. Jeanne Schroeder abstained from January 12, 2016 regular meeting minutes.

12. CORRESPONDENCE TO COUNCIL:

- 12.1 Postcard from Access Community Action Agency re: Martin Luther King Day
- 12.2 Letter from the State of Connecticut Siting Council
- 12.3 A letter regarding a proclamation for an Eagle Scout
- 12.4 Letter from Kate Vallo re: Parker School
- 12.5 Tolland Green Historic District Commission re: current slate of officers

13. CHAIRMAN'S REPORT: Mr. Field asked that they be provided an update on the Tech Zone and the Tolland Village area.

14. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: Mr. Green asked if anyone has done any soil testing around Parker. Mr. Werbner said he will check with the engineers.

Ms. Schroeder commented on the public meeting regarding the Parker project. People are concerned about the safety of the children, and the possibility that part of the playground might be taken away. Mr. Field commented that there was a meeting today on the Parker project. Mr. Krasusky said they reviewed all the notes and they were all vetted. They are considering some of the potential and proposed suggested changes. There will be a meeting on February 9th, 6-7 p.m. to see how the suggestions look on the plan and more discussion. Mr. Werbner said they are concentrating on safety. The options they are looking at now have safety concerns in mind.

15. PUBLIC LISTED PARTICIPATION (*on any subject within the jurisdiction of the Town Council*)

(3 minute limit): None.

16. **ADJOURNMENT:** Bill Eccles moved to adjourn the meeting; Seconded by Paul Krasusky at 9:37 p.m. All were in favor.

Richard Field, Council Chair

Michelle A. Finnegan
Town Council Clerk