

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA  
February 24, 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 – February 10, 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 Policy 5190 - Student Representatives

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 – February 9, 2016

M. FUTURE AGENDA ITEMS

N. ENTER EXECUTIVE SESSION FOR PURPOSE OF DISCUSSING STUDENT DISCIPLINE

O. RETURN TO OPEN SESSION

P. ADJOURNMENT

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

REGULAR MEETING – February 10, 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; Peter Sztaba, Director, Facilities

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:34 P.M. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

Special Meeting – January 20, 2016

Regular Meeting – January 27, 2016

Ms. Gorsky motioned to approve the minutes of the Special Meeting held on January 20, 2016 and the Regular Meeting held on January 27, 2016. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION - none

D. POINTS OF INFORMATION

Ms. Gorsky noted that the Board received correspondence expressing concern that there may be smoking, firearms, and/or controlled substance allowed at the senior housing site.

In response to the correspondence, Ms. Moran noted that she spoke with Mr. DeBiasi, the executive director of the Access Community Action Agency, who said the senior housing would be a no-smoking facility. It is unknown if there will be a designated area for smoking outdoors. No firearms will be allowed and background checks will be performed on all applicants. At this point, most of the interest has been from Tolland residents but applications from surrounding towns will be accepted. The updated plans for the site and the Tolland Green DOT project are both posted in Town Hall.

E. STUDENT REPRESENTATIVE REPORT – Charles Perosino and Andrew Harger

Mr. Harger explained that the students are currently preparing for the upcoming February and March events. On February 19<sup>th</sup>, the freshman and sophomore classes will sponsor a school dance and rehearsals are taking place for the March 11<sup>th</sup> and 12<sup>th</sup> THS musical, *Joe and the Amazing Technicolor Dreamcoat*. Mr. THS will be on March 18<sup>th</sup>.

Mr. Perosino noted that students are beginning to register for next year's classes and there are a lot of options; although, some students are concerned that there may not be advanced levels available in World Languages. The UConn French class (French 5) will be offered as long as there is sufficient interest.

F. SUPERINTENDENT'S REPORT

F.1. Monthly Financial Report – January 2016

Dr. Willett presented the Financial Report as of January 2016. There is 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. He added that the district applied for a technology grant. The application was approved and the district has been awarded a grant in the amount of \$56,000.

F.2. Superintendent's – Board of Education 2016-2017 Budget (no enclosure)

Dr. Willett's five strategic categories for the budget are: curriculum and instruction; facility maintenance; technology; culture and climate; logistics. The district has worked hard to fulfill its vision and goals and the budget has been successfully managed to maintain objectives and critical priorities. The reductions made to bring the budget to 2.99% will not inhibit the achievement of goals. The 2.99% increase equates to \$1,144,640. Dr. Willett views this as a success. It allows the district to continue on the path of growth and success without compromising the goals while providing a budget that has the greatest possibility of passing at referendum. This budget will achieve the district's goals and responds to items that were important to the community and the Board such as the administrative position. It balances perspectives and keeps the district on course. Dr. Willett respectfully submitted the budget to the Board for its consideration.

Mr. Adlerstein thanked Dr. Willett. This budget is the result of a great deal of hard work and many hours. The Board reviewed the object codes. The impact of the reduced positions is as follows: Birch Grove, 2- K-2 grade-level teaching positions; TIS, 4<sup>th</sup> and 5<sup>th</sup> grade teacher positions; TMS, Family Consumer Science and math intervention teachers; THS, social studies teacher, .5 math teacher, class 3 secretary. In regard to the loss of Family Consumer Science at TMS, the curriculum will be re-conceptualized and take on more of a STEAM (Science Technology, Engineering, Art, and Mathematics) approach. Dr. Willett does not foresee a great impact on class sizes due to the significantly lower enrollment. In regard to what the district will receive from the state in terms of educational cost sharing, assuming that all remains constant in regard to the calculations and how the weighted average is applied, Mr. McLaughlin expects the district will receive approximately the same amount it is receiving this year which is \$10.2M – 10.3M. This is included in the budget numbers.

Mr. Doyle motioned to move item F2 to item I1 for action. Ms. Harrold seconded the motion. All were in favor. Motion carried.

F.3. Policy 5190 – Student Representatives

Dr. Willett reviewed the attachment. 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. This item will be on the agenda at the next meeting.

F.4. Request for Additional Paraprofessional at Tolland High School

Dr. Willett reviewed attachment F.4. A request has been by the Director of Pupil Services, Kathleen Raymond, to hire a 1:1 paraprofessional at THS for the remainder of the 2015/16 school year. The school team will observe and collect data during the second semester to determine if the position is necessary for the 2016/17 school year. Dr. Willett explained that he is presenting this to the Board because there are not sufficient funds in the Special Education line item and in turn the expense will come from the Operating Budget. He reviewed the financial summary in the attachment. A brief discussion took place. Mr. Doyle motioned to move item F.4 to item I.2. Ms. Gorsky seconded the motion. Ms. Yudichak asked if it would be possible to plan a buffer for the future. Dr. Willett explained that doing so would add additional staff members without specific assignments which would be considered unnecessary. All were in favor. Motion carried.

**F.5. Signing the Working Agreement (no enclosure)**

A joint meeting was held on December 15<sup>th</sup> with the Town Council at which time the working agreement was discussed:

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

The Board of Education and the Town Council agree to:

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

This agreement applies not only to the Board and the Town Council but also to how the Board itself operates. On February 18<sup>th</sup>, 7:30PM, the Town Council will hold a special meeting to review the capital plans of both the Town and the Board. Mr. Adlerstein encouraged the Board members to attend. The agreement will be signed by both the Board and Town Council members.

**G. COMMITTEE AND LIAISON REPORTS**

Finance and Facilities – the February 1<sup>st</sup> meeting was canceled.

Town Council – Mr. Doyle and Mr. Schroeder attended the meeting. There was a robust discussion regarding the Economic Development Commission and possible projects in Town as well as the status of the water company. Discussion regarding a current proposal that would allow someone to register a vehicle even if they are in arrears with their local taxes took place as well. On February 18<sup>th</sup>, there will be the Capital Budget Hearing and on February 23<sup>rd</sup> there will be an update on the Tolland Green Improvement Project.

Policy – Ms. Gorsky noted that the Committee reviewed the homework policy and the amount of which is being given. The policy provides guidelines and will be revisited after the teachers have had more professional development opportunities. The Committee also reviewed policy 5080 regarding student discipline. There is concern that it is not clear in explaining the manner in which the superintendent chooses Board members to attend expulsion hearings. Lastly, the Committee discussed the procedure regarding hiring public safety officers in light of the budget. The concern was that if the schools did not use as many public safety officers, there would be a liability. In regard to public safety, Dr. Willett clarified that the Board of Education is in charge of its funds and what security it deems appropriate for its events through the Superintendent. He added that Public Safety in Town can assign people to any event. Mr. Pagoni requested that Dr. Willett create wording for a standard practice for the impact on Board meetings on days when schools are closed due to inclement weather. The standard protocol is that when school is cancelled, all afternoon and evening activities are cancelled as well but this has not been consistently followed.

Negotiations – The Committee met briefly with the attorney. There will be three upcoming negotiations including the paraprofessional contract. The Committee would like to add Ms. Moran to the Committee due to the anticipated amount of activity in the coming years. Mr. Pagoni motioned to add Ms. Moran to the Negotiation Committee as item I.3. Mr. Doyle seconded the motion. All were in favor. Motion carried.

Communications – The Committee met on February 3<sup>rd</sup> and discussed budget communications and future efforts in regard to posting information on the district website. Ms. Moran noted that Career Day at TMS is March 4<sup>th</sup>.

Website Taskforce – They are moving forward and updating the navigation menus and will present them to Dr. Willett for implementation. The next meeting is on March 2<sup>nd</sup>.

CABE – Ms. Moran attended the annual CABE Legislative Breakfast – it was well attended and very informative. The CABE Day on the Hill event is March 2<sup>nd</sup>.

H. CHAIRPERSON'S REPORT - none

I. BOARD ACTION

I.1. Superintendent's – Board of Education 2016-2017 Budget (no enclosure)

Mr. Doyle motioned to adopt the 2016/ 2017 Board of Education budget and submit such budget to the Town Manager. Ms. Moran seconded the motion. All were in favor. Motion carried.

I.2. Request for Additional Paraprofessional at Tolland High School

Ms. Gorsky motioned to approve the Superintendent's request to hire a 1:1 paraprofessional as necessitated by an IEP. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

I.3. Request to add Ms. Moran to the Negotiations Committee

Ms. Gorsky motioned to approve adding Ms. Moran as a member of the Negotiations Committee. Mr. Yudichak seconded the motion. All were in favor. Motion carried.

J. PUBLIC PARTICIPATION - none

K. POINTS OF INFORMATION

Mr. Doyle noted that at the last meeting, the Board received a very nice and thorough report from the SRO. On page 9, under ongoing projects, it lists, "drug detection dogs to visit Tolland High School to deter narcotics from being brought onto school grounds". Mr. Doyle inquired if this is something that has already happened and an ongoing project. Dr. Willett clarified that it has not happened and is not something they have chosen to do. Mr. Doyle explained that he is on record since June 2014 as saying that this is a matter that he expects would come before the Board before anything happens. Dr. Willett clarified that this would be an event where the entire school is secured and searched. Mr. Doyle would need to see a lot of compelling data that is it effective. Mr. Pagoni commented that drug detection dogs would be a way to help keep drugs out of the school - the fact is that THS is not drug-free. Mr. Doyle commented that telling every kid in school that they are not trusted erodes the climate to such a point that more damage is done. The Board needs to discuss it before it happens. This will be on a future agenda under Culture and Climate. Mr. Schroeder added that the Board should seek out legal advice as well.

Ms. Yudichak noted that last Thursday TIS held the "Esteem" program. Canton HS students came to do skits about drinking, drugs etc. They did an excellent job. Perhaps THS could do something similar.

L. CORRESPONDENCE

- Town Council – January 26, 2016

M. FUTURE AGENDA ITEMS

- Special Town Council Meeting, February 18<sup>th</sup>
- Budget Process Post-Mortem
- State of this year's budget and curriculum
- Joint BOE and Town Council Meeting, March 1<sup>st</sup>
- Policy 5190 Student Representatives

N. ADJOURNMENT

Mr. Pagoni motioned to adjourn the meeting at 8:56PM. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi  
Clerk

**SUPERINTENDENT'S AGENDA ITEM BACKGROUND**

**ITEM:** Policy 5190 – Student Representatives

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

**For BOE meeting:** 2/24/2016

**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**

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BOARD POLICY

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

Number: 5190  
Students

Approved: 10/24/01

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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.

## MEETING MINUTES

### TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6<sup>th</sup> FLOOR COUNCIL ROOM FEBRUARY 9, 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; Beverly Bellody, Human Services Director; Nancy Dunn, Asst. Human Services Director; Fran Weigand, Senior Center Director; Rebecca Ellert, Elderly Outreach Caseworker; Bridget Joy, Administrative Secretary; Greg Williams and Kevin Bouley, EDC

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:** Tonight's moment of silence was in memory of Connecticut State Trooper Stephen Davis
4. **PROCLAMATIONS:** None.
5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (*2 minute limit*)

**Gene Koss, Chair of the Tolland Water Commission:** He wanted to clarify some inaccuracies that ran in the JI on February 2, 2016. The points Mr. Koss wanted to clarify are attached to these minutes. They were provided to the Council on February 5, 2016.

**Vinny Tursi, Vice-Chair of the Tolland Water Commission:** He wanted to clarify a comment that Mr. Eccles had made saying they had \$17m in capital costs. Mr. Tursi provided the Council with page 23 of the Capital Efficiency Plan created by Tata & Howard showing the replacement value of the water system at \$17m. They were saying that the system was actually worth over \$17m. So, that is an actual asset, and not a liability. If they look at the Capital Forecast presented back in September, 2013, the Commission states that over the next five years they were going to be spending about \$2.6m, not \$17m.

*Mr. Eccles said that is good news.*

Mr. Tursi continued by saying that of the \$2.6m that was talked about, they spent zero last year. The TWC is spending less than what they forecasted.

**Dave Benoit, Chief Financial Officer of the CWC:** The CWC submitted a letter prior to the Town. The CWC has had a relationship of running the system for the town. Over the last couple of years, there have been some discussions on whether or not the town wants to sell the system. If the town is willing to sell the system, they will be happy to play any role, or they would continue to operate in the manner they currently are. If there is a desire to sell the system, they would be happy to be a bidder, or come up with a proposal. He wanted to address some of the comments that have been made in the press. He discussed the charges on customer's bills. Each has a surcharge and a surcredit. He said they do not make their money selling water. They make money on the infrastructure. He added that they have the ability to buy things cheaper than towns. They serve about 400,000 people between

Connecticut and Maine. That allows them to have leverage to get better purchasing power, which ultimately translates to the customers. He closed by saying that they are very proud with the work they have done for the town, and would be happy to continue on with the role they have.

Mr. Koss wanted to clarify that the Commission believes it has had a good working relationship with the CWC. He did not want his comments to reflect any negativity on them.

*Mr. Eccles apologized for the error he made at the last meeting for getting the number wrong. He was referring to the number from page 34 of the previous Tata & Howard report, which came out in October, 2012, where the number was actually only \$5m.*

**6. PUBLIC HEARING ITEMS: None**

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

- 7.a.1.** Discussion with the Economic Development Commission on economic development activity in the community.

**Greg Williams, Chair of EDC and Treasurer for the Tolland Economic Corporation:** He gave a background of the Tolland Village Area. Two years ago, they started having in depth conversations with a developer from Fairfield County regarding the property behind Papa T's. There have been no less than 6 meetings with Steve Williams, the largest property owner behind Dunkin Donuts and Anderson Automotive. It has been a slow process, but Tolland has two key assets in its favor. One is I-84 and UConn with the tech park that is occurring there. The other asset is Kevin Bouley and his connections.

**Kevin Bouley, Vice Chair of the EDC:** He spoke of the northwest quadrant of the gateway design district (the area behind Papa T's). The developer came in and proposed an assisted living facility. At the time, Mr. Werbner, Mr. Williams and Linda Farmer steered the developer to Mr. Bouley. Mr. Bouley shared his vision for economic development that links Tolland with UConn. He continued to outline the process that has gone on for two years. The area will have a hotel, a restaurant and a housing component. It is through the Council's help and assistance that this project can actually be considered to be economically viable and come to fruition. Mr. Krasusky asked if any hotels have expressed an interest. Mr. Bouley said the Marriott has expressed interest in putting a flag property on the site. He continued to speak about the Tech Zone and the great opportunity that can be had with that.

**7b. REPORTS OF TOWN COUNCIL LIAISONS: Paul Krasusky, BOE:** Dr. Willett is now at a 2.99% proposed increase. **Rec Advisory Board:** They are discussing the Tolland Care Scholarship, and they got their first issue of the Tolland Events magazine out in December.

**8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):**

**8.1 Department Overview – Human Services.**

**Beverly Bellody:** She's been with the town since 1989. She reviewed her responsibilities, which include, but are not limited to, managing the Human Services Department and project and grant management. She is also the Fair Housing Director for the town and she administers the housing rehab program. Right now, she is working on the library project, with its three funding sources and she is assisting the Public Works Director in securing funds for the highway expansion project.

**Nancy Dunn:** Spoke about the Individual, Child and Family Services that they provide. They do case management services and crisis intervention. They assist with energy assistance, renter's rebate, holiday care & share program, and youth services (prevention, child & adolescent development and outreach). The number of people they are serving is increasing.

**Rebecca Ellert:** Elderly Outreach / Case Management: She is the Municipal Agent for the town. She is a trained counselor, providing information and assistance about Medicare and other related health insurance options. Ms. Ellert also provides in-home assessments to identify elder's unique needs.

**Fran Weigand:** She has been with the town since 1988. She commended the Council members for their time and dedication. She oversees the Senior Center, and loves her job. They do fundraising, and recently put a new canopy over the entrance at the Senior Center.

Ms. Bellody closed by introducing Bridget Joy, the Administrative Assistant in the office.

## **8.2 Department Overview – Administrative Services.**

Mike Wilkinson spoke about the Administrative Services Department. He reviewed the responsibilities of the department, which include benefits administration, classification and compensation, employee relations, recruitment and selection and risk management. Future issues include: 3 labor contracts are up for negotiation this year, the implementation of employer requirements of ACA and continue to provide a competitive benefit package for current and new employees. Next, he spoke about Refuse and Recycling. The town provides curbside residential pickup and disposal of household trash, recyclable items and bulky wastes. In the future, they want to continue to increase awareness of savings related to recycling, and revise current regulations as needed to increase recycling.

## **8.3 Discussion on status of Tolland Water Company.**

Mr. Field said that they, as a Council, need to figure out where they are on this. If they are going to sell, they need to work on getting a RFP together. It is time to come up with a decision. They either need to work with the TWC to make the system better, or look into selling it.

Mr. Eccles explained to the new members of the Council how the discussion regarding the TWC came about. He is bothered by some inconsistencies in the numbers, and wonders which is right. He realizes there will be a financial impact on the town if the system is sold. With regard to capital improvements, he doesn't believe the water treatment plant cost that was referenced in the October 2012 Tata & Howard study can go away. At some point, the town is going to get hit with the cost to upgrade the water treatment plant. In the January 2015 report, there was a \$1.8m capital improvement recommended to reduce the fire flow deficiency at the Middle School, eliminate a dead end in the system and reduce the criticality of the main along Kate Lane. Granted the report says as an alternative they can increase the coverage of the sprinkler system, which will cost less, but that is beyond the scope of that report. Either way, it will cost the town. As he sees it, the system has a fire flow deficiency that should be fixed. If he was in favor of a sale, he would vote against selling the wells and the property. Based on what he has seen, he doubts the plans in place adequately address the complexities of the water system. He does not have a confidence that the management occurring is how a professional in the water field would manage the system. If we do wish to retain the municipal system, he would recommend that the Water Commission hire professional management for any plan going forward.

David Skoczulek said he doesn't know if everything he has looked at gives him the ability to make a well informed decision. He thinks they should issue a RFP, and continue with their due diligence. He would like to invite the TWC members to assist with doing so. There is no way to do effective due diligence without carrying it all the way through.

Paul Krasusky agrees with Mr. Eccles and Mr. Skoczulek. He said the Commission has done a great job, but he is concerns about the capital reserve. He agrees with Mr. Eccles suggestion of having a professional management work with the Commission, and he also agrees that a RFP should be issued.

Mr. Eccles remarked that they cannot un-sell the system. So, he does want to follow through with a process that investigates all the avenues.

Robert Green echoed the previous Councilor members. As of right now, he does not want to sell the system, but would like to move forward with a RFP.

Kristen Morgan said that she thinks a RFP would help.

Mr. Werbner suggested dealing with the CWC first. With the previous Council, they had already started investigating what it would mean if the town were to sell to them. The CWC is already dealing with our community. It was agreed that they would put together a committee consisting of a council member, some of the commission members, town staff and town attorney so that they could bring to conclusion the discussions that they had started with the CWC. This would be a first step before they go through the process of completing a RFP. He doesn't believe going this route would take long, since questions and concerns have already been vetted. If a RFP is found to be necessary, they can follow that route.

Mr. Field asked Mr. Werbner to put together a list of people he believes should be on the Committee, and will present it to the Council at their next meeting.

**8.4 Appointments to vacancies on various municipal boards/commissions.**

**8.4.a. Re-appointment to Tolland Economic & Community Development Corp – 1 vacancy will remain.**

David Skoczulek motioned to re-appoint Greg Williams, term of 02/28/16 – 02/28/21, to the Tolland Economic & Community Development Corp. Seconded by Bill Eccles. All in favor. None opposed.

David Skoczulek motioned to re-appoint Edward Dunn, term of 11/04/15 – 11/08/17, to the Board of Assessment Appeals. 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 1<sup>ST</sup> MEETING OF THE MONTH ONLY):** Mr. Werbner said they are getting into the budget season. He did attend a CCM meeting today. There is a lot happening in terms of the State budget process. The Governor is trying to improve the time it takes to register vehicles, by having it done at Triple A. Although, as part of the recommendation, the DMV will no longer have holds on registrations for people who haven't paid their taxes. That is a primary means of collecting motor vehicle taxes. As it stands now, you can't register your car, without paying your taxes. Another recommendation was that small businesses with less than \$10,000 in personal property declarations would not need to pay personal property taxes any longer. For Tolland, that is 2/3<sup>rd</sup>s of its accounts, and would cost \$50,000 in revenue. Mr. Werbner reminded of the February 23<sup>rd</sup>, 6-7 p.m., meeting at the Fire Training Center regarding the Tolland Green road improvements.

**11. ADOPTION OF MINUTES**

- 11.1** January 26, 2016 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Kristen Morgan. All in favor. None opposed.

**12. CORRESPONDENCE TO COUNCIL**

- 12.1** Letter from CT Coalition re: ending homelessness  
**12.2** Benefits of CRCOG membership flyer

- 12.3 Notice re: adjustments to being a tree warden
- 12.4 State of CT Siting Council: Verizon wants to make adjustments to a tower in town
- 12.5 Aquarian Water Company packet
- 12.6 E-mail from Rockville Equipment requesting the town's assistance with the grade near their building

**13. CHAIRMAN'S REPORT:** Mr. Field said the Parker meeting went well. Most people were happy with the changes. He also reminded of the DOT meeting on February 23<sup>rd</sup> at the Fire Training Center.

**14. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** None.

**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 8:56 p.m. All were in favor.

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Richard Field, Council Chair

**Michelle A. Finnegan**  
**Town Council Clerk**