

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
September 14, 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 – August 16, 2016
Special Meeting – August 24, 2016
Regular Meeting – August 24, 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 Recognition Teacher of the Year
- F.2 Recognition Paraprofessional of the Year
- F.3 Monthly Financial Report – August 2016
- F.4 Obsolete and Surplus Equipment
- F.5 Update on the Constables
- F.6 Open Choice Review for possible Board Action

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 Meeting – August 23, 2016
- Special Town Council Meeting – September 6, 2016

M. FUTURE AGENDA ITEMS

N. EXECUTIVE SESSION – DISCUSSION AND VOTE ON TOLLAND ADMINISTRATIVE SOCIETY
AND PARAPROFESSIONALS CONTRACT

O. ADJOURNMENT

TOLLAND BOARD OF EDUCATION
Hicks Municipal Center
Council Chambers
One Eagle Hill Road
Tolland, CT 06084

SPECIAL MEETING – August 16, 2016

Members Present: Mr. Sam Adlerstein, Chair, Ms. Michelle Harrold, Mr. Jeff Schroeder, Ms. Colleen Yudichak

Administrators Present: Dr. Walter Willett, Superintendent of Schools and Sergeant Dan McCarthy.

A. CALL TO ORDER

The meeting was called to order at 7:35 PM.

B. EXECUTIVE SESSION

Colleen Yudichak motioned to go into Executive Session for the purpose of discussing the constables, and invite Walter Willett, Superintendent of Schools and Sargent Dan McCarthy. Michelle Harrold seconded the motion. All in favor. Motion carried.

The Board returned to public session at 9:00 PM

C. Colleen Yudichak motioned to adjourn the meeting. Michelle Harrold seconded the motion. All in favor.

Motion carried.

The meeting adjourned at 9:01 PM

**TOLLAND BOARD OF EDUCATION
Hicks Municipal Center
Council Chambers
One Eagle Hill Road
Tolland, CT 06084**

SPECIAL MEETING – August 24, 2016

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

Administrators Present: Dr. Walter Willett, Superintendent of Schools.

- A. **CALL TO ORDER**
The meeting was called to order at 7:05 PM.
- B. **EXECUTIVE SESSION:** Jeff Schroeder motioned to go into Executive Session for the purpose of discussing personnel, and invite Walter Willett, Superintendent of Schools. Susan Seaver seconded the motion. All in favor. Motion carried.
- C. The Board returned to public session at 7:19 PM.
- D. Karen Moran motioned to adjourn the meeting at 7:20 pm. Michelle Harrold seconded the motion. All in favor. Motion carried.

TOLLAND BOARD OF EDUCATION
Hicks Municipal Center
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REGULAR MEETING – August 24, 2016

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

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Doyle called the meeting to order at 7:30 P.M. The Pledge of Allegiance was recited and a moment of silence was observed for Mr. David Golden.

B. APPROVAL OF MINUTES

Regular Meeting – July 27, 2016

Ms. Harrold motioned to approve the minutes of the July 27th meeting. Ms. Moran seconded the motion. Corrections: none. All were in favor. Motion carried.

Special Meeting – August 16, 2016 – no vote

C. PUBLIC PARTICIPATION - none

D. POINTS OF INFORMATION - none

E. STUDENT REPRESENTATIVE REPORT -none

F. SUPERINTENDENT'S REPORT

F.1. Open Choice Presentation (No Enclosure)

Dr. Willett noted that he has discussed the Open Choice program in the past and invited Mr. Glen Peterson, Division Director, Sheff Office & Regional Choice Office to speak about the program this evening. Dr. Willett hopes that the district can move into a relationship with Open Choice and this would dovetail with many of the other efforts to ensure the children are receiving a comprehensive education.

Mr. Peterson introduced himself and reviewed the presentation. He explained the Hartford Region Open Choice Program is managed by CREC and how the various offices within the CSDE work with CREC and Open Choice districts. He noted that only students who reside in Hartford would be eligible to select Tolland, if the district decides to participate in the program. Mr. Peterson explained that the State Department of Education manages the seat declaration, application and placement of students into the Hartford Region Open Choice Program and reviewed the application and enrollment process. He also reviewed a list of participating districts and the core collaborative practices at the district and school levels as well as the services available. He explained the four components of the funding program, the greatest of which is the attendance grant, and presented scenarios based on the enrollment of Open Choice students in

Tolland. He noted that transportation for the Open Choice students is covered by the program.

It was noted that Open Choice can work in both directions. Tolland residents could apply to attend school in Hartford just as Hartford residents may apply to attend school in Tolland.

Mr. Doyle opened the floor to questions.

Ms. Seaver inquired if all the students come in at the kindergarten level. Mr. Peterson explained that while most do, some may start in other grades and if a kindergarten student has a sibling in say the 3rd grade, they may request that the district receive the sibling as well. A student may apply and ask for another grade as well but ultimately the district decides what seats are available.

Ms. Yudichak asked about the requirements for a student to enter the lottery. Mr. Peterson explained that they only need to be a resident of Hartford who is of age.

Dr. Willett explained that the primary reason for doing this is for the children of Tolland and Hartford so they can learn from interactions with each other. Currently, students leave the Tolland district without an adequate education on how to interact. This is better for the children and the incentives will make a difference in the budget. It is a way to improve the student experience. The program would provide support in a number of ways to the district. It is a win for children in Tolland and a win for children in general. Dr. Willett explained that students should be educated in every sense of the word and this dovetails with the priority of cultural responsibility in education. The reason to do it is because it is the right thing to do for the children.

Mr. Peterson noted that is it not a panacea. There could be behavioral and learning issues – this is why there is so much support built around the program. There will likely be some growing pains. Some teachers and townsfolk may not be supportive. This is something that has to be done in a thoughtful manner. Dr. Willett added that they can expect that there will be some cultural misunderstandings and this is a growing pain but, without this, there cannot be growth. The district will be challenged and it will need to respond.

Ms. Harrold commented that it is a great program and the children of Tolland would benefit but wondered how far all of these funds could go in Hartford. She inquired about attendance. Mr. Peterson explained that attendance of Hartford students in the Open Choice programs is not as good as it is for local students. Weather can be one of many factors. In terms of responsibility, it would be multifaceted but would involve the district's normal procedures and CREC may be able to become involved as well.

Mr. Doyle inquired what the Board should be looking at and doing to set the table to do something like this. Mr. Peterson responded that he sent a list of items to Dr. Willett to assist with preparation. Dr. Willett noted that they would be looking to participate in the program in the 17/18 school year. Mr. Peterson added that CREC will also do visits to determine if Tolland would be a good fit and added that everyone needs to be comfortable with the program.

Dr. Willett noted that he would like to see some action on this item at next month's meeting; specifically, the Board's endorsement to participate in the Open Choice program.

F.2. Superintendent Beginning of the School Year Update (No Enclosure)

Dr. Willett explained that every year he reviews and provides more information about the direction of the district. In turn, he reviewed the Priority Area Vision Statement Philosophy and Practices for curriculum and instruction, comprehension and assessment, and culture. The document, currently in draft form, will be updated on September 6th. Dr. Willett also reviewed the professional development plan.

G. COMMITTEE AND LIAISON REPORTS

Communications – the next meeting will be on September 7th at 2PM

Finance and Facilities – The Committee met on August 15th. Mr. Sce was in attendance and they discussed the UISF fund. Additionally, ongoing projects were reviewed as well as the maintenance agreement between the Board and the Town. Further, an overall summary of facility maintenance was reviewed as well as the school safety plans and an update on the bond package. Lastly, they discussed the Parker Senior Housing project. It was noted that the play-scape has been removed and the portables will be left in place for storage. The portables located behind TMS were the ones of concern, not the ones at Parker. Ms. Yudichak expressed concern regarding the fencing. Dr. Willett will look into this.

CABE – the annual conference will be held on November 18th and 19th at the Mystic Marriott

Town Council – Ms. Yudichak noted that at last night's meeting, it was decided that the Water Commission would merge with the WPCA. Ms. Moran explained that at the previous meeting, the Council unanimously supported the bond. Ms. Seaver reported that the Council unanimously supported the bond, and noted BOE has done the same. Mr. Doyle noted that the minutes of the August 9th Town Council meeting are in the package. Ms. Yudichak added that the public hearing regarding the TVA has been moved to the TMS auditorium. A brief discussion took place regarding the restrictions regarding referendums. Dr. Willett added that there is a document posted on the dashboard that reviews what can and cannot be done. Dr. Willett will be at Tolland Public School booth at Celebrate Tolland if anyone has any questions regarding the bond or other issues. Dr. Willett noted that they are in the timeframe now where the bond may be discussed informationally but not in regard to advocating. The elected members may only comment as citizens.

H. CHAIRPERSON'S REPORT - none

I. BOARD ACTION -none

J. PUBLIC PARTICIPATION - none

K. POINTS OF INFORMATION

Ms. Yudichak inquired when the SBAC individual student score reports would be sent to parents. Dr. Willett responded that they will be sent out as soon as they are received.

Ms. Moran commented that Mr. David Golden was an unwavering advocate for education in Tolland and was a great asset to the community. He will be sorely missed. Dr. Willett added that Mr. Golden was always very helpful. He had many conversations with him and he was always supportive of the schools. He cared for the district and the community and will be sorely missed.

L. CORRESPONDENCE

- Town Council Meeting – July 26, 2016
- Town Council Meeting – August 9, 2016

M. FUTURE AGENDA ITEMS

- Open Choice

N. ADJOURNMENT

Ms. Harrold motioned to adjourn the meeting at 9:24PM. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi
Clerk

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Teacher of the Year

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

For BOE meeting: September 14, 2016

ITEM SUMMARY:

Stephanie Cassidy- Teacher of the Year

From my letter of support for Ms. Cassidy:

I am writing to request that you consider Mrs. Stephanie Cassidy, the 2016-2017 Teacher of the Year for the Tolland Public Schools, for the Connecticut Teacher of the Year distinction. Mrs. Cassidy is an exceptional educator whose advocacy for children, competence in the classroom, and dedication to the profession are unmatched. I am proud to have worked with Mrs. Cassidy as her Principal, and now as her Superintendent.

Mrs. Cassidy is a tireless advocate for children. She is relentless in her pursuit of services, and support, for the students she serves. She not only advocates for each and every student who has her as a teacher, she works with students beyond her classroom to help them succeed. Her support of programs like Jump Rope for Heart, Earth Day, the Enrichment Committee, 25 plus years of Field Trips, Bright Schools competitions, and more are only some of the ways she goes above and beyond for children. When the middle school started an enrichment program called the TMSE program, Ms. Cassidy not only got involved, she brought the program to new heights and the students to new levels of achievement.

Mrs. Cassidy's classroom execution is as close to flawless as I have ever seen. Upon visiting her classroom one can consistently expect to see students cognitively engaged, and emotionally energized. The lessons she designs and teaches foster learning through hands-on, engaging, and highly organized instruction. Mrs. Cassidy prides herself on doing a good job for her children, and sets the bar high for both her students and herself.

Mrs. Cassidy has been a public school educator for 28 years. In her time working in the schools she has been a Team Leader, a Coach for Teachers, and a champion for children. She is well known and respected in our school system. I have always known that whatever the project, initiative, or endeavor – if Ms. Cassidy gets involved, it only gets better. I recommend Ms. Cassidy without reservation and respectfully request you consider her for the honor of Connecticut Teacher of the Year.

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

Recognition of an exemplary staff member.

SUPPORTING MATERIALS ATTACHED:

None.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Paraprofessional of the Year

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

For BOE meeting: September 14, 2016

ITEM SUMMARY:

Linda Palmer-Paraprofessional of the Year

Ms. Palmer is someone dear to my heart. She has served Tolland for the last 17 years, not only in the capacity as a para, but also as a Union Representative. Always fair, always professional, always caring and kind, she is a true asset to the Tolland Public Schools. She has an interest in agricultural, special, and vocational education that has also helped the district, and helped many students, find their way. Current she provides students of special education in the general education classroom by implementing modifications, and accommodating individual student needs.

Ms. Palmer is rated as an exceptional paraprofessional.

*It is my great pleasure to present to you the **Paraprofessional of the Year: Linda Palmer.***

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW: [N/A or put in a summary]

N/A

BOE ACTION DESIRED:

Recognition of an exemplary staff member.

SUPPORTING MATERIALS ATTACHED:

None



TOLLAND PUBLIC SCHOOLS

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OFFICE OF THE
SUPERINTENDENT OF SCHOOLS

Walter Willett, Ph.D.
Superintendent

F3

TO: Board of Education

FROM: Mark S. McLaughlin, Business Director



RE: Monthly Financial Report-August 2016

Date: August 31, 2016

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

Please find attached the financial report for the month of August 2016, 2nd month of the 2017 fiscal year. This report represents a snapshot of the financial condition for the months of July & August.

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, transportation, tuition and energy.

The attached August 2016 financial report shows an available balance of \$8,685,530 or 22.08% of the BOE's current budget. This is the first financial report for FY 2016-2017. The majority of the budget has been encumbered to provide better fiscal management. Additional encumbrances will continue to be made over the next couple of months. Encumbrances provide a better picture of the district's performance vs the approved budget.

The financial controls, expense tracking and close monitoring of PO's allowed the central office to successfully close out the FY 2015-2016 year. The year was closed with a minimal remaining balance of \$13,903. I need to acknowledge and thank the central office staff who worked extremely hard to ensure a successful end of year closing.

The ED001 and associated reports have been successfully filed online with the State Dept. of Education on August 30, 2016. The Superintendent has recommended that the end of year balance of \$13,903 be added to the 1% educational reserve fund. This amount will allow the district to build for future capital projects.

Respectfully submitted.

Tolland Public Schools

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

From Date: 8/1/2016

To Date: 8/31/2016

Fiscal Year: 2016-2017

- ☐ Subtotal by Collapse Mask
 ☒ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range
☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
0100.0000.110.00.000.1	Salaries	\$21,162,994.00	\$896,790.12	\$1,204,321.20	\$19,958,672.80	\$18,437,571.28	\$1,521,101.52	7.19%
0100.0000.120.00.000.1	Substitutes	\$471,941.00	\$1,648.93	\$1,648.93	\$470,292.07	\$199.25	\$470,092.82	99.61%
0100.0000.130.00.000.1	Overtime	\$158,159.00	\$21,096.28	\$34,112.60	\$124,046.40	\$7,126.32	\$116,920.08	73.93%
0100.0000.150.00.000.1	Stipends	\$349,031.00	\$6,302.05	\$7,579.80	\$341,451.20	\$470,971.32	(\$129,520.12)	-37.11%
0100.0000.190.00.000.1	Pension/Severance	\$170,747.00	\$3,439.00	\$7,047.00	\$163,700.00	\$31,990.10	\$131,709.90	77.14%
0100.0000.200.00.000.1	Employee Benefits	\$324,532.00	\$34,907.69	\$195,157.69	\$129,374.31	\$165,562.50	(\$36,188.19)	-11.15%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,352,592.00	\$82,221.50	\$164,871.01	\$5,187,720.99	\$3,585,380.08	\$1,602,340.91	29.94%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$611,206.00	\$23,775.30	\$38,134.17	\$573,071.83	\$404,022.91	\$169,048.92	27.66%
0100.0000.240.00.000.1	Retirement (ICMA)	\$213,789.00	\$9,087.23	\$17,694.11	\$196,094.89	\$125,790.40	\$70,304.49	32.88%
0100.0000.250.00.000.1	Course Reimbursement-Degree Ch	\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00	100.00%
0100.0000.260.00.000.1	Unemployment Compensation	\$56,681.00	\$0.00	\$0.00	\$56,681.00	\$0.00	\$56,681.00	100.00%
0100.0000.270.00.000.1	Workers' Compensation	\$276,021.00	\$0.00	\$68,748.28	\$207,272.72	\$206,244.84	\$1,027.88	0.37%
0100.0000.300.00.000.1	Purch Prof & Tech Svcs	\$41,220.00	\$0.00	\$4,139.35	\$37,080.65	\$16,048.50	\$21,032.15	51.02%
0100.0000.310.00.000.1	Benefits Consultant Services	\$67,036.00	\$3,564.16	\$7,128.32	\$59,907.68	\$35,641.60	\$24,266.08	36.20%
0100.0000.320.00.000.1	Prof Educ Svcs	\$422,957.00	\$5,330.93	\$10,280.93	\$412,676.07	\$273,841.41	\$138,834.66	32.82%
0100.0000.330.00.000.1	Professional Tech Svcs	\$32,482.00	\$172.89	\$7,994.89	\$24,487.11	\$16,072.11	\$8,415.00	25.91%
0100.0000.340.00.000.1	Legal/Audit/Consult Svcs	\$244,597.00	\$0.00	\$22,646.97	\$221,950.03	\$101,357.60	\$120,592.43	49.30%
0100.0000.350.00.000.1	Tech Services	\$449,734.00	\$79,787.46	\$105,472.39	\$344,261.61	\$46,223.00	\$298,038.61	66.27%
0100.0000.410.00.000.1	Sewer/Water	\$43,940.00	\$0.00	\$0.00	\$43,940.00	\$0.00	\$43,940.00	100.00%
0100.0000.420.00.000.1	Cleaning/Rubbish Services	\$120,457.00	\$8,284.50	\$14,812.50	\$105,644.50	\$53,861.50	\$51,783.00	42.99%
0100.0000.430.00.000.1	Repair and Maint Svcs (Facil)	\$258,416.00	\$39,257.39	\$41,842.25	\$216,573.75	\$59,961.30	\$156,612.45	60.60%
0100.0000.440.00.000.1	Rentals	\$138,371.00	\$11,414.53	\$17,883.17	\$120,487.83	\$132,545.29	(\$12,057.46)	-8.71%
0100.0000.510.00.000.1	Student Transp Svcs	\$2,493,712.00	\$76,854.34	\$76,854.34	\$2,416,857.66	\$309,615.00	\$2,107,242.66	84.50%
0100.0000.520.00.000.1	Property/Liability Insurance	\$180,422.00	\$0.00	\$52,519.41	\$127,902.59	\$132,579.39	(\$4,676.80)	-2.59%
0100.0000.530.00.000.1	Telephone/ Postage	\$46,562.00	\$2,387.08	\$3,635.08	\$42,926.92	\$27,890.92	\$15,036.00	32.29%
0100.0000.540.00.000.1	Advertising	\$2,865.00	\$0.00	\$807.70	\$2,057.30	\$250.00	\$1,807.30	63.08%
0100.0000.550.00.000.1	Printing and Binding	\$30,940.00	\$2,963.60	\$2,963.60	\$27,976.40	\$11,632.80	\$16,343.60	52.82%
0100.0000.560.00.000.1	Tuition Educ Agency	\$2,717,299.00	\$49,431.70	\$81,839.20	\$2,635,459.80	\$3,080,461.63	(\$425,001.83)	-15.64%
0100.0000.580.00.000.1	Travel and Conference	\$29,142.00	\$437.64	\$598.07	\$28,543.93	\$3,619.33	\$24,924.60	85.53%
0100.0000.590.00.000.1	Public Officers & State Troope	\$94,322.00	\$0.00	\$0.00	\$94,322.00	\$2,300.00	\$92,022.00	97.56%
0100.0000.600.00.000.1	General Supplies	\$209,614.00	\$45,758.05	\$46,098.45	\$163,515.55	\$74,312.80	\$89,202.75	42.56%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$356,769.00	\$7,215.87	\$7,371.36	\$349,397.64	\$100,332.39	\$249,065.25	69.81%
0100.0000.620.00.000.1	Energy	\$1,559,025.00	\$0.00	\$0.00	\$1,559,025.00	\$196,412.00	\$1,362,613.00	87.40%
0100.0000.640.00.000.1	Textbooks	\$225,935.00	\$7,418.88	\$7,418.88	\$218,516.12	\$28,878.62	\$189,637.50	83.93%
0100.0000.650.00.000.1	Films and Videos Supl	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
0100.0000.660.00.000.1	Computer Software	\$58,525.00	\$161.40	\$7,527.08	\$50,997.92	\$39,784.69	\$11,213.23	19.16%
0100.0000.690.00.000.1	Misc Supplies	\$62,796.00	(\$40.01)	\$39.39	\$62,756.61	\$45,016.48	\$17,740.13	28.25%
0100.0000.730.00.000.1	Equip Instruct - New	\$199,958.00	\$755.09	\$755.09	\$199,202.91	\$106,891.37	\$92,311.54	46.17%
0100.0000.810.00.000.1	Dues and Fees	\$47,959.00	\$11,158.00	\$38,014.00	\$9,945.00	\$1,626.00	\$8,319.00	17.35%
0100.0000.890.00.000.1	Misc Expense	\$0.00	(\$54.80)	(\$54.80)	\$54.80	\$38,500.00	(\$38,445.20)	0.00%
Grand Total:		\$39,333,948.00	\$1,431,526.80	\$2,297,902.41	\$37,036,045.59	\$28,350,514.73	\$8,685,530.86	22.08%

End of Report

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Obsolete and Surplus Equipment

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

For BOE meeting: September 14, 2016

ITEM SUMMARY:

The Administration requests that the Board of Education declare these items as obsolete and turn the items over to the Town Council in accordance with Board of Education Policy 3040, Disposal of Obsolete, or Surplus Equipment/Materials.

FINANCIAL SUMMARY: [N/A or put in a summary]

BOARD ATTORNEY REVIEW: [N/A or put in a summary]

BOE ACTION DESIRED: [Discussion, Move to Action, other: specify]

SUPPORTING MATERIALS ATTACHED:

Birch Grove- Brother Intellifax 2820 fax machine Ser #U61325G6J328823

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Update on Constables

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

For BOE meeting: September 14, 2016

ITEM SUMMARY:

Three issues have arisen:

- 1) There was a petition from Troop C Lt. Rios for transportation for the Constables.
- 2) Janet Ainsworth was brought into the discussion (Attorney for the CT State Troopers), and had concerns about the due process rights of the employees.
- 3) There is a question about whether a Board of Education has the statutory authority to appoint constables. The statutes discussing the procedures for hiring constables are typically couched in terms that do not appear to apply to Boards of Education. For example, may be appointed by the "*chief executive authority*" of "*any Town*" (CGS 9-185): "*The chief executive officer of any municipality*" may appoint special constables (CGS 7-92); and constables and special constables are to be paid by "[a]ny town, city or borough" (CGS 7-97).

It may be that an opinion by the attorney general would be needed to clarify this issue. Also, the provisions for certifying and training officers in a "law enforcement unit" are defined to include a "municipality" of the state. There is some uncertainty over whether the Board of Education can have a "law enforcement unit."

There is one provision to note, however: Conn. Gen. Stat. 7-92, which allows the municipality to hire special constables with limited jurisdiction, such as the property of a particular "corporation, association or business." The municipality can then transfer essentially all of the employee-employer relationship to that business, such that the constables are treated as employees of the business. It is unclear if this provision could be applied to a Board of Education.

I am looking into that possibility.

Possible courses of action:

1. Hire individuals as TPS Security Officers
2. Continue the work to hire Constables
3. Re-allocate funds to Intervention or Administrative needs

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

Under attorney review.

BOE ACTION DESIRED:

Review of situation, and discussion of possible actions.

SUPPORTING MATERIALS ATTACHED:

None.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Open Choice Second Review

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

For BOE meeting: September 14, 2016

ITEM SUMMARY:

This is a second review of the Open Choice program as presented by Mr. Glen Peterson, Division Director, Sheff Office and Regional Choice Office. Please also see the presentation(s) listed in supporting materials previously made available, and re-linked below..

FINANCIAL SUMMARY:

Attendance Grant: The amounts below are allocated to school districts based on the percentage of Open Choice students in relation to total student population in the district:

- \$3,000 per OC student for districts who enroll less than 2%
- \$4,000 per OC student for districts who enroll greater than or equal to 2%
- \$6,000 per OC student for districts who enroll greater than or equal to 3%
- \$6,000 per pupil for districts with greater than 4,000 students enrolled that increase the number of Open Choice students enrolled by at least 50% on October 1, 2012
- \$8,000 per pupil for districts who enroll greater than or equal to 4%

Early Beginnings: For each preschooler & kindergartener enrolled in district for a full day program, the district receives \$4,500 per child above the Attendance Grant funds. In addition, districts who enroll 5 or more kindergarten students in one school will receive a Literacy and Math Facilitator to provide one day, per week, of literacy and math assistance to *all* students in the classroom.

Academic & Social Support Grant: For SY16-17, there is approximately \$2 million available to fund academic, student and social support activities. This funding is in addition to, not in place of, the statutorily provided Open Choice Attendance Grant.

- **Per Pupil Award:** \$575 per enrolled pupil in grades K-5 & \$900 per pupil enrolled in grades 6-12.
- **Professional Development:** Each Open Choice district also received \$5,000 for professional development earmarked for teacher training related to the Open Choice program.

Bonus Set-Aside Grants: This funding is in addition to, not in place of, the statutorily provided open choice attendance grant.

- **Schools with 10 or more Choice students:** This funding is available to districts when a school enrolls 10 or more Open Choice students. Districts share in a bonus set aside of up to \$500,000 (subject to available funds). For SY2015-16, districts received \$203 per pupil.
- **Tier II:** This funding is available to districts that enroll additional Open Choice students above the previous year's October first PSIS count. Districts share in a bonus set aside of up to \$100,000 (subject to available funds). For SY2015-16, districts received \$436 per pupil.
- **Construction Bonus Funds:** Each district has an opportunity to receive a funding bonus through their school construction grant, which is the percentage of CHOICE seats to the total projected enrollment (inclusive of CHOICE seats) capped at 10%. For example, an elementary school with a highest projected 8-yr enrollment of 600 students, inclusive of 60 CHOICE students would receive a 10% point bonus to their school construction grant.

PLEASE SEE THE PRESENTATION AND SUPPORTING MATERIALS FOR MORE INFORMATION

BOARD ATTORNEY REVIEW: N/A

BOE ACTION DESIRED:

Move to board action (I):

Proposed Motion: Motion to authorize the participation of the Tolland Public Schools in the Open Choice Program as described by Mr. Glen Peterson and to begin that involvement effective in the 2017-2018 year, including all actions this requires.

SUPPORTING MATERIALS ATTACHED:

<http://www.choiceeducation.org/>

http://www.tolland.k12.ct.us/UserFiles/Servers/Server_891568/File/Tolland%20Open%20Choice%20Presentation%208_23_2016_DRAFT.pptx

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM AUGUST 23, 2016 – 7:30 P.M.

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

MEMBERS ABSENT: William Eccles, Vice-Chair and Joseph Sce

OTHERS PRESENT: Steven Werbner, Town Manager; Lisa Hancock, Director of Finance and Records

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:** Observed.
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:** Colleen Yudichak, BOE: The BOE agenda will be light tomorrow night. Dr. Willett will be doing an Open Choice presentation. Robert Green, TWC: He attended his first Tolland Water Commission meeting as Council Liaison. It was a productive meeting, and he thanked the Commissioners for all their efforts in making it a very pleasant, honest and open interaction. They took the time to explain everything to him. Ms. Bellody was also very helpful in filling in her piece of the puzzle. He was impressed by their positive cash flow of \$600,000+. Also, he was impressed that the complaint report showed nothing from customers in the first quarter. They will have an Operator Agreement that will be going into effect on or about October 1st.
8. **NEW BUSINESS (ACTION/DISCUSSION ITEMS):**
 - 8.1 Discussion of the possible implementation of the recommendations contained in the August 9, 2016 Report of the Investigating members of the Tolland Town Council pertaining to the Tolland Water Commission.

Mr. Field kicked off this discussion by agreeing with the recommendation of not selling the Tolland Water Company. The next step is to figure out what direction they want to go in. Do they want to consolidate TWC and WPCA? They might want to get Attorney Conti to draft up a document so that they can move in that direction. Mr. Werbner said the research could be done and a draft ordinance prepared.

Mr. Skoczulek said the idea of a Utility Commission came from the Report, and how it would lend to some sustainability to the governance part of it. The Water Company is in good shape now, and the WPCA is working hard. The concept is a Utility Commission that gets these two groups to use their combined talents in the same

place. The other part is to get them out of the trenches, and have them doing the governance and finance piece. While the town staff and the contractors do the actually physical work. This will enable them to be sustainable over time. They can move past the concept of a sale, and move into what it would take to form a Utility Commission, and whether there would be a benefit to it. Mr. Skoczulek asked Mr. Werbner what the next step would be from his perspective on this. Would it be on the Council to do the governance piece, or will there be recommendations from the town manager.

Mr. Werbner asked if they wanted to put a committee together, or if the Council wanted to do it. The next step would be to look at what a Utility Commission would be. Something should be drafted, and then reviewed by members of the TWC, WPCA, Council, staff and the Town Attorney so that it would work to everyone's satisfaction. He thinks they should have the town attorney do some research and come up with a model ordinance that they can start from.

Gene Koss, Chair of the Tolland Water Commission spoke. He's initial thoughts include: comingling sustainable with creating a new bureaucracy is apples and grapes. Sustainability comes from giving people the right disciplines, the right ethics and doing a good job whether it is the WPCA or the TWC. An important thing to consider is that these two systems are at two very different points. The Water Company has recovered. He thinks the WPCA, in all due respect to the Commissioners, still needs to dig itself out of the muck. There is a lot of work that needs to be done to get them above zero. If the two were combined today, he believes the management attention would be distracted away from water system and all the energies and staff resources would be consumed on the sewer system. The TWC is willing to work with the Council if they want to study further. He reminded the Council that this has been going on for 2 ½ years. He is concerned that there will not be volunteers until this is done, and they are not done because they want to form another commission.

Vinny Tursi, Vice-Chair of the Tolland Water Commission asked who will be paying for this person on top of the two utility commissions. The WPCA is already coming to the town for money to support them. Where will that extra money come from? The TWC is already funding part of the staff that is here. He doesn't believe that is very productive, because this person would just be overseeing what they are doing. They already have an Operator. They do have management function. He doesn't see the value, other than they are helping to fund another body here in town hall.

Mr. Field said he didn't view it as bringing a Czar guy in to oversee what was occurring. He envisioned that the two would be incorporated into a Utility Commission, and the only people that they would have to pay for is whoever they would bring in to do the management skills. This would be the blue collar items, so that they are not out in the field. Mr. Tursi said they are not out in the field, their operator is.

Mr. Werbner said it would work similar to the functioning of the Town Council. He gave a hypothetical. If they had the Connecticut Water Company ("CWC") as the operator and they reported operations directly to the Public Works Director that would be the chain of command between operations. On a monthly basis, the Public Works Director and the CWC would report to, in this case, the Water Commission, as to what took place in terms of operations over the period of time prior to the last meeting. If there is a water main break, they are not calling Vinny or Gene. It would all be through the administration in that case. It would be the same thing on the sewer side. If there is a concern at one of the pump stations, they wouldn't need anyone from the Commission to report down there to oversee what is happening. That would all be administration. If there are administrative functions such as preparing plans, preparing RFP's, preparing bid documents for tank cleaning, he would anticipate that the Town Council would prepare that and it would be brought back to the Commissioners for review and approval. There would be no Czar overseeing anything, it will be staff doing direct operations work. They do not want to overburden any Commission members. He agrees one Commission is functioning more properly than the other at this point in time. If they can get to the point where they are both running well, then it seems like they could combine. He suggested that this might even be phased in. They could give the WPCA time to get to a point where they are functioning better. These are things that will need to be discussed.

Mr. Skoczulek said he understood the recruiting challenges right now. He believes that when people learn that they will be assisting and learning about utilities across the board, and it is a fully functioning unit, recruiting will become easier. He said all three units need to be on the same page when they finally come back with this, whatever it will look like.

Mr. Koss thanked Mr. Werbner for his detailed explanation of the vision he had. From a water system standpoint, they have a Liaison; they were paying for a portion of the Town Engineer, which was really unhelpful, and between Ms. Bellody and Mr. Lappen, the system works very well. Also, by working with the Finance Director, things are continually improving year by year. He believes being involved with the sewer will be a distraction, because it will take time away from the water system.

Mr. Werbner said he appreciates the work that has been done to get the TWC to this point, but he sees the systems as one system. These are all town systems. The Water Company is not a separate entity; it is part of the town's operations. If to the betterment of the overall system it makes sense to consider the combination in order to have the expertise to better manage the entire system, then he believes that is something that should be looked at. As long as it is not to the detriment of the Water Company. Mr. Werbner believes the next step would be to ask the town attorney and staff to prepare a draft of an ordinance / working agreement to spell out what has been discussed. That document could then be passed around and reviewed. At that point, a committee could be formed.

Mr. Krasusky asked Mr. Tursi and Mr. Koss to not underestimate the value they as a Council place, and him personally, in the efforts of them and their Commission. In the 2 ½ years he has been looking at this, there has been a dramatic change. He is inclined to agree with Steve Werbner and the recommendations from the Committee and the Council to look at the consolidation. He believes they can try to work together. He can't overestimate how much they value what they have done. The Water Commission is doing a great job. They just need to get to a higher level of governance.

Mr. Werbner added that there would be no comingling of water and sewer funds. They are not looking to the water fund to subsidize the sewer fund.

Mr. Koss said Mr. Tursi and himself are willing to work with the Council. He believes the rest of the Commission members would be willing to assist too.

Mr. Field summarized that in a couple of months they will get something from the town attorney laying out how things will be. They will then figure out what committee will be formed to review it and bring a recommendation back to the Council.

Mr. Werbner will write to the CWC to advise them that there will be a cessation of the discussion regarding the sale of the Water Company at this time.

8.2 Appointments to vacancies on various municipal boards/commissions.

8.2.a. Appointment to Non-Profit Housing Corporation.

David Skoczulek moved to appoint **Denise Kokoszka** to the Non-Profit Housing Corporation, term 07/01/15 – 07/01/20; Seconded by Robert Green. All in favor. None opposed.

8.2.b. Re-Appointment to WPCA – 2 vacancies will remain.

David Skoczulek moved to re-appoint **John Zevetchin** to the Water Pollution Control Authority (WPCA), term 08/26/16 – 08/26/19; Seconded by Robert Green. All in favor. None opposed.

8.2.c. David Skoczulek motioned to accept the resignation of **Dale Vannie** from the Library Advisory Board; 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 of the September 6th meeting with the developer regarding a request to buy a piece of land. Currently, the meeting is being held at the Fire Training Center, but the venue may change to accommodate more people.

11. ADOPTION OF MINUTES

11.1 August 9, 2016 Regular Meeting Minutes

Gene Koss requested that the following correction be made: Page 1, Public Petitions section: the word 'current' should be replaced with 'prior' in the following sentence:

With regard to the language such as 'mismanagement,' 'lack of direction,' etc., he commented that direction started happening with the *prior* Commissioners.

Paul Krasusky moved to adopt the *amended* minutes; Seconded by David Skoczulek. All in favor. None opposed.

12. CORRESPONDENCE TO COUNCIL

- 12.1 E-mail from Mr. Koss re: amending the minutes.
- 12.2 E-mail from Lauren Hazirjian re: providing Owner's Representative services w/ Mr. Werbner's response.
- 12.3 E-mail from Nina Kruse re: New Community Foundation Appointment Request w/ Mr. Werbner's response.
- 12.4 E-mail from Steve Jones re: Road repairs, town website use data and police activity reports w/ Mr. Werbner's response.

13. CHAIRMAN'S REPORT: Mr. Field updated:

- 13.1 He will be hosting his Chair Hour on September 1, 2016, 6 – 7:30 p.m.
- 13.2 He presented a Proclamation for an Eagle Scout on Sunday.
- 13.3 He requested an Executive Session be scheduled at the end of the next meeting to discuss Mr. Werbner's evaluation.

14. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: Mr. Green said he was approached by a resident in connection with the storage containers at the town owned land near the Baptist Church. If the land was sold, they are questioning whether town land would be made available to them in the future.

Mr. Werbner said they started to look at this a while back when there was discussion regarding a potential proposal in the TVA area. They really did not come up with suitable locations to move the trailers based on their first review, and then it was put to the side. Now, over a number of years, the trailers have increased. They are going to have to get serious and look for suitable locations.

Mr. Krasusky reminded that the Library is 'open' despite being closed. If there is something the residents need, the Librarians are more than willing to meet your needs.

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

(3 minute limit): None.

16. ADJOURNMENT: Paul Krasusky moved to adjourn the meeting; Seconded by Robert Green at 8:14 p.m.
All were in favor.

Richard J. Field, Council Chair

Michelle A. Finnegan
Town Council Clerk

SPECIAL MEETING MINUTES
TOLLAND TOWN COUNCIL
TOLLAND MIDDLE SCHOOL AUDITORIUM
ONE FALCON WAY

SEPTEMBER 6, 2016 – 7:30 P.M.

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager; Heidi Samokar, Director of Planning and Development; Rick Conti, Town Attorney; Mark De Pecol, Tolland Village Area Developer; Andy Graves, BL Companies

- 1. CALL TO ORDER:** Rick Field called the meeting to order at 7:32 p.m.
- 2. PLEDGE OF ALLEGIANCE:** Recited.
- 3. MOMENT OF SILENCE:** Observed.

Mr. Field explained that the purpose of tonight's meeting was to hear the updated plan for the TVA, and to discuss the purchase of land that is being sought after for the project. Questions will be kept to 'land' issues only, and talk about how tall the buildings are or the density will not be addressed at this time. Questions related to the height of the buildings and density should be directed to the PZC, as the Council has no control over those issues.

4. PRESENTATION BY MARK DE PECOL, DEVELOPER OF TOLLAND VILLAGE AREA

Mark De Pecol gave a presentation with the use of a PowerPoint, which can be viewed on the town's website at: http://www.tolland.org/sites/tollandct/files/uploads/tolland_village_project_presentation_9-6-16.pdf. The purpose of the meeting is to discuss the offer that has been made to the town for the purchase of land adjacent to the property they currently hold under contract.

The land they are seeking consists of approximately 7.8 acres. As of July 2014, 26.1 acres went under contract. Previously, they met with various town staff, and at that time everyone strongly encouraged the development. Also, they were told that the town was willing to convey town land, provided a road be built to Cider Mill. The town land has always been shown in all their presentations.

He showed a tax map of the town land. A large portion of the land is swamp and wetlands, which were man made. There could also be some environmental issues, but they are not sure. There is about 30' of frontage on Cider Mill. As of now, no survey has been completed.

He showed a slide depicting the original concept, zone change and tax abatements. It included a hotel, a restaurant, multi-family and some retail. This was before any engineering and architectural work was done. It was just a concept. Due to the limited amount of land, they knew they would need some assistance with tax abatements. So, they requested that the town adopt tax abatements. In December 2014, those were adopted. They also realized early on that they would need to have apartments versus townhomes, because the condo market had fallen through. They requested and received zone changes to allow apartments in June 2015. They had always planned on a hotel, but needed to wait for UConn to

decide if it was going to buy the Nathan Hale, which they did in June, 2015. At that time, it was decided Nathan Hale would be used for dorms. This allowed them to proceed with their hotel plans. A major hotel study was completed in December 2015. The study showed a market demand and that it was economically feasible. Next, they pursued major brands, as well as a hotel developer. After that, they had enough confidence they could move forward. They did market analysis and engineering studies. Once they had all their engineering done, they hired an architect, BL Architects. By late summer 2015, they had enough data to move forward with planning the development. They put the team together and got everything in place.

The first site plan design showed that 250 apartments in 5 buildings were not possible. They would actually need 8 – 10 buildings. Also, when a financial feasibility analysis was performed, it didn't make sense, including the hotel. That's when they knew they would need more density, to get more apartments, which would increase revenues. Since they couldn't go out into the swamp, they knew they needed to go up. An application got submitted for up to five stories, which would maximize land use and give them latitude in design and additional profitability.

Informal presentations were given to various Commissions and Boards showing a 50,000sf hotel, 24,000sf retail and 369 apartments, which was the first plan submitted. All lights were green after 19 months of planning. On April 9th, they had a neighborhood outreach meeting that didn't go very well. On April 21st they had a neighborhood focus group meeting, and on April 18th, they did a presentation to the police, fire and ambulance.

An application was submitted to the PZC on April 7th to amend the zoning regulations. On May 7th the Design Advisory Board made recommendations, which included: Tolland was not ready for 5 stories, maximum would be 4 stories, they needed to increase building width to 240 feet, and there would be no drive-thru's. On May 18th, they modified their application to reflect the DAB's recommendations and incorporated them into the application. On June 27th, the PZC denied the 4 stories for multi-family, but approved 4 stories for mixed use (apartments over retail), and they did approve the 240' width.

Over the last couple of months, they have worked with the architects and financial team to see how they can make this work, based on the new regulations. He added that the hotel is now out, because UConn wants a hotel. UConn is currently pursuing the developer who did Mohegan Sun. As of now, he is not sure what kind of hotel it will be, and he doesn't have any information.

The new plan includes multi-family according to the zoning regulations for that area where the hotel was planned. If the hotel at UConn is a boutique hotel, and isn't a 100 room hotel, they can easily change it back to the hotel, which is what they would prefer. The new design, based on new regulations and with the town land includes: 359 apartments, 33,000sf retail and no hotel. Without the town land, there would be 244 apartments, 13,000sf retail and still no hotel.

With regard to the Letter of Intent to purchase the land, it was done because they are ready to move forward. It is a letter of intent, and is subject to negotiations. The land is on the Assessor's record with a market value of \$260,000+. The reason they are proposing that it be contributed by the town is because: they were always told that the town would contribute the land, they are trying to make the project work within the confines of the regulations, workforce housing requirement reduces revenues as does lower density, they will need to pay for survey and any environmental costs associated with property, the town will be receiving approximately \$1,000,000 in building fees during construction and approximately \$2,000,000 per year in taxes after abatement, and any appraisal will be arbitrary, subjective and time consuming as there are few to no comps in the Tolland TVA zone. While this is only a non-binding offer subject to any negotiation, they might also propose a split of the proceeds of any STEAP grants that may be available for the intersection and road improvements. This would be a win-win for both town and developer. While everything is negotiable, and they respect and appreciate the Council's consideration of this transaction, tax abatements and no change in the zoning regulations are essential to any transaction.

He concluded by saying that they have worked on this for the last two years, and they always thought the town land would be available. They worked with the PZC and modified their proposal based on the recommendations of the Tolland Design Advisory Board. They are willing to make it work with less density as the PZC adopted. They are asking that the town convey the land that has always been a part of the TVA, and what they based their project on.

5. TOWN COUNCIL DISCUSSION OF PRESENTATION

Mr. Krasusky asked who told him the town would convey the land. Was it the town directly or the current property owner?

Mr. De Pecol said he had nothing in writing, but everyone who was approached in the initial stages indicated that the town would convey the land. They always considered this to be a part of the larger development.

Mr. Sce asked what the tax abatements were.

Mr. De Pecol said 7 years, the first 3 years there are no taxes, and then it goes down incrementally and proportionately for the next 4 years. It helps the developer with getting revenues in. It is done in a lot of communities.

Mr. Field said the tax abatement could be less than 7 years, right?

Mr. De Pecol said he recalls it is over a 7 year period, the first 3 years there are no taxes and then it goes in equal increments after that. In year 8, it is 100%.

Mr. Field said he would have to check that. He thought they approved up to 7 years, and graduations were negotiable. He didn't believe it was locked in.

Mr. Green commented that he has heard a lot of things on social media, but wanted to get confirmation directly from Mr. De Pecol on one item. It is his understanding that if he doesn't get the conveyance of the town land, that he will reserve the right to put a much larger development in based on state statute that circumvents all local zoning regulations.

Mr. De Pecol said they are hoping this goes forward the way it is being proposed. If they don't get the town land for whatever reason, they would consider other options. One other option is making an application under C.G.S. § 8-30g, which allows them to design a project without zoning regulations.

Mr. Green said many people feel that is a threat and he asked Mr. De Pecol to say it wasn't a threat.

Mr. De Pecol said it was not a threat.

Mr. Sce said he recalled from a previous meeting that a hotel could be viable even without the UConn market. Did that change?

Mr. De Pecol said the study indicated that 25% of the revenues would be UConn related. Having a hotel at UConn would eliminate those revenues. 75% would not make the project viable with the lack of that income. If UConn does a boutique hotel, that would be okay; although, the jury is still out.

Mr. Krasusky said it seems like the town is willing to discuss the land, but it is a matter for how much. He asked Mr. De Pecol if the town doesn't accept the offer that this project wouldn't be viable, and if so, what analysis could be shown to them that demonstrate that need.

Mr. De Pecol said that is not true. He is willing to work with the town. They just made an offer. If they come back with something different, they can talk about it.

Mr. Eccles asked why plow ahead with the lesser option, given they don't know what UConn is doing at this point. Why not wait until UConn decides what it is going to do about the hotel.

Mr. De Pecol said they needed to design something they knew they could do, put money behind it and make an application.

Mr. Skoczulek asked if they have done other projects like this.

Mr. De Pecol said he personally has not, but his partners do have a lot of experience in it.

Ms. Morgan asked if public safety indicated there would be a need for increased services after their meeting in April.

Mr. De Pecol said Ambulance would need more personal, etc. with the increase in population. The Fire Department did not indicate they would need any additional requirements, due to the buildings having sprinkler systems. Although, they did indicate that they would need a higher ladder truck. The State Police did not see any additional issues, provided there were no undergraduate students. They also suggested a satellite office in one of the retail outlets.

Mr. Field asked if the new footprint covered the land that would have had the hotel on it.

Mr. De Pecol said yes.

Mr. Eccles said if the hotel became part of the equation, would the number of apartments drop?

Mr. De Pecol said it would drop by about 70 units.

Mr. Skoczulek asked if the PZC came back with a density change, would that be a non-starter.

Mr. De Pecol said it depends on how much. He said it is right on the edge now. They would obviously have to recalculate, but it probably would.

Mr. Krasusky asked Mr. De Pecol if feels it would be an appropriate density and potential volume of residents in a small portion of town. It could be upwards of 8-10% of the town's population on 30 acres.

Mr. De Pecol said yes.

Mr. Field advised that the Council would not be making a decision on this issue tonight. He advised that an appraisal of the land has been ordered. They will need to go into Executive Session with the Town Attorney to see what the legal ramifications are. He asked the public to hold their questions to the land portion of the development.

6. PUBLIC PARTICIPATION

Holly Barnes of 31 Tolland Green: As a small business that is looking to increase jobs, why is she not able to offer double the amount for the land?

Mr. Field said she would be able to put in offer.

Mr. Werbner said there is no prohibition from anybody making any proposal to the Council.

Ms. Barnes asked what is being done to protect endangered species. Is anyone investigating what the state law on endangered species and special consideration species is? Are you aware, that the federal government will supersede any state regulation, which means it supersedes C.S.G. § 8-30g.

Mr. Field said questions regarding the endangered species and inland / wetlands would need to go to Inland/Wetlands and PZC.

Ms. Barnes asked that before any decision is made, they understand the ramifications if they go to the next level. She also asked how she could justify living in this town for 15 years, on less than an acre, having paid in almost one year the cost that this developer wants to buy 7 acres for. How does she justify as a tax payer and property owner that her Town Council, who she voted for to represent her, can say it's okay to give away land.

Mr. Field said it was just the developer's offer. The Council has not agreed to anything yet.

Ms. Barnes said if this does go forward what is the benefit to her, a citizen and taxpayer of this town. Who will provide her with the information to say that this development somehow benefits her being a citizen living in the town of Tolland?

Mr. Field said he can't answer that question now, because they do not know all of the information yet. It is still being discussed.

She said the balanced equation is not balanced.

Mr. Krasusky said with regard to the benefit to the town, as long as a plan is conforming to the regulations that the town has set forth, the benefit for the project can't really be quantified. The town isn't in its rights to say what you can and can't do on a parcel if it is within the conforming regulations. This necessarily is not his personal opinion, but he is trying to add some clarity to the subject.

Linda Berkowitz of 2 Cider Mill Road: She met with some Council members last Thursday and asked them some questions: what criteria are going to be used to decide if the town is going to give a \$260,000 piece of land to a developer for \$10.00. She asked if anyone would give a relative a piece of property valued at \$266,000 for \$10.00. She said because this development has turned mostly into apartments, they will not be getting the tax benefits that they were once going to get. She wants them to consider what is going on with density.

Mr. Field reiterated that no one has said they will be selling the land for \$10.00.

Walter Rudewicz of 38 Lawlor Road: He asked the Council if they will be listening to the 'will of the people.'

Mr. Field said he has always listened to the people. The Council has a job to do and a process to follow. The process includes listening to the people, listening to the developer, and listening to the Town Attorney.

Mr. Eccles said he will listen to the 'will of the people,' but may not agree with it. There are more people in this town than just those people in attendance tonight. Those in attendance are only part of the town.

Jeff McCutcheon of 119 Lawlor Road: The land is very much a part of the discussion of the entire complex. There are no other comparables of land value in the TVA, because there have been very few transactions in that area. He suggested that they look at other exits along the highway. He doesn't believe that valuation of this land is arbitrary in any way. If this land does get sold, he would like them to take into consideration how valuable those funds could be to the town. He thinks they need to have a discussion of how this will affect the town in 10-20 years. He disagrees that Tolland will not need additional police or fire. He asked who will pay for the new fire truck. He disagrees that they will be unable to prevent undergraduates from living there. The land is an enabling feature of the project. The Council should agree that they are in agreement with all those numbers before a decision is made

June Lyda of Metcalf Road: She spoke regarding safety if the land was not given over to this project. It seems to her that due to the nature of the project, it is necessary to have the two ways in and out of the project. Based upon what Mr. De Pecol said tonight, she likes what he is telling her. She is upset with giving the property away though. She has been paying for this land, with her tax money, and she doesn't believe the land should be given away. If the town does work with him, there should be some stipulations regarding what is done with this land. She has concerns about the safety issue with having two ways in and out.

Mr. Krasusky said the original premise when this discussion arose years ago with the property owner, was that the town was desirous of finishing a road through that area. It would alleviate the traffic on the existing Cider Mill intersection, and the benefit of 'gifting' the land for whatever the number was; the town would receive the benefit of the development of the road, which is in the millions of dollars.

Tammy Nuccio of 71 Webber Road: She got up and said that Mr. Krasusky basically just said that they have discussed giving the land.

Mr. Krasusky said this is he understanding, and predates his tenure on the Council. Somebody, somewhere, had a conversation with the property owner, not Mark De Pecol.

She said if that conversation was had, it should be disclosed. From Mark De Pecol's perspective, he was told. From the town's perspective, no one is stepping up to take accountability that this conversation was ever had. She said she has met with Mr. Field and spoken with Mark De Pecol. They are talking about

the land, which is a big driver in this. They need to let the people know they are investigating every option. She told them that they need to stop with the silo thing. This is a town thing. She asks that they answer the overlying questions. If someone said the town would be giving the land, the townspeople need to know.

Mr. Field said he doesn't know who had those conversations, and advised that all questions will be answered.

John Crickmore of 31 Cook Road: Was land donated for the purpose of a road, or youth activities?

Mr. Werbner said when the land was transferred to the town; there was a building on it that was used for youth services related activities. The building was destroyed, and there is no deed restriction in regards to any future use of that property.

Mr. Crickmore said from day one this development has been drawn with this town land in it. Did Mark De Pecol have an active role in changing the laws to set up the tax abatements schedule and the zoning changes?

Mr. Field said they probably had conversations with EDC and TECDC, although they have not spoken with anyone who can make a decision. Nothing has been promised to anyone yet.

Mr. Eccles said the EDC did work with Mr. De Pecol to develop an abatement schedule. The entire cost of this project, not just the cost of the land, needs to be evaluated. Mr. Eccles said Ms. Nuccio referred them to a study that Mansfield had done as part of Storrs Center. It was extensive and showed the options and weighed the cost benefits and ratios. He believes that something similar needs to be done here. This is step one: finding out what the questions are; step two: answering the questions. They need to get the experts in here to answer the questions in a sensible fashion.

John Crickmore said he and many people are not against developing this area. As a community, they don't want Mark De Pecol to storm in and say this is what he is going to do. He believes the community wants responsible development.

David Geissler of 238 Anderson Road: He asked the town to deny the sale of the land. There are going to be 500-700 cars and buses exiting out onto Cider Mill Road right at Crandall's Park. The buses will cause pollution issues. He wants the town to keep the land, and use it as open-space. This Council has worked very hard and in the town's best interest. He doesn't think this Council wants this project to be their legacy.

Patricia Curylo of 17 Oakwood Lane: She asked for an explanation of the state statute that could come into play if they don't approve the sale, and his right to do what he wants to do.

Mr. Field said they will look into it and get back to her.

Ms. Curylo said she does not want to sell the property. She is also concerned about the traffic.

Joe Matteas of 124 Browns Bridge Road: He asked how much square footage the 369 apartments take up.

Mr. Graves said they are about 1,200sf a unit.

Mr. Matteas asked if they could tell what the impact per tax dollar raised on residential property to the town is, compared to commercial.

Mr. De Pecol said he referred to the study on the town's website. It analyzes the impact of single family, multi-family and commercial tax revenues. To summarize it, single family is a negative. So, the amount of taxes on a single family home does not cover the taxes associated with that, whereas multi-family and commercial are positive.

Mr. Matteas said multi-family is basically on the buffer, but commercial is positive. He spoke of the tax benefits of multi-family and commercial. If the town gives him tax abatements, how long will it take for this project to get in the green? What is the return on investment and the value to the town?

Mr. Field said those answers will be provided as they move through the process.

William Crosby of 527 Mile Hill Road: We need to look at this project and find out the overall costs of this project over time, regardless of the sale of this land. Are we ready to absorb all these kids coming in? Will a new school be needed? Look at the hard costs, and be honest with what they are.

Mr. Eccles said they do need to do a study. Who knows what the real number of children will be.

Kathy Bach of 255 Tolland Stage Road: She said no body on the elected Boards seems to have a handle on this. The public is doing their homework ahead of them, and it is embarrassing. Mr. De Pecol has all the answers to his side of the equation. The town needs to do the same thing. She asked that they get together with the other Boards and start to formulate what they want to see done.

Mr. Field disagrees with Ms. Bach's statement saying they have not done their homework. Mr. Krasusky voiced his agreement with Mr. Field.

Earl Leighton of 32 Loehr Road: He spoke of a poll that he posted on Facebook that 70 people took. Out of the 70 people, 2 people were willing to accept 350 apartments to keep out 600. The bottom line is that the PZC changed everything a year ago to allow the 350 project. If the town doesn't approve this, Mr. De Pecol can sue. Or, if he doesn't get the land, he can do C.G.S. § 8-30g. He believes the majority doesn't want something huge there, and suggested that they put something smaller in. He doesn't understand how they have gotten to this point without any feasibility studies.

Fred Valanti of 203 Anthony Road: He asked what the response was regarding to the 'threat' question.

Mr. Green said Mr. De Pecol assured it was not a threat.

Mr. Valante said don't give him the land.

Deb Goetz of 176 Kate Lane: Wouldn't the 26 acres that adjoin that property be a comparable? Is the Cider Mill exit necessary for a project to be put into the TVA?

Mr. Graves said the reason for the land is for density. The access road to Cider Mill Road is not needed for the project.

Ms. Goetz pointed out that it would be 31 apartments on each acre. You cannot find that in any other zone in town. That is way beyond any other zone. That is very, very dense. She wants the name of the partner who has experience doing this.

Mr. De Pecol will get that information.

Ms. Goetz suggested that the land may be a good buffer if he is going to have all those apartments. With regard to the retail, she asked Mr. De Pecol what research has been done to determine what the proper residential to commercial ratio should be.

Mr. De Pecol said they designed it according to the new regulations. So, it is actually the maximum amount of commercial based on the new regulations.

Mr. Field thanked everyone for coming out and giving their opinions. He promised that there will be community conversations on this, and this will be out in the open and above board.

7. ADJOURNMENT: Mr. Eccles moved to adjourn the meeting; Seconded by Mr. Green at 9:28 p.m. All were in favor.

Michelle A. Finnegan
Town Council Clerk

Richard J. Field, Council Chair

Tolland Village Project



NE REAL ESTATE

Progressive Real Estate Development

Tolland Town Council
September 6th 2016

Overview and Town Land Request

Purpose of this meeting

- Submitted offer to acquire approximately 7.8 acres of town land
- Explain why we need this land
- Show the evolution of the development and where we are today
- This is not a site plan presentation rather working drawings to show the current status

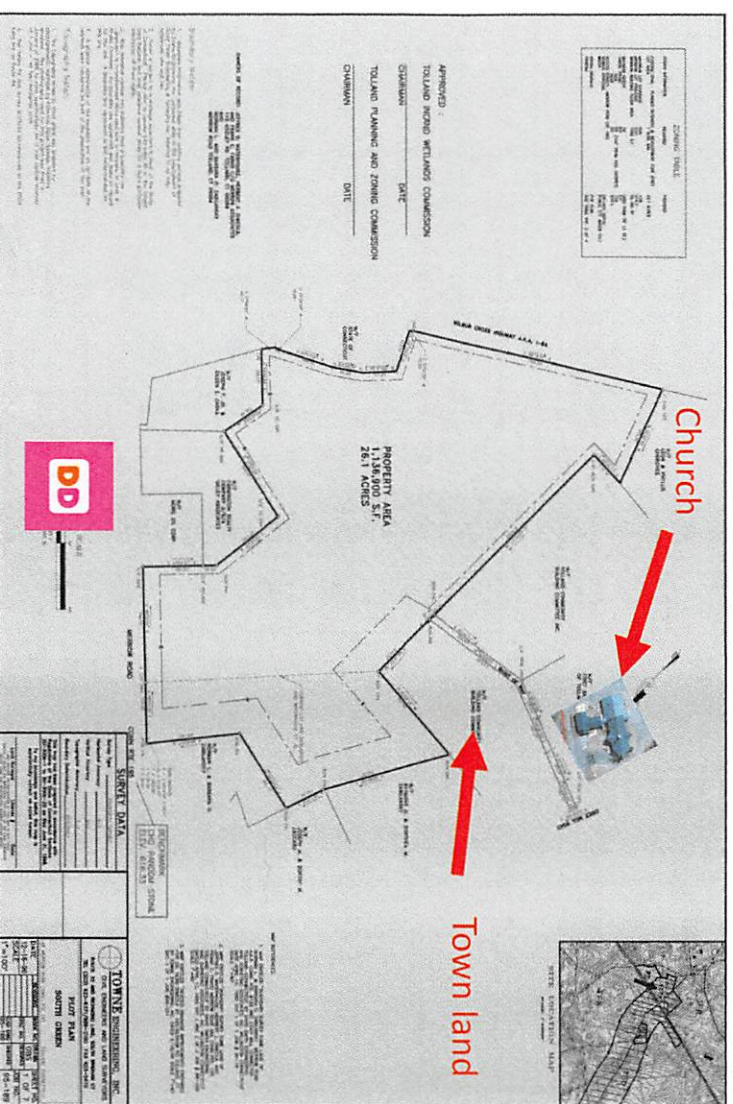
Overview

Put property under contract July 2014
26.1 acres

Met with Land Planner, Town Manager,
Economic Development officials and
Others. All strongly encouraged the
Development.

Were told the town was willing to convey
Town land provided we build road to
Cider Mill

Consequently, we also used the town
Land in our presentations.



Town land

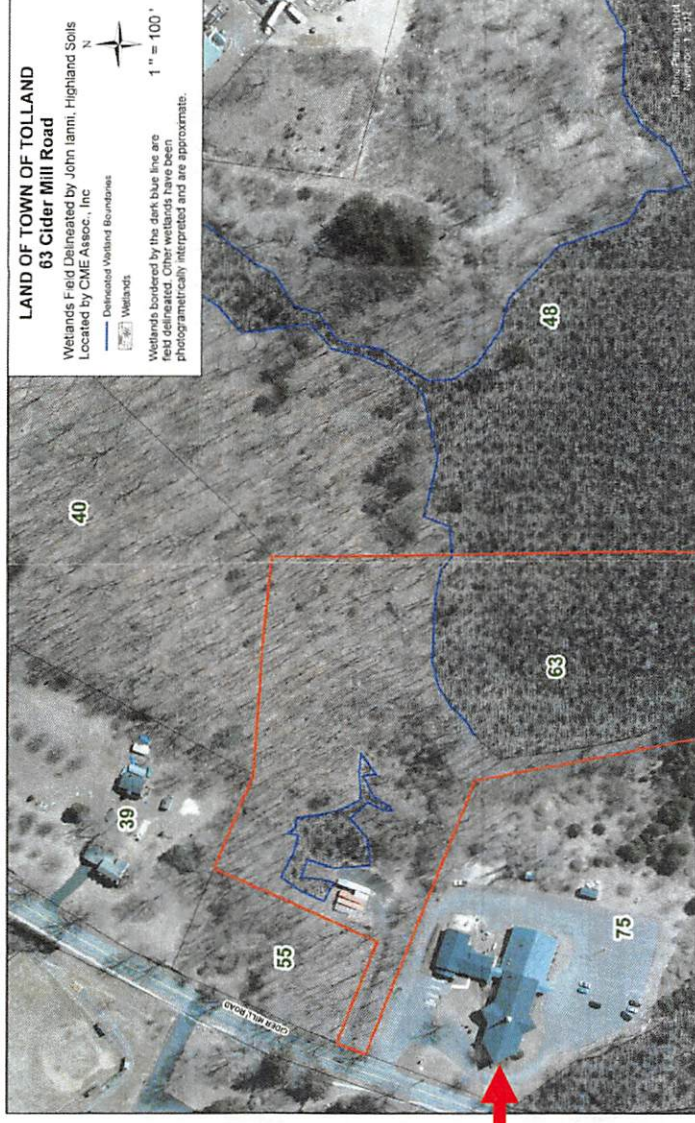
No survey but apparently 7.8 acres

Southern part in swamp

Man-made wetlands (former Excavation) but no wetland soils

May be some environmental issues

30' of frontage on Cider Mill Church

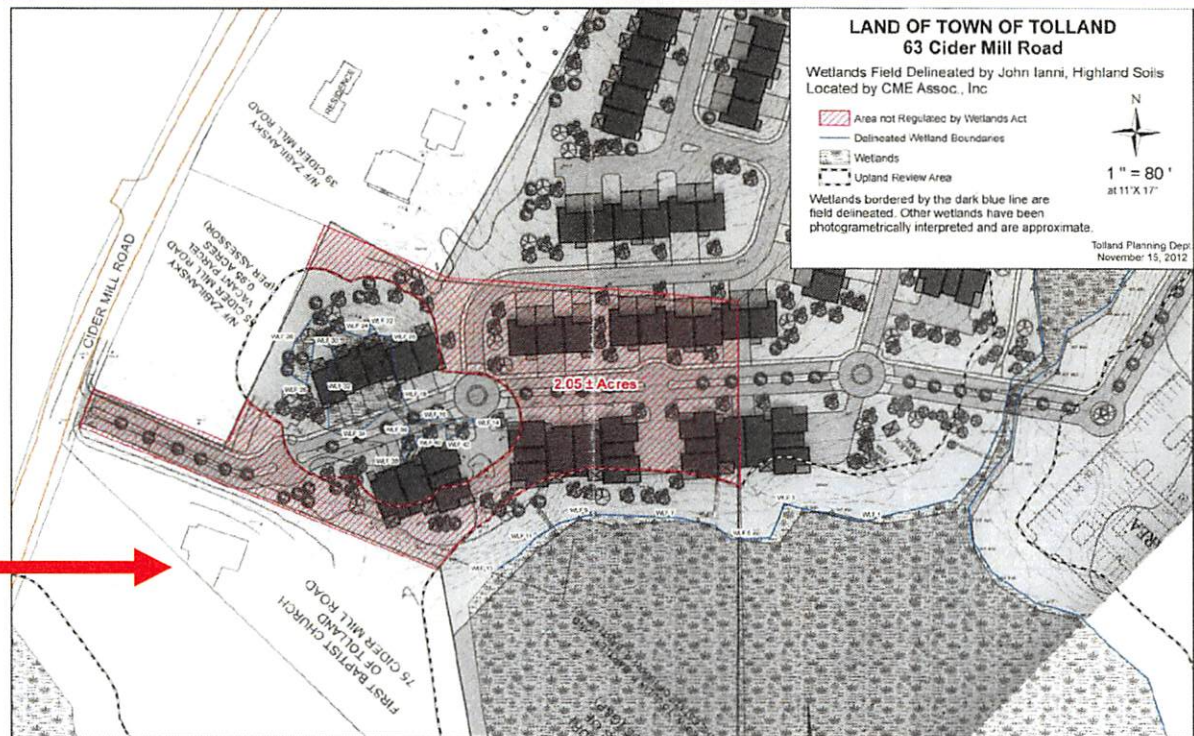


Town land, con't.

Tolland Planning Department
November 2012

Land of Town of Tolland
63 Cider Mill Rd

Church



Town concept

Town's concept of TVA
Also using "Town Land"

Church



**Tolland
Village Area
Concept
Sketch**
November 30, 2010
Draft for conceptual
purposes only

Original concept, zone change, tax abatements

Original NE Real Estate concept plan Sept 2014

This plan was a "use" concept plan and not accurate for estimating purposes (no eng/arch data). The plan noted 200-250 units but in reality that would require 8-10 buildings. 10 units avg/floor x 3 floors This plan would only have 150 units

Realized we would need tax abatements due to infrastructure costs, intersection and lack of useable land

Requested and town adopted abatements Dec 2014

Also realized early on we would need to have apartments versus townhomes

Requested and received changes to zone June 2015

This allowed us to pursue engineering, architectural to advance design, cost estimates and market analysis.



Hotel

We always planned a hotel
And needed to wait for
UCONN to decide to buy
the existing Nathan Hale.
They did in June of 2015.
This allowed us to proceed
with our hotel plans

Performed major hotel study
Completed in Dec 2015

Study showed market demand
And economic feasibility
Pursued major brands and
planned in development

COMMERCIAL REAL ESTATE SERVICES

Mark VanStekelenburg
Managing Director

December 21, 2015

Mr. Lloyd Madgett
Junction Management
548 Steel Way Drive
Lancaster, PA 17601

Re: Phases I and II - Market Demand and Economic Feasibility Analysis
Proposed Hotel - Tolland, CT

Dear Mr. Madgett,

In accordance with your request, we have completed a study of the potential market demand and financial feasibility for a proposed Hotel (the "Subject" or the "Hotel") to be located on in Tolland, Connecticut. Pursuant to our engagement letter, we have prepared this formal report presenting our analysis and conclusions.

While we have provided an estimate of the prospective market value for the proposed Hotel in evaluating its economic feasibility, our scope of work reflects that this report does not constitute an appraisal, but rather a consulting assignment. It has been communicated to you that we are not acting in the role of appraisers, but instead as consultants.

As in all studies of this type, the estimated results are based on competent and efficient management and presume no significant change in the status of the competitive lodging market from that set forth in this report. The terms of our engagement are such that we have no obligation to revise our conclusions to reflect events or conditions that occur subsequent to the date of completion of our fieldwork. However, we are available to discuss the necessity for revisions in view of changes in the economy or market factors impacting the competitive lodging market.

Since the proposed Hotel's future performance is based on estimates and assumptions that are subject to uncertainty and variation, we do not present them as results that will actually be achieved. However, our analysis has been conscientiously prepared on the basis of information obtained during the course of the assignment and on our experience in the industry. This report is subject to the Certification and Terms and Conditions presented in the Addenda.

After you have had an opportunity to review this report, please feel free to contact us with any questions or comments. We appreciate the opportunity to work with you on this assignment.

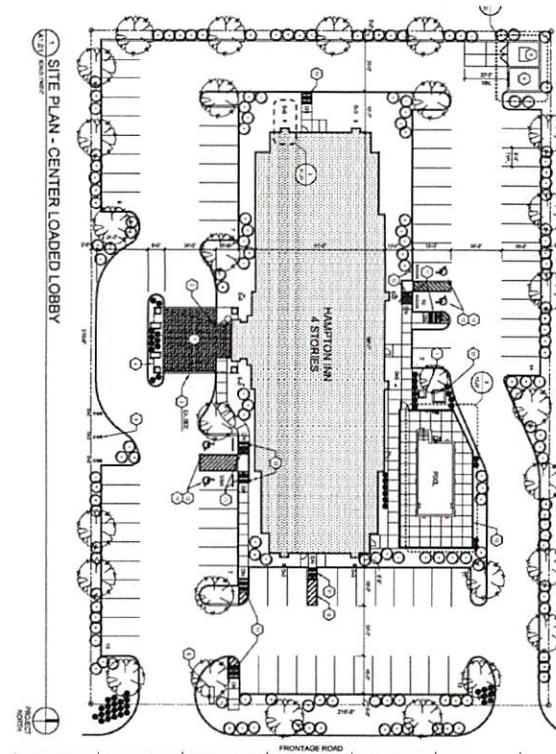
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Market analysis and engineering studies

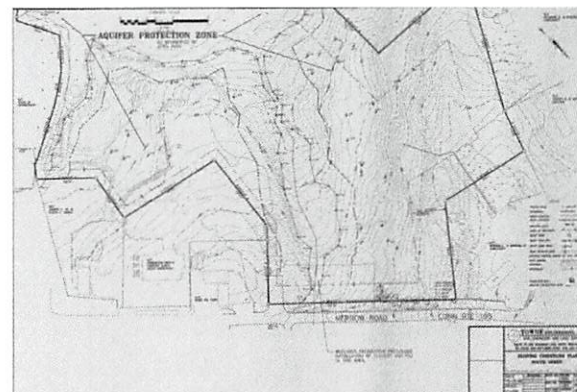
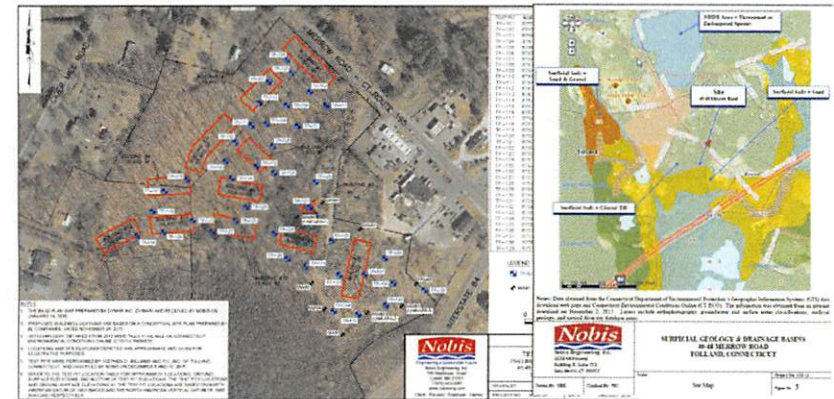
MARKET ANALYSIS

Spent months studying UCONN and surrounding market

Determined both apartment
And retail rates

ENGINEERING

- Soils analysis
- Structural analysis
- Completed geotechnical study
- Environmental Phase I&II
 - Excavated 44 test holes
 - Sampling of soils
- Topographical
- Wetlands
 - Soil scientist review
- Traffic engineering
 - Initial studies with road counts
- Parking analysis
- Safety/Fire truck navigation analysis



Analysis Report

December 17, 2015

Item	Description	Date	By
1.0	Introduction	12/17/15	JS
2.0	Site Description	12/17/15	JS
3.0	Geotechnical Data	12/17/15	JS
4.0	Geotechnical Analysis	12/17/15	JS
5.0	Conclusions	12/17/15	JS
6.0	Recommendations	12/17/15	JS



Team components

By late summer 2015 we had enough data move forward with planning the development:

- Hotel viable
- Market demand viable with rental rates for residential and retail lower than hoped for
- Completed engineering data to begin serious design

ARCHITECT

- Retained leading regional architect to design feasibility/concept plan
- BL Architects became obvious choice due to reputation, talent and recent work at Storrs

HOTEL DEVELOPER/PARTNER

- Procured experienced, well funded Hotel developer/investor

CONSTRUCTION MANAGER/PARTNER

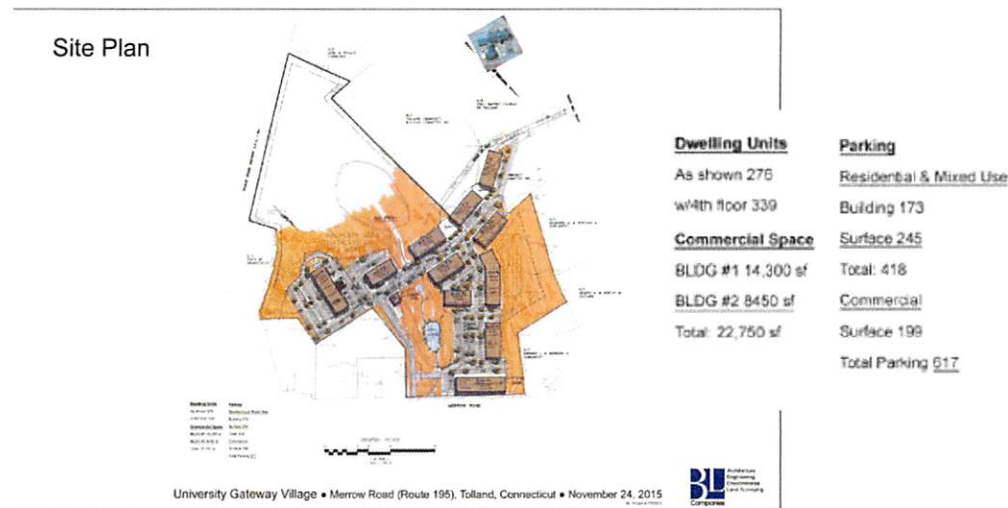
- Wohlsen Construction-\$200mm/year; bonded to \$400mm

FINANCIAL PARTNERS

- Procured equity commitments and debt financing capabilities for up to \$100mm project

Initial design and economic analysis

First site plan design with good engineering and accurate architectural showed the original concept plan, which designed 250 apartments into 5 buildings, was not physically possible. In fact, it would take 8-10 buildings would achieve 246 apartments. The cost of building 8-10 buildings and related infrastructure made This project design not feasible from an economic standpoint. Including the hotel, it was not financeable. We realized we needed to get additional revenues which translated into additional density.



The 3 story-246 units and hotel did not show economic viability while the 4 story 339 apartments with hotel did.

Since we needed to request an increase in height, from 3 story to 4, we decided to request up to 5 stories (in lower topographies) to maximize land use, give us latitude in design, and additional profitability

Informal presentations

50,000sf Hotel 24,000sf Retail 369 Apartments

Site Plan



University Gateway Village • Merrow Road (Route 165), Toland, Connecticut • December 21, 2015



Design Advisory Board

March 3rd Informal presentation to Architectural

Inland Wetlands

March 17th Informal presentation to Inland Wetlands

Town Council

March 22nd Presentation to Town Council

All lights green after 19 months of planning

Neighborhood outreach

April 9th Neighborhood meeting-Crandall Park

April 21 Neighborhood focus group

Public Safety

April 18th Presentation to Police, Fire & Ambulance

Application/Decision-Planning & Zoning

Planning & Zoning application

- April 7th **Application to amend zoning regulations**
 - Allow up to 5 stories
 - Drive-thru's
 - 240' building width
 - Other
- April 25th Public Hearing
- May 7th **Design Advisory Board recommendations**
 - "Not ready for 5 stories"
 - Maximum 4 stories
 - Increase building width to 240 feet
 - No drive-thru's & others
- May 18th **Application modified to reflect DAB recommendations**
- May 23rd Public Hearing

June 27 Planning & Zoning Decision

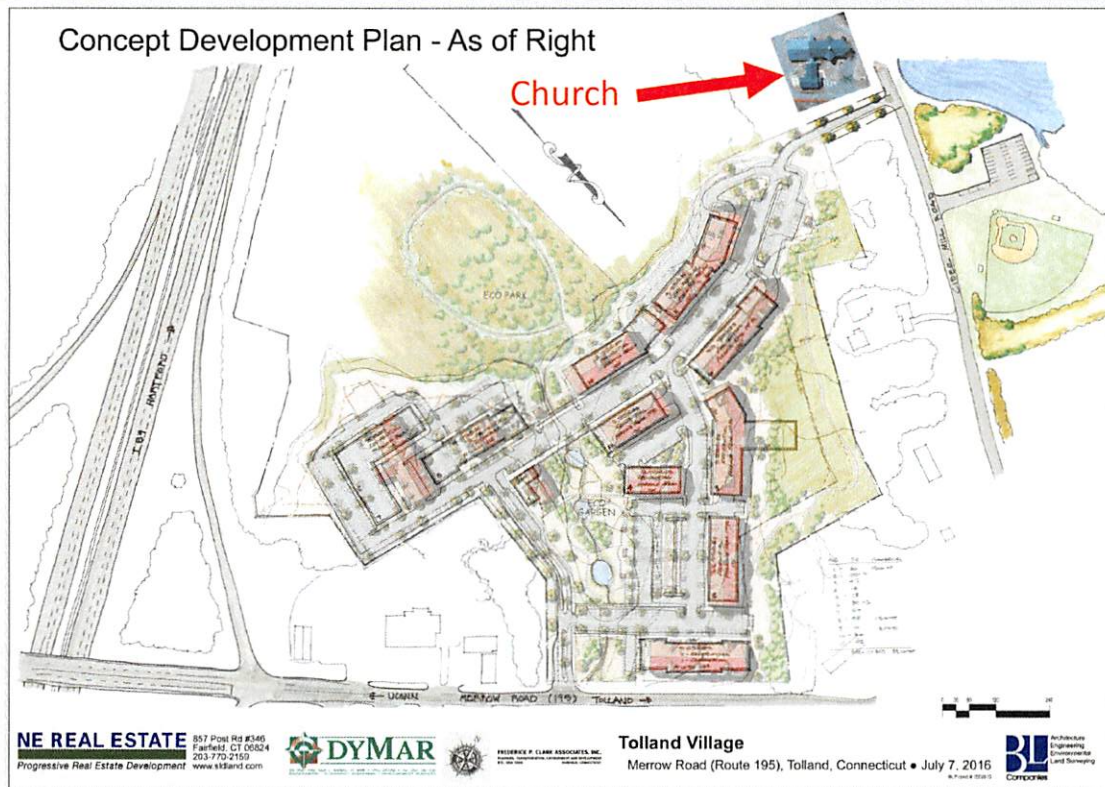
- **Denied 4 stories multifamily**
- Approved 4 stories for mixed use (apartments over retail)
- Approved 240' in width

NOTE

June 27 Planning & Zoning meeting

The commission is considering further reduction of density for multifamily and hiring consultant to advise

New Design based on new regulations-with Town Land



- 359 apartments
- 33,000sf retail
- No hotel (UConn competition)

Village Design with lots of retail
12% workforce housing (affordable)
Transportation center
Bio-Park, Eco Garden
3 story mixed use on Merrow
\$92mm project cost; \$81mm hard/land

Everything conforming to new regs
Economically feasible

Letter of Intent to purchase

Key Elements

Requesting an effective land contribution from the Town due to:

1. We were always told the Town would contribute the land
2. We are trying to make the project work within the confines of the regulations. Our costs are very high and any additional costs make it more difficult
3. Workforce housing requirement reduces revenues as does lower density
4. We will need to pay for survey and any environmental costs associated with property
5. The town will be receiving approximately \$1,000,000 in building fees during construction and approximately \$2,000,000 per year in taxes after abatements
6. Any appraisal will be arbitrary and subjective and time consuming as there are few to no comps in a Tolland TVA zone

While this is only a non-binding offer, subject to any negotiation we might also propose we split the proceeds of any STEAP grants that may be available for the intersection and road improvements. This would be a win-win for both Town and developer.

While everything is negotiable, and we respect and appreciate the Council's consideration of this transaction, the following are essential to any transaction:

- Tax abatements
- No change in Zoning regulations

It is essential that these basic provisions be incorporated into a contract as we do not want to spend large sums of money with a site plan application if the zoning regulations will change or the tax abatements aren't available.

Conclusion

- We have worked earnestly over the last two years and approached this project with the understanding the town land would be available
- Worked with P&Z and modified our proposal based on recommendations of Tolland Design Advisory Board
- Are now willing to make it work with less density that the P&Z adopted
- All we are asking at this point is for the town to convey the land it has always intended to be part of the TVA and we based our project on.

With the town land, the Town will get a project with the following:

1. Conforms to all present zoning regulations
2. Beautifully designed village community with thoughtful consideration to open space and environmental features designed by award winning architects and professionally constructed
3. Large amount of commercial space with retail, restaurants and offices
4. New housing options to accommodate young and old, workers and professionals
5. Well funded, professional developers with a policy of collaboration and inclusiveness with townspeople in the design stage

Thank you for your consideration of this request.