

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
January 25, 2017

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 – January 11, 2017

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 FINAL REPORT

F.2 2017-2018 Superintendent's Proposed Budget (No Enclosure)

G. COMMITTEE & LIAISON REPORTS

H. CHAIRPERSON'S REPORT

I. BOARD ACTION

J. PUBLIC PARTICIPATION (2 minute limit)

Comments must be limited to items on this agenda.

K. POINTS OF INFORMATION

L. CORRESPONDENCE

- Town Council Meeting – January 10, 2017

M. FUTURE AGENDA ITEMS

N. NEW BUSINESS

O. ADJOURNMENT

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

REGULAR MEETING – January 11, 2017

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

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

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:30 P.M. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

- Regular Meeting –December 14, 2016

Ms. Yudichak motioned to accept the minutes of the December 14, 2016 regular meeting. Ms. Moran seconded the motion. Changes: none. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION - none

D. POINTS OF INFORMATION

Ms. Seaver noted that it was brought to her attention that there is some concern that TMSE was cut down a lot last year. The students were told that it was because of budget cuts and that there were not enough teachers. Students are hoping that this program will return. Dr. Willett explained that the TMSE (TMS Enrichment) program is still in place although a section or two were lost. He added that there is a new XBLOCK pilot program in place where students do TMSE-like activities such as independent projects that are enrichment-based.

E. STUDENT REPRESENTATIVES' REPORT

- Students would like to have more input in regard to evaluating teachers and providing feedback.
- The 4th lunch wave students are concerned that there is not an equitable amount of food or options available as compared to others who have an earlier lunch.
- Some students have expressed concerns regarding the library hours and would like them to be extended past 3:00 PM.
- The Madrigal Dinner was December 9th and 10th and was a great success.

F. SUPERINTENDENT'S REPORT

F.1. Monthly Financial Report (December)

Dr. Willett reviewed attachment F1. The December 2016 financial report shows an available balance of \$1,950,251 or 4.96% of the current budget. The overall budget is on track.

F.2. 2017-2018 Superintendent's Proposed Budget (No Enclosure)

Dr. Willett thanked Mr. McLaughlin and the business office that spent many hours putting together the proposed budget. Dr. Willett distributed the document to the Board members. The budget reflects a 2.45% increase.

Dr. Willett has been working with the community at community workshops, breakfasts, and other venues to learn what community members would like to see the education system provide, and has made a few modifications to the budget since the last presentation.

Dr. Willett reviewed some of the highlights of the budget. The purpose of the reductions and additions is to better fulfill the district's mission from the standpoint of executing items in the coherence document that was presented previously. The budget represents a reduction of 2 teachers and 2 support staff (net reduction of .8) and adds a math interventionist and 2 BCBA's. The latter is currently outsourced and will be brought back into the district. One of Dr. Willett's objectives is to provide internal service which is one method that will help recover funds for the district. It was noted that the budget provides resources for the SRBI/RTI programs so that these intervention programs can be rebuilt.

The budget is fiscally responsible and maintains services with a focus on curriculum and instruction, comprehensive assessment, and culture and climate programs. In regard to savings, the following were addressed: the restructuring of district processes for safety personnel assignments, a reduction in legal consultation services since it is not a negotiation year, a reduction in professional development because the district has reached a point where a lot of training has been done and now more collaborative training can take place with other districts, a reduction in heating oil and gas due to reduced consumption and pricing, and the proportion of teachers on the 14th step. These items make up almost .5% of recovered funds. Overall, it is a budget that is responsible to all parties involved.

The budget will be posted online at www.tolland.k12.ct.us. It will be available under Board of Education - Budget. In the future, a Q&A area to address questions will be available as well. Dr. Willett requested that the Board members review the budget document, deliberate, and ask questions.

The Board members were invited to ask questions and make comments. Ms. Seaver inquired about the increased spending on items 560, 561, and 564. Dr. Willett explained that item 560 represents private special education schools. Item 561 represents magnet schools, adult education, and public special education placements. Lastly, item 564 are outplacements to regional educational service centers. Dr. Willett noted that one of his major objectives over the next 3-5 years is to be able to provide internal services and reduce the number of outplacements.

Ms. Moran noted that the Shared Services Committee had discussed trash and recycling. She believes the contract may be up for renewal soon and inquired if this service could be shared with the town. Mr. McLaughlin will research the contract.

Mr. Doyle requested that projections from all revenue sources be posted. Dr. Willett noted that the revenue numbers are currently in a bit of flux and the excess cost funds are projected at 75%. A brief discussion regarding private grants and donations took place. Dr. Willett noted that the Tolland community is very generous. Many people donate to the Tolland Educational Foundation, and in turn the TEF grants funds to teachers in the schools, but these funds are not included in the district's budget.

Dr. Willett reviewed the process of how he arrived at a 2.45% budget increase. It begins in June at the Administrators' Retreat where three days are spent focusing on the vision, critical priorities, and the coherence document. Additionally, he receives recommendations from staff and others. From there, he looks at where resources are needed to achieve the goals and strategies and how to bring the budget to a level that is acceptable to the community. In the end, the Superintendent makes the final decisions about what to include in the Superintendent's Budget presented to the BOE. Dr. Willett explained that this budget represents a step forward in Tolland in that the district is starting to look at revenue sources and how it can bring funds back to the community. Ultimately, the district will look different in the future, to the benefit of all.

Mr. Adlerstein opened the floor to public comment.

Samantha Matteo, 75 Woodfield Drive, inquired what the anticipated student enrollment reduction is for next year. Dr. Willett responded that he expects a decrease in the range of 60-70 students.

It was noted that the budget presented is conservative and was designed without speculation. He reiterated his thanks for the amount of work the Central Office staff did to build the document - Mr. McLaughlin, Ms. Waterhouse, Mr. Lynch, Ms. Dunn, Ms. Allen, Ms. Palumbo, and Ms. Jablonowski.

The final budget will be presented to the Board on February 8th for a vote and on February 21st the Superintendent will present it to the Town Manager on behalf of the Board.

Dr. Willett requested that an executive session for the purpose of discussing student discipline and that he be invited to the session be added to the agenda. Ms. Moran motioned to add an Executive Session for the purpose of discussing student discipline to the agenda and to invite Dr. Willett to attend. Mr. Doyle seconded the motion. All were in favor. Motion carried. Executive Session is now item O and Adjournment became item P.

G. COMMITTEE AND LIAISON REPORTS

- Negotiations – The Committee has started negotiations with the school nurses and will soon begin negotiations with the secretaries and custodians.
- Policy – The next meeting will be on January 25th at 2:30PM.
- Communications – The next meeting will be on January 25th at 4:30PM.
- Website Committee – The next meeting will be on February 13th at 7PM.

- Town Council – The \$85K loss to the school budget was discussed. A joint meeting with the Town Council will be planned. Additionally the Ground and Field Maintenance Agreement was approved. An ESCO update has been added to the next meeting's agenda. A brief discussion took place. Mr. Adlerstein requested that the Superintendent write an impact statement.
- CABE - A Legislative Breakfast will be held on January 23rd and the Day on the Hill will be held on March 8th.

It was noted that THE OPIOID EPIDEMIC: Our Communities, Our Concern session will be held on February 8th at THS, 5:30-7:30PM. A Board meeting is scheduled for that evening at 7:30PM and a discussion took place regarding changing the time and location of the Board meeting so people could attend both sessions.

Ms. Moran motioned to add this to action item I.8. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

H. CHAIRPERSON'S REPORT - none

I. BOARD ACTION

- I.1 Policy 1050 – Prohibition against Smoking
Ms. Seaver motioned to accept changes to Policy 1050 – Prohibition against Smoking as recommended by the Policy Committee and the Superintendent. Ms. Gorsky seconded the motion. All were in favor. Motion carried.
- I.2 Policy 4130 – Prohibition on Recommendations for Psychotropic Drugs
Ms. Gorsky motioned to accept changes to Policy 4130 – Prohibition on Recommendations for Psychotropic Drugs as recommended by the Policy Committee and the Superintendent. Mr. Doyle seconded the motion. All were in favor. Motion carried.
- I.3 Administrative Regulation 5170 – Health Assessments Screenings
Ms. Moran motioned to accept changes to Regulation 5170 – Health Assessment/Screenings as recommended by the Policy Committee and the Superintendent. Mr. Schroeder seconded the motion. All were in favor. Motion carried.
- I.4. Administrative Regulation 5180 – Immunizations
Ms. Harrold motioned to accept changes to Regulation 5180 – Immunizations as recommended by the Policy Committee and the Superintendent. Ms. Gorsky seconded the motion. All were in favor. Motion carried.
- I.5. Policy 5500 – Management Plan and Guidelines for Students with Food Allergies and/or Glycogen Storage Disease or (Diabetes)
Mr. Doyle motioned to accept changes to Policy 5500 – Management Plan and Guidelines for Students with Food Allergies and/or Glycogen Storage Disease or (Diabetes) as recommended by the Policy Committee and the Superintendent. Mr. Schroeder seconded the motion. All were in favor. Motion carried.
- I.6. Policy & Regulation 6060 – Weighted Grading

Ms. Yudichak motioned to accept changes to Policy 6060 – Weighted Grading for Honors Classes as recommended by the Superintendent changing the title to “Weighted Grading and Class Rank”. Ms. Harrold seconded the motion. All were in favor. Motion carried.

Ms. Yudichak motioned to accept Regulation 6060 – Weighted Grading and Class Rank as recommended by the Superintendent. Ms. Harrold seconded the motion. All were in favor. Motion carried.

I.7. **2017-2018 School Calendar**

Mr. Schroeder motioned to accept the Tolland Public School 2017-2018 School Calendar. Ms. Harrold seconded the motion. The original calendar proposed an early release day on April 13, 2017. Dr. Willett learned that there was some concern about this date and respects the input. In turn he distributed another proposed 2017-2018 School Calendar without the early release date this evening for the Board’s review. A discussion took place regarding concerns about having an early release scheduled on the Friday prior to a week-long break. The rationale for the original schedule was presented. It was noted that the April break follows the EASTCONN calendar as was recommended. All were in favor of accepting the original calendar with the early release on April 13, 2017 as proposed by the Superintendent. Motion carried.

I.8. **February 8, 2017 Board of Education Meeting – Change to Time and Location**

Ms. Gorsky motioned to change the February 8, 2017 Board of Education meeting start time to 7:45PM and the location to THS. Mr. Doyle seconded the motion. All were in favor. Motion carried.

J. **PUBLIC PARTICIPATION** - none

K. **POINTS OF INFORMATION**

Mr. Doyle noted that the BEYOND MEASURE movie and community discussion is scheduled for February 1st at 7PM in the Tolland High School Auditorium. All are welcome to attend.

Mr. Doyle commented that he read, “On Your Mark” by Thomas Guskey and it was very helpful. He inquired if there is a plan for the Board to discuss it. Dr. Willett responded that it will be reviewed at a workshop during a Board meeting after the budget is submitted.

L. **CORRESPONDENCE**

- Town Council Meeting – December 13, 2016

M. **FUTURE AGENDA ITEMS**

- Budget
- Schedule joint meeting with the Town Council

N. **NEW BUSINESS** - none

O. **EXECUTIVE SESSION**

Ms. Gorsky motioned to go into Executive Session at 9:15PM to discuss student discipline and invited Dr. Willett to attend. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

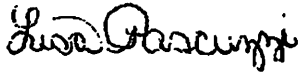
The Board came out of Executive Session at 9:40PM.

Mr. Doyle motioned to accept the stipulated agreement presented by the superintendent. Ms. Seaver seconded the motion. All were in favor. Motion carried.

P. ADJOURNMENT

Ms. Moran motioned to adjourn the meeting at 9:41PM. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lisa Pascuzzi".

Lisa Pascuzzi
Clerk

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM JANUARY 10, 2017 – 7:30 P.M.

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

MEMBERS ABSENT: Joseph Sce

OTHERS PRESENT: Steven Werbner, Town Manager; Mike Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records; Barry Bernabe, Phoenix Advisors, LLC; Donato DiGenova

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**

- 7a.1. Report of Conservation Commission to introduce new Chair, Donato DiGenova and he'll provide a general update on behalf of Commission.

Mr. DiGenova, Chair of the Conservation Commission, provided the history of the Conservation Commission and their charge. They are responsible for sixteen properties, on over 900 acres of town owned open-space. The Commission oversees the Conservation Corps. The Corps includes volunteers who have built and maintained 27 miles of trails on the open-space properties. The Corps provides one or two stewards to oversee each property. They provide 800 – 1,000 hours of labor each year at no cost to the town. They maintain trails, install signs and handle the general maintenance of the properties.

Mr. Field said the Conservation Commission has done a great job. The other Council members joined in on thanking them and the Corps for all their work.

- 7b. **REPORTS OF TOWN COUNCIL LIAISONS:** **David Skoczulek, PZC:** They debated a real estate sign on Tolland Stage Road (it was larger than what currently is allowed). It was voted in the affirmative. There is a change of use at 40 Tolland Stage Road, which was also voted in the affirmative. A date has been set for a public hearing for a dog training business at 230 Merrow Road. They are waiting on a map submission and other items from the owner of the quarry on Mountain Spring Road. Updates on the density study are being done for the TVA. **Colleen Yudichak, BOE:** She advised that they had a budget workshop, and invited the public to attend future workshops (01/18/17 and 02/15/17). **Paul Krasusky** added that there is a meet and greet for the new TMS Principal. **Recreation Advisory Board:** Attendance in some of the programs has declined in town, so they are

going to: expand the basketball program to the towns of Ellington, Somers, Granby and East Granby, and the softball programs will be dropping the residency requirement. They are also considering adding a game room.

8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

8.1 Debt Management Plan Presentation by Barry Bernabe of Phoenix Advisors.

Barry Bernabe of Phoenix Advisors gave a presentation with the use of a PowerPoint entitled Proposed Debt Management Plan Fiscal Years 2018 to 2022. As of January 2017, the town has outstanding gross tax supported debt in the principal amount of \$31,734,000, not including sewer debt paid from assessments. Authorized but unissued debt totals \$11,510,000. Actual and proposed capital projects for fiscal years ending 2018 through 2022 total \$24,005,000.

Tolland is rated AAA by Standard & Poor and Fitch. Having those high ratings really helps the town with borrowing. The five Major Assessment Categories are: 1) Management Practices; 2) Economic & Demographic Characteristics; 3) Financial Performance; 4) Debt Management; and 5) Long-term Liabilities. Tolland is in good shape compared to a lot of other communities.

These are the summary points to Mr. Bernabe's presentation:

- Federal Reserve has started to raise short-term interest rates and they are expected to increase short-term rates again in 2017.
- Long-term rates are still very low from an historic perspective, but have increased since the election.
- In October 2015, the Town issued \$7,565,000 bonds at a rate of 2.39%. A comparable bond issue today would be at about 2.70%.
- The State of Connecticut is having budget problems and has been downgraded by all rating agencies. Many large cities, most notably the City of Hartford, are having severe budget concerns and struggling with large long-term liabilities.
- The Town has above average bond ratings with S&P & Fitch both rating the Town "AAA". These highest possible ratings will allow the Town to borrow at the lowest possible rate.
- Some factors mentioned in the recent S&P and Fitch reports that justify the AAA ratings include: Very Strong Management Practices, Strong Budget Flexibility and Liquidity and Limited Pension and OPEB liabilities.
- The Town has numerous formalized policies including: Fund Balance, Debt Service and Capital Improvement.
- The Town's existing debt service amortizes aggressively.
- This aggressive debt amortization will help mitigate the impact of the proposed new debt structured appropriately - the Town's CIP totaling about \$24,005,000 will have minimal impact on the Town's annual debt requirements.

8.2 Consideration of the setting of a Public Hearing for January 24, 2017 on a Proposed Tolland Fire Marshal Fees Ordinance.

Mr. Werbner said this is a recommendation put forward by the Fire Marshal's office, now that the town has a full-time Fire Marshal. There are certain fees being proposed for certain inspection services that the Fire Marshal's office would be performing consistent with fees being charged in other communities.

Bill Eccles motioned that the following resolution be introduced and set down for a Public Hearing on January 24, 2017 at 7:30 p.m. in Tolland Town Council Chambers:

BE IT RESOLVED that the Proposed Tolland Fire Marshal Fees Ordinance be approved effective March 1, 2017.

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

8.3 Consideration of a resolution to declare equipment as surplus property within the Town.

Mr. Werbner said the property listed has been deemed to be of no use and little value. They would like to dispose of the materials within their regulations.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED that the following is are hereby declared surplus and may be disposed of in accordance with Policy A176-4, Policy Concerning Disposal of Surplus Personal Public Property.

Contex SD3600 Wide Format Scanner NA53A – Vendor willing to pay \$1,600

HP Design Jet 1055CM Large-format Printer Model #C6075B – no value

1 Additional HP genuine C4873A yellow ink cartridge – no value

1 Additional HP genuine C4872A cyan ink cartridge – no value

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

8.4 Consideration of the setting of a Public Hearing for January 24, 2017 on Proposed Amendments to the Tax Abatement Ordinance (Chapter 136, Article 12 of the Town Code).

Mr. Werbner said the Town Council received a memo in December from the Economic Development Commission asking the Council to consider amending the Town's Tax Abatement Ordinance. The current ordinance restricts abatements only for new businesses locating in just three business zones. The EDC recommended that the ordinance is updated to allow the Council to grant abatements in all business zones and to existing businesses that are looking to expand or relocate. In addition, the state legislature modified the state statute which enables municipalities to establish a tax abatement ordinance last year. The proposed updates reflect those state amendments.

Bill Eccles motioned that the resolution, *as amended*, be introduced and set down for a Public Hearing on January 24, 2017 at 7:30 p.m. in Tolland Town Council Chambers:

BE IT RESOLVED that amendments to the Tax Abatement Ordinance (Chapter 136, Article 12 of the Town Code) be approved effective March 1, 2017.

The Council members agreed to remove the word "shall" from the schedule in §136-52 A and replace it with wording which indicates that the schedule is a guide.

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

8.5 Consideration of a resolution to appropriate an amount not to exceed \$50,000 from the Capital Non-Recurring Fund to pay for a market scan, financial feasibility modeling and fiscal impact analysis related to the development proposal in the Tolland Village Area and the setting of a Public Hearing thereon for January 24, 2017.

Mr. Werbner said a Public Hearing was held in November, 2016 to discuss the hiring of a firm to undertake a market scan, financial feasibility model, and fiscal impact analysis related to the development proposal in the TVA. At that time, the Council decided to table the resolution and to perform a Request for Proposal from various

advisors. This process has been completed and they are in the process of following up with references on their selected advisor. The proposed cost should not exceed \$50,000.

The goal of the study is to ensure that should the development proposal proceed or any other development that the Town sees net fiscal benefits and if any incentives are provided that they are consistent with the Town's financial thresholds. It is recommended that funds for this study be taken from the Town's CNRE fund, which currently has a balance of \$521,572. Should it be decided to sell Town-owned land as part of the TVA development, the proceeds from the sale would be returned to the CNRE fund to offset the cost of this study.

The firm, Hunden Strategic Partners, has been fully vetted by Mr. Eccles, Mr. Skoczulek, Mr. Werbner and Ms. Samokar. Hunden's references were of high quality. If the public hearing is approved at the next meeting, they propose that they enter into a contract with Hunden for the study. It is estimated that the study could commence sometime in early February.

Bill Eccles motioned that the following resolution be introduced and set down for a Public Hearing on January 24, 2017 at 7:30 p.m. in Tolland Town Council Chambers:

BE IT RESOLVED by the Tolland Town Council that it hereby appropriates from the Capital Non-Recurring Reserve Fund the amount not to exceed \$50,000 for a market scan, financial feasibility modeling and fiscal impact analysis related to the development proposal in the Tolland Village Area within an account to be established in the Capital Projects fund.

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

8.6 Notification of mid-term reductions in State municipal revenue.

Mr. Werbner said he learned today that the State deficit for the next fiscal year is at \$1.8 billion and growing. For this fiscal year, the Governor has made a new round of education funding (ECS) cuts to cities and towns. The cuts total \$20 million dollars. Different towns and cities will lose different amounts of money, depending on a formula. The cuts come midway through the current fiscal year, making it more difficult for towns to budget for them. Tolland anticipates losing \$85,797 in Education Cost Sharing Funds. In the past when there have been cuts in education funding the Board of Education has adjusted its budget to offset the loss of revenue.

In addition to cuts in Education funding we have also been advised that the Local Capital Improvement funds (LoCIP) have been eliminated for our current year and future fiscal years. Our current year capital improvement budget included \$116,517 in LoCIP funding for partial funding for the boiler at the Recreation Center. There were in the process of getting cost proposals for the project, which came in higher than the original budgeted amount. They scaled back the system and were in the process of obtaining new proposals to be within the budget and are now faced with much lesser funds. The requirements of the system cannot be scaled back any further at this point. They are looking for alternative funding sources for this project as it must be completed prior to the renovation of the building for the elderly housing by the Access Agency. Once the Access Agency begins their renovations the boilers will be eliminated and the building will require heat and air conditioning.

Mr. Werbner is not confident that this is where this is going to end.

8.7 Consideration and action on renewal of the Fields & Grounds Maintenance Agreement between the Town and the Board of Education, subject to approval by the Board of Education.

Mr. Werbner said the BOE has approved this, and notes the Superintendent has signed it. This is an Agreement that was worked out between the BOE and the town. It is a continuation of an existing agreement with some minor changes.

Bill Eccles motioned to accept the following resolution:

WHEREAS the Town's Parks and Facilities Department has been maintaining playfields and grounds that are under the control of the Board of Education since 1990; and

WHEREAS the agreement between the Town and the Board of Education under which such services are furnished expired on June 30, 2016; and

WHEREAS the parties believe that the referenced arrangement has been successful and is an effective and economic way in which to continue providing such services.

NOW, THEREFORE, BE IT RESOLVED that the Town Manager is hereby authorized to execute a Fields and Grounds Maintenance Agreement under which the Town will continue to furnish services for the maintenance of fields and grounds that are under the administrative control of the Board of Education and that such agreement shall be for a term of three years.

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

8.8 Appointments to vacancies on various municipal boards/commissions.

David Skoczulek moved to appoint **Craig Surber of 218 South River Road**, term 11/12/2016 – 11/12/2021 to the Historic District Commission as an Alternate. 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 said they have scheduled a discussion with a consulting firm that provides assistance with economic development. This request was made at a previous Council meeting. They will find out what their scope of services could be and the potential costs. Mr. Werbner advised that he is also scheduled to meet with an individual that does this type of work. If it can be afforded, it could be a proposal in next year's budget for the Council's consideration.

Mr. Field said he did see all the activity that the new Fire Marshal is doing, and from what he has heard, he is doing a great job.

11. **ADOPTION OF MINUTES**

- 11.1 December 13, 2016 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed. David Skoczulek abstained.

12. **CORRESPONDENCE TO COUNCIL**

- 12.1 Letter from the CRCOG re: F/Y 2017-18 Proposed Local Assessments for CRCOG
- 12.2 Letter from the Connecticut Siting Council re: Petition No. 1273
- 12.3 Memo from the Connecticut Siting Council re: Energy/Telecommunications Meeting
- 12.4 Letter from FEMA re: flood mapping
- 12.5 Email from Deb Goetz re abatement language

13. **CHAIRMAN'S REPORT:** Mr. Field reported the following:

~Chair Hour was held last Thursday. A resident asked where the bad concrete is being disposed of.

Mr. Werbner said he didn't know where the concrete was being disposed of, but advised that he just found out that the bad concrete can be reused. He knows there is a piece of legislation being proposed about the use of the bad concrete. It cannot be used if it has a certain amount of pyrrhotite in it. That is still in the works.

- ~The Food Bank can use donations. The donations can be dropped off at the Senior Center.
- ~February 8th there will be an opioid epidemic presentation in the high school auditorium.
- ~AARP will help senior citizens with their taxes from the beginning of February to April.

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** Mr. Field would like an update on the ESCO project at the next Council meeting. Mr. Krasusky said he has heard comments about the timing of the light at the Big Y entrance. Mr. Werbner will look into this.

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

16. **EXECUTIVE SESSION**

Bill Eccles motioned to go into Executive Session at 8:18 p.m., ending the Regular Meeting of the Town Council. Steven Werbner, Mike Wilkinson and Patrick J. McHale, Esq. were invited to attend; Seconded by Robert Green. All in favor. None opposed. The Executive Session ended at 8:40 p.m.

16.1 Discuss Labor Negotiations.

17. **ADJOURNMENT:** Robert Green moved to adjourn the meeting; Seconded by Kristen Morgan Kristen Morgan at 8:40 p.m. All were in favor.

Richard J. Field, Council Chair

Michelle A. Finnegan
Town Council Clerk