

TOLLAND BOARD OF EDUCATION
Tolland High School Library
One Eagle Hill
Tolland, CT 06084

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
April 6, 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 – March 22, 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.1 Monthly Financial Statement – March
- F.2 Required Staff Additions
- F.3 Budget Presentation (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 Minutes – March 28, 2017

Town Council-Special Meeting- March 30, 2017

M. FUTURE AGENDA ITEMS

N. NEW BUSINESS

O. ADJOURNMENT

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

REGULAR MEETING – March 22, 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, Mr. Jeff Schroeder
Administrators Present: Dr. Walter Willett, Superintendent of Schools; Peter Sztaba, Facilities Director

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

B. APPROVAL OF MINUTES

- Regular Meeting – March 8, 2017

Ms. Moran motioned to accept the minutes of the March 8, 2017 regular meeting. Ms. Gorsky seconded the motion. Changes: none. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION

The Chair reviewed a graphical format of the correspondence received in the past 3 ½ years.

Ms. Gorsky reviewed the correspondence received since the last meeting. The Board received four letters in support of the “lighthouse” concept – having a regional school at THS. Another letter asked how the state requirement of teaching health would be addressed once the health teacher position at TIS is cut. A letter was received asking that the Board continue to work amicably with the Town Council and try to stay focused on passing a sustainable budget. Lastly, a letter was received that requested that the Board keep its 2.14% budget increase so that more parents do not feel the need to send their students to magnet schools. The Board also received a postcard thanking the members for their service and asking that they continue to fight for more money for ECS from state funding.

D. POINTS OF INFORMATION

Mr. Adlerstein spoke in regard to code of conduct. One word used in workshop meetings is “ouch”. He requested that the community focus on issues, not people. The Board represents all of the residents of Tolland.

Dr. Willett clarified the “lighthouse” concept and explained that in this regard, THS would retain its name but have students from neighboring towns. In regard to addressing the teaching of health at TIS, the requirements will be satisfied. They have a moral and legal obligation to do all they can. That said, the program will not be exceptional as it is now.

Mr. Adlerstein reviewed ECS funding. It is a state grant for education and the largest one the district receives. In Tolland, it is \$10.6M. The Governor’s proposed budget reduces the funding to \$5.6M putting Tolland in a very difficult situation.

Ms. Harrold commented that there was a discussion on Facebook regarding providing childcare at some of the meetings so that parents could attend.

Mr. Adlerstein referenced a letter that indicated that an exorbitant tax increase would be supported by the Town Council and the Board. He explained that he was unsure of the origin of this information but that it is not true. The Governor's proposed budget puts Tolland in a no-win situation and it is very difficult. He does not believe the Board or the Town Council want to see an exorbitant tax increase or services to be devastated.

E. STUDENT REPRESENTATIVES' REPORT

- Annual Cupcake Wars (a fundraiser for the Student Council) will be held on April 28th
- Spirit Week will be held prior to finals and will have a Pie-Throwing Day
- Student Council elections will be held in May
- Mr. Perosino thanked Dr. Willett for facilitating the meeting regarding the lunch program. This is something that they will continue to address.

F. SUPERINTENDENT'S REPORT

- F.1.** Meet Mary Grande, Principal, Tolland Middle School (no enclosure)
Dr. Willett introduced Ms. Grande and noted that she has already done a magnificent job. Ms. Grande commented that it has been a pleasure. She loves the staff and the students and it has been a great transition. She is very happy and proud of everyone.

A brief discussion took place regarding some of the highlights of the Board members' personal experiences with the staff at TMS which were all glowing. The music program, Pumpkin Festival, and staff were all noted. The Chair commented that they are all excited to have Ms. Grande on board and know the school is headed in the right direction.

- F.2.** Healthy Food Certification Statement
Dr. Willett reviewed the attachment and a brief discussion followed. This program is already in place and last year provided \$18,121 to the district. He respectfully requested that this item be brought to action this evening.
Ms. Gorsky motioned to move item F2 to item I2 for action. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

- F.3.** Construction Program
Dr. Willett explained that Mr. Paul Drummy, CREC Construction is present this evening to share information. The plans, drafted by Hibbard & Rosa Architects, have already been approved by the School Building Committee.

Mr. Drummy distributed and reviewed a handout of information. The Town of Tolland hired him as the grant administrator and project manager for the Tolland Intermediate School Partial Roof Replacement Project.

Mr. Drummy reviewed the schedule (page 3). The online application for the school construction grant was filed on January 27th. This allowed them to receive a temporary project number which is needed to get a Plan of Compliance Review. This Review is required in order for the project to go out to bid. An RFQP for an architect was issued and the building committee selected Hibbard & Rosa. In the last three weeks, Mr. Drummy has been assisting in gathering the documents which are needed to present

the project to the state. He reviewed the SCG-042 checklist which will need to be signed this evening by the Board Chair and the Superintendent.

Mr. Drummy reviewed the budget. The project is budgeted at \$1.897M. The state reimbursement is 48.93% of all eligible costs. Examples of ineligible costs include permit fees and skylights. The skylights will be included as an add/alternate and the costs will be examined. The estimate for the skylights is \$56K. It was noted that the town's building official has already stated that the building fees will be waived.

A discussion took place. It was noted that the project will be completed within the listed timeframe and it will not impact the school year. Only those 18+ will be allowed in the area. The roof will have a 25 year, non-prorated warranty. While it is expected that the bids will come in under budget, the Town can dismiss all bids and choose not to go forward. Mr. Drummy noted that he will be on site at least once a week to do site observations and will report back to the town. Additionally, a manufacture representative for the roof system will be on site as well to ensure the contractor is installing the roof to specifications.

A straw vote was taken. All members were in favor of signing the document.

Mr. Doyle motioned to move item F3 to item I1 for action. All were in favor. Motion carried.

Mr. Adlerstein invited students from the Civics Class to ask questions.

Ms. Charlotte Potter, 23 Grahaver Road, commented that she is the co-president of the Student Council and inquired about the homework policy and requested that the Board elaborate on this issue.

Dr. Willett explained that the district is looking at Mastery Learning. Work to do "at home" or beyond the classroom context will likely always be part of the picture, the teachers' focus will be on its purpose i.e. assessment (and subsequent evaluation and feedback by the teacher), reinforcement, remediation – looking beyond a compliance only activity. An educator always considers the value added of what is being requested.

F.4. Communications to Connecticut Legislators and Appropriations

The Board created two letters. One version was sent to the Chair of the State Appropriations Committee and the other to the Connecticut Legislators. These letters are attached to the minutes. Mr. Adlerstein noted that if any students would like to submit public testimony, they should review these letters as a starting point.

F.5. 2017-2018 Budget

Dr. Willett noted that the budget site has been expanded. The budget website is located at http://www.tolland.k12.ct.us/board_of_education/budget/ and the FAQ is posted at http://www.tolland.k12.ct.us/board_of_education/budget/budget_f_a_q_and_info_page/.

Questions may be submitted at:

http://www.tolland.k12.ct.us/board_of_education/budget/question_and_answer_form

() Dr. Willett will post the responses in the applicable categories.

G. COMMITTEE AND LIAISON REPORTS

Policy – The next meeting will be held on Wednesday, April 26th at 2:30PM.

Communications – The Committee discussed the budget, the letters, and the public's involvement with the postcards and electronic communications. Ms. Moran saw the Lieutenant Governor who confirmed that they are receiving the correspondence. The Committee also discussed creating a short Communications Survey. The Board held a straw poll to determine if this is a good idea and the outcome was unanimous that it should be done.

Finance and Facilities – The Committee has not met but Mr. Doyle encouraged the public to provide input on the budget.

CABE – A Board member from a neighboring town is trying to plan a meeting with other towns' CABE representatives and legislators to hold a discussion on what can be done to help the towns.

Negotiations – The Committee is in full swing working on the contracts for the custodians and secretaries.

H. CHAIRPERSON'S REPORT

Mr. Adlerstein noted that a budget meeting is scheduled for tomorrow evening. It will be held at THS and he encouraged everyone to attend.

I. BOARD ACTION

I.1. Construction Program

Mr. Doyle motioned that the Town of Tolland's Board of Education approves the reviewed final plans and project manual Dated March 19, 2017 for the Tolland Intermediate School Partial Roof Replacement Project #TMP-142-SXJL as prepared for bidding and dated March 19, 2017 as well as the corresponding professional cost estimate developed in accordance with Classification of Building Elements and Related Sitework – Uniformat II. Ms. Gorsky seconded the motion. All were in favor. Motion carried.

I.2. Healthy Food Certification Statement Construction Program

Ms. Gorsky motioned to authorize the Superintendent to support and authorize the 2017-2018 Healthy Foods Certification *and* to approve the exemption of food items. Ms. Moran seconded the motion. All were in favor. Motion carried.

J. PUBLIC PARTICIPATION

Liz Costa, 54 Josiah Lane, inquired if Dr. Willett will present at tomorrow night's budget meeting. *Dr. Willett responded that he is not presenting but will be in attendance and available.* Ms. Costa asked if Mr. Adlerstein will present at tomorrow night's meeting. *Mr. Adlerstein responded that he is not presenting but will be in attendance as well.* Ms. Costa commented that she has heard that a lot of people will be "showing up in protest of it" and hopes that someone will be prepared. She added that it will be great that Dr. Willett will be prepared. Ms. Costa noted that

she believes that there is an appetite for visual cues for if x, y, or z happens so people can see the potential outcomes but added that if too much information is put out too soon then it may force people to consider magnet schools. *Dr. Willett responded that some of this information is available in this week's Superintendent's Bulletin.*

Ms. Charlotte Potter, 23 Grahaver Road, thanked Dr. Willett for the Snow Day Song, his communication with the students, and making an effort to attend the Student Council meetings.

K. POINTS OF INFORMATION

Mr. Gorsky commented that she was at the same event as Ms. Moran and spoke with the Lieutenant Governor as well. Ms. Gorsky inquired about the thinking behind the change in ECS funding. The Lieutenant Governor explained that a formula was created without consideration as to how it would impact individual towns. She added that the budget will not pass as-is. Mr. Adlerstein noted that many towns are taking a more gradual approach in regard to the possible impact. It was noted the Lieutenant Governor has been invited to tomorrow night's budget meeting.

Mr. Adlerstein commented that the Board meetings are very focused on the impact of the budget to the schools. Tomorrow night's meeting will break the echo chamber. The Board also has to have an ear to people who are concerned about taxes going up to a point where they are no longer affordable. It is a complicated problem without a good solution. Hopefully, this will not set the town against itself.

L. CORRESPONDENCE

- Town Council - Special Meeting – March 9, 2017
- Town Council- Special Meeting – March 15, 2017
- Town Council – Special Meeting – March 16, 2017

M. FUTURE AGENDA ITEMS


- Mastery learning workshop
- Culturally responsive education

N. NEW BUSINESS - none

O. ADJOURNMENT

Ms. Moran motioned to adjourn the meeting at 8:42PM. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi
Clerk



TOLLAND PUBLIC SCHOOLS

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

OFFICE OF THE
SUPERINTENDENT OF SCHOOLS

Walter Willett, Ph.D.
Superintendent

TO: Board of Education

F1

FROM: Mark S. McLaughlin, Business Director

RE: Monthly Financial Report-March 2017

Date: March 31, 2017

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

Please find attached the financial report for the month of March 2017, 9th month of the 2016-2017 fiscal year. This report represents a snapshot of the financial condition for FY16-17. 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 expenses and encumbrances such as salaries, health insurance, utilities, textbooks, etc.

The attached March 2017 financial report shows an available balance of \$1,793,449 or 4.56% of the BOE's current budget. The majority of the budget has been encumbered to provide better fiscal management and greater control. Encumbrances provide a better picture of the district's performance vs the approved budget. The overall budget shows PO's that are generated and expenses paid. Some line items are over and under budget, depending on encumbrances and timing of expenditures. Some line items cannot be encumbered such as substitutes, course reimbursement and severance.

As previously stated, stipends are over budget because of pay to participate funds not yet collected. Out of District Tuitions are adjusted because we have applied the Excess Cost Reimbursement during the month. The BOE did receive \$987,473 for excess cost in February and that represented 75% of the anticipated SDE reimbursement. This payment is the first payment and the second reimbursement payment should be received in May. Even with the excess cost payment the SPED tuitions are slightly overspent at this time. The last line item, Misc. Expenses, is over budget because the town required the BOE to reimburse the town for the state budget funding shortfall. The following lines items will increase in spending due to the cyclical nature of spending such as Substitutes, Severance, Professional Development Services, Technology Services, Legal and Audit, Repair and Maintenance, Instructional, General, Equipment supplies along with Textbooks.

As part of the Governors initial budget most all of the professional organizations such as CASBO, CABA and CAPPS have given testimony outlining the devastation to the local school districts if such a budget was to be instituted. Preliminary indications are the Governor's budget will not be supported by the general assembly. Currently General Assembly subcommittees are meeting to propose alternate changes to the state budget.

An updated chart for the monthly financial spending is attached. The chart will provide a different view of expenditures grouped by major functioning areas.

Respectfully Submitted.

Tolland Public Schools

MM OBJ A Expenditure Report Summary (by OBJ - ??0)

From Date: 3/1/2017

To Date: 3/31/2017

Fiscal Year: 2016-2017

☐ Subtotal by Collapse Mask

☒ Include pre encumbrance

☐ Print accounts with zero balance

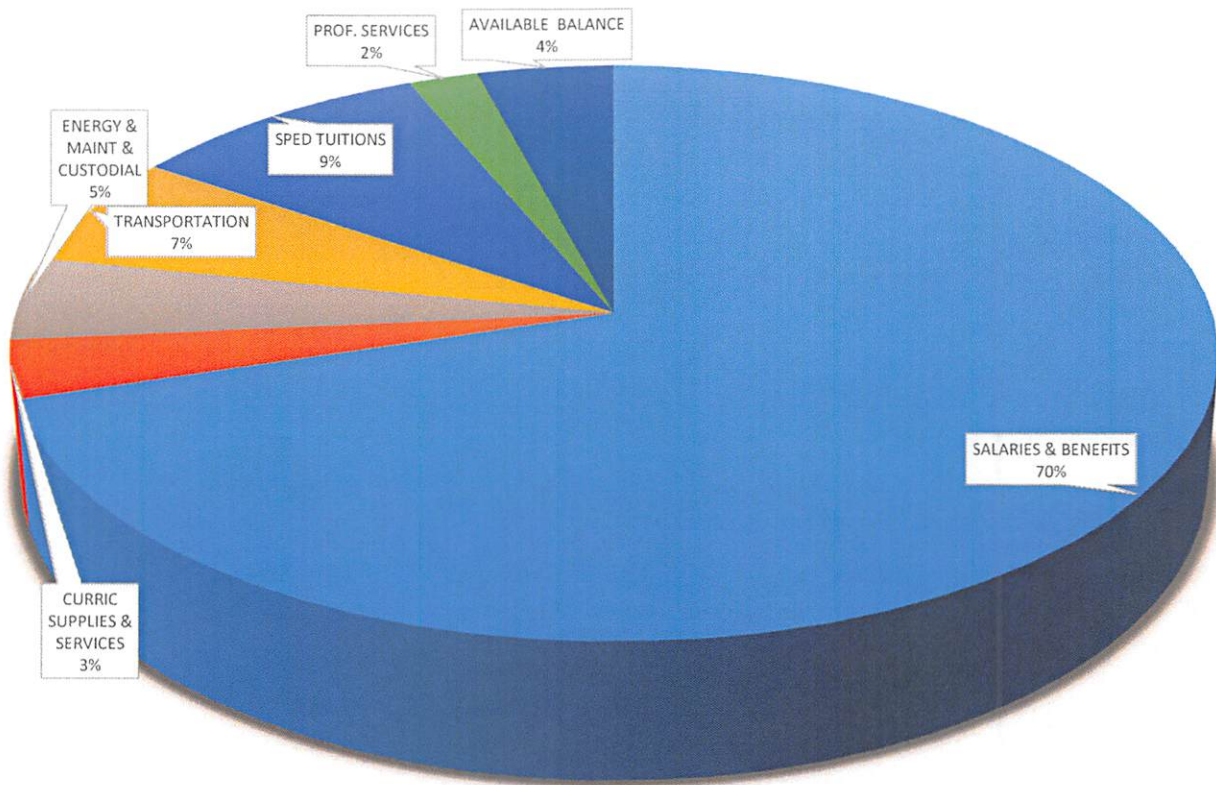
☒ Filter Encumbrance Detail by Date Range

☐ 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	\$2,454,988.94	\$14,214,036.53	\$6,948,957.47	\$6,258,928.78	\$690,028.69	3.26%
0100.0000.120.00.000.1	Substitutes	\$471,941.00	\$65,443.88	\$278,821.05	\$193,119.95	\$520.00	\$192,599.95	40.81%
0100.0000.130.00.000.1	Overtime	\$158,159.00	\$14,229.94	\$115,188.42	\$42,970.58	\$0.00	\$42,970.58	27.17%
0100.0000.150.00.000.1	Stipends	\$349,031.00	\$65,477.49	\$181,303.51	\$167,727.49	\$240,887.32	(\$73,139.83)	-20.96%
0100.0000.190.00.000.1	Pension/Severance	\$170,747.00	\$530.00	\$105,597.40	\$65,149.60	\$0.00	\$65,149.60	38.16%
0100.0000.200.00.000.1	Employee Benefits	\$324,532.00	\$2,937.50	\$394,718.55	(\$70,186.55)	\$0.00	(\$70,186.55)	-21.63%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,352,592.00	\$766,975.96	\$3,818,503.15	\$1,534,088.85	\$1,520,708.64	\$13,382.21	0.25%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$611,206.00	\$66,614.94	\$393,319.76	\$217,886.24	\$150,825.71	\$67,060.53	10.97%
0100.0000.240.00.000.1	Retirement (ICMA)	\$213,789.00	\$26,138.90	\$157,393.92	\$56,395.08	\$52,666.45	\$3,728.63	1.74%
0100.0000.250.00.000.1	Course Reimbursement-Degree Ch	\$50,000.00	\$0.00	\$17,079.50	\$32,920.50	\$7,920.50	\$25,000.00	50.00%
0100.0000.260.00.000.1	Unemployment Compensation	\$56,681.00	\$246.00	\$19,048.00	\$37,633.00	\$10,952.00	\$26,681.00	47.07%
0100.0000.270.00.000.1	Workers' Compensation	\$276,021.00	\$68,746.57	\$274,987.99	\$1,033.01	\$0.00	\$1,033.01	0.37%
0100.0000.300.00.000.1	Purch Prof & Tech Svcs	\$41,220.00	\$120.00	\$28,087.85	\$13,132.15	\$0.00	\$13,132.15	31.86%
0100.0000.310.00.000.1	Benefits Consultant Services	\$67,036.00	\$3,564.16	\$48,702.14	\$18,333.86	\$10,692.78	\$7,641.08	11.40%
0100.0000.320.00.000.1	Prof Educ Svcs	\$444,357.00	\$10,983.60	\$205,805.06	\$238,551.94	\$154,933.64	\$83,618.30	18.82%
0100.0000.330.00.000.1	Professional Tech Svcs	\$32,482.00	\$534.46	\$17,665.53	\$14,816.47	\$9,839.62	\$4,976.85	15.32%
0100.0000.340.00.000.1	Legal/Audit/Consult Svcs	\$241,347.00	\$8,767.02	\$110,602.65	\$130,744.35	\$42,095.42	\$88,648.93	36.73%
0100.0000.350.00.000.1	Tech Services	\$446,784.00	\$13,318.49	\$256,813.57	\$189,970.43	\$17,813.37	\$172,157.06	38.53%
0100.0000.410.00.000.1	Sewer/Water	\$43,940.00	\$0.00	\$43,940.00	\$0.00	\$0.00	\$0.00	0.00%
0100.0000.420.00.000.1	Cleaning/Rubbish Services	\$120,457.00	\$13,976.50	\$69,035.45	\$51,421.55	\$13,330.55	\$38,091.00	31.62%
0100.0000.430.00.000.1	Repair and Maint Svcs (Facili	\$258,416.00	\$6,336.45	\$146,994.36	\$111,421.64	\$36,958.84	\$74,462.80	28.82%
0100.0000.440.00.000.1	Rentals	\$138,371.00	\$12,033.73	\$105,099.64	\$33,271.36	\$44,640.59	(\$11,369.23)	-8.22%
0100.0000.510.00.000.1	Student Transp Svcs	\$2,496,962.00	\$212,412.92	\$1,475,201.18	\$1,021,760.82	\$894,237.77	\$127,523.05	5.11%
0100.0000.520.00.000.1	Property/Liability Insurance	\$180,422.00	\$44,192.63	\$196,467.30	(\$16,045.30)	\$0.00	(\$16,045.30)	-8.89%
0100.0000.530.00.000.1	Telephone/ Postage	\$46,562.00	\$2,572.45	\$33,869.44	\$12,692.56	\$16,228.25	(\$3,535.69)	-7.59%
0100.0000.540.00.000.1	Advertising	\$2,865.00	\$510.06	\$5,289.40	(\$2,424.40)	\$79.00	(\$2,503.40)	-87.38%
0100.0000.550.00.000.1	Printing and Binding	\$30,940.00	\$227.00	\$7,892.01	\$23,047.99	\$10,599.10	\$12,448.89	40.24%
0100.0000.560.00.000.1	Tuition Educ Agency	\$2,717,299.00	\$204,812.30	\$1,836,950.64	\$880,348.36	\$902,943.51	(\$22,595.15)	-0.83%
0100.0000.580.00.000.1	Travel and Conference	\$29,142.00	\$1,044.46	\$10,946.19	\$18,195.81	\$3,042.47	\$15,153.34	52.00%
0100.0000.590.00.000.1	Public Officers & State Troope	\$94,322.00	\$7,048.31	\$56,567.68	\$37,754.32	\$27,802.24	\$9,952.08	10.55%
0100.0000.600.00.000.1	General Supplies	\$209,614.00	\$4,887.64	\$149,387.21	\$60,226.79	\$35,315.94	\$24,910.85	11.88%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$361,273.93	\$22,026.99	\$179,992.61	\$181,281.32	\$108,738.73	\$72,542.59	20.08%
0100.0000.620.00.000.1	Energy	\$1,559,025.00	\$9,862.43	\$1,434,108.50	\$124,916.50	\$120,958.81	\$3,957.69	0.25%
0100.0000.640.00.000.1	Textbooks	\$202,980.07	\$1,865.03	\$60,196.48	\$142,783.59	\$49,837.38	\$92,946.21	45.79%
0100.0000.650.00.000.1	Films and Videos Supl	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$887.50	\$312.50	26.04%
0100.0000.660.00.000.1	Computer Software	\$58,525.00	\$0.00	\$51,439.66	\$7,085.34	\$200.00	\$6,885.34	11.76%
0100.0000.690.00.000.1	Misc Supplies	\$62,796.00	\$4,132.77	\$38,852.72	\$23,943.28	\$21,146.04	\$2,797.24	4.45%
0100.0000.730.00.000.1	Equip Instruct - New	\$199,958.00	\$1,394.64	\$139,564.61	\$60,393.39	\$4,623.47	\$55,769.92	27.89%
0100.0000.810.00.000.1	Dues and Fees	\$47,959.00	\$385.00	\$47,046.82	\$912.18	\$5,204.66	(\$4,292.48)	-8.95%
0100.0000.890.00.000.1	Misc Expense	\$0.00	\$0.00	(\$54.80)	\$54.80	\$38,500.00	(\$38,445.20)	0.00%
Grand Total:		\$39,333,948.00	\$4,119,339.16	\$26,726,461.68	\$12,607,486.32	\$10,814,037.08	\$1,793,449.24	4.56%

End of Report

FINANCIAL SPENDING



■ SALARIES & BENEFITS ■ CURRIC SUPPLIES & SERVICES ■ ENERGY & MAINT & CUSTODIAL ■ TRANSPORTATION
■ SPED TUITIONS ■ PROF. SERVICES ■ AVAILABLE BALANCE

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Required Staff Additions

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

For BOE meeting: April 6, 2017

ITEM SUMMARY:

1:1 paraprofessional at Tolland High School. Discussion with the family and the prior school case manager has verified that the need persists at this time.

.5 LPN Nurse needed for a student for medical needs.

FINANCIAL SUMMARY:

Personnel number will increase by: 1.5

Total incurred cost for the remainder of the 2016-2017 school year will be: \$ 8,127

Paraprofessional - \$4610 and LPN - \$3517

Potential Cost for FY 2017 – 2018 school year - \$45, 852.00

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

Review.

SUPPORTING MATERIALS ATTACHED:

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM MARCH 28, 2017 – 7:30 P.M.

MEMBERS PRESENT: Rick Field, Chair; William Eccles, Vice-Chair; Robert Green; Paul Krasusky; 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

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:**
 - 4.1 Recognizing the month of April as Fair Housing Month.

Rick Field read the following Proclamation:

Town of Tolland - Proclamation

WHEREAS, April 2017 marks the 49th anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act; and

WHEREAS, Fair Housing is the legal right of every American, and is important in ensuring all Americans a free choice of housing location limited only by one's means and/or desires; and

WHEREAS, this law guarantees that housing throughout the United States should be made available to all citizens without regard to race, color, national origin, ancestry, sex, religion, familial status or the presence of children, or disability; and

WHEREAS, this law guarantees that housing throughout the State of Connecticut should be made available to all citizens without regard to race, color, national origin, ancestry, sex, religion, familial status or the presence of children, disability, marital status, sexual orientation, age (except minors), lawful source of income or gender identity or expression; and

WHEREAS, the laws of this nation and our state seek to ensure such equality of choice for all transactions involving housing.

NOW, THEREFORE, the Tolland Town Council, on behalf of the citizens of Tolland, proclaims April 2017 as

Fair Housing Month

and request that all citizens and businesses of our community reaffirm their commitment to Fair Housing for all, and wholeheartedly recognize these rights and responsibilities throughout the year.

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:** **Robert Green, TWC:** Budget is good, things are running smoothly. **Sam Adlerstein, BOE:** Dr. Willett has been collecting a lot of questions, and has been posting them on the website in a Q&A document. The document contains a lot of good information in it. He urged residents to submit questions, which Dr. Willett will respond to. He will then post the questions on the Q&A document. **David Skoczulek, PZC:** There was a public hearing on a subdivision at 111 Browns Bridge Road, which was approved. There was a change to the zoning amendments for accessory dwelling units.

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

8.1 Discussion of 2017/2018 Budget.

Mr. Field began the discussion regarding the budget. He said he is looking at scenarios D & E, but is leaning more towards E.

*(Various scenarios were presented at the Public Hearing held last week.
Scenarios D&E are referenced below for the public's reference)*

Scenario D – Include as an expense the budget increase as recommended by the Board of Education and maintain status quo with the Resident Trooper Program and Recycling and Bulky Waste

Mill rate to support budget – 41.18 mills

Mill rate increase – 6.99 mills

Percentage tax impact – 20.44%

Additional property tax impact for average assessments – \$818 - \$1,316 - \$2,519

Scenario E – Includes a reduction in the BOE requested budget of 1.2 million dollars or a -0.91% decrease with the receipt of the new special education grant in the amount of 1.2 million dollars the BOE effective increase will be 2.14%. Maintains status quo with the Resident Troopers as well as bulky waste pick-up.

Mill rate to support budget – 40.07 mills

Mill rate increase – 5.88 mills

Percentage tax impact – 17.198%

Additional property tax impact for average assessment – \$689 - \$1,107 - \$2,119

Mr. Krasusky wanted to clarify that they are voicing their individual thoughts under the context that the Referendum will fail. The other Council members agreed.

Mr. Eccles said he is leaning towards E. It puts out a realistic expectation of the amount of money that the BOE is going to get. He does not look at the BOE's request as 2.14% anymore. It becomes irrelevant when there is a \$1.2m grant increase in the special education grant. If the Board is made whole, getting the \$40m+ that they are asking for, then that is what they should be putting out there. He is also in favor of putting out the 'whole' of what the town's request is. He has changed his position from a couple of weeks ago. He said it is important to start out where they want to eventually be. A lot of time and energy has been spent over the last year demonstrating that this town has some contradictory thrusts. He said we don't want anything to change, and we want everything to stay the same, but in order to survive; Tolland is going to have to change. Tolland needs more businesses in town, and they are not coming. He went on to say that he appreciates the vision that Dr. Willett; although he doesn't see it as

being a plan. He realizes they want to maintain the curriculum and keep the programs, but he thinks education needs to be our business. In order to do that, it is going to have to become a money making venture. It needs to be more self-supporting, because the residents of the town can't afford it anymore. He would like to see the BOE present "the plan" that is going to get Tolland through these next five years, that embodies the goals and presents a plan for implementation of those goals. They need to be able to sell this as an investment.

Mr. Skoczulek agrees with Mr. Eccles, by leaning towards E for a lot of the same reasons. The BOE is committed to this vision. They want to deliver on it and build it out. He would like to know what they want in the next couple of years as well. It will help them put this all together as a longer term plan. He could go with either D or E, but he leans towards E, because he believes it is untenable and will get them to the next step in the process.

Mr. Krasusky said he thinks that the town manager, staff, the BOE and Dr. Willett did a great job coming up with their budgets prior to the State's. He believes scenarios D or E best represent that spirit and should put the message forward to everyone that these are numbers they believe in and support. They are not numbers that they like as far as gaining support for passage. If he had to pick one, he would lean more towards D. He believes talking about the potential of the grant, is a hypothetical. He just wants to see the facts. The grant is not qualified as a fact status yet.

Mr. Skoczulek said if they approve D or E, he would like it on the record that for the second go around, wherever they are, that everything go back on the table and they start from scratch. The other Council members agreed.

Mr. Green said when they do get better numbers; all things should go back on the table so they can look at this fresh. He thanked the town, the staff and the BOE for all their work. If he had to vote for any of these, he would vote for the original budget as proposed. He is not averse to picking E, if that is what they decide. He does have a problem putting his name to anything that is so shockingly high. He thinks that what the Governor is doing is terrible. They are kicking the can down the road and making us pay for their obligations. He is concerned about the schools. He thinks Walt Willett did a bang up job. He would prefer the budget as originally proposed, but if he had to pick one, it would be E, knowing it will fail.

The Council members realize they are going to get hammered for this, but they ask that people look beyond the headline.

Ms. Morgan expressed her gratitude for how well everyone, the Council, Mr. Werbner, staff, Mr. Willett and the BOE has handled this. She would support either option D or E, but leans towards D for the reasons that Paul Krasusky expressed.

Mr. Field said a decision will be made on Thursday.

8.2 Consideration of a resolution to approve the necessary funds to ratify Teamsters Local 1035 Collective Bargaining Agreement for the period dated July 1, 2016 through June 30, 2019.

Mr. Wilkinson said the Teamsters agreed to wages of 2% over each of the three years. The health insurance is going up slightly, less than 2% over three years. They also agreed that no new employees will be getting personal leave. There were also some other minor changes. It is a good settlement.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the necessary funds to ratify Teamsters Local 1035 Collective Bargaining Agreement for the period dated July 1, 2016 through June 30, 2019 and authorizes Steven R. Werbner, Town Manager, to execute said agreement on behalf of the Town of Tolland.

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

8.3 Consideration of a resolution to approve a draft Police Services Request for Qualifications.

Mr. Werbner said regardless of what happens with the budget resolution, he thinks there is a need to have a study done with regard to where Tolland is going with police services in the future. Mansfield did a similar study in 2011. They decided to stay with the Resident Trooper Program for the time being. He believes it would be beneficial for the Council to go through with this and it is warranted.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED by the Town that it hereby approves the draft Police Services Request for Qualifications.

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

8.4 Consideration of a resolution to authorize the Town Manager to submit a 2017 STEAP application to the Office of Policy and Management.

Mr. Werbner said this is the annual STEAP grant. They would like to replace the Bone Mill Brook Culvert Crossing on Plains Road.

Bill Eccles motioned to accept the following resolution:

WHEREAS; the Office of Policy and Management is accepting applications for funding under the 2017 Small Town Economic Assistance Program (STEAP) and the Town of Tolland is an eligible community; and,

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

AND FURTHERMORE; STEAP funds can only be used for Municipal capital projects; the Town of Tolland will submit an application for the replacement of the Bone Mill Brook Culvert Crossing on Plains Road,

BE IT RESOLVED that Steven R. Werbner the Town Manager is duly authorized to enter into and sign said application on behalf of the Town of Tolland. Steven R. Werbner currently holds the Town Manager position and has held that office since October 1, 2005.

The Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions and revisions thereto.

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

8.5 Appointments to vacancies on various municipal boards/commissions: Mr. Skoczulek advised that Julie Viera resigned from the Inland Wetlands & Watercourses Commission. There were no appointments.

9. OLD BUSINESS (ACTION/DISCUSSION ITEMS): None.

10. REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1ST MEETING OF THE MONTH ONLY) – Mr. Werbner had provided his written report, but added that the

two remaining dates for the budget are: March 30th to adopt the Council's budget, and April 20th is the annual presentation of whatever budget is adopted. The referendum is May 2nd. He advised that there has been no action on the 'notwithstanding' language, which is very disappointing.

11. ADOPTION OF MINUTES

- 11.1 February 28, 2017 Town Council/BOE Joint Special Budget Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed.
- 11.2 February 28, 2017 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed.
- 11.3 March 9, 2017 Special Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed.
- 11.4 March 15, 2017 Town Council/BOE Joint Special Meeting Minutes: Robert Green moved to adopt the minutes; Seconded by Paul Krasusky. All in favor. None opposed. Bill Eccles abstained.
- 11.5 March 16, 2017 Special Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed.

12. CORRESPONDENCE TO COUNCIL

- 12.1 Fifty-five postcards in favor of the BOE's budget for 2.14%;
- 12.2 Two e-mails against the BOE's budget for 2.14%;
- 12.3 Ten e-mails containing questions / comments about the budget;
- 12.4 Eighteen e-mails in favor of the BOE's budget for 2.14%;
- 12.5 Connecticut Siting Council letter; and
- 12.4 An invite from the PCC re: marching in Memorial Day Parade.

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

- ~Chair Hour will occur on the first Thursday in April. Mr. Eccles will be substituting for Mr. Field.
- ~March 30th, the Council will approve a budget for a referendum.
- ~The Referendum will be in the Tolland Library. ***This is the only location.***
- ~He asked Mr. Werbner to put an item on the next agenda for "Charter revision".

14 COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: Ms. Morgan wanted to thank all the people for coming out and attending all the meetings. Mr. Krasusky agreed. He appreciates that the public is noticing that they are trying to work together.

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

Deb Goetz of 176 Kate Lane: She asked if an explanation of scenarios D& E can be outlined for those watching the video and reading the minutes.

Mr. Field did explain scenarios D & E. (See above under item 8.1). He said the big difference is scenario E cuts the BOE by \$1.2m, but it gets put back in from the special education grant that the BOE would get from the State.

Karen Moran of 50 Merlot Way: She gave a blanket 'thank you'. She appreciates everyone's positive comments tonight. She is hoping they don't get lambasted by the public. On the contrary, she said kudos for the courage and comments. As they progress, hopefully they will get some better news.

Sam Adlerstein of 164 Pine Hill Road: He said the Council has a tough job. He also gave kudos for what they are doing. He wanted to clarify that the intent is not to be self-funding. It is to get them in a position to meet future needs and to be the best they can be for the good of the town. He thinks if they do go with scenario E, there will be

a lot of explaining and figuring to do. What if the \$1.2m doesn't come in? Will they need to cut \$1.2m? He suggested that if the Council picks E, they explain it very well. He thanked them for their hard work.

Mr. Field thanked the BOE for their partnership in all of this. It has not been easy for anyone.

Liz Costa of 54 Josiah Lane: She complimented them all on the bipartisanship, and the accessibility that has been afforded. It has been appreciated. She also is encouraging some way to communicate with the town. More communication sources beyond just the Green, Facebook, etc. so that people get more involved. She asked that the Council support D, until they know what is happening with the special education budget.

16. **ADJOURNMENT:** Bill Eccles moved to adjourn the meeting; Seconded by Robert Green at 8:21 p.m. All were in favor.

Richard J. Field, Council Chair

Michelle A. Finnegan
Town Council Clerk

SPECIAL MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM

MARCH 30, 2017 – 7:30 P.M.

MEMBERS PRESENT: Rick Field, Chair; William Eccles, Vice-Chair; Robert Green; Paul Krasusky; 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

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. **Public Participation (2 minute limit):**

Katrin Hinrichsen of 192 Goose Lane: She doesn't think it is responsible for them to go on a starvation budget.

Bob Pagoni of 27 Barbara Road: He wants to have someone explain the \$1.2m. What happens if they don't get the \$1.2m?

Mr. Field said they are putting up a budget that they hope fails. He said he doesn't understand why they are worried about something in a budget that is going to change when they find out what the numbers are. These numbers are hopefully going to change.

Sam Adlerstein of 164 Pine Hill Road: He encourages them to vote for option D. Option E reduces the BOE budget by \$1.2m. The BOE does not have the variation to handle what that \$1.2m would cause. Option D is more consistent with what they are saying.

Brenda Falusi of 4 Laurel Ridge Road: She agrees with other speakers. She would like them to vote for the highest number available. She offered to assist in getting information out for 'no' votes.

5. Consideration of the Town Council's Proposed FY 2017-2018 Budget:

Mr. Field began by saying that they picked options D and E at the last meeting. He asked the Council members where they each stood.

Mr. Eccles said understands the public's concern regarding what happens if they don't get the grant that they are expecting to use to offset the \$1.2m that they are reducing out of the BOE's budget. The educational cost sharing grant is 25% of their budget, yet they don't question that it can also be cut in the middle of the year, or whenever they want. They all know that the numbers they are dealing with are fictitious. They need to get this out there as if they were handling this

for real. They could not in good conscious put an extra \$1.2m against the town residents, expecting that the Governor's budget was going to pass, and the \$1.2m would flow to the BOE. It would go to the BOE, except that they taxed the residents an additional \$1.2m that they did not need to tax them. He leans towards E.

Mr. Green echoes Mr. Eccles' sentiment, and commented that this is a terrible situation. He has listened to everyone that has come his way. There are great arguments on both sides, but he ultimately comes down to E and the affordability issue. He doesn't believe it is going to pass, but they need to look at all the citizens.

Mr. Krasusky said a lot of what has been said holds true. Despite which of these scenarios they pick, it is almost irrelevant. Once they have tangible information, they all want to reset the meter and start from ground zero. He feels they are dealing with a budget that is dealing in hypotheticals and doesn't have value. They need to have time to receive the data that they need and make decision. If he is discounting the Governor's data, then he is discounting all the data. He is leaning to D.

Mr. Skoczulek is torn, but he leans towards E. He thinks all of it will come back, and they will be back renegotiating where they want to head. He believes the town should put a budget forward that only reflects increases that have to do with what the state has passed down to us.

Ms. Morgan is leaning towards D. They know they will be back here, so she wants to go with the worst case scenario. She hears what others are saying, but she believes D is the most sensible.

Mr. Eccles said he knows this is going to shock people no matter what they do. They all understand that this stinks. They are not here tonight to decide what the final budget is. He is in full support of what the BOE is trying to do, but he has a problem arbitrarily throwing another \$1.2m tax out there, which may or may not be true.

Mr. Krasusky, who spoke for all Council members, said they all agree that once data is received, they are all willing to hit the reset button and look at this from scratch.

Mr. Eccles commented that there is no explanation of why they are reducing the BOE's budget on the pamphlet being sent to the residents. He wants it understood that they are expecting the grant to come in. Mr. Werbner said he can include an asterisk to explain why the BOE's budget is being reduced and what the \$1.2m will bring it back to.

Mr. Field encouraged the Council members to get letters out and talk to the public. They need to explain what they are doing and why.

6. Approval of Budget Resolution

Bill Eccles motioned to accept the following resolution:

WHEREAS, the Town Council has reviewed the Town Manager's proposed budget and has made certain modifications to estimated revenues and expenditures, the details of which will be properly incorporated into the total budgetary document by the Town Manager and Director of Finance and Records;

NOW, THEREFORE, BE IT RESOLVED, by the Tolland Town Council that it hereby adopts a FY 2017-18 Town Operating and Capital Budget in the amount of \$57,495,195 to be appropriated as follows:

CATEGORY	AMOUNT
Town Government	\$11,892,927
Board of Education	\$38,975,960
BOE Teachers' Retirement Contribution	\$ 1,934,215
Debt Service	\$ 4,550,000
Capital	\$ 142,093
TOTAL	\$57,495,195

Said appropriations shall require an increase of 5.88 mills for a mill rate of 40.07.

BE IT FURTHER RESOLVED, that the Town Manager, pursuant to the requirements of the Town Charter, is authorized to advertise this budgetary outlay as part of the April 20, 2017, Annual Budget Presentation Meeting at the Tolland High School Auditorium at 7:30 p.m.

Seconded by Robert Green. Rick Field; William Eccles; Robert Green and David Skoczulek were in favor. Paul Krasusky; Kristen Morgan were opposed.

7. **Approval of a resolution authorizing the form of the ballot for the May 2, 2017 budget referendum and any subsequent budget referendum; the time and place for the budget referendum; authorizing the Town Manager or his designee to place the required legal notices in the local newspapers; and authorizing the preparation and printing of an explanatory text and the mailing of same to local residents in accordance with the provisions of CT General Statutes 9-369b explaining the budget referendum question.**

Bill Eccles motioned to accept the following resolution:

WHEREAS, the Tolland Town Council has adopted a proposed FY 2017-2018 Town Operating and Capital Budget to be considered by the Tolland electorate at a May 2, 2017 budget referendum; and

WHEREAS, the Council must now establish the appropriate ballot language for this referendum and the date, time and place of said referendum;

NOW, THEREFORE, BE IT RESOLVED by the Tolland Town Council the following:

1. The ballot question for the May 2nd referendum shall be worded as follows:

“Shall the Town of Tolland’s proposed 2017-2018 budget of \$57,495,195, reflecting a spending increase of \$1,688,613 or 3.026% which requires a tax rate of 40.07 mills for an increase of 5.88 mills or 17.198%, be adopted? Yes/No.”

2. The time and place for the referendum shall be between the hours of 6:00 a.m. and 8:00 p.m. on May 2, 2017 at the Tolland Public Library Program Room.
3. The Town Manager or his designee is hereby authorized to place the required legal notices in the Journal Inquirer and other places as conditions permit, advertising the May 2, 2017 Referendum and the April 20, 2017 Annual Budget Presentation Meeting.

4. The Town Manager or his designee is authorized to prepare and print an explanatory text and mail same to local residents in accordance with the provisions of CT General Statutes 9-369b explaining the budget referendum question.

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

Mr. Field said no one is happy tonight. The State put us between a rock and a hard place. Since the State has not helped them at all with the 'hold harmless' bill, they have to move forward. They have cut the referendum costs, by having one polling location at the Tolland Library. There will most likely be two or three referendums before they get a number. He asked residents to encourage their friends and neighbors to vote no.

Mr. Krasusky asked the public to stay informed of the process as the State's numbers become real. Once that occurs, they will be able to formulate their 'real budget'.

Mr. Field said once they get some new numbers to work with, everything will be back on the table, and they will start like they did on day one. All the Council members agreed.

8. **Adjournment:** Bill Eccles moved to adjourn the meeting; Seconded by Robert Green at 7:54 p.m. All were in favor.

Richard J. Field, Council Chair

Michelle A. Finnegan
Town Council Clerk