

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA  
May 10, 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 – April 26, 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 Report
- F.2 Update - School Resource Officers (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- April 25, 2017

**M. FUTURE AGENDA ITEMS**

**N. NEW BUSINESS**

**O. ADJOURNMENT**

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

REGULAR MEETING – April 26, 2017

Members Present: Mr. Sam Adlerstein, Chair; Mr. Patrick Doyle, Vice Chair; Ms. Michelle Harrold, Ms. Karen Moran, Ms. Colleen Yudichak, Mr. Jeff Schroeder, and Mr. Bob Pagoni.

Administrators Present: Dr. Walter Willett, Superintendent of Schools

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 – April 6, 2017

Ms. Yudichak motioned to accept the minutes of the April 6, 2017 regular meeting. Ms. Moran seconded the motion. Changes: none. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION

Brenda Falusi, 4 Laurel Ridge, commented that she gives 5 stars to Dr. Willett. She inquired if the RIFs went out to the teachers and where the information is posted.

D. POINTS OF INFORMATION

Dr. Willett responded to Ms. Falusi. Some of the RIF notices for the budget he believes will come to fruition (2.14% to 0%) have gone out. Additionally, some related transfers have also occurred. Dr. Willett explained that the issue is that the budget is predicated on the state budget and since it will not be finalized until perhaps June, there may be some changes but he has done everything possible to avoid sending out mass RIF notices (could have been over 30) and instead will try to find other ways to manage the situation although he will not know the overall impact until June or July.

Mr. Adlerstein noted that it is important for the Board to continue to follow what is going on at the state level and reviewed some updated information from CABE which indicated that perhaps the ECS funding would be reduced over a period of time rather than over the period of a year. Ms. Yudichak introduced Michelle Arn, the CABE K3 Area Director.

Ms. Arn explained that she visits the Boards of Education in the area that she represents to learn about the issues and brings this back to the CABE Board of Directors to help them understand the populations they serve. She noted that she spoke with Mr. Adlerstein and Ms. Yudichak in regard to requesting CABE's assistance in planning a legislative meeting but unfortunately CABE was not inclined to do so at this time. Mr. Adlerstein noted that there are 18 school boards in the 3<sup>rd</sup> district and it would have allowed them to have an opportunity to get a wider opinion from a number of the state representatives. Ms. Arn agreed and would like there to be conversations in the future. A straw poll was taken in regard to if the Board members would be interested in attending a session facilitated by Ms. Arn where a number of Boards would get together to share information. The result was a unanimous yes.

Ms. Moran noted that Ms. Seaver made copies of the town's charter for the Board members. The document is available on the town's website as well. A brief discussion regarding the Charter Revision Commission followed. Board members noted that they want to ensure the Board's perspective is represented. It was discussed that the Policy Committee could gather input from the Board, synthesize it, and bring it to the Board for review.

Mr. Adlerstein reviewed the correspondence received since the last meeting. In all, three e-mails were received. One expressed concern in regard to the date of graduation and when it is determined, another highlighted Oceans Education, and the last e-mail was in regard to a student issue. Dr. Willett has responded to the author of the first e-mail, information regarding Oceans Education has been forwarded to the curriculum director, and the student issue was referred to the administration.

**E. STUDENT REPRESENTATIVES' REPORT**

- Cupcake Wars, scheduled for April 28<sup>th</sup> was cancelled due to a lack of interest. Tomorrow the Student Council will meet to discuss options for a replacement fundraiser.
- The prom will be held on May 19<sup>th</sup> at the Hartford Marriott. Tickets go on sale Tuesday and Wednesday.
- AP testing will take place next week and the following week.
- The deadline for students to select their colleges is May 1<sup>st</sup>.
- The Virginia Beach Music Trip was held April 19<sup>th</sup> – April 23<sup>rd</sup>. A number of Tolland's groups won awards. A full list is available on the Tolland Public Schools Facebook page.

**F. SUPERINTENDENT'S REPORT**

**F.1. 2017 – 2018 Budget (no enclosure)**

Dr. Willett thanked the Town Council which helped the town hold off on making budget decisions until more information is available so dramatic decisions did not have to be made without state information. As a result, he has run rainy day scenarios so they can plan for the worst and hope for the best.

There were 2 options. The first was to hand out RIF notices that would match the potential reduction of \$1.2M+ which could mean over 30 notices. If these notices had gone out, the recipients would have sought positions elsewhere and left the district in a chaotic situation and this would be devastating. The second option was to look at other areas where they could make reductions. These include a reduction in supervision, vacancies would not be filled which would impact class sizes, programs would be affected and other items including prepayments. While these would be significant, they may not have the impact equaling the loss of over 30 teachers.

Closer to the time, Dr. Willett will be able to better articulate the potential impacts but the information may not be known until July. In turn he will also look at what will need to be frozen immediately. Virtually no additional 2017-2018 funds would be able to be spent until a budget is in place. He added that during this year, there was a \$100K+ reduction due to action by the state during the current fiscal year. If an additional amount of funds is reduced from the current year's budget, they would be unable to do prepayments and other items would need to be considered.

A brief discussion took place. It was noted by some board members that some towns have decided not to hold off and are putting their budgets to a vote. In turn, they are posting for new positions. Dr. Willett explained that not all towns are affected the same way by the state's budget. The budget's effect on Tolland could be more severe. Some districts may receive funds that other districts will not. Dr. Willett noted that it is his intention to protect every position he can but there are still some areas where there could be reductions if necessary.

G. COMMITTEE AND LIAISON REPORTS

Communications – The committee recapped budget communications and community conversations on social media. Although the committee previously discussed sending out a survey, it has decided not to do so and may tag questions on to other surveys already planned for distribution. Discussions regarding 2017/18 community learning workshops also took place. It was noted that in conjunction with the Town's Human Services Department, two Courageous Conversations are planned:

- The Perfect Party... Or So I Thought, May 3<sup>rd</sup>, 7PM, THS Auditorium
- A Reputation Ruined: Cyberbullying and Sexting, May 17<sup>th</sup>, 7PM, THS Auditorium

Dr. Willett thanked Margot Martello and Nancy Dunn for their work on these events.

Negotiations – Discussions are continuing.

CABE – Ms. Yudichak will send information to the Board members regarding the CABE Breakfast on June 13<sup>th</sup>. Interested members should send a request to attend to Ms. Palumbo.

Town Council – Mr. Schroeder noted that there were two main discussions. The first was in regard to the Charter Revision Commission and the second was in regard to suspending the budget process until further information from the state is available.

H. CHAIRPERSON'S REPORT

Mr. Adlerstein posted the contact information for the appropriations committee (will be attached to the minutes). Public testimony may be sent to [apptestimony@cga.ct.gov](mailto:apptestimony@cga.ct.gov).

I. BOARD ACTION - none

J. PUBLIC PARTICIPATION

Brenda Falusi, 4 Laurel Ridge, inquired if kids could attend the Courageous Conversations events.

K. POINTS OF INFORMATION

In response to Ms. Falusi, Dr. Willett noted that the events are intended for adults.

Ms. Seaver noted that she received a phone call from a parent regarding the high school sports programs' practice times and other issues. She believes a letter outlining these concerns will be drafted. A brief discussion took place. Mr. Pagoni noted that this happens from time to time and it is important that these concerns be brought to the coach, the athletic director, the principal, the superintendent, and then the Board. Dr. Willett will review the information shared and noted that there are some mixed feeling from various contingencies regarding practices and when they occur. There are many facets to the conversation of team management and scheduling and he will work to address any concerns raised.

Mr. Doyle commented that has enrolled in the Management of Organizational Leadership Program at Albertus Magnus (Master's level). His classes are scheduled for Wednesday evenings and in turn he will step down from the Board effective mid-May. He is proud of the work the district and the Board have accomplished including the implementation of all-day kindergarten, transitioned a new superintendent, set clear goals and priorities, supported the development of curriculum that is better supported and aligned from school to school, and implemented an SRO program that focuses on positive youth development. He has had the chance to learn from great people. Great efforts are underway for the future including increasing the diversity of the schools, better serving Tolland students with special needs in their home district, and attracting students from other communities. He thanked everyone for their input and support.

Mr. Schroeder noted that in the Town of Tolland 2017 Guide of Elected Officials, there is an error. Rather than taking his wife off of the list of Town Council members, they removed him as a member of the Board.

L. CORRESPONDENCE

- Town Council Minutes - April 11, 2017

M. FUTURE AGENDA ITEMS

- Budget
- Mastery based learning workshop

N. EXECUTIVE SESSION – For the Purpose of Personnel Matters

Mr. Doyle motioned that the Board go into Executive Session at 8:44PM for the purpose of discussing personnel matters. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

The Board exited Executive Session at 9:15PM.

O. EXECUTIVE SESSION – For the Purpose of Superintendent Evaluation

Mr. Schroeder motioned that the Board go into Executive Session at 9:15PM for the purpose of discussing the superintendent evaluation. Mr. Doyle seconded the motion. All were in favor. Motion carried.

The Board exited Executive Session at 9:27PM.

P. NEW BUSINESS - none

Q. ADJOURNMENT

Mr. Pagoni motioned to adjourn the meeting at 9:27PM. Mr. Doyle seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi  
Clerk





## TOLLAND PUBLIC SCHOOLS

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

OFFICE OF THE  
SUPERINTENDENT OF SCHOOLS

Walter Willett, Ph.D.  
Superintendent

**TO:** Board of Education

F1

**FROM:** Mark S. McLaughlin, Business Director

**RE:** Monthly Financial Report-April 2017

**Date:** May 2, 2017

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

Please find attached the financial report for the month of April 2017, 10th 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 April 2017 financial report shows an available balance of \$1,675,224 or 4.26% 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 remain over budget because of pay to participate funds not yet collected for the year. Out of District Tuitions were adjusted last month 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 are expected to increase as we progress to the end of the fiscal year such as Substitutes, Severance, Professional Development Services, Technology Services, Legal and Audit, Repair and Maintenance, Instructional, General, Equipment supplies along with Textbooks.

The General Assembly has been wrestling with the Governors initial budget. Most of the professional organizations such as CASBO, CABA and CAPSS are opposed to the massive reductions to the school budgets. Preliminary indications as stated by state senators are the Governor's budget will not be supported by the general assembly. The General Assembly subcommittees continue to meet to propose alternate changes to the state budget.

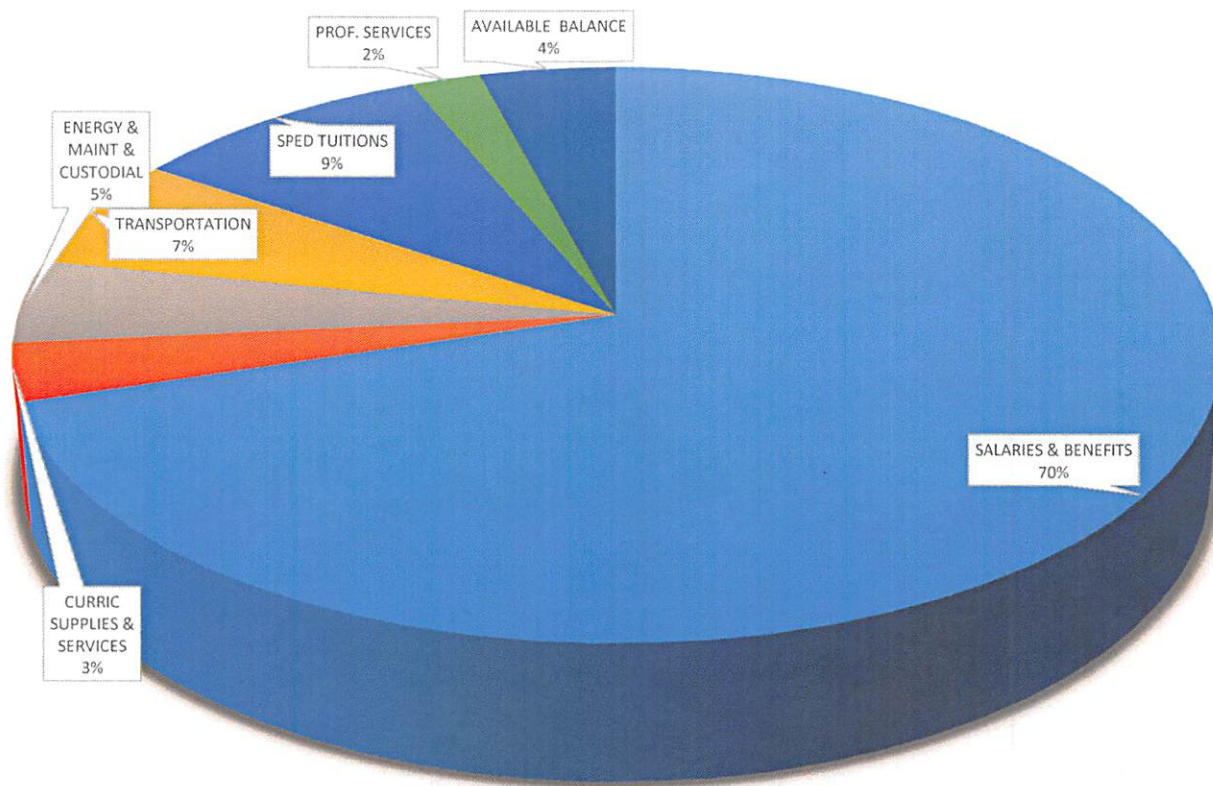
Since the beginning of the Fiscal Year the BOE budget has been reduced several times by the state. At the beginning of the year the BOE was advised through the town that the state short funded the school budget by \$38,500. Then the BOE was made aware that the budget was going to be reduced during the mid-year cycle by an additional \$85,000. As of May 1<sup>st</sup> the state has yet again reduced our FY16-17 budget thru the Excess Cost Reimbursement process by an additional \$51,724. The total reduction from the state in FY16-17 is \$175,224.

An updated chart for the monthly financial spending is attached. This pie chart provides visual view of expenditures grouped by major functioning areas.

Respectfully Submitted.



## FINANCIAL SPENDING



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

# Tolland Public Schools

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

From Date: 4/1/2017

To Date: 4/30/2017

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	\$1,631,714.00	\$15,844,092.86	\$5,318,901.14	\$4,619,146.20	\$699,754.94	3.31%
0100.0000.120.00.000.1	Substitutes	\$471,941.00	\$35,644.56	\$315,025.61	\$156,915.39	\$520.00	\$156,395.39	33.14%
0100.0000.130.00.000.1	Overtime	\$158,159.00	\$11,433.49	\$126,621.91	\$31,537.09	\$0.00	\$31,537.09	19.94%
0100.0000.150.00.000.1	Stipends	\$349,031.00	\$20,005.86	\$201,309.37	\$147,721.63	\$214,797.00	(\$67,075.37)	-19.22%
0100.0000.190.00.000.1	Pension/Severance	\$170,747.00	\$0.00	\$105,597.40	\$65,149.60	\$0.00	\$65,149.60	38.16%
0100.0000.200.00.000.1	Employee Benefits	\$324,532.00	\$1,031.25	\$395,749.80	(\$71,217.80)	\$0.00	(\$71,217.80)	-21.94%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,352,592.00	\$564,974.27	\$4,383,477.42	\$969,114.58	\$953,949.66	\$15,164.92	0.28%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$611,206.00	\$42,348.86	\$435,652.70	\$175,553.30	\$109,720.96	\$65,832.34	10.77%
0100.0000.240.00.000.1	Retirement (ICMA)	\$213,789.00	\$17,041.38	\$174,435.30	\$39,353.70	\$36,303.32	\$3,050.38	1.43%
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	\$66.00	\$19,114.00	\$37,567.00	\$10,886.00	\$26,681.00	47.07%
0100.0000.270.00.000.1	Workers' Compensation	\$276,021.00	\$0.00	\$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	\$150.00	\$28,237.85	\$12,982.15	\$8,672.96	\$4,309.19	10.45%
0100.0000.310.00.000.1	Benefits Consultant Services	\$67,036.00	\$3,564.16	\$52,266.30	\$14,769.70	\$7,128.62	\$7,641.08	11.40%
0100.0000.320.00.000.1	Prof Educ Svcs	\$444,357.00	\$54,700.40	\$260,505.46	\$183,851.54	\$113,064.24	\$70,787.30	15.93%
0100.0000.330.00.000.1	Professional Tech Svcs	\$32,482.00	\$1,236.44	\$18,901.97	\$13,580.03	\$8,558.18	\$5,021.85	15.46%
0100.0000.340.00.000.1	Legal/Audit/Consult Svcs	\$241,347.00	\$7,755.52	\$118,358.17	\$122,988.83	\$34,291.76	\$88,697.07	36.75%
0100.0000.350.00.000.1	Tech Services	\$446,784.00	\$11,795.27	\$268,608.84	\$178,175.16	\$13,751.69	\$164,423.47	36.80%
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	\$5,553.00	\$74,588.45	\$45,868.55	\$7,777.55	\$38,091.00	31.62%
0100.0000.430.00.000.1	Repair and Maint Svcs (Facili	\$258,416.00	\$7,002.07	\$153,996.43	\$104,419.57	\$36,243.99	\$68,175.58	26.38%
0100.0000.440.00.000.1	Rentals	\$138,371.00	\$25,416.02	\$130,515.66	\$7,855.34	\$23,739.57	(\$15,884.23)	-11.48%
0100.0000.510.00.000.1	Student Transp Svcs	\$2,496,962.00	\$215,454.64	\$1,690,655.82	\$806,306.18	\$707,880.63	\$98,425.55	3.94%
0100.0000.520.00.000.1	Property/Liability Insurance	\$180,422.00	\$0.00	\$196,467.30	(\$16,045.30)	\$0.00	(\$16,045.30)	-8.89%
0100.0000.530.00.000.1	Telephone/ Postage	\$46,562.00	\$2,101.93	\$35,971.37	\$10,590.63	\$11,228.02	(\$637.39)	-1.37%
0100.0000.540.00.000.1	Advertising	\$2,865.00	\$0.00	\$5,289.40	(\$2,424.40)	\$479.00	(\$2,903.40)	-101.34%
0100.0000.550.00.000.1	Printing and Binding	\$30,940.00	\$0.00	\$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	\$308,077.79	\$2,145,028.43	\$572,270.57	\$606,654.84	(\$34,384.27)	-1.27%
0100.0000.580.00.000.1	Travel and Conference	\$29,142.00	\$1,418.62	\$12,364.81	\$16,777.19	\$2,371.15	\$14,406.04	49.43%
0100.0000.590.00.000.1	Public Officers & State Troope	\$94,322.00	\$8,491.78	\$65,059.46	\$29,262.54	\$22,015.81	\$7,246.73	7.68%
0100.0000.600.00.000.1	General Supplies	\$209,614.00	\$4,723.24	\$154,110.45	\$55,503.55	\$30,692.57	\$24,810.98	11.84%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$361,273.93	\$15,790.98	\$195,783.59	\$165,490.34	\$94,233.32	\$71,257.02	19.72%
0100.0000.620.00.000.1	Energy	\$1,559,025.00	\$13,289.07	\$1,447,397.57	\$111,627.43	\$107,269.74	\$4,357.69	0.28%
0100.0000.640.00.000.1	Textbooks	\$202,980.07	\$11,506.93	\$71,703.41	\$131,276.66	\$39,716.76	\$91,559.90	45.11%
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	\$975.00	\$6,110.34	10.44%
0100.0000.690.00.000.1	Misc Supplies	\$62,796.00	\$5,999.05	\$44,851.77	\$17,944.23	\$15,146.99	\$2,797.24	4.45%
0100.0000.730.00.000.1	Equip Instruct - New	\$199,958.00	\$2,251.59	\$141,816.20	\$58,141.80	\$2,455.28	\$55,686.52	27.85%
0100.0000.810.00.000.1	Dues and Fees	\$47,959.00	\$1,191.75	\$48,238.57	(\$279.57)	\$4,012.91	(\$4,292.48)	-8.95%
0100.0000.890.00.000.1	Misc Expense	\$0.00	\$54.80	\$0.00	\$0.00	\$38,500.00	(\$38,500.00)	0.00%
<b>Grand Total:</b>		<b>\$39,333,948.00</b>	<b>\$3,031,784.72</b>	<b>\$29,757,132.81</b>	<b>\$9,576,815.19</b>	<b>\$7,901,590.82</b>	<b>\$1,675,224.37</b>	<b>4.26%</b>

End of Report

## MEETING MINUTES

### TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6<sup>th</sup> FLOOR COUNCIL ROOM APRIL 25, 2017 – 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; Mike Wilkinson, Director of Administrative Services

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)

**Deb Goetz of 176 Kate Lane** – Our Legislators want to hear from us. She asked if any of the Council members had any suggestions as to what they should be saying on behalf of Tolland.

*Mr. Werbner suggested they stress the need for legislation in relation to the crumbling foundation issue. He doesn't want that forgotten because of the budget crisis.*

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:** Everything is in order; the cash balance is currently in excess of \$749,000, which is an increase of \$180,000 over last year at this time. **Bill Eccles, WPCA:** Adopted a sewer map, which is taking them closer to having the Consent Order lifted. **David Skoczulek, Blight Committee:** The Thursday night meeting has been canceled.

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

- 8.1 Consideration and action on approving the revised Working Leader Job Description.

Mr. Werbner said this is to update an existing job description in anticipation of an upcoming retirement. The only change is the requirement of a CDL license.

Bill Eccles motioned to accept the following resolution:

**BE IT RESOLVED** by the Tolland Town Council that it hereby approves the attached Teamster union group Working Leader Job Description.

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

- 8.2 Consideration of a resolution to authorize Steven R. Werbner, Town Manager, or his designee to enter into all necessary documents with the State of Connecticut Department of Transportation for taking of a portion of Town property at 688 Tolland Stage Road in conjunction with the Tolland Green Road Improvement Project and the setting of a Public Hearing thereon for May 9, 2017.

Mr. Werbner commented that this is part of the DOT road project in the Tolland Green area. It is a very small taking in the vicinity of the former Bilow property that the town acquired a couple of years ago. The DOT is offering \$3,400 in compensation. Based on an appraisal the Town conducted in 2013 prior to acquiring the property, this amount seems appropriate. The Assessor and Director of Planning & Development concur. The acquisition will not affect the Town's ability in the future to use the existing driveway to access this property.

Bill Eccles motioned that the following resolution be introduced and set down for a Public Hearing on May 9, 2017 at 7:30 p.m. in the Tolland Town Council Chambers:

WHEREAS; the Connecticut Department of Transportation (DOT) is undertaking the Tolland Green Road Improvement Project (State Project #142-149);

WHEREAS; the Town Council has previously adopted a resolution (13-51) in support of this project;

WHEREAS; the DOT requires acquisition of approximately 1,448 square feet of Town-owned land and an approximately 191 square foot easement for the implementation of traffic calming measures on Tolland Stage Road;

AND FURTHER; the State has offered \$3,400 in compensation to the Town;

BE IT RESOLVED that the Town Council authorizes Steven R. Werbner, Town Manager, or his designee to enter into all necessary documents with the State of Connecticut Department of Transportation for its taking of a portion of Town property at 688 Tolland Stage Road.

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

- 8.3 Consideration of a resolution authorizing the Town Manager to enter into contract extensions with Willimantic Waste Paper Co. Inc. for services effective July 1, 2019 for five years which will include changes in the schedule for collecting residential recycling.

Mr. Werbner said this is consistent with what was discussed through the budget process. Since the approval process for the FY17-18 budget has been halted, he wanted to bring this to the Town Council and request approval to extend the contracts of our refuse and recycling vendor Willimantic Waste Paper Co. Inc. The vendor has agreed to reduce fees over the next two years and go to every other week for recycling pick-up in exchange for a contract extension for five years starting in FY19-20. The vendor will also offer a new larger 95 gallon recycling cart to residents to help accommodate the new bi-weekly recycling pick-up. To maximize the savings they plan to implement this change as of July 1st.

Mr. Field said this makes sense to do now. Something will need to be done at some point, because we will lose a chunk of money.

Mr. Eccles is concerned with how this looks. Some may say it is proactive, but he doesn't want this to be seen as the Council cutting services. He would rather this be in reaction to 'we are cutting the services because we have to,' not because 'we think we are going to have to.' He agrees that it is going to save the town money and it makes sense. He would prefer it be coupled with the conversation that we are losing 'x' dollars from the state, here is

what we are doing to fix the problem. Mr. Sce agrees with Mr. Eccles. They would like to see this discussed when the numbers come out.

Mr. Werbner said there is a timing issue in terms of the lead time associated with buying the barrels. If they wait until a budget comes out, then it will be about three months from that point in time before they can get the barrels in. At that point, they will have lost half a year.

Mr. Krasusky said this has been talked about prior. The timing does not look good, but cuts are going to be made either way.

Mr. Werbner reminded that this was in his original budget numbers.

Mr. Field is in favor of moving forward with this. We are not losing services; we are just changing the way it is done. Mr. Green agreed with Mr. Field.

Mr. Skoczulek believes it is best to do this now.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that Steven R. Werbner, Town Manager of the Town of Tolland is authorized to enter into contracts for services with Willimantic Waste Paper Co., Inc. effective July 1, 2019 for five years which will include, amongst other things, changes in the schedule for collecting residential recycling.

Seconded by Robert Green. Robert Green, Rick Field, Paul Krasusky, David Skoczulek and Kristen Morgan were in favor. Joseph Sce and Bill Eccles were opposed.

8.4 Appointments to vacancies on various municipal boards/commissions.

8.4.a. Appointment to Blight Review Committee.

8.4.b Appointment to WPCA – *2 Alternate vacancies will remain.*

David Skoczulek motioned to appoint **Jan Rubino of 296 Weigold Road** to the Blight Review Committee for the term 12/31/2016 – 01/01/2018, and **Jeff Lemay of 314 Old Post Road** to the WPCA for the term of 08/26/2015 – 08/26/2018. Seconded by Bill Eccles. All in favor. None opposed.

Mr. Skoczulek gave an update on the Charter Revision Committee that is being formed. They do have interested candidates, but are looking for more. They will begin the vetting process.

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

10. **REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1<sup>ST</sup> MEETING OF THE MONTH ONLY):** Mr. Werbner said the deficit is growing. The Appropriations Committee has put everything back in that has been taken out. The Governor said that is unacceptable. Best prediction is later this summer before they get any numbers. Regarding the crumbling foundation, they are trying to put some pressure on through a media presentation. He has several appointments working with the Ad Hoc group to go to various editorial presentations with various newspapers.

11. **ADOPTION OF MINUTES**

11.1 April 11, 2017 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed. Paul Krasusky abstained.

**12. CORRESPONDENCE TO COUNCIL**

- 12.1 Connecticut Town & City Bulletin
- 12.2 Connecticut Department of Energy & Environmental Protection letter with Environmental Hazard Report enclosed
- 12.3 Aquarion Water Company – Seeking nominees for the Environmental Champions Award

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

- ~There will be no referendum on May 2, 2017
- ~April 29<sup>th</sup> is the Senior Variety Show
- ~May 4<sup>th</sup> is Chair Hour
- ~They are continue to look for people for the Charter Revision Commission
- ~The Memorial Day parade will be next month
- ~Both parties are looking for candidates to run in the November elections. They need volunteers and help.

Mr. Field asked Mr. Werbner to provide them with an update on Ordinance 60 (Local Tax Relief Program for Permanently Disabled and Senior Residents) at the next meeting.

**14 COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** Mr. Krasusky said he was in the Library and learned they are in need of computers. If anyone has a spare computer, the Library would appreciate any donation.

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

**Deb Goetz of 176 Kate Lane:** There has been a lot of talk about litter on the sides of the roads, and some people have been going out and picking up the garbage. Can a particular day be designated as "spring clean-up day?" She spoke about Rhodes Road being a mess. Due to the traffic on the road, she asked if the road could be closed off for a certain period of time so it can be cleaned up.

Mr. Eccles asked that the Hartford Courant be contacted about throwing their papers on the ground. Mr. Werbner said they have been contacted prior about this, but will get something out to them.

Mr. Werbner advised that the flag on the Green has been replaced.

**16. ADJOURNMENT:** Bill Eccles moved to adjourn the meeting; Seconded by Rob Green at 8:04 p.m. All were in favor.

**Michelle A. Finnegan**  
Town Council Clerk

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Richard J. Field, Council Chair