

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA  
February 28, 2018

**VISION STATEMENT**

*To represent education at its best, preparing each student for an ever-changing society, and becoming a full community of learning where excellence is achieved through each individual's success.*

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

Regular Meeting – February 14, 2018

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. CORRESPONDENCE

E. POINTS OF INFORMATION

F. STUDENT REPRESENTATIVES' REPORT - Alexandra Simon and Mallory Goldsmith.

G. SUPERINTENDENT'S REPORT

- G.1 Primary Mental Health Grant
- G.2 Shortening April break due to snow days
- G.3 Safety and Security
- G.4 Perkins Innovative Grant

H. COMMITTEE & LIAISON REPORTS

I. CHAIRPERSON'S REPORT

J. BOARD ACTION

K. PUBLIC PARTICIPATION (2-minute limit)

*Comments must be limited to items on this agenda.*

L. POINTS OF INFORMATION

Town Council Meeting- February 13, 2018

Special Meeting-Town Council-February 15, 2018

Special Meeting-Town Council Subcommittee-February 20, 2018

Special Shared Services Meeting-February 21, 2018

Special Meeting Minutes-February 22, 2018

M. FUTURE

N. NEW BUSINESS

O. ADJOURNMENT

## **TOLLAND BOARD OF EDUCATION**

Hicks Memorial Center  
Council Chambers  
Tolland, CT 06084

REGULAR MEETING – February 14, 2018

Members Present: Ms. Colleen Yudichak , Chair; Ms. Karen Moran, Vice Chair; Ms. Michelle Harrold, Secretary; Mr. Jeff Schroeder, Ms. Susan Seaver, Ms. Jane Pasini, Mr. Bob Pagoni, Ms. Christina Plourd, Mr. Sam Adlerstein

Members Absent: none

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

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Yudichak called the meeting to order at 7:30PM. The Pledge of Allegiance was recited and a moment of silence was observed for the tragedy at Marjory Douglas Stoneman High School.

B. APPROVAL OF MINUTES

- Special Meeting – January 18, 2018
- Regular Meeting – January 24, 2018
- Special Meeting – January 31, 2018

Ms. Plourd motioned to approve the minutes of January 18<sup>th</sup>, January 24<sup>th</sup>, and January 31<sup>st</sup> meetings. Ms. Pasini seconded the motion. Changes: none. All were in favor.  
Motion carried.

C. PUBLIC PARTICIPATION – none

D. CORRESPONDENCE

- An e-mail was received in regard to the school calendar.

E. POINTS OF INFORMATION

Ms. Harrold commented that there was a fire drill at Birch Grove. The students were outside for a while but emergency blankets and buses were available. The drill was handled well.

F. STUDENT REPRESENTATIVES' REPORT – Alexandra Simon & Mallory Goldsmith

- Snowball Dance – next Friday at THS
- Student Council and the Kind Campaign are collaborating on a project to make care packages for children with cancer.
- A lockdown drill took place at THS today; some were unsure if it was a drill
- Students have been cold and are bringing blankets to school
- Students are split in regard to if April break should be reduced or if there should be some split between the former and the possibility of going longer into the summer.

Mr. Pagoni thanked Ms. Harrold and the student representatives for the positive information.

Mr. Adlerstein expressed concern that students are unable to be warm in school. If they want students to be at their best, they should find a way to make the school environment comfortable.

Ms. Moran congratulated those who participated in the Berklee Jazz Festival.

G. SUPERINTENDENT'S REPORT

G.1. Honoring Jeanne Meddick (Rob Green)

This evening the Board honored Ms. Jeanne Meddick, a former teacher in the Tolland School System. Dr. Willett read a letter (attachment G.1) penned by Mr. Robert Green (attached) and invited Mr. Green to say a few words.

Rob Green, 32 Old Farm Road, explained that it was a privilege to have Ms. Meddick as a teacher and over time she became a very good friend. He wanted this to be her mile post, specifically a marker for those who come later to show that kindness, integrity, and professionalism matter. One never knows when you plant a seed what will happen many years later. He thanked the Board and specifically Dr. Willett for helping this come to fruition. Ms. Meddick earned this and deserves all good things.

Ms. Yudichak commented that the letter was lovely and makes her think back to her own childhood and the wonderful teachers her children now have.

Dr. Willett noted that there are some very beautiful and positive things happening even with the tragedies like this new school shooting. Each life is special and a tremendous gift to the world. The experience Mr. Green had with Ms. Merrick is symbolic of all the great, beautiful, and wonderful things that happen in schools and in the culture every day.

Ms. Pasini commented that as a teacher if she could hear a student say what Mr. Green said it would make her day, week, year, month, and life. It was beautiful.

G.2. State Representatives

All three representatives were present to provide information on what is happening at the State level.

Senator Tony Guglielmo provided copies of Hartford Courant articles which sum up data regarding the State to the Board members. He explained that there are serious, long term problems. Some of these problems include that a net \$2.7B in adjusted gross income has left the state (2015/16). Connecticut was in the top 5 of all states regardless of size in regard to money exiting. He explained that this is a manmade problem partially due to policies on taxes and regulations. He also expressed concern regarding the SEBAC (State Employees Bargaining Agent Coalition) agreement which goes until 2027. Senator Guglielmo has no problem with public employees and most are good people but the benefits are not sustainable.

State Representative Tim Ackert spoke in regard to numbers and the budget process. The Board has done a yeoman's job and last year it did its due diligence to wait until the State had a budget but there were holdbacks. The bipartisan budget was approximately \$9.8M



and Tolland ended up with \$9.28M. The Governor's new numbers are even less, \$8.8M in total. Typically towns use this number from which to work their budgets and Representative Ackert is not recommending that the Board do anything differently but noted that he expects the number will come in around \$9.3M. He has submitted legislation to push back on the holdbacks and ensure that the numbers in the bipartisan budget are what the towns will receive but in reality, wealth is leaving. The state has depended on wealth for too long and the tax structure has to change. Economic development and growth is needed. The state needs to be fiscally responsible and not burden the towns but this is not the direction the Governor has taken. Legislators will fight this. He added that there was a \$900M influx due to residents paying their taxes early for the 2017 write off but it is not additional revenue and was put into the rainy day fund. He believes that if there is a budget shortfall that these funds will be used and there will be discussions in regard to revenue (additional gas tax, tax on tires etc).

State Representative Sam Belsito commented that CT is broke. It has overspent for over 50 years but Tolland is in a very good position. Superintendent Willett's proposition about putting a special needs school in Tolland is the best thing that can be done. It is a business proposition. It has the ability to bring in millions of dollars to fund the schools. Some Tolland special needs students are being sent out of the district at a cost of \$150K or more. Some of them can be brought back to Tolland and if there are 10 students, that's \$1.5M. The district has the ability to make the system grow without harm. This is one of the best opportunities and is helpful to the town financially and the community. In regard to the state, he is fighting for every penny possible for Tolland. The Governor's speech indicated that he wants to eliminate the 25% the state provides the towns from tax payer dollars and set up charitable organizations that will collect donations for the cities and towns although it is uncertain if these donations will be deductible. Lastly, people from out of state have commented to him that CT is one of the worst places for taxes. It is a beautiful place to live but things have changed dramatically.

Ms. Moran thanked the representatives for attending and thanked Representative Belsito for the kudos to Dr. Willett as they are deserved. That said, in regard to the special education program, it is not a business. It is first and foremost for the students and their families so they can stay in the district. She added that last year was the budget season "from hell" for the Board, Tolland, and many other municipalities. Pull backs, shortfalls, or lapses cannot happen again and she asked for the representatives' commitment that it would not happen again. It was a "sucker punch". She believes they all knew this was going to happen when it went into the Governor's hands. Senator Guglielmo responded that he believed it could have been avoided if there wasn't the SEBAC agreement and provided a review of the numbers. Representative Ackert noted that it was a difficult budget season for the state and municipalities and provided a history of how the budget came to be at the state level. The legislators did not prescribe that the Governor should make cuts – the prior budget had that the towns would be held harmless to the full funding of what they were in the prior year but it got vetoed. A bipartisan budget was then created that gave the opportunity for the executive office to make some decisions. It made \$880M in holdbacks some of which rolled down to the towns. Tolland got \$870K in holdbacks as opposed to the over \$8M that would have happened without a budget process. Representative Ackert believes the budget process will probably be worse this year than last. The executive office has the ability to make cuts, particularly with the

revenue shortfalls. This is the process and it cannot be stopped. He added that the executive branch office told the CCM that it knows the towns have the money to absorb the cuts. The legislature knows the towns have done a yeoman's job with their dollars. Senator Guglielmo explained that most towns received a form asking for their fund balances. Prudent towns sent the information and in turn got "hammered" and were "punished". Only one of his towns did not get hit. Mr. Belsito added that this coming year will be bad and 2019/20 will be worse so the town needs to plan ahead.

Mr. Adlerstein commented that the Board needs to hear specific things that the representatives are going to do to help the situation. For example, last year the district was facing an \$8M loss. The Board led a charge to phase in that loss and he would have expected the three representatives to hop on the bandwagon. He e-mailed each of them with the information. The Board passed a resolution but this was an opportunity for the representatives to assist them. Mr. Adlerstein asked what the representatives can do this year to help the district. It saddens him when it sounds partisan. It sounds like there is not a lot of hope that everyone will pull together to solve the problems. Representative Ackert explained that the state legislature did work together in a bipartisan manner. No one liked the budget that passed. Mr. Adlerstein commented that last year Representative Belsito told the Board it was going to lose \$8M "and as a matter of fact" lose \$10M. He said if there was a department of four people it would need to become a department of three people. Mr. Adlerstein used the phase-in as an example of a possible solution and inquired what they can do this year to protect Tolland's \$9.8M ECS grant. Representative Ackert explained that he is going to work for, and believes both sides of the aisle will work for, the \$9.8M that was passed in the bipartisan budget. In the budgetary process one needs to consider what may happen and since Tolland got by with \$9.3M this year the state may say it can do so again. The worst case scenario is that the Governor has suggested that Tolland's "all in" is \$8,778,451. Mr. Adlerstein asked that the Board be kept informed.

Ms. Plourd inquired via e-mail how the Board can help the representatives. They responded asking for the Board to quantify the unfunded mandates. As part of this, Mr. Adlerstein recommended making TEAM voluntary rather than mandated since the Superintendent feels as an unfunded mandate some flexibility should be allowed. Ms. Plourd commented that often Republican legislation is ignored at the state level and inquired who people could contact on the "other side of the aisle". Representative Ackert recommended in regard to education reaching out to the chairs and ranking members of the education committee, in regard to finance reaching out to the tax office and appropriations.

Mr. Pagoni inquired what they recommended in regard to the fund balance as the Town got "hammered" because it had too much. Representative Ackert recommended a rate of 15%. Tolland is currently at less than 12%. He explained that the state does not have the funds and likened it to going to kids and asking for their piggy banks. Mr. Pagoni asked if the Town didn't have the funds and was at the minimum level if it would make a difference. Senator Guglielmo did not recommend taking such a chance.

Dr. Willett thanked everyone for the discussion and appreciated the representatives attending this evening's session. It was very helpful.



G.3. Monthly Financial Report

Ms. Plourd motioned to add item G.8 Budget Discussion to the agenda. Ms. Moran seconded the motion. All were in favor. Motion carried.

Dr. Willett reviewed attachment G.3 and noted that it is a rather unique situation in that the referendum passed on November 14<sup>th</sup>, the holidays followed, and items previously frozen are no longer in that state. In turn, there will be a significant difference between this report and the one the Board will receive next month.

The available balance of \$2,765,047 or 7.03% of the BOE's current budget was presented. A brief discussion took place. It was noted that up to \$84K has been encumbered for software and the stipend will come back into alignment. The Tuition Educ Agency line will be aligned when the ECS funds are received from the State. The first payment will arrive at the end of the month.

G.4. Tolland Health Services Report

Dr. Willett reviewed attachment G.4. Overall most schools are trending down from three years ago but TIS is slightly up from last year. Any upward trends can be due to an increase in illness.

G.5. Capital Funds and Projects

Dr. Willett reviewed attachment G.5.

Mr. Adlerstein expressed concern regarding items for "when funds are available". Dr. Willett explained that there has been a shift in addressing capital items. The bond issue was designed to remedy some issues and if there are additional funds there are areas where they are needed.

Ms. Seaver inquired about the bonding. Dr. Willett explained that while the bond issue passed referendum they do not know if the bonds will be executed given the current budget situation in the state. Ms. Harrold added that last year's Town Council said some of the bonding may need to be reconsidered given the fiscal crisis.

Dr. Willett clarified that there is no extra money – there are a tremendous number of preventative projects that can take up any available dollars.

G.6. Shortening April break due to snow days

Dr. Willett reviewed attachment G.6. He explained that given that there could be additional inclement weather, the Board may want to consider its options and this document is presented for its first reading. Dr. Willett noted that the decision is up to the Board. A discussion took place. Ms. Moran noted that a good deal of planning goes into graduation and other events. Ms. Seaver added that many parents make arrangements based on the April break calendar and inquired if there is any consideration for those students. Mr. Pagoni explained that historically they have pushed it as late as possible until it affects graduation. If vacations are planned, teachers work with the students as needed. Dr. Willett clarified that if a student was on vacation during the April break, the absence could not be counted against him/her in this situation. There could be up to two more snow days without the April vacation being impacted.

G.7. Donation - Scoreboard

Dr. Willett reviewed attachment G.7.

The Friends of Tolland Athletics has offered to fund the purchase of a scoreboard for TMS and Dr. Willett reviewed the information. The Board expressed its thanks and is grateful.

G.8. Budget Discussion

The presented budget includes the addition of a science supervisor and is a .98% increase that was requested by the Board at its last meeting. Dr. Willett included three additional pages that were not in the previous booklet: a breakdown of special education in its respective section, a budget comparison sheet under grants, and a description of the new positions under staffing. A discussion took place.

Ms. Plourd expressed concern that the ECS number was not being looked at realistically. She believes it should be \$9.2M (flat from last year) rather than \$9.8M to be fiscally responsible given what is going on at the state level. That said, she would be the first to fight for the \$9.8M. Dr. Willett explained that a \$600K reduction would have an impact of about 8.5 positions or some other staffing and structural changes.

Dr. Willett reminded the Board that under §10-222 its priority is to determine what the district needs in a responsible manner and covering the bases in education, within reason. The Town Council decides what is allocated and where to get the funds. Dr. Willett noted that he spoke with the Town Manager who felt that a .5% BOE increase is about as much as could be expected. Mr. Adlerstein noted that it is not the Town Manager's budget, it is the Town's budget and the revenue discussion is for the Town Council. The Board's role is not to mindlessly think about expenditures but to put forward a budget that can be defended at referendum and is good for the entire Town. Mr. Adlerstein explained that this is what the Board has done. The Board needs to be realistic with residents and explain that the school system is not what it was a year or two ago. The Board can be economical but there will be reductions in quality. The Town needs to decide what it wants.

Mr. Pagoni inquired if a .5%, .78%, or .98% budget will meet the educational needs of the students. What is Dr. Willett's bottom line if done as economically as possible? Dr. Willett explained that he can present what would be needed to get to a .5%.

Ms. Moran commented that she does not want to talk about .5% - it is not how it works. The Board is proposing the budget that is right for the school system. Reductions such as losing staff and larger class sizes will not help students. The .98% is a very economical budget and they have to do what is right for the students and the community.

Ms. Plourd commented that she was looking at the big picture. The district did a great job last year with insurance savings and other items but she does not believe the \$500K is sustainable. They need to look at the numbers and have a plan – specifically a five year plan. Ms. Moran commented that a five year plan is needed for the whole town. Ms. Seaver added that at the last Town Council meeting there was an inquiry regarding this and the Town Manager recommended that they hold off on creating one at the moment.

Ms. Harrold commented that the budget is responsible and makes the district buoyant. Last year they based the budget on assumptions that did not come to fruition. Positions



were lost that are not being returned. She can defend this budget and noted that everything in it is necessary. They need to support the schools. What the Town Council decides will determine the quality of the schools, who wants to live here, and how the Town will survive given the crumbling foundations and other items.

Mr. Adlerstein explained that schools degrade slowly – it is not one item but a cumulative effect. As a community, they need to consider the path it is on and the Board is that body that was elected to do so. The Board considers the economic reality when planning the budget and the .98% is a frugal budget that will sustain the schools.

Ms. Moran motioned to extend the meeting past 10PM. Ms. Harrold seconded the motion. Ms. Yudichak, Ms. Moran, Ms. Harrold, Ms. Plourd, Ms. Pasini, Mr. Schroeder, Ms. Seaver, and Mr. Adlerstein were in favor. Mr. Pagoni abstained. Motion carried.

Dr. Willett noted that the per pupil expenditure list was received today. Tolland ranks 135 out of 169. It is not acting irresponsibly in regard to executing its education system.

Ms. Pasini commented that she is a teacher and has spoken with a couple of the teachers and they are under stress. This has been going on for years but in the last year it has been even more so. The teachers rely on her as a teacher on the Board and she is happy about that but she is saddened by what she hears. A stressed out teacher is not an effective teacher. She would like to see more than a .98% increase since she knows it is what is really needed. She cannot imagine going below .98%. As a Board they need to show they have the backs of the teachers, students, and parents.

Ms. Yudichak noted that she is torn between .78% and .98% but supports the .98%.

Mr. Pagoni inquired if Dr. Willett could make it work so the district could have the business teacher and the science supervisor and sustain the quality at the .78% level. Dr. Willett responded that he could make this happen by taking funds from places like legal, audit/consulting, professional development, and curriculum. Further, he would make some assumptions in regard to retirements. They would attempt to keep Writer's Workshop, phonics, Math in Focus and core professional development like phonics instruction, physical management training, etc.. The tradeoff would be it would limit the curriculum and training opportunities that were a priority of the BOE in the past.

Mr. Pagoni explained that historically when the Town Manager states a number that is the mark. If he said .5% and the Board wants .98%, perhaps by going in the middle they could keep things going and show the voters that they have given a little and put the two important positions in place. He noted this is just something to consider and the .78% is the bottom line. He added that the Town Council would need to present to the community that it supports the budget as well.

Ms. Moran, in response to Mr. Pagoni, explained that this is not the process. The Board is doing its job. They are trying to fill some holes to keep the district afloat. The .78% creates more holes to fill.

Mr. Adlerstein commented that they are talking about approximately \$75K. If this makes a difference on how the budget is received and it makes it well received and can be defended then it is something to be considered. That said, if a .78% propels the budget, brings them past some of last year's problems, and is seen as a partnership and sign of good faith then it may be worth it.

Ms. Seaver commented that the process needs to be changed behavior-wise. The .5% should not have been brought into the conversation. It is not the job of the Board. They get facts from the town manager and need to work together and collaborate but they are there for the students.

Mr. Schroeder commented that in regard to Ms. Moran's concern, the holes that would be opened at .78% are not terrible ones. The .78% shows good faith that the Board is trying to do what is good for the schools and taking into account the economic situation in the state. They need to do what is best for the schools and the town. Ms. Moran responded that the .98% is a responsible budget and when discussing the holes that will be created it is subjective as well as what the effect will be on the staff and students. Ms. Harrold believes .98% is responsible. The holes may have a greater effect on staff and students than anticipated. That said, she could support the .78% if she felt strongly that it would be received well by the Town Council. She added the possibly the science supervisor would be able to help fill some of the holes.

Mr. Adlerstein explained that he wants the Board to send through the budget together as it makes it stronger, to be good partners with the Town Council, to be able to defend the budget at referendum, and to recognize the financial situation.

H. COMMITTEE AND LIAISON REPORTS

Ms. Moran motioned to table this item until the next meeting. Mr. Pagoni seconded the motion. All were favor. Motion Carried.

I. CHAIRPERSON'S REPORT - none

J. BOARD ACTION

J.1 2018 – 2019 Budget (No Enclosure)

Ms. Moran motioned to adopt the .98% 2018-2019 budget.

Ms. Seaver seconded the motion.

Discussion of the motion:

Mr. Pagoni offered an amendment to the adoption to adopt a .78% 2018-2019 budget and include the lighthouse business person and science supervisor positions. Ms. Plourd seconded the amendment.

Discussion of the amendment:

Dr. Willett clarified that there will not be any reductions in the requested personnel, and that a science supervisor and a business teacher will be part of the a .78% budget. Mr. Pagoni explained that if they decide on the .78% budget there should be a clear statement from the nine members that this is a responsible budget and what it will cost to run the schools, have quality education, and allow for strong real estate values. Ms. Moran believes his statement applies to .98% and it



alleviates stress on the Superintendent who has taken on additional responsibilities. Mr. Schroeder commented that .78% is a good faith attempt to get to something that is reasonable and has a better chance of getting through the Town Council. The Board is working within its means and taking some pain that the Superintendent has indicated would be manageable. Mr. Adlerstein commented that even though it is not personnel, it is still \$78K and asked Dr. Willett if it is doable. Dr. Willett reiterated how the .2% difference would be covered and said it is his job to make whatever their decision is doable. Ms. Harrold explained that .78% is the right budget to send. It is closer to where the Town Council wants to be, some of the needs can be met, she can defend it, and they can still go through with the lighthouse. Mr. Schroder clarified that the difference between .98% and .78% is \$77,100. Ms. Seaver commented that a lot could be done with that money. Mr. Pagoni noted that the \$77,100 is considered high by some and not by others. Ms. Moran commented that they are reacting to the .5% and the lack of process. Mr. Pagoni noted that even with .78% they still need to continue to seek out efficiencies.

Vote:

Mr. Pagoni, Mr. Adlerstein, Mr. Schroeder, Ms. Yudichak, Ms. Harrold, and Ms. Plourd were in favor of the .78% 2018-2019 budget. Ms. Seaver, Ms. Moran, and Ms. Pasini were opposed.

The amendment passed.

Motion carried.

Dr. Willett clarified that the Board adopted a .78% 2018-2019 budget which will include staff in the Superintendent Proposed budget (including the discussed business teacher), and a science supervisor. None of the recommended positions are being taken out and he will take the reductions out of the following: legal, audit/consulting, professional development, curriculum. Further, he will be making assumptions in regard to retirements.

Dr. Willett will edit the budget book and the adopted budget will be posted online and handed over to the Town.

Ms. Yudichak commented to the Town Council members that what they did was in good faith and she hopes that it is respected. The Board cannot make any further cuts to its budget.

#### K. PUBLIC PARTICIPATION

Tammy Nuccio, commented that she was the one who brought up the five year plan. The plan is not being pushed off but needs to be equally funded by the Board and the Town Council. The Town Council did not think the Board had the funds or time for the plan as it does not either. The Town Council is reaching out to other towns requesting to see other towns' plans since the cost is \$25K - \$50K to do a five year strategic plan. The Council will share the information with the Board. In regard to the budget, she appreciates all the work the Board has done and it shows good faith. In regard to the bank being closed and the holes being dug, even at a .78% the Board has a \$515K credit in the budget and she does not see a way for the Board to come up

with half a million dollars next year but it is now built into the Board's budget and staff is ongoing so it is something that will need to be looked at long term. The .78% is great but if the \$515K is taken out, the Board is still at 2%.

Brenda Falusi, 4 Laurel Ridge, commented that she appreciates all the work that has been done to identify the cuts. It is not just tonight that the Board has made a .2% cut but it has been ongoing. The slide is devastating. She thanked the three Board members who were opposed. She explained that they are champions of the school system and she appreciates it as a parent. Her older daughter went through most of the school system and her other daughter is going through it now and sees the impact. The latter is a high needs child and uses a lot of the services. Her older daughter who is in university started off needing services and Ms. Falusi cannot imagine where students entering the school system with the issues both of her daughters had will be. As a parent and a Town Council member, she would have fought tooth and nail for the .98%.

#### L. POINTS OF INFORMATION

(Town Council Meeting – January 23, 2018)

(Town Council and Board of Education Joint Meeting – February 1, 2018)

Ms. Yudichak commented to Ms. Falusi that it was a difficult decision. They are doing a good faith effort and if they do not find it back they the Board will know where it stands with the Town Council. She is sorry that Ms. Falusi does not feel the rest of the Board worked extremely hard. She added that she has special needs students also and knows how hard the teachers and paraprofessionals work and that the interventionists are needed.

Mr. Adlerstein explained that everyone wants to support the school system as much as they can even though there was a different perspective when it came to the final vote.

Ms. Pasini commented that she would have gone for the .78% if she had faith that the Town Council would get behind it. She does not have faith and in turn had to go with .98%.

Ms. Moran explained that it is not that she does not support the .78% but felt .98% was still a responsible budget in consideration of the financial situation and what the Superintendent is going through now and will be taking on more in the future. All of the Board members are advocates for education.

Ms. Seaver commented that she was happy to hear that the Town is talking about a plan. The Board's budget is a plan for the next two years but Mr. Werbner said that it cannot be done right now.

Dr. Willett complimented the Board on the process and hopes information provided made it easier for members. He appreciates their hard work and will appreciate the hard work the Town Council will be doing. Everyone did all they could in a difficult situation. The Board thanked Dr. Willett.

#### M. FUTURE

- Culturally responsive education (March)
- Strategic prevention partnership (April)



N. NEW BUSINESS - none

O. ADJOURNMENT

Mr. Schroeder motioned to adjourn the meeting at 10:50PM. Mr. Pagoni seconded the motion.  
All were in favor. Motion carried.

Respectfully submitted,

Lisa Pascuzzi  
Clerk

**SUPERINTENDENT'S AGENDA ITEM BACKGROUND**

**ITEM:** Primary Mental Health Grant

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

**FOR BOE MEETING:** February 28, 2018

**ITEM SUMMARY:**

We have worked to provide Birch Grove School a grant to support a paraprofessional. This individual is specially trained to work with students with exceptionalities. The paraprofessional works under the guidance of the school psychologist. I recommend approval of the application for the Primary Mental Health Grant.

**FINANCIAL SUMMARY:**

Grant amount: \$20,000.00

**BOARD ATTORNEY REVIEW:**

N/A

**BOE ACTION DESIRED:**

*Proposed Motion: Motion to accept the Primary Mental Health Grant and authorize the Superintendent to complete the process of acquiring it.*

**SUPPORTING MATERIALS ATTACHED:**

None

**SUPERINTENDENT'S AGENDA ITEM BACKGROUND**

**ITEM:** Shortening April break due to snow days

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

**FOR BOE MEETING:** February 28, 2018

**ITEM SUMMARY:**

April break is April 16 through April 20, 2018. Currently, due to weather related school closures, the last day of school is June 20, 2018. This item is offered to the Board for consideration as any additional cancellations will continue to push back the end of the school year. The board of education typically utilizes two reviews of information, and therefore this would constitute the second review for discussion. The school year cannot legally extend beyond the end of the month of June.

Possible courses of action:

- 1) Two additional school closure days can transpire with no additional action, pushing the last day of school to June 22, 2018.
  - a. Additional days of closure would one for one, be added to April break: April 16 – 20.
  - b. Additional days of closure would one for one, be added the week of June 25<sup>th</sup> – 29<sup>th</sup>.

**FINANCIAL SUMMARY:**

N/A

**BOARD ATTORNEY REVIEW:**

School year cannot extend beyond June 29<sup>th</sup>.

**BOE ACTION DESIRED:**

*Proposed Motion: Motion to execute option (A or B) above... (state option)*

**SUPPORTING MATERIALS ATTACHED:**

None.

**SUPERINTENDENT'S AGENDA ITEM BACKGROUND**

**ITEM:** Safety and Security

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

**FOR BOE MEETING:** February 28, 2018

**ITEM SUMMARY:**

For the sake of example, in 2017-2018 each school in the Tolland system, as well as the overall district, has Safety and Security meetings. These meetings are scheduled in advance, span the year, and not a month goes by that does not include one type or the other. Other meetings, such as weekly meetings with the School Resource Officers, and quarterly district meetings on climate and student needs (cultural and otherwise) are also examples of coordinated efforts to provide a safe and responsive environment. School staff, safety and police officials attend Safety and Security meetings. There are at least forty-three drills, including lockdown drills, secure building drills, as well as fire and safety drills each year. The school system has video surveillance in all schools, and at entrances to schools. This surveillance is shared with law enforcement and safety officials. The school system also has a specialized security system and locking control mechanisms that help control access in emergencies and potentially dangerous situations.

Out of thirty drills executed thus far this year, the schools have been rated as Exemplary in twenty-five drills (83%) and Effective for the other five. Police and fire officials participate in the drills, and all officials utilize a coordinated radio and communications system that allows for almost instant communications and a fast response. Lockdowns and secure buildings can be initiated through multiple communication methods and people, and communications to police and fire officials is automatic.

The buildings have undergone many security upgrades through a state grant that was received last year. These upgrades reinforced the physical structures, added to the security and phone network, and radio communications capabilities. Administration has been trained in the state required safety and security protocols, and large numbers of staff have been trained to provide restraints where necessary. In addition to this, the school district employs two School Resource Officers (police officers) that have a rotation schedule through all school buildings, and in communication with all school administrators regularly.

The staff of the schools, the police, and fire personnel are prepared to protect our children. The district has a Safety and Security Plan that is updated annually, and filed with the state. Our top priorities are safety and service to the children and families of Tolland.

**FINANCIAL SUMMARY:**

**Security Grant:**

Surveillance, surveillance processing, storage, access control, cameras, door hardware, access control software.

**Bonded and other funds:**

46,000 for turf field surveillance at THS, \$2,700 PA system expansion at BGP, \$3,000 PA system expansion at TMS, \$14,000 PA system expansion at TIS, \$37,000 PA system expansion at THS(bonded) \$13,000 in fencing project at BGP(including swing gate)(bonded), Another \$15-20K in operations budget to allocate to: surveillance monitors, Aimetis licensing, new radios, radio repairs, glass repairs, locks and hardware, and misc integration

**Remaining Bond Request:**

THS-\$376,179 for : Penetration resistant vestibule, Windows/Doors with penetration resistant glass, surveillance(interior), real-time communications, Alarm system, additional access control

TMS-\$ 97,214: Surveillance, real-time communications(PA system expansion), Alarm system, Access control

TIS- \$281,695: Penetration resistant vestibule, doors and locks, penetration resistant door glass, real time communications, Alarm system, surveillance, access control

BGP-\$125,083: Penetration resistant vestibule, Windows and doors with penetration rest. glass, real time communications, alarm system, surveillance, Access control

**BOARD ATTORNEY REVIEW:**N/A

**BOE ACTION DESIRED:**

None.

**SUPPORTING MATERIALS ATTACHED:**

None.



**SUPERINTENDENT'S AGENDA ITEM BACKGROUND**

**ITEM:** Perkins Innovative Grant

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

**FOR BOE MEETING:** February 28, 2018

**ITEM SUMMARY:**

Perkins Supplemental Grant

**FINANCIAL SUMMARY:**

The Purpose of the grant is to enhance the technology program by bringing in needed career and technical education innovation, begin a business enterprise, and provide a new connection with a STEM career pathway.

The objectives for this grant are to:

1. Further integrate three sources of rigorous standards into the Career and Technical Education (CTE) CAD program: the Standards for Literacy in History/Social Studies, Science and Technical Subjects in the Common Core State Standards (CCSS), the Next Generation Science Standards (NGSS), and the current CTE standards;
2. Have students learn the processes needed to program and 3D print basic objects for marketing to the school community;
3. Establish connections between the technology program and science and business courses at Tolland High School;
4. Emphasize career pathways through connections with businesses and research institutions engaged in 3D printing, e.g. a bio-printing research lab and a prosthetic business; and
5. Develop curriculum and certifications for students that may help further a career in this field.

**BOARD ATTORNEY REVIEW:**

Grant Amount: \$19,019

**BOE ACTION DESIRED:**

*Proposed Motion: Motion to accept the Perkins Innovation Grant and authorize the Superintendent to complete the process of acquiring it.*

**SUPPORTING MATERIALS ATTACHED:**

None.

## MEETING MINUTES

### TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6<sup>th</sup> FLOOR COUNCIL ROOM FEBRUARY 13, 2018 – 7:00 PM

**MEMBERS PRESENT:** William Eccles, Chair; David Skoczulek, Vice-Chair; Brenda Falusi; Tammy Nuccio; John Reagan; Paul Reynolds and Christine Vincent

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records; Beverly Bellody, Human Services; Heidi Samokar, Director of Planning and Development; John Littell, Fire Chief/Director of Public Safety; Christopher Jordan, Assistant Finance Director; Scott Lappen, Public Works; Vanessa Rossitto and Michael Popham of Blum Shapiro & Company, P.C.

1. **CALL TO ORDER:** William Eccles called the meeting to order at 7:06 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS/PRESENTATIONS:** 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:**
  - 6.1 Consideration of a resolution for the Town Manager to sell to Genovesi Construction LLC the premises located at 97 Gerber Drive for the sum of \$25,000.

Mr. Werbner said the Council discussed the potential sale of the 97 Gerber Drive to Genovesi Construction LLC, based upon the company's offer of \$25,000 at a previous meeting during an executive session. Action is required by the Town Council to approve the price, approve the buyer and authorize the Town Manager to enter into a Purchase and Sale Agreement. The Planning and Zoning Commission reviewed the potential sale, pursuant to Connecticut General Statutes 8-24 twice. At last night's meeting they reversed their negative referral. The Town would receive \$25,000 for sale of the land. Additional tax benefits will depend upon the ultimate use of the property, size and type of buildings. According to the Assessor, private ownership of just the land would generate approximately \$5,500 in taxes per year based on the current mill rate. Mr. Werbner answered various questions that had been previously asked regarding this item.

David Skoczulek moved to open the public hearing; Seconded by Christine Vincent. All in favor. None opposed.

Eric Peterson, an Engineer from Gardner & Peterson was in attendance, along with Paul Genovesi, Laurie Genovesi and Vincent Genovesi. Mr. Peterson said the Genovesi's asked Gardner & Peterson to assist them in giving an explanation to the PZC last night, and to help come up with some usable options for the development of the property based on information they have. Gardner & Peterson has much knowledge about the area due to previous



work they have done there. He said the Genovesi's are looking to expand their business, which is currently located at 40 Kingsbury Avenue. They would move their office and shop to that location. They also want to build buildings for commercial tenant space for other small business. The first phase would consist of their building, and another 30,000 s/f building. If that goes well, they would continue building. Mr. Peterson showed the Council members a map of what the Genovesi's are envisioning. Paul Genovesi said they would be doing most of the work themselves. In addition to tax money for the town, they would be also hooking up to the sewer system, which would generate money for the town. He said because they are able to buy the property at the right price, it makes it feasible for them to do this project. It will be hard work. In the end, it might also provide some jobs for Tolland residents.

**Dave Silva, Dairy Farms Ice Cream:** He knows they are selling the land for a reasonable price. He would like to see whoever goes in there makes it beneficial for the town to get some serious tax revenue. He is familiar with working in that area, and knows it is difficult and costly. He hopes the town thinks about the tax revenue for the future, and hopes the project will generate enough money.

**William Dowty, 7, 23 and 60 Industrial Park Road West:** He read the following letter into the record.

February 13, 2018

To Whom it May Concern:

As property/business owners in the Tolland Industrial Park, we would like to express our concerns regarding agenda item number 6.1.

After careful consideration and review of the information provided, we are not in favor of this sale. We believe the proposal as presented will not adequately guarantee significant tax dollars to the Town of Tolland. Although we are not against future development, when we have compared sales of similar properties, this proposal appears to fall short. In particular, the Star Hill Development, Dairy Farms Project and others have contributed substantially larger revenue for comparable size parcels of land. The 16 acres in question is one of the last large pieces of property available for development in the Industrial Park and therefore should require careful consideration before selling. We respectfully request further review and wish to have on record that we do not feel it is in the town of Tolland's best interest to move forward with the sale as outlined.

Respectfully,  
Tolland Industrial Park Land Owners

Mr. Dowty said the area business owners are not in favor of this proposal. They do not feel this job will generate enough revenue for the town. He mentioned that there is empty space in the industrial area already. He doesn't know if what is being envisioned could be built fast enough to generate significant tax dollars.

David Skoczulek moved to close the public hearing; Seconded by Christine Vincent. All in favor. None opposed.

Mr. Eccles started discussion. The property has sat vacant for twenty years, and Tolland has lost tax dollars. He would like to see something big go in, but he feels that if they can get anything on the property, it is in the town's best interests.

Ms. Nuccio said she heard from those that spoke tonight that they are concerned about whether it would generate enough revenue. Mr. Werbner said a lot has to do with how fast the project moves forward. As of now, they have

had very little interest in this property. As with any real estate transaction, it's based upon your judgment as to the proposal being put forth, and whether you have faith that what is being proposed will come about. Right now, it is not generating any taxes. Unless you were in the business of excavation, like the Genovesi's are, who else could take on the cost of doing that development.

Mr. Skoczulek said he believes it is better to have this property generating revenue.

Ms. Vincent said she appreciates the concern of the two business men that came forward. Although, she feels that at some point, they need to ask themselves if they are business friendly and do they want to encourage people to take on these kinds of projects.

Mr. Reagan wondered how much this property has been marketed. Would it make sense to list the property? Mr. Werbner said it has been on two or three different sites. Signs have been up, and it has generated no interest.

Mr. Reynolds said the purchase price takes into the account the amount of work that is involved on that property. He thinks this is a good investment for Tolland. He is in favor of this project.

Ms. Falusi said she is in favor of the project, and appreciated the presentation that they gave at the PZC meeting last night.

David Skoczulek motioned to accept the following resolution:

**WHEREAS**, the Town developed the Tolland Business Park in order to promote economic development in Tolland;

**WHEREAS**, 97 Gerber Drive is a vacant Town-owned parcel in the Business Park;

**AND FURTHER**, Genovesi Construction LLC has offered to purchase the parcel for \$25,000 for the purposes of moving their business to the parcel;

**BE IT RESOLVED** that the Town Council authorizes the Town Manager to sell to Genovesi Construction LLC the premises located at 97 Gerber Drive in the Tolland Business Park for the sum of \$25,000 and to sign all necessary documents related to this transaction.

Seconded by Christine Vincent. All in favor. None opposed.

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

Brief overview on activities and any major issues that will be undertaken by:

**7a.1. Economic Development Commission:**

Todd Longo spoke on behalf of the EDC. He provided the background of how the Commission came into existence, and explained the diversity within the Commission members. They meet the first Wednesday of every month at 7:30 a.m. He provided general information about business development, and outlined the Commission's charges. He said they are looking forward to serving the town in the future.

Mr. Werbner commented that they are looking into a Regional Economic Developmental Coordinator with multiple towns. They would look at all the land available and then market the land on a larger scale.

**7b. REPORTS OF TOWN COUNCIL LIAISONS: Christine Vincent, Ag Commission:** They talked about promoting the new location for the farmer's market; three food banks (non-profits) have been identified that can



handle produce, contact for these will be put on the town's website and social media; a suggestion was made to start a farm-to-table week. **Paul Reynolds, Conservation Commission:** They discussed their anniversary plans, updated plans for some of their areas; and they discussed the piece of land that was recently purchased along the Willimantic River. **David Skoczulek, Blight Committee:** He refers the public to the minutes for the active cases; they would like to increase the Committee size, which he would support. **Bill Eccles, EDC:** He was unable to attend the last meeting, but he commented that the Committee does endorse the sale of the property that was discussed tonight; **Brenda Falusi, PZC:** they discussed the Gerber Drive property; there was discussion on farm wineries and breweries; they discussed the proposals received for the Plan of Conservation & Development; new business items included a dog kennel and a quarry. **Dave Skoczulek, BOE:** Dr. Willett gave a presentation on the budget. The meeting was mostly open conversation.

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

### 8.1 Presentation and discussion of 2016-2017 Comprehensive Annual Financial Report.

Vanessa Rossitto of Blum Shapiro & Company, P.C. gave a presentation where she reviewed Tolland's Comprehensive Annual Financial Report. A question and answer session with the Council members occurred.

Michael Popham of Blum Shapiro & Company, P.C. reviewed the Federal and State Single Audit Reports for the Council members.

Mr. Eccles said this is good news all around. He congratulated Ms. Hancock and Mr. Werbner on their work.

### 8.2 Consideration of a resolution to amend Chapter 118 Property Maintenance, Section 118-3 Definitions, of the Code of the Town of Tolland and the setting of a Public Hearing thereon for February 27, 2018.

Mr. Werbner said the Committee is finding it hard to operate with just three members. They would like to increase the Committee to five people.

David Skoczulek motioned that the following resolution be introduced and set down for a Public Hearing on February 27, 2018 at 7:00 p.m. in the Tolland Town Council Chambers:

**BE IT RESOLVED** that the Town Council hereby amends Chapter 118, Section 118-3 Definitions of the Code of the Town of Tolland.

The amended definition is effective April 1, 2018.

Seconded by Christine Vincent. All in favor. None opposed.

### 8.3 Consideration and action on approving the Firefighter/EMT, Fire Captain and Assistant to Public Safety Director/Fire Marshal Job Descriptions and Public Safety/Fire Reorganization.

Mr. Werbner read the item summary:

The Council previously had discussion in Executive Session about the Fire Department reorganization. In the prior year, we eliminated the vacant Assistant Director of Public Safety position and been working on a reorganization plan for staffing at the Fire/Public Safety Department. A portion of the \$73,392 of savings has been earmarked for this reorganization. There is an additional savings of \$70,000 for not budgeting for a vehicle for this position. The reorganization will involve giving additional administrative duties to the Public Safety Officers *(for example: completes detailed incident reports and electronic Patient Care Reports within 24 hours of an incident in the appropriate software program; detailed files of each (vehicle) testing, including quotes, invoices, repair orders etc. will be maintained; manage and update electronic data in software program for vehicles, apparatus, gear and*

*equipment including adding new equipment and deleting obsolete equipment.) and creating a new supervisory Captain position that will be filled by one of current PSOs.*

*Also, additional administrative duties will be given to the Fire Marshal (for example: Assists and develop reports and proposals as required by the Public Safety Director; helps ensure compliance with OSHA, NFPA, NIOSH, FCC and any other applicable government or municipal statutes, standards or regulations; helps the Director of Public Safety ensure that all Fire Department personnel acquire the necessary training to maintain required certifications for licensing or as required by the department, state or federal government; authorized to assume responsibility as Acting Director of Public Safety/Emergency Manager and act on behalf of the Director of Public Safety/Emergency Manager in his/her temporary absence.)*

A revised Pay Plan has been drafted for these additional administrative duties and new Captain position. Public Safety Officers will be given an additional 1.4% in year one; 3.5% in year two; and 5.5% in year three. The Captain position will start at the rate of \$27.56 and be at \$30.68 in year three. Also, the Fire Marshal will be given an increase of \$6,000 in year one. The total cost in year one is approximately \$12,422.67. The total cost over the three years is approximately \$41,884.69. They met with the Fire union and they agreed to the new classification and compensation plan which would include adding an extra year of the contract with no changes other than the wages. They are bringing the final job descriptions and reorganization to the Town Council for approval.

David Skoczulek motioned to accept the following resolution:

**BE IT RESOLVED** by the Tolland Town Council that it hereby approves the Public Safety/ Fire reorganization and attached Fire union group Firefighter/EMT and Fire Captain job descriptions and Non-union Assistant to Public Safety Director/Fire Marshal job description.

Seconded by Brenda Falusi. All in favor. None opposed.

- 8.4 Consideration of a resolution to approve the necessary funds to ratify IAFF (Firefighters) AFL-CIO Local 3954 Collective Bargaining Agreement extension for the period dated July 1, 2019 through June 30, 2020.

Mr. Werbner said this is the third year of the contract. The Fire Union has agreed to the terms of additional compensation, with no other changes in the contract itself.

David Skoczulek motioned to accept the following resolution:

**BE IT RESOLVED** by the Tolland Town Council that it hereby approves the necessary funds to ratify IAFF (Firefighters) AFL-CIO Local 3954 Collective Bargaining Agreement extension for the period dated July 1, 2019 through June 30, 2020 and authorizes the Town Manager to execute said agreement on behalf of the Town of Tolland.

Seconded by Brenda Falusi. All in favor. None opposed.

- 8.5 Consideration of a resolution for the Tolland Town Council to approve the use of Unassigned General Fund-Fund Balance for the potential impact of the State of Connecticut revenue shortfall in the FY 17-18 Budget if necessary.

Mr. Werbner read his item summary:

There has been much local discussion over the last several months concerning the Governor's hold back of \$870,115 in State aid to Tolland primarily from the ECS grant shortly after the State and then Tolland adopted a budget. Discussion has centered on whether there would be a reduction in either current year BOE or Town



expenditures to address all or part of the hold back and if not what other avenues are available to the Town to address the potential shortfall. Other options put forth are supplemental tax bills or the use of fund balance or a combination of all three approaches.

Under current State law the Town is somewhat limited in its unilateral ability to use expenditure reductions as a means to address this issue as the money appropriated through the Town budget to the BOE can only be reduced at this point with BOE concurrence. The BOE has expressed its desire to not further reduce its expenditures at this time.

Mr. Werbner has discussed with the Council the option of a supplemental tax bill. This is an option he would not recommend for this Town and he believes the Council concurs. The impact of a supplemental tax bill would be an additional increase in the mill rate of .71 mills. The Town budget approved by referendum contained a mill rate increase of .29 mills.

Taking all information into account he is recommending at this time that they wait until the end of the fiscal year and reconcile accounts at that time. By waiting they will know for certain if there are any further adjustments by the State in this fiscal year, whether the State Legislature takes any action to address the holdbacks and whether at the end of the fiscal year there are expenditure savings or revenue increases that would negate the need to use fund balance to offset the entire revenue shortfall.

The attached resolution approves this approach and does not directly impact the current year expenditure levels of the BOE or Town departments. The Town Council at a later point in time may have to appropriate additional dollars from Fund Balance to reconcile accounts.

David Skoczulek motioned to accept the following resolution:

**WHEREAS** the State of Connecticut has notified the Town that it will withhold \$870,115 or more from the revenue to be paid for budgeted revenues of the Town of Tolland; and

**WHEREAS** the holdback will drastically affect the budget of the Town of Tolland as well as the budget of the Board of Education; and

**WHEREAS** there could potentially be expenditure savings, additional unanticipated revenues or a combination of expenditure savings and excess revenues that may alleviate the need to use Unassigned General Fund-Fund Balance; and

**WHEREAS** there may or may not be a need to use some or all of the amount from Unassigned General Fund-Fund balance to provide funding for the revenue shortfall which will only be determined upon completion of the fiscal year;

**NOW, THEREFORE, BE IT RESOLVED** by the Tolland Town Council that it hereby approves the Town Managers recommendation of waiting till the end of the fiscal year to reconcile accounts as well as the potential use of the Unassigned General Fund-Fund Balance if necessary.

Seconded by Brenda Falusi. All in favor. None opposed.

#### 8.6 Discussion of the Public Works/Highway Garage.

Mr. Werbner provided a summary to the Council members. Over the last three capital budgets, they have been putting money in to help with the expansion project. Based on the Architect's recommendation, it is their plan to sign a contract for \$3,382,875. This will allow sufficient contingency to address site unknowns such as rock. They have done some site borings and are hopeful that ultimately contingency for site concerns will not be necessary and



the full scope of the project can be completed. Items held back at this time are finish work in the break room, office and sleeping quarters as well as construction of a mezzanine area for storage. Worst case is that at a later date Town forces could complete the work in these areas. At this point in time, they are prepared to get final approval from the State DOT (administrators of the STEAP grant) and to have the Town Manager sign the contract documents. The contractor plans to commence work in March with an approximate one year completion date.

Mr. Reynolds said he has a concern about the overall cost of the project. He is interested to see what the cost would be to have a canopy operation for the trucks. He does see the need for heated bays, wash areas and maintenance areas, although questions the need to have trucks parked in actual bays. They could use block heaters to assist in warming the vehicles. Mr. Werbner said there may be some savings, but if they stop now to investigate this, there would be more architectural fees, etc. He is not sure how long that would take.

Ms. Bellody said a lot of what they are doing is in compliance with the DEEP standards. They did look at alternatives. Mr. Lappen commented on the difference between using block heaters vs. heated bays. Mr. Reynolds said he just wants to see what the savings will be. He is not looking to have the whole job re-bid. Mr. Werbner said they can talk to the architects.

Tammy Nuccio realizes there will be a lot of site work, but she would also like to look at alternatives. She is concerned about the dollar amount.

Mr. Werbner said they would need some direction. They have a STEEP Grant that is waiting to be applied for. If the scope of the project changes, the State may or may not find something that they agree with. So, they may not continue to offer the \$400,000 grant. If they are looking at major changes, then that would mean changes in architectural things. Restructuring and making changes versus what Mr. Reynolds is asking is more involved. He asked the Council how far they want to go since they are ready to sign a contract after four years of deliberations with three different Councils. Mr. Eccles said he doesn't want the town or Public Works to misunderstand their focus. This is in no way a reflection of their understanding of the value of Public Works to our town. The economic reality that this Council is dealing with is certainly different than the previous Council's. He knows they all recognize this. They need to do some due diligence at this point, and make sure the money is spent as wisely as it can be. If they can do canopies for the trucks for now, pay as you go on some of the fits and finishes, etc. then they should. He doesn't want to draw this process out. He realizes it needs to be done. Mr. Werbner said they will look into the suggestions, and report back.

Mr. Werbner asked Mr. Reynolds if he could be the Liaison when they meet with the Architect on this item. Mr. Reynolds said yes.

#### 8.7 Discussion of Area Regionalization Efforts.

Mr. Werbner said they are going to have a discussion on ideas for service sharing on a regional basis. There will be a Shared Services Meeting on 2/15/18 at 2:30 pm in the Library Program Room.

#### 8.8 Appointments to vacancies on various municipal boards/commissions.

David Skoczulek motioned to appoint the following:

##### 8.8.a Appointment to Recreation Advisory Board

Logan Gauvin, 47 Fox Ridge Lane, term 11/08/17 – 11/06/19

##### 8.8.b Appointment to Agriculture Commission - Alternate

Stephen Lundgren, 30 Hidden Valley, term 07/09/15 – 07/09/18

Seconded by Christine Vincent. All in favor. None opposed.

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

10. **REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1<sup>ST</sup> MEETING OF THE MONTH ONLY):** Mr. Werbner reported on the pressures with the DOT at this point in time. It really is in the hands of the Legislators.

11. **ADOPTION OF MINUTES**

- 11.1 January 23, 2018 Regular Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Tammy Nuccio. All in favor. None opposed.
- 11.2 February 1, 2018 Special Joint BOE Meeting Minutes: David Skoczulek moved to adopt the minutes *as amended*; Seconded by Paul Reynolds. All in favor. None opposed. John Reagan abstained.

*The minutes were amended to reflect that Stacey Naylor was the facilitator present, not Stacey Forish as reflected in the minutes*

12. **CORRESPONDENCE TO COUNCIL:**

- 12.1 Two e-mails: one in favor and one opposed to the sale of the Gerber Road property
- 12.2 Letter from the United States Geological Survey re: the Shetucket Watershed
- 12.3 Two letters from the Connecticut Siting Council re: notice to modify an existing telecommunications facility located at 1 Eagle Hill
- 12.4 Letter from the State of Connecticut, Office of the Treasurer re: Banking Relationship Alert for Connecticut Municipalities
- 12.5 An invite to Blum Shapiro's Elected Officials Forum
- 12.6 The ladies on the Council received correspondence from the Rockville Fish & Game Club to attend Ladies Range Day

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

~Chairman's Hour – there were three individuals in attendance. Discussion included the policing in town.

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** Ms. Falusi said CERT Training is starting for the new group on Tuesday. Also, Mr. Powell and she will be participating in the Eagle Freeze.

Mr. Reynolds said he is curious as to how the Utility Service Fund works. He would like to see a presentation on how it works, and how the programming is operating.

Ms. Nuccio said she would like them to start buckling down on a five year strategic plan with the Town and the BOE. Mr. Werbner said as of now this is not programmed into his budget. It could cost anywhere from \$25,000 - \$50,000. To do it right, it would not be a small piece of change. He asked if the BOE and town would fund it jointly. Right now, he does not have the ability to program it in his budget. Ms. Nuccio asked for some examples, so that they could see how it works and what the benefits would be to the BOE and town. She said they need to start fiscally planning out further. Mr. Eccles said this may be something for the next fiscal year. Mr. Werbner said at this point in time it is so hard to plan, because every three months the revenues are changing. He suggests waiting until a new Governor is in place. He will ask CCM for examples.

Mr. Eccles said he spoke with the owner of North East Connecticut Foundations regarding the crumbling foundations. This company is just starting up. There is a way to replace the concrete foundations without actually



jacking the up the house. They use pre-fabbed panels that have structural integrity and insulation value. The reduction in cost is about 40%. Mr. Eccles is not endorsing this, because he has no more information on it. Mr. Werbner said information can be sought from CRCOG's webpage, or Tolland's Building Official.

Ms. Nuccio said someone contacted her about the sodium issue in wells. Is there anything to report? Mr. Werbner said it is an issue all over. Mr. Werbner said if the resident has a concern, he or she can make a complaint with the Health Department or State. In turn, they will contact the town, and there will be follow-up.

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

**Joe Matteas of 124 Browns Bridge Road:** With regard to open air storage versus a closed garage for the Public Works: He asked if anyone has looked into solar pavilions? They are huge now. It could mean rebates from the state, government and generate income to the town. He suggests they look to see what can be saved with a building this big, and solar may be an option.

16. **ADJOURNMENT:** David Skoczulek moved to adjourn the meeting; Seconded by Christine Vincent at 9:28 p.m. All were in favor.

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William N. Eccles, Chairman

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



# **SPECIAL MEETING MINUTES TOLLAND TOWN COUNCIL**

## **HICKS MEMORIAL MUNICIPAL CENTER 6TH FLOOR COUNCIL CHAMBERS**

**FEBRUARY 15, 2018 – 7:00 P.M.**

**MEMBERS PRESENT:** William Eccles, Chair; David Skoczulek, Vice-Chair; Brenda Falusi; Tammy Nuccio; John Reagan; Paul Reynolds and Christine Vincent

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records; Barry Bernabe, Phoenix Advisors; Beverly Bellody, Human Services; John Littell, Fire Chief/Director of Public Safety; Christopher Jordan, Assistant Finance Director; Scott Lappen, Public Works

- 1. Call to Order:** William Eccles called the meeting to order at 7: p.m.
- 2. Overview of Debt Management Plan – Barry Bernabe, Managing Director from Phoenix Advisors**

Barry Bernabe of Phoenix Advisors gave a presentation with the use of a PowerPoint entitled *Proposed Debt Management Plan Fiscal Years 2019 to 2023*. As of February 2018, the town has outstanding gross tax-supported debt in the principal amount of \$28,165,433, not including sewer debt paid from assessments. Authorized but unissued debt totals \$13,786,266. The actual and proposed capital projects for fiscal years ending 2019 through 2023 total \$26,600,000. He reviewed the several different analytical debt scenarios they put together. From a historic perspective, 50 years, interest rates are not far off from their all time lows. With regard to short-term rates and long-term rates, from the historic perspective, they are still relatively low, but going in the wrong direction. The town has three different bond ratings, Standard & Poor's, Fitch and Moody's. Standard & Poor's and Fitch both rate the town AAA (the highest possible rating). Moody's rates Tolland Aa2. There are five factors that come into play when determining the town's bond rating: 1) Management Practices – 25%; 2) Economy & Demographics – 30%; 3) Financial Performance – 25%; 4) Debt Management – 10%; and 5) Long-term Liabilities – 10%. The town does great with all of these, especially the management practices. With regard to the town's existing debt service, the town is below the 10% benchmark. 93% of the debt service is amortized over the next 10 years. A slide was shown outlining the proposed debt issuance plan. The last page of Mr. Bernabe's presentation contained the following summary points:

- Tax Reform Act effective January 1, 2018 has negatively impacted the municipal bond market. SALT deduction is capped at \$10,000, corporate tax rates are cut resulting in less demand for tax-exempt securities.
- Advance Refinancing have been eliminated, which reduces ability to save on debt service or to restructure existing debt service.
- Federal Reserve has started to raise short-term interest rates and they are expected to continue to increase short-term rates three or four times in 2018.
- Long-term rates are still very low from an historic perspective, but have increased since the election, and especially the past few weeks.

- The town has \$4,810,000 of BANs that mature in May 2018. The town is planning on issuing Bonds and BANs in May 2018. Expected bond rate is 3.00% and BAN rate is 1.75%.
- The town has above average bond ratings, which 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 \$22,600,000 will have minimal impact on the town's existing annual debt requirements.

Mr. Reynolds asked what will happen when the State applies pressure to the municipalities. Mr. Bernabe said the town is rated the highest. It will be a challenge to maintain that rating. He said towns with good ratings have a target on their back. Mr. Reynolds asked what options they would have to get more money on the operating side. Mr. Bernabe said outside of doing a debt restructuring, which he does not recommend, there isn't much you can do.

### **3. Public Hearing Item**

#### **3.1 Consideration of the Proposed 5-Year Capital Improvement Plan**

Mr. Werbner gave his presentation with the use of a PowerPoint entitled *FY 2018 – 2019 through 2022 – 2023 Town Manager's Five Year Capital Plan, February 15, 2018*. The first part explains what the capital budget is, what capital items are and what it includes: streets, parks, buildings, school facilities, large equipment and technology. The plan is for five years. The town's five year capital improvement program is developed to ensure adequate capital investment in the town's assets and to provide an orderly method for funding these assets. The definition of capital projects is: any project, to be included in the Town's Capital Improvement Program, should fall into one of the following three program categories: 1) any new or expanded physical facility, including preliminary design and related professional services; 2) land or property acquisition; and 3) items of a non-recurring nature where the benefits are realized over a long period of time. A project should also exhibit the following characteristics to be included in the Capital Improvement Program: 1) life expectancy; and 2) cost.

He reviewed the Capital Budget planning process and calendar; and the types of funding methods.

#### **The FY 18-19 Significant Capital Projects include:**

Town Administration: Plan of Conservation & Development

Capital Equipment: Replacement of Public Works Dump Trucks and Torro Mower

Public Facilities: Municipal Center Pedestrian Pathway; Replacement of salt shed tarp

Streets & Roads: Drainage and detention basin repair; Pavement management

#### **Year 2:**

Town Administration: Contribution of Town of Vernon Water Pollution Control Plant Facility Plan as defined by Inter-Municipal agreement with Vernon

Capital Equipment: Replacement of various equipment

Fire & Ambulance: Replacement of rescue 240, Refurbishment of ET-140; Replacement of Service 240



Pavement Management: Various road improvements and paving Cross Farms rear parking lot;  
Drainage and detention basin repairs; Plains Road Culvert major repairs  
Recreation Center: Playground equipment at Rec Center  
Streets & Roads: Drainage construction & replacement of Plains Road Culvert; Road  
Improvements and parking lot restoration at Cross Farms

**Year 3:**

Capital Equipment: Replacement of various capital equipment  
Public Facilities: Firehouse improvement designs to Station 140, Station 340 and Station 440  
Town Administration: Contribution to Town of Vernon Water Pollution Control Plant Upgrade  
Facility Plan  
Pavement Management: Various road improvements  
Streets & Roads: Various drainage construction

**Year 4:**

Capital Equipment: Various Public Works capital equipment replacements  
Town Administration: Contribution to Town of Vernon Water Pollution Control Plant Upgrade  
Facility Plan  
Public Facilities: Firehouse improvement implementation phase; Replacement of Jail Museum Roof  
Pavement Management: Address road maintenance, parking lot and neighborhood roads; Various  
drainage construction

**Year 5:**

Town Administration: Contribution to Town of Vernon Water Pollution Control Plant Upgrade  
Facility Plan  
Capital Equipment: Replacement of various Public Works capital equipment  
Fire & Ambulance: Replacement of Ambulance 540; Refurbishment of ET 240  
Streets & Roads: Address road maintenance, parking lot and neighborhood roads according to  
automated pavement management system recommendations; Town-wide road improvements  
Various drainage constructions

He said if we don't get the TAR Grant, it will impact the drainage and the road work. That will all  
need to be adjusted based on available funds and grants at that point in time.

The last slide contained the budget schedule with important upcoming dates.

Dave Skoczulek motioned to open the public hearing; Seconded by Christine Vincent. All  
in favor. None opposed.

Dave Skoczulek motioned to close the public hearing; Seconded by Christine Vincent. All  
in favor. None opposed.

4. **Adjournment:** Dave Skoczulek moved to adjourn the meeting; Seconded by Christine  
Vincent at 7:50 p.m. All were in favor.

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William N. Eccles, Chairman

Michelle A. Finnegan  
Town Council Clerk



# **TOWN COUNCIL GOALS SUBCOMMITTEE MINUTES**

## **SPECIAL MEETING**

### **CONFERENCE ROOM B**

**FEBRUARY 20, 2018 - 7:00 P.M.**

**Members Present:** Brenda Falusi, Christine Vincent, Dave Skoczulek, Bill Eccles

**Members Absent:** None

- 1) **Call to Order:** The meeting was called to order at 7:00 PM.
- 2) **New Business:** Discussion of Town Council 2017-2019 goals. Considered all Council suggestions, collated goals, and will provide for inclusion in packet for Tuesday.
- 3) **Adjournment:** C. Vincent / B. Falusi motion to adjourn at 8:32 PM. Motion was unanimously approved.

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William N. Eccles, Chairman

**TOWN COUNCIL & BOARD OF EDUCATION**  
**SHARED SERVICES AD HOC COMMITTEE MINUTES**  
**SPECIAL MEETING**  
**COUNCIL CHAMBERS**  
**FEBRUARY 21, 2018 - 7:00 P.M.**

**Council Members Present:** William Eccles, Dave Skoczulek, Tammy Nuccio

**BOE Members Present:** Michelle Harrold, Christina Plourd, Jeff Schroeder

**Others Present:** Steven Werbner, Town Manager, Walter Willett, Superintendent

**Members Absent:** None

- 1) **Call to Order:** The meeting was called to order at 7:00 PM.
- 2) **New Business:** Discuss Shared Services between the Town and BOE.
  1. Discussion of previous shared service efforts (buildings, facilities)
  2. Discussion of previous studies which did not come to fruition (finance departments, previous studies, IT departments, which separated)
  3. Initial discussion of opportunities:
    - a. Facilities
    - b. Snow Removal
    - c. Finance
    - d. Human Resources
  4. Devised a plan to have Town and BOE staff meet to discuss the possibilities, list opportunities, show services already shared, show where services are not shared.
- 3) **Adjournment:** D. Skoczulek / J. Schroeder motion to adjourn at 8:32 PM. Motion was unanimously approved.

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William N. Eccles, Chairman

# **SPECIAL MEETING MINUTES**

## **TOLLAND TOWN COUNCIL FIRE TRAINING CENTER FEBRUARY 22, 2018 – 7:00 PM**

**MEMBERS PRESENT:** William Eccles, Chair; David Skoczulek, Vice-Chair; Brenda Falusi; Tammy Nuccio; John Reagan and Paul Reynolds

**MEMBERS ABSENT:** Christine Vincent

**OTHERS PRESENT:** Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records; John Littell, Fire Chief/Director of Public Safety; Kevin Eklund, Admin. Resident Trooper; Alan Gould and Bruce MacDougall, Municipal Resources, Inc.

1. **CALL TO ORDER:** William Eccles called the meeting to order at 7:00 p.m.

2. **POLICE STUDY PRESENTATION:**

Mr. Werbner said this meeting is being held to review the police study that was performed by Municipal Resources, Inc. He explained that since he has been here (12 years), Tolland has had an excellent relationship with the State Police and the Resident Trooper Program. They have been an outstanding resource for our community and their level of service is outstanding. Over the last 4-5 years, as the state's budgets have become more of an issue, the State has pushed more and more of the cost of the State Police onto the local municipalities that have arrangements with the resident troopers. So, it has become increasingly expensive to contract for a state trooper. Tolland has gone from:

- 5 resident state troopers;
- to 4 resident state troopers and a school resource officer;
- to 4 resident troopers and 2 part-time constables as resource officers;
- to 2 resident troopers today.

Since the town went from 4 to 2 resident troopers, the town commissioned this study to see what the options would be for alternatives to the 2 resident troopers, and what the appropriate staffing level is for a community our size.

Alan Gould and Mr. MacDougall gave a joint presentation with the use of a PowerPoint. Mr. MacDougall provided the history of policing in Tolland, and commented on the community input they received for this project. They received input from approximately 80 individuals for this study. Mr. Gould said there are certain services that the State Police provide to all towns, and then there are certain services that they only provide the towns that are part of the Resident Trooper Program. Mr. MacDougall said the Connecticut State Police is a statewide law enforcement agency. They can go anywhere they want and they have jurisdiction anywhere. In addition to what you would normally consider a state police duty, there are approximately 54 resident trooper towns (similar to Tolland). There are 26 towns that are so small they have no policing, just the state police cover them. That is out of a total of 169 towns in Connecticut. To each of those communities, regardless if you are a member of the Resident Trooper Program or not, the Connecticut State Police will service to a certain level. Some services include: accident reconstruction, a major crimes unit, a homicide van, emergency services unit (SWAT), dogs, dive-teams, bomb techs, aviation assets, and narcotics task force, organize crime task force and a fire marshal's office. From operational and economic perspectives, the services that Tolland receives over and above the troopers patrolling in the community, which will not be provided if Tolland does not participate in the Resident Trooper Program would be: booking and holding of prisoners; the ability to relinquish prisoners to correctional institutions; access to an existing radio system; the handling of all evidence; the handling of all records and records requests including the maintenance of NEXGEN reporting system; the costs of purchasing and maintain all computers and the Automated Finger Print Identification System (AFIS); the management and audits associated with utilization of state-wide and nationwide criminal data information systems; prosecution of all cases; access to legal services; the monitoring and



the record keeping associated with training; the communications center operated at the barracks handles calls for the Resident Trooper Program in Tolland, in addition to Troop C troopers who would be responding to calls within the town; and the replacement of the trooper at no cost to the town should a resident trooper become sick, injured or deployed on a military assignment. Tolland would need to replace these services either by contracting with another community or by developing them on our own.

Mr. Gould said Tolland is currently staffed by 1 administrative resident trooper and 1 resident trooper. About 2/3 of the day and evening shifts are covered by one of these troopers. The remaining shifts and all midnight shifts are covered by the Troop C general area patrol.

Municipal Resources, Inc. provided alternative options for the delivery of police services in Tolland:

Option 1:

1 Administrative Resident Trooper with 3 Resident Troopers  
1 Trooper on day and evening shifts. The midnight shift would be covered by Troop C area patrol

Option 2:

1 Resident Trooper Sergeant with 3 Resident Troopers  
Same coverage as Option 1 but with advantages of having a Sergeant in charge.

Option 3:

Contracted services with a neighboring community  
2 Police Officers on every day and evening shift  
1 Police Officer on every midnight shift.

Option 4:

'Stand Alone' Tolland Police Department: 1 Chief, 1 Sergeant, 5 Police Officers  
2 Police Officers on day and evening shifts  
1 Police Officer on every midnight shift

This would be a huge cost to the town. Land would need to be purchased and a building built. There would be additional liability and risk as well to the town.

Option 5:

2 Resident Troopers with 3 full-time constables and part-time constables  
1 Trooper or constable on most day and evening shifts  
1 Constable on every midnight shift

Option 6:

1 Resident Trooper Sergeant with 14 part-time constables  
2 Officers on every day and evening shift  
1 Constable on every midnight shift

Mr. MacDougall reviewed the cost analysis. They developed a total of twelve budgets. Six were for start-up costs associated with each service model and six annual operational budgets.

OPTION NUMBER	STAFFING DESCRIPTION	START UP COSTS	APPENDIX	ANNUAL COSTS	APPENDIX
1	4 resident troopers (RT)	\$0.00	E	\$742,569	K
2	1 RT Sergeant and 3 resident troopers	\$0.00	F	\$794,452	L
3	Contracted services, all shifts covered	\$566,991.00	G	\$1,028,874	M
4	PD: 1 Chief, 1 SGT, 5 FT Officers	\$813,826.00	H	\$1,034,260	N
5	2 RT, 3 FT Constables, PT 3 Constables	\$268,863.00	I	\$918,258	O
6	1 RT Sergeant and 14 PT Constables	\$260,010.00	J	\$761,230	P

Non-operational costs are not included in this chart, ex. replacement of cruisers.

Mr. Gould said policing services in every community are a local decision based on costs and desired level of services. There are options identified in the report that allow for an immediate increase in coverage and visibility with no start-up costs. Also, several of these options allow for an incremental increase in staffing with the addition of constables. The challenges of recruiting and retaining officers / constables, along with the exposure to risk by employing them, should not be underestimated.

### 3. PUBLIC PARTICIPATION:

A resident asked Mr. Gould how many troopers he would suggest.

*Mr. Gould spoke of the staffing in his own community. According to the averages posted by the FBI, Tolland would need 27 police officers. This is based on population. Mr. MacDougall said he would like to see someone staffed at all times. Right now, Tolland does not have that.*

A resident asked what the current cost is for the 2 Troopers we have in town, and what the current costs for police departments in towns like Coventry, Vernon are.

*Mr. MacDougall said Coventry has 16 full-time police officers, 5 full-time dispatchers and they pay \$1.9m. They also have 3,000 less residents than Tolland.*

The resident suggested adding more troopers rather than starting a new police station.

*Mr. Gould said it is up to the community. With the current police level, Tolland is more reactive, than proactive though.*

Mr. Werbner said it is what the tolerance of the community is, in terms of what they want to have for a police force. Tolland has gone from 5 with a Sergeant, to 4 troopers, to 2 troopers. Regardless of what the number is, the number of complaints has not changed at all. If you look at the response times, they have been consistent. Fortunately, Tolland has the troop here. Also, a lot of troopers live in the area. The biggest complaint is traffic and speed here. How much do you want to spend for speed control? A trooper today is \$225,000.

Trooper Eklund said he studied the statistics. The numbers have not changed over the last many years. There will be a spike here and there, car burglaries, but those are regional. There are no stats showing that there is more crime now versus 3 years ago.

Mr. Gould said no matter where they go the biggest complaint is speeding cars, loud cars, and screeching tires. That means more presence to control that. How much visible presence do you want?

Trooper Eklund said they want to be as proactive as they can. With two officers, they have become more reactive. They would like to be out there and visible, but right now it is difficult.

A Resident said he's lived here for several years. He believes Tolland has had great success with the resident state troopers. He thinks that Tolland should stick with the trooper program and go with 2 more troopers.



John Crickmore said he didn't know how they are getting their figures. He looked at Ellington's police department, which is 24 officers and they spend \$1.3m.

*Mr. Werbner said he doesn't know how they have their budget set-up. Insurance can be put in a different section. It also depends on if they are part-time, full-time, and what the benefits are? You need to compare apples to apples. Mr. MacDougall added that the constables in Ellington are part-time.*

A Resident asked what authority / ability are given to constables. Is that set by statutes or CSP policy?

*Mr. MacDougall said to have arrest powers in the State of Connecticut. They need to be certified, which is police officer standard in training. In Connecticut, constable means different things to different people. If constables are to have police powers, they need to be graduates of a full-time police academy.*

*Trooper Eklund said they are not going to allow them to assume significant cases. They would be able to make motor vehicle stops and respond to calls, but they would not assume the case.*

A Resident asked Trooper Eklund if he had a number in mind as to what Tolland needs.

*Trooper Eklund said it is what the community wants. When they had four troopers, it worked out well. If Tolland remained in the Resident Trooper Program, and if one of the 4 troopers was out due to military leave or had an illness, that resident trooper spot would be filled. If a trooper is off on vacation, the resident trooper would not back-fill the position.*

Mr. Werbner added that the Resident Trooper Program also handles the liability. In today's world, that is worth a million bucks.

A Resident asked how many households are in town.

*Mr. Werbner said 5,000.*

Bob Rubino said the report does a great job documenting the costs of the different options. It is up to the community to decide the level of service, but the report doesn't do a good job in documenting benefit. At the original community meeting, the main concern was traffic, followed by burglaries and presence. What is the incremental benefit by adding more presence, more visibility?

*Mr. Gould said there is no way to really measure that. It depends on the flow. It depends on how many people in the community have needed service that they didn't get, or if the speeding vehicles are an issue. The only way to address that is by visibility.*

John Crickmore: Are the two SRO officers constables?

*Mr. Werbner said yes. They only work for the schools.*

A Resident said going to 4 troopers would be acceptable to him.

A Resident asked Mr. Gould and Mr. MacDougall why they are not providing a recommendation.

*Mr. Gould said they can't tell Tolland what the community wants. In his opinion, 2 troopers are not enough. 4 troopers would give him a better feel if he lived in this community. He said Tolland is very fortunate in what it is paying for police force.*

John Crickmore asked what would happen if they added 1,000 more people to the community.

*Mr. Gould said it would be 2 more police officers for 1,000 people. Mr. MacDougall said you need to get to the skeletal base to where you need to be first.*

A Resident asked what the timeline is, are we near a vote? What are the next steps?

*Mr. Werbner said he will make a recommendation to the Council on March 7<sup>th</sup>. The Council will deliberate on his recommendation and the report. Their budget will come out at the end of March. Between now and the 2<sup>nd</sup> Tuesday in May, there will be more time for discussion. The public will have more chances to provide input.*

The Resident said one reason they picked Tolland is because the barracks was here.

Mr. Werbner said Tolland has been on the 'best places' to live because of the school system and the crime rate.

Jan Rubino asked what the difference is cost wise in his pay.

*Trooper Eklund said he gets paid as a patrolman. His pay level is no different than any other trooper on the road.*

Ms. Rubino said it is about \$52,000 difference between Administrative and Sergeant. She asked what would be lost by not having a Sergeant in the Resident Trooper Program.

*Trooper Eklund said in his position, he cannot correct reports, or sign off on paperwork. There is a Sergeant at the barracks that is assigned to the resident troopers for Somers, Stafford and Tolland. The Sergeant assigned to Tolland takes care of that, at no cost to Tolland. This is another benefit that Tolland gets. Trooper Eklund outlined his tasks, and said they are basically self-sufficient. The Sergeant is at the troop to oversee.*

4. **COUNCIL REVIEW AND DISCUSSION OF POLICE STUDY:** No Council review / discussion occurred.
5. **ADJOURNMENT:** David Skoczulek moved to adjourn the meeting; Seconded by Tammy Nuccio at 8:25 p.m. All were in favor.

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William N. Eccles, Chairman

**Michelle A. Finnegan**  
Town Council Clerk