

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
June 24, 2015

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 – June 10, 2015

C. PUBLIC PARTICIPATION (2 minute limit)

The members of the Tolland Board of Education welcome members of the public to share their thoughts and ideas at this time. When appropriate to do so, members of the Board and the administration may respond to comments during "Points of Information". However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.

D. POINTS OF INFORMATION

E. STUDENT REPRESENTATIVES REPORT – Charles Perosino and Sarah Welch

F. SUPERINTENDENT'S REPORT

- F.1 Recognition of the Girls Track Team (no enclosure)
- F.2 Recognition of TEPTO/Booster Club Officers (no enclosure)
- F.3 Recognition of the Tolland Public School Retirees (no enclosure)
- F.4 Obsolete and Surplus Equipment
- F.5 SBAC – Smarter Balanced Assessment Consortium (no enclosure)
- F.5 Retreat Update (no enclosure)

G. COMMITTEE & LIAISON REPORTS

H. CHAIRPERSON'S REPORT

I. BOARD ACTION

- I.1 Approval of Resource Officer Increase

J. PUBLIC PARTICIPATION (2 minute limit)

Comments must be limited to items on this agenda.

K. POINTS OF INFORMATION

L. CORRESPONDENCE

- Town Council - Special Meeting – June 9, 2015

M. FUTURE AGENDA ITEMS

N. EXECUTIVE SESSION-For the Purpose of Discussing the Superintendent Evaluation.

O. ADJOURNMENT

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

REGULAR MEETING – June 10, 2015

Members Present: Mr. Sam Adlerstein, Chair; Mr. Patrick Doyle, Vice Chair; Ms. Kathy Gorsky, Secretary; Ms. Karen Moran, Ms. Colleen Yudichak, and Mr. Steve Clark.

Administrators Present: Dr. Walter Willett, Superintendent of Schools; Jim Dineen, Principal, Tolland Intermediate School; Mark McLaughlin, Business Manager;

The order of the items on the agenda was addressed as follows: A, F1, F2, and F3. The remainder of the meeting followed the order of the items starting with item B.

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:34 P.M. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

- Regular Meeting – May 27, 2015

Mr. Clark motioned to accept the minutes of the May 27th meeting. Ms. Moran seconded the motion. Changes: none. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION - none

D. POINTS OF INFORMATION

Ms. Gorsky noted that the Board received a letter in regard to the Senate doing away with the SBAC and asked Dr. Willett if he had further information. Dr. Willett responded that there are discussions of the SAT possibly replacing the SBAC but he did not have any details. The SBAC and testing in general will be discussed at the June 24th Board meeting.

E. STUDENT REPRESENTATIVE REPORT

Ms. Welch introduced Mr. Andrew Harger who will replace her as a student representative for the 2015/2016 academic year. Mr. Harger commented that this is a great opportunity and he is excited to work with the Board. Mr. Perosino will stay on as a student representative.

Ms. Welch noted that the students are wrapping up the year. Senior Night will be held on Friday and Graduation will be on June 19th.

Mr. Perosino highlighted that the Spring Concert was held on June 9th. Chorus, Band, and 8th graders performed. Student Council wrapped up last week and discussed items including Freshman Orientation and the Homecoming Dance.

F. SUPERINTENDENT'S REPORT

F.1. Recognition of the TMS Music Department

Dr. Willett explained that the Music Department went on a trip to Chicago. The students did an amazing job and everyone in the District is very proud of them.

Dr. Willett highlighted individual awards and presented certificates to the following students: Eric Gottier, Griffin Kosick, Ryan Mahoney, Andrew Meagher, Jack Murphy, Owen Raccagni, Felicity Roche, Travis Tran, and Aaron Wilson.

F.2. Recognition of the Fire Prevention Poster Contest Winner

Dr. Willett recognized 4th grader Noah Perryman, the winner of the Fire Prevention Poster Contest. He noted that not only was the artwork awesome but the message was meaningful in saving lives. Dr. Willett presented Noah with a certificate.

Fire Marshall Doug Racicot arrived shortly after the presentation. He expressed that he was truly sorry for running late. He congratulated Noah on winning not only at locally but also on the county level. Mr. Racicot invited Noah to visit the firehouse to go for a ride in a fire truck.

F.3. Recognition of the International DECA Competition Winners

DECA students attended the ICDC (International Career Development Conference) where competitive events were held. Dr. Willett presented Certificates of Excellence to the winners and highlighted individual awards: Matt Holyst, Liam Barry, Hunter Muhlhauser, Matt Schoen, Joshua Walls, Emily Warrington, and Jack Yates.

Following the presentation of the certificates in items F1, F2, and F3, Mr. Adlerstein invited the recipients to comment on their experiences.

Matt Holyst spoke about the DECA competition. It gives students the opportunity to gain business experience and meet business professionals. He thanked program leader Mrs. Bridge for pouring her heart and soul into the club.

Eric Gottier went on the Chicago trip. He said it was fantastic. They played for professionals and adjudicators and received feedback so they can make the band better and grow the music department.

Hunter Mulhauser, a member of DECA, explained that this was his 3rd trip to the ICDC. It is the place to go to learn about business outside of the classroom. Participants have an opportunity to meet others from around the world and network with business executives.

Joshua Walls, a member of DECA, noted that as a freshman it was probably the greatest experience of his life. It was great to see upper classmen and be able to experience what they have.

This was Matt Shoen's first year in DECA. He wished to thank and acknowledge Mrs. Bridge. She worked hard all year to make this possible.

Mr. Adlerstein commented on putting one's "heart and soul" into a program. The unsung heroes are the teachers and the Board appreciates their hard work and dedication. It pays off.

Mrs. Bridge, the business teacher at THS, noted that it is wonderful to see the kids and their success. The students' success is the teachers' success. The students will be able to take this amazing experience with them and that is the teachers' gratification. She thanked the Board for recognizing the students.

Ms. Megan Kerwin, the Band Director at THS, thanked the Board for the opportunity to take the students to Chicago and other places. It is a great experience for them. She also thanked the Board for recognizing the students.

Mr. Adlerstein, speaking for the Board, thanked everyone. It was wonderful to recognize so many great accomplishments.

F.4. Monthly Financial Report

Mr. McLaughlin reviewed the financial report (attached). The ending balance as of May is \$95,428. Dr. Willett noted that there is curriculum work encumbered in the numbers presented.

F.5. Update on Administrators Retreat (no enclosure)

The Administrators' Retreat will take place June 23rd, 24th, and 26th. Topics will include teacher evaluations, curriculum, athletics, culture, and climate programs. They will look at areas for improvement and create a final vision to share with the Board. There will be action items and multi-year plans.

The Board will hold a retreat/workshop on July 8th at Crandall's Lodge. Public participation is welcome.

F.6. Leave of Absence Report

Dr. Willett reviewed the attached report.

F.7. 2014-2015 Approved Field Trips

Dr. Willett reviewed the attached report. The report only includes field trips with an overnight component. Mr. Clark noted that these trips are self-funded by the students. Dr. Willett clarified that the students pay the majority and the district covers the cost for the teachers.

G. COMMITTEE AND LIAISON REPORTS

Finance and Facilities – none

Policy – The next meeting will be on June 19th at noon.

Communications – The newsletter will be sent out sometime around the 16th. A guest speaker attended the last meeting and spoke in regard to communicating with media as well as communications between the Board and the superintendent.

Website Taskforce – Ms. Moran noted that on the current website, the Board members' personal addresses are listed and questioned if this was necessary since the members could be contacted via e-mail or the Board office. A brief discussion took place. Ms. Yudichak will research what CAGE recommends and the Committee will discuss this topic.

Town Council – Ms. Moran explained that the proposed mural design for the Crystal Peat Conservation Area was presented. It was previously approved by the Conservation Commission. Also discussed was the funding of the resident state trooper program. This latter item was tabled

so that the Board and others could be involved in the discussion. Mr. Krasusky added that the Town Council will schedule a meeting with Honeywell.

H. **CHAIRPERSON'S REPORT**

Mr. Adlerstein spoke in regard to the retreat. He added that the Board is looking forward to meeting agendas changing after the retreat to keep important items visible.

I. **BOARD ACTION**

I.1. Primary Mental Health Grant

Dr. Willett reviewed attachment I.1 and requested that the Board approve that the administration pursue the grant.

Mr. Doyle motioned to authorize Dr. Willett, on behalf of the district, to submit the application for the Primary Health Grant. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

I.2. Approval of Resource Officer Increase

Dr. Willett reviewed attachment I.2 (revised June 10th)

The Board pays 80% of the cost of the School Resource Office. Due to the final adopted state budget, the Board will need to allocate an additional \$54,214 to cover the expense.

Originally, \$102K was allocated. A discussion took place regarding where the funds may come (the reserve fund, materials, facilities etc.).

Mr. Clark recommended postponing action on this item until after the Town Council takes action. Mr. Adlerstein asked for the administration's recommendation. Dr. Willett responded that the administrators have spoken about how much they value the SRO program. They have not had a chance to weigh in given this new information.

A brief discussion took place regarding the numbers, other possible options, and the importance of transparency. Dr. Willett noted that there are other options but having an SRO from a local troop is far superior for a number of reasons including outreach and community interaction.

Mr. Adlerstein asked the Board members to caucus and come to a consensus. Mr. Doyle recommended that the Board members attend the next Town Council meeting where this will be discussed in greater detail.

Action was postponed until June 24th.

J. **PUBLIC PARTICIPATION** - none

K. **POINTS OF INFORMATION**

Ms. Colleen noted that Julie Kirk is leaving the Technology Advisory Board. She provided an update on activities at Birch Grove and recommended recognizing the PTOs and Booster Club for fundraising activities to help the schools.

L. **CORRESPONDENCE**

- Town Council – Special Meeting – May 26, 2015

M. FUTURE AGENDA ITEMS

- SBAC/testing
- SRO
- Recognition of retirees
- Legislative update from CAGE
- Recognition of the Girls Track Team

N. EXECUTIVE SESSION – For the Purpose of Discussing the Superintendent Evaluation

Mr. Clark motioned to go into executive session at 8:50 PM to discuss the Superintendent Evaluation and invited Dr. Willett, to attend. Mr. Doyle seconded the motion. All were in favor. Motion carried.

The Board returned to public session at 9:52 PM.

O. ADJOURNMENT

Mr. Doyle motioned to adjourn the meeting and pay the clerk at 9:52PM. Mr. Clark seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi
Clerk

Revised List 6/24/15

F.4

TO: Tolland Board of Education
FROM: Walter Willett, Ph.D
DATE: June 24, 2015
SUBJECT: Obsolete and Surplus Equipment

The attached list shows those items which are in disrepair or obsolete.

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

WW:jp

Table R-4 is a listing of existing all-electric kitchen equipment at Tolland Intermediate School

EXISTING						
Item #	Description	Manufacturer	Model	KW -ea	Qty	Total KW
1	Stationery Kettle	Market Forge	F60-PE	33	2	66
2	Convection Steamer	Vulcan	C24EA10-DLX	25.6	1	25.6
3	Convection Oven	Vulcan	VC44-EC2	12.5	1	12.5
4	Convection Oven	Vulcan	VC-4EC1	12.5	2	25
5	Table kettle	Groen	TDB 20	6.3	1	6.3

Table R-4

Type	Model	Serial	Reason	
THS		5 Overhead Projectors	Obsolete	
THS	141	Electric hole punch that does not work anymore.	Obsolete	
THS-Leary		I have 4 or 5 of the old style overhead projectors that do not work.	Obsolete	
Food Service Cash Register-BG			Obsolete	
BG Overhead Projector	1610AJA	16017079	Obsolete	
Drying Rack- BG Art Room			Obsolete	
BG- Maganovox DVD Player	MDV2100/F7	U42153999	Obsolete	
Computer	Gateway E4100	33240791	Obsolete	
Computer	Gateway E4100	33240744	Obsolete	
Computer	Gateway E4100	33240739	Obsolete	
Computer	Gateway E4100	33240847	Obsolete	
Computer	Gateway E4100	33240792	Obsolete	
Computer	Gateway E4100	33240843	Obsolete	
Computer	Gateway E4100	33240779	Obsolete	
Computer	Gateway E4100	33240737	Obsolete	
Computer	Gateway E4100	33240746	Obsolete	
Computer	Gateway E4100	33240782	Obsolete	
Computer	Gateway E4100	33240743	Obsolete	
Computer	Gateway E4100	33240787	Obsolete	
Computer	Gateway E4100	33240764	Obsolete	
Computer	Gateway E4100	33240790	Obsolete	
Computer	Gateway E4100	33240741	Obsolete	
Computer	Gateway E4100	33240738	Obsolete	
Computer	Gateway E4100	33240867	Obsolete	
Computer	HP dc530 sff	2UA42408MQ	Obsolete	
Computer	HP dc530 sff	2UA43101NK	Obsolete	
Computer	HP dc530 sff	2UA43101QG	Obsolete	
Computer	HP dc530 sff	2UA4260851	Obsolete	
Computer	HP dc530 sff	2UA4300637	Obsolete	
Computer	HP dc530 sff	2UA42608D1	Obsolete	
Computer	Dell Optiplex 280	73ZJ561	Obsolete	

Computer	Dell Optiplex 280	BZLWT61	Obsolete	
Computer	Dell Optiplex 280	7XXN081	Obsolete	
Computer	Dell Optiplex 280	1NSQ881	Obsolete	
Computer	Dell Optiplex 280	HLSQ881	Obsolete	
Computer	Dell Optiplex 280	DYDMT71	Obsolete	
Computer	Dell Optiplex 260	9FDW831	Obsolete	
Computer	Dell Optiplex 260	6NCS631	Obsolete	
Computer	HP dc5000 sff	2UA5200TCW	Obsolete	
Computer	HP dc5000 sff	USU4120FKS	Obsolete	
Computer	HP dc5000 sff	2UA5200TCY	Obsolete	
Computer	HP dc515 sff	U310KN9XA582	Obsolete	
Computer	HP dc515 sff	U310KN9XA462	Obsolete	
Computer	HP dc515 sff	U310KN9XA450	Obsolete	
Computer	HP dc515 sff	U308KN9ZB725	Broken	
Computer	HP dc515 sff	V312KN9XA736	Broken	
Computer	HP dc5100 sff	2UA6301LC7	Broken	
Computer	HP dc5100 sff	2UA6301LDK	Broken	
Printer	HP 1022	CNBC64M1T5	Broken	
Printer	HP 3600N	CNRBB50922	Broken	
Monitor	Dell E1913C	CN-06JX4Y-64180-34U-19BM	Broken	
Monitor	Dell E1913C	CN-06JX4Y-64180-34U-1AWM		
Monitor	Dell E1913C	CN-06JX4Y-64180-34U-OROM		

TO: Members of the Board of Education
FROM: Walter Willett, Ph.D
DATE: June 24, 2015
SUBJECT: Approval of Resource Officer Increase

The final adopted state budget changed the funding arrangement for the Resident State Trooper from the current 70% Town / 30% State arrangement to an 85% Town / 15% State arrangement for up to two troopers and at 100% for any additional troopers.

The Town and BOE together budgeted \$711,000 (the BOE pays 80% of the cost of the School Resource Officer). This allocation will have to increase to \$879,479 (an increase of \$121,065 from the Town, and \$54,214 for the BOE). The BOE will need to consider a board action authorizing this increase. This must occur so that the contract can be engaged for July 1, 2015.

WW:jp

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM June 9, 2015 – 7:30 P.M.

MEMBERS PRESENT: Jack Scavone, Chair; George Baker, Vice-Chair; William Eccles; Richard Field
Paul Krasusky and Ben Stanford

MEMBERS ABSENT: Jan Rubino

OTHERS PRESENT: Steven Werbner, Town Manager; Beverly Bellody, Human Services; Clem Langlois, Public Works; Kacey Dutton, Tolland High School Art Club; Linda Farmer, Director of Planning and Community Development; Mike Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records; Bill Dwinells, Engineer; John Littell, Fire Chief/Director of Public Safety; Doug Racicot, Asst. Director of Public Safety/Asst. Fire Chief

1. **CALL TO ORDER:** Jack Scavone called the meeting to order at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS:** None.
5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** *(on any subject within the jurisdiction of the Town Council) (2 minute limit):* None.
6. **PUBLIC HEARING ITEMS:** None.
- 7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:**

Karen Moran, BOE: She congratulated the Tolland High School girl's track team. With regard to the Utility Fund, the BOE would like to see the Finance and Facilities Committee involved in that group, since it falls under them, and then having Council members fill the other spots.

- 7a.1 Presentation by Kacey Dutton on mural to be painted on the concrete wall at Crystal Peat by Tolland High School Art Club students as recommended by the Conservation Commission.

Kacey Dutton, Tolland High School Art Club spoke: The idea to paint a mural on the concrete wall at Crystal Peat was recommended by the Conservation Commission. She described what they envisioned the mural to look like. The tentative date to begin painting is July 6th, if the proposal is approved. The project should take 5-7 days spread-out through July and August. There are eight students interested in participating. This is the proposed design:



All the Council members gave their consent to have the mural done.

7b. **REPORTS OF TOWN COUNCIL LIAISONS:** Paul Krasusky, Recreation Advisory Board: They discussed dedicating the Lions Field in memory of George Tornatore, although the name will remain Lions Field. The summer camps are doing well and have full attendance. They need a registered nurse for a diabetic attendee, and they are in need of lifeguards. A service ramp will be constructed by an Eagle Scout at The Lodge for vendors. Mr. Eccles said the only way to get certified to be a lifeguard is to take the course, and the only way to take the course is to sign up for one. The only way you can sign up for one is to know about it well in advance. Tolland doesn't offer the class. If we need lifeguards, and we have interested individuals, we need to offer the course. The last course that he knew of was held in April in Ellington. The classes are hard to find.

Mr. Field said he read the PZC minutes and saw that they suspended the permit of the quarry. Ms. Farmer said the choice was between revoking the permit and suspending it. In speaking with the Town Attorney, suspending the permit was the right way to go, because when there is compliance, it can be reinstated without reinventing the process. Mr. Field thanked all those involved with this issue.

8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

- 8.1 Consideration of a resolution reallocating available balances of \$38,340.44 from the Hicks Parking lot (\$29,447.77) and Parker School Remediation (\$8,892.67) projects to the Athletic Turf Project to offset funds not received from an approved grant with the Worrell Foundation.

Mr. Werbner said the \$38,000 is in the Capital Reserve account from projects which have been completed at a lesser cost. As part of the turf field and light project, we had been awarded a grant from the Worrell Foundation for \$70,000. In order to select an architect, we had to go through various steps as dictated by the Worrell Foundation Grant. We went through the process. Ms. Bellody worked with the BOE to prepare an application. We received an approval letter signed, on letterhead, from the Worrell Foundation of an award of \$70,000 as a grant. We included that into the project revenue and as part of our expense plan. As we went through the project, we expended \$38,000 that would be attributable to the grant funds. We submitted for a drawdown of the funds from the grant, but never received a response. At that point, we stopped any further expenditure on the project. We tried several sources to track down contacts from the organization. We were advised by Jeremy Worrell that the Foundation did not have any funds, and had not had any funds for several years. He does not know how we received an award letter, and the person who signed it states that he does not recall signing such a letter. We had several meetings with one of the board members, a member from the State Athletic Association and our Town Attorney. Our attorney has advised us that the cost to try to investigate further, and to try to pursue any legal action after that investigation would be far too costly to proceed. At this point, the recommendation is to reimburse the fund \$38,000 from the Capital Projects that we've already completed and make that particular fund whole. Unfortunately, they will not be able to do anything additional at the field that they had planned (ex.: security cameras).

George Baker motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the transfer of \$29,447.77 from the Hicks Parking lot revenue and \$8,892.67 from the Parker School Remediation Project to the Athletic Turf Project.

Seconded by Paul Krasusky. All in favor. None opposed.

- 8.2 Consideration of a resolution authorizing the Town Manager to enter into a contract with the State of Connecticut Department of Agriculture for a Viability Grant.

Mr. Werbner said the Agriculture Commission has been awarded an Agriculture Viability Grant for \$3,240 to promote the Farmer's Market (signs, totes, magnets, tent, etc.) and do agriculture outreach such as demonstrations and programs. The State Attorney General's Office requires Town Council endorsement of the attached Resolution to make the grant funds available for use.

George Baker motioned to accept the following resolution:

BE IT RESOLVED that it is in the best interest of the Town of Tolland to enter into contracts with the Connecticut Department of Agriculture.

IN FURTHERANCE OF THIS RESOLUTION, the Honorable Steven R. Werbner, Town Manager is duly authorized to enter into and sign said contracts dated June 10, 2015, on behalf of the Town of Tolland. The Honorable Steven R. Werbner, Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the State of Connecticut in connection with said contract and to execute any amendments, rescission, and revisions thereto.

THE TOWN CLERK IS AUTHORIZED to impress the seal of the Town of Tolland on any such document, amendment, rescission or revision.

Seconded by Rick Field. All in favor. None opposed.

- 8.3 Discussion on the installation of an EV Charging Station in the Town Hall parking lot and consideration of a resolution authorizing the Town Manager to apply for a grant covering the cost of equipment.

Mr. Werbner said there have been 4 grant opportunities from the State to put in these charging units. Up to \$10,000 would be reimbursed to the community. They have been told this is the last grant that they will be awarding. Mr. Dwinells, Town Engineer, commented that he has worked on applications for two grants and then installation at his previous job. They have discussed possible locations, and have determined the far end of the Library parking lot. The grant is reimbursable up to \$10,000, and the minimum for putting a unit in is estimated at \$15,000-\$20,000. So, if it was installed and the grant came in at \$10,000, one condition is that it would be free of charge for three years. The town would be responsible any extra cost of the installation, but also the annual software maintenance fee (\$560), and the electricity. A meter would also need to be installed in the equipment room, so that the electricity could be monitored. The electricity could be coordinated with Honeywell, so that it would get charged against the savings that we are looking to gain from the energy services contract. After the three years are up for the conditions of the grant, they could start charging for it, but they could only recoup the costs of operating the unit (electricity, software maintenance).

Mr. Scavone said he did this at this business over a year ago. He is not aware of the annual software fee. Mr. Dwinells explained the software feature. Mr. Field asked how many electric cars there are in town. Mr. Werbner said about 20. Mr. Eccles said this is a cost that we really can't do right now. At the same time, looking three years out, it would be a nice thing to have and we could charge for it. Although, three years is a long time to go in terms of technology. Mr. Eccles doesn't believe this is the last chance at the grant money. With the way things are going, more green, he believes incentives will be there. Mr. Scavone said if we do this, it is for the short term and to break even. Mr. Krasusky said he initially thought the grant money would have covered the whole thing, but with a \$5,000-\$10,000 outlay he doesn't believe it's a needed expense for the town.

No motion was made.

- 8.4 Consideration of a resolution to swap land on Bald Hill Road between the Town of Tolland (Parciak Conservation Area) and Ross Krechko to address an encroachment and simplify a lot line and the setting of a Public Hearing thereon for June 23, 2015.

Ms. Farmer said the town acquired the Parciak property in 2003. At that time, they did not apply for a DEEP grant for the acquisition, so they did not get an A-2 survey of the property. When the Conservation Commission was out on the property establishing trails and delineating the borders, they found some encroachment on the property, as well as ATV use. They reviewed this and determined that the lot line does not make sense. Ms. Farmer outlined on a map the recommendations. She said the Conservation Commission unanimously endorsed this land swap, which would simplify the land line, and eliminate the encroachment. A A-2 survey has now been acquired. Ross Krechko, the abutting property owner and encroacher, does agree to the land swap.

George Baker motioned that the following resolution be introduced and set down for a Public Hearing on June 23, 2015 at 7:30 p.m. in Tolland Town Council Chambers:

BE IT RESOLVED by the Tolland Town Council that it hereby approves a land swap on Bald Hill Road between the Town of Tolland (Parciak Conservation Area) and Ross Krechko to address an encroachment and simplify a lot line.

Seconded by Rick Field. All in favor. None opposed.

- 8.5 Consideration of a resolution to purchase a 10.96 acre parcel at 84 Nedwied Road from The Blackington Trust in the amount of \$140,857 and the setting of a Public Hearing thereon for June 23, 2015.

Ms. Farmer said Tolland acquired the 173 acre conservation easement from the King family, including 4,000' of frontage on the Willimantic River. She outlined on a map that the town also has River Park and the new Becker property connecting up the Willimantic River. They are looking to acquire the Blackington property. It is all part of the mid-river trail. They are working with the Willimantic Alliance, Mansfield and Coventry to get a linear park along the river. It is a recognized greenway; it is 10.96 acres for \$140,857. This has been unanimously endorsed by the Conservation Commission.

Rick Field motioned that the following resolution be introduced and set down for a Public Hearing on June 23, 2015 at 7:30 p.m. in Tolland Town Council Chambers:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the purchase of a 10.96 acre parcel at 84 Nedwied Road, in the amount of \$140,857

Seconded by Bill Eccles. All in favor. None opposed.

8.6 Consideration of a resolution to approve a bid waiver for purchase of labor and materials for the refurbishment of Fire Truck Engine Tank 340.

Chief Littell was going to review this agenda item with the Council, but received a call, so Mr. Werbner read the following item summary:

Fire Truck Engine Tank 340 is a 1994 Dash 1000 gallon pumper manufactured by Pierce Manufacturing. This truck is located at Station 340. The truck is nearing the end of its anticipated life cycle, but with minimal investment, the Town can refurbish the truck and extend its anticipated life cycle approximately another 10 years. If the department was to purchase a new replacement truck this fiscal year the cost of a new truck that is of similar make and model would cost approximately \$675,000. The fire department is requesting to appropriate \$90,000 from the 2015-2016 Capital Improvement Budget for the purpose of refurbishing ET-340. Additionally, the Fire Department is requesting that the Pierce Manufacturing regional authorized dealer, Firematic Supply Company, Inc. of Rocky Hill, CT, perform the necessary work.

During a DOT safety inspection, several issues were documented on the truck. Since the refurbishment will essentially repair all of the issues we are asking to expedite this process. Firematic would take delivery of the truck and begin work at the end of June.

We request that the requirements for bidding labor and materials is hereby waived in accordance with Town Policy A-126 11D(7) and the Tolland Town Council authorizes Steven R. Werbner to execute an agreement with Firematic Supply Company, Inc. of Rocky Hill Connecticut for the purpose of labor and materials to refurbish Engine Tank 440. This agreement shall be executed upon approval of this item by the Town Council. Firematic is the only authorized dealer for Pierce Manufacturing in CT, and they recently completed the refurbishment of ET-440 and Truck 240, which we are very pleased with. Rocky Hill is in proximity to Tolland. Having the truck refurbished locally allows for department representatives to frequently inspect the progress of the work and to be on site when critical decisions need to be made about unforeseen defects. Additionally, using the authorized dealer will ensure that the truck meets or exceeds the manufacturers design specifications prior to returning the vehicle to service.

Rick Field motioned to accept the following resolution:

WHEREAS, the Town of Tolland originally purchased fire truck Engine Tank 340, a 1994 Piece Manufacturing Dash cab and chassis from their authorized dealer, Firematic Supply Company, Inc. of Rocky Hill, CT.

WHEREAS, Firematic Supply Company, Inc. being the manufacturers authorized dealer has intimate historic knowledge of our specific vehicle; and

WHEREAS, Firematic Supply Company, Inc. has a direct relationship with the manufacturer and their engineering staff that originally designed and manufactured this vehicle; and

WHEREAS, Firematic Supply Company, Inc. has successfully completed two other apparatus refurbishments for the department. One being ET-440 the twin fire engine to ET-340; and

WHEREAS, town staff recommends that the refurbishment be done by the manufacturers dealer; and

WHEREAS, awarding a sole source contract constitutes a bid waiver under Town Policy A-126 11D(7);

NOW THEREFORE BE IT RESOLVED, that the requirements for bidding the refurbishment of fire truck Engine Tank 340 is hereby waived in accordance with Town Policy A-126 11D(7) and the Tolland Town Council hereby authorizes Steven R. Werbner to execute an agreement with Firematic Supply Company, Inc. for the purchase of labor and materials not to exceed \$90,000 to refurbish fire truck Engine Tank 340. This agreement shall be executed upon approval of this item by the Town Council. No down payments shall be made until such time that the Finance Director has the 2015-2016 budget established within our financial software.

Seconded by Paul Krasusky. All in favor. None opposed.

- 8.7 Consideration of a resolution reallocating available balances of \$31,512.16 from the Parker School Remediation account (\$16,107.33), from the Mower Replacement account (\$4,942.54) and from the Senior Center Generator account (\$10,462.29) to Public Works Equipment account to purchase a new 250 pickup truck needed to replace two vehicles recently taken off the road for safety reasons.

Mr. Werbner said the Parks and Highway Departments have historically used vehicles passed through by supervisors for operation use. This maximizes the useful life of the vehicles. As of now, there are no such vehicles scheduled to be rotated into operation use in the near future.

Currently, we have four older pickups used in the departments to do all the smaller tasks required on a daily basis. Of the four pickups, two have been taken off the road due to unsafe conditions. A 2001 Dodge Ram with 125,000 miles was deemed unsafe in November 2014 and a 1996 Ford F-150 with 120,000 miles in May 2015. Both of these trucks carry fuel tanks to fill equipment on job sites. The money is available in the Capital accounts has been taken from projects that have been completed and the money is available. By transferring these funds we will be able to replace one of the trucks and prevent the use of our larger vehicles for smaller routine assignments. It is suggested that both the 2001 Dodge Ram and 1996 Ford F-150 be brought to Bills Auto in Tolland for a credit so the Town is not held liable if we were to sell them.

Mr. Baker asked who deemed the vehicles unsafe. Mr. Werbner said the town's mechanics did. Mr. Eccles asked how one vehicle will substitute for two. Mr. Langlois said it won't substitute for two, but it is better than having nothing at all. He went through the vehicles that have been taken off the road. They need a vehicle to transport gasoline, and this will help. He said they have taken everyone else's vehicles and used them until they can't anymore. Mr. Krasusky asked if there has been thought about buying two used vehicles instead of one. Mr. Langlois has looked at used vehicles, but the price of a used vehicle is almost what he pays for a state bid option. They do need to have lift gates he added. He said with the weight of the tank, with fuel in it, a 150 is not going to be able to carry it.

Rick Field motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the transfer of \$16,107.33 from the Parker School Remediation Project, \$4,942.54 from the Mower Replacement account and \$10,462.29 from the Senior Center Generator account to the Public Works Equipment account.

Seconded by Ben Stanford. All in favor. None opposed.

- 8.8 Discussion of Resident State Troopers funding and consideration of a resolution to approve the increased amount needed to maintain the current compliment of Resident Troopers assigned to the Town.

Mr. Werbner said the final adopted state budget changed the funding arrangement for the Resident State Trooper program from the current 70% Town / 30% State arrangement to 85% Town / 15% state for two

troopers and 100% for any troopers we contract for above that amount. This is for the cost of salary and fringe benefits. We included in the budget on the Town side \$602,000, which was sufficient to fund the current compliment of troopers under the existing formula or if we had to pick up 100% of the cost sufficient funds for three trooper. (This would require that we reduce the existing compliment by one trooper and a Sergeant.) The new funding arrangement would require that the total cost for the existing compliment of Troopers increase from the \$711,000 budgeted by both the Town and BOE (BOE pays 80% of the cost of the school resource officer) to \$879,479. This would require the Town to spend an additional \$121,065 above that budgeted for the next fiscal year and the BOE \$47,414.

At this time we have identified \$22,000 in the current year budget of the Resident Troopers that we could encumber toward this expense on the Town side resulting from unused overtime and slight changes in Trooper rates of pay. I would suggest that we hold off from identifying the funding source for the remaining amount until after the completion of this year's audit which is normally in December to see the status of fund balance or any other available balances that we may have. I am checking with the Superintendent of Schools as to whether the BOE is willing to absorb the additional \$47,414 on their side for the 80% of the School Resource officer cost. If the Council does not want to pay the additional amount then we would have to reduce the compliment by one trooper. I need the Town Council to let me know prior to July 1st their position on the additional amount required to maintain the current compliment of Resident Troopers.

Discussion occurred regarding losing a sergeant or trooper, what the effects would be in the reduction of staff and the difference in dollars. It was determined the no one wanted to eliminate the SRO position. One of Mr. Field's suggestions was to train one or two of our Public Safety Officers to take over the SRO position. Mr. Werbner, along with others, voiced concern about this. He said it is a different function. Ms. Moran said the SRO does have specific training. Mr. Werbner said if the BOE did not want to hire a Resident Trooper, they could go out and hire their own individual, at a less salary.

It was determined that the Council would table this matter until the next meeting. At that time, they would be aware of the BOE's position.

8.9 Appointments to vacancies on various municipal boards/commissions.

Ben Stanford moved to *re-appoint* the following to the Cable Advisory Board:

Larry Perosino, new term 06/14/15 – 06/14/17

Paul Batterson, Jr., new term 06/14/15 – 06/14/17

Seconded by Bill Eccles. All in favor. None opposed.

Ben Stanford moved to appoint **Sara-Beth Nivison** to the Alternate position on the Zoning Board of Appeals. Seconded by Rick Field. All in favor. None opposed.

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

- 10. REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1ST MEETING OF THE MONTH ONLY):** Mr. Werbner brought up the cap on car taxes that Legislatures have adopted. What was approved was to hold municipalities harmless in terms of any loss that they may incur in regards to the cap. Currently, the way it is structured is that the cap in 16/17 is 32 mills; in 17/18 its 29.36 mills. If you are above the 32 mill cap, you are supposed to be reimbursed by the State as part of the .5% of the sales tax that we are getting back. The problem is, is they are basing it on your mill rate of 14/15, not 15/16 or 16/17. In 14/15, we were below the 32 mill cap at 31.05. With the way the formula is being calculated in the first year, we will get no reimbursement, which could be in the neighborhood of \$300,000. In that same year, we are scheduled

to get about \$437,000 from the additional sales tax amount, which is being called property tax relief. That is supposed to allow municipalities to lower their mill rates. At least \$300,000 of that \$437,000 is going to have to go to make up for the loss of revenue that we are receiving from the car tax. Whatever we get from the sales tax relief, will be a wash. Mr. Werbner has made the State Senator aware of this, as well as our Representative.

11. ADOPTION OF MINUTES

- 11.1 May 26, 2015 Regular Meeting Minutes: George Baker moved to adopt the minutes; Seconded by Paul Krasusky. All in favor. None opposed.

12. CORRESPONDENCE TO COUNCIL: None.

13. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: Mr. Krasusky asked if they should figure out who is going to meet with Honeywell. Mr. Werbner said the BOE wants the Facilities Committee, but they need a Council member. It was determined that the Shared Services Committee and Bill Eccles would be added.

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

15. ADJOURNMENT: Jack Scavone moved to adjourn the meeting; Seconded by Paul Krasusky at 8:43 p.m. All were in favor.

Jack Scavone, Council Chair

Michelle A. Finnegan
Town Council Clerk