

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
June 10, 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 – May 27, 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 TMS Music Department
 - F.2 Recognition of the Fire Prevention Poster Contest Winner
 - F.3 Recognition of the International DECA Competition Winners
 - F.4 Monthly Financial Report
 - F.5 Update on Administrators Retreat (no enclosure)
 - F.6 Leave of Absence Report
 - F.7 2014 – 2015 Approved Field Trips
- G. COMMITTEE & LIAISON REPORTS
- H. CHAIRPERSON'S REPORT

I. BOARD ACTION

- I.1 Primary Mental Health Grant**
- I.2 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 – May 26, 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 – May 27, 2015

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

Administrators Present: Mr. Mark McLaughlin, Business Manager

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:33 P.M. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

- Regular Meeting – May 13, 2015

Mr. Clark motioned to accept the minutes of the May 13th meeting. Mr. Doyle seconded the motion. Changes: none. Mr. Adlerstein, Mr. Doyle, Ms. Gorsky, Ms. Moran, and Mr. Clark were in favor. Ms. Yudichak abstained. Motion carried.

Ms. Gorsky reported on correspondence received by the Board. All of the letters were in regard to personnel.

C. PUBLIC PARTICIPATION - none

D. POINTS OF INFORMATION

Ms. Yudichak thanked everyone for their help with the Spring Fling. It was very successful.

Mr. Adlerstein spoke in regard to the correspondence. He explained that the Superintendent is responsible for personnel issues. It is not the Board's role to be involved unless there is a grievance. Mr. Clark added that all of the bargaining unit contracts have provisions for grievance procedures. Mr. Adlerstein noted that he and the vice chair are kept abreast of personnel issues and information is shared in executive session with the Board if needed. The Policy Committee is currently working on formalizing this process. Mr. Adlerstein asked Mr. Eric Bedner, a reporter from the Journal Inquirer, if he would like to comment. Mr. Bedner noted that he is present to observe, not to comment. Mr. Adlerstein invited him to participate with the Board as it goes into its planning stage over the summer. They would like him to be a partner with them in regard to positive community-building stories. The JI is a great way to get a positive message out to the community. Mr. Bedner responded that he would be happy to do so but that it is not his place to comment.

Ms. Gorsky commented that she appreciated the article on the referendum and thanked Mr. Bedner.

E. STUDENT REPRESENTATIVE REPORT

Ms. Welch noted that Student Council elections were held. Mr. Perosino and another student were elected to be Board representatives in the upcoming academic year and Ms. Welch was elected to President of the Student Council.

Mr. Perosino explained that the Student Council has started planning Freshmen Orientation and Homecoming. A club fair will be part of the orientation program.

Mr. Adlerstein invited Mr. Perosino and Ms. Welch to attend and be student voices at the July 8th session. He thanked them for their contributions and comments on various issues during Board meetings.

F. SUPERINTENDENT'S REPORT

G. COMMITTEE AND LIAISON REPORTS

Communications – Ms. Moran noted that the Committee will meet on June 3rd at 5pm. There will be a guest speaker on communications. Additionally, the Fire Prevention Poster Winner will attend the June 10th Board meeting for recognition.

Town Council – Ms. Moran highlighted that Mr. Eccles discussed the Technology Advisory Board. There appears to be a renewed effort to have an on-call presence. Further, the Town Council authorized the submission of the application for the CT State Department of Education Youth Service Bureaus Grant which primarily funds Ms. Dunn's salary. This has been done since 1985. Lastly, Mr. Werbner talked about the utility fund and about forming a combined group which would include the Board and the Town. He suggested that it be the Shared Services Group. Mr. Adlerstein commented that the Board has discussed having the Finance and Facilities Committee represent the Board in regard to the utility fund.

Finance and Facilities – Mr. Doyle explained that the Committee is working to reach out to the Town Council to form a joint committee to look at the USIF fund. He will follow up with Mr. Werbner. The goal is to understand the contract, the aspirations for the funds, and make policy recommendations to the Board and the Town Council. They will also work with Dr. Willett, Mr. McLaughlin, Ms. Hancock, and Mr. Werbner.

H. CHAIRPERSON'S REPORT

Mr. Adlerstein explained that Dr. Willett reported that the administrators will have a retreat with a focus on higher order thinking. Three meetings will be held over the week of June 22nd. By June 24th, two of the three meeting will have taken place so the focus of the June 24th Board meeting will be for the Board to align itself with the thinking of the administration. The Board is planning a retreat at Crandall's Lodge on July 8th. He invited Mr. Bedner to attend as well.

I. BOARD ACTION

I.1. Policy 4070 – Alcohol, Tobacco and Drug-Free Workplace

Ms. Gorsky reviewed the policy and its changes.

Mr. Clark motioned to accept the revisions to Board Policy 4070 – Alcohol, Tobacco and Drug-Free Workplace. Mr. Doyle seconded the motion. All were in favor. Motion carried.

I.2 Approval of the purchase of a 2015, F250 Truck for the Facilities Department

Dr. Willett sent a memo explaining that \$30K was set aside in the capital budget for renovations to the BOE administrative offices. The plan to move out of the current location

has been put on hold. In turn, Dr. Willett would like to ask Mr. Werbner to transfer these funds to the vehicle account for the purpose of replacing a vehicle.

Ms. Gorsky motioned to authorize the Superintendent to request that the Town transfer the funds from the capital budget for the Board of Education renovations to the vehicle account for the purchase of a truck for the Board of Education. Mr. Doyle seconded the motion. All were in favor. Motion carried.

J. PUBLIC PARTICIPATION - none

K. POINTS OF INFORMATION

Mr. McLaughlin noted that the excess cost payments were distributed. The District received \$207K which helps with the special education costs.

Ms. Gorsky inquired if anyone has followed up on discussing the possibility of changing the bus schedule to save money. One option may be to combine the THS and TMS bus runs; an option which seems to work in other districts. Mr. McLaughlin will review the contract and gather information to determine if this would be a possibility at this time.

L. CORRESPONDENCE

- Town Council – Special Meeting – May 12, 2015

M. FUTURE AGENDA ITEMS

- Testing Overview including SBAC opt-out information
- LOA report
- Field Trip report
- Music department recognition (Chicago) (June 10th)
- Fire Prevention Poster contest winner (June 10th)

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

Mr. Clark motioned to go into executive session at 8:22 PM to discuss the Superintendent Evaluation. Ms. Moran seconded the motion. All were in favor. Motion carried. The Board returned to public session at 9:22 PM.

O. ADJOURNMENT

Mr. Clark motioned to adjourn the meeting and pay the clerk at 9:22PM. Mr. Doyle seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi
Clerk



TOLLAND PUBLIC SCHOOLS


51 TOLLAND GREEN
TOLLAND, CONNECTICUT 06084

OFFICE OF THE
SUPERINTENDENT OF SCHOOLS
860-870-6850
FAX: 860-870-7737

Walter Willett, Ph.D.
Superintendent

F.4

TO: Board of Education

FROM: Mark S. McLaughlin, Business Director 

RE: Monthly Financial Report-April 2015

Date: May 31, 2015

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

Attached please find the financial report for the month of May, the 11th month of the 2015 fiscal year. This report represents a snapshot of the financial condition for the month. This method allows for a good comparison each year for the same time period each month.

The financial attachment is provided in an object format to clearly show the adopted budget and the expenditures against the budget. The object line items show all of the Board's expenses and encumbrances' such as salaries, health insurance, utilities, textbooks, etc.

The attached May 2015 financial report shows an available balance of \$95,428 or .26% of the BOE's current budget. There is only one month of expenditures left in this fiscal year. There will be a number of positive and negative adjustments that will shift this balance over the next 30 days. Barring any unforeseen circumstances, we should end the fiscal year in the black. The current year has been very challenging and is certainly much tighter than last fiscal year.

There are a number of services that remain to be paid on purchase orders for the year. We are reviewing those purchase orders for savings opportunities. Some examples of end of year obligations are vacation day buyouts for the teachers who retired this year and end of year curriculum writing expenses.

As noted in previous month's reports, the first payment of our Excess Cost reimbursement was higher than we anticipated. The May financial balance of \$95,428 includes the final Excess Cost payment for \$207,000.

The General Assembly voted to extend the time frame to use the \$414,000 School Security Grant funds. The new extended date to complete this work is June 30, 2016. Extension paperwork will be filed shortly.

Tolland Public Schools

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

From Date: 5/1/2015

To Date: 5/31/2015

Fiscal Year: 2014-2015

Subtotal by Collapse Mask

Include pre encumbrance

Print accounts with zero balance

Filter Encumbrance Detail by Date Range

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
0100.0000.110.00.000.1	Salaries	\$21,410,569.00	\$2,504,161.87	\$17,956,726.86	\$3,453,842.14	\$3,001,011.66	\$452,830.48	2.11%
0100.0000.120.00.000.1	Substitutes	\$465,099.00	\$59,188.14	\$337,501.57	\$127,597.43	\$381.86	\$127,215.57	27.35%
0100.0000.130.00.000.1	Overtime	\$84,889.00	\$10,990.24	\$128,334.19	(\$43,445.19)	\$201.83	(\$43,647.02)	-51.42%
0100.0000.150.00.000.1	Stipends	\$329,888.00	\$12,589.36	\$237,358.80	\$92,529.20	\$163,736.99	(\$71,207.79)	-21.59%
0100.0000.190.00.000.1	Pension/Severance	(\$192,470.00)	\$1,000.00	\$229,432.22	(\$421,902.22)	\$287.00	(\$422,189.22)	219.35%
0100.0000.200.00.000.1	Employee Benefits	\$210,863.00	\$0.00	\$308,176.31	(\$97,313.31)	\$0.00	(\$97,313.31)	-46.15%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,150,651.00	\$834,252.48	\$4,929,654.31	\$220,996.69	\$28,084.54	\$192,912.15	3.75%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$542,290.00	\$64,440.26	\$483,579.86	\$58,710.14	\$68,279.93	(\$7,569.79)	-1.40%
0100.0000.240.00.000.1	Retirement (ICMA)	\$189,568.00	\$8,689.50	\$160,105.83	\$29,462.17	\$17,210.57	\$12,251.60	6.46%
0100.0000.250.00.000.1	Course Reimbursement-Degree Ch	\$35,000.00	\$5,085.00	\$17,999.33	\$17,000.67	\$2,000.67	\$15,000.00	42.86%
0100.0000.260.00.000.1	Unemployment Compensation	\$30,203.00	\$580.64	\$4,820.00	\$25,383.00	\$25,383.00	\$0.00	0.00%
0100.0000.270.00.000.1	Workers' Compensation	\$237,475.00	\$0.00	\$231,738.00	\$5,737.00	\$0.00	\$5,737.00	2.42%
0100.0000.300.00.000.1	Purch Prof & Tech Svcs	\$20,680.00	\$0.00	\$21,047.71	(\$367.71)	\$695.00	(\$1,062.71)	-5.14%
0100.0000.310.00.000.1	Benefits Consultant Services	\$63,043.00	\$3,943.33	\$55,345.80	\$7,697.20	\$7,886.70	(\$189.50)	-0.30%
0100.0000.320.00.000.1	Prof Educ Svcs	\$362,632.00	\$40,044.87	\$302,832.34	\$59,799.66	\$80,458.96	(\$20,659.30)	-5.70%
0100.0000.330.00.000.1	Professional Tech Svcs	\$5,000.00	\$197.45	\$7,550.20	(\$2,550.20)	\$454.80	(\$3,005.00)	-60.10%
0100.0000.340.00.000.1	Legal/Audit/Consult Svcs	\$159,704.00	\$19,855.13	\$149,088.69	\$10,615.31	\$22,864.85	(\$12,249.54)	-7.67%
0100.0000.350.00.000.1	Tech Services	\$345,628.00	\$13,492.53	\$239,966.07	\$105,661.93	\$35,990.51	\$69,671.42	20.16%
0100.0000.410.00.000.1	Sewer/Water	\$35,666.00	\$0.00	\$35,666.00	\$0.00	\$0.00	\$0.00	0.00%
0100.0000.420.00.000.1	Cleaning/Rubbish Services	\$104,975.00	\$10,659.02	\$70,883.83	\$34,091.17	\$4,740.06	\$29,351.11	27.96%
0100.0000.430.00.000.1	Repair and Maint Svcs (Facili	\$208,207.00	\$22,687.89	\$242,471.21	(\$34,264.21)	\$115,927.83	(\$150,192.04)	-72.14%
0100.0000.440.00.000.1	Rentals	\$128,398.00	\$11,246.42	\$98,235.74	\$32,160.26	\$28,534.07	\$3,626.19	2.82%
0100.0000.510.00.000.1	Student Transp Svcs	\$2,139,549.00	\$68,575.67	\$1,992,728.49	\$146,822.51	\$200,792.75	(\$53,970.24)	-2.52%
0100.0000.520.00.000.1	Property/Liability Insurance	\$175,801.00	\$0.00	\$177,528.28	(\$1,727.28)	\$0.00	(\$1,727.28)	-0.98%
0100.0000.530.00.000.1	Telephone/ Postage	\$43,192.00	\$1,532.02	\$33,234.27	\$9,957.73	\$10,892.00	(\$934.27)	-2.16%
0100.0000.540.00.000.1	Advertising	\$2,865.00	\$0.00	\$3,102.37	(\$237.37)	\$0.00	(\$237.37)	-8.29%
0100.0000.550.00.000.1	Printing and Binding	\$25,235.00	\$1,279.81	\$14,606.73	\$10,628.27	\$5,898.49	\$4,729.78	18.74%
0100.0000.560.00.000.1	Tuition Educ Agency	\$2,306,137.00	\$105,526.49	\$1,814,238.67	\$491,898.33	\$363,696.81	\$128,201.52	5.56%
0100.0000.580.00.000.1	Travel and Conference	\$24,328.00	\$2,159.97	\$20,468.99	\$3,857.01	\$7,512.84	(\$3,655.83)	-15.03%
0100.0000.590.00.000.1	Safety Officials / SRO	\$18,000.00	\$0.00	\$7,799.99	\$10,200.01	\$10,074.85	\$125.16	0.70%
0100.0000.600.00.000.1	General Supplies	\$131,273.00	\$3,231.21	\$161,692.82	(\$30,419.82)	\$18,847.36	(\$49,267.18)	-37.53%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$336,702.00	\$14,637.49	\$239,711.16	\$96,990.84	\$26,807.43	\$70,183.41	20.84%
0100.0000.620.00.000.1	Energy	\$1,815,258.00	\$24,205.22	\$1,573,607.15	\$41,650.85	\$38,670.85	\$2,980.00	0.18%
0100.0000.640.00.000.1	Textbooks	\$109,027.00	\$2,734.89	\$89,581.99	\$19,445.01	\$1,578.97	\$17,866.04	16.39%
0100.0000.650.00.000.1	Films and Videos Supl	\$1,650.00	\$0.00	\$0.00	\$1,650.00	\$0.00	\$1,650.00	100.00%
0100.0000.660.00.000.1	Computer Software	\$57,820.00	\$0.00	\$45,538.73	\$12,281.27	\$15,000.00	(\$2,718.73)	-4.70%
0100.0000.690.00.000.1	Misc Supplies	\$51,913.00	\$1,076.81	\$39,913.95	\$11,999.05	\$8,311.15	\$3,687.90	7.10%
0100.0000.730.00.000.1	Equip Instruct - New	\$170,210.00	\$2,358.20	\$182,255.51	(\$12,045.51)	\$36,859.63	(\$48,905.14)	-28.73%
0100.0000.760.00.000.1	Equip - Spec Ed - Instr - New	\$1,200.00	\$0.00	\$1,247.13	(\$47.13)	\$0.00	(\$47.13)	-3.93%
0100.0000.810.00.000.1	Dues and Fees	\$51,467.00	\$325.00	\$51,753.99	(\$286.99)	\$1,205.00	(\$1,491.99)	-2.90%
0100.0000.890.00.000.1	Misc Expense	\$0.00	\$0.00	\$350.00	(\$350.00)	\$50,000.00	(\$50,350.00)	0.00%
Grand Total:		\$37,189,581.00	\$3,850,706.71	\$32,695,873.09	\$4,493,707.91	\$4,398,278.96	\$95,428.95	0.26%

End of Report

TO: Members of the Board of Education

FROM: Walter Willett, Ph.D

DATE: June 24, 2015

SUBJECT: Leave of Absence Report

As per Board of Education, resolution adopted on July 11, 2007, below is a status report on requests for unpaid Leaves of Absences since the beginning of the school year.

POSITION	DATES OF REQUEST	RATIONALE	GRANTED/ REJECTED
Paraprofessional	November 24, 2014	Travel	Granted
Paraprofessional	December 8 – 12, 2014	Family Related Business	Granted
Teacher	December 23, 2014	Honeymoon	Granted
Paraprofessional	January 4 – 6, 2015	Family Commitment	Granted
Paraprofessional	April 22, 2015	Robotics Competition	Granted
Nurse	April 22, 23 and the 24 (1/2), 2015	Robotics Competition	Granted
Paraprofessional	June 17 (1/2), June 18 & 19, 2015	Son getting married	Granted
Nurse	May 6 – May 12, 2015	Family Medical	Granted

There was a cumulative savings to the District of \$237.05.

WW:jp

TO: Members of the Board of Education

FROM: Walter Willett, Ph.D

DATE: June 24, 2015

SUBJECT: 2014- 2015 Approved Field Trips

In accordance with Board of Education Policy 5150, Field Trips, the following overnight field trips have been approved for the 2014- 2015 school year.

School	Date(s)	Trip Destination	Purpose
Tolland High School	Feb 5-Feb 9,2015	Orlando, Florida	Cheerleading Nationals
Tolland High School	April 22 – 26, 2015	Chicago, IL	Adjudication Festival
Tolland High School	June 19 – June 21,2015	Greensboro, NC	Exposing students to track programs at the national level
Tolland Middle School	June 1 – June 5, 2015	Key Largo, Florida	Marine ecology research
Tolland Middle School	Nov 10 – 13, 2015	Washington, DC	8 th Grade Field Trip

WW:jp

TO: Members of the Board of Education
FROM: Walter Willett, Ph.D
DATE: June 10, 2015
SUBJECT: Primary Mental Health Grant

Since 2001, Birch Grove School has received a grant to support a paraprofessional who has been specially trained to work with students who have mild adjustment problems. This paraprofessional works under the direct guidance of the school psychologist. The grant in the amount of \$20,000 helps defray a portion of the paraprofessional salary. Attached is a copy of the abstract page and the budget form from the grant application.

The Administration recommends approval of the application for the Primary Mental Health Grant.

WW:jp

RFP. #026
 Sec. 10-76t-w
 Rev. 07/07

Project No: _____
 (For State Use Only)

Agency: Tolland Public Schools

COVER PAGE

Connecticut State Department of Education
 Division of Family and Student Support Services
 Bureau of Health/Nutrition, Family Services and Adult Education
 Middletown

Applicant Agency
 (name, address, & phone):

Tolland Public Schools
 #51 Tolland Green
 Tolland, Connecticut 06084
 (860) 870-6850

Local Program Title:

Birch Grove BEARS Program

Name of School(s) Where Program Will Operate:
 Birch Grove Primary

Date of Initial PMHP Funding (for continuing programs): July 1, 2000

Present Agency Contact Person
 (name, address, phone, email)

Carolyn S. Tyl
 #1 Eagle Hill Road
 Tolland, Connecticut 06084
 (860) 870-6818, Ext. 304
keidson@Tolland.k12.ct.us

Program Dates:

From: July 1, 2015 To: June 30, 2016

Agency Contact Person during Program Implementation
 (name, address, phone, e-mail)

Patricia Mace
 Birch Grove Primary
 Rhodes Road
 Tolland, Connecticut 06084

I, Walter Willett, PhD, the undersigned authorized chief administrative official of this agency, submit this application on behalf of the participating agency, attest to the appropriateness and accuracy of the information contained herein, and certify that this application, if funded, will comply with all relevant requirements of Connecticut General Statutes, Section 10-76t-w (inclusive) and that the Statement of Assurances and all other assurances made herein will be fully implemented.

Signature: _____

Title: Superintendent of Schools

Name (typed): Walter Willett

Date: June, 2015

Agency: Tolland Public Schools

ABSTRACT PAGE

Applicant Agency: **Tolland Public Schools**

Local Project Title: **Birch Grove Primary Mental Health Program**

Funds Requested: **\$20 ,000**

Objectives:

The objectives of the Primary Mental Health program are to:

- 1) implement a school-based early detection and screening program to identify children with minimal to moderate problems in adjusting to school,
- 2) establish specific goals and objectives for working with identified children,
- 3) implement prevention goals,
- 4) provide for parent participation in progress and termination conferences,
- 5) coordinate this program with other existing programs,
- 6) support and educate parents concerning their child's development and needs,
- 7) evaluate program outcomes, and
- 8) provide for staff development in primary mental health

Project Activities:

At Birch Grove School the Primary Mental Health Program is called "B.E.A.R.S." The acronym describes positive feelings of self-esteem: Beary, Excellent, Awesome, Remarkable, Self. B.E.A.R.S. is a non-instructional, general education program that seeks to promote a positive adjustment in primary grade children's school experiences. It is a school-based program, which detects and strives to prevent school adjustment problems for students in kindergarten through grade two. It provides attention and extra support to youngsters who are having minimal to moderate difficulties adjusting to school life. In addition to offering the B.E.A.R.S. program, we have trained all teachers in "Responsive Classroom" and will begin the fifth year of implementation of Positive Behavior Intervention and Support (PBIS). PBIS is a continuum from grades PK through 12. Besides PBIS, we use Second Step materials and have a full Response to Intervention (RtI) program. Parents are encouraged to become involved in programs for parents at the Family Resource Center. All teachers are involved in Professional Learning Communities (PLCs) where they meet weekly to discuss student needs.

Procedures for Data Collection and Reports Expected:

The program at Birch Grove consists of at least 24 weeks of contact with students during the school year. Data used to determine the success of this program includes: number of children screened, number of children served, number of parent contacts and interactions, number of student service terminations with status of termination determined, and number of support services offered to parents. We also include information about parent participation in programs about child development and needs, reports on increased linkages with other schools concerning school-based early intervention/pre-referral strategies, and reports of staff development. Documentation of program results is available.

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM MAY 26, 2015 – 7:30 P.M.

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

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager; Beverly Bellody, Human Services; Clem Langlois, Public Works

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: The Prom was last Friday night, and it was a success. Noah Perryman, a 4th grader, won the Fire Prevention Poster Contest. He will be recognized at the BOE's June 10, 2015 meeting. The BOE has started setting their goals and evaluation of Dr. Willett. Jan Rubino mentioned that Paul Krasusky's daughter won 2nd place for the Fire Prevention Poster Contest.

7b. REPORTS OF TOWN COUNCIL LIAISONS: Bill Eccles, Technology Advisor Board: The Board met last week, and it has a sense of renewed purpose. Dr. Willett was present, and he will continue to participate in the meetings. There was a conversation about what the roll should be of the Technology Advisor Board. It was decided that it's going to get more people on the Board for starters, so that they can have an on-call presence to other committees and boards. Rick Field, Health District: No news. Celebration Committee: the parade was a success. They raised \$957.13 for the Auxiliary at the State Veteran's Home.

Ben Stanford motioned to add item 8.6 to the agenda to discuss the possible changes to the Capital Budget priorities; Seconded by Rick Field. All in favor. None opposed.

8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

- 8.1 Consideration of a resolution for authorizing the application by the Resident State Trooper's Office for a 100% Funded – Traffic and High Risk Rural Roads Speed Enforcement Program grant and upon grant award the use of Town cash reserves to provide an interim funding source until the grant proceeds are received.

Mr. Werbner said this is the second year that Tolland is applying for this, and most likely will receive it. He said the news stated that Connecticut has the most dangerous rural roads in the country. Last year, they had great success in terms of overtime for speed and traffic control on our roads. The funds would be used between July 1, 2015 and August 31, 2015. The State has determined that Tolland is one of several eligible towns, and has encouraged that Tolland apply for these funds.

Jan Rubino motioned to accept the following resolution:

NOW, THEREFORE, BE IT RESOLVED by the Tolland Town Council that it hereby approves the Resident State Trooper and the Town Manager to apply for the State of Connecticut Traffic and High Risk Rural Roads Speed Enforcement Grant and upon award of the grant to use Town cash reserves to pay for expenditures which will be 100% reimbursed by the grant proceeds.

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

- 8.2** Consideration of a resolution authorizing the Town Manager to enter into a contract with the State Library Association for a Historic Documents Preservation Grant for FY 2015/2016.

Mr. Werbner said this is the annual grant that the Town Clerk's office receives to help them microfilm the land records. They will be able to convert an additional 14,950 microfilmed land record images into digital records.

Jan Rubino motioned to accept the following resolution:

RESOLVED: that Steven R. Werbner, Tolland Town Manager, is empowered to execute and deliver in the name of and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant.

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

- 8.3** Consideration and action on a resolution appointing Town Manager, Steven R. Werbner to the Board of Directors of the Eastern Highlands Health District for a three year term of service.

Mr. Werbner said they have two seats on the Eastern Highlands BOD. Mr. Field was re-appointed at the last Council meeting. Mr. Werbner's term has expired.

Rick Field motioned to accept the following resolution:

BE IT RESOLVED that Steven R. Werbner is hereby appointed as a member of the Board of Directors of the Eastern Highlands Health District for a three year term of service from January 2015 – January 2018.

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

- 8.4** Consideration of a resolution to authorize the submission of an application for the Connecticut State Department of Education Youth Service Bureau Grant Program, July 2015 - June 2017 in the amount of \$21,233 annually.

Mr. Werbner said this is already in the budget as part of our revenue for the Youth Services Department. They do a fantastic job with the limited amount of funds that they receive.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED that Steven R. Werbner, as Town Manager of the Town of Tolland, and in his absence the Acting Town Manager, is hereby authorized to make, execute and approve on behalf of the Town of Tolland the 2015-2017 Youth Service Bureau Grant Program application for funding offered by the Connecticut State Department of Education, and any subsequent amendments and modifications, between the Town of Tolland and SDE.

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

8.5 Appointments to vacancies on various municipal boards/commissions.

Ben Stanford move to *re-appoint* the following to the Tolland Technology Advisory Board:

Andrew Powell, new term 05/28/15 – 05/28/17
James Gifford, new term 05/28/15 – 05/28/17
John Livingston, new term 05/28/15 – 05/28/17
Peter Ginthwain, new term 05/28/15 – 05/28/17

Seconded by Jan Rubino. All in favor. None opposed.

8.6 Discussion of possible changes to the Capital Budget priorities.

Mr. Werbner commented that in the capital improvements section of the recently approved budget, they had \$30,000 in the public facilities portion for improvements to the BOE administrative office, if the BOE moved out and turned the building over to the town. After discussion with the Superintendent, he would like to hold off and reassess the space issues that they have. The Superintendent has asked if the funds programmed for this purpose could be transferred to the vehicle account to replace a 1996 Jeep Grand Cherokee used by their facility crew. Apparently, this vehicle is costing a significant amount to keep it on the road, and it does not give them the needed capacity to move equipment and materials around the district. Mr. Langlois has found an F250 pickup that meets state bid requirements within the \$30,000 amount. The purchase would take place after July 1st since the funds are in the next fiscal year's capital budget. The vehicle is on the lot, and if they have to order a vehicle it could take up to four months to come in. Mr. Willett will speak to the BOE about this at tomorrow night's meeting. This item would need the approval of the Council and the BOE.

Jan Rubino motioned to approve \$30,000 from the Public Facilities portion of the Capital Improvement budget to Town Administration for the purchase of a vehicle for the Board of Education.

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 said there has been discussion about getting a joint committee together to discuss the budgeting of the utility fund, and how they are going to budget for the ESCO financing package. They have been doing a lot of work with regard to coming up with various options. They are at a position now where they can sit down and talk with whatever combined group the Council and the BOE thinks is appropriate. Mr. Werbner suggested that the Shared Facilities group may be an option, since that is where the utility budgeting concept came out of. The

decision is ultimately up to the Council and the BOE though. He just wants them to know they are ready to sit down and meet with them.

11. ADOPTION OF MINUTES

11.1 May 12, 2015 Regular Meeting Minutes: Rick Field moved to adopt the minutes; Seconded by Jan Rubino. All in favor. None opposed. Paul Krasusky and Ben Stanford abstained.

12. CORRESPONDENCE TO COUNCIL

12.1 Correspondence from a cell tower company.

13. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: None.

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

15. ADJOURNMENT: Ben Stanford moved to adjourn the meeting; Seconded by Rick Field at 7:50 p.m. All were in favor.

Jack Scavone, Council Chair

Michelle A. Finnegan
Town Council Clerk