

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
May 24, 2017

VISION STATEMENT

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

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

- Regular Meeting – May 10, 2017

C. PUBLIC PARTICIPATION (2 minute limit)

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

D. POINTS OF INFORMATION

E. STUDENT REPRESENTATIVES' REPORT - Charles Perosino and Andrew Harger

F. SUPERINTENDENT'S FINAL REPORT

F1. Discussion regarding the appointment of a new co-chair for the Board of Education

G. COMMITTEE & LIAISON REPORTS

H. CHAIRPERSON'S REPORT

I. BOARD ACTION

J. PUBLIC PARTICIPATION (2 minute limit)

Comments must be limited to items on this agenda.

K. POINTS OF INFORMATION

L. CORRESPONDENCE

Town Council Meeting- May 9, 2017

M. FUTURE AGENDA ITEMS

N. EXECUTIVE SESSION-For the Purpose of Superintendent Evaluation

O. NEW BUSINESS

P. ADJOURNMENT

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

REGULAR MEETING – May 10, 2017

Members Present: Mr. Sam Adlerstein, Chair; Ms. Kathy Gorsky, Secretary; Ms. Michelle Harrold, Ms. Karen Moran, Ms. Colleen Yudichak, Mr. Jeff Schroeder, Ms. Susan Seaver, and Mr. Bob Pagoni.

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

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

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

B. APPROVAL OF MINUTES

- Regular Meeting –April 26, 2017

Ms. Moran motioned to accept the minutes of the April 26, 2017 regular meeting. Ms. Yudichak seconded the motion. Changes: none. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION

Correspondence – Ms. Gorsky noted that a letter was received that was signed by multiple parents in the district. The letter requested that the district review some of the policies regarding sports and expressed concern.

D. POINTS OF INFORMATION

Tolland Green Day is tomorrow for 3rd graders.

Dr. Willett spoke in regard to the letter noted in item C. He appreciates when there is an expression of interest from any group because it shows that they care deeply about an issue. The district is always looking for ways to see things differently. Athletics is a complex system. Many of the concerns in the letter are completely understandable as some of the items in the letter are very true in the context of what it is to be a parent with students in athletics in this day and age. Some of the items that make athletics what it is now have to do with larger societal dynamics and he noted that such discussions help people go down the “rabbit hole” – in other words, help foster a better understanding. This conversation will be a rich one, and one that will require time. Tolland can ultimately decide as a community what it wants to see in all athletics, school and otherwise.

Mr. Adlerstein explained that when the Board receives correspondence it is able to get a temperature on the district and understand what is going on. The Board wants to ensure there are proper processes in place. In general, parties are referred to the coach/teacher, the administrator, and the superintendent. If those are exhausted it can be shared with the board. Additionally, there is an athletics committee.

Dr. Willett noted that there is an Athletics Committee meeting on June 6th, @ 4:00pm at THS. Mr. Cox will be available to discuss the year and hear feedback. People will be able to share their feeling about athletics at the meeting. Additionally, at the end of the year, the students

complete surveys on their coaches. Dr. Willett noted that the data that has been collected has been favorable. He will present the data to the Policy Committee.

Dr. Willett explained that the number of participants in athletics is up and the ratings of the coaches indicate most students feel they are doing well. With regard to some items in the letter, there will be responses that will hopefully provide opportunities for better understanding, even if there are things regarding which not everyone will agree. The larger culture plays a role in the norms of the athletics program. Dr. Willett added there are always improvements that can be made to any program. The scope of the letter is large, with many broadly stated concerns. A discussion will potentially go in many enriching directions and may also go beyond the scope of the program.

Ms. Moran commented that if the letter is brought to the Policy Committee, there is an athletic policy that may be able to address some of the concerns.

Mr. Pagoni requested that the letter be sent to the Policy Committee. He has been on the Board for many years and this is a topic that has been brought to the Board's attention in the past. If people have concerns they should be addressed. Further, he requested that the any information or minutes from the Athletics Committee (or past athletic committees) be made available to the Policy Committee.

Ms. Moran commented that the Board's vision for the future of Tolland's Public Schools includes Culture and Climate and she believes this item falls into this category. If one has to go down the "rabbit hole" to see what it effecting culture and climate, then the hard work has to be done.

The letter will go before the Policy Committee.

E. STUDENT REPRESENTATIVES' REPORT

- Elections were held at the last Student Council meeting. The president was re-elected and all other positions will be filled with new members. The Student Representatives to the Board will be Alexandra Simon and Mallory Goldsmith.
- As a replacement to the Cupcake Wars, a group will work in the courtyard to make it look nice for the end of the year.
- Every year, students pay class dues (\$25/year) for their senior events.
 - June 2nd, Senior Night, county club in Glastonbury
 - June 5th, Class Day, Holiday Hill, Cheshire
 - June 16th, Graduation
 - June 16th/17th Project Graduation
- The board welcomed Ms. Goldsmith and provided an overview of the position.

F. SUPERINTENDENT'S REPORT

F.1. Monthly Financial Report

Dr. Willett reviewed the report. It shows an available balance of \$1,675,224 or 4.26% of the BOE's current budget. The Board received \$987,473 for excess cost in February. The second reimbursement should be received in May. Dr. Willett and Mr. McLaughlin are reviewing the numbers to see if there is anything that will be able to be put into the 1% fund.

- F.2. **Update – School Resource Officers (no enclosure)**
Dr. Willett noted that the evaluations will be done over the next couple of weeks. It has been a phenomenally successful program. The officers rotate through the schools, have helped in a number of situations, and meet with Dr. Willett weekly. They have been very responsive in their attendance at events as requested and provide resources to students in need. One of the officers has just completed the Crowd Management program and the other will receive his certificate soon as well.

Both student representatives added that the students have been comfortable with the officers and like their approach.

Dr. Willett explained that one area of focus has been on establishing relationships. The model is not focused on arrest statistics but on how the officers integrate in the school community. It has been an excellent year and both officers have done a fantastic job.

Ms. Moran inquired if the officers have recommended any programs for implementation. Dr. Willett explained that they will be part of the Community Workshop planning next year and will collaborate with Human Services. Dr. Willett thanked Mr. Werbner and others for helping to make this program happen.

G. **COMMITTEE AND LIAISON REPORTS**

Policy Committee – next meeting May 24th, 2:30PM

CABE – The organization will showcase talented students at it November 17th/18th convention. Entries are due soon. The Legislative Wrap-up is June 13th.

Negotiation Committee – work continues

Town Council – The Democratic Town Committee hopes to present a successor for the open Board member seat to the Town Council by the end of the month so action may be taken.

H. **CHAIRPERSON'S REPORT**

Mr. Adlerstein reached out to David Lenihan, Director of Government Affairs for the CT Association of School Business Officials in regard to if the public can still provide input. Mr. Lenihan explained that the committee sessions have ended but people should contact their state representatives and senators to express concerns and added that people could also write to the Journal Inquirer.

I. **BOARD ACTION** - none

J. **PUBLIC PARTICIPATION** - none

K. **POINTS OF INFORMATION** - none

L. **CORRESPONDENCE**

- Town Council Minutes - April 25, 2017

M. **FUTURE AGENDA ITEMS**

- Mastery Learning
- Budget

N. NEW BUSINESS


Community Conversation – A Reputation Ruined - Cyberbullying and Sexting, May 17th, 6:30PM,
THS

The event is geared toward parents.

O. ADJOURNMENT

Mr. Schroeder motioned to adjourn the meeting at 8:24PM. Ms. Yudichak seconded the motion.
All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi
Clerk

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM May 9, 2017 – 7:30 P.M.

MEMBERS PRESENT: Rick Field, Chair; William Eccles, Vice-Chair; Robert Green; Paul Krasusky; Kristen Morgan and David Skoczulek

MEMBERS ABSENT: Joseph Sce

OTHERS PRESENT: Steven Werbner, Town Manager; Lisa Hancock, Director of Finance and Records; John Littell, Fire Chief/Director of Public Safety

1. **CALL TO ORDER:** Rick Field called the meeting to order at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS:**
 - 4.1 Honoring Tolland Lions Club 2017 Citizen of the Year – Rev. Sandra Benjamin

Mr. Field commented that this proclamation will be given out at a Lions Club function:

Tolland Lions Club 2017 Citizen of the Year Rev. Sandra Benjamin

WHEREAS, the Tolland Lions Club has selected an outstanding Tolland citizen who has tirelessly volunteered many hours over many years for the betterment of Tolland; and

WHEREAS, their selection this year being a Tolland resident for almost 50 years; and

WHEREAS, besides being an Ordained Minister officiating in local churches, has also done many years of volunteer service outside of the Church, recently was Co-Chairman for the Tolland Area Refugee Relocation Mission (TARRM) with other Churches to help relocate and assist a family of Syrian refugees; and

WHEREAS, she has been involved in the Tolland Garden Path Club for many years; and

WHEREAS, the Lions selection helped develop a Youth Project because of her love of nature's bounty and her involvement with youth; and

WHEREAS, the Tolland Youth Garden Project teaches the growing, management, harvesting and charitable distribution of the harvest, along with an emphasis in conservation; and

WHEREAS, she has many years of consistent garden improvement and youth involvement.

NOW, THEREFORE, I, Richard Field, Chair of the Tolland Town Council, on behalf of the Town Council and community at large, do hereby congratulate Rev. Sandra Benjamin on her Tolland Lions Club Citizen of the Year award, and commend and recognize Sandra for her endless efforts and continued volunteerism to enhance the lives of Tolland's residents.

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 to authorize Steven R. Werbner, Town Manager, or his designee to enter into all necessary documents with the State of Connecticut Department of Transportation for taking of a portion of Town property at 688 Tolland Stage Road in conjunction with the Tolland Green Road Improvement Project.

Mr. Werbner said this is a small taking of approximately 1,448 square feet of a town-owned parcel at 688 Tolland Stage Road, in addition to an easement of approximately 190 square feet. It is for the implementation of the traffic calming measures on Tolland Stage Road. The State is offering \$3,400 in compensation to the town for the taking. Based on an appraisal the Town conducted in 2013, prior to acquiring the property, this amount seems appropriate. The Assessor and Director of Planning & Development concur.

Bill Eccles moved to open the public hearing; Seconded by Robert Green. All in favor. None opposed.

Dave Geissler of 238 Anderson Road: He said after reading the letter to the Hartford Courant and JI about the fiscal responsibility of our town, which he agrees with, he questions why we don't give the State of Connecticut a break? This project is going to cost several million dollars. From the meetings he's attended, it was about speed of traffic, and not necessarily reconfiguration of the Green. He realizes speeding is an issue on the Green. He doesn't know if it's too late to stop this project, but he would like to know how many accidents and arrests have been made on the Green due to speed. He claims every road in Tolland has a speed issue. If we can save the State money, he would like to see that. Millions of dollars for this project should be rethought. The Historic District and Historical Society are opposed to this work.

Mr. Krasusky said there are numbers in the State's study, which should be referenced on-line. Ms. Morgan advised that CROCG does have the study on their website.

A straw poll was conducted of all those in favor of taking the property. 0 in favor. 2 opposed.

Bill Eccles moved to close the public hearing; Seconded by Robert Green. All in favor. None opposed.

Mr. Field advised that when this project is done, the Green will gain more space.

Bill Eccles motioned to accept the following resolution:

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

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

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

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

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

Seconded by Robert Green.

Mr. Werbner advised that this is a combination of State and Federal dollars that flow through CROCG and their Transportation Fund Act that they are responsible for. If we decided not to do this project, this money would go back into their transportation account and go to someone else. So, it would not save the State a dime.

Mr. Field said that area is a bad spot, and there have been several near misses there. He believes this will help straighten the situation out. He remains in favor of this project.

All in favor. None opposed.

7a. REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL: None.

7b. REPORTS OF TOWN COUNCIL LIAISONS: **Paul Krasusky, BOE:** Dr. Willett went over the reductions and options for positions; they issued a freeze on all expenditures; they are rolling their current budget forward; and the prom is coming up, so please be careful on the Green. **Bob Pagoni, BOE member** commented that Patrick Doyle will be leaving the Board. So, they will have big shoes to fill. He will be missed. **David Skoczulek, PZC:** There was a request for an extension for a site plan for 39 Kingsbury Avenue, which was granted; conversation occurred with a potential business owner about day spa in a district that doesn't currently allow it; a public hearing is set for June 12th for increased parking space at Jake's auto restoration area; and a change to the roof sign for NAPA was approved.

8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

- 8.1 Consideration of a resolution to appropriate \$214,000 from the Ambulance Reserve Fund to pay for an ambulance chassis and remount for Ambulance 540 and to approve a bid waiver for the purchase of a New Ford Chassis as well as for labor and materials for the refurbishment of Ambulance 540 and the setting of a Public Hearing thereon for May 23, 2017.

Mr. Werbner read his item summary: Ambulance 540 is included within the Capital Improvements Plan for FY 17-18 for its refurbishment for this July in the amount of \$214,000. The funding source for this is in the Ambulance Reserve Fund and the funds are currently available for this purpose. We have a concern with the delay in the budget process that there will be insufficient time to order the chassis. The Director of Public Safety feels that it is essential to have this refurbishment completed as quickly as possible. In order to save time and get this project done he has requested the use of the funding now rather than waiting for the budget to be approved. Further, we request that the requirements for bidding labor and materials is hereby waived in accordance with Town Policy A-126 11D(7). The Town of Tolland originally purchased Ambulance 540, a 2011 Ford E-series cab, through Eastford Fire and Rescue Sales, Inc., which is the local sales vendor for Life Line Emergency Vehicles. Town staff recommends that the refurbishment be done verses buying a new vehicle, whereas the department would have Eastford Fire and Rescue buy a new Ford chassis and remount the current box on this chassis, which the department had done to the previous ambulance in 2014 by the manufacturer's dealer. By doing the refurbishment, opposed to replacement, it could save \$50,000 to \$80,000. Since the \$40,000 cumulative threshold for special appropriations fixed by §C9-14 of the Charter has been exceeded for the 2016-17 fiscal year, a public hearing is required before action can be taken on this item. The Ambulance Reserve fund has a balance of \$459,136.55.

Bill Eccles motioned that the following resolution be introduced and set down for a Public Hearing on May 23, 2017 at 7:30 p.m. in Tolland Town Council Chambers:

WHEREAS, the Town of Tolland originally purchased Ambulance 540, a 2011 Ford E-series cab, through Eastford Fire and Rescue Sales, Inc., which is the local sales vendor for Life Line Emergency Vehicles; and

WHEREAS, Eastford Fire and Rescue Sales Inc. being the manufacturers authorized dealer has intimate historic knowledge of our specific vehicle; and

WHEREAS, Eastford Fire and Rescue Sales Inc. has a direct relationship with the manufacturer and their engineering staff that originally designed and manufactured this vehicle; and

WHEREAS, Eastford Fire and Rescue Sales, Inc. has successfully been building ambulances for the department for over 10 years and have always stood behind their product.

WHEREAS, Town staff recommends that the refurbishment be done verses buying a new vehicle, whereas the department would have Eastford Fire and Rescue buy a new Ford chassis and remount the current box on this chassis, which the department had done to the previous ambulance in 2014 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, by the Tolland Town Council that it hereby appropriates from the Ambulance Reserve Fund the amount of \$214,000 for an Ambulance chassis and remount for Ambulance 540 within an account to be established in the Capital Projects fund. Further, that the requirements for bidding the refurbishment of Ambulance 540 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 Eastford Fire and Rescue Inc., for the purchase of a new Ford Chassis and labor and materials not to exceed \$214,000 to refurbish Ambulance 540. This agreement shall be executed upon approval of this item by the Town Council.

Seconded by Robert Green.

Chief Littell was present at the meeting to answer questions and provided additional detail.

All in favor. None opposed.

8.2 Consideration of the setting of a Public Hearing for May 23, 2017 on a Proposed Tolland Fire Fees Ordinance for Fire and Rescue.

Mr. Werbner said the department has been billing for major incidents for about 10 years. They have used the same company that does the billing for ambulance work to bill for rescue work. The current company is not really into that billing component. The Fire Department would prefer to use, for rescue billing, a company more experienced in the area of billing and collection for that function. The Department has identified a new company to perform this work and they require that the Town have an ordinance in place authorizing the billing before they will sign a contract. A draft Ordinance was developed by the Public Safety Office. This may enable them to double the revenue that they previously have gotten.

Mr. Littell commented that he is not looking to bill regular fire calls at resident's homes, but if there is something malicious, or a car fire / tractor trailer incident on the highway, etc., they could start billing. They would be able to

recoup some costs. It would help recover some funds that could be put back into the Rescue and Recovery Fund, which could offset some of the capital projects as they move forward. Discussion occurred regarding the mitigation rates that were suggested.

Bill Eccles motioned that the following resolution be introduced and set down for a Public Hearing on May 23, 2017 at 7:30 p.m. in Tolland Town Council Chambers:

BE IT RESOLVED that the Proposed Tolland Fire Fees Ordinance for Fire and Rescue be approved effective June 1, 2017.

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

- 8.3 Consideration of a resolution reallocating available balances of \$217,615 from outstanding encumbrances for Revaluation Services to the Capital Non-Recurring Expenditures Fund for future payments for the Town Wide Revaluation Process as permitted by State Statute 7-360.

Mr. Werbner commented that every 5 years, there is a revaluation of some sort. They budget 1/5th of the costs each year. The funds are encumbered, so that they are not hit with a large cost in one fiscal year. The State's Statute was adopted last year, which allows municipalities upon approval of the legislative body to create a reserve fund for capital and nonrecurring expenditures and costs associated with a property tax revaluation. Such fund shall thereafter be termed "reserve fund for capital and nonrecurring expenditures".

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the transfers totaling \$217,615 to the Capital Non-Recurring Fund in an account established for Town-Wide Revaluation.

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

- 8.4 Appointments to vacancies on various municipal boards/commissions.

David Skoczulek motioned to appoint H. Gregory Forbush of 18 Holly Road to the Veteran's Recognition Commission, term 10/31/16-10/31/19. Seconded by Robert Green. All in favor. None opposed.

Resignation letters were received from Andy Holl and Amelia Porri from the Tolland Public Library Advisory Board.

Mr. Skoczulek advised that sixteen people have expressed an interest in serving on the Charter Revision Commission. They are aiming to have seven people on the Commission, and hope to have a slate within the next month.

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 commented on the State's budget. The State's deficit is \$2.2 billion. He advised that there is a meeting on Friday, where the Governor will give his revised budget. Some believe the budget will be done by June 30th, others predict that it may go through October. This could delay Tolland's budget process until late fall. It is a very difficult fiscal situation. He would anticipate that whatever budget is passed, Tolland will be hit significantly more than surrounding communities.

11. ADOPTION OF MINUTES

11.1 April 25, 2017 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed.

12. CORRESPONDENCE TO COUNCIL

12.1 Document from OPM that shows what 100% of our Grand List is.

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

- ~Both parties are looking for candidates for the November elections;
- ~He reminded residents to be mindful of motorcycles and kids out on the roads with summer approaching;
- ~The Memorial Parade is on May 28th; and
- ~Activity should be starting at the old Parker School in the summer.

14. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: None.

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

Dave Geissler of 238 Anderson Road: He disagrees with the Town Manager when he says if we don't use the money, someone else will.

Mr. Werbner clarified that it's not his approach. He is reporting what is in place at this time.

Jane Pasini of 11 Cortland Drive: She clarified that the prom gathering on the Green will commence at 4 p.m., and the Memorial Day Parade is May 28, 2017.

16. ADJOURNMENT: Bill Eccles moved to adjourn the meeting; Seconded by Robert Green at 8:19 p.m. All were in favor.

Richard J. Field, Council Chair

Michelle A. Finnegan
Town Council Clerk