

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
June 28, 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 – June 14, 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 - Alexandra Simon and Mallory Goldsmith.

F. SUPERINTENDENT'S REPORT

G. COMMITTEE & LIAISON REPORTS

H. CHAIRPERSON'S REPORT

H1. Impact of State Budget on Tolland (no enclosure)

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- June 13, 2017

M. FUTURE AGENDA ITEMS

N. NEW BUSINESS

O. ADJOURNMENT

TOLLAND BOARD OF EDUCATION

Hicks Memorial Center
Council Chambers
Tolland, CT 06084

REGULAR MEETING – June 14, 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, Mr. Bob Pagoni, and Mr. Cliff Vachon.

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 – May 24, 2017

Mr. Pagoni motioned to accept the minutes of the May 24, 2017 regular meeting. Mr. Vachon seconded the motion. Changes: none. All were in favor. Motion carried.

C. **PUBLIC PARTICIPATION**

Liz Costa, 54 Josiah Lane, commended TMS for its recent E-Showcase this week. The capstone projects were presented and Ms. Costa spoke highly of Stephanie Cassidy, Celeste Estevez, Mary Grande's leadership and all of the teachers who contributed. It is an amazing opportunity for students to be self-learners. It is a program that every student should experience. When thinking of the budget, she hopes this program will be continued. It operates at a zero dollar budget but Ms. Cassidy and Ms. Estevez need the time to do it. She encouraged everyone to attend next year's presentations.

Correspondence – Ms. Gorsky noted that the Board received 4-5 letters from two different families concerning a personnel issue regarding athletics. These letters have been referred to the administration.

D. **POINTS OF INFORMATION**

Ms. Moran and Ms. Seaver attended the CABA 2017 Legislative Wrap-Up. At the session, they reviewed bills which have passed the house and senate as well as other information. Ms. Rebecca Adams, the legal counsel for CABA spoke as well. Topics included information for towns which are revising their charters. Ms. Seaver will correspond with her in regard to this topic to learn what the Board should watch for in regard to the Town's charter revision. Ms. Seaver added that it is important that someone from the Board be on the Commission. Additionally, Ms. Adams will be setting up mock negotiations to assist Board members with learning the process. Ms. Moran noted that she gave a letter written by the Chair in regard to the state budget and its impact on Tolland to Representative Ackert, Representative Belsito, Senator Guglielmo, and Lieutenant Governor Nancy Wyman. The letter included information about the equalized mill rate and per pupil spending. Mr. Adlerstein will share the letter with the Board.

Mr. Adlerstein spoke in regard to athletics. He explained that the Board does not get involved in personnel matters but wants to ensure there are good athletic processes in place. He has asked Dr. Willett to continue to look at this item for ways in which it can be improved. Ms. Gorsky added that athletics was discussed at the last Policy meeting and encouraged residents to speak up when there is a concern and/or would like to see changes. Ms. Gorsky explained that personnel issues are not policy issues. The administration is more than happy to follow through on such matters. Coaches are employees and are managed the same as other staff. Policies continually evolve and correspondence is appreciated. Dr. Willett added that the Board is a hearing body. If he or the administration makes a decision on an issue, it may be appealed by the employee before the Board. In order for the Board to act as an impartial body that impartiality cannot be compromised. Mr. Adlerstein noted that the former Vice Chair and he would recuse themselves if a concern arose. The appeal would come before the other Board members. This allowed the Chair and Vice Chair to speak freely with Dr. Willett. Mr. Adlerstein noted that he has not spoken with Dr. Willett regarding any personnel issues recently.

E. STUDENT REPRESENTATIVES' REPORT

- Class Night (Glastonbury Hills Country Club) for Seniors was on June 2nd
- Class Day for Seniors was on June 5th
- Friday, June 16th, is the last day of school and Graduation
- Project Graduation – Seniors will go to Star Hill

Mr. Perosino, a student representative to the Board for the past 3 years, thanked everyone for being so nice and allowing them to participate. He commented that it was a great experience and hoped that the representatives' insights were well received. He wishes the best to the new representatives.

Mr. Harger, a student representative to the Board for the past 2 years, thanked everyone as well for being so nice. He commented that it was a lot of fun and is grateful that he was able to participate.

Ms. Moran presented both Mr. Perosino and Mr. Harger with gifts and thanked them for their participation. Board members commented that it was wonderful having them on the Board and they have been amazing, helpful, and provided valuable insight. Mr. Adlerstein commented that Mr. Perosino and Mr. Harger changed the role of the student representative because they were assertive, spoke up, and shared information in a respectful and professional way. Everyone wishes them the best of luck in the future.

F. SUPERINTENDENT'S REPORT

F.1. Monthly Financial Report

Dr. Willett reviewed attachment f1, the financial report for the month of May 2017. The available balance is \$1,713,407 or 4.36% of the BOE's current budget balance which includes the final excess cost payment. There are items that have been encumbered that will still have an effect on the balance. He explained that current planning may include the ability to approve the transferring of 1% (or as much as possible) of the budget, \$393,339 to the 1% reserve account. These funds could be used to offset unanticipated negative impacts on next year's budget.

- F.2. Vote on the Appointment of the New Vice-Chair for the Board of Education**
Dr. Willett referenced Policy 9085 and Policy 9070 and turned this item over to the Chair for discussion.

Mr. Adlerstein noted that both parties caucused and the Board is very fortunate that two members stepped up to take on the leadership position – Ms. Yudichak and Ms. Moran. As Board Chair, it is his responsibility to support both individuals who are in volunteer positions. When the Democrats caucused, they agreed that they too would like to find a way to make this happen. Assuming that Ms. Yudichak does not intend to change the direction of the Board and will continue to support the work the Board has done to support the Tolland Public Schools and Superintendent Willett, they support having Ms. Yudichak fill the role of Vice Chair. Mr. Adlerstein asked Ms. Yudichak for that reassurance.

Ms. Yudichak commented that she is pleased for everyone. It will be great for the Board, the entire Town, and both parties. The Board is going in the right direction and she does not see anything changing this. This is an opportunity to do what other committees and boards are doing. She looks forward to working with everyone. Ms. Harrold commented that she appreciates having everyone working together for the same goals. It is a solidification of their partnership and cooperation. Mr. Adlerstein asked that the Board give him time to work with both Ms. Yudichak and Ms. Moran.

Ms. Gorsky motioned to move item f1 to item i1 for action. Ms. Harrold seconded the motion. All were in favor. Motion carried.

- F.3. THS Late Arrival and Early Release Pilot**
Dr. Willett reviewed attachment f3. Students would need to apply to the program, be approved, and are not restricted in regard to how they spend this additional time. It could also mitigate class size without increasing cost. One disadvantage is that it could be considered a watering-down of the program(s). In turn the pilot is being put forward to see how it plays out and its impact.

Ms. Gorsky inquired about the financial summary. Dr. Willett explained that there could be less scheduling constraints in this model and that may allow them to expand offerings. A brief discussion took place. The implementation of the program will be reviewed by the school administration at the end of the year to determine if the program should be continued.

- F.4. 2017-2018 Budget Presentation**
Dr. Willett distributed Impact Statements for Budget Reduction. He noted that since there are not budget numbers in place, this is all speculation. A budget will not be in place prior to July 1st. When the state budget is finalized, the referendum will be set for 2 weeks later and it is possible that multiple referendums will be held. If a budget is not approved by August, the district will revert to the 2016/2017 budget until the 2017/2018 budget is approved. Following this, adjustments would be made.

Dr. Willett presented 3 levels of budget:

- Reduction of \$314,019 - .01% below 0; Budget \$39,019,477
- Reduction of \$605,100 – 1.5% below 0; Budget \$38,728,848
- Reduction of \$1,303,304 - 3.3% below 0; Budget \$38,030,644

Dr. Willett provided scenarios for each of the levels. Under level 1, Dr. Willett would manage some of the responsibilities of the Director of Curriculum with the assistance of the two curriculum supervisors. Under level 2, Dr. Willett has reached out to the TEA and requested one less school day. There would then be 180 student school days (currently 181) and 187 teacher work days (currently 188). If approved, they would be able to rehire the grade 2 position.

Dr. Willett explained that his efforts are to prevent mass layoffs of teachers and staff in order to have the least impact on the students.

He explained with the Governor's May 15th budget, the district would be between levels 2 and 3. It could go further than that depending on the state/Town. He knows there will be some adjustments in the state budget but the impact will vary and this is why 3 levels have been presented. Dr. Willett reviewed level 3 which is not outside the realm of possibility. In regard to the Pay to Participate sports, the Board currently funds \$195K. This would be eliminated and it would be a Full Pay to Participate program funded by those playing sports. Students on free or reduced lunch would receive aid or a subsidy.

Dr. Willett discussed item 11 under level 3 and reviewed Chapter 8, Reserve Fund, §8-2A and §8-4A. He recommends transferring the maximum amount to the reserve fund to offset any unanticipated impacts of next year's budget (special education ,etc.) as much as possible. This will result in fewer problems but some may see it a delay in addressing the problem. The budget beyond 1.3m reduced could result in \$400K or more of staff cuts or approximately 10 positions which will impact items beyond what is listed.

Dr. Willett noted that he offered this information for the consideration of the Board.

A discussion took place. Mr. Vachon inquired why the reduction of a school day could not be moved higher in the list. Dr. Willett explained that it is difficult as it is for teachers to have the time to do what needs to be done. Taking a day away would put the district on the razor's edge of the state's requirements. Dr. Willett noted that he has stripped next year's budget of almost everything that is not personnel related. After level 3, personnel would be greatly impacted. Mr. Adlerstein noted that Tolland is not like other towns. It has already cut as much as possible and cannot think of anything more unpleasant to discuss but the Board needs to be aware of the possible scenarios.

Dr. Willett explained that the question is if the Board is in support maximizing the 1% contribution to the reserve fund. He needs to be sure the funds will be able to be used for next year's budget. The Board needs to be committed to this and understand that this is the reason he is not pre-purchasing as many items, etc. for next year for the service of the children in the district. Mr. Adlerstein commented that the Town Council was clear that the reserve fund could not be used for recurring expenses but is the Board's money. The items noted in the document presented by the Superintendent are not recurring expenses.

In regard to the director of curriculum position, Mr. Adlerstein inquired if other districts are run without this position. Dr. Willett explained that some smaller districts do so. He is trying to his best for the children. If this is not done, 2-3 additional teaching positions would be lost. Dr. Willett would be able to go without this position while "weathering the storm". Dr. Willett would move one of the secretarial positions to the central office, make a list of what needs to be covered, and he would work with the curriculum supervisors to do what could be done. While it would not be as good as having a Director of Curriculum, Dr. Willett would rather do this than lose more and more teachers and in turn see students lose reading/math/social studies/science support. Further, he does not want to see art and music impacted. He believes this may be in the best interest of the children and would be difficult but possible for a time. When the position is brought back, it will be re-conceptualized. Dr. Willett complimented people currently holding curriculum positions.

Ms. Harrold commented that she believes losing the Director of Curriculum position would be a huge step back. There has been a lot of progress with the curriculum and the teachers need support. She would rather see larger class sizes in the lower grades than lose that position. Dr. Willett noted that the curriculum supervisors will still be there and the staff will attempt to make the best out of a bad situation.

Mr. Adlerstein commented that the point this evening is to introduce the information and hopefully it will not become a reality.

Mr. Pagoni explained that the Board fought tooth and nail for a social worker and curriculum coordinators for years because they are needed. Those needs have not gone away and perhaps have become even greater. He believes that what will happen, although Dr. Willett's performance has been great, is that Dr. Willett will burn himself out. He will not be able to do anything well because he will spread himself out too thin. He believes the Director of Curriculum position cannot be done by the superintendent taking on that role. Mr. Pagoni commented that the public will need to be asked what is more important, preparing students for college or some of the other programs. He does not believe that leaving the position of Director of Curriculum unfilled is the right path.

Ms. Seaver noted that there have been a lot of complaints about class size. Dr. Willett explained that he uses the information provided by the American Psychological Association and another research entity. Information is available on the budget website.

Ms. Yudichak inquired about how much is currently in the 1% fund. It was noted that there is approximately \$75K in the account.

Ms. Harrold asked about the two paraprofessional positions listed under level 1. Dr. Willett explained that the responsibilities will be reviewed and handled by personnel.

Mr. Schroeder noted that the Town Council has to vote to move the funds and the Board should notify the Council that the money may be needed.

A straw poll was held. The vote was unanimous that the Board supports Dr. Willett's to put as much money as possible into the 1% fund.
Dr. Willett will work under those parameters.

G. COMMITTEE AND LIAISON REPORTS

Negotiations – The secretaries' contract will be presented at the June 28th meeting for a vote.

Policy – The June 28th meeting has been cancelled.

Town Council – The Town Council agreed on the lease for the Parker project at the last meeting. Additionally, the Town Manager discussed the budget. He noted that the town is not offering any increases to non-union staff and encouraged the Board to follow suit until there is a budget.

H. CHAIRPERSON'S REPORT

Mr. Adlerstein noted that there is still time to reach out to elected officials to communicate concerns about the budget. He will invite the Town's representatives to the June 28th meeting.

I. BOARD ACTION

I.1. Vote on the Appointment of the New Vice-Chair for the Board of Education

Mr. Schroeder motioned to approve Colleen Yudichak as Vice Chair of the Board of Education. Ms. Gorsky seconded the motion. All were in favor. Motion carried.

J. PUBLIC PARTICIPATION - none

K. POINTS OF INFORMATION

Mr. Pagoni inquired about the letter regarding changes to the town charter. Ms. Gorsky responded that it was discussed at the last Policy meeting but they have not yet received much feedback from the Board members. She encouraged the Board members to submit their ideas and the letter will be addressed again at the next Policy meeting.

Ms. Moran asked if anyone else would be in attendance at the TMS promotion. Some of the other Board members will be there.

L. CORRESPONDENCE

- Town Council Minutes - May 23, 2017

M. FUTURE AGENDA ITEMS

- Mastery Learning

N. EXECUTIVE SESSION – For the purpose of Superintendent Evaluation

Ms. Harrold motioned to go into Executive Session at 9:08PM for the purpose of discussing the Superintendent Evaluation and invited Dr. Willett to attend. Ms. Seaver seconded the motion. All were in favor. Motion carried.

The Board came out of Executive Session at 9:55PM.

O. NEW BUSINESS - none

P. ADJOURNMENT

Mr. Schroeder motioned to adjourn the meeting at 9:55PM. Mr. Pagoni 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 JUNE 13, 2017 – 7:30 P.M.

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

MEMBERS ABSENT: Kristen Morgan

OTHERS PRESENT: Steven Werbner, Town Manager; Mike Wilkinson, Director of Administrative Services; Michele Manas, Collector of Revenue

1. **CALL TO ORDER:** Rick Field called the meeting to order at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS:** None.
5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (2 minute limit): None.
6. **PUBLIC HEARING ITEMS:** None.
- 7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:** None.
- 7b. **REPORTS OF TOWN COUNCIL LIAISONS:** **Bill Eccles, EDC:** There was a lot of talk about the Standard Registry building. A company is interested in purchasing and using it. **Michelle Harrold, BOE:** The Board is working on replacing the Vice-Chair. **David Skoczulek, PZC:** There was deliberation on 24 Hartford Turnpike – There is a special permit for Jake’s Motor Sports to increase vehicle parking. This was continued without a finding for more research. A public hearing on 206 Merrow Road was held. This is to convert the gas station to a Big Y station. Additional information is needed from the Applicant, so that was continued also.
8. **NEW BUSINESS (ACTION/DISCUSSION ITEMS):**
 - 8.1 Consideration of a resolution to approve the Parker School Ground Lease between the Access Agency and the Town of Tolland conditioned upon the execution of an interim construction access agreement.

Mr. Werbner commented that they have been working with the Access Agency on the conversion of Parker School to 36 units of elderly housing for the past four years. They had been working off a series of lease options, and now they have turned that into an actual lease. The Town Attorney and his assistant have worked closely with staff in negotiating the terms that are acceptable. The lease has been reviewed by town staff, and they all are in agreement that everything necessary is included within the document. He provided a general overview:

- ~Tenant: Access Housing at Parker Place Limited Partnership
- ~Term of Lease: 75 Years
- ~The annual base rent is \$1.00 per annum.

- ~Two years after the certificate of occupancy for the Demised Premises has been issued, an additional payment in lieu of taxes shall be made by Access to the Town in the amount of \$12.00 per housing unit per month to be increased thereafter each calendar year commencing January 1 of each year by 3%.
- ~Access will incur all costs and expenses attributable to or incurred in connection with the operation, maintenance, and repair of the Demised Premises.
- ~They will remediate existing environmental conditions discovered and investigated prior to the lease (as described in the environmental reports obtained by Access and provided previously to the Town).
- ~They will be paying all building and permit fees.
- ~They will be responsible for grounds keeping within the Demised Premises
- ~They will be responsible for maintenance and repair of any parking areas or driveways within the Demised Premises, including fences and guardrails and drainage components
- ~They are responsible for snow removal from any such sidewalks, parking areas or driveways within the Demised Premises.
- ~There will be no smoking or weapons allowed on the site.
- ~They are also aware of any noise that can come from the school.

Access will construct a new bus route to accommodate the lost use of the parking lot. Construction of this new bus route will not occur until next summer while school is out of session. Construction of the Parker School building will move forward and will occur during the upcoming school year. An agreement must be executed between the Town and Access to determine the use and accessibility of the parking lot and sidewalk during this construction.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED that the Town Council hereby approves the Ground Lease Agreement for the Parker School Elderly Housing Project conditioned upon the execution of an interim construction access agreement.

FURTHERMORE, BE IT RESOLVED that the Town Council hereby determines that the Parker School Elderly Housing Project is an "other public use" as the term is used in the warranty deed dated July 3, 1956 and recorded on September 26, 1956 in Volume 61, Page 223 in the land records for the Town of Tolland.

Seconded by Robert Green.

Mr. Eccles commented that he is not happy that the total income to the town is only \$5,100 a year. He wished it was more substantial. Mr. Werbner said they are taking a building and putting about \$5m of improvements into it, and the Council did approve this about 2 years ago. Mr. Field said it saved the town money in tearing it down too.

All in favor. None opposed.

8.2 Consideration and action on the Suspense Tax List for June 30, 2017.

Michele Manas, Collector of Revenue, said this is in line with what they normally do. These accounts are considered uncollectible. They still can collect on them in the future, but they are removed from the active collectible list.

Bill Eccles motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the June 30, 2017 Suspense List in the amount of \$18,275.67.

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

8.3 Appointments to vacancies on various municipal boards/commissions.

Mr. Skoczulek said Mr. Eccles and he continue to work on the vetting process for the Charter Committee. There are 17 individuals interested. In the end, there will be a group of 7 or 9 members.

Mr. Skoczulek advised that a resignation letter has been received from Cliff Vachon (Tolland Public Library Foundation, Inc.).

Mr. Skoczulek motioned to appoint re-appointment **Larry Perosino** to the Cable Advisory Board, new term 6/14/17 – 6/14/19 and **Paul Batterson, Jr.** for the term of 6/14/17 – 6/14/19; Seconded by Robert Green. 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. Wilkinson spoke about the Police Consultant: They received six responses. They will review them internally, using the qualifications stated in the RFQ. They are looking for some Council members to be a sub-committee, so that they can review them also. Mr. Skoczulek volunteered. If anyone else is interested, they were asked to let Mr. Werbner know. They are hoping to narrow it down to three, and then conduct phone interviews. Mr. Werbner reported that the new recycling totes are on back-order. When there is a concrete start date, they will send information to the residents. Bulky waste is scheduled for October, 2017. With regard to the budget, he was at a CCM meeting today. The consensus was that the State would not adopt a budget before July 1st. Without an adopted budget, the Governor can withhold what are considered non-essential services. This has only occurred three times in the history of the State. This is an effort to save money not knowing what the next fiscal year's budget will be. Mr. Werbner is concerned about certain grants that are paid on a quarterly basis. They anticipate these could be held up, which will affect the way they operate. As of now, everything remains on the table (teacher pension, revisions to ECS, additional taxes). Tolland is sending out the tax bills based upon the current fiscal year mill rate. Regarding motor vehicles, they are going to base the bills on the 32 mill cap. It may remain at 37, increased to 40, or be eliminated totally so that there is no cap. The state law says effective July 1st, it will go to 32. So, they will go with the 32. Any changes that will occur will be dealt with in the supplemental bill process in January, 2018. Every town is dealing with this differently. Mr. Werbner continued his budget talk by saying that every month that Tolland goes without a budget; it is another month that they don't have to try and save money. For his departments, and he recommends the BOE does the same, he is recommending that they only expend the money that is absolutely necessary, he is not filling any positions after July 1st for the new fiscal year until there is a budget, and he recommends that there be no salary increases for non-unionized employees at least until they know what the budget is. He says that caveated upon the fact that if the BOE decides to do something differently, he doesn't believe the town employees should be held to a different standard. So, if the BOE decides to give their non-unionized employees an increase, then he will recommend the same for the town employees. Although, he doesn't believe it should be done. Once there is a state budget approved, Tolland will need to go through the same process to get new numbers for the town budget.

Mr. Werbner continued by reporting on the concrete foundation issue. They worked hard to get information to the legislature, where they could have adopted a comprehensive piece of legislation. It would have addressed most of the administrative concerns associated with the problem, as well as the creation of a remediation / testing fund. This would have been the start to help homeowners. As a result of the information given to the legislature, one comprehensive bill was created and 19 separated bills were created related to crumbling foundations. At the end of the session, nothing was passed. He is concerned that, as of July 1st, the agreed upon moratorium as to the use of the particular quarry for aggregate expires. That was a voluntary agreement that was worked out with the Department of Consumer Protection and the Attorney General's office. That was part of their comprehensive bill. He hopes that something happens with this before the July 1st deadline. He will continue to watch this very closely.

11. ADOPTION OF MINUTES

11.1 May 23, 2017 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed. Bill Eccles abstained.

12. CORRESPONDENCE TO COUNCIL

12.1 Correspondence from a Resident who has donated money to the Senior Center.
12.2 Municipal Tech Local Government in the 21st Century Pamphlet

13. CHAIRMAN'S REPORT: None.

14. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: None.

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

16. EXECUTIVE SESSION

Bill Eccles motioned to go into Executive Session at 7:57 p.m., ending the Regular Meeting of the Town Council. Steven Werbner and Rick Conti (for the pending litigation matter only) were invited to attend; Seconded by Robert Green. All in favor. None opposed. The Executive Session ended at 8:50 p.m.

16.1 Discuss pending litigation.
16.2 Discuss personnel matter.

17. ADJOURNMENT: Bill Eccles moved to adjourn the meeting; Seconded by Robert Green at 8:50 p.m. All were in favor.

Richard J. Field, Council Chair

Michelle A. Finnegan
Town Council Clerk