

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA  
April 6, 2016

**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 – March 24, 2016

- 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 REPORT
  - F.1 Monthly Financial Statement-March (No enclosure, will be provided at meeting)
  - F.2 Cancellation of Board Meetings Guidelines
- 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 - March 22, 2016
- Town Council-Special Meeting- – March 29, 2016

**M. FUTURE AGENDA ITEMS**

**N. RETURN TO OPEN SESSION**

**O. ADJOURNMENT**

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

REGULAR MEETING – March 24, 2016

Members Present: Mr. Sam Adlerstein, Chair; Mr. Patrick Doyle, Vice Chair; Ms. Karen Moran, Ms. Colleen Yudichak, Ms. Susan Seaver, Ms. Michelle Harrold, and Mr. Jeffrey Schroeder.

Administrators Present: Dr. Walter Willett, Superintendent of Schools

Also Present: Trooper Dan McCarthy

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:33 P.M. The Pledge of Allegiance was recited. The agenda was addressed in the following order: F1, I1, B, and the remainder of the agenda followed. This was taken on consent.

B. APPROVAL OF MINUTES

Regular Meeting – March 9, 2016

Special Meeting – March 2, 2016

Special Meeting – March 4, 2016

Special Meeting – March 4, 2016

Ms. Seaver motioned to approve the Regular Meeting minutes of March 9<sup>th</sup>, the Special Meeting Minutes of March 2<sup>nd</sup>, and both Special Meeting Minutes of March 4<sup>th</sup> as presented. Ms. Harrold seconded the motion. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION - none

D. POINTS OF INFORMATION - none

E. STUDENT REPRESENTATIVE REPORT –Andrew Harger

- The THS musical was held 2 weeks ago. It was well attended, entertaining, and very successful.
- The Student Council will sponsor the Annual Cupcake Wars on April 22<sup>nd</sup>.
- The Student Council will sponsor Prom Safety Week from May 16<sup>th</sup> through May 20<sup>th</sup>.
- A pie throwing contest (fundraiser) is tentatively scheduled for June 10<sup>th</sup>.

Ms. Moran added that a used clothing and sporting goods drive will be held this weekend along with the bottle drive. The proceeds of the clothing and sporting goods drive will go to a charity within the community.

F. SUPERINTENDENT'S REPORT

F.1. Culture and Climate Report and Feedback – Workshop (No enclosure)

Dr. Willett explained that the PBIS (Positive Behavioral Intervention and Support) program document is available on the Dashboard. It details the PBIS programs that exist at each of the schools in the district.

At the Administrators' Retreat last year, the importance of having a positive culture and climate in all of the schools was discussed and it was noted that many items have components that dovetail. For example, parents' beliefs and those of the community often become the students' beliefs. Dr. Willett explained that during the summer, the administration worked to create pillars for culture and climate. These included core values and expectations, definitions for acceptable and decent behavior, social and cultural awareness, personal emotional awareness, reflection and responsibility, civic duty, and the importance of creating an environment of safety. The PBIS program is used to handle situations within the school system and its complexity increases throughout the grades and builds upon itself.

Dr. Willett provided the history of PBIS and an overview of the PBIS programs at each of the schools. The focus is to modify behavior through motivation with a positive focus rather than a punitive one. The program is designed to increase empathy among the students and student behavior has profoundly improved since it was instituted. Dr. Willett highlighted the importance of identifying major vs. minor incidents and the appropriate approach. The discipline policy addresses major behavioral issues while the teachers address the minor ones. Each of the schools has its own PBIS committee and the district has one as well. The district committee makes the decisions for the district overall.

Dr. Willett encouraged the Board to read through the entire document and generate questions that can be addressed at a future meeting and to think about how the community could help foster climate and culture.

A consensus check\* was done to gauge how relevant this is to what the Board does. The results were: 3, 5, 4, 5, 4, 5, and one unknown.

*\*Consensus Check*

- *Question: What is your level of support for \_\_\_\_\_? Each person responds by showing a fist or a number of fingers that corresponds to their opinion.*
- *Fist -A no vote – I need to talk more on the proposal and require significant changes.*
- *1 Finger I still need to discuss certain issues and suggest changes that should be made.*
- *2 Fingers I am more comfortable with the proposal but would like to discuss some minor issues.*
- *3 Fingers I'm not in total agreement but feel comfortable to let this decision or a proposal pass without further discussion.*
- *4 Fingers I think it's a good idea/decision and will work for it.*
- *5 Fingers it's a great idea and I will be one of the leaders in implementing it.*
- *When fewer than three fingers ... group learn from that member the objections & suggestions that would make it a 3.*

Lastly, Dr. Willett presented and reviewed the ERASE (East of the River Action for Substance Abuse Elimination) survey data.

**F.2. Constable Agreement**

The agreement was presented at the March 9<sup>th</sup> BOE meeting for its first reading. Dr. Willett reviewed the document (attachment F2) and highlighted the adjustments. The total annual cost per constable is \$37,322.

Ms. Seaver commented that she understands that the current SRO will be leaving the position prior to the end of the school year and inquired about the district's plans.

Trooper McCarthy confirmed that the SRO is indeed leaving the position as of April 1<sup>st</sup>. He and another Trooper will cover the schools but will not be stationed at the schools. The money saved by not bringing in an SRO for TDY can be put toward the constable program or another need. In terms of when the constables will be available to start, Trooper McCarthy explained that if the Agreement is approved this evening, he will hopefully be able to have the constables in place at the beginning of the 2016/2017 academic year. He is pushing to make this happen but there are processes and procedures that need to be followed which take time.

With the Agreement, the constables will be scheduled to cover the district based on the needs of the individual schools. Additionally, the D.A.R.E. program will be reinstated at no additional cost. It was also noted that the Board will be able to discuss any desired amendments to the Agreement with the superintendent if needed. The district will create a job description for the constable position.

Mr. Adlerstein noted that with this agreement, the liability is now on the district as opposed to the state. Dr. Willett explained that it is the same liability as there is for any town staff. The Civil Actions component of the agreement was reviewed. Dr. Willett added that the Town Manager reviewed the original agreement and did not express any concerns.

Mr. Doyle motioned to move item F.1 to item I.1 for action. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

G. COMMITTEE AND LIAISON REPORTS

Finance and Facilities – Mr. Doyle reviewed the minutes of the March 15<sup>th</sup> meeting. He asked that the Board members review the minutes and provide input at the next meeting.

Communications – The Committee will meet on March 30<sup>th</sup> at 1PM.

Website – The Committee is working on the navigation component.

Policy – The Committee discussed procurement, the spending of end-of-year funds, and signage at the THS field.

Negotiation – The Committee will meet on March 28<sup>th</sup>.

Town Council – Mr. Schroeder noted that the Council reviewed information regarding the former Parker School. Additionally, information about the TVA was presented and a discussion took place in regard to the state's budget crunch. The latter may cause state funding to towns to be reduced and the Town Council and the BOE will need to work together.

H. CHAIRPERSON'S REPORT - none

I. BOARD ACTION

I.1. Constable Agreement

Mr. Doyle motioned to accept, approve, and authorize the Superintendent to move forward with the modified constable proposal/agreement as presented to the Board of

Education at the March 24, 2016 meeting, and hire the Constables to begin the program. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

J. PUBLIC PARTICIPATION

A resident spoke in regard to correspondence she sent to the Board. In it, she expressed concern that students are not receiving enough breaks and recommended adding a 15 minute recess. She would like to know the Board's thoughts. The schools are top-notch but the kids still need time to be kids.

K. POINTS OF INFORMATION

Dr. Willett spoke in regard to the correspondence. He is in the process of gathering information to review and will address the resident's concerns.

L. CORRESPONDENCE - none

M. FUTURE AGENDA ITEMS - none

N. ADJOURNMENT

Mr. Doyle motioned to adjourn the meeting at 9:56PM. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi  
Clerk

**SUPERINTENDENT'S AGENDA ITEM BACKGROUND**

**ITEM:** CANCELLATION OF BOARD MEETINGS GUIDELINES

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

**For BOE meeting:** 4/6/2016

**ITEM SUMMARY:**

The Policy Committee desired consistent guidelines for cancelling BOE meetings.

Therefore, the following *guidelines* are proposed:

In the event that school is cancelled, or a weather related dismissal is exercised, the Board of Education meeting for that night will be cancelled. To avoid problems during budget season, a special "makeup date" meeting will be scheduled each year to accommodate any potential missed meeting. This "makeup date" meeting may not occur on a typical BOE meeting day, and will be the last date in the sequence of budget meeting dates wherever possible.

**FINANCIAL SUMMARY:**

N/A

**BOARD ATTORNEY REVIEW:**

N/A

**ACTION DESIRED:**

Motion: *Motion to approve the guidelines for meeting cancellations as proposed by the Superintendent in the meeting of April 6<sup>th</sup>, 2016.*

**SUPPORTING MATERIALS ATTACHED:**

Policy 9130

Policy 9150

**TOLLAND PUBLIC SCHOOLS**  
**Tolland, Connecticut**

---

**BOARD POLICY**

**REGARDING: Time, Place and Notice of Meetings**

Number: 9130  
Bylaws

Approved: 10/9/02  
Revised: 1/14/09  
Revised: 11/14/12

---

1. Regular Meetings
  - A. The Board of Education shall set a calendar of regular meetings for the ensuing year at the first regular meeting in November.
  - B. In compliance with the General Statutes of the State of Connecticut, the Superintendent of Schools, on behalf of the Board of Education shall file this calendar with the Town Clerk by November 30.
  - C. Normally the Board shall schedule regular meetings on the second and fourth Wednesday of each month of the year.
  - D. If at any point in the meeting the Board of Education should not retain a quorum, then the Chairperson of the Board may adjourn the meeting and declare the time and place of the resumption of the meeting, which shall be reflected in a written order of adjournment. A copy of the written order of adjournment will be posted on or near the door of the place where the meeting was held within twenty-four hours after the time of adjournment.
  - E. Pending minutes of regular board meetings will be posted on the school district website within 48 hours of the meeting.
2. Special Meetings
  - A. Special meetings may be held when determined by the Board, when so called by the Chairperson, or upon written request of three members of the Board.
  - B. No special meeting shall be held unless a notice stating the time, place and purpose of the meeting has been given to each member



and to the Town Clerk, twenty-four (24) hours before the time stated for the meeting to convene.

- C. When a majority of the members agree that an emergency exists which has made a regular notice impossible, such a meeting may be called at a time or place which may be most convenient. In case of such emergency meeting, a copy of the minutes setting forth the nature of the emergency and the proceedings occurring at such meeting shall be filed with the Town Clerk no later than seventy-two (72) hours following the holding of such a meeting.

### 3. Meeting Time and Place

- A. All regular meetings of the Board shall begin at 7:30 p.m. or as soon thereafter as a quorum is present and shall adjourn no later than 10:00 p.m. unless extended by a two-thirds vote of the Board members present. All regular meetings of the Board shall be held in Council Chambers of the Hicks Municipal Building, unless otherwise ordered by the Board.
- B. Special Meetings (non-emergency) - time and place to be determined and announced in advance of meeting.

#### Legal References:

##### Connecticut General Statutes

- 1-225 Meetings of government agencies to be public. Recording of votes. Schedule of agenda of meetings to be filed. Notice of special meetings Executive session.
- 1-228 Adjournment of meetings. Notice.
- 1-229 Continued hearings. Notice.
- 1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.
- 7-3 Warning of Town and other meetings.
- 7-4 Record of warning.
- 10-218 Officers. Meetings.
- P.A. 08-3 Special Session (June 11) – Comprehensive Ethics Reform

**TOLLAND PUBLIC SCHOOLS**  
**Tolland, Connecticut**

---

BOARD POLICY

REGARDING: Public Meetings and Executive  
Session

Number: 9150  
Bylaws

Approved: 2/28/01  
Revised: 11/14/12

---

1. Public Meetings

- A. All meetings of the Board of Education for the official transaction of business shall be open to the public except that the Board may, by the affirmative vote of two-thirds of the members present and voting, meet in executive session for the purposes specified in Conn. Gen. Stat. §1-18a(e).
- B. As defined by statute, the term "meeting" shall not include: any meeting of a personnel search committee for administrative level employment candidates; any chance meeting, or a social meeting neither planned nor intended for the purpose of discussing matters relating to official business; strategy or negotiations with respect to collective bargaining; a caucus of members of a single political party notwithstanding that such members also constitute a quorum of a public agency; an administrative or staff meeting of a single-member public agency; and communication limited to notice of meetings of any public agency or the agendas thereof. The term "caucus" means a convening or assembly of the enrolled members of a single political party who are members of a public agency within the state or a political subdivision.

2. Executive Sessions

- A. The public may be excluded from meetings of the Board of Education which are declared to be executive sessions.
- B. Executive sessions may be held on a two-thirds vote of the members present and voting taken at a public meeting stating the reasons for such executive session. Executive sessions may be held for any reasons permissible under the provisions of the

Freedom of Information Act, as it may be amended from time to time, including one or more of the following purposes:

- (1) Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open (public) meeting.
- (2) Strategy and negotiations with respect to pending claims and litigation to which the Board or a member of the Board, because of his or her conduct as a member of the Board, is a party until such claims or litigation have been finally adjudicated or otherwise settled.
- (3) Matters concerning security strategy or the deployment of security personnel, or devices affecting public security.
- (4) Discussion of the selection of a site or the lease, sale or purchase of real estate when publicity regarding such site, lease, sale, purchase or construction would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned.
- (5) Discussion of any matter which would result in the disclosure of public records or the information contained therein described in Conn. Gen. Stat. §1-210(b).
- (6) No votes for action may be taken in executive session.

**Legal References:**

**Connecticut General Statutes**

- 1-200 Definitions (Public Agency; Meetings; Person; Public Record; Executive Session)
- 1-210 Access to public record. Exempt records.
- 1-225 Meetings of government agencies to be public. Recording of votes. Schedule and agenda of meetings to be filed. Notice of special meetings. Executive sessions.
- 19a-342 Smoking prohibited in certain places. Signs required. Penalty.
- 1-231 Executive sessions.

# MEETING MINUTES

## TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6<sup>th</sup> FLOOR COUNCIL ROOM MARCH 22, 2016 – 7:30 P.M.

**MEMBERS PRESENT:** Rick Field, Chair; William Eccles, Vice-Chair; Robert Green; Paul Krasusky; Kristen Morgan and Jeanne Schroeder

**MEMBERS ABSENT:** David Skoczulek

**OTHERS PRESENT:** Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records; Beverly Bellody, Human Services; Scott Lappen, Public Works; Heidi Samokar, Director of Planning and Development; Mark De Pecol and Tomas Haendler, Tolland Village Area Developers; Andy Graves, BL Companies and Dr. Walt Willett

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 in honor those effected by the events in Brussels.
4. **PROCLAMATIONS:**
  - 4.1 Recognizing the month of April as Fair Housing Month.

Rick Field read the following Proclamation:

### **Town of Tolland Proclamation**

WHEREAS, April 2016 marks the 48<sup>th</sup> anniversary of the passage of Title VIII of the Civil Rights Act of 1968, commonly known as the Federal Fair Housing Act; and

WHEREAS, Fair Housing is the legal right of every American, and is important in ensuring all Americans a free choice of housing location limited only by one's means and/or desires; and

WHEREAS, this law guarantees that housing throughout the United States should be made available to all citizens without regard to race, color, religion, age, sex, marital status, national origin, genetic information, past/present history of mental disability, ancestry, mental retardation, learning or physical disabilities including but not limited to blindness; sexual orientation, gender identity or expression, familial status, lawful source of income, political belief, criminal record or because the individual has children; and

WHEREAS, the laws of this nation and our state seek to ensure such equality of choice for all transactions involving housing.

NOW, THEREFORE, the Tolland Town Council, on behalf of the citizens of Tolland, proclaims April 2016 as

**Fair Housing Month**

and request that all citizens and businesses of our community reaffirm their commitment to Fair Housing for all, and wholeheartedly recognize these rights and responsibilities throughout the year.

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:** None.

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

8.1 Authorization for Steven R. Werbner, Town Manager to enter into an amended Option Agreement with the Access Agency for use of Parker School for future Elderly Housing.

Mr. Werbner reported that the Town has been working with the Access Agency for several years in regard to converting the former Parker School to Elderly Housing. In November of 2014, the Town and Access Agency entered into a lease option for the property. The option will be converted to a lease prior to commencement of the project. The lease term is for not less than 75 years. When the original option was entered into, it was thought that we would be further along with the project; however, having to reapply for grant funding several times has delayed the start of the project. At this time, the Access Agency is requesting an extension of the lease option to May 19, 2016, with one 6 month extension possible. He added that they are continuing to work diligently with the Access Agency to continue to move this project along. They are still shooting for a project start as soon as school is out.

Heidi Samokar gave a brief overview of the latest parking lot and busway plans for the project. The revised plans meet the concerns of the BOE and the majority of concerns expressed by parents at the various meetings held over the last several months.

Bill Eccles motioned to accept the following resolution:

**BE IT RESOLVED** by the Tolland Town Council that it hereby authorizes the Town Manager to enter into an amended Lease/Option Agreement with Access Agency for the use of Parker School for Elderly Housing.

Seconded by Robert Green. Rick Field, William Eccles, Robert Green, Paul Krasusky and Kristen Morgan were in favor. Jeanne Schroeder was opposed.

Dr. Willett commented that a lot of work was done, and a lot of stakeholders were involved in it. He believes it is a good compromise. He thinks it will work well.

8.2 Update on Tolland Village Area development proposed on the southwest side of Merrow Road.

Mark De Pecol and Tomas Haendler, Tolland Village Area Developers were present. Mr. De Pecol began by saying that they have spent a long time with UConn to see what they were doing with their hotel. As of June, 2015, they decided they are not going to be in the hotel business. So, that gave them the green light to propose a hotel here and it wouldn't have competition. They performed a formal market study, and a hotel works. Next, the housing component came into play. As of now, UConn does not have enough housing. People are going out into area communities. There is a 10,000 student housing deficit at UConn. Their vision is to create a dynamic, innovative, state of the art community for graduate students, faculty and the general market. They want to create an interconnected community. Mr. De Pecol used plans to outline what they are envisioning. He showed where there

is a huge swamp area. This will be made into a boardwalk. There will be a transportation center which will provide shuttles and 'zip' car access. Underneath the apartments will be retail including coffee shops, wellness centers and a restaurant. The hotel has been committed to by Hilton, with their Tru brand. The next steps include going to zoning to address the height adjustment, submitting the development plan for approval, and then site plan approval. Mr. De Pecol thanked the Council, the town and Heidi Samokar for their time and helpfulness.

Andrew Graves, Principal Architect at BL Companies spoke about the design ideas and how this all evolved. He said this will be a walkable friendly community. They are creating a town green and village center, and a main street. The hotel will be visible from the highway, and will provide parking away from the main area. He spoke about integrating the wetlands areas into the plan. There will be 361 units, 11 buildings and 74,000 square feet of commercial. Additional parking will be underneath buildings. They are looking to have faculty, graduates and empty nesters occupy the housing. Mr. De Pecol said they actually have people at UConn that will be promoting this to graduate students. All units will be rentals, and consist of studios, 1 bedroom, 2 bedrooms, and 3 bedrooms.

Tomas Haendler said this village will be a global village. There will be a movie place, an academic place, etc. It will be a great location for graduate students. There will be plenty to do. This will be a big improvement for the State of Connecticut. A Tolland resident will have ten more things to do every week.

Discussion on this item concluded with a Q&A from Council members.

8.3 Appointments to vacancies on various municipal boards/commissions: No appointments.

8.4 Budget Discussion

Mr. Field suggested that they leave the budget as it has been presented to them from Mr. Werbner. Mr. Werbner said there is such a state of flux with what is occurring with the State's budget this year, next year and the year after. They need to be aware that midterm there could be significant adjustments. They will need to work closely with the BOE, because the town expenditures can't make up the difference of large revenue adjustments. The Council members agreed with Mr. Field's suggestion to leave the budget 'as is' for now.

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

10. **REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1<sup>ST</sup> MEETING OF THE MONTH ONLY):** Mr. Werbner and Heidi Samokar had a good meeting today with the DOT regarding the Green project. They continue to work together. They saw a revised plan today, which will be provided in the next couple of weeks. They will have a meeting with the Historic District Commission and Council members to review the project. Following that meeting, the DOT would like to have a consensus from the town that Tolland is ready to move to the final process.

Mr. Werbner reminded that he will present his budget March 23<sup>rd</sup> at the Middle School.

11. **ADOPTION OF MINUTES**

11.1 March 8, 2016 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed. Jeanne Schroeder and Kristen Morgan abstained.

12. **CORRESPONDENCE TO COUNCIL:** None.

13. **CHAIRMAN'S REPORT**

~March 23<sup>rd</sup> is the Public Hearing on the budget.

~March 29<sup>th</sup> the Council will finalize the budget.

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. **ADJOURNMENT:** Bill Eccles moved to adjourn the meeting; Seconded by Paul Krasusky at 8:47 p.m. All were in favor.

---

Richard J. Field, Council Chair

**Michelle A. Finnegan**  
Town Council Clerk

# SPECIAL MEETING MINUTES

## TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6<sup>th</sup> FLOOR COUNCIL ROOM

**MARCH 29, 2016 – 7:30 P.M.**

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

**MEMBERS ABSENT:** Paul Krasusky and Jeanne Schroeder

**OTHERS PRESENT:** Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records

- 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 and dedicated to Steven Werbner and his family.
- 4. Public Participation (2 minute limit):** None.
- 5. Consideration of the Town Council's Proposed FY 2016-2017 Budget:**

Mr. Field commented that he agrees with this budget and he thinks it is the right thing to do. Mr. Krasusky was not present at tonight's meeting, but informed Mr. Field via text that he is in full support of this budget.

- 6. Approval of Budget Resolution**

Bill Eccles motioned to accept the following resolution:

**WHEREAS**, the Town Council has reviewed the Town Manager's proposed budget and has made certain modifications to estimated revenues and expenditures, the details of which will be properly incorporated into the total budgetary document by the Town Manager and Director of Finance and Records;

**NOW, THEREFORE, BE IT RESOLVED**, by the Tolland Town Council that it hereby adopts a FY 2016-17 Town Operating and Capital Budget in the amount of \$55,972,582 to be appropriated as follows:

<b>CATEGORY</b>	<b>AMOUNT</b>
Town Government	\$11,901,533
Board of Education	\$39,420,471
Debt Service	\$ 4,550,000
Capital	\$ 100,578
<b>TOTAL</b>	<b>\$55,972,582</b>

Said appropriations shall require an increase of 0.98 mills for a mill rate of 34.34.



**BE IT FURTHER RESOLVED**, that the Town Manager, pursuant to the requirements of the Town Charter, is authorized to advertise this budgetary outlay as part of the April 21, 2016, Annual Budget Presentation Meeting at the Tolland High School Auditorium at 7:30 p.m.

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

7. **Approval of a resolution authorizing the form of the ballot for the May 3, 2016 budget referendum and any subsequent budget referendum; the time and place for the budget referendum; authorizing the Town Manager or his designee to place the required legal notices in the local newspapers; and authorizing the preparation and printing of an explanatory text and the mailing of same to local residents in accordance with the provisions of CT General Statutes 9-369b explaining the budget referendum question.**

Bill Eccles motioned to accept the following resolution:

WHEREAS, the Tolland Town Council has adopted a proposed FY 2016-2017 Town Operating and Capital Budget to be considered by the Tolland electorate at a May 3, 2016 budget referendum; and

WHEREAS, the Council must now establish the appropriate ballot language for this referendum and the date, time and place of said referendum;

NOW, THEREFORE, BE IT RESOLVED by the Tolland Town Council the following:

1. The ballot question for the May 3<sup>rd</sup> referendum shall be worded as follows:

“Shall the Town of Tolland’s proposed 2016-2017 budget of \$55,972,582, reflecting a spending increase of \$1,373,652 or 2.52% which requires a tax rate of 34.34 mills, be adopted? Yes/No.”

2. The time and place for the referendum shall be between the hours of 6:00 a.m. and 8:00 p.m. on May 3, 2016 at the Tolland Recreation Center Gymnasium and the Tolland Senior Center.
3. The Town Manager or his designee is hereby authorized to place the required legal notices in the Journal Inquirer and other places as conditions permit, advertising the May 3, 2016 Referendum and the April 21, 2016 Annual Budget Presentation Meeting.
4. The Town Manager or his designee is authorized to prepare and print an explanatory text and mail same to local residents in accordance with the provisions of CT General Statutes 9-369b explaining the budget referendum question.

Seconded by David Skoczulek. All in favor. None opposed.

8. **Adjournment:** Bill Eccles moved to adjourn the meeting; Seconded by Kristen Morgan at 7:33 p.m. All were in favor.