



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

REGULAR MEETING

7:30 PM

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.

2018-2019 GOALS

- *Support and encourage specialized programs that can serve as alternatives to outplacement*
- *Support and encourage the development of tuition programs*
- *Support the implementation of Mastery Learning and Responsive Education initiatives*
- *Support and encourage Curriculum Development, and Teaching & Learning best practice*
- *Engage in the Strategic Prevention Framework*
- *Engage the Superintendent to explore and research shared service opportunities*
- *Engage Town, State, and Federal officials to discuss and advocate for education*
- *Foster the continued development of instructional technology*

AGENDA

October 23, 2019

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

- October 10, 2019
- October 16, 2019 Special Meeting

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. CORRESPONDENCE

E. POINTS OF INFORMATION

F. STUDENT REPRESENTATIVES' REPORT – Fisher Thompson and Alexandra Costa

G. SUPERINTENDENT'S REPORT

G.1 Recognition of Board Members

- Legislative Representatives
- Superintendent

G.2 Curriculum Math Presentation – Jen Webster (no enclosure)

G.3 Recognition of TPS Students and Staff (no enclosure)

G.4 TEA Contract

G.5 Tolland Administrative Society Contract

G.6 Possible Date change - November 13 to November 6, 2019

G.7 BOE Goal Setting Pre-Discussion (no enclosure)

H. COMMITTEE & LIAISON REPORTS

I. CHAIRPERSON'S REPORT

J. BOARD ACTION

K. PUBLIC PARTICIPATION (2-minute limit)

Comments must be limited to items on this agenda.

L. POINTS OF INFORMATION

Town Council Meeting Minutes – October 8, 2019

M. FUTURE

N. NEW BUSINESS

O. ADJOURNMENT

TOLLAND BOARD OF EDUCATION

Tolland High School
Library
Tolland, CT 06084

REGULAR MEETING – October 10, 2019

Members Present: Ms. Colleen Yudichak, Chair; Ms. Karen Moran, Vice Chair; Ms. Michelle Harrold, Secretary; Mr. Jeff Schroeder, Ms. Kate Howard-Bender, Ms. Jane Pasini, Ms. Christina Plourd, and Mr. Bob Pagoni

Members Absent: Mr. Sam Adlerstein

Administrators Present: Dr. Walter Willett, Superintendent of Schools, Mark McLaughlin, Business Director, Peter Sztaba, Facilities Director; Adam Sher, Director of Information Technology

- A. CALL TO ORDER, PLEDGE OF ALLEGIANCE
Ms. Yudichak called the meeting to order at 8:45p.m. The Pledge of Allegiance was recited.
- B. APPROVAL OF MINUTES
- Regular Meeting – September 25, 2019
Mr. Pagoni motioned to adopt the minutes of the September 25th meeting. Ms. Moran seconded the motion. Changes: none. All were in favor. Motion carried.
- C. PUBLIC PARTICIPATION - none
- D. CORRESPONDENCE - none
- E. POINTS OF INFORMATION
Ms. Yudichak commented that the tonight's debate was great and thanked the students and staff who were involved. She added that perhaps next time the Board could be involved but it was a good start.
- F. STUDENT REPRESENTATIVES' REPORT – Fisher Thompson & Alexandra Costa - none
- G. SUPERINTENDENT'S REPORT
- G.1. Monthly Financial Report
Dr. Willett reviewed attachment G1.
The September 2019 financial report shows an available balance of \$3,459,267 or 8.65% of the BOE's current budget.
- G.2. Capital Budget Request
Dr. Willett reviewed attachment G2.
Dr. Willett noted that the Finance and Facilities Committee approved this item to be moved forward and to be presented to the Board. The request will be presented to the Town Manager tomorrow. The attached spreadsheet along with details and photographs for each project are available online at:
http://www.tolland.k12.ct.us/DistrictOffices/superintendent/superintendent_willett_s_page/capital_improvement_plan
Dr. Willett thanked Mr. Sztaba, Mr. Sher, Mr. McLaughlin, and Ms. Kassman-Harned for their assistance with the document.

Dr. Willett noted that due to the rebuilding of Birch Grove, items that were bonded for the location are no longer going to be spent and may be available for other debt service by the Town (approximately \$2.8M).

A discussion took place regarding "DW Cloud Native Network Project" labelled as "critical" as well as "when the opportunity arises". Mr. Sher explained that it is critical because with the one-to-one project underway a lot of devices are being added to the network and part of the plan is to increase the speed of the network between the buildings. The project's plan to add additional devices over time will require getting bandwidth up to speed to prevent slow connections and buffering issues. Further, they would like to upgrade the security of the network. Dr. Willett explained that educational content is moving to the digital realm. A lot of content and many textbooks are moving to a subscription model which necessitates students going online. State testing is also now all online. The bandwidth is needed for classes beyond the sixth grade one-to-one technology initiative.

Ms. Yudichak inquired about the lifespan of the Chromebooks. Dr. Willett explained that currently the cycle for TMS is to run the Chromebooks for three years and then see if they can be sold back. These funds could then be reinvested into the cycle. That said, they have a lifespan of greater than three years but the plan is to use their optimal life and then recycle them. Dr. Willett added that the Chromebooks will have protective cases. They position Tolland to have a high level of excellence and remain competitive.

Ms. Yudichak inquired as to what the savings will be when the Chromebooks are used versus purchasing textbooks. Dr. Willett explained that textbooks can be over \$100 per book but in this case they are making an investment in one grade at a time. In turn it can take a decade to get the full school on board. Companies will be making materials and resources available online which will be a subscription service. Thus, the issue is really that if one does not start transitioning now and making the investment one grade at a time, a massive investment would be needed to catch up. Dr. Willett explained that in the beginning students will sign out the Chromebooks in the morning, use them all day, and return them in the afternoon.

A discussion took place regarding why this item is a capital expense rather than in the operating budget. Dr. Willett explained that if this item was not coming from the capital request then he would use another method such as the educational reserve fund. Mr. Schroeder explained that it could come from capital (where it is a group purchase) or from the operating budget (where each Chromebook is considered an individual item). He added that because the project is being seeded at the beginning it makes sense that it is a capital item. Further, there will be cost savings in the future.

Mr. Sztaba explained that as the district catches up with the brick and mortar projects, capital requests will transition to more program driven items.

Ms. Plourd commented that she feels it is an operating expense and would rather see the capital requests be focused on one time purchases such as classroom technology upgrades as well as art, science and music lab upgrades that benefit a lot of students at one time. Ms. Yudichak explained that they want to get the devices in the students' hands

and there isn't room in the operating budget. Ms. Moran commented that she sees many items on the list that are not one-time expenses but items that help the schools function. Mr. Schroeder inquired why the one-to-one technology project is being done over seven years rather than all at one time. Dr. Willett explained that the district does not have the capacity to manage such an undertaking in regard to bandwidth and support/staff. Ms. Harrold commented that over time the amount of money needed for the one-to-one technology initiative will be less than what would have been spent on Birch Grove capital projects so it is a great opportunity for the Town. She believes it should remain in the capital request.

Mr. Schroeder motioned to move item G2 to item J1 for action. Ms. Moran seconded the motion. All were in favor. Motion carried.

H. COMMITTEE AND LIAISON REPORTS

Finance and Facilities – met on October 7th; discussed: grounds agreement, capital budget submission, end-of-year reconciliation, status of negotiations, status of Birch Grove

Negotiations – they will start with the nurses next week

Birch Grove Building Committee – Mr. Kosta Diamantis was in attendance and reviewed the process and role of the Committee; the modular phase has been completed; the budget was reviewed; sample interior concepts were reviewed

Town Council Liaison – discussed and reviewed goals; approved the contract for the resident state troopers

Ms. Moran noted that June 18th is a possible date for graduation. Further, Veterans Day activities will be combined with the Operation Gratitude Project.

Ms. Moran motioned to add an additional Public Participation item prior to item J and move all items down by one letter. Mr. Pagoni seconded the motion. All were in favor. Motion carried.

I. PUBLIC PARTICIPATION

Amy Raccagni, 21 Woodfield Drive, commented that she is a paraprofessional at TIS and shared what they have been doing on the Chromebooks. She explained that they are an important engagement tool and students are focused as opposed to when they use their workbooks. She added that they have also done a lab experiment on the Chromebook and it worked much better than the hands-on experiment. Keeping the Chromebooks maintained and having enough of them is crucial and essential. She added that they are used for standardized testing school wide as well. She sees the impact of them and how much education is improved and added that there are students who do not have computers in their homes. Students need to be allowed to work on them every day since not everyone can work on them at home.

Andy Powell, 21 Clearbrook Drive, commented as a private citizen but noted that that the Tolland Technology Committee stands ready to talk with any of the boards or commissions in regard to utilization and implementation of technology. It was founded to provide a town wide, cross departmental fiber network that is now being used by the town, public safety, and the schools. Mr. Powell spoke in regard to the topic of capitalization. The components that are in

the budget for the network upgrade can be capitalized as they are going to last for a long period of time and it will be critical that the state network can be accessed particularly when using classroom technology. Classroom technology is a chicken and an egg conversation. It is dependent on curriculum. To take full advantage of the technology, the curriculum has to reflect the ability of the individual's access to the technology and be able to use it consistently through the schools but as Dr. Willett has said, 21st century curriculum cannot be developed without technology. The least expensive model to do this is Chromebooks. Planning and the network are there – the question is, is the curriculum there? Chromebooks are a wonderful tool. Curriculum is based on a web model rather than an operating system and Chromebooks become an equalizer that can go home. In turn, they can be capitalized. Mr. Powell added that he loves technology but to buy it to be "cool" is a waste of money and that while textbooks are not being purchased every 2-3 years, the hidden cost is in the subscriptions to content. The real issue becomes if Google starts charging for Google Classroom. Technology is a great equalizer but without curriculum that is supported on the technology it is a waste of money.

J. CHAIRPERSON'S REPORT - none

K. BOARD ACTION

J.1 Capital Budget Request

Mr. Schroeder motioned to accept the Tolland Public Schools Capital Budget Request and authorize the Superintendent to officially submit this request to the Town Manager. Ms. Harrold seconded the motion. Discussion: Ms. Harrold commented that it is a tool for all students. Mr. Schroeder read the definition of a capital item and how it would be viewed by the IRS. All were in favor. Motion carried.

L. PUBLIC PARTICIPATION

Andy Powell, 21 Clearbrook Drive, commented that the other issue in regard to the deployment of one-to-one technology is the ability for staff to support it. Teacher training and professional development are needed for the new curriculum and staff needs to be able to deploy and support the technology. The deployment and tracking alone will take time and needs to be rolled out from a class standpoint. He added that with the Chromebooks one does not have to worry about upgrades, updates, and viruses. The biggest issue is to look at application justification. Why is a curriculum using an iOS or windows app rather than a web based app? Everything should be browser based and not on an operating system. Chromebooks are a very powerful tool that last more than five years so it can be capitalized. Chrome is the great equalizer when looked at from a solution standpoint. A resident inquired if anyone has asked parents what they want. Perhaps parents could pay a small amount so the students could own the Chromebooks. This way the students could use them during the summer for required reading and other items. She would rather have her student have a Chromebook than buy so much other stuff every year. *Dr. Willett responded that they can create a program to help parents do this. He added that if you want to run a curriculum based on the technology, you cannot rely on the possibility that someone may not buy it themselves, and have a student be without it. It has to be available ubiquitously. Some may also want to see their students take a break from technology over the summer. The district does not ask parents to purchase textbooks and in 5-10 years this will be the medium that students will use.*

Andy Powell, 21 Clearbrook Drive, commented that in the next budget cycle we need to find a way so that teachers do not pay a dime for supplies in the classroom. You see ads where teachers are using their own money for supplies and he believes this is an embarrassment and

an insult to their profession. Teachers in Tolland should not be paying a dime for classroom supplies and a goal for the next Board of Education should be to ensure the money is available to make that happen. If it means an extra \$1 per person in Tolland, from a tax standpoint, for \$10,000 to pay for supplies – that is the cost of education. There should be no expectation that a teacher pays for something in the classroom because that is a pay cut. It is an embarrassment that it is allowed to take place and the Board should do everything it can to make it happen. *Ms. Howard-Bender commented that the Board will continue to advocate for their teachers. Ms. Harrold added that TEPTO does provide funds to teachers and parents bring supplies as well.*

M. POINTS OF INFORMATION

- Town Council Meeting Minutes – September 24, 2019
- Town Council Special Meeting Minutes – September 26, 2019
- What We Know About Suicide Prevention, October 24th, THS Auditorium, 6:30 PM.
- Community Budget Workshop, October 16th, Library Program Room, 7PM.

N. FUTURE

- Dr. Willett will create programs for the Board members annually (this includes school tours)
- Pathways
- 21st Century Learning
- Strategic Prevention Framework
- Mental Health Services
- Budget
- Regionalization
- Birch Grove Update
- Organization of a Vision Mission – the first session will be October 16th (3:30-5:30PM) and Dr. Willett reminded that he would like Board representatives to be a part of this; Board members will reach out to Dr. Willett to express interest
- Recognition of Board members
- Setting of graduation date
- Community Budget Workshops
- Discuss changing the name of Columbus Day to Indigenous People's Day

O. NEW BUSINESS – none

P. ADJOURNMENT

Mr. Pagoni motioned to adjourn the meeting at 10.12 P.M. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

Respectfully submitted,
 Lisa Pascuzzi
 Clerk

TOLLAND BOARD OF EDUCATION
Tolland Public Library
Library Program Room
Tolland, CT 06084

SPECIAL MEETING – October 16, 2019

Members Present: Ms. Colleen Yudichak, Chair; Ms. Karen Moran, Vice Chair; Ms. Michelle Harrold, Secretary; Ms. Kate Howard-Bender and Ms. Christina Plourd.
Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER

The workshop was called to order at 7:00 PM

B. Superintendents Report

Breakout Sessions for the public with school leadership for the discussion of the 2020 – 2021 Budget.

C. ADJOURNMENT

The workshop was adjourned at 9:00 pm.

Respectfully submitted,

Walter Willett

Agenda Item #G.1

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Recognition of Board Members

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

FOR BOE MEETING: October 23, 2019

ITEM SUMMARY:

Recognition of outgoing Board of Education Members and their year(s) of service:

Sam Adlerstein – 2013 – 2019

Bob Pagoni – 2003 - 2019

Jane Pasini – 2017 – 2019

Jeff Schroeder – 2015 – 2019

Colleen Yudichak – 2014 – 2019.

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

Recognition

SUPPORTING MATERIALS ATTACHED:

None

Agenda Item #G.4

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: TEA Contract

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

FOR BOE MEETING: October 23, 2019

ITEM SUMMARY:

FINANCIAL SUMMARY: [N/A or put in a summary]

Information will be provided in public session.

See contract.

BOARD ATTORNEY REVIEW:

Contracts approved and ratified by bargaining unit, and the negotiating team.

BOE ACTION DESIRED:

- 1) Reading for potential action at the first November meeting.

Or

- 2) Move G4 to Board Action, once executed, possible motion: *Motion to accept the Teacher (Tolland Education Association) bargain unit agreement and Teacher Contract effective July 1, 2020 – June 30, 2023.*

SUPPORTING MATERIALS ATTACHED:

Teacher (Tolland Education Association) Contract 2020 - 2023

Agenda Item #G.5

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Administrator Contract

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

FOR BOE MEETING: October 23, 2019

ITEM SUMMARY:

FINANCIAL SUMMARY: [N/A or put in a summary]

Information will be provided in public session.

See contract.

BOARD ATTORNEY REVIEW:

Contracts approved and ratified by bargaining unit, and the negotiating team.

BOE ACTION DESIRED:

- 1) Reading for potential action at the first November meeting.

Or

- 2) Move G5 to Board Action, once executed, possible motion: *Motion to accept the Administrator (Tolland Administrative Society) bargaining unit agreement and Teacher Contract effective July 1, 2020 – June 30, 2023.*

SUPPORTING MATERIALS ATTACHED:

Administrator (Tolland Administrative Society) Contract 2020 - 2023

Agenda Item #G.6

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Possible Date changes:
Keep November 13 meeting
Change the November 27 to November 6, 2019

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

FOR BOE MEETING: October 23, 2019

ITEM SUMMARY:

Reasoning:

- 1) The current Board of Education membership will expire on November 13th. Due to the potential need for action by the current board (e.g. Teacher and Admin contracts) moving this meeting to November 6th will allow the completion of the task(s) by the current Board of Education and negotiation committee. The current Board is in force until November 12th.
- 2) The Birch Grove Building Project will likely need the Board of Education approval of a Site, Structure, and Concrete submission plan prior to the Thanksgiving holiday. Cancelling the November 27th meeting provides more flexibility for BOE members with respect to the holiday, while allowing for BGP related business to occur at the November 13th meeting. This will allow for completion of the SCG-042 form by the architects and Superintendent's office.

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

Move G6 to action as J1.

Possible Motion: *Motion to move the November 13th BOE meeting to November 6th @ 7:30 PM*

SUPPORTING MATERIALS ATTACHED:

N/A

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM OCTOBER 8, 2019 – 7:00 P.M.

MEMBERS PRESENT: William Eccles, Chair; David Skoczulek, Vice-Chair; Brenda Falusi; Lou Luba; Tammy Nuccio; John Reagan and Paul Reynolds

MEMBERS ABSENT: None.

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

1. **CALL TO ORDER:** William Eccles called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS/PRESENTATIONS:** 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: Brenda Falusi, Central Regional Tourism District:** They are starting a campaign called *Every Town has a Story*. It will include all 65 towns in the central region. They will summarize a biography of our history, attractions, accommodations, events, etc. The tourism group will also take a look at partnering with colleges to find ways to let families know what is happening for family days and other events. A number of them met with the Connecticut Economic Resource Center. Bolton, Coventry, Mansfield and Tolland are working with a regional economic development plan. They highlighted what they would like to see and attract in our region. **Tammy Nuccio, BOE:** They discussed the medical marijuana passage by the PZC. At the meeting, Ms. Moran asked if e-blasts could be sent to alert the community as to what and when public hearings were being held. They also received an update on the Birch Grove project. Ms. Nuccio commented that she attended the same meeting as Ms. Falusi regarding the EDC items. She wished it was geared more towards economic development. **John Reagan, WPCA:** They talked about the runoff from the new car wash; discussed the conditions of the pump stations; there's a new sewer connection on Old Post Road; and there is a new agreement in place with the Vernon Sewer Plant. **Bill Eccles, EDC:** A brewery is looking to come to town; Dari Farms will be closing. **David Skoczulek, Birch Grove Building:** They approved the modular phase, and they are working on the design phase. Also, demolition has started. **Lou Luba, Ag Commission:** They did a wrap up on the Farm-to-Table event. Soon, they will know what will be donated to Human Services and the food pantry. They will be working on their schedule for 2020. **Karen Moran, BOE:** The BOE meeting this week will be Thursday night after the debate.
8. **NEW BUSINESS (ACTION/DISCUSSION ITEMS):**

- 8.1 Consideration of a resolution to approve the necessary funds to ratify CSEA, SEIU Local 2001 Collective Bargaining Agreement for the period dated July 1, 2019 through June 30, 2022.

Mr. Rosen said the town has reached a tentative agreement (town staff, non-management, 28 people). This approves the necessary funds to ratify the proposed agreement. With the Council's approval, this will go into effect for the next three fiscal years.

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the necessary funds to ratify CSEA, SEIU Local 2001 Collective Bargaining Agreement for the period dated July 1, 2019 through June 30, 2022 and authorizes Michael Rosen, Town Manager, to execute said agreement on behalf of the Town of Tolland.

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

- 8.2 Discussion and review of the current 2017-2019 Town Council Goals.

Mr. Rosen said at the September 10, 2019 Town Council meeting one of the Councilors suggested having a final update of the 2017-2019 Council goals. Working with the department heads and staff, they provided a written updated of the Council's eleven goals. He said this is a precursor for when the new Council is instituted in November. Mr. Eccles said he believes they have been successful, but some of the goals will need to continue. It will be a challenge for the next council to chart their course. They will need to come up with their own goals, but hopes some on the current list still continue to be worked on. Ms. Falusi thanked everyone who helped with all the efforts (including the POCD, the Charter revision, and everything having to do with Birch Grove). The work done in the past two years has been appreciated. The Council thanked the town staff for all their work. Mr. Skoczulek said even though some things have been completed, some things should remain, but that will be up to the new Council. Mr. Reynolds said it was a good exercise, and added that a lot of other things were accomplished that are not on their goals list. Mr. Reagan said he thinks this is a good road map for the future council.

- 8.3 Consideration and action on authorizing the renewal of a contract with the State of Connecticut for Resident State Trooper services for the period of July 1, 2019 to June 30, 2024.

Mr. Rosen said they had thought this was a two year contract, but it is actually a three year contract. That is why the resolution needs to be amended. This was triggered by a letter received by the town manager's office from Col. Mellekas. That letter said Tolland did not have a current executed Resident Trooper contract. Mr. Rosen and Ms. Hancock worked on projections as far as what the resulting costs would be for the town. The draft contract was included in the Council's packet. The contract does reflect changes that the State made regarding fringe benefits, as well as some wage increases that the troopers will be getting. There were also some amendments with regards to how they are receiving benefits. Tolland will see some relief from those, because when the numbers are crunched, there is a reduction in costs for the next fiscal year. Ms. Hancock explained the numbers to the Council members.

David Skoczulek motioned to accept the following *amended* resolution:

BE IT RESOLVED that Michael Rosen, Town Manager, is hereby authorized to execute a contract on behalf of the Town of Tolland with the Connecticut Department of Emergency Services and Public Protection, Division of State Police for the services of four Resident State Troopers for the period of July 1, 2019 to June 30, 2024.

And that the Town of Tolland hereby adopts as its policy to support the non-discrimination agreements and warranties required under Connecticut General Statutes § 4a-60(a)(1) and § 4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142.

Seconded by Brenda Falusi. All in favor. None opposed.

8.4 Appointments to vacancies on various municipal boards/commissions: None.

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. Rosen updated the Council members about meetings he has attended, and various other things he has been doing. He held his *Meet the Town Manager Open House*, and thanked Kim, Lynn and Noreen for all their help in coordinating the event. He continues to meet with department heads and each Council member. He advised that he will be attending a professional conference the week of October 19 – 26th.

11. **ADOPTION OF MINUTES**

11.1 September 24, 2019 Regular Meeting Minutes: David Skoczulek moved to adopt the *amended* minutes

Item 7b. should be corrected to reflect the following:

- *The public hearing was to split one lot into three lots (i.e., create 2 additional building lots).*
- *Regarding the POCD, the PZC didn't decide to finalize the draft – the Plan was adopted.*

Seconded by Tammy Nuccio. All in favor. None opposed. John Reagan abstained.

11.2 September 26, 2019 Special Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Tammy Nuccio. All in favor. None opposed. John Reagan and Paul Reynolds abstained.

12. **CORRESPONDENCE TO COUNCIL:**

12.1 Letter from Dari Farms re: Notice Pursuant to the Worker Adjustment and Retraining Notification Act

13. **CHAIRMAN'S REPORT:** None.

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** Mr. Skoczulek said that Mr. Werbner's presentation on September 26th was very well done. Ms. Nuccio agreed, and said that Mr. Werbner provided a great picture of what the next few years are going to look like for Tolland. Mr. Skoczulek said it would be great to have a *State of the Town* yearly, but questioned the lack of attendance.

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

Karen Moran of 50 Merlot Way: The BOE meeting will be Thursday night in the high school library. They will be discussing the capital budget plan.

16. **ADJOURNMENT:** David Skoczulek moved to adjourn the meeting; Seconded by Tammy Nuccio at 7:40 p.m. All were in favor.

William Eccles, Chair

Michelle A. Finnegan
Town Council Clerk