



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

REGULAR MEETING

7:30 – 10:00 P.M.

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

August 14, 2019

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

- June 26, 2019
- July 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 Summer Zahid

G. SUPERINTENDENT'S REPORT

- G.1 Proclamation (no enclosure)
- G.2 Teacher Evaluation Plan Update
- G.3 ECS Update / Discussion (no enclosure)
- G.4 Birch Grove Primary School update (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 –June 25, 2019
Town Council Meeting Minutes –July 9, 2019
Town Council Meeting Minutes –July 23, 2019
Town Council Special Meeting Minutes –July 30, 2019

M. FUTURE

N. NEW BUSINESS

O. ADJOURNMENT

TOLLAND BOARD OF EDUCATION

Hicks Municipal Center
Council Chambers
Tolland, CT 06084

REGULAR MEETING – June 26, 2019

Members Present: Ms. Colleen Yudichak, Chair; Ms. Karen Moran, Vice Chair; Mr. Sam Adlerstein, Mr. Jeff Schroeder, Ms. Christina Plourd, and Ms. Kate Howard-Bender (arrived at 7:40 p.m.)

Members Absent: Ms. Michelle Harrold, Ms. Jane Pasini, and Mr. Bob Pagoni

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Yudichak called the meeting to order at 7:37 p.m. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

- June 17, 2019

Mr. Schroeder motioned to adopt the minutes of June 17th meeting. Ms. Plourd seconded the motion. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION - none

D. CORRESPONDENCE - none

E. POINTS OF INFORMATION - none

F. STUDENT REPRESENTATIVES' REPORT – Fisher Thompson & Summer Zahid

- Progress reports were distributed last Thursday at THS

G. SUPERINTENDENT'S REPORT

G1. Obsolete and Surplus Equipment

Dr. Willett reviewed attachment G1.

Mr. Adlerstein motioned to move item G1 to item J2 for action. Ms. Moran seconded the motion. All were in favor. Motion carried.

G2. Custodian Contract

Dr. Willett reviewed attachment G2 and highlighted changes. He confirmed that what is presented is in the budget. All contracts are available at the district website under Human Resources.

Ms. Moran motioned to move item G2 to item J3 for action. Ms. Howard-Bender seconded the motion. All were in favor. Motion carried.

G3. FRC Grant

Dr. Willett reviewed attachment G3.

Ms. Howard-Bender commented that she has heard that there are not enough spots available in the after school program. Dr. Willett responded that he would need to look into this concern.

Mr. Schroeder motioned to move item G3 to item J4 for action. Ms. Plourd seconded the motion. All were in favor. Motion carried.

G4. EOY Reconciliation (no enclosure)

Dr. Willett noted that he has reviewed the numbers and provided information that is responsive to questions posed by the Town Council. After EFS is closed, final numbers for the line items will be available.

Dr. Willett highlighted information about spring purchases:

- Code 320:
 - Literacy How is a structured literacy program which helps the district be proactive and avoid outplacements. It trains teachers in the same response models to allow for consistency. The purpose is to provide the best possible programs for students locally. Ms. Plourd inquired about the Literacy How program. Dr. Willett clarified that this is training and support.
 - Ms. Moran inquired about Dr. Kearns, an intervention specialist, who specializes in databased interventions and creates plans for special learning (K-5). Dr. Willett explained that Dr. Kearns provides support for the district.
 - Dr. Willett noted that the average cost of outplacement is \$60-70K plus transportation.
 - The district is able to spend in these areas right now due to having funds from tuition available which can be reinvested. All spending is tactical and strategic.
- Code 350 – includes paving, electrical, acoustics, flooring, etc.
- Code 580 – includes training and conferences such as: Team Training, True Colors, Breakthrough Coach, Woman Leaders in Education
- Code 610 – includes reading series, math intervention, social science research engine
- Code 640 – textbooks etc.
- Code 730 – Instructional equipment

Dr. Willett noted that he expects the budget will come in in the \$70K zone.

Ms. Yudichak commented that she is disappointed that she has twice requested a joint meeting with the Town Council but was denied. Ms. Howard-Bender added that it is too bad it cannot be discussed by the entire group and added that it was "frustrating". Mr. Adlerstein explained that a lot of time has been spent justifying items in the Board's budget and the impact of reductions. The Town Council was focused on the mill rate and tax impact and he does not recall the impact on the Board being part of the decision. Now that the conservative revenue estimate "played out" and was conservative, the Town Council needs to think of the impact when it comes to the decision-making process. He added that the mill rate is important but there is a balance that needs to be addressed. Mr. Thompson added that Tolland is a town where 99.9% of the people with children say they move to or continue to live in town because of the school system.

Ms. Yudichak reiterated her disappointment. Ms. Howard-Bender added that they got money back and not being able to sit and discuss what they would be able to do with the funds is "frustrating". Mr. Adlerstein commented that he believes on March 26th the

Board did a good job in regard to laying out the impact and what is necessary to retain the quality of education and prevent students from losing opportunities that students in the past had. He added that the request from the Town Council seems "forensic". Ms. Yudichak explained that as a Board member she wanted to be able to work together with the Town Council and have bipartisanship. It seems this has gone by the wayside.

Ms. Howard-Bender explained the Board has made an effort to reach out to the Town Council so they could work together to help the schools be in the best position possible. Dr. Willett has done his job and provided information. There is now positive news from the State and the Board would like to discuss the 1.8% with the Council. Mr. Thompson added that they are not trying to get implement new programs but keep programs that are currently in place.

Mr. Adlerstein commented that these are unusual times. It takes a balance. The Board submitted a budget in good faith with priority items and it was reduced by \$850K. This never happened in the past. It is not good for the long haul.

A discussion took place regarding the summary distributed to the Board members which was drafted by Dr. Willett and addressed questions posed by the Town Council. Ms. Moran explained that the Board would not direct the Superintendent to respond to the items line by line because he does not have the time. Ms. Yudichak believes it would be in the best interest of the Board and the Town Council to discuss the document. Ms. Moran added that what is included is what is needed for the students in Tolland. Mr. Adlerstein commented that he would like to resolve as a Board that the Town Council makes a decision in regard to the \$382,501 which the Board prioritized to help maintain the quality the district has had in the past. The Town Council cannot look at this as dollars but needs to look at it as activities. He does not consider the case the Board made in March to be closed.

A discussion took place regarding an e-mail communication sent today by the Town Manager to members of the Town's boards and commissions asking for input on the education cost sharing grant (\$568,966). Mr. Adlerstein recommended that the Board reply as one voice. Ms. Yudichak reviewed the discussion from the March:

Item	Cost
Curriculum Director	\$155K
Curriculum Materials	\$30K
Related benefits	\$35,501
Textbooks	\$46K
Pay to Participate	\$8K
Music and Art	\$8K
Teachers (2)	\$100K
Total	\$382,501

Mr. Adlerstein commented that it sounds like the ecs grant money is being treated as "found money" but it is not. Where it should go was identified in February/March. He believes the Council felt those items could not afford to be funded when balanced against the mill rate but now there is a different situation so the money should return to where it

will be used for the greatest needs in the district. Ms. Moran commented that the only reason the funds are hanging in the balance is because the referendum already passed. They were slated for education.

Ms. Plourd inquired if there is anything in the distributed summary that is currently in next year's budget. Is everything in the list there due to savings? Dr. Willett explained in some cases there were savings and that line items were adjusted in next year's budget to get to the .84%.

Mr. Schroeder inquired if there is anything on the summary list that can now be taken off of the list for next year's budget. Dr. Willett explained that funds recovered in some areas made it possible to take action in others and this will help the district adjust to get to the .84% for next year's budget. Mr. Adlerstein clarified that the \$382K was mostly 3 positions as well as items such as textbooks. Dr. Willett explained that the district has plans and work to do on curriculum that extend out many years. If there is an opportunity to pick up texts now rather than later then it should be done when the opportunity arises. They are taking proactive measures due to the favorable situation since they may not have this opportunity next year.

Ms. Plourd explained that she has difficulty asking the Town Council for more money not because she does not care about the school system but she looks at what the Board was able to do this year. She commented that while a reading teacher was laid off she sees a lot of "things" on the list presented. Ms. Yudichak explained that a teacher is a recurring expense. Dr. Willett added that items on the list are things that they would not be able to purchase next year. The financial summary was provided at the April 10th meeting. He added that the revenue from tuitions can be reinvested now and that the line is to be readjusted down for the future. Ms. Plourd explained that when reviewing the numbers she was concerned about where the revenue would come from such as the fund balance, taxpayers, the state, etc. She had a difficult time voting on the budget because she did not know what the impact would be on the average Tolland resident. Tolland does have a great school system and some of the revenue to fund the 2019/20 budget comes from the taxpayers as well as ecs. Thus, technically, the full ecs grant should go to the Board. That said, the budget was passed and she believes the funds should be used to reduce what taxpayers pay. Ms. Moran commented that the budget was reduced to a level where the schools cannot be sustained. Ms. Plourd commented that the previous year's budget was .78% and many positions were hired.

Dr. Willett explained that the non-grant staff FTE is lower now than it was in 2016. The Board and the Town Council are in a position where both sides are trying to make the best use of the funds for the community. He added that since 2016 the assigned and unassigned fund balances have increased and the Town is in a very favorable situation. Mr. Adlerstein commented that one needs to look before the "crazy budget year" when there were significant reductions. He believes it is an unfair perspective to say that reductions were made and the schools are fine. The reductions put the district in a "fairly big hole" and one should think of how to address some of the losses. Mr. Schroeder noted that during the "crazy budget year" it was discussed that if the ecs number came back it would split 75/25 with the Town. While this is not necessarily something that should apply now, it was formally discussed. With the current number request the district

is asking for 67.23%. Mr. Adlerstein commented that the fund balance is not up to \$10M due to hard work. It is there because of a pattern of being very conservative with revenue assumptions in spite of what is being said by the state, albeit a state budget is not in place, but then the funds come in later and they are then not used where they were budgeted.

Ms. Plourd commented that she researched other districts and if there are funds available due to savings it is spent in the last few months and this is understandable but she has a difficult time asking for more. She explained that others see the schools as "going downhill" while she sees it that she is blessed to live in Tolland. She inquired as to when the district knew that they would have \$700K savings in special education as perhaps then a curriculum director could be hired. Dr. Willett explained that one never really knows completely how things will turn out. Projections are made on the thresholds and situations in this domain can shift significantly.

Ms. Howard-Bender explained that in regard to ecs the state originally said that it was going to step down faster than originally planned so this is the information the Town Council followed. Multiple people including Senator Champagne, Representative Wilson-Pheanious, and Representative Ackert lobbied to get the money back. In her opinion it is a "slap in the face" to those who lobbied and then not use it for the purposes planned for by the Board.

A discussion took place regarding where the funds would have been spent had they been budgeted. This included two interventionist positions which would have served the general education population.

A straw poll was taken in regard to if the Board should communicate with the Town Manager that it would like to request \$382,501 (identified in the March meeting). All were in favor except Ms. Plourd. She will send her thoughts on this to the Town Manager and will copy the Board members on the communication.

The Board directed the Superintendent to send the document distributed this evening to the Board members to the Chair and Vice Chair of the Town Council.

H. COMMITTEE AND LIAISON REPORTS

Policy – committee will review truancy regulations at upcoming meetings

Town Council – Scouts discussed what they have done in the community; the Town Manager believes some funds will be available after the audit due to cost-savings; Katie Murray provided a synopsis what is happening with the Birch Grove Building Committee

I. CHAIRPERSON'S REPORT - none

J. BOARD ACTION

J1. Lunch Price Proposal for School Year 2019-20

Mr. Schroeder motioned to approve the lunch price proposal for school year 2019-20.

Ms. Moran seconded the motion. All were in favor. Motion carried.

J2. Obsolete and Surplus Equipment

Mr. Schroeder motioned to declare the attached items as obsolete and turn the items over to the Town in accordance with the Board of Education Policy 3040. Mr. Adlerstein seconded the motion. All were in favor. Motion carried.

J3. Custodian Contract

Mr. Schroeder motioned to accept the UPSEU Custodian agreement as presented in the red-line document to be in force from July 1, 2019 through June 30, 2022. Ms. Moran seconded the motion. All were in favor. Motion carried.

J4. FRC Grant

Mr. Schroeder motioned to approve the grant application package for the renewal of the Family Resource Center Program. Ms. Howard-Bender seconded the motion. All were in favor. Motion carried.

K. PUBLIC PARTICIPATION

Tammy Nuccio commented that in the November presentation when salaries and health insurance were discussed that the Superintendent made reference to the district paying 50% of the deductible in the HSA but in the custodial contract it is 62.5%. Additionally, at the March 26th meeting she does not recall the \$382K listing teachers. She recalls the majority of the items in the \$382K were items the Board agreed to adjust to trend. Further, this evening it was mentioned that the 2016 FTEs were lower but Ms. Nuccio noted that enrollment was lower as well. Ms. Nuccio commented that the \$10M noted this evening in the unallocated fund balance does not include the allocated money to capital projects, the educational reserve fund, or any other allocated dollars. Thus, the Board should look at the allocated dollars. Lastly, the ecs money is an offset to the full budget of the Board. They are losing \$3M over the next 10 years of ecs but no one is saying the Board's budget should be reduced by \$3M. She believes in the last budget Dr. Willett put the ecs loss in the budget to show the impact but Mr. Adlerstein told him to take it out because ecs is not something that should be discussed when talking about the school budget.

L. POINTS OF INFORMATION

- Town Council Meeting Minutes – June 11, 2019

Dr. Willett addressed Ms. Nuccio's comments.

- The 62.5% in the custodians' contract is correct and was one of the negotiated items. He believes the agreement is fair and competitive.
- Enrollment is increasing and as of 2024 there will be more students at Birch Grove. There is an upward projection.
- The unassigned and assigned fund balances have increased and during the budget crisis reached \$10M. Historically it was between \$7-8M.
- The per-pupil expenditure is low.
- FY 14-19 the average budget increase is 1.78%; Tolland is ranked 39th in the state for its equalized mill rate
- the Town is healthy; the workforce works hard; class sizes are reasonable; teachers that were to be moved to the interventionist positions were not superfluous – the positions are needed

Mr. Adlerstein confirmed that the list Ms. Yudichak provided that summed to \$382,501 was correct.

Mr. Schroeder noted that statutes say not to mix revenues with costs.

Ms. Howard-Bender motioned to extend the meeting past 10p.m. Ms. Plourd seconded the motion. All were in favor. Motion carried.

M. 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

N. EXECUTIVE SESSION – for the Purpose of the Superintendent Evaluation

Mr. Schroeder motioned to go into executive session at 9:43 p.m. for the purpose of discussing the Superintendent's evaluation and invited Dr. Willett to attend. Ms. Moran seconded the motion. All were in favor. Motion carried.

The Board exited executive session at 10:56 p.m.

Mr. Schroeder motioned to approve the Superintendents 2019 evaluation and compensation/wage plan as follows:

3% salary increase

TSA (Tax Sheltered Annuity) increase to 4% +\$3,500

Pay Half TRB contribution

5 Personal Days - can pay out unused

\$2,500 longevity payment

Ms. Howard-Bender seconded the motion. All were in favor. Motion carried.

It was noted that requested \$500 staff appreciation funds were added to be used at the Superintendent's discretion.

O. NEW BUSINESS – none

P. ADJOURNMENT

Mr. Adlerstein motioned to adjourn the meeting at 10:58 p.m. Ms. Yudichak seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

Lisa Pascuzzi
Clerk

TOLLAND BOARD OF EDUCATION

51 Tolland Green
Tolland, CT 06084

SPECIAL MEETING – July 16, 2019

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

Members Absent: Ms. Christina Plourd and Mr. Sam Adlerstein;

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER

Ms. Moran called the meeting to order at 7:47 PM.

B. EXECUTIVE SESSION

Mr. Schroeder motioned to go into executive session at 7:50 PM for the purpose of discussing Personnel and invited Dr. Willett and Mr. Thomas Poland to attend.

The Board came out of Executive Session at 8:32 p.m.

Ms. Pasini motioned to authorize the Superintendent to offer the THS Assistant Principal Position to Thomas Poland, and hire him upon his acceptance of said position. Mr. Harrold seconded the motion. All were in favor. Motion carried.

D. ADJOURNMENT

Mr. Pagoni motioned to adjourn the meeting at 8:35 PM Ms. Howard-Bender seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

Walter Willett
Superintendent

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Teacher Evaluation Plan Update

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

FOR BOE MEETING: August 14, 2019

ITEM SUMMARY:

The Student Outcomes and Achievement category was updated in the Tolland Public School Professional Development Plan (Teacher Evaluation Plan). This update makes changes that were previously approved by the BOE in the "Pilot" that was executed by the Professional Development and Evaluation Committee for the school years 2017-2018 and 2018-2019. This change formalizes the Progress Monitoring option to "Category 3" of the teacher evaluation plan. Teachers can use traditional goals, or be evaluated on progress monitoring as it relates to student growth. These updates also provide a teacher the opportunity to transition to a progress monitoring/artifact process in the event a goal does not turn out as expected. The Progress Monitoring process involves an ongoing review of artifacts and evidence of interventions and instruction that result in measurable student progress.

FINANCIAL SUMMARY:

No financial impact.

BOARD ATTORNEY REVIEW:

State Approved.

BOE ACTION DESIRED:

Motion: Motion to accept and approve the updated Tolland Public School Professional Development Plan dated 8.14.2019

SUPPORTING MATERIALS ATTACHED:

Category 3 Update section

Full TPS Professional Development Plan "Revised" is available upon request.

CATEGORY 3: Student Outcomes and Achievement (45%) Option 1

Teachers are required to develop one or more Student Learning Objectives (SLOs) or SMART goals related to student growth and development. Forty-five percent (45%) of a teacher's evaluation will be based on achievement of student learning outcomes defined by the SMART goal(s). Goal(s) need to be aligned with standardized and/or standards-based measures.

For those teaching state tested grades and subjects, SLOs or SMART goals need to be developed based on an analysis of results of student achievement on the appropriate state test (if it is determined by the state that it is required) and another standardized assessment, if available. If nothing is available, the goals are based on standards-based measures which include unit assessments, assessments of student achievement of school-wide expectations for student learning, measures using analytic rubrics and/or student portfolios of examples of work

Teachers in non-tested grades and subjects may establish SLOs or SMART goals based on student learning needs and measurable targets revealed in aggregate data from state tests, from other standardized assessments where available, or other standards-based measures, which include unit assessments, assessments of student achievement of school-wide expectations for student learning, measures using analytic rubrics and/or student portfolios of examples of work

Starting in the 2014-2015 school year and for each goal/objective, each teacher through mutual agreement with his/her evaluator must select multiple indicators of academic growth and development to measure achievement of his/her goal. SMART goals for all personnel must demonstrate alignment with school-wide student achievement priorities and/or state/national standards. (see Appendix A - Part I for the SLO or SMART Goal components)

Goal Setting

Tolland teachers' SLOs or SMART goals address the learning needs of their students and are aligned to the teacher's assignment. Each teacher's students, individually and as a group, are different from other teachers' students, even in the same grade level or subject at the same school. So, for student growth and development to be measured for teacher evaluation purposes, a teacher's own assignment, students, and context will be taken into account.

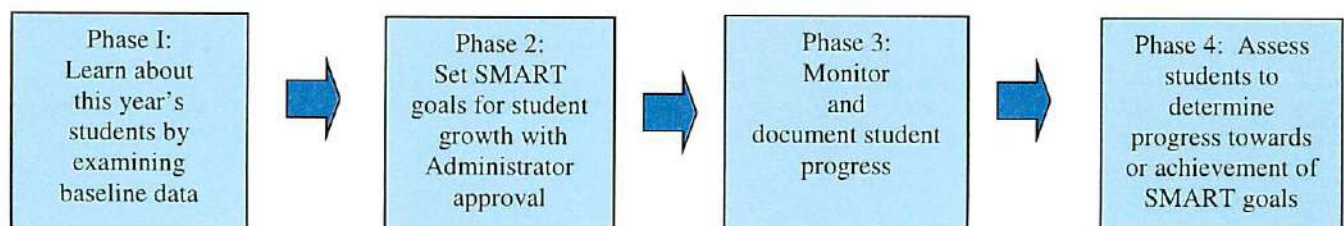
The student outcome related indicators will be written to meet SMART goal criteria, i.e. Specific/Strategic, Measurable, Attainable, Relevant, and Time-Bound. They are based on pre- and post- measures of the same students. (See Appendix A, Part I)

Each SMART goal will:

1. take into account the academic track record and overall needs and strengths of the students that teacher is teaching that year/semester.
2. address the most important purposes of a teacher's assignment.
3. align with school, district, and state student achievement objectives.
4. take into account students' learning needs vis-à-vis relevant baseline data.
5. consider Public School Information System (PSIS) factors.
6. be mutually agreed upon by teacher and their evaluator.
7. be fair, valid, reliable and useful to the greatest extent possible.

SMART Goal(s) and Student Progress

The following diagram illustrates the processes involved in establishing and assessing SLOs or SMART goal(s) for student learning.



Explanation of Phases

Phase I:
Learn about this year's
students by examining
baseline data

To write meaningful and relevant SMART goals that align to their teaching assignment and result from a thorough knowledge of their students, data analysis is required. Teachers must learn as much as they can about the students they teach and be able to document baseline data that they have used to determine their instructional focus. Analysis of these initial pieces of data on incoming students for the year should be completed by mid-September of the academic year.

Phase 2:
Set SMART goals
for
student growth

Each teacher will write one or two SMART goals. If one SMART goal is chosen, it must include a minimum of one standardized measure or indicator of success, where available, and one non-standardized measure.

If two SMART goals are chosen, each goal must have multiple indicators of success. One must have a standardized measure or indicator of success, where available.

The SMART goal(s) should make clear (1) what evidence was or will be examined, (2) what level of performance is targeted, and (3) what assessment/indicator will be used to measure the targeted level of performance. The SMART goal(s) can also address student subgroups, such as high- or low-performing students or ELL students. It is through the examination of student data that teachers will determine the focus and the level of performance to be targeted for their students.

Teachers will submit their SMART goal(s) to their evaluator for review and approval. The review and approval process for SMART goal(s) will take place during the Goal-Setting Conference on or before October 15 or November 15. To ensure that goals are as fair, reliable, valid, and useful to the greatest possible extent, evaluators will review and approve the SMART goal(s) based on the following criteria.

- **Focus:** Supporting the School Improvement Plan when feasible.
- **Priority of Content:** SMART goal is deeply relevant to teacher's assignment and addresses the most important purposes of that assignment.
- **Rigor of SMART goal:** SMART goal is attainable, and establishes rigorous growth over a specified time period.
- **Analysis of Student Outcome Data:** SMART goal provides specific, measurable evidence of student learning.

Phase 3:
Monitor and
document
Student progress

Once the SMART goal(s) are approved, teachers need to monitor progress toward achieving the indicators of success.

Teachers may measure and document progress through:

1. Examination of student work using rubrics
2. Administering assessments and isolating appropriate indicators

3. Tracking a student's accomplishments through "quick checks", checklists, etc.

Teachers may choose to share their interim findings with colleagues during collaborative time. They may also wish to keep their evaluator apprised of progress. Artifacts related to the teacher's monitoring practices can be reviewed and discussed during the Mid-Year Conference. This review may result in revisions to instructional strategies and/or materials or in a need for professional development. Teachers and evaluators may mutually agree to adjustments to the SMART goal(s) to accommodate changes (e.g., student populations, assignment). The Mid-Year Conference will take place by March 1 of the academic year.

Phase 4:
Assess students to
determine progress
towards or achievement
of the SMART goal(s)

Student Outcomes and Achievement

Teacher Responsibility – The teacher needs to review all information and data collected during the year and be prepared to review this with the evaluator. The teacher review may involve being prepared to:

1. Describe the results and evidence for goal achievement.
2. Describe what was done to produce these results.
3. Describe the personal learning that took place and how it will be used in the future.

End of Year Conference –The teacher and evaluator will discuss the extent to which the learning goals/objectives were met. They will analyze the data and review all other pertinent goal information. Using the four performance level designations shown in the table below, the evaluator will rate the extent of progress toward meeting the student learning goals/objectives.

Evaluators will review the teacher's self-reflection and the result(s) of the SMART goal(s), and assign one of four ratings to the SLO or SMART goal(s): Exceeded (4 points), Met (3 points), Partially Met (2 points), or Did Not Meet (1 point). These ratings are defined as follows:

Exceeded (4)	Exceeded SMART goal(s) by 10% margin or higher.
Met (3)	Met the SMART goal(s).
Partially Met (2)	Did not meet the SMART goal(s) by 10% margin.
Did Not Meet (1)	Did not meet the SMART goals by 11% or greater.

The final rating for Category 3: Student Outcomes and Achievement is the average of the two indicators of success. For example, if one indicator of success was Partially Met, for 2 points, and the other indicator of success was Met, for 3 points, the student growth and development rating would be $[(2+3)/2]$ or 2.5.

The individual SMART goal ratings and the final Student Outcomes and Achievement rating will be shared with teachers before the end of the school year.

NOTE: For SMART goal(s) that include an assessment based on state standardized tests, results may not be available in time to score the SMART goal prior to the June 30 deadline. If state test data may have a significant impact on a final rating, a final rating may be revised before September 15 when state test data are available.

Training for Teachers and Evaluators

Creating SMART goal(s) involves making sure:

- Quality measures and indicators are used to determine student growth
- SMART goals fulfill all the parameters for a SMART goal
- SMART goals are rigorous
- The goal includes written plans that articulate the strategies and progress monitoring tools teachers will use to achieve their SMART goal(s)

All teachers and evaluators will receive training to ensure a knowledgeable approach to the creation and use of SMART goals and analysis and use of data. Should additional training be needed, it will be decided on a case-by-case basis at the school or individual level.

CATEGORY 3: Student Outcomes and Achievement (45%) – Option 2

Student Outcomes and Achievement Category (45%)

Teachers may choose option #2 for their Category #3 goal either at the outset of the year or they can transition to the option 2 method if their evaluator feels they may receive a rating of developing or lower. Teachers are required to develop up to four Student Learning Outcomes (SLOs). These are SMART goals related to student growth and development. Forty-Five percent (45%) of a teacher's evaluation will be based on achievement of the SLOs and the fulfillment of effective progress monitoring in relation to those SLOs. SLO(s) shall be aligned with standardized and/or standards based measures.

SLOs or SMART Goals need to be developed based on the past performance of students. Student progress on SLOs is used in conjunction with the TPS Progress Monitoring Matrix to evaluate teachers for a rating in Category 3. Multiple and varied assessments may be used as tools to ascertain student progress toward SLOs, including but not limited to formative assessments, unit assessments, standardized assessments (e.g. NWEA), school wide rubrics, analytic rubrics, and student portfolio assignments. Teacher's support of student growth, use of assessments, use of interventions, engagement of stakeholders, and use other resources to promote student performance are also important.

Each teacher will be evaluated in Category 3 through the sum of two methods: A group SLO goal (assigned a .25 weight) and on their student progress monitoring performance rating (assigned a .75 weight). First, each teacher through mutual agreement with their supervising administrator will develop a SLOs with specific indicators of academic growth, identified in this plan as Indicators of Success (IOS) based on a student's progress. Successfully achieving the Indicators of Success, and thereby achieving success in the Student Learning Outcome, will provide for one part of a teacher's successful completion of Category 3. The score will be on a rating scale of 4 (Exceeding the SLO by 10% margin or higher), 3 (Met the SLO), 2 (Did not meet the SLO by 10% margin) or 1 (Did not meet the goal by margin more than 11% or greater) and will be assigned a weight of .25. For the second part of the Category 3 teachers will be rated on their execution of progress monitoring of student growth in the areas of support, assessment, intervention, stakeholder engagement, and resource utilization. To achieve the rating the teacher will choose a student or student(s) and provide artifacts to their evaluator throughout the year to demonstrate progress monitoring of the student and student growth on objectives. For the second part of the Category 3 rating the teacher will receive a score commensurate with the mode (or greatest number) of ratings on the TPS Progress Monitoring Matrix of student growth. For example, if a teacher receives more 3's than 4's on the attributes in the TPS Progress Monitoring Matrix, that teacher will receive an "Effective" rating on the second part of the Category 3 rating. The final Category 3 rating will be comprised of one, the SLO group goal and IOS achievement rating $\times (.25)$ + two, the rating of individual student progress and progress monitoring $\times (.75)$. In this way a teacher may choose ambitious student growth goals, with additional weight being provided to the progress monitoring and individual student growth – honing teacher practice through both group and individually demonstrated student growth and progress monitoring, and emphasizing the support of student growth, using assessments, using interventions, engaging stakeholders, and using other resources.

The teacher will, for the student group selected as a focus for their SLOs and IOSs, also submit artifacts for the administrator to review both in the Mid-year and End of Year (or semester) conference(s). These artifacts, as well as Reviews of Practice or observations from Category I, will provide the supervisor evidence upon which to establish ratings. Forms are available in the Appendix.

Goal Setting

Each teacher's students, individually and as a group, are different from other teachers' students, even in the same grade level or subject at the same school. As a result, for student growth and development to be measured for teacher evaluation purposes, a teacher's own assignment, students, and context will be taken into account.

The student outcome related indicators will be written to meet SMART goal criteria, i.e. Specific/Strategic, Measurable, Attainable, Relevant, and Time-Bound. A variety of assessments can be provided to students to determine progress but one must be a standardized measure where one is available, and where the data is usable within the scope of the academic year to determine student growth.

SMART Goal(s) and Student Progress

Phase I: Learn about your students this year by examining baseline data

Phase II: Set the Smart Goal(s) (Student Learning Outcomes with Indicators of Success to be fulfilled to achieve them). These SLO goals for student growth and progress and should be completed in cooperation with your administrator as the first part of your Category 3 Option 2 rating. The TPS Progress Monitoring Matrix will be used as a tool by the administrator to ascertain the fidelity of the progress monitoring and growth of individual students as the second part of the Option 2 Category 3 rating.

Phase III. Monitor and demonstrate evidence of progress, support growth, use assessments, implement interventions, engage stakeholders, access resources, and adjust to challenges in the process of helping students reach the established Student Learning Outcomes through as measured by the Indicators of Success identified. This evidence can be provided at Mid-Year, End-of-Year (or mid and send of semester) conferences, as well as collected by the evaluator through Reviews of Practice and/or other observations.

Each SMART goal will:

- take into account the academic track record and overall needs and strengths of the students that teacher is teaching that year/semester.
- address the most important purposes of a teacher's assignment.
- align with school, district, and state student achievement objectives.

- take into account students' learning needs vis-à-vis relevant baseline data.
- consider Public School Information System (PSIS) factors.
- be mutually agreed upon by teacher and their evaluator.
- be fair, valid, reliable and useful to the greatest extent possible.

SMART GOAL (SLO & IOS) Development

To write meaningful and relevant SMART goals, and execute progress monitoring that aligns to teaching assignments a thorough knowledge the student population is necessary; data analysis is required. Teachers must learn as much as they can about the students they teach and be able to document baseline data that they have used to determine their instructional focus. Analysis of these initial pieces of data on incoming students for the year should be completed by **mid-September** of the academic year (**Phase I**).

Each teacher will write one or two SLO (SMART) goals that will demonstrate student growth and success. Assessment artifacts selected for review should include a variety of assessments that accurately and consistently represent student progress and growth. The SMART goal should include at least one standardized measure that can be used for an indicator of success to determine whether student growth was achieved or not when it is available for the subject area.

If two SLOs are chosen, each goal must have multiple indicators of success. One must have a standardized measure or indicator of success, where available. The SLOs should make clear (1) what evidence was or will be examined, (2) what level of performance is targeted, and (3) what assessment/indicator will be used to measure the targeted level of performance. The SMART goal(s) can also address student subgroups, such as high- or low-performing students or ELL students. It is through the examination of student performance and growth on summative and progress monitoring measures that teachers will determine the focus and the level of performance to be targeted for their students.

Teachers will submit their SLOs (SMART goals) to their evaluator for review and approval. The review and approval process for SLOs will take place during the Goal-Setting Conference on or before October 15 or November 15 (**Phase II**). A review of what artifacts can be utilized as evidence of the execution of effective and exemplary progress monitoring as evaluated through the TPS Progress Monitoring Matrix and Form will be discussed at this time as well. To ensure that goals are as fair, reliable, valid, and useful to the greatest possible extent, evaluators will review and approve the SLOs based on the following criteria.

- **Focus:** Supporting the School Improvement Plan when feasible.
- **Priority of Content:** SMART goal is deeply relevant to teacher's assignment and addresses the most important purposes of that assignment.
- **Rigor of SMART goal:** SMART goal is attainable, and establishes rigorous growth over a specified time period.
- **Analysis of Student Outcome Data:** SMART goal provides specific, measurable evidence of student learning.

Once the SMART goal(s) are approved, teachers need to monitor progress toward achieving the indicators of success and demonstrating effective and/or exemplary practices (**Phase III**) on the TPS Progress Monitoring Matrix as measured through an evaluation of artifacts on the TPS PMM Form (appendix).

Teachers may measure and monitor progress through:

4. Examination of student work using rubrics
5. Administering assessments and isolating appropriate indicators
6. Tracking a student's accomplishments through "quick checks", checklists, formative assessments, etc.
7. Adherence to the attributes of the TPS Progress Monitoring Matrix

Teachers may choose to share their interim findings with colleagues during collaborative time. They may also wish to keep their evaluator apprised of progress. Artifacts related to the teacher's monitoring practices can be reviewed and discussed during the Mid-Year or Semester Conference. This review may result in revisions to instructional strategies and/or materials or in a need for professional development. Teachers and evaluators may mutually agree to adjustments to the SLOs to accommodate changes (e.g., student populations, assignment). The Mid-Year Conference will take place by March 1 of the academic year, or Mid-Semester for High School Teachers teaching a semester class.

Student Outcomes and Achievement

Teacher Responsibility – The teacher needs to review all information and data collected during the year and be prepared to review this with the evaluator. The teacher review may involve being prepared to:

4. Provide student(s) for which progress monitoring artifacts were collected in this school year to be used in providing ratings for the teacher on the TPS Progress Monitoring Matrix Form.
5. Provide and discuss artifacts representing student growth and achievement through the practice of progress monitoring.
6. Describe what was done to support student growth in the progress monitoring process.
7. Describe the personal learning that took place and how it will be used in the future.

End of Year Conference –The teacher and evaluator will discuss the extent to which the learning goals/objectives were met. They will analyze the data and artifacts and review all other pertinent goal information. The teacher's adherence to the attributes of the TPS Progress Monitoring Matrix will be the second consideration used to rate the demonstration of attributes that facilitated successful student performance and progress toward student learning goals/objectives.

Evaluators will first review the teacher's self-reflection and the result(s) of the SLO (SMART) goal(s) as illustrated in the table below and weight that rating at .25:

Score	Description
4	Exceeded the goal by 10% margin or higher
3	Met the goal
2	Did not meet the goal by 10% margin
1	Did not meet goal by margin more than 11% or greater

The evaluator will then review with the teacher the ratings s/he has derived from the TPS Progress Monitoring Matrix and form(s) for which artifacts were provided and evaluated during the year and at the mid-year/semester and end-of-year/semester conference. A rating of Below Standard (1), Developing (2), Effective (3), or Exemplary (4) will be provided to the teacher depending on the mode, or greatest frequency, of ratings in each attribute area, and then the mode of those ratings will be weighted at .75. The sum of the two ratings, SLOs(.25)+TPS Monitoring Rating (.75) will comprise the final Category 3 rating.

With regard to the SLOs, the final rating for Category 3: Student Outcomes and Achievement is the average of at least two indicators of success. For example, if one indicator of success was Partially Met, for 2 points, and the other indicator of success was Met, for 3 points, the student growth and development rating would be $[(2+3)/2]$ or 2.5.

The individual SLO (SMART) goal ratings, The TPS Progress Monitoring Student Growth Goal form (Appendix), and the final Student Outcomes and Achievement rating will be shared with teachers before the end of the school year.

Training for Teachers and Evaluators

Creating SMART goal(s) involves making sure:

- Quality measures and indicators are used to determine student growth
- SMART goals fulfill all the parameters for a SMART goal
- SMART goals are rigorous
- The goal includes written plans that articulate the strategies and **progress monitoring tools** teachers will use to achieve their SMART goal(s)

All teachers and evaluators will receive resources to facilitate a knowledgeable approach to the creation and use of SMART goals and analysis and use of data. Should additional training be needed, it will be decided on a case-by-case basis at the school or individual level.

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM JUNE 25, 2019 – 7:00 P.M.

MEMBERS PRESENT: William Eccles, Chair; David Skoczulek, Vice-Chair; Tammy Nuccio and Christine Vincent

MEMBERS ABSENT: Brenda Falusi; John Reagan and Paul Reynolds

OTHERS PRESENT: Steven Werbner, Town Manager; Lisa Hancock, Director of Finance and Records; Michael Wilkinson, Director of Administrative Services; Christopher Jordan, Assistant Finance Director; Beverly Bellody, Human Services; Michele Manas, Collector of Revenue; Donato DiGenova, Chair of Conservation Commission

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.

Tammy Nuccio motioned to add *State of Scouting in Tolland* to the agenda. Seconded by Christine Vincent. All in favor. None opposed.

4. **PROCLAMATIONS/PRESENTATIONS:** None.

4.1 State of Scouting in Tolland: Andy Powell said this idea comes from the fact that the Boy Scouts and Girl Scouts are chartered organizations by the Congress. Each year, they are required, by statute and law, to report on the state of scouting in the nation. In March 2019, they had their first ever Girl Scouts joining the Boy Scouts movement. Going forward, they would like to provide the Town of Tolland a statement of what scouting has done for the community. Representatives from Pack 15 reported to the Council about what they have been doing. Their pack is growing. They spoke about the mission of the Boy Scouts; recited the Scout Oath; spoke about events they have done this year, and the community service projects they were involved with. Troop 15 representatives provided a report of what they have accomplished. They have had several fund raisers throughout the year; monthly events; and have provided community services. Troop 2 has 33 active scouts. Every month they partake in camping; they support Pack 15, and also partake in various activities. The Lab Leader spoke on behalf of the STEM Scouts. They deal with science, technology, engineering and math. They have done activities that include robots, chemistry, radio studies, etc. They also have done service projects.

Mr. Eccles thanked them all for their work and assistance in the community.

5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (2 minute limit):

Deb Goetz of 176 Kate Lane: Regarding item 8.2 on tonight's agenda: She is in favor of the rescue truck, as it will help the entire community. But, not taking on new debt will also help the entire community. She would like to know the actual cost of the truck, and asked if it would be possible to use the unanticipated funds to pay for it up front.

6. **PUBLIC HEARING ITEMS:** None.

7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:** Katie Murray, Chair of the Birch Grove Building Committee: She began by saying that everything is running on time. Everyone is aware of the urgent time frame they are dealing with, specifically that the portables need to be in place for this school year, which starts August 28th. There will be enough space for the children, even though the space is smaller. The State is paying 100% of the portables cost. That cost will be taken off of the town's responsibility. The portables phase costs approximately \$9m. The costs are higher due to the fact that the portables are coming from everywhere, the speed in which they are coming and the leasing costs. The next phase will be replacing the building. They have seen the educational specifications, which were provided by Dr. Willett. The design process will be commencing shortly. It is their goal that the new school will be very similar to the present school, with the exceptions of code changes and educational specification changes. Starting in late August/September, they will be looking at any abatements, and demolition is slated for October, with construction starting right after. It has been confirmed that the cost includes all of the hookups necessary for the portables (sewer, electrical, etc.), the maintenance of the portables, pavement replacement and field replacement. The playground will stay where it is currently, and a number of security measures will be in place (cameras, locked doors, etc.).

David Skoczulek, who is also on the Committee, said there are constant moving parts. At the meeting last week, the Committee asked Kosta Diamantis a lot of questions. It is their understanding that it is not going to be a drastically changed building. Two of the main changes that he has heard about, but is not confirmed, are that the school may be just one level, and the footprint may be shifted.

7b. **REPORTS OF TOWN COUNCIL LIAISONS:** **Christine Vincent, Ag Commission:** They are in the process of finalizing a contract for a food vendor; save the date for the *Farm-to-Table* event - which will be on September 19th at the Lodge. **Tammy Nuccio, BOE:** They reviewed all of their financials; they received their excess cost reimbursement; in August / September they will have their updated financial numbers for the end of the year; minimum wage will have an effect on the BOE. **Business Subcommittee:** They are in the process of reviewing the list of businesses for the meeting that they are working on putting together. There are about 230 businesses on the list. The date they are looking at is October 10th, and two sessions will be held. Discussion has occurred about it being more of a round-table moderated event. **Colleen Yudichak, BOE:** They will be discussing the end of the year reconciliation. She hopes they can have a joint meeting to discuss things together.

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

- 8.1 Consideration of a resolution to approve a Letter of Intent between the Town of Tolland and Stephen D. Williams for the purchase of the parcel described as Wilbur Cross 22/k/020 (9.70 Acres, more or less) and authorization for Steven R. Werbner, Town Manager to sign the letter of intent.

Mr. Werbner said this has been discussed at prior meetings. He reported that Stephen Williams is the owner of land on the east side of Route 195 behind the Dunkin Donuts property. He owns approximately 18 acres. Abutting his property are Town-owned property (subject to this agreement) and a smaller parcel identified as the commuter parking lot property for which the Town has the rights to obtain from the State. Mr. Williams feels that to properly market and develop his parcel he needs access to the Towns property either as part of his overall development or for drainage purposes. The Town is desirous of working with Mr. Williams to maximize the development potential of this overall tract of land and feels that by entering into this agreement there is a better chance for development in that area than trying to do something independent of Mr. Williams with the Town property. The Towns parcels were originally given to the Town by the State with restrictions that if they were ever sold any money would return to the State. This agreement calls for a \$1 purchase price for the parcel. Mr. Williams will have five years to get approval by Planning and Zoning of a development incorporating this property. The Planning and Zoning Commission reviewed the Letter of Intent at their June 24th meeting, and provided a favorable report regarding this proposal.

Mr. Werbner said he would like the Council to consider an additional provision when they are considering this, which would be subject to final approval by Mr. Williams. The provision: *Any development built subject to this agreement cannot be accessed via Woodville Drive; provided, however, that should the Tolland Planning & Zoning Commission require emergency access via Woodville Drive then such access would be allowed.*

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the Letter of Intent between the Town of Tolland and Stephen D. Williams for the purchase of the Parcel identified as Wilbur Cross 22/K/020 (9.70 acres, more or less) and authorization for Steven R. Werbner, Town Manager, to sign the Letter of Intent inclusive of the following language *any development built subject to this agreement cannot be accessed via Woodville Drive; provided, however, that should the Tolland Planning & Zoning Commission require emergency access via Woodville Drive then such access would be allowed*, and subject to Stephen D. Williams approval of it.

Seconded by Tammy Nuccio. All in favor. None opposed.

- 8.2 Consideration of a resolution appropriating \$750,000 for the purchase of a Fire Rescue Truck and authorizing the issuance of up to \$750,000 bonds and notes to finance the appropriation and the setting of a Public Hearing thereon for July 9, 2019.

Mr. Werbner said this 2002 rescue truck was part of the capital budget, which was approved by the Town Council and the voters at the budget referendum. This truck has had excessive repairs over the last few years. The Department is asking that it be replaced. They would go through the process of finding a truck for replacement purposes, and then going out to bid for the truck. This item is merely setting the public hearing. They would use borrowing as the source of funds. This is the first time since Mr. Werbner has been here that they have actually borrowed to buy fire equipment. They have been using their revenue account for replacing all of their equipment. Mr. Werbner outlined the way the debt would be structured. It would be a 12 year debt issuance, and about \$100,000 in interest. So principal and interest over the 12 years will be about \$850,000. He suggests that when they close the books, have the final audit and see where they stand in terms of the fund balance, the Council may want to consider an allocation from fund balance to the capital nonrecurring account for capital expenditures, and pay this as a pay-as-you-go, rather than borrowing. He also thinks they should pass this item over the next two meetings just as a reserve, but should things track the way they think they are, they may be able to allocate money. They could then rescind this action in terms of borrowing.

David Skoczulek motioned that the following resolution be introduced and set down for a Public Hearing on July 9, 2019 at 7:00 p.m. in Tolland Town Council Chambers:

BE IT RESOLVED, by the Tolland Town Council that it hereby appropriates as follows:
A resolution appropriating \$750,000 for a Fire Rescue Truck, and authorizing the issuance of up to \$750,000 bonds and notes to finance the appropriation. A copy of the full text of the resolution is recorded following these meeting minutes.

Seconded by Tammy Nuccio. All in favor. None opposed.

- 8.3 Consideration and action on the Suspense Tax List for June 30, 2019.

Mr. Werbner said this is an annual action. Each account that is transferred to the suspense list should not be recognized as an asset of the town. The requested action will transfer 115 accounts in the amount of \$24,134.05. Attempts to collect these taxes have been made through delinquent statements, demands, alias tax warrants and tax sale in accordance with State Statutes. They have requested address corrections through the Department of Motor

Vehicles, have called various towns to try to locate people, searched online and we pay the Post Office for each new forwarding address they provide. These efforts have been to no avail with regard to the listed accounts. Additionally, the uncollected real property tax balances for the three unsold Tax Sale properties are being suspended. Tax Sale on these properties has been adjourned and could be sold at a later date. They will continue to pursue collection of these taxes in spite of their Suspense List status. All Suspense accounts will be turned over to Rossi Law Offices LLC for collection at no cost to the Town. Rossi Law is better able to locate unpaid tax accounts through Skip Tracing and will send collection letters to all Suspense accounts. They will continue to report these delinquencies to the Department of Motor Vehicles which will place a "hold" on registrations or renewals until the taxes are paid. This is especially helpful when taxpayers return to Connecticut after moving out of State and then attempt to register their vehicles.

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the June 30, 2019 Suspense List in the amount of \$24,134.05.

Seconded by Christine Vincent. All in favor. None opposed.

- 8.4 Consideration of a resolution allowing the Tolland Conservation Commission to use town-owned property at 614 Tolland Stage Road and Old Post Road (property ID 21/C/064) for hiking and biking with a review after five years.

Mr. Werbner advised that at the June 6, 2019 Land Acquisition Advisory Committee Special Meeting, they issued a favorable recommendation to Town Council allowing the Conservation Commission to use town-owned property at 614 Tolland Stage Road and Old Post Road (property ID 21/C/064) for hiking and biking with a review after five years.

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby allows the Tolland Conservation Commission to use town-owned property at 614 Tolland Stage Road and Old Post Road (property ID 21/C/064) for hiking and biking with a review after five years.

Seconded by Tammy Nuccio. All in favor. None opposed.

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

David Skoczulek motioned to appoint the following:

- 8.5.a Re-Appointment to Housing Authority

Carolyn McLeod, 72 Carter Drive, term 06/30/19 – 06/30/24

- 8.5.b Re-Appointment to Non-Profit Housing Corporation

Nancy Orris, 61 Lamont Lane, term 07/01/19 – 07/01/24

Seconded by Christine Vincent. All in favor. None opposed.

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

10. **REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1ST MEETING OF THE MONTH ONLY):** Mr. Werbner reported on the road project near the Green: There is a plan, and they will be working on the intersection of Routes 195 and 74 starting next week. The web page will be updated with the most current information. He is unsure as to what the route will be as of now.

He advised that a memo was given to the Council regarding the status of accounts. They have finished their preliminary review. They are looking better on the revenue side, and have an expenditure surplus of \$200,000. They will be putting together the final picture. Once they have that information, they will have a better sense of where they stand with fund balance and various accounts.

11. **ADOPTION OF MINUTES**

11.1 June 11, 2019 Special Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Tammy Nuccio. All in favor. None opposed.

11.1 June 11, 2019 Regular Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Christine Vincent. All in favor. None opposed.

12. **CORRESPONDENCE TO COUNCIL:**

12.1 Correspondence re: ECS funding

13. **CHAIRMAN'S REPORT:** Nothing.

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** Ms. Nuccio said she is seeking input for the Business subcommittee from the other Council members, and invited them to contact her with ideas. Also, the Tavern has been sold, and the new place will now be known as 'The Spot'. A lot of changes are happening, and there will be a grand opening in September.

Mr. Werbner said the Standard Register building conversion has started.

Mr. Eccles petitioned the other Commissions / Committees for ideas with regard to the excess ECS funds. They are looking for the best use of that money. It may be one time capital uses, other uses, returning it to the taxpayers, establishing a stabilization fund, etc. He would like to open discussion to the other Commissions. He advised that they have also solicited the BOE.

Ms. Yudichak commented that the BOE will discuss this, and that she would like to see them have a joint meeting as well.

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

16. **ADJOURNMENT:** Tammy Nuccio moved to adjourn the meeting; Seconded by Christine Vincent at 8:15 p.m. All were in favor.

William Eccles, Chair

Michelle A. Finnegan
Town Council Clerk

MEETING MINUTES

TOLLAND TOWN COUNCIL
HICKS MEMORIAL MUNICIPAL CENTER
6th FLOOR COUNCIL ROOM
JULY 9, 2019 – 7:00 P.M.

RECEIVED FOR RECORD
TOLLAND, CT

2019 JUL 11 AM 8:01

Sheila M Bailey

MEMBERS PRESENT: William Eccles, Chair; David Skoczulek, Vice-Chair; Brenda Falusi; Tammy Nuccio and Christine Vincent

MEMBERS ABSENT: John Reagan and Paul Reynolds

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Christopher Jordan, Assistant Finance Director; Nancy Dunn, Assistant Director – Human Services

1. **CALL TO ORDER:** William Eccles called the meeting to order at 7:02 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**
 - 6.1 Consideration of a resolution appropriating \$750,000 for the purchase of a Fire Rescue Truck and authorizing the issuance of up to \$750,000 bonds and notes to finance the appropriation.

Mr. Werbner advised that this item was part of the approved budget. The truck being replaced is a 2002 truck that over the years has had significant repair costs. He hopes that they approve this item, which will allow them to bond for the truck if needed. Although, they plan to wait until the end of the audit, so that they can determine exactly how much surplus revenue and savings they have from expenditures. At that point, it may be possible to pay for the truck out of those funds, rather than borrowing. He hopes that will be the case. Chief Littell advised Mr. Werbner that he believes they will be going out to bid in October / November, which could take a couple of months. At that time, the funding would be known, and the Council would take the appropriate action to appropriate funds from fund balance, rather than this particular authorization.

David Skoczulek motioned to open the public hearing. Seconded by Christine Vincent. All in favor. None opposed.

Tammy Nuccio motioned to close the public hearing. Seconded by Brenda Falusi. All in favor. None opposed.

David Skoczulek motioned to accept the following resolution:

A resolution appropriating \$750,000 for a Fire Rescue Truck, and authorizing the issuance of up to \$750,000 bonds and notes to finance the appropriation. A copy of the full text of the resolution is recorded following these meeting minutes.

Seconded by Brenda Falusi. Christine Vincent, David Skoczulek, William Eccles, Tammy Nuccio and Brenda Falusi were in favor. None opposed.

7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL: Katie Murray, Chair of the Birch Grove Building Committee:** Not much has changed since she gave her update at the last Council meeting. They have seen a floor plan of the portables. A version of that plan is being created for the public to view, as the original plan was difficult to decipher. As of today, they are 50 days away from the start of the school year. The portables are starting to come in, and the timeframe remains very aggressive. With regard to the actual school work, they have a very rough timeline. Demo is scheduled for October, and construction may start as early as December.

7b. **REPORTS OF TOWN COUNCIL LIAISONS: Christine Vincent, Ag Commission:** They are meeting tonight. She believes they are discussing the logistics for the *Farm-to-Table* event, which is scheduled for September 19th at Crandall's. **Tammy Nuccio, BOE:** They discussed the custodian contract, which was approved. They also discussed their end-of-year reconciliation. **Brenda Falusi, PZC:** There was a Special Permit Public Hearing for Lemek Farms: They will have 8 food truck events with acoustic music. They also did their last review of the POCD. Next, it will be handed to the Council. The POCD will be on-line by the end of the week, and she asked the Council members to review it. The date for the public hearing on the POCD will be September 23rd.

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

- 8.1 Consideration of a resolution to authorize the submission of an application for the State of Connecticut Department of Children and Families Youth Service Bureau Grant Program, July 2019-June 2021, in the amount of \$19,586 annually.

Mr. Werbner said this is a grant that we have received on an annual basis since 1980. Passage of the Fiscal Year 2020 State budget transferred funding and oversight of Connecticut Youth Service Bureaus to the Department of Children and Families; Youth Service Bureau (YSB) oversight/funding was previously under the State Department of Education. As in previous years, the State offers this non-competitive funding to assist municipalities in the operation of their Youth Service Bureaus. Tolland has received Youth Service Bureau funding since 1980.

The Youth Service Bureau is a function of Tolland Human Services. The goal of Youth Services is to plan, organize, implement and evaluate prevention, child and adolescent development, and outreach programs for youth and their families that provide opportunities for participants to thrive and function as responsible members of the community.

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED that Steven R. Werbner, as Town Manager of the Town of Tolland, and in his absence the Acting Town Manager, is hereby authorized to make, execute and approve on behalf of the Town of Tolland the FY2019-2021 Youth Service Bureau Grant Program application for funding offered by the Connecticut State Department of Children and Families and any subsequent amendments and modifications, between the Town of Tolland and DCF.

Seconded by Christine Vincent. All in favor. None opposed.

Ms. Dunn reported on the number of youth and families that are serviced out of the Youth Bureau over the course of a year: 160 children, 100 families, 20 families in the Juvenile Review Board, 100+ families in the Care & Share program, and 60-80 senior households in the Care & Share program, some of which also receive energy assistance.

The Tolland Youth Services Community Theater will be presenting *Frozen, Jr.* on July 26 & 27, 2019. It will be held at the High School. The performances will be at 7:00 p.m., tickets are \$8.00 in advance / \$10.00 at the door.

- 8.2 Consideration of a resolution (i) reducing the scope of the Birch Grove School bonding project to exclude all costs associated with the portable classrooms, certain pre-referendum incurred engineering, survey and architectural costs, unrelated to the portable classrooms, and demolition costs associated with the canopy (the “Portable Classroom Project”) and (ii) approving a supplemental appropriation for the Portable Classroom Project and the setting of a Public Hearing thereon for July 23, 2019.

Mr. Werbner read his item summary:

Approval of this item would modify the scope of the Birch Grove School crumbling foundation project (the “Birch Grove Project”) in accordance with the express terms of the original bonding resolution for the project. The proposed resolution would remove the Portable Classroom Project and all costs associated therewith from the scope of the Birch Grove Project. The resolution authorizes a separate appropriation for the costs associated with the Portable Classroom Project to be financed 100% by a separate State grant.

As the Town began moving forward with the Birch Grove Project the cost projections for the portable phase came in much higher than the State’s architects had initially anticipated. When developing the budget for the original bond resolution, the \$46 million project figure was a worst case scenario. The cost alone for the portable classroom work is approximately \$8 million higher than what was originally estimated. There are other associated costs with the Birch Grove Project that have been determined to be higher than anticipated. In order to accommodate such increased costs, the State has agreed to provide a separate grant in the amount of \$9 million for 100% funding of the Portable Classroom Project.

The original \$46 million bond authorization is still required to complete the Birch Grove Project. This authorization requires that any and all grants received for the Birch Grove Project be applied against the amount of bonds and notes that the Town may issue for the Birch Grove Project. In order to preserve the original amount of bonding for the Birch Grove Project, it is necessary to exclude the Portable Classroom Project from the scope of the Birch Grove Project. This resolution removes the Portable Classroom Project and all costs related thereto from the scope of the original \$46 million bond authorization and provides for the financing of all such increased costs by the legislatively approved State grants. In the end, through the adoption of this resolution by the Town Council, the Town is able to complete the project despite its increased costs without increasing the net cost of the project to the Town.

He added that while the net cost of the overall project maybe higher, the estimated bonding portion for the Town of Tolland is considerably lower. At this point in time, they know the portables phase will be covered 100% by the State of Connecticut. They are hoping that the building and demolition will be reimbursed by the State of Connecticut at a rate greater than the original 52%. However, they cannot be certain what that rate will be until they call for the special session and actually vote on the school facility construction projects that have been recommended in the Legislation.

David Skoczulek motioned that the following resolution be introduced and set down for a Public Hearing on July 23, 2019 at 7:00 p.m. in Tolland Town Council Chambers:

BE IT RESOLVED, by the Tolland Town Council that it hereby authorizes the following:

Approval of a resolution modifying the scope of Birch Grove Primary School Project and authorizing an appropriation of \$9,000,000 for the acquisition, installation and removal of portable classrooms and certain other costs and the financing of said entire appropriation by State Grants. A copy of the full text of the resolution is recorded following these meeting minutes.

Seconded by Christine Vincent. All in favor. None opposed.

- 8.3 Consideration of a resolution to declare various equipment obsolete from the Board of Education.

Mr. Werbner said this request is from the BOE. The equipment is deemed to be obsolete.

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED that the list of equipment attached is hereby declared obsolete and may be disposed of in accordance with Board of Education Policy 3040, Disposal of Obsolete or Surplus Equipment/Materials.

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

8.4 Appointments to vacancies on various municipal boards/commissions.

David Skoczulek motioned to appoint the following:

8.4.a. Reappointments to Agriculture Commission

Joe Matteis, 79 Webber Road, term 7/09/19 – 07/09/22 (Member)

Stephen Lundgren, 30 Hidden Valley, term 07/09/19 – 07/09/22 (Member)

Sheri Sullivan, 27 Ellen Drive, term 07/09/19 – 07/09/22 (Alternate)

Seconded by Christine Vincent. 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):** None.

11. **ADOPTION OF MINUTES**

11.1 June 25, 2019 Regular Meeting Minutes: David Skoczulek moved to adopt the minutes *as amended below*; Seconded by Tammy Nuccio. All in favor. None opposed.

In item 8.1 (page 3 / first paragraph / 2 references): The name of the road is *Woodfield Drive*, not Woodville Drive.

In item 4.1 (page 1): The reference to Girl Scouts joining Boy Scouts should be changed to *girls are now joining Boy Scouts (now known as Scouts BSA)*.

11.2 July 1, 2019 Special Meeting Minutes David Skoczulek moved to adopt the minutes; Seconded by Christine Vincent. All in favor. None opposed.

12. **CORRESPONDENCE TO COUNCIL**

12.1 Invoice received from CRCOG re local assessment/membership fee FY 2019-20

12.2 Multiple e-mails (attached to the minutes)

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

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** Tammy Nuccio asked Mr. Werbner if he could review the reduction in EHHD's charges with them since she was unable to attend the last EHHD meeting. She believes they were going to have 10% reduction in their fees, etc.

Mr. Werbner said if she is referring to their revenues; there was no significant impact to us.

Ms. Nuccio didn't believe it was revenues. She will look into it.

Ms. Nuccio referenced an e-mail they received regarding tree removal. She was wondering if there is a list of dangerous trees, what is being looked at and how many.

Mr. Werbner said they budget about \$30,000 a year for trees of significant concern, and remove the trees that are a hazard. He had suggested that there be a three year program in the capital budget over the next three years, where there is about \$100,000 a year budgeted to address the gypsy moths and the ash crisis that is occurring. There are a number of trees that should be removed, but for now, if there is any crisis it is taken care of it with the \$30,000. The Tree Warden and Vice Tree Warden determine whether a tree should come down. He doesn't believe there is a list. As of now, they do not have the resources to go out and do a tree survey. They work from calls received from residents, or what the Public Works deems is a concern.

Ms. Nuccio wondered if they can do the fire truck for \$750,000, and take it off of the bonding, what would that mean for Birch Grove.

Mr. Werbner said that would all need to be figured out.

Mr. Werbner said they are waiting to see what the new 20 year debt plan is for the Vernon Treatment Plant. He has learned that they do not need to make a payment this fiscal year. The first payment will be due July, 2020. So, what they budgeted for this year can be held in capital reserve, and help offset what is owed for the next fiscal year. Mr. Eccles commented that if the interest accumulates between now and then, maybe paying it early would be a good thing.

Mr. Werbner said yes, if that is an option.

Ms. Falusi said the Tolland Fire Department is having a training course called *Until Help Arrives* on Thursday, July 25th, 6:30 – 9:00 p.m. for anyone over 13 years old. It is to inform people so that they can take care of life saving emergencies during critical times. Information can be sought from the town's web page and the fire department's page.

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

16. **ADJOURNMENT:** Tammy Nuccio moved to adjourn the meeting; Seconded by Christine Vincent at 7:45 p.m. All were in favor.

William Eccles, Chair

Michelle A. Finnegan
Town Council Clerk

Lynn Bielawiec

From: Brenda Falusi <bfalusi@aol.com>
Sent: Thursday, July 11, 2019 12:10 PM
To: Lynn Bielawiec
Subject: Fwd: Thanks for the roads

Sent from my iPhone

Begin forwarded message:

From: Liz Costa <Graylizb@yahoo.com>
Date: July 2, 2019 at 6:06:54 PM EDT
To: Brenda Falusi <bfalusi@aol.com>
Subject: Re: Thanks for the roads



Thanks!
Liz

Liz Costa
C. 860-918-2954

On Jul 2, 2019, at 10:02 AM, Brenda Falusi <bfalusi@aol.com> wrote:

Thanks for writing Liz!

We have a consultant that helps us with a five year plan for upkeep. We spend about \$1M each year on the roads. We review the plan each fall/winter during a TC meeting. Our goal is to keep the roads in Tolland at an overall acceptable level.

Since I live off New Road, it is nice to have it "New" again.

Have a great day

Sent from my iPhone

On Jul 2, 2019, at 8:31 AM, Liz Costa <Graylizb@yahoo.com> wrote:

Good morning town council & Steve

Likely you and DPW get more complaints about the roads than compliments

Just want to tell you that we appreciate the roads that have been repaved this year

We've been teaching our girls to drive and it's a lot easier driving on Gehring and New and others around town as a result of the paving

It's a noticeable improvement

Thanks so much DPW -you work hard all winter and summer for us -it's appreciated !!

Thanks!

Liz

Liz Costa

C. 860-918-2954

Lynn Bielawiec

From: Brenda Falusi <bfalusi@aol.com>
Sent: Thursday, July 11, 2019 12:11 PM
To: Lynn Bielawiec
Subject: Fwd: Community-Based Strategies for Building Decarbonization through Renewable Heating and Cooling – New Report

Sent from my iPhone

Begin forwarded message:

Resent-From: <bfalusi@tolland.org>
From: DOOLEY PHILIP G JR <philip.dooley@snet.net>
Date: June 28, 2019 at 4:43:44 AM EDT
To: "towncouncil@tolland.org" <towncouncil@tolland.org>, Steve Werbner <swerbner@tolland.org>, Beverly Bellody <bbellody@tolland.org>
Subject: **Fw: Community-Based Strategies for Building Decarbonization through Renewable Heating and Cooling – New Report**

----- Forwarded Message -----

From: Clean Energy States Alliance <samantha@cleanegroup.org>
To: "philip.dooley@snet.net" <philip.dooley@snet.net>
Sent: Thursday, June 27, 2019, 2:40:07 PM EDT
Subject: Community-Based Strategies for Building Decarbonization through Renewable Heating and Cooling – New Report

[Open in Webpage](#) | [Share on Twitter](#)



FOR IMMEDIATE RELEASE

June 27, 2019

**Community-Based Strategies for Building Decarbonization
through Renewable Heating and Cooling – New Report**

The Clean Energy States Alliance examines community campaigns to deploy renewable heating and cooling technologies

Montpelier, VT — For cities and states committed to reducing energy use, renewable heating and cooling technologies (RH&C) represent a cost-effective and high-impact option. A new report by the [Clean Energy States Alliance](#) (CESA) profiles four community-based RH&C programs, highlighting best practices and lessons learned.

CESA's report, [Community Campaigns for Renewable Heating and Cooling](#)

Technologies: Four Case Studies, describes the reasons for, and development of, community-based RH&C campaigns by featuring case studies of four of the earliest community-led efforts. Although the overarching strategy remains the same, each campaign is unique, tailored to meet the needs of its community. The four communities—Boulder (CO), Northampton, (MA), Peaks Island (ME), and Tompkins County (NY)—demonstrate the diversity of approaches to organizing, running, and funding community campaigns. They are at the vanguard of reducing thermal energy consumption and associated emissions through the widespread installation of residential and small-scale commercial RH&C equipment. These early programs can serve as guides for program design and can provide multiple “lessons learned” for launching future campaigns.

“Space and water heating combined can account for more than half of overall home energy use and are primarily served by fossil fuels,” said CESA Project Director and report co-author Val Stori. “Despite their enormous potential, RH&C technologies face market barriers beyond those faced by renewable electricity and have traditionally received less attention from policymakers. RH&C technologies can help communities decarbonize the building sector.”

Transitioning the thermal sector to RH&C technologies would lead to significant greenhouse gas reductions and help cities and states achieve their climate and energy goals. RH&C technologies such as air-source heat pumps, ground-source heat pumps, solar thermal, heat pump water heaters, and advanced biomass pellet boilers can use renewable energy sources to provide space heating and cooling and domestic hot water. These technologies can be used for whole home applications or for supplemental heating and cooling.

The report is available on CESA’s website at <https://www.cesa.org/resource-library/resource/community-campaigns-for-renewable-heating-and-cooling-technologies-four-case-studies>.

CESA will host a two-part webinar series to discuss the report. The first webinar will take place on July 29, 2019 and will feature guest speakers from the Massachusetts Clean Energy Center and the City of Boulder, Colorado. Read more and register here: <https://www.cesa.org/webinars/community-campaigns-for-renewable-heating-and-cooling-technologies-part-1/>.

This report was developed with support from the Roy A. Hunt Foundation. The views and opinions expressed in the report are solely those of the authors.

CESA’s Building Electrification through Renewable Heating and Cooling project works with its member states to evaluate RH&C technologies and to develop policies and programs that support best practices to further develop the market for renewable thermal technologies. Learn more at <https://www.cesa.org/projects/renewable-heating-and-cooling/>.

###

About the Clean Energy States Alliance: The Clean Energy States Alliance (CESA) is a national nonprofit coalition of public agencies and organizations working together to advance clean energy. CESA members—mostly state agencies—include many of the most innovative, successful, and influential public funders of clean energy initiatives in the country. CESA works with state leaders, federal agencies, industry representatives, and other stakeholders to develop and promote clean energy technologies and markets. CESA facilitates information sharing, provides technical assistance, coordinates multi-state collaborative projects, and communicates the positions and achievements of its members. For more information, visit www.cesa.org.

CONTACT:

Samantha Donalds
Communications Coordinator
Clean Energy States Alliance
samantha@cleanegroup.org
Ph: 802-223-2554 x204

Manage Your Subscription

This message was sent to philip.dooley@snet.net from samantha@cleanegroup.org

Clean Energy States Alliance
Clean Energy Group
50 State Street Suite 1
Montpelier, VT 05602



Lynn Bielawiec

From: Brenda Falusi <bfalusi@aol.com>
Sent: Thursday, July 11, 2019 12:11 PM
To: Lynn Bielawiec
Subject: Fwd: NYC DECLARES CLIMATE EMERGENCY! Tolland could also

Sent from my iPhone

Begin forwarded message:

Resent-From: <bfalusi@tolland.org>
From: DOOLEY PHILIP G JR <philip.dooley@snet.net>
Date: June 28, 2019 at 2:23:06 AM EDT
To: Steve Werbner <swerbner@tolland.org>, Beverly Bellody <bbellody@tolland.org>, "towncouncil@tolland.org" <towncouncil@tolland.org>, "Dr. Walter Willett" <wwillett@tolland.k12.ct.us>
Subject: NYC DECLARES CLIMATE EMERGENCY! Tolland could also

Tolland could declare a Climate Emergency

NEW YORK CITY CLIMATE EMERGENCY RESOLUTION

[Res. No. 864-A](#)

Resolution declaring a climate emergency and calling for an immediate emergency mobilization to restore a safe climate.

By Council Members Kallos, Constantinides, Lander, Reynoso, Levin, Espinal, Koslowitz, Powers, Chin, Rosenthal, Barron and Rivera

Whereas, On April 22, 2016, world leaders from 174 countries and the European Union recognized the threat of climate change and the urgent need to combat it by signing the Paris Agreement, agreeing to keep global warming well below 2°C above pre-industrial levels and to pursue efforts to limit the temperature increase to 1.5°C; and

Whereas, On October 8, 2018, the United Nations International Panel on Climate Change ("IPCC") released a special report, which projected that limiting warming to the 1.5°C target this century will require an unprecedented transformation of every sector of the global economy over the next 12 years; and

Whereas, On November 23, 2018, the United States Fourth National Climate Assessment ("NCA4") was released and details the massive threat that climate change poses to the American economy, our environment and climate stability, and underscores the need for immediate action to address a climate emergency at all levels of government; and

Whereas, According to the National Aeronautics and Space Administration (NASA)'s Goddard Institute for Space Studies (GISS), global temperatures in 2018 were .83°C (1.5°F) warmer than the 1951 to 1980 mean, and the past five years are collectively the warmest in modern history; and

Whereas, The increased and intensifying wildfires, floods, rising seas, diseases, droughts and extreme weather brought on by global warming demonstrates that the Earth is too hot to be a safe environment; and

Whereas, World Wildlife Fund's 2018 Living Planet report finds that there has been a 60% decline in global wildlife populations between 1970 and 2014, with causes including overfishing, pollution and climate change;

Whereas, According to the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services, human activity has already severely altered 40% of the marine environment, 50% of inland waterways, and 75% of the planet's land, and it is projected that half-to-one million species are threatened with extinction, many within the next few decades; and

Whereas, The United States of America has disproportionately contributed to the climate emergency and has repeatedly obstructed global efforts to transition toward a green economy, and thus bears an extraordinary responsibility to rapidly address these existential threats; and

Whereas, Restoring a safe and stable climate requires accelerated actions to reach net zero greenhouse gas emissions across all sectors to end the 6th mass extinction of species, and to protect all people and species from the increasingly severe consequences of climate change; and

Whereas, A sweeping transition to clean energy systems that centers on equity and justice in their solutions is vital to our future and must include the following goals: dramatically expand existing renewable power sources and deploy new production capacity with the goal of meeting 100% of national power demand through renewable sources; build a national, energy-efficient, "smart" grid; upgrade every residential and industrial building for state-of-the-art energy efficiency, comfort and safety; eliminate greenhouse gas emissions from manufacturing, agricultural and other industries, including by investing in local-scale agriculture in communities across the country; repair and improve transportation and other infrastructure, and upgrade water infrastructure to ensure universal access to clean water; fund massive investment in the decrease of greenhouse gases; make "green" technology, industry, expertise, products and services a major export of the United States, with the aim of becoming the international leader in helping other countries become greenhouse gas neutral economies and bringing about a global transition from fossil fuels; and

Whereas, Marginalized populations in New York City and worldwide, including people of color, immigrants, indigenous communities, low-income individuals, people with disabilities, and the unhoused are already disproportionately affected by climate change, and will continue to bear an excess burden as temperatures increase, oceans rise, and disasters worsen; and

Whereas, Addressing climate change fairly requires transitioning from fossil fuels to clean, renewable energy that is ecologically sustainable and equitable for all people, especially those most impacted by climate change already and those who will be most impacted in the future; and

Whereas, People around the world have a fundamental human right to clean, healthy and adequate air, water, land, food, education, healthcare, and shelter; and

Whereas, The economy must shift from dirty energy that benefits fossil fuel companies to energy democracy that benefits our people, environment and a clean, renewable energy economy, from funding new highways to expanding public transit, from incinerators and landfills to zero waste products, from industrial food systems to food sovereignty, from car-dependent sprawl and destructive unbridled growth to smart urban development without displacement, and from destructive over-development to habitat and ecosystem restoration; and

Whereas, Building a society that is resilient to the current, expected, and potential effects of climate change will protect health, lives, ecosystems, and economies, and such resilience efforts will have the greatest positive impact if the most dramatic potential consequences of climate change are taken into account; and

Whereas, Climate justice calls for climate resilience planning that addresses the specific experiences, vulnerabilities, and needs of marginalized communities within New York City, who must be included and supported in actively engaging in climate resilience planning, policy, and actions; and

Whereas, Actions to eliminate greenhouse gas emissions and/or decrease greenhouse gases may be taken in ways that also improve resilience to the effects of climate change, and vice versa; and

Whereas, Climate justice requires that frontline communities that have historically borne the brunt of the extractive fossil-fuel economy, participate actively in the planning and implementation of this mobilization effort to address climate change at all levels of government and that they benefit first from the transition to a renewable energy economy; and

Whereas, Nearly 400 cities, districts and counties across the world representing over 34 million people collectively have recently declared or officially acknowledged the existence of a global climate emergency, including Hoboken, San Francisco, Berkeley, Los Angeles, Montgomery County, Oakland, Richmond, and Santa Cruz in the United States, Bristol and London in the United Kingdom and many cities in Australia, Canada, and Switzerland; and

Whereas, New York City, as the largest city in the United States, can act as a global leader by both converting to an ecologically, socially, and economically regenerative economy at emergency speed, and by organizing a transition to renewable energy and climate emergency mobilization effort; now, therefore, be it

Resolved, The City Council declares a climate emergency and calls for an immediate emergency mobilization to restore a safe climate.

#ClimateCRISIS #ClimateACTION

Lynn Bielawiec

From: Brenda Falusi <bfalusi@aol.com>
Sent: Thursday, July 11, 2019 12:11 PM
To: Lynn Bielawiec
Subject: Fwd: In Regards to ESC Funds

Sent from my iPhone

Begin forwarded message:

From: Benjamin Christensen <benjwithtolland@gmail.com>
Date: June 26, 2019 at 11:56:52 AM EDT
To: Brenda Falusi <bfalusi@aol.com>
Subject: Re: In Regards to ESC Funds

Of course!

On Jun 26, 2019, at 11:37, Brenda Falusi <bfalusi@aol.com> wrote:
Thank you so Mach for sharing your story and vision. It is truly appreciated. Tolland is really and truly the sum of the people who live, work, play and learn here. Your message shows that.

Sent from my iPhone

On Jun 26, 2019, at 8:17 AM, Benjamin Christensen <benjwithtolland@gmail.com> wrote:

Good morning Council Members,

I grew up in Tolland. Six years ago, my partner and I bought a house here. We don't have children; we're not going to have children. It's one of the mutual points of view that attracted us to each other. Despite this, a portion of our taxes still go to the board of education, and, while their success or failure does not directly affect us in the way of a young family member's success, it does indirectly affect us by the value it brings to the town.

I graduated from the Tolland School system in 2007 after spending three years in the old high school, and then one in the new. I was part of the first, and at the time, largest graduating class. I hear a lot of differing opinions on what to do with this ECS money, and despite Education literally being in the name, all the points on all the sides are valid in their own right. I hear and read these lists of things student's need: new technology, laptops, etc. And I think eh. Then I hear about the positions being cut. The curriculum director not being hired. The teachers that no longer work there and that one gets me.

I don't remember the screen prints we used in the old high school graphics seminars vs the ones we used in the new school. I don't

remember the software or computers we used once we moved. I do remember Jack Turner and the late Betsy Brocius. My sophomore year I had to write a paper on something that influenced American history. I don't remember whether I wrote it in a notebook or on a laptop at home or on a computer in the library. What I do remember is Ms. Manning and her chuckled response when I told I was doing it on Pink Floyd's album Dark Side of the Moon. I got an A.

I've been at jobs where people leave—whether by choice or not—and responsibilities get shifted. The positions are never filled and the excess burden is carried by others until they're burnt out. Millennials have a bad rap for bouncing jobs, but believe us, that kind of work environment gets old. Fast. Do the responsible thing and give a portion of the funds back to the board of ed so they can fill the positions they need. If there's a way to ear-mark the money for that specific purpose, even better. Take the rest and put it away. We have a firehouse with issues. We just effectively bought a new school, and I know the state is reimbursing us, however if they were reliable on their financial promises you wouldn't be forced to listen to me right now.

I understand the desire to give the money back to the taxpayers. It's admirable, but the last time you voted to do that the state took the money back two weeks later. And, just as a reminder, the town voted on this budget which included the mil rate increase. And they voted in favor of it. You're not being disingenuous if you use it for other needs. Including saving it.

As always, thank you for your time.

--

Benjamin Christensen

Twitter: [@benjwithtolland](https://twitter.com/benjwithtolland)

Instagram: [@benjwithtolland](https://www.instagram.com/benjwithtolland)

MEETING MINUTES

RECEIVED FOR RECORD
TOLLAND, CT

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER

2019 JUL 25 AM 8:06

6th FLOOR COUNCIL ROOM

Shela M Bailey

JULY 23, 2019 – 7:00 P.M.

MEMBERS PRESENT: William Eccles, Chair; David Skoczulek, Vice-Chair; Brenda Falusi; Tammy Nuccio and Christine Vincent

MEMBERS ABSENT: Paul Reynolds

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Christopher Jordan, Assistant Finance Director; Beverly Bellody, Human Services; Pat Wilson Pheanious; Rick Conti, Town Attorney

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:**
 - 4.a. Presentation on Complete Count Effort for Census given by State Representative Pat Wilson Pheanious

Pat Wilson Pheanious spoke as the Co-Chair of the Complete Count for the Census. Her mission was to talk about the importance of having a complete count. A handout was provided entitled *United States Census 2020*. Anyone alive and in this country, legally or illegally, needs to be counted. The census data is used for a number of things, such as reports, research, public planners, people who decide where to put stores, etc. She said being a rural district has its own problems, because people are spread out. In the last census, about 14% of the population was not counted in Tolland. When she worked the numbers, she believes that approximately \$6.1m +/- was left on the table for Tolland. It is extremely important for Tolland to get a complete count. A listing in the handout entitled *Counting for Dollars 2020* outlined the allocation of funds from 55 large federal spending programs. If we don't account for all the individuals, Tolland will lose out. The census form can be completed online, hard copy, phone or an in-person interview, and will be sent out in March 2020. She advised that there is strict confidentiality guidelines that need to be followed by those involved in obtaining census information. It is against the law for the Census Bureau to publicly release responses in any way that could identify an individual or household. The data is protected. She would like Tolland to form a Complete Count Committee. The Committee would generate information as to where people may be located, and then provide that information to the people who would do the work. She reviewed the benefits for those interested in 2020 Census jobs, such as excellent pay, flexible hours, paid training and temporary positions. Interested individuals can apply online.

Mr. Eccles asked Mr. Werbner to put discussion of formation of a committee on the Agenda for the second meeting in August.

5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (2 minute limit)

George Eldridge of Fish and Game Road: He hopes that the money coming back from the State goes into the bank for use on next year's budget. He spoke about issues he has become aware of regarding borrowing money due to the crumbling foundation issue this town. He doesn't want to see them spend the money willy-nilly, and would like it saved. He also wants to know when they will decide when the fire truck will be replaced.

Mr. Eccles advised that the public hearing was held at the last meeting regarding the fire truck. The fire truck will be replaced, but he is not sure when it will be replaced, or the funding source at this point.

6. PUBLIC HEARING ITEMS

- 6.1 Consideration of a resolution modifying scope of Birch Grove Primary School Project and authorizing an appropriation of \$9,000,000 for the acquisition, installation and removal of portable classrooms and certain other costs and the financing of said entire appropriation by State grants.

Mr. Werbner read his item summary: Approval of this item would modify the scope of the Birch Grove School crumbling foundation project (the "Birch Grove Project") in accordance with the express terms of the original bonding resolution for the project. The proposed resolution would remove the Portable Classroom Project and all costs associated therewith from the scope of the Birch Grove Project. The resolution authorizes a separate appropriation for the costs associated with the Portable Classroom Project to be financed 100% by a separate State grant.

As the Town began moving forward with the Birch Grove Project the cost projections for the portable phase came in much higher than the State's architects had initially anticipated. When developing the budget for the original bond resolution, the \$46 million project figure was a worst case scenario. The cost alone for the portable classroom work is approximately \$8 million higher than what was originally estimated. There are other associated costs with the Birch Grove Project that have been determined to be higher than anticipated. In order to accommodate such increased costs, the State has agreed to provide a separate grant in the amount of \$9 million for 100% funding of the Portable Classroom Project.

The original \$46 million bond authorization is still required to complete the Birch Grove Project. This authorization requires that any and all grants received for the Birch Grove Project be applied against the amount of bonds and notes that the Town may issue for the Birch Grove Project. In order to preserve the original amount of bonding for the Birch Grove Project, it is necessary to exclude the Portable Classroom Project from the scope of the Birch Grove Project. This resolution removes the Portable Classroom Project and all costs related thereto from the scope of the original \$46 million bond authorization and provides for the financing of all such increased costs by the legislatively approved State grants. In the end, through the adoption of this resolution by the Town Council, the Town is able to complete the project despite its increased costs without increasing the net cost of the project to the Town.

David Skoczulek motioned to open the public hearing. Seconded by Christine Vincent. All in favor. None opposed.

Pat Wilson Pheanious, State Rep of the 53rd: She commented on how well the people in the Legislature, Democrats and Republicans, worked to get us this money in such a timely fashion. Representatives McCarty and Sanchez of the Education Department were phenomenal. They did everything they could to force this issue. She wanted them to be aware of the amount of work, and the collaboration that took place on behalf of Tolland.

Mr. Eccles commented that as a Town, we also owe the State a thank you for everything they are doing for Birch Grove. Other Council members thanked everyone that helped out with this situation.

Mr. Eldridge asked for confirmation that Tolland would not be on the hook for the full amount borrowed for the school if it isn't needed.

Mr. Werbner confirmed that.

Katie Murray of 8 Lisa Lane: She advised that the Birch Grove Building Committee voted at their meeting last week to support this resolution. They feel as though these two projects need to be split in order to meet the needs of the children.

David Skoczulek motioned to close the public hearing. Seconded by Brenda Falusi. All in favor. None opposed.

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED, by the Tolland Town Council that it hereby authorizes the following:

Approval of a resolution modifying the scope of Birch Grove Primary School Project and authorizing an appropriation of \$9,000,000 for the acquisition, installation and removal of portable classrooms and certain other costs and the financing of said entire appropriation by State Grants. A copy of the full text of the resolution is recorded following these meeting minutes.

Seconded by Brenda Falusi. Christine Vincent, David Skoczulek, Bill Eccles, John Reagan, Tammy Nuccio and Brenda Falusi were in favor. None opposed.

- 7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL: Katie Murray, Birch Grove Building Committee:** The construction people have been informed that the children will be starting school on August 28th, and the portables are on track. The kids will be in the buildings on August 28th.
- 7b. **REPORTS OF TOWN COUNCIL LIAISONS: Brenda Falusi, PZC:** There were two public hearings: 1) special permit for a car wash, which was continued, and 2) special permit for a retail business selling tobacco and vap products, which was approved. The POCD is online. They did a final approval for the Deer Run Estates. At the next PZC meeting, they will have open discussion on medical marijuana dispensaries. **Christine Vincent, Ag Commission:** Tolland's Farm-to-Table Dinner will be happening on September 19th at the Lodge. Tickets are only being sold in advance, and are \$100.00 each.
8. **NEW BUSINESS (ACTION/DISCUSSION ITEMS):**

- 8.1 Approval of a Settlement Agreement with the Town of Vernon in the amount of \$200,000 and authorization for Town Manager, Steven Werbner to sign the Settlement Agreement.

Mr. Werbner said Tolland shall pay to Vernon the total sum of \$200,000 in full settlement of all of the claims Vernon has made in the pending litigation resulting from waste discharged from the former Skip's facility located in the Tolland Business Park. \$100,000 is payable within 14 days of the execution of the settlement agreement and an additional \$100,000 payable one year thereafter. Had we not settled this, the Town Attorney estimates our exposure in excess of \$800,000. In exchange, Vernon shall forthwith withdraw the pending civil action and deliver a release of all claims made in that action. \$200,000 payment has been reserved from last year and current year budgets.

The Council members thanked Mr. Werbner and Attorney Conti for this outcome.

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the Settlement Agreement with the Town of Vernon and authorizes the Town Manager to sign the Agreement. This approval is conditioned upon the Town of Vernon and the Vernon WPCA entering into the Settlement Agreement and Revised Intermunicipal Agreement. The Town Manager is authorized to make any minor changes to the Settlement Agreement which are not substantive in nature.

Seconded by Tammy Nuccio. All in favor. None opposed.

8.2 Approval of a revised Intermunicipal Agreement with the Town of Vernon.

Mr. Werbner said they took the original agreement and made some minor language changes. The major change was a reduction in the gallons per day. Tolland's daily flow of sewage would be reduced from 400,000 gallons per day to 250,000 gallons per day of average daily flow (currently, Tolland's average daily flow is approximately 56,000 gallons per day).

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED by the Tolland Town Council that it hereby approves the revised Intermunicipal Agreement with the Town of Vernon and authorizes the Town Manager to sign the Agreement. This approval is conditioned upon the Town of Vernon and the Vernon WPCA entering into the Settlement Agreement and Revised Intermunicipal Agreement. The Town Manager is authorized to make any minor changes to the revised Intermunicipal Agreement which are not substantive in nature.

Seconded by Tammy Nuccio. All in favor. None opposed.

8.3 Review of and comment on the proposed Plan of Conservation and Development as presented by the Planning and Zoning Commission.

Mr. Werbner said the Planning and Zoning Commission has transmitted the proposed 2019 Tolland Plan of Conservation and Development. The Commission has set a public hearing on the proposed plan for September 23, 2019. Pursuant to Connecticut General Statutes Section 8-23, the Commission is referring the proposed plan to the Council. According to the statute:

At least sixty-five days prior to the public hearing on adoption, the commission shall submit a copy of such plan or part thereof or amendment thereto for review and comment to the legislative body or, in the case of a municipality for which the legislative body of the municipality is a town meeting or representative town meeting, to the board of selectmen. The legislative body or board of selectmen, as the case may be, may hold one or more public hearings on the plan and shall endorse or reject such entire plan or part thereof or amendment and may submit comments and recommended changes to the commission. The commission may render a decision on the plan without the report of such body or board.

Mr. Werbner suggested that this be tabled until the September 10th meeting. The Council agreed, and decided to send Mr. Werbner their comments/concerns by September 3rd, so that they can be discussed at the September 10th meeting. Ms. Falusi advised that there is a copy of the POCD in the Library for the public's review.

8.4 Appointments to vacancies on various municipal boards/commissions.

8.4.a. Reappointment to Agriculture Commission.

David Skoczulek motioned to reappoint the following:

Steven Bassett of 275 Weigold Road, term 07/09/19 – 07/09/22 (Member) to the Agriculture Commission.

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

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

10. **REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1ST MEETING OF THE MONTH ONLY):** Mr. Werbner had nothing additional to report.

11. **ADOPTION OF MINUTES**

11.1 July 9, 2019 Regular Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Tammy Nuccio. All in favor. None opposed. John Reagan abstained.

11.2 July 10, 2019 Special Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Tammy Nuccio. All in favor. None opposed. John Reagan abstained.

12. **CORRESPONDENCE TO COUNCIL:**

12.1 E-mails regarding ECS funding, gun shooting, a program to promote positivity in Tolland, and resignation from Vinny Tursi from the Tolland Water Commission.

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

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** Ms. Falusi thanked everyone who assisted with the POCD. It was a lot of work.

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

16. **EXECUTIVE SESSION**

16.1 Town Manager Search

David Skoczulek motioned to go into Executive Session for the purpose of discussing pending the town manager search at 8:14 p.m., ending the Regular Meeting of the Town Council. Invited to attend were Steven Werbner and Mike Wilkinson. Seconded by Christine Vincent. All in favor. None opposed. The Executive Session ended at 9:25 p.m.

17. **ADJOURNMENT:** Brenda Falusi moved to adjourn the meeting; Seconded by John Reagan at 9:25 p.m. All were in favor.

William Eccles, Chair

Michelle A. Finnegan
Town Council Clerk

TOWN OF TOLLAND

TOWN COUNCIL

RESOLUTION MODIFYING SCOPE OF BIRCH GROVE PRIMARY SCHOOL PROJECT AND AUTHORIZING AN APPROPRIATION OF \$9,000,000 FOR THE ACQUISITION, INSTALLATION AND REMOVAL OF PORTABLE CLASSROOMS AND CERTAIN OTHER COSTS AND THE FINANCING OF SAID ENTIRE APPROPRIATION BY STATE GRANTS

WHEREAS, on May 7, 2019, the Town of Tolland (the "Town"), by referendum of the voters, approved a resolution entitled:

"RESOLUTION AUTHORIZING AN APPROPRIATION OF \$46,000,000 FOR THE BIRCH GROVE PRIMARY SCHOOL PROJECT AND THE FINANCING OF SAID APPROPRIATION BY THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE TOWN AND NOTES IN ANTICIPATION OF SUCH BONDS IN AN AMOUNT NOT TO EXCEED \$46,000,000, OR SO MUCH AS MAY BE NECESSARY AFTER DEDUCTING GRANTS THEREFOR" (the "Resolution"); and

WHEREAS, pursuant to such Resolution, the Town Council is authorized to reduce or modify the scope of the Birch Grove Primary School project (the "Birch Grove Project"), and that the entire appropriation authorized by the Resolution may be spent on the Birch Grove Project as so reduced or modified;

NOW, THEREFORE, BE IT RESOLVED,

(1) That the scope of the Birch Grove Project is hereby modified to remove and exclude (i) the acquisition, installation and removal of portable classrooms, through the rental of such classrooms, and the temporary relocation of teachers, students and existing school operations (but excluding the moving of persons and objects from the portable classrooms to the completed project) and all costs and expenses related thereto, including costs of site work, design, construction, engineering, architectural, utilities, electrical, information technology, the installation of fire alarm, public address and security systems, telephone infrastructure improvements, bid document preparation and printing, insurance, surety bonds, survey preparation, the moving of persons and objects into the portable classrooms, storage, construction management, legal, and administration associated therewith, (ii) preliminary costs associated with engineering, survey and architectural reviews, studies and reports for the Birch Grove Project incurred prior to the referendum date of May 7, 2019, and (iii) costs of demolition of the canopy at the school (the "Portable Classroom Project"), from the scope of the Birch Grove Project.

BE IT FURTHER RESOLVED,

(1) That the Town appropriate the sum of \$9,000,000 for costs related to the Portable Classroom Project with such changes as the Town Council may approve. The Town Council is authorized to determine the scope and particulars of the Portable Classroom Project. The Town Council may reduce or modify the scope of the Portable Classroom Project, and the entire appropriation authorized hereby may be spent on the Portable Classroom Project as so reduced or modified.

(2) That said appropriation for the Portable Classroom Project shall be entirely financed by grants to be received from the State of Connecticut.

(3) That the Town Manager is hereby authorized, on behalf of the Town, to execute any contracts with engineers, contractors, architects and other persons for the Portable Classroom Project.

(4) That the Town Manager and other proper officers of the Town are authorized to take all other actions which are necessary or desirable to complete the Portable Classroom Project consistent with the foregoing and to utilize grants received from the State of Connecticut to finance the aforesaid appropriation.

SPECIAL MEETING MINUTES
TOLLAND TOWN COUNCIL
HICKS MEMORIAL MUNICIPAL CENTER
LIBRARY PROGRAM ROOM/COUNCIL CHAMBERS

JULY 30, 2019 – 1:45 PM

Council Members Present: William Eccles, Chair; David Skoczulek, Vice Chair; Brenda Falusi; Tammy Nuccio, John Reagan, Paul Reynolds

Council Members Absent: Christine Vincent came at 6:45 PM

Others Present: Michael Wilkinson, Douglas Thomas, SGR

- 1) **Call to Order:** The meeting was called to order at 1:45 PM.
- 2) **New Business:**
 - a. Brenda Falusi motioned, seconded by Tammy Nuccio, to go into Executive Session to discuss a Personnel Matter, the Town Manager Search. The Executive Session recessed at 5:00 PM.
 - b. John Reagan motioned, seconded by Paul Reynolds, to re-convene the Executive Session to discuss a Personnel Matter at 6:45 PM, the Town Manager Search. The Executive Session concluded at 7:15 PM.
- 3) **Adjournment:** Christine Vincent motioned, seconded by Brenda Falusi, to adjourn at 7:15 PM.

William N. Eccles, Chairman