

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
October 24, 2018

VISION STATEMENT

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

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

Regular Meeting – October 10, 2018

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 – Fischer Thompson and Summer Zahid

G. SUPERINTENDENT'S REPORT

G.1 Joint Board of Education / Town Council Meeting – November 7, 2018 THS Library
(no enclosure)

G.2 ERF EOY18 Draft Request (no enclosure)

G.3 Update on Strategic Prevention Framework Efforts (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 – October 9, 2018

M. FUTURE

N. NEW BUSINESS

O. EXECUTIVE SESSION

1. Discussion: Attorney client communication concerning steps for addressing student discipline matters (Requires 2/3rd vote to enter Executive Session).

P. ADJOURNMENT

TOLLAND BOARD OF EDUCATION

Hicks Municipal Center
Council Chambers
Tolland, CT 06084

REGULAR MEETING – October 10, 2018

Members Present: Ms. Colleen Yudichak, Chair; Ms. Karen Moran, Vice Chair; Ms. Michelle Harrold, Secretary; Ms. Kate Howard-Bender, Mr. Sam Adlerstein, Mr. Jeff Schroeder (left at 8:35PM), and Mr. Bob Pagoni

Members Absent: Ms. Jane Pasini, Ms. Christina Plourd

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

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Yudichak called the meeting to order at 7:30PM. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

- Special Meeting – September 25, 2018
- Regular Meeting – September 26, 2018

Mr. Pagoni motioned to approve the minutes of the September 25th and 26th meetings. Mr. Schroeder seconded the motion. A brief discussion took place. Mr. Adlerstein commented that the Board's minutes and those of the Town Council for the Special meeting were very different and expressed concern that under section 8.2 (Town Council minutes) that the context was not included, specifically, that the Town Council made the request of the Board for information. Mr. Pagoni noted that as the acting liaison he did bring this to the Council's attention. Ms. Moran added that there is a line in the Board's minutes indicating that one should see the Town Council's minutes for additional information. Changes: edit to note that Mr. Schroeder was in attendance (per the Clerk). Ms. Yudichak, Ms. Moran, Ms. Howard-Bender, Mr. Adlerstein, Mr. Schroeder, and Mr. Pagoni were in favor. Ms. Harrold abstained. Motion carried.

C. PUBLIC PARTICIPATION - none

D. CORRESPONDENCE

- An e-mail was received inviting the Board to the ribbon cutting ceremony for the grand opening of the David E. Golden Discovery Center to be held at the Tolland Public Library on Saturday, October 13th at 10:30 A.M.

E. POINTS OF INFORMATION

Mr. Pagoni commented that he received a call from the leadership asking that he bring up that there were differences in the Board's minutes and those of the Town Council in regard to the meeting held on September 25th. In the interest of openness and keeping the public informed, he requested that the Board's minutes be attached to those of the Town Council or indicate that the Board's minutes are available. The Town Council agreed to do so. Ms. Moran added that this is for the sake of clarity.

Mr. Pagoni commented that the Board's meetings are on Wednesday evenings while those of the Town Council take place on Tuesday evenings. He does not believe that all of the joint meetings should be on Tuesday evenings. He recommended alternating joint meetings between Tuesday and Wednesday nights to be fair and added that this would solve the scribe problem. He asked that Ms. Yudichak and Ms. Moran inquire of the leadership of the Town Council if they would be willing to follow such a schedule.

Ms. Moran motioned to add item J.1, Educational Reserve Fund Request, to this evening's agenda. Dr. Willett distributed the documentation from item G.5 (meeting date September 26th) to the Board members for review. Mr. Pagoni seconded the motion. All were in favor. Motion carried.

F. STUDENT REPRESENTATIVES' REPORT – Fisher Thompson

- PSAT was administered today
- Volleyball held a game in support of breast cancer research
- Homecoming is October 27th

G. SUPERINTENDENT'S REPORT

G.1. Monthly Financial Report

Dr. Willett reviewed attachment G.1.

The September 2018 financial report shows an available balance of \$2,836,502 or 7.16% of the BOE's current budget.

Mr. Pagoni inquired for clarification on the encumbrances from the FY17/18 report and why there are still items shown from last fiscal year. Dr. Willett explained that an encumbrance is generated every time a purchase order is placed and is a commitment to engage in a transaction. It is where funds are held until the Board receives an invoice to process against the reserved encumbered funds. In some cases, items may be backordered, delayed, or unable to be shipped so the funds remain encumbered until such time as the order is processed. Thus, encumbrances are not new expenses but from items prior to June 30th.

Mr. Adlerstein inquired if the Board should be concerned about the negative budget balance on the Salary line of the September report (attached). Dr. Willett explained that this was expected due to the hiring of the Special Education Supervisor. This and other positions increased the Salary line but tuitions and related areas are expected to balance the numbers. He expects to see favorable numbers and will present further detail on this at the November 7th budget workshop presentation.

Mr. Schroder asked if the Superintendent believes the Health Insurance line will remain positive. Dr. Willett responded that he anticipates favorable health insurance results but as the year progresses people will draw against it.

The Board skipped to item G.3 so the Board could wait for Mr. Sztaba to be in attendance to address any questions regarding G.2.

G.2. Capital Budget Request FY20 – FY24 and Project Update

Dr. Willett reviewed attachment G.2.

The link on the bottom of the attachment goes to a folder with additional detail including past plans.

The Capital Budget Request FY20-FY24 will be passed to the Town tomorrow with any modifications the Board directs the Superintendent to make this evening.

Ms. Yudichak inquired what would be taken out of the plan if the 1T1 technology is added. Dr. Willett replied that nothing would be taken out. It would be added as an ongoing expense in the yellow area. To some extent there may be changes to technology in the purple (When Opportunity Allows). At this point, the science lab upgrades are still needed.

Ms. Moran asked if the modular classrooms would need to be addressed over the summer. Mr. Sztaba explained that the demolition could be done over a weekend but they will have to wait until after the thaw to regrade the area.

A brief discussion took place. It was noted that if a project is not completed within a year, as long as a contract is in place, it can be extended. In regard to the items at Birch Grove, Mr. Sztaba expects to have enough information available after Thanksgiving to make a decision on the roof.

Ms. Moran inquired about the district-wide wireless access upgrades which are listed as a high priority items but are listed under 2023 and would like to know if this could be moved up given the 1T1 technology. Dr. Willett explained that this item is in regard to replacements/upgrades and are listed at planned points in time. Mr. Sztaba added that with the Chromebooks additional bandwidth could need to be added.

Ms. Harrold motioned to move item G.2 to item J.3 for action. Mr. Schroeder noted that the plan was reviewed at the Finance and Facilities meeting earlier this month as well. Ms. Moran seconded the motion. All were in favor. Motion carried.

G.3. 1T1 Technology Information and Capital Draft Proposal

Dr. Willett reviewed attachment G3 including the proposal.

Dr. Willett explained that the Board requested the formulation of a plan for 1T1 technology. The draft initiative provides a plan and the potential financials to provide a technology unit for each student in grades 6-12 over a span of six years and is being presented for a first reading. In regard to financials, it could be added as a recurring capital expense from year to year. This item is not on the Capital Budget Request plan which will be presented this evening. It could be added if the Board instructs him to do so but it would take funds away from funds available for another item. The cost for the TMS devices and associated expenses is \$50,118.40 and for the THS devices is \$58,312.30 for a total of \$108,430.70.

At the middle school, Chromebooks would be used while a Windows-based solution could be used at the high school level. The Google collaboration tools would be utilized on both types of devices.

A device replacement plan would be offered. Parents would buy into such a plan at a cost of \$30/unit. The plan would cover any damage up to three instances. Any necessary repairs or replacements after the 3rd instance would be the responsibility of the parent and charged to the student's account in full.

Ms. Harrold inquired if additional staff would be needed to address repairs and other items. Dr. Willett explained that the plan includes outsourcing repairs to make the program more manageable. In regard to software issues, much of the technology is cloud-based and he does not anticipate there will be major issues in this regard.

Ms. Howard-Bender confirmed with Dr. Willett that additional staff would not be needed to deploy the units or repair them. She recommended adding protective case for the units as well and inquired if the IT department provided any information on the wireless capacity of the buildings. Dr. Willett explained that it should be sustainable as long as all of the units are not on at the same time.

Mr. Adlerstein asked Mr. Thompson his opinion on this item and if students currently bring their own devices. Mr. Thompson is in favor of the 1T1 technology and believes it makes sense as one enters the digital age. He would prefer to take notes on a device and added that it would help students in programs such as graphics, music, and business. His only concern was for those who did not have access to stable internet service.

Ms. Moran commented that 1T1 technology is in line with one of the Board's goals. Many students take their phones out to do research and this may mitigate such usage. It would level the playing field for everyone in terms of technology in 21st century learning.

Mr. Pagoni inquired what would happen if the funds are not available in the future for this program (i.e. to support repair and replacement). Dr. Willett explained that they have not had the luxury of a sustained recurring funding for technology and in turn cannot base a curriculum on it. The benefit to the 1T1 units is that they could edge back on some of the larger lab-based requirements and could then write the technology into the curriculum. Dr. Willett explained that it might not necessarily be more money; it could be money spent differently.

Dr. Willett confirmed that this plan could be put into the recurring capital plan and start as early as next year.

Mr. Pagoni inquired what would happen if a student breaks the unit and the parent did not buy into the insurance. Dr. Willett explained that the replacement cost would be \$265 which would be charged to the student's accountability. If accounts are not paid, students are not allowed to walk at graduation. This is no different than other items such as books. If a parent or student refuses to take the device, they would have access to technology but would be at a disadvantage as one would in college or in the workforce. Dr. Willett added that in other districts doing this, to his knowledge, such refusals are not the norm.

Ms. Yudichak inquired how the district would ensure that students only visit acceptable sites. Dr. Willett explained that in the schools data goes through the server which is

regulated, protected, and tracked. There are multiple software choices available that can track keywords and other items including controlling access.

The Board discussed adding this to the capital plan. Ms. Harrold commented that 1T1 technology is long overdue in the district and is needed to be competitive. Mr. Pagoni added that while traditionally when something involves money he always wants the public to have a chance to provide input, this evening he is not going to say this. It is a good investment, it makes sense, it is past its time, and has been discussed for a very long time. He does not want to miss this opportunity.

Mr. Schroeder inquired what technology is used by other districts in the DRG. Dr. Willett did not have information specific to the DRG but noted that it is an indicator of a school that is up and coming which lends itself to making the district competitive with magnet and charter schools.

Mr. Pagoni motioned to move item G.3 to J.2 for action. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

The Board addressed item G.2 next.

G.4. EOY FY 18 Summary Update

Dr. Willett reviewed attachment G.4.

The EOY financial balance (06/30/18) was \$1,224,317.

This report was also reviewed at the most recent Finance and Facilities meeting.

Ms. Moran inquired about the Tuition Costs. The excess cost decreased significantly but the under budget did not make up for it. Dr. Willett explained the Tuition Costs went down and the State could give a break if the district is finding efficiencies but it is something he would have to advocate for to recoup the funds. He does not want to change the district's trajectory. The goal is to provide excellent quality programs within the district that provide alternatives to outplacement. Other districts have expressed interest in the programs as well.

Dr. Willett noted that the Community Budget Workshop is scheduled for November 7th at the Tolland Public Library in the Program Room at 7:30PM and suggested inviting the Town Council. One option would be to hold a joint meeting that evening and then dovetail the workshop into the meeting or hold the workshop immediately following the session. This joint meeting would be the one requested by the Town Council at its September 25th meeting. Ms. Yudichak and Ms. Moran will reach out to the leadership of the Town Council to discuss available options.

H. COMMITTEE AND LIAISON REPORTS

Finance and Facilities – the EOY reports and capital plan were reviewed

Communications – discussions took place on the budget schedule (meeting dates are available on the Dashboard and the Board's website), the addition of the November 7th meeting, strategic prevention and the next steps including a possible meeting on December 3rd; PZC will hold a workshop on economic development on October 15th

CABE – November 15th afternoon meeting/delegate assembly

I. CHAIRPERSON'S REPORT

Ms. Yudichak will remind Mr. Eccles to have the Town Council members sign the Working Agreement.

J. BOARD ACTION

J.1 Educational Reserve Fund Request

Ms. Moran motioned to authorize the Superintendent to utilize funds in the Educational Reserve Fund to acquire the computers (1) identified in the attached quote #15818127, and the replacement Tennant T7 Unit (2) in quote #23720 of the September 26, 2018 Board of Education meeting. Mr. Adlerstein seconded the motion. All were in favor. Motion carried.

J.2 1T1 Technology Information and Capital Draft Proposal

Ms. Harrold motioned to approve the 1T1 Technology Capital Budget Request and add it to the Capital Request for FY20 – FY24. Ms. Howard-Bender seconded the motion. All were in favor. Motion carried.

J.3 Capital Budget Request FY20 – FY24 and Project Update

Ms. Harrold motioned accept the Tolland Public Schools Capital Budget Request and authorize the Superintendent to officially submit this request to the Town Manager with the addendum of the 1T1 Technology Proposal. Ms. Howard-Bender seconded the motion. All were in favor. Motion carried.

K. PUBLIC PARTICIPATION

Tammy Nuccio, 71 Webber Road, commented that she has multiple questions and inquired if these questions should be sent to the Board to be addressed after October 31st (prior to which extensive grant work needs to be done) or directly to Dr. Willett.

- Health insurance should be fully booked as more staff are hired and Ms. Nuccio inquired as to the status of hires from the assumed ones from last year and then the five positions plus the Director of Pupil Services position added this year. Given the reduction of the budget balance by \$6.9M, is that the actual budget balance that is now at \$2.8M?
- For the Capital Fund Project, in regard to technology, if you the add the attached invoice for \$227K, not \$108K, is the reduction in regular expense or in the Capital Budget based on Dr. Willett stating that he would reduce somewhere else? In regard to technology, how does it work going forward if it is going under capital recurring? If the Capital Budget Request is not approved, how will this work? She would like to see what other towns are doing in regard to 1T1 and while she understands it happens at charter schools, providing a computer for every student is going to "catch the eye" of people especially in a tough budget year.
- In regard to tuitions costs, \$749K was saved last year but this year only \$242K is projected to be saved which offsets by the \$303K in salaries. At the Town Council meeting they asked to learn more about the tuition and special education costs and if it is sustainable. To have a savings of \$749K last year and only \$242K this year when the budget was increased is something she does not understand.

L. POINTS OF INFORMATION

▪ Town Council Meeting – September 25, 2018

In response to Ms. Nuccio's questions, Mr. Adlerstein suggested that they be addressed now. He commented that a lot of analysis between Ms. Nuccio and Dr. Willett would take hours of time and the responses would then only be available to her when everyone should have an understanding.

Ms. Harrold noted that in regard to the 1T1 item and the attached invoice, the latter is for 800 computers but the Board is only looking to purchase 400. This is where the difference of \$100K comes in.

Dr. Willett explained that they would not be able to address all of the questions thoroughly this evening.

Mr. Adlerstein asked if there are one or two items that rise above all others that everyone should discuss. Ms. Nuccio responded that one item would be special education tuition and the difference between what was saved last year versus this year's projection after increasing the budget line item. Dr. Willett explained that there are a number of factors connected to tuition. He stated he also needs to use care in making overly aggressive projections in case they do not come to pass. He recommended that she send him her questions and he will dedicate time to respond. Tuition will be part of the presentation he makes to the Town Council. Mr. Adlerstein added that the \$242K on the September 2018 financial report is not a forecast for the end of the year. It is only what has been spent and encumbered. Excess cost is not reflected in the numbers. Ms. Nuccio inquired from a logical perspective, what can be expected. Dr. Willett explained that the number, as well as Excess Cost, cannot be predicted exactly. He added that they have added programs in the district that have made a difference and he expects will continue to be positive for the students and the Town overall. Mr. Adlerstein explained that they do not know what the excess cost reimbursement rate will be this year.

In regard to technology, Dr. Willett explained that the 1T1 Technology is being submitted to the Capital Budget (yellow area). There are a limited number of resources so if you spend it in one area you cannot spend it in another but it might be that less could be requested in other areas of technology in the Capital Budget if you have 1T1. They will have to see how it plays out and if it is accepted.

Ms. Howard-Bender offered to research what other districts in the DRG or statewide are doing in regard to 1T1 technology. A brief discussion took place. Dr. Willett will post additional information.

Ms. Harrold noted that the session on Mastery Based Learning in Tolland Public Schools will be held in the Tolland Public Library Program Room on October 15th at 6PM.

Ms. Harrold noted that she received an e-mail invitation to the Hartford Foundation for Public Giving event. She attended the session and noted that the organization is interested in investing in communities. They also invest in economic development as well.

M. FUTURE

- Strategic Prevention Framework
- Mental Health Services
- Budget

N. NEW BUSINESS - none

O. ADJOURNMENT

Ms. Harrold motioned to adjourn the meeting at 9:20 P.M. Mr. Pagoni seconded the motion.
All were in favor. Motion carried.

Respectfully submitted,

Lisa Pascuzzi
Clerk

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM OCTOBER 9, 2018 – 7:00 PM

MEMBERS PRESENT: William Eccles, Chair; Brenda Falusi; Tammy Nuccio; John Reagan; Paul Reynolds and Christine Vincent

MEMBERS ABSENT: David Skoczulek, Vice-Chair

OTHERS PRESENT: Steven Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Heidi Samokar, Director of Planning and Development; Linda Byam, President of the Board of Directors for the Tolland Public Library Foundation, Inc.

1. **CALL TO ORDER:** William Eccles called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS/PRESENTATIONS:** None.
5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (2 minute limit)

Bob Pagoni of 27 Barbara Road (as the Liaison for the BOE): The BOE would like their minutes from the September 25th Council meeting included in the Council's minutes. It would show that they are working together, and it would give a little more clarity to the public.

Mr. Werbner said the Town Clerk will make an annotation referring the reader to the BOE's minutes.

6. **PUBLIC HEARING ITEMS** - None
- 7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:** None.
- 7b. **REPORTS OF TOWN COUNCIL LIAISONS: Tammy Nuccio, BOE:** A speaker came in to talk about their strategic prevention framework. There was also focus on an updated study from Colorado regarding the impact of legalized recreational marijuana on the youth in Colorado. They reviewed their request for educational fund disbursement for laptops and a floor scrubber.

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

To view agenda item attachments, you may visit: <https://www.tolland.org/town-council>

- 8.1 Annual meeting of the Tolland Public Library Foundation Inc. to discuss Foundation Directors, 2017/2018 accomplishments, 2018/2019 goals and 2018/2019 approved budget as well as an overview of the Foundation activities over the past year.

Linda Byam prepared and provided a report to the Council, which she does once a year. The Report included an update on the Board members, and listed their accomplishments for 2017-2018. Those included:

- In response to the library's announced drastically reduced books and materials budget, the Foundation launched a Matching Fund Drive in Sept. 2017. The foundation matched gifts dollar-for-dollar to the library through Dec 31, in the amount of \$4,334.
- Directors acquired General Liability and Directors & Officers insurance this year.
- Funded databases and online subscriptions: A to Z databases (\$2,322), Ancestry.com (\$1,950), Tumblebooks (\$480), JobNow (\$225), and a year's subscription to EventKeeper, an online registration program (\$340).
- Supported the library's ongoing Family Game Nights to allow purchase of games to be used for the events and that also could be checked out (\$200).
- Provided funding to host a Horizon Wings Raptor Rehabilitation program in the spring (\$500).
- Funded the purchase of additional shelves for the Marshall Anderson picture book collection (\$1,500).
- Purchased three-dimensional, interactive wall art/games to honor Betty-Lou Griffin's many dedicated years of service to the library (\$1,500).
- Supported the purchase of small kits for children for the Maker Space, due to demand and increased activity in the Maker space (\$280).
- The Foundation purchased a decorative wall clock and plaque to recognize the \$36,000 gift from the Barlow-Cox trust, which is a bequest from the late Lois Barlow-Cox Query. A ceremony was held to dedicate the clock including Barlow-Cox Query's family members and friends.
- Acquired membership in national United for Libraries advocacy group.
- The eighth season of the popular Eaton-Dimock-King Author series continued with Caragh O'Brien on Sept 23; Chris Knopf on Jan. 10; Steven G. Smith on May 15; Dom Amore on July 26, and Steve Parlato, on Sept. 27.
- Working with the library staff and the Tolland High School English department, the Foundation sponsored the seventh annual Teen Poetry Slam April 5, 2018. This year the event was conducted as a "celebration of poetry" with the poets performing their work and discussing their individual reflections and motivations.
- Updated our website with the ability to make donations online, updated current content, and continued to stay up-to-date and virus-free with our website software.
- Continued efforts to increase awareness of the Foundation and the material and programming it provides to the library. The Foundation website (www.TollandPublicLibraryFoundation.org) and our Facebook page are currently used for this purpose. The board continues to participate in Celebrate Tolland and holds a Nook drawing at the event.
- The board continued publicity to raise awareness of the Foundation as a United Way designated recipient and other third-party donors (Benevity, Truist) to receive contributions. Registration with these organizations results in increased donations earmarked for the Foundation from local employers designated by their employees.
- The Foundation board has committed to continue to work closely with Wooster Corthell Wealth Management, Inc., the investment advisor for the Eaton-Dimock-King and Barlow-Cox-Query endowments.
- The Foundation board, along with the Library Director and staff, continued to focus on a long-term vision of focused grants to substantially improve the library. The initiative seeks to promote the changing role of a public library in a contemporary community.
- As of Sept. 28, 2018, the year-to-date grant amount disbursed from the Foundation's endowments and operating funds is \$22,390.72.

Goals for 2018-2019:

- Continue to provide focused grants to the library based on endowment income and donations aligned with the library director's priorities.
- Continue to improve public and business awareness of the Foundation. Activities will include educating library users and non-users of the benefits of Foundation donations to the library; participation in collaborative activities with other organizations; and continued publication of articles in local media.

The Foundation's budget was provided, and was approved at their last meeting.

Ms. Byam advised that this Saturday at 10:30 a.m. there will be a ribbon cutting for the grand opening of the David E. Golden Discovery Center.

8.2 Appointments to vacancies on various municipal boards/commissions.

Tammy Nuccio motioned to appoint the following:

8.2.a. Appointment to Permanent Celebration Committee

Kate Field, 235 Grant Hill Road, term 11/09/16 – 11/06/19

8.2.b. Re-Appointments to Tolland Public Library Foundation

Daniela Titterton, 223 Anthony Road, term 10/31/18 – 10/31/20

Jan Rubino, 296 Weigold Road, term 10/31/18 – 10/31/20

Kate Farrish, 423 Old Post Road, term 10/31/18 – 10/31/20

Michael Byam, 70 Woodfields Drive, term 10/31/18 – 10/31/20

8.2.c. Re-Appointment to Veterans Recognition Commission

Richard Tapp, 44 Woodside Drive, term 10/31/18 – 10/31/21

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 said the Connecticut Foundations Solutions Indemnity Corporation will be releasing their guidelines and operational procedures on October 15th. They will be on the Foundations website, and notices will be sent outlining how they may be accessed. Also, this Saturday @ 10:00 a.m. at Ellington High School, the Crumbling Foundation Coalition is having a meeting. Captive's Superintendent will discuss the underwriting guidelines, process, eligibility and respond to homeowner questions. By statute, there will be a 30 day comment period. They will accept comments on the guidelines as published, and then the Board will consider whether there will be any revisions to the guidelines. They are hopeful the Program will be operational and accepting applications about the middle of November. There is still a big hole in terms of the dollars needed, but that will require continued advocacy, especially at the Federal, private and State levels. He is hopeful that some people may be able to get some financial relief.

11. **ADOPTION OF MINUTES**

11.1 September 25, 2018 Regular Meeting Minutes: Tammy Nuccio moved to adopt the minutes; Seconded by Brenda Falusi. All in favor. None opposed. Paul Reynolds and Christine Vincent abstained.

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

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

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** Ms. Falusi thanked Mr. Werbner for his work on getting the information out for voting. Mr. Werbner said more information will be coming. She did mention that the back of the ballot should have referenced that the Charter revisions are for "the Town of Tolland" Charter. She wants to make sure that the people voting know the Charter revisions are for the Town of Tolland. Mr. Werbner said there will be an article in the JI outlining everything.

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

16. **EXECUTIVE SESSION**

Tammy Nuccio motioned to go into Executive Session at 7:21 p.m., ending the Regular Meeting of the Town Council. Invited to attend were the Town Manager and Heidi Samokar. Seconded by Brenda Falusi. All in favor. None opposed. The Executive Session ended at 8:00 p.m.

16.1 Discuss potential land acquisition.

17. **ADJOURNMENT:** Paul Reynolds moved to adjourn the meeting; Seconded by Christine Vincent at 8:00 p.m. All were in favor.

William N. Eccles
Town Council Chair

Michelle A. Finnegan
Town Council Clerk