

Amended April 1, 2016
AGENDA
COVENTRY TOWN COUNCIL MEETING
April 4, 2016
Town Hall Annex
7:30 PM

1. Call To Order, Roll Call
2. Pledge Of Allegiance
3. Audience Of Citizens:
(30 minutes - 5 minutes maximum per citizen)
4. Acceptance Of Minutes:
 - 4.A. Special Budget Meeting: March 14, 2016 (E)
Documents:

[MARCH 14 2016.PDF](#)
 - 4.B. March 21, 2016 (E)
Documents:

[MARCH 21, 2016 WITH ATTACHMENTS.PDF](#)
 - 4.C. Special Meeting: March 23, 2016 (E)
Documents:

[SPECIAL MEETING MARCH 23, 2016.PDF](#)
 - 4.D. Special Meeting: March 28, 2016 (To Be Distributed)
5. Consent Agenda:
All items listed with an asterisk (*) will be acted on by one motion. There will be no separate discussion on these items unless a Council member so requests, in which case, the item will be removed from the consent agenda and considered in its normal sequence on the agenda.
6. Reports:
 - 6.A. Council Chairwoman: Julie Blanchard
 - 6.B. Council Members:
 - 6.C. Steering Committee - Thomas Pope
 - 6.C.1. Appointments (E)
 - 6.C.1.a. Inland Wetlands Agency: Norman (E)
Documents:

[STATEMENT OF INTEREST NORMAN.PDF](#)
[ENDORSEMENT NORMAN.PDF](#)

6.C.1.b. Inland Wetlands Agency: Barrette (E)

Documents:

[STATEMENT OF INTEREST BARRETTE.PDF](#)

6.C.1.c. CHS Walls Cde Compliance Building Committee: Carter (E)

Documents:

[STATEMENT OF INTEREST CARTER.PDF](#)

6.C.1.d. Ad-Hoc Lake Advisory & Monitoring Committee: Gallo (E)

Documents:

[STATEMENT OF INTEREST GALLO.PDF](#)

6.C.2. * Minutes, 3/28/2016 (E)

Documents:

[MINUTES 3-28-16.PDF](#)

6.D. * Finance Committee - Matthew O'Brien:

6.E. COVRRRA - John A. Elsesser:

6.F. Town Manager - John A. Elsesser:

6.F.1. Projects Update (E):

Documents:

[4-4-16 PROJECT MEMO.PDF](#)

6.F.2. Hydrilla Treatment: Notification To Lake Area Residents (E)

Documents:

[NOTIFICATION OF HYDRILLA TREATMENT SPRING 2016.PDF](#)
[HYDRILLA TREATMENT NOTIFICATION LIST.PDF](#)

6.F.3. Update From Rep. Tim Ackert: Crumbling Concrete Foundations (E)

Documents:

[ACKERT UPDATE CRUMBLING FOUNDATIONS.PDF](#)
[2016CONCRETEBROCHURE.PDF](#)

6.F.4. Police Department: Public Hearing 4/5/2016: Accreditation (E)

Documents:

[PUBLIC NOTICE POLICE ACCREDITATION.PDF](#)

6.F.5. CT DEEP: Notification Of Grant Award, CT Recreational Trails Program FY 15/16 (E)

Documents:

[REC TRAILS GRANT AWARD NOTIFICATION.PDF](#)

6.F.6. * Main Street Amenities (E)

Documents:

[MAIN ST AMENITIES.PDF](#)

6.F.7. * WPCA: Intent To Enter Into Intermunicipal Agreement, Rt. 44 Sewer (E)

Documents:

[WPCA RT 44 SEWER INTERMUNICIPAL AGREEMENT.PDF](#)

6.F.8. * Community Gardens 2016 Season

[HTTP://WWW.COVENTRYREC.COM/INFO/ACTIVITIES/PROGRAM_DETAILS.ASPX?
PROGRAMID=29434](http://www.coventryrec.com/info/activities/program_details.aspx?PROGRAMID=29434)

7. Unfinished Business:

7.A. 15/16-68: Consideration And Possible Action: CNG Proposal To Extend Natural Gas To Coventry (E)

Documents:

[CNG NATURAL GAS PROPOSAL TOWN ANALYSIS FOR COUNCIL.PDF](#)

7.B. 15/16-69: FY 2016-2017 Budget: Deliberation And Possible Action (E)

Documents:

[BUDGET MOTIONS 2016-17.PDF](#)

8. New Business:

8.A. 15/16-91: Authorization To Execute Waiver Of Compensation With CT DOT For Various Main Street Takings (E)

Documents:

[CT DOT WAIVER OF COMPENSATION.PDF](#)

9. Miscellaneous/Correspondence:

9.A. * Board Of Education (E)

1. 3/10/2016 Minutes
2. 3/31/2016 Agenda
3. Responses to Council budget questions 3/16/16-3/29/16

Documents:

[03-31-16 BOE MEETING AGENDA.PDF](#)
[03-31-16 BOE MEETING AGENDA.PDF](#)
[JULIE BLANCHARD MEMO TO BOE 3 16 16.PDF](#)
[03-16-16 TC REQUEST FOR INFORMATION - BOE ANSWERS-
ATTACHMENTS 03-23-16.PDF](#)
[ADDITIONAL QUESTIONS BOE BUDGET 3-24-15.PDF](#)
[BOE RESPONSES TO QUESTIONS 3-28-16.PDF](#)
[COUNCIL RESPONSE TO BOE BUDGET ANSWERS 3-29-16.PDF](#)
[BOE RESPONSE TO QUESTIONS 3-31-16.PDF](#)

9.B. * Citizen Emails Regarding FY 2016/17 Budget, Natural Gas Proposal And Open Space

(E)

Documents:

[EMAIL CORRESPONDENCE.PDF](#)

10. Executive Session:

1. Litigation
2. Real Estate

Documents:

[EXECUTIVE SESSION MOTION B LITIGATION.PDF](#)
[EXEC SESSION D REAL ESTATE.PDF](#)

11. Adjournment

(E) *Denotes Enclosure*

Open Participation in Public Meetings: The Town of Coventry will provide reasonable accommodations to assist those with special needs to attend & participate in public meetings. Contact the Town Manager's Office at 742-6324 or e-mail Lstone@Coventryct.org at least 48 hours in advance to discuss special needs.

Minutes
Town Council Special Budget Meeting
March 14, 2016
Town Hall Annex

3. The meeting was called to order at 7:00 PM.
Present: Julie Blanchard, Matthew O'Brien, Thomas Pope, Lisa Thomas, Richard Williams, Hannah Pietrantonio, Andy Brodersen
Also present: John Elsesser, Town Manager; Beth Bauer, Finance Director; David Petrone, Superintendent of Schools; Robert Carroll, School Business Director; Board of Education Members Michael Sobol, Eugene Marchand, Jennifer Beausoleil, Mary Kortmann, William Oros, Frank Infante.

3. New Business:

Motion #15/16-319: Matthew O'Brien made a motion to move up item 3A as the next order of business. The motion was seconded by Andy Brodersen and carried on unanimous vote.

15/16-76: Consideration/Adoption: Sunshine Proclamation: Thomas Pope said he requested time on the agenda because this week is the nationally-designated week to recognize the need for transparency in government. He would hope that the Town of Coventry and Board of Education would expand their efforts to bring greater transparency to all we do.

Sunshine Week was launched by the American Society of News Editors in March 2005. This non-partisan, non-profit initiative is celebrated in mid-March each year to coincide with James Madison's birthday on March 16. Though created by journalists, Sunshine Week is about the public's right to know what its' government is doing, and why. The week provides us an opportunity to shine a spotlight on our goal to increase transparency in government.

Sunshine Week seeks to enlighten and empower people to play an active role in their government at all levels, and to give them access to information that makes their lives better and their communities stronger. This year Sunshine Week runs from March 13 to March 19th.

Motion #15/16-320: Thomas Pope moved that the Coventry Town Council adopt the following proclamation:

Sunshine Week Open Government Proclamation

Section 1:

WHEREAS, James Madison, the father of our federal Constitution, wrote that "consent of the governed" requires that the people be able to "arm themselves with the power which knowledge gives," and

WHEREAS, every citizen in our participatory democracy has an inherent right to access to government meetings and public records; and

WHEREAS, an open and accessible government is vital to establishing and maintaining the people's trust and confidence in their government and in the government's ability to effectively serve its citizens; and

WHEREAS, the protection of every person's right of access to public records and government

meetings is a high priority of the Coventry Town Council, and WHEREAS, the Coventry Town Council is committed to openness and transparency in all aspects of its operations and seeks to set a high standard in this regard; and

NOW, THEREFORE, the Coventry Town Council commits during this Sunshine Week, commemorating the anniversary of James Madison's birth, and throughout the year to work diligently to enhance the public's access to government records and information, to increase information provided electronically and online, and to ensure that all meetings of deliberative bodies under its jurisdiction, and their committees, are fully noticed and open to the public.

Section 2:

TOWARD THAT END, the Coventry Town Council hereby directs that: The Town Manager to facilitate the activation of on line access to town records for financial transactions through the use of the Opengov software program on April 15th 2016.

Matthew O'Brien seconded the motion. Lisa Thomas said she knows OpenGov is something that was presented to the previous Council and was under discussion in Finance. Is it ready to roll out on April 15th? Beth Bauer replied we are ready to go at any point in time. It is a platform that can be modified so we have been looking for feedback and commentary so we can design it to accomplish what you want it to accomplish, which is to provide information about financial transactions in a way that is easy to understand. We are working to define the best interface but we can certainly get it out there for public access. Richard Williams asked how soon we expect the Board of Education to be on it. John Elsesser said at this point not expecting the Board of Education to be on it. This is based on our financial software platform. The Board of Education software is owned by a different vendor that has their own product. We can't say with any certainty that it can be linked. We use Admins software and they use Munis. Maybe a bridge can be built but it would have to be developed. Richard asked Robert Carroll how long he thinks it would take. Robert replied we haven't investigated it. He understands it was a grant the Town got. Thomas noted his proclamation didn't address the Board of Education – that was just a side comment. **Motion #15/16-320 carried on unanimous vote.**

2. Unfinished Business:

A. 15/16-69: FY 2016-2017 Budget: Board of Education.

Julie Blanchard welcomed members of the Board of Education and School Administration. Introductions were made. She outlined responsibilities of the Board of Education and Town Council in developing the budget and thanked the Board of Education for the information they have provided, which was included with the Council agenda packet. She summarized responses to the questions as follows.

Questions 1-3: relevant forms were provided.

Question 4 – We had asked for a student census for the last 3 years. We got the information but it is confusing regarding the pre-k numbers. Also the bond rating report gives us a student census number. We want to ask about the information you gave us that includes pre-k. On the form it says 28 pre-k students but are those in the Board of Education's student's count? David Petrone said that is correct. Prior to this year we got pre-k students and they were Special Ed students and we have a legal obligation to educate them. That is the reason we have a partnership with CECC so they could be with their peers. Until we began the Smart Start grant any student was identified who was aged 3-4 years old.

Thomas Pope said he is wondering why the number the Board provided for the bond issue – the historical record and projected number is different. When we represented to borrow money for the bond it wasn't the same. John Elsesser said the official enrollment date is October 1 and we asked for the number in June. Matthew O'Brien said we asked for June and October but that is not the point.

Matthew O'Brien said he had heard that pre-k is self-sustaining. David Petrone replied we got a grant for \$75,000 per classroom for operational expenses and hired teachers and para-educators. Salary increases will be covered by tuition. Matthew asked what the grant pays for, and what the Town is responsible for other than Special Ed for pre-k. Robert Carroll said we have tuition income that parents pay. We used it to buy a Smart Board recently. David mentioned the purchase of cabinets. Matthew asked if the Board is budgeting money for pre-k. David replied no. Matthew said so it is not really in per-pupil expenditures. He had thought they had said they are included in per-pupil expenditures. David replied the Special Education students we have an obligation to are included in the Special Education budget. The other Smart Start students are not. Matthew asked if they know the percentage. David replied not right off hand – he would have to have the grant in front of him, but he can get the information. He will get a breakdown and email the Council.

Richard Williams asked exactly how many preschool children do you have by classroom. David Petrone said by district 12.3% of students are Special Ed. Andy Brodersen asked how many are preschool. David replied 28. Richard asked of the 28 what would be the expenditure the Town is responsible for. David said he could get the information. Richard asked what the total enrollment is for preschool. David replied we have 30 students in two Smart Start classes. He is not sure how many CECC has - maybe 100. Matthew asked if they reimburse the Board of Education. David replied they pay rent.

Matthew O'Brien asked if special needs still includes gifted and talented. David replied that we are required by law to have an IEP for gifted and talented students but we are not obligated to have a program for them.

Thomas Pope said he is looking at the racial profile for different grades. It is pretty even except in pre-k. What causes the imbalance? It is two-thirds male one-third female. David replied he can't say - anecdotally more males are identified as autistic.

Matthew O'Brien asked if all the pre-k students are Coventry residents. David replied that all the Smart Start students are because the grant dictates that. The CECC program is private. We do not oversee that program but he believes it is open to other students outside Coventry.

Richard Williams asked if Special Ed includes gifted and talented. David replied no – they are not identified in Special Education. Lisa Thomas said she is a specialist in gifted and talented. Those regulations come under Special Education. She doesn't do the reporting but those definitions do fall under Special Education. Richard asked if there are programs for gifted and talented. David replied we do have programs, called Challenge Enrichment. We just expanded them to cover the k-5 level. Richard asked what the total expenditure is for that. David replied he could get back to them with the information.

Andy Brodersen asked how long the preschool program has been in effect. David replied we have been associated with CECC for approximately 30 years. Andy asked if Special Ed has always been in that group. David replied the whole reason we are involved in pre-k at all is that we are legally obligated to provide services to Special Ed students. It is why we partnered with CECC. Then we got the Smart Start grant opportunity. Andy asked whether the State provides reimbursement. David replied we get some reimbursement.

Thomas Pope said he sees two different numbers for enrollment projections next year. The numbers provided on October 1st are not the same. One chart shows 1502 and the other chart shows 1573. Robert Carroll replied one of the reports was not created by our office. Thomas asked John Elsesser where he got the report that says Superintendent's Office. Beth Bauer replied we worked with the Board of Education to get those numbers. Thomas asked what number we are going to work with. Robert replied the good numbers are in the landscape report, which is data that has a unique identifier for each student. It allows better tracking with transient populations. We get a lot of kids that come in and go out. Depending on how and when the question is asked we can generate a report. John said he is wondering if the difference could be outplacements. Robert replied that the number shown is students that are in our schools.

Matthew O'Brien said we have a lot of children being put into group homes. Do they appear in our census? David replies it includes any student we are responsible for. Usually with group homes in town, there are students that attend our schools. Either they have no nexus and we are responsible for them, or they have a town that is responsible and they pay. If they are in our schools they should be on the list. Richard asked which list. David said the racial survey is the correct list - that is audited. Robert asked Beth if her sheet has some sort of projection tool. Beth said no. If the numbers are different perhaps there could be an error. She and Robert can go back and reconcile the numbers to come up with an answer.

Thomas asked if there were any alterations to the budget between the time the notebooks were delivered and it was posted online. David replied no – the only changes that were made included two retirements and one resignation. The Board went through and made many minor adjustments but major items are included. Jen Beausoleil said the online document and the notebook are same. Thomas replied there are places where the documents are different. Line item 100406111100 and on the same page item 100405112121. On the printed version we received, that page doesn't exist but on the other version there is a page that gives projected costs for out-of-district placements. He wants to know if that is the actual number or projected. Robert said we added 3% to project. Lisa Thomas said the rest of us don't have this information. Robert said you are looking at the budget vs. actual. If you look at the management report you should see a surplus under tuition.

Thomas Pope asked about item 1000.40.739.1115 in Central Office - Other Equipment/Computer Education and how many iPads are in that budget on that line. David Petrone replied zero. Thomas asked why on his copy it says iPads, carts. David replied they are iPad charging carts. The comma is an error. Thomas asked how does the content change if you are copying things. David replied we have the same copy. Thomas replied that the online copy doesn't show that. He noted line 1000.40.611.2130 for instructional supplies health services at \$1003. He found that expense online but it is not in his printed version. Robert Carroll replied he doesn't know. Julie Blanchard said we got one notebook with a printed copy of the budget from Board of Education. Lisa Thomas asked where did that notebook go, and how do the rest of us access that information. It should be same as what is online. John Elsesser said we emailed out to the whole Council saying we had one hard copy and it's coming online. Then we notified the whole Council that the online version was available. Like the Town budget there are probably some corrective pages. David asked Robert to discuss the process of posting the budget online. Robert said his document has various different colors. The Superintendent's version is created in early January. Any revisions that are made get a new color when they are inserted. Thomas said he can understand how pages get twisted but he doesn't understand how the word iPads is missing. Robert said the next page is that page in our version. Thomas said he doesn't understand why the pages are not the same. He doesn't think anybody did anything with malicious intent but you should know the pages are not the same. David said we did make some changes but he doesn't think there was any malicious intent. Thomas said the reason we

found it was because we were looking at the subject of iPads and there was some confusion. We were looking at how the program worked and the numbers didn't make sense. We know you have a 4-year initiative for iPads. He asked for an explanation of how they are being rolled out. David said we began with grade 10 because there was a map resource that we could use. We continued with grade 10 in the second year and then grades 9 and 10 last year. Thomas asked if grades 9 and 10 were in last year's budget. David said we used money from last year's savings to purchase some of them. Matthew O'Brien asked if iPads for 10th grade were in the budget. David said yes. We left some of that money in there and ended up using \$131,000. Thomas asked if this is the 4th year of the initiative. David replied that is correct. Matthew said they have already bought 4 years in 3 years. David said we are buying new iPads for 9th grade. Robert said this year would be the 4th year. The current budget does not have an allocation for iPads. We bought the 9th and 10th grade ones last year. Matthew asked who has the iPads now - grades 9-12? Robert replied yes. Jen Beausoleil noted we have to keep buying them. Lisa Thomas noted the ones the current seniors use have been in use for 3 years. Thomas said those would be year 4 replacements in the budget. David said if we didn't buy the 9th grade ones last year we would be buying them this year. Mary Kortmann said we would always have to double up because we started in 10th grade. We are trying to get to the point where they would get new ones in 9th grade. In between because of the way we purchased them we have to decide which ones could go to the lower grades and which ones could go back to Apple. Thomas said there are 1300 iPads plus they are buying 190. David said staff has iPads as well.

Richard Williams asked for an explanation of the iPad program - how did we end up with 1300 iPads and why do we need them. Mary Kortmann replied we are doing a one-to-one initiative at the high school because that is where it made the most sense to start. We are looking at whether we should have them all the way to kindergarten. We have tech carts where resources are shared. The Middle School is very close to one-to-one. The science and social studies teachers all have lessons around the iPad all the way through all the grades. Lisa Thomas said a lot of schools are moving to Google classroom. It runs on the iPad. Richard asked if every student in Coventry has access to an iPad. David Petrone replied yes. Only the high school students take them home. Richard asked how many other districts have similar programs. David mentioned some he is aware of including North Branford, Glastonbury, Newington, Windsor and Willington. Richard asked if most of our curriculum is around iPads. David replied no – the technology isn't imbedded. It is not a standalone item; it is a resource. Richard asked if the iPads we have throughout the system are integrated throughout the curriculum. David replied yes. The CT Core Standards are what we use for curriculum. Richard asked if it specifies iPads. David said no – it doesn't specify a device. Thomas asked if the replacement is due to the operating system or whether they just get old. David replied that eventually you can't upgrade the operating system. They recommend using a 4-year life and if we do that we can get a reasonable expectation of buy-back from Apple. We are trying to put a thoughtful replacement plan in place. Thomas asked if they have made a concrete decision on what they are doing with the ones they are replacing. David replied we have considered a lot of different ideas - selling them to the students, pushing them down to lower grades, etc. We found out Apple isn't too pleased with a large volume of sales as we can be considered a dealer. Now we are pursuing selling them back to Apple with a future purchase credit. Thomas said he would hope they would consider offering them to other departments within town. The Library might be able to use them if the Town owns the facility. David thanked him for the idea. Andy Brodersen asked why a student graduating from high school would want to buy an iPad that isn't good anymore. David said we didn't say it is not any good – it just gets to a point where it can't be upgraded. Andy asked if the iPads that are taken home can be used for other purposes. David replied no. Andy asked how that is monitored. David replied we have management software that monitors what the students are using them for. No Facebook, Snapchat, etc. is allowed. Thomas asked if an iPad can do as much as a Nook. David said that iPads are user friendly. Thomas asked why they are also buying Nooks. Mary Kortmann said they are used in the Library Media Center.

Andy Brodersen asked if any schoolbooks are published electronically and able to be put on the iPads. David Petrone replied yes. Andy asked why then are textbooks costs continuing to rise. David replied just because they are electronic doesn't mean they are free. Companies have figured out a way to make money. Some books have upfront costs with annual fees, etc. We thought the price would come down but we do like the fact that the books don't get beat up.

Matthew O'Brien said he was at the budget presentation the other day and was impressed with the Board's ability to get grants – are there any for iPads? David Petrone replied we just got a \$35,000 state grant and will use it specifically for iPads. That will be for 8th grade students next year. They were purchased in this year's budget for next year.

Richard Williams asked how much time the kids are using iPads at school and home. David Petrone replied it depends on the class. It has increased every year. Initially there was a learning curve and training for staff. Also IT people in the classrooms. Whenever you introduce new technology, the second it doesn't work they abandon it. We had to make sure teachers understood how to integrate it into lessons so it would be seamless; we had to make sure the Wi-Fi works, etc. Each year it gets better. If the Council ever wants to do a walk-through to see the technology in action we would welcome you. Richard asked how much time children in the high school are actually spending on the iPads. David replied we don't have an actual number. There are 6.4 hours in the school day. We could try to get a number. We ask the teachers to actively use it. We monitor with instructor walk-throughs, student discussion groups, etc. Richard noted they have the ability to monitor their usage - wouldn't you want to know how much time is being spent? David said we monitor in the ways that were mentioned. There is not a set amount of time that validates them. It depends on the nature of the lesson and how it is incorporated. Richard said it seems like they would have a better idea of how much time is spent on such a big project. David said he can check but he doesn't know if it would be accurate because the iPads are on all the time. We try to monitor whether students are using them in the classroom and are using them appropriately.

Matthew O'Brien asked what the cost for the iPad is per child. David Petrone replied \$650, which includes 3-year Apple Care, a case, etc. The family kicks in \$25 for insurance. Matthew said he was looking at budgets for each year and they only had \$22,000 for iPads. Mary Kortmann said last year it was cut after the Town Council cut the budget. The way we handled that cut was to take it from salary savings. Matthew asked how much did the 9th and 10th grade iPads cost. Robert Carroll said \$130,000.

Andy Brodersen asked if the school also has laptops. David Petrone replied yes there are some in the district. Andy asked if there are also hard computers. David said yes – we still have some labs at the middle school and high school. We took some of our old laptops and converted them to Chromebooks. We still have some computers on wheels. Andy asked if the high school students still go to computer labs. David said yes – there is some Tech Ed use but primarily we use the labs for testing.

Thomas Pope asked about the iPads that are in the lower grades - did they get all those in the last 3 years? David Petrone said we may have gotten a few down there - mostly for Special Ed. He doesn't have a specific number but he knows we purchased some prior to this initiative. Matthew O'Brien asked if he knows how old those are. David said we could send a breakdown. Thomas said if they didn't buy all 1300 in the past three years then they must have some old ones. David said there are eight iPad 2s. We are buying iPad Airs. Jennifer Beausoleil said with some of the older models they will probably no longer push the security patches. Matthew asked if there is going to be a need to buy 800 iPads in one year. David said we are trying to find the best way to avoid that huge hit. It is a concern. It wouldn't be advantageous to present a budget that includes that number. Matthew asked if

Apple projects when they are going to stop supporting something. David said he doesn't think so. Matthew asked how we can plan – it is a challenge. David replied it appears they go every 3-4 years. In his experience the battery starts to diminish, etc. Some districts have purchased Chromebooks at the low end and a year later they are worthless. Mary Kortmann said we are working with Apple to determine what they will pay to give them back at various ages. After year 5 if Apple won't take them then we have to figure out if they can be sold anywhere else, or whether it is best to hold them until they are at zero. Matthew asked if that is because they bought the 9th grade ones ahead. Mary said no, the 4-year ones are still the age they are. Matthew asked if they were purchased in different line items every time. Mary said she thinks the first set was done through the Capital budget. Matthew asked for 5-year look-back on iPads and a projected budget.

Lisa Thomas asked if school districts are required to have a 3-year technology plan. David Petrone said we were told it was no longer required at the last minute. We did develop one. Lisa asked if it is current. David said yes. Lisa asked if we could see it. David said yes. Lisa said she is not sure whether other Council member's concerns are more regarding use or expense, but it might be helpful for them to see how the devices are used for testing - and how things are run on one system but not both.

Andy Brodersen asked if Apple has a program for education using iPads where you sign up for a certain amount of time and they automatically take them back. David Petrone said we looked at it – it is a lease program and didn't really save money. It was a 3-year timeline. Mary Kortmann said the other thing was once it ramped up to your full population you were fully committed and there wasn't a way to deal with a bad budget year. It didn't leave us any negotiating room.

Matthew O'Brien said regarding the capital plan he would like to know specifics about the classroom computer upgrade at \$1 million over 4 years. Is there something he could look at that shows what you are going to purchase or is it just a placeholder? Robert Carroll replied the narrative is there but only for the first year. Matthew said he was looking for more detail. John Elsesser reduced it in the Manager's budget. Are there grants that will be helping with this initiative? John said we are hoping we will get an ICE grant. It had been a 30% grant in the past but the State increased it to 50% so it is more competitive. We are trying to get an answer but don't know yet. We have applied twice and have been funded twice. We hope we will get lucky.

Julie Blanchard said she would like to talk about special education expenditures for gifted and talented. How many are projected to age out this year? In the budget they have given how many are in it? David Petrone replied it falls under special services but the costs associated with it are salaries. We are not legally required to provide programs for them. Jennifer Beausoleil said Special Ed expenditures in the budget proposal are only for students currently in the district and projected to be in the district next year. There are no placeholders. Those that are seniors are not included. Julie asked if 3 and 4 year olds are included. David replied the challenge with 3 and 4 year olds are the parents are not required to notify us. We can find out in April. Different situations can come up that turn the budget around. Julie said we asked for some of these answers – we got a chart but thought there was a better report in the past. A strategic school profile used to be available. Robert Carroll said we do have concerns about sharing certain data and were advised legally that if you have one child at a certain school that child can be identified. Julie said the Council typically meets with the Board of Education but so far we have not been able to have this kind of conversation. Some of us are new and need to get up to speed and some of us need a refresher. David said Special Ed in general is very complicated. It is a very challenging situation for every school system to manage and it is one of the largest line items. We are talking about developing a program at the middle school and put more resources into the reading program at the k-5 level. If we don't address areas of challenges the gap continues to widen. It can be as little as \$25,000 to service a Special Ed student in district or as high

as \$200,000 to educate the student outside of district. It is a difficult department to budget for. At any moment a family could move into town with a child with high needs. It is an unanticipated expense there is no way to budget for. We will answer any question you have without identifying specific kids. Jennifer said historically every quarter there has been a joint Fiscal/Finance Committee meeting. There hasn't been a request for one except for the audit. John said we tried to schedule another one – we were invited to a Fiscal meeting but the feeling was there wouldn't be enough time.

Matthew O'Brien asked what "projected" means on the spreadsheet. Mary Kortmann said projected is what is happening this year. It is updated monthly. The bottom line tells us how we are doing compared to the budget. Matthew said this came to us in response to one of our questions and we were told 9 children came into the district. David Petrone said he thinks the majority of the students were in foster care or some were in group homes. It does get expensive. Some of these students are in pretty intensive programs that are costly. Thomas Pope asked if all the State placements in town are Special Ed. Dave not all but a fair number. It is a challenge. It taxes police and ambulance resources as well. Matthew said the information he would like to see is similar to the profile we used to get that includes the number and types of students with particular conditions. David replied we have that information but can't provide it. He doesn't ever remember the Board providing that type of data. Matthew said it used to be in a strategic profile. David thinks the laws have changed and privacy concerns have come into play. Matthew asked how it would identify a particular student. David replied because we are in a small town. Matthew asked if it could be done in executive session. David said he will check but he is 99.9% positive we can't provide it. The majority of towns are getting away from providing identifiable information. Matthew asked what would you be able to give me - he is looking for something he can quantify. Lisa Thomas asked why he would need to know a specific disability. Matthew said he is not asking for that. He shared an example of a report he used to get. David said he would get an answer to that question. Mary said there is a report that we see that could be done without schools.

Matthew O'Brien said regarding the projected number of students there was a surplus. Does that mean the students didn't show up? Mary Kortmann said there were p.o.s that hadn't been cut yet. Tuition items, etc. didn't get processed. Matthew asked aren't they encumbered? Mary said unless it changes - this is done in January/February. It could change in June. An end-of-year IEP may result in a student staying in an in-district program. Sometimes we are able to pull them in. Sometimes they come in and like it, sometimes they don't and go back to outplacement. Jennifer Beausoleil said sometimes an IEP in the fall determines additional services are needed too, so the cost is higher. David Petrone said if you look at the last four years of ED101's, costs have been relatively flat. We have been bringing more and more children back into the district. He invited the Council to come and take a look at the Academy. Mary said there are 7-12 students in the Academy and outplacement costs would be \$100,000 per student.

Andy Brodersen said regarding question #11 about new teachers you are going to add, is the population changing percentage-wise between Special Ed and Regular Ed? David Petrone said historically Coventry as a district has been slightly below the State average. We are about even with the State average now. Andy said so we have more Special Ed and less Regular students. Based on that you are trying to add additional staff for Special Ed. David said primarily. Andy said that makes sense, but you are also adding for Regular Ed, which is decreasing. David replied we have an obligation and if we are wise in how we use our resources, our needs continue to increase even though the population goes down. The additions are to address needs early on in math and social work. We added to address these needs because they only will get bigger. Some of the things we do to prevent Special Education costs are early intervention. The Reading program involves 200 kids - factor the costs if the need goes unmet. Kids should not enter middle school needing reading support. Matthew asked if that is why the majority of Special Ed costs are k-3. David replied yes. A large

number of autistic children are being identified. It is costly but these kids need to be educated. He believes Coventry kids need to be educated in Coventry. Andy said he still doesn't understand. You have a total population that is decreasing. Your Special Ed is increasing. So therefore the percentage for Regular Ed is less and you are adding additional teachers. Why? David replied we are not adding classroom teachers, we are adding resource staff. We discussed how resources shifted over the years. The challenge when enrollment is going down is it doesn't go down all in one grade level. We have to look at what the needs of the kids are and have programs in place for them. We have less classroom teachers at Robertson than we did 5 years ago. Matthew asked if we could we get a list of teachers per grade and paraprofessionals. Jennifer Beausoleil said that information is on the website. Matthew said he has looked at the website thoroughly and can't find that information. Mary Kortmann said it is under District Information.

Thomas Pope said to Mary Kortmann that he recalls last year Special Ed excess cost was budgeted for State reimbursement at 75%. Mary said yes. Thomas asked what the thinking was when it was reduced to 73%. Michael Sobol replied that the State reduced their pool by \$5 million. To be in line we should have reduced ours to 70%. Matthew O'Brien asked what we have gotten historically. Mary said it has been 77-78%, which is why we didn't go all the way down. You have seen the memo telling us not to expect the same level but they don't tell us what to expect and we won't know until they cut the check. Matthew said so they are asking the district to cover it but you still might get it. Michael Sobol said the reduction is the responsible thing to do. Thomas asked David Petrone whether he agreed with the number. David replied he didn't have it when he prepared his budget. Matthew asked if there were other changes between the Superintendent's budget and the Board of Education's. David Petrone said yes and provided some details.

Andy Brodersen asked if teachers have to notify you when they are retiring. David Petrone replied they are not obligated to - some wait until last minute. Andy asked if they had some retirements. David replied yes - two. Andy asked if they budgeted for less experienced staff to replace them. David said yes. The vast majority of staff are younger because older staff left. Matthew O'Brien said the information we got didn't tell us who left employment and how you budgeted to replace them. We only got a chart. When he was on the Board of Education we used to get list of who left, who replaced them and the savings or excess cost. Is that information available? Robert Carroll said he would have to develop a report. He will do that if directed.

Thomas Pope mentioned a job posting he saw in the *Hartford Courant*. It refers to a director. What salary is being held for that position? David Petrone replied approximately \$126,000. We looked at the market. Matthew O'Brien noted it is a hard one to fill. David replied yes. Thomas said they are using a placeholder at the very top dollar. David said yes. Thomas asked why. David replied it is a difficult position to fill. It is hard to find a quality candidate at a lower salary level.

Thomas Pope asked about the number of administrators in the high school/middle school building complex, and why there is no vice principal at the middle school. David Petrone replied the demand and work at each school warrants the number of administrators we have. Anyone can be critical of what we do but our administrators are at the lower end of the pay scale. They work extremely hard and are very talented. We do what we can to keep costs down.

Thomas Pope asked if we are getting any savings from solar power at the high school. David replied we are looking into a problem at the high school right now so not there, but yes at the other sites. John Elssesser said Encon is investigating the high school issue and the Board has brought in GreenBank. The credit is not showing up on the bill. We can see from the charts how much energy is being generated so we can be credited retroactively. Eversource has changed the meters. Thomas said if it is retroactive do we have any indication how much? Mary Kortmann said we flagged the issue in

November. The line item in the budget is going toward the red because we had budgeted savings. Thomas said regarding electricity, back in December out of the capital reserve account there was an expense for a refrigerator/freezer for \$20,000 and then an expense for a contractor to hook it up. Why was this not done in-house - didn't we hire an electrician? David replied we can't find a candidate. Thomas asked how much is spent on electricity services. David replied \$14,000. Thomas asked how much is budgeted for the position. David replied \$50,000. Thomas asked why hire when the cost isn't as high. David replied the position is more than just an electrician. It is a maintainer and does other functions. We are looking for second shift. We feel like we are moving in the right direction if we find a good candidate. Our facilities are getting older. "New" buildings are entering year 17.

Andy Brodersen asked if part time teachers get benefits. David replied yes if they are over 50%. Andy asked if two half time teachers would be less expensive. David said no. Andy noted that they have two half time math specialists - why not one. David replied that is the plan. That's why it was addressed that way.

Julie said she is looking for details on any new programs or projects that would affect the budget. David replied the documents are brand new to the district - they provide qualitative and quantitative data. Matthew said question #16 asks about programs that have ended - we just got a list but he was looking for financial details. Question #27 was very similar. David replied he would be happy to provide more information but it is a lot of work to do it. Mary Kortmann noted there is a page in the budget that shows increases and decreases. Matthew commented he thinks we're approaching the budget differently. David said we ask each principal to go through their budget line by line and tell us what they need. We try to be thoughtful in the process. Then they meet with their department chairs and go through it line by line and review what went up, what went down and why it is important. Matthew said that is the kind of information I am looking for. David replied it is such a lot of detail he wouldn't begin to know how to write it down for him.

Thomas Pope asked if the Board does site budgets. Jennifer Beausoleil said we get a live presentation from the site leaders so we can ask questions. David Petrone said his responsibility is to develop a budget that is supportive of what kids need but is a responsible budget. It would be a lot higher if I could have my dream. He tries to factor all things in. His job is to be the bearer of bad news in areas where cuts are made and we have a collaborative environment. He applauded the Board for getting away from cherry-picking programs. They have that job but trust us to develop appropriate programs. Thomas said in past years we used to see the Superintendent's proposed and Board's budget side by side. Jennifer Beausoleil outlined the current process. Matthew O'Brien said the Superintendent's presentation is not on the website. Mary Kortmann said it was before, because that is what we forwarded to others. Matthew said he cannot find it for this year. He asked if they can make a list of changes between the two. David replied yes.

Thomas Pope said the previous accreditation process showed an attendance rate by students of 96% and teachers at 92%. Has the teacher's rate risen at all? David Petrone replied he doesn't have the information in front of him. Thomas said he was looking at temporary salaries. Recently they suspended a teacher for 3 days. Was that with pay? Is it policy to suspend with pay? David replied that suspension is generally without pay. Administrative leave is generally paid while an investigation takes place. Then there is no liability back to the district for penalizing someone unfairly. Thomas said he would like information about the current rate of attendance for teachers. David said he will get the information. Thomas said he hates the idea that teachers show up less frequently than students. David replied it is his pet peeve too but he has had the flu himself for several days. John Elsesser pointed out that a severe illness for a staff member may skew the data. David noted that sometimes maternity leave is taken without pay.

Matthew O'Brien said when the Board gives out the management report the numbers are pretty close but the budget balance available is different than it is on the expenditure report. Robert Carroll replied we make certain assumptions, i.e. textbooks will be spent. Matthew said we have the June 30 one and thought it would be fairly close. Robert said it should be fairly close. Payroll is not in yet. That was the \$80,000 difference we wanted to transfer in. Matthew replied the difference was more like \$153,000. Robert will get answers. Matthew asked when the excess cost contribution goes in how it is calculated. Mary Kortmann replied it goes in as a negative. Matthew asked if they tailor grants to replace things, or to augment. David replied to support programs currently in existence. Matthew applauded their efforts to get grant funds.

Andy Brodersen said he wants to know a little more about programs. He asked about the CMA Education program of .6 staff - is that a new program? The amount is \$7,321 for .1 FTE. David Petrone replied that is for a music teacher. Matthew O'Brien said the position is going from .9 to 1.0. Andy asked what the cost is for an alternate. David replied \$32,840. The information was copied wrong. He shared the list of new programs and costs from his PowerPoint presentation. It lists every position that is new and the FTE. Andy asked about World Language resources. David replied we are changing the program. The company we are currently using has been purchased and their program will be obsolete. Andy asked if it is available on the iPad. David replied yes. It is a blend of resources, not totally electronic. Andy asked when Connecticut began to require CPR. David replied the legislation passed in the last session. They don't actually have a dictated program in place but we are anticipating it. Andy asked if they have thought of using programs and personnel already in place at firehouse.

Thomas Pope said the Police Department is coming in soon to discuss their budget. In the Superintendent's intro during his budget presentation, it mentions a dramatic number of students in crisis and families in crisis at Robertson School. Is this a result of drug activity? David replied no, most of it is mental health-related issues. The Police Department has been a great friend to us. There were a couple incidents at Robertson over the past couple weeks. One time the police happened to be there and another time we had to call them for support. The Chief was at a Juvenile Review Board program today and talked about awareness of drug issues and what to watch for.

Andy Brodersen asked about the proposal to buy a license for Creative Cloud. If he read this right you are buying quantity of 100 to add to 200 devices. David Petrone replied it is 200 devices at \$25 per device per year. There are well over 200 computers at the high school. We chose the most cost-advantageous method.

Julie Blanchard said we had asked for details on substantial purchases or multi-year purchase plans that were in this budget but not in future ones. David Petrone mentioned the NEASC accreditation. Julie asked how many years are in the NEASC cycle. David replied 10. We will start again in 5 years to build up.

Julie Blanchard asked if maintenance and contracted services are broken down in the warehouse budget. The first line item just lists \$360,000 and she doesn't know what that includes. Robert Carroll replied electricity. The way we interpreted the question was by total. Does she want electricity costs by school? Julie said she is looking for more detail. John Elsesser said we are having an electricity bid on Wednesday. Robert said the rate may not be decided by the bid. John could reject it if the terms are not favorable.

Julie Blanchard asked about phone maintenance. We are learning about plans to implement VOIP - would that number then come out? John Elsesser replied no - there is a price for VOIP. Maintenance costs would be about the same. The difference is capital cost. Robert Carroll said if we were to do the

VOIP project we would not have enough money in the budget. We would be short \$3,000-\$4,000. Next year would be better. John noted that some of the phone systems we have now are 17 years old.

Andy Brodersen asked about additional funding pending and how it is reflected in the budget. David Petrone replied we use it to purchase items that are still needed if grants do not come through.

Matthew O'Brien asked about Question #20, which has to do with substantial changes in revenues. At this point there is nothing concrete. He knows that John Elsesser had a meeting – did it produce anything? John replied he had a meeting with Speaker Sharkey who said the MRSA money and Excess Cost would not be cut. The reality is they are going for another \$20 million in cuts this fiscal year. We are anticipating cuts to Casino and Transportation. The PILOT funds were already taken. Bond money is not formally on the table for this year - next year it might be. Matthew asked if they are changing the parameters for MRSA. John replied he was talking with the person who developed it – he said our legacy is that it would be there. It was in the Governor's budget. You are going to see cuts that were made this year will be carried forward to next year, and instead there will be this pot of MRSA money. They believe they are going to have a deficit mitigation vote later this month.

Richard Williams said when we talk about revenues, in the Special Ed programs you have, are some of the kids from out of town? David replied those students pay tuition. Andy Brodersen asked what happens if you send a student out, to say, VoAg. David replied we pay tuition. The VoAg number is in our budget. Mary Kortmann said some kids were out, but came back because our programs are stronger. Andy asked if it is to our advantage to have them come back. Jennifer Beausoleil replied yes because some of the other programs can be higher.

Andy Brodersen said the student population in general has dropped. At what point do we reach that the price drops? Jennifer Beausoleil replied when the State stops mandating services be provided. The SBAC initiative wasn't even just staff, it was also equipment. We had to have a certain number of machines that could run the test. It was a required test with no funding for equipment. Richard Williams said the population keeps going down yet cost continually rises. David Petrone replied the CAGE report from last year shows declining enrollment for every district. If you have a house with 5 kids you still have to buy electricity, etc. Situations are coming through our doors that are requiring services. The population is going down, but needs are going up. Cost to service kids these days is going up. Richard said he clearly sees what is going on in the State of CT budget process. Now we are starting to see the Governor saying that cuts will need to be made. When do we get to that point. David replied he doesn't think we have ever had a year when we were riding high on big budgets. Some years were 7-8%. He has been through years when big budget cuts were made and we have seen devastating results. Richard said he doesn't remember seeing a Dean of Students. David replied he probably hasn't seen kids reading at 50% of grade level in high school either. Kids need to leave our schools college ready. We believe in order to create that system that this is what is needed. If you feel differently, he respects that but disagrees. If you look back historically he doesn't think we have created outrageous budgets compared to surrounding towns. Richard said but if you look at the number of staff there are 292 employees. That is one employee for 5 children. David replied it doesn't work that way. That number includes custodians, cafeteria workers, etc. He hears what Richard is trying to say but he respectfully disagrees. The staff we have in place is by no means overboard. No staff members are walking around looking for things to do. The autism program has a one-to-one ratio but the alternative is outplacement at \$200,000 per student. You can't just take the number of staff and divide it by the number of kids. If you want to walk around the schools and see the programs, see the awards we are getting, there has been significant improvement from where we were 10 years ago. We were a good district. We are becoming a great district. We are trying hard to bring in money to save overall. Eugene Marchand noted that declining enrollment is nothing new but when you look at what we're spending compared to the rest of the state he thinks we're getting a bargain. William Oros

provided a handout showing how school responsibilities have evolved over years. We are not just educating students but bringing them up. We hired support staff because more and more services are being placed on the schools.

Matthew O'Brien asked what non-bargaining employees are. Robert Carroll replied positions such as the Director of Facilities, Director of Finance – that are not part of a union.

Julie Blanchard noted that health insurance is staying the same. Jennifer Beausoleil wanted to point out in all her years she has never seen that stay so low – there have been significant increases in some years. She gave kudos to John Elsesser, Beth Bauer and Robert Carroll for entering into the ECHIP program. It has saved taxpayers a lot of money.

Julie Blanchard noted that pension cost shows an increase. What is causing that? John Elsesser said it is the stock market overall. We are funding what the actuary told us to put in. We're not nearly back to where we started from, but there is an adjustment factor for all the AFSCME units – it is calculated every year. As far as he knows we are only ones who have that. As our costs go up or down the Union shares in the expense.

Matthew O'Brien asked Robert Carroll about the process for transfers. Robert replied the Board has a policy that when a line item is in the red it triggers the need for a transfer.

Thomas Pope asked about reimbursement for travel expenses for Board members to attend meetings. Jennifer Beausoleil said that is for us to attend the CABA conference. We have asked Robert to rename it Conference and Training. There is no mileage reimbursement. Hannah Pietrantonio noted that Coventry Board members were honored at the last CABA event.

Julie Blanchard said we had asked that you embed links in your online Board of Education agendas. David Petrone said they are there. If you go on the website there is a link to click – we have asked Kimberlee to change the terminology to “meetings and attachments.” Mary Kortmann noted there are some limitations - it is a website problem. David said when we switch over to the new website those issues will be addressed. Matthew O'Brien asked if this is new because he has not seen it. Jennifer Beausoleil replied no – it has been there since he asked for it. She outlined the navigation process to find the information. Matthew noted if they used the Town website it would work a lot easier. Julie said she can't attend every one of your meetings – she tries when she can. She tried to watch the video of the meeting of January 14th - it is 25 minutes long and the video ends before the meeting is over. David replied he had not heard there was a problem. We will check into it. Matthew said if the Board has any questions about the list of information we've requested to please call us. Julie thanked the Board of Education for attending the meeting.

4. Adjournment:

Motion #15/16-321: Matthew O'Brien moved to adjourn the meeting at 10:39 PM. The motion was seconded by Thomas Pope and carried on unanimous vote.

Respectfully submitted,

Laura Stone
Town Council Clerk

**Minutes
Town Council Meeting
March 21, 2016
Town Hall Annex**

1. The meeting was called to order at 7:30 PM.
Present: Julie Blanchard, Andy Brodersen, Richard Williams, Thomas Pope, Matthew O'Brien, Lisa Thomas, Hannah Pietrantonio
Also present: John Elsesser, Town Manager; Beth Bauer, Finance Director; Mark Kiefer, Public Works Director; Mark Palmer, Police Chief

2. The Pledge of Allegiance was recited.

3. **Audience of Citizens:**

- 3A. **Citizen Comments:**

Leslie Schor, 47 High St, strongly supports the proposed school budget, in particular the Challenge and Enrichment program. She understands there are families in Coventry struggling financially but sometimes a modest investment can make a big difference down the line. Not supporting it can drive away the highest performing students in the district. When she moved here she was advised Coventry's schools were of poor quality but that has not been her experience. She has been very happy. She acknowledged the work of teacher Jeff Spivey with the future problem solving team. Her son was on the team and competed internationally. He is currently a 7th grader and is taking 9th grade algebra. Families have choices where they send their children to school. There is fierce competition for students. Student populations are declining, and also in Coventry but the rate has slowed here and it could be because the word is getting out. The school is doing a very good job with limiting their budget. The CEP program is a tiny portion of the budget but it reaches the top ten percent of students. She believes we should judge a school by their dedication to every student, not just the average student. She urged the Council to give the school budget their full support and advocate for its adoption.

Donald Swinton, 658 Broad Way, also wants to speak on behalf of the Challenge and Enrichment program at Coventry schools. Has a child who is benefitting. He knows the tremendous challenges put before Boards and Councils. He knows you have to be stewards of the budget and it is a tremendously divisive topic. You also have to be stewards of the children in your charge. Coventry is blessed by being neighbor to UConn and they are looking for a pipeline of talent, particularly in engineering, science and math courses. The town has a tremendous opportunity to attract those who have an interest in quality education. Towns without a quality school system will have people depart. The question is what does Coventry want to be. He is the director of development for the School of Engineering at UConn. All the departments are looking for pipelines of talent. They are offering scholarships and programs to entice students to study engineering, science and math. As CT tries to build a high tech base, having children to work in those industries is vital. A strong and empowered job force is important to future citizenry.

Evan Dailey, 355 Pucker St., is a 6th grader and part of the Challenge and Enrichment program. He is certain if he hadn't been a part of CEP he wouldn't have had opportunities to challenge himself and learn new things. CEP opened the door to 3D printing, opportunities for public speaking, and the ability to develop prosthetic hands. CEP has allowed him to take risks and think more seriously about his education in the future. He loves his time with Mr. Spivey and his classmates. Not only is Mr. Spivey funny, he makes him feel important. The CEP is the only part of the day where he is really challenged. It is expected that he puts in a lot of effort and always does his best work. It is the hardest part of his day and he always looks forward to it. All the members of CEP work hard, stay out of

trouble and make our teachers and families proud. Cutting CEP would be very upsetting and make school less fun. He hopes you will consider keeping CEP.

Celia Delvecchio, 60 Alice Drive, supports the Board of Education budget and the Challenge and Enrichment program. It's not fair that she spent her weekend writing something that might save her education. It's not fair that she has to be worried about something she takes so much pride in. It's not fair that she, at 11 years old, has to be fighting for her education. Her favorite class of the day is Challenge and Enrichment and the work they do for the Future Problem Solvers program. When she was in 4th grade her parents looked at enrolling her in a magnet school wondering if that would open up more challenges and opportunities for her, but she turned down the idea because she didn't want to lose Mr. Spivey or CEP. If the program was cut, she would have to look at leaving a little more seriously. If CEP is eliminated, would we lose Mr. Spivey? With his knowledge and experience, other school systems would jump on the chance of having him. And what will go with him? Some of things include the morning show, the Veterans' Day assembly, the prosthetic hands program, tech support for classrooms and FPS. Not only is Mr. Spivey a great asset to our school, but she speaks on behalf of all the CEP kids when she says we love him. She thinks of him as a Dad and could not imagine her school day without him.

Suzanne Pranger, 34 Farmstead Lane, is a sophomore now and has been in CEP since the 5th grade. She is still actively involved with the program and is currently helping coach the 7th grade teams. From this she has helped the community in more ways than one. She is an active EMT at the local firehouse and it is a huge part of her life. Without program she would be doing nothing more benefitting to the community. Involvement in the firehouse for her and other students was a direct effect of the CEP program. It doesn't just help one group of students such as the 3rd grade students who pass that test. She knows because she didn't pass that test but she took initiative and wrote a letter and was accepted. Since then has been an active member and has been on an academic path thought she would never be able to be a part of. It has made her such a better student and developed her leadership skills. The challenge you get in the program has been amazing. It has changed who she is in terms of her motivation and dedication and she knows it is reflected in her test scores and her grades. Other students not accepted into the program can still be involved in small projects with Mr. Spivey like 3D printing or the CHS promotional video and they have all benefitted from the program. It has been an amazing experience and probably the most empowering thing she has done in her school career. She will never forget it.

Colleen Ackroyd, 64 Frederick Drive, is a sophomore at CHS and has been in CEP since 7th grade. It opened many doors that led to decisions she is still making today. She was able to meet with other students in her grade and throughout the school that she never would have talked to or associated with. From 3rd to 6th grade she lived in Japan and when she came back, through the CEP program she was able to reach academic levels she had been used to and even better. The Future Problem Solvers program led her to seminars on topics she would never have thought about and has led to a love of engineering which is the path she wants to follow now. She is not sure she would have thought about that without the program. It opens doors to many kids who would not have had the opportunities at home. It is individualized to the child. There are so many different programs. We were able to achieve so much more than we thought we could. She has become so much more of a leader and a teammate. Cutting the budget for this amazing program would cause the loss of something of immense value.

Meghan Urbanski, 90 Snake Hill Road, is in 8th grade and has been in the Future Program Solvers program for several years. The Town of Coventry should ensure that the students receive a quality educational experience. Every student learns differently. When she was younger she often became bored in her classes because she already understood the subject being discussed. Being recommended

for CEP changed everything. It challenges students and allows them to go more in-depth on certain topics. It gives her something to look forward to. It stretches her thinking and she wouldn't be who she is today if she didn't participate in this program. No other class has made her put so much thought into every piece of work. Taking away funding for CEP will be a disadvantage for the Coventry school system. This program better prepares students for real life situations. It teaches them how to think, not what to think.

Shareen Hertel, 658 Broad Way, thanked the Council for the opportunity to speak and acknowledges challenge before them in governing us and stewarding our resources carefully. Every person who spoke today has shared their unique experience with the CEP program. She is a parent of a daughter who began with CEP earlier than most – in October of her kindergarten year she was already working with Mr. Spivey so she could transition to 2nd grade. He then shadowed her progress so she could transition into the 3rd – 6th grade program. She will be taking 9th grade classes in math next year. Each child has made incredible process from whatever their jumping off point is. The children not in CEP benefit from the leadership and peer mentorship of their friends who are bringing those skills back into the classroom. Hence, CEP not only meets the needs of the individual students, but branches out and helps the larger school community. It is an extraordinary way of keeping resources in Coventry, not only for the families who choose to stay, but children who build out from the program. Coventry is known throughout the country for its FPS progress over the past several years including the international competition in Iowa. She is a professor at UConn and has peers eagerly awaiting these students. The stewardship of these resources is quite remarkable for a 1.5 position. She acknowledges the budget challenges but hopes we can think creatively.

April Ackroyd, 64 Frederick Drive, thanked the Council for their decision making thus far. Her family is beneficiary of Coventry Public Schools including the CEP program and preschool. She doesn't know if you were part of the effort to get the preschool up so quickly, but if you were, thank you. She is grateful for all the students who were able to speak up for themselves this evening, but she also implores you to think of those who do not yet have a voice yet. Her youngest son who just turned 5 has autism and has enjoyed the benefits of a wonderful preschool program, including very high-quality educators. She implores you to keep them in place. You are probably already aware of the ratio that for every \$1 invested in pre-education yields \$7 later – when the numbers were actually run it was more like \$16. If you look at it as an investment that way, she hopes you will consider the youngest members of student population.

Anna DeCarlo, 322 Woodmont Drive, wanted to comment that one of the main reasons is in Coventry is because of the CEP program. Her husband works in New Haven and has a long commute and they were debating if they should move or not. When they look at other towns Coventry's dedication to CEP is a factor. Her daughter has been in the CEP program since third grade and it challenges her to go to the next level - she needs to be pushed a bit and programs like that are what do it for her. She is impressed with the teachers. The 3D printer is amazing - that they are able to make prosthetics for poorer countries – that alone is worth investing in. Please don't take away the CEP program. It makes Coventry stand out. If it weren't for this program we would be considering moving from Coventry. Her daughter has loved her teachers so far and has nothing negative to say. At first she didn't want to be in the CEP program but as she progressed she really wants to stay. She has seen the investment and is grateful we have programs like that in Coventry.

Kathleen Breitenwischer, 61 Barber Drive. She was here last Monday when the Board of Education presented their budget and was in complete shock within the first five minutes of questioning. Mr. Pope's line of questioning was more rhetorical than information seeking. Right off the bat she found his tone to be accusatory and the theme she walked away with was he seems to spend more time asking questions he already knows the answer to. She is not sure why – was it so he could have an "I

gotcha" moment? For instance, the high school solar panels – if you knew there was an issue with the billing and that the Town was addressing it, why did you ask Mr. Petrone how much savings he was getting from the high school? Tonight she would love to hear a positive comment about the education budget from each one of you. The Town Council's job is not to micro-manage the Board of Education. She understands that Special Education is very expensive and complicated. Let's all have some trust in our Superintendent and his staff that have received their degrees in education. Privacy needs to be respected. The Town Council's expertise is not in making sure that IEPs are appropriate. She was unable to attend the town-wide budget presentation a couple weeks ago, but she heard the overall tax increase, should the budget stay as is, and was shocked it would only be a \$13.49 increase for the average Coventry homeowner for the year. She hopes every single one of you is going to be considering the Board of Education's proposal with an open mind. Our kids have only one chance at an education and we need to ensure they are given the necessary tools to succeed. Political pettiness needs to be put aside for the sake of our children. Please do not cut this well-thought-out budget before residents have a chance to decide on the overall budget. Hear our voices. Keep in mind that cutting money out of the Board of Education budget will literally be nickel and diming us. As the overall town budget is presented it is only a 26 cent per week increase. That is worth every penny if it is going to ensure we are not going to take a step backwards in all that our schools have been able to accomplish in the past several years. Please remember that it takes a village to raise a child and approving this Board of Education budget is the Town Council's contribution to helping raise her children.

Jennifer Rodger, 745 Merrow Rd. Unit 111, is a mom to 2 young boys, ages 2 and 5. Her oldest son has been at CECC for the last two years and loves it. She looks forward to him entering kindergarten in the fall, and her other son will be starting at CECC the year after next. She is a school social worker in Putnam and drives 40 minutes to work because wants to stay in Coventry. She loves Coventry and wants her boys to have the best possible education. She hopes the Council will be in favor of the current education budget. She would be happy to pay 26 cents a week.

Grace Galey, 116 Sean Circle, is a sophomore at Coventry High School. When she found out funding for the CEP program might get cut, she discussed it with other students in her grade who have been in CEP for a long time and all of them felt it was a very important topic to them, and it took away a great deal of academic privilege they gained from the program, and we were able to talk about some of the life-long friends we have made. She entered the program in third grade. At the time her class work didn't challenge her enough. She was lucky enough to be surrounded by incredibly talented classmates and a really supportive teacher. Besides the obvious academic success and academic challenge the program provided, she learned how much hard work is valued. She got to learn to speak up for herself when faced with problems and put her success in her own hands. She learned to be a better leader and better teammate. Through the program she was exposed to so many values and traits that have shaped not only the person she is and the student she is, but the person she is becoming. To harm the further success of the program by cutting any type of funding would not only harm the academic success of current and future students recognized as gifted and talented, but would ultimately limit the success every student can strive for. She can confidently say that through Mrs. Kennedy's early work and Mr. Spivey's current in the Challenge and Enrichment program, that she and her classmates were provided with a platform to take our ambition for academic success and use it to the best of our abilities. We are the people we are today because of the CEP program. The kids who need CEP – the kids who clung to it are still some of the ones who are the most successful students now. They are the ones who are going to go on and do some of the most successful things. To out any funding from this program is saying in essence that excellence in education is not valued as highly as we had been brought up believing.

Joan Oros, 1169 Flanders Road, wants her remarks read into the record (see attached). She is not a

parent of a student here in town but she is a taxpayer. It is reasonable request to present the budget as is to the voters because the impact is not substantial. Just five months ago Republican Council members asked for our support and stated in their campaign flyer, "Our first priority in education is our students. Every child should have equal access to a quality experience. Our schools must be dedicated to developing abilities within a safe environment for both students and staff to ensure their success." Please honor your promises. Additionally, today's *Chronicle* gave threads to the budget for both the Town and the school and said they should be presented to the voters since it is so nominal.

Benjamin Urbanski, 90 Snake Hill Road, is a 10th grader at Coventry High School. As Francois Rabelais once said, "A child is not a vase to be filled but a fire to be lit." The Challenge and Enrichment program is what lit that fire in him. It has taught him not what to think but how to think. Since being part of this program he has had the opportunity to participate in FPS, which truly opened his mind and allowed him to interact and work with a variety of people from many different schools. The program has grown to the point where he and a fellow classmate have been able to continue to participate by serving as coaches to two 7th grade teams. Given the dramatic increase in participation in this program he believes it could use more funding, not less. The CEP program is an extremely worthwhile and important to Coventry schools.

Jillian Miner, 13 Hetzel Lane. As an individual who was born and raised in Coventry she made a conscious decision to purchase a home and raise her own children here. Over the past 10 years, she has been actively involved in the field of early childhood in Coventry, as a special education para-educator, as a preschool teacher, a parent chair of Coventry STEPS as a mother of two young boys. She has witnessed numerous changes and improvements in early education, perhaps most notably the creation of the Hale Early Childhood Center. She commended the Town Manager and Superintendent for their collaboration and forward thinking on this project, including the Smart Start grant. As a result of this grant, more Coventry families are able to access a high quality, NAYEC accredited program. This is important because research suggests expanding early learning provides benefits to society of roughly \$8.60 for every \$1 spent, half of which comes from increased earnings from children when they grow up. Increased access to high quality early education narrows the achievement gap, can lower involvement with the criminal justice system, and can reduce the need for remedial education. It is not just our youngest learners that need our support. It is our responsibility to offer an educational program that meets the needs of all of our students. The Superintendent and the Board of Education have worked diligently to put forward a budget that meets those needs in a fiscally responsible manner. Just as Coventry taxpayers voted in our Town Council, Coventry taxpayers voted in the current Board of Education, trusting them to determine the resources necessary to educate our students. She asks that the Town Council exhibit that same level of trust by maintaining the Board of Education budget as it was presented and allowing that budget to proceed to referendum.

Martha McKerley, 66 Springdale, was in the Audience of Citizens earlier this month and expressed her confidence in the school administrators, Mr. Petrone and the Board of Education, who put forth the education budget, and asked that the citizens be given opportunity to vote on that budget as it was presented. She is here tonight to communicate the value of the Challenge and Enrichment program. It is important to understand not only how vital the program is to our children, but also the district and our community as a whole. Both of her children are students in the CEP program, one at the middle school and one at GHR. You've heard from students, parents – and they'll tell you how important the program is to them. It offers opportunities that cannot be matched in regular classroom. Though Coventry has many talented classroom teachers, they are under tremendous pressure working with students with behavioral challenges and various disabilities that make it difficult for them to perform at grade level. They cannot effectively challenge students who seek work above grade level or who seek the opportunity for more creative challenges. They simply don't have the time or the resources.

Whether it's participating in the Future Problem Solver program, conducting independent projects or building or using 3D printers, the CEP program gives gifted and talented children an environment where they can pursue unique interests, where the bar is raised, where they receive constructive criticism that they need in order to grow as learners. It's this program that keeps these kids engaged in our schools. Though the impact on students is most important, it would be naive not to address the return on this program to the district and the community as a whole. The Challenge and Enrichment program engages students in high-profile initiatives that attract positive publicity and financial support that can build on the base already created by the Board of Education. Last year the parents of the middle school CEP students engaged in a month fundraising effort to help our kids get to Iowa with minimal expenses. People who had no connection to the Coventry School system were quickly impressed with the students' achievements, with Mr. Spivey and the program that Coventry had in place, so much that they invested their own time to helping us secure financial support. In a time when news stories are full of negatives people love to hear about good things that students are doing. We raised over \$6,000 in one month, a large chunk of that coming from a local foundation. When Coventry shows commitment to its children, others respond in kind. She is saddened she feels compelled to come here to express support for the Board of Education budget twice in one month. Here being here is a reflection of the deep concern her family has for their daughters' education. It seems it could take a significant downturn in very short order. Both her girls engage and language and music program with students from around the state. These children have engaged in orchestra experiences since they were in 4th grade. Their middle school students carry tablets provided by their Board of Education for them. Coventry is not over spending on education. Does Coventry want to be known for saving money at the expense of students who contribute so much to their school community? Wouldn't we rather attract interest for our investment in our children? Until this month she has only attended one Town Council meeting in the 16 years she has lived in Coventry and that was last year, when the middle school Future Problem Solving students came here to receive a proclamation issued to them by the Town Council. Here we are less than a year later defending that very program that brought so much pride to our community. What a difference a year makes.

Darryl Rouillard, 75 Frederick Dr. Like many of the others, he supports education. He has two children one of them attending the elementary school. When he and his wife built their home less than 5 years ago they were told explicitly to stay out of Coventry. They looked more in depth to Coventry and were astonished at the great educational opportunities that existed in a small town in a close-knit community. We have not been disappointed. To be here tonight is disappointing. As an educator, having spent his entire career in education and currently as an administrator in a Hartford country school, your job is to support the school budget. Without supporting the education of all of our students - all of the students are extremely valuable. Taxes are something we all focus on. Taxes will go up if we continue to cut education. Historically they always do. The minute you start cutting extra-curricular activities – cutting funding you are going to start increasing the cost for your health needs, mental health needs. That has historically been a problem for communities that cut their education budgets. Also, regarding out of district students – there are a number of magnet schools throughout the region. Since 2009 Coventry has seen a steady decrease in the number of students attending magnet schools out of district. If we want to continue to maintain our own responsibility on the money we are spending, it seems silly we would allow students to have the opportunity to look at those magnet schools, where at the end of the year those magnet schools simply give the Board of Education here in town a cost and a bill for transportation and educational needs. Why wouldn't we want to keep those costs in Coventry is beyond me. Also, when he heard IEPs being mentioned he was staggered. Not only could you be sued, it is a certainty. To seek information regarding special education needs of any child would be likened to asking one of you for your medical paperwork, which none of us would freely give up. It is something you need to consider.

Julie Dutton, 11 Cindy Drive, has 3 children in the district. They decided years ago to stay. Her son is

a senior, her daughter is a freshman and she has a daughter in 5th grade. Every year is better than the year before and she is so proud we have chosen to raise our kids in Coventry. She hopes they feel the pride from the people in this room and the students who have come here. Don't do anything to take that away. Give us the chance to vote on the budget as proposed by the Board of Education. Otherwise she doesn't know what your job is. It has come so far. It would be such a crime to go backwards. This is progress. The things that are on the chopping block represent progress. Why you would for a second think of taking any of that away is beyond her, and it's not an educated thing to do. She urges you to put this budget forward the way it is, trust in the hard work and the dedication of everyone who has brought us where we are today, and why we're all here. Give us a chance to vote, please.

Mary Minor, 67 Old Tolland Turnpike, urges support of the Board of Education budget as proposed. The business of educating our children is the most important work we do as a community, that and providing a safe community to live in. She urges the Council to send this budget intact to the community and allow our voices to be heard at referendum. She recognizes their important role in this process, as stewards of our resources including our tax dollars, and she recognizes they have a difficult job and appreciates their volunteerism in being here. She understands the Council has raised a number of questions in their meeting with the Board of Education, including regarding the technology in our schools, that staffing ratios including para-educators, the CEP program and declining enrollments. She would first like to say about technology, she knows the question has been asked if kids need iPads, and what do they do with the iPads. The short answer to that is yes, the children need iPads. We are preparing children for jobs that don't even exist yet. That is important to remember. When you were children, the jobs of writing code didn't exist yet. Likewise there are jobs we can't even begin to think about, so we need to meet these children with the technology. For a community with a shocking lack of diversity, our only real diversity here is economic diversity. She would urge them to remember that for some children the only access they have to this technology is the access they are afforded in schools. The seemingly inconsistent thought that these children are born with iPads in their cribs – this technology exists for them at a very early age and we need to meet them where they are. So yes, technology is important in our schools. With regard to our staffing ratios and our para-educators, the budget includes 2 FTES for Special Ed paras. This is very important part of our budget. It allows us to educate those students right here in district. This is a win-win situation. To allow those children to have an appropriate education in our community and in their neighborhood is a win for a family, and it saves money for a district. Regarding declining enrollments – the decline in census is not realized in one grade level. It's recognized across grade levels, so you're not able to make a sweeping cut in response to it. You also have costs that don't decline just because your census declines. There are fixed costs that need to be met regardless of your population. The way to respond to declining enrollment is not with further cuts - you need to make your schools more attractive. You need to keep the children here. She is pleased to hear from so many who have spoken tonight that our rate of decline has dropped, because our schools are attractive - because families are electing to educate their children here. She urges the Council to support the Board of Education budget as it was proposed and allow community to vote on it at referendum.

Chrissy Stinson, 112 John Hand Drive, has lived here more than 25 years and is proud to call Coventry her hometown. She has three children who attend Coventry schools - a junior in high school, a freshman in high school and a 6th grader who is in the CEP program. She has a feeling by watching some of your faces feel you will say it is not our place to cut; we're just the Town Council. This is true, it is the Board of Education's decision what to cut, but it's very important that you put this budget forward for the parents to decide. Mr. O'Brien and Mr. Pope; people supported you along your education and look at what you've become today – you've become men who are trusted – the town has trusted you and voted you into this position. She implores you to carry that on and support our children and our future because that is what's really the most important thing here. If we can't

support our children, what future do we have? She implores you to put this forward and see what is in the best interest of our children.

Hearing no further requests to speak, Julie Blanchard closed the public comment portion of Audience of Citizens.

3B. Resolution: John (Jack) O'Connell – Eagle Scout Award: Julie Blanchard read a resolution recognizing Jack O'Connell for the completion of a foot bridge over the Willimantic River in North Coventry.

7. Unfinished Business:

A. 15/16-69: FY 2016-2017 Budget:

1) Public Works:

Mark Kiefer, Director of Public Works, was present to discuss the department's proposed budget. He indicated that a considerable amount of time was spent putting the budget together. He tried to tighten his belt to be as cost effective as we can. He will highlight areas of increases and would be happy to talk about any other areas of interest. Also he would like to talk about the capital budget and things we would like to replace.

- 3100 Roads and Drainage, page 6.2. Salaries for regular full time people. There is an increase of \$18,621 4.17% for additional personnel added in October. We are going through contract negotiations starting soon for the new union contract. John Elssesser noted that some newer employees are getting step increases - not all are at the top. We put in what we feel is a reasonable increase based on the market.
- No increase in overtime except snow.
- Temporary help: We have asked for an increase to double this. We had one temporary employee from April to Sept. We would like to increase by \$2800 in this account and also the facilities account to create an extra position. We would like to use them to do a lot of the lower-level labor such as string trimming around fences so we can use our higher skill set employees on more complex work. We are struggling to maintain maintenance on roadside mowing. Using this approach will allow us to put on additional crews for ballfield work or road construction prep.
- Longevity is contractual. Increase of 3.66%.
- Differential is an item we use when multiple crews are running. We might use a truck driver at that pay rate to add flexibility in staffing. It is a temporary upgrade when working at that classification.
- There are no increases in Other Professional. He removed the \$300 cost for the APWA membership. He can't get to meetings so there is no point in having a membership. It is not a lot of money but we are trying to tighten our belts. This is not to say that he knows everything and couldn't make connections there, but he is too busy with the road plan. Perhaps he will put it back in in future.
- 3101 PW Building 55050 sewer - Item 6.6 at the bottom of the page: WPCA has increased their rates so we have had to follow suit. John noted we were able to cut electric, sewer and fuel.
- Item 6.8 Snow removal: We are evaluating this and from conversations with John, have budgeted \$77,000 per year for overtime. That is for a relatively mild winter. A modest increase of \$5,000 will get us to an average winter where we work 150 hours of overtime. It varies we get weekend storms. Double time pay is required on Sundays and holidays in the current contract. We would like not to have to come to ask for additional funding unless it is an extreme winter.

- Sand and salt: \$175,000 was asked for. The Manager increased it. That material typically goes up. Typically we bid in July - last year we paid about \$73/ton and this year \$79. There have been additional mining costs for salt. We use Clear Lane – it has coloring so we can see how much we are putting down. It is much less corrosive than what the State uses.
- Item 6.10. Facilities 3103: Increases are directly related to the person we hired and also there are increases in hourly rates for personnel.
- Temporary is the other half of the person for summer help.
- Service contracts: The tree pesticide program has been reduced. Typically we don't use pesticides unless there is a serious problem.
- 6.11. Ground Supplies: a modest increase of \$750 for line painting and grass seed. Based on feedback from the athletic teams would like to give better support for field painting to paint more often. John noted this is not the line item for street line painting. When we re-do roads striping is done as part of the bonding. Last year we did some roads that were missed in the prior year because the contractor wouldn't show up. We are transitioning to epoxy paint which is more expensive but lasts longer. Mark said the goal would be to hit every road every 5 years. We might ask for an increase in funding next year. Hannah Pietrantonio said that more frequent field painting will certainly improve the appearance overall. Mark said every time you mow you have to re-stripe. John said we will also be trying to over-seed the fields more.
- 6.14. Public Works Administration: We've been so busy with projects and asked for additional funding of \$100 for advertising work we are doing under the road bond. Matthew O'Brien asked about the increase in the top line. John replied that the Administrative Secretary does a lot of COVRRRA work. She spends 30-40% of her time on this. Matthew asked why it was not there before. John replied we don't know, but have made a corrective action.
- 6.16 Fleet Maintenance: Increase for the same reason for mechanics. John one is at step and the other two are at max. There is also an increase for longevity.
- Decreases were made for gas and diesel. It was smart to lock in because prices at the pump are beginning to go up.
- 3107 Matching Funds: John said based on recent conversations he put \$5,000 in. It doesn't seem like a lot of money but we took over a lot of Association roads with the sewer project. There are not a lot of roads left. The budget used to be \$10,000 but it was reduced during several rounds of budget defeats a few years ago. Matthew said he would feel better if they had their plans and what they are trying to accomplish. Mark said we are meeting with neighborhood reps soon on Avery Shores and they will be at Steering. John said for the record they weren't asked to do a new A2 survey – they were asked to do an updated one. Mark said he thinks some of the difficulties have been with turnover of people. Once we have everything on the table he thinks everyone will understand. Progress has been made but there are some stumbling blocks with the A2 survey.
- 6.22 Streetlights: John reduced \$2,000 because of LED lights.
- Cemetery Commission. Beth is treasurer. Mark works with them too. Modest reduction.
- 6.26. Tree Warden: Mark is the tree warden. We have a lot of ash trees that will need to be addressed. We have included a minor increase for professional affiliation and some training for him and the deputy warden to remain certified. We did not ask for an increase for service contracts for removal of bad trees. We have been trimming trees for the road bond under road bond funding. This line item is what the public identifies as bad trees. He is in the process of putting an inventory together for ash trees to be proactive. We will include increases in the near future. John said it may warrant inclusion in the capital budget because it is that significant. Mark said we expect to lose 3000 trees due to

Emerald Ash Borer. Thomas Pope asked when you take a tree and replace it do you replace it with tree that won't grow into the power line? Mark replied we typically don't replace them because we don't have funds. John said the priority is removal. We do have a grant program for some areas – the trees that are being putting up are more specimen trees. Mark said we would eventually like to identify trees that can be moved away from the power lines. Thomas said it might be a benefit to Planning & Zoning if guidelines can be put together. He asked if we have seen other pests like pine wasps. Mark said no, primarily ash trees. There has been some damage due to road work over the years. Thomas asked how severe is the problem and whether we should start looking at increases going forward. Mark said yes. We need to start thinking about it. The tree inventory will be the next step. We will try to step it in. Part of it is liability and safety to the public. John noted that ash trees are good firewood. We can get certain net pricing if it is a good species, and combine work to get a good day rate. Mark said part of putting the tree inventory together will be a bid for tree service work. We can usually get \$1000/day and get 3-4 trees down where a homeowner would pay \$500-600 for one. Matthew asked if includes removal. Mark replied they typically cut all brush and chip and we take that. They leave the wood and it quickly disappears. People call all the time and ask where we are cutting wood.

- Engineering. John explained the \$5760 decrease and \$5760 increase. We transferred money out of consulting engineering to an intern and are switching it back.

Capital Budget - Page 11.8:

- The first thing is a large dump truck replacement. John noted it was scheduled for this year and we pushed it back. We haven't got this year's in yet; it will be here next week. The one that was supposed to be replaced two years ago had to have its transmission replaced so we felt we should get another year out of it.
- Summer Roads: \$5,000 increase. Mark said this is part of the road bond.
- We included some money for field irrigation: \$20,000. It is one of the things really needed on the field. There are several issues: over-play and the need for irrigation during dry spells. Once the turf gets stressed it takes a long time to recover. We will work with the tank we already have and work off the well. John noted when we did the sod at Miller Richardson we were surprised at the capacity of the well. Long term we have lots of irrigation initiatives. The contractor has donated the irrigation system for Laidlaw. Mark said we would bring one of the 3,000 gallon tanks from the transfer station. The well has high yield. We would put the tank in and pressurize the system. There is Locip funding for that project. Water Wizards is moving forward with the donated system. The field work is going very well. We are ready to screen loam. It is too wet right now. John said we just heard we need to evaluate environmental impacts in the muddy stream area.
- We are asking for \$77,000 for a small dump truck. This would be an F-350 with a sander and plow off the State bid to replace the 1995 International that he purchased when he last worked here. We definitely got our use out of that truck – we would move it to auction if the purchase is approved. We have several routes on the western border of South Street to Northfields and on in the northwest including Satari Drive, Twin Hills and Zeya - those routes are farthest out and are long routes. We would like to develop a smaller route for this truck to get to those roads in a quicker manner. We need to provider a higher level of service there. We have had complaints and this would fulfill that need. The additional person we hired would be put into that route.

- \$12,500 for a front line zero turn mower off the State bid. We have a mower that is from 2006 – there are a lot of hours on it and the deck is in bad shape. At 8-10 years the repair cycle increases. The motor is burning oil. We would move it to auction. We had good luck with the auction firm last year. We are putting the Vac-all we share with Mansfield into auction in April.
- High visibility sign replacement. This would allow us to proceed with the second or third phase, branching from main thoroughfares to secondary roads. John said we may go through and do stop signs town wide before street signs. They are fading and need to be replaced. Mark said we would buy engineering grade to increase longevity. Matthew O'Brien noted there are no funds in future years in that line item. John said there should be.
- Backhoe. Ours is a two-wheel drive machine and is not versatile. It can't be used for snow removal. It is a 2003. We would like to upgrade to 4-wheel drive model that has some lifting capacity. We need to be able to lift a catchbasin while on a drainage job. Also we would pre-stage it before a storm at Robertson School to start pushing the parking lots sooner. We would do Robertson, then the commuter parking lot, senior center, and town hall. We would use the other machine at the high school complex and meet there. The one we have now needs \$30,000 in hydraulic repairs and pin replacement. This one will be smaller and we will be able to trailer it. The other one is too big to do that and it takes a toll on roads. This price is from the State bid. It would be a Cat which is better machine than John Deere. They would give us \$18,000 in trade in for the old machine which we feel is substantial. The old machine does have some value in the overseas market.
- \$10,000 for guardrail off State bid. We have a lot of areas in town where this is needed. We upgrade in areas where we are working on the road but there are other areas that need standalone work. We are identifying those with higher priorities for public safety.
- Dump body replacement. We have two trucks in the fleet. This is the second one – the first one was replaced last year. These are lower-line bodies purchased at minimal cost. The trucks are in great shape. We would install a new body so the truck can be used and extend its life for at least 4 years. We asked for two last year and one didn't make it through the budget.

Matthew O'Brien asked about lake management. John replied on that page it shows \$61,900. The breakdown is further down in the detail capital section. The local fund share is \$15,740, Mansfield's share of Fanwort is \$7,400. We are looking for grant for \$39,300. There are three projects in that - one is Hydrilla. At this point the State is committed to doing something but we are not sure if they will do it the way we want. There are no funds for a further flyboard study at this point. We feel pretty good that we will be able to do the Fanwort and Hydrilla. Flyboard is uncertain. We are working on it. Dr. Kortmann's approach for Hydrilla is slightly different. We are waiting for some response from CT DEEP.

Thomas Pope asked about the calculation of 6 cents per mile for maintenance and how that measures up with industry standards. Mark replied it is a new item we put together. It is tough to get a handle on because it doesn't include depreciation. We can certainly do that and attempt to break it out. If you compare it to the outside commercial environment it is lower because we are not including depreciation. He thinks the best way would be to include depreciation over a 10 year period and include it in the metrics. We have some new software and will continue to try to update this to be as accurate as possible. It is a general number depending on what type of equipment is being used. A loader much more expensive to run

than a staff car. Richard asked if it can be done by hour. Mark said yes. Matthew said it would be a good tool to determine whether we ever want to contract out a piece of equipment. Mark said since has been director he has been working to determine what the most productive work is for our crew. We are not paving contractors - will we do it in a pinch yes but we can't compete with a paving contractor. However, it is very expensive to hire a contractor for cut and patch. We can do that type of project in-house and be competitive. We find our niche and contract other work out. John said that last year lot of the drainage work in the Village and other spots - we had a contractor come and do the actual drainage work and we supplied materials because we can get them cheaper. Then we work in conjunction with them - smaller firms might not have the hauling equipment so we can do that. We evaluate projects to determine where we can get the best value.

Hannah Pietrantonio noted the priority list, with field irrigation at a 4 – it sounds like it should really be higher. John replied that 3-4 years ago it might have been a 4 and we missed it. It has been pointed out to me. Matthew noted that some of the fire trucks are 4's too. John said we just didn't concentrate on that column. Mark said we are developing a program to aerate, over-seed and irrigate. Our fields were not all built as fields. There are soil issues, turf issues, and compaction issues. The big step is irrigation and to be able to take a field out of rotation for major work.

Hannah asked about facilities maintenance and how things are being done at the Human Services and Recreation buildings. She sees custodial items but knows that is just basic cleaning. What about painting and other renovations? Is that Public Works or Town budget? John replied it is under facility maintenance. Hannah said she doesn't see much there. Mark said there is an individual buildings budget for some areas and we support them. Hannah said the buildings need some cosmetic work. John said at some point they rise to become a Locip project like the deck at the senior center. We don't budget a lot for it because we don't have staff time. Mark said we do a lot in the winter. Hannah said she is thinking of Patriots Park Lodge in particular. It is rented and used a lot and the lack of maintenance shows. John said it is scheduled to be painted this year. Some of those items come out of Recreation funds because there are rentals. The community center needs a lot of work and we didn't have time because it was a busy winter last year. Winter has flown by this year too. We got a grant to convert lighting to LED. That building is in much worse shape than the lodge. Recreation also hires their janitor who is a handyperson to do some wall patching work. We don't have janitors - we contract but they don't touch maintenance. This year winter was mild so Public Works concentrated on field maintenance work. Lisa Thomas asked at what point we pass the point of no return with facilities. At some point putting it off becomes a far greater cost than keeping up with maintenance. Where is the balance? John replied there is no simple answer – we have to look at it on case-by-case basis. Hannah said she wishes there were more hours or another summer-help person. Mark said knows Wendy Rubin hires some maintenance help in the summer. John said that person cleans the bathrooms and does minor landscaping work.

The Council thanked Mark Kiefer for his presentation.

2) **Police Department - Mark Palmer:**

Police Chief Mark Palmer gave a PowerPoint presentation on the proposed budget for the Coventry Police Department. A copy of the presentation is attached to these minutes. Highlights include:

- Capital improvement request: One unmarked vehicle for detective use. We requested \$27,000 and it was budgeted by the Town Manager at \$17,500. Several items were withdrawn at a total of \$73,500, including a marked patrol vehicle, replacement flooring, and roof heating cable. We had two winters with severe ice dams where we had water leakage.
- An outline of the current fleet was provided with vehicle age and mileage. We are keeping an older vehicle for private duty assignments during road construction to preserve our other vehicles. The staff car is used to travel to training, labs, etc. We would replace it with the 2010 vehicle and remove it from the fleet.
- Department goals and objectives and an organizational chart were shown. There have been some significant changes over the past several years. We added a 4th sergeant and did not go with Lieutenants. A list of sworn employees by year of service was provided - it does not include the chief. The average time with the agency is 12 years. Several employees are eligible to retire and one is planning to do so before the end of the calendar year – we will have challenges with staffing in years to come and will deal with it. One employee is in the academy but won't be eligible to start until September just as the other employee retires, so we will still be one person short when that person retires.
- A chart showing a comparison of the number of officers per 10,000 residents was displayed. Hiring the additional officer moved us up one spot on the graph. We are on the right path. We are doing well with the staff we have now.
- A comparison of FY 15/16 to 16/17 budgets was reviewed. The totals have an increase of \$77,199 including Police and Community Service. There is an increase in salaries based on the negotiated collective bargaining agreement, longevity and a full year's salary for the new officer at about \$64,000. There is a decrease in overtime in Administration. The Administrative Assistant used to be a Union position and changing it eliminated overtime. There is no increase in overtime or holiday pay. We think we can cover it with retirement savings. Tuition payments were decreased based on historical numbers for the last 5 years. A couple of officers who were attending classes have completed their degree requirements. Uniforms and other equipment were reduced. Collect fees were decreased - we understand the State will not be charging for it next year. Electricity decreased based on projected savings from solar and the electric bid rate. Heating fuel was decreased. We have an increase for lake patrol. The marine patrol officer came out on 3 holidays and we have to compensate for that.
- A chart of crime statistics was shown. We don't like to take a lot of credit but crime is down. We attribute some of this to increased visibility of officers which is a deterrent. Index crimes are down 38%. Property crimes decreased by 39%.
- Regarding the unmarked vehicle: The Town Manager found a grant for a hybrid vehicle. We were looking for a Ford Fusion. The detective carries a lot of equipment that is needed for crime scene processing, accident reconstruction, etc. He responds in all types of weather so we were looking for all-wheel drive. John had budgeted for a Ford Focus which is smaller and then we found the grant but it doesn't come with all-wheel drive. We are evaluating whether to go with a smaller car without AWD or used vehicle with AWD. John noted the issue is not resolved well. At some point we don't want to keep the old Crown Vic because repairs are expensive. Lisa asked why this was reduced from \$27,000. John replied he was trying to cut the budget while still giving them a staff car. Lisa said she is hearing the Focus doesn't meet the need for how vehicle would be

used. It is a concern. Mark said we generally equip the detective vehicles with a minimal amount of emergency lights and sirens in case he has to get to a scene quickly, plus a radio. This is several thousand dollars' worth of equipment. John said he is not in opposition if the Council feels more money needs to go back in. Thomas Pope asked if they still have the Humvee. Mark said yes – it is not included in the list. It is typically used in limited situations such as severe weather conditions where roads are impassable. A lot of times it is used to shuttle people into work when they can't get here. It doesn't have a radio so it is used for emergency transport.

- Matthew O'Brien asked if Mark thinks when the new officer becomes active and before the retirement if we will save some overtime. Mark replied it is only a couple months. The new officer gets a limited amount of vacation time and that overtime rate is cheaper so we will save some money. It may take six months to get a new staff member on board. John noted we will also have to pay severance, i.e., accumulated sick leave, when the long-term employee leaves. That either comes out of the police line item or Claims/Losses. Claims/Losses is detailed in the back of the budget - \$40,000 is budgeted to cover all types of losses including insurance, litigation, etc. This year we are already over-expended.
- Lisa Thomas asked about the floor problems. Mark said when we first got into the building the dispatch area was carpeted. Due to the amount of traffic it became threadbare and we put tile down. We used the building maintenance account. Every room we have with carpet is buckling – the product is not correct to be used over concrete slab. We have done some patching but it is continuing to have issues. We take a lot of pride in our building – it is 10 years old now. The carpet is a problem and will continue to be a problem until it can be replaced with the proper product. Lisa said she is concerned about safety. Hannah Pietrantonio asked if it is a trip hazard. Mark said yes. The people who work in the offices know where the buckled areas are. Thomas Pope asked if there is a humidity problem why they went with carpet vs. tile. Mark replied the acoustics are bad. If we took up all the carpet it would exacerbate that issue. We would like to maintain privacy for the interview rooms so voices don't carry.

The Council thanked Chief Palmer for his presentation.

4. Acceptance of Minutes:

Motion # 15/16-322: Thomas Pope moved to accept the minutes of the Special Town Council meeting of February 29, 2016. The motion was seconded by Matthew O'Brien and carried on unanimous vote.

Motion # 15/16-323: Matthew O'Brien moved to accept the minutes of the Town Council Meeting of March 7, 2016. The motion was seconded by Andy Brodersen and carried with Thomas Pope abstaining and all other members in favor.

5. Consent Agenda:

Motion # 15/16-324: Richard Williams moved to approve the Consent Agenda. The motion was seconded by Matthew O'Brien and carried on unanimous vote.

6. Reports:

A. Council Chairwoman – Julie Blanchard: Upcoming budget meetings: the next meeting is March 23rd at 7 PM in the Annex to finish discussing the Board of Education budget. We asked them for additional information. On March 28th at 7 PM in Annex we will meet with Human Services and

Recreation. Then I would like to schedule a budget deliberations meeting on Tuesday March 29th at 7 PM. We are getting down to the wire to make changes and prepare for Annual Town Meeting.

B. Council members:

Hannah Pietrantonio said there is a volunteer recruitment meeting for the Coventry Farmers Market at Hale Homestead on March 31st at 7 PM for those who want to be involved as a volunteer.

Lisa Thomas thanked Julie Blanchard for extending the Audience of Citizens tonight to accommodate the many people in the audience who wanted to speak. She has also received emails from about a dozen people who couldn't be here and wanted their messages read aloud. We will make them part of the record. Also one audience member noted that the Town Council doesn't have the authority to determine how the Board of Education spends its resources, but if the Board of Education budget is cut it creates a situation they don't want, such as cutting newer programs or those that aren't mandated. She heard the plea very clearly to take into consideration that the decisions we make can force the decisions the Board of Education has to make. Thomas Pope said to the best of his knowledge there has been no discussion of cuts to the Challenge and Enrichment program, altering it or reducing it. We don't have the authority to do that and he suggests the Chair forward that section of the minutes to the Board. They need the input because they are the ones with the authority. If there is talk of cuts, those have to come to the Board of Education. Lisa replied she thinks the concern came from questions that were asked by some of the Council members. Richard Williams said what he finds upsetting is that so many people came out who were part of the CEP program. Somebody funneled that to them and somehow that information was misrepresented. We have no control over it and it seems out of place that so many people from one group came as if they were told that was what would be cut. When had the budget hearing only 4 people came. Clearly this group was brought out to express their opinion. Matthew O'Brien said he didn't recall that there was any discussion of the CEP other than questions about technology. Hannah Pietrantonio said she thinks the general concern was that answers were known before questions were asked. She was a little embarrassed because it seemed like an inquisition. Matthew said he thinks we are finding out important and needed information and he doesn't think we have done anything untoward to the Board of Education.

C. Finance Committee – Matthew O'Brien:

The Finance Committee met on March 21st. We discussed property tax revenue, anticipated general fund revenues, and loss of anticipated revenues from the State. We are watching the State budget process/crisis very carefully in anticipation of additional loss of funds this year and impacts next year. If revenues continue on the same pace we will exceed projections by \$91,000. Several line items are over-expended. Beth Bauer will be looking at the budget for opportunities to do transfers in April. The tax sale date is set for May 17th. Moody's confirmed our bond rating and we sold \$3.4 million of bonds at a very favorable rate. The Board of Education management report predicts a surplus of \$266,591. Thomas Pope said it is important to note that the State reductions came after the Town Manager prepared his budget. Matthew said it is clear it will be very difficult for the State to do the things they have promised.

D. COVRRRA – John Elsesser:

No report.

E. Town Manager – John Elsesser:

1. Projects Update: A written memo is in the Council packet.

- We were planning to hold a Main Street construction project update meeting today with Coventry Village businesses – it was postponed due to inclement weather – the design engineers are coming from Boston. We did not have a good way to notify people of the cancellation. He met with some people who showed up and it has been rescheduled for

Monday the 28th. Notices will go out tomorrow. We got email addresses of the people who came today.

- We forwarded Dr. Kortmann's recommendation on Hydrilla treatment in Coventry Lake. We have drafted letter to send to neighbors along the shore with a copy of the report and an early heads-up about treatment. We identified a list of shoreline abutters who will be most impacted. We are sending the letter to the State for review.
- We have received early indication that we will receive the trails grant for the Decew property for \$50,000 to do park enhancements.
- Tree work at Miller Richardson and field work at Laidlaw is proceeding. We will beef up environmental controls at Laidlaw if needed.
- We are urging people to sign up for road alerts – there is no way will be able to do fast-breaking developments via press releases. Road alerts are a separate item to sign up for than the e-blast.
- We received notification that CT DEEP is making us redesign our outlet dam structure to allow eels to climb. They want to restore eel populations so they are requiring it for all dams. Thomas Pope asked if eels are there, and if there are none, if there is there a plan to put some there. John said it is his understanding that it is a small pipe with some texture so they can get traction.

2. Investigation of Voting Policies and Practices Under ADA: The Justice Dept. is conducting an investigation of the use of paper ballots vs. IVS machines, based on anonymous ADA complaints. Thomas Pope asked if the complaints are from Coventry. John replied not that we know of but they won't tell us. A statewide investigation is being done and we are following the advice of the Secretary of State and Attorney General's office. Once the Justice Dept. is involved punitive damages may come into play if they feel people with disabilities are being disenfranchised, and they will make us change our practices. It will be a challenge to program the machines. Thomas said it should be noted that although we have hooked up the equipment by State statute, no one has ever used it. John noted it requires special installation by the phone companies. It costs \$400 each time.

3. Tax sale: Details were mentioned in the Finance Committee report. If you want to see how people are paying it off you can go to cttaxsales.com. When the property disappears it means they have worked out at least a tentative agreement with the attorney handling the sale. It doesn't mean it won't come back on but as of today we are down to 11 properties. We hope that more are able to pay off.

4. International Fire Chiefs Association Summit: This is a two-day event for municipal and elected officials to learn more about recruitment and retention of volunteer fire fighters. It is funded by a SAFER grant. Thomas Pope asked if someone from town is going. John said yes. It is an important event. If a Council member could go on either day that would be great. Thomas will volunteer to attend on 4/1.

5. EHHD Healthy Communities Toolkit: This information was recently released. If the Council would like EHHD to attend a meeting in April to present the information, let him know. Thomas Pope said he watched their video and wondered how you get improved access to local businesses by barring drive-in windows at establishments. John said he didn't catch that but his assumption would be that at a drive-through you buy one item but if you go in you tend to shop. Thomas said he thinks Dunkin' Donuts would do more business with a drive-through than without.

7. **Unfinished Business:**

B. 15/16-68: Consideration of CNG Proposal to Extend Natural Gas to Coventry: John Elsesser said that late this afternoon got a sample agreement that CNG gave to the Town of East Hampton but we don't think it will be applicable to us, so we are still waiting for information. We have very rough information on the cost side of conversions but don't have the savings information so we don't have the whole picture. Matthew O'Brien said he would rather wait and get all the information. He did see that the energy committee for the Board of Education met and there are grants available. John said that was a very productive meeting - Beth Bauer staffs it. They just hired BL as their design firm. Matt Mullen was there and said that natural gas in some type of rooftop unit would allow air exchange. Part of the component for school buildings were unit ventilators and ours are not code compliant because of noise quality standards. It is not a good option right now so they are grandfathered in. Since they are not compliant there is an opportunity to ventilate through a natural gas system – and the State program may kick in. If all 9 boilers were replaced with gas modulating boilers there would be \$100,000 rebate we would not get if we stay with oil. It is complicated and there are a lot of elements but we will try to have all the information by the next meeting. The contract is important because it details what we agree to and how payments would be scheduled. We have some rough verbal estimates but want details in writing.

C. 15/16-72: Adoption of Job Description for Construction Inspector: Matthew O'Brien said this was discussed at Finance and we agreed the experience requirement should be bolstered to specify the candidate is to have a minimum of 5 years' experience. **Motion # 15/16-325: Matthew O'Brien moved to adopt the job description for Construction Inspector as modified. The motion was seconded by Andy Brodersen.** John Elsesser noted this position is funded by a grant for the Lake/Cross St. project. It is temporary and not a full time addition to the workforce. **The motion carried on unanimous vote.**

8. **New Business:**

A. 15/16-77: Authorization of Town Manager to Execute: America the Beautiful grant: John Elsesser said this is good news. We have a couple trees left from the fall planting that are going in next week and we are already eligible to get the next round. The will allow the same type of trees from town hall to the high school and trees at the other corner of Miller Richardson, as well as specimen shade trees at Laidlaw Park. **Motion # 15/16-326: Matthew O'Brien moved to authorize the Town Manager to execute the America the Beautiful grant. The motion was seconded by Richard Williams and carried on unanimous vote.**

B. 15/16-78: Authorization of Town Manager to Execute: 2015 Farm Viability grant: John Elsesser said this grant in the amount of \$34,605 will be to handle publicity and materials for the Coventry Farmers' Market at Hale Homestead. **Motion # 15/16-326: Matthew O'Brien moved to authorize the Town Manager to execute the 2015 Farm Viability grant. Andy Brodersen seconded the motion.** Richard Williams said it is great that we get these. How do we do it? John replied that some of our success is a result of long-standing relationships – we nervous about State cuts because those relationships may be lost. **The motion carried on unanimous vote.**

C. 15/16-79: Consideration: Leasing Caretaker House to Commercial Enterprise per Recommendation of Recreation Commission: John Elsesser said this property had been a rental – we decided we don't want to be a landlord. We discussed it with the Arts Guild but they decided it is not right for them and will use other venues for exhibits or performances instead. We were approached by a woman who runs the UConn crew team who has a holistic healing firm and thinks the location would be perfect. We told her we would have to go out to the local market but compatibility with park use is more important than income. Matthew O'Brien asked whether special permitting would be required by Planning and Zoning. John replied the property is in the Village

Gateway zone so any use would require a special permit. Matthew asked how lengthy the special permit process is. John replied probably six weeks because a legal ad is required. We tried to streamline the permit process over the years to be more business friendly. Hannah Pietrantonio said it is a nice house smack in middle of a park. She wishes it could be a town facility rather than a business. John noted it is not good to have any vacant buildings. We should either tear it down or move somebody in. There is a broader expense if we move somebody in. The Recreation Commission shares our concern. We don't want the wrong mix. Richard Williams said it does seem like a strange spot to have a commercial enterprise. John said if you think of something like a yoga studio that would be an enhancement. We are not in a huge rush if the Council wants to think about it. Thomas Pope said the sooner we take action the sooner we can cover costs. John said the first step would be to go out for proposals. Then we would screen them to see if anything is compatible. Once they go to the P&Z process costs are incurred. **Motion # 15/16-327: Matthew O'Brien moved to authorize the Town Manager to move forward with initiatives to lease the Caretaker House to a commercial enterprise. The motion was seconded by Richard Williams and carried on unanimous vote.**

10. Executive Session:

Motion # 15/16-328: Matthew O'Brien moved that the Town Council enter into Executive Session pursuant to Connecticut General Statutes 1-200(6)(B)-discussion of strategy and negotiation with respect to pending claims and litigation to which the public agency or a member thereof, because of his conduct as a member of such agency is a party until such litigation claim has been finally adjudicated or otherwise settled with the following people in attendance: Town Council members, the Town Manager and Town Finance Director. The motion was seconded by Andy Brodersen and carried on unanimous vote.

Motion # 15/16-329: Matthew O'Brien moved that the Town Council enter into Executive Session pursuant to Connecticut General Statutes 1-200(6)(D)-discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such a site, lease, sale, purchase or construction would cause a likelihood of an increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned with the following people in attendance: Town Council members, the Town Manager and Town Finance Director. The motion was seconded by Thomas Pope and carried on unanimous vote.

Executive Session commenced at 10:47 PM.

Motion # 15/16-330: Matthew O'Brien moved to leave Executive Session at 11:10 PM, seconded by Andy Brodersen and unanimously approved.

8. New Business:

Motion # 15/16-331: Matthew O'Brien moved to add an item to the agenda as 8D, 15/16-80: Consideration of an appropriation from the Town Council's 1.5% to fund a full and final settlement of a claim pursuant to C.G.S. 433C; Heart and Hypertension. The motion was seconded by Thomas Pope and carried on unanimous vote.

D. 15/16-80: Consideration of an appropriation from the Town Council's 1.5% to fund a full and final settlement of a claim pursuant to C.G.S. 433C; Heart and Hypertension: Motion # 15/16-332: Matthew O'Brien moved that the Town Council appropriate a sum of \$83,000 to fund a full and final settlement of a claim pursuant to C.G.S. 433C; Heart and Hypertension. The motion was seconded by Thomas Pope and carried on unanimous vote.

- 11. Adjournment:**
Motion # 15/16-333: Matthew O'Brien moved to adjourn the meeting at 11:14 PM. The motion was seconded by Andy Brodersen and carried on unanimous vote.

Respectfully submitted:

Laura Stone
Town Council Clerk

Note: These minutes are not official until acted on by the Town Council at its next regular meeting. Those meeting minutes will reflect approval or changes to these minutes.

My name is Leslie Shor. My address is 47 High Street. Today I am speaking in strong support of the school board proposed budget, and in particular, for continuing support of the Challenge & Enrichment Program in the Coventry Schools.

I understand that there are families in Coventry who are struggling financially. You have to make tough choices. Sometimes a small investment can reap huge benefits down the line.

We've all seen in the news that recent state budget decisions may have contributed to corporations and wealthy individuals leaving the state. Likewise, not supporting CEP could drive away the highest-performing students from the district.

Let me briefly give you some background. My husband and I are UConn professors. We have 2 children in the Coventry Public schools. When we moved here in 2009, we were advised by UConn colleagues not to buy a house in Coventry because the schools were perceived to be of lower quality.

But that has not been our experience at all. I tell my colleagues that we have been extremely happy

with the educational opportunities our 2 children have received. In particular, I want to acknowledge the Challenge & Enrichment Program, Mr. Spivey, and the Future Problem Solvers along with the music program.

(1:40) My son Jacob has been in CEP since the third grade. He was on the FPS team that won the State Championship last spring and competed at Internationals in Iowa last June. My son is currently a 7th grader taking 9th grade Honors Algebra at CHS. While my son is the only student in his school doing so, I know from my UConn colleagues that there is an entire class of "double advanced" 7th graders in the Mansfield schools.

Families have choices in where they send their children to school. School quality is a major factor when people buy a home. There are also many magnet options as well. Such schools do offer special services, and some aggressively recruit top talent.

You may be well aware that the school-age population in Tolland County is declining in recent years. There is fierce competition for students. It is interesting to note that the Coventry

Public school population is also declining, but the rate of decline has slowed in recent years.¹ Is this because the word is getting out, more and more families know their children will be supported and successful in the Coventry schools? I think it may be.

(3:20) I think this school district has done an amazing job on a very careful budget. Superintendent Petrone and his staff have zealously sought grants and employed creative approaches to meet the needs of the students with a modest budget.

With just 1.5 FTE, CEP represents a tiny proportion of the nearly \$27.3M proposed budget. With that money, CEP meets the needs of the top 10% or so of high-ability students in each grade, and the technology related tasks of Mr. Spivey reach many many more. These students are engaged in their community, active in sports and music, and arts. They are leaders and sometimes even classroom support for their peers. Many are headed for great colleges and professional

careers. Many may choose to return to this wonderful community, and 20 years from now, perhaps one or two might sit where you are now.

I believe we should judge a school not by the achievement of the *average* student, but by its dedication to *every* student: those who need extra assistance to succeed, and those who need extra challenge to thrive.

Please don't send the message to the CEP families that the Coventry Public Schools can't continue to meet their needs. In the longer run, how would that affect our schools and our community? Please give this budget your full support, and advocate for its adoption among your constituents.

I am grateful for the efforts of many dedicated teachers and administrators and volunteer public servants like yourselves who work so hard to make and keep our schools and our community strong.

Thank you.

¹ The annual decline was >3% in 2010, 11, & 12, 2.5% in 2013 & 14 and 1% in 2015.

Letter to the Coventry Town Council Members

Let the Voters speak on the budget for 2016-2017.

It is a reasonable request to present these budgets "as is" since the budgets presented will not impact the current taxes in any substantial way.

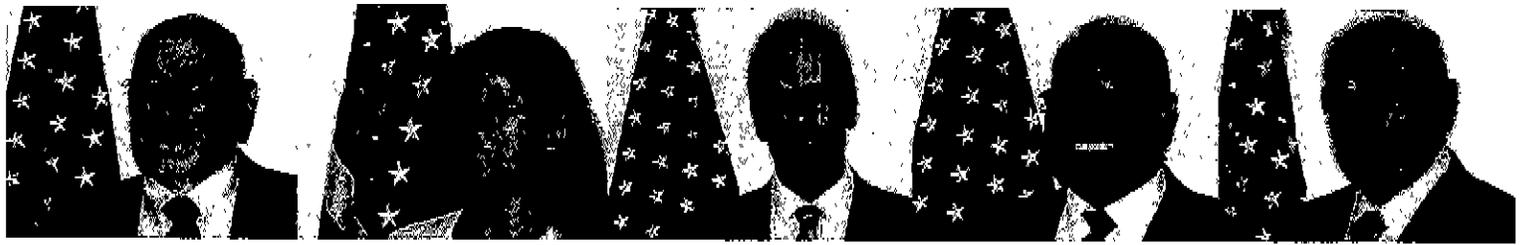
Just five (5) months ago the Republican Council members asked for our support and votes stating: *
"Our first priority in education is our students. Every child should have equal access to a quality educational experience. Our Schools must be dedicated to developing abilities within a safe environment for both pupils and staff to ensure their success." Please honor your election promise!

*Direct quote from Candidates for Town Council – Where They Stand on the Issues flier November 2015

Joan M. Oros

A handwritten signature in black ink, appearing to read 'Joan M. Oros', written in a cursive style. The signature is positioned to the right of the printed name and extends upwards and to the right.

1169 Flanders RD



ANDREW BRODERSEN JULIE BLANCHARD MATTHEW O'BRIEN RICHARD WILLIAMS THOMAS POPE

CANDIDATES FOR TOWN COUNCIL – WHERE THEY STAND ON THE ISSUES

PUBLIC SAFETY

Public safety is more than just having fire and police coverage it means supporting those organizations to provide the services taxpayers expect. Our police and fire are community organizations serving friends and neighbors in time of need. They are there for us and we need to be there for them.

PARKS & RECREATION

Coventry taxpayers work hard for their money, when they have a little down time they deserve parks and recreation facilities that are not run down or overrun. It is time to address our needs, this is a quality of life issue for every family. We have parks, we need committed leaders.

SENIOR CITIZENS

Our senior citizens of today were once the building blocks and foundation upon which our town has grown. They were committed to living in a classic small town with quality education, public safety and recreation. They did the work, we must work to ensure high taxes will not take away their dreams.

TAXES

Make no mistake we all need to pay some taxes to provide government services, but we also must remember where that money comes from. Reaching into the pockets of our neighbors always takes away money from family life and our first priority should be to control spending.

EDUCATION

Our first priority in education is our students. Every child should have equal access to a quality educational experience. Our Schools must be dedicated to developing abilities within a safe environment for both pupils and staff to ensure their success.

OPEN SPACE

Our rural character and open space is a treasured natural resource that must be preserved and protected to assure future generations a quality of life that is consistent with our historic small town pastoral New England heritage.

VOTE FOR THE REPUBLICAN TEAM ON NOV. 3RD

For more information go to: www.coventryrtc.com



PROFESSIONAL POLICING
COVENTRY
CONNECTICUT
POLICE
COMMUNITY COMMITMENT



An internationally accredited
law enforcement agency

Budget Presentation
March 23, 2016
Chief Mark Palmer

CAPITAL IMPROVEMENT PLAN REQUEST

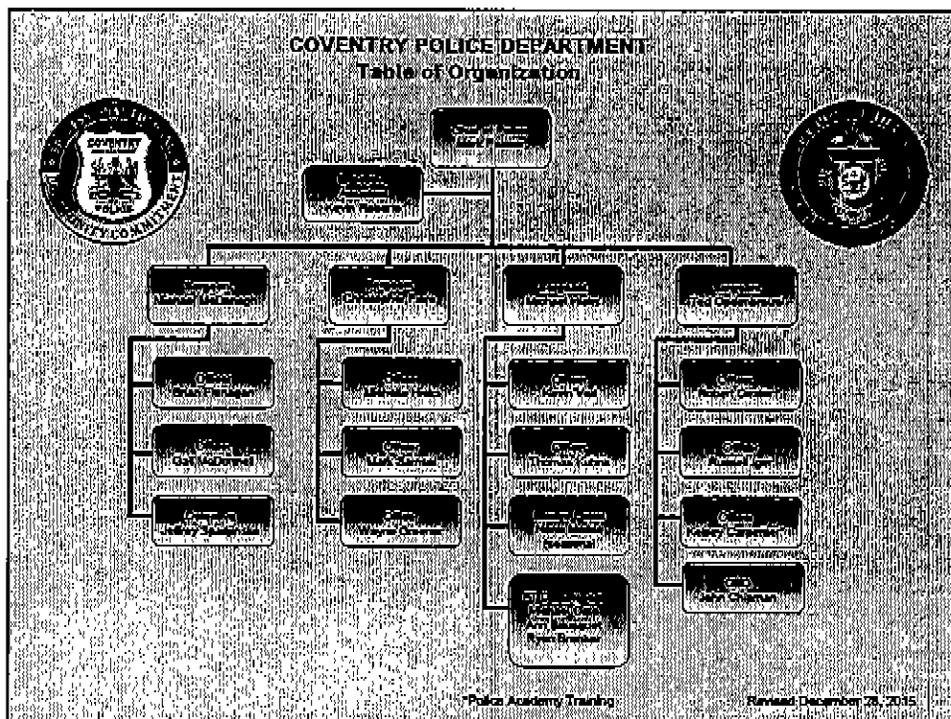
One unmarked vehicle for use by Detective	Requested: \$27,000
	Budgeted: \$17,500
Withdrawn	
Marked patrol vehicle	\$40,000.00
Replacement flooring	\$16,500.00
Roof heating cable	\$17,000.00
Total	<u>\$73,500.00</u>

CURRENT VEHICLES

1 CV	2011 Crown Victoria	91,200
2 CV	2013 Interceptor Sedan	78,040
3 CV	2014 Interceptor SUV	64,678
4 CV	2015 Interceptor SUV	34,125
5 CV	2013 Interceptor SUV	66,475
44 CV	2010 Crown Victoria	128,213 (private duty)
	Detective	108,000
Staff	2009 Crown Victoria	91,068



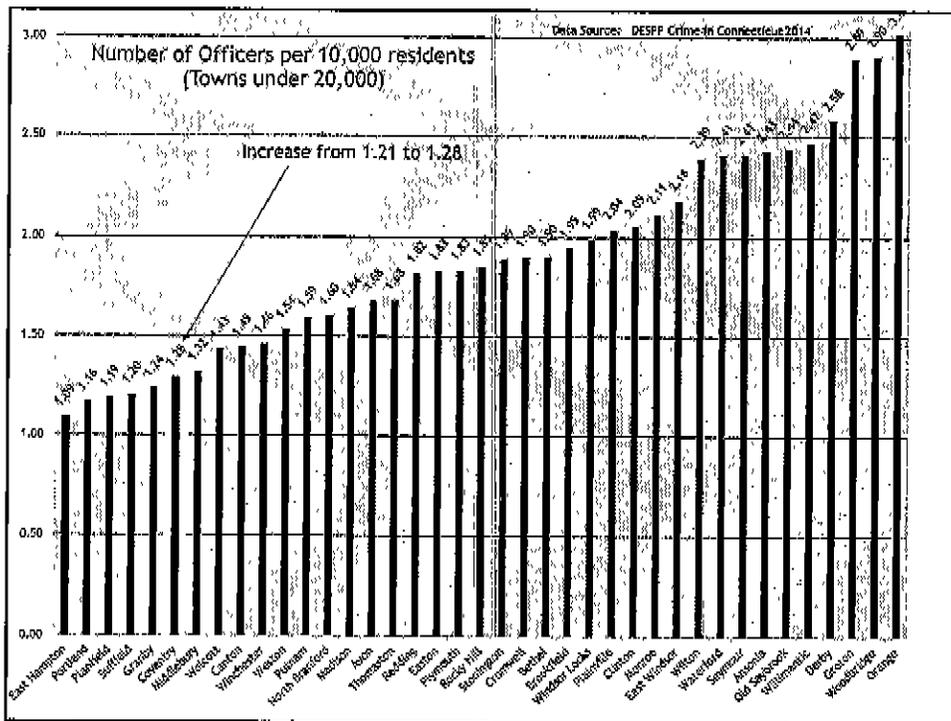
Current staff car
2009 Ford Crown Victoria with 91,000 miles
Remove from fleet



Sworn Employees

Employee	Years	Employee	Years
Employee 1	26.6	Employee 9	9.9
Employee 2	21.4	Employee 10	8.9
Employee 3	19.5	Employee 11	3.3
Employee 4	18.9	Employee 12	3.0
Employee 5	17.8	Employee 13	2.0
Employee 6	17.0	Employee 14	1.0
Employee 7	15.2	Employee 15	0.2
Employee 8	11.7		

Average time with the agency = 11.75 years

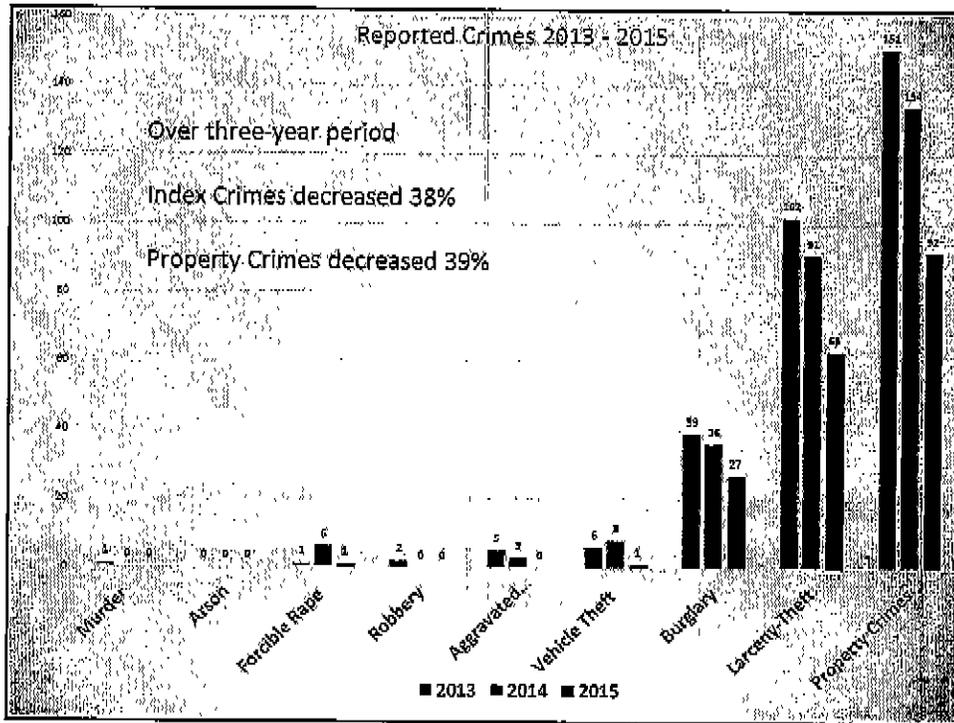


OPERATING BUDGET FY 2015/2016 vs. 2016/2017

	2016	2017	Difference
Administration	185,551	184,651	-900
Operations	1,247,711	1,327,102	79,391
Support	319,630	320,658	1,028
Building	59,480	56,300	-3,180
Marine Patrol	7,850	8,400	550
Community Service	70,891	71,201	310
Totals	1,891,113	1,968,312	77,199

2017 Operating Budget

Contractual Salary increases and longevity pay	88,570	
Overtime (Admin and CSO)	-2166	-11,966
No increase in OT or holiday pay		
Tuition payments	-2000	
Uniforms and equipment	-1500	
Other equipment	-1500	
COLLECT fees	-1400	595
Electric	-2000	
Heating Fuel	-1225	
Community Service costs	-175	
Increase for Lake Patrol	550	
Sewer fees	45	
Total	77,199	



Thank you

Questions ?



RECEIVED

MAR 14 2016

TOWN OF COVENTRY
PLANNING & ZONING

March 8, 2016

Eric M. Trott
Director of Planning and Development
Town of Coventry
1712 Main Street
Coventry, CT 06238

Dear Mr. Trott:

I am pleased to inform you that Town of Coventry's application for the America the Beautiful grant has been accepted*. We are in the process of finalizing the paperwork, but I wanted to be sure to give you the good news.

The project title is "Main Street and Laidlaw Park Planting Plan". The amount of the grant is \$4,975.

At some point over the next few weeks, I will be sending to you a Personal Services Agreement (PSA). This PSA is the contract by which the grant is established. It needs approval from both parties - the Town and DEEP - to be complete and fully executed. That typically takes a few more weeks and may take us past Spring 2016 planting season.

Please do not begin work on the project until the PSA has been fully executed and you receive a copy of the PSA back with both signatures on it.

As a part of the finalization process, it will be necessary that whoever signs the PSA be authorized by a Resolution from the Town Council. Enclosed is a sample of such a Resolution. I mention this so as to help facilitate the process. The Resolution can be voted on before the Town receives the PSA. Doing so could help keep the process moving.

In the meantime, please feel free to call or write me if you have any questions or comments. I am very pleased that we will have the opportunity to work together as part of this worthwhile project.

The best of luck and, again, congratulations.

Chris Donnelly
Urban Forestry Coordinator
CT DEEP Forestry
(860) 424-3178
chris.donnelly@ct.gov

*Eric - just a note. We cannot start this grant until we wrap up the previous one. Logistically, it would probably work out that way anyways.

The following is an example of an approved Certified Resolution:

CERTIFIED RESOLUTION

I, John Doe, Secretary of WXY Corporation, a Connecticut Corporation (the "Company"), do HEREBY certify that the following is a true and correct copy of a resolution adopted at a meeting of the Board of Directors of the Company held and convened on April 1, 2010, at which meeting a duly constituted quorum of the Board of Directors was present and acting throughout, and that this resolution is at present in full force and effect:

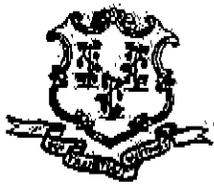
RESOLVED: That the President, Regina Rex, is empowered to execute and deliver in the name and on behalf of this Company a certain contract with the Department of Energy and Environmental Protection of the State of Connecticut for the fulfillment of the America-the-Beautiful grant, and is authorized to affix the Corporate Seal.

In witness whereof, the undersigned has affixed his signature and the Corporate Seal of the Company this fifth day of May, 2010.

John Doe, Secretary

(Seal)

In lieu of a certified resolution, a certified copy of the applicable section of the corporate by-laws which authorizes execution of the contract by the signing person may be submitted, along with certification that the person signing the contract in fact holds the office in question. In lieu of a certified copy of the corporate resolution or by-laws, a certified copy of the corporate minutes of the meeting of the Board of Directors may be submitted. These minutes must specifically authorize the signing person to execute the particular contract under review or the particular type of contract, of which the one under review is an example.



STATE OF CONNECTICUT
DEPARTMENT OF AGRICULTURE



March 9,
~~January 27,~~ 2016

Town of Coventry
Eric Trott
1712 Main Street
Coventry, CT 06238

Dear Eric:

Congratulations on being awarded \$34,605 through the 2015 Farm Viability Grant! As a sub-grantee to the Department of Agriculture's award you are required to sign a contract with the State of Connecticut agreeing to complete the project submitted.

Please review the entire contract **carefully**. Each appendix highlights important information including your project commitment(s), reporting requirements, financial reporting requirements, payment schedule, among others.

Enclosed are two copies of the contract that must be signed before your project can begin. All locations needing a signature or seal have been highlighted with a flag. Please be sure to keep in mind the following information when signing:

1. Whoever signs the contract must sign their name the same way each time. For example: If you sign it Jaime L. Smith the first time do not sign it Jaime Smith the second time. It must always be Jaime L. Smith.
2. You must always use the same title. For example – if you're Executive Director the first time you cannot become President or 'ED' the second time. You must always be Executive Director.
3. Finally, all the dates signed on all the documents must be the same. It cannot be April 10, 2015 on one document and April 14, 2015 on another.
4. The person signing the contract cover page cannot also be the secretary/clerk signing the Certified Resolution or Incumbency Certificate.
5. If there are any handwritten changes (cross outs or corrections), they must be initialed and dated by the signor.

While it seems nit-picky, staying consistent will enable the Attorney General's office to sign the contracts sooner without additional revisions. Please sign **both** copies of the contract. Return it all in the enclosed envelope. An original signed contract will be returned to you for your records after all signatures are obtained.

Again, congratulations! We look forward to working with you. If you have any questions please don't hesitate to contact me at 860-713-2559 or jaime.smith@ct.gov.

Sincerely,


Jaime L. Smith
Marketing Rep and Farm Viability Grant Program Coordinator

165 Capitol Avenue, Hartford, CT 06106
Phone: 860-713-2503 CTGrown.gov
An Equal Opportunity Employer

RESOLUTION

BE IT RESOLVED that it is in the best interest of the Town of _____ to enter into contracts with the Connecticut Department of Agriculture.

IN FURTHERANCE OF THIS RESOLUTION, the Honorable _____, (name) _____ (Title) is duly authorized to enter into and sign said contracts dated _____ on behalf of the Town of _____. The Honorable _____, (name) _____ (Title) is further authorized to provide such additional information and execute such other documents as may be required by the State of Connecticut in connection with said contract and to execute any amendments, rescission, and revisions thereto.

THE TOWN CLERK IS AUTHORIZED to impress the seal of the Town of _____ on any such document, amendment, rescission or revision.

ADOPTED BY THE TOWN COUNCIL, THIS ___ **th DAY OF** _____

I, (Name), the Clerk of the Town of _____, do hereby certify this to be a true copy of the resolution duly adopted at the Town Council meeting on (Date) and that it has not been rescinded, amended or altered in any way, and that it remains in full force and effect.

Clerk

Date

PUT TOWN SEAL HERE

Minutes
Coventry Town Council Special Meeting
March 23, 2016
Town Hall Annex

1. The meeting was called to order at 7:00 PM.
Present: Julie Blanchard, Richard Williams, Matthew O'Brien, Thomas Pope, Andy Brodersen, Hannah Pietrantonio, Lisa Thomas
Also present: John Elssesser, Town Manager; Beth Bauer, Finance Director

2. **Unfinished Business:**

- A. **15/16-69: FY 2016-2017 Budget:**

Julie Blanchard said before we start this evening she wanted to take a moment to talk about the budget process and to thank members of the public that have taken the time to contact the Town Council via email or during the audience of citizens, concerning proposed budgets. Many have expressed strong support for the Challenge and Enrichment Program in our schools. From all that we have heard from citizens like you, it sounds like a wonderful, challenging and effective program. We were all very happy to receive your input.

We were also a little confused to see so many of our residents having an impression that any program was somehow being considered for cuts by the Town Council, particularly the Challenge and Enrichment Program. At our previous meeting there were two questions raised about special education costs which are partially reimbursed by the State and there was some confusion as to the status of Challenge and Enrichment programs within Special Education. While Mr. Petrone said, "they are not identified in Special Education," Lisa Thomas offered the fact that, "those definitions do fall under Special Education." Since no other reference or discussion had taken place concerning the newly referenced Challenge and Enrichment program Mr. Williams asked if there were programs for gifted and talented. The Town Council has never discussed the Challenge and Enrichment program nor received any information specific to the program from the Board of Education. We have learned a great deal from citizen input and it is surprising how so many people came to believe that this wonderful program was somehow being threatened or why such totally unfounded information was being disseminated.

The Town Council has been asking questions about the Board of Education's budget, just as we have been asking questions of every other department within the town to justify the appropriations that are being requested in next year's budget. The questions raised are part of the due diligence the Town Council must perform to gain information and understanding before making any recommendation on any budget. The Town Council has an obligation to protect the interests of Coventry's taxpayers and ensure that all of the money that is being appropriated is being used wisely and prudently. The School District's budget represents about 2/3 of Coventry's entire budget. Coventry taxpayers have the right to expect us to ask questions and all of our departments should be completely transparent and open about their past spending and their future plans for taxpayer's dollars. There is no reason to fear the transparency provided by inquiry and answers to questions.

Since the election in November, it has, at times, been a struggle to get open, complete, and straightforward information that we have requested from the Board of Education. For example, in response to the Board's requests to increase their appropriation in November and December, we attempted to do our due diligence and asked appropriate questions about their requests for additional money.

We sought to identify what, if any, resources and/or funds were available in their current budget

appropriation to meet their needs and identify what additional resources they may need. To this day, we have still not received complete answers to our requests for that information and some of the information we have been given has been incomplete and inaccurate.

In our attempt to work cooperatively with the Board of next year's budget we sent them a list of questions that were unanimously approved by the entire Council. During discussion at the Town Council table it was stated by several members that the information we were seeking would certainly be available because it would be needed to properly build the Board of Education's budget.

The questions were submitted to the Board of Education on January 19, 2016 and all of our members expected that the Board would happily and easily provide the budget information we requested. We met with the Board last week and unfortunately we still had not received answers to many of our questions. We are meeting tonight to provide the Board of Education time to provide necessary information. Once we have received and understand all of the information only then will we begin any discussion about the appropriate level of funding for their upcoming budget.

It is difficult to understand how asking questions, which everyone on the Town Council agreed to ask and the answers for which should have been part of the Board of Education's budget process and readily available, can be perceived as problematic to the Board of Education or their budget. We are, and will continue to ask for transparency and full disclosure and proper planning from all of our departments including the Board of Education.

I can tell you that we are impressed with what the school system has accomplished under the leadership and guidance of Mr. Petrone. We expect him to continue to be successful in the future.

All citizens should know that their opinions, input and questions are appreciated as part of the budget process. We would encourage all citizens to follow along the budget process with us and as we do, approach each step with an open mind and no prejudgments.

Continued discussion, Board of Education budget:

Julie Blanchard said unfortunately no Board of Education members are present to discuss their budget. One member, Frank Infante, is here as an observer. We received additional information via email this morning. Most of us have not had a chance to review it because we just got it today. Julie asked if any members had items they wish to discuss.

Matthew O'Brian said one of the things that struck him is we have to do more analysis. It appears they have purchased 1300 iPads in the last 3 years. He couldn't find funding for anywhere near that number. Part of our question was to get information on how they were purchased. He didn't see an exact answer to our question #4. The four year iPad initiative has only been going for 3 years. He is not sure how they were purchased and paid for. He was surprised there are so many but he wanted to get a better understanding. If they were in an appropriated budget he can't find them. John Elsesser said he knows they got some grants. Matthew asked if grants would appear in the budget. John said he may not be right but he knows they received ICE grant funds that allowed their money to go farther and a technology grant. Richard asked if we have an answer to the question. Andy Brodersen said let's not guess. Richard said one can assume the purchase of iPads came from surplus money from prior years, but wouldn't it be appropriated as a line item in the budget? Richard asked Frank Infante if he knows. Frank said no. Matthew asked if it was not discussed during budget. Frank replied not past purchases, only the current year.

Matthew O'Brien said that David Petrone had apologized that he couldn't be here – he had a prior commitment. He offered to answer any additional questions. Julie Blanchard asked what detail we

want for this question. Matthew said we have the number and type – he just wants to know how they were funded. Was it excess funds, grants or an approved budget? He had only read about the iPad program. The oldest ones in that program are 3 years old. He assumes they would have a replacement plan. They did give some information as to how that might occur. Thomas Pope said the budget that's proposed talks about the 4th year of initiative and purchasing 190. Lisa Thomas said she has not had a chance to look at the new information, but saw something about iPads in 8th grade – are they continuing to move the technology? Is that what current request is for? Matthew said we did ask a question about the current request and they said 110 for 9th grade and others for teachers. John Elsesser said their answer to question #5 addresses it – see the bottom of page 2.

Matthew said they answered question #6, how surplus equipment such as iPads and computers are planned to be replaced. They projected residual value. It appears they are leaning toward approaching Apple for rebates. The earlier quote was \$110 per device. The number may change with the new model. Other equipment in the capital improvement plan is detailed. Other items are considered e-waste as they are over 5 years old and some are as old as 7. They gave goals for a cycle of 4 years. He wonders if that applies to iPads because it seems they are refurbishing some after 3 years. Thomas Pope said that is \$21,670 that would provide some additional revenue that is not in the budget.

Matthew noted that information requested under question #2 for the provide pre-k census is answered, including details of district budget impacts. They outlined teacher and para salaries. He thinks that answers the question. It wasn't clear that was the case because he thought that was completely funded. Lisa Thomas said she doesn't think that is different prior to having the preschool there. They have always had staff because of State mandates for preschool special education. This is not new. Julie Blanchard said what she hears is that it is not costing us anything. Lisa said they may have thought she was talking about what was happening with the Smart Start program. John said impacts were already built into the base. Additional students are either tuition students or are paid for by the Smart Start grant. Now they don't pay rent but there are corresponding costs instead of rent. Lisa said their obligations to children may appear to make the numbers look different.

Matthew said we did get answers to #9. It is not consistent with information from years past that he was familiar with. He hasn't had time to compare. Hannah said a question was asked to identify the types and specific labels of special needs students and how many are in what grade. That would clearly be a violation of family privacy issues that don't have anything to do with the budget. Matthew replied he is just asking for budgetary information. Lisa said the original request asked for the specific disability and location of each student. Matthew said that was what we always used to get. Lisa said the privacy laws have changed. As a member of the Board of Education you would need certain info. She agrees with the gentlemen who spoke the other night that this borders on violating privacy laws. Matthew said we agreed to go into Executive Session. We got some information that looks like a regular report that is given by the State. Lisa page 9a shows prevalence. Any time there is a specific disability they have suppressed those numbers.

Richard what other towns are in our DRG. John said it is available online. It is big. It includes Ashford, Andover, Bolton, Canaan, Colchester, Cromwell, Deep River, East Granby, Franklin, etc. Mansfield is not in ours. Julie Blanchard said Andover is only k-6 and we should compare k-12.

Matthew said he doesn't see an answer to #10, a staffing report of the number of teachers by grade and the children they are responsible for. He found some information on their website. The document is dated March 2016. It doesn't say anything about high school students. Richard said isn't the question more certified teachers and how many students are in their class? Matthew said what is missing in the answer is a projection for next year. Andy said it gives a ratio by grade not class. Matthew said the 6th grade pupil to teacher ratio is 18. Richard said he thought it would give detail by

teacher and how many students in each class. Matthew replied it tells us for k-8 but not after that. We also asked for regular education paras. Matthew said he doesn't see answers for anything between questions #10 - 15. Andy said he would like to know the non-certified number also. Richard asked how many teachers are employed. Matthew replied 172. Richard said the sheet shows 58 teachers. What are the responsibilities of the other 120 that we employ? He thought the question would provide more detail about who we employ and their responsibilities. In his opinion the question is not even remotely answered. John said he thinks they described it that at the high school a Spanish class may have 10 students, another class may have 110. They could probably produce a list but it varies dramatically. When you get to third level math it is probably 10-12 students. Matthew said he thinks if it gets below 5 a review is required. John replied that some of those courses may be required. Julie said the answer to #11 indicated there are 69 paraprofessionals. Matthew said he would like to see projections for k-8. Every time you ask a question it takes two hours of work to figure out the answer. Richard said somewhere there is a list of the teachers we employ and what they teach, and how many total students an individual teacher teaches. He would like to know that. He would think they could easily produce it off their database. It seems like a pretty simple request. Matthew said he is not sure how k-12 figures would help for the budget. We did not receive an answer to question #12 - staff that left and budgetary impact. He would still like to get that.

On question #13, Julie said we requested they provide supporting financial information. They said their answer stands as previously submitted. This is related to original question #15. Matthew said they provided a list of names but no financial information. He wants to know the budgetary impact of those changes. Thomas said he thinks the public ought to know the input they gave us. The original answer to question #20 was ludicrous. It was a list of grants, plus information from the State that they put out \$2 billion in grants and parent programs, youth service programs, etc. None of that is relevant to our budget or to Coventry.

Question #14: Thomas indicated their response answers the question. Andy said it is a good ratio. There has been pretty good attendance.

Question #15: Matthew said this was a question for me as to why it was different – he hasn't had a chance to look at it.

Question #16: Matthew said they provided detail. We weren't asking for names of students just numbers.

Question #17: Information was provided on changes from the Superintendent's budget to the final budget.

Question #18 – Surplus: Matthew said what they gave for that answer was the minutes of Board and Finance Committee meetings from January to June. He hasn't had chance to read them but would like to know the total identified surplus and how those funds were spent. So far they have identified \$80,000 of surplus which went into the non-lapsing account. They turned back \$3,009 to the general fund. \$75,000 of surplus funds went toward the preschool project and \$131,000 in surplus was used to purchase iPads that didn't appear in the 14/15 budget, for a total \$289,000. He is trying to identify how those funds were used – they were not used in the fashion that they were originally appropriated. Thomas said if they had excess funds in that amount could they purchase things that would normally be budgeted for next year with those funds? Matthew replied yes. Lisa said that isn't that what they did with the iPads. Matthew said they removed them from the budget during the first round of budget cuts. Then they purchased them out of surplus funds at the end of year for 9th and 10th grade. Andy said the terminology might be different – they might not always call it surplus. Matthew asked Lisa if she remembers discussion of the justification to make \$150,000 in cuts by the Town Council

last year – he couldn't find it in the minutes. Lisa said it might have been based on revenue projections. She would have to go back and look at her notes. Matthew said he read through two months of minutes and couldn't find any discussion. Then after the defeat \$86,000 was cut but he thinks some of that was insurance savings. Lisa said their budget was done long before ours. It might have been something about a bus. It would certainly be in the video of the meeting.

Question #19. The February 29 Management Report was provided. Matthew said this is a picture in time. It forecasts \$266,591 in unexpended funds. If you think about it, in the 14/15 budget the reduction was actually \$304,000 if you go back and look. Richard said so they trend about a half million. Matthew said there are a lot of different reasons why a surplus is generated. Richard said even after they were cut they still ran a surplus. Thomas said when you make the cut you alter the budget so the surplus is different from what the original budget was.

Thomas said at the last audience of citizens somebody questioned why he asked a question about solar equipment when he knew the answer. It was my understanding they were working but weren't working properly so he thought we would have had some savings. When we do get the savings there will be an excess amount of money plus we have gotten a lower rate. So the utility line will need to be looked at. John said the Building/Energy Efficiency Committee met last week – they had a theory it could be a timer on a motor is kicking in at night and using power. We do know the energy bid price is about 8% less. The solar credit problem is just at the high school – the other 3 schools are working as expected. Matthew asked if there is any way to extrapolate savings based on the other schools. John said possibly but they had counted on that in their existing budget so they are beginning to run over. They are checking into it but he doesn't know if it is resolved. Thomas said that was the reason for his question – he didn't have the answer – he didn't ask the question just to ask a question.

Matthew said regarding Question #18 about the surplus, the minutes they gave were through June 25 but \$99,000 was identified in July from Tuition to Supplies and Equipment. He is not sure why only gave us through June if there was something in July. Thomas asked if we are looking for a number rather than sheets of minutes. Matthew replied yes. He couldn't find anything that said “buy \$131,000 worth of iPads.” There appears to be \$289,000 in surplus perhaps more.

Matthew said he is disappointed there is nobody here from the Board of Education. Hannah said there were probably conflicts that couldn't be avoided and they have already spent 4 hours with us. Thomas said our questions go back to January. Hannah said they couldn't be here and she doesn't think it is a poor reflection on them.

Richard said what he grasps from all this is that Coventry schools are doing an amazing job and giving kids technology. For a district as small as ours with limited resources they managed to cobble together enough iPads, technology and equipment to give our children a real head start. People are always under the impression there is not enough money. We hear it year after year. Our kids are more prepared than the kids in South Windsor where his kid goes to school. He thinks it's really neat that our kids have technology. We always hear how it's bare bones but we have spent a lot of money on technology in a short period of time. He thinks the enrichment program is great. The kids that are in it really benefit. His son is involved in some of those classes and projects. One thing he never would have expected was to find it under the Special Education line item. He would have expected a line item for gifted and talented and a dollar amount put toward that. Right now we don't even know what is spent in Coventry, but it is a great program. He remembers sitting with Jen Beausoleil when we didn't have those programs - she really spearheaded a lot of them. Those kids often get left behind. Lisa said when we talk about learners with what we call “special needs”, the question is, are these children able to learn effectively in the regular classroom. For under-achieving kids we need to provide support to meet their needs. The same thing applies to high-achieving kids. Special Education

regulations define the regulation because their behaviors tend to be very similar. Her understanding for the Coventry expenditures it is two teachers, plus several thousand dollars in supplies. She knows fundraising is underway for the Future Problem Solving students. That started as an after school program but was incorporated into the Challenge and Enrichment program. Mr. Spivey is taking those skill set criteria out into 7th grade. He is trying to build on what they know and move their learning forward. The focus has typically been at the middle school. Matthew said he thinks we are all interested in learning more so he appreciates her answer.

2. **Other budget items:**

Julie would like to focus on Capital, which is tab 11 in the budget.

John said that Beth Bauer did our annual lease purchase for items in this year's budget. The interest rate is 1.93%. We actually have a little bit of budget savings this year because we projected a rate of 2.5%. We will have a modest additional reduction in the budget for next year. As we go through deliberations Beth can calculate with a spreadsheet. She has already put in debt service savings and will now put in lease purchase savings. She can email the spreadsheet out to you and you can do some budget modeling. Matthew said he has the latest State budget numbers at home from the State Rep. John said we are not doing revenues tonight. The numbers haven't changed yet. They are having a deficit mitigation vote next Tuesday. They are sweeping a lot of significant things: the Community Investment Act, Farm Aid, etc.

Page 11.1 & 11.2: John said he did a PowerPoint presentation on Capital. He cut school computers in hopes of getting an ICE grant. We have learned it is more competitive because they raised it from a 30% to a 50% grant. We are not as certain we will get it. They referenced our project as an example of what could be done, however.

John outlined the criteria to be in the Capital budget. On the Town side it has to be a project over \$10,000 otherwise it must be in the Operating budget. On the Board of Education, because they are larger, it is \$20,000. Thomas asked if software would be included. John said it qualifies depending on the cost. Thomas said the reason he asked is Bob Carroll's statement in the press that the Board supports the idea of Opengov and would perhaps like to join in putting their financial records online. They are seeking an estimate from Tyler Technologies so they could do that. Maybe we could see they have the money to do that. He thinks everybody here would like to see them participate. John said the one-time implementation fee would probably qualify but ongoing operation probably would not.

Town Hall computer upgrades: Beth has a replacement schedule on every computer. It is a 5-year cycle with depreciation. We broadened it this year to add printers. Matthew said that was why he was asking the question about school iPads if replacing 800 devices is an issue. Lisa noted the Board of Education said they were looking at different options, like pushing the senior's iPads down to the lower grades. Matthew asked if the reason to replace them is the operating system. John replied that an iPad's life is not as long as a desktop computer. You can't replace an iPad battery. They stop supporting operating systems after a while. Upgrades automatically update but at some point you are putting a new operating system on an older CPU. Thomas said in today's information they gave us it talks about trading them back in to Apple rather than trading down to the lower grades. Lisa noted that younger children's needs aren't as sophisticated.

Classroom furniture: John said this is a multi-year initiative. A lot of the furniture was part of the capitalization of the building. They put it into Capital to build up annual replacement to avoid putting out another bond. It was cut to \$25,000 last year and we put it up to \$30,000 to get to the previous

level. This is about a class and half's worth.

Police admin vehicle, \$17,500: Matthew asked if we should consider increasing this since we couldn't get a grant. John said he will leave that to the Council. The Chief had asked for full equipment, including sirens and lights. In an effort not to have the CIP budget go up too much he thought we could get by but the Chief has a valid argument. He didn't know about the need for all-wheel drive. There might be options for a used vehicle. What is in the budget currently is a smaller vehicle and the Chief has some concerns about fitting the equipment in. Matthew suggested flagging this item for further discussion. Thomas asked if there is anything in between that would do the job. John said it doesn't have to be a Ford. There might be some flexibility – we can pick a number and find a vehicle. He can look at the State bid list.

Scot airpaks: We are doing a pretty good job keeping our equipment current. Noel Waite shaved a little off – he thinks we can still be good. The fire sets have a life expectancy. They wear out. We got caught up a couple years ago with a federal grant. Sizing is a factor too. He recommends we continue this cycle.

Open space fund: A \$5,000 reduction was made last year. He left it at that level. Long term this was supposed to be more - up to \$100,000. The purpose was to have funds around when a desirable property came on the market without having to borrow. Lisa said she was disappointed to see what the Manager submitted in terms of the numbers going forward. Each year when we adopt our budget number, we are committing to fund in that year. She is not sure why John chose to flat-line it. Some of what we have is earmarked for purchases. We have been using a significant amount every year – it is not growing. It represents a commitment to the community and the Plan of Conservation and Development. She wants to be on record saying she feels it is a mistake to leave it at \$25,000 and she is opposed. Also, she is not sure what is happening with emails but she knows some people have written to express their support of open space. One email was sent to all of us from Robert Proctor. She is aware of others that have been sent but can't say anything because she doesn't have them. Hannah noted she didn't get them at all either. Julie said she has them and will distribute them.

Patriots Park Lodge: John said the Lodge has two furnaces - one is new and one is old. The old one is on a dirt floor and has rotted. The price is to get it into the other part of the building and duct it back so it will have a longer life. We could save \$3,000 by leaving it where it is, but long-term maintenance is an offsetting factor.

CNREF - \$50,000. Long term this is supposed to be higher. The goal is to have money so we can avoid future borrowing. Andy asked what is in the fund now. Beth Bauer replied \$50,000 would bring the balance to approximately \$220,000. She is not sure if it was adjusted yet for the money that was taken out for the soccer field, if not the balance would be around \$190,000. Matthew said he is hoping we can replace some of that depending on performance throughout the year.

Town hall boiler: John stated that the boiler is gone and an emergency replacement was done. We may pump out the fuel tank once we have some place to put it. Then we could buy a propane tank. This is all tied up in the natural gas issue too. The oil tank needs to come out of the ground. We have monitors and are confident there is no leakage. We will need money to either connect to natural gas or put a propane tank in. We won't need \$30,000. He would like to continue this discussion later because it is still a loose end. We will have an answer by Monday. At a minimum \$20,000 in savings could be taken, possibly all \$30,000.

Senior van replacement grant match: John said we are ready to file this grant. We are getting positive feedback. We have selected the vehicle type. It is smaller than the big bus, more rideable, and has the

ability to have two wheelchairs. A budget of \$10,000 allows us to get a State match of \$50,000. We would add decals and a radio. If we don't get the grant we couldn't buy it this year. We feel optimistic the funding is there because it is a federal pass-through.

Radius mower: John said we need to keep up with the replacement cycle. The mower won't make it much further. On the dump body – we had asked for two originally and got one. This extends the life of the truck and we recommend it.

Gym floor replacement: The Board of Education is doing these replacements in stages. We recommend funding it.

The Air compressor tank has reached its life. We need it to refill the airpaks. We are looking to see if there is an alternative brand.

Lake management plan: John noted that \$15,000 will cover fanwort treatment and hydrilla. That leaves \$7500 for flyboards which will not cover that cost. We haven't heard back from the State regarding Dr. Kortmann's recommended treatment method for hydrilla. We are waiting for State feedback – we want to send a notification letter to residents to give them a heads up on the need for treatment. We hope to send that out early next week. We want people to know there will be impacts. Andy asked how long the treatment would take. John replied they would be talking about isolating it for the whole season under the State plan. This would be during prime boating/waterskiing season. Andy asked if a second treatment would be done if it is not working. John replied that is why we want to leave it up for the whole season. The chemicals we are talking about - people can swim but cows can't drink it and produce milk. With the flyboard study we have significant concerns. If the State doesn't cover it, it could cost as much as \$20,000. Thomas said it was mentioned about dumping an aquarium into the lake could contribute to the problem - should we send a letter to the lake associations or put in the newsletter that is probably not a good idea to dump your aquarium into lake? John said it could have also come in on a bass boat, a flyboard or even by birds. We have to look at all sources.

LOCIP: John outlined projects for Tracy Shoddy Mill completion and Miller Richardson field improvements. This week they are starting tree removal at Miller Richardson. We need to complete the parking lot improvements. Field irrigation is a goal and we want to start looking at getting irrigation at Miller Richardson. Longer term we believe we can use a steel tank down there – the well is producing adequately and we think we could get water to the baseball fields. At Laidlaw we will not need \$24,000. We need a price to install fencing but those funds could be reallocated to building maintenance projects – such as the walls at the community center – we asked staff to get pricing. We are trying to get some re-lamping done through the Bright Ideas grant – we have \$6500 lined up. It will be an upgrade to the square box lights in the restrooms and would be on a timer. Also the floor tiles in those bathrooms need replacement. Some flexibility for Patriots Park improvements would be good. Guardrails also need to be replaced. Lisa asked if the work at Tracy Shoddy Mill is to complete ADA work. John replied the grant did not cover kitchen and bathroom fit-out. Plumbing will be there but no cabinets or sinks. We are looking to see if we can get a commercial kitchen in there which would require a grease trap be installed at the same time as sewers. The total project is \$35,000 under LOCIP and \$20,000 under Other. There is some flexibility but LOCIP has to be used on town land. We could do more irrigation or more park improvements. Matthew asked if there was more you could put toward Tracy Shoddy if you could use it. John said yes.

CNREF: John said we would like to buy one small dump truck to replace the truck Mark Kiefer talked about. We are taking the other truck out. We are not making much headway and we would be putting \$70,000 in taking \$55,000 out. Beth noted if we can purchase a dump truck out of the fund

then we would not be borrowing. John said we have made some progress with CNREF. We don't have enough to buy a fire truck but we are making progress. It shows the value and usefulness of it.

STEAP: John said we have an application pending. We didn't get funded in the first round. Columbia didn't get the bridge either. We think that these funds will be a target for reduction or elimination in next year's budget. They are reaching their bonding cap and we think they are realizing that. There is bonding money for Town Aid for roads, LOCIP and STEAP. Our preference is we really count on Town Aid for Roads. LOCIP we budget out. STEAP we budget out but they are jackpots - things we can live without. A lot of our maintenance initiatives are funded out of LOCIP. It has helped us keep up. STEAP is also not formula-based.

Notes and Bonds: John noted nothing is built into debt service for a new project. You are aware of projects hovering like the Library expansion. It is in CIP as placeholder – we have \$4.5 million for that which would be a \$5.5 million project with a \$1 million grant and \$550,000 STEAP. Things have changed.

Park: We try to put \$5,000 back into parks every year.

Radio tower: This keeps the Police, Fire and Public Works system up to date. We still have some tube sets in there and we don't like buying them from Russia. It is in better shape than it was 10 years ago. The money comes out of cell tower rental. One goes into the operating budget as revenue and the other goes here. Thomas asked if we are working to get rid of tubes. John said yes, most of it is solid state now. We are doing what we can afford at the time. The system is much better. We got a trunking system through a Homeland Security grant. Every radio gets a better signal if it goes off that. Hills are problematic. We did a big radio study about 10 years ago that proposed \$365,000 in upgrades and we have done it at \$10,000.

Cafeteria: John said it doesn't look like funds are there. They are not pulling in revenue. People don't like the food under the new federal standards. Matthew asked if they raised the cost of meals. John said he is not sure. Thomas asked if they have specific projects in mind. John said yes - freezer replacements and some other equipment like fryers, etc. Details are in the back of the budget. There are two projects for this year but they are spread out over two years. They are worthwhile projects. They lost a freezer last year. These are necessary things. Lisa asked what happens if the need goes unfilled. John replied unless they find some other way to do it, it is a concern. Matthew said he thinks there is still \$30,000 in their non-lapsing fund. They have to set their own priorities.

Tracy Shoddy Mill - \$20,000: John said local LOCIP is derived from money that comes in from money when a document is filed at the Town Clerk's office. We don't do it every year, we let it build up a little. The last funds went to the Cemetery Commission to map grave plots. They are partnering with UConn using central GIS.

High-visibility street signs: We would like to use Misc. Highway Funds to continue to address this requirement. Andy asked if there was there a timetable. John said there was but municipalities pushed back. There is some concern with liability so we need to continue to make progress. Also we want to buy a tool to drive the signs in better. The new standard requires breakaway signs but the standards for the bolts are so weak it doesn't hold up to wind gusts. We will continue to make progress. We don't have time to install on a town-wide basis. It is easier for us to go through and do neighborhoods. Some of our stop signs are very faded. We would like to do those and then do the street signs.

Lease purchase: John said we have three items proposed - two fire trucks and a backhoe. Noel Waite recently gave him a sample of a Govdeals auction. There is a 2006 Pierce fire truck on sale – it is a75

foot Quint with a minimum bid \$150,000. We will monitor that. We are not ready but it makes us feel our plan is realistic that when the time comes we will find what we need.

John said the pieces that aren't here are natural gas – we got some information from Mechanical Maintenance on simple conversions and what their recommendation would be if we replaced all 9 units. The minimum approach would be replacing all the burners, and the other approach would be replacing all the boilers. Matt Mullen on the Building Energy Efficiency Committee talked about retaining one of the large boilers at each site for colder days. Modulating furnaces more efficient on 40% days. Evaluation is needed but BL Engineering is already on board to do review work. The availability of natural gas could also solve part of that committee's charge to look at unit ventilators. Loud fans and heating systems get turned off because people can't hear. Those violate the new classroom building codes because of noise. Having natural gas would allow us to put some rooftop units in that solve the problem. As a code violation it qualifies for school construction grants. We just dropped below 60% so we might get some funding we otherwise wouldn't be eligible for. This just came up on Wednesday so we are scrambling to get information together. Matthew asked what type of cooking equipment they use. John said propane - so they could switch over in the long term. Also our generators could switch. When the current generator at town hall fires up you can smell exhaust in the building. All the boilers could be converted with new burners except for at the police station. It wouldn't be hugely expensive to replace them. We are looking at other cost avoidance items too like replacement of the oil tank at the high school that must be done anyway. We got sample of East Hampton's contract with CNG but it didn't really help us.

Lisa asked about projects by department, tab 11.7 General Administration and the \$500,000 amount for the water tower. Is that project definite? What happens if doesn't happen. John replied we have a grant. It was awarded for \$6.7 million but then the State started backing off and requiring additional engineering which CT Water didn't want to pay for. We are waiting for CT Water to restructure their plan. The original offer was they would bring the water line up and we would do the tower. There are several alternatives – we could redefine with the State so there is no local expense. We are trying to get a modification to allow a joint public private partnership. Lisa asked if the project is contingent on the Housing Authority's participation. John said no. It would make sense for them to come in. CT Water would install all pipes as part of construction at no cost. If the Housing Authority's pipes fail afterwards they would have to pay. Lisa asked about school participation. John said they are willing to do it as long as they don't have to pay to construct. There is a cost to them - they have to buy water - but they would avoid ongoing maintenance expenses. So we have the grant, but no local funds. We need to go through and change the priority levels on the CIP budget.

John said if there are changes in out years it would be appropriate to amend because technically this adopted at referendum. Matthew noted that the line item for classroom computers at \$247,000 is still in there. He thought that was reduced to \$150,000 with a \$90,000 grant. John said yes. If you look at the detail sheet in the CIP plan it is not in there. We reduced our share.

Lisa said if we want to propose putting open space back up where she should make a motion or if it can be done by discussion. John said it would be appropriate to either reach a consensus or formally take a vote. Also somebody mentioned we don't have the out year budget items in for street signs. Then we have to put in the source fund too. The first page of the detailed CIP budget looks at funding over the years – this will change if we add signs and open space.

COVRRRA: John noted there are four special funds in appendix: Recreation, Sewer, EMS and COVRRRA (Tab 12 page A5). Matthew asked if there is a reason why we don't allow businesses to do recycling. John replied we would have to negotiate with the contractor - they would have to put tipper barrels out and there is a charge per customer of \$3.50 per month per barrel. We don't get that much

in proceeds from recycling. Matthew asked if John thinks they would be open to negotiating. John replied we really don't want to get into the commercial business. It could be a real nightmare. Matthew asked if we lose money when we do recycling. John replied that recycling is not free, but we pay either way and it costs us more in disposal fees when recyclable items go in with trash. Andy noted we have a fund balance. Matthew said it is last year's. Beth said the current amount is less than it was last year. It is down under \$500,000. John said the goal is to have at least \$200,000 there plus \$100,000 in reserves for projects. Beth did some quick calculations and said if you are interested in dropping fund balance quickly, you could do a one-year reduction in fees. She didn't do an in-depth calculation but is assuming you could reduce rates by 10%. Matthew asked whether we could do something smaller and sustain it over a period of time. John noted the cost of the pickup and trash removal right now is not being paid for by \$250 COVRRRA fee. We are already in a deficit. It is detailed on page A5 under revenue. Total expenses for tipper barrel are \$998,000 and total expenditures are \$1.79 million so we are already subsidizing the cost by pulling down fund balance. Richard why is there is an 8% uncollectible figure in there - don't we lien people's properties? John replied we don't always get it. Beth said these numbers are for next year – we have expectations of receiving \$36,000 in collections. John said we also budget delinquent fees and interest. Over time we lose some to bankruptcies, abandonment etc. If a house is sold we pick it up then. Matthew asked to clarify that 100% in the reports is a 92% collection rate? Beth replied yes. We're on same pace now. John said we could change to 7% or 6% if you want. Beth said she does the calculation on historical averages. We seem to be moving up in collection rate so the uncollectible calculation will change as those numbers improve. A transfer of \$154,000 out of fund balance is what it takes to balance the budget now. We have to be careful not to move out ahead of that. Julie said she doesn't see growth in the number of barrels from one year to the next. Beth said it stays fairly constant. Matthew asked if the cost has gone up over the years. John said yes. Tonnage fees change. Recycling revenue was under a 5-year contract and may go down. There are lots of variables. We don't control the volume. There are fuel adjustments which are to our credit right now. We were able to lock in and negotiate no annual increase in hauler fees for 2 years. It is highly unpredictable. Weather can affect it. Leaves and sticks not supposed to go in the barrels but they do. Richard said it looks like labor went up quite a bit. John replied that 25% of the secretary at public works who handles COVRRRA administration was transferred there because that's appropriate. Richard asked if 3 people come out of this account. John said the revenue clerk does billing and collection. We had to add staff because there is a lot of interest and calculations. We also have a half time attendant at the transfer station 2.5 days per week. Matthew asked how years we have been taking the \$154,000 transfer from the general fund. John replied since it started. Costs went up but we have never increased our bills. We just absorbed them. Beth said if the Council wants the historical trend she would have to go back to the beginning of program and see. Matthew said it seems like in the last couple of years it has grown. Beth said yes – there has been a positive change in fund balance in the last 3 years. John said what we control are non-variable costs and the annual bill we send out. We have never increased the bill since we went to the tipper barrel system. Increases are in the revenue side. When we started the program trash tonnage went up. Andy asked how we charge part time residents. John said you see in revenue if they have a seasonal house. Tonnage fees change. We locked in another year and then it can go up or down. Trash to energy plants are not doing well. They used to break even by selling electricity at 11 cents per kilowatt. Now they are getting 1.3 cents. Three plants have already closed and the one that our trash goes to, when their contract expires next year our tonnage fees may skyrocket. The State came out with a long-term plan for trash that is unrealistic. They want us to get to a 60% recycling rate and we are not even at 40%. The only way you get to that is to collect food waste. Thomas noted if they could get larger cities to start it would go a long way. John said he thinks as a state we are going to start trucking our waste out of state. Wherever we send it we will always be responsible should there ever need to be a clean-up. There is some huge volatility coming. We are ok for a couple years.

Lisa Thomas and Hannah Pietrantonio departed the meeting at 9:59 PM.

Julie recapped a small list of additional questions she will send to the Board of Education. Any emails she has from citizens she will send to the group. Tuesday's special meeting will start at 6:30 PM and Lisa will join when she can.

Richard said it seems like we put too much labor into the COVRRRA account. He thinks it should be put back. Beth said the revenue clerks have been there as long as she can remember. Thomas said he is looking at a chart for revenue collections and almost all is collected in two months. Beth replied not COVRRRA. We bill in July but people pay through the year. John noted it is not held in escrow by banks. Andy asked when the bill is due. Beth said July. Andy asked if interest is charged after that. Beth said yes, at 18%. Richard asked how many revenue clerks are in town hall. John replied there are 3 people in the office. We need 3 people to function so if it is cut from here we have to add it there. There are a lot of bills. Richard said don't the bills just go to P.O. box. John replied that anything that doesn't come in during the first month has to be hand-calculated. When bills are paid late there is a certain amount of time it takes. Real estate escrows go really quickly. Matthew noted we lower tipper barrels fee by \$5 per barrel at 4467 barrels. Andy asked if interest on late payments goes to the fund. Beth said yes. Matthew asked Richard if he were going to transfer something to the general fund what would it be. Richard said we added an employee to this line item. When he looks at the entire structure he would almost have to question whether we have too many revenue people. They handle a limited amount of bills. John invited Richard to come in and see the office during peak times. We used to have seasonal help in the tax office too. We reduced that when went to the lock box. Beth said we went to 2.5 people in the tax office a couple years ago and it was a mistake. We had an instance of theft because there were too many opportunities when there was only one person in the office. It would do us a real disservice cut staff there. It would increase our exposure to risk. The other part of the question is whether it is a proper allocation to the COVRRRA fund – we can discuss this in greater depth over year if the Council wants to look at it. Richard said he thinks the discussion should take place now. Matthew asked what percentage of the person's salary is included. Beth replied the revenue clerk at 75% and second clerk at 25%. John said the full salary for this year's budget is \$65,555. Beth said there are 3 positions. One is \$13,830, one is \$14,970 and one is \$31,753. The new allocation for the Public Works secretary is \$14,970. John noted the revenue collection clerk's salary went down because we had turnover. Matthew asked if there is any way to know where we stand vs. last year. Beth said collections are on the same pace. We are essentially at 100% of appropriation. We are into March so we won't get a significant amount more in collection. Matthew noted that right now we're at \$40-\$50,000 less than last year. He asked what else the person does. Beth said we could always change percentage and put it back into the general fund. John said the other portion of her time goes to WPCA. Matthew asked if that is all she does. John said no - all 3 people in the office serve customers as they come in. Beth said we had tried to look at costing the office with a transaction model but it was difficult. John said we are also not charging the overhead of Tax Collector who is the highest paid person. Beth if we change the model we would have to take the overhead costs and allocate them out. Richard it seems strange we have always had a growing fund balance. Beth said it has fluctuated but for the past 10 years it has been pretty constant. John said we had tried to start drawing down fund balance because we don't think it should make a profit. There are variables. Now that hauling fees are locked it might be appropriate to look at making an adjustment. To him it is a success story that we can make this program pay for itself. Thomas said he doesn't think we would have ever gotten here if we hadn't done the green bag program. Recycling went way up when that started. If we had gone tipper barrels to start with people wouldn't have recycled as much. He was against green bags at first but was happy with the way they worked out. John said we are glad we didn't go to a full time transfer station. We would have had to go with 3 full time employees. John asked if the Council would like to see 10 years of fund balance. Matthew replied yes.

3. **Adjournment:**

Motion #15/16-334: The meeting was adjourned at 10:23 PM on a motion by Richard Williams, seconded by Matthew O'Brien and unanimously approved.

Respectfully submitted:

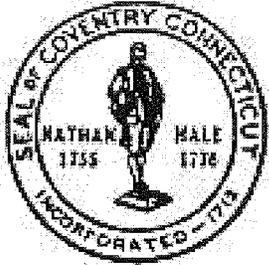
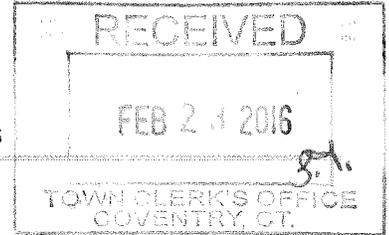
Laura Stone
Town Council Clerk

Note: These minutes are not official until acted on by the Town Council at its next regular meeting. Those meeting minutes will reflect approval or changes to these minutes.

Print

Statement of Interest In Serving on a Town Board or Commission - Submission #206

Date Submitted: 2/23/2016



STATEMENT OF INTEREST IN SERVING ON A TOWN BOARD OR COMMISSION

Date*

2/23/2016

Use this form to apply online to serve on a Town Board or Commission. This helps the Town Council get to know those being considered for appointment. Candidates are reviewed at the monthly meeting of the Town Council Steering Committee and recommended for appointment at the following full Town Council meeting.

First Name*

Sam

Last Name*

Norman

Address*

225 Avery Shores

City

Coventry

State

CT

Zip

06238

Telephone (Day):

860-729-9169

Telephone (Evening):

860-498-0559

Email address:

snorman2252@gmail.com

Board or Commission name:*

Inland Wetlands Agency

Current members please indicate:

- I wish to be reappointed
- I do not wish to be reappointed

Where did you hear of this opening?

Website

If other please specify

Prospective members: how long have you lived in Coventry?

5 years

Are you a registered voter in Coventry?*

Yes

No

What is your party affiliation?*

Democratic

Republican

Unaffiliated

Other (see next column)

Other party (please specify)

Briefly explain why you are interested in serving on this Board or Commission and what you would like to accomplish.

I believe that I can bring an informed, fair, opinion to this commission. I am concerned about our environment, but understand the realities of home/work ownership. I have worked with the agency in the past when building my home, and had a positive experience while doing so. I understand the importance of this agency and I want to make sure that our wetlands are maintained. I also wish to make sure that we as a town maintain the rural nature of our town while at the same time allow for reasonable expansion.

Please provide a brief resume of your education and employment experience:

College or University:

Eastern Connecticut State University

Degree:

Masters

Major:

Educational Technology

Employment:

Colchester Public Schools

Duties:

High School Teacher

Employment:

Duties:

Employment:

Duties:

Upload resume, if desired.

Browse...

Please outline other experience which would be helpful to the Board or Commission to which you are applying:

I was recently the recipient of the Connecticut Clean Energy Challenge award for new construction. My wife and I were the only entrants not partnered with a architectural firm as we were the general contractors of the house and built it ourselves. I am very concerned with the environment and want to increase awareness of more environmentally friendly construction methods.

Conflict of Interest Statement:

In order to promote impartiality of decisions and fairness in the treatment of those having business with the Town of Coventry through its Boards and Commissions, any conflict of interest must be eliminated. Members of any Board or Commission having direct or indirect financial or personal interest in any contract, transaction or decision of that Board or Commission, or any officer or agent of the Town of Coventry, shall disclose that interest to said Board or Commission and disqualify themselves from any awarding, assignment or discussion of any contract, transaction, or decision regarding their personal interests.

Electronic verification of accuracy and adherence to Conflict of Interest Statement:

By checking this box, I certify that the information I have provided on this form is true and accurate to the best of my knowledge, that I desire an appointment to a Board or Commission in Coventry, that I am willing to adhere to the conflict of interest policy stated above, and that I will abide by Council policies for volunteers as detailed in the Volunteer Handbook.

Check here.

Lori Tollmann

From: Liz Woolf <lizwoolf@charter.net>
Sent: Wednesday, March 09, 2016 10:31 AM
To: Lori Tollmann
Cc: Grady, Dorothy
Subject: Sam Norman

Hello Lori:

This is to advise that the Coventry Democratic Town Committee endorsed Sam Norman for membership on Inland Wetlands Commission. The endorsement was made at our DTC meeting on March 8, 2016 and was unanimous.

Elizabeth Woolf, Chair
DTC Nominating Committee

Laura Stone

Subject: FW: Sam Norman

*Lori Tollmann, CMC
Town Clerk
1712 Main St.
Coventry, CT 06238
(860) 742-7966 (office)
(860) 742-8911 (fax)
ltollmann@coventryct.org.*

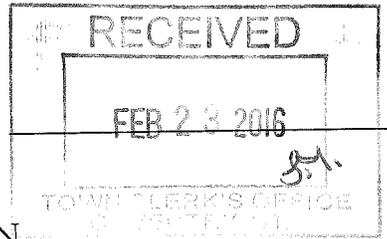
From: Liz Woolf [<mailto:lizwoolf@charter.net>]
Sent: Wednesday, March 09, 2016 10:31 AM
To: Lori Tollmann
Cc: Grady, Dorothy
Subject: Sam Norman

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Elizabeth Woolf, Chair
DTC Nominating Committee

Term to Expire 9-15-16



APPOINTED



STATEMENT OF INTEREST
IN SERVING ON A
TOWN BOARD OR COMMISSION

To help the Town Council get to know those being considered for appointment to a Town Board or Commission, the following information is requested of prospective appointees.

Name: HARVEY R. BARRETTE

Address: 24 AVERYSHORES

Telephone (Day) 860-342-5261 (Evening) ^{cell} 377-5480

Email address:

If this is reappointment please check one of the following:

Board or Commission name:

I wish to be reappointed (if checking this option please skip to signature page)

I do not wish to be reappointed

If this is not a reappointment, please answer the following questions.

How long have you lived in Coventry? 60 years

Are you a registered voter of Coventry? YES

What is your party affiliation? Rep.

On which Board or Commission are you seeking to serve?

INLAND/WETLANDS

Briefly explain why you are interested in serving on this body and what you would like to accomplish.

INTERESTED IN WETLANDS

Conflict of Interest Statement

In order to promote impartiality of decisions and fairness in the treatment of those having business with the Town of Coventry through its boards and commissions, any conflict of interest must be eliminated. Members of any board or commission having direct or indirect financial or personal interest in any contract, transaction or decision of that board to commission, or any officer or agent of the Town of Coventry, shall disclose that interest to said board or commission and disqualify themselves from any awarding, assignment or discussion of any contact, transaction, or decision regarding their personal interests.

Please certify your desire for appointment to a board or commission in Coventry and your willingness to adhere to the conflict of interest policy stated above with your signature.

Date: 9/23/16 Signature: 

TOWN COMMITTEE ENDORSEMENT: (not required)

The _____
recommends _____
for (re)appointment to _____
Official _____ Office _____

Please provide a brief resume of your education and employment experience:

Education: 14 YRS
Employment - SELF - GEN CONTRACTOR

Degree: _____

Major: _____

Employment: _____

Duties: _____

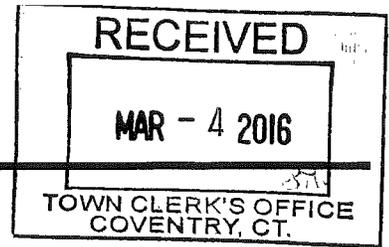
Employment: _____

Duties: _____

Please outline other experience which would be helpful to the Board or Commission you are requesting:

Thank you!

New committee term indefinite



Lori Tollmann

From: noreply@civicplus.com
Sent: Friday, March 04, 2016 8:35 AM
To: Lori Tollmann; Laura Stone
Subject: Online Form Submittal: Statement of Interest In Serving on a Town Board or Commission

Statement of Interest In Serving on a Town Board or Commission

STATEMENT OF INTEREST IN SERVING ON A TOWN BOARD OR COMMISSION

Date 3/4/2016

Use this form to apply online to serve on a Town Board or Commission. This helps the Town Council get to know those being considered for appointment. Candidates are reviewed at the monthly meeting of the Town Council Steering Committee and recommended for appointment at the following full Town Council meeting.

First Name Nathan

Last Name Carter

Address 1386 Cedar Swamp Rd

City Coventry

State CT

Zip 06238

Telephone (Day): 843-407-0384

Telephone (Evening): 843-407-0384

Email address: natecarterengineer@gmail.com

Board or Commission name: #135: Coventry HS Walls Code Compliance Building Committee

Current members please indicate: *Field not completed.*

Where did you hear of this opening? Other:

If other please specify Town Council Agenda/Meeting Minutes

Prospective members:
how long have you lived
in Coventry? ~3 years

Are you a registered voter
in Coventry? (Must be a
resident elector to serve) Yes

What is your party
affiliation? Republican

Other party (please
specify) *Field not completed.*

Briefly explain why you
are interested in serving
on this Board or
Commission and what
you would like to
accomplish. Being on this committee would afford me the opportunity to give back to the community. In addition, as a taxpayer, it would allow me to ensure low cost solutions are recommended for consideration by the Board.

Please outline other
education or experience
which would be helpful to
the Board or Commission
to which you are
applying: B.S. Welding Engineering (Ohio State University); Quality and Non Destructive Testing Professional (e.g. ASQ Certified Quality Auditor; ASNT NDT Level III (Radiographic Testing, Liquid Penetrant Testing, Magnetic Particle Testing, Visual and Optical Testing); Six Sigma Black Belt; AWS CWI; National Board Commissions); volunteer member of various ASME Boiler and Pressure Vessel Code Committees as well as the National Board Inspection Code; years of project management experience managing the implementation of high value manufacturing capital equipment expansions around the world. In addition, being originally from southern Ohio (KY, WV a tri-state) and having lived in FL, SC, and TN before moving to CT, I bring a new perspective to town activities, which long term may benefit committees such as Economic Development, when and if openings ever occur.

Conflict of Interest Statement:

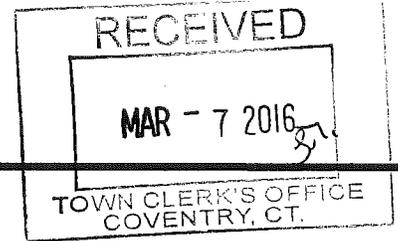
In order to promote impartiality of decisions and fairness in the treatment of those having business with the Town of Coventry through its Boards and Commissions, any conflict of interest must be eliminated. Members of any Board or Commission having direct or indirect financial or personal interest in any contract, transaction or decision of that Board or Commission, or any officer or agent of the Town of Coventry, shall disclose that interest to said Board or Commission and disqualify themselves from any awarding, assignment or discussion of any contract, transaction, or decision regarding their personal interests.

Electronic verification of Check here.
accuracy and adherence
to Conflict of Interest

Statement:

Email not displaying correctly? [View it in your browser.](#)

Appt term to expire 5-7-2018



Lori Tollmann

From: noreply@civicplus.com
Sent: Monday, March 07, 2016 10:31 AM
To: Lori Tollmann; Laura Stone
Subject: Online Form Submittal: Statement of Interest In Serving on a Town Board or Commission

Statement of Interest In Serving on a Town Board or Commission

STATEMENT OF INTEREST IN SERVING ON A TOWN BOARD OR COMMISSION

Date 3/7/2016

Use this form to apply online to serve on a Town Board or Commission. This helps the Town Council get to know those being considered for appointment. Candidates are reviewed at the monthly meeting of the Town Council Steering Committee and recommended for appointment at the following full Town Council meeting.

First Name Scott
Last Name Gallo
Address 130 Avery Shores
City Coventry
State Connecticut
Zip 06238
Telephone (Day): 860-208-2337
Telephone (Evening): Field not completed.
Email address: lakefront130@yahoo.com
Board or Commission name: Lake Advisory Committee
Current members please indicate: Field not completed.
Where did you hear of this opening? Word of Mouth
If other please specify Field not completed.

Prospective members:
how long have you lived
in Coventry? 17 years

Are you a registered voter
in Coventry? (Must be a
resident elector to serve) Yes

What is your party
affiliation? Democratic

Other party (please
specify) *Field not completed.*

Briefly explain why you
are interested in serving
on this Board or
Commission and what
you would like to
accomplish. I have lived on Coventry Lake since I moved to Coventry in 1999. We utilize the lake all year long and want to see the lake remain a beautiful and healthy part of our community. I would like to make sure that information is distributed to all the lakefront property owners as well as to all Lake Association members who enjoy the lake. We also need to find a better balance between Coventry residents and visitors to the lake to make sure that they are treating our lake with the respect it deserves.

Please outline other
education or experience
which would be helpful to
the Board or Commission
to which you are
applying: I was a member of the Gerald Park Lake Association for 13 years in the roles of Treasurer, Vice President and President.

Conflict of Interest Statement:
In order to promote impartiality of decisions and fairness in the treatment of those having business with the Town of Coventry through its Boards and Commissions, any conflict of interest must be eliminated. Members of any Board or Commission having direct or indirect financial or personal interest in any contract, transaction or decision of that Board or Commission, or any officer or agent of the Town of Coventry, shall disclose that interest to said Board or Commission and disqualify themselves from any awarding, assignment or discussion of any contract, transaction, or decision regarding their personal interests.

Electronic verification of
accuracy and adherence
to Conflict of Interest
Statement: Verified

Email not displaying correctly? [View it in your browser.](#)

Minutes
Special Town Council Steering Committee Meeting
March 28, 2016
Town Hall Annex

8. The meeting was called to order at 6:08 PM.
Present: Lisa Thomas, Thomas Pope, Richard Williams
Julie Blanchard (arrived 6:25 PM), John Elsesser (arrived 6:30 PM)

9. **Acceptance of Minutes, February 22, 2016:**
Accepted as written.

10. **Reports:**

A. Chairman – Thomas Pope: None.

B. Committee members:

Lisa Thomas asked when you think we will act on Inland Wetlands. Thomas replied he doesn't have the Statement of Interest forms – they were not sent. Lisa asked if the Steering Committee should plan to interview the candidates. Thomas said no – he is satisfied with both candidates. Laura will check with the Town Clerk's office for the forms.

C. Possible Recommendations: Vacancy/Board & Commissions List:

Thomas noted we have new report formats generated by the new software program. He gave commendations to John Elsesser and Lori Tollmann for getting the material updated. It is good to get information updated and presented in far superior fashion than what it was before.

11. **Appointments:**

A. Ad Hoc Lake Advisory & Monitoring Committee: Richard Williams moved to recommend the appointment of Scott Gallo to the Ad Hoc Lake Advisory & Monitoring Committee, term to expire 5-7-18. The motion was seconded by Lisa Thomas and carried on unanimous vote.

B. CHS Walls Code Compliance Committee: Richard Williams moved to recommend the appointment of Nathan Carter to the CHS Walls Code Compliance Committee for an indefinite term. The motion was seconded by Lisa Thomas and carried on unanimous vote.

Further discussion took place regarding appointments to the Inland Wetlands Agency and whether candidates should be interviewed. Lisa said in the past it was felt that interview questions could be prejudicial. Thomas said he would rather change the policy. It would be different if the people asking the questions had a legal background. Lisa asked that given it has been stated Council policy what would you do? Thomas replied he would be willing to rescind it tonight and put the candidates on the Commission. It is more of a practice than a policy. John Elsesser said that is partly because the Council is responsible for the Commission's actions. There was concern that they know the people. Thomas said in the case of these two they are very well known. He wouldn't want to jeopardize their appointments with questions. John noted the last meeting of Inland Wetlands did not take place because they didn't have a quorum. Thomas said if you look at the vacancy report it only shows one vacancy and one alternate. There are two vacancies – Ray Chicoine's resignation does not show up. Laura will check this with the Town Clerk's office, but all agreed they had seen Mr. Chicoine's resignation at a previous Steering Committee meeting. Lisa said typically the courtesy is to ask if the alternate wants to move up. She said we could put the appointments on the next regular Council agenda and contact the alternate in the meantime. Thomas replied that the alternate hasn't expressed

interest. Julie says the report shows David Sorich as the alternate. John said the danger of not moving alternates up with no discussion is they could get angry and quit. Lisa said she would recommend extending the courtesy. Thomas said he thinks he would have asked for it if he wants it. The expiration of terms for the two empty spots are 9-15-18 and 9-15-16. He would entertain a motion to recommend these appointments.

Lisa Thomas moved to add to the agenda consideration of two vacancies on the Inland Wetlands Agency under appointments. The motion was seconded by Richard Williams and carried on unanimous vote.

Lisa Thomas moved to recommend the appointment of Harvey Barrette to the Inland Wetlands Agency to fill the Chicoinc vacancy, term to expire 9-15-16. The motion was seconded by Richard Williams and carried on unanimous vote.

Lisa Thomas moved to recommend the appointment of Sam Norman to the Inland Wetlands Agency, term to expire 9-15-18. The motion was seconded by Richard Williams and carried on unanimous vote.

5. Booth & Dimock Library Building Expansion Project: Policy Considerations:

a. Planning & Zoning Commission – Parking Ratios:

Thomas Pope acknowledged receipt of these reports and asked if Committee members would like to comment. No comments were made.

8. Richard Williams made a motion to move to move up item 8: Consideration of request to legislate ban on outdoor wood furnaces. The motion was seconded by Lisa Thomas and carried on unanimous vote.

This topic was raised by a citizen. Julie said it had been discussed in the past. Lisa remembers there was some concern about particulates in the air. Thomas said he has some concerns about over-reach of government. Richard Williams moved to deny the request to consider legislating a ban on outdoor wood furnaces. Thomas Pope seconded the motion. Lisa said she thinks it is outside of our purview, plus it might overstep legislation that already exists. She asked if this needs to go forward to the whole Council. It was agreed that the Steering Committee does not need to move this forward to the whole Council. The motion carried on unanimous vote.

6. Review: Council Policy on Acceptance of Lake Association Roads: Thomas said we really need the Association representatives and Mark Kiefer here. Julie said she would like to see this wrapped up. It has been going on a long time. Thomas Pope made the following statement:

“The existing policy for Acceptance of Lake Association Roads as written is a source of concern, confusion and consternation. I have listened to input from a variety of people and perspectives. I have heard input from all sides and frankly we have a communication problem that is exacerbated from a lack of specificity as to the exact requirements that are required to facilitate the transfer.

The organizations have a perception that requirements have been fluid based on interpretations of individuals as personnel have changed. The Town has an interpretation based on experience and in-depth knowledge of public works projects. It would seem at this point that we need to clarify in writing a detailed checklist of tasks, that once complete will accomplish the goal of making the roads acceptable for transfer.

The Associations need to have a feeling of confidence in going forward that requirements are not fluid but are specific, realistic and can be accomplished. The Town must be comfortable that in the end the Town will be accepting roads that will not place an undue burden on the community as a whole that would not generally be beyond that of other roads accepted.

At this point in time once the checklist is written and understood by all parties, it may be prudent to examine the timeframe for completion in light of the existing approaching deadline for completion of the work. It should be the goal of all sides to work together in a spirit of harmony to bring this matter to a successful conclusion.”

Lisa said she couldn't agree more. She asked if we can move the checklist idea forward and identify who should put it together. John replied that the Associations and Mark will be here in April when there is more time.

7. **Consideration: Ordinance Prohibiting Disposal of Pet Waste on Public Property:** Lisa thinks what we have in our existing ordinances can cover this matter, i.e. "all other waste material". John said we will not be able to talk a police officer into issuing a ticket for that. The issue is that you're creating an expectation that the Town will do enforcement on this and it is just not going to happen. Thomas said our litter ordinance doesn't address it. Manchester's ordinance does that. Richard said he feels it is not an appropriate ordinance. John said if the Council were to entertain this he would recommend a year-long initiative to educate the community. The issue probably only involves about 5% of properties in the lake area. Manchester legislates but not on private property. If we put up bags, we have to keep them installed and hire a staff person to collect them. Not to say it is not a legitimate issue. We could start an education program in the Town newsletter. Committee consensus was to begin with education as the first approach to the problem. Lisa said she still thinks the ordinance we have can cover it if someone were able to bring evidence. Thomas said our ordinance only specifies on public property. Otherwise it would be a civil matter between the animal owner and the private owner. Lisa said UConn is doing a study at Crandall Park.

9. **Consideration: tax abatement for seniors:** Thomas said we will carry this forward when we have time to research the matter further. It was noted that a study committee might be required.

10. **Adjournment:**

The meeting was adjourned at 6:42 PM on a motion by Richard Williams, seconded by Lisa Thomas and unanimously approved.

Respectfully submitted,

Laura Stone
Town Council Clerk

Manager's project update: April 4, 2016 meeting

Below please find a brief summary and update of on-going projects:

Public Works/Engineering

- 1.) Survey and design complete for additional tennis court to get out to bid for early spring construction. Expect to bid this in April for late June or July work. Optional pricing for recoating existing tennis courts will be included.
- 2.) Summer road work is scheduled. Mountain ridge work will be out of the gate quickly. Roads which are being milled are scheduled for April and paving in May. They will be passable during construction. Village roads will be started by May. A lot of drainage and road prep by Town forces and outside contractors over next several months. A detailed schedule is forthcoming and a communications plan is in development.

Other Construction\projects

- 1) Plans continue to improve Miller Richardson parking lots this spring. Rafferty to mill road up that section of Plains Road to facilitate parking lot with road millings. Remainder of pine trees near entrance to transfer station are being removed. We met with Youth Baseball and are supporting their fundraising for a new backstop and storage shed.
- 2) Lake/Cross Street project moving. CRCOG peer review now complete and modest spec tweaks underway. Need one sidewalk easement before bidding, owner agreeable. Work on some related sewer impacts to project are under construction.
- 3) Laidlaw soccer field: Tree removal complete and grading underway- is restarting now with grass seeding planned for April. The Laidlaw Playscape phase one is slated for installation in next several weeks. Using the gravel removed from Mt. Ridge to expand parking lots. Fundraising also started. High quality used fencing for new field located by John Twerdy as a donation. He also obtained some gravel for drainage. Working on pricing for fence installation. Have worked out details for irrigation system with donated installation. That is planned to be completed over next month or so.
- 4) Propane specs drafted and have been approved by school staff. Now need to amend based on possible CNG issue. Placed on hold pending the outcome of that decision.
- 5) Have completed applying gravel (state purchased) to Hop River trail. Depot Road Trails grant awarded to us.
- 6) Main Street project has started with blasting at end of March. A special meeting was held for our local businesses to meet with the construction team to learn about the project and who to call as issues arise. A mailing list was developed to send them a two week look forward of work planned. We have signed with BSC for design

work for sidewalk extension from Church to Library, which would be a change order to the State project and per State timetable needs to be complete by September 5th. Clock has been selected and will be ordered. Gazebo selection planned for the next couple of weeks.

Grants

Aquatic invasive grant: We are getting funds though slightly reduced. Match was included in proposed budget for next year.

Main Street Investment grant: Funds are inadequate to allow a Certificate of Occupancy at end of work but building will be closed in and almost finished. Need funds for ADA lift (maybe project income from CDBG grant), utilities (Contractor will install in conjunction with Main Street project in exchange for use of Stonehouse Road property) and completion of bathrooms and kitchen and connecting vestibule. Asked contractor for price to complete and they are still fine-tuning scope of work. Work to resume after winter shutdown within a week. Some funds from the pocket park may be able to be redirected. Wetlands permit filed for consideration of the Commission: outside grading (by town crew) when permit received. Gazebos priced, clock and sidewalks in conjunction with State Main Street project as change orders in spring 2016, work to be completed by September.

STEAP: CTDOT wants full bid package review; encroachment permit has been filed with State and they will review of bid results before project will be allowed to start. Will defer construction of at least driveway crossing until school is out. Lake Gate STEAP grant underway with preliminary plans complete and permit application submitted. Permit to take 4 to 6 months. Now need to design to allow eels to climb from stream to lake. Construction deferred until fall 2016 to avoid low water issues during summer.

Small community water systems: Received formal grant notice and have delayed this grant at least one year while we work through some issues with CT Water. Discussed with Housing Authority - they have some concerns and we have asked for formal questions we can respond to. This is a very complicated Private Public partnership which has never been tried before so the various State agencies normally not involved will be involved. We are working with CT Water (who would be paying for that expense) and they may shrink the project back to the water tower and line up the hill with CT Water doing the well to the Village on their own outside the grant to avoid burdensome regulations (and expenses) which will assist getting the water tower project moving.

DEEP open space: Williams' property survey work found minor issue which will require some probate work. Manchester Probate court is now scheduling a review. Should be easy to resolve, but time consuming. CT DEEP ok with progress.

Farmland development rights: Reynolds survey is also underway.

Still putting finishing work on grant reimbursement of \$12,500 from Greenbank from Clean Communities program. Other outdoor LED lighting work has been completed. Now looking at indoor lighting replacement in the Community center. Also was awarded another Greenbank grant for \$4,500 which will be put toward re-lamping the Town Hall in conjunction with Eversource lighting rebate program. Eversource completed review last week and came in over budget so will need to scale back work. Waiting on Eversource on the LED Pilot project on Rt. 31/44 for them to fill in the missed lights that are controlled by the Town. About 4 lights are controlled by the State and they will ask the State if they are also willing to convert.

Staff submitted another America the Beautiful grant for a little over \$10,000 to plant trees along the next phase of sidewalks, replace the next phase of pine trees removed at Miller Richardson and some legacy trees in the center area at Laidlaw. It was awarded.

Library Building Committee continues to address the Council questions. Issue raised at Steering regarding ownership of building and land to be discussed at their next Board of Trustees meeting in April.

Public Safety

Continuing review of dispatch options with other police departments due to the pending upgrade of the Next Gen 911 system. Tolland County Dispatch is putting together a study committee to add in some level of Police dispatch to their current service. Also continue discussion with two Police clusters 1) Manchester, South Windsor, Vernon and 2) Glastonbury, East Hampton and Marlborough. It appears the status quo will not be a viable option since the State will not allow the new equipment required for us to become a full Public Safety Answering Point and the current call transfer method will not include text messages or video. Work proceeding slowly.

New in-car computers (in this year's budget) being evaluated.

Fire EMS/Administrator; Continue to work with the State Department of Public Health to transfer the ambulance license. Vintek contract in place and the first few weeks went well.

Finance

Imperial Development tax appeal on PA 490 denial was heard by the court and written briefs filed. We await the ruling, but had positive feelings on how we did. Tax sale is scheduled for May 17th. Appear to be down to 11 properties. Open Gov landing page developed and should be ready to go live for April 15th.

Development group

PZC has geared up enforcement issues. Resolved one issue of a person living in an RV in a driveway. Continue to work with attorney on stubborn cases. Court action expected in several cases. Motion for Default in one case for nonappearance in court. The Trepkus zoning appeal was heard.

2016 Farmers Market proceeding. Already received over 140 vendor applications and notching up marketing for sponsors. Two major sponsors have indicated strong interest. We are working on option to clear wooded lot across the street from the homestead for additional parking. Have had one meeting with CT landmarks to discuss restoring this to a field which will allow parking.

Pushing ahead to seek authorization to allow sewer connection on RT. 44 for very limited extension from Bolton system. Had a positive meeting with Bolton and have submitted a formal request in place for their April meeting.

HR issues

Starting to plan negotiations with the Public Works Union which will start next month. CHRO case dismissed for failure to appear.

Other projects:

Working on sale of town acquired property. Draft bid specs prepared by intern. Intern has left after accepting full time job in an accounting office in East Hartford.

New software for board lists underway. Training session for staff completed and data entry complete. Shared with Steering this month, and new version is coming along soon.

NCFD solar building permit approved and awaiting an installation schedule.

Working with neighboring towns we had a positive meeting with the State and they are more engaged with the "crumbling foundations" issue than we knew. Brochures distributed. State to start a more aggressive push. We met with Lt Governor Wyman and a letter is being drafted to send to owners of houses constructed in the period in question to provide information. A multi town citizens meeting is being planned for later this month.

Boiler replacement is almost complete. The Boiler is working but still installing the glycol system and insulation. Chimney work is complete. All other restoration work has been completed. Still waiting on final billings to settle with insurance company. Emme system fully operational. Made some changes to Air handler.

CNG natural gas questions underway. Bill Trudelle will be focusing on school impacts and we are working on Town Buildings.

Hydrilla: good meeting with DEEP who committed limited funds for treatment. Dr. Kortmann has a slightly different suggestion which has been submitted to DEEP for consideration. It may be slightly more expensive but would have less impact of shoreline abutters and Dr. Kortmann feels it would be more effective. Have sent letters to shoreline residents near affected area with copy of report. The JAV bill I testified on has passed the Environment committee and is at the Finance committee.

Have a meeting with Eversource on April 1 to discuss the high tension power line project in town. The work they characterized as minor vegetation removal - is full road construction. Our citizens are not happy with work or communications from Eversource.

OFFICE OF THE TOWN MANAGER
(860) 742-6324

March 30, 2016

«First» «Last»
«Mailing_Address»
«City», «State» 0«Zip»

Dear «Last»,

This is to notify you that the Town of Coventry is working with the Connecticut Department of Energy and Environmental Protection to conduct an appropriate treatment to eradicate Hydrilla, an invasive aquatic plant that has been discovered in Coventry's Lake Wangumbaug near your property at «Street_Address». This is a potentially serious issue that requires immediate action in order to prevent the further spread of this invasive species.

While treatment methods are still being evaluated, the timetable will be aggressive so we want to inform you as early as possible. The first step will be to conduct additional monitoring during the month of June 2016. Treatment will likely take place in June or July (which is the most effective time), with follow-up monitoring in late summer.

Treatment methods may restrict boating and other recreational uses of the lake in the affected areas for certain periods of time. We are hoping to minimize restrictions as much as possible, but compliance will be critical so that we do not have to take more drastic lake-wide measures.

I urge you to read the enclosed report to understand the potential impact of Hydrilla on Coventry Lake and the importance of comprehensive treatment. While we recognize the inconvenience this may cause for you and your lakefront neighbors this summer, we are implementing this action plan to protect the lake both now and for future generations.

We will keep you informed as the process moves forward. Should you have questions in the meantime, I can be reached at 860-742-6324 or by email at JElsesser@coventryct.org.

Sincerely,

John A. Elsesser
Town Manager

tmpF5D8.xlsx

Last	First	Street Address	Mailing Address	City	State	Zip	Notes
Kilcomons	Norman & Charlene	179 Woodland Road	4 Willow Lane	Farmington	CT	06032	
Montany	David & Betty	191 Woodland Road	85 Kingsley Rd	Lebanon	CT	06249	
Zanis	George & Doris	205 Woodland Road	205 Woodland Road	Coventry	CT	06238	
Warriner	Richard	223 Woodland Road	223 Woodland Road	Coventry	CT	06238	
Barrientos	David	229 Woodland Road	229 Woodland Road	Coventry	CT	06238	
Springer	Eric & Cynthia	237 Woodland Road	17 Deerfield Lane	Portland	CT	06480	
Prichard	Susan	243 Woodland Road	243 Woodland Road	Coventry	CT	06238	
Tirrell	Robert & Margaret	251 Woodland Road	251 Woodland Road	Coventry	CT	06238	
Younge	William	261 Woodland Road	10 Woodfields Drive	Tolland	CT	06084	
Bushnell Revoc. Trust	Mary Jane	267 Woodland Road	563 Woodbridge St.	Manchester	CT	06042	
Sliva	Thomas & Donna	271 Woodland Road	2273 Main St.	Coventry	CT	06238	
North Revocable Trust	Frederick & Carol	275 Woodland Road	275 Woodland Road	Coventry	CT	06238	
Archambault	Ruth Ann & Timothy	281 Woodland Road	34 Chesbro Rd.	Columbia	CT	06237	
Mucha	John	285 Woodland Road	29 Yeaton St.	New Britain	CT	06053	
Sanborn	Gordon	293 Woodland Road	25 Scott Drive	Riverside	RI	02915	
Laurel Point LLC		Woodland Road	P.O. Box 473	Coventry	CT	06238	
Celinski	Roger & Gerrienne	311 Woodland Road	311 Woodland Road	Coventry	CT	06238	
Cordner	Callie	317 Woodland Road	317 Woodland Road	Coventry	CT	06238	
Wilson	Philip & Meghan	323 Woodland Road	323 Woodland Road	Coventry	CT	06238	
Brown	Charles & Nancy	1777 Main St.	P.O. Box 473	Coventry	CT	06238	

Laura Stone

Subject: FW: Crumbling Foundation Update

From: Rep. Tim Ackert [<mailto:tim.ackert@housegop.ct.gov>]

Sent: Wednesday, March 23, 2016 3:03 PM

To: John Elsesser

Subject: Crumbling Foundation Update



Dear Neighbors,

I wanted to provide you with an update on the [crumbling foundation issue](#) that has affected hundreds of homes across Columbia, Coventry, Tolland, Vernon and other neighboring communities in North Central Connecticut.

Last week, the Planning and Development Committee passed legislation that will help homeowners that encounter problems with their concrete foundations. [House Bill 5180, An Act Concerning the Documentation of Concrete Foundation Applications](#), will prevent this situation from happening in the future and gives current homeowners the ability to have their home reassessed.

In addition, the P&D Committee wrote a letter to [Governor Malloy urging him to make a request to President Barack Obama to declare this situation a major disaster under the Stafford Act](#). By receiving a major disaster declaration, Connecticut would be eligible for Individual Assistance based on the number of homes affected and the severity of the damage. The legislators also wrote to [Senators Richard Blumenthal & Christopher Murphy and Congressman Joseph Courtney \(CT-2\) requesting their assistance in identifying any federal programs that may be available for the State of Connecticut or homeowners to assist them in recovering from these crumbling foundations](#).

In order to receive federal assistance the state must obtain approximately 2,000 formal complaints. Therefore, if you feel as though your home has been affected by faultily concrete please fill out a [formal complaint form](#).

When you start filling out your complaint form, it's important to have as much information as possible about your home. You may also wish to include pictures, or other evidence from your foundation to show the issues you may have.

Additionally, you can contact Department of Consumer Protection (DCP) directly if you have specific questions about what may qualify as a crumbling foundation by e-mailing dcp.concrete@ct.gov.

The Insurance Department is also a resource you can contact with insurance related questions or complaints specific to your policy. Residents are encouraged to email individual insurance related questions to cid.ca@ct.gov, or call the Insurance Department at **800-203-3447**.

As always, if you have any questions or concerns please feel free to contact to me at Tim.Ackert@housegop.ct.gov or (860) 240-8700.

Sincerely,



State Representative Tim Ackert
8th General Assembly District

State Rep. Tim Ackert
800-842-1423 (Toll Free)
860-240-8700 (Local)
860-240-0207 (Fax)



About Tim Ackert...
The 8th General Assembly District

Legislative Office Building
300 Capitol Ave.
Room 4200
Hartford, CT 06106

This message was sent to jelsesser@coventryct.org from:

Rep. Tim Ackert | tim.ackert@housegop.ct.gov | Rep. Tim Ackert | 300 Capitol Ave. | Hartford, CT 06106

Unsubscribe

Background on Crumbling Foundations in Connecticut

The Connecticut Department of Consumer Protection is here to provide homeowners and professionals with information and resources that can help determine if a concrete foundation is failing, and help find potential options for repair.

In July of 2015, Governor Malloy called on the Department of Consumer Protection and the Office of the Attorney General to conduct an investigation into crumbling foundations. The Insurance Department and Department of Banking, along with federal, state and municipal officials have been collaborating with DCP's investigative team since July 2015 to provide resources to homeowners and professionals.

All up to date information on our on-going investigation for consumers and professionals can always be found at www.ct.gov/DCP/concrete.

Connecticut Department of Consumer Protection

Phone: 860.713.6100
Toll Free in CT: 800.842.4649
dcp.concrete@ct.gov
www.ct.gov/DCP/concrete

 facebook.com/ctdcp

 [@ctdcp](https://twitter.com/ctdcp)

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

Connecticut Department of Consumer Protection



Crumbling Concrete Foundations

What you can do if you think
your home may be affected

DCP Complaint Center

If you wish to file a complaint with the Department of Consumer Protection, you may do so by completing and returning a complaint form through mail or email.

When you fill out your complaint form it is important to have as much information as possible. You may also include pictures, or other evidence from your foundation to show the issues you may have.

If you don't have answers to all questions on the form, fill out the form as completely as you can and submit it. It's okay if you need to leave something blank. We ask the questions on this form so we can have as much information as possible to contribute to our investigation.

For Professionals

We know part of the solution to this challenge is working with professionals such as real estate agents, engineers, home inspectors, home improvement contractors and others. All information available to homeowners who may be affected is also available to professionals who would like access to it. Professionals can also find all available information at ct.gov/DCP/concrete.

Support from the Insurance Department

The Insurance Department has notified insurance companies that they cannot cancel or non-renew a homeowner's policy due to a crumbling foundation.

The Insurance Department is also advising homeowners to read their policies, particularly the section titled "Duties After Loss." That section explains the process that a policyholder needs to follow when notifying his or her insurance company of damage or a loss. The homeowner's policy also provides information on the timeframe a policyholder has to file a lawsuit against the company should he or she choose to do so.

If you have questions about your policy, you are encouraged to contact the Insurance Department at cidca@ct.gov, or call 800-203-3447.

Home Purchases & Inspections

The Department of Consumer Protection issued an advisory to home inspectors in August of 2015 that reminds inspectors what needs to be examined in a home inspection, and discusses signs of crumbling foundations.

If you are purchasing a home, make sure that the owner you are purchasing the home from has filled out the Residential Property Condition Disclosure Report completely.



Public Notice

ACCREDITATION PUBLIC INFORMATION SESSION
COVENTRY TOWN HALL ANNEX
April 5, 2016 at 5:00 PM

The Coventry Police Department is scheduled for an on-site assessment as part of a voluntary program to achieve accreditation by verifying it meets professional standards.

Administered by the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA), the accreditation program requires agencies to comply with state-of-the-art standards in four basic areas; policy and procedures, administration, operations and support service.

As part of the on-site assessment, agency employees and members of the community are invited to offer comments at a public information session on June April 5, 2016 at 5:00 p.m. The session will be conducted in the Coventry Town Hall Annex located at 1712 Main Street, Coventry, CT.

Agency employees and the public are also invited to offer comments by calling (860) 771-1473 on Tuesday April 5, 2016 between 1 p.m. and 3 p.m. Comments will be taken by the Assessment Team.

Telephone comments as well as appearances at the public information session are limited to ten (10) minutes and must address the agency's ability to comply with CALEA's standards. A copy of the standards is available at the Coventry Police Department, 1585 Main Street, Coventry, CT 06238 by contacting the Department's Accreditation Manager, Mr. Kevin Roberto at 860-742-7331.

Anyone wishing to submit written comments about the Coventry Police Department's ability to comply with the standards for accreditation may send them to the Commission on Accreditation for Law Enforcement Agency's Inc, (CALEA), 10302 Eaton Place, Suite 100, Fairfax, Virginia, 22030-2215 or email calea@calea.org.



Town of Coventry
Eric Trott
Via email: etrott@coventryct.org

March 17, 2016

Subject: Connecticut Recreational Trails Program FY 2015-16 Grant Round
Grant Award Notification

Dear Mr. Trott:

I am pleased to inform you that, the Department of Energy & Environmental Protection (DEEP) Trails & Greenways Program and The CT Greenways Council (Per CGS Section 23-103 as amended by Public Act No. 15-190) has recommended your proposal entitled "*Mill Brook Greenway*" for funding in the amount of \$57,560.00 subsequent to successful contract negotiations and execution. In the coming weeks we will begin the contracting process. You will receive a package in the mail including processing instructions and 2 copies of a contract for signatures that will have to be returned to DEEP. Please note that work done prior to your receipt of a fully executed and signed contract by DEEP will not be eligible for reimbursement. However, you may begin to track and document your 20% matching contribution up to 18 months prior to your official contract date.

DEEP requests your presence at our CT Recreational Trails Program "kick-off" meeting to be held at The Connecticut Forest & Park Association's headquarters, located at 16 Meriden Road in Rockfall, CT on **Thursday, April 7th** from 9am to 11am. You are welcome to bring 1 guest. If you can't make it, please send a representative. At this meeting you will be informed of DEEP's expectations for your performance; given guidance on reporting requirements and have an opportunity to ask questions and meet your fellow awardees. We are looking forward to meeting you!

Please call me with any questions,

Laurie

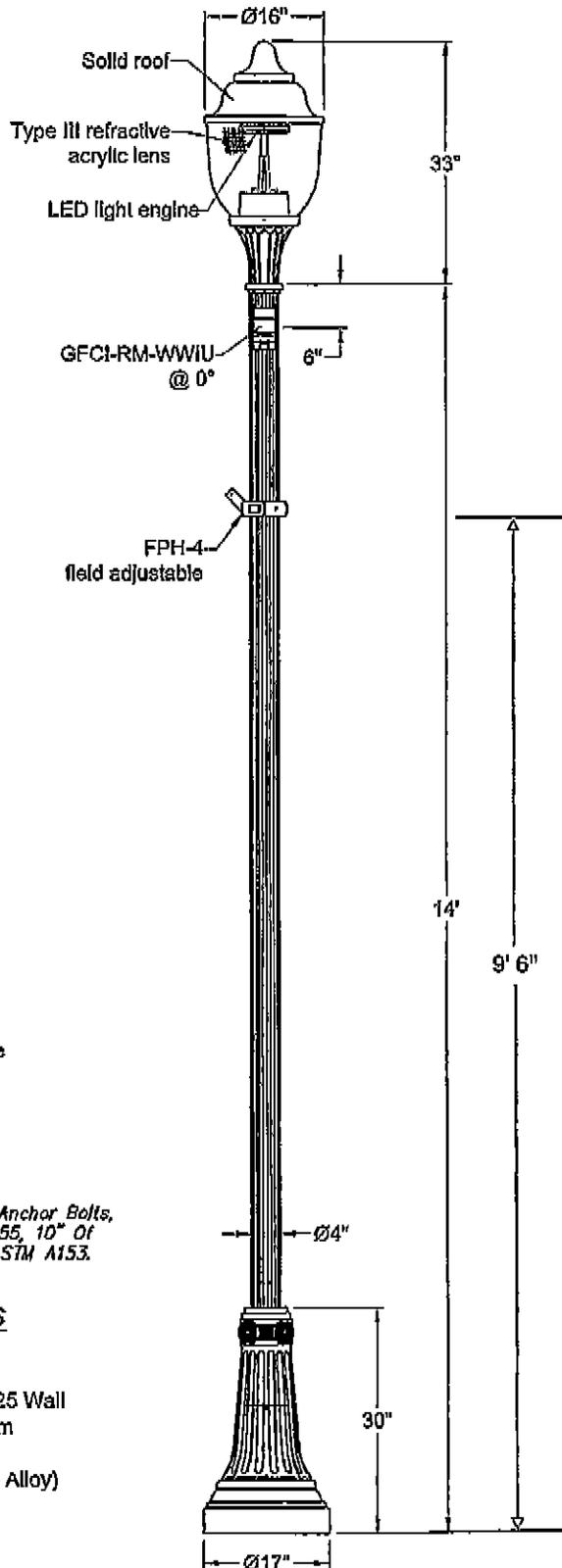
Laurie Giannotti,
CT Trails & Greenways Program
Department of Energy & Environmental Protection
79 Elm Street, Hartford, CT 06106-5127
Phone: 860-424-3578
Email: laurie.giannotti@ct.gov



PART STRING

AP1703-14/FPH-4/GFCI-RM-TOP-WWIU/D136/ASR-26-T3/AVI-SY-4L/BLK

ITEM #1003585A



(4) 3/4"-10NC Galv. Sll. Anchor Bolts,
AASHTO M314-90 Grade 55, 10" Of
Threaded End Galv. Per ASTM A153.

POLE DETAILS

Shaft
Ø4" Fluted Aluminum .125 Wall
#6063-T6 Aluminum
Base
Cast Aluminum (356-T6 Alloy)

Approved By _____ Date _____

NOTICE: THIS DRAWING IS FOR REFERENCE ONLY. CHECK FOR LATEST REVISION PRIOR TO ORDERING. THIS DRAWING SHOULD ACCOMPANY YOUR ORDER. THANK YOU



www.amerluxexterior.com
5220 SHANK ROAD PEARLAND, TX. 77581
PHONE: (281) 997-5400 FAX: (281) 997-5441
TOLL FREE: (800) 364-0098

DATE
2/26/2016

QUOTE#/SO#
536950

JOB NAME:
CT DOT 32 COVENTRY LIGHT BID

LIGHT DISTRIBUTION
● Symmetrical

FINISH
● BLK Smooth satin black
POLYESTER POWDER COAT

VOLTAGE
○ 120 ○ 277 ● 120-277V
○ 208 ○ MULTITAP ○ SPECIFY
○ 240 ○ 480

LIGHT SOURCE

○ HPS

○ MH

○ INDUCTION

● LED

○ OTHER

FILE NAME
CT DOT 32 COVENTRY LIGHT BID_536950.dwg

DRAWN BY
JM

REVISION

NOTES



GENERAL:

EXTERIOR HARDWARE WILL BE
STAINLESS STEEL.
ELECTRICAL COMPONENTS WILL BE ETL
LISTED "SUITABLE FOR WET LOCATIONS."

Submitted by Reflex Lighting Group of Connecticut

Catalog Number:

D136/ASR26-AC-T3-AVI-4L-BLK

Type:

1003585A



Job Name:

CY DOT 32 Coventry Light Bld
Engineer: VN Engineers Inc (North Haven)

Notes:

GTCT18-176623

ASR26 LED SERIES LUMINAIRE

U.7.21.16

Description

Lighting for exterior retail, commercial and hospitality environments. The ASR26 Series consists of a refractive lens combined with a spun aluminum cap and one of several styles of cast aluminum filters.

LED Luminaire

Multiple LED systems available with convection cooled driver, options for intensity, distribution and color. They operate with over voltage and short circuit protection and automatic voltage sensing for 120 to 277v Input. (See next page for LED availability)

- 50,000+ hours of operational life
- Warm 3000K, neutral 4000K, or cool white 5000K color
- Dimmable (controller by others)
- Suitable for wet locations

Installation

The luminaire will mount to a 3" OD post or tenon with 5/16" black oxide coated stainless steel set screws to ensure a solid connection. The diffuser will be held to the filter by (4) 1/4-20" black oxide coated stainless steel captive set screws.

Diffuser choices

- Acrylic Type III (AC-T3)
- Polycarbonate Type III (PC-T3)
- Acrylic Type V (AC-T5)
- Polycarbonate Type V (PC-T5)

Finish

Premium quality thermoset polyester powdercoat for a durable finish in the following:

Standard:

- BLK - Satin Black
- CLB - Classic Bronze
- GRN - Green
- TBK - Textured Black

Premium:

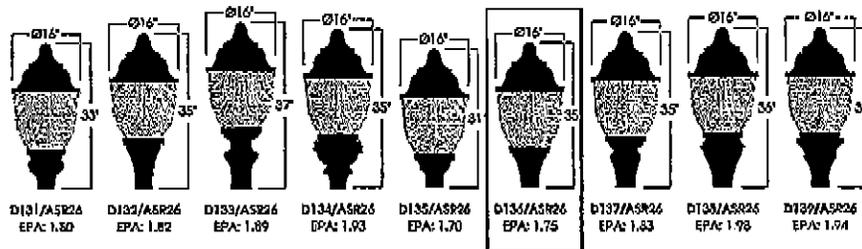
- ATC - Antique Copper
- GTG - Granite Green
- WHT - White

ASR26
LED



PROJECT:

TYPE:



Ordering Information:

Model	Diffuser Material	Lens Distribution	LED System	Order Code	Finish	Option
D131/ASR26 D132/ASR26 D133/ASR26 D134/ASR26 D135/ASR26 D136/ASR26 D137/ASR26 D138/ASR26 D139/ASR26	AC PC	T3 T6	AVI VLE	3H 4H 5H 3L 4L 5L	ATC BLK CLB GRN GTG TBK WHT	BB BB-FW CFIN PCL

See next page for more complete ordering options



5 year limited warranty
AMERLUX LED



Part String

Example: D131/ASR26/PC-T6/AVI-3H/BLK/CFIN

800.364.0098 • Fax 281.997.5441 • www.amerluxexterior.com

Amerlux reserves the right to change details that do not affect overall function and performance.





1712 Main Street
Coventry, Connecticut
Ph: (860) 742-4064
Fax: (860) 742-8911

Town of Coventry

Water Pollution Control Authority

DATE: March 24, 2016
TO: Joyce Stille, Bolton Administrative Officer
Robert Morra, Bolton First Selectman, BLRWPCA Chairman
Patrick Kearney, Manchester Water & Sewer Administrator
FROM: Matthew J. Twerdy, Coventry WPCA Chairman
RE: Intent to Enter into Intermunicipal Agreement; Western Route 44 Sewer Planning Area

Ms. Stille,

The Town of Coventry, on behalf of its WPCA, would like to formalize our intent to enter into an intermunicipal agreement with the Town of Bolton for conveyance of sanitary sewage through the BLRWPCA's collection system for ultimate treatment at the Hockanum River WPCF in Manchester.

As we discussed during our preliminary meeting on February 1, 2016 the following documentation is included:

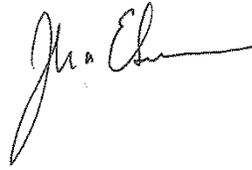
- Letter of Acceptance from CT DEEP for 2013 WWMS by WMC Engineers
- Proposed Sewer Planning Area Map
- Estimated Flow Calculations by Fuss & O'Neill

The proposed sewer planning area would extend easterly along Route 44 approximately 2000 feet from the Bolton/Coventry Town Line. Estimated flows for existing conditions are 37,300 gal/day and 116,200 gpd with moderate buildout. We look forward to working together to create cleaner groundwater and localized development opportunities for both of our communities. Thank you for your consideration of this request.

Matthew J. Twerdy, CHMM, CSP, Coventry WPCA Chairman

CC: John Elsesser, Coventry Town Manager
CC: Mark Kiefer, Coventry Director of Public Works
CC: Mike Ruef, Coventry WWTP Operator

TO: Coventry Town Council
FROM: John A. Elsesser, Town Manager
RE: CNG Natural Gas Extension Offer
DATE: April 1, 2016



Overview:

The Town was recently approached by Connecticut Natural Gas (CNG) with an offer to extend natural gas into the town from Mansfield Depot to the Town facilities located on Ripley Hill Road and Main Street, a distance of approximately four miles. The project would install a pipeline on Boston Turnpike, Lewis Hill Road, Eastview Drive, Gardner Tavern Road and Main Street, terminating at the Police Station. The construction cost is estimated at \$2,887,000 which would be subsidized by CNG by \$1,154,800 requiring a local contribution of \$629,200 from the Town which would be paid out over seven years in annual installments of approximately \$90,000. The Town would be required to connect the High School, Middle School, Town Hall, Coventry Fire and Police Departments. Please see Exhibit 1 for the full presentation and options on tax abatements which could lower costs.

This offer is very time-sensitive. A commitment must be made by the end of April and connections made by year-end. If the Town chooses to delay there is no assurance a similar offer will be made in the future and if made that it will be at the same funding level. Note a similar offer was made in 2015 with a subsidy of only \$300,000 offered.

A spreadsheet showing the annual fiscal impact over a ten-year period follows. The impact is broken down by annual operating budgets and one-time capital budgets. There are many assumptions and estimates but this is the best available information. Long-term pricing for natural gas has been historically more stable and below heating oil. Homeowners along the route will have an option to select fuel choices not currently available. Natural gas opens the door to different types of renovations of the air handling equipment at the High School and Middle School which may be more code compliant for noise and be eligible for State aid under school construction grants.

From a cost perspective the spreadsheet shows that on an operational level at today's pricing the project pays for itself within a ten-year timeframe but would break even annually if the price of fuel oil increases by less than 25 cents per gallon. This however does not cover the conversion costs which are relatively minor at Town facilities but have a broad range at the schools depending on whether a simple conversion of burners is made to existing boilers or upgrades are considered to replace the over-50-year-old boilers at the High School and Middle School with high-efficiency modulating boilers. Pricing for both options are shown in Exhibit 6, which also details the possibility of \$100,000 in rebates by installing new high-efficiency boilers which could achieve 96% efficiency versus the 80% efficiency of current systems. This change would further reduce the payback in fuel savings and reduce greenhouse gasses.

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY-24-25	FY 25-26	10 year view
on-going costs											
Taxes paid	0	\$12,230	\$11,794	\$11,357	\$10,921	\$10,485	\$10,049	\$9,612	\$9,176	\$8,740	\$94,364
Fuel savings *	\$49,642	\$49,642	\$49,642	\$49,642	\$49,642	\$49,642	\$49,642	\$49,642	\$49,642	\$49,642	\$496,420
Maintenance savings est**	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000
annual contributions***	\$0	(\$89,886)	(\$89,886)	(\$89,886)	(\$89,886)	(\$89,886)	(\$89,886)	(\$89,886)	(\$89,886)	\$0	(\$629,202)
net	\$59,642	-\$18,014	-\$18,450	-\$18,887	-\$19,323	-\$19,759	-\$20,195	-\$20,632	\$68,818	\$68,382	\$61,582

* based on CNG projection of current pricing. If oil prices go back to \$2.50 per gallon the annual savings increase by \$59,640 per year. At \$3.00 per gallon the savings increase by \$101,640 per gallon.

Note if oil costs increase by \$.22 cents a gallon in FY 17-18 the annual cost even with contribution is at a break even point.

** Savings are an estimate based on the costs of cleaning oil burners and oil boilers.

***This is a seven year annual payment plan. No interest charged. First payment in January of 2018

Capital expenses

	range	low estimate	high estimate	
Burner conversions only where possible		150,000	\$200,000	
Boiler replacements 1.		640,500		
Cost avoidance fuel tanks		50,000		CHS and middle school fuel tanks need replacement unless converted to gas. This is replacement only pricing. Removal required either way.
1. minus 100,000 in HE rebates. Efficiency gain of at least 16%		-100,000		
net conversion (conversion - avoidance)		\$100,000	150,000	
Net replacement (replacement- rebates-avoidance)		\$490,500		

Key Decisions:

Below is a table of major issues and options to consider.

1. Timing – is there time to make this decision and assure conversion by the deadline?

- * If the Council (with the Board’s concurrence) agrees by the end of April and CNG holds to their projected schedule, work could be done by late summer. If the gas main project runs late a transition to new boilers is more complicated but remains possible even if school is in session by phasing out part of old; starting new; and so on until complete.
- * Funding would need to be in place either through the budget process or some sort of borrowing or supplemental appropriation.
- * The Building Energy & Efficiency Committee would need to direct their architect/mechanical engineer (BL Associates) to make this project a priority to develop a design build specifications and bid it. They could also start looking at other code compliance funding for the unit ventilators which exceed noise levels but cannot be upgraded for full compliance with any oil-based solution.

- * We are locked into a fuel oil purchase contract which would require us to negotiate a release, resell to other eligible users or store for future use (see Exhibit 11).

2. Are there environmental or political concerns with natural gas?

- * It is generally agreed that natural gas is a cleaner burning fuel which reduces our carbon footprint and is conducive to higher-efficiency use. It is a North American fuel which is not vulnerable to Middle Eastern politics and is being promoted by State policies with rebates. Others feel that some of the gas is made available through a process called fracking (also used in water wells) to open the supply veins up, which has raised concerns about localized impacts in areas of drilling. While this is not a Connecticut issue there are concerns about contributing effects by our purchase. Others will note that fuel oil and the various Middle East issues also have contributing effects.

3. Should simple burner conversions be made or should it be part of a larger retrofit/replacement project?

- * I believe the Building Committee would be best able to develop a plan. This committee was put together to improve the energy efficiency and modernize the HVAC systems at the schools. This new fuel source opens up a great deal of new opportunities. For example, funds for fuel tank replacement (per regulations) can be eliminated. Rooftop units could possibly replace classroom unit ventilators which currently exceed noise standards. Cafeteria changes could be made to eliminate more expensive propane use which would increase the savings and reduce the payback period.

4. Should the Town consider the tax abatement option to reduce the annual contribution?

- * That is an option but given that a financial model of the taxes to be paid by CNG in a ten-year period are more than double the abatement and there is no interest due on the payments it seems wise to discard the abatement offer.

5. What have the experiences been in other towns?

- * Both Deep River and East Hampton are pleased so far that they proceeded with bringing in natural gas to their towns. In both cases it has opened the door to additional development. Hebron is also considering it for this year and the Regional School District has already agreed and a Town decision is pending.

6. What are the impacts on local roads?

- * Most of the trenching will be off-road and is a very narrow trench. The Town had work scheduled for Eastview Drive and Gardner Tavern anyway. Lewis Hill was scheduled for chip seal within the next few years so the road impact timing works out.

7. What are the next steps?

- * The Town Council would first need to decide whether to proceed, seek the Board of Education's agreement and then determine future funding sources. No annual payment is required in the upcoming fiscal year so this year's costs are for capital conversion only. A placeholder could be put in the budget while the Building Committee is requested to develop a plan.

- Exhibit 1: CNG Heat Smart presentation
- Exhibit 2: CNG price analysis
- Exhibit 3: Community payment agreement (with suggested edits)
- Exhibit 4: Commercial & industrial services installation agreement
- Exhibit 5: Meter locations
- Exhibit 6: Conversion pricing estimate 1
- Exhibit 7: Conversion pricing estimate 2
- Exhibit 8: Project tax payments for 25 years
- Exhibit 9: East Hampton community payment agreement
- Exhibit 10: CIP budget for energy project for CHS & CNHMS
- Exhibit 11: Fuel oil purchasing contract

Exhibit 1

Heat Smart.

Natural Gas is Smart
for Coventry

Agenda

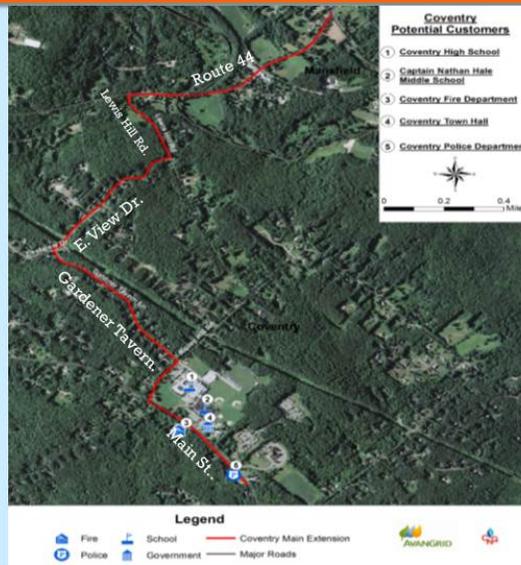
- Introduction / Overview of Our Company
- Proposed Natural Gas Expansion Project in Coventry
- Advantages of Natural Gas
- Safety of Natural Gas
- Benefits of Natural Gas
- Project Costs & Details
- Requirements to Commence
- Action Items & Timeline
- Questions

Our Company

- Connecticut Natural Gas Corporation, the Southern Connecticut Gas Company, and The United Illuminating Company, are now part of AVANGRID, Inc.
- Together, the AVANGRID companies will be a leader in the transformation to a clean energy future by providing sustainable, innovative energy solutions that benefit customers, communities, stakeholders, and the environment.
- AVANGRID has a presence in 25 states with a workforce of approximately 7,000 employees in three subsidiary companies.
- Connecticut Natural Gas has a presence in 23 towns and has been operating in the State of Ct for 150+ years.
- The company owns and operates 2,050 miles of main and serves ~165,000 customers.

Coventry Proposed Expansion

- Proposed 4 miles of new gas infrastructure.
- Main to be installed starting from Mansfield in the vicinity of the UConn Depot Campus and will continue ending at Main Street.
- Natural Gas available to:
 - Coventry High School
 - Nathan Hale Middle School
 - Coventry Town Offices
 - Fire Station
 - Police Station
- 65 homes along the route





Heat Dependably. Switch to Natural Gas

- Municipal Buildings** • Coventry High School and Nathan Hale Middle School
 • Town Offices
 • Police Station and Fire Station

Heat Economically. Switch to Natural Gas

Hebron Facilities	Fuel Type	Fuel Usage (Gal)	Price per Gallon	Current Fuel Cost	Gas Equiv. Usage (CCF)	Natural Gas Cost	Cost Savings
Coventry High School	Oil	28,800	\$ 1.79	\$ 51,522	40,320	\$ 30,442	\$ 21,110
Nathan Hale Middle School	Oil	16,800	\$ 1.79	\$ 30,072	23,520	\$ 20,909	\$ 9,163
HS/MS Shared Addition	Oil	22,800	\$ 1.79	\$ 40,812	31,920	\$ 25,313	\$ 15,499
Town Office Building	Oil	9,600	\$ 1.79	\$ 17,184	13,440	\$ 13,158	\$ 4,026
Police Station	Oil	1,800	\$ 1.79	\$ 3,222	2,520	\$ 3,576	\$ (354)
Fire Station	Oil	4,200	\$ 1.79	\$ 7,518	5,880	\$ 7,321	\$ 197
TOTALS				\$ 150,360		\$ 100,718	\$ 49,642

NOTE: Fuel consumption history and cost per gallon provided by the Town of Coventry. Natural gas costs based on approved CNG distribution rates and approved 12 month historical CNG commodity costs.

Natural Gas Delivers Value & Diversity



Heat Economically

- The most abundant fuel source in the US (supply and demand)
- The Least expensive way to heat your home.
- Stable pricing: Utilities are publically regulated & can't manipulate prices



Heat Sustainably

- Cleanest fossil fuel available
- Domestic fuel, sourced right here in the North East

Heat Reliably



- No Deliveries - On demand, piped directly to your facility
- Abundant - The U.S. has a supply of Natural Gas for ~100 years.
- Fuel of choice for back up generators, fuel cells and microgrids.

Heating

Cooling

Cooking

Fireplace

Drying

Power

Lighting

Snow Melt

Transportation

*Emergency
Power*

Hot Water



Heat Consistently. Switch to Natural Gas.

Focus on your business

Natural gas is a cleaner more consistent fuel source and extends the life of heating equipment and minimizes equipment service.

Heat Effortlessly. Switch to Natural Gas.

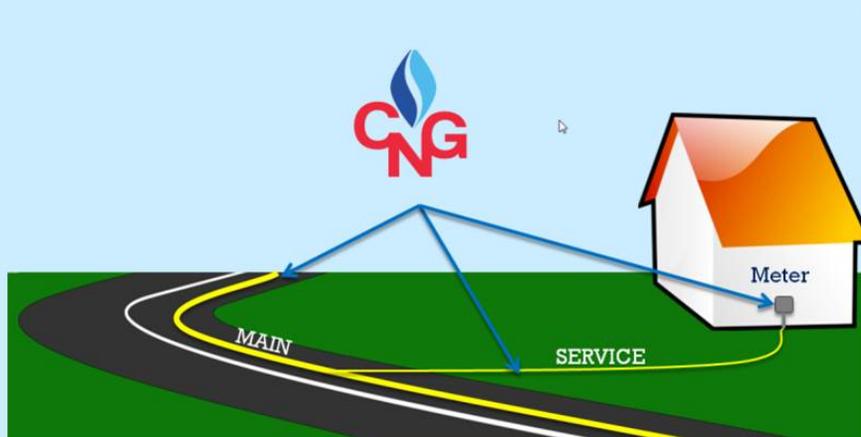
Natural Gas is Safe and Reliable with minimal impact to Coventry

- CNG Engineers & designs
- CNG Contractors excavate an ~18 to 24 inch wide trench and install the main
- CNG backfills and patches the roads
- CNG permanently restores all state roads and town roads as required
- CNG Installs services to all customers with signed service agreements along the route



Heat Effortlessly. Switch to Natural Gas.

CNG Constructs, Owns, Maintains & Inspects all pipes and meters up to the home or business. The customer's responsibility begins after the meter.



Natural Gas Safety

General Information

When it comes to safety, the natural gas industry has an excellent record, which is the result of extensive industry safety programs, overseen by state officials and the U.S. Department of Transportation (DOT). Billions of dollars are spent each year to ensure that natural gas is delivered safely and efficiently.

- Natural gas provides one-fourth of the nation's energy for heating, cooking, manufacturing and many other uses.
- Gas is a leading fuel of choice for industry, power plants, schools and hospitals
- Nationally, natural gas serves more than 65 million homes & businesses daily
- ~2.2 million miles of pipeline quietly, reliably and efficiently deliver natural gas everyday
- In Connecticut 562,000 homes & businesses rely on clean natural gas and this number is growing daily.
- Southern Connecticut Gas Company (SCG), Connecticut Natural Gas Corporation (CNG), and The Berkshire Gas Company (Berkshire) serve 66 communities across two states. Each company has been safely delivering natural gas for more than 100 years each.

Natural Gas Safety

Safety Record of SCG, CNG and BG

Nothing is more important to UIL Holdings than providing safe and reliable electric and natural gas service. The company adheres to the highest State and Federal safety standards.

To help ensure the highest level of public safety CNG, SCG and Berkshire provide around the clock monitoring, inspection and emergency response services. In addition, the companies conduct year round safety education programs, public informational sessions and natural gas safety training for first responders, other emergency officials, and excavators and contractors.

System Integrity

The design, construction, operation, inspection and maintenance of all operating pipelines are subject to state and federal regulations and requirements. SCG, CNG and BG install new plastic pipe.

Plastic pipe remains the material of choice because of its excellent bonding capabilities, flexibility and resistance to corrosion.

Customer Service is Important

- CNG has an excellent reputation with the Connecticut Public Utility Regulatory Authority.
- CNG strives to meet all customer service appointment windows
- CNG Customer bills are based on actual meter readings
- CNG has a full complement of staff with a Customer Care Center located in East Hartford, CT
- CNG provides for 24 hours a day / 7 day a week service
- Residential equipment service contracts are available



Expanding the Gas Distribution System

Since 2014, Connecticut Natural Gas and Southern Connecticut Gas have installed a combined 117 miles of new natural gas main.

Recently Completed Franchise Expansion Projects:

- Essex Franchise Expansion – 5 miles of new main installed in 2 months
- East Hampton Franchise Expansion - 13 miles of new main installed in 8 months
- Deep River Franchise Expansion - 4 miles of new main installed in 2 months
- SCG and CNG have converted more than 30 schools (K-12) in the past three years

Whit Przech, Windsor's building and facilities manager, said "Lower operating cost was the driving factor behind the conversions," he said. "When we started this project, I knew the savings were there."

Testimonials

Town of Essex Expansion

“We believe the expansion of natural gas service into Essex will make the town more competitive, helping us attract new businesses and giving existing businesses greater flexibility in their energy choices. It will also provide another fuel option for the residents of the area served by the new natural gas main, potentially helping them to lower their energy costs and reduce their impact on the environment.” Norm Needleman, First Selectman

East Hampton Franchise Expansion

“This project creates a major savings opportunity for the town,” said Michael Maniscalco, East Hampton Town Manager, “but everyone in the community will benefit in some way. Residential and commercial property owners who have been paying big heating bills are excited about the chance for another energy option, and the Town is excited about enhancing infrastructure and diversifying our tax base.

Testimonials

Deep River Expansion

First Selectman Richard Smith congratulated Southern Connecticut Gas for their timely installation of the new six-inch pipeline, which was completed—and placed in service—in just over two months.

Smith noted that “The benefits to our Town are more far-reaching than the direct savings to customers alone. Confirming our focus on maintaining and expanding infrastructure, our inventory of utilities has grown, embellishing our reputation as business-friendly. As the commercial / industrial sector expands, our tax base will strengthen, and our economy will grow.”

“On behalf of the Board of Selectmen,” Smith concluded, “Our thanks to SCG for helping ensure a bright future for every Deep River resident and business.”

Financial Calculation – The Hurdle Rate Test

- CNG provides upfront investment for all construction, pipes, meters & infrastructure up to the home or business
- CNG operates, maintains & inspects the system
- CNG Pays municipal taxes for all infrastructure in the town
- CNG recovers this investment over 25 Years



Risks?

CNG underestimates revenue: CNG Responsible for the shortfall

Cost are higher than expected: CNG Responsible for the shortfall

Customer(s) stop using gas: CNG Responsible for the shortfall

More customers convert: The Hurdle Rate improves & the town increases tax base.

Project Costs

	Under No Tax Abatement	Under 10 Year Tax Abatement	Under 25 Year Tax Abatement
Project Construction Costs	\$ 2,887,000	\$ 2,887,000	\$ 2,887,000
Shortfall based on projected revenue	\$ 1,784,000	\$ 1,742,000	\$ 1,727,000
Non-Firm Margin Contributed by CNG (40% of project construction costs)	\$ 1,154,800	\$ 1,154,800	\$ 1,154,800
% of Shortfall from CNG NFM Funds	65%	66%	67%
Town Contribution	\$ 629,200	\$ 587,200	\$ 572,200
% of Shortfall Payment from Town	35%	34%	33%

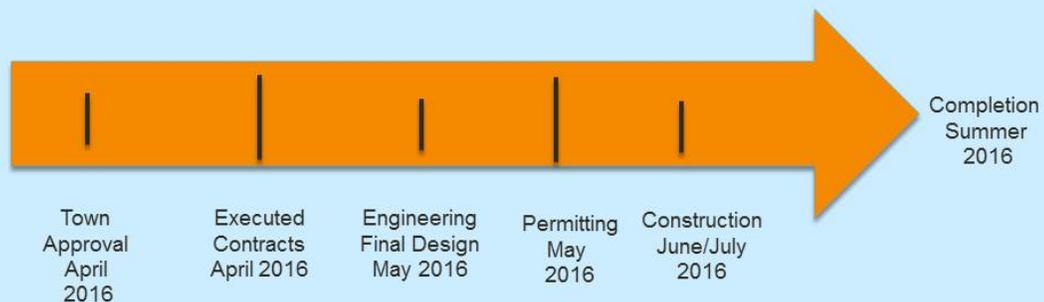
NOTE: All numbers are estimates and included for discussion purposes only.

Requirements to Commence

- Municipal commitment to convert all town buildings and schools located along the route by December 31, 2016.
- Financial contribution from the Town of Coventry
The projected financial contribution from the town is either:
 - \$629,200 based on no tax abatement
 - \$587,200 based on a 10 year tax abatement
 - \$572,200 based on a 25 year tax abatement
- Road paving and restoration on Town roads.
- Expedited construction permitting.

Project Timeline

- Town approval and executed contracts by April 2016
- Engineering/Final Design and Permitting by May 2016
- Gas Main Construction to commence in June/July 2016
- Natural gas available to all residents and businesses Summer 2016



Take Advantage of Incentives

The costs associated with converting your equipment are unique for every building!

Take advantage of the many incentives available to defray the cost of converting

- ✓ On Bill Financing
- ✓ Low interest loans
- ✓ Manufacture Rebates
- ✓ Utility Incentives
- ✓ Conservation Incentives
- ✓ CT Green Bank CPACE loans



Project Contacts

Tony Sherman
Manager of Gas Expansion Projects

180 Marsh Hill Rd.
Orange, CT 06477
Telephone: (203) 499-3324
Mobile: (860) 205-9683
Email: asherman@ctgcorp.com

Terri R. Eller
Director of C&I Sales

180 Marsh Hill Rd.
Orange, CT 06477
Telephone: (203) 499-2317
Mobile: (203) 494-3073
Email: terri.eller@uinet.com

Exhibit 2

Coventry Natural Gas Cost Price Analysis									
Coventry Town Buildings									
Based on Town Consumption									
Facility	Fuel Type	Annual Fuel Usage (Gal)	Price per Gallon	Current Fuel Cost	Annual Natural Gas Equivalent Usage (CCF)	Average Price per CCF	Natural Gas Cost	Equivalent Oil Cost per Gallon	Cost Savings
Coventry High School	Oil	28,800	\$ 1.79	\$ 51,552	40,320	\$ 0.755	\$ 30,442	\$ 1.06	\$ 21,110
Nathan Hale Middle School	Oil	16,800	\$ 1.79	\$ 30,072	23,520	\$ 0.889	\$ 20,909	\$ 1.24	\$ 9,163
HS/MS Shared Addition	Oil	22,800	\$ 1.79	\$ 40,812	31,920	\$ 0.793	\$ 25,313	\$ 1.11	\$ 15,499
Town Office Building	Oil	9,600	\$ 1.79	\$ 17,184	13,440	\$ 0.979	\$ 13,158	\$ 1.37	\$ 4,026
Police Station	Oil	1,800	\$ 1.79	\$ 3,222	2,520	\$ 1.419	\$ 3,576	\$ 1.99	\$ (354)
Firehouse	Oil	4,200	\$ 1.79	\$ 7,518	5,880	\$ 1.245	\$ 7,321	\$ 1.74	\$ 197
			Total Fuel Cost	\$ 150,360		Total Gas Cost	\$ 100,718		\$ 49,642
									Total Savings
* Fuel consumption history and costs provided by Town of Coventry									
** Natural gas costs are based on approved Connecticut Natural Gas Corporation Rates and a 12 month weighted average commodity price based on 2015 history									
*** Natural Gas Prices are projected to remain stable due to the accessibility of Marcellus Shale Gas in the region									

Exhibit 3



Southern Connecticut Gas Company
Attn: Sales, 180 Marsh Hill Road
Orange, CT 06477



Connecticut Natural Gas Corporation
Attn: Sales, 77 Hartland Street, 4th Floor
East Hartford, CT 06108

Exhibit 3

COMMUNITY PAYMENT AGREEMENT

This Community Payment Agreement by and between the Town of Coventry ("Town") and the Connecticut Natural Gas Corporation ("CNG") (hereinafter "Agreement") as follows:

WHEREAS, CNG intends to construct approximately four miles of natural gas pipeline within the Town of Coventry to provide natural gas to numerous commercial and residential properties within the Town, and;

WHEREAS, said construction is beneficial to the Town of Coventry and its residents and the Town is desirous of assisting CNG by partially offsetting the revenue requirement associated with the cost of construction of the pipeline in accordance with the term set forth herein, and;

WHEREAS, the Town and CNG have agreed upon an equitable payment plan to partially offset said revenue requirement of six hundred thirty thousand dollars (\$630,000) associated with the cost of construction.

NOW THEREFORE, in consideration of the mutual promises set forth herein the Town and CNG hereby agree as follows:

1. Upon completion of the construction of approximately four miles of pipeline within the Town of Coventry, and the connection of service to all ^{Town & Municipal} eligible ~~local~~ municipal buildings adjacent to the pipeline, the Town will make an annual payment to CNG to partially offset the revenue requirement associated with the cost of construction as set forth in Paragraph 2, below.
2. The Town shall make an annual payment to CNG in the amount of ninety thousand dollars (\$90,000.) for a period of seven (7) years. Each annual payment will be due and payable no later than January 30th of the following year. In the event that the Town fails to make its payment as required by this Agreement, CNG shall be entitled to all remedies at law or in equity to enforce the Town's payment obligation.
3. As additional consideration for this Agreement the Town shall promptly pave the trenches dug on Town roads after the pipe has been laid therein, promptly provide all necessary easements in connection with the project, and connect all Town facilities to the pipeline ~~as soon as connection is available.~~ ^{no later than December 31 or 90 days after meter installation}

*Compaction?
- driveway?
see by?*

Dated at Coventry, Connecticut this ____ day of _____, 2016. ¹¹⁵²⁶ ^{whichever is later.}

Page 1 of 2 4. *It is agreed that this agreement does not abate any property taxes which are due and payable under CT law.* Revision Date 3-30-16

Exhibit 4



Southern Connecticut Gas Company
 Attn: Sales, 180 Marsh Hill Road
 Orange, CT 06477



Connecticut Natural Gas Corporation
 Attn: Sales, 77 Hartland Street, 4th Floor
 East Hartford, CT 06108

Exhibit 4

COMMERCIAL AND INDUSTRIAL SERVICE INSTALLATION AGREEMENT

APPLICANT INFORMATION					
Company Name		SCG/CNG Account Manager			
Authorized Representative		Job Category	Gas Company		
Title		Business Type			
Phone	Office #	Federal Tax ID or SS			
	Cell #			Street	
Email Address		Service Location		City	
Company address	Street #			Zip	
	City	Site Contact		Name	
	State, Zip			Phone	
Billing Attention	Name	Property Owner		Y <input type="checkbox"/> N <input type="checkbox"/>	
	Phone	If Not Property Owner Provide Owner contact		Name	
	Email			Phone	
If not fully executed this Commercial and Industrial Service Agreement expires in 30 days as noted by the Contract Expiration Date.		Contract Expiration Date		Applicant Initial	

APPLIANCE AND USAGE			
Meter Name	Meter Size	Quantity	Rate
Appliance		Appliance Quantity	Subtotal CFH
None			
None			
None			
		Total Load	
Customer Required Pressure			

NATURAL GAS SERVICE INSTALLATION AGREEMENT TERMS AND CONDITIONS

In this agreement ("Agreement") the customer is referred to as "Applicant" or "Buyer" and The Southern Connecticut Gas ("SCG") or Connecticut Natural Gas Corporation ("CNG"), as applicable, is called ("Seller")

- INSTALLATION OF GAS SERVICE:** Seller agrees to install or have installed gas facilities (i.e., necessary piping and meters) for gas service for the Applicant at the Service Address indicated on the top of this form. Seller agrees that the lawn area will be left level and clean. Final loam, seeding and turf will be the Applicant's responsibility at Applicant's expense. Seller shall provide gas service after the installation of the service lines. Seller is not liable for delays in commencing gas service installation not within its control, such as weather or work stoppage.
 Applicant Initial
- SERVICE COMMENCEMENT:** Natural gas consumption shall be deemed to commence when the facilities necessary for natural gas service are in Seller's sole judgment ready and able to consume natural gas. Once a functioning meter has been installed the Applicant will be subject to all applicable charges including but not limited to demand charges as set forth in the applicable tariff.
 Applicant Initial
- PAYMENT AND USE OF GAS APPLIANCES:** In consideration of Seller's installation of gas services, Applicant agrees to pay the full value of the "Contribution In Aid of Construction" (CIAC) as indicated below plus applicable taxes. Seller agrees to pay any other costs of installation, unless otherwise noted. By signing this agreement Applicant agrees to install and or use gas appliances indicated below, and to begin using them within 90 days of the Service Commencement Date.
 Applicant Initial
- DEFAULT:** If Applicant fails to use any of these appliances listed below, Seller, in its discretion, may charge Applicant for the reasonable cost of installing the gas facilities less the CIAC that the Applicant has already paid.



Southern Connecticut Gas Company
Attn: Sales, 180 Marsh Hill Road
Orange, CT 06477



Connecticut Natural Gas Corporation
Attn: Sales, 77 Hartland Street, 4th Floor
East Hartford, CT 06108

5	GAS SERVICE: The furnishing of gas service to Applicant under this Agreement will be in accordance with the terms and conditions, rules, regulations, tariffs and rate schedules of Seller which are subject to change and subject to the rules and regulations of the State of Connecticut Public Utilities Regulatory Authority ("PURA").
6	RELOCATION OF SERVICE: If the gas service to be provided involves the relocation of existing services, meters and connections at the Service Location, the cost of replacing all facilities beyond Seller's meter shall be the responsibility of the Applicant. It is further agreed that connection of any Applicant equipment to Seller's new meter shall occur no later than thirty (30) days after the new meter is activated.
7	OWNERSHIP: Ownership of the gas facilities from the main to the gas meter (including the gas meter) shall remain with Seller and shall be maintained by Seller. Applicant has no interest in such gas facilities. All piping and equipment beyond the gas meter shall be furnished, owned and maintained by Applicant.
8	EASEMENT(s): Applicant shall obtain any easement(s), where applicable, in a form satisfactory to Seller before Seller commences constructing and installation of its facilities required to supply natural gas.
9	UNDERGROUND UTILITIES: Prior to construction, Applicant is responsible for clearly marking all existing underground utilities and services on premise. If Seller damages any of Applicant's underground facilities on Applicant's property because Applicant failed to adequately mark them, Seller will not be responsible for costs of repairs. Applicant Initial
10	ENVIRONMENTAL CONDITIONS: If in the course of construction of gas facilities at the Service Location, Seller encounters contaminated soil, Applicant shall bear the additional costs of excavating and removing the contaminated soil per Federal and State laws, regulations and agency orders or directives including but not limited to signing any manifest for disposal as the generator of such contaminated soil. Unless Applicant agrees in writing to bear such additional costs, Seller shall have the right to cease its performance and terminate this agreement with no further obligation to Applicant.
11	BINDING EFFECTS: This agreement supersedes any and all agreements, either oral or written, between Applicant and Seller. This agreement may not be assigned nor otherwise transferred by Applicant without the written consent of Seller.
12	CIAC ADJUSTMENT: If, within one (1) year of the effective date of this letter agreement, (a) Applicant has added additional equipment to consume natural gas at the Service Location noted above or (b) a new gas service(s) is/are added directly to and served from a portion of main toward which Applicant paid a CIAC as described below, Applicant may request Seller to recalculate the Applicant CIAC to determine whether Applicant qualifies for a refund of such contribution or portion thereof. It is understood and agreed that any recalculation requested pursuant to this condition, will be made in accordance with Seller's then currently effective new business guidelines to determine the amount of the contribution, if any, to be refunded to the Applicant.
13	INDEMNITY: Applicant agrees to indemnify Seller, its affiliates, successors, assignees and each of its and their shareholders, directors, officers, employees and agents from and against any liability for personal injury or property damage due to Applicant's use of property or due to any existing environmental conditions of the property.
14	ROCK OR FROST: If rock or ledge is encountered during the installation requiring extreme excavation (e.g., blasting), the Applicant may be required to pay for such work if billed by Seller to the Applicant. Main and services may not be installed under frost conditions.

CONTRIBUTION IN AID OF CONSTRUCTION ("CIAC")	
In order to provide natural gas service at the Service Location noted above, Applicant agrees to pay the following amount in aid of constructing certain natural gas facilities by Seller.	\$.000
This contribution is due and owing upon execution of this agreement and has been calculated based upon the construction schedule, the estimated consumption of natural gas at the Service Location and the consumption of natural gas as the only fuel for the use(s) described in the Equipment and Usage section below. Unless such contribution is received by Seller at the time this agreement is executed, Seller has no obligation to extend its facilities to serve the Service Location and use(s) described herein this document.	
The CIAC has been calculated using the estimated annual consumption of natural gas at the Service Location and for the use(s) described in the Equipment and Usage section below. It is understood and agreed that (a) if, during any annual period after Seller commences delivery of natural gas to the Applicant, the annual consumption of natural gas by the equipment specified is less than the estimate based on information provided by Applicant to Seller to calculate the contribution and/or (b) Applicant fails to inform Seller of any changes that impact GAS COMPANY's construction cost or the estimated annual natural gas consumption, Applicant agrees to pay Seller upon demand a CIAC utilizing Seller's new business guidelines in effect on the date of this agreement and which are on file with PURA.	

SIGNATURES			
Applicant Signature		GAS COMPANY Signature	
Name and Title		Name and Title	
Date	Click here to enter a date.	Date	Click here to enter a date.

If Applicant is not the owner or fully authorized agent of the owner of the premises at the Service Location specified above, this letter agreement shall not be binding on Seller unless and until both Applicant and the owner of the premises agree to all of the terms and conditions set forth herein as evidence by signatures of Applicant and the OWNER on this letter agreement.



Southern Connecticut Gas Company
 Attn: Sales, 180 Marsh Hill Road
 Orange, CT 06477



Connecticut Natural Gas Corporation
 Attn: Sales, 77 Hartland Street, 4th Floor
 East Hartford, CT 06108

OWNERS SIGNATURE (ONLY REQUIRED IF APPLICANT IS NOT THE OWNER OF THE PREMISES)			
<p>I, _____, owner of the premises located at Service Location above, which premises is subject to certain lease with Applicant (the "Lessee") and will be provided with natural gas service in accordance with the terms and conditions set forth above, acknowledge and agree to such terms and conditions; <u>provided, however</u>, that I will not be responsible for any of the Lessee's payment obligations described in the Contribution in Aid of Construction and Security Deposit sections above.</p>			
Landlord Signature		Date	Print Name

SAMPLE

APPENDIX A: PREMISE INFORMATION



Southern Connecticut Gas Company
 Attn: Sales, 180 Marsh Hill Road
 Orange, CT 06477



Connecticut Natural Gas Corporation
 Attn: Sales, 77 Hartland Street, 4th Floor
 East Hartford, CT 06108

Meter Location <input type="checkbox"/>
<p style="text-align: center; font-size: 48px; opacity: 0.3; transform: rotate(-30deg);">SAMPLE</p>
Premise Notes:

Meter Location: Meter location is a proposed location only based on currently available information and subject to change based final site inspection by Seller.

Exhibit 5

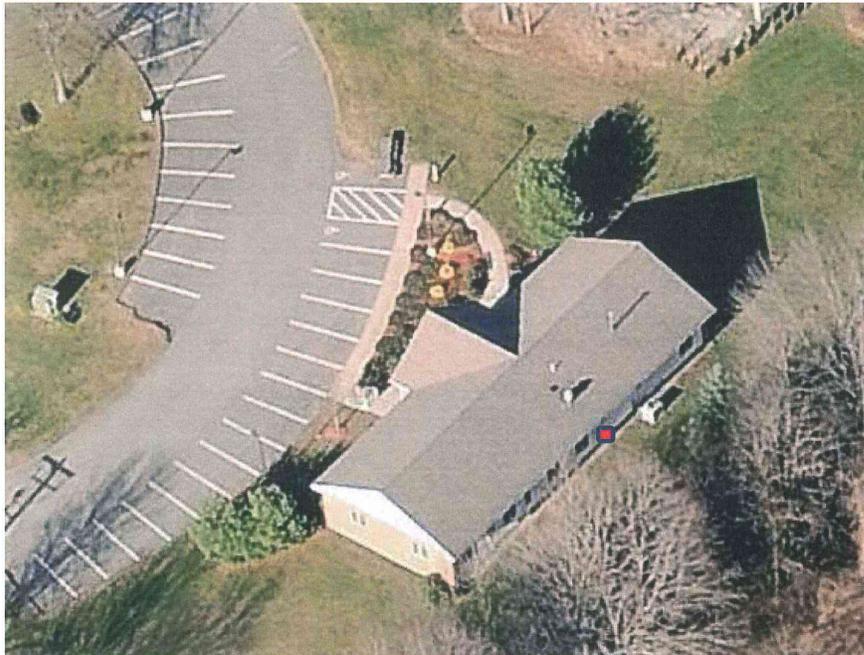


Coventry Provisional Meter locations

In support of Coventry's natural gas conversion/economic analysis Connecticut Natural Gas completed site walks on 3-10-16 at the below listed buildings. Based on our initial review we are pleased to provide the provisional meter locations. Actual meter locations may vary based on engineering and construction specifications. Gas availability is subject to reaching a mutually acceptable service agreement.

- Indicates suggested meter location

Building 1: Coventry BOE Administrative Building: 1700 Main Street





Building 2: Town Hall: 1712 Main St.

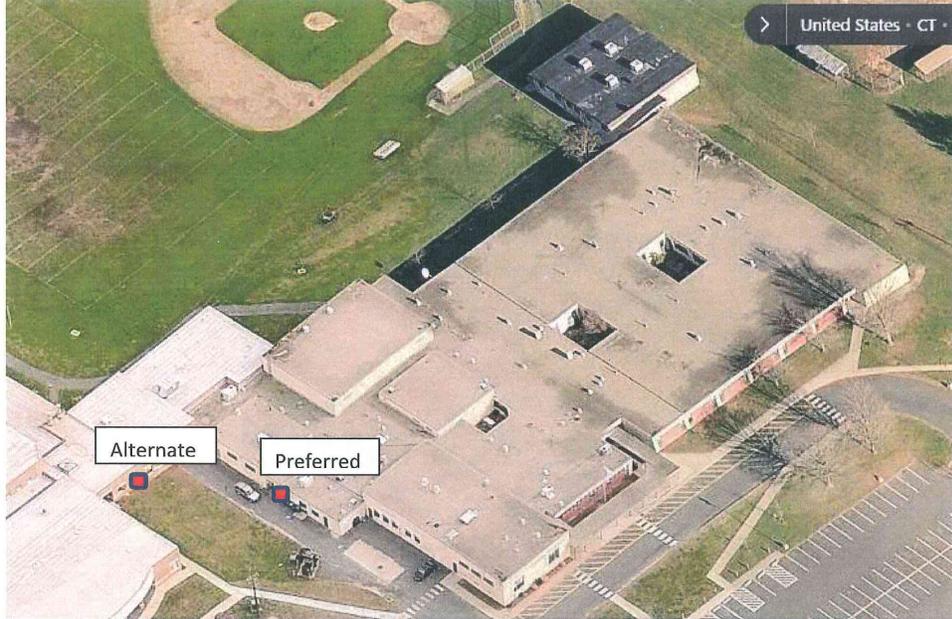


Building 3: Town Hall Annex: 1712 Main St.





Building 4&5: Hale Early Learning & Middle School (single meter for both buildings) 1776 Main St



Building 6: Coventry High School: 78 Ripley Hill Road.





Building 7: Coventry Fire Department: 1755 Main Street



Building 8: Coventry Police Department: 1585 Main Street



Exhibit 7

John Elsesser

From: John Elsesser
Sent: Wednesday, March 16, 2016 8:14 PM
To: William Trudelle
Subject: Fwd: Coventry School Gas Burner Conversion Budgets
Attachments: mime-attachment.gif, mime-attachment.jpg

Maybe this will hep on the gas conversion project

Sent from my iPad

Begin forwarded message:

From: Matthew Mullen <Mullen@nemsi.com>
Date: March 16, 2016 at 8:10:49 PM EDT
To: <jelsesser@coventryct.org>
Subject: Coventry School Gas Burner Conversion Budgets

John,

Here is the budgets we provided to Dennis Stanavage for the boiler conversions.

Matthew Mullen, P.E., BEAP, LEED AP, CBCP
Vice President Engineering & Design
860-573-5910 Cell
860-870-2250 Office
866-481-3250 Fax



----- Forwarded by Matthew Mullen/NEMSI/EMS/EMCORGROUP on 03/16/2016 07:35 PM -----

From: Matthew Mullen/NEMSI/EMS/EMCORGROUP
To: Dennis Stanavage <DStanavage@coventryct.org>
Date: 11/24/2014 09:40 AM
Subject: Re: More info on floor delta FL

Dennis,

Here are budgets you requested:

Weight Room

- Remove and replace existing air handling unit with nominal 10 on air handling unit with direct expansion coil, hot water coil heating coil, air cooled condensing unit on grade
- Refrigerant piping
- Electric duct mounted reheat coil (for summer reheat)
- Reuse existing ductwork
- Insulate existing ductwork
- New controls for heating, cooling, and dehumidification
- Power wiring to new ahu, condensing unit, and electric reheat coil

- Prevailing wages
- EXCLUDES Delta-FL water proofing membrane, wood sub-floor on top of Delta-FL membrane, remedial clean up of existing floor and rubber mats

Budget - \$55,000 to \$70,000.

Toilet Addition to CNHS Portable Classrooms

- Approximately 40' x 30 wood frame addition including foundation, walls, roof, windows, lighting, and power distribution panel with outlets (taken from RS Means at approx. \$130/sq ft)
- Bank of 8 water closets (4 WC per sex back to back) plus 6 Lavs (3 per sex)
- 200 Lin Ft insulated 1-1/2" domestic water line from CNHS corridor to new addition (heat traced outside)
- Sewage ejector pump and 200 Lin Ft 2" force main (heat traced outside) from addition to existing toilet core at the corner of corridor near door
- Electrical power from CNHS to new addition distribution panel (needs to be from emergency power source)
- Toilet exhaust fan
- Electric heaters in addition and crawl space below addition.
- Prevailing Wages
- Excludes any upgrades to existing mobile classrooms (i.e. that may be driven by building officials) and any extensive existing site utilities upgrades (i.e. relocation of existing storm drain at end of mobile classrooms)
- Excludes soft costs (architectural/engineering fees)

Budget - \$260,000 to \$275,000

Convert boilers to Natural Gas from Oil

- Installation of five gas burners on the existing boilers.
- Replacement of two water heaters with gas-fired heaters.
- Convert two CNHS admin area RTU's to natural gas
- Gas piping to three mechanical rooms, both kitchens and existing propane piping serving existing RTU's in CNHS
- Prevailing wages
- Excludes conversion of any kitchen equipment to natural gas.

Budget - \$260,000 to \$285,000.

As I said, the quality and accuracy of an estimate is inversely proportional to the amount of time available to prepare it!! Hope these get you in the ball park.

Matthew Mullen, P.E., BEAP, LEED AP, CBCP



860-573-5910 Cell
 860-870-2250 Office
 866-481-3250 Fax

166 Tunnel Road
 Vernon, CT 06066

Exhibit 8

County

Year	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25 Total
County Fee	\$ 32,230	\$ 33,794	\$ 35,357	\$ 36,922	\$ 38,485	\$ 40,048	\$ 41,612	\$ 43,175	\$ 44,738	\$ 46,301	\$ 47,864	\$ 49,427	\$ 50,990	\$ 52,553	\$ 54,116	\$ 55,679	\$ 57,242	\$ 58,805	\$ 60,368	\$ 61,931	\$ 63,494	\$ 65,057	\$ 66,620	\$ 68,183	\$ 172,343
25 year projected total	\$ 172,343																								

COMMUNITY PAYMENT AGREEMENT

This Community Payment Agreement by and between the Town of East Hampton ("Town") and the Connecticut Natural Gas Corporation ("CNG") (hereinafter "Agreement") as follows:

WHEREAS, CNG intends to construct approximately nine miles of natural gas pipeline within the Town of East Hampton to provide natural gas to numerous commercial and residential properties within the Town, and;

WHEREAS, said construction is beneficial to the Town of East Hampton and its residents and the Town is desirous of assisting CNG by partially offsetting the revenue requirement associated with the cost of construction of the pipeline in accordance with the term set forth herein, and;

WHEREAS, the Town and CNG have agreed upon an equitable payment plan to partially offset said revenue requirement associated with the cost of construction.

NOW THEREFORE, in consideration of the mutual promises set forth herein the Town and CNG hereby agree as follows:

1. Upon completion of the construction of approximately nine miles of pipeline within the Town of East Hampton, and the connection of service to all eligible municipal buildings adjacent to the pipeline, the Town will make an annual payment to CNG to partially offset the revenue requirement associated with the cost of construction as set forth in Paragraph 2, below.
2. The annual payment from the Town will be equal to the tax liability based upon the assessment of the value of the main pipeline constructed in the Town of East Hampton upon the Grand List for each of the five years following the connection of all municipal buildings within the Town of East Hampton which are eligible for said connection. Upon the payment of said taxes by CNG, the Town shall promptly make its respective payment. By way of example, if CNG makes semi-annual payments of its tax liability, the Town's semi-annual payment will be due thirty (30) days after said tax payment is made. In the event that the Town fails to make its payment as required by this Agreement, CNG shall be entitled to all remedies at law or in equity to enforce the Town's payment obligation.
3. Notwithstanding the payment requirements set forth in Paragraph 2, the annual payment from the Town pursuant to this Agreement shall not be less than \$95,000 nor exceed \$100,000 for each of the five years of this Agreement.

4. As additional consideration for this Agreement the Town shall promptly pave the trenches dug on Town roads after the pipe has been laid therein, promptly provide all necessary easements in connection with the project, promptly clear the easement area to the East Hampton Middle School and connect all Town facilities to the pipeline as soon as connection is available.

Dated at East Hampton, Connecticut this 3 day of February, 2015.

Connecticut Natural Gas Corporation

Town of East Hampton

By Robert M. Alessio
Robert M. Alessio
President and CEO
Duly Authorized

By Michael Maniscalco
Michael Maniscalco
Town Manager
Duly Authorized

STATE OF CONNECTICUT)
) ss. East Hampton
COUNTY OF MIDDLESEX)

On this the 3 day of February, 2015, Michael Maniscalco, personally appeared before me, and acknowledged himself to be Town Manager for the Town of East Hampton, a Connecticut municipal corporation, and that he, as Town Manager, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the agency by himself as said Town Manager.

In witness whereof, I have hereunto set my hand and official seal.

Bernice C. Bartlett
Commissioner of the Superior Court

Notary Public

My Commission Expires:

BERNICE C. BARTLETT
NOTARY PUBLIC
MY COMMISSION EXPIRES JAN. 31, 2019

STATE OF CONNECTICUT)
)
COUNTY OF) ss. _____

On this the 12 day of February, 2015, Robert Allard personally appeared before me, and acknowledged himself to be President and CEO of Connecticut Natural Gas Corporation, a specially chartered Connecticut corporation, and that he, as President and CEO, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as said President and CEO.

In witness whereof, I have hereunto set my hand and official seal.

Suzanne Langlois
Commissioner of the Superior Court
Notary Public
My Commission Expires:

**SUZANNE LANGLOIS
Notary Public
State of Connecticut
My Commission Expires
August 31, 2016**

Exhibit 10

Project	Districtwide	CHS	CNH	GHR	CGS	Total
Instal VFD		\$54,000	\$60,000			\$114,000
Boiler bypass mods	\$36,000					\$36,000
unit ventilator rplmt w occp sensors		\$185,000	\$155,000	\$80,000	\$120,000	\$540,000
occupany sensors-exhaust fans	\$70,000					\$70,000
control valves in admin area		\$30,000				\$30,000
Lighting/surge protection		\$133,000				\$133,000
classroom controls			\$40,000	\$120,000		\$160,000
HVAC upgrades				\$56,500		\$56,500
add HVAC-kitchen		\$40,000				\$40,000
add Hydronic heat in media ctr				\$25,000		\$25,000
VOIP telephone system BD/Town	\$200,000					\$200,000
Security camera upgrades	\$75,000					\$75,000
Security access credentialling	\$125,000					\$125,000
Entrance security modifications		\$75,000	\$25,000	\$25,000	\$25,000	\$150,000
Generator connections	\$80,000					\$80,000
ADA compliance		\$125,000				\$125,000
Fuel tank replacement		\$50,000				\$50,000
Fire & Seismic code update (doors)		\$250,000				\$250,000
café reconfiguration		\$60,000				\$60,000
Fiber connectivity to schools/patriots park/DPW						\$325,000
Contingency 10%						\$271,950
bonding/legal						\$80,000
Total						\$2,996,450



East River Energy

· Premium Quality Fuel Oils · Natural Gas · Electricity · Bio Fuels · HVAC

January 8, 2016

Ms. Beth Bauer
Finance Director
Town of Coventry
1712 Main Street
Coventry, CT 06238

Transmitted via Electronic Mail

Dear Ms. Bauer:

East River Energy is pleased to confirm the following fixed price agreement which has already been processed effective this date, as per the electronic mail exchange between John Elsassor of the Town of Coventry and Charles Guadagnino of East River Energy.

East River Energy shall supply and the Town of Coventry and its Board of Education shall purchase the following as listed below.

Product	Contract Gallons	Contract Period	Fixed Price Per Gallon Excluding Taxes
Dyed Ultra Low Sulfur Diesel Fuel Town	24,000	7/1/2016-06/30/2017	\$1.7607
Dyed Ultra Low Sulfur Diesel Fuel BOE (school bus terminal)	45,000	7/1/2016-06/30/2017	\$1.7607
#2 Heating Oil Town	18,000	7/1/2016-06/30/2017	\$1.7900
#2 Heating Oil BOE	80,000	7/1/2016-06/30/2017	\$1.7900

Please note that #2 heating oil is subject to L.U.S.T. of \$0.0010 per gallon, the Federal Spill Fund Recovery Tax of \$0.0019 per gallon and NORA of \$0.0020 per gallon. In addition, diesel fuel is subject to L.U.S.T. of \$0.0010 per gallon, and the Federal Spill Fund Recovery Tax of \$0.0019 per gallon.

East River Energy's payment terms are net 25 days.

Please sign below where indicated along with Attachment A, and return to my attention **immediately**.

Thank you for your valued business. I look forward to continuing our mutually rewarding relationship.

Sincerely,

Charlie Guadagnino
Business Development

CAG:teb

Accepted by:

Ms. Beth Bauer
Finance Director
Dated: _____

Your Energy Partner
401 Soundview Road · P.O. Box 388 · Guilford, CT 06437-0388
203.453.1200 · 800.336.3762 · FAX: 203.453.3899
www.eastriverenergy.com
Est. 1984



East River Energy

· Premium Quality Fuel Oils · Natural Gas · Electricity · Bio Fuels · HVAC

Attachment A

The price contained and offered in this contract is based upon the sale of the quantity of contract gallons as stated in the confirmation. In the event that the customer exceeds 100% of the contract gallons during the contract period, East River Energy reserves the right to (1) extend the contract under the same terms and conditions, or (2) change the contract price to the Oil Price Daily New Haven Harbor Average plus \$0.15 per gallon. In the event that the customer purchases less than 100% of the contract gallons during the contract period, East River Energy reserves the right to (1) extend the contract under the same terms and conditions, (2) have the customer purchase at the contract price the difference between the contract gallons and the actual delivered gallons; East River Energy shall have no obligation to deliver remaining gallons, or (3) terminate the contract. Storage fees or liquidation charges may apply and customer will be responsible for payment of any storage fees or liquidation charges. East River Energy will monitor consumption on a monthly basis. East River Energy reserves the right to allocate committed gallons on a pro-rata basis over the term of this contract. Should customer request a #1 Diesel (Kerosene) blend, the #1 Diesel Fuel gallons delivered will be invoiced based on the Oil Price Daily New Haven Harbor Kerosene Average, plus \$0.20 per gallon. Should customer request a Performance Bond, cost is \$15.00 per thousand with a minimum charge of \$100.00.

Customer agrees to the terms of sale as set forth in this contract. If customer fails to pay within the terms of contract, customer agrees that East River Energy has the right to charge, and customer agrees to pay, a finance charge of 1.5% per month on any unpaid balance. If East River Energy hires an attorney or collection agency to collect the amounts the customer owes, customer agrees to pay any costs and expenses, including reasonable attorneys' fees and/or collection agency fees, incurred in the collection of the account or in enforcing the contract. In addition, any credit balance remaining on an account will be applied to the following year's purchases. Please note that any change in State or Federal taxes/fees over the course of the contract period will be passed down to the customer and customer will be responsible for payment on such new tax/fee rate.

East River Energy reserves the right to refuse to deliver to any tank, which, in its sole discretion, is deemed unsafe. Deliveries will resume once the problem is corrected. In the event a "run-out" occurs at a "will-call" tank, East River Energy reserves the right to levy a surcharge commensurate to the cost of providing immediate delivery, if one is requested. In the event a driver is re-routed due to a will call customer not taking the full load as ordered, East River Energy reserves the right to levy a delivery charge. Customer acknowledges that all tanks and piping are in good condition and meet all State and Federal regulations and specifications. Product samples, when requested, must come directly off of the truck before delivery is made. East River Energy is not obligated to deliver to any tanks or locations other than what is stated in the contract and/or bid specifications. In addition, East River Energy reserves the right to levy a fuel surcharge. East River Energy does not provide assurances for fuel which the customer stores in their tanks, or the condition of their tank, leakage or environmental contamination. This is including but not limited to spillage and inaccuracy of fuel ordering. Customer is responsible to notify East River Energy if any tank is replaced, eliminated, or if there is construction work around a tank location. These changes could affect scheduled delivery times, hose lengths, and fittings required to make the delivery. Please have your maintenance personnel keep driveways, pathways and fills clear of ice and snow. This ensures ability of timely delivery and personal safety of our drivers. Demurrage will be assessed if a delivery is delayed at your location by circumstances beyond our control, and/or if our driver finds it necessary to clear ice or snow in order to deliver fuel to your tank(s). Customer is responsible to pay any demurrage, delivery or fuel surcharges assessed during the contract period.

Publication: OPIS publications including the Oil Price Daily are copyrighted documents and therefore are not to be transmitted by East River Energy to the Customer by law. These publications change daily and it is the customer's responsibility to validate posted prices. The posting utilized will be most closely reflective of the product actually being delivered.

Force Majeure: East River Energy shall not be liable to the customer for any losses or damages to that customer in the event East River Energy is unable to fulfill its obligations under this agreement due to acts of God, fire, flood, war or any other causes beyond its control.

Received by: _____ Dated: _____

Your Energy Partner

401 Soundview Road · P.O. Box 388 · Guilford, CT 06437-0388

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BUDGET MOTIONS

I move that the Town Council recommend to the Annual Town Meeting the following appropriations for the Fiscal Year July 1, 2016 to June 30, 2017:

General Government	\$
Board of Education	\$
Capital Expenditures	\$
Debt Service	\$ _____
For a Total of:	\$

I move that the Town Council recommend to the Annual Town Meeting that the Town Manager be authorized to enter into agreement with the Commissioner of Transportation for Town Aid Funds available to the Town of Coventry under Chapter 240 of the Connecticut General Statutes.

I move that the Town Council recommend to the Annual Town Meeting, pursuant to Title 7, Chapter 116b of the Connecticut General Statutes, the FY 16/17 Capital Improvement Plan, as amended by the Council, be adopted and, further, that the Town Manager be authorized to make application for funding for eligible projects under the Local Capital Improvement Program (LOCIP).

I move that the Town Council recommend to the Annual Town Meeting to authorize the Town Manager and the Town Treasurer to borrow money from time to time in anticipation of tax collections as needed to meet current expenses.

I move that the Town Manager and the Town Clerk be authorized to warn the Annual Town Meeting for Saturday, April 23, 2016 at 10:00 a.m. in the Veterans Auditorium of the Coventry High School/Capt. Nathan Hale Middle School.

I move that the Town Manager and Town Clerk be authorized to warn the Adjourned Town Meeting for Tuesday, May 3, 2016 and that the hours for voting be set for 6:00 a.m. to 8:00 p.m. and that the method of voting be by paper ballot.

I move that the Town Council authorize the Town Manager to make any adjustments needed to correct any mathematical errors in the budget.



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

(860) 594-2432

March 31, 2016

Town of Coventry
Attn.: John a. Elsesser, Town Manager
1712 Main Street
Coventry, CT 06238

Dear Sir,

Subject: Town of Coventry
File #032-130-012
Coventry

Your cooperation throughout this process has been greatly appreciated; however, due the Project's looming scheduling deadlines, we must again seek your assistance in order to close friendly, by Tuesday, April 5, 2016; otherwise, regrettably title may have to be attained by the eminent domain process.

Therefore, the Department is requesting that this matter be added to your Council Meeting Agenda of Monday, April 4, 2016 Council Meeting for immediate approval.

Of course, I am available to attend the meeting, if necessary, to assist you in attaining its approval, as well as, being a notary for the deeds execution.

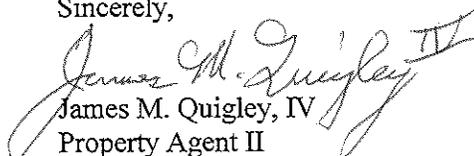
Attached find the closing papers for your review and execution.

- **Council Resolution (Sample)**
- **Quit-Claim Deed (execute)**
- **SOC – ROW Map (copy)**
- **State of CT- Real Estate-Conveyance Tax Form (Execute)**
- **State of CT – DOT Adjustment on the Sale of Real Estate (execute)**

Upon receipt of the executed documents, I will then record the deed/mylar, on the Coventry Land Records, and provide copies for your records..

Please contact me at the above phone number, fax to (860) 594-2432, or, my email is jamesquigley@ct.gov .

Sincerely,


James M. Quigley, IV
Property Agent II
Office of Rights of Way

Enclosures:

RESOLVED

The Town Council of the Town of Coventry, hereby authorizes the Town Manager, John A. Elsesser, on its behalf, to grant a right of entry, waiver of compensation & appraisal, and execute a Quit-Claim Deed, conveying a certain parcel of land, containing 77 sq. ft., more or less, along with easements and rights, on the remainder of its property, which is located at 1195 Main Street, Coventry, CT , to the State of Connecticut-Department of Transportation, for the Reconstruction of Route 31, State Project No. 032-130, Serial No. 012.

Return to:
State of Connecticut
Department of Transportation
Division of Rights of Way- Unit 0403
P.O. Box 317546
2800 Berlin Turnpike
Newington, Connecticut 06131-7546

QUIT-CLAIM DEED

STATUTORY FORM

KNOW YE THAT, **Town of Coventry** (Grantor), a municipal corporation, having its territorial limits in the County of Tolland and State of Connecticut, acting herein by _____, hereunto duly authorized, for Good and Valuable consideration, Grants to the **State of Connecticut** (Grantee), with QUIT-CLAIM COVENANTS,

That certain parcel of land situated in the Town of Coventry, County of Tolland and State of Connecticut, located on the southerly side of Present Main Street, CT Route 31, containing 43 square feet, more or less, as shown on Sheet 1 of a map set, to be filed in the Coventry Town Clerk's Office, entitled: "TOWN OF COVENTRY MAP SHOWING LAND ACQUIRED FROM THE TOWN OF COVENTRY BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION RECONSTRUCTION OF ROUTE 31 SCALE 1"=40' MAY 2015 THOMAS A. HARLEY, P.E. CHIEF ENGINEER - BUREAU OF ENGINEERING AND CONSTRUCTION", Town No. 32, Project No. 32-130, Serial No. 12, Sheets 1 and 2 of 2, Last Revised 01/11/16, and bounded and described as follows:

NORTHERLY- by Present Main Street, (CT Route 31), a distance of 12.10 feet;

EASTERLY - by land now or formerly of Four T Realty, LLC, 4 feet, more or less;

SOUTHERLY- by remaining land of the Town of Coventry, 12 feet, more or less, by a line designated "TAKING LINE", as shown on Sheet 1 of said map set;

WESTERLY - by land now or formerly of TELEFLEX CT-Devices Incorporated, 3 feet, more or less.

Together with the following full and perpetual easements under, over and across portions of remaining land of the Town of Coventry, and further described as follows:

1. A drainage right-of-way easement, within an area of 77 square feet, more or less, as shown on Sheet 1 of said map set. And the Grantor further grants unto the said State of Connecticut, its successors and assigns forever, a full and perpetual right, privilege and easement to enter upon the said premises by its officers, employees, servants and agents, for the purpose of constructing, building, maintaining, cleaning, repairing, reconstructing and inspecting, at all times, the facilities contained within said drainage right-of-way, with appurtenances thereto, upon, over, under and across said easement areas, together with the further right to flow water through said facilities, as shown on said map.
2. An easement to slope for the support of the highway, within an area of 35 square feet, more or less, as shown on Sheet 1 of said map set.
3. A construction easement for the purpose of constructing box culverts, wingwalls and splash pad during reconstruction of Route 31, within an area of 2,200 square feet, more or less, designated Easement Area No. 1, as shown on Sheet 1 of said map set.

Town of Coventry
032-130-012

4. A construction easement for the purpose of constructing box culverts, and stone channel, pipe jacking, installing sewer lines/manholes, and installing a temporary earth retention system, inclusive of paver/concrete sidewalks, planting shrubs, curved concrete steps and related grading for pedestrian access during reconstruction of Route 31, within an area of 662 square feet, more or less, designated Easement Area No. 2, as shown on Sheet 1 of said map set.

The construction easements taken herein will be restored by removal of temporary earth retention system, and by grading and paving any disturbed areas. Said construction easements will be extinguished upon completion of the project by filing an affidavit on the Coventry Land Records, unless sooner released by the State.

5. A defined easement for highway purposes and appurtenances thereto, within an area of 53 square feet, more or less, as shown on Sheet 2 of said map set.

The above described premises and easements are conveyed subject to such rights and easements as appear of record.

TO HAVE AND TO HOLD the Premises, with all of the appurtenances thereto, unto the said Grantee and its successors and assigns forever, so that neither the Grantor nor its successors nor any other persons claiming under them shall have any claim, right, or title in or to the Premises or any part thereof, but therefrom they are by these presents forever barred and excluded, except as otherwise provided in this Deed.

IN WITNESS WHEREOF, the Grantor has hereunto set its hand and corporate seal this _____ day of _____, A. D. 2016.

Signed, Sealed and Delivered
in the presence of

Town of Coventry

Witness

By _____ (L.S.)

Duly Authorized

Witness

STATE OF CONNECTICUT)

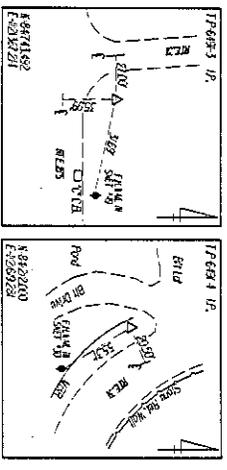
) ss:

COUNTY OF TOLLAND)

The foregoing Instrument was acknowledged before me this ___ day of _____, A. D. 2016, acting herein _____, of the Town of Coventry, a municipal corporation, on behalf of the corporation.

My Commission Expires

Notary Public



AGREEMENTS:

1. GENERAL LOCATION SURVEY PROVIDED BY CONVOY DISTRICT I, PROJECT NO. D-1-10 CAD FILE 121341674
2. CONSTRUCTION PROJECT ENTITLED: RECONSTRUCTION OF ROUTE 31 FROM ROUTE 275 AND LAKE STREET TO WOODS LAKE PROJECT NO. 27-132
3. STATE OF CONNECTICUT DOT ASPECT OF HWY MAP NO. 3704, SH. 1 OF 4.
4. 100.693 AC. 283 (Q.C.)
5. 100.692 AC. 31 (BASE)
6. 100.185 AC. 243 (BASE)
7. 100.885 AC. 147 (BASE)
8. 100.22 AC. 380 (Q.C.)
9. 100.123 AC. 50 (BASE)
10. MAP ENTITLED "PLAN REFERRED FOR CORRECTION AND REVISION" OF "CONTRACT NO. 27-132" OF 1. (08/22/02)
11. MAP ENTITLED "QUADRANT SURVEY PREPARED FOR THE TOWN OF COVENTRY HIGH STREET, COVENTRY, CT. SCALE 1"=201 DATED 2/16/87. (DATE 1/22)
12. MAP ENTITLED "PROPERTY OF ROBERT J. ROSENBERG AND RINGO TRANSTON, COVENTRY, CT. DATED FEB. 1946 (14462)
13. MAP ENTITLED "TOWN OF COVENTRY PROPERTY TRANSFER & ACCESS EASEMENT AND BOUNDARY SURVEY OF COVENTRY, COVENTRY VILLAGE & DELICACIA PROPERTY OF THE TOWN OF COVENTRY JOHN SANDERSON"

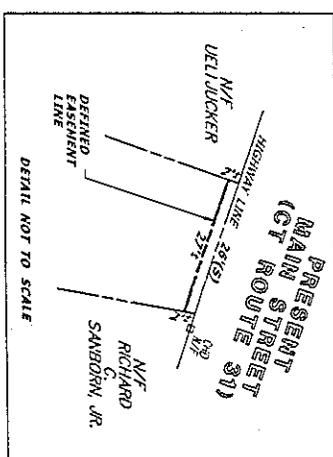
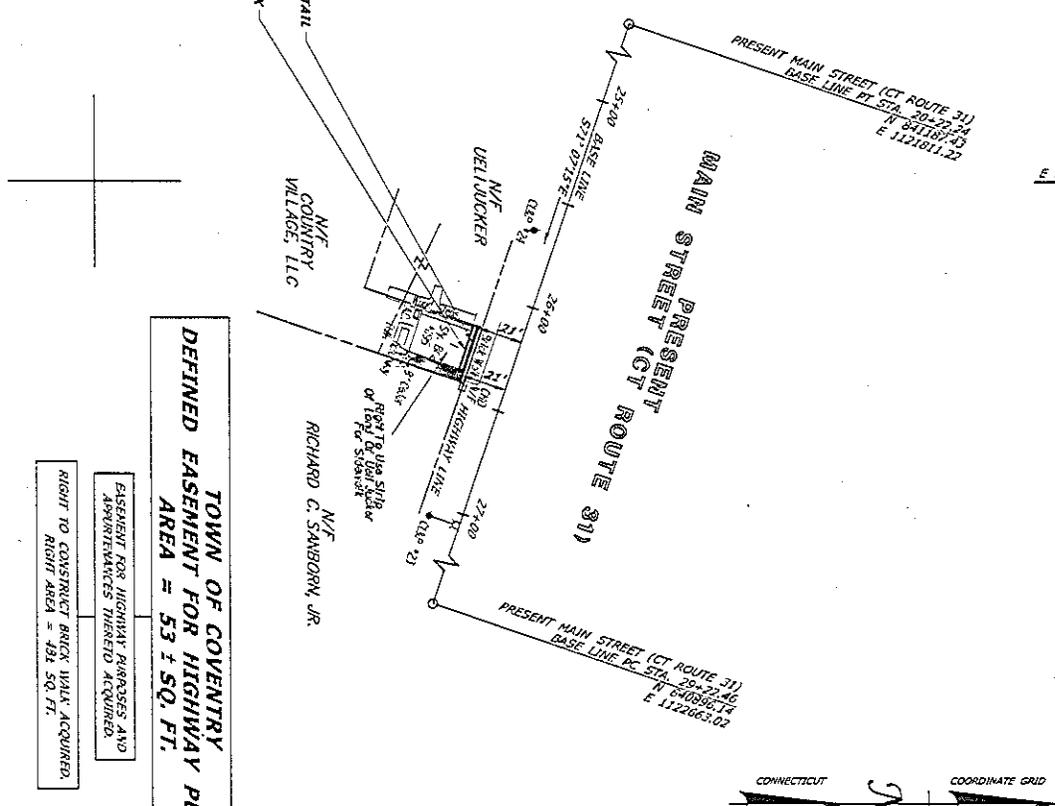
NOTES:

1. THIS SURVEY AND MAP HAVE BEEN PREPARED IN ACCORDANCE WITH THE REGULATIONS OF CONNECTICUT STATE AGENCIES, SECTIONS 20-253A-1 THROUGH 20-253A-23, AND THE STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT, AS ADOPTED BY THE GENERAL ASSEMBLY OF THE STATE OF CONNECTICUT, PUBLIC ACT 19-100, AS AMENDED. IT IS A PART OF THIS SURVEY AND IS INTENDED TO DEFINE THE LIMITS OF PROPERTY TRANSACTIONS FOR THE PROJECT REFERENCED HEREIN. THE BASE LINE FROM WHICH THIS PROPERTY RECONSTRUCTION IS REFERENCED CONFORMS TO CLASS A-2 HORIZONTAL ACCURACY.
2. THE RETIERS EXPECTED ARE THE RESULT OF THE GENERAL LOCATION SURVEY FOR THE PROJECT BY AS REFERENCED HEREIN.
3. THE PROPERTY AND STREET LINES REFERRED THROUGH TO CLASS D ACCURACY, THEY HAVE BEEN CORRECTED FROM PASTORAL SOURCES AND ARE NOT TO BE CONSIDERED AS ACCURATELY AS THE RESULT OF A FIELD SURVEY, NOR DO THEY REPRESENT A PROPERTY RECONSTRUCTION.
4. WHERE NOT SPECIFICALLY CALLED FOR IN PARAGRAPHS 1, 2, 3 & 4, THE CLEAR WIDTH OF THE ROAD OR HIGHWAY SHALL BE AS SHOWN ON THE PLAN OR FIELD NOTES.

DATE	REVISION	REQ. BY
10/8/15	ORANGE DESIGN (SHEET 1)	MM
04/11/16	CORRECT TPO (SHEET 2)	MM

PROJECT NO.	27-132	TITLE	ANALYSIS - STREET DESIGN
SERIAL NO.	12	DATE	
SHEET	2	OF	2

RIGHT OF WAY SURVEY
 TOWN OF COVENTRY
 MAP SHOWING LAND ACQUIRED FROM
 TOWN OF COVENTRY
 BY
 THE STATE OF CONNECTICUT
 DEPARTMENT OF TRANSPORTATION
 RECONSTRUCTION OF ROUTE 31
 SCALE 1"=40'
 THOMAS A. HARTLEY, P.E.
 CHIEF ENGINEER - BUREAU OF ENGINEERING AND CONSTRUCTION
 MAY 2015



**TOWN OF COVENTRY
 DEFINED EASEMENT FOR HIGHWAY PURPOSES
 AREA = 53 ± SQ. FT.**

**EASEMENT FOR HIGHWAY PURPOSES AND
 APPOINTMENTS THEREIN ACQUIRED.
 RIGHT TO CONSTRUCT BRICK WALK ACQUIRED.
 RIGHT AREA = 431 SQ. FT.**

TO AN APPROXIMATE AND NOT TO BE USED AS A BASIS FOR ANY OTHER PURPOSES.

PLS #18524

ERS-0566 (111)

STATE OF CONNECTICUT - DEPARTMENT OF TRANSPORTATION
ADJUSTMENT ON SALE OF REAL ESTATE

SELLER: Town of Coventry

FILE NO. : 032-130-012

PROPERTY LOCATION: 1195 Main St., Coventry, CT

MAILING ADDRESS: 1712 Main St., Coventry, CT 06238

PHONE: 860-742-6324

FAX: 860-742-8911

SNN /FNN: _____

ATTORNEY/REPRESENTATIVE:

AUTHORIZED SIGNATURE: •John Elsesser, Town Manager

TYPE: FRIENDLY CLOSING DATE: ___/___/16
() TOTAL TAKE (X) PARTIAL TAKE (X) EASEMENT
CHECK NO.: _____ AMOUNT OF CHECK: _____
TYPE: UNFRIENDLY CONDEMNATION DATE: _____
() CAF () ACCEPTANCE () REASSESSMENT

ADJUSTMENTS: () APPLICABLE (X) NON-APPLICABLE
() TAXES () WATER () SEWER

COMPUTATIONS:

N/A Municipal Corporation (exempt)

See Attach Copies of Documentation/Billing

INTEREST: (PER SECTION 13a-79)

() APPLICABLE (X) NON-APPLICABLE
AMOUNT OF LAND VOUCHER: \$ _____ DATED: _____
INTEREST AT 8%: _____
TO () DATE TO CLOSING: _____ TO () DATE PAYMENT TENDERED: _____
PERIOD OF TIME INTEREST TO BE PAID: _____
AMOUNT OF INTEREST: (\$ _____ per diem) = \$ _____

SUBJECT TO CORRECTIONS OF ERRORS AND OMISSIONS, IF THERE ARE ANY.

SELLER/ATTORNEY: _____ Date _____ 1099 FORM (X) ()
Y N

CONNDOT REPRESENTATIVE: _____ DATE: ___/___/16

James Quigley IV, Property Agent II

"EXEMPT"

Department of Revenue Services
State of Connecticut
PO Box 5035
Hartford CT 06102-5035
(Rev. 07/13)

OP-236
Real Estate Conveyance Tax Return

For Town Clerk Use Only			
Town Code	Land Record	Vol.	Page
▶	▶		

Complete Form OP-236 in blue or black ink only.

Check here if this is an amended return.

1. Town ▶ COVENTRY		2. Location of property conveyed (number and street) ▶ 1195 MAIN ST.		3. If more than two grantors/sellers, check here. ▶ <input type="checkbox"/> Attach OP-236 Schedule A to provide required information.	
4. Grantor/seller #1 (last name, first name, middle initial) ▶ TOWN OF COVENTRY			5. Taxpayer identification number ▶ <input type="checkbox"/> SSN <input checked="" type="checkbox"/> FEIN		
6. Grantor/seller address after conveyance ▶ 1712 MAIN ST.		7. City or town ▶ COVENTRY		State ▶ CT	ZIP code ▶ 06238
8. Grantor/seller #2 (last name, first name, middle initial) ▶			9. Taxpayer identification number ▶ <input type="checkbox"/> SSN <input checked="" type="checkbox"/> FEIN		
10. Grantor/seller address after conveyance ▶		11. City or town ▶		State ▶	ZIP code ▶
12. Is grantor a partnership, S corporation, LLC, estate, or trust? See instructions. ▶ <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	13. Is this conveyance between spouses? ▶ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	14. If this conveyance is for no consideration or less than adequate consideration, will federal and state gift tax returns be filed? ▶ <input type="checkbox"/> Federal only <input type="checkbox"/> State only <input type="checkbox"/> Both <input checked="" type="checkbox"/> Not applicable			
15. Grantee/buyer (last name, first name, middle initial) If more than one grantee/buyer, see instructions. ▶ STATE OF CONNECTICUT			16. Taxpayer identification number ▶ 06-6000798 <input type="checkbox"/> SSN <input checked="" type="checkbox"/> FEIN		
17. Grantee/buyer address after conveyance ▶ 2800 BELLIN TPK		18. City or town ▶ NEWINGTON		State ▶ CT	ZIP code ▶ 06131
19. Date conveyed ▶	20. Date recorded ▶	21. Type of instrument ▶ <input type="checkbox"/> Warranty <input checked="" type="checkbox"/> Quitclaim <input type="checkbox"/> Easement <input type="checkbox"/> Other _____			
22. The grantor claims no tax is due because: (If applicable, check one.) See instructions.					
▶ 22a. <input type="checkbox"/> Conveyance was for no consideration or consideration was less than \$2,000.					
▶ 22b. <input checked="" type="checkbox"/> Conveyance is exempt under Conn. Gen. Stat. §12-498. See list of all exemption codes on reverse and enter exemption code here. <u>03</u>					
▶ 22c. If 22b exemption code is 01 or 09, enter citation or docket number. _____					

Computation of Tax Enter consideration for conveyance on the appropriate line.

▶ 23. Consideration for unimproved land: See Line Instructions.	\$ _____	x0.0075 =	\$ _____
▶ 24. Total consideration for residential dwelling: See Line Instructions.	\$ _____		\$ _____
▶ 24a. Portion of Line 24 that is \$800,000 or less: See Line Instructions.	\$ _____	x0.0075 =	\$ _____
▶ 24b. Portion of Line 24 that exceeds \$800,000: See Line Instructions.	\$ _____	x0.0125 =	\$ _____
▶ 25. Residential property other than residential dwelling	\$ _____	x0.0075 =	\$ _____
▶ 26. Nonresidential property other than unimproved land	\$ _____	x0.0125 =	\$ _____
▶ 27. Property conveyed by a delinquent mortgagor: See Instructions.	\$ _____	x0.0075 =	\$ _____
▶ 28. Total State of Connecticut tax due: Add Lines 23, 24a through 27.			= \$ _____

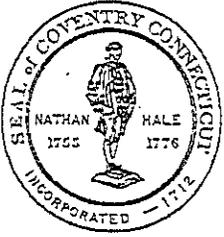
Declaration: I declare under penalty of law that I have examined this return (including any accompanying schedules and statements) and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for willfully delivering a false return to the Department of Revenue Services (DRS) is a fine of not more than \$5,000, or imprisonment for not more than five years, or both. The declaration of a paid preparer other than the taxpayer is based on all information of which the preparer has any knowledge.

Indicate by checking a box who is signing this return: Grantor Grantor's attorney Grantor's authorized agent

Name of person signing the return (type or print)

Signature

Date



Town of Coventry

1712 Main Street • Coventry, CT 06238 • Fax (860) 742-8911

OFFICE OF THE TOWN MANAGER
(860) 742-6324

December 10, 2015

Michael Marzi, Representative
Division of Rights of Way
State of Connecticut Department of Transportation
Bureau of Engineering and Construction
28 Berlin Turnpike
P.O. Box 317546
Newington, CT 06131-7546

RE: Project #032-130 – Rt. 31 Reconstruction

Dear Mr. Marzi,

Enclosed please find two copies of a Waiver of Compensation & Appraisal, and a signed permission to enter the property for the purposes of clearing and grubbing, for the property on Main Street in Coventry included in the Rt. 31 Reconstruction project.

Thank you for coordinating this effort. We look forward to the start of this project.

Sincerely,

John A. Eisesser
Town Manager

Cc: Todd Penney, Town Engineer

(860) 594-2439

The Department of Transportation
Bureau of Engineering and Construction
2800 Berlin Turnpike
P.O. Box 317546
Newington, CT 06131-7546

TO WHOM IT MAY CONCERN:

In reference to the property owned by the undersigned at 1195 & 1267 Main Street, Coventry, Connecticut, I (We), the undersigned, do hereby grant permission to the Department of Transportation, Bureau of Engineering and Construction, its contractors or agents, to enter upon said premises for early clearing and grubbing DUE TO ENVIRONMENTAL CONCERNS.

Very truly yours,



For the Town of Coventry

JOHN A. ELSSESSER

DATE: 12/10/15

RIGHT OF WAY FILE NO. 032-130

SERIAL NO. 12

(860) 594-2439

December 3, 2015

The Department of Transportation
Bureau of Engineering and Construction
2800 Berlin Turnpike
P. O. Box 317546
Newington, Connecticut 06131-7546

WAIVER OF COMPENSATION & APPRAISAL

Whereas, the Town of Coventry is the owner of certain real property situated in the Town of Coventry, County of Tolland, and State of Connecticut, upon which the State of Connecticut, Department of Transportation proposes a 43± square foot partial land acquisition, a 53± square foot defined easement for highway purposes, a 77± square foot drainage right of way, a 35± square foot easement to slope for the support of the highway, a 2,200± square foot temporary construction easement for the purpose of constructing box culverts, wingwalls and splash pad, a 662± square foot temporary construction easement for the purpose of constructing box culverts and stone channel, pipe jacking, installing sewer lines/manholes, and installing a temporary earth retention system, inclusive of paver/concrete sidewalks, planting shrubs, curved concrete steps and related grading for pedestrian access during reconstruction of Route 31, a right to grade and construct parking lot, repair or replace underground box culvert, paint parking lot striping, install type "C-L" catch basin and 10" PVC pipe, install sewer line, install sedimentation control system, construct brick walk.

Whereas, the Town of Coventry has been informed of their right to an appraisal and the right to receive any and all just compensation for said partial fee, drainage easement, slope easement, and temporary construction easement acquisitions:

Now therefore, the Town of Coventry does hereby waive their right to an appraisal and the right to any and all just compensation for the aforementioned real property acquisitions from its property located on the southerly side of present Connecticut Route 31 also known as Main Street, and situated in the Town of Coventry, County of Tolland and State of Connecticut, as shown on a map to be filed in the Coventry Town Clerk's Office, entitled:

"TOWN OF COVENTRY, MAP SHOWING LAND ACQUIRED FROM THE TOWN OF COVENTRY, BY THE STATE OF CONNECTICUT, DEPARTMENT OF TRANSPORTATION, RECONSTRUCTION OF ROUTE 31, SCALE 1" = 20', MAY, 2015, THOMAS A. HARLEY, P.E. - CHIEF ENGINEER, BUREAU OF ENGINEERING AND CONSTRUCTION, Town No. 032, Project No. 130, Serial No. 12, Sheet 1 of 2 and Sheet 2 of 2."

The undersigned agrees to donate and convey the above described property rights by instrument at closing.

By

For the Town of Coventry

JOHN A. ELSESSER

Date

12/10/15

Coventry Board of Education
Coventry, Connecticut

Regular Board of Education Meeting Agenda – Page 1 of 2
Thursday, March 31, 2016 at **6:30 p.m.**
Administration Building Conference Room

- I. 6:30 p.m.** - Informational Session - Food Services with Ms. Pratt
- II. 7:30 p.m.** – **Call to Order the Regular Meeting of the Board of Education**
- III.** Salute to the Flag
- IV.** Audience of Citizens
- V.** Report of Superintendent
 - A.** Information: Recognition of the Board of Education
 - B.** Information: Student Board of Education Representative Report – Emily Oliver
 - C.** Information: CHS Superintendent/Student Focus Group Proposal
 - D.** Information: Eureka Math – Ms. Mullaly
 - E.** Information: Superintendent Goal Achievement Update
- VI.** VOTE: Consent Agenda
 - A.** Accept resignation of Beverly Austin, CNH Teacher
 - B.** Accept resignation of Julie Charry, CNH Teacher
 - C.** Accept retirement of Susan Marcey, CHS Secretary
 - D.** Accept resignation of Christine Murphy, PSSS Director
 - E.** Accept resignation of Devan Parker, CNH Teacher
 - F.** Accept resignation of Margaret Peterson, CNH Teacher
 - G.** Accept retirement of Susan Taylor, CNH Special Education Teacher
 - H.** Accept resignation of Jessica Vecchio, CGS Special Education Teacher
 - I.** Approve GHR May 2016 Field Experience to Sturbridge, MA
 - J.** Approve CNH June 2018 Field Experience to Philadelphia, PA and Washington, DC
- VII.** Report of Chairman
- VIII.** Communications
- IX.** Approval of Minutes
 - A.** VOTE: Approve Minutes of February 11, 2016
 - B.** VOTE: Approve Minutes of March 10, 2016
- X.** Old Business
 - A.** Discussion and possible VOTE: FY17 Budget

XI. New Business

- A.** Information and VOTE: Approve a two hour delay as the Delay Schedule beginning with the 2016-17 School Year – Mr. Petrone
- B.** Information and VOTE: Acceptance of the Public Fleet EV Initiative program and grant funds – Mr. Carroll
- C.** Information: Connecticut Natural Gas Project Update – Mr. Trudelle
- D.** Assign members (3) to the Scholarship Committee
- E.** VOTE: Annual Non-renewal of Listed Teachers

XII. VOTE: Executive Session (Superintendent's Evaluation and Security Audit)

XIII. Open Session

XIV. Adjournment

Coventry Board of Education
Coventry, Connecticut

Regular Board of Education Meeting Agenda – Page 1 of 2
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XIV. Adjournment

Memo of Understanding

To: Coventry Board of Education
From: Coventry Town Council
Subject: Meeting of 3/14/16
Date: 3/16/16

Thank you for your attendance and participation in our Town Council meeting of 3/14/16. The information provided thus far has been helpful. At your request we are providing below some clarification as to the information required for questions left unanswered or issues that are yet unclear or unresolved. When provided, this additional information will establish a solid foundation for discussion of your budget request when we meet again. We all recognize the time, effort, hard work and thought required to produce a well-crafted budget, it is a challenging task. We are sure you will willingly join us in surmounting this challenge to best serve our community. We look forward to meeting with you again as soon possible so that we may move forward to formulate the final approved budget in a timely fashion.

1. Provide a Pre K special education census and Pre K regular education census for current year and projected for fiscal year 2016-2017.
2. Provide details of any district budget impacts related to the Pre K program. Anything that appears in your budget proposal.
3. Clarify and verify if teachers for gifted and talented students are included in Special Education salaries.
4. Please provide a detailed record of all of the iPads purchased for the district during the last 5 years. Please include the model of the iPads purchased, the location that they were and are being used (including grade), purchase dates, number purchased, cost and line item from which they were purchased and provide details of what final appropriated budget each purchase of each of the iPads were included in and purchased out of. If any of the iPads were purchased using "excess" funds please provide the details of all of those purchases including the purchase dates.
5. Please provide specific information about the proposed purchase of 190 iPads in the 2016 - 2017 budget. What grade/who will receive the new iPads and which additional iPads will be replaced and how will the \$35,000 grant for iPads be used?
6. Surplus equipment such as iPads and computers are planned to be replaced in the 2016 - 2017 budget as well as in the Capital Improvement Plan - what is the projected residual value for this equipment and how will that value be realized?
7. What is the planned replacement schedule for the 4 year iPad initiative in the high school and what is the planned replacement schedule for the other approximately 800 iPads in the district?
8. Provide details of your planned expenditures for the town manager's proposed budget \$150,000 Capital Improvement Plan item for computers for education.
9. Please provide budgetary information about special education expenses to include the numbers, types and locations and grades of the various special needs children for 2015 - 2016 and provide a projection for the 2016 - 2017 school year. Please also provide data on the current year outplacements and their costs and the

projected outplacements you used to prepare your budget request. We are looking for information to allow us to justify and quantify the proposed expenditures. As we discussed, if necessary and if allowed, we are willing to enter executive session to receive this information. Our expectation is that you can provide us with generic information that will enable us to properly consider your requested funding.

10. Provide a staffing report that shows how many certified teachers you currently have per grade and the number projected for 2016 – 2017 with a description of the numbers of children they are responsible for (class size).
11. Provide a staffing report to show how many para-professionals you currently have by grade and responsibilities and those projected for 2016 – 2017.
12. Prepare a report showing all staff that have left the district or plan to leave the district since you created the 2015 – 2016 budget including their salaries and the salaries of any employees hired to replace them. Please identify all open positions and anticipated retirements/leaving - providing the same information about current/last salary and the salary amount being carried in the proposed 2016 – 2017 budget to replace them.
13. Please provide supporting financial information to give us some idea of the financial impact of the items in your answers to our original questions 15 and 27.
14. Detail information on teacher attendance for the 2014 – 2015 year and the current year to date.
15. Provide an explanation as to why the budget balance/balance available numbers and the encumbrance totals on the June 30, 2015 management report and the June 30, 2015 Expenditure Report Activity are different.
16. Please provide the detailed list of students who are attending E.O. Smith, Magnet Schools, and Technical Schools in 2015 – 2016 and projected for 2016 -2017 and the associated costs of those placements.
17. Please provide the details of any changes made by the Board to the Superintendent's proposed 1.72% budget to result in their proposed 1.98% budget. What reductions or savings were identified and what additions were made with some explanation of each change.
18. In light of the information provided that \$131,000 of iPads that did not appear in the 2014 – 2015 budget were purchased using “excess” (surplus) funds during 2014 – 2015 and that you previously provided information that the Board appropriated \$75,000 of “excess” (surplus) funds during 2014 – 2015 to put towards the Pre-school project and that you previously provided information that you requested that the Town Council move \$80,000 of surplus funds in 2014 – 2015 into the non-lapsing account (which it did) and that you previously provided information that you returned \$3,409 of surplus funds back to the general fund – Please provide a complete accounting of all of the surplus (excess) funds that you identified in the 2014 – 2015 year and provide details of how they were spent. Please acknowledge that the information above is correct and please provide details of any additional excess (surplus) funds you identified and how they were spent.
19. Please confirm that we are correctly understanding the Board's February 29, 2016 Management Report reflects a projected \$266,591.40 “Total forecasted general fund unexpended funds” in the 2015-2016 budget.



COVENTRY BOARD OF EDUCATION

To: Julie Blanchard, Town Council Chairwoman
From: William Oros, Board of Education Chair
Date: March 23, 2016
Re: Answers to 3/16/16 Memo of Understanding

Please see **answers** noted below each question/request and related enclosed documents. I would like to acknowledge the numerous hours devoted by our staff to accomplish this task.

1. Provide a Pre K special education census and Pre K regular education census for current year and projected for fiscal year 2016-2017.

The following reflects Smart Start preschool demographics:

4 – Full pay students (12.5%)

1 – Other (kindergarten eligible student who does not pay, but is also not special education) (3%)

14 – Tuition assistance (low income) students (44%)

3 – Tuition assistance (low income) and special education

10 – Special education students (31%)

The remainder of our Special Education students, 15, are with their typical peers in the CECC program.

We expect the numbers to remain steady for 2016-17.

2. Provide details of any district budget impacts related to the Pre K program. Anything that appears in your budget proposal.

Outside of the Smart Start classrooms, which are completely funded by grants, the Board's fiscal responsibility is for 2.75 special education teacher and 11.47 para professional salaries which total \$367,477.

3. Clarify and verify if teachers for gifted and talented students are included in Special Education salaries.

Yes. Our Challenge and Enrichment Program salaries are recorded in special education contracted salaries.

4. **A** - Please provide a detailed record of all of the iPads purchased for the district during the last 5 years. **B** - Please include the model of the iPads purchased, the location that they were and are being used (including grade), purchase dates, number purchased, cost and line item from which they were purchased and provide details of what final appropriated budget each purchase of each of the iPads were included in and purchased out of. If any of the iPads were purchased using “excess” funds please provide the details of all of those purchases including the purchase dates.

A – Enclosed: Marked 4 [Multiple documents entitled *Purchase Order Pay History*]

B – See below...

Model	CEIS	CGS	GHR	CNH	CHS	District	Totals
iPad 2	4					2	6
iPad (4th Gen)		32	24	52	136	148	392
iPad Air	10	114	91	153	354	161	883

- **iPad 2 are oldest and if updated at this point to the newest operating system will run extremely slowly, greatly impacting performance and use**
 - **iPad (4th Gen) are 3 years old – currently 2 models below most recent (not including newly released iPad Pro with smaller screen)**
 - **iPad Air are 2 years old – currently 1 model below most recent (not including newly released iPad Pro with smaller screen)**
 - **CGS – iPads are exclusively in tubs with 6 per classroom. There are also some iPad tubs available in special area classes**
 - **GHR – iPads are in tubs with 5 per classroom. There is one cart of iPads and there are also some iPad Tubs in special areas classes**
 - **CNH – iPads are primarily in carts, with some tubs of iPads in special areas and resource classrooms**
 - **CHS – iPads are one-to-one, with a few in a tub for Academy**
 - **District level iPads include those provided to staff and to the PSSS department, which uses iPads in resource rooms, as well as for specific students per IEP**
5. Please provide specific information about the proposed purchase of 190 iPads in the 2016 – 2017 budget. What grade/who will receive the new iPads and which additional iPads will be replaced and how will the \$35,000 grant for iPads be used?
- **The 190 iPads in the 2016-2017 budget will be divided as follows:**
 - **125 for incoming 9th grade students (class of 2020)**
 - **57 to begin phasing in staff replacement**
 - **8 to replace iPad 2**

- **Proposed district iPad replacement plan can be found here:**
<https://drive.google.com/open?id=0B1xcHxzCfGg9UHFNU0FYLXRabm8>
 - **The \$35,000 grant will be used to purchase iPads for 8th grade, with goal of going one-to-one at that grade**
 - **Looking at current numbers, we have 74 iPads being used with 8th grade. There are 135 current 7th graders, so the goal is to use the money towards bridging that gap.**
6. Surplus equipment such as iPads and computers are planned to be replaced in the 2016 – 2017 budget as well as in the Capital Improvement Plan – what is the projected residual value for this equipment and how will that value be realized?
- **Currently developing plan for iPads coming out of circulation – option leaning towards is returning iPads to Apple for a rebate. Rebate quote earlier this year was \$115 per, which for the 188 coming out of circulation (134 12th graders iPads and 54 staff), we may get \$21,620. This number may change as Apple just released their newest iPad Pro model and have lowered the value of the iPad Air 2.**
 - **For other equipment in CIP (189 desktops, 3 laptops, servers, projectors and interactive whiteboards), we may be able to repurpose the 3 laptops by converting them to Chromebooks and/or Veritime Kiosks. The other items will be considered e-waste as those slated to be replaced are over 5 years old (some over 7 years). Our current District Technology Plan calls for five-year replacement cycle (Goal 4: Infrastructure) for all staff and student devices to establish a consistent model district-wide**
<https://drive.google.com/file/d/0B1xcHxzCfGg9ZjJoSVI6emVNNEk/view?usp=sharing>.
7. What is the planned replacement schedule for the 4 year iPad initiative in the high school and what is the planned replacement schedule for the other approximately 800 iPads in the district?

Please refer to the proposed District iPad Replacement Plan, available at this link (<https://drive.google.com/open?id=0B1xcHxzCfGg9UHFNU0FYLXRabm8>).

8. Provide details of your planned expenditures for the town manager’s proposed budget \$150,000 Capital Improvement Plan item for computers for education.

CIP – Technology (write-up submitted with budget)

The main priority of the technology department is to replace outdated hardware, reduce the number of servers and improve network efficiency. To accomplish this, we will use \$175,000 to purchase desktops and laptops to update labs and teacher computers, including adding wide-screen monitors in labs for testing purposes. \$52,000 will be slated for servers and

accompanying software to upgrade and reduce the number of servers to increase network efficiency and build in redundancy. This will also help to minimize the impact on operations in the event of a hardware failure, as well reduce energy consumption and cooling costs. \$20,000 will be used to purchase projectors and interactive whiteboards for end-of-life replacements.

- **Overview of initial CIP request (\$247,000)**
 - **\$175,000 for computers to ensure labs (all testing locations) are all up-to-date, replacing computers over 5 years old (some over 7 years)**
 - **189 desktops**
 - **3 laptops**
 - **\$52,000 for servers**
 - **Servers are used to support both town and schools, as mail servers and domain controllers reside on them**
 - **3 servers with accompanying VMware software**
 - **\$20,000 projectors and interactive whiteboards (replacing existing ones, some of which are well over the 5 year cycle)**

9. Please provide budgetary information about special education expenses to include the numbers, types and locations and grades of the various special needs children for 2015 – 2016 and provide a projection for the 2016 – 2017 school year. Please also provide data on the current year outplacements and their costs and the projected outplacements you used to prepare your budget request. We are looking for information to allow us to justify and quantify the proposed expenditures. As we discussed, if necessary and if allowed, we are willing to enter executive session to receive this information. Our expectation is that you can provide us with generic information that will enable us to properly consider your requested funding.

Enclosed marked #9-A and #9-B. [Entitled *Students with Disabilities K-12 Special Education Prevalence Data (2015-2016)*, and *Special Education Tuition – Excess Cost Calculation @75% - February 2016*]

10. Provide a staffing report that shows how many certified teachers you currently have per grade and the number projected for 2016 – 2017 with a description of the numbers of children they are responsible for (class size).

Enclosed. Marked # 10.

11. Provide a staffing report to show how many para-professionals you currently have by grade and responsibilities and those projected for 2016 – 2017.

School	Total	1:1	Sped ABA Support	General Education
CEIS	13	9	2	2
CGS	28	12	4	12*
GHR	10	2	6	2
CNH	7	1	5	1
CHS	11	4	4	3
	69	28	21	20

*Breakdown: Reading Room para-educators; kindergarten para-educators; SRBI para-educator; and grade level para-educators

12. Prepare a report showing all staff that have left the district or plan to leave the district since you created the 2015 – 2016 budget including their salaries and the salaries of any employees hired to replace them. Please identify all open positions and anticipated retirements/leaving - providing the same information about current/last salary and the salary amount being carried in the proposed 2016 – 2017 budget to replace them.

All projected retirements and replacements, at this time, are reflected in the budget for FY2017.

13. Please provide supporting financial information to give us some idea of the financial impact of the items in your answers to our original questions 15 and 27.

Our answers stand as previously submitted.

14. Detail information on teacher attendance for the 2014 – 2015 year and the current year to date.

2014-2015: 97.18%
YTD 2015-2016: 97.23%

15. Provide an explanation as to why the budget balance/balance available numbers and the encumbrance totals on the June 30, 2015 management report and the June 30, 2015 Expenditure Report Activity are different.

Enclosed: Marked #15. Accrued payroll is \$58,000.

16. Please provide the detailed list of students who are attending E.O. Smith, Magnet Schools, and Technical Schools in 2015 – 2016 and projected for 2016 -2017 and the associated costs of those placements.

Enclosed: Marked #16

17. Please provide the details of any changes made by the Board to the Superintendent's proposed 1.72% budget to result in their proposed 1.98% budget. What reductions or

savings were identified and what additions were made with some explanation of each change.

Enclosed: Marked #17

18. In light of the information provided that \$131,000 of iPads that did not appear in the 2014 – 2015 budget were purchased using “excess” (surplus) funds during 2014 – 2015 and that you previously provided information that the Board appropriated \$75,000 of “excess” (surplus) funds during 2014 – 2015 to put towards the Pre-school project and that you previously provided information that you requested that the Town Council move \$80,000 of surplus funds in 2014 – 2015 into the non-lapsing account (which it did) and that you previously provided information that you returned \$3,409 of surplus funds back to the general fund – Please provide a complete accounting of all of the surplus (excess) funds that you identified in the 2014 – 2015 year and provide details of how they were spent. Please acknowledge that the information above is correct and please provide details of any additional excess (surplus) funds you identified and how they were spent.

Enclosed: Marked #18 – Minutes for Regular Board of Education and Fiscal Committee meetings from January 2015 through June 2015.

19. Please confirm that we are correctly understanding the Board’s February 29, 2016 Management Report reflects a projected \$266,591.40 “Total forecasted general fund unexpended funds” in the 2015-2016 budget.

Correct as of 2/29/2016. These funds are unexpended, but do not represent a surplus unless they are left at the end of FY2016.

COVENTRY BOARD OF EDUCATION

4

Purchase Order Pay History and Encumbrance

Vendor: APPLE EDUCATION STORE
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2015-2016

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Award # Order Type

160195 APPLE EDUCATION STORE 07/09/15 4202 10,059.00 Cathie Drury Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Quote #	Amount	Amount Paid	Encumbrance
1042	1000.70.739.2580	2	IPad Air Bundle 16GB 10pk + 3yr AppleCare	4345494674	4345494674	1015	9,460.00		\$9,460.00
			2202390465						
1043	1000.70.739.2580	20	STM DUX Case iPad Air - Blue			CNHMS	599.00		\$599.00
1042	1000.70.739.2580	2		4345494674	4345494674	1015			\$9,460.00
1042	1000.70.739.2580	0		4345552511	4345552511	1015			\$0.00
1043	1000.70.739.2580	20		4345552511	4345552511	1015			\$599.00
1043	1000.70.739.2580	0		4345494674	4345494674	1015			\$0.00
PO Totals:							\$10,059.00	\$10,059.00	\$0.00

160226 APPLE EDUCATION STORE 07/16/15 4242 679.00 Ann Lang Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Quote	Amount	Amount Paid	Encumbrance
1175	7114.50.611.1200	1	ATTENTION: Howard Horvath, Apple Quote No. 220243634 dated 7/8/15 for MAC MINI/2.6GHZ/8GB/1TB-USA	4347264571	4347264571	1018	679.00		\$679.00
1175	7114.50.611.1200	1		4347264571	4347264571	1018			\$679.00
PO Totals:							\$679.00	\$679.00	\$0.00

160352 APPLE EDUCATION STORE 08/03/15 4404 29.00 Cathie Drury Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Quote	Amount	Amount Paid	Encumbrance
1571	1000.70.611.2580	1	Mini Displayport to VGA Adapter #2101856799	4349787401	4349787401	1018	29.00		\$29.00
1571	1000.70.611.2580	1		4349787401	4349787401	1018			\$29.00
PO Totals:							\$29.00	\$29.00	\$0.00

160598 APPLE EDUCATION STORE 09/04/15 4638 49.00 Cathie Drury Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Quote	Amount	Amount Paid	Encumbrance
2395	1000.70.611.2580	1	Lightning to VGA Adapter #2101911042	4352289626	4352289626	1032	49.00		\$49.00
2395	1000.70.611.2580	1		4352289626	4352289626	1032			\$49.00
PO Totals:							\$49.00	\$49.00	\$0.00

160674 APPLE EDUCATION STORE 09/16/15 4716 147.00 Leslie Reed Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Quote	Amount	Amount Paid	Encumbrance
2551	1000.40.690.2120	3	Lightning to VGA Adapter				147.00		\$147.00
PO Totals:							\$147.00	\$147.00	\$0.00

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE EDUCATION STORE
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2015-2016

P.O. No. Name Of Vendor
 5419 1000.10.611.1100

P.O. No.	Name Of Vendor	P.O. Date	Req. Number	Original Amount	Requester	Project	Award #	Order Type	
5419	1000.10.611.1100		1	1,245.90	IPAD AIR 2 WI-FI 16GB - GOLD (10 PACK) WITH 3 YEAR APPLE CARE, MHOX2LL/A IPAD AIR 2 WI-FI 16GB - GOLD (10 PACK), S5193LL/A, 3 YEAR APPLE CARE FOR IPAD, HH7C2ZM/A STM DUX CASE FOR IPAD AIR 2 - RED AS PER PROPOSAL # 2102107779				
5418	1000.30.611.1100		1	3,114.75	IPADS AND CASES AS PER PROPOSAL # 2102107779				
5417	1000.50.611.1200		1	1,868.85	IPADS AND CASES AS PER PROPOSAL # 2102107779				
PO Totals:							\$6,229.50	\$0.00	\$6,229.50
Grand Totals:							\$19,206.07	\$11,379.57	\$6,229.50

End of Report

COVENTRY BOARD OF EDUCATION

4

Purchase Order Pay History and Encumbrance

Vendor: APPLE EDUCATION STORE
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2014-2015

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Award # Order Type

150371 APPLE EDUCATION STORE 07/23/14 1389 5,849.95 Carla Kennedy Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
1719	7152.70.690.2580	100	Lightning to USB Cable	4289624952	4289624952	235758	1,900.00		
1720	7152.70.690.2580	50	Apple 12W USB Power Adapter	4289935151	4289935151	235703	950.00		
1721	7152.70.690.2580	1	Bretford PowerSync Cart 40 for iPads	4290196079	4290196079	235991	2,999.95		
1719	7152.70.690.2580	100		4289624952	4289624952	235758			\$1,900.00
1719	7152.70.690.2580	0		4289935151	4289935151	235703			\$0.00
1719	7152.70.690.2580	0		4290196079	4290196079	235991			\$0.00
1720	7152.70.690.2580	0		4290196079	4290196079	235991			\$0.00
1720	7152.70.690.2580	50		4289935151	4289935151	235703			\$950.00
1720	7152.70.690.2580	0		4289624952	4289624952	235758			\$0.00
1721	7152.70.690.2580	0		4289624952	4289624952	235758			\$0.00
1721	7152.70.690.2580	0		4289935151	4289935151	235703			\$0.00
1721	7152.70.690.2580	1		4290196079	4290196079	235991			\$2,999.95
PO Totals:							\$5,849.95	\$5,849.95	\$0.00

150372 APPLE EDUCATION STORE 07/23/14 1402 13,860.00 Cindy Amelotte Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
1743	1000.70.430.2580	140	3 YEAR APPLECARE PLUS, REFERENCE PO # 69607, APPLE ORDER # 2509256780. WE ACKNOWLEDGE THAT ALL SERIAL NUMBERS ON THE PURCHASE ORDER DO NOT HAVE ANY DAMAGE THAT COULD BE CLAIMED UNDER APPLECARE+.	4298302412	4298302412	236225	13,860.00		
PO Totals:							\$13,860.00	\$13,860.00	\$0.00

150464 APPLE EDUCATION STORE 08/25/14 1501 5,680.00 Carla Kennedy Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
2118	1000.70.739.2580	1	ipad bundle 10 pack Wifi - 16GB - Space Gray	4290196079	4290196079	235991	4,707.10		
2119	1000.70.739.2580	1	3 yr Apple Care + for ipad-ed	4290196079	4290196079	235991	972.90		
PO Totals:							\$5,680.00	\$5,680.00	\$0.00

150465 APPLE EDUCATION STORE 08/25/14 1507 4,790.00 Carla Kennedy Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
2126	1000.70.739.2580	1	ipad bundle - 10 pack, Wifi, 16 GB, Space Gray (CNHMS)	4290196079	4290196079	235991	4,790.00		

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE EDUCATION STORE
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2014-2015
 P.O. No. Name Of Vendor

2126	1000.70.739.2580	1	Invoice: 4293993216	Voucher: 1023	Check: 235991	Award #	Order Type
						\$4,690.00	
PO Totals:						\$4,690.00	\$4,690.00

150466 APPLE EDUCATION STORE 08/25/14 1511 379.00 Carla Kennedy Undesignated Purchase Order

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
2130	1000.70.739.2580	1	AirPort Time Capsule - 3TB 2201716665	379.00		
PO Totals:						\$379.00

150514 APPLE EDUCATION STORE 09/02/14 1536 9,580.00 Tina Moriarty Undesignated Purchase Order

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
2223	1000.50.611.2210	10	iPad Air	4,790.00		
2224	1000.50.611.1200	10	iPad Air	4,790.00		
PO Totals:						\$9,580.00

150625 APPLE EDUCATION STORE 09/10/14 1680 828.00 Carla Kennedy Undesignated Purchase Order

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
2517	1000.70.739.2580	1	ipad Air WiFi+Verizon Cellular, 32GB	828.00		
PO Totals:						\$828.00

150693 APPLE EDUCATION STORE 09/19/14 1752 299.98 Tina Moriarty Undesignated Purchase Order

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
2651	1000.50.611.1115	2	TouchChat HD - AAC by Silver Kite	299.98		
PO Totals:						\$299.98

151128 APPLE EDUCATION STORE 12/02/14 2209 149.99 Tina Moriarty Undesignated Purchase Order

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
3768	1000.50.611.1115	1	Touchchat HD	149.99		
PO Totals:						\$149.99

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE EDUCATION STORE
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2014-2015

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Project Award # Order Type

3788	1000.50.611.1115	1	Invoice: 4316677995	Voucher: 1051	Check: 236707	12/19/14	\$149.99	\$149.99	
PO Totals:							\$149.99	\$149.99	

151338	APPLE EDUCATION STORE	01/26/15	2442	95.00	Carla Kennedy	Undesignated			Purchase Order
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Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
4397	1000.70.739.2580	5	Apple Remote Number 2101612480	95.00		

4397	1000.70.739.2580	5	Invoice: 4327562558	Voucher: 1070	Check: 237084	02/27/15	\$95.00	\$95.00	
PO Totals:							\$95.00	\$95.00	

151652	APPLE EDUCATION STORE	04/09/15	2773	1,078.00	Ann Lang	Undesignated			Purchase Order
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Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
5124	1000.70.611.2210	22	Apple Quote 220229532, Adam Martinez - Lightning to VGA Adapters for Coventry Grammar School	1,078.00		

5124	1000.70.611.2210	22	Invoice: 4334105012	Voucher: 1092	Check: 237514	05/08/15	\$1,078.00	\$1,078.00	
PO Totals:							\$1,078.00	\$1,078.00	

151661	APPLE EDUCATION STORE	04/10/15	2792	118.00	Ann Lang	Undesignated			Purchase Order
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Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
5169	1000.70.611.2210	1	Proposal No. 2101712642 for Lightning to VGA Adapter	49.00		
5170	1000.70.611.2210	1	Proposal No. 2101711577 - Apple TV	69.00		

5169	1000.70.611.2210	1	Invoice: 433581129	Voucher: 1099	Check: 237626	05/26/15	\$49.00	\$49.00	
5169	1000.70.611.2210	0	Invoice: 4336243315	Voucher: 1099	Check: 237626	05/26/15	\$0.00	\$0.00	
5170	1000.70.611.2210	1	Invoice: 4336243315	Voucher: 1099	Check: 237626	05/26/15	\$69.00	\$69.00	
5170	1000.70.611.2210	0	Invoice: 433581129	Voucher: 1099	Check: 237626	05/26/15	\$0.00	\$0.00	
PO Totals:							\$118.00	\$118.00	

151767	APPLE EDUCATION STORE	05/04/15	2899	131,366.00	Cindy Amelotte	Undesignated			Purchase Order
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Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
5378	1000.70.611.2580	1	I-PADS AS PER QUOTE # 2202341392	131,366.00		

5378	1000.70.611.2580	1	Invoice: 4340700013	Voucher: 1115	Check: 237881	06/24/15	\$131,366.00	\$131,366.00	
PO Totals:							\$131,366.00	\$131,366.00	

152009	APPLE EDUCATION STORE	06/09/15	3146	1,501.00	Carla Kennedy	Undesignated			Purchase Order
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Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
5912	1000.70.611.2580	31	Apple USB power bricks - CHS	589.00		

COVENTRY BOARD OF EDUCATION

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Purchase Order Pay History and Encumbrance

Vendor: APPLE EDUCATION STORE
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2013-2014

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester Project Award # Order Type

34831	APPLE EDUCATION STORE	10/29/13	10882	147.00	Ann Lang	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
2884	1000.40.739.1115	3	Lighting to VGA adapter	147.00					

2884	1000.40.739.1115	3	Invoice: 4262050108	Voucher: 1079	Check: 234200	12/20/13	\$147.00	\$147.00	\$0.00
PO Totals:							\$147.00	\$147.00	\$0.00

35327	APPLE EDUCATION STORE	03/04/14	11425	16,980.00	Carla Kennedy	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
4211	7152.70.739.2580	3	MacBook Pro 5 Pack	16,980.00					

4211	7152.70.739.2580	3	Invoice: 4277708694	Voucher: 1140	Check: 234864	04/11/14	\$16,980.00	\$16,980.00	\$0.00
PO Totals:							\$16,980.00	\$16,980.00	\$0.00

35975	APPLE EDUCATION STORE	06/09/14	12095	4,790.00	Jessica Gonzalez	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
6296	1000.50.690.1200	10	iPads - Wi-Fi 16GB space Gray-US	4,790.00					

6296	1000.50.690.1200	10	Invoice: 4288178157	Voucher: 1184	Check: 235681	07/31/14	\$4,790.00	\$4,790.00	\$100.00
PO Totals:							\$4,790.00	\$4,790.00	\$100.00
Grand Totals:							\$26,821.72	\$26,572.77	\$100.00

End of Report

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2013-2014

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Award # Order Type

34324 APPLE INC. 07/23/13 10352 402.00 Cindy Amelotte Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
1624	1000.70.611.2210	1	LIGHTNING TO SD CARD CAMERA READER	4247049719	1045	233592	29.00		
1625	1000.70.611.2210	1	LIGHTNING DIGITAL AV ADAPTER	4247237406	1045	233592	49.00		
1626	1000.70.611.2210	4	LIGHTNING TO VGA ADAPTER	4247648431	1045	233592	196.00		
1627	1000.70.611.2210	1	LIGHTNING TO USB CAMERA ADAPTER	4247648431	1045	233592	29.00		
1628	1000.70.611.2210	1	APPLE TV FOR PD ROOM	4247237406	1045	233592	99.00		
1624	1000.70.611.2210	1		4247049719	1045	233592		29.00	
1624	1000.70.611.2210	0		4247237406	1045	233592		29.00	
1624	1000.70.611.2210	0		4247648431	1045	233592		29.00	
1625	1000.70.611.2210	0		4247648431	1045	233592		29.00	
1625	1000.70.611.2210	1		4247237406	1045	233592		49.00	
1626	1000.70.611.2210	0		4247049719	1045	233592		29.00	
1626	1000.70.611.2210	0		4247049719	1045	233592		29.00	
1626	1000.70.611.2210	4		4247237406	1045	233592		196.00	
1627	1000.70.611.2210	0		4247648431	1045	233592		29.00	
1627	1000.70.611.2210	0		4247648431	1045	233592		29.00	
1627	1000.70.611.2210	0		4247237406	1045	233592		49.00	
1627	1000.70.611.2210	1		4247049719	1045	233592		29.00	
1628	1000.70.611.2210	0		4247049719	1045	233592		29.00	
1628	1000.70.611.2210	0		4247237406	1045	233592		29.00	
1628	1000.70.611.2210	1		4247648431	1045	233592		99.00	
PO Totals:							\$402.00	\$402.00	\$0.00

34617 APPLE INC. 09/19/13 10664 14,370.00 Cindy Amelotte Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
2408	1000.40.640.1100	12	I-PAD WITH RETINA DISPLAY WI-FI 16GB-BLACK THREE (10 PACK) 30 TOTAL AS PER EDUCATIONAL PRICING.				5,748.00		
2409	1000.50.611.1200	13	I-PAD WITH RETINA DISPLAY WI-FI 16GB-BLACK THREE (10 PACK) 30 TOTAL AS PER EDUCATIONAL PRICING.				6,227.00		
2410	1000.50.611.1200	5	I-PAD WITH RETINA DISPLAY WI-FI 16GB-BLACK THREE (10 PACK) 30 TOTAL AS PER EDUCATIONAL PRICING.				2,395.00		
2408	1000.40.640.1100	12		4253315061	1050	233738		5,748.00	
2409	1000.50.611.1200	13		4253315061	1050	233738		6,227.00	
2410	1000.50.611.1200	0		4253315061	1050	233738		0.00	
PO Totals:							\$14,370.00	\$11,975.00	\$0.00

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2013-2014
 P.O. No. Name Of Vendor

P.O. No.	Name Of Vendor	Original Amount	Requester	Project	Award #	Order Type	
34749	APPLE INC.	190.00	Carla Kennedy	Undesignated		Purchase Order	
	Account Number						
2727	1000.70.611.2210	Qty	Description	Amount	Amount Paid	Encumbrance	
2728	1000.70.611.2210	5	ipad charger	95.00			
		5	ipad cord	95.00			
2727	1000.70.611.2210	5	Invoice: 4257212191	Voucher: 1065	Check: 233952	11/08/13	\$95.00
2728	1000.70.611.2210	5	Invoice: 4257212191	Voucher: 1065	Check: 233952	11/08/13	\$95.00
			PO Totals:				\$190.00

P.O. No.	Name Of Vendor	Original Amount	Requester	Project	Award #	Order Type	
34758	APPLE INC.	299.00	Misty Fogel	Undesignated		Purchase Order	
	Account Number						
2752	1000.30.611.1100	Qty	Description	Amount	Amount Paid	Encumbrance	
2752	1000.30.611.1100	1	Final Cut Pro X	299.00			
		1	Invoice: 4258264632	Voucher: 1069	Check: 234031	11/22/13	\$299.99
			PO Totals:				\$299.99

P.O. No.	Name Of Vendor	Original Amount	Requester	Project	Award #	Order Type	
34816	APPLE INC.	2,395.00	Cindy Amelotte	Undesignated		Purchase Order	
	Account Number						
2869	7189.40.739.1100	Qty	Description	Amount	Amount Paid	Encumbrance	
2869	7189.40.739.1100	1	ONE 10 PACK I-PADS AS PER EDUCATIONAL PRICING FOR SUE CLARK AND CGS- PTO	2,395.00			
		1	Invoice: 4260288591	Voucher: 1074	Check: 234112	12/06/13	\$2,395.00
			PO Totals:				\$2,395.00

P.O. No.	Name Of Vendor	Original Amount	Requester	Project	Award #	Order Type	
35025	APPLE INC.	590.00	Misty Fogel	Undesignated		Purchase Order	
	Account Number						
3383	1000.30.739.1100	Qty	Description	Amount	Amount Paid	Encumbrance	
3384	1000.30.739.1100	5	Apple TV	495.00			
		5	Apple HDMI to HDMI cable	95.00			
3383	1000.30.739.1100	5	Invoice: 4269928738	Voucher: 1099	Check: 234314	01/23/14	\$495.00
3383	1000.30.739.1100	0	Invoice: 4269966657	Voucher: 1099	Check: 234314	01/23/14	\$0.00
3384	1000.30.739.1100	5	Invoice: 4269966657	Voucher: 1099	Check: 234314	01/23/14	\$95.00
3384	1000.30.739.1100	0	Invoice: 4269928738	Voucher: 1099	Check: 234314	01/23/14	\$0.00
			PO Totals:				\$590.00

P.O. No.	Name Of Vendor	Original Amount	Requester	Project	Award #	Order Type	
35122	APPLE INC.	9,580.00	Misty Fogel	Undesignated		Purchase Order	
	Account Number						
3682	1000.30.739.1100	Qty	Description	Amount	Amount Paid	Encumbrance	
3683	1000.30.640.1100	10	iPad Bundle (10 ct), as per educational pricing	4,790.00			
		10	iPad Bundle (10 ct), as per educational pricing.	4,790.00			
			PO Totals:				\$590.00

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2013-2014

P.O. No.	Name Of Vendor	P.O. Date	Req. Number	Original Amount	Requester	Project	Award #	Order Type
3682	1000.30.739.1100		10	Invoice: 4274348613	Voucher: 1116	Check: 234584	02/28/14	\$4,790.00
3683	1000.30.640.1100		10	Invoice: 4274348613	Voucher: 1116	Check: 234584	02/28/14	\$4,790.00
PO Totals:							\$9,580.00	\$9,580.00

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
APPLE INC. 01/27/14 11240 190.00 Carla Kennedy Undesignated Purchase Order									
3743	1000.70.611.2210	5	USB ipad Power Adapter				95.00		
3742	1000.70.611.2210	5	USB ipad cable				95.00		
3742	1000.70.611.2210	0		Invoice: 4274461902	Voucher: 1116	Check: 234584	02/28/14		\$0.00
3742	1000.70.611.2210	5		Invoice: 4274348614	Voucher: 1116	Check: 234584	02/28/14		\$95.00
3743	1000.70.611.2210	5		Invoice: 4274461902	Voucher: 1116	Check: 234584	02/28/14		\$95.00
3743	1000.70.611.2210	0		Invoice: 4274348614	Voucher: 1116	Check: 234584	02/28/14		\$0.00
PO Totals:							\$190.00	\$190.00	\$0.00

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
APPLE INC. 02/21/14 11355 147.95 Misty Fogel Undesignated Purchase Order									
4039	1000.30.690.2400	1	Incase Orgami Workstation for iPad				29.95		
4040	1000.30.690.2400	1	Smart Case				49.00		
4041	1000.30.690.2400	1	Keyboard for iPad				69.00		
4039	1000.30.690.2400	0		Invoice: 4277012575	Voucher: 1127	Check: 234765	03/28/14		\$0.00
4039	1000.30.690.2400	1		Invoice: 4277024756	Voucher: 1127	Check: 234765	03/28/14		\$29.95
4040	1000.30.690.2400	0		Invoice: 4277024756	Voucher: 1127	Check: 234765	03/28/14		\$0.00
4040	1000.30.690.2400	1		Invoice: 4277012575	Voucher: 1127	Check: 234765	03/28/14		\$49.00
4041	1000.30.690.2400	1		Invoice: 4277012575	Voucher: 1127	Check: 234765	03/28/14		\$69.00
4041	1000.30.690.2400	0		Invoice: 4277024756	Voucher: 1127	Check: 234765	03/28/14		\$0.00
PO Totals:							\$147.95	\$147.95	\$0.00

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
APPLE INC. 03/11/14 11491 4,790.00 Cindy Amelotte Undesignated Purchase Order									
4458	1000.30.611.1100	1	I-PAD WITH RETINA DISPLAY WI-FI 16 GB-BLACK (10 PACK) AS PER EDUCATIONAL PRICING				1,437.00		
4460	1000.40.739.1100	1	SAME AS ABOVE				2,874.00		
4462	1000.40.611.3200	1	SAME AS ABOVE				479.00		

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2013-2014

P.O. No.	Name Of Vendor	P.O. Date	Req. Number	Original Amount	Requester	Project	Award #	Order Type
4458	1000.30.611.1100		1	Invoice: 4277649136	Voucher: 1127	Check: 234765	03/28/14	\$1,437.00
4460	1000.40.739.1100		1	Invoice: 4277649136	Voucher: 1127	Check: 234765	03/28/14	\$2,874.00
4462	1000.40.611.3200		1	Invoice: 4277649136	Voucher: 1127	Check: 234765	03/28/14	\$479.00
PO Totals:							\$4,790.00	\$4,790.00

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance		
35467	APPLE INC.	03/26/14	11540	118.00	Misty Fogel	Undesignated	Purchase Order	
4708	1000.30.739.1100	1	Apple TV	99.00				
4709	1000.30.739.1100	1	HDMI Cable	19.00				
4708	1000.30.739.1100	1	Invoice: 4284255924	1176	Check: 235336	06/19/14	\$99.00	
4708	1000.30.739.1100	0	Invoice: 4284123135	1176	Check: 235336	06/19/14	\$0.00	
4709	1000.30.739.1100	1	Invoice: 4284123135	1176	Check: 235336	06/19/14	\$19.00	
4709	1000.30.739.1100	0	Invoice: 4284255924	1176	Check: 235336	06/19/14	\$0.00	
PO Totals:							\$118.00	\$118.00

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance		
35550	APPLE INC.	04/02/14	11664	4,790.00	Misty Fogel	Undesignated	Purchase Order	
5007	1000.30.641.1100	10	iPad Bundle (10 ct), as per educational pricing	4,790.00				
5007	1000.30.641.1100	10	Invoice: 4284730856	1176	Check: 235336	06/19/14	\$4,690.00	
PO Totals:							\$4,690.00	\$0.00

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance		
35669	APPLE INC.	04/15/14	11731	2,395.00	Misty Fogel	Undesignated	Purchase Order	
5223	1000.30.640.1100	5	Encumber monies - iPad Airs - Math Dept and PE	2,395.00				
5223	1000.30.640.1100	10	Invoice: 4288892659	1185	Check: 235950	09/19/14	\$972.90	
5223	1000.30.640.1100	1	Invoice: 4289164696	1185	Check: 235950	09/19/14	\$4,707.10	
PO Totals:							\$2,395.00	\$5,680.00

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance		
35670	APPLE INC.	04/15/14	11734	1,799.00	Misty Fogel	Undesignated	Purchase Order	
5227	1000.30.611.1100	1	iMac	1,799.00				
5227	1000.30.611.1100	1	Invoice: 4284017178	1176	Check: 235336	06/19/14	\$1,699.00	
PO Totals:							\$1,799.00	\$1,699.00

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2013-2014

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Award # Order Type

35927	APPLE INC.	06/04/14	12049	1,799.00	Misty Fogel	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
6170	1000.30.611.1115	1	iMac	1,799.00					
6170	1000.30.611.1115	1	Invoice: 4286652030	Voucher: 1183	Check: 235611	07/25/14	\$1,699.00	\$1,699.00	\$0.00

36013	APPLE INC.	06/19/14	12146	2,345.00	Cindy Amelotte	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
6394	1000.10.640.1100	5	IPADS	2,345.00					
6394	1000.10.640.1100	5	Invoice: 4286874008	Voucher: 1183	Check: 235611	07/25/14	\$2,345.00	\$2,345.00	\$0.00

36014	APPLE INC.	06/19/14	12147	5,289.88	Cindy Amelotte	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
6395	1000.50.690.1200	5	IPADS	2,345.00					
6396	1000.30.611.1115	5	IPADS	2,345.00					
6410	1000.30.611.1115	12	IPAD CASES	599.88					
6395	1000.50.690.1200	5	Invoice: 4286967609	Voucher: 1183	Check: 235611	07/25/14	\$2,345.00	\$2,345.00	\$0.00
6395	1000.50.690.1200	0	Invoice: 4289968388	Voucher: 1185	Check: 235950	09/19/14	\$0.00	\$0.00	\$0.00
6396	1000.30.611.1115	0	Invoice: 4289968388	Voucher: 1185	Check: 235950	09/19/14	\$0.00	\$0.00	\$0.00
6396	1000.30.611.1115	5	Invoice: 4286967609	Voucher: 1183	Check: 235611	07/25/14	\$2,345.00	\$2,345.00	\$0.00
6410	1000.30.611.1115	0	Invoice: 4286967609	Voucher: 1183	Check: 235611	07/25/14	\$0.00	\$0.00	\$0.00
6410	1000.30.611.1115	12	Invoice: 4289968388	Voucher: 1185	Check: 235950	09/19/14	\$599.88	\$599.88	\$0.00

36073	APPLE INC.	06/24/14	12212	48.00	Misty Fogel	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
6563	1000.30.739.1115	1	Apple 12W USB Power Adapter	19.00					
6564	1000.30.739.1115	1	Apple Lightning to USB Cable	29.00					
6563	1000.30.739.1115	1	Invoice: 4287589470	Voucher: 1183	Check: 235611	07/25/14	\$19.00	\$19.00	\$0.00
6564	1000.30.739.1115	1	Invoice: 4287589470	Voucher: 1183	Check: 235611	07/25/14	\$29.00	\$29.00	\$0.00

PO Totals:				\$5,289.88			\$5,289.40	\$0.48	
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PO Totals:				\$5,289.88			\$5,289.40	\$0.48	
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PO Totals:				\$48.00			\$48.00	\$0.00	
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PO Totals:				\$48.00			\$48.00	\$0.00	
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COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2013-2014

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Award # Order Type

36083 APPLE INC. 06/27/14 12229 211,680.00 Cindy Amelotte Undesignated Project Purchase Order

Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance
6595	1000.70.611.2210	1	36 IPAD AIR WI-FI 16GB SPACE GRAY (10 PACK) WITH A 3 YEAR APPLE CARE+ IPAD AIR SI-FI 16GB - SPACE GRAY (10 PACK), PART # ME894LL/A 3 YEAR APPLE CARE+ FOR IPAD PART # S5193LL/A QTY 360 ***** AS PER QUOTE # 2201601790 6/25/14, PART # HFBYZZM/B STM DUX CASE FOR IPAD AIR - BLACK	117,000.00		
6596	7152.70.690.2580	1	*****PLEASE SHIP TO LIBRARY MEDIA CENTER, 1776 MAIN STREET, COVENTRY, CT 06238, ATTN: CARLA KENNEDY***** QUOTE # 2201601790****	94,680.00		
6595	1000.70.611.2210	1	Invoice: 4287236520 Voucher: 1184 Check: 235682	07/31/14	\$100,162.01	
6595	1000.70.611.2210	1	Invoice: 4290444112 Voucher: 1185 Check: 235950	09/19/14	\$16,837.99	
6596	7152.70.690.2580	0	Invoice: 4290444112 Voucher: 1185 Check: 235950	09/19/14	\$0.00	
6596	7152.70.690.2580	1	Invoice: 4287236520 Voucher: 1184 Check: 235682	07/31/14	\$94,680.00	
PO Totals:				\$211,680.00	\$211,680.00	\$0.00
Grand Totals:				\$263,217.83	\$263,808.34	\$0.46

End of Report

COVENTRY BOARD OF EDUCATION

4

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2012-2013

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Award # Order Type

61324	APPLE INC.	02/13/13	14365	1,249.00	Debbie Russell	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
4472	1000.30.739.1100	1	IMAC 21.5 - INCH 2.7 GHZ QUAD-CORE INTEL CORE I5	1,249.00					
4472	1000.30.739.1100	1	Invoice: 4232249309 Voucher: 1136 Check: 232462		03/27/13	\$1,249.00			
PO Totals:				\$1,249.00		\$1,249.00			

61561	APPLE INC.	04/11/13	14650	368.00	Ann Lang	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
5095	1000.40.739.2220	1	Apple Quote No. 2200620467 - iPad mini	329.00					
5096	1000.40.739.2220	1	iPad mini smart green cover	39.00					
5095	1000.40.739.2220	0	Invoice: 4236507835 Voucher: 1157 Check: 232689		05/07/13	\$0.00			
5095	1000.40.739.2220	1	Invoice: 4236621451 Voucher: 1157 Check: 232689		05/07/13	\$329.00			
5096	1000.40.739.2220	0	Invoice: 4236621451 Voucher: 1157 Check: 232689		05/07/13	\$0.00			
5096	1000.40.739.2220	1	Invoice: 4236507835 Voucher: 1157 Check: 232689		05/07/13	\$39.00			
PO Totals:				\$368.00		\$368.00			

61573	APPLE INC.	04/17/13	14661	3,486.00	Tina Moriarty	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
5114	1000.50.730.1200	7	iPad 2 with Wi-Fi 16GB - Black	2,793.00					
5115	1000.50.730.1200	7	AppleCare+ for iPad	693.00					
5114	1000.50.730.1200	7	Invoice: 4237439783 Voucher: 1190 Check: 232857		06/14/13	\$2,793.00			
5115	1000.50.730.1200	7	Invoice: 4237439783 Voucher: 1190 Check: 232857		06/14/13	\$693.00			
PO Totals:				\$3,486.00		\$3,486.00			

61585	APPLE INC.	04/26/13	14680	9,580.00	Cindy Amelotte	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
5154	1000.70.611.2210	2	IPAD WITH RETINA DISPLAY WI-FI 16GB - BLACK (10 PACK) AS PER QUOTE # 220654070	9,580.00					
5154	1000.70.611.2210	2	Invoice: 4237944844 Voucher: 1167 Check: 232764		05/24/13	\$9,580.00			
PO Totals:				\$9,580.00		\$9,580.00			

61831	APPLE INC.	06/19/13	14961	9,580.00	Cindy Amelotte	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
5774	1000.70.611.2210	2	IPAD WITH RETINA DISPLAY WI-FI 16GB - BLACK (10 PACK) AS PER EDUCATIONAL PRICING.	9,580.00					

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2012-2013

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Project Award # Order Type

5774	1000.70.611.2210	2	Invoice: 4243476853	Voucher: 1197	Check: 233051	06/28/13	\$9,580.00	\$9,580.00	
PO Totals: \$9,580.00									
61865	APPLE INC.	06/21/13	14982	9,580.00	Tina Moriarty	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
5836	1000.50.730.1200	2	IPAD with Retina Display WI-FI 16GB - Black(10 pack) as per educational pricing	9,580.00					
5836	1000.50.730.1200	2	Invoice: 4243530856	Voucher: 1201	Check: 233157	07/26/13	\$9,580.00	\$9,580.00	
PO Totals: \$9,580.00									
61866	APPLE INC.	06/21/13	14987	9,580.00	Cindy Amelotte	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
5866	1000.40.739.1100	2	IPAD WITH RETINA DISPLAY WI-FI 16GB - BLACK (10 PACK) AS PER QUOTE, EDUCATIONAL PRICING	9,580.00					
5866	1000.40.739.1100	2	Invoice: 4243767681	Voucher: 1201	Check: 233157	07/26/13	\$9,580.00	\$9,580.00	
PO Totals: \$9,580.00									
61974	APPLE INC.	06/26/13	15090	2,395.97	Cindy Amelotte	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
6149	1000.30.739.1115	1	MACBOOK PRO 15" WITH RETINA DISPLAY 065-C1QX 2.4GHZ QUAD CORE INTEL CORE I7, TURBO BOOST UP TO 3.4 GHZ AS PER APPLE QUOTE # 2200794460	2,395.97					
6149	1000.30.739.1115	1	Invoice: 424405942	Voucher: 1201	Check: 233157	07/26/13	\$29.00	\$29.00	
6149	1000.30.739.1115	1	Invoice: 4244518123	Voucher: 1202	Check: 233278	08/09/13	\$2,228.00	\$2,228.00	
6149	1000.30.739.1115	1	Invoice: 4244257701	Voucher: 1201	Check: 233157	07/26/13	\$138.97	\$138.97	
PO Totals: \$2,395.97									
61981	APPLE INC.	06/27/13	15096	4,790.00	Cindy Amelotte	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
6174	1000.20.611.1100	1	IPAD WITH RETINA DISPLAY WI-FI 16GB-BLACK (10 PACK) AS PER EDUCATIONAL PRICING. CGS IPADS	4,790.00					
6174	1000.20.611.1100	1	Invoice: 4246759181	Voucher: 1202	Check: 233278	08/09/13	\$4,790.00	\$4,790.00	
PO Totals: \$4,790.00									
61982	APPLE INC.	06/27/13	15097	4,790.00	Cindy Amelotte	Undesignated			Purchase Order
Item #	Account Number	Qty	Description	Amount	Amount Paid	Encumbrance			
6165	1000.10.611.1100	1	IPAD WITH RETINA DISPLAY WI-FI 16GB-BLACK (10 PACK) AS PER EDUCATIONAL PRICING. GHR IPADS	4,790.00					

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2012-2013

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Project Award # Order Type

61983		APPLE INC.		06/27/13	15098	4,790.00	Cindy Amelotte	Undesignated	\$4,790.00	\$0.00	\$0.00
Item #	Account Number	Qty	Description						Amount	Amount Paid	Encumbrance
6167	1000.30.611.1100	1	IPAD WITH RETINA DISPLAY WI-FI 16GB-BLACK (10 PACK) AS PER EDUCATIONAL PRICING. CNH IPADS						4,790.00		
	1000.30.611.1100	1	Invoice: 4246759268	Voucher: 1202	Check: 233278	08/09/13			\$4,790.00	\$4,790.00	\$4,790.00
PO Totals:									\$4,790.00	\$4,790.00	\$0.00

61984		APPLE INC.		06/27/13	15099	4,790.00	Cindy Amelotte	Undesignated	\$4,790.00	\$0.00	\$0.00
Item #	Account Number	Qty	Description						Amount	Amount Paid	Encumbrance
6168	1000.70.430.2320	1	IPAD WITH RETINA DISPLAY WI-FI 16 GB - BLACK (10 PACK) AS PER EDUCATIONAL PRICING. ADMIN IPADS.						4,790.00		
	1000.70.430.2320	1	Invoice: 4246759032	Voucher: 1202	Check: 233278	08/09/13			\$4,790.00	\$4,790.00	\$4,790.00
PO Totals:									\$4,790.00	\$4,790.00	\$0.00

61985		APPLE INC.		06/27/13	15100	69,455.00	Cindy Amelotte	Undesignated	\$69,455.00	\$0.00	\$0.00
Item #	Account Number	Qty	Description						Amount	Amount Paid	Encumbrance
6169	1000.40.611.1100	1	IPAD WITH RETINA DISPLAY WI-FI 16GB - BLACK (10 PACK) AS PER EDUCATIONAL PRICING. 10TH GRADE						69,455.00		
	1000.40.611.1100	1	Invoice: 4244524805	Voucher: 1201	Check: 233157	07/26/13			\$71,850.00	\$71,850.00	\$71,850.00
PO Totals:									\$69,455.00	\$71,850.00	\$0.00

61986		APPLE INC.		06/27/13	15101	43,110.00	Cindy Amelotte	Undesignated	\$69,455.00	\$0.00	\$0.00
Item #	Account Number	Qty	Description						Amount	Amount Paid	Encumbrance
6171	1000.10.611.1100	3	IPAD WITH RETINA DISPLAY WI-FI 16GB - BLACK (10 PACK) AS PER EDUCATIONAL PRICING. IPADS FOR 3 SCHOOLS.						14,370.00		
6172	1000.20.611.1100	3	IPAD WITH RETINA DISPLAY WI-FI 16GB - BLACK (10 PACK) AS PER EDUCATIONAL PRICING. IPADS FOR 3 SCHOOLS.						14,370.00		
6173	1000.30.611.1100	3	IPAD WITH RETINA DISPLAY WI-FI 16GB - BLACK (10 PACK) AS PER EDUCATIONAL PRICING. IPADS FOR 3 SCHOOLS.						14,370.00		
PO Totals:									\$43,110.00	\$43,110.00	\$0.00

61994		APPLE INC.		06/28/13	15110	1,990.00	Tina Moriarty	Undesignated	\$43,110.00	\$0.00	\$0.00
Item #	Account Number	Qty	Description						Amount	Amount Paid	Encumbrance
6171	1000.10.611.1100	3	Invoice: 4244386188	Voucher: 1201	Check: 233157	07/26/13			\$14,370.00	\$14,370.00	\$14,370.00
6172	1000.20.611.1100	3	Invoice: 4244386188	Voucher: 1201	Check: 233157	07/26/13			\$14,370.00	\$14,370.00	\$14,370.00
6173	1000.30.611.1100	3	Invoice: 4244386188	Voucher: 1201	Check: 233157	07/26/13			\$14,370.00	\$14,370.00	\$14,370.00
PO Totals:									\$43,110.00	\$43,110.00	\$0.00

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2012-2013

P.O. No.	Name Of Vendor	P.O. Date	Req. Number	Original Amount	Requester	Project	Award #	Order Type
6185	1000.50.611.1200		100	iTunes Gift Card - \$15		1,500.00		
6186	1000.50.690.1200		10	iPad Smart Case - Polyurethane - Green		490.00		

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
6185	1000.50.611.1200	0		4245474620	1201	233157			\$0.00
6185	1000.50.611.1200	100		4245472809	1201	233157			\$1,500.00
6186	1000.50.690.1200	0		4245472809	1201	233157			\$0.00
6186	1000.50.690.1200	10		4245474620	1201	233157			\$490.00
PO Totals:							\$1,990.00	\$1,990.00	\$0.00

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
62004	APPLE INC.	06/28/13	15119	4,790.00	Cindy Amelotte	Undesignated			Purchase Order
6194	1000.70.430.2320	1	IPAD WITH RETINA DISPLAY WI-FI 16GB-BLACK (10 PACK) AS PER EDUCATIONAL PRICING. BOE IPADS	4246758739	1202	233278	4,790.00		
PO Totals:							\$4,790.00	\$4,790.00	\$0.00

Item #	Account Number	Qty	Description	Invoice:	Voucher:	Check:	Amount	Amount Paid	Encumbrance
62005	APPLE INC.	06/28/13	15120	4,790.00	Cindy Amelotte	Undesignated			Purchase Order
6195	1000.70.430.2320	1	IPAD WITH RETINA DISPLAY WI-FI 16GB-BLACK (10 PACK) AS PER EDUCATIONAL PRICING. BUSINESS OFFICE	4246758567	1202	233278	4,790.00		
PO Totals:							\$4,790.00	\$4,790.00	\$0.00
Grand Totals:							\$189,113.97	\$186,718.97	\$0.00

End of Report

COVENTRY BOARD OF EDUCATION

4

Purchase Order Pay History and Encumbrance

Vendor: APPLE EDUCATION STORE
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2011-2012

P.O. No. Name Of Vendor

P.O. Date Req. Number Original Amount Requester

Award # Order Type

56043 APPLE EDUCATION STORE 11/15/11 10578 578.00 Tina Moriarty Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice	Voucher	Check	Amount	Amount Paid	Encumbrance
3754	1000.50.611.1115	1	iPad 2 16 GB with Wi-Fi- Black				499.00		
3755	1000.50.611.1115	1	iPad - Applecare Protection Plan - Auto Enroll - 2 year protection				79.00		

3754	1000.50.611.1115	0		Invoice: 9891316879	Voucher: 1067	Check: 229296		12/07/11	\$0.00
3754	1000.50.611.1115	1		Invoice: 9891504969	Voucher: 1067	Check: 229296		12/07/11	\$499.00
3755	1000.50.611.1115	0		Invoice: 9891504969	Voucher: 1067	Check: 229296		12/07/11	\$0.00
3755	1000.50.611.1115	1		Invoice: 9891316879	Voucher: 1067	Check: 229296		12/07/11	\$79.00
PO Totals:							\$578.00	\$578.00	\$0.00

56072 APPLE EDUCATION STORE 11/17/11 10622 500.00 Tina Moriarty Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice	Voucher	Check	Amount	Amount Paid	Encumbrance
3848	1000.50.611.1200	1	VALUE VOUCHER-MC759LL-A				500.00		
3848	1000.50.611.1200	1		Invoice: 9893705306	Voucher: 1073	Check: 229422		12/22/11	\$500.00
PO Totals:							\$500.00	\$500.00	\$0.00

56579 APPLE EDUCATION STORE 03/21/12 11171 399.00 Tina Moriarty Undesignated Purchase Order

Item #	Account Number	Qty	Description	Invoice	Voucher	Check	Amount	Amount Paid	Encumbrance
5225	1000.50.739.2400	1	iPad 2 with Wi-Fi 16GB - Black				399.00		
5225	1000.50.739.2400	1		Invoice: 9990072024	Voucher: 1128	Check: 230136		04/13/12	\$399.00
PO Totals:							\$399.00	\$399.00	\$0.00
Grand Totals:							\$1,477.00	\$1,477.00	\$0.00

End of Report

COVENTRY BOARD OF EDUCATION

Purchase Order Pay History and Encumbrance

Vendor: APPLE INC.
 Order Type: All
 DAC: All
 Ship To: All

Project: All
 PO Status: All
 Requester: All

Fiscal Year: 2011-2012

P.O. No. Name Of Vendor

Original Amount Requester

Award # Order Type

11/17/11 10604 1,206.43 Ann Lang Undesignated Purchase Order

Item #	Account Number	Qty	Description	Req. Number	Original Amount	Requester	Project	Amount	Amount Paid	Encumbrance
3818	1000.40.739.1115	2	iPad 2 with Wi-Fi 16GB, black					998.00		
3819	1000.40.739.1115	2	Digital AV adapter					78.00		
3820	1000.40.739.1115	2	iPad 2 dock					58.00		
3821	1000.40.739.1115	2	Apple VGA adapter					72.43		
3818	1000.40.739.1115	2	Invoice: 9891813517				1067	Check: 229297	12/07/11	\$998.00
3818	1000.40.739.1115	0	Invoice: 9892879076				1073	Check: 229423	12/22/11	\$0.00
3818	1000.40.739.1115	0	Invoice: 9891504970				1067	Check: 229297	12/07/11	\$0.00
3819	1000.40.739.1115	2	Invoice: 9891504970				1067	Check: 229297	12/07/11	\$78.00
3819	1000.40.739.1115	0	Invoice: 9892879076				1073	Check: 229423	12/22/11	\$0.00
3819	1000.40.739.1115	0	Invoice: 9891813517				1067	Check: 229297	12/07/11	\$0.00
3820	1000.40.739.1115	0	Invoice: 9891813517				1067	Check: 229297	12/07/11	\$0.00
3820	1000.40.739.1115	2	Invoice: 9892879076				1073	Check: 229423	12/22/11	\$58.00
3820	1000.40.739.1115	0	Invoice: 9891504970				1067	Check: 229297	12/07/11	\$0.00
3821	1000.40.739.1115	2	Invoice: 9891504970				1067	Check: 229297	12/07/11	\$58.00
3821	1000.40.739.1115	0	Invoice: 9892879076				1073	Check: 229423	12/22/11	\$0.00
3821	1000.40.739.1115	0	Invoice: 9891813517				1067	Check: 229297	12/07/11	\$0.00

PO Totals: \$1,206.43 \$1,192.00 \$0.00

Grand Totals: \$1,206.43 \$1,192.00 \$0.00

End of Report

Students with Disabilities Grades K-12 Special Education Prevalence Data (2015-16)

Number	District Name	Learning Disabilities Count	Intellectual Disabilities Count	Emotional Disturbance Count	Speech/Lang Impairment Count	Other Health Impairment Count	Autism Count	Other Disabilities Count	Students w Disabilities Count
1	Andover	*	*		*	*	*	*	16
2	Ansonia	121	18	31	62	106	50	62	450
3	Ashford	11		*	8	12	*	6	44
4	Avon	84	7	16	50	54	53	26	290
5	Barkhamsted	13		*	11	*	*		35
7	Berlin	108	7	24	74	57	38	27	335
8	Bethany	13	*	*	16	7	*	*	48
9	Bethel	119	*	*	37	58	38	42	317
11	Bloomfield	118	16	19	49	50	26	37	315
12	Bolton	25	7	6	12	25	6	6	87
13	Bozrah	12		*		8	6	*	33
14	Branford	115	17	41	71	111	36	27	418
15	Bridgeport	1291	162	274	356	596	285	409	3373
17	Bristol	569	7	135	124	327	96	124	1382
18	Brookfield	135	*	*	39	76	47	19	335
19	Brooklyn	51	7	12	26	11	12	9	128
21	Canaan	*		*		*			8
22	Canterbury	14	*	9	8	15	18	*	69
23	Canton	63	*	*	18	36	28	16	181
24	Chaplin	10		*	7	*	*	*	27
25	Cheshire	130	26	37	56	129	70	36	484
26	Chester	15	*		7	*	*	*	34
27	Clinton	63	11	17	28	50	21	14	204
28	Colchester	106	13	40	103	56	40	9	367
29	Colebrook	9			*	*	*	*	19
30	Columbia	28	*	11	6	30	*	9	91
31	Cornwall	7		*	*	*	*		13
32	Coventry	88	*	21	*	39	19	20	208
33	Cromwell	63	6	19	51	31	33	19	222
34	Danbury	576	56	48	154	205	149	116	1304
35	Darien	185	11	14	109	180	42	46	587
36	Deep River	17	*	*	*	14	6	*	43
37	Derby	54	*	*	43	45	28	21	207
39	Eastford	6			9	*	*	*	25
40	East Granby	40	*	8	19	15	11	*	100
41	East Haddam	41	8	*	48	24	33	*	162
42	East Hampton	46	*	7	36	25	38	*	159
43	East Hartford	326	38	114	170	255	143	104	1150
44	East Haven	144	19	33	68	75	61	39	439
45	East Lyme	135	8	13	41	75	45	10	327
46	Easton	29	*	6	19	16	*	9	85
47	East Windsor	71	11	21	24	27	25	12	191
48	Ellington	135	*	25	*	49	28	30	296
49	Enfield	270	24	77	143	108	96	61	779
50	Essex	13		*	16	8	10	*	54
51	Fairfield	344	31	55	208	260	124	44	1066
52	Farmington	128	13	41	80	104	89	23	478
53	Franklin	11	*	*	*	9	*	*	31
54	Glastonbury	200	16	39	94	154	101	35	639

Robert Carroll

From: Chambers, Kevin <Kevin.Chambers@ct.gov>
Sent: Thursday, March 17, 2016 8:27 AM
To: Robert Carroll
Subject: RE: Question
Attachments: Excess Cost Cap Percent.xls

Here is an attachment. I took the percentages out one more place. Please pay attention to the note for the percentages beginning with 2013-14

Kevin Chambers
Education Consultant
State Department of Education
Bureau of Grants Management
860-713-6455

From: Robert Carroll [mailto:rcarroll@coventryct.org]
Sent: Wednesday, March 16, 2016 1:21 PM
To: Chambers, Kevin
Subject: RE: Question

Kevin,

Can you add 12-13 forward??

Thanks,

Bob

From: Chambers, Kevin [mailto:Kevin.Chambers@ct.gov]
Sent: Tuesday, October 16, 2012 7:06 AM
To: Robert Carroll <rcarroll@coventryct.org>
Subject: RE: Question

I'm not sure if I ever got back to you on this:

2011-12 - 75%
2010-12 - 78%
2009-10 - 83%
2008-09 - 100%
2007-08 - 100%
2006-07 - 89%

If you need me to go back further it will take a little longer but I can do it, let me know.

Kevin Chambers
Education Consultant
State Department of Education
Bureau of Grants Management
860-713-6455

Connecticut State Department of Education
Excess Cost/State Agency Placement
Capped Percentages

2015-16	77.6% Preliminary
2014-15	80.2%
2013-14	79.7%
2012-13	73.2%
2011-12	74.7%
2010-11	77.8%
2009-10	82.7%
2008-09	100.0%
2007-08	100.0%
2006-07	89.5%

Beginning in 2013-14, \$19 million distributed to the districts as Supplemental Excess Cost was rolled into the Excess Cost formula, therefore increasing the percentatge.

Coventry Public Schools Enrollment Data

March 2016

Information Available as of:

March 1, 2016

Coventry Grammar	G H Robertson	Capt. Nathan Hale	Coventry High
<u>Grade K</u>	<u>Grade 3</u>	<u>Grade 6</u>	<u>Grade 9</u>
Students: 106	Students: 124	Students: 124	Students: 101
Sessions: 7	Teachers: 6	Teachers: 7	
P/T Ratio: 15	P/T Ratio: 21	P/T Ratio: 18	<u>Grade 10</u>
			Students: 115
<u>Grade 1</u>	<u>Grade 4</u>	<u>Grade 7</u>	<u>Grade 11</u>
Students: 115	Students: 122	Students: 134	Students: 132
Teachers: 7	Teachers: 6	Teachers: 7	
P/T Ratio: 16	P/T Ratio: 20	P/T Ratio: 19	<u>Grade 12</u>
			Students: 134
<u>Grade 2</u>	<u>Grade 5</u>	<u>Grade 8</u>	
Students: 131	Students: 115	Students: 138	
Teachers: 6	Teachers: 6	Teachers: 6	
P/T Ratio: 22	P/T Ratio: 19	P/T Ratio: 23	
CGS Total: 352	GHR Total: 361	CNH Total: 396	CHS Total: 482
Smart Start: 48			

District Total: 1,639

(March 2015 = 1,640)

NOTE: There are also Coventry students attending other schools outside of town for which we are fiscally responsible at some level. The numbers for this school year are 144.

Coventry Board of Education Management Report -- June 30, 2015

Description	Budget		Encumbrance	Budget		Balance As of 06/30/2015	Estimated to EOY	Balance Available	comment/method
	AccountYTD	AccountYTD		06/30/2015	EOY				
CERTIFIED SALARIES - 111	12,320,855.52	12,094,372.50	0.00	225,483.02	12,975.00	213,508.02			Vacancy Savings
NON CERTIFIED SALARIES - 112	2,802,727.00	2,811,712.67	0.00	-8,985.67	41,078.77	-50,064.44			
EXTRA CURRICULAR SALARIES - 113	61,452.00	45,832.00	0.00	15,620.00	0.00	15,620.00			
ATHLETIC SALARIES - 114	157,334.00	162,180.88	0.00	-4,846.88	0.00	-4,846.88			
CERTIFIED TEMP SALARIES - 120	226,654.00	353,559.42	0.00	-126,905.42	0.00	-126,905.42			
NON-CERTIFIED TEMP SALARIES - 121	40,900.00	53,047.28	0.00	-12,147.28	0.00	-12,147.28			
HEALTH INSURANCE - 210	3,667,720.00	3,640,183.97	0.00	27,536.03	0.00	27,536.03			
SOCIAL SECURITY - 220	216,648.00	229,675.68	0.00	-13,027.68	3,142.53	-16,170.21			
MEDICARE - 221	219,442.00	213,398.05	0.00	6,043.95	783.78	5,260.17			
PENSION - 230	246,136.00	250,767.34	0.00	-4,631.34	0.00	-4,631.34			
UNEMPLOYMENT COMP. - 250	25,000.00	8,011.00	0.00	15,989.00	1,000.00	15,989.00			Prior Year Adjustment
WORKERS' COMPENSATION - 260	169,137.00	175,612.00	0.00	-6,475.00	0.00	-6,475.00			
SUB-TOTAL SALARIES AND FRINGES	20,154,005.52	20,038,352.79	1,000.00	114,652.73	58,980.07	56,672.66			
LEGAL & AUDIT - 330	115,640.00	107,116.68	4,918.00	3,705.32	4,818.00	3,705.32			
PUPIL SERVICES - 332	403,493.55	372,350.50	24,988.98	6,154.07	24,988.98	6,154.07			
INSTRUCTIONAL IMPROVEMENT - 333	30,291.00	9,781.10	5,145.00	15,364.90	5,145.00	15,364.90			
UTILITIES - 410	375,000.00	359,205.68	744.37	15,049.95	744.37	15,049.95			With Operational Solar Panels
SEWER SERVICES - 411	33,241.00	33,550.00	0.00	-309.00	0.00	-309.00			
DISPOSAL SERVICES - 420	29,500.00	19,914.06	0.00	9,585.94	0.00	9,585.94			
CONTRACTED SERVICES - 430	488,371.00	605,240.64	139,481.35	-256,350.99	139,481.35	-256,350.99			Bldg Repairs & Snow Removal
RENTALS - 440	20,001.00	21,955.04	0.00	-1,954.04	0.00	-1,954.04			Add'l sq footage
STUDENT TRANSPORTATION - 510	1,090,778.00	1,082,728.90	1,500.00	6,549.10	1,500.00	6,549.10			
ATHLETIC & FIELD TRIPS - 513	53,949.26	65,633.14	450.00	-12,133.88	450.00	-12,133.88			
PROPERTY & LIAB. INS. - 520	186,200.00	182,159.00	0.00	4,041.00	0.00	4,041.00			Athletic Insurance Renewal \$29K
TELEPHONE - 530	21,960.00	15,955.75	290.01	5,714.24	290.01	5,714.24			
POSTAGE - 531	18,500.00	24,630.02	0.00	-6,130.02	0.00	-6,130.02			
ADVERTISING - 540	2,610.00	8,100.00	0.00	-5,490.00	0.00	-5,490.00			
PRINTING - 550	25,708.00	12,626.27	0.00	13,081.73	0.00	13,081.73			
TUITION - 560	397,888.00	321,580.30	30,642.20	45,665.50	30,642.20	45,665.50			Vo-Ag, Magnet Schools
TRAVEL - 580	27,719.00	23,222.33	303.60	4,193.07	303.60	4,193.07			
INSTRUCTIONAL SUPPLIES - 611	546,484.00	486,845.29	72,393.95	-12,755.24	72,393.95	-12,755.24			
CUSTODIAL SUPPLIES - 612	54,000.00	57,506.91	23,282.24	-26,789.15	23,282.24	-26,789.15			
MAINTENANCE SUPPLIES - 613	105,000.00	102,131.73	998.43	1,869.84	998.43	1,869.84			Bldg Repairs
HEAT ENERGY - 620	318,250.00	322,912.66	0.00	-4,662.66	0.00	-4,662.66			Lower per gallon cost, higher consumption than budgeted
GASOLINE & DIESEL - 626	173,500.00	149,655.75	0.00	23,844.25	0.00	23,844.25			Locked in at lower per gallon cost than budgeted
TEXTBOOKS - 640	74,457.00	51,656.58	9,571.81	13,228.61	9,571.81	13,228.61			
WORKBOOKS - 641	47,121.00	36,324.84	13,016.81	-2,220.65	13,016.81	-2,220.65			
LIBRARY BOOKS & PERIODICALS - 642	29,976.00	24,747.13	1,291.92	3,936.95	1,291.92	3,936.95			
OTHER SUPPLIES - 690	43,347.00	62,695.42	12,624.54	-31,972.96	12,624.54	-31,972.96			
OTHER EQUIPMENT - 739	71,151.00	66,505.01	66,736.24	-62,090.25	66,736.24	-62,090.25			
DUES & FEES - 810	105,742.00	82,651.17	1,842.00	21,248.83	1,842.00	21,248.83			
ATHLETIC SUBSIDY - 891	39,535.00	40,426.00	0.00	-891.00	0.00	-891.00			
ASSEMBLIES & GRADUATION - 892	14,970.00	11,646.14	4,003.99	-680.13	4,003.99	-680.13			
FORECASTED GENERAL FUND SURPLUS/DEFICIT	25,098,388.33	24,799,806.83	415,125.44	-116,543.94	473,105.51	-174,524.01			
SPECIAL ED TUITION/EXCESS COST	1,473,175.00	1,127,388.94	75,927.29	269,858.77	75,927.18	269,858.88			
SUB-TOTAL FORECASTED GENERAL FUND SURPLUS/DEFICIT	26,571,563.33	25,927,195.77	491,052.73	153,314.83	549,032.69	95,334.87			

Budget Total Projected Expended YTD Surplus/Deficit Projected

COVENTRY BOARD OF EDUCATION

EXPENDITURE REPORT ALL ACTIVITY

Fiscal Year: 2014-2015

From Date: 6/1/2015

To Date: 6/30/2015

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
1000.00.111.0000	CERTIFIED SALARIES	\$12,394,572.00	(\$73,716.48)	\$12,320,855.52	\$1,951,314.70	\$12,094,372.50	\$226,483.02	\$0.00	\$226,483.02	1.84%
1000.00.112.0000	NON-CERTIFIED SALARIES	\$2,802,727.00	\$0.00	\$2,802,727.00	\$280,594.25	\$2,811,712.67	(\$8,985.67)	\$0.00	(\$8,985.67)	-0.32%
1000.00.113.0000	EXTRA CURRICULAR SALARIES	\$61,452.00	\$0.00	\$61,452.00	\$8,539.89	\$45,832.00	\$15,620.00	\$0.00	\$15,620.00	25.42%
1000.00.114.0000	ATHLETIC SALARIES	\$157,334.00	\$0.00	\$157,334.00	\$29,591.67	\$162,180.88	(\$4,846.88)	\$0.00	(\$4,846.88)	-3.08%
1000.00.120.0000	CERTIFIED TEMP SALARIES	\$226,654.00	\$0.00	\$226,654.00	\$36,527.33	\$353,559.42	(\$126,905.42)	\$0.00	(\$126,905.42)	-55.99%
1000.00.121.0000	NON-CERTIFIED TEMP SALARIES	\$40,900.00	\$0.00	\$40,900.00	\$6,752.10	\$53,047.28	(\$12,147.28)	\$0.00	(\$12,147.28)	-29.70%
1000.00.210.0000	HEALTH INSURANCE	\$3,747,720.00	(\$80,000.00)	\$3,667,720.00	\$263,567.44	\$3,640,183.97	\$27,536.03	\$0.00	\$27,536.03	0.75%
1000.00.220.0000	SOCIAL SECURITY	\$216,648.00	\$0.00	\$216,648.00	\$22,056.43	\$229,675.68	(\$13,027.68)	\$0.00	(\$13,027.68)	-6.01%
1000.00.221.0000	MEDICARE	\$219,442.00	\$0.00	\$219,442.00	\$31,259.13	\$213,398.05	\$6,043.95	\$0.00	\$6,043.95	2.75%
1000.00.230.0000	PENSION	\$246,136.00	\$0.00	\$246,136.00	\$0.00	\$250,767.34	(\$4,631.34)	\$0.00	(\$4,631.34)	-1.88%
1000.00.250.0000	UNEMPLOYMENT COMP.	\$25,000.00	\$0.00	\$25,000.00	\$1,089.00	\$8,011.00	\$16,989.00	\$1,000.00	\$15,989.00	63.96%
1000.00.260.0000	WORKERS' COMPENSATION	\$169,137.00	\$0.00	\$169,137.00	\$0.00	\$175,612.00	(\$6,475.00)	\$0.00	(\$6,475.00)	-3.83%
1000.00.330.0000	LEGAL & AUDIT	\$115,640.00	\$0.00	\$115,640.00	\$15,238.50	\$107,116.68	\$8,523.32	\$4,818.00	\$3,705.32	3.20%
1000.00.332.0000	PUPIL SERVICES	\$352,827.00	\$50,666.55	\$403,493.55	\$70,724.45	\$372,350.50	\$31,143.05	\$24,988.98	\$6,154.07	1.53%
1000.00.333.0000	INSTRUCTIONAL IMPROVEMENT	\$30,291.00	\$0.00	\$30,291.00	\$638.40	\$9,781.10	\$20,509.90	\$5,145.00	\$15,364.90	50.72%
1000.00.410.0000	UTILITIES	\$375,000.00	\$0.00	\$375,000.00	\$39,133.93	\$359,205.68	\$15,794.32	\$744.37	\$15,049.95	4.01%
1000.00.411.0000	SEWER SERVICES	\$33,241.00	\$0.00	\$33,241.00	\$0.00	\$33,550.00	(\$309.00)	\$0.00	(\$309.00)	-0.93%
1000.00.420.0000	DISPOSAL SERVICES	\$29,500.00	\$0.00	\$29,500.00	\$4,016.18	\$19,914.06	\$9,585.94	\$0.00	\$9,585.94	32.49%
1000.00.430.0000	CONTRACTED SERVICES	\$488,371.00	\$0.00	\$488,371.00	\$63,816.29	\$605,240.64	(\$116,869.64)	\$139,481.35	(\$256,350.99)	-52.49%
1000.00.440.0000	RENTALS	\$20,001.00	\$0.00	\$20,001.00	\$0.00	\$21,955.04	(\$1,954.04)	\$0.00	(\$1,954.04)	-9.77%
1000.00.510.0000	STUDENT TRANSPORTATION	\$1,762,631.00	\$0.00	\$1,762,631.00	\$224,275.16	\$1,546,870.96	\$215,760.04	\$44,497.50	\$171,262.54	9.72%
1000.00.513.0000	ATHLETIC & FIELD TRIPS	\$52,400.00	\$1,549.26	\$53,949.26	\$31,036.03	\$65,633.14	(\$11,683.88)	\$450.00	(\$12,133.88)	-22.49%
1000.00.520.0000	PROPERTY & UAB. INS	\$186,200.00	\$0.00	\$186,200.00	\$0.00	\$182,159.00	\$4,041.00	\$0.00	\$4,041.00	2.17%
1000.00.530.0000	TELEPHONE	\$21,960.00	\$0.00	\$21,960.00	\$973.36	\$15,955.75	\$6,004.25	\$290.01	\$5,714.24	26.02%
1000.00.531.0000	POSTAGE	\$18,500.00	\$0.00	\$18,500.00	\$3,500.00	\$24,630.02	(\$6,130.02)	\$0.00	(\$6,130.02)	-33.14%
1000.00.540.0000	ADVERTISING	\$2,610.00	\$0.00	\$2,610.00	\$0.00	\$8,100.00	(\$5,490.00)	\$0.00	(\$5,490.00)	-210.34%
1000.00.550.0000	PRINTING	\$25,708.00	\$0.00	\$25,708.00	\$406.00	\$12,626.27	\$13,081.73	\$0.00	\$13,081.73	50.89%
1000.00.560.0000	TUITION	\$1,088,763.00	\$0.00	\$1,088,763.00	\$65,748.72	\$728,405.80	\$360,357.20	\$63,571.99	\$296,785.21	27.28%
1000.00.561.0000	TUITION, NON-PUBLIC	\$110,447.00	\$0.00	\$110,447.00	\$84,975.09	\$256,421.38	(\$145,974.38)	\$0.00	(\$145,974.38)	-132.17%
1000.00.560.0000	TRAVEL	\$27,719.00	\$0.00	\$27,719.00	\$3,540.95	\$23,222.33	\$4,496.67	\$386.98	\$4,109.69	14.83%
1000.00.611.0000	INSTRUCTIONAL SUPPLIES	\$411,584.00	\$134,900.00	\$546,484.00	\$169,990.69	\$486,845.29	\$59,638.71	\$72,393.95	(\$12,755.24)	-2.33%
1000.00.612.0000	CUSTODIAL SUPPLIES	\$54,000.00	\$0.00	\$54,000.00	\$2,572.78	\$57,506.91	(\$3,506.91)	\$23,282.24	(\$26,789.15)	-49.61%
1000.00.613.0000	MAINTENANCE SUPPLIES	\$75,000.00	\$30,000.00	\$105,000.00	\$15,453.77	\$102,131.73	\$2,868.27	\$998.43	\$1,869.84	1.76%
1000.00.620.0000	HEAT ENERGY	\$318,250.00	\$0.00	\$318,250.00	\$8,491.78	\$322,912.66	(\$4,662.66)	\$0.00	(\$4,662.66)	-1.47%
1000.00.625.0000	GASOLINE & DIESEL	\$173,500.00	\$0.00	\$173,500.00	(\$6,536.21)	\$149,655.75	\$23,844.25	\$0.00	\$23,844.25	13.74%

COVENTRY BOARD OF EDUCATION

EXPENDITURE REPORT ALL ACTIVITY

Fiscal Year: 2014-2015 From Date: 6/1/2015 To Date: 6/30/2015

Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
1000.00.640.0000	TEXTBOOKS	\$74,457.00	\$0.00	\$74,457.00	\$7,419.06	\$51,656.58	\$22,800.42	\$9,571.81	\$13,228.61	17.77%
1000.00.641.0000	WORKBOOKS	\$47,121.00	\$0.00	\$47,121.00	\$7,929.25	\$36,324.84	\$10,796.16	\$13,016.81	(\$2,220.65)	-4.71%
1000.00.642.0000	LIBRARY BOOKS & PERIODICALS	\$29,976.00	\$0.00	\$29,976.00	\$4,814.39	\$24,747.13	\$5,228.87	\$1,291.92	\$3,936.95	13.13%
1000.00.690.0000	OTHER SUPPLIES	\$43,347.00	\$0.00	\$43,347.00	\$14,461.10	\$62,695.42	(\$19,348.42)	\$12,624.54	(\$31,972.96)	-73.76%
1000.00.739.0000	OTHER EQUIPMENT	\$71,151.00	\$0.00	\$71,151.00	\$7,342.62	\$66,505.01	\$4,645.99	\$66,736.24	(\$62,090.25)	-87.27%
1000.00.810.0000	DUES & FEES	\$105,642.00	\$100.00	\$105,742.00	\$12,957.58	\$82,651.17	\$23,090.83	\$1,842.00	\$21,248.83	20.09%
1000.00.891.0000	ATHLETIC SUBSIDY	\$39,535.00	\$0.00	\$39,535.00	\$806.00	\$40,426.00	(\$891.00)	\$0.00	(\$891.00)	-2.25%
1000.00.892.0000	ASSEMBLIES & GRADUATION	\$14,970.00	\$0.00	\$14,970.00	\$5,151.09	\$11,646.14	\$3,323.86	\$4,003.99	(\$680.13)	-4.54%
Grand Total:		\$26,508,064.00	\$63,499.33	\$26,571,563.33	\$3,470,148.90	\$25,927,195.77	\$644,367.56	\$491,136.11	\$153,231.45	0.58%

End of Report

	2014-15 Enrollment	2015-16 Enrollment	Change	2015-16 Cost	2016-17 Projected Cost
Magnet Schools					
Academy of Aerospace and Engineering	6	8	2	40,810	42,034
Ana Grace Academy of the Arts	1	1	0	4,205	4,331
Arts at the Capital Theater	3	6	3	32,160	33,125
Breakthrough II Magnet School	4	1	-3	-	-
Charles Barrows STEM Academy	4	3	-1	13,800	14,214
Classical Magnet School	0	1	1	-	-
CT International Baccalaureate Academy	3	4	1	-	-
CT River Academy	4	2	-2	9,900	10,197
Discovery Academy	1	2	1	8,400	8,652
Dr Ramon E. Betances Early Reading Lab	2	0	-2	-	-
Dr Ramon E. Betances STEM Magnet School	2	2	0	-	-
Environmental Sciences Magnet School	3	3	0	-	-
Glastonbury/East Hartford Magnet School	2	2	0	6,760	6,963
Global Experience Magnet School	2	3	1	-	-
Goodwin College Early Childhood Interdistrict Magnet School	0	1	1	4,960	5,109
Great Path Academy	4	5	1	17,325	17,845
Greater Hartford Academy of the Arts	7	4	-3	18,820	19,385
Hartford Magnet Trinity College Academy	1	0	-1	-	-
High School Inc.	1	0	-1	-	-
International Magnet School for Global Citizenship	7	4	-3	16,820	17,325
Journalism & Media Academy	1	1	0	-	-
Marine Science Magnet High School	1	1	0	5,834	6,009
Medical Professions & Teacher Preparation Academy	3	1	-2	5,175	5,330
Montessori Magnet School	2	0	-2	-	-
Museum Academy	0	1	1	4,205	4,331
Noah Webster MicroSociety	5	3	-2	-	-
Pathways Academy of Technology and Design	2	2	0	-	-
Public Safety Academy	1	1	0	5,185	5,341
Sports & Medical Sciences Academy	4	3	-1	-	-
STEM Magnet School at Annie Fisher	1	1	0	-	-
Two Rivers Magnet School	6	6	0	26,670	27,470
University High School of Science & Engineering	1	1	0	-	-
Vocational-Technical Schools					
Cheney Technical High School	15	16	1	-	-
Windham Technical High School	45	33	-12	-	-
Vocational-Agriculture Schools					
E. O. Smith High School	21	21	0	136,640	140,739
Totals	165	143	-22	357,669	368,399

Coventry Public Schools
 Location Summary
 2016-2017

17

	14-Jan-16 Superintendent's Proposed		
1000.10.611.1100		\$27,273,459.00	\$462,414.00
1000.20.111.1100	GHR Supplies	\$2,206.00	
1000.40.111.1100	CGS Salaries - Gale	(\$41,955.00)	
1000.40.560.1100	CHS Salaries - Stegman	(\$11,586.00)	
1000.50.56X.1200	Magnet School Tuition	(\$15,690.00)	
1000.70.611.2580	SpEd Tuition	\$118,640.00	
	iPads for GHR	\$2,750.00	
			1.72%
	28-Jan-16 Revised Proposal		
1000.10.611.1100		\$27,327,824.00	\$516,779.00
1000.30.580.1100	GHR Supplies	(\$2,500.00)	
1000.50.56X.XXXX	CNH Transportation	(\$800.00)	
	SpEd Tuition	\$16,841.00	
			1.93%
	11-Feb-16 Revised Proposal		
		\$27,341,365.00	\$530,320.00
			1.98%

**Coventry Board of Education
Coventry, Connecticut**

Fiscal Committee Meeting

Approved Minutes of Thursday, January 08, 2015 6:00 p.m.
Administration Building Conference Room

Attendance Taken at 6:01 p.m.:

Committee Members Present:

Mary Kortmann, Committee Chair
Denise Ryan, Committee Member
Michael Sobol, Committee Member
Jennifer Beausoleil, Board Chair (arrived at 6:07 p.m.)

I. Call to order

M. Kortmann called the meeting to order at 6:02 p.m.

II. VOTE: Approve Fiscal Minutes from meeting of December 4, 2014

MOTION: To approve Fiscal Minutes from meeting of December 4, 2014

By: D. Ryan

Seconded: M. Sobol

Result: Motion passes 2-0-1 (M. Sobol abstains)

III. Information: 2015 Meeting Dates

This item was on the agenda for information only.

IV. Financial Reports for December 31, 2014

IV.A. Management Report

IV.B. Encumbrance Reports

(J. Beausoleil arrived at 6:07 p.m.)

R. Carroll reviewed the Management Report and noted the health insurance line. The Committee talked about ECHIP costs and any savings that might be realized. In addition the Committee talked about the utilities line item and how the solar panel installation would affect that line item.

M. Kortmann noted the building repair line. Mr. Carroll and Mr. Petrone reviewed that item in detail.

IV.C. Special Education Tuition/Excess Cost

The Committee reviewed the information on this report. They also talked about when the ELA percentage might come in.

The Committee discussed the recently approved use of the 1% non-lapsing fund.

Mr. Carroll noted the new mini-grants received into the district.

Mr. Carroll also talked about the large claims on the health insurance and associated costs. In addition, the group discussed options for health insurance for retirees.

Mr. Sobol asked about the fuel rate. Mr. Carroll verified that the district is locked in for 15-16.

Ms. Kortmann talked about energy audits and associated funding.

V. Adjournment

Motion: Adjourn the Fiscal meeting at 7:05 p.m.

By: M. Sobol

Seconded: D. Ryan

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: February 12, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Regular Meeting
Approved Minutes of Thursday, January 8, 2015
Administration Building Conference Room**

Attendance Taken at 7:26 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice-Chairman
Eugene Marchand
William Oros
Denise Ryan
Michael Sobol

Board Members Absent:

Mary Minor, Secretary

Others Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager
Allen Andrews, Student Board of Education Representative

Audience Members Present: Barbara Trinks, PSSS Director; Carla Kennedy, Director of Educational Technology; Beth Giller, GHR Principal; Marybeth Moyer, CGS Principal; Joseph Blake, CHS Principal; Michele Mullaly, Director of Teaching and Learning; Dennis Stanavage, Director of Physical Plant and Facilities; Dena DeJulius, CNH Principal; Jon Landry, CNH Teacher; Sarah Landry, CNH Teacher; Ken Goodale, CNH Teacher; Lisa McLean; Laura de la Llave, CHS Teacher; and several community members, parents and students.

I. Call to Order

J. Beausoleil called the meeting to order at 7:30 p.m.

II. Salute to the Flag

J. Beausoleil led the salute to the flag.

III. Audience of Citizens

Dave Hitchcock, 30 Willow Glen Drive, said he wanted to address a concern about his daughter, who attends Great Path Academy, and that the new CHS security procedures will not allow his daughter access the building any longer in the morning before she is picked up by the bus. Mr. Petrone offered his contact information and encouraged Mr. Hitchcock to reach out to him for some suggestions.

IV. Report of the Superintendent

Mr. Petrone reviewed the morning events and the schools being open early for students due to the severe cold weather. He thanked many people for their cooperation and assistance.

Mr. Petrone reviewed events, programs and workshops he has attended, both in and out of the district over the past month.

IV.A. Information: Student Board of Education Representative Report

Mr. Andrews reviewed items and events happening at Coventry High School. He also noted the Program of Studies night scheduled for January 21.

IV.B. Information: Student Recognition - CAPSS Superintendent Student Awards: Hannah LeVasseur, Sean Power, Allyson Dickerson, and Adam Grace

Mr. Petrone reviewed the program that took place in November. He introduced Mr. Blake and Ms. DeJulius who each talked about the students recognized at their schools. Mr. Petrone presented each student with a token of appreciation from the Board. There was congratulations from the Board and the audience.

IV.C. Information: CNH Student and Community Recognition - Coventry Human Services, Thanksgiving Adopt a Family Food Drive

Mr. Petrone showed a video, produced by CNH students, showcasing the Food Drive for Coventry Human Services' Adopt-a-Family Program at Thanksgiving time.

Lisa McLean introduced students from the CNH Student Council, who were involved in the Food Drive. The students talked about other items and events that they are involved in. Ken Goodale also said a few words about the work that was done.

Mr. Petrone presented Mr. Goodale and Ms. McLean with a gift of appreciation.

J. Beausoleil said she was very proud of the diversity of the activities the students are involved in, in giving back to the community.

MOTION: To move New Business item A "VOTE: Approve the CHS April 2016 Field Experience to France and Spain" to the next item on the agenda

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes unanimously

VIII. A. VOTE: Approve the CHS April 2016 Field Experience to France and Spain

J. Beausoleil noted there has been a change in the scheduling for this type of trip. Mr. Petrone said that EF Tours is the company handling the trip, which the district has always used and he noted the positive feedback.

MOTION: To approve the CHS April 2016 Field Experience to France and Spain

By: D. Ryan

Seconded: E. Marchand

Result: Motion passes unanimously

IV.D. Information: STEM Presentation

Mr. Petrone introduced Ms. DeJulius who shared a presentation on STEM (Science Technology Engineering and Mathematics). Ms. DeJulius introduced Sarah and Jon Landry, CNH Science Teachers, who teach STEM classes. Mr. and Mrs. Landry went through and explained the presentation and some of the STEM lessons taught at CNH. Ms. Landry introduced Hannah Toombs and Courtney Lessard, two students who were present to talk about their bridge building class. Ms. DeJulius thanked the staff and student for coming and their work on STEM.

M. Kortmann asked about girls and engineering and the interest. The students talked about that.

J. Beausoleil talked about how this could truly effect career paths for female students.

E. Marchand said it was an impressive presentation.

M. Kortmann asked if computer programming classes were in the future.

Mrs. Landry and Mr. Landry talked about all of the things they would like to see taught.

IV.E. Information: District Improvement Plan 2014-15

Mr. Petrone shared a PowerPoint presentation, a summary of the District Improvement Plan (DIP). He reviewed the reason for an improvement plan and noted that the school's improvement plans are developed from the DIP. He continued and reviewed this year's plan.

E. Marchand said it is a very impressive plan. He noted the portion about partnering with the town, and how important that is for a school system. Mr. Petrone expanded on that importance.

J. Beausoleil said there are positive benefits that come from this plan being long-term, multi-year.

M. Kortmann noted the new teacher programs and if the district is keeping track of how many new teachers are staying or leaving. Mr. Petrone spoke to that and noted that the majority of departures have been due to retirements. He continued to talk about trends and reasons why teachers leave the profession.

E. Marchand said the bar has been set high here in Coventry and it will attract that level of teachers.

V. Report of Chairman

J. Beausoleil noted that the Town Council has approved the Board's request for use of the 1% non-lapsing account for repair of food service equipment.

She continued and thanked the staff who contributed to preparing the budget.

She noted the decision made by the Superintendent to not have a delay this morning. She said she was pleased with the decision to open the schools early and have a safe warm place for students without disrupting the school schedule.

She noted that there are special meetings coming up and asked that Board members be aware and let staff know if you are not going to make it.

VI. VOTE: Approve minutes of December 4, 2014

MOTION: To approve the minutes of December 4, 2014

By: E. Marchand

Seconded: D. Ryan

Result: Motion passes 4-0-2 (W. Oros and M. Sobol abstain)

VII. Old Business - Information: Solar Panel Installation Update

Mr. Stanavage reviewed the work that has been done over the past few weeks. He also talked about what needs to be done, before the switch can be flipped. He spoke to trees that have to be removed and when that would happen.

E. Marchand asked about the bumps that had been found in the roof at CGS. Mr. Stanavage said the warranty company had come out and fixed the issue.

Mr. Stanavage continued talking about the timeline and noted the hope is they will activate the panels in about two weeks.

Mr. Petrone thanked Mr. Stanavage for his efforts.

VIII. New Business

VIII.B. VOTE: Request the Town Council establish a School Building Committee related to the Office of Civil Rights Compliance Mandates

MOTION: Request the Town Council establish a School Building Committee related to the Office of Civil Rights Compliance Mandates

By: W. Oros

Seconded: E. Marchand

Result: Motion passes unanimously

VIII.B. Information: FY16 Budget

J. Beausoleil said the books have been distributed. She asked that if there are questions, to please send them via email ahead of time, if possible. She said the first special meeting is scheduled for next Thursday, January 15. Mr. Petrone reviewed how the meeting presentations would go that evening. D. Ryan asked that the meeting not go beyond 10:00 p.m. Mr. Petrone said his budget introduction letter is more of an executive summary. J. Beausoleil noted there will always be an audience of citizens portion at all budget meetings.

IX. Report of Board Members - Information: Fiscal Committee Report of Meeting of December 4, 2014

M. Kortmann said this meeting focused on discussions with the Town Finance Committee and talks about the CIP.

X. VOTE: Executive Session - Bargaining Unit Negotiations

MOTION: To table the Executive Session until the next regular Board meeting

By: M. Kortmann

Seconded: W. Oros

Result: Motion passes unanimously

XII. Adjournment

MOTION: To adjourn the meeting at 9:53 p.m.

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: January 29, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Special Meeting
Approved Minutes of Thursday, January 15, 2015
Administration Building Conference Room**

Attendance Taken at 7:29 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice-Chairman
Mary Minor, Secretary
Eugene Marchand
William Oros
Denise Ryan
Michael Sobol

Others Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

Audience Members Present: Barbara Trinks, PSSS Director; Carla Kennedy, Director of Educational Technology; Beth Giller, GHR Principal; Marybeth Moyer, CGS Principal; Joseph Blake, CHS Principal; Michele Mullaly, Director of Teaching and Learning; Dennis Stanavage, Director of Physical Plant and Facilities; Dena DeJulius, CNH Principal; Steve Merlino, CHS Assistant Principal; and several high school students.

I. Call to Order

J. Beausoleil called the meeting to order at 7:34 p.m.

II. Salute to the Flag

J. Beausoleil led the salute to the flag.

III. Audience of Citizens

There were none.

IV. Old Business: Information - FY16 Budget Presentations

IV.A. Presentation of the FY16 Budget

Mr. Petrone presented his proposed budget to the Board of Education. Mr. Petrone shared a PowerPoint presentation, which will be available on the district website.

E. Marchand noted the low percentage increase and questioned how items are being added. Mr. Petrone explained that staff who retire, at a top salary step, were replaced with new teachers at lower salary amounts.

W. Oros said he was pleased that the budget addresses needs in the Physical Plant and Facilities department.

The Board discussed the importance of this focus.

IV.B. Technology Department

Mr. Petrone introduced Ms. Kennedy, who spoke to the Technology Budget for the FY16 school year. [The entire budget document will be available on the district website.]

M. Kortmann asked about the location of technology funds in the budget. The administration guided the Board through the Budget document and to which budget line items could be found. M. Kortmann made the point that the inventory/iPad lines should be a "constant rolling" from this point forward. The Board asked for an inventory of devices. Mr. Petrone said he would provide that for the Board.

J. Beausoleil asked for technology service ticket information. Ms. Kennedy said she could provide that.

IV.C. Pupil & Staff Support Services

Mr. Petrone introduced Ms. Trinks who presented the PSSS FY16 budget proposal.

M. Kortmann talked about the location of PSSS funds in the budget. The administration talked through the process.

E. Marchand talked about different accounts and transfers that were made regarding counseling services. Ms. Trinks explained there was some accounting adjustments that needed to be made to be sure items were reflected in the correct line. Ms. Trinks continued to talk about the counseling services.

M. Kortmann continued to clarify where different items were located in the budget.

The Board continued to talk about identifying nurses' expenditures in the budget specifically.

M. Kortmann said she wanted it to be clear that if budget cuts are made they have to come from the regular education budget. The special education budget cannot be touched legally.

W. Oros talked about servicing students appropriately.

M. Kortmann noted the SNAP item and wanted clarification on that figure.

IV.D. Coventry High School

Mr. Petrone introduced Mr. Blake who presented the CHS Budget for FY16.

J. Beausoleil asked about the tuition line item and that it has decreased. Mr. Carroll noted it is in part due to the decline in enrollment at E. O. Smith and magnet school adjustments.

W. Oros asked about the textbook accounts and if there was any savings due to the increase in iPad use. Mr. Blake said there are electronic textbooks in the budget.

M. Kortmann noted FTE amounts and that there was not an increase other than NEASC.

J. Beausoleil asked about specific programs at CHS. Mr. Blake answered those questions.

IV.E. Capt. Nathan Hale School

Mr. Petrone introduced Ms. DeJulius who presented the proposed FY16 budget for the Capt. Nathan Hale School.

M. Kortmann said there is a decrease in workbooks. Ms. DeJulius responded that this is due to the technology.

The Board talked about technology and specific numbers of devices available to students at CNH.

E. Marchand asked about a decrease in athletic salaries. Mr. Carroll spoke to that and said it was a refocus of funds.

IV.F. G. H. Robertson School

Mr. Petrone introduced Dr. Giller who presented the FY16 budget for the G. H. Robertson School.

D. Ryan asked about the homework club and if the amount requested would cover the waiting list. Dr. Giller said yes.

M. Kortmann asked where that item was located in the budget. Mr. Carroll spoke to that.

E. Marchand asked about the 500 line and the telephone bill and why was there an increase. Mr. Carroll explained it has to do with the decrease in the e-rate reimbursement from the federal government. M. Kortmann said they are increasing the technology support instead.

IV.G. Coventry Grammar School

Mr. Petrone introduced Ms. Moyer who presented the budget for CGS for the FY16 school year.

M. Kortmann asked about the regular para-educator FTEs and why they are going down at GHR and CGS. The comment was that it could be due to adjusting those to grant lines. Mr. Carroll said he would re-address those lines.

M. Minor asked about PowerSchool and what percentage of parents are using PowerSchool. Ms. Moyer and Mr. Petrone talked about the different needs for this at the K-2 level.

Mr. Carroll clarified the para-educator FTEs at CGS and GHR and said it was due to a reclassification of duties to the technology department, not an adjustment to any current para-educator positions. Mr. Petrone noted that the change has actually already happened.

IV.H. Physical Plant and Facilities

Mr. Petrone introduced Mr. Stanavage, who presented his FY16 budget for the Physical Plant and Facilities department.

M. Kortmann noted that CGS shows a .25 increase in these services. Mr. Petrone explained this item.

The Board talked about the inventory and cataloging process in this department and about how long it might take. Mr. Petrone said they believe it will be about 2 years for the process to be complete.

M. Kortmann noted the electrical budget line. Mr. Carroll explained that line, including the new savings expected from the solar panels.

IV.I. Central Office

Mr. Carroll highlighted items in the Central Office proposed budget for FY16. He reviewed gas, fuel, health benefits, pension, and special education tuition.

M. Kortmann asked if there is a date when figures would be received for insurance. Mr. Carroll said he believes April.

Mr. Carroll continued saying that diesel and oil has been locked in for FY16. He also reviewed property insurance, workers compensation, and special education costs.

J. Beausoleil again asked that Board members email questions ahead of time, if possible. She also asked that the entire Board be copied when sending emails. She encouraged the community to email questions as well.

D. Ryan said the whole administrative team did an excellent job on the budget development by enhancing programs and keeping fiscally responsible for the community. She noted the small overall increase is very reasonable.

E. Marchand and W. Oros also gave kudos to the administrators.

V. Adjournment

MOTION: To adjourn the meeting at 10:23 p.m.

By: W. Oros

Seconded: E. Marchand

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: January 29, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Regular Meeting
Approved Minutes of Thursday, January 29, 2015
Administration Building Conference Room**

Attendance Taken at 7:30 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Eugene Marchand
William Oros
Denise Ryan
Michael Sobol

Board Members Absent:

Mary Minor, Secretary

Also Present:

Allan Andrews, Student Board of Education Representative

Administrators Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

Audience Members Present: Joseph Blake, GHS Principal; Dena DeJulius, CNH Principal; Beth Giller, GHR Principal; Marybeth Moyer, CGS Principal; Carla Kennedy, Director of Educational Technology; Barbara Trinks, PSSS Director; Michele Mullaly, Director of Teaching and Learning; Dennis Stanavage, Director of Physical Plant and Facilities; Tony Susi, CNH Band Director; Karyn Deptula and Jennifer Trueman, CNH Math Teachers; Victoria Fox, CNH Reading/LA Teacher; and several students and parents.

I. Call to Order

J. Beausoleil called the meeting to order at 7:31 p.m.

II. Salute to the Flag

J. Beausoleil led the Salute to the Flag.

III. Audience of Citizens

There was none.

J. Beausoleil asked if any Board member wanted to adjust the order of the agenda based on the incoming inclement weather. There were no adjustments.

IV. Report of the Superintendent

Mr. Petrone thanked staff for the work done this week in relation to the snow storm that took place earlier in the week.

Mr. Petrone further discussed and relayed information regarding meetings attended and happenings in the district.

IV.A. Information: Student Board of Education Representative Report – Allan Andrews

Mr. Andrews noted that students are half way through the year. He added that many seniors are getting notifications regarding to which colleges they've been accepted.

IV.B. Information: Staff and Student Recognition

IV.B.1. CHS Student Recognition: Amanda Cabral, Editor of Tech Trends

Mr. Petrone introduced Amanda Cabral and asked her to say a few words about the publication and her involvement. Ms. Cabral talked about her ambitions to be a journalism student in college.

J. Beausoleil said it is awesome to see students involved at this level. M. Kortmann said she did an outstanding job.

IV.B.2. CNH Staff Recognition

IV.B.2.a. Tony Susi, CNH Band Director for his "The Last Rose of Summer" Composition

Mr. Petrone recognized Mr. Susi for his efforts and accomplishments. Mr. Susi talked about the process of writing the musical piece. Ms. DeJulius said how great it was working with Mr. Susi and that he was a model for staff.

J. Beausoleil said what a great role model Mr. Susi was for students as well.

IV.B.2.b. Karyn Deptula and Jennifer Trueman, CNH Math Teachers - ATOMIC conference presentation

Mr. Petrone introduced Ms. Deptula and Ms. Trueman. He asked them to say a few words about the conference presentation. Ms. Trueman talked about the experience. Ms. DeJulius said that she was able to attend the conference and they did wonderful job presenting.

IV.B.2.c. Victoria Fox, CNH Reading/LA Teacher - LearnZillion's Teachfest Facilitator

Mr. Petrone recognized Ms. Fox for her work facilitating at the LearnZillion's Teachfest. Ms. Fox talked about her experience as a facilitator and working specifically with Close Reading. Ms. DeJulius said Ms. Fox is one of the leaders in the LA department and she is appreciates having her on the team.

V. Report of the Chairman

J. Beausoleil also gave thanks to the facilities staff for their work on snow removal this week.

VI. Approval of Minutes

VI.A. VOTE: Approve the minutes of January 8, 2015

MOTION: To approve the minutes of January 8, 2015

By: W. Oros

Seconded: E. Marchand

Discussion: M. Kortmann asked for two changes:

**Page 3, second paragraph under the District Improvement Plan item, Nr. should be Mr.
Page 3, last paragraph, the word "rays" should be "panels."**

Result: Motion to approve the minutes with noted changes passes unanimously

VI.B. VOTE: Approve the minutes of January 15, 2015

MOTION: To approve the minutes of January 15, 2015

By: M. Sobol

Seconded: M. Kortmann

Result: Motion passes unanimously

VII. Old Business

VII.A. Information: Solar Panel Update

Mr. Stanavage reviewed the current status of the installation and the very final items needed.

M. Kortmann asked about the meters that are needed. Mr. Stanavage responded to those questions.

VII.B. Information: Coventry Recreation Department's Rec Daze January 2015 Update

J. Beausoleil noted that personnel from the Recreation Department could not attend. She tabled the item to the next meeting, hoping representatives could attend on February 12.

VII.C. Discussion: Formation of a Preschool AdHoc Committee

Mr. Petrone said he has spoken to Mr. Elsesser and they have agreed the next step is to put together an AdHoc Committee regarding the future of the preschool program. Mr. Petrone asked for a representative from the Board.

W. Oros said he would like to participate as a committee member. J. Beausoleil said she agreed that would be appropriate, as Mr. Oros has extensive experience. The Board was in agreement that one Board member representative was enough.

VII.D. Discussion and Possible VOTE: FY16 Budget

J. Beausoleil noted that updated color coded budget pages from Mr. Carroll are available. Mr. Carroll reviewed what changes had been made.

J. Beausoleil asked if there were any specific questions from the Board.

M. Kortmann asked about the hazardous materials disposal, which is a new item. Mr. Petrone and Mr. Stanavage talked to that point, saying it is a cost every year that has not previously been accounted for specifically in the budget.

M. Kortmann also asked questions about the NEASC funds, and the rental costs for the preschool program.

J. Beausoleil said she would like to wait until February to actually vote on the budget to be sure the public has had the opportunity to have input.

J. Beausoleil said she heard from a parent who is very appreciative of the CEP program at CNH. J. Beausoleil said there might be some interest in increasing the CEP program.

J. Beausoleil asked that the administration bring financial information to the next meeting, if the program is increased. She continued to talk about the importance of the program.

Mr. Petrone said in addition to the financial impact, they would bring information on how the additional services would most benefit the district. Mr. Petrone added that he hopes Mrs. Landry will come and share a presentation on the K-2 STEM CEP program with the Board on February 12.

VIII. New Business - Assign Custodians Negotiations Committee Members (3)

J. Beausoleil asked for volunteers for the committee. M. Kortmann, D. Ryan agreed to serve and J. Beausoleil said she would serve if M. Minor could not.

IX. Report of Board Members: Information - Fiscal Committee, Meeting of January 8, 2015 Report

M. Kortmann noted the special education costs and the negative impact that took place in one month's time. Mr. Carroll added to those comments, noting it is ever changing and additional expenses are coming in every day. The Board discussed outplacements and how they are accounted for in the next year's budget.

M. Kortmann asked Mr. Carroll talked about ECHIP and the renewal figures expected from them and by when. Mr. Carroll reviewed what's been happening with ECHIP.

The Committee said it will be important to be sure that all of the parties are aware of this situation.

V. Financial Reports for January 31, 2015

V.A. Management Report

V.B. Encumbrance Reports

Mr. Carroll reviewed the emergency/safety items that needed to be addressed this school year under the Facilities budget. Mr. Petrone talked about the new procedures that have been put in place. The Committee discussed how to handle these expenses.

V.C. Special Education Tuition/Excess Cost

M. Carroll talked about the special education costs. He noted that the State has done their calculations and has determined the excess costs grant shares. He said currently they are projecting 86%. Mr. Carroll and Mr. Petrone believe the final figures will be adjusted further. M. Kortmann continued to discuss the figures from the State compared to those the district has figured in.

V.D. Food Services P&L (January), Cash Flow (December)

The Committee discussed the Food Services accounts and stated that the months of December and January have not been positive. They continued to talk about the department and possibilities moving forward.

VI. Adjournment

MOTION: To adjourn the meeting at 7:20 p.m.

By: M. Sobol

Seconded: D. Ryan

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: March 12, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Regular Meeting
Approved Minutes of Thursday, February 12, 2015
Administration Building Conference Room**

Attendance Taken at 7:30 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Eugene Marchand
William Oros
Denise Ryan
Michael Sobol

Board Members Absent:

Mary Minor, Secretary

Also Present:

Allan Andrews, Student Board of Education Representative

Administrators Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

Audience Members Present: Dena DeJulius, CNH Principal; Marybeth Moyer, CGS Principal; Barbara Trinks, PSSS Director; Joseph Blake, CHS Principal; Beth Giller, GHR Principal; Michele Mullaly, Director of Teaching and Learning; Carla Kennedy, Director of Education Technology; Dennis Stanavage, Director of Physical Plant and Facilities; Brian Maltese, Athletic Director; Lyle Evans, Technology Technician; Sarah Landry, K-2 CEP Teacher; Ed and Sue Grace; and several students.

I. Call to Order

J. Beausoleil called the meeting to order at 7:33 p.m.

II. Salute to the Flag

J. Beausoleil led the salute to the flag.

III. Audience of Citizens

There were none.

IV. Report of the Superintendent

Mr. Petrone reviewed events that have taken place over the past two weeks.

IV.A. Information: Student Board of Education Representative Report - Allan Andrews

Mr. Andrews noted that the girls' basketball team qualified for the state tournament. He also noted other events scheduled for Coventry High School.

IV.B. Recognition: Ed Grace, CHS Cross Country Coach (15 Seasons)

Mr. Petrone talked about the contributions that Ed Grace has made to the cross country program over the past 15 years. Dr. Grace said a few words and thanked the Board and administrators for their support of the program. There was a round of applause for Dr. Grace and Mr. Petrone presented him with a token of appreciation.

IV.C. Information: Presentation of STEM Challenge and Enrichment Program at K-2 - Sarah Landry

Mr. Petrone introduced Mrs. Landry, who works with the students at CGS. Mrs. Landry reviewed different materials she uses when teaching STEM with the elementary students. She shared a video presentation with pictures of the students and the hands on work they are doing.

V. VOTE: Approve Consent Agenda

J. Beausoleil asked if anyone wanted an item removed from the agenda. W. Oros asked that Item V.A. be removed

V.B. Accept the retirement of Jan Spangle, GHR Teacher

V.C. Approve the GHR-CNH March 2015 Field Experience to Ludlow, VT

MOTION: To approve the consent agenda items B and C.

By: M. Kortmann

Seconded: W. Oros

Result: Motion passes unanimously

V.A. Accept the resignation of Carla Kennedy, Director of Educational Technology

MOTION: To accept the resignation of Carla Kennedy, Director of Educational Technology

By: M. Kortmann

Seconded: W. Oros

Discussion: W. Oros said there has been great improvements made in the technology program. He has seen this serving as the BOE representative on the Technology Committee. He commented that you can have all of the greatest plans in place, but without a good leader you will get nowhere. He thanked Carla Kennedy for her leadership and said he would accept the resignation with great regret.

J. Beausoleil agreed there has been tremendous progress made in our technology department and that this is due to Ms. Kennedy's leadership. She also reluctantly accepted the resignation.

Result: Motion to accept the resignation with great regret passes unanimously

VI. Report of Chairman

J. Beausoleil talked about the recent snow storms and the process the Superintendent needs to go through to make appropriate decisions for the safety of the students and staff. She thanked him for his dedication.

VII. VOTE: Approval of Minutes of January 29, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Regular Meeting
Approved Minutes of February 26, 2015
Administration Building Conference Room**

Attendance Taken at 7:30 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Eugene Marchand
William Oros
Michael Sobol

Board Members Absent:

Mary Minor, Secretary
Denise Ryan

Also Present:

Allan Andrews, Student Board of Education Representative

Administrators Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

Audience Members Present: Steve Merlino, CHS Assistant Principal; Dena DeJulius, CNH Principal; Joseph Blake, CHS Principal; Beth Giller, GHR Principal; Marybeth Moyer, CGS Principal; Michele Mullaly, Director of Teaching and Learning; Dennis Stanavage, Director of Physical Plant and Facilities; two parents; several CHS students; Sue Clark, CHS Teacher; and James Smart and several leaders of Cub Scout Pack 65.

I. Call to Order

J. Beausoleil called the meeting to order at 7:37 p.m.

II. Salute to the Flag

J. Beausoleil led the salute to the flag.

III. Audience of Citizens

There were none.

IV. Report of the Superintendent

Mr. Petrone talked about different items and events happening around the district.

IV.A. Information: Student Board of Education Representative Report - Allan Andrews

Mr. Andrews spoke about the blood drive held at CHS on Tuesday and that it was a success.

IV.B. Information: Recognition - James Smart and Cub Scout Pack 65, work on the CGS Trail

Mr. Petrone spoke to the work Cub Scout Pack 65 did on the nature trail at CGS. Mr. Smart talked about the project and noted all of the groups involved, including the PTO, Ms. Moyer, and a large number of parents and community members. He continued to review the project and the different components. He said the Scouts

see the schools as allies. Additionally, he talked about projects the group wants to do in the future and how to recruit older students into Boy Scouts.

E. Marchand asked about the recruitment process. Mr. Smart talked about how they could further promote Scouting to the students. E. Marchand asked about the retention rate. The group spoke to that point. Chairman, Beausoleil acknowledged audience member and CHS student David Pouliot. Mr. Pouliot suggested showing a video on the morning show at CNH and CHS. He said that would be a great venue for promoting scouting.

Mr. Petrone presented Pack 65 with a token of appreciation on behalf of the Board.

J. Beausoleil said this is great example of a partnership between the community and the schools.

Mr. Petrone thanked Mr. Stanavage for all of the work he has done over the past few weeks dealing with the snow. He said the district is very appreciative of his efforts during his first year here.

V. Consent Agenda: VOTE to approve the April 2015 CHS Field Experience to New York, NY

MOTION: To approve the April 2015 CHS Field Experience to New York, NY

By: M. Kortmann

Seconded: W. Oros

Result: Motion passes unanimously

VI. Report of Chairman

J. Beausoleil talked about budget season and noted that the agendas for the Town Council meetings, noting different department budget discussions, can be found on the Town website.

J. Beausoleil asked for a Board volunteer for the Paper Screening Committee for the Director of Educational Technology vacancy. W. Oros volunteered.

VII. Approval of Minutes: VOTE – Approve the minutes of February 12, 2015

MOTION: Approve the minutes of February 12, 2015

By: E. Marchand

Seconded: M. Sobol

Result: Motion passes unanimously

VIII. Old Business: FY16 Budget

J. Beausoleil noted the new handouts for the budget books, which will bring the books up to date. Mr. Petrone and Mr. Carroll reviewed the three changes that were made.

IX. New Business

IX.A. Information: Facilities Update

IX.A.1. Roofs, Snow Load/Removal

IX.A.2. Solar Panel

Mr. Stanavage talked about the roofs and the monitoring of the snow loads. He said the district buildings are in good shape. He noted the work that needed to be done and how the solar panels have effected that work. He talked about the solar panel project and how the snow has delayed the project. He said inspections are due and that will have to wait until they can get on the roofs to inspect them. M. Kortmann asked if everything was ready to go. Mr. Stanavage said yes.

IX.B. VOTE: Approve the Chairman of the Board of Education, Jennifer Beausoleil and John Ryan, Grandson to J. Leroy Schweyer, as the official bank account signers to the J. Leroy Schweyer Scholarship Fund

J. Beausoleil reviewed the reasoning behind this vote tonight. Mr. Petrone added to that saying, over the years this scholarship account has transferred from bank to bank as banks have merged or been bought out by other banks. He continued, while this account has been with Bank of America for a number of years, they

are now insisting that the Board vote to officially assign "signers" to this account. He said, historically (20+ years) this account has had two signers - the Board Chair and the grandson of Mr. Schweyer.

MOTION: To Approve the Chairman of the Board of Education, Jennifer Beausoleil and John Ryan, Grandson to J. Leroy Schweyer as the official bank account signers to the J. Leroy Schweyer Scholarship Fund

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes unanimously

IX.C. Assign three Board members to this year's Scholarship Committee - Interviews/Meeting Date set for Saturday, May 30.

J. Beausoleil asked for volunteers to serve on this committee this spring. Mr. Marchand, Mr. Sobol and Ms. Kortmann, said they would serve. J. Beausoleil said she would serve as alternate if needed.

IX.D. VOTE: Accept the district's submission of the State Department of Education's RFP 813 - District Technology Upgrades to Support Transition to the New Standards

Mr. Petrone reviewed the submission process and what is included in the grant.

MOTION: To accept the district's submission of the State Department of Education's RFP 813 - District Technology Upgrades to Support Transition to the New Standards

By: M. Sobol

Seconded: E. Marchand

Result: Motion passes unanimously

IX.E. Discussion and Possible VOTE: 2014-15 School Calendar Adjustments

J. Beausoleil talked about the details of the calendar as it stand with 5 snow days. She reviewed the graduation date and what might happen if there are more than 3 additional snow days. Mr. Petrone said it is helpful to parents and the community if June dates are known sooner rather than later.

M. Sobol said it makes sense to move graduation to June 20 now and hope for no more snow days. M. Kortmann agreed.

MOTION: To move graduation to June 20, 2015

By: M. Sobol

Seconded: M. Kortmann

Result: Motion passes unanimously

X. Report of Board Members

X.A. Information: Transportation Committee Report - Bus Contract Update

Mr. Carroll updated the Board on the status of the bus routing software issue. He noted that the software is not working as of yet. He reviewed discussions of a recent meeting with the software company. Mr. Oros said after that meeting, we realized the district is not software challenged and that the true issues do lie elsewhere. He said there will be another meeting scheduled with M&J and our technology team and the Superintendent to determine how to move forward.

The Board discussed the current contract and how the issue of the contract not being met, might be handled. Mr. Petrone said M&J has an obligation to operate the software appropriately and also manage the outcomes of what the software might determine.

The Board continued to talk about information M&J would receive via the software programs and how the district could validate that information.

W. Oros reviewed the different options we are supposed to have available to us via the software, if it is running appropriately.

Chairman Beausoleil recognized audience member Kevin Smart, CHS Senior. Mr. Smart asked for clarification about the software that the bus company should be using. J. Beausoleil and W. Oros both talked to those details.

X.B. Information - Fiscal Committee Meeting of February 12, 2015 - M. Kortmann and Mr. Carroll

Mr. Carroll said the Committee focused on the Special Education Tuition preliminary figures that came from the State. He continued to talk about the fluctuation in the tuition costs for this school year.

He noted the budget's bottom line is holding very well.

The Board discussed unexpected snow removal costs. Mr. Petrone talked about how the district worked with the contractors to save money.

Mr. Carroll noted the Food Services program and that they are struggling. The Board talked about the program and those challenges.

M. Kortmann talked about the Town Manager's proposed CIP and how the education items were handled. M. Kortmann added that the Board can reiterate concerns at the March 16 meeting with the Town Council.

XI. VOTE: Executive Session (Superintendent's Evaluation)

MOTION: Pursuant to CGS-1-200(c)(6)(A), the Board of Education will go into Executive Session for discussions related to the Superintendent's Evaluation with the Superintendent in attendance at 9:05 p.m.

By: M. Sobol

Seconded: M. Kortmann

Result: Motion passes unanimously

XII. Open Session

The Board came out of Executive Session and returned to Open Session at 9:28 p.m.

XIII. Adjournment

MOTION: To adjourn the meeting at 9:29 p.m.

By: E. Marchand

Seconded: M. Kortmann

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: April 9, 2015

Coventry Board of Education
Coventry, Connecticut

Fiscal Committee Meeting
Approved Minutes of Thursday, March 12, 2015
Administration Building Conference Room

Attendance Taken at 6:00 p.m.:

Committee Members Present:

Mary Kortmann, Fiscal Committee Chairman
Denise Ryan, Fiscal Committee Member
Michael Sobol, Fiscal Committee Member (arrived 6:28 p.m.)

Also Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

I. Call to Order

M. Kortmann called the meeting to order at 6:03 p.m.

II. Approve Fiscal Committee Minutes of February 12, 2015

MOTION: Approve the Fiscal Committee Minutes of February 12, 2015

By: D. Ryan

Seconded: M. Kortmann

Result: Motion passes unanimously

III. Financial Reports for February 28, 2015

III.A. Management Report

III.B. Encumbrance Reports

Mr. Carroll reviewed items on the management report, such as certified salaries, the substitute line, health insurance, social security, unemployment, and contracted services.

The Committee talked about boilers and costs to replace and repair the older heating systems.

Mr. Carroll continued to talk about tuition, maintenance and custodial supplies, heating, and diesel.

M. Kortmann, asked about the athletic subsidy line, which was in the red. R. Carroll said that was an error and the Committee will see it fixed in next month's report.

III.C. Special Education Tuition/Excess Cost

R. Carroll noted that the first reimbursement check has been received from the State. He continued to talk about the LEA cap and how it could be adjusted before the next reimbursement is sent. The Committee continued to discuss tuition students and the flow of money.

III.D. Food Service P&L, Cash Flow (January)

M. Kortmann noted that money was lost in January. Mr. Carroll added that February was a positive gain month.

The Committee continued to talk about funds that are not available from the Food Services lines for capital projects.

M. Sobol arrived 6:28 p.m.

MOTION: To add to the agenda discussion of possible uses of surplus funds for FY15
By: D. Ryan **Seconded: M. Sobol**
Result: Motion passes unanimously

M. Kortmann asked if there was a list, or plan in place for any surplus FY15 funds. There was discussion about funds for the preschool and what funds that program is going to need.

Mr. Petrone talked about bond items, which may include items for the preschool. The Committee continued to discuss bond items and the timing of funds and when the town would vote.

Mr. Petrone continued to talk about the principals putting together a list, for any additional available funds, but wanted to wait until April or May.

M. Kortmann talked about iPads for one additional class of students.

Mr. Petrone asked if the administration could wait 30 days or so. The Committee agreed.

The Committee continued to talk about capital funds and technology needs.

V. Adjournment

MOTION: Adjourn the Fiscal Meeting at 6:45 p.m.
By: D. Ryan **Seconded: M. Sobol**
Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: Approved April 9, 2015

Coventry Board of Education
Coventry, Connecticut

Coventry Board of Education Regular Meeting
Approved Minutes of Thursday, March 12, 2015
Library Media Center - Capt. Nathan Hale/Coventry High School

Attendance Taken at 8:29 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Mary Minor, Secretary
Eugene Marchand
William Oros
Denise Ryan
Michael Sobol

Administrators Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

I. Call to Order

J. Beausoleil called the meeting to order at 8:29 p.m.

II. Salute to the Flag

J. Beausoleil led the salute to the flag.

III. Audience of Citizens

There were none.

V. Old Business: Discussion - Budget FY16

J. Beausoleil noted that Monday is the appearance of the Board at the Town Council meeting, related to budget. She also informed the Board that the Board's Executive Committee will be meeting with the Town Council Executive Committee at 6:30 p.m. on Monday in Conference Room B at Town Hall regarding the ADA compliance issues. She said it is a public meeting and all members are invited to attend.

M. Kortmann talked about the building committee and requirements under the law.

W. Oros had questions related to whether there will be one or two building committees.

J. Beausoleil talked about the historical process of how a building committee has been handled.

M. Kortmann noted it was her understanding that all the expenses associated with meeting ADA requirements are no longer in capital budget but have been put in the Bond.

The Board continued to discuss building committees and how to deal with money coming out of the Bond. It was noted that they believe it has to be a single building committee dealing with the Bond and that the Board cannot serve as a separate building committee, since they have no funding.

VI. New Business - Discussion and Possible VOTE to allow the Superintendent to enter into a contract for the design portion of the preschool project

MOTION: To allow the Superintendent to enter into a contract for the design portion of the preschool project

By: W. Oros

Seconded: M. Sobol

Discussion:

J. Beausoleil noted that a tremendous amount of effort has gone into securing the Smart Start grant.

D. Petrone said the district is looking at a total budget of \$300,000 for the next school year. He showed an illustration of the preschool classroom layout and where it would be located in the middle school facility. He said some funding will come through the Town for driveway and related parking at the preschool.

The Board discussed the relationship of the preschool and the district and how Smart Start Grant funding and the new facility will impact that relationship. Board members asked questions to understand how the preschool currently operates.

Mr. Petrone noted that it is anticipated that the preschool would be ready to open in the new facility for 2015-16.

Result: Motion passes unanimously

IV. Report of the Superintendent

J. Beausoleil wanted the Board to know that the Journal Inquirer made an inquiry regarding what Boards of Education know about staff discipline statewide. D. Petrone noted that discipline records of public employees are available to the public under the Freedom of Information (FOI) Act. He continued that there are a number of legal issues involved in such FOI requests. J. Beausoleil just wanted to make sure all knew what a Board Member could discuss without violating privacy. She also wanted to remind members that the Board acts as a hearing body if discipline rises to certain level and that is why the Board is not made aware of discipline issues on a day-to-day basis; so as not to create conflict if any matter should reach the Board level.

VII. Adjournment

MOTION: To Adjourn the Meeting at 9:45 p.m.

By: M. Sobol

Seconded: W. Oros

Result: Motion passes unanimously

Respectfully submitted,

Mary Minor, BOE Secretary

Approved: April 9, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Fiscal Committee Meeting
Approved Minutes of Thursday, April 9, 2015
Administration Building Conference Room**

Attendance Taken at 6:02 p.m.:

Committee Members Present:

Mary Kortmann, Fiscal Committee Chairman
Denise Ryan, Member
Michael Sobol, Member

Others Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

I. Call to Order

M. Kortmann called the meeting to order at 6:06 p.m.

II. VOTE: Approve Fiscal Committee Minutes of March 12, 2015

MOTION: Approve the Fiscal Committee Minutes of March 12, 2015

By: D. Ryan

Seconded: M. Sobol

Result: Motion passes unanimously

III. ECHIP Update

Mr. Petrone and Mr. Carroll reviewed recent changes in the ECHIP. Mr. Carroll talked to specifics regarding the claim statuses of the different towns and how the rate would be figured for 2015-16. M. Kortmann confirmed that the change was so small and does not affect our budget. Mr. Carroll agreed.

IV. Financial Reports for March 31, 2015

IV.A. Management Report

IV.B. Encumbrance Reports

IV.C. Special Education Tuition/Excess Costs

IV.D. Food Service P&L and Cash Flow

Mr. Carroll noted not much has changed in regard to the bottom line since the end of February.

Mr. Petrone talked about special education needs and the fluctuation of those costs.

The Committee discussed details related to outplacements and those costs.

Mr. Carroll returned the discussion to the Management Report with a focus on vacancy savings.

The Committee talked about additional costs incurred this year, such as snow removal and emergency items

The Committee discussed the FY16 budget and several options Mr. Petrone and the Administration have developed for the Board's review.

M. Kortmann talked about the certified temporary line. Mr. Carroll talked about the unemployment line, and changes in the legal, contracted services, and maintenance supplies lines.

M. Kortmann asked about the grants. Mr. Petrone noted the Assessment Reduction Grant and how that money will be allocated.

Mr. Carroll said most of the grants are on track.

M. Kortmann noted that Food Services had a good month. Mr. Carroll said preliminary figures for March are also good.

M. Kortmann asked if the "other expenses" figure could be broken down.

Mr. Petrone and Mr. Carroll said they would look into it.

V. Budget Transfers

Mr. Carroll noted Board policy 3120 and reviewed budget transfer procedures. M. Kortmann talked about the broad categories of the line items. The Committee agreed they would look at the suggested budget transfers at the next Fiscal meeting. In addition the Committee said they would like to do the report of the Fiscal meetings at the Board meeting that same evening.

VI. Fiscal Year 2016 Budget Discussions

The Committee decided to discuss this item with the full Board.

VII. Adjournment

MOTION: To adjourn the Fiscal meeting at 7:06 p.m.

By: M. Sobol

Seconded:

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: May 14, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Coventry Board of Education Regular Meeting
Approved Minutes of Thursday, April 9, 2015
Administration Building Conference Room**

Attendance Taken at 7:28 p.m.:

Board Members Present:

Mary Kortmann, Vice Chairman
Mary Minor, Secretary
William Oros
Denise Ryan
Michael Sobol

Board Members Absent:

Jennifer Beausoleil, Chairman
Eugene Marchand

Administration Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

Audience Members Present: Michele Mullaly, Director of Teaching and Learning; Beth Giller, GHR Principal; Marybeth Moyer, CGS Principal; Denise Stanavage, Director of Physical Plant and Facilities; Dena DeJulius, CNH Principal; Joseph Blake, CHS Principal; Jeff Spivey, CEP Teacher; Laura Boats, CNH Music Teacher; and several students, parents and community members.

I. Call to Order

M. Kortmann called the meeting to order at 7:30 p.m.

II. Salute to the Flag

M. Kortmann led the Salute to the Flag.

III. Audience of Citizens

Pam Miller, 347 Shore Drive, was present to advocate for the Challenge and Enrichment Program (CEP) and the additional .5 FTE position that is in the budget for 15-16. She talked about the personal experiences of her son as he has gone through the program. She said her son chose to stay in Coventry because of the program.

Sue Hoang, 38 John Paul Lane, said she was present in support of the CEP program. She noted she has two children who are in the program and said that the added position would be beneficial for the program and would be a positive force for even more students in Coventry. She said there are parents who support the program and students who are prospering from it.

Mike Shor, 47 High Street, said he was present to support of the CEP position. He talked about his children and the students of Coventry who are in the program. He said it is sad that more people cannot be a part of the program. He talked about the budget portion of this process.

IV.N. Accept the Resignation of Christian Ayer, CHS Para-educator

IV.O. Accept the Retirement of Susan Clark, CHS Teacher

IV.P. Accept the Resignation of MaryBeth MacIver, CHS Teacher

IV.Q. Accept the Resignation of Donna Plen, School Psychologist

IV.R. Accept the Retirement of Robert Slajda, CHS Teacher

IV.S. Accept the Retirement of Herman Stargardter, CNH Teacher

MOTION: To approve the remaining consent agenda as noted on the agenda

By: M. Minor

Seconded: W. Oros

Result: Motion passes unanimously

IV.B. Approve the CNH April 25 2015 Field Experience to Mansfield, MA

MOTION: To approve the CNH April 25, 2015 Field Experience to Mansfield, MA

By: W. Oros

Seconded: D. Ryan

Discussion: M. Kortmann commented that it was wonderful this field experience was happening on a Saturday.

Result: Motion passes unanimously

IV.E. Approve GHR May 21 2015 Field Experience to New York, NY

MOTION: To Approve the GHR May 21, 2015 Field Experience to New York, NY

By: M. Minor

Seconded: D. Ryan

Discussion: M. Kortmann confirmed this was the program that was associated with EASTCONN. Mr. Petrone said yes.

Result: Motion passes unanimously

IV.I. Approve the CNH June 10-14 2015 Field Experience to Ames, Iowa

MOTION: To Approve the CNH June 10-14, 2015 Field Experience to Ames, Iowa

By: M. Sobol

Seconded: D. Ryan

Discussion: M. Minor wanted to commend the students in the program for their wins so far. She wished them luck in Iowa.

Result: Motion passes unanimously

IV.T. Accept the Retirement of Anthony Susi, CNH Teacher

MOTION: To Accept the Retirement of Anthony Susi, CNH Teacher

By: M. Kortmann

Seconded: D. Ryan

Discussion: M. Kortmann noted the impressive experience provided by Tony Susi throughout the years. He said his retirement would be a huge loss to the district.

Result: Motion passes unanimously

V. Report of Superintendent

Mr. Petrone distributed two emails from parents regarding their support of the CEP program.

Mr. Petrone reviewed many activities happening in the district over the past few weeks.

One of the items discussed was the CHS Portfolio Night. W. Oros said he was very impressed with the amount of technology that was used for the portfolios by the students.

V.B. Information: Coventry Goes Google - Jeff Spivey

Mr. Petrone introduced Mr. Spivey who shared his presentation regarding Coventry Going Google. The presentation reviewed how Coventry got to where it is now with gmail, Google Drive, and Google Classroom.

W. Oros talked about the Professional Development potential. The Board talked about the quick movement of technology. In addition, they discussed the gmail accounts and that students are communicating with teachers continuously.

The Board thanked Mr. Spivey for his presentation.

V.C. Information: Superintendent Goal Achievement Update

Mr. Petrone thanked the administrative team and the staff for their efforts throughout the year.

Mr. Petrone shared a summary of his Goal Achievement via a PowerPoint presentation. (The PowerPoint presentation will be available on the district website.)

Mr. Petrone noted the incredible amount of work that has been done this year.

W. Oros gave kudos and noted that some superintendents would not go to these lengths to keep the Board informed.

VII. Approval of Minutes

VII.A. VOTE: Approve the minutes of February 26, 2015

MOTION: Approve the minutes of February 26, 2015

By: W. Oros

Seconded: M. Sobol

Result: Motion passes unanimously

VII.B. VOTE: Approve the minutes of March 12, 2015

MOTION: Approve the minutes of March 12, 2015

By: W. Oros

Seconded: M. Sobol

Result: Motion passes unanimously

VIII. New Business

VIII.A. VOTE: Annual Non-renewal of Listed Teachers

MOTION: The contract of employment of teachers, named on the provided list, not be renewed for the following year upon its expiration at the end of the current 2014-2015 school year, and that the Superintendent of Schools is directed to advise such persons in writing of this action.

By: M. Minor

Seconded: W. Oros

Result: Motion passes unanimously

IX. Old Business

IX.A. Information: Solar Panel Update - Mr. Stanavage

Mr. Stanavage said the panels were inspected. He said there are some corrections to be made at CNH and work will start April 10. He said it will need to be re-inspected, after the work is done. He continued to discuss the items that need to be accomplished before things can be turned on. He said GHR and CGS could be turned on as early as next week. He continued to review the roof inspections that were also completed recently.

M. Kortmann talked about the billing and when we would start seeing a difference. Mr. Stanavage said training will happen in all areas. The Board continued to talk about the billing and how that would work.

IX.B. Information: Preschool AdHoc Committee Update - Mr. Petrone

Mr. Petrone said the committee will be at the Board meeting on April 30 with the next phase of the project.

IX.C. Discussion and Possible VOTE: FY2016 Budget

Mr. Petrone said he believes a very conservative budget was put forward to the town. He said due to the \$150,000 cut made by the Town Council, the Board has to now decide from where this amount will come.

D. Ryan said she would like the Council to provide a reason why this cut was made to the Board.

W. Oros agreed that the budget was very low, especially compared to surrounding towns.

Mr. Petrone said his goal was to have a transparent budget and not a padded budget. He said he believed that is what was submitted to the Town.

Mr. Petrone reviewed areas that the Board could look at. He focused on items that have been introduced in the FY16 budget, including positions, tablets, and vacancy savings.

The Board discussed several combinations of cuts.

D. Ryan said she did not want to see any student programs cut. She said she would be more willing to see the maintainer stipend amount cut.

Mr. Petrone emphasized the possibility of eliminating a bus.

M. Miner reviewed the figures again related to tablets, NEASC, and rent for the preschool.

The Board reviewed and agreed upon the following cuts from the FY16 budget:

Tablets

Vacancy Savings

Complementary Evaluator

Bus

It was the consensus that the backup to the school bus cut would be a delay in hiring the electrical maintainer.

X. Report of Board Members

X.A. Fiscal Committee Report Meeting of March 12, 2015 - M. Kortmann, Mr. Carroll

X.A.1. Management Report

X.A.2. Encumbrance Reports

X.A.3. Special Education Tuition/Excess Cost

X.A.4. Food Service P&L, Cash Flow (January)

Mr. Carroll reviewed the reports and said the bottom line looks good right now. Mr. Petrone reviewed items that can be addressed this spring.

Mr. Carroll said a projection figure is still being used for the special education reimbursement. He said we may not know a firm figure until May.

Ms. Kortmann said at this point it looks like the tablets can be addressed along with maintenance items.

M. Kortmann noted that Food Services made money in February.

The Board continued to discuss the Food Service accounts and how that is being accounted for at the Town level.

XI. Executive Session

MOTION: Pursuant to CGS-1-200(c)(6)(A), the Board of Education will go into Executive Session for discussions related to the Superintendent's Evaluation with the Superintendent present at 10:26 p.m.

By: W. Oros

Seconded: M. Sobol

Result: Motion passes unanimously

XII. Open Session

The Board came out of Executive Session and returned to Open Session at 10:35 p.m.

XIII. Adjournment

MOTION: To adjourn the meeting at 10:36 p.m.

By: D. Ryan

Seconded: W. Oros

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: April 30, 2015

**Coventry Board of Education
Coventry, Connecticut**

Board of Education Regular Meeting
Approved Minutes of Thursday, April 30, 2015
Administration Building Conference Room

Attendance Taken at 6:23 PM:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Eugene Marchand
William Oros
Denise Ryan
Michael Sobol

Board Members Absent:

Mary Minor, Secretary

Administrator Present:

David J. Petrone, Superintendent of Schools

I. Call to Order

J. Beausoleil called the meeting to order at 6:32 p.m.

II. VOTE: Executive Session

MOTION: Pursuant to CGS-1-200(c)(6)(A), the Board of Education will go into Executive Session to conduct Administrative Level Interviews with the Superintendent present at 6:32 p.m.

By: W. Oros

Seconded: D. Ryan

Result: Motion passes unanimously

III. Open Session

The Board returned to Open Session at 7:40 p.m.

Others Present:

Allan Andrews, Student Board of Education Representative

Administration Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager (7:30 p.m.)

7:30 p.m. Audience Members Present: John Elsesser, Town Manager; James Galey, Fuss & O'Neill; Mary Spósito, CECC; Joseph Blake, CHS Principal; Michele Mullaly, Director of Teaching and Learning; Dena DeJulius, CNH Principal; Beth Giller, GHR Principal; Marybeth Moyer, CGS Principal; Jeff Spivey, CEP Teacher; parents; students; and community members.

IV. Salute to the Flag

J. Beausoleil asked if one of the students in the audience wanted to lead the salute. Student, Jacob Shor volunteered and led the salute to the flag.

V. Audience of Citizens

Kimberley Davey of 397 Mark Drive said she was present as a parent who strongly supports the new preschool endeavor. She said having access to an accredited preschool is important for our students and community.

VI. Report of the Superintendent

J. Beausoleil asked Mr. Petrone if he could adjust the order of the items in his report. Mr. Petrone was happy to do so.

Mr. Petrone thanked everyone for coming to the meeting. He reviewed events happening around the district and in town.

VI.C. Information: Student Recognition - Future Problem Solvers Program w/Jeff Spivey

Mr. Petrone introduced Mr. Spivey who reviewed the recent activities of the Future Problem Solvers group. He noted the teams and how far they have come and how they are traveling to Iowa for the international competition. He continued talking about the fundraising that is happening to assist in getting the students to Iowa. He thanked the parents for their involvement.

J. Beausoleil said this is a year-long process and it is a phenomenal program and much of the success is due to Mr. Spivey's leadership.

Discussion ensued about the program and expanding it to the high school.

Mr. Spivey introduced the students of the different teams who were in attendance.

There were commendations and rounds of applause.

VI.B. Information: Recognition of the Board of Education

Mr. Petrone said March was Board Appreciation month and due to various schedules there was a need to postpone the recognition to April. One by one students from CGS, GHR, and CNH presented tokens of appreciation to each Board member. Mr. Petrone thanked the Board members for their service and for giving back to the community.

VI.C. Information: Student Board of Education Representative Report - Allan Andrews

Mr. Andrews reviewed events and sports activities happening at this time of the year.

VII. Consent Agenda - VOTE to Approve the Resignation of Barbara Trinks, PSSS Director

MOTION: Approve the Resignation of Barbara Trinks, PSSS Director

By: M. Kortmann

Seconded: M. Sobol

Discussion: J. Beausoleil thanked Ms. Trinks for her service to Coventry. She said this is a special role and that Ms. Trinks has been a valuable part of the program.

Result: Motion passes unanimously

VIII. Report of Chairman

J. Beausoleil said it is referendum time and asked that citizens exercise their right to vote on Tuesday, May 5. She also thanked people for coming out to the Town Meeting on Saturday. She thanked the parents and community volunteers for working the bottle and can drive event to benefit Project Graduation.

IX. Approval of Minutes - VOTE: Approve the Minutes of April 9, 2015

MOTION: To Approve the Minutes of April 9, 2015

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes 4-2 (J. Beausoleil and E. Marchand abstained)

X. Old Business

X.A. Information: Solar Panel Update

Mr. Petrone reviewed the most recent information surrounding the Solar Panel Project. He went over the items that have been accomplished and reviewed the punch list of items that need attention. Mr. Petrone commended Dennis Stanavage for all of his extra work and attention.

X.B. Information and Possible VOTE: Preschool AdHoc Committee

Mr. Petrone recognized Mr. Elsesser and Jim Galey from Fuss & O'Neill who were present for the presentation.

Mr. Galey reviewed the design process that has happened so far. He continued to do a quick overview of the preschool project, showing floor plans, artists drawings, and an aerial picture of the location.

The Board asked various questions about the design and discussed the reasons for different spaces and their sizes.

Mr. Elsesser reviewed locations of the solar panel carports. He said, due to the timing, these will be installed during the project. The Board discussed this item and parking and where the snow would fall.

The Board discussed what the cost would be if this project was "stick built" from scratch. It was said it would be significantly more.

Mr. Petrone reviewed the budget of the project in detail.

The Board discussed motions and contingencies with input from Mr. Petrone, Mr. Galey, and Mr. Elsesser.

D. Ryan said this was a good cooperative effort.

MOTION: To request the Town Council put \$40,000 towards the preschool project

By: M. Sobol

Seconded: W. Oros

Result: Motion passes unanimously

MOTION: To authorize the Superintendent to use \$75,000 of the current fiscal year surplus funds and to enter into a contract to begin the next phase of the preschool project, contingent on the approval of the Town Council's \$40,000 input and the paving bond

By: M. Sobol

Seconded: D. Ryan

Result: Motion passes unanimously

XI. Report of Board Members: Information - Fiscal Committee Report of the Meeting of April 9, 2015 - M. Kortmann and Mr. Carroll

Mr. Carroll reviewed the latest ECHIP information.

Mr. Carroll reviewed the Management Report. The Board discussed the bottom line and how that has changed.

Budget Transfers

M. Kortmann reviewed the budget transfers and all agreed that they could go forward to the full Board.

MOTION: Approve Budget Transfers to move forward to the full Board at the regular meeting tonight

By: J. Beausoleil

Seconded: D. Ryan

Result: Motion passes unanimously

Mr. Petrone reviewed the request from CHS for cafeteria tables. The Committee talked about possible use of end of the year surplus funds. Mr. Carroll noted that the Special Education tuition excess cost percentage figure has been finalized from the State of Connecticut. M. Kortmann talked about the Food Services accounts. Mr. Carroll said that they have been operating in the black for two months in a row.

J. Beausoleil arrived (6:50 p.m.)

The Committee turned the discussion to the possible use of the end of the year surplus funds. They reviewed each site's top requests and talked about capital budgets, energy plan items, bleachers, pumps, vinyl floor tiles, and tablets. The Committee decided to prioritize as follows: tablets, bleachers, sewage pump, CHS cafeteria tables and one 3D printer (as a last minute decision, if the legal expenses don't go too high). M. Kortmann asked that CNH be at the top of the list for furniture next year. M. Kortmann said she would like to see where the legal costs go before they address any further items.

VII. Adjournment

MOTION: To adjourn the meeting at 7:25 p.m.

By: J. Beausoleil

Seconded: D. Ryan

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: June 11, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Regular Meeting
Approved Minutes of May 14, 2015
Administration Building Conference Room**

Attendance Taken at 7:32 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice-Chairman
Mary Minor, Secretary
Eugene Marchand
William Oros
Denise Ryan

Board Members Absent:

Michael Sobol

Others Present:

Allan Andrews, Student Board of Education Representative

Administrators Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Business Manager

Audience Members Present: Jennifer DeRagon, CHS Teacher; Kristen Sparks, CHS Teacher; Ned Smith, CHS Band Teacher; Joseph Blake, CHS Principal; Michele Mullaly, Director of Teaching and Learning; Beth Giller, GHR Principal; Marybeth Moyer, CGS Principal; Dena DeJulius, CNH Principal; and several students with their parents.

I. Call to Order

J. Beausoleil called the meeting to order at 7:36 p.m.

II. Salute to the Flag

J. Beausoleil asked for a student volunteer to lead the pledge of allegiance. Eighth grade student Nick Cabral led the salute.

III. Audience of Citizens

There were none.

IV. Report of the Superintendent

Mr. Petrone reviewed different events and happenings taking place throughout the district.

IV.A. Information: Student Board of Education Representative Report - Allan Andrews

Mr. Andrews reviewed all of the spring activities taking place at CHS.

IV.B. Recognition: CABE Student Leadership Awards to CNH Students Juliana Mullen and Chase Prentiss and CHS Students Amanda Cabral and Allan Andrews

Mr. Petrone said how excited he was that the students were present to receive their awards. He said unfortunately, Juliana could not attend the meeting. He noted each student individually. Ms. DeJulius and Mr. Blake talked about the students and their accomplishments. Each student was presented with their award and a token of the Board's appreciation.

IV.C. Staff Recognition and Information: NEASC Steering Committee Members - Jennifer DeRagon, Kristen Sparks, and Ned Smith

Mr. Petrone said we are very lucky to be in a district with such talented staff. He noted Jennifer DeRagon, Kristen Sparks, and Ned Smith the CHS teachers who have been leading the NEASC Steering Committee. Mr. Blake said he could not speak highly enough about this group. He added that they have been great leaders among the staff.

The three teachers talked about the process the school is going through for the NEASC re-accreditation. They said currently CHS is going through the self-evaluation year. Ms. Mullaly added that there is such leadership and talent in this group. She said there has been much collaboration.

J. Beausoleil said people don't realize how much effort is required for this NEASC process. She said she appreciated the leadership of staff and work the staff are doing.

M. Kortmann also thanked the group for their hard work.

V. VOTE: Consent Agenda

M. Kortmann asked that item B be removed from the Consent Agenda

V.A. Accept the Resignation of Karen Buske, CGS Para-educator

MOTION: Approve the consent agenda, item A

By: E. Marchand

Seconded: M. Kortmann

Result: Motion passes unanimously

V.B. Approve the Coventry Public School Professional Learning and Evaluation Plan for submission to the State Department of Education

MOTION: Approve the Coventry Public School Professional Learning and Evaluation Plan for Submission to the State Department of Education

By: E. Marchand

Seconded: M. Kortmann

Discussion: M. Kortmann asked what has changed. Mr. Petrone said there really was not much, there were a few minor tweaks, such as forms and some language.

Result: Motion passes unanimously

VI. Report of Chairman

J. Beausoleil said that CGS is doing their annual box tops collection. She also put a shout out to the Project Graduation folks for their work. She reminded everyone of the Town Meeting on May 21 and the referendum on June 2. She also talked about the Energy Fair and said she was impressed with the solar panel presentation. In addition, she gave kudos to the Energy Committee for all of their dedicated work.

VII. VOTE: Approval of Minutes of April 30, 2015

MOTION: Approve the minutes of April 30, 2015

By: E. Marchand

Seconded: D. Ryan

Result: Motion passes 5-0-1

VIII. Report of Board Members

VIII.A. Information: Fiscal Committee Report: Meeting of May 14, 2015 - M. Kortmann and Mr. Carroll

Mr. Carroll reviewed the Fiscal Committee items from the meeting held earlier this evening including the Food Service request to increase the meal prices. He said the proposal is to increase the lunch prices at each school by \$.25 per lunch. He said it would be on the next Board agenda for a vote; allowing enough time for input from the public.

The next item reviewed was the Manager's Report for April. Mr. Carroll talked about the estimated surplus funds amount and how those funds would be allocated. Mr. Petrone noted there are a lot of variables that will come into play before the end of the year.

Mr. Carroll discussed the Food Services Department finances for March and April, where a profit was seen. He said they do anticipate a loss for the year.

Mr. Carroll talked about the budget transfers that are proposed for a vote tonight.

VIII.A.1. VOTE: Approve Budget Transfers

MOTION: Approve the following Budget Transfers: \$85,000 from account 100 Salaries and \$50,000 from account 200 Employee Benefits; \$134,900 to account 600 Supplies and \$100 to account 800 Other

By: E. Marchand

Seconded: W. Oros

Result: Motion passes unanimously

IX. Old Business

IX.A. Discussion and possible VOTE: FY16 Budget

J. Beausoleil said, due to the failed referendum, the Town Council met on Tuesday and voted to reduce the Board of Education's bottom line budget by \$86,000. She continued that there is some unusual ECHIP news, which will result in a \$48,000 savings to the Board's budget, which means, of the \$86,000 the Board will only have to cut an additional \$38,000.

D. Ryan said for the record she does not want to cut anything and she hopes more people will show up to vote.

J. Beausoleil noted that an additional \$15,000 was accounted for in the CHS salary account. She said this leaves the Board to decide on \$23,000. The Board talked about adding to the bus "savings" figure of \$15,000. J. Beausoleil continued to discuss the items that could be addressed. She asked if there could be consensus on the vacancy savings and the bus.

The Board reviewed the list again and the consensus, was to make the following reductions: CHS Stipend Amount of \$15,000; Vacancy Savings of \$8,000; a Bus at \$15,000 and the ECHIP adjustment of \$48,000.

MOTION: To make the following reductions: \$15,000 from line 113 Extra Curricular Activities; \$8,000 from line 111 Certified Salaries (Vacancy Savings); \$15,000 from line 510 Transportation; and \$48,000 from line 210 Health Insurance

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Regular Meeting
Approved Minutes of Thursday, May 28, 2015
Administration Building Conference Room**

Attendance Taken at 7:27 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Eugene Marchand
William Oros
Denise Ryan
Michael Sobol

Board Members Absent:

Mary Minor, Secretary

Administrators Present:

David J. Petrone, Superintendent
Robert Carroll, Business Manager

Audience Members Present: Marybeth Moyer, CGS Principal; Michele Mullaly, Director of Teaching and Learning; Steve Merlino, CHS Assistant Principal; Joseph Blake, CHS Principal; Dena DeJulius, CNH Principal; Beth Giller, GHR Principal; Brian Maltese, Athletic Director; Meredith Kirkpatrick, CHS English Teacher; Lisa Andosca, CHS Special Education Teacher; Lisa Dutton, CGS Physical Education Teacher; students and community members.

I. Call to Order

J. Beausoleil called the meeting to order at 7:35 p.m.

II. Salute to the Flag

J. Beausoleil led the salute to the flag.

III. Audience of Citizens

There were none.

IV. Report of the Superintendent

Mr. Petrone noted how busy the month of May is and he reviewed the different activities happening throughout the district.

IV.B. Recognition: Brain Dance Awards - Meredith Kirkpatrick, CHS English Teacher and CHS Seniors Gina Wiese, Hannah Vignone, Yasmine Forte

Mr. Petrone introduced Ms. Kirkpatrick who talked about the Brain Dance Awards and recognized the three CHS Students who wrote and submitted research papers and won awards - Gina Wiese, Hannah

Vignone, and Yasmine Forte. All three students got up and said a few words about working with Ms. Kirkpatrick and the Brain Dance Awards. Mr. Petrone presented Ms. Kirkpatrick and the students with a token of appreciation.

E. Marchand said this makes us proud to be Board members in Coventry.

IV.C. Recognition: Best Buddies Program - Lisa Andosca, ABLE Room CHS Special Education Teacher and CHS 10th grade students Justine Winarski and Dale Beaulieu

Mr. Petrone noted that Ms. Andosca has been recognized for her work in the Best Buddies program. Ms. Andosca gave credit to the two students, Dale Beaulieu and Justine Winarski, who work the program and also staff members who are helpers. Mr. Petrone presented Ms. Andosca with tokens of appreciation for her and the students.

IV.D. Recognition: Jump Rope for Heart - Lisa Dutton, CGS Physical Education Teacher

Mr. Petrone introduced Ms. Dutton, who explained the Jump Rope for Heart program and the successes of the fundraiser at CGS. Mr. Petrone presented Ms. Dutton with a token of the Board's appreciation.

IV.E. Information: 2014-2015 Administrators' Goal Achievement Update

Mr. Petrone explained the new format of the Goal Achievement presentations. He said, while the Board will be given the achievement documents in their entirety, the actual presentations by the Administrators will focus on selected goals. He invited the Board to ask questions or for more information as they felt the need.

IV.E.1. Athletics - Mr. Maltese

Mr. Maltese presented the goal achievements of the Athletic Department for the 2014-15 school year. A copy will be placed on the district's website.

M. Kortmann asked about the concussion protocol, the Captain's Council, the monies coming in and going out, and the Athletic Safety Plan. Mr. Maltese talked to those points and added that the Athletic Safety Plan is in development mode, with implementation planned for 2015-16.

J. Beausoleil noted how valuable that type of training is, because not all coaches are employees, who would have the training already. She noted how pleased she was with the different items mentioned.

IV.E.2. Coventry High School - Mr. Blake

Mr. Blake shared his goal achievement presentation for Coventry High School for the 2014-15 school year. The full Goal Achievement document will be placed on the district's website.

W. Oros asked about the college students involved in the ECSU partnership. Mr. Merlino talked to those points and talked about the program in general. M. Kortmann asked about the different students involved and their participation. Mr. Blake talked about that.

E. Marchand asked about the scheduling process at the high school. Mr. Blake explained the process of tracking and different scenarios. J. Beausoleil said how great it is that the paper process is no longer necessary and that energy can be focused on the students instead.

M. Kortmann asked for a breakdown of the students taking the AP courses.

M. Sobol said it is encouraging to see the schools using technology to the maximum.

J. Beausoleil noted the NEASC challenges and talked about the successes seen this year, and how impressive this is.

IV.E.3. Teaching and Learning - Ms. Mullaly

Ms. Mullaly shared her achievement presentation for Teaching and Learning for the 2014-15 school year. The full document will be available on the district's website.

M. Kortmann asked about the Person Inform product. Mr. Petrone said it is going to be a thoughtful roll out process, with a full presentation to the Board in late fall 2015.

M. Kortmann asked about the music curriculum and if there was any differentiation of instruction. Ms. Mullaly talked to that and how the district will look at assessment data and see where the students are and what they might need.

J. Beausoleil said it was an impressive first year for Ms. Mullaly in her new role. She said there would not be the successes noted without the leadership.

V. VOTE: Consent Agenda

V.A. Accept the resignation of Patrick Leighton, CHS Science Teacher

V.B. Accept the resignation of Theresa Labbe, CHS Para-educator

V.C. Approve the Educational Technology Plan for July 1, 2015 June 30, 2018

V.D. Approve the 2015-16 Increase in the School Meal Prices

MOTION: Approve the consent agenda as presented

By: M. Kortmann

Seconded: D. Ryan

Result: Motion passes unanimously

VI. Report of the Chairman

J. Beausoleil noted that June 10 was the senior awards night at CHS. In addition, she reminded everyone that the second referendum is scheduled for June 2. She also talked about the preschool groundbreaking happening on Friday, May 29 at 4:00 p.m. She noted the Scholarship Committee meeting scheduled for Saturday, May 30.

M. Kortmann said that she had the annual report from EASTCONN and she passed it around for Board members' review.

VII. VOTE: Approval of the Minutes of May 14, 2015

MOTION: Approve the Minutes of May 14, 2015

By: D. Ryan

Seconded: M. Kortmann

Result: Motion passes 5-0-1 (M. Sobol abstains)

VIII. New Business: Board Recognition of the District's receipt of the Ossen Family Foundation Grant

J. Beausoleil said this was an outstanding grant to receive. She asked for consensus from the Board for the Superintendent to send a letter of appreciation. There was a consensus.

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Regular Meeting
Approved Minutes of Thursday, June 11, 2015
Administration Building Conference Room**

Attendance Taken at 7:30 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Mary Minor, Secretary (arrived at 8:37 p.m.)
William Oros
Denise Ryan
Michael Sobol

Board Members Absent:

Eugene Marchand

I. Call to Order

J. Beausoleil called the meeting to order 7:33 p.m.

II. Salute to the Flag

J. Beausoleil led the salute to the flag.

III. Audience of Citizens

There were none.

IV. Report of the Superintendent

Mr. Petrone reviewed items and events happening around the district. Mr. Petrone also touched on this year's assessments and parents who have excused their students from the test. He explained how this hurts the students because no data is collected.

IV.A. Information and Recognition: Student Board of Education Representative Report - Allan Andrews

While Allan was unable to attend tonight, Mr. Petrone thanked him for his service and said he would be sure to give the Board's gift to Allan.

IV.B. Recognition: Shannon Entwistle, CHS English Teacher and Victoria Fox, CNH Reading/LA Teacher - Completion of the CAS Leadership Academy 2014-15

Mr. Petrone talked about building capacity in the district and also the program these teachers were involved in. Mr. Blake said how Ms. Entwistle is an example of true leadership in the school. Ms. DeJulius talked about Ms. Fox and her leadership at the middle school. She said she is a wealth of knowledge. Both teachers said it was a great opportunity and were appreciative they were able to participate. Mr. Petrone presented both teachers with a gift of thanks from the Board of Education.

IV.C. Information: 2014-2015 Administrators' Goal Achievement Updates

IV.C.1. Facilities - Mr. Stanavage

Mr. Stanavage reviewed his goal achievement for the 2014-15 school year. That document will be available on the district website.

M. Kortmann asked about the equipment list. Mr. Stanavage spoke to that. Mr. Petrone noted this is a rough draft of a list, and should be looked at as a starting point.

J. Beausoleil said what a challenging first year Mr. Stanavage has had. She said what a great job he has done handling those challenges. Mr. Petrone agreed saying his work ethic is outstanding.

IV.C.2. Business Office - Mr. Carroll

Mr. Carroll presented his goal achievement report of the 2014-15 school year. That document is available on the website.

M. Kortmann asked about the State Chart of Accounts issue. Mr. Carroll said it sounds like it is moving forward and Coventry has already had to submit some information.

IV.C.3. Coventry Grammar School - Ms. Moyer

Ms. Moyer reviewed the goal achievements for the Coventry Grammar School for the 2014-15. That document is available on the district's website.

(M. Minor arrived 8:37 p.m.)

The Board discussed the parent climate survey questions and the very high approval rate. Ms. Moyer said there is a very high involvement rate.

M. Minor talked about visiting the school and how focused they are on writing. She noted how impressed she is with this.

IV.C.4. Capt. Nathan Hale School - Ms. DeJulius

Ms. DeJulius presented the CNH Goal Achievement information for the 2014-15 school year. That document is attached to the district's website.

M. Kortmann asked about the math data for grade 8 and if the algebra classes participated. Ms. DeJulius said yes.

V. VOTE: Consent Agenda

V.A. Accept the Retirement of Gail Sroka, Grade 3 Teacher

V.B. Approve the Annual GRIDIRON Sponsorship Advertising Proposal

MOTION: Approve the Consent Agenda as presented

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes unanimously

VI. Report of Chairman

J. Beausoleil said this is an exciting time of year for the schools. She continued that there are many program showcases and celebrations happening. She noted the preschool groundbreaking and the scholarship awards night. She also talked about the FPS students and how they are in Iowa competing now. She noted that graduation is June 20. She welcomed Christine Murphy as the new PSSS Director.

VII. VOTE: Approval of Minutes - May 28, 2015

MOTION: To approve the minutes of May 28, 2015

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes 5-0-1 (M. Minor abstains)

VIII. New Business

VIII.A. Structural Update - Mr. Stanavage

Mr. Stanavage reviewed the latest information from DiBlasi and Associates. Mr. Petrone stated the original report was done by Silva and Associates and it is now being verified by DiBlasi. Mr. Petrone clarified that

DiBlasi has stated the buildings are safe. He also said while we have received much good news, there is more work to be done.

IX. Report of Board Members

IX.A. Information: Fiscal Committee Report: Meeting of June 11, 2015 - M. Kortmann and Mr. Carroll

Mr. Carroll noted the Committee met earlier in the night. He said there are no bad indicators for the end of the year. He reviewed other items that would be addressed as well. He said the Committee voted to move transfers forward to the full Board for approval.

IX.A.2. VOTE: Approve Budget Transfer

MOTION: Approve the Budget Transfer of \$30,000 from account 200 Employee Benefits to account 600 Supplies

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes unanimously

Mr. Carroll went on to review the information discovered regarding the Medicaid funds and how permission is not needed from the town.

Mr. Petrone said the final adoption of next year's budget will happen at the next meeting.

X. Adjournment

MOTION: To adjourn the meeting at 9:48 p.m.

By: M. Sobol

Seconded: M. Kortmann

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: June 25, 2015

**Coventry Board of Education
Coventry, Connecticut**

**Board of Education Regular Meeting
Approved Minutes of June 25, 2015
Administration Building Conference Room**

Attendance Taken at 6:33 p.m.:

Board Members Present:

Jennifer Beausoleil, Chairman
Mary Kortmann, Vice Chairman
Mary Minor, Secretary
Eugene Marchand
William Oros
Denise Ryan (left at 9:05 p.m.)

Board Members Absent:

Michael Sobol

I. Call to Order - 6:30 p.m.

J. Beausoleil called the meeting to order at 6:35 p.m.

II. Salute to the Flag

J. Beausoleil led the salute to the flag.

III. Board of Education Workshop Regarding Confidentiality Matters - Jessica Ritter

J. Beausoleil introduced Jessica Ritter from Shipman and Goodwin who was present to share a presentation with the Board regarding Confidentiality and Due Process. Ms. Ritter went through her PowerPoint presentation on the topic.

The Board thanked Ms. Ritter for coming and sharing the information.

IV. Audience of Citizens - 7:30 p.m.

There were none.

V. Report of the Superintendent

Mr. Petrone reviewed the last two weeks of school and all of the events and happenings taking place around the district.

V.A. Information: 2014-2015 Administrators' Goal Achievement Updates

V.A.1. Food Services - Ms. Pratt

Mr. Petrone introduced Ms. Pratt who shared the Food Services Goal Achievement for 2014-15. That document is available on the district website.

M. Kortmann asked about the advisory boards at the schools. Ms. Pratt talked about the changes made this year and the educational aspect that was added. She noted that the students really enjoyed this.

J. Beausoleil congratulated Ms. Pratt for her department in completing the administrative review.

V.A.2. G. H. Robertson School - Dr. Giller

Dr. Giller reviewed the G. H. Robertson School Goal Achievements for the 2014-15 school year. That document is available on the district's website.

E. Marchand asked about the IRT procedures and parent involvement. Dr. Giller said there is parent contact before that process begins and throughout the process.

The Board discussed the Smart Goals and how the growth of students is measured and presented.

E. Marchand asked about Edmodo and how that worked. Dr. Giller and Mr. Petrone explained the website and how the students are using it. The Board discussed the different applications. M. Minor expressed concerns about how many different applications there are to track as a family and as parents.

J. Beausoleil asked about the parent survey and the overall participation rate. Dr. Giller said 95%

V.B. Wellness Presentation - Ms. Pratt and Dr. Giller

Dr. Giller and Ms. Pratt shared a PowerPoint presentation which included the history and development of Coventry's Wellness Policy; the current committee and the requirements the committee needs to meet; wellness policy awareness and evaluation; feedback from the administrative review; proposed state guidance; and district wellness in action.

Dr. Giller said next year the focus will be on increased communication.

J. Beausoleil said this is a very collaborative environment. She noted there is a lot of brainstorming happening at the meetings. She added there has been a tremendous amount of work that has been done.

Dr. Giller publicly thanked the Allison White, the parent representative on the committee.

D. Ryan asked about the attention span of students and how it relates to physical activity or "movement breaks" that is needed to help them focus. The administrators talked about what is happening at the different levels.

VI. VOTE: Consent Agenda

VI.A. Accept the Retirement of Sharon Masterson, CNH Teacher

VI.B. the resignation of Alyssa Zebrowski, CEIS Para-educator

MOTION: Approve the consent agenda as presented

By: M. Kortmann

Seconded: E. Marchand

Result: Motion passes unanimously

VII. Report of the Chairman

J. Beausoleil commented on graduation and the nearly perfect day. She gave many thanks to the staff who assisted with the special culminating event.

She also mentioned a letter she received from a student regarding reducing testing. She said she would be responding on behalf of the Board noting the legal obligation the schools have.

J. Beausoleil also talked about the creation of the preschool fund by the Town Council.

VIII. VOTE: Approval of the Minutes of June 11, 2015

MOTION: To approve the minutes of June 11, 2015

By: D. Ryan

Seconded: W. Oros

Result: Motion passes 5-0-1 (E. Marchand Abstained)

IX. Old Business

IX.A. VOTE: Re-approve adjusted Minutes of May 14, 2015

MOTION: Re-approve adjusted minutes of May 14, 2015

By: D. Ryan

Seconded: W. Oros

Result: Motion passes unanimously

IX.B. Information and VOTE to adopt the final 2015-16 budget

MOTION: To adopt the final 2015-16 budget of \$26,811,045 a 1.10% increase

By: W. Oros

Seconded: E. Marchand

Result: Motion passes unanimously

Denise Ryan left the meeting at 9:05 p.m.

IX.C. Information: Coventry Preschool

IX.C.1. Project Status Update

IX.C.2. Preschool Fund Establishment

Mr. Petrone noted that the work is happening so fast it is hard to keep up. He said this is a project that needs a lot of attention, because there are so many details. Mr. Petrone thanked the Town and Mr. Elsesser for all of their collaboration and assistance. He said everything is running very smoothly and we expect that will continue.

Mr. Petrone noted the Town Council's development of the preschool fund. He said, there are so many moving parts, that oversight of this program, will most likely end up as a goal for 2015-16. He said he is confident in the individuals who are managing this program and that it will be complete in time.

M. Kortmann asked that the fund item be added to a Fiscal Committee agenda for discussion. Mr. Petrone said it would be on the next Fiscal meeting agenda.

X. New Business

X.A. Discussion and VOTE: Request Movement of BOE 14-15 Funds into the non-lapsing account with the Town

J. Beausoleil did a brief overview of the 1% non-lapsing account. She explained the amount of \$80,000, which will be requested to move into the non-lapsing account. She also said she will ask for the Board to vote on using some of the funds for the ADA/OCR compliance work that needs to be done.

MOTION: To respectfully request the Town Council move \$80,000 into the non-lapsing account and if the funds that are actually available at the end of the year are less than \$80,000 the amount transferred be adjusted as such.

By: W. Oros

Seconded: M. Kortmann

Discussion: E. Marchand asked for a review of where these funds came from. Mr. Petrone reviewed the list of savings that were seen in different accounts, such as the health insurance, special education reimbursement, tuition, and vacancy savings.

W. Oros reviewed timing issues and when funds will be needed for the ADA/OCR compliance issues. M. Kortmann talked to the thought process.

E. Marchand asked about the structural concerns that were discussed at the last meeting. Mr. Petrone reviewed the next steps that need to happen in that process.

Result: Motion passes unanimously

MOTION: To authorize the business manager and superintendent to send a request to the Town Council to pursue using the 1% non-lapsing account to address outdoor ADA compliance issues

By: W. Oros

Seconded: M. Kortmann

Result: Motion passes unanimously

XI. Report of Board Members

XI.A. Information: Transportation Committee - Report of Meeting of June 25, 2015 - W. Oros

W. Oros reviewed the meeting of the Transportation Committee. Specifically he noted that they discussed the bus routing software and how the Committee will need to move forward. J. Beausoleil said there were some brief updates on the GPS software that is being utilized. They confirmed that the Transportation Committee will meet earlier in July to be certain things are moving in the right direction. Mr. Oros noted that the Committee authorized the superintendent to explore bus routing auditing options.

E. Marchand noted that there were outstanding candidates for the position of the Board of Education Student Representative for 2015-16. He stated that Emily Oliver will be the representative.

XII. Adjournment

MOTION: To adjourn the meeting at 9:42 p.m.

By: W. Oros

Seconded: E. Marchand

Result: Motion passes unanimously

Respectfully submitted,

Kimberlee Arey Delorme
Board Clerk

Approved: July 9, 2015

Laura Stone

From: Julie Blanchard
Sent: Thursday, March 24, 2016 11:53 AM
To: David Petrone
Cc: William Oros; worosoutside; Matthew OBrien; Thomas Pope; Andy Brodersen; Richard Williams Jr.; Lisa thomas; Hannah HPietrantonioTC; John Elsesser; Laura Stone; Beth Bauer
Subject: Town Council Questions after 3/23/16 Meeting

Dear Dave:

Here are some questions that we still would like answered before our deliberations on the budget next week.

4) We would like to know where the funds came for to purchase the iPads.

Were they purchased as a line item in a final appropriated budget? Were they purchased with funds from a grant? Were they purchased with excess (surplus) funds? Number of iPads purchased from each source of funding by year.

12) We would like a list and the current and projected budget impacts.

18) You have previously identified these items that were funded with surplus funds from the 2014 - 2015 budget

\$131,000 purchase iPads
\$75,000
for the pre-school construction project
\$80,000 moved to the non-lapsing
\$3,409 returned to the general fund

Were there any additional surplus funds identified in the 2014 - 2015 budget and if so, how were they spent?

The minutes provided do not provide specific details that we can identify.

**What is the projected savings as a result of the 8% reduction in the electric rate district wide?

**What is the software cost estimate from Tyler Technologies to purchase an open-gov type program?

Thank you.

Julie Blanchard
Chairwoman, Town Council

Laura Stone

From: David Petrone
Sent: Monday, March 28, 2016 5:01 PM
To: Julie Blanchard
Cc: Frank Infante; Gene Marchand; Jennifer Beausoleil; Mary Kortmann; Michael Sobol; mike griswold; William Oros; Kimberlee Delorme; Robert Carroll; Matthew OBrien; Richard Williams Jr.; Andy Brodersen; Hannah Pietrantonio; Thomas Pope; Lisa thomas; Laura Stone; John Elsesser
Subject: FW: Town Council Questions after 3/23/16 Meeting

Julie,

On behalf of Bill Oros, please accept the answers below to the council's questions.

Thank you,

David

David J. Petrone
Superintendent of Schools
Coventry Public Schools
1700 Main Street
Coventry, CT 06238
Tel: (860) 742-7317 x2
Fax: (860) 742-4567

From: Julie Blanchard
Sent: Thursday, March 24, 2016 11:53 AM
To: David Petrone <dpetrone@coventryct.org>
Cc: William Oros <woros@coventryct.org>; worosoutside <oroswm@snet.net>; Matthew OBrien <MattObrien@coventryct.org>; Thomas Pope <tpope@coventryct.org>; Andy Brodersen <abrodersen@coventryct.org>; Richard Williams Jr. <rwilliamsjr@coventryct.org>; Lisa thomas <lthomas@coventryct.org>; Hannah HPietrantonioTC <HPietrantonioTC@coventryct.org>; John Elsesser <jelsesser@coventryct.org>; Laura Stone <LStone@coventryct.org>; Beth Bauer <bbauer@coventryct.org>
Subject: Town Council Questions after 3/23/16 Meeting

Dear Dave:

Here are some questions that we still would like answered before our deliberations on the budget next week.

4) We would like to know where the funds came for to purchase the iPads.

Were they purchased as a line item in a final appropriated budget? **YES**

Were they purchased with funds from a grant? **YES**

Were they purchased with excess (surplus) funds? **YES**

Number of iPads purchased from each source of funding by year.

Gen Fund

Grants

2015-16	30	
2014-15	321	
2013-14	465	
2012-13	217	160
2011-12	4	

12) We would like a list and the current and projected budget impacts. **Please see the approved FY16 budget and the proposed FY17 budget.**

18) You have previously identified these items that were funded with surplus funds from the 2014 - 2015 budget

- \$131,000 purchase iPads
- \$75,000 for the pre-school construction project
- \$80,000 moved to the non-lapsing
- \$3,409 returned to the general fund

Were there any additional surplus funds identified in the 2014 - 2015 budget and if so, how were they spent? **Not that we recall.**

The minutes provided do not provide specific details that we can identify.

****What is the projected savings as a result of the 8% reduction in the electric rate district wide? \$11,500**

****What is the software cost estimate from Tyler Technologies to purchase an open-gov type program? Quote not yet received.**

Thank you.

Julie Blanchard
 Chairwoman, Town Council

Laura Stone

From: Julie Blanchard
Sent: Tuesday, March 29, 2016 2:27 PM
To: William Oros; David Petrone; Andy Brodersen; Hannah HPietrantonioTC; Matthew OBrien; Richard Williams Jr.; Thomas Pope; John Elsesser; Laura Stone; Lisa thomas
Cc: Jennifer Beausoleil; Michael Sobol; mike griswold; Frank Infante; Mary Kortmann; Gene Marchand; Julie Blanchard
Subject: Board of Education Chair's Responses

Bill:

We received your responses to our questions related to our budget deliberations yesterday.

While there was some useful information in your responses we were once again disappointed that the information is incomplete and in some cases not responsive to our questions.

The first question asked about funds used to purchase the 1300 iPads over the last 5 years. You did identify which ones were purchased with grant money (160 in 2012 - 2013) but did not differentiate for all the other iPads as to which were purchased as part of a final approved budget and which ones were purchased with surplus funds. We are uncertain why you did not answer the question properly.

Can you answer how many iPads were approved to be purchased in each of the final approved budgets? We have had difficulty identifying specific numbers of iPads to be purchased in the information you have provided to us in response to our request.

The second question was to ask once again for the budgetary impacts of all changes in staffing since you built the 2015-2016 budget. You did not respond to this question.

We would like, at a minimum, the list of positions that are currently open and the salary impacts of filling those. Please identify whether there will be anticipated budgetary savings either from the vacancy or by filling the position with someone at a different level of salary than it had been. Please identify any anticipated vacancies going forward through the end of this year and/or in next years budget and please provide the same projection of any anticipated budgetary savings from either the vacancy or the changes in salary associated with filling them.

The next question was about your surplus funds generated during the 2014 - 2015 budget year. As noted, after a great deal of back and forth we are able to identify actions that you took with surplus funds in last year's budget totaling \$289,000. Our question is whether there were any other surplus funds generated last year and how they were spent.

Your answer "Not that we recall." is not acceptable. This is a question that we have been asking since November of 2015. Your initial response was that your total surplus was \$83,409. We now all know that that answer was not correct or even close to the correct answer. At each juncture you have provided inaccurate and incomplete answers and have made this process much more tedious and confrontational than it need be. We would like a definitive answer please.

Thank you for your answers to the questions about the projected savings district wide resulting from the favorable negotiation of rates for electricity last week and to our question about the cost estimate of the software that would be needed to allow the Board to join the Town in participating in an open-gov type program.

We appreciate your prompt response.

Julie Blanchard
Chairwoman, Town Council

Laura Stone

From: Julie Blanchard
Sent: Thursday, March 31, 2016 7:26 AM
To: Andy Brodersen; Hannah HPietrantonioTC; Matthew OBrien; Richard Williams Jr.; Thomas Pope; John Elsesser; Laura Stone; Lisa thomas
Subject: FW: Respond

FYI

Julie Blanchard

From: Oroswm@snet.net [oroswm@snet.net]
Sent: Wednesday, March 30, 2016 7:00 PM
To: Julie Blanchard
Cc: Jennifer Beausoleil; Gene Marchand; Mike Sobol; Mary Kortmann; Frank Infante; mgriswoldoutside; David Petrone
Subject: Respond

Please know, we believe we have already provided this information in numerous ways .

Bill

Sent from my

Laura Stone

From: Julie Blanchard
Sent: Thursday, March 24, 2016 11:38 AM
To: Andy Brodersen; Hannah HPietrantonioTC; Matthew OBrien; Richard Williams Jr.; Thomas Pope; John Elsesser; Laura Stone; Lisa thomas
Cc: Julie Blanchard
Subject: FW: natural gas pipeline

From: John Elsesser
Sent: Friday, February 26, 2016 8:00 AM
To: Julie Blanchard
Subject: FW: natural gas pipeline

FYI

From: Cathy Cementina [mailto:ccementina@charter.net]
Sent: Friday, February 26, 2016 6:48 AM
To: John Elsesser; Lisa thomas
Subject: natural gas pipeline

To John and Lisa,

I am disappointed to learn this. To what extent has the town made public the NEED for the additional gas? I have heard and read nothing to this effect. It feels, from a Coventry resident's point of view, as if this is being forced upon my husband and I. We are in a retirement phase and considering options for where we want to ultimately reside. This gives us pause, and that makes me sad.

And no, to John's point in the article, natural gas is not "evil." It is, however, a fossil fuel.

Cathy Cementina
904 Flanders Road

Coventry officials mull \$2.8 million gas pipeline

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Posted: Wednesday, February 24, 2016 12:18 pm

By **Tim Leininger**

For the **Journal Inquirer** | 0 comments

COVENTRY — If town officials sign off on the proposal, construction on a natural gas pipeline could begin in June and be completed by summer's end.

The Town Council on Monday will have a discussion regarding a proposal from Connecticut Natural Gas to add a 4-mile line to the town.

The proposed CNG gas main would involve installing a line from Mansfield that would run to Coventry via Route 44.

The first facilities to use the line would be Coventry High School, Nathan Hale Middle School, Coventry Town Offices, and the Fire and Police departments. The line also would be available to serve certain residential areas.

With various payment proposals in the presentation, the projected construction cost is estimated at \$2.8 million with an expected contribution from the town of about \$600,000. These numbers may be slightly higher or lower depending on which package the town chooses.

Pending approval from the town and signing of contracts, design approval, and permit approval, construction could begin as early as June 2016 with it being finished by the end of the summer.

CNG is the only natural gas provider available for Coventry. The Algonquin pipeline runs through Coventry but does not offer services. CNG has a poor approval rating at best with the Better Business Bureau. Its rating is a D-minus, with 17 complaints that have been filed against CNG.

Online reviews site multiple complaints of poor customer service — online billing problems, wrong billing assignments, lengthy hold times, and drivers never showing up for scheduled maintenance calls.

"You only have one supplier," Councilman Thomas Pope said this week. "If you want gas, you've only got one source."

However, Town Manager John A. Elsesser is confident that if any problems do arise, the town has some weight with any issues because CNG is a regulated utility.

"We've been trying to talk with them over the years," he said.

The CNG proposal is foregoing the usual deliberation because of a small window of time that allows them to divert funds to extension projects, Elsesser said Tuesday.

"We'll hear their presentation," he said, "and see if there's something we can do now or in the future."

Elsesser said there are complicating factors in trying to complete the project this year.

One issue is funding. Because the proposal is going straight to the Town Council, the usual vetting processes through the Steering and Finance committees has been circumvented.

Elsesser said additional funding will be needed to include the refitting of the buildings that will begin using the natural gas line.

Elsesser said natural gas burns cleaner and is cheaper than oil, and after the initial investment, money will be saved in the long run.

"We require heat," Elsesser said. "I don't think one fuel is inherently evil and one is not. They all have their advantages and disadvantages."

Natural gas is less expensive, according to CNG's proposal, which cited the current cost of oil for Coventry High School at \$51,552 annually, while the cost of natural gas \$30,442, a saving of \$21,110.

CNG presented a proposal to Hebron on Thursday, Feb. 18. That project is estimated at \$4.2 million for 6 miles of pipeline and will cost the town \$441,900.

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Posted in Page One, Coventry on *Wednesday, February 24, 2016 12:18 pm.*

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Laura Stone

From: Julie Blanchard
Sent: Thursday, March 24, 2016 11:36 AM
To: Andy Brodersen; Hannah HPietrantonioTC; Matthew OBrien; Richard Williams Jr.; Thomas Pope; John Elsesser; Laura Stone; Lisa thomas
Cc: Julie Blanchard
Subject: FW: Open Space Provision in the Budget

From: Elizabeth Mahan [elizabethmahan@yahoo.com]
Sent: Thursday, March 10, 2016 7:37 AM
To: Julie Blanchard
Cc: John Elsesser
Subject: Open Space Provision in the Budget

Dear Ms. Blanchard,

I write to urge you and your fellow Town Council members, as you consider this year's budget, to preserve--if not increase--the \$25,000 allocation for open space. I recall that during the campaign last fall, the literature that arrived at my house from the Republican candidates made a point of expressing your party's commitment to preserving Coventry's rural character and protecting the environment. Though \$25,000 a year is a paltry sum, keeping in the budget would honor the commitment you and your colleagues made during the campaign *and* enable the Town to continue to protect its great and beautiful open spaces.

I would be grateful if you would share my note with the other members of the Town Council.

Many thanks,

Elizabeth Mahan

Laura Stone

Subject: FW: Open Space Budget Item

From: Jasmine Wolf [jbirdsings@aol.com]
Sent: Thursday, March 10, 2016 4:37 PM
To: Julie Blanchard
Cc: John Elsesser
Subject: Open Space Budget Item

I calculated the cost to taxpayers for the traditional \$30,000 and asked a retired UConn math professor to make the same calculation. We came up with the same answer. \$30,000 is .073% of the entire budget. For every \$1,000 paid in taxes 73 cents goes into the open space fund or 78 cents for the median household. Certainly we and future generations deserve to enjoy Coventry's landscapes, farms and forests for this tiny investment. The \$.78 also reduces the burden on taxpayers because undeveloped land requires less services and raises the value of neighboring homes. Peace, Jasmine Wolf

Julie, please share this with the other Town Council members. Thank you.

Laura Stone

From: Julie Blanchard
Sent: Thursday, March 24, 2016 11:29 AM
To: Andy Brodersen; Hannah HPietrantonioTC; Matthew OBrien; Richard Williams Jr.; Thomas Pope; John Elsesser; Laura Stone; Lisa thomas
Cc: Julie Blanchard
Subject: FW: tonights meeting about the budgets 3/10/16

From: Marie Reynolds [mlr0608@yahoo.com]
Sent: Thursday, March 10, 2016 6:35 PM
To: Julie Blanchard
Subject: tonights meeting about the budgets 3/10/16

My name is Marie Reynolds and I live at 381 Cedar Swamp Rd. Coventry Ct and I would like my email added to the records of tonight's meeting that I really would like to see the Board of Education budget passed as is. Please don't take funds away from our children. We need this to keep them succeeding. Thank you for your time

Marie Reynolds

Laura Stone

From: Julie Blanchard
Sent: Tuesday, March 29, 2016 10:44 AM
To: John Elsesser; Laura Stone
Subject: FW: 2016/2017 Budget discussions

From: Haley Small [haleysmall01@gmail.com]
Sent: Monday, March 21, 2016 5:23 PM
To: David Petrone; kdelorme@cpsctg.org; Gene Marchand; William Oros; Frank Infante; Michael Sobol; mike griswold; Jennifer Beausoleil; Julie Blanchard; Matthew OBrien; Richard Williams Jr.; Andy Brodersen; Hannah HPietrantonioTC; Lisa thomas; Mary Kortmann
Subject: 2016/2017 Budget discussions

Can you please read the message below and have it entered as an official part of the record for tonight's meeting, as I am unable to make it there in person tonight. Thank you in advance.

Good evening. Please let me start by saying that I do not believe any budget cuts should be made to the budget whatsoever until the Citizens have a chance to vote on it. Send it AS PROPOSED.

Second, I am specifically concerned about the fate of the Challenge & Enrichment Programs in Coventry. Every year I repeatedly hear that it's not a "necessity". I wholeheartedly disagree. Many of these gifted students require and flourish ONLY under the opportunities afforded in the CEP program and under the direction of Jeff Spivey. It is my personal opinion that CEP is significantly lacking funding as it is and that Mr. Spivey is one of the biggest assets our school district has to offer to students and families here. In fact, if this program were cut or underfunded, we'll seriously be reconsidering where our children go to school in the future. The fact is, there are many magnet schools around us that are better funded than our public school, and that are able to offer many experiences like that our kids currently receive in CEP. We spend hundreds of thousands of dollars bussing kids out to these other schools when maybe, just maybe if we better funded programs such as CEP within our own schools in Coventry, less children would go out of district and the savings could be seen on the transportation side of things.

Another point I'd like to make is that the Town Council's own goals for this year specifically identified supporting the Board of Education as one of it's main priorities. Cutting what are very reasonable and basic necessities such as the challenge and enrichment program and ipads/technology in today's world is NOT being supportive.

Last but not least, I'd like to point out all of the recognition and positive acknowledgements the Town of Coventry gets when our bright CEP students give back to the community, accomplish amazing things at young ages, advance so many gifted students to the Future Problem Solvers State and International competitions and come home placing, the positive press received from the impressive work our students are doing and being recognized for their tremendous work at places like the Legislative Office Technology Fair are things that shine a light on the best and brightest Coventry has to offer. Don't you think these accomplishments are noticed and read about and witnessed by parents and families all over make them WANT to come live and go to school in Coventry? Don't these students deserve the funding they have earned?

Aren't these things we want to expand on and not take from?

I ask that the budget be sent to vote as proposed and that no consideration be given to cuts to the CEP budget whatsoever.

Thank you,

Haley Small
8 Auburn Trail
(860)670-0137

Laura Stone

From: Julie Blanchard
Sent: Thursday, March 24, 2016 11:19 AM
To: Andy Brodersen; Hannah HPietrantonioTC; Matthew OBrien; Richard Williams Jr.; Thomas Pope; John Elsesser; Laura Stone; Lisa thomas
Cc: Julie Blanchard
Subject: FW: BOE Budget

From: Caryll Schenker [caryll.schenker@gmail.com]
Sent: Wednesday, March 23, 2016 11:37 AM
To: Julie Blanchard
Subject: BOE Budget

I am writing to express my support for the budget presented by the Board of Education for the 2016-17 school year. I feel the budget is the result of a diligent effort by school administrators, the superintendent, and the Board of Education. It is fiscally responsible, and aligns with the district's mission to prepare every student for life and working in the 21st century.

I respectfully request that the Town Council present the budget, as is, for a vote by the residents of Coventry.

Caryll Schenker

Laura Stone

From: Julie Blanchard
Sent: Tuesday, March 29, 2016 10:44 AM
To: Laura Stone; John Elsesser
Subject: FW: Coventry Budget

From: Haley Small [haleysmall01@gmail.com]
Sent: Friday, March 25, 2016 3:13 PM
To: Richard Williams Jr.
Cc: Gene Marchand; kdelorme@cpsctg.org; Mary Kortmann; Lisa thomas; Julie Blanchard; Hannah HPietrantonioTC; Andy Brodersen; Jennifer Beausoleil; William Oros; Frank Infante; mike griswold; Matthew OBrien; David Petrone; Michael Sobol
Subject: Coventry Budget

I just wanted to send a follow up email regarding last weeks' meetings and a response to your comments in the Chronicle article Mr. Williams.

I want you to know that we, as active and invested parents and residents, understand that the TC does not decide WHAT to cut. What we do understand is that cuts in the past have been requested of the BOE before residents have had a chance to actually vote on the budget as proposed. We wanted our voices heard this year, BEFORE that happened. The fact is, you can't argue with footage where TC members are seen questioning specific costs associated with CEP and technology as well as some other BOE line items.

Frankly, I was completely disgusted at the lack of respect some board members showed in their attitudes, comments and body language, towards the parents and YOUR constituents, who took the time to speak about how they feel about cuts to the BOE budget. We simply wanted to be allowed to have a voice and advocate for our children. Your suggestion that we must be misinformed was and is, insulting.

Haley Small
(860)670-0137

Laura Stone

From: Julie Blanchard
Sent: Tuesday, March 29, 2016 10:47 AM
To: John Elsesser; Laura Stone
Subject: FW: budget

From: michelle talaga [mtalaga13@sbcglobal.net]
Sent: Sunday, March 27, 2016 8:01 AM
To: Julie Blanchard
Subject: FW: budget

Sent from Yahoo Mail for iPad

----- Begin Forwarded Message -----

From: michelle talaga
Date: Mar 25, 2016, 1:58:05 PM
To: , blanchard@coventryct.org, mobrien@coventryct.org, rwilliamsjr@coventryct.org,
abrodersen@coventryct.org, hpietrantonioTC@coventryct.org, tpope@coventryct.org,
lthomas@coventryct.org, bd_ed@coventryct.org
Subject: budget
Good Afternoon,

I am writing to express my support for the budget presented by the Board of Education for the 2016-17 school year. It is fiscally responsible, and aligns with the district's mission to prepare every student for life and working in the 21st century.

I respectfully request that the Town Council present the budget, as is, for a vote by the residents of Coventry.

Thank you,

Michelle & Steve Talaga
181 Cedar Swamp Rd

Laura Stone

From: Julie Blanchard
Sent: Tuesday, March 29, 2016 10:46 AM
To: John Elsesser; Laura Stone
Subject: FW: Town Budget

From: Terilee [terilee09@hotmail.com]
Sent: Monday, March 28, 2016 3:48 PM
To: Julie Blanchard; Matthew OBrien; Richard Williams Jr.; Thomas Pope; Lisa thomas; Andy Brodersen; Hannah HPietrantonioTC; David Petrone; Kimberlee Delorme; Mary Kortmann; William Oros; Frank Infante; Gene Marchand
Subject: Town Budget

Town Council Members -

We are writing to express our support for the budget presented by the Board of Education for the 2016-17 school year.

We believe in the informed decisions and careful consideration of our school administrators, the superintendent, and the Board of Education when preparing our school budget. This proposed budget is fiscally responsible, and aligns with the district's mission.

We respectfully request that the Town Council JOIN with the Board of Education and present the budget, as is, for a vote by the residents of Coventry. We ask that you demonstrate to the citizens that we are UNITED in support of our schools, our families and our children.

A strong, healthy school system is vital to a strong, healthy Coventry.

Thank you,
Terilee Boulanger
Christopher Delvecchio
60 Alice Drive

Laura Stone

From: Julie Blanchard
Sent: Tuesday, March 29, 2016 10:46 AM
To: John Elsesser; Laura Stone
Subject: FW: Board of Education budget

From: Carrie Houk [chouk0189@charter.net]
Sent: Monday, March 28, 2016 10:46 PM
To: Julie Blanchard; Matthew OBrien; Richard Williams Jr.; Andy Brodersen; hpietrantinioTC@coventryct.org; Thomas Pope; Lisa thomas
Cc: Bd_Ed
Subject: Board of Education budget

I am writing to express my support for the budget presented by the Board of Education for the 2016-17 school year. I feel the budget is the result of a diligent effort by school administrators, the superintendent, and the Board of Education.

I respectfully request that the Town Council present the budget, as is, for a vote by the residents of Coventry.

Thank you,
Carrie Houk
40 Frederick Drive

Sent from my iPhone

Laura Stone

From: Julie Blanchard
Sent: Tuesday, March 29, 2016 10:45 AM
To: John Elsesser; Laura Stone
Subject: FW: Budget

From: mstrycharz@charter.net [mstrycharz@charter.net]
Sent: Tuesday, March 29, 2016 9:44 AM
To: Julie Blanchard; Matthew OBrien; Richard Williams Jr.; Andy Brodersen; Hannah HPietrantonioTC; Thomas Pope; Lisa thomas; Bd_Ed
Subject: Budget

To whom it may concern,

I am writing regarding my *non support* of an increased budget for this upcoming year. I am a Coventry resident who owns a home and has children in the school system and I do not support an increase. I have a child with a 504 plan and one in CEP so I am aware of the different programs everyone is trying to push and or use as leverage to get an increase passed.

My feelings are that we need to let the people of our town recover and continue to rebuild as the economy is trying to come back. Coventry is a town of hard working citizens and pushing increases every year is not acceptable. I believe that the Town Council needs to look at all items of the Board of Education's Budget and that the two should work hand in hand to assure the best interests for our town.

There are programs that the BOE is adding and some might be good and others might need a little more thought. I think that when we add something we need to further research afterwards to be sure it has met the standards and expectations before continuing such programs. An example is the new math program at GHR this year which includes 4th graders- I have heard nothing but complaints from children and parents evolve. They have all been saying all the children do is math problems on the computer with no instructions and that their children are bored and want to drop out. This is the type of program that we should be looking at before we continue to increase budget monies to it. I am not saying it isn't a good intention I am just saying it seems to not be making the full potential that the tax payers might have assumed it would. All things sound good on paper but are they really working and are we getting our monies worth? After we approve them do we survey the participants or just assume if no one says anything its okay.

I understand that technology is a growing in society. But there are huge costs associated with adding technology to our education system. We need to look at the costs that will continue to grow with this program and assure that this is the best for our town. Would it be best to put some of those cost onto the individual households verse the entire town? Like the high school students getting tablets- rather adding then adding that

burden into our BOE budget should there be a program where students purchase them personally at a discounted cost and they are responsible for the upkeep as this is a required tool for them, such as scientific calculators were back years ago.

I think the Coventry School Systems are great. I just feel as a tax payer I like to be sure we are looking at everything very closely and considering the cost of these programs today and the years to come and we consider our tax payers. And with all sending emails of support I wanted you to know that there are other opinions as well- not everyone wants an increase in taxes regardless of the programs you promise.

Sincerely,

Michelle Strycharz

Laura Stone

From: Julie Blanchard
Sent: Wednesday, March 30, 2016 10:56 AM
To: John Elsesser; Laura Stone
Subject: FW: Support for the Board of Education Budget

From: David Sorich [dwsorich@yahoo.com]
Sent: Tuesday, March 29, 2016 11:04 AM
To: Julie Blanchard; Matthew OBrien; Richard Williams Jr.; Andy Brodersen; Hannah HPietrantonioTC; Thomas Pope; Lisa thomas; Bd_Ed
Subject: Support for the Board of Education Budget

Town Council,

I am writing to express my support for the budget presented by the Board of Education for the 2016-17 school year. I feel the budget is the result of a diligent effort by school administrators, the superintendent, and the Board of Education. It is fiscally responsible, and aligns with the district's mission to prepare every student for life and working in the 21st century.

I respectfully request that the Town Council present the budget, as is, for a vote by the residents of Coventry. Thank you,

David Sorich

SUGGESTED MOTION: EXECUTIVE SESSION 1-200(6)(B)

I move that the Town Council enter into Executive Session pursuant to Connecticut General Statutes 1-200(6)(B)-discussion of strategy and negotiation with respect to pending claims and litigation to which the public agency or a member thereof, because of his conduct as a member of such agency is a party until such litigation claim has been finally adjudicated or otherwise settled with the following people in attendance.....

SUGGESTED MOTION: EXECUTIVE SESSION 1-200(6)(D)

I move that the Town Council enter into Executive Session pursuant to Connecticut General Statutes 1-200(6)(D)-discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such a site, lease, sale, purchase or construction would cause a likelihood of an increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned with the following people in attendance