

**AGENDA
COVENTRY TOWN COUNCIL
June 20, 2016
Town Hall Annex**

**SPECIAL TOWN MEETING: PURCHASE OF 1145 MAIN STREET, COVENTRY, CT
7:00 PM**

**REGULAR MEETING
7:30 PM**

1. Special Town Meeting: Purchase Of Land At 1145 Main Street (E)

Documents:

[HOTTENSTINE LAND OFFER.PDF](#)
[LEGAL NOTICE_ SPECIAL TOWN MEETING - PURCHASE OF HOTTENSTINE
PROPERTY.PDF](#)

2. Regular Meeting (7:30 PM)
3. Call To Order, Roll Call
4. Pledge Of Allegiance
5. Audience Of Citizens:
(30 minutes - 5 minutes maximum per citizen)
6. Acceptance Of Minutes:
 - 6.A. June 6, 2016 (E)

Documents:

[JUNE 6, 2016.PDF](#)

7. 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.

8. Reports:

8.A. Council Chairwoman: Julie Blanchard

8.B. Council Members:

8.C. Finance Committee: Matthew O'Brien

- 8.C.1. * Monthly Financial Reports (E)

Documents:

[FINANCE DIRECTOR REPORT 060816.PDF](#)
[COUNCILOBJ.PDF](#)
[SHORTCUMS.PDF](#)

8.C.2. * Minutes:6/13/16 (To Be Distributed)

8.D. * Steering Committee: Thomas Pope

8.E. COVRRRA - John A. Elsesser:

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

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

Documents:

[6-20-16 PROJECT MEMO.PDF](#)

8.F.2. CT DEEP: Notification Of Tentative Determination To Approve Application For Dam Safety Permit And Waive Public Hearing (E)

Documents:

[CT DEEP DAM SAFETY PERMIT.PDF](#)

8.F.3. * ProAct Prescription Drug Discount Program, May 2016 Results (E)

Documents:

[COVENTRY DISCOUNT CARD USAGE MAY 2016.PDF](#)

8.F.4. * CT DPH: Final Decision In ECHN-PMH Application (E)

Documents:

[ECHN-PMH FINAL DECISION RELEASE 6.10.16.PDF](#)

8.F.5. * Aquatic Plant Workshop, 7/13/16 (E)

Documents:

[07132016 AQUATIC PLANT WORKSHOP V2.PDF](#)

8.F.6. * Retirement: Officer Gail McDonnell (E)

Documents:

[OFFICER MCDONNELL RETIREMENT.PDF](#)

8.F.7. * CCTC Certification: Brooke Manning (E)

Documents:

[CCTC CERTIFICATION MANNING.PDF](#)

9. Unfinished Business:

9.A. 15/16-98: Consideration/Possible Action: Letter Encouraging Development Of Multi-Faceted Approach To Assist Citizens Affected By Crumbling Concrete Foundations

Documents:

[GOVMALLOY-CRUMBLINGFOUNDATIONS.PDF](#)

9.B. 15/16-100: Consideration/Authorization Of Town Manager To Sign MOU With Board Of

Education For Operation Of Preschool Fund (E)

Documents:

[SUPT. PETRONE COVER EMAIL WITH PRESCHOOL ANSWERS.PDF](#)
[ANSWERS TO PRESCHOOL MOA QUESTIONS RAISED BY TOWN FINANCE 6-2016.PDF](#)
[QUESTIONS RE PRESCHOOL MOA.PDF](#)
[MOU W-TOWN FOR USE OF PRESCHOOL EDUCATION FUNDS.PDF](#)

10. New Business:

10.A. 15/16-102: Consideration/Possible Action: Budget Transfers FY 2015-2016 (E)

Documents:

[FY 2015-16 BUDGET TRANSFERS.PDF](#)

10.B. 15/16-103: Consideration/Approval: Transfer To Suspense Tax Book (E)

Documents:

[SUSPENSE TAX LIST.PDF](#)

10.C. 15/16-104: Authorization Of Appointment: Jennifer West, Coventry-Pietras Funeral Home, As Sub-Registrar Of Vital Statistics (E)

Documents:

[SUB-REGISTRAR.PDF](#)

10.D. 15/16-105: Acceptance Of Donation To Cemetery Commission For Flag Holders (E)

Documents:

[CORRESPONDENCE CEMETERY FLAG HOLDERS.PDF](#)

10.E. 15/16-106: Consideration/Authorization: Waiver Of Purchasing Procedures And Authorize Town Manager To Execute Contract With Freightliner Of Hartford/Five Star Fire For Purchase Of Quint Fire Apparatus (E)

Documents:

[PURCHASE AGREEMENT QUINT.PDF](#)

10.F. 15/16-107: Consideration/Approval: Board Of Education Request To Transfer \$100,000 To Reserve Fund For Capital Expenditures (E)

Documents:

[LETTER TO TOWN COUNCIL CHAIR REQUESTING TRANSFER TO NON LAPSING ACCOUNT.PDF](#)

10.G. 15/16-108: Consideration: Development Of Policy Governing Authority To Make Inter-Fund Allocations

10.H. 15/16-109: Consideration: Freeze Of Certain Capital Budget Items Until September 1, 2016 (E)

Documents:

CIP FREEZE.PDF

- 10.I. 15/16-110: Authorization To Execute Contract With DSCI For Voice Over IP Telephone System (E)

Documents:

QUOTE_ 66237 _ TOWN OF COVENTRY - DASH.PDF

- 10.J. 15/16-111: Authorization: Increase Vintech Staffing For Ambulance Services Per Budget Allocation
- 10.K. 15/16-112: Authorization For Town Manager To Execute Agreement For Ambulance Recovery Billing
- 10.L. 15/16-113: Discussion/Possible Action: Request For Financial Information From The Coventry Board Of Education

11. Miscellaneous/Correspondence:

- 11.A. * Board Of Education: (E)
1. Minutes, 5/26/16
 2. Agenda & Minutes, 6/9/16

Documents:

05-26-16 BOE APPROVED MINUTES.PDF
06-09-16 BOE AGENDA.PDF
06-09-16 BOE UNAPPROVED MINUTES.PDF

12. Executive Session:

1. Litigation
2. Real Estate

Documents:

EXECUTIVE SESSION MOTION B LITIGATION.PDF
EXEC SESSION D REAL ESTATE.PDF

13. Adjournment

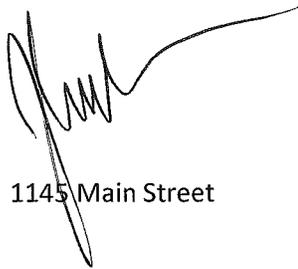
(E) *Denotes Enclosure*

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.

To: Town Council

From: John A. Elsesser, Town Manager

Re: Land offer from Frieda Hottenstine: 1145 Main Street



I met with Dr. Hottenstine and we reached an agreement in value for the land where the Town parking lot is at 1145 Main Street. She is willing to \$55,615 for a direct sale. She is willing to take back tax forgiveness on this and 1153 Main Street as part of the offer which currently is in the neighborhood of \$12,703.16 (with interest accruing). If this transaction does not conclude until July an additional payment of approximately \$5,912 on 1145 Main could also be included. Under this scenario the Town would be required to make a payment in the amount of \$37,000. The Town's valuation is \$59,400 and Dr. Hottenstine's valuation was \$58,700.

Attached is information on the property and the lease line which includes only a portion of the property. You will note that the property includes a fenced in area for pet relief. We would continue to all this use but not guarantee it. Additionally traffic flow between the two parcels would also be maintained.

The process for the Town to proceed with a purchase would be to for the Council to make a decision and request a CGS 8-24 review by the Planning and Zoning commission and then to call a Special Town meeting to consider the purchase as required by Section 9-3(a) of the Town Charter. During these steps a title search and deed would be prepared. Dry Hottenstine made a point that speed is important so it may be necessary to do a purchase agreement with some type of good faith money. The Council would also need to determine where to take the balance of money from to make the purchase. The Council could take funds from their 1.55 fund or allow the Town Meeting to make the appropriation directly.

STATEMENT OF ACCOUNT CONDITION



LINDA GREENBACKER
TOWN OF COVENTRY
1712 MAIN STREET
COVENTRY CT 06238

PHONE (860)742-4066

HOTTENSTINE FRIEDA M
1153 MAIN ST
COVENTRY, CT 06238

2/18/2016

Note: State Law requires that interest be charged and collected on all past due property taxes/installments, at a rate of 1 1/2% per month (18%/yr) from due date. Payments must be applied to oldest outstanding interest, tax and lien in order. Minimum interest is \$2.00 for each overdue installment.

ADDITIONAL INTEREST IS DUE IF NOT PAID BY: **2/18/2016**

Make checks payable to: TOWN OF COVENTRY

List #	Year	Type	Property Desc	Amt Due	Interest	Fees	Liens	Bond	Total
2596	2013	REAL ESTATE	1153 MAIN ST	5,654.90	0.00	0.00	24.00	0.00	5,678.90
2596	2014	REAL ESTATE	1153 MAIN ST	5,912.40	443.43	0.00	0.00	0.00	6,355.83
2597	2014	REAL ESTATE	1145 MAIN ST	648.96	19.47	0.00	0.00	0.00	668.43
				12,216.26	462.90	0.00	24.00	0.00	12,703.16

Please return Original Bill(s) or this statement with your payment.

July 1, 2016 5912.43
\$ 12,615
TOTAL

APPRAISAL OF REAL PROPERTY



LOCATED AT

1145 Main St
Coventry, CT 06238

As recorded in the Coventry land records in Volume 655, Page 328.

FOR

Frieda M. Hottenstine, DVM
1153 Main St
Coventry, CT 06238

OPINION OF VALUE

58,700

AS OF

02/17/2016

BY

Frederick L. Speno, SRA
Speno Associates Real Estate Appraisers, LLC
51 Gilead St (Rear), P.O. Box 154
Hebron, CT 06248-0154
(860) 530-1643

FredSpeno@spenoassociates.com
<http://www.SpenoAssociates.com>

Subject Photo Page

Borrower	Frieda M. Hottenstine, DVM				
Property Address	1145 Main St				
City	Coventry	County	State	CT	Zip Code 06238
Lender/Client	Frieda M. Hottenstine, DVM				



Subject Front

1145 Main St
Sales Price
Gross Living Area
Total Rooms
Total Bedrooms
Total Bathrooms
Location Average
View Neighborhood
Site 0.30 Acres
Quality Average
Age



Northerly Street View



Southerly Street View

Assumptions, Limiting Conditions & Scope of Work

1145 Main St
File No.: 16-053LN.FLS
State: CT Zip Code: 06238

Property Address: 1145 Main St City: Coventry
Client: Frieda M. Hottenstine, DVM Address: 1153 Main St, Coventry, CT 06238
Appraiser: Frederick L. Speno, SRA Address: 51 Gilead St (Rear), P.O. Box 154, Hebron, CT 06248-0154

STATEMENT OF ASSUMPTIONS & LIMITING CONDITIONS

- The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis

of it being under responsible ownership.

- The appraiser may have provided a sketch in the appraisal report to show approximate dimensions of the improvements, and any such sketch

is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size. Unless otherwise indicated, a Land Survey was not performed.

- If so indicated, the appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other

data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.

- The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.

- If the cost approach is included in this appraisal, the appraiser has estimated the value of the land in the cost approach at its highest and best

use, and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction

with any other appraisal and are invalid if they are so used. Unless otherwise specifically indicated, the cost approach value is not an insurance

value, and should not be used as such.

- The appraiser has noted in the appraisal report any adverse conditions (including, but not limited to, needed repairs, depreciation, the presence

of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property, or that he or she became aware of during the

normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property, or adverse environmental conditions (including, but not limited to, the presence of hazardous

wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any

such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of

the property.

- The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items

that were furnished by other parties.

- The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice, and any applicable federal, state or local laws.

- If this appraisal is indicated as subject to satisfactory completion, repairs, or alterations, the appraiser has based his or her appraisal report and valuation conclusion on the assumption that completion of the improvements will be performed in a workmanlike manner.

- An appraiser's client is the party (or parties) who engage an appraiser in a specific assignment. Any other party acquiring this report from the

client does not become a party to the appraiser-client relationship. Any persons receiving this appraisal report because of disclosure requirements

applicable to the appraiser's client do not become intended users of this report unless specifically identified by the client at the time of the assignment.

- The appraiser's written consent and approval must be obtained before this appraisal report can be conveyed by anyone to the public, through advertising, public relations, news, sales, or by means of any other media, or by its inclusion in a private or public database.

- An appraisal of real property is not a 'home inspection' and should not be construed as such. As part of the valuation process, the appraiser performs a non-invasive visual inventory that is not intended to reveal defects or detrimental conditions that are not readily apparent. The presence

of such conditions or defects could adversely affect the appraiser's opinion of value. Clients with concerns about such potential negative factors

are encouraged to engage the appropriate type of expert to investigate.

The Scope of Work is the type and extent of research and analyses performed in an appraisal assignment that is required to produce credible assignment results, given the nature of the appraisal problem, the specific requirements of the intended user(s) and the intended use of the appraisal report. Reliance upon this report, regardless of how acquired, by any party or for any use, other than those specified in this report by the Appraiser, is prohibited. The Opinion of Value that is the conclusion of this report is credible only within the context of the Scope of Work, Effective Date, the Date of Report, the Intended User(s), the Intended Use, the stated Assumptions and Limiting Conditions, any Hypothetical Conditions and/or Extraordinary Assumptions, and the Type of Value, as defined herein. The appraiser, appraisal firm, and related parties assume no obligation, liability, or accountability, and will not be responsible for any unauthorized use of this report or its conclusions.

Additional Comments (Scope of Work, Extraordinary Assumptions, Hypothetical Conditions, etc.):

The Scope of Work for this appraisal assignment consists of me, Frederick L. Speno, SRA performing a visual inspection of the subject property and its improvements, researching the Multiple Listing Service (MLS) records for this type of property and researching the land records for the subject town and verifying the data presented in this report. The comparable sales presented are inspected from the street and sales data is verified through the MLS and the town land records.

APPRAISAL REPORT

1145 Main St

File No.: 16-053LN.FLS

My research <input type="checkbox"/> did <input checked="" type="checkbox"/> did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.																																																																																																										
Data Source(s): The Multiple Listing Service (MLS), town clerk's records and assessor's records.																																																																																																										
1st Prior Subject Sale/Transfer Date: None Price: Not Applicable Source(s): Public Records/MLS 2nd Prior Subject Sale/Transfer Date: Price: Source(s):	Analysis of sale/transfer history and/or any current agreement of sale/listing: The subject has not sold within the last three years and it is not listed for sale in the Multiple Listing Service.																																																																																																									
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>FEATURE</th> <th>SUBJECT PROPERTY</th> <th>COMPARABLE NO. 1</th> <th>COMPARABLE NO. 2</th> <th>COMPARABLE NO. 3</th> </tr> </thead> <tbody> <tr> <td>Address</td> <td>1145 Main St Coventry, CT 06238</td> <td>Church St Hebron, CT 06248</td> <td>37 Pendleton Dr Hebron, CT 06248</td> <td>31 Courtney Dr Ellington, CT 06029</td> </tr> <tr> <td>Proximity to Subject</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sale Price</td> <td>\$</td> <td>\$ 50,000</td> <td>\$ 85,000</td> <td>\$ 110,000</td> </tr> <tr> <td>Price/ ACB</td> <td></td> <td>\$ 94,339.62</td> <td>\$ 184,782.61</td> <td>\$ 59,782.61</td> </tr> <tr> <td>Data Source(s)</td> <td>PubRec/DriveBy</td> <td>Drive by/MLS/Public Records</td> <td>Drive by/MLS/Public Records</td> <td>Drive by/MLS/Public Records</td> </tr> <tr> <td>Verification Source(s)</td> <td>MLS</td> <td>Volume 527, Page 333</td> <td>Volume 526, Page 443</td> <td>Volume 469, Page 716</td> </tr> <tr> <td>VALUE ADJUSTMENT</td> <td>DESCRIPTION</td> <td>DESCRIPTION</td> <td>+(-) \$ Adjust</td> <td>DESCRIPTION</td> </tr> <tr> <td>Sales or Financing</td> <td>N/A</td> <td>None</td> <td></td> <td>None</td> </tr> <tr> <td>Concessions</td> <td>N/A</td> <td>Recorded</td> <td></td> <td>Recorded</td> </tr> <tr> <td>Date of Sale/Time</td> <td>N/A</td> <td>12/15/2015</td> <td></td> <td>09/03/2015</td> </tr> <tr> <td>Rights Appraised</td> <td>Fee Simple</td> <td>Fee Simple</td> <td></td> <td>Fee Simple</td> </tr> <tr> <td>Location</td> <td>Average</td> <td>Inferior</td> <td>+5,000</td> <td>Superior</td> </tr> <tr> <td>Site Area (in Acres)</td> <td>0.30 Acres</td> <td>0.53 Acres</td> <td>-600</td> <td>1.84 Acres</td> </tr> <tr> <td>Zone</td> <td>VC</td> <td>HG</td> <td></td> <td>01</td> </tr> <tr> <td>Other</td> <td>Paved Parking Area</td> <td>None</td> <td>0</td> <td>None</td> </tr> <tr> <td>Other</td> <td>None</td> <td>None</td> <td></td> <td>None</td> </tr> <tr> <td>Other</td> <td>None</td> <td>None</td> <td></td> <td>None</td> </tr> <tr> <td>Other</td> <td>None</td> <td>None</td> <td></td> <td>None</td> </tr> <tr> <td>Net Adjustment (Total, in \$)</td> <td></td> <td><input checked="" type="checkbox"/> + <input type="checkbox"/> - \$ 4,400</td> <td><input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ -21,900</td> <td><input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ -42,400</td> </tr> <tr> <td>Adjusted Sale Price (in \$)</td> <td></td> <td>\$ 54,400</td> <td>\$ 63,100</td> <td>\$ 67,600</td> </tr> </tbody> </table>		FEATURE	SUBJECT PROPERTY	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3	Address	1145 Main St Coventry, CT 06238	Church St Hebron, CT 06248	37 Pendleton Dr Hebron, CT 06248	31 Courtney Dr Ellington, CT 06029	Proximity to Subject					Sale Price	\$	\$ 50,000	\$ 85,000	\$ 110,000	Price/ ACB		\$ 94,339.62	\$ 184,782.61	\$ 59,782.61	Data Source(s)	PubRec/DriveBy	Drive by/MLS/Public Records	Drive by/MLS/Public Records	Drive by/MLS/Public Records	Verification Source(s)	MLS	Volume 527, Page 333	Volume 526, Page 443	Volume 469, Page 716	VALUE ADJUSTMENT	DESCRIPTION	DESCRIPTION	+(-) \$ Adjust	DESCRIPTION	Sales or Financing	N/A	None		None	Concessions	N/A	Recorded		Recorded	Date of Sale/Time	N/A	12/15/2015		09/03/2015	Rights Appraised	Fee Simple	Fee Simple		Fee Simple	Location	Average	Inferior	+5,000	Superior	Site Area (in Acres)	0.30 Acres	0.53 Acres	-600	1.84 Acres	Zone	VC	HG		01	Other	Paved Parking Area	None	0	None	Other	None	None		None	Other	None	None		None	Other	None	None		None	Net Adjustment (Total, in \$)		<input checked="" type="checkbox"/> + <input type="checkbox"/> - \$ 4,400	<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ -21,900	<input type="checkbox"/> + <input checked="" type="checkbox"/> - \$ -42,400	Adjusted Sale Price (in \$)		\$ 54,400	\$ 63,100	\$ 67,600
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Summary of Sales Comparison Approach See addendum.																																																																																																										
PROJECT INFORMATION FOR PUDs (if applicable) <input type="checkbox"/> The Subject is part of a Planned Unit Development.																																																																																																										
Legal Name of Project:																																																																																																										
Describe common elements and recreational facilities:																																																																																																										
Indicated Value by Sales Comparison Approach \$ 58,700																																																																																																										
Final Reconciliation The sales comparison approach best reflects the actions of the typical purchaser. The Cost Approach is not developed, because there is insufficient market data to credibly support the subjects site value and depreciation of the subject improvements; therefore, the cost approach.																																																																																																										
This appraisal is made <input checked="" type="checkbox"/> "as is", or <input type="checkbox"/> subject to the following conditions:																																																																																																										
<input type="checkbox"/> This report is also subject to other Hypothetical Conditions and/or Extraordinary Assumptions as specified in the attached addenda.																																																																																																										
Based upon an inspection of the subject property, defined Scope of Work, Statement of Assumptions and Limiting Conditions, and Appraiser's Certifications, my (our) Opinion of the Market Value (or other specified value type), as defined herein, of the real property that is the subject of this report is: \$ 58,700 , as of: 02/17/2016 , which is the effective date of this appraisal.																																																																																																										
If indicated above, this Opinion of Value is subject to Hypothetical Conditions and/or Extraordinary Assumptions included in this report. See attached addenda.																																																																																																										
A true and complete copy of this report contains 11 pages, including exhibits which are considered an integral part of the report. This appraisal report may not be properly understood without reference to the information contained in the complete report, which contains the following attached exhibits: <input type="checkbox"/> Scope of Work																																																																																																										
<input checked="" type="checkbox"/> Limiting Cond./Certifications <input type="checkbox"/> Narrative Addendum <input checked="" type="checkbox"/> Photograph Addenda <input type="checkbox"/> Sketch Addendum <input checked="" type="checkbox"/> Map Addenda																																																																																																										
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Client Contact: Dr. Hottenstine	Client Name: Frieda M. Hottenstine, DVM																																																																																																									
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APPRaiser	SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)																																																																																																									
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Company: Speno Associates Real Estate Appraisers, LLC	Company:																																																																																																									
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Date of Report (Signature): 02/24/2016	Date of Report (Signature): _____																																																																																																									
License or Certification #: RCG-0575 State: CT	License or Certification #: _____ State: _____																																																																																																									
Designation: Certified General Appraiser	Designation: _____																																																																																																									
Expiration Date of License or Certification: 04/30/2016	Expiration Date of License or Certification: _____																																																																																																									
Inspection of Subject: <input checked="" type="checkbox"/> Did Inspect <input type="checkbox"/> Did Not Inspect (Desktop)	Inspection of Subject: <input type="checkbox"/> Did Inspect <input type="checkbox"/> Did Not Inspect																																																																																																									
Date of Inspection: 02/17/2016	Date of Inspection: _____																																																																																																									



Supplemental Addendum

File No. 16-053LN.FLS

Borrower	Frieda M. Hottensine, DVM				
Property Address	1145 Main St				
City	Coventry	County		State	CT
				Zip Code	06238
Lender/Client	Frieda M. Hottensine, DVM				

VC (Village Center) Zone

Section 6.11 Village Center Zone Section 6.11.01 Generally Permitted Uses a. Uses Not Requiring Site Plan Review By the Commission The following uses are permitted in the Village Center Zone upon the issuance of a zoning permit by the Zoning Agent: 1. Finance, insurance, real estate services. 2. Offices. 3 Personal services. 4. Professional services. 5. Art studios/galleries. 6. Residential apartment (not on primary street level). 7. Public museums. 8. Government services. 9. Tattoo studios (Added – Effective 3/7/13) b. Uses Requiring Site Plan Review By the Commission The following uses are permitted in the Village Center Zone upon the issuance of site plan approval by the Commission: 1. Business services – data processing. 2. Retail trade – up to 5,000 square feet of gross building floor area per lot. 3. Municipal public parking. 4. Churches and other places of religious worship. Section 6.11.02 Specially Permitted Uses The Commission may issue a special permit in accordance with Section 7.03 of these Regulations for the following uses in the Village Center Zone: a. Taverns and inns. b. Recreational activities. c. Educational institutions and services. d. Retail trade – over 5,000 square feet of gross building floor area per lot. e. Food service establishment (with or without outdoor seating). f. Child and adult day care facilities and nursery schools. g. Theatres. h. In a mill structure existing as of January 1, 2005, or in an expansion thereof, the following uses may be permitted: (Revised - Effective 06/15/12) 1. assembly. 2. factory outlet. 3. light manufacturing. 4. office. 5. residential uses. 6. business services. 7. retail services. i. Designed Apartment/Condominium Developments, including, but not limited to senior housing, in accordance with Section 5.13 of these Regulations. Section 6.11.03 Design Guidelines (Added – Effective 10/12/10) In addition to the standards provided elsewhere in these Regulations, the Commission shall consider, when reviewing site plans and special permit applications for property within the Village Center Zone, the “Design Guidelines, Village and Gateway Districts, Town of Coventry,” developed by the Green Valley Institute and dated September 2003, in rendering its decision on application for either (i) new construction; (ii) modifications to an existing building that would result in an increase of 25% or more in the surface area of the exterior of the building; or (iii) modifications to an existing structure that would result in an increase of 25% or more in the footprint area of the structure. The foregoing Design Guidelines are hereby incorporated into these Regulations by reference.

COMMENTS ON THE COMPARABLE SALES:

In order to obtain comparable sales, I searched the land records in Coventry and surrounding towns for the past three years. All of the comparable sales selected are closed sales, they are verified in the town land records and through the Multiple Listing Service (MLS), and are the best available and are reasonable purchase alternatives to the subject.

All of the sales are adjusted at \$2,500 per acre for site size differences; all sales are adjusted for location differences and sale 3 is adjusted for being located in an I Industrial zone which has greater versatility in use; sales 2 and 3 are adjusted for there superior locations in markets with higher predominate values and sales 1 and 4 are adjusted for there inferior locations in markets with lower predominate values.

The adjustments made to the comparable sales are for the difference in utility or amenities that either the subject or the comparable sales may or may not have. These adjustments are market driven and reflect what a typical, informed purchaser would or would not pay for the added or decreased utility of the items adjusted, rather than the cost to reproduce those items. All adjustments are rounded to the nearest \$100.

APPRAISAL DEVELOPMENT AND REPORTING PROCESS:

This is a Summary Appraisal Report which is intended to comply with the reporting requirements set forth under Standards Rule 2-2(b) of the Uniform Standards of Professional Appraisal Practice for a Summary Appraisal Report. As such, it presents only summary discussions of the data, reasoning, and analyses that were used in the appraisal process to develop the appraiser's opinion of value. Supporting documentation that is not provided with the report concerning the data, reasoning, and analyses is retained in the appraiser's file. The depth of the discussion contained in this report is specific to the needs of the client and for the intended use stated in the report. The appraiser is not responsible for unauthorized use of this report.

To develop the opinion of value, the appraiser performed a complete appraisal process, as defined by the Uniform Standards of Professional Appraisal Practice.

The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics & Standards of Professional Appraisal Practice of the Appraisal Institute, which include the Uniform Standards of Professional Appraisal Practice. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.

The Intended User of this appraisal report is the Lender/Client. The Intended Use is to evaluate the property that is the subject of this appraisal for a mortgage finance transaction, subject to the stated Scope of Work, purpose of the appraisal, reporting requirements of this appraisal report form, and Definition of Market Value. No additional Intended Users are identified by the appraiser. As of the date of this report, I have completed the continuing education program of the Appraisal Institute.

APPRAISAL REPORT

1145 Main St

File No.: 16-053LN.FLS

Property Address: **1145 Main St** City: **Coventry** State: **CT** Zip Code: **06238**

County: _____ Legal Description: **As recorded in the Coventry land records in Volume 655, Page 328.**

Assessor's Parcel #: **Map O, Block 62, Lot 12** Tax Year: **2015** R.E. Taxes: \$ **1,297.92** Special Assessments: \$ **None**

Market Area Name: **South Coventry** Map Reference: **25540** Census Tract: **8502.00**

Current Owner of Record: **Frieda M. Hottentstine, DVM** Borrower (if applicable): **Frieda M. Hottentstine, DVM**

Project Type (if applicable): PUD De Minimis PUD Other (describe) _____ HOA: \$ _____ per year per month

Are there any existing improvements to the property? No Yes If Yes, indicate current occupancy: Owner Tenant Vacant Not habitable

If Yes, give a brief description: _____

The purpose of this appraisal is to develop an opinion of: Market Value (as defined), or other type of value (describe)

This report reflects the following value (if not Current, see comments): Current (the Inspection Date is the Effective Date) Retrospective Prospective

Property Rights Appraised: Fee Simple Leasehold Leased Fee Other (describe)

Intended Use: **To evaluate the property that is the subject of this appraisal is for lending purposes, subject to the stated Scope of Work, purpose of the appraisal, reporting requirements of this appraisal report form, and the Definition of Market Value.**

Intended User(s) (by name or type): **Farm Credit East, ACA, Dayville, CT and the Borrowers - No other Users are intended by me.**

Client: **Frieda M. Hottentstine, DVM** Address: **1153 Main St, Coventry, CT 06238**

Appraiser: **Frederick L. Speno, SRA** Address: **51 Gilead St (Rear), P.O. Box 154, Hebron, CT 06248-0154**

Characteristics		Predominant Occupancy		One-Unit Housing		Present Land Use		Change in Land Use																			
Location:	Built up:	Growth rate:	Property values:	Demand/Supply:	Marketing time:	PRICE	AGE	One-Unit	2-4 Unit	Multi-Unit	Comm'l	Vacant	Not Likely	Likely *	In Process *												
<input type="checkbox"/> Urban	<input checked="" type="checkbox"/> Suburban	<input type="checkbox"/> Rural	<input type="checkbox"/> Over 75%	<input checked="" type="checkbox"/> 25-75%	<input type="checkbox"/> Under 25%	<input checked="" type="checkbox"/> Owner	<input type="checkbox"/> Tenant	<input type="checkbox"/> Vacant (0-5%)	<input type="checkbox"/> Vacant (>5%)	125	Low	5	350	High	150	275	Pred	50	40%	10%	5%	25%	20%	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> Rapid	<input checked="" type="checkbox"/> Slab	<input type="checkbox"/> Slow	<input type="checkbox"/> Increasing	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Declining	<input type="checkbox"/> Shortage	<input checked="" type="checkbox"/> In Balance	<input type="checkbox"/> Over Supply	<input type="checkbox"/> 3-6 Mos.	<input checked="" type="checkbox"/> 3-6 Mos.	<input type="checkbox"/> Over 6 Mos.																

Factors Affecting Marketability

Item	Good	Average	Fair	Poor	N/A	Item	Good	Average	Fair	Poor	N/A
Employment Stability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Adequacy of Utilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Employment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Property Compatibility	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Shopping	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Protection from Detrimental Conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Convenience to Schools	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Police and Fire Protection	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adequacy of Public Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	General Appearance of Properties	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recreational Facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Appeal to Market	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Market Area Comments: **Coventry is 38.4 square miles with an estimated population of 11,000. It is located in eastern Connecticut on the west bank of the Willimantic River. State Routes, provide good access to shopping, employment and other services. Access to the town beaches is available to all residents. The subject is located in the South Coventry section of town in an area of compatible properties of mixed styles, utility and marketability. According to research using the MLS data, town data, and information gathered from area Realtors, the market is stable with supply and demand in balance. Properties should sell in 30-180 days when standard marketing techniques are used. Interest rates remain low, and there are few distortions from financing concessions or buy-downs.**

Dimensions: **See legal description and assessor's map** Site Area: **0.30 Acres**

Zoning Classification: **VC (Village Center)** Description: **General commercial uses.**

Do present improvements comply with existing zoning requirements? Yes No No Improvements

Uses allowed under current zoning: **Section 6.11 of the Coventry zoning regulations indicates the generally permitted uses for this zone, a copy of that section is in the addenda of this report.**

Are CC&As applicable? Yes No Unknown Have the documents been reviewed? Yes No Ground Rent (if applicable) \$ _____ /

Comments:

Highest & Best Use as Improved: Present use, or Other use (explain) _____

Actual Use as of Effective Date: **Commercial** Use as appraised in this report: **The same as the actual use.**

Summary of Highest & Best Use: **The present commercial use of the subject property is the Highest and Best Use and the continued residential use is supported by market data.**

Utilities	Public	Other	Provider/Description	Off-site Improvements	Type	Public	Private	Frontage	Topography	Size	Shape	Drainage	View
Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Att Street	Street	Paved Asphalt	<input checked="" type="checkbox"/>	<input type="checkbox"/>	114 +/-	Generally Level	Average/typical	Rectangular	Appears Adequate	Commercial/No Amenity View
Gas	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	None	Width	30' +/-								
Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Att Street	Surface	Paved Asphalt								
Sanitary Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Att Street	Curb/Gutter	None	<input type="checkbox"/>	<input type="checkbox"/>						
Storm Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Att Street	Sidewalk	None	<input type="checkbox"/>	<input type="checkbox"/>						
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Att Street	Street Lights	Yes, typical	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
Multimedia	<input type="checkbox"/>	<input type="checkbox"/>	Att Street	Alley	None	<input type="checkbox"/>	<input type="checkbox"/>						

Other site elements: Inside Lot Corner Lot Cui de Sae Underground Utilities Other (describe) **Front Lot**

FEMA Spec'l Flood Hazard Area Yes No FEMA Flood Zone **C** FEMA Map # **0901100015C** FEMA Map Date **06/04/1980**

Site Comments: **No apparent easements, encroachments or other adverse conditions were noted by the appraiser at the time of inspection. The subject site is generally level, with about half of the site improved with a paved parking area and the other half has a fenced area used as a dog park. There is no contributory value given for either the paved area or the fencing as the paved area is maintained by the town of Coventry and the fencing is considered personal property and can be removed from the site. Therefore, there is no added value for either of these improvements.**

Certifications

1145 Main St
File No.: 16-053LN.FLS

Property Address: 1145 Main St		City: Coventry		State: CT		Zip Code: 06238	
Client: Frieda M. Hottentstine, DVM		Address: 1153 Main St, Coventry, CT 06238					
Appraiser: Frederick L. Speno, SRA		Address: 51 Gilead St (Rear), P.O. Box 154, Hebron, CT 06248-0154					
APPRAISER'S CERTIFICATION							
I certify that, to the best of my knowledge and belief:							
- The statements of fact contained in this report are true and correct.							
- The credibility of this report, for the stated use by the stated user(s), of the reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.							
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.							
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.							
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.							
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.							
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.							
- I did not base, either partially or completely, my analysis and/or the opinion of value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property, or of the present owners or occupants of the properties in the vicinity of the subject property.							
- Unless otherwise indicated, I have made a personal inspection of the property that is the subject of this report.							
- Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification.							
Additional Certifications:							
As of the date of this report, I have completed the continuing education program of the Appraisal Institute. My state of Connecticut Certified General Appraiser license is current and the required continuing education is completed for the present licensing cycle.							
DEFINITION OF MARKET VALUE *:							
Market value means the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:							
1. Buyer and seller are typically motivated;							
2. Both parties are well informed or well advised and acting in what they consider their own best interests;							
3. A reasonable time is allowed for exposure in the open market;							
4. Payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and							
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.							
* This definition is from regulations published by federal regulatory agencies pursuant to Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) of 1989 between July 5, 1990, and August 24, 1990, by the Federal Reserve System (FRS), National Credit Union Administration (NCUA), Federal Deposit Insurance Corporation (FDIC), the Office of Thrift Supervision (OTS), and the Office of Comptroller of the Currency (OCC). This definition is also referenced in regulations jointly published by the OCC, OTS, FRS, and FDIC on June 7, 1994, and in the Interagency Appraisal and Evaluation Guidelines, dated October 27, 1994.							
Client Contact: Dr. Hottentstine				Client Name: Frieda M. Hottentstine, DVM			
E-Mail: info@allcreatures-vethosp.com				Address: 1153 Main St, Coventry, CT 06238			
APPRAISER				SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)			
 Appraiser Name: Frederick L. Speno, SRA Company: Speno Associates Real Estate Appraisers, LLC Phone: (860) 530-1643 Fax: (860) 530-1643 E-Mail: FredSpeno@spenoassociates.com Date Report Signed: 02/24/2016 License or Certification #: RCG-0575 State: CT Designation: Certified General Appraiser Expiration Date of License or Certification: 04/30/2016 Inspection of Subject: <input checked="" type="checkbox"/> Interior & Exterior <input type="checkbox"/> Exterior Only <input type="checkbox"/> None Date of Inspection: 02/17/2016				Supervisory or Co-Appraiser Name: _____ Company: _____ Phone: _____ Fax: _____ E-Mail: _____ Date Report Signed: _____ License or Certification #: _____ State: _____ Designation: _____ Expiration Date of License or Certification: _____ Inspection of Subject: <input type="checkbox"/> Interior & Exterior <input type="checkbox"/> Exterior Only <input type="checkbox"/> None Date of Inspection: _____			

SIGNATURES

CONFIDENTIAL

(1-1)

4089

NOTICE OF LEASE

FRIEDA M. HOTTENSTINE, an individual with an address at 257 Twin Hills Drive, Coventry, Connecticut 06238 ("Landlord"), and THE TOWN OF COVENTRY, a municipal corporation organized and existing under the laws of the State of Connecticut, having an address at 1712 Main Street, Coventry, Connecticut 06238 ("Tenant"), having entered into a Lease and desiring to provide Notice of the Lease in accordance with Section 47-19 of the Connecticut General Statutes, as amended, hereby give notice of the following:

1. Parties to the Lease:

- (a) Landlord: FRIEDA M. HOTTENSTINE
257 Twin Hills Drive
Coventry, CT 06238
- (b) Tenant: THE TOWN OF COVENTRY
Town Hall
1712 Main Street
Coventry, CT 06238
Attention: Town Manager

2. The Lease between the parties was executed on October 15, 2004.

3. The Term of the Lease commenced on October 15, 2004. The Lease is for a term of years which will expire ten years (10) years, plus the remainder of the partial month in which the Rent Commencement Date occurs, from and after the Rent Commencement Date as defined in the Lease. The Rent Commencement Date is the earlier to occur of (i) six (6) months following receipt by Tenant of all Project Approvals (as defined in the Lease) or (ii) the date upon which the municipal parking lot to be constructed on the Premises by Tenant is first opened for use by the general public. When the Rent Commencement Date is determined, the parties hereto shall file and record a supplement to this Notice of Lease setting forth the exact date of the Rent Commencement Date and the date of expiration of the Term of the Lease.

4. The premises demised under the lease (the "Premises") consist of a portion of that certain piece or parcel of land, commonly known as 1145-1153 Main Street, Coventry, Connecticut 06238 (the "Land"), a legal description of which Land is attached hereto as Exhibit A, incorporated herein and made a part hereof as if set forth at length. The Premises is shown and bounded by the "lease line" as outlined and designated as such on the Plan attached hereto as Exhibit B, incorporated herein and made a part hereof as if set forth at length.

5. The Lease grants to Tenant options to extend the term of the Lease for two (2) additional and successive periods of five (5) years each.

6. A copy of the Lease is on file at each of the offices of the Landlord and Tenant, as aforesaid, and is also on file at the offices of Tenant's attorney, Robert W. Sullivan, Esq., Murtha Cullina LLP, 185 Asylum Street, Hartford, CT 06103, to which reference may be had.

IN WITNESS WHEREOF, the parties hereto have caused this Notice of Lease to be executed this 29th day of November, 2004.

Signed, Sealed and Delivered
In the Presence of:

LANDLORD:
FRIEDA M. HOTTENSTINE

Constance B. Anderson
Constance B. Anderson
Susan Cyr
Susan Cyr

[Signature]
Name: Frieda M. Hottenstine

TENANT:
THE TOWN OF COVENTRY

Constance B. Anderson
Constance B. Anderson
Susan Cyr
Susan Cyr

By: [Signature]
Name: John A. Elsesser
Title: Town Manager

STATE OF CONNECTICUT

: SS. Coventry,

November 29, 2004

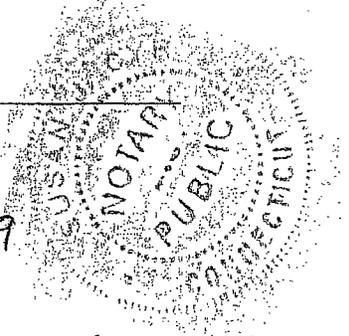
COUNTY OF TOLLAND

Personally appeared Frieda M. Hottenstine, signer and sealer of the foregoing instrument, and acknowledged the same to be her free act and deed, before me.

Swayzy

Commissioner of the Superior Court
Notary Public

My Commission Expires: 3/31/09



STATE OF CONNECTICUT

: SS. Coventry,

November 4, 2004

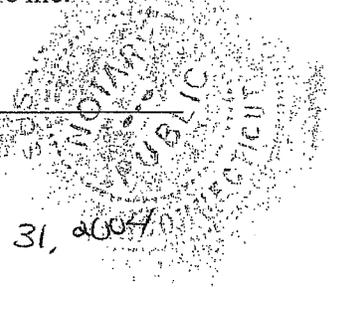
COUNTY OF TOLLAND

Personally appeared John A. Elsesser, Town Manager of the Town of Coventry, a municipal corporation organized and existing under the laws of the State of Connecticut, signer and sealer of the foregoing instrument, and acknowledged the same to be his free act and deed as such Town Manager and the free act and deed of said municipal corporation, before me.

Swayzy

Commissioner of the Superior Court
Notary Public

My Commission Expires: March 31, 2009



Received for record NOV. 29, 2004
At 11:20 a M. Recorded in Coventry
Land Records, Vol. 918 Page 175
By Swayzy Town Clerk

**EXHIBIT A
LEGAL DESCRIPTION OF ENTIRE PREMISES
OWNED BY LANDLORD
(THE "LAND")**

Those three certain pieces or parcels of land situated on the southerly side of Main Street in the Town of Coventry, County of Tolland and State of Connecticut, which pieces or parcels are more particularly described as follows:

FIRST PIECE:

Commencing at the southeast corner of the premises herein described, such point being marked by a pin; the line runs as follows:

Westerly, 106 feet, more or less, along land now or formerly of the National Silk Company to land now or formerly of Arthur Sebert; thence northerly, 146 feet, more or less, along land now or formerly of Arthur Sebert to land now or formerly of James J. Ferrigno; thence easterly, 112 feet, more or less, along land now or formerly of James J. Ferrigno to land now or formerly of William A. Wolfe and Faith R. Wolfe, such point being marked by a pin; thence southerly, 147 feet, more or less, along land now or formerly of William A. Wolfe and Faith R. Wolfe to the point or place of beginning.

Bounded:

NORTHERLY: by land now or formerly of James J. Ferrigno and land now or formerly of Frank Haradon, in part by each;
EASTERLY: by land now or formerly of William A. Wolfe and Faith R. Wolfe;
SOUTHERLY: by land now or formerly of National Silk Company; and
WESTERLY: by land now or formerly of Arthur Sebert.

Together with a permanent easement for drainage into a cistern located on the southwest corner of land now or formerly of William A. Wolfe and Faith R. Wolfe.

SECOND PIECE:

The line begins at the northwest corner of the premises herein described and the northwest corner of land now or formerly of Frank W. Haradon, from thence the line runs easterly along Main Street (16) feet six inches, more or less, to a stone wall, thence southerly one hundred twenty one feet six inches along land now or formerly of Frank W. Haradon, thence westerly twelve feet six inches, more or less, thence northerly one hundred twenty one feet six inches to the point of beginning.

THIRD PIECE:

Northerly by old Hartford and Providence Road;
Easterly by land of James Ferrigno;
Southerly by land of James Ferrigno
Westerly by land of James Ferrigno, containing one acre, more or less.

Being all and the same premises conveyed to the Landlord by Statutory Form Warranty Deed of Viola Ferrigno dated September 1999 (acknowledged September 24, 1999) and recorded in the Land Records of the Town of Coventry in Volume 655 at Page 328, to which reference may be made.

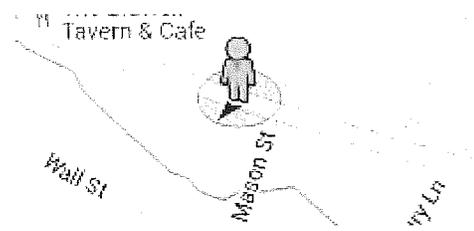
CT-31



Image capture: Aug 2011 © 2016 Google

Coventry, Connecticut

Street View - Aug 2011



Google Maps

Google Maps



Imagery ©2016 Google, Map data ©2016 Google 50 ft

Google Maps

Grade:	
Story Height	
Occupancy	
Exterior Wall 1	
Exterior Wall 2	
Roof Structure:	
Roof Cover	
Interior Wall 1	
Interior Wall 2	
Interior Flr 1	
Interior Flr 2	
Heat Fuel	
Heat Type:	
AC Type:	
Total Bedrooms:	
Total Bthrms:	
Total Half Baths:	
Extra Fixtures	
Total Rooms:	
Bath Style:	
Kitchen Style:	
Bsmt Gar	
Fireplaces	

Building Photo



(<http://images.vgsi.com/photos/CoventryCTPhotos//default.jpg>)

Building Layout

Building Layout

Building Sub-Areas	Legend
No Data for Building Sub-Areas	

Extra Features

Extra Features	Legend
No Data for Extra Features	

Land

Land Use

Use Code 200
Description Commercial Vacant
Zone VC
Neighborhood
Alt Land Appr No
Category

Land Line Valuation

Size (Acres) 0.3
Frontage
Depth
Assessed Value \$41,600
Appraised Value \$59,400

Outbuildings

Outbuildings	Legend
No Data for Outbuildings	

1145 MAIN ST

Location 1145 MAIN ST **Assessment** \$41,600
Mblu 000/ 0062/ 0012/ / **Appraisal** \$59,400
Acct# R02597 **PID** 2483
Owner HOTTENSTINE FRIEDA M **Building Count** 1

Current Value

Appraisal			
Valuation Year	Improvements	Land	Total
2014	\$0	\$59,400	\$59,400

Assessment			
Valuation Year	Improvements	Land	Total
2014	\$0	\$41,600	\$41,600

Owner of Record

Owner HOTTENSTINE FRIEDA M **Sale Price** \$0
Co-Owner **Book & Page** 655/ 328
Address 1153 MAIN ST **Sale Date** 09/29/1999
COVENTRY, CT 06238

Ownership History

Ownership History
No Data for Ownership History

Building Information

Building 1 : Section 1

Year Built:
Living Area: 0
Replacement Cost: \$0
Building Percent Good:
Replacement Cost Less Depreciation: \$0

Building Attributes	
Field	Description
Style	Vacant Land
Model	

No Data for Outbuildings

Valuation History

Appraisal			
Valuation Year	Improvements	Land	Total
2013	\$0	\$55,200	\$55,200
2011	\$0	\$55,200	\$55,200
2010	\$0	\$55,200	\$55,200

Assessment			
Valuation Year	Improvements	Land	Total
2013	\$0	\$38,600	\$38,600
2011	\$0	\$38,600	\$38,600
2010	\$0	\$38,600	\$38,600

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LEGAL NOTICE
TOWN OF COVENTRY, CONNECTICUT
SPECIAL TOWN MEETING
Monday, June 20, 2016

Notice is hereby given to the electors of the Town of Coventry and those qualified taxpayers lawfully entitled to vote in Coventry Town Meetings pursuant to Section 7-6 of the Connecticut General Statutes that a Special Town Meeting will be commenced on Monday, June 20, 2016 at 7:00 PM at the Annex Building of the Coventry Town Hall, 1712 Main Street, Coventry, Connecticut, to consider and take action on the following question:

Shall the Town of Coventry approve the purchase of 1145 Main Street, Coventry, Connecticut for the purchase price of \$55,615?

Dated at Coventry, Connecticut this ____ day of June, 2016

Lori Tollmann, Coventry Town Clerk

**Minutes
Coventry Town Council Meeting
June 6, 2016
Town Hall Annex**

1. The meeting was called to order at 7:30 PM.
Present: Hannah Pietrantonio, Lisa Thomas, Richard Williams, Julie Blanchard, Thomas Pope, Andy Brodersen, Matthew O'Brien
Also present: John Elsesser, Town Manager; Beth Bauer, Finance Director
2. The Pledge of Allegiance was recited.
3. **Audience of Citizens:** none.
4. **Acceptance of Minutes, May 16, 2016:**
Motion #15/16-385: Thomas Pope moved to accept the minutes of the Town Council Meeting of May 16, 2016 as written. The motion was seconded by Matthew O'Brien and carried with Richard Williams abstaining and all other members in favor.
5. **Consent Agenda:**
Motion #15/16-386: Lisa Thomas moved to accept the Consent Agenda, seconded by Hannah Pietrantonio. Richard Williams requested to remove item 6.F.4. Matthew O'Brien requested to remove item 9.C. Lisa Thomas requested to remove item 9.B. The motion to accept the Consent with the requested items removed carried on unanimous vote.
6. **Reports:**
 - A. Council Chairwoman - Julie Blanchard:** We had a successful opening day at the farmers' market. We are continuing to follow the crumbling concrete issue with the Governor and he is proposing a new bill to go into effect 10/1/16. The bill only addresses a small portion of the issue - does it address what we are signing tonight? John Elsesser replied no. The House and Senate passed the bill and the Governor signed it. It allows reductions in assessments. Julie said it also sets a requirement to keep a record of who poured the foundation. John said it also cloaks the condition for period of up to 7 years so people don't have to disclose if they choose not to.
 1. We have received a letter from the Booth & Dimock Memorial Library indicating their intent to transfer ownership of the building and land to the Town in conjunction with the expansion project. Julie asked if Council members had any questions. Hannah Pietrantonio asked about the last paragraph where it says "supported by reasonable financial assistance by the Town" - does that mean maintenance? John Elsesser said he believes it means a correlating document needs to be developed that will clarify some items - it will never be definitive because we can't take away the will of the public to fund certain things. Matthew O'Brien said he would like to discuss the second paragraph - "funding sufficient to develop the project as specified by the building committee"- if we propose changes to the project does this mean it goes away? John said Julie had asked that this go on tonight's agenda but was anticipating it would go back to Steering for review. Matthew suggested that perhaps Steering could look at some of those items. John replied that is why it was under reports and not an action

item.

2. We got some answers regarding the time commitment for a Council representative for Board of Education union negotiations. The meetings could be 4 hours long but no specific dates are scheduled as yet. She would like Matthew O'Brien to serve along with an alternate. Thomas Pope offered to serve as the alternate. Matthew suggested the Council come up with some guiding language. Julie replied our role is as an observer. Matthew said if he is just going to watch he doesn't see why he is going. Lisa Thomas said she thinks the purpose is so someone can attend and let the Council know in executive session how the process is going. Matthew noted their invitation letter says the Council will be given an opportunity to provide input. Andy Brodersen said it makes no sense if we can't provide input. Matthew said he thinks the Council should discuss our own ideas so whoever goes has some sense of the Council's wishes. The Council agreed to discuss the matter further in executive session. John Elsesser said the Council does have the right to share how they hope things will come out although they can't participate in the actual negotiation. Matthew said he understands that.

B. Council Members:

Lisa Thomas said she and Hannah attended the lake management plan workshop. It was very productive. There are a lot of dedicated people who have been trying to put something together that has never existed before. There was good turnout and good discussion. John Elsesser and Eric Trott also attended. Thanks to the Lake Advisory & Monitoring Committee for coordinating the event. Congratulations to the Parks & Recreation Department for our 6th annual Playful City designation. Kudos to them for putting the application together. Laidlaw Park is looking great.

Hannah Pietrantonio attended the Coventry Scholarship Foundation awards event. The Town Council gave achievement awards to:

- Citizenship – Abbie Zadrozny
- Leadership – Joshua Remes
- Achievement - Jessica Hatt
- Sportsmanship – Kevin Bishop
- Service – Olivia Thomas
- School & Town Spirit – Kayla Choiniere

Congratulations to all our Coventry seniors graduating from high school this Saturday. Lisa Thomas said it is astonishing what the committee running the scholarship program is able to do. They distributed over \$40,000 in scholarship funds and it is a great service to the Town.

Hannah said the new parking system for the Farmers' Market is working well. The former entrance is now the exit and it is better organized.

C. Steering Committee - Thomas Pope:

The Committee met May 23rd. The Library Building Expansion Committee updated us on their progress concerning the issue of ownership of the Library building and land. The Town Manager said that the Town Attorney may have some feedback when the letter of intent concerning the issue is received from the committee. The issue of sewer capacity in relationship to the library was raised due to discussion at the WPCA in their meetings of April 7th and May 5th about insufficient capacity to facilitate additional development at this time.

The issue of acceptance of Avery Shores as a Town road was discussed, including rights and

width of an easement to be included with any acceptance of the road to facilitate the use and maintenance for the road. While there was some objection to conveying the existing easement held by the Association, no Association member present had read or knew what was actually in the existing document. The Steering Committee asked for more information from Town staff regarding what they would require to be done prior to acceptance. The suggestion was made that a proposed easement could be drafted by the Town for Association review and possible edit. We would like to bring this matter to a conclusion prior to September.

1. Reappointments:

A. Eastern Highlands Health District - John Elsesser:

Motion #15/16-387: Thomas Pope moved to reappoint John Elsesser to the Eastern Highlands Health District, term to expire 6/7/2019. The motion was seconded by Richard Williams and carried on unanimous vote.

2. Appointments:

A. Building Code Board of Appeals - Kathy Fournier:

Motion #15/16-388: Thomas Pope moved to appoint Kathy Fournier to the Building Code Board of Appeals, term to expire 6/1/2021. The motion was seconded by Matthew O'Brien and carried on unanimous vote.

B. School Building and Energy Efficiency Building Committee - Danielle Kloster:

Motion #15/16-389: Thomas Pope moved to appoint Danielle Kloster to the School Building and Energy Efficiency Building Committee for an indefinite term. The motion was seconded by Lisa Thomas and carried on unanimous vote.

D. COVRRRA - John Elsesser:

We are wrapping up the tipper barrel swap program and getting bills out. We are waiting for the first draft of the transfer study report from the engineer. Matthew O'Brien said he would like the Council to have a future discussion regarding changes in budget allocation and how they occur at a future meeting.

E. Town Manager - John Elsesser:

1. Projects update: A written memo is available in the Council packet. Updates include:

- The grass at Laidlaw Park is growing. Nature is cooperating. We are finishing up the water tank. We are flushing out the tank and hooking up electrical and should be ready in about a week. It will take pressure off the well because the tank can fill slowly. Hannah said she was walking there and some people were questioning where the water is coming from - they live on Woodmont and are concerned. John replied their wells are part of CT Water and not the source for this. The tank is on its own well and it is a fairly high-yield well. Matthew asked if there are any continuing problems with ATVs and whether we should do temporary fencing to protect the field. John replied we haven't picked up the fence because it has been too wet. Protective fencing is a legitimate concern and we will talk further about it. We are trying to get the gate locked more frequently but there are always ways to get in.
- Thomas Pope asked about the tax sale section of the written update. We accepted one - what happened to the other? John said it sold. The other property had a CDBG loan of \$16,000 which could have been liquidated. We could have held it but decided it was close enough.
- Matthew asked under the public safety section of the written update, if our original authorization with Vintech authorized more than 3 days a week prior to June 30th. John

replied that was done by a vote of the Fire Department's Board of Directors - they hold the license. The contract with Vintech is with us - they asked us to do it because they couldn't get coverage. They hold the funds and the license - we don't. It is coming out of their money. We can get a legal opinion if the Council wants. Matthew replied that is not necessary.

- The pad for the gazebo has been poured for the Main Street project.
- A used Quint fire apparatus is available - the town mechanic is going to look at it tomorrow. It is well maintained and well below our budget at \$200,000 vs. \$400,000. There are two other towns interested. We signed a letter of intent. If the Council doesn't wish us to make the purchase we can pull it back but they told our staff we could provide a letter of intent subject to a contract to be approved by the Town Council - they will accept a letter. The vehicle has a tighter turn radius which should work well in our lake area. Thomas Pope asked if the Council can do anything to facilitate this seeing as how the price is good. The purchase is already approved in the budget. John said we can try to have a contract available for the next Council meeting on June 20th. We want a firm price or at least a not-to-exceed. Andy Brodersen noted this was discussed at the Local Emergency Coordinating Committee meeting. The Fire Departments are very happy with it - it is better than expected and comes with water.
- We were notified today that the Coventry Lake Advisory & Monitoring Committee received the CRCOG sustainability award that we nominated them for - they are getting the award on Wednesday. CRCOG was thrilled with the lake study and hands-on monitoring that was done.

2. Coventry Crime Statistics: Five-Year Trend: Andy Brodersen asked how Coventry compares to other towns of similar size. John replied it is very hard to compare because with a more active Police Department you have more incidents. There are certain expectations when you live in an area with a resident trooper that you won't get as much activity. Andy said Coventry seems to be moving in the right direction. Thomas Pope said it is interesting that almost everything is down - but he noted the total of fraud and how fast it is climbing - it has almost tripled. He cautioned people to be careful with their financial records. John announced that the NCFVD is holding a document shredding day on June 18th from 9 AM to noon.

3. High Risk Rural Road Horizontal Curve Signing Grant: Andy Brodersen asked to verify that this is not costing us any money. John replied no, just frustration and time. Thomas Pope noticed a lot of the signs are on Brigham Tavern – we just had a bike tour there. John replied those were not approved we are asking that they reconsider.

4. Board Of Education: Decision Regarding Participation in OpenGov: Richard Williams asked for this item to be removed from consent. If he recalls correctly during budget season Robert Carroll said they were going to get involved in the OpenGov program for financial reporting transparency. It is a mystery how their money is spent. He remembers when he was on Finance he would ask for check registers because it was the only way he could see where they were spending. He thought the purpose of this was so everyone could see how things are being spent and he is stunned the Board is passing up this opportunity to be transparent. We should be able to see how things are spent and if it requires a check registry or copy of an invoice we should request it - under FOI if necessary. This was supposed to show everyone how things were spent. He wants to see a check registry. This has to come to a head. It is very frustrating. Julie Blanchard said she will ask for it. Richard said he wants to see it monthly. Thomas Pope said it would seem that the Town Council could submit an FOI request. The State provides guidelines and even if the Chair has to make a monthly request then we should do it even if Board of Education doesn't like it. Andy Brodersen said he recalls

even before we approved the budget we were talking about OpenGov with them. Did they budget any money for it? Hannah Pietrantonio said the budget was probably already set back in December so it wasn't put in. Richard asked how much it costs to get transparency. John asked Beth Bauer if she recalls. Beth said the last quote for the services we are currently using including the Board of Education was roughly \$8500 and a start-up fee of \$4500. Richard said we spend \$27 million and they can't come up with \$6,000 so we can see how money is spent and take the mystery out. If it can't be like that let's get a check registry every month. How do we get it done? Julie said she will start with an FOI request.

10. CRCOG Inter-town cooperation award: Our Recreation Director Wendy Rubin coordinated a group of towns to do a youth basketball league to offer expanded offerings in an economic way and the collaboration is being recognized.

7. Unfinished Business:

A.15/16-97: Invitation to Provide Input to Negotiation Process, Coventry Board of Education and Education Association of Coventry and Possible Selection of Council Representative: Julie Blanchard said that Matthew O'Brien will participate in this process and the Council will discuss guidelines during executive session. Thomas Pope will serve as alternate. Matthew said he appreciates the alternate because without a set schedule he doesn't know if he can commit to every meeting.

8. New Business:

A. 15/16-98: Consideration/Possible Recommendations: Resolution Encouraging Development of Multi-Faceted Approach to Assist Citizens Affected by Crumbling Concrete Foundations: Julie asked if John Elsesser was able to get any input. John said yes. Last Monday four towns held a meeting with the Lt. Governor and DCP Commissioner Jonathan Harris. They were given a courtesy copy of the draft resolution and were asked to get any concerns or issues to us - we haven't heard anything yet. There were some concerns about a resolution vs. a letter. While State work is important a lot of work needs to be done on a personal level. Julie asked how this was created. John replied the Town Manager in Windham did the first draft, which was then worked on by the Town Manager in Tolland and me. Matthew O'Brien said he is in favor of the concept but a little concerned about the lack of specificity regarding support. Will there be a pathway for people to follow that outlines types of assistance and costs? He also has a concern about conveyance taxes - he doesn't think individual homeowners or taxpayers should have to pay extra to cover it. He is in favor of developing uniform methods, pricing, etc. What is the possible impact on septic systems? Have there been some problems? John replied the concrete company poured a lot of septic systems and they are underground so they are difficult to see. Some have collapsed.

Hannah said she has spoken with some individuals who are directly affected and there is still concern about anonymity. One person who is having their home repaired wants to know what guarantee will they have when they put it back on the market that their value will be restored - will there be a post-repair inspection, or some other certification that indicates their repair is sound? Julie said there is a fair amount of language about assessors being trained to bring values down and back up. Matthew said he is hoping they would be able to provide details about what was being done. New concrete wouldn't be a problem. Lisa said that is part of the concern - is it possible to have some sort of certificate issued, or guarantee that the house is sound. Matthew said maybe people could get a warrantee from the company

doing the work. Hannah said there are only a few companies that know how to do it and they are booked years out. The people she talked with did say the draft was well written and well thought out.

Thomas said regarding the resolution there are a lot of things that are important to be in there but he has some concerns about the 3rd, 4th and 5th paragraphs. Matthew suggested revising the word "interim" which means temporary. Thomas suggested revising the language that says "strongly urges to establish emergency repair fund" to "urge investigation of the establishment of an emergency repair fund." In the third paragraph where it says "take immediate action to protect your legal rights" - it leaves the action open to interpretation. Does that mean they can sue the town or state - are we funding a method to get sued? Things get to court and the contractor could be out of business. He does feel people need help. This shouldn't be ignored - people need to have someone in their corner. Regarding the tax panel - where it says, "set out recommendations as defined above" - we need to be careful about what that wording is. We don't want to open a floodgate or be irresponsible.

Hannah said she thinks this is just the tip of the iceberg. Only 250 people are registered with the Department of Consumer Protection. There are hundreds of people who are too scared to come forward yet. We are talking thousands of homes. One family is facing a \$100,000 repair bill and their home is only worth 40% of what it was. She heard some discussion of FEMA - are they getting involved? John replied it doesn't meet FEMA's standard definition but an actual number doesn't exist. Having the problem exist in more than one state actually helps. It is more towns than just the four we worked with. Vernon, South Windsor, Ellington, and more also have the problem.

Thomas said people think the problem doesn't affect them but every homeowner in the communities affected will have to share a greater burden. The grand list will drop down. The cost of relocation is enormous. We can't kick this down the road. Something like this needs to be addressed but we need to do due diligence. He doesn't think we can sign it in its present form.

John said some of the thoughts at the end of the document came out of the meeting with the Lt. Gov. and Commissioner Harris. We believe the state isn't going to be the body that holds this tax force. We need legislators and senators as champions, but we believe it is going to have to be town leaders running this. If we are going to be talking about assessments we need to get OPM involved and they didn't realize that. We think it will be spearheaded by Councils of Governments. The task force should be listed in the beginning rather than the end, with a list of items to address. Thomas asked why we should do a resolution for the state if it is going to be managed by the towns. John said we believe we need significant state empowerment. We can talk with other towns to refine this. We need something in the interim - the state's focus is to finish their report and we think we need something sooner. Perhaps a type of disaster relief mobilization - volunteers who can help counsel, and ways to help people on a personal level.

Julie said she appreciates CRCOG and the task force involving the towns. She doesn't have a lot of faith in the state under the current leadership. Regarding the financial impact study - to what end would that help? John replied at some point this is going to require someone to come up with money. The state will not confirm that negotiations are going on with insurance companies and banks. It is not unrealistic to expect that state tax credits may come in, or maybe federal money. There might be a shopping list of things that have to happen. There were cases in Florida with poisonous sheetrock that were covered. Regarding an

economic study - we think someone has to look at impacts, not only to homeowners, but to towns and regions. If we become red-circled, everybody's house value is affected. If they do a model that shows potential impacts to property values and the real estate market, it makes the case that it is worth making the investment to try and fix the problem. To get state bonding we have to get votes from the whole state and historically Eastern Connecticut doesn't have that clout. We don't have the population numbers.

Julie said we will leave this matter on the agenda for next meeting. John will do further work on it.

B. 15/16-99: Consideration and Possible Action to Call to Special Town Meeting on June 20, 2014 to Consider Purchasing Land at 1145 Main Street:

Motion #15/16-390: Matthew O'Brien moved that pursuant to section 9-3 of the Coventry Town Charter that the Town Council call a special Town meeting to consider approving the purchase of real estate located at 1145 Main Street, Coventry to be used for Town purposes. He further moved that the Town Clerk and Town Manager be directed to advertise said Town Meeting for Monday, June 20, 2016 at 7:00 PM in the Town Hall Annex located to the rear of 1712 Main Street. Thomas Pope seconded the motion.

Lisa Thomas noted two addresses, 1145 and 1153 are included in the attached documents. John replied they are next door to each other. Lisa asked if tax forgiveness is being given on both. John replied yes. Hannah asked if we have plans for the property. John replied it is a parking lot now and we plan to leave it as a parking lot. We want to make clear it is not open space. Thomas Pope said based on multiple questions he has received after seeing this on the agenda, why did we ever lease the property to begin with? John replied we got a grant to build a parking lot - it was state money - and conditions were we had to have a lease. Julie asked if that commitment is met. John said it was a ten-year lease with two five-year renewals. We are in the first of the two 5-year renewals. After seven years the public could no longer park there. **Motion #15/16-390 carried on unanimous vote.**

C. 15/16-100: Consideration/Authorization of Town Manager to Sign MOU with the Board Of Education for Operation of Preschool Fund:

The Council reviewed the draft MOU included with the agenda materials. John Elsesser said it is based on discussions that the Board of Education has had and is consistent with the fund that the Council set up. Thomas Pope asked what change this MOU makes. John replied it still operates in the fund but transfers some of the administration. Currently CECC parents writes checks to them and the Board of Education writes checks back to CECC. The Board wants clarification that if they take over the administrative function that it still aligns with the fund. Thomas asked if we don't recommend this be signed, what would change. Matthew O'Brien asked if it would be possible to get the original document. John said yes. Matthew said he knows that we are paying special education expenditures. Does the section regarding grants and transfers as part of the general fund include special education? John said they should clarify. We can put it on the next agenda - maybe on the Finance Committee agenda we can provide the fund creation guidelines so we can have a head start. **Motion #15/16-391: Lisa Thomas moved to continue item 8C to the next Council meeting. The motion was seconded by Richard Williams and carried on unanimous vote.**

D. 15/16-101: Consideration/Authorization to Accept Gift of Golf Cart Valued at \$3,000 for Coventry Farmers' Market at Hale Homestead from Highland Park Market:

Motion #15/16-392: Thomas Pope moved to accept a gift of a golf cart valued at \$3,000

for Coventry Farmers' Market at Hale Homestead from Highland Park Market. The motion was seconded by Matthew O'Brien. Julie noted the background memo states that Highland Park Market wants to be more involved in the Market. John said yes. Some would view that as competition but they have brought Market products to their shelves. Thomas said he would like to speak in support of the motion. Highland Park Market goes above and beyond to support our community. **Motion #15/16-392 carried on unanimous vote.**

9. Miscellaneous Correspondence:

B. Citizen Correspondence: Request For Consideration, ATV and/or Noise Ordinance:

Lisa Thomas noted this person is requesting specific involvement from the Council. She knows that noise ordinance issues have come up before and we have done already almost all we can. What would our next step be? Julie said she thought we have a noise ordinance. John replied no, it is very difficult to monitor and enforce - we have to have training and equipment. CT DEEP used to do it but stopped. CT DEEP monitors ATV use. We could tell him to call CT DEEP but they are at about half staff with the budget cutbacks. We could look at policy matters in Steering short of ordinance development. Thomas said perhaps the Town Manager could send a letter to the person explaining the situation. John noted it is a respect issue. The problem with a noise ordinance is you have to have an ambient reading first so you can take metering at higher levels. There are other actions that can be taken by the person such as a private nuisance lawsuit. The Town Manager's office will follow up and report back to the Council Steering Committee.

C. Board of Education minutes and agenda:

Matthew O'Brien said this item ties into the conversation we were having about the preschool. On their agenda under old business it says "discussion and possible vote on CECC board request." If you read the minutes it could mean taking over administration. He would like to know more because it may impact our budget. Julie will write to them. Matthew said it seems to tie in with their request for the memorandum so he would like to get information before we vote on the memorandum.

10. Executive Session:

Motion #15/16-393: 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 the Town Finance Director. The motion was seconded by Thomas Pope and carried on unanimous vote.

Motion #15/16-394: 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 the Town Finance Director. The motion was seconded by Thomas Pope and carried on unanimous vote.

Executive Session commenced at 9:07 PM.

Motion #15/16-395: Thomas Pope moved to leave Executive Session at 9:35 PM, seconded by Matthew O'Brien and unanimously approved.

11. Adjournment:

Motion #15/16-396: Thomas Pope moved to adjourn the meeting at 9:36 PM, seconded by Matthew O'Brien and unanimously approved.

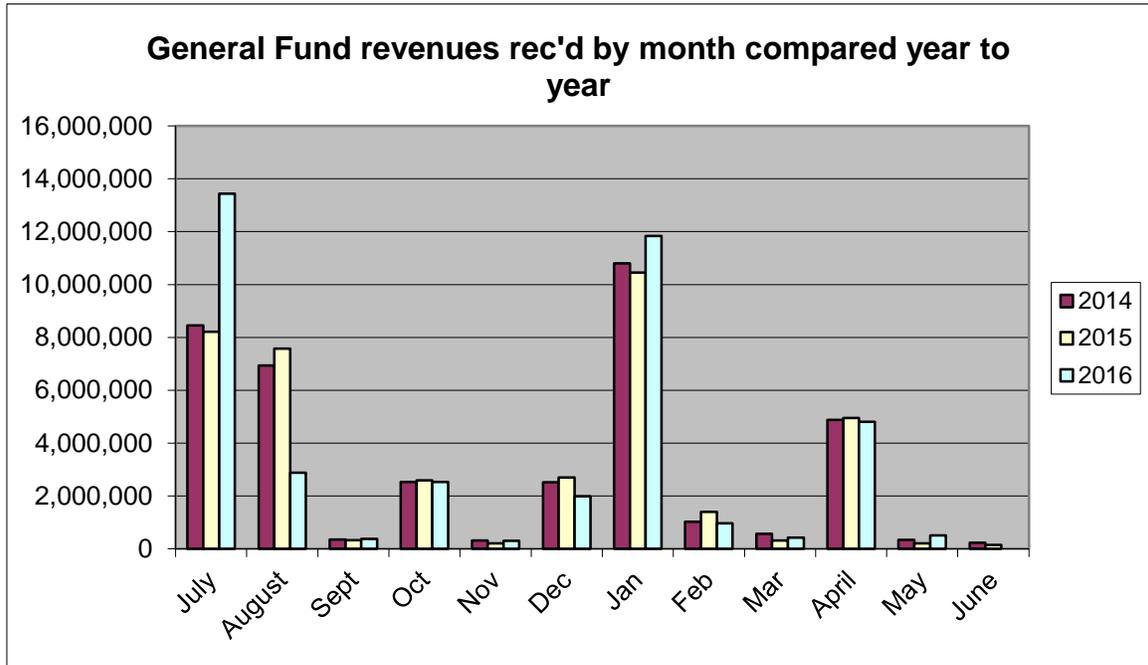
Respectfully submitted,

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.

Date: June 8, 2016
 To: Finance Committee
 From: Elizabeth Bauer, Director of Finance
 Re: Monthly Update

Revenues

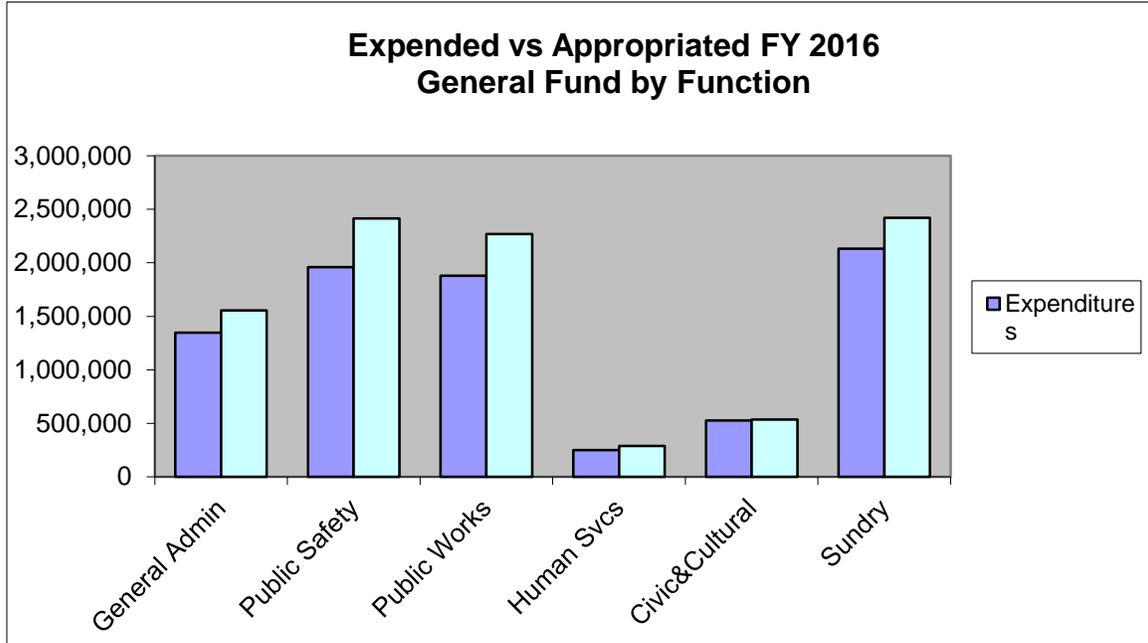


As of May 31, 2016, the Town of Coventry has collected \$29,733,950 or 101.46% of \$29,305,320 (anticipated) property tax revenue. The same period last year saw property tax revenue at 100.09% of anticipated revenue.

General fund revenue collections are \$40,091,626 or 100.78% of \$39,727,778 anticipated. Anticipated revenues from the State of Connecticut have been reduced by the \$48,673 PILOT payment, and \$18,861 of public school transportation money. The State payment for the ECS grant was higher than anticipated by 20,187. The total reduction of State revenue will be approximately \$26,000. A positive note: if Conveyance tax and Building department revenues continue at the same pace through fiscal year end, we will exceed those revenues by \$54,000.

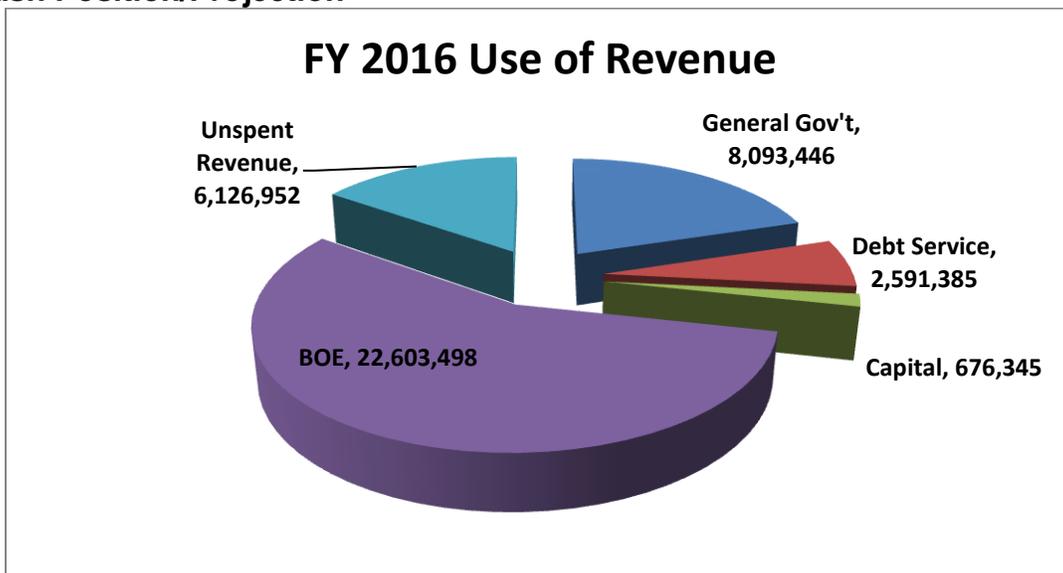
COVRRRA user fee collections are \$1,076,075 or 110.2% of \$976,183 anticipated. The same period last year saw COVRRRA collections at 107.6% of anticipated.

Expenditures



Current Fiscal year General Fund expenditures and encumbrances are at 87.22% of the adjusted budget appropriation, compared with 89.12% for the same period last year. Projected over expenditures include the advertising line item in the Town Managers budget (110-1201-52170), Legal (110-1501-52030), Registrar of Voters salary (110-1701-52010), Town Hall building repairs/maintenance (110-1801-52160) due to emergency repairs to the boiler/HVAC systems, and Claims and losses (110-8303-53230).

Cash Position/Projection



The chart above shows what has been spent from the revenues received this current fiscal year. As of May 31st, we have an unspent cash balance of

\$6,126,952 and unspent appropriation of \$5,653,169. Available funds are currently invested at rates from .4% to .6%.

Tax Collector

Lien notices were filed on 284 unpaid Real Estate accounts. Lien notices were filed on 107 Sewer Use accts. Back tax statements were mailed to 101 PP delinquent taxpayers. In addition, 130 combined back tax statements were mailed. Sewer Assessment payments were due on May 1st. The tax sale was completed with 2 properties, both of which were sold to separate bidders. The COVRRRA tipper barrel swap concluded with 18 changes, 10 increasing barrel size, 6 reducing and 2 only changing recycling.

Tax Assessor

The month of May is focused on the Homeowners program, and entering final corrections prior to turning the file over to the Tax office for billing. Problems with DMV's pricing of vehicles are being corrected, and in Coventry, we have had a reduction in grand list of \$1,267,264.

For the 2014 grand list, the office has processed 783 Motor Vehicle corrections, 126 Supplemental MV corrections, 33 Personal Property corrections and 149 Real Estate certificates of correction.

For the 2015 grand list, the office has processed 461 Motor Vehicle corrections, 22 Personal Property corrections and 36 Real Estate corrections. The Real Estate corrections include the Court case for Imperial Development. We are still waiting for corrected information from DMV.

The year to date corrections against 10/1/2014 and 10/1/2015 grand lists are as follows:

	2014	2015
Original Grand List	930,973,231	949,163,141
BAA Reductions March	(407,900)	(22,040)
Corrections	(2,718,217)	(3,618,144)
BAA Reductions September	(16,370)	-
Prorates New Construction*	2,123,246	-
Supplemental MV GL	11,190,476	-
Total Net Grand List	941,146,480	945,522,957

Accounting

The auditors were here for the preliminary audit work. No problems were identified. Final audit work is in October. The budget can be finalized with the successful vote on May 3rd. The year-end purchase order process has begun; departments are encouraged to close out their 2015-16 budgets in a timely fashion to allow a smoother year end. We are reconciled with the BOE through

April. Met with a representative of CIRMA to confirm our annual renewal, learned that there will be an insurance rebate in 2017. Beth Bauer, Bob Carroll and Bill Trudelle attended a workshop on school construction guidelines to learn about the new processes in place. We hope to be able to seek reimbursement for some of the project costs coming from the School Energy and Efficiency Building Committee.

IT

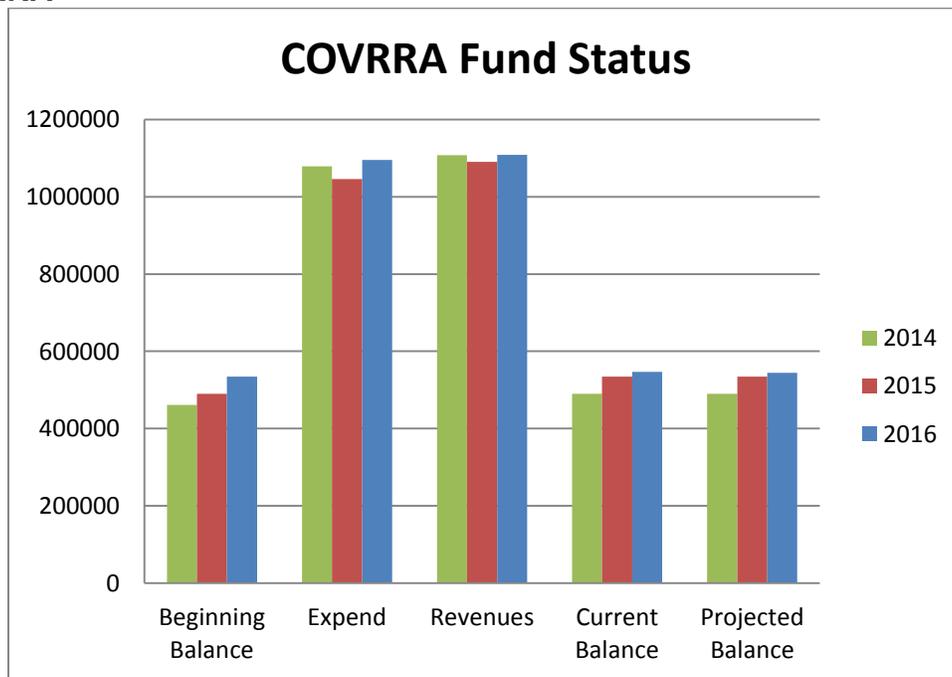
Received an update on our ICE grant for computer purchases, the state has not yet funded the grant. We are delaying purchases this year as we wait for the final decision.

BOE status

	BOE Expenditures to date
	FY 2016
Budget appropriation	26,811,045
Adjustments to approp	61,738
Encumbrances	
Expended to date	<u>22,603,498</u>
Balance remaining	4,269,285

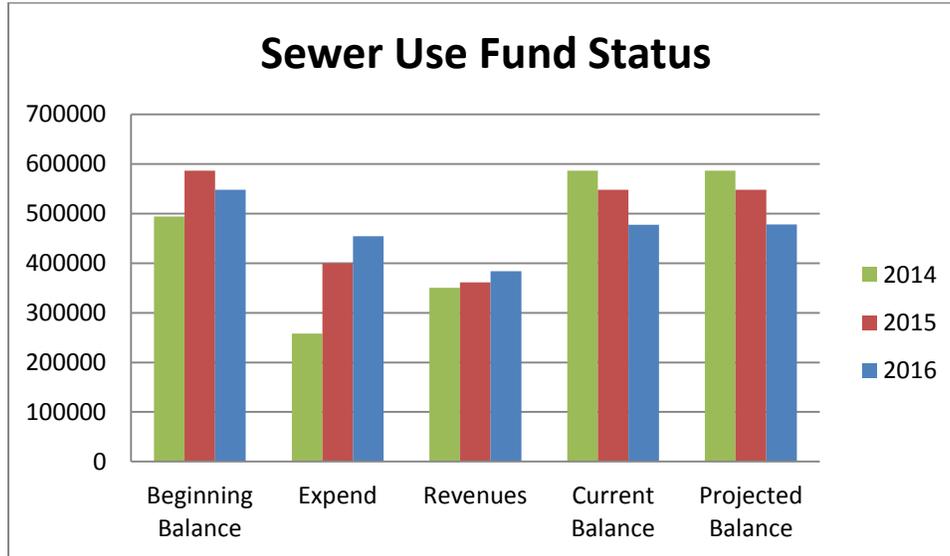
Special Revenue Funds

COVRRRA



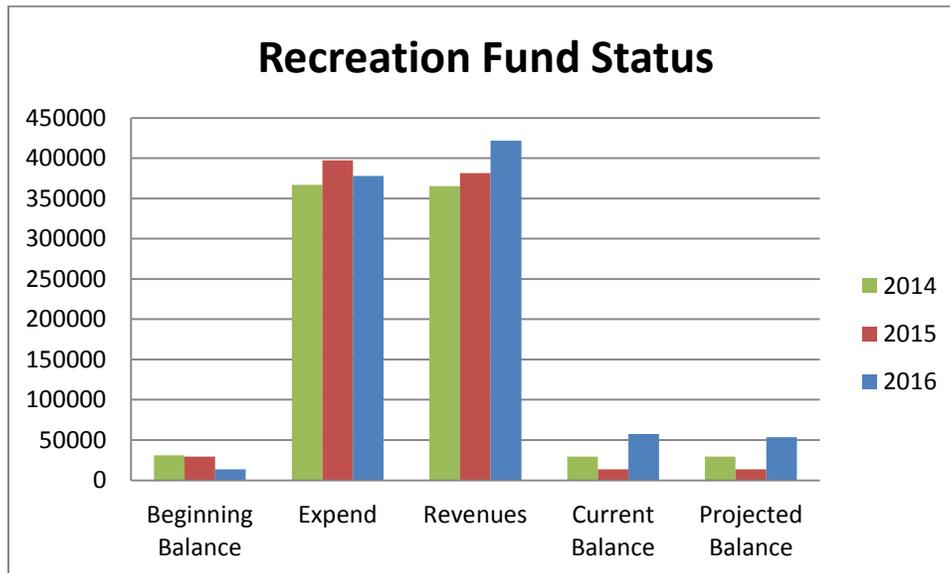
	Beginning Balance	Expend	Revenues	Current Balance	Projected Balance
2016	534282	1095411	1108345	547216	544282
2015	489808	1045363	1089836	534282	534282
2014	461074	1078893	1107627	489808	489808

SEWER USE



	Beginning Balance	Expend	Revenues	Current Balance	Projected Balance
2016	548115	454029	383465	477551	478115
2015	586372	399792	361535	548115	548115
2014	494117	257880	350135	586372	586372

RECREATION



	Beginning Balance	Expend	Revenues	Current Balance	Projected Balance
2016	13567	378049	422000	57518	53567
2015	29304	397283	381546	13567	13567
2014	30951	366927	365280	29304	29304

Town of Coventry
 Monthly Expenditure Summary - (COUNCILOBJ.REP)

Fiscal Year: 2016 to 2016 for Dates from 01-Jul-2015 to 31-May-2016

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
51000 SALARY AND WAGES	273,134.00	.00	.00	212,448.62	60,685.38	77.78
51010 REGULAR FULL TIME	4,019,898.00	(12,843.00)	.00	3,503,190.50	503,864.50	87.43
51020 PART TIME	95,101.00	18,000.00	.00	96,390.20	16,710.80	85.23
51030 OVERTIME	229,056.00	1,220.75	.00	184,481.88	45,794.87	80.11
51040 TEMPORARY	30,310.00	6,488.71	.00	21,331.32	15,467.39	57.97
51059 PAYROLL TAXES & INSURANCE	26,309.00	.00	.00	18,614.45	7,694.55	70.75
51063 FICA - GA	77,237.00	.00	.00	66,100.82	11,136.18	85.58
51064 FICA - PS	147,460.00	.00	.00	128,237.05	19,222.95	86.96
51065 FICA - PW	116,250.00	1,100.00	.00	105,403.65	11,946.35	89.82
51066 FICA - HUMAN SVCS	16,740.00	650.00	.00	15,630.96	1,759.04	89.89
51067 FICA - CIVIC/CULTURAL	5,016.00	100.00	.00	4,576.93	539.07	89.46
51070 PENSION	32,800.00	(1,000.00)	.00	31,800.00	.00	100.00
51071 PENSION - GA	122,210.00	.00	160.74	119,087.42	2,961.84	97.58
51072 PENSION - PS	216,963.00	.00	.00	211,508.79	5,454.21	97.49
51073 PENSION - PW	144,000.00	(2,440.00)	.00	109,853.80	31,706.20	77.60
51074 PENSION - HS	27,860.00	590.00	.00	28,090.76	359.24	98.74
51075 PENSION - CC	14,266.00	.00	.00	14,015.72	250.28	98.25
51090 OTHER	69,785.00	2,000.00	.00	59,895.36	11,889.64	83.44
51100 LONGEVITY	48,700.00	(15.00)	.00	47,700.00	985.00	97.98
51110 DIFFERENTIAL	4,199.00	2,400.00	.00	5,461.29	1,137.71	82.76
51121 FRINGE BENEFITS	23,270.00	.00	.00	19,304.66	3,965.34	82.96
51711 HEALTH INS GENERAL ADMIN	239,855.00	.00	220.25	188,524.00	51,110.75	78.69
51712 HEALTH INS PUBLIC SAFETY	417,230.00	(16,000.00)	340.92	282,780.34	118,108.74	70.56
51713 HEALTH INS PUBLIC WORKS	393,015.00	16,000.00	201.21	335,383.37	73,430.42	82.05
51714 HEALTH INS HUMAN SERVICES	34,880.00	.00	4.97	23,796.01	11,079.02	68.24
51715 HEALTH INS CIVIC & CULTURAL	9,225.00	.00	14.91	7,959.64	1,250.45	86.45
51720 LIFE INSURANCE	6,500.00	.00	923.16	5,404.37	172.47	97.35
51999 REVENUE OFFSET	(14,800.00)	.00	.00	(5,447.56)	(9,352.44)	36.81
52010 ARCHITECTS AND ENGINEERING	8,240.00	8,055.54	5,403.33	10,892.21	.00	100.00
52020 FINANCE AND ACCOUNTING	8,930.00	.00	.00	5,400.00	3,530.00	60.47
52030 LEGAL	93,000.00	.00	.00	130,359.24	(37,359.24)	140.17
52040 LICENSES/SUPPORT-DATA PROCESSING	113,987.00	.00	3,882.72	105,446.95	4,657.33	95.91
52050 INSURANCE	138,750.00	.00	2,439.00	133,549.92	2,761.08	98.01
52060 INDEXING RECORDING	26,650.00	108.00	425.20	17,542.27	8,790.53	67.15
52070 OTHER PROFESSIONAL SERVICES	104,835.00	1,198.23	26,865.62	76,372.13	2,795.48	97.36
52080 PROFESSIONAL AFFILIATION	31,293.00	(877.00)	.00	28,675.60	1,740.40	94.28
52090 TRAVEL MEETINGS MILEAGE	75,790.00	(135.02)	1,069.52	9,004.00	65,581.46	13.32
52100 TRAINING	35,030.00	4,765.00	7,040.00	25,949.25	6,805.75	82.90
52110 POSTAGE	37,200.00	.00	29,306.00	3,814.20	4,079.80	89.03
52130 SERVICE CONTRACTS	217,171.00	(9,174.11)	19,421.14	168,183.68	20,392.07	90.20
52140 EQUIPMENT REPAIRS	61,919.00	1,585.73	4,309.57	37,360.37	21,834.79	65.62
52150 RADIO AND ALARM REPAIRS	16,150.00	4,911.95	3,915.98	14,125.22	3,020.75	85.66
52160 BUILDING REPAIRS/MAINTENANCE	55,070.00	7,390.48	6,864.27	49,796.80	5,799.41	90.72
52170 ADVERTISING	18,180.00	315.85	1,870.52	13,827.89	2,797.44	84.88
52180 PRINTING	27,415.00	(1,070.05)	748.00	11,170.04	14,426.91	45.24
52190 COPIERS	4,950.00	(1,061.46)	153.86	2,346.78	1,387.90	64.31
52200 EQUIPMENT RENTAL	2,400.00	(1,400.00)	.00	899.65	100.35	89.97
52220 MEALS	5,030.00	(1,268.50)	100.00	2,556.20	1,105.30	70.62
52240 MISCELLANEOUS	3,800.00	.00	.00	3,796.39	3.61	99.91
52250 GRANTS AND CONTRIBUTIONS	99,954.00	3,033.87	1,288.00	204,676.24	(102,976.37)	199.99
52260 NEGOTIATED UNION CONTRACT	6,000.00	(400.00)	.00	5,024.60	575.40	89.73

Town of Coventry
 Monthly Expenditure Summary - (COUNCILOBJ.REP)

Fiscal Year: 2016 to 2016 for Dates from 01-Jul-2015 to 31-May-2016

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
52270 OTHER SERVICES	300.00	.00	46.00	.00	254.00	15.33
52280 AUDIT	30,845.00	.00	.00	28,176.60	2,668.40	91.35
52291 WORKER COMP - GA	23,340.00	.00	.00	20,688.00	2,652.00	88.64
52292 WORKER COMP - PS	128,280.00	.00	.00	114,744.75	13,535.25	89.45
52293 WORKER COMP - PW	101,800.00	.00	.00	91,172.00	10,628.00	89.56
52294 WORKER COMP - HS	2,810.00	.00	.00	2,406.00	404.00	85.62
52295 WORKER COMP - CC	12,545.00	.00	.00	11,544.25	1,000.75	92.02
52840 VETERANS' PROGRAMS	1,000.00	.00	.00	543.40	456.60	54.34
52869 FEES	3,500.00	.00	.00	3,470.00	30.00	99.14
53010 OFFICE SUPPLIES	23,080.00	819.83	5,783.18	13,705.94	4,410.71	81.55
53020 OFFICE EQUIPMENT	650.00	.00	15.00	.00	635.00	2.31
53030 MICROFILM PHOTO SUPPLIES	1,300.00	(120.97)	.00	1,179.03	.00	100.00
53040 GASOLINE	62,625.00	.00	20,000.00	34,449.73	8,175.27	86.95
53050 DIESEL FUEL	54,500.00	.00	20,000.00	35,656.83	(1,156.83)	102.12
53060 MOTOR OIL LUBRICANTS	7,700.00	1,700.00	122.83	9,049.63	227.54	97.58
53070 CUSTODIAL SUPPLIES	6,350.00	(2,077.00)	348.58	2,774.60	1,149.82	73.09
53080 PAPER GOODS	6,900.00	(186.11)	748.25	4,875.24	1,090.40	83.76
53090 CLOTHING SAFETY EQUIPMENT	44,950.00	174.73	8,636.99	29,672.66	6,815.08	84.90
53091 OSHA REQMTS	4,350.00	(1,700.00)	.00	174.95	2,475.05	6.60
53092 NFPA REQMTS	10,010.00	.00	.00	7,581.65	2,428.35	75.74
53100 AUTO PARTS	22,950.00	970.00	3,751.66	13,685.44	6,482.90	72.90
53110 TRUCK PARTS	61,500.00	(1,800.00)	5,944.56	49,977.92	3,777.52	93.67
53120 EQUIPMENT PARTS	64,600.00	(1,214.00)	7,970.29	50,443.18	4,972.53	92.16
53130 WELDING SUPPLIES	2,375.00	.00	1,477.99	822.01	75.00	96.84
53140 HAND TOOLS	6,200.00	(1,001.00)	.00	4,648.94	550.06	89.42
53150 BUILDING SUPPLIES	1,350.00	649.70	.00	1,154.85	844.85	57.75
53160 CEMENT SAND SALT GRAVEL	198,200.00	(1,300.00)	11,043.10	163,188.56	22,668.34	88.49
53170 GROUND SUPPLIES	27,100.00	150.00	4,378.44	20,590.43	2,281.13	91.63
53180 STREET CLEANING SUPPLIES	2,500.00	(150.00)	.00	2,349.18	.82	99.97
53190 POLICE EQUIPMENT SUPPLIES	9,250.00	70.53	919.92	8,244.95	155.66	98.33
53200 TRAFFIC CONTROL SIGNS	6,000.00	.00	7,074.00	(6,027.23)	4,953.23	17.45
53210 OTHER PURCHASED	16,800.00	1,244.31	1,626.10	13,149.20	3,269.01	81.88
53220 SUBSCRIPTIONS BOOKS	41,680.00	(445.73)	304.52	25,872.31	15,057.44	63.48
53225 PROGRAM COSTS	17,050.00	(310.00)	1,018.70	8,274.96	7,446.34	55.52
53230 TRANSFERS	86,350.00	83,000.00	1,160.00	166,447.90	1,742.10	98.97
53240 TIRES	25,850.00	(630.88)	774.17	23,392.87	1,052.08	95.83
53280 ASPHALT/HOT & COLD PATCH	25,000.00	.00	16,656.96	8,296.45	46.59	99.81
53290 KENNEL SERVICES	3,000.00	.00	3,000.00	.00	.00	100.00
53300 PUBLIC RELATIONS	5,385.00	(158.44)	226.00	4,000.45	1,000.11	80.87
53610 VAN EXPENSES	1,350.00	(237.88)	225.00	717.18	169.94	84.72
53640 LAUNDRY	580.00	.00	.00	12.11	567.89	2.09
54010 IMPROVEMENTS NOT BUILDING	1,300.00	.00	643.08	.00	656.92	49.47
54020 OFFICE FURNITURE & EQUIPMENT	3,500.00	(1,856.46)	164.71	1,282.53	196.30	88.06
54050 OTHER EQUIPMENT	17,169.00	3,843.00	3,880.00	14,386.18	2,745.82	86.93
54540 COMPUTER REPLACEMENT AND UPGRADES	3,000.00	.00	.00	1,532.41	1,467.59	51.08
54960 EQUIPMENT PURCHASES	3,200.00	7,000.00	5,248.60	1,829.92	3,121.48	69.40
55010 TELEPHONE	23,132.00	164.00	405.15	19,432.21	3,458.64	85.15
55020 ELECTRIC	174,200.00	(4,048.13)	17,843.06	119,456.28	32,852.53	80.69
55030 HEATING FUEL	73,169.00	.00	9,984.11	53,382.56	9,802.33	86.60
55040 WATER	1,040.00	.00	199.61	691.73	148.66	85.71
55050 SEWER	3,920.00	72.45	.00	3,687.45	305.00	92.36

Town of Coventry
 Monthly Expenditure Summary - (COUNCILOBJ.REP)

Fiscal Year: 2016 to 2016 for Dates from 01-Jul-2015 to 31-May-2016

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
55130 DISPOSAL FEES	3,165.00	.00	.00	2,065.94	1,099.06	65.28
57040 DOG TAGS	200.00	76.95	.00	276.95	.00	100.00
57050 VETERINARY FEES	1,250.00	300.00	.00	1,341.00	209.00	86.52
57060 ST CT LICENSE FEES	4,100.00	.00	.00	.00	4,100.00	.00
57064 PET ADOPTION FEES DEP	250.00	.00	.00	180.00	70.00	72.00
58190 ANNIVERSARY CELEBRATIONS	500.00	.00	.00	500.00	.00	100.00
*** Grand Total ***	9,483,213.00	115,228.87	278,589.45	8,093,446.06	1,226,406.36	87.22

==== Selection Legend =====

Account Type: E
 FY: 2016 to 2016
 Trx. Date: 01-Jul-2015 to 31-May-2016
 Department: 0000 to 8900
 From Fund: 110 to 110
 Account Sub Type: CP

Town of Coventry
 Monthly Expenditure Summary - (SHORTCUMS.REP)

Fiscal Year: 2016 to 2016 for Dates from 01-Jul-2015 to 31-May-2016

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
OPERATING BUDGET						
1101 TOWN COUNCIL	33,418.00	.00	226.00	30,776.21	2,415.79	92.77
1201 TOWN MANAGER	208,462.00	.00	.00	187,604.56	20,857.44	90.00
1300 FINANCE ADMINISTRATION	114,289.00	.00	900.00	101,178.25	12,210.75	89.32
1301 ACCOUNTING	110,300.00	3,426.00	.00	92,586.71	21,139.29	81.41
1302 COLLECTOR OF REVENUE	114,209.00	.00	181.60	89,593.71	24,433.69	78.61
1303 ASSESSOR	137,699.00	.00	3,400.00	100,658.94	33,640.06	75.57
1304 ASSESSMENT APPEALS	800.00	.00	.00	196.40	603.60	24.55
1305 TREASURER	24,956.00	.00	510.00	22,064.64	2,381.36	90.46
1306 INFORMATION TECHNOLOGY	150,367.00	.00	8,787.42	135,856.55	5,723.03	96.19
1401 PLANNING	143,983.00	(279.01)	.00	119,969.75	23,734.24	83.48
1402 ZONING BOARD/APPEALS	23,872.00	1,144.44	.00	17,061.35	7,955.09	68.20
1403 CONSERVATION	2,135.00	.00	146.00	82.50	1,906.50	10.70
1404 ECONOMIC DEVELOPMENT	14,093.00	20,464.15	.00	25,221.29	9,335.86	72.98
1406 INLAND WETLANDS	47,274.00	(729.58)	546.86	38,774.45	7,223.11	84.48
1407 P&Z COMMISSION	4,200.00	(600.00)	1,261.60	1,751.50	586.90	83.70
1501 LEGAL COUNSEL	90,000.00	.00	.00	130,359.24	(40,359.24)	144.84
1502 PROBATE COURT	7,055.00	.00	.00	7,053.06	1.94	99.97
1601 RECORDING/LICENSING	144,461.00	.00	425.20	121,918.05	22,117.75	84.69
1701 ELECTIONS	43,560.00	.00	.00	40,989.67	2,570.33	94.10
1801 TOWN OFFICE BLDG.	80,808.00	210.00	608.26	67,648.47	12,761.27	84.25
1802 CENTRAL SERS./SUPPLY	59,001.00	(160.00)	31,862.68	15,363.60	11,614.72	80.26
2101 POLICE ADMINISTRATION	185,551.00	(1,152.53)	.00	162,826.02	21,572.45	88.30
2102 POLICE OPERATIONS	1,247,711.00	(400.00)	6,698.79	1,081,570.26	159,041.95	87.25
2103 POLICE SUPPORTIVE SERVICES	319,630.00	1,061.23	13,291.99	263,698.40	43,700.84	86.37
2104 POLICE MARINE PATROL	7,850.00	.00	1,038.00	5,084.08	1,727.92	77.99
2105 POLICE STATION	59,480.00	491.30	7,786.21	45,818.06	6,367.03	89.38
2201 FIRE MARSHAL	26,446.00	.00	.00	22,313.78	4,132.22	84.38
2202 COVENTRY VOL FIRE ASSN	112,466.00	(50.00)	23,635.07	71,765.07	17,015.86	84.86
2203 NORTH COV. VOL. FIRE DEPT	111,441.00	.00	10,277.32	75,044.93	26,118.75	76.56
2206 NO. COV. SUB-STATION	9,600.00	.00	2,203.84	2,096.16	5,300.00	44.79
2207 JOINT FIRE BUDGET	218,466.00	.00	8,115.01	139,276.66	71,074.33	67.47
2208 CVFA SOUTH ST. SUBSTATION	18,410.00	.00	6,464.50	10,160.63	1,784.87	90.31
2301 EMERGENCY MANAGEMENT	26,711.00	.00	.00	22,070.44	4,640.56	82.63
2401 ANIMAL CONTROL	70,891.00	.00	3,107.06	56,634.84	11,149.10	84.27
3100 ROADS & DRAINAGE	549,362.00	(1,983.32)	49,512.70	451,149.29	46,716.69	91.47
3101 PUBLIC WORKS BUILDING	57,592.00	347.32	6,440.88	49,250.64	2,247.80	96.12
3102 SNOW REMOVAL	276,000.00	(596.00)	590.00	244,543.04	30,270.96	89.01
3103 FACILITY MAINTENANCE	292,991.00	436.00	6,581.46	249,346.97	37,498.57	87.22
3104 PUBLIC WORKS ADMINISTRATION	248,867.00	2,296.00	4,349.45	209,956.70	36,856.85	85.33
3105 FLEET MAINTENANCE	461,599.00	(500.00)	57,907.86	365,255.58	37,935.56	91.77
3107 MATCHING FUNDS	1,500.00	.00	.00	1,500.00	.00	100.00
3108 STREET LIGHTS	46,050.00	.00	.00	34,415.39	11,634.61	74.74
3109 CEMETERY COMM.	25,772.00	.00	3,843.65	12,954.36	8,973.99	65.18
3110 TREE WARDEN	23,000.00	.00	3,762.50	19,087.50	150.00	99.35
3201 ENGINEERING	77,099.00	6,000.00	5,622.21	60,158.11	17,318.68	79.16
3301 BLDG. INSPECTION	146,150.00	.00	225.40	119,748.29	26,176.31	82.09
3302 BUILDING CODE BD. OF APPEALS	45.00	.00	.00	45.00	.00	100.00
3501 HEALTH DEPT.	62,180.00	.00	.00	62,179.12	.88	100.00
4102 VISITING NURSE & COMM. CARE	3,000.00	.00	1,288.00	1,212.00	500.00	83.33

Town of Coventry
 Monthly Expenditure Summary - (SHORTCUMS.REP)

Fiscal Year: 2016 to 2016 for Dates from 01-Jul-2015 to 31-May-2016

Account and Description	Appropriation	Appropriation Adj	Encumbrances	Expenditures	Remaining Balance	% Used
4200 HUMAN SERVICES/GA	190,736.00	.00	152.10	164,967.16	25,616.74	86.57
4205 ELDERLY SERVICES	94,982.00	2,802.87	3,813.67	82,990.12	10,981.08	88.77
5101 BOOTH DIMOCK/PORTER LIBRARIES	432,513.00	.00	.00	432,513.00	.00	100.00
5201 PARKS & REC SUPV/OPERATIONS	100,419.00	.00	.00	93,166.09	7,252.91	92.78
5301 MEMORIAL DAY	3,175.00	.00	.00	1,652.52	1,522.48	52.05
8101 MUNICIPAL INSURANCE	386,775.00	.00	.00	355,835.42	30,939.58	92.00
8102 PENSION/SOCIAL SECURITY	883,106.00	.00	160.74	802,505.90	80,439.36	90.89
8103 HEALTH INSURANCE	1,100,705.00	.00	1,705.42	843,847.73	255,151.85	76.82
8301 CONTINGENCY	10,000.00	(6,900.00)	.00	465.38	2,634.62	15.01
8303 CLAIMS AND LOSSES	40,000.00	89,900.00	1,160.00	129,632.52	(892.52)	100.69
Total OPERATING BUDGET	9,483,213.00	115,228.87	278,589.45	8,093,446.06	1,226,406.36	87.22
DEBT SERVICE / CAPITAL EXPENDITURES						
9101 DEBT SERVICE	2,638,900.00	.00	.00	2,591,384.82	47,515.18	98.20
9201 CAPITAL EXPENDITURES	794,620.00	78,640.00	86,952.04	676,344.70	109,963.26	87.41
9301 ADDITIONAL APPROPRIATIONS	.00	(193,868.87)	.00	.00	(193,868.87)	.00
Total DEBT SERVICE / CAPITAL EXPENDITURES	3,433,520.00	(115,228.87)	86,952.04	3,267,729.52	(36,390.43)	101.10
*** Grand Total ***	12,916,733.00	.00	365,541.49	11,361,175.58	1,190,015.93	90.79

==== Selection Legend =====

Account Type: E
 FY: 2016 to 2016
 Trx. Date: 01-Jul-2015 to 31-May-2016
 From Fund: 110 to 110
 Account Sub Type: CP
 Department :

Manager's project update: June 20, 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 be put out to bid for early summer construction. Expect to bid this in June for July/August work. Optional pricing for recoating existing tennis courts will be included.
- 2.) Summer road work is scheduled. Milling of the gutter line of sections of South from round-a-bout to around near Judd, several bridge decks and portions of Mason, Bradbury and Woods Lane in the Village and a portion of Cross Street (Robertson to South) will be milled in late June. Cold mix paving of Maple, Homestead, and a section of Bellevue, along with Edgemere area and Woods Lane, Case Road and South River is scheduled to follow in late June. Drainage work needed now complete on Homestead. Hot paving for South Street is also scheduled. A lot of drainage and road prep by Town forces and outside contractors over next several months getting ready for the August chip seal work including Flanders, Flanders River, Grant Hill, Springdale, Olde Tavern, and the CVFA parking lot. Crack sealing is complete. Shimming for next year's Chip Sealing planned in August for Richmond, Zeya, Satari, Sean Circle (plus drainage), and Oak Leaf.

Other Construction\projects

- 1) Locip funds have been released which will allow contractors to complete some fencing, back stop at Miller Richardson baseball. Getting pricing for summer work.
- 2) Cross Street project is slowly moving. Finalizing easements this week. Work on some related sewer extensions are under construction. Seeking additional assistance from Jacobson Engineering to get bid packet out. Construction inspector job advertised and candidates being reviewed (on hold until project is bid).
- 3) Laidlaw soccer field: Seeding complete and grass is growing. Water tank has been installed and irrigation installed and pump work is underway and should finish by next week. The Laidlaw Playscape phase one and parking lot are slated for installation as a late summer project.
- 4) Propane specs drafted and have been approved by school staff. Will get out now that we know what buildings are involved.
- 5) Depot Road Trails grant awarded to us; just got the contract and will start the planning for late summer/fall work.
- 6) Main Street project has started with blasting wrapping up soon. Change order completed and state is negotiating final price. Per State timetable this work needs to be completed by September 5th. CTDOT and town have asked for an extension.

Clock has been selected and ordered and delivery scheduled. Gazebo selected and ordered and site prep finished.

- 7) Working on association road concerns and the senior tax freeze.
- 8) Rebidding the deck replacement at the senior center. Keeping existing rail to get back within budget

Grants

Aquatic invasive grant: We are getting funds though slightly reduced. Match was included in proposed budget for next year. All grant paperwork in order and Work scheduled for July.

Main Street Investment grant: 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 have been budgeted. Narrowed change order to outer shell work due to pricing. Will seek other vendors for fit out work pricing. They are working on interior walls, electrical and insulation. Wetlands permit was approved and site work completed.

STEAP: Full bid package to CT DOT for review; encroachment permit has been filed with State and newly added gutter flow analysis complete and a couple of drains will need to be added. Lake Gate STEAP grant underway with preliminary plans complete and needs revision to allow eels to climb from stream to lake. Construction still planned for fall 2016 to avoid low water issues during summer but running out of time. State has waived public hearing subject to petition rights. Draft bid specs due this week.

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. I have reminded them of this request. Had meeting with CT Water week of May 16th on their plans since they indicated they may shrink the project back to the water tower and line up the hill. Current plans call for CT Water to do the well to the Village on their own within in 3 years 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 has discussed issue and asked for some supplemental information. Found a lot of heirs which may need to sign off on the purchase. Progress is being made. CT DEEP is still ok with progress.

Farmland development rights: State says we are now on deck and hope it is soon.

Still putting finishing work on grant reimbursement of \$12,500 from Greenbank from Clean Communities program. Now we are looking at indoor lighting replacement in the Community Center. Initial pricing was over budget so the scope is being scaled back (still waiting for revised pricing-nagged yesterday). 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 and it also came in over budget so we will need to scale back work. Still waiting on Eversource to complete the LED Pilot streetlight project on Rt. 31/44 which missed a few lights. 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. Successfully closed out last year's grant.

Library Building Committee continues to address the Council questions. The issue raised at Steering regarding ownership of building and land was discussed at their Board of Trustees meeting and they have submitted an intent to turn over the building and land to the Council. The met with the finance committee in June and shared revised budgets and financing plan.

Public Safety

Continuing review of dispatch options with other police departments due to the pending upgrade of the Next Gen 911 system. Work proceeding slowly.

New in-car computers (in this year's budget) being evaluated - the Chief met with vendors this week. This year's cruiser is in and on the road. Holding onto the old one until this roadwork is done since multiple cruisers are needed for the construction zone.

Fire EMS/Administrator: We continue to work with the State Department of Public Health to transfer the ambulance license. Application has been submitted and reviewed by the State. A public hearing may be needed. Vintech contract in place and the first month went well. Starting the second week of June a 4th day of Vintech Services will be added at the request of CVFA due to lack of volunteer availability and multiple requests for mutual aid. Bid specs for a medical insurance billing agency were received and evaluated for July 1 start with savings of 2.5% to 4.5% depending on firm selected. The Town of Rocky Hill will be trading in a Quint in fall which is within our budget and is being recommended to the Council for purchase. Starting to look at tanker trucks.

Finance

Budget passed and Mil Rate set so tax bills are in preparation. New wellness initiatives underway and employee kayaks available. ICE grant for computers has been screened for approval by OPM staff and awaits Bond Commission approval slated for June. Audit work has started and year end work looms.

Development group:

PZC has geared up enforcement issues. Continue to work with attorney on stubborn cases. Court action expected in several cases, one resolved. EDC is working on selected sites for concept planning with July budget. 2016 Farmers Market opened with over 140 vendor applications and notching up marketing for sponsors. So far the market seems successful. Coventry Historical Society may be interested in having their wooded land restored to field in exchange for parking use. These can be looked at as part of a grant for next year.

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. Scheduled a staff meeting to discuss long term sewer capacity issues and concerns with a consortium meeting likely for fall.

HR issues:

Negotiations with the Public Works Union have started.

Other projects:

Working on sale of town acquired property. Have assigned project to Assessor's office.

Rt. 6 open space transfer is moving along and may happen within 2 months.

NCFD solar building permit approved and still awaiting an installation schedule this summer....next on the list.

Working with neighboring towns we have set up a forum on the crumbling foundation issue. Met with Lt Gov. Wyman to gear up support for individuals and are involving CRCOG. Draft resolution or letter being considered.

CNG natural gas project was approved and is underway. Have final community agreement documents and individual building agreements. Finalized a Memorandum of Understanding with the Board of Ed on how this project work will flow and will now submit agreement. CNG field work already underway. Approached by a fuel cell company (former UTC product) interested in putting in a cell at CHS which would reduce the payments to CNG and generate our own electricity as a PPA (no cost to us)but it was over double the size we needed with a June 15 deadline. They are developing a smaller sized cell so maybe in the future.

Hydrilla: DEEP is still reviewing Dr. Kortmann's treatment recommendation. Also still working on finding funding for the Flyboard study.

Had 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 really full road construction. Our citizens are not happy with work or communications from Eversource. Project will be coming to a pause to allow design for metal replacement poles at slightly higher height. A public hearing will be held over summer with a fall restart. Rep. Ackert is now involved.



**Notice of Tentative Determination to Approve an Application for
Dam Safety Permit and Intent to Waive Public Hearing**

Applicant(s): Town of Coventry

Application No: DS-201600091

City/Town: Coventry

Dam Name & DEEP ID No: Coventry Lake Dam, #3211

The Commissioner of the Department of Energy and Environmental Protection (“DEEP”) hereby gives notice that a tentative determination has been reached to approve the following application. The Commissioner also intends to waive the requirement for public hearing pursuant to Section 22a-403 of the Connecticut General Statutes provided that a hearing may be held if the Commissioner determines that the public interest will best be served thereby, or shall hold a hearing upon receipt of a petition as more thoroughly described below.

Application No.: DS-201600091

Applicant’s Name and Address: Town of Coventry
1712 Main Street
Coventry, CT 06238

Contact Name/Phone No/Email: Todd M. Penney/860-742-4078

Type of Permit: New Permit
Dam Safety

Relevant Statute(s)/Regulation: 22a-403

Project Description: Repair of an existing dam

Project Location: 44 and 50 Lake Street, Coventry

Water(s): Coventry Lake and Mill Brook

REGULATORY CONDITIONS

The proposed activities include the following: removal of the existing gate house structure; installation of a low level intake structure; replacement of the existing spillway with a 40 foot concrete arched inlet and placement of new concrete headwalls. The activities will affect Coventry Lake and Mill Brook.

INFORMATION REQUESTS/PUBLIC COMMENT

This application has been assigned No. 201600091; please use this number when corresponding with DEEP regarding this application. Interested persons may obtain a copy of the application from the applicant’s contact noted above. The application and supporting documentation are

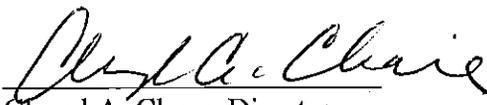
available for inspection at DEEP, Inland Water Resources Division, Bureau of Water Protection and Land Reuse, 79 Elm Street, Hartford, CT from 8:30 am to 4:30 pm, Monday through Friday by contacting Carol Ladue of the Inland Water Resources Division at (860) 424-3828. Questions may be directed to Ann Kuzyk of the Dam Safety Section at (860) 424-3885 or ann.kuzyk@ct.gov.

Before making a final decision on this application, the Commissioner shall consider written comments on the application from interested persons. Written comments on the application should be directed to Arthur P. Christian II, Inland Water Resources Division, Bureau of Water Protection and Land Reuse, Department of Energy and Environmental Protection, 79 Elm Street, Hartford, CT 06106-5127, or may be submitted via electronic mail to: art.christian@ct.gov no later than thirty (30) days from the publication date of this notice.

PETITIONS FOR HEARING

Petitions shall be signed by at least twenty five persons and should include the application number noted above and also identify a contact person to receive notifications. Petitions may also identify a person who is authorized to engage in discussions regarding the application and, if resolution is reached, withdraw the petition. Original signed petitions may be scanned and sent electronically to deep.adjudications@ct.gov or may be *mailed or delivered* to: DEEP Office of Adjudications, 79 Elm Street, 3rd floor, Hartford, CT 06106-5127. All petitions must be received within the comment period noted above. If submitted electronically, original signed petitions must also be mailed or delivered to the address above within ten days of electronic submittal. If a hearing is held, timely notice of such hearing will be published in a newspaper of general circulation.

~~June 10, 2016~~
Publication Date


Cheryl A. Chase, Director
Inland Water Resources Division
Bureau of Water Protection & Land Reuse

ADA PUBLICATION STATEMENT

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action and Equal Opportunity Employer that is committed to complying with the Americans with Disabilities Act. To request an accommodation contact us at (860) 418-5910 or deep.accommodations@ct.gov.

Town of Coventry CT
Savings Report by Month
5/31/2016 12:00:00 AM -

Year	Month	Total Claims	Total Cards Used	Member Rx Cost	Avg. Member Rx Cost	Price Savings	Avg. Price Savings	% Savings
2012	Sep-12	5	3	\$116.49	\$23.30	\$58.47	\$11.69	33%
2012	Oct-12	24	15	\$870.84	\$36.29	\$551.24	\$22.97	39%
2012	Nov-12	30	20	\$1,469.36	\$48.98	\$812.43	\$27.08	36%
2012	Dec-12	34	19	\$1,902.63	\$55.96	\$853.78	\$25.11	31%
2012	Year Total:	93	57	\$4,359.32	\$46.87	\$2,275.92	\$24.47	34%
2013	Jan-13	29	17	\$1,444.27	\$49.80	\$794.10	\$27.38	35%
2013	Feb-13	41	21	\$1,865.09	\$45.49	\$1,405.79	\$34.29	43%
2013	Mar-13	34	17	\$1,625.87	\$47.82	\$1,307.95	\$38.47	45%
2013	Apr-13	30	17	\$2,274.87	\$75.83	\$1,261.39	\$42.05	36%
2013	May-13	49	23	\$2,436.15	\$49.72	\$1,435.20	\$29.29	37%
2013	Jun-13	40	21	\$2,180.43	\$54.51	\$1,410.73	\$35.27	39%
2013	Jul-13	32	15	\$2,855.55	\$89.24	\$1,554.90	\$48.59	35%
2013	Aug-13	25	14	\$2,007.48	\$80.30	\$812.74	\$32.51	29%
2013	Sep-13	23	17	\$1,439.00	\$62.57	\$991.56	\$43.11	41%
2013	Oct-13	27	14	\$2,001.37	\$74.12	\$1,176.41	\$43.57	37%
2013	Nov-13	34	19	\$2,560.01	\$75.29	\$1,172.08	\$34.47	31%
2013	Dec-13	23	18	\$765.00	\$33.26	\$1,307.78	\$56.86	63%
2013	Year Total:	387	213	\$23,455.09	\$60.61	\$14,630.63	\$37.81	38%
2014	Jan-14	34	16	\$2,370.73	\$69.73	\$1,147.09	\$33.74	33%
2014	Feb-14	24	17	\$1,029.56	\$42.90	\$1,092.89	\$45.54	51%
2014	Mar-14	19	12	\$2,605.59	\$137.14	\$1,122.57	\$59.08	30%
2014	Apr-14	30	16	\$2,084.37	\$69.48	\$1,772.69	\$59.09	46%
2014	May-14	30	13	\$1,759.70	\$58.66	\$1,394.26	\$46.48	44%
2014	Jun-14	29	14	\$2,434.17	\$83.94	\$2,377.42	\$81.98	49%
2014	Jul-14	24	15	\$1,452.34	\$60.51	\$1,830.87	\$76.29	56%
2014	Aug-14	28	15	\$1,422.00	\$50.79	\$1,428.51	\$51.02	50%
2014	Sep-14	32	16	\$1,678.71	\$52.46	\$3,054.19	\$95.44	65%
2014	Oct-14	28	17	\$734.51	\$26.23	\$1,659.21	\$59.26	69%
2014	Nov-14	23	17	\$432.23	\$18.79	\$525.06	\$22.83	55%
2014	Dec-14	29	20	\$699.02	\$24.10	\$1,762.65	\$60.78	72%
2014	Year Total:	330	188	\$18,702.93	\$56.68	\$19,167.41	\$58.08	51%
2015	Jan-15	17	18	\$323.07	\$19.00	\$585.49	\$34.44	64%
2015	Feb-15	22	16	\$680.53	\$30.93	\$397.54	\$18.07	37%
2015	Mar-15	15	13	\$283.77	\$18.92	\$190.29	\$12.69	40%
2015	Apr-15	16	13	\$374.71	\$23.42	\$1,053.38	\$65.84	74%
2015	May-15	10	11	\$165.22	\$16.52	\$312.25	\$31.23	65%
2015	Jun-15	11	11	\$212.82	\$19.35	\$254.81	\$23.16	54%
2015	Jul-15	7	9	\$345.70	\$49.39	\$367.67	\$52.52	52%
2015	Aug-15	16	14	\$277.76	\$17.36	\$401.13	\$25.07	59%
2015	Sep-15	11	8	\$303.43	\$27.58	\$764.80	\$69.53	72%
2015	Oct-15	10	10	\$394.76	\$39.48	\$118.39	\$11.84	23%
2015	Nov-15	11	9	\$159.84	\$14.53	\$169.80	\$15.44	52%

2015	Dec-15	8	9	\$169.56	\$21.20	\$647.60	\$80.95	79%
2015	Year Total:	154	141	\$3,691.17	\$23.97	\$5,263.15	\$34.18	59%
2016	Jan-16	5	7	\$63.31	\$12.66	\$88.85	\$17.77	58%
2016	Feb-16	11	7	\$182.94	\$16.63	\$205.27	\$18.66	53%
2016	Mar-16	11	8	\$185.34	\$16.85	\$207.58	\$18.87	53%
2016	Apr-16	14	13	\$319.73	\$22.84	\$163.24	\$11.66	34%
2016	May-16	6	4	\$75.04	\$12.51	\$288.21	\$48.04	79%
2016	Year Total:	47	39	\$826.36	\$17.58	\$953.15	\$20.28	54%
Total		1,011	638	\$51,034.87	\$50.48	\$42,290.26	\$41.83	45%

News



FOR IMMEDIATE RELEASE

June 10, 2016

Connecticut Department of Public Health

Contact: Maura Downes

(860) 509-7270

DPH'S OFFICE OF HEALTH CARE ACCESS ISSUES FINAL DECISION IN ECHN, PROSPECT MEDICAL HOLDINGS APPLICATION

Hartford – The Department of Public Health's Office of Health Care Access (OHCA) today issued its final decision on the application for Prospect Medical Holdings, Inc. (PMH) of Los Angeles, CA to purchase the assets and affiliates of Eastern Connecticut Health Network, Inc., including Rockville General Hospital (RGH) and Manchester Memorial Hospital (MMH). The Connecticut Office of the Attorney General also issued its final decision on the application today.

OHCA's final decision maintains the conditions set forth in its proposed decision, which was issued last month. According to OHCA, the decision contains one substantive change to one of the conditions. The proposed decision called for two ombudsmen – one each from RGH and MMH – to be non-voting members on the new RGH and MMH Local Boards. The final decision calls for those two individuals to instead be community representatives with full voting rights on the Local Boards. The community representatives will be chosen in consultation with the mayors of Vernon and Manchester in order to ensure that the appointments go to "two unbiased persons who will fairly represent the interests of the communities served by MMH and RGH," according to the final decision.

Other conditions remaining from the proposed decision include:

- Reporting on inpatient and outpatient services as of the time of the decision, any planned changes for the next three years and notification of any relocation of outpatient or reallocation of inpatient services
- Submission of a Health Needs Plan for supporting and implementing a Community Health Needs Assessment (CHNA)/Study
- Maintenance of current charity care, indigent and community volunteer services
- Maintenance and enhancement of current community benefit programs and community building activities for three years to address the health needs of the community as identified in the CHNA and elsewhere
- Compliance with the general community benefit standards for at least three years, including: provision of public health programs, open medical staffs, participation in Medicare and Medicaid, and operation at both hospitals of 24/7 emergency departments with service to all patients regardless of their ability to pay
- Working toward making culturally and linguistically appropriate services available and integrated throughout the hospitals' operations
- Holding a semi-annual joint meeting of Board of Directors and Local Board where the public is invited, informed of hospital activities, and given the ability to ask questions
- Submission of a semi-annual report for three years on cost savings achieved by PMH at ECHN, MMH and RGH, along with the effect of those cost savings on clinical quality of care
- Submission of a three year service plan for any consolidation, reduction, or elimination of services
- Submission of a semi-annual report to OHCA detailing how the \$75 million PMH has committed to capital investments in MMH and RGH was expended
- Contract with an Independent Monitor for compliance with OHCA conditions and DPH's Facilities Licensing and Inspection Section (FLIS) pre-licensing consent order and Quality Commitment letter

To view OHCA's Proposed Final Decision, please visit www.ct.gov/dph/ohca.

[To view OHCA's full public record in this matter, please click here.](#)

*****END*****

Coventry Lake Advisory & Monitoring Committee

Is Sponsoring

Coventry Lake Invasive Aquatic Plant Workshop

Wednesday, July 13, 2016

7:00 PM

Patriots Park Community Center

120 Lake Street Coventry, CT



Do you know if these pictures are of ***invasive*** or ***native*** aquatic plants?

Learn from Connecticut Agricultural Experiment Station Invasive Aquatic Plant expert, Greg Bugbee, how to ***distinguish*** invasive from native plants, ***see actual samples of plants***, learn ***prevention*** methods, and ask ***QUESTIONS***.

If you need additional information contact Coventry Lake Advisory and Monitoring Committee at coventrylakeadvisor@coventryCT.org or 860-742-7169.



1585 Main St. Coventry CT 06238
Coventry Police Department
"Professional Policing – Community Commitment"

Dear Chief Palmer,

June 8, 2016

September 19th 2016 is the 20th anniversary of the date I was hired. I intend on taking my retirement with 9-23-16 being my last day with Coventry Police Department. It is with mixed emotions that I leave since I have enjoyed my years here, but I know it is time. Thank you for your leadership, and faith and trust in me as an officer.

Sincerely,

Off. Gail McDonnell #30

Officer Gail McDonnell

Connecticut State Certification Committee

June 09, 2016

Brooke R. Manning, Assistant Town Clerk
1712 Main Street
Coventry, CT 06238

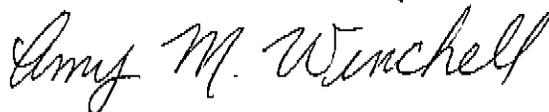
Dear Brooke,

On behalf of the Certification Committee, I am pleased to inform you that you have successfully passed the certification exam. You can now use CCTC (Certified Connecticut Town Clerk) after your name.

You will be awarded your pin and certificate at the Connecticut Fall Conference.

Congratulations!

Best wishes,



Amy M. Winchell, CCTC
Certification Committee, Chair

Connecticut State Certification Committee:

Amy M. Winchell, Chairperson
Marguerite Phillips, Bloomfield Town Clerk
Therese Pac, Bristol Town Clerk
Heather Augeri, Office of the Secretary of the State
LeAnn Power, Office of Public Records Administration
Jane Purtill, Department of Public Health

June 9, 2016

Governor Dannel Malloy
State Capitol
210 Capitol Avenue
Hartford, CT 06106

RE: CRUMBLING FOUNDATIONS

Dear Governor Malloy:

Residents of eastern Connecticut cities and towns impacted by crumbling residential foundations are facing many challenges going forward. The undersigned municipalities appreciate and are grateful for the leadership of Lieutenant Governor Wyman and Commissioner Jonathan Harris of the Office of Consumer Protection to investigate the cause of this problem, explore possible means of assisting homeowners and to review possible legal remedies.

The complexity of the issue requires time to thoroughly investigate all details involved, and review is necessary should there be any legal remedies available. We would request that the State immediately convene a working group or authority made up of qualified State and Municipal Officials, key Legislative Representatives, Staff and other qualified individuals charged with carrying out the recommendations set forth below and ensuring where necessary that legislative proposals are drafted in preparation for the 2017 legislative session. It is imperative that the Task Force or Authority receive appropriate Staff assistance from the State, including Legal Counsel, with a set schedule for issuing periodic progress reports. One of the first tasks of this group should be to contact Officials in Quebec, Canada as to steps they have taken over the last five years to address similar problems in their province.

While the State works through its deliberate process, some homeowners have taken action to protect their legal rights and/or have made costly repairs to their failing foundations. We have seen firsthand that impacted homeowners need relief soon and encourage the State of Connecticut to take steps in that direction.

We stand ready and willing to work together with the State to help our residents by ensuring that appropriate consideration be given to the interim relief measures identified in this letter. Some possibilities we encourage the State to consider:

- The State should establish an emergency repair fund to provide a means of interim financial relief for residents currently impacted by crumbling foundations. Many homeowners have had to expend funds for legal assistance related to the problem and/or make repairs to their foundations. Potential sources of funding might include the Small Town Economic Assistance Program, an adjustment to existing fees or surcharges, the Small Cities Grant Fund or Federal resources.

- The State should engage qualified analysts to conduct a financial impact study to assess the impacts of the issue of crumbling foundations on communities in eastern Connecticut. This study should include information regarding the effect on the overall economy, the housing market and municipal grand lists, as well as other relevant data and information.
- The State can support the Capitol Region Council of Governments in convening the Connecticut Assessors Association, local Assessors, Chief Elected Officials and Town Managers to develop a uniform method for determining any future reductions in the value of impacted homes, based on recently adopted legislation which applies to this matter.
- The State should support the Capitol Region Council of Governments in their efforts to identify a list of qualified contractors to conduct inspection services and foundation repairs, including a less expensive testing means; and develop a pricing index including a maximum per square foot cost that qualified contractors can charge homeowners for services.
- The State should provide training which focuses on crumbling foundations for home inspectors, real estate agents and municipal building officials. The State should also continue develop guides with updated information to provide homeowners with information regarding deteriorating foundations and what to do if they believe they have been affected.
- The State should request information from its consultants on lower cost interim steps which homeowners could take to ameliorate the concrete deterioration which, if proven valid, could include items such as grading slopes away from foundation, cracksealing, waterproofing, curtain drain repair and enhancements and gutter revision. This advice should include a step-by-step guide for monitoring.
- The State should continue to work with the Commissioners of Insurance and Banking to seek protections from insurance companies that may be raising rates in eastern Connecticut and banks that may be calling line of credit and equity loans for homeowners affected by deteriorating foundations.
- We encourage the State to continue to make representatives from the Department of Banking and the Insurance Department available to talk to affected residents about how to address concerns with their banks and insurance companies.

Governor Dannel Malloy
Page Three
June 9, 2016

- The State should explore a means for providing emotional support systems to assist impacted residents with family complications associated with this problem.

Once again, we wish to thank the State of Connecticut for the work it has done so far and look forward to a stronger partnership and a closer working relationship to bring relief to our residents in need.

Sincerely,

/ltb

cc: Lt. Governor Nancy Wyman
Jonathan Harris, Commissioner, Consumer Protection
John Elsesser, Town Manager, Coventry
Matthew Hart, Town Manager, Mansfield
Christina Mailhos, 1st Selectman, Willington
Steven Werbner, Town Manager, Tolland
Lyle Wray, CRCOG

Laura Stone

From: David Petrone
Sent: Thursday, June 16, 2016 1:52 PM
To: John Elsesser
Cc: Kimberlee Delorme; Laura Stone
Subject: RE: Request for pre-school Moa
Attachments: Answers to Preschool MOA Questions Raised by Town Finance 6-2016.pdf

John,

In reference to the questions below, we have provided the attached answers. Our hope is the Council will reconsider the "preschool" MOA on Monday evening having been provided this additional information.

In addition, would it be beneficial to add an opportunity for a BOE representative (Board member, or me, or both) to participate in the discussion, if the item is added on Monday evening?

Please advise. Thank you, John.

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: John Elsesser
Sent: Tuesday, June 14, 2016 10:39 AM
To: David Petrone <dpetrone@coventryct.org>
Subject: Request for pre-school Moa

The Finance committee did not take action on the request to enter into the moa on the preschool. They had many questions and no one to answer them. They feel a joint meeting would be very helpful. Is June 21 or June 23 possible?

Questions included, but were not limited to:

- Defining the relationship between the Board and CEEC currently and how the proposed modification will change this?
- What changes require the need for the MOA...What is the rationale for the change?
- Is the accounting for the fund moving from the Town Finance office to the School Finance office? Is that what meant by item 2 of the MOA versus the Oversight reporting in the Fund establishment which states "Reports are to be sent to School Business Manager"
- How would transfers between the School budget and Pre school Fund be handled and who would approve them?
- How would the pre-school fund budget be approved?
- What impact, if any, would this have on MBR?
- How would transfer for special education be handled? The concern is that if funds for special ed are budgeted in the school budget and transfer to the pre-school fund, and the special needs student leaves will the funds stay in the preschool fund? How will this impact excess costs reimbursements?

- What impact would this have on employer-employee relationships...Would CEEC employees become Board employee (if so, Union or non-union)? What are the short and long term costs associated with any change to this employer-employee relationship?
- Does this modification impact per pupil expenditures or are preschool expenses not included the calculation?

Please let me know a special meeting is the best approach to move forward on this issue

Questions submitted by the Town Finance Committee on June 14 regarding the preschool account and related MOA. **The answers are listed in bold.**

Statement for consideration: Through all discussions, the Board of Education has compared the proposal of taking over the management of CECC to the current way the Food Services Department is run. The regular education portion of the program would be self-sufficient. Special education costs related to preschool will always be in the district's public budget, as directed by the law.

Q: Define the relationship between the Board and CECC currently and how the proposed modification will change this?

A: Currently CECC is a separate non-profit entity, having full control of their own business operations. The CECC Board has asked that the public school system take over the business operations (see attachment A), which will mean CECC will be dissolved. The Board of Education intends to run the regular education portion of the program as a self-sufficient operation, with no burden added to the taxpayer.

Q: What changes require the need for the MOA...What is the rationale for the change?

A: While there was a motion passed by the Town Council on June 15, 2015, regarding the revenue fund for the Board's preschool program, the MOA was drafted to enhance the description and understanding of the motion. Agreeing to a MOA ensures all parties have an acute understanding of the intentions of the original motion.

Q: Is the accounting for the fund moving from the Town Finance office to the School Finance office? Is that what meant by item 2 of the MOA versus the Oversight reporting in the Fund establishment which states "Reports are to be sent to School Business Manager"

A: The Town Finance Office would oversee the fund, similar to the Food Services fund and the General fund. Item 2 of the MOA relates to the day-to-day business office functions, which would be turned over from CECC to the Board of Education Business Office. Any use of the fund will be at the sole discretion of the Board of Education to address preschool needs.

Q: How would transfers between the School budget and Preschool Fund be handled and who would approve them?

A: There would be no transfer of funds from the Board operating budget to the preschool fund or vise-versa.

Q: How would the pre-school fund budget be approved?

A: Similar to the Board's operating budget, the preschool budget would be developed annually and approved annually by the Board. In addition, monthly accounting reports will be provided to the Fiscal Committee, much like Food Services does now.

Q: What impact, if any, would this have on MBR?

A: As long as preschool remains an "option" in Connecticut, the budget would remain separate and would not impact the MBR. Regular education preschool expenses would be separate from the schools' operation budget- the program would be self-sufficient.

Q: How would transfer for special education be handled? The concern is that if funds for special education are budgeted in the school budget and transfer to the pre-school fund, and the special needs student leaves will the funds stay in the preschool fund? How will this impact excess costs reimbursements?

A: No transfer of funds would take place. Special education costs are included in the Board's operating budget. There is no impact to the excess cost reimbursement.

Q: What impact would this have on employer-employee relationships... Would CECC employees become Board employee (if so, Union or non-union)? What are the short and long-term costs associated with any change to this employer-employee relationship?

A: Once the Board takes on oversight of the program, all positions would need to be posted based on program needs and according to the Board's various union agreements. There will be minimal incidental costs, such as wear and tear, water/electrical usage, etc. Long-term items of potential impact would be pension obligations. Resources from the preschool fund could be used to offset these costs.

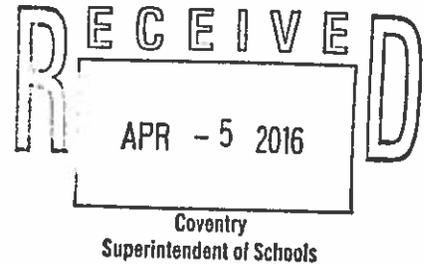
Q: Does this modification impact per pupil expenditures or are preschool expenses not included the calculation?

A: Preschool special education students have always been a part of the schools' reported enrollment figures. However, per pupil expenditure figures would be impacted. Preschool students are counted on an FTE basis. Total expenditures of the Board are reduced by the amount of tuition revenue received by the Board to determine NET Current Expenditures per Pupil (NCEP).

Attachment A

April 1, 2016

Coventry Board of Education
1700 Main Street
Coventry, CT 06238



Dear Board of Education Members;

As you may know, the preschool program in Coventry has undergone numerous changes over the years, both fundamentally and logistically. Beginning as the Coventry Early Education and Development (CEED) program at Coventry Grammar School, servicing children with special needs, the program later moved to the basement of the First Congregational Church. A separate program was operating out of that same space, the Coventry Cooperative Nursery School (CCNS). Over time, CEED and CCNS operated more and more in collaboration with one another, eventually leading to the point where the two programs were completely intertwined with one another.

In 2005, in order to receive School Readiness funding, CCNS became the Coventry Early Childhood Center, a non-profit 501(c) 3 organization, and worked to pursue accreditation from the National Association for the Education of Young Children (NAEYC). Currently housed at the Hale Early Education Center are 6 preschool classrooms, each serving a combination of students paying full-tuition, students receiving financial assistance (through either the School Readiness grant or the Smart Start grant), and students receiving Special Education services. Two classroom teachers are supported by the Smart Start grant, two teachers by Board of Education to service our students with special education needs, one teacher by the School Readiness grant, and one teacher by the non-profit organization. Numerous other paraprofessionals and support staff are employed by these multiple entities as well.

For decades, our partnership has been very successful and extremely unique. Despite the fact that various programs exist under the same roof, the staff members operate as one cohesive team. This team approach is one of the program's greatest assets. We believe the next natural step in order to strengthen our growth potential is to officially become one entity, in order to work more efficiently and effectively as an organization.

Therefore, as the CECC Board of Directors, we respectfully request your consideration of possibly assuming the CECC non-profit organization in its entirety. We believe the adoption of this program will be a natural evolution that will lead to greater success of our preschool initiatives. This mutually beneficial proposal would allow for a seamless delivery of services as we strive to improve access to high quality early education opportunities for all Coventry children.

We look forward to further discussing this proposal with you.

Thank you,

The CECC Board of Directors

Kelly Young, Kim Davey, Jodi Curtiss, and Michelle Johnson

Handwritten signatures of the four members of the CECC Board of Directors: Kelly Young, Kim Davey, Jodi Curtiss, and Michelle Johnson.

Laura Stone

From: John Elsesser
Sent: Thursday, June 16, 2016 1:32 PM
To: Laura Stone
Subject: FW: Request for pre-school Moa

From: John Elsesser
Sent: Tuesday, June 14, 2016 10:39 AM
To: Dave Petrone (dpetrone@coventryct.org)
Subject: Request for pre-school Moa

The Finance committee did not take action on the request to enter into the moa on the preschool. They had many questions and no one to answer them. They feel a joint meeting would be very helpful. Is June 21 or June 23 possible?

Questions included, but were not limited to:

- Defining the relationship between the Board and CEEC currently and how the proposed modification will change this?
- What changes require the need for the MOA...What is the rationale for the change?
- Is the accounting for the fund moving from the Town Finance office to the School Finance office? Is that what meant by item 2 of the MOA versus the Oversight reporting in the Fund establishment which states "Reports are to be sent to School Business Manager"
- How would transfers between the School budget and Pre school Fund be handled and who would approve them?
- How would the pre-school fund budget be approved?
- What impact, if any, would this have on MBR?
- How would transfer for special education be handled? The concern is that if funds for special ed are budgeted in the school budget and transfer to the pre-school fund, and the special needs student leaves will the funds stay in the preschool fund? How will this impact excess costs reimbursements?
- What impact would this have on employer-employee relationships...Would CEEC employees become Board employee (if so, Union or non-union)? What are the short and long term costs associated with any change to this employer-employee relationship?
- Does this modification impact per pupil expenditures or are preschool expenses not included the calculation?

Please let me know a special meeting is the best approach to move forward on this issue

MEMORANDUM OF AGREEMENT

**Between
The Town of Coventry and the Coventry Board of Education**

This Memorandum of Agreement (the “Agreement”) is entered into by the Town of Coventry (the “Town”) and the Coventry Board of Education (the “Board”) regarding the operation of the Coventry Preschool Fund.

WHEREAS, the operation of the Board’s preschool and early childhood education program will generate revenue collected for rental fees, tuition payments, grants and transfers from the Town’s general fund necessary for the operation of the Board’s program;

WHEREAS, on or about June 15, 2015, the Town Council unanimously voted to create a special revenue fund for the Board’s preschool and early childhood education program (the “Coventry Preschool Fund”) in order to receive revenues and record expenditures for the program supervised by the Board;

NOW THEREFORE, the Town and the Board agree as follows with respect to the Coventry Preschool Fund:

- 1) All revenue received under the Coventry Preschool Fund shall be for the sole purpose of payment of expenditures and costs associated with the administration by the Board of its preschool and early childhood education Program. Examples of such expenditures and costs may include building maintenance, salaries and benefits, consumables, and capital outlay.

- 2) All reports associated with the conduct of the Coventry Preschool Fund shall be sent and maintained by the Board’s Business Manager.

IN WITNESS WHEREOF, the undersigned have executed this Agreement.

John Elsesser, Town Manager
Town of Coventry

Date

David J. Petrone, Superintendent of Schools
Coventry Board of Education

Date

Town Council Authorized Budget Transfers
Fiscal Year 2015-2016

Account From		Amount From	Amount To	Account To
110-1301-51010	Full Time	\$ 125.00	\$ 125.00	110-1201-51010 Full Time
110-1303-51010	Full Time	\$ 1,500.00	\$ 1,500.00	110-1201-52170 Advertising
110-8103-51712	Health Ins	\$ 44,000.00	\$ 65,000.00	110-1501-52030 Legal
110-1301-51010	Full Time	\$ 3,015.00		
110-1303-51010	Full Time	\$ 3,850.00		
110-1301-51100	longevity	\$ 985.00		
110-1601-52060	Indexing	\$ 4,000.00		
110-1801-55020	Electric	\$ 2,000.00		
110-3102-51030	Overtime	\$ 4,190.00		
110-3102-51110	Differential	\$ 644.00		
110-3108-55020	Electric	\$ 2,316.00		
110-1401-51010	Full Time	\$ 5,000.00	\$ 6,500.00	110-1701-51020 Part Time
110-1402-51010	Full Time	\$ 1,500.00	\$ -	
110-1303-51010	Full Time	\$ 7,000.00	\$ 11,700.00	110-1801-52160 Building Re
110-1801-52140	Equipment Repair	\$ 2,700.00		
110-1801-55020	Electric	\$ 2,000.00		
110-3301-51010	Full Time	\$ 4,840.00	\$ 3,160.00	110-2207-51010 Full Time
			\$ 1,680.00	110-2301-51010 Full Time
110-3201-51040	temporary	\$ 3,704.00	\$ 12,000.00	110-8303-53230 claims&los
110-1401-51010	Full time	\$ 3,661.38		
110-8102-51073	Pension-Pw	\$ 2,000.00		
110-8301-53230	transfers	\$ 2,634.62		
		\$ 101,665.00	\$ 101,665.00	\$ -

1. COLLECTORS' CERTIFICATION TO THE BOARD OF FINANCE, SELECTMEN, COMMON COUNCIL OR OTHER BODY RECOMMENDING TRANSFER OF UNCOLLECTED PROPERTY TAXES TO THE SUSPENSE TAX BOOK.

To the Board of Finance, Common Council, Board of Aldermen, Warden and Burgesses, Committee of COVENTRY

The following list of uncollectible uncollected taxes for transfer to the suspense tax book is respectfully for your examination and approval.

<u>Year</u>	<u>TYPE</u>		<u>Amount</u>
2012	M MOTOR VEHICLE	194 Account(s)	28,094.22
2012	P PERSONAL PROPERTY	52 Account(s)	18,482.64
2012	S SUPPLEMENTAL MVD	47 Account(s)	4,844.11
<u>2012 TOTAL</u>		<u>293 Account(s)</u>	<u>51,420.97</u>
		293 Account(s)	51,420.97

I hereby certify that to the best of my knowledge and belief each tax in the above statement has not been paid, is uncollectible and should be transferred to the suspense tax book.

Dated at Coventry, CT, the 6th day of June 2016

Respectfully submitted, Linda Greenbacker
Tax Collector of

Coventry, CT
Town of Coventry

2. ACTION TAKEN BY BOARD OF FINANCE, SELECTMEN, COMMON COUNCIL OR OTHER BODY.

To Linda L. Greenbacker, CCMC, Collector for the TOWN OF COVENTRY

A detailed examination has been made of the above statement, dated the _____ day of _____ 20____, recommending the transfer of certain uncollected taxes to the suspense tax book. The taxes listed in such statement and totaling _____ are believed to be uncollectible and pursuant to section 12-165 of the General Statutes authority is hereby given you to transfer such taxes, in accord with the law, to the suspense tax book.

Dated at Coventry, CT, the _____ day of _____ 20____
Board of Finance, Board of Selectmen, Common Council, Board of Aldermen, Warden and Burgesses, Committee of

By _____
Name of Tax District Clerk

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<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
50001	2012	M	A & B HOME REMODELING	NON RESPONSIVE	165.58
50092	2012	M	AKESSON STANLEY A OR	NON RESPONSIVE	142.93
50093	2012	M	AKESSON STANLEY A OR	NON RESPONSIVE	193.83
50094	2012	M	AKKUS AHMET	NON RESPONSIVE	884.97
50103	2012	M	ALBERO GABRIEL J JR	NON RESPONSIVE	126.70
50137	2012	M	ALLISON STEFANIE	NON RESPONSIVE	247.25
50154	2012	M	AMATO ROBERT	NON RESPONSIVE	242.78
50195	2012	M	ANDERSON KIRSTIN M	NON RESPONSIVE	238.30
50222	2012	M	ANNIELLO DEREK R	NON RESPONSIVE	94.54
50490	2012	M	BARILE JOHN	NON RESPONSIVE	239.98
50496	2012	M	BARON MARY T COM	NON RESPONSIVE	196.91
50686	2012	M	BEERY RUSSELL EVAN	NON RESPONSIVE	34.68
50752	2012	M	BERBEC KRZYSZTOF	NON RESPONSIVE	77.76
50793	2012	M	BERRY KENNETH D	NON RESPONSIVE	93.14
50794	2012	M	BERRY KENNETH D	NON RESPONSIVE	8.39
50976	2012	M	BONTRAGER ARNOLD LYNN	NON RESPONSIVE	341.79
51057	2012	M	BOULAY EMILEE A	NON RESPONSIVE	101.81
51197	2012	M	BRENKER FREDERICK 4TH	NON RESPONSIVE	540.38
51198	2012	M	BRENKER NATHAN	NON RESPONSIVE	71.04
51383	2012	M	BUFFINTON WALTER C JR	NON RESPONSIVE	207.82
51437	2012	M	BURKE SHANNON A	NON RESPONSIVE	84.19
51573	2012	M	CABRAL STEFAN M	NON RESPONSIVE	81.67
51603	2012	M	CALL ARTHUR G	NON RESPONSIVE	232.43
51605	2012	M	CALL LORETTA R OR	NON RESPONSIVE	216.49
51758	2012	M	CARPIO DELIA B	NON RESPONSIVE	108.24
51774	2012	M	CARRINGTON DEBORAH H	NON RESPONSIVE	48.95
51775	2012	M	CARRINGTON DEBORAH H	NON RESPONSIVE	79.43
51815	2012	M	CASCIO NICHOLE WINTER	NON RESPONSIVE	54.82
51897	2012	M	CHAN CESCILY D	NON RESPONSIVE	208.10
51974	2012	M	CHASSE PATRICK W	NON RESPONSIVE	13.99
51976	2012	M	CHATEL HELEN R	NON RESPONSIVE	331.44
51992	2012	M	CHESTER VICTORIA S	Deceased	182.64
51995	2012	M	CHEVALIER COREY S	NON RESPONSIVE	279.42
52035	2012	M	CHOJNICKI CHRISTINE S	NON RESPONSIVE	182.08
52047	2012	M	CHRISTIANSEN SUSAN L	NON RESPONSIVE	146.84
52088	2012	M	CIRACO ELISA A	NON RESPONSIVE	4.95
52122	2012	M	CLARK RYAN R	NON RESPONSIVE	97.06
52135	2012	M	CLARK TIMOTHY	NON RESPONSIVE	81.39
52418	2012	M	COUGHLIN GREGORY M	NON RESPONSIVE	108.80
52471	2012	M	CRATTY WILLIAM T JR	NON RESPONSIVE	88.66
52478	2012	M	CRAWFORD TRAVIS	NON RESPONSIVE	178.73
52708	2012	M	DANIELS CHRISTINE	NON RESPONSIVE	268.23
52784	2012	M	DAYTON LINDA G	NON RESPONSIVE	70.48
52785	2012	M	DAYTON LINDA G	NON RESPONSIVE	80.83
52862	2012	M	DELANEY LAURENM	NON RESPONSIVE	159.99
52920	2012	M	DEPIETRO JEREMY C	NON RESPONSIVE	127.26
52950	2012	M	DESMARAIS JOHN R	NON RESPONSIVE	305.99
53044	2012	M	DILLMAN MICHAEL J	NON RESPONSIVE	70.48
53045	2012	M	DILLMAN MICHAEL J	NON RESPONSIVE	62.09
53074	2012	M	DIONNE MELISSA A	NON RESPONSIVE	293.69
53153	2012	M	DONOVAN ASHLEY	NON RESPONSIVE	142.09
53154	2012	M	DONOVAN ASHLEY M	NON RESPONSIVE	90.62
53155	2012	M	DONOVAN JAMES J	Deceased	170.06
53156	2012	M	DONOVAN JAMES J	Deceased	128.38

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53300	2012	M	DUBOIS TYLER J	NON RESPONSIVE	501.22
53439	2012	M	EBANKS CAROLYN FAYE MCKE	NON RESPONSIVE	62.09
53503	2012	M	EKSTEDT-MCKENDRY GRETCH	NON RESPONSIVE	42.51
53754	2012	M	FERGUSON SCOTT R	NON RESPONSIVE	129.22
53968	2012	M	FOX DEBORAH	NON RESPONSIVE	73.00
54005	2012	M	FRANCISCO GEORGE M	NON RESPONSIVE	132.30
54007	2012	M	FRANKLAND DAVID R	NON RESPONSIVE	172.85
54052	2012	M	FRITCHE ERIC R	NON RESPONSIVE	57.90
54053	2012	M	FRITCHE ERIC R	NON RESPONSIVE	252.57
54115	2012	M	GALLANT MATTHEW N	NON RESPONSIVE	180.69
54570	2012	M	GREEN MICHAEL T	NON RESPONSIVE	278.02
54888	2012	M	HAND MARK D	NON RESPONSIVE	32.17
54889	2012	M	HAND MARK D	NON RESPONSIVE	38.32
54890	2012	M	HAND MARK D	NON RESPONSIVE	107.68
55221	2012	M	HILL CHRISTINE	NON RESPONSIVE	13.99
55222	2012	M	HILL CHRISTINE COM	NON RESPONSIVE	51.46
55252	2012	M	HILLS SUSAN M	NON RESPONSIVE	62.65
55670	2012	M	JACQUES-AMATO PATRICIA	NON RESPONSIVE	137.61
55878	2012	M	JONES AMY	NON RESPONSIVE	420.95
55897	2012	M	JONES STEVEN EARL	NON RESPONSIVE	64.05
55918	2012	M	JOYAL JAMES R	NON RESPONSIVE	319.70
56108	2012	M	KENNEDY PETER J	NON RESPONSIVE	44.19
56117	2012	M	KENNEY SCOTT	NON RESPONSIVE	248.65
56196	2012	M	KINGSBURY RICHARD G	NON RESPONSIVE	120.83
56226	2012	M	KISSELL ANDREW E	NON RESPONSIVE	532.55
56227	2012	M	KISSELL MICHAEL A.	NON RESPONSIVE	299.00
56566	2012	M	LAGASSE HEATHER J AND	NON RESPONSIVE	219.56
56568	2012	M	LAGASSE JOSEPH G JR	NON RESPONSIVE	266.83
56620	2012	M	LANDON PETER R	NON RESPONSIVE	90.34
56621	2012	M	LANDON PETER R	NON RESPONSIVE	249.77
56736	2012	M	LARNED ARIEL R	NON RESPONSIVE	49.51
56998	2012	M	LESKO JANICE M	NON RESPONSIVE	182.08
57119	2012	M	LITKE LAUREN D	NON RESPONSIVE	32.41
57135	2012	M	LIVINGSTON STEVEN E	NON RESPONSIVE	50.07
57136	2012	M	LIVINGSTON STEVEN E	NON RESPONSIVE	214.53
57177	2012	M	LOHNES JEFFREY PHILLIP	NON RESPONSIVE	183.20
57202	2012	M	LONGWAY JESSE M	NON RESPONSIVE	48.11
57260	2012	M	LUCAS HOWARD K	NON RESPONSIVE	175.37
57261	2012	M	LUCAS HOWARD K	NON RESPONSIVE	308.79
57262	2012	M	LUCAS HOWARD K	NON RESPONSIVE	42.79
57304	2012	M	LUZZI THOMAS R	NON RESPONSIVE	214.53
57384	2012	M	MACHER KATRINA J	NON RESPONSIVE	154.67
57446	2012	M	MAH EUNICE	NON RESPONSIVE	151.88
57520	2012	M	MANCUSO LESLIE M	NON RESPONSIVE	140.13
57595	2012	M	MARINEAU DAVID L	NON RESPONSIVE	221.24
57603	2012	M	MARINO ANTHONY P	NON RESPONSIVE	80.83
57642	2012	M	MARTEL RAYMOND R	NON RESPONSIVE	8.39
57651	2012	M	MARTIN DOUGLAS S	NON RESPONSIVE	232.99
57749	2012	M	MAXFIELD JOEL A	NON RESPONSIVE	73.56
57772	2012	M	MAYNARD MITCHELL P	NON RESPONSIVE	64.05
57804	2012	M	MCBAIN ANGUS R	NON RESPONSIVE	69.93
57805	2012	M	MCBAIN DEBRA E	NON RESPONSIVE	63.49
58163	2012	M	MEUNIER JENNIFER A	NON RESPONSIVE	794.07
58256	2012	M	MILLER MARK	NON RESPONSIVE	58.74

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58257	2012	M	MILLER MARK D	NON RESPONSIVE	17.62
58303	2012	M	MILNE COLIN P	NON RESPONSIVE	105.73
58339	2012	M	MIRANTE THOMAS A	NON RESPONSIVE	242.78
58356	2012	M	MITCHELL KEITH A	NON RESPONSIVE	212.01
58360	2012	M	MITCHELL NICOLE P	NON RESPONSIVE	49.51
58389	2012	M	MOLCHAN MICHAEL	NON RESPONSIVE	86.15
58423	2012	M	MORALES JOSE R	NON RESPONSIVE	79.43
58448	2012	M	MORENO RICHARD L	NON RESPONSIVE	81.67
58473	2012	M	MORGAN MICHAEL L	NON RESPONSIVE	83.63
58549	2012	M	MOULTHROPE WATSON G	NON RESPONSIVE	111.04
58629	2012	M	MURPHY COLIN P	NON RESPONSIVE	116.91
58650	2012	M	MURPHY MARY M	NON RESPONSIVE	103.21
58651	2012	M	MURPHY MARY M	NON RESPONSIVE	40.28
58652	2012	M	MURPHY MARY M	NON RESPONSIVE	101.25
58653	2012	M	MURPHY MARY M	NON RESPONSIVE	77.76
58654	2012	M	MURPHY MARY M	NON RESPONSIVE	8.39
58728	2012	M	NAWAZ RAB	NON RESPONSIVE	62.09
58739	2012	M	NELSON DAVID A	NON RESPONSIVE	97.06
58740	2012	M	NELSON DAVID A	NON RESPONSIVE	71.88
58795	2012	M	NICHOLS ANDREW J	NON RESPONSIVE	71.88
58796	2012	M	NICHOLS ANDREW J	NON RESPONSIVE	55.94
58867	2012	M	NIBELO MARIA H	NON RESPONSIVE	114.12
58994	2012	M	OBST KRYSZYNA T	NON RESPONSIVE	205.58
59060	2012	M	OLSEN CHRISTINA M	NON RESPONSIVE	116.63
59074	2012	M	OLSSON CHAS R	NON RESPONSIVE	60.69
59075	2012	M	OLSSON LAURA A	NON RESPONSIVE	267.39
59156	2012	M	OWEN TIMOTHY C	NON RESPONSIVE	493.39
59177	2012	M	PACZYNA CHAZ W	NON RESPONSIVE	114.12
59290	2012	M	PARSON FAITH M	NON RESPONSIVE	60.14
59351	2012	M	PAWLOSKI GREGORY S JR	NON RESPONSIVE	273.27
59352	2012	M	PAWLOSKI GREGORY S JR	NON RESPONSIVE	13.99
59613	2012	M	PIDDER PADDER DAY CARE	NON RESPONSIVE	213.97
59743	2012	M	PLOURDE SHELLEY L	NON RESPONSIVE	44.19
59922	2012	M	PRESS RANDALL I JR	NON RESPONSIVE	191.31
59925	2012	M	PRICE HOLLY R	NON RESPONSIVE	73.00
60011	2012	M	RABUSKA JOAN	NON RESPONSIVE	116.07
60014	2012	M	RACICOT ERIC G	NON RESPONSIVE	92.02
60083	2012	M	RAYMER JENNIFER L	NON RESPONSIVE	330.33
60086	2012	M	RAYMOND ALLEN L	NON RESPONSIVE	90.90
60192	2012	M	RHINES ROY W	NON RESPONSIVE	81.39
60193	2012	M	RHINES ROY W	NON RESPONSIVE	69.65
60305	2012	M	RITTLINGER ALISON M	NON RESPONSIVE	213.97
60438	2012	M	ROSS STEPHEN R JR	NON RESPONSIVE	142.37
60439	2012	M	ROSS STEPHEN R JR	NON RESPONSIVE	44.19
60497	2012	M	ROY BRANDON	Deceased	297.04
60522	2012	M	RULE JULIE A	NON RESPONSIVE	88.66
60645	2012	M	SAEZ BENJAMIN JR	NON RESPONSIVE	38.60
60737	2012	M	SARGENT ANNMARIE	NON RESPONSIVE	126.70
60783	2012	M	SCAFURI TRAVIS J	NON RESPONSIVE	426.26
60864	2012	M	SCHWEITZER RONALD H	NON RESPONSIVE	82.51
60885	2012	M	SEALANDER ERIK R JNT	NON RESPONSIVE	120.83
60926	2012	M	SENESAC WILLIAM G	NON RESPONSIVE	110.76
60938	2012	M	SERAFINO RUTH ANN	NON RESPONSIVE	127.26
60939	2012	M	SERAFINO RUTH ANN	NON RESPONSIVE	76.36

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 Posting Date 6/6/16

<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
60962	2012	M	SETZLER BRYANT FREDRICK	NON RESPONSIVE	149.36
61281	2012	M	SMITH REBECCA C	NON RESPONSIVE	87.55
61287	2012	M	SMITH SHERRIE L	NON RESPONSIVE	41.68
61393	2012	M	SPENCER ANDREW B	NON RESPONSIVE	91.18
61394	2012	M	SPENCER ANDREW B	NON RESPONSIVE	95.38
61422	2012	M	SPRING GARY L	Deceased	142.64
61423	2012	M	SPRING GARY L	Deceased	268.23
61451	2012	M	STAFFORD JEFFREY N JNT	NON RESPONSIVE	62.65
61504	2012	M	STEED PERRY C	NON RESPONSIVE	42.79
61589	2012	M	STOBAUGH CRYSTAL JK	NON RESPONSIVE	13.99
61590	2012	M	STOBAUGH CRYSTAL JK	NON RESPONSIVE	71.04
61743	2012	M	SURPRENANT RICHARD O	NON RESPONSIVE	142.37
61777	2012	M	SWEEZEY BARBARA L	NON RESPONSIVE	58.74
61795	2012	M	SYMMES JASON W	NON RESPONSIVE	59.86
61975	2012	M	THURSTON RAYMOND	NON RESPONSIVE	85.03
61976	2012	M	THURSTON RAYMOND D	NON RESPONSIVE	38.88
62008	2012	M	TIRRELL KEVIN R	NON RESPONSIVE	77.48
62129	2012	M	TRACY JESSICA A	NON RESPONSIVE	73.00
62146	2012	M	TRELEGAN JESSI	NON RESPONSIVE	121.95
62167	2012	M	TROTTIER JENNIFER L	NON RESPONSIVE	52.02
62328	2012	M	VALENTINE LINDA A	Deceased	165.02
62344	2012	M	VANDOREN ANNA C	NON RESPONSIVE	63.21
62452	2012	M	VIERA PEDRO J JR	NON RESPONSIVE	97.90
62453	2012	M	VIERA PEDRO J JR	NON RESPONSIVE	79.43
62614	2012	M	WALLACE ETHAN WESLEY	NON RESPONSIVE	55.94
62631	2012	M	WALSH EDWARD M 4TH	NON RESPONSIVE	161.11
62648	2012	M	WANJIKU ZIPPORAH	NON RESPONSIVE	228.51
62746	2012	M	WENG ZHAOYU	NON RESPONSIVE	79.43
62845	2012	M	WICKS TIMOTHY R	NON RESPONSIVE	264.32
62928	2012	M	WILLIAMS THEA	NON RESPONSIVE	253.13
62929	2012	M	WILLIAMS THEA E	NON RESPONSIVE	120.55
63191	2012	M	ZAPOR BRIAN S	NON RESPONSIVE	106.85
40369	2012	P	AITCHISON JOAN DBA	NON RESPONSIVE	135.10
41500	2012	P	BARTON STEVE DBA	NON RESPONSIVE	41.68
41016	2012	P	BERWICK TODD DBA	NON RESPONSIVE	178.45
41708	2012	P	BID ONE LLC	NON RESPONSIVE	3,336.82
40100	2012	P	BRAGG CAROL	NON RESPONSIVE	69.93
40129	2012	P	CAMPBELL R & H DBA	NON RESPONSIVE	85.59
40164	2012	P	CORNER STORE OF COVENTRY	NON RESPONSIVE	985.94
40719	2012	P	COUTURE CRAIG T DBA	NON RESPONSIVE	33.00
41564	2012	P	DAY CURTIS DBA	NON RESPONSIVE	377.60
40216	2012	P	DILLMAN MICHAEL DBA	NON RESPONSIVE	578.42
40294	2012	P	GRACE DAVID H	NON RESPONSIVE	104.89
41753	2012	P	GREEN COLLAR POWER WASHING LLC	NON RESPONSIVE	111.32
40363	2012	P	INDEPENDENT BUILDERS LLC	NON RESPONSIVE	274.95
41635	2012	P	J PARSONS ELECTRIC LLC	NON RESPONSIVE	181.81
41843	2012	P	JOHNSON KEVIN C	NON RESPONSIVE	1,048.88
40385	2012	P	JOSLIN MARK D DBA	NON RESPONSIVE	326.13
41687	2012	P	JSYNC PC REPAIR	NON RESPONSIVE	98.73
41638	2012	P	JULIAN ROBERT W DBA	NON RESPONSIVE	59.58
41765	2012	P	KAMINSKY NICKOLAS	NON RESPONSIVE	106.01
41639	2012	P	KENNEDY CONSTRUCTION	NON RESPONSIVE	181.81
41640	2012	P	KOZYRA NANETTE	NON RESPONSIVE	59.58
41855	2012	P	LABBE JOHN	NON RESPONSIVE	120.27

TOWN OF COVENTRY
 Edit Suspense for Batch - 22
 Detail Report in Year/Type/Name Order
 Posting Date 6/6/16

<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
41641	2012	P	LABBE THERESA A DBA	NON RESPONSIVE	68.53
41726	2012	P	LAFLAMME EDMUND A SR	NON RESPONSIVE	253.41
41700	2012	P	LAGASSE MARK S	NON RESPONSIVE	125.87
40417	2012	P	LANDRIE EDMOND & DIANA DBA	NON RESPONSIVE	339.84
41677	2012	P	LANDRIE MICHELE DBA	NON RESPONSIVE	215.37
40387	2012	P	LANDSCAPING FROM THE GROUND UP	NON RESPONSIVE	2,485.13
41431	2012	P	LAWN PROFESSIONALS LLC	NON RESPONSIVE	1,812.46
41532	2012	P	MACDONALD ROBERT DBA	NON RESPONSIVE	59.58
41763	2012	P	MAGOON JODI E	NON RESPONSIVE	113.56
41713	2012	P	MAYNARD FARMS & GREENHOUSES LLC	NON RESPONSIVE	348.51
40471	2012	P	MAYNARD FLORIST & FARM MARKET	NON RESPONSIVE	118.59
41076	2012	P	MAYNARD PETER DBA	NON RESPONSIVE	81.39
41348	2012	P	MAYNARD PETER DBA	NON RESPONSIVE	80.27
41644	2012	P	MILLER STEVE J	NON RESPONSIVE	68.53
40843	2012	P	NELSONS TAE KWON DO	NON RESPONSIVE	236.35
41646	2012	P	NETSHOTS LLC	NON RESPONSIVE	68.53
40371	2012	P	NOBLE JOHN DBA	NON RESPONSIVE	283.62
40682	2012	P	NOR-EAST HOMES LLC	NON RESPONSIVE	221.80
41743	2012	P	OSCHMANN JAMIE	NON RESPONSIVE	111.32
41820	2012	P	PHERICA LLC	NON RESPONSIVE	53.42
40603	2012	P	ROY PAUL DRYWALL	NON RESPONSIVE	294.80
41656	2012	P	SDB CARPENTRY	NON RESPONSIVE	218.45
41818	2012	P	THESPLATGROUP LLC	NON RESPONSIVE	45.03
40712	2012	P	THOMPSONS HOME IMPROVEMENT	NON RESPONSIVE	860.92
40949	2012	P	UNITED MECHANICAL	NON RESPONSIVE	187.40
40933	2012	P	VALENTINE LINDA DBA	Deceased	43.63
40744	2012	P	VERRETT ERIC DBA	NON RESPONSIVE	128.10
41764	2012	P	VPC LLC	NON RESPONSIVE	839.10
40266	2012	P	WALSH III EDWARD DBA	NON RESPONSIVE	59.02
41664	2012	P	WARNER JEFFREY S DBA	NON RESPONSIVE	163.62
88072	2012	S	VERY LEONARD	NON RESPONSIVE	60.00
88091	2012	S	BARATTINI THOMAS J	NON RESPONSIVE	110.76
88095	2012	S	BARILE FAMILY TRUCKING I	NON RESPONSIVE	87.21
88096	2012	S	BARILE FAMILY TRUCKING I	NON RESPONSIVE	55.44
88131	2012	S	BEEBE STEPHANIE D	NON RESPONSIVE	61.51
88187	2012	S	BOUCHER SHERI M OR	NON RESPONSIVE	120.33
88279	2012	S	CALL ARTHUR G	NON RESPONSIVE	160.83
88347	2012	S	CHEVALIER COREY S	NON RESPONSIVE	51.86
88509	2012	S	DIDDEN PAUL W	NON RESPONSIVE	71.04
88510	2012	S	DIDDEN PAUL W	NON RESPONSIVE	7.36
88545	2012	S	DUBOIS ELIZABETH S OR	NON RESPONSIVE	53.65
88547	2012	S	DUBOIS TYLER J	NON RESPONSIVE	29.23
88561	2012	S	EADES KYLE RAY	NON RESPONSIVE	123.12
88571	2012	S	EIMAN GERHARD ERIC	NON RESPONSIVE	73.70
88601	2012	S	FARRIS DONNA S	Deceased	34.12
88608	2012	S	FERGUSON MARISSA L	NON RESPONSIVE	48.47
88661	2012	S	FRANCISCO GEORGE M	NON RESPONSIVE	23.30
88737	2012	S	GOODWIN SANDRA ANNE	NON RESPONSIVE	38.85
88763	2012	S	GREGORY MICHELLE	NON RESPONSIVE	635.56
88866	2012	S	HILL CHRISTINE OR	NON RESPONSIVE	27.44
88867	2012	S	HILL CORY L.	NON RESPONSIVE	399.41
88915	2012	S	HOYT TIMOTHY M	NON RESPONSIVE	118.84
88917	2012	S	HUDON MARYBEL	NON RESPONSIVE	2.92
88968	2012	S	JACOBSON KAREN J	NON RESPONSIVE	54.96

TOWN OF COVENTRY
 Edit Suspense for Batch - 22
 Detail Report in Year/Type/Name Order
 Posting Date 6/6/16

<u>List</u>	<u>Year</u>	<u>TY</u>	<u>Name</u>	<u>Reason</u>	<u>Amount</u>
88994	2012	S	JOHNSON KENNETH W	NON RESPONSIVE	5.37
89001	2012	S	JOYAL JUSTIN A	NON RESPONSIVE	50.77
89067	2012	S	KOPP RACHAEL THERESE	NON RESPONSIVE	47.35
89111	2012	S	LADD MATTHEW ERIC	NON RESPONSIVE	102.23
89129	2012	S	LANGLOIS JEFFREY	NON RESPONSIVE	138.73
89130	2012	S	LANGLOIS JEFFREY E	NON RESPONSIVE	52.58
89132	2012	S	LANGLOIS JEFFREY E	NON RESPONSIVE	85.73
89203	2012	S	LITKE LAUREN D	NON RESPONSIVE	13.65
89211	2012	S	LOHNES JEFFREY	NON RESPONSIVE	364.17
89212	2012	S	LOHNES JEFFREY PHILLIP	NON RESPONSIVE	155.23
89257	2012	S	MAGOON CORY	NON RESPONSIVE	164.46
89318	2012	S	MCBAIN DEBRA E	NON RESPONSIVE	72.25
89319	2012	S	MCBAIN DEBRA E	NON RESPONSIVE	69.65
89482	2012	S	NELSON DAVID A	NON RESPONSIVE	44.75
89819	2012	S	SCAFURI TRAVIS J	NON RESPONSIVE	266.78
89891	2012	S	SMITH SHERRIE L	NON RESPONSIVE	36.22
89917	2012	S	STACK KEITH JOHN	NON RESPONSIVE	206.70
89972	2012	S	SYMMES JOANNE S OR	NON RESPONSIVE	86.90
90088	2012	S	VALENTINE LINDA A	Deceased	67.13
90154	2012	S	WEHR MELISSA A	NON RESPONSIVE	98.87
90188	2012	S	WILLIAMS THEA E	NON RESPONSIVE	173.13
90205	2012	S	WOLFF DYLAN J	NON RESPONSIVE	42.32
90246	2012	S	ZORRA ELISA M	NON RESPONSIVE	49.23



Town of Coventry

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

Office of the Town Clerk
860-742-7966

DATE: May 23, 2016

TO: Coventry Town Council

SUBJECT: APPOINTMENT OF SUB-REGISTRARS OF VITAL STATISTICS
PURSUANT TO CGS 7-65.

Effective October 1, 2009, Section 7-65 of the Connecticut General Statutes was amended requiring the Registrar of Vital Statistics to appoint a minimum of 2 Sub-Registrars who shall be authorized to issue burial, removal, transit and cremation permits during the hours the Registrar of Vital Records Office is closed.

Therefore, I, Lori Tollmann, Town Clerk and Registrar of Vital Statistics of the Town of Coventry, respectfully request the authorization of the appointment of the following funeral director as Sub-Registrar for the Town of Coventry:

Jennifer West
Coventry-Pietras Funeral Home
2665 Boston Turnpike
Coventry, CT 06238

Lori Tollmann, Registrar of Vital Statistics

John A. Elsesser, Town Manager

Jennifer West, Coventry-Pietras Funeral Home

To: John Elsesser, Coventry Town Manager

From: Tom Boudreau, Cemetery Commission Chair

Date: 6/14/16

Re: Flag Holders

Hello John,

The Cemetery Commission has been addressing the matter of replacing "Flag Holders" for veteran graves across the Coventry cemeteries for several meetings (going back to last year). The current flag holders were broken, missing, and inconsistent across the cemeteries.

We had not budgeted for new flag holders and different members offered solutions throughout the meetings without any final decision being made. The conversation (as circumstances sometimes can) gathered momentum and went beyond our commission meetings, which culminated in several groups in the town (the Veterans' Group and Center Cemetery Association) wanting to be part of solving the problem.

Several of my commission members began conversations with these groups and in their enthusiasm side stepped protocol: the Veteran's group cut a check (Beth can get you the exact figure) and Center Cemetery Association (Robert Visney p.o. box 593 Coventry ct 06238 phone 8607428354) utilized a fund and purchased 370 Flag Holders (total cost of \$3774) as a gift for our cemeteries to have, in order to have the same flag holders consistent across the town at both Center Cemetery and all of the Town Cemeteries (Mike Merrium has a copy of invoice and packing slip from flagguys.com).

It is my understanding that gifts need to be brought to the Town Council. I am sorry that protocol was not followed and I take full responsibility as chair. If you need me to present these matters to the Town Council I am willing to do so- in order to explain that there was no malice intended, rather generous people trying to support the town and stepping up when there was a need (older flag holders to be replaced in the cemeteries across town).

We tabled the flag holder discussion until the matter can be presented to the Town Council. We are thankful for the gift from Center Cemetery and consider the check from the Veteran's as generous but unneeded (seeing that Center Cemetery purchased them all from funds related to these matters).

Once the matter is taken up and addressed through the Town Council, regardless of the outcome, the commission wants to acknowledge the kind acts and generous contributions/gifts given to the town/cemetery commission regarding the matter of flag holders.

Please let me know if there are any other actions I need to take...

Regards,

Tom



PURCHASE AGREEMENT

FOR FIRE APPARATUS

THIS AGREEMENT, made and entered into this 27th day of June, 2016, by and between FREIGHTLINER OF HARTFORD/FIVE STAR FIRE of East Hartford, CT, hereinafter called "FREIGHTLINER" and the Town of Coventry, Connecticut, hereinafter called "PURCHASER",

WITNESSETH:

1. PURCHASE: Purchaser hereby agrees to buy and Freightliner hereby agrees to sell and furnish to Purchaser the apparatus and equipment according to the Proposals attached hereto and made a part hereof, and to deliver the same as hereinafter provided.

2. PAYMENT: Purchaser agrees to pay for said apparatus and equipment the total purchase price of One Hundred Eighty-Seven Thousand Three Hundred Dollars and Zero Cents (\$187,350.00) payable on delivery of the Project vehicle (see attached Data Sheet). The total purchase price is broken down in Exhibit "A" and takes into account the purchase price of the vehicle, repairs, and options/modifications.

3. DELIVERY: The apparatus and equipment being purchased hereunder shall be delivered to Purchaser at North Coventry Fire Department, (Coventry, CT) upon the release of the vehicle from the Rocky Hill Fire Department (Rocky Hill, CT), and after the receipt and acceptance of this agreement at Freightliner's office in East Hartford, CT, provided that such delivery date shall be automatically extended for delays due to the Manufacturer's strikes, failure to obtain materials or other causes beyond Freightliner's control.

4. WARRANTIES: No warranty, either express or implied, is provided by Freightliner.

6. DEFAULT: In the case of any default in payment hereunder or in the payment on any notes, negotiable paper, obligations or other instruments issued by Purchaser, Freightliner may take full possession of the apparatus and equipment or of the piece or pieces upon which default has been made, and any payments that have been made theretofore shall be applied as rent in full for the use of the apparatus and equipment up to the date of taking possession by Freightliner.

7. PURCHASER WARRANTIES: With the signing of this agreement, Purchaser warrants that it has the full power and legal authority to enter into this agreement and guarantees that funds for its purchase are available or in the process of



collection.

8. **ACCEPTANCE:** This agreement shall not be binding until it is signed and approved by an officer of Freightliner of Hartford.

9. **TAXES, ETC.:** The purchase price provided for herein does not include any federal, state or local sales tax, duties, imposts, revenues, excise or other taxes which may hereafter be imposed by governmental authority or otherwise and which are made applicable to the apparatus or equipment covered by the agreement. In the event that any such taxes are subsequently imposed and become applicable, the purchase price herein shall be increased by the amount of such taxes and such sum shall be immediately paid by Purchaser to Freightliner.

10. **INSURANCE:** Freightliner shall not provide insurance for the proposed vehicle purchase.

11. **GENERAL:** This agreement and the Freightliner proposal provided herein take precedence over all previous negotiations, oral or written, and no representations or warranties are applicable except as specifically contained in this agreement or in the manufacturer's proposals attached hereto. No alteration, modification, amendment or change of this Agreement shall be binding unless executed in writing by the parties. No waiver of any of the provisions of this Agreement shall be deemed a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver.

This Agreement shall be governed and controlled as to interpretation, enforcement, validity, construction, effect and in all other respects by the laws, statutes and decisions of the State of Connecticut. Exclusive jurisdiction and venue for any litigation at all related to this Agreement, directly or indirectly, based upon contract, tort, or other theory of law, shall lie in the Hartford County Court, Hartford, Connecticut, and the parties hereto consent and submit to the general jurisdiction of this court. All of the terms and provisions of this Agreement shall be binding upon and inure to the benefit of and be enforceable by Freightliner, Purchaser, their successors and assigns.

12. **APPARATUS CONDITION:** Freightliner shall deliver the vehicle in a fully operational condition and inspected (DOT, valid pump/aerial certifications executed within one (1) year of delivery to the Town of Coventry, CT.). The vehicle will be NFPA compliant based on the revision of the national standard at the time the vehicle was manufactured.

The vehicle will be delivered in a "like" condition based on the previous appraisal and/or inspection, taking into account normal "wear and tear" and normal operating usage (mileage, pump/aerial/power plant hours).



IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed and attested by its duly authorized representatives, effective as of the date below when accepted at Sutphen Corporations offices.

FRIGHTLINER OF HARTFORD
 By _____
 Sales Representative

Accepted at office
Freightliner of Hartford
 222 Roberts Street
 East Hartford, CT 06108

By _____
 Title _____
 Date _____

PURCHASER
 THE _____

By _____
 Title _____
 Date _____

By _____
 Title _____
 Date _____

Rev. 2016/2



EXHIBIT "A"

Item	Option #2	Notes
2000 Pierce 105' Aerial	\$175,000.00	
Chassis Service and DOT Inspection, brake inspection.	\$0.00	Included in price of vehicle
Sub Total	\$175,000.00	

Repairs:	Option #2	Notes
All 4 cab door seals need to be replaced	\$700.00	
Address any oil leaks (Motor, Transmission, etc). All are very minor but should be addressed.	\$1,800.00	Includes correction of small leaks in the area steering pump, transmission cooling lines. Does not include oil pan and oil change.
Mitigation of noted rust spots	\$2,000.00	Includes corrosion and surface rust repairs on the frame rail in the area of the pump module, air tanks/brackets, fitting and rear valve banks, and subframe/cross members
Sub Total	\$4,500.00	

Updates:	Option #2	Notes
Add Aerial walkway lighting (Rigid Lighting option)	\$3,000.00	A total of between 6-8 lights, depending on location and means of mounting
Stokes basket for aerial rack	\$0.00	The cost of a new stokes basket is approx \$500-\$600/ea
New Ladder Panels, Paint (fabricated and painted locally) (YANKEE SHEET METAL, PENSKE SERVICE)	\$2,500.00	Sized to current ladder panels
New Graphics, per request	\$2,100.00	Includes removal of existing graphics and application of new custom graphics. Graphics package to include: "T1" in BLACK REFLECTIVE on two (2) front corners of cab (all new graphics for match). "TRUCK 1" in SIGN GOLD WITH SHADOW on cab front doors (all new graphics for match) and under windshield on front of cab. "T1" in BLACK REFLECTIVE on rear roll up door (all new graphics for match). "Town of Coventry" in SIGN GOLD on ladder signs. Graphics proof to be provided to Fire Department prior to work being completed.
Sub Total	\$7,600.00	
Total Per Fire Department Request	\$187,100.00	

Options:	Option #2	Notes
Update non-LED emergency lights (lower 600 Series only) and rear beacons, as specified	\$0.00	Included in vehicle price and shall include: 6 x Whelen 600 (cab sides and face), 2 x Whelen L31H beacons (on rear)
Update Pump Panel Lights to LED Light Strips (WHELEN)	\$250.00	
Sub Total	\$250.00	
Total Package, with Options	\$187,350.00	





COVENTRY PUBLIC SCHOOLS

1700 MAIN STREET COVENTRY, CONNECTICUT 06238-1654
PHONE (860) 742-7317 FAX (860) 742-4567
www.coventrypublicschools.org

DAVID J. PETRONE
Superintendent
MICHELE MULLALY
Director of Teaching & Learning

ROBERT CARROLL
Director of Finance & Operations
TODD V. GIANANTI
Director of Pupil &
Staff Support Services

June 10, 2016

Ms. Julie Blanchard, Chairwoman
Coventry Town Council
Town Hall
1712 Main Street
Coventry, CT 06238

Dear Ms. Blanchard:

Please know on June 9, 2016, the Board of Education made and unanimously passed the following motion:

To give authorization to the Superintendent to send a letter of request to the Town Council asking to transfer \$100,000 into the Board's 1% non-lapsing account.

Please accept this letter on behalf of the Board of Education as a formal request to transfer FY16 funds, as allowed by CGS 10-248a and per Town Council policy. As outlined in the policy, the Board of Education intends for these funds to be used for capital and non-recurring expenditures as identified in the Capital Improvement Plan (CIP). In addition, these funds may be used for any emergency conditions, repairs, or replacements to capital items not included in the CIP. I would like to make a special note that this amount *is in addition to* the previously requested transfer of \$50,000 made in April.

We appreciate the efforts made by the Town Council on behalf of the students and community of Coventry. Thank you for your dedication and commitment to our town.

Sincerely,

David J. Petrone
Superintendent of Schools

cc: Board of Education
John Elsesser, Town Manager
Robert Carroll, Director of Finance and Operations



Temporary freeze through September 1 to allow the impact of State cuts to become fully evident

				<u>budgetary Hold</u>	
Capital					
1	Summer Road Program		270,000		
2	School Computers		150,000	\$75,000	50%
3	Town Hall Computer Upgrades		36,700	\$18,850	50%
4	Classroom furniture		30,000	\$30,000	
5	Police admin. vehicle		22,500	\$22,500	
6	SCBA fire paks\ hose		15,000		
7	Fire gear		20,000		
8	Open Space Fund		25,000	\$25,000	delay transfer to open space fund.
9	Pat. Park: Lodge furnace replacement		17,000		
10	CNREF		200,000		
11	Town Hall VOIP telephone hardware		30,000		
12	Small senior van replacement: grant match		10,000		waitng for grant decision
13	Zero radius mower-small		12,500		
14	CHS Hurlock gym floor refinishing		27,500		checking on timing
15	Fire scba air tank compressor CVFA		65,000		
16	Lake management; Fanwort & flyboard		37,587		
	TOTAL		968,787	\$171,350	subtotal
Lease purchase					
	budget	revised	budget payment		
Quint	\$350,000		\$210,000	\$76,000	See note
tanker	\$300,000		\$320,000	\$32,500	See note
backhoe	<u>\$123,000</u>		<u>\$123,000</u>	<u>\$13,500</u>	
total	\$773,000		\$653,000	\$122,000	
				\$13,500	subtotal
				\$184,850	Freeze total

Note: Revised budget estimate is a savings of \$120,000 for purchases and between 20K and 30k annual savings. The quint was budgeted for a 7 year lease and tanker for a 10 year lease. I suggest that we consider taking the savings and convert both to a shorter lease of maybe 5 years to save interest expenses. Alternatively we could keep the same timeframe and take a budget savings in FY 17 and subsequent budget years.



This Master Service Agreement ("MSA" or "Agreement") entered into on this 6/14/16 is by and between DSCI, LLC ("DSCI") a Delaware limited liability company, with offices at: 303 Wyman Street, Waltham, Massachusetts 02451 and Town of Coventry ("Customer"), a _____ corporation with its principal office at: 1712 Main St Coventry, CT 06238-3615.

I. TERMS OF AGREEMENT

1. This MSA contains the general conditions for the provision by DSCI of Services to the Customer and shall supersede any previously executed MSA between DSCI and Customer. Each Service shall be provisioned pursuant to DSCI's Tariffs and the Federal and/or State Terms and Conditions, as supplemented by the terms and conditions set forth in this MSA. Other Terms and Conditions specific to a Service, including Service Level Agreements (SLA) and pricing schedules (if applicable) are contained in a separate Network Service Order Form ("NSO") referencing this MSA or in Exhibits to such NSO. In the event of a conflict between the terms of documents relating to a Service, the following will be the order of priority: first, the NSO; second, this MSA, save where the specific terms of this MSA provide otherwise. Any previously executed and unexpired NSOs shall be incorporated herein as part of this MSA.

2. Term and Revenue Commitment – The terms of this MSA will remain in effect until expiration of all NSOs signed by Customer. Each month during the Term of this MSA Customer agrees to maintain a Minimum Revenue Commitment (MRC) amount defined as follows: the MRC amount is determined by adding the total amount(s) of the Minimum Monthly Recurring Charge(s) (MMRC) referenced on the initial and any subsequent NSO signed by the Customer. All Services provided by DSCI, except for taxes, regulatory fees and assessments, shall contribute toward Customer's MRC obligation. Service is subject to Customer's obtaining funding each fiscal year. In the event that funding is not available or is reduced requiring the Customer to downsize its business operations to the extent to which the Customer is no longer able to meet the MRC, DSCI agrees to renegotiate new Terms of this MSA provided that: 1) Customer can reasonably demonstrate that such a condition exists; 2) Customer provides sixty (60) days prior written notification.

II. OBLIGATIONS OF DSCI

DSCI agrees to supply Customer with Services as set forth herein and to make every reasonable effort to provide continuous service at the locations set forth in the attached NSO(s). The quality of service provided hereunder shall be consistent with common carrier industry standards, government regulations and per the terms and conditions set forth in the DSCI Tariff. DSCI will provide Customer with a monthly invoice(s) identifying all charges for the Services under this MSA. Invoices for all Services purchased and delivered pursuant to this MSA shall be sent to Customer contact and Billing Address as set forth in the NSO.

III. SERVICES & PRICING

During the Term of this MSA, DSCI agrees to provide the Services to Customer at the location(s) designated in the attached NSO(s). The Services shall be provisioned at the rates set forth in the NSO(s). The pricing contained in this MSA is based upon a term and volume commitment. If Customer reduces the volume commitment or length of the term of the Service(s) in part or in whole, DSCI reserves the right to adjust the rate of the Service(s) based upon the new term and /or quantity of Service installed. Notwithstanding the forgoing, the parties agree that Customer may add or delete any Services by informing DSCI with thirty (30) days written notification, provided that Customer's monthly billed revenue does not fall below the MRC as set forth in Section I, Paragraph 2 preceding, and that it has met any minimum term and or quantity commitment(s) as required per the terms of the NSO(s). Any Service(s) added during the Term of this MSA shall be bound by the terms and conditions of this MSA. Prices for the Services do not include any federal, state and local taxes, fees, charges and surcharges. Such taxes, fees, charges and surcharges shall include, but not be limited to, any universal service surcharges, public utility, state and FCC or other similar surcharges collected by DSCI from its customers. All such taxes, surcharges and fees shall be paid by Customer and will be added to any amounts otherwise charged to Customer unless Customer provides DSCI with an appropriate exemption certificate.

Customer agrees that it will NOT use the Service(s) in ways that violate laws (federal, state, or local), infringe the rights of others, or interfere with the users, services, or equipment of the network. Customer shall use Service(s) per the terms outlined in DSCI's Acceptable Use Policy located on the DSCI website, www.dscillc.com. Notwithstanding the other terms and conditions contained herein this MSA, DSCI reserves the right to immediately terminate the Service(s) for any violation of DSCI's Acceptable Use Policy and or any law or regulation through the use of the Service(s).

The parties acknowledge that any products, software, and technical information provided under this Agreement are subject to U.S. export laws and regulations and any use or transfer of such products, software, and technical information must be authorized under those laws and regulations. The parties agree that they will not use, distribute, transfer, or transmit the products, software, or technical information (even if incorporated into other products) except in compliance with U.S. export regulations.

IV. BILLING & PAYMENT

Billing for DSCI-provided Data Services shall start on the day the Service is provisioned and available for Customer use. For DSCI-provided Voice, UCx, and iPBX Services WITHOUT porting, billing shall start three (3) days after the Service is provisioned and available for Customer use; for DSCI-provided Voice, UCx, and iPBX Services WITH porting, billing shall start on the date the associated numbers are ported to DSCI, unless the porting is delayed by Customer, in which case billing shall start three (3) days after the Service is provisioned and available for Customer use. Customer shall pay to DSCI the charges for Service(s) at the rates set forth in the NSO(s) by the Due Date, which shall be defined herein as thirty (30) days of DSCI's invoice date. In the event that payment on undisputed amounts is not made by the Due Date, DSCI reserves the right to: i) charge a finance fee of no more than 1½% per month or the highest

rate permitted by law, whichever is lower, on any unpaid amounts; ii) refuse to process any orders for new Service; iii) terminate Service if payments are not made current within thirty (30) days of written notification of intent to terminate, until such time as payments are made current; iv) charge Customer a fee, including reasonable attorney's fees, for charges incurred by DSCI in the collection of any and all unpaid amounts, including, but not limited to, past due amounts and early termination charges.

V. DISPUTED INVOICES

In the event Customer disputes any charges on a DSCI invoice, Customer shall notify DSCI in writing, providing the billing telephone number, Circuit number, or trouble ticket number, if applicable, and an explanation for the dispute. Customer must provide notice of any dispute within ninety (90) days after the date of the invoice on which the disputed charges first appear, or Customer shall be deemed to have waived the right to dispute such charges. Customer agrees to pay all charges not in dispute per the payment terms in this MSA. An amount is not in dispute until Customer has provided DSCI with written notification providing the amount in dispute along with any supporting documentation. Dispute notifications should be emailed to finance@dscicorp.com with a copy to Customer's DSCI Account Executive. The Parties will cooperate in good faith to resolve any such disputes within thirty (30) days after the dispute is submitted to DSCI. If such resolution of the dispute favors Customer, DSCI shall (a) credit Customer in the amount of the disputed amount if Customer previously paid such amount to DSCI, or (b) forgive such disputed amount if Customer did not previously pay such disputed amount to DSCI. If such resolution favors DSCI, payment is due within ten (10) business days after Customer is notified of such resolution.

VI. PAYMENT SECURITY

Provision of Service is contingent on credit approval by DSCI. Upon DSCI's request, Customer agrees to provide DSCI with financial statements or other indications of Customer's financial and business circumstances. If a Material Adverse Change (as defined below) in a customer's credit worthiness should occur, DSCI reserves the right to request a deposit not to exceed one month's recurring service charge, or if Customer has previously provided security, DSCI may request additional security, with the combined total not to exceed two (2) months recurring service charge. Customer's failure to provide the requested security within five (5) business days following DSCI's reasonable request shall be considered a default. A Material Adverse Change in Customer's creditworthiness is defined as any of the following: (a) failure of Customer to make full payment of undisputed charges due hereunder within five (5) business days of the Due Date on three (3) or more occasions during any period of twelve (12) months, excluding disputed invoices, or Customer's failure to make such payment within five (5) business days of the Due Date in any two (2) consecutive months, excluding disputed invoices; (b) acquisition of Customer (whether in whole or by majority or controlling interest) by an entity which owes undisputed past due amounts to DSCI or any entity affiliated with DSCI, or which presents a materially greater credit risk than Customer; or (c) Customer's being subject to or having filed for bankruptcy or insolvency proceedings, or the legal insolvency of Customer. All deposits will be applied as a credit to Customer's account immediately upon twelve (12) months of continuous payments within normal credit terms.

VII. LIMITATION OF LIABILITIES AND WARRANTIES

DSCI shall not be liable for interruption, delays, errors or defects in transmission or failure to transmit when caused by acts of God, fire, war, acts of Government or others, or other events beyond its control. DSCI will not be liable to Customer for acts or omissions in the performance of Service(s) under this MSA on the part of DSCI employees or affiliates or suppliers unless the acts or omissions were due to negligence or willful misconduct. Customer shall bear the risk of loss arising from any unauthorized or fraudulent usage of any Service(s), including but not limited to domestic and international calls, provided by DSCI to the Customer. DSCI warrants that the Services will be performed in a professional and workmanlike manner consistent with industry standards. Customer acknowledges and agrees that except to the extent expressly provided herein, the Service(s) are provided without any warranties, express or implied, including but not limited to warranties of merchantability or fitness for any particular purpose. In no event shall either party be liable to the other for indirect, special or consequential damages, damages to property, or lost profits arising out of or related to this MSA.

VIII. TERMINATION FOR DEFAULT

1. Events of Default of DSCI. DSCI will be in default of this MSA if it has breached any material term or condition of this MSA and such breach is not curable as defined herein, or if curable, has not been cured within thirty (30) days ("the cure period") after written notice of such breach (specifying in reasonable detail the nature of such breach) from the Customer. A breach shall be deemed not curable if DSCI has not been able to fix or provide a suitable alternative within the cure period. DSCI will not be considered to be in default if it is unable to provide the Services by reason of force majeure.

2. Termination for Default. In the event of a default or material breach by DSCI, Customer may terminate this MSA in part or in whole without incurring termination charges. Customer must send a written notice of termination to DSCI, which notice will specify the event of default and the effective date of the termination notice. The effective date of such termination notice will be a date, which is not sooner than the last day of the cure period with respect to any event or default as to which this MSA contains a cure period. A default or material breach by DSCI does not include any failure to perform that is due to a failure caused by the local exchange carrier, customer provided equipment, failure to invoice correctly, or any other failure caused by circumstances not within DSCI's sole control.

IX. EARLY TERMINATION

In the event Customer terminates this MSA or any NSO subject to this MSA in part or in whole at any time during the Initial Term or any Renewal Period, or if DSCI terminates for Customer's default, then Customer shall be liable to pay to DSCI as liquidated damages (and not as a penalty) a termination charge, which shall become due and owing as of the effective date of cancellation or termination. Said charge shall equal any previously waived non-recurring charges plus the invoiced monthly recurring charge(s) of the terminated Service(s) times the remaining number of months in the Term of said Service(s). Customer shall also be liable for any charges DSCI incurs from third parties because of Customer's early termination.

X. CONFIDENTIALITY OF THIS AGREEMENT

Intentionally deleted.

XI. NOTICES

Except for notice regarding invoice disputes under paragraph V preceding, all notices required or given shall be by certified mail, postage prepaid, in any post office in the United States, or any certified overnight carrier, and shall be addressed to either Party at the respective address following:

<p>If to DSCI:</p> <p>DSCI, LLC One Sundial Ave. Suite 414 Manchester, NH 03103</p> <p>Attn: Finance Fax: 603.626.0014</p>	<p>If to Customer:</p> <p>Town of Coventry 1712 Main St Coventry, CT 06238-3615</p> <p>Fax: Attn:</p>
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XII. ASSIGNMENT

This MSA may not be assigned or transferred, whether by operation of law or otherwise by Customer without the prior written consent of DSCI, except that Customer may assign this MSA, and its rights and obligations including any outstanding balances owed hereunder, to any entity that agrees in writing to be bound by the terms and conditions of this MSA, and succeeds to substantially all of Customer's assets or business in connection with a merger, reorganization, sale of assets or transfer of control. Such consent shall not unreasonably be withheld.

XIII. AMENDMENT

This MSA may be modified or amended by the mutual consent of the parties hereto; provided, however, that no such modification or amendment to this MSA shall be binding unless in writing and signed by both parties. If, after the date hereof, the adoption of any applicable law, rule or regulation, or any change in any applicable law, rule or regulation, including the adoption or modification of any tariff provisions governing this Service, shall make the performance of this MSA unlawful or materially change the rates, terms or conditions of Service as provided in this MSA, the parties will attempt to conform the terms of this MSA to the governing law. Absent an agreement on such revised terms, either party may terminate this MSA without incurring termination charges.

XIV. ENTIRE AGREEMENT

The parties have read this MSA and all of its attachments and agree to be bound by its terms, and further agree that this MSA along with each NSO, subject to Section XIII above, constitute the complete statement of the agreement between them which supersedes all proposals, oral or written, and all other communications between them relating to the subject matter of this MSA.

XV. GOVERNING LAW

This MSA shall be governed by and construed in accordance with the laws of the state of Connecticut, excluding its conflict of law provisions. The parties agree to submit to the exclusive jurisdiction of the courts of the state of Connecticut.

IN WITNESS WHEREOF, the parties hereto have caused this MSA to be executed by their duly authorized officers as of the day and year first above written.

CUSTOMER: Town of Coventry

BY: _____

PRINT NAME: _____

TITLE: _____

DATE: _____

DSCI:

BY: _____

PRINT NAME: _____

TITLE: _____

DATE: _____



Network Services Order Form

This sets forth the terms of the Service Order ("Order") made this day 6/14/16, by and between **DSCI, LLC** ("DSCI") and **Town of Coventry** ("Customer"). All services provided are subject to the terms and conditions of the Master Service Agreement ("MSA"), which incorporates by reference DSCI's tariffs, Federal and/or State Terms and Conditions, and Service Description as supplemented as required by the terms below and on the attached Rate Schedule(s). [141312, 143040, 143041, 143042, 143044, 143049, 143051, 143081]

The term for service(s) being ordered is 60 months. ("Term"). Standard contract rates are used as base pricing for the term selected.

For Hosted UCx and IPBX Services Only: Minimum Bundle Commitment ("MBC") is Tier 4: Minimum Commitment of 250 User Bundles.

By signing this Order, the Customer hereby authorizes DSCI to provide the Services listed herein and on any/all attachments to the Order. The Effective Date of this Order shall be the date that it is accepted by DSCI. The Term for the Service(s) shall commence upon either the date the Service is installed or the date this NSO is executed by DSCI, whichever is later. Each month Customer shall purchase at least the Minimum Monthly Recurring Charge (MMRC) amount. The MMRC is equal to the sum of the Recurring Charges set forth in the Rate Schedule(s) and/or any Exhibit(s) following, calculated prior to the application of any taxes or surcharges. In the event that Customer terminates this Service and/or Agreement any time after the Effective Date but prior to the expiration of the Term, Customer shall pay DSCI an early termination charge pursuant to the terms and conditions in Section IX of the MSA. ***Upon expiration of the Term, the Agreement shall renew automatically for successive renewal terms, each for a period of time equal to one (1) year, unless either party serves the other party with written notice of such party's intent not to renew the Agreement at least thirty (30) days prior to the expiration of the then current Term.***

Customer Responsibilities: Customer shall secure all authority necessary for the installation of DSCI equipment on Customer's premise(s) including but not limited to all licenses, permits, and rights-of-way. Customer will provide a secure space, network, wiring, electrical power, and environmental conditions suitable for and compatible with DSCI's provision of Service(s). Customer shall assume insurance responsibility for the cost of its repair or replacement should the equipment be damaged due to negligence, misuse, external forces, power surges, or servicing by non-DSCI designated service personnel. Monies paid for Service(s) are not payments for equipment unless explicitly stated on your invoice. Except for equipment purchased by Customer, all equipment remains the property of DSCI and shall be promptly returned to DSCI within thirty (30) days in good working condition, excluding ordinary wear and tear, upon termination or expiration of the service term. If Customer does not return said property within thirty (30) days following termination of the Service(s), Customer agrees to pay to DSCI the manufacturer's current list price for such hardware and software.

The quality of service provided hereunder shall be consistent with common carrier industry standards, government regulations and per the terms and conditions set forth in the DSCI Tariff. Customer shall bear the risk of loss arising from any unauthorized or fraudulent usage of the Service(s), including but not limited to domestic and international calls, provided under this Order and the entire Agreement as per the terms and conditions of Section VII of the MSA. DSCI MAKES NO OTHER WARRANTIES ABOUT THE SERVICE PROVIDED HEREUNDER, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF REVENUE, LOSS OF PROFITS, OR LOSS OF CUSTOMERS, CLIENTS, PROPERTY, OR GOODWILL ARISING IN ANY MANNER FROM THIS AGREEMENT AND/OR THE PERFORMANCE OR NONPERFORMANCE HEREUNDER.

Customer understands that quoted installation dates are estimates only and therefore non-binding. An expedite fee of \$557 will be applied for orders submitted with a less than 30 day install interval. The charge will be applied regardless of whether or not the expedited due date is met. A change order fee of \$250 will be applied for orders that are modified after the ILEC/Carrier provides a Firm Order Commitment (FOC) date. Cancellation fees will be applied as follows: \$250 if order is canceled prior to DSCI receiving a FOC date from the ILEC/Carrier; or a \$1500 fee if the order is canceled after DSCI receives a FOC date from the ILEC/Carrier, but prior to installation. Service(s) canceled after circuit has been installed by the ILEC/Carrier is subject to early termination fees per Section IX of the MSA. A fee of \$200 per half hour will be assessed if Customer fails to provide access to DSCI's vendors' technician(s). ***Unless provided on the attached Rate Schedule(s) prices contained herein do not include any special construction charges that may be required or cabling charges to extend a circuit beyond the demarcation (minimum entry point to a building or office), or shipping costs which may be applied upon completion of the order.*** All prices are subject to change with thirty (30) days notification.

All other terms and conditions in the Agreement shall remain in full force and effect and be binding upon the Parties. This Order and the Agreement and any Addendum(s) and or Amendment(s) previously set forth constitutes the entire understanding between the Parties as to the subject matter herein.



Network Services Order Form - Summary

The term for service(s) being ordered is 60 months. ("Term")

Non-recurring Charge refers to a one-time charge, and Recurring Charge refers to the monthly charges for the services provided.

Table with 6 columns: RS ID, Title, Address, NPA-NXX, Non-Recurring, Recurring. Rows include various services like TOWN HALL & ANNEX, POLICE DEPT, SENIOR CENTER, etc., and a Totals row.

Accepted by Customer

Signature: _____
Print Name: _____
Title: _____
Date: _____

Authorized by DSCI

Signature: _____
Print Name: _____
Title: _____
Date: _____



Rate Schedule #141312

Quote ID: 66237

TOWN HALL & ANNEX: 1712 Main St, Coventry CT

6/14/16

Town of Coventry

Good through: 7/13/16

Estimated install date: 5/12/16

NPANXX: 860742

Address: 1712 Main St, Coventry, CT 06238-3615

The term for Service(s) being ordered is 60 months ("Term").

UCx pricing based upon Tier 4: Minimum Commitment of 250 User Bundles

▼ DSCI UCx User Bundles (Install)	Description	Qty	Each	Usage	NRC	MRC
Geo-Location Emergency System Registration -- per geo-location		1	\$4.9500	-	-	\$4.9500
UCx & iPBX Domestic USA & Canada Usage -- overage per minute		1	\$0.0290	\$0.0290	-	-
User Bundle Configuration Charge		41	\$0.0000	-	\$0.0000	-
UCx Connect User Bundle		35	\$21.9500	-	-	\$768.2500
Pricing Adjustment		35	(\$8.7000)	-	-	(\$304.5000)
iPBX Office User Bundle for UCx		6	\$17.4000	-	-	\$104.4000
Pricing Adjustment		6	(\$8.9500)	-	-	(\$53.7000)
UCx & iPBX Bundle Domestic Usage Included		41,000	\$0.0000	\$0.0000	-	-
User Bundle Count		41	\$0.0000	-	-	\$0.0000
On-Site Training -- \$75 per hour		1	\$75.0000	-	\$75.0000	-
Direct Inward Dial Number -- Tier 1		46	\$0.5000	-	-	\$23.0000
New DID Installation Charge -- Tier 1		43	\$0.0000	-	\$0.0000	-
Existing DID Porting Charge -- Tier 1		3	\$0.0000	-	\$0.0000	-
				\$0.00	\$75.00	\$542.40
▼ DSCI UCx Group Services (Install)	Description	Qty	Each	Usage	NRC	MRC
Auto Attendant - Basic		1	\$15.0000	-	-	\$15.0000
Auto Attendant - Basic Setup Charge		1	\$0.0000	-	\$0.0000	-
				\$0.00	\$0.00	\$15.00
▼ DSCI UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	NRC	MRC
Installation Charge		1	\$0.0000	-	\$0.0000	-
Polycom VVX 41x Business Media Phone		40	\$265.0000	-	\$10,600.0000	-
Special Pricing Discount		40	(\$40.0000)	-	(\$1,600.0000)	-
Polycom SoundStation IP 6000 Conference Phone (2200-15600-001)		1	\$749.0000	-	\$749.0000	-
Polycom VVX Color Expansion Module (2200-4635-025)		1	\$230.0000	-	\$230.0000	-
Polycom VVX 3XX/4XX/50X/60X Wall Mount Kit (2200-44514-001)		1	\$15.0000	-	\$15.0000	-
				\$0.00	\$9,994.00	\$0.00



Rate Schedule #143040
 POLICE DEPT: 1585 Main St, Coventry CT

Quote ID: 66237
 6/14/16

Town of Coventry

Good through: 7/13/16
 Estimated install date: 5/12/16
 NPANXX: 860742
 Address: 1585 Main St, Coventry, CT 06238-1749

The term for Service(s) being ordered is 60 months ("Term").
 UCx pricing based upon Tier 4: Minimum Commitment of 250 User Bundles

▼	DSCI UCx User Bundles (Install)	Description	Qty	Each	Usage	NRC	MRC
		Geo-Location Emergency System Registration -- per geo-location	1	\$4.9500	-	-	\$4.9500
		UCx & iPBX Domestic USA & Canada Usage -- overage per minute	1	\$0.0290	\$0.0290	-	-
		User Bundle Configuration Charge	25	\$0.0000	-	\$0.0000	-
		UCx Connect User Bundle	12	\$21.9500	-	-	\$263.4000
		Pricing Adjustment	12	(\$8.7000)	-	-	(\$104.4000)
		iPBX Office User Bundle for UCx	13	\$17.4000	-	-	\$226.2000
		Pricing Adjustment	13	(\$8.9500)	-	-	(\$116.3500)
		UCx & iPBX Bundle Domestic Usage Included	25,000	\$0.0000	\$0.0000	-	-
		User Bundle Count	25	\$0.0000	-	-	\$0.0000
		On-Site Training -- \$75 per hour	1	\$75.0000	-	\$75.0000	-
		Direct Inward Dial Number -- Tier 1	28	\$0.5000	-	-	\$14.0000
		New DID Installation Charge -- Tier 1	3	\$0.0000	-	\$0.0000	-
		Existing DID Porting Charge -- Tier 1	25	\$0.0000	-	\$0.0000	-
		Unified Messaging Only User	10	\$6.5000	-	-	\$65.0000
					\$0.00	\$75.00	\$352.80
▼	DSCI UCx Group Services (Install)	Description	Qty	Each	Usage	NRC	MRC
		Auto Attendant - Basic	1	\$15.0000	-	-	\$15.0000
		Auto Attendant - Basic Setup Charge	1	\$0.0000	-	\$0.0000	-
					\$0.00	\$0.00	\$15.00
▼	DSCI UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	NRC	MRC
		Installation Charge	1	\$0.0000	-	\$0.0000	-
		Polycom VVX 41x Business Media Phone	25	\$265.0000	-	\$6,625.0000	-
		Special Pricing Discount	25	(\$40.0000)	-	(\$1,000.0000)	-
		iPBX Analog Terminal Port	1	\$3.2500	-	-	\$3.2500
		Polycom VVX 3XX/4XX/50X/60X Wall Mount Kit (2200-44514-001)	3	\$15.0000	-	\$45.0000	-
					\$0.00	\$5,670.00	\$3.25



Rate Schedule #143041

Quote ID: 66237

SENIOR CENTER: 124 Lake St, Coventry CT

6/14/16

Town of Coventry

Good through: 7/13/16
 Estimated install date: 5/12/16
 NPANXX: 860742
 Address: 124 Lake St, Coventry, CT 06238-3104

The term for Service(s) being ordered is 60 months ("Term").

UCx pricing based upon Tier 4: Minimum Commitment of 250 User Bundles

▼ DSCI UCx User Bundles (Install)	Description	Qty	Each	Usage	NRC	MRC
	Geo-Location Emergency System Registration -- per geo-location	1	\$4.9500	-	-	\$4.9500
	UCx & iPBX Domestic USA & Canada Usage -- overage per minute	1	\$0.0290	\$0.0290	-	-
	User Bundle Configuration Charge	7	\$0.0000	-	\$0.0000	-
	UCx Connect User Bundle	2	\$21.9500	-	-	\$43.9000
	Pricing Adjustment	2	(\$8.7000)	-	-	(\$17.4000)
	iPBX Office User Bundle for UCx	5	\$17.4000	-	-	\$87.0000
	Pricing Adjustment	5	(\$8.9500)	-	-	(\$44.7500)
	UCx & iPBX Bundle Domestic Usage Included	7,000	\$0.0000	\$0.0000	-	-
	User Bundle Count	7	\$0.0000	-	-	\$0.0000
	On-Site Training -- \$75 per hour	1	\$75.0000	-	\$75.0000	-
	Direct Inward Dial Number -- Tier 1	8	\$0.5000	-	-	\$4.0000
	New DID Installation Charge -- Tier 1	7	\$0.0000	-	\$0.0000	-
	Existing DID Porting Charge -- Tier 1	1	\$0.0000	-	\$0.0000	-
				\$0.00	\$75.00	\$77.70
▼ DSCI UCx Group Services (Install)	Description	Qty	Each	Usage	NRC	MRC
	Auto Attendant - Basic	1	\$15.0000	-	-	\$15.0000
	Auto Attendant - Basic Setup Charge	1	\$0.0000	-	\$0.0000	-
				\$0.00	\$0.00	\$15.00
▼ DSCI UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	NRC	MRC
	Installation Charge	1	\$0.0000	-	\$0.0000	-
	Polycom VVX 41x Business Media Phone	7	\$265.0000	-	\$1,855.0000	-
	Special Pricing Discount	7	(\$40.0000)	-	(\$280.0000)	-
	Polycom VVX 3XX/4XX/50X/60X Wall Mount Kit (2200-44514-001)	2	\$15.0000	-	\$30.0000	-
				\$0.00	\$1,605.00	\$0.00



Rate Schedule #143042

Quote ID: 66237

NORTH COVENTRY VOLUNTEER FIRE DEPT: 3427 Main St, Coventry CT

6/14/16

Town of Coventry

Good through: 7/13/16

Estimated install date: 5/12/16

NPANXX: 860742

Address: 3427 Main St, Coventry, CT 06238-1553

The term for Service(s) being ordered is 60 months ("Term").

UCx pricing based upon Tier 4: Minimum Commitment of 250 User Bundles

▼ DSCI UCx User Bundles (Install)	Description	Qty	Each	Usage	NRC	MRC
Geo-Location Emergency System Registration -- per geo-location		1	\$4.9500	-	-	\$4.9500
UCx & iPBX Domestic USA & Canada Usage -- overage per minute		1	\$0.0290	\$0.0290	-	-
User Bundle Configuration Charge		11	\$0.0000	-	\$0.0000	-
UCx Connect User Bundle		7	\$21.9500	-	-	\$153.6500
Pricing Adjustment		7	(\$8.7000)	-	-	(\$60.9000)
iPBX Office User Bundle for UCx		4	\$17.4000	-	-	\$69.6000
Pricing Adjustment		4	(\$8.9500)	-	-	(\$35.8000)
UCx & iPBX Bundle Domestic Usage Included		11,000	\$0.0000	\$0.0000	-	-
User Bundle Count		11	\$0.0000	-	-	\$0.0000
On-Site Training -- \$75 per hour		1	\$75.0000	-	\$75.0000	-
Direct Inward Dial Number -- Tier 1		14	\$0.5000	-	-	\$7.0000
New DID Installation Charge -- Tier 1		11	\$0.0000	-	\$0.0000	-
Existing DID Porting Charge -- Tier 1		3	\$0.0000	-	\$0.0000	-
				\$0.00	\$75.00	\$138.50
▼ DSCI UCx Group Services (Install)	Description	Qty	Each	Usage	NRC	MRC
Auto Attendant - Basic		1	\$15.0000	-	-	\$15.0000
Auto Attendant - Basic Setup Charge		1	\$0.0000	-	\$0.0000	-
				\$0.00	\$0.00	\$15.00
▼ DSCI UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	NRC	MRC
Installation Charge		1	\$0.0000	-	\$0.0000	-
Polycom VVX 41x Business Media Phone		10	\$265.0000	-	\$2,650.0000	-
Special Pricing Discount		10	(\$40.0000)	-	(\$400.0000)	-
iPBX Analog Terminal Port		1	\$3.2500	-	-	\$3.2500
				\$0.00	\$2,250.00	\$3.25



Rate Schedule #143044

Quote ID: 66237

LIBRARY: 1134 Main St, Coventry CT

6/14/16

Town of Coventry

Good through: 7/13/16

Estimated install date: 5/12/16

NPANXX: 860742

Address: 1134 Main St, Coventry, CT 06238-3157

The term for Service(s) being ordered is 60 months ("Term").

UCx pricing based upon Tier 4: Minimum Commitment of 250 User Bundles

▼ DSCI UCx User Bundles (Install)	Description	Qty	Each	Usage	NRC	MRC
	Geo-Location Emergency System Registration -- per geo-location	1	\$4.9500	-	-	\$4.9500
	UCx & iPBX Domestic USA & Canada Usage -- overage per minute	1	\$0.0290	\$0.0290	-	-
	User Bundle Configuration Charge	8	\$0.0000	-	\$0.0000	-
	UCx Connect User Bundle	7	\$21.9500	-	-	\$153.6500
	Pricing Adjustment	7	(\$8.7000)	-	-	(\$60.9000)
	iPBX Office User Bundle for UCx	1	\$17.4000	-	-	\$17.4000
	Pricing Adjustment	1	(\$8.9500)	-	-	(\$8.9500)
	UCx & iPBX Bundle Domestic Usage Included	8,000	\$0.0000	\$0.0000	-	-
	User Bundle Count	8	\$0.0000	-	-	\$0.0000
	Remote Training -- \$50 per hour	1	\$50.0000	-	\$50.0000	-
	Direct Inward Dial Number -- Tier 1	11	\$0.5000	-	-	\$5.5000
	New DID Installation Charge -- Tier 1	8	\$0.0000	-	\$0.0000	-
	Existing DID Porting Charge -- Tier 1	3	\$0.0000	-	\$0.0000	-
				\$0.00	\$50.00	\$111.65
▼ DSCI UCx Group Services (Install)	Description	Qty	Each	Usage	NRC	MRC
	Auto Attendant - Basic	1	\$15.0000	-	-	\$15.0000
	Auto Attendant - Basic Setup Charge	1	\$0.0000	-	\$0.0000	-
				\$0.00	\$0.00	\$15.00
▼ DSCI UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	NRC	MRC
	Installation Charge	1	\$0.0000	-	\$0.0000	-
	Polycom VVX 41x Business Media Phone	8	\$265.0000	-	\$2,120.0000	-
	Special Pricing Discount	8	(\$40.0000)	-	(\$320.0000)	-
	Polycom SoundStation IP 6000 Conference Phone (2200-15600-001)	1	\$749.0000	-	\$749.0000	-
				\$0.00	\$2,549.00	\$0.00



Rate Schedule #143049

Quote ID: 66237

SEWAGE TREATMENT PLANT: 394 Main St, Coventry CT

6/14/16

Town of Coventry

Good through: 7/13/16

Estimated install date: 5/12/16

NPANXX: 860742

Address: 394 Main St, Coventry, CT 06238

The term for Service(s) being ordered is 60 months ("Term").

UCx pricing based upon Tier 4: Minimum Commitment of 250 User Bundles

▼ DSCI UCx User Bundles (Install)	Description	Qty	Each	Usage	NRC	MRC
	Geo-Location Emergency System Registration -- per geo-location	1	\$4.9500	-	-	\$4.9500
	UCx & iPBX Domestic USA & Canada Usage -- overage per minute	1	\$0.0290	\$0.0290	-	-
	User Bundle Configuration Charge	1	\$0.0000	-	\$0.0000	-
	UCx Connect User Bundle	1	\$21.9500	-	-	\$21.9500
	Pricing Adjustment	1	(\$8.7000)	-	-	(\$8.7000)
	UCx & iPBX Bundle Domestic Usage Included	1,000	\$0.0000	\$0.0000	-	-
	User Bundle Count	1	\$0.0000	-	-	\$0.0000
	Direct Inward Dial Number -- Tier 1	2	\$0.5000	-	-	\$1.0000
	New DID Installation Charge -- Tier 1	1	\$0.0000	-	\$0.0000	-
	Existing DID Porting Charge -- Tier 1	1	\$0.0000	-	\$0.0000	-
				\$0.00	\$0.00	\$19.20
▼ DSCI UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	NRC	MRC
	Installation Charge	1	\$0.0000	-	\$0.0000	-
	Polycom VVX 41x Business Media Phone	1	\$265.0000	-	\$265.0000	-
	Special Pricing Discount	1	(\$40.0000)	-	(\$40.0000)	-
				\$0.00	\$225.00	\$0.00



Rate Schedule #143051

Quote ID: 66237

PUBLIC WORKS: 100 Olson Farm Rd, Coventry CT

6/14/16

Town of Coventry

Good through: 7/13/16
 Estimated install date: 5/12/16
 NPANXX: 860742
 Address: 100 Olson Farm Rd, Coventry, CT 06238

The term for Service(s) being ordered is 60 months ("Term").

UCx pricing based upon Tier 4: Minimum Commitment of 250 User Bundles

▼ DSCI UCx User Bundles (Install)	Description	Qty	Each	Usage	NRC	MRC
	Geo-Location Emergency System Registration -- per geo-location	1	\$4.9500	-	-	\$4.9500
	UCx & iPBX Domestic USA & Canada Usage -- overage per minute	1	\$0.0290	\$0.0290	-	-
	User Bundle Configuration Charge	11	\$0.0000	-	\$0.0000	-
	UCx Connect User Bundle	5	\$21.9500	-	-	\$109.7500
	Pricing Adjustment	5	(\$8.7000)	-	-	(\$43.5000)
	iPBX Station User Bundle for UCx	1	\$14.2000	-	-	\$14.2000
	Pricing Adjustment	1	(\$6.7000)	-	-	(\$6.7000)
	iPBX Office User Bundle for UCx	5	\$17.4000	-	-	\$87.0000
	Pricing Adjustment	5	(\$8.9500)	-	-	(\$44.7500)
	UCx & iPBX Bundle Domestic Usage Included	11,000	\$0.0000	\$0.0000	-	-
	User Bundle Count	11	\$0.0000	-	-	\$0.0000
	On-Site Training -- \$75 per hour	1	\$75.0000	-	\$75.0000	-
	Direct Inward Dial Number -- Tier 1	12	\$0.5000	-	-	\$6.0000
	New DID Installation Charge -- Tier 1	11	\$0.0000	-	\$0.0000	-
	Existing DID Porting Charge -- Tier 1	1	\$0.0000	-	\$0.0000	-
				\$0.00	\$75.00	\$126.95
▼ DSCI UCx Group Services (Install)	Description	Qty	Each	Usage	NRC	MRC
	Auto Attendant - Basic	1	\$15.0000	-	-	\$15.0000
	Auto Attendant - Basic Setup Charge	1	\$0.0000	-	\$0.0000	-
				\$0.00	\$0.00	\$15.00
▼ DSCI UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	NRC	MRC
	Installation Charge	1	\$0.0000	-	\$0.0000	-
	Polycom VVX 41x Business Media Phone	10	\$265.0000	-	\$2,650.0000	-
	Special Pricing Discount	10	(\$40.0000)	-	(\$400.0000)	-
	iPBX Analog Terminal Port	1	\$3.2500	-	-	\$3.2500
	SIP Proxy Gateway Service	1	\$99.9500	-	-	\$99.9500
	iPBX SIP Proxy Gateway Service Configuration Charge	1	\$0.0000	-	\$0.0000	-
				\$0.00	\$2,250.00	\$103.20



Rate Schedule #143081

Quote ID: 66237

COVENTRY VOLUNTEER FIRE ASSOCIATION: 1755 Main St, Coventry CT

6/14/16

Town of Coventry

Good through: 7/13/16

Estimated install date: 5/12/16

NPANXX: 860742

Address: 1755 Main St, Coventry, CT 06238-3618

The term for Service(s) being ordered is 60 months ("Term").

UCx pricing based upon Tier 4: Minimum Commitment of 250 User Bundles

▼ DSCI UCx User Bundles (Install)	Description	Qty	Each	Usage	NRC	MRC
Geo-Location Emergency System Registration -- per geo-location		1	\$4.9500	-	-	\$4.9500
UCx & iPBX Domestic USA & Canada Usage -- overage per minute		1	\$0.0290	\$0.0290	-	-
User Bundle Configuration Charge		14	\$0.0000	-	\$0.0000	-
UCx Connect User Bundle		9	\$21.9500	-	-	\$197.5500
Pricing Adjustment		9	(\$8.7000)	-	-	(\$78.3000)
iPBX Office User Bundle for UCx		5	\$17.4000	-	-	\$87.0000
Pricing Adjustment		5	(\$8.9500)	-	-	(\$44.7500)
UCx & iPBX Bundle Domestic Usage Included		14,000	\$0.0000	\$0.0000	-	-
User Bundle Count		14	\$0.0000	-	-	\$0.0000
On-Site Training -- \$75 per hour		1	\$75.0000	-	\$75.0000	-
Direct Inward Dial Number -- Tier 1		14	\$0.5000	-	-	\$7.0000
New DID Installation Charge -- Tier 1		1	\$0.0000	-	\$0.0000	-
Existing DID Porting Charge -- Tier 1		13	\$0.0000	-	\$0.0000	-
				\$0.00	\$75.00	\$173.45
▼ DSCI UCx Group Services (Install)	Description	Qty	Each	Usage	NRC	MRC
Auto Attendant - Basic		1	\$15.0000	-	-	\$15.0000
Auto Attendant - Basic Setup Charge		1	\$0.0000	-	\$0.0000	-
				\$0.00	\$0.00	\$15.00
▼ DSCI UCx/iPBX Phone / Device Purchases (Install)	Description	Qty	Each	Usage	NRC	MRC
Installation Charge		1	\$0.0000	-	\$0.0000	-
Polycom VVX 41x Business Media Phone		14	\$265.0000	-	\$3,710.0000	-
Special Pricing Discount		14	(\$40.0000)	-	(\$560.0000)	-
Polycom VVX 3XX/4XX/50X/60X Wall Mount Kit (2200-44514-001)		4	\$15.0000	-	\$60.0000	-
				\$0.00	\$3,210.00	\$0.00



Letter of Authorization (LOA)

The undersigned, **Town of Coventry** ("the Customer") hereby authorizes DSCI, LLC ("DSCI") access to their account information (i.e., customer service records, inventory itemization, rates, charges and copies of billing) in connection with the service, sales and/or marketing of network services, customer premises equipment and/or enhanced services solely as required for DSCI to perform Services under this Agreement.

The Customer authorizes any Common Carrier and/or Local Exchange Carrier to provide to DSCI any information requested by them pertaining to telecommunications service used by their company solely as required for DSCI to perform Services under this Agreement.

The Customer requests that this authorization be applied to all of their existing accounts and any new accounts. This authorization does not preclude the Customer from acting on its own behalf if it is deemed necessary.

This authorization will remain effective until modified and/or revoked, in writing, by the Customer or another authorized representative of the Customer.

BTN/Account Number	Local Service	Toll Service	Instate Long Distance Service	Domestic Long Distance Service	International Long Distance Service

THIS LOA WILL REMAIN IN EFFECT UNTIL REVOKED IN WRITING BY THE CUSTOMER.

Authorized Customer Signature

Date

Printed Name

Telephone Number

Street Address

Federal Tax ID Number

City, State, Zip

D.B.A (If applicable)



DSCI E911 Terms & Conditions for Customers with VoIP-based Services

IMPORTANT NOTICE REGARDING DSCI 911/E911 FOR VOIP CUSTOMERS

The DSCI, LLC ("DSCI") voice services your organization has selected utilize voice over Internet Protocol (VoIP) technology to provide the ability to access 911 and Enhanced 911 (E911). This notice provides information about 911 and E911 capabilities and limitations on these voice services. The Federal Communications Commission requires that all telecommunications service providers utilizing VoIP notify their subscribers of the differences between the 911/E911 access capability provided using VoIP technology and the 911/E911 access capability using traditional telephone service. Further details about the FCC's requirements can be found at: <http://www.fcc.gov/ecgb/consumerfacts/voip911.pdf>

The FCC also requires that DSCI obtain and keep a record on file showing that your company has received and understands this notice before activating voice services at your location(s). Please promptly sign and return this form to DSCI.

DIFFERENCES IN VOIP 911 CAPABILITIES

911/E911 access capabilities provided using VoIP technology differ from 911/E911 access capabilities using traditional telephone service. The following list outlines some of the key differences, along with steps that you can take to mitigate those differences.

- SERVICE LOCATION INFORMATION:** You must provide DSCI with the correct service address of the location where services will be used. If you do not provide correct service address information, or if you move your VoIP access device (including IAD, IP phone, or analog terminal adapter) to another location without updating service location information, calls to 911 will route to emergency personnel who may not be able to assist you, or may cause delays in receiving emergency services.
- POWER OUTAGE:** A power outage will render your VoIP access devices unable to make or receive any calls, including calls to 911. Providing backup electrical power to VoIP access devices can help to mitigate this limitation.
- SERVICE DISRUPTION:** Disruptions to your DSCI VoIP service or your connection to DSCI VoIP service may prevent calls to 911 from completing. A failover connection to the public Internet over a broadband connection will reduce the likelihood of a service disruption.
- SERVICE SUSPENSION:** If your service is terminated or suspended for any reason, all services will cease to function, including 911.

GEOLOCATION REGISTRATION

For calls to 911, DSCI overrides any outbound calling line identification telephone number sent by the customer's phone system with a telephone number that is registered for the specific physical location of the service, also known as a geolocation. This ensures that 911 calls route to the correct Public Safety Answering Point (PSAP), and that emergency personnel are sent to the correct location. As noted above, you must provide accurate and timely information about your geolocation. There is a \$65 charge per 911 call from telephone numbers with either incorrect or missing geolocation information.

ALTERNATE MEANS OF CONTACTING 911

You should maintain alternate means of contacting 911, such as analog phone lines. You are also responsible for notifying users of these alternate means of contacting 911. **Unified communication (UCx) clients on a mobile phone will route 911 calls through the mobile network provider by default.**

NOTIFICATION OF USERS

You are responsible for notifying any users, including staff, residents, guests, or other persons who may be present at any location where you utilize DSCI VoIP service, about the limitations of 911 dialing on VoIP as compared with 911 dialing on traditional voice services. You will receive stickers concerning the limitations of 911 dialing on your DSCI VoIP service. It is your responsibility to place the 911 sticker on or near each device that you use with the Service. If you did not receive a 911 sticker with your device, or you require additional 911 stickers, please contact DSCI Customer Care at 877-344-7441.

LIMITATION OF LIABILITY AND INDEMNIFICATION

You acknowledge and understand that DSCI has limited liability for any Service outage and/or inability to reach 911 services and access emergency personnel. You agree not to hold DSCI, its officers, directors, employees, affiliates, agents, and/or any other associated service provider who furnishes services to you accountable for any and all claims, losses, damages, fines, penalties, costs and expenses (including attorney fees) associated with our 911 dialing service.

ACKNOWLEDGEMENT

I hereby acknowledge that I have read and understand the terms and conditions regarding my emergency 911 services as outlined in this agreement.

Customer Signature

Date

Print Name

Company Name



Equipment Purchase Terms and Conditions

CONDITION OF SALE

The terms and conditions of sale contained herein supersede all agreements made and purchase orders submitted to and accepted by DSCI, LLC ("DSCI").

PAYMENT TERMS

First payment: 50% of the total amount for equipment purchased, plus full payment of applicable shipping, handling and taxes. Please remit payment along with the signed MSA and NSO(s) or mail directly to:

- o DSCI, One Sundial Ave., Suite 414, Manchester NH 03103 Attn: Michelle Piemonte

Final payment: the net remaining amount of the total amount for equipment purchased will be invoiced at the time of delivery, with payment due according to the standard invoice payment terms (i.e., net 30).

ORDER CANCELLATION

The purchaser may cancel an equipment purchase order within 24 hours of placement of the order. Notification of order cancellation must be emailed to billing@dscicorp.com. Cancellation of orders after 24 hours will result in an order cancellation charge equal to 10% of the total amount for equipment purchased.

SHIPPING CHARGES & TAXES

The purchaser is responsible for all delivery or shipping charges, installation charges, and applicable taxes.

WARRANTY

For purchased equipment, DSCI will replace the item during the manufacturer warranty period of up to one year from installation date (with a value up to \$5000 per unit) as long as the Customer returns the item in accordance with the terms stated within the manufacturer warranty. The replacement item may be a new or reconditioned device of equal or comparable value. Associated shipping and/or Service Order Fees may apply.

DSCI will not replace equipment:

- a) That contain defects or damage from improper testing, operation, maintenance, installation, adjustment or any alteration or modification of any kind or misuse;
- b) That have been disassembled &/or altered in such a manner as to adversely affect performance and/or void manufacturer warranty

DSCI's Used Equipment Warranty guarantees replacement on a damaged or defective device with the same or manufacturer's equivalent model on all pre-owned phone device purchases. The Used Equipment Warranty starts on the date of purchase and extends the manufacturer warranty for 90 days.

DSCI's sole obligation shall be to repair the defective product or part, deliver to the Customer an equivalent product or part to replace the defective item, or if neither of the two foregoing options is reasonably available, DSCI may, on its sole discretion, refund to Customer the purchase price paid for the defective product. Replacement products or parts may be new or reconditioned.

RETURN/EXCHANGE POLICY

Should it be necessary to return an item, you may return it for a refund or exchange, excluding any shipping charges and subject to a restocking fee of twenty-five (25) dollars per unit, within thirty (30) days after delivery. Defective items may be repaired or exchanged for the same or equivalent model only at DSCI's discretion.

All returned merchandise must be unregistered, in complete original manufacturer's packaging, same condition as sold, with all accessories, literature, instructions, documentation and blank warranty cards.

No returns will be allowed on:

- Phone accessories or headsets
- Network cabling
- Original manufacturer computers, computer products, or software once opened.

If you need to return a purchased equipment item to DSCI, please follow the return authorization process found on the DSCI website at www.dscicorp.com.

CLAIMS POLICY

Please inspect merchandise carefully as to content and conditions upon receipt. All claims for damaged or missing items must be reported to DSCI within two (2) business days of receipt of merchandise. In the event a package arrives damaged, it is the responsibility of the customer to contact the carrier to inspect the package to assure full refund or replacement. All packaging must be retained until the problem is resolved.

DSCI will not be responsible for any consequential or incidental damage resulting from the sale or use of any merchandise purchased from us. DSCI's liability is limited to the monetary value of the merchandise.

Town of Coventry

By: _____

Printed Name/Title: _____

Date: _____

Attachment A – Customer Provided Internet Access

This is an Addendum to the Master Service Agreement (“MSA”) and Network Service Order (“NSO”) executed on 6/14/16 between DSCI, LLC (hereafter called “DSCI”), and Town of Coventry (hereafter called “Customer”). The following terms and conditions of this Addendum shall supersede and control any conflicting terms and conditions of either the MSA or any Network Service Order (NSO) commencing on the date of execution of this Addendum and shall remain in effect until the expiration of the MSA except for any conditions stated below.

1. The term of the MSA remains the same.
2. Customer Provided Internet Access is defined as another Internet Service Provider’s connection to the Internet, which is used in conjunction with a DSCI service. DSCI has no control over Quality of Service (“QoS”) or bandwidth speed and or availability over the Internet. DSCI has limited ability to assist with troubleshooting.
3. Customer understands that once DSCI has confirmed a service issue is not related to the DSCI network, any additional remote troubleshooting of the customer’s LAN or Internet connection is billable to the customer. After such confirmation, DSCI will only deploy a technician to the customer’s site on a billable basis. DSCI’s rates for this are \$150.00 per hour during normal business hours, including travel time, with a two hour minimum.
4. Additional technical requirements and restrictions are detailed in the DSCI Service Deployment Guides. Customer acknowledges they must configure their networks based on the standards outlined in these documents. Refusal to configure per the Deployment Guide can result in CPE incompatibility, service degradation and DSCI’s right to deny support to unauthorized configurations.
5. Service disruptions related to QoS and bandwidth issues do not constitute a breach by DSCI and therefore there is no cure period. If Customer terminates Service under the circumstances stated herein, DSCI will uphold the customer’s contractual obligations and will apply any applicable Early Termination Fees based on the terms set forth in the MSA and NSO.
6. Customer has read the UCx Deployment Guide and acknowledges that all hardware and software located at Customer’s premise(s) conforms to the specifications outlined in the UCx Deployment Guide.

The remainder of the MSA and any previously executed NSOs and any other modifications thereto executed in writing between the Parties are not modified by this Addendum and remain in full force and effect.

CUSTOMER

Signature: _____

Name: _____

Title: _____

Date: _____



Customer Contact Information - Data Gathering Form

Contact Information

First Name _____

Last Name _____

Title _____

Company _____

Mailing Address

Address Line 1 _____

Address Line 2 _____

City, State ZIP Code

Contact Information

Business Phone

Mobile Phone _____

Fax Number _____

Email _____

Notifications

Please place a checkmark next to each DSCI notifications you would like to receive:

- Maintenance Notifications/Alerts
- Notification of service-affecting issues outside of normal business hours
- Customer Newsletter
- Billing Notices

Authorization

This contact is authorized to place orders with DSCI

By signing below, I certify that I am authorized to create contact records and authorizations for:

Customer Name

Signature _____

Print Name _____

Contact Information

First Name _____

Last Name _____

Title _____

Company _____

Mailing Address

Address Line 1 _____

Address Line 2 _____

City, State ZIP Code

Contact Information

Business Phone

Mobile Phone _____

Fax Number _____

Email _____

Notifications

Please place a checkmark next to each DSCI notifications you would like to receive:

- Maintenance Notifications/Alerts
- Notification of service-affecting issues outside of normal business hours
- Customer Newsletter
- Billing Notices

Authorization

This contact is authorized to place orders with DSCI

Date _____

Title _____



Equipment Deposit Invoice

6/14/16

Quote Number: 66237
Invoice Number: 66237A

Customer:

Town of Coventry
1712 Main St
Coventry, CT 06238-3615

Amount Due (50%): \$13,876.50

1. Shipping and Handling costs for equipment purchased are not included in this invoice and will be invoiced after installation.
2. Taxes if applicable will be applied and included on final invoice.
3. Invoice represents approximately fifty percent (50%) of the equipment purchase. Remaining balance to be paid upon project completion and customer acceptance.

Please send payment to:

DSCI, LLC
Attention: Michelle Piemonte
1 Sundial Ave. Suite 414
Manchester, NH 03103

Unopened Manufacturer Sealed Product may be returned within 30 Days
Please refer to quote number in upper right corner when making payment

Addendum No. 1 to Master Service Agreement

This is an Addendum to the Master Service Agreement ("MSA") executed on 6/14/16 between DSCI, LLC (hereafter called "DSCI"), and Town of Coventry (hereafter called "Customer"). The following terms and conditions of this Addendum shall supersede and control any conflicting terms and conditions of either the MSA or any Network Service Order ("NSO") commencing on the date of execution of this Addendum and shall remain in effect until the expiration of the NSO except for any conditions stated below.

1. Customer agrees that with the exception of the following modifications contained within this Amendment, the initial Terms of the MSA and NSO(s) shall remain the same.
2. **New Service(s).** Customer has requested that DSCI enable access for customer-provided Session Initiation Protocol ("SIP") devices to DSCI's iPBX Hosted Communications Service. DSCI will enable such access, subject to the following terms and conditions:
 - a. Customer acknowledges and accepts all risks and liability associated with configuring customer-provided devices to use DSCI's iPBX Hosted Communications Service, including but not limited to the potential for toll fraud if authentication settings are not treated securely and confidentially.
 - b. Customer acknowledges the limitations and/or unavailability of 911 and E911 service on any device used outside of its assigned geo-location, and accepts all liability associated with such use. DSCI does not support emergency calling outside of the United States.
 - c. Customer acknowledges that DSCI will not provide support on issues related with customer-provided SIP devices, other than to confirm that they are properly configured within our iPBX Hosted Communications Service.
 - d. DSCI reserves the right to change authentication settings, block or remove customer-provided SIP devices, de-activate iPBX user accounts, or take other reasonable action in order to maintain the security and integrity of its systems and network, at its sole discretion.
 - e. Customer has read the LAN Deployment Guide and acknowledges that all hardware and software located at Customer's premise(s) conforms to the specifications outlined in the LAN Deployment Guide.

The remainder of the MSA and any NSO(s) and any other modifications thereto executed in writing between the Parties are not modified by this Amendment and remain in full force and effect.

This Amendment is binding on DSCI only on the date that it is signed by a DSCI officer who has authority to approve such changes to the Agreement.

Town of Coventry

By: _____

Printed Name: _____

Date: _____



This is a good faith estimate of projected taxes, charges, and fees

Rate Schedule: 141312

Auto Attendant - Basic				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$15.00	-	\$0.52
CT PUC/OCC ASSESSMENT	0.003192	\$15.00	-	\$0.05
CT TRS FUND ASSESSMENT	0.0006	\$15.00	-	\$0.01
STATE SALES TAX	0.0635	\$15.00	-	\$0.95
			\$0.00	\$1.53
Direct Inward Dial Number -- Tier 1				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$23.00	-	\$0.80
CT PUC/OCC ASSESSMENT	0.003192	\$23.00	-	\$0.07
CT STATE 911 TAX	0	\$23.00	-	\$0.04
CT STATE 911 TAX	0	\$23.00	-	\$0.05
CT STATE 911 TAX	0	\$23.00	-	\$0.06
CT STATE 911 TAX	0	\$23.00	-	\$0.07
CT STATE 911 TAX	0	\$23.00	-	\$0.13
CT STATE 911 TAX	0	\$23.00	-	\$0.17
CT TRS FUND ASSESSMENT	0.0006	\$23.00	-	\$0.01
FEDERAL EXCISE TAX	0.03	\$23.00	-	\$0.69
STATE SALES TAX	0.0635	\$23.00	-	\$1.46
			\$0.00	\$3.56
Geo-Location Emergency System Registration -- per geo-location				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.95	-	\$0.17
CT PUC/OCC ASSESSMENT	0.003192	\$4.95	-	\$0.02
CT TRS FUND ASSESSMENT	0.0006	\$4.95	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.95	-	\$0.15
STATE SALES TAX	0.0635	\$4.95	-	\$0.31
			\$0.00	\$0.65
iPBX Office User Bundle for UCx				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.18	-	\$0.01

STATE SALES TAX on TAX	0.0635	\$0.35	-	\$0.02
STATE SALES TAX on TAX	0.0635	\$5.10	-	\$0.32
Carrier Cost Recovery Fee	0.03	\$50.70	-	\$1.76
CT TRS FUND ASSESSMENT	0.0006	\$50.70	-	\$0.03
FCC FEDERAL REGULATORY FEE	0.00351	\$50.70	-	\$0.18
FEDERAL TRS FUND	0.006834	\$50.70	-	\$0.35
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$50.70	-	\$5.10
STATE SALES TAX	0.0635	\$50.70	-	\$3.22
			\$0.00	\$10.99

UCx Connect User Bundle

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.28	-	\$0.02
STATE SALES TAX on TAX	0.0635	\$1.63	-	\$0.10
STATE SALES TAX on TAX	0.0635	\$3.17	-	\$0.20
STATE SALES TAX on TAX	0.0635	\$46.65	-	\$2.96
Carrier Cost Recovery Fee	0.03	\$463.75	-	\$16.09
CT TRS FUND ASSESSMENT	0.0006	\$463.75	-	\$0.28
FCC FEDERAL REGULATORY FEE	0.00351	\$463.75	-	\$1.63
FEDERAL TRS FUND	0.006834	\$463.75	-	\$3.17
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$463.75	-	\$46.65
STATE SALES TAX	0.0635	\$463.75	-	\$29.45
			\$0.00	\$100.55

Polycom SoundStation IP 6000 Conference Phone (2200-15600-001)

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.45	\$0.03	-
CT TRS FUND ASSESSMENT	0.0006	\$749.00	\$0.45	-
STATE SALES TAX	0.0635	\$749.00	\$47.56	-
			\$48.04	\$0.00

Polycom VVX 3XX/4XX/50X/60X Wall Mount Kit (2200-44514-001)

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
CT TRS FUND ASSESSMENT	0.0006	\$15.00	\$0.01	-
STATE SALES TAX	0.0635	\$15.00	\$0.95	-
			\$0.96	\$0.00

Polycom VVX 41x Business Media Phone

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$5.40	\$0.34	-
CT TRS FUND ASSESSMENT	0.0006	\$9,000.00	\$5.40	-
STATE SALES TAX	0.0635	\$9,000.00	\$571.50	-

\$577.24 \$0.00

Polycom VVX Color Expansion Module (2200-4635-025)

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.14	\$0.01	-
CT TRS FUND ASSESSMENT	0.0006	\$230.00	\$0.14	-
STATE SALES TAX	0.0635	\$230.00	\$14.61	-
			\$14.75	\$0.00

Rate Schedule: 141312

Total NRC: \$641.00 Total MRC: \$117.27

Rate Schedule: 143040

Auto Attendant - Basic

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$15.00	-	\$0.52
CT PUC/OCC ASSESSMENT	0.003192	\$15.00	-	\$0.05
CT TRS FUND ASSESSMENT	0.0006	\$15.00	-	\$0.01
STATE SALES TAX	0.0635	\$15.00	-	\$0.95
			\$0.00	\$1.53

Direct Inward Dial Number -- Tier 1

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$14.00	-	\$0.49
CT PUC/OCC ASSESSMENT	0.003192	\$14.00	-	\$0.04
CT STATE 911 TAX	0	\$14.00	-	\$0.04
CT STATE 911 TAX	0	\$14.00	-	\$0.05
CT STATE 911 TAX	0	\$14.00	-	\$0.06
CT STATE 911 TAX	0	\$14.00	-	\$0.07
CT STATE 911 TAX	0	\$14.00	-	\$0.13
CT STATE 911 TAX	0	\$14.00	-	\$0.17
CT TRS FUND ASSESSMENT	0.0006	\$14.00	-	\$0.01
FEDERAL EXCISE TAX	0.03	\$14.00	-	\$0.42
STATE SALES TAX	0.0635	\$14.00	-	\$0.89
			\$0.00	\$2.37

Geo-Location Emergency System Registration -- per geo-location

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.95	-	\$0.17
CT PUC/OCC ASSESSMENT	0.003192	\$4.95	-	\$0.02
CT TRS FUND ASSESSMENT	0.0006	\$4.95	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.95	-	\$0.15
STATE SALES TAX	0.0635	\$4.95	-	\$0.31

				\$0.00	\$0.65
iPBX Office User Bundle for UCx					
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC	
STATE SALES TAX on TAX	0.0635	\$0.39	-	\$0.02	
STATE SALES TAX on TAX	0.0635	\$0.75	-	\$0.05	
STATE SALES TAX on TAX	0.0635	\$11.05	-	\$0.70	
Carrier Cost Recovery Fee	0.03	\$109.85	-	\$3.81	
CT TRS FUND ASSESSMENT	0.0006	\$109.85	-	\$0.07	
FCC FEDERAL REGULATORY FEE	0.00351	\$109.85	-	\$0.39	
FEDERAL TRS FUND	0.006834	\$109.85	-	\$0.75	
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$109.85	-	\$11.05	
STATE SALES TAX	0.0635	\$109.85	-	\$6.98	
			\$0.00	\$23.81	
UCx Connect User Bundle					
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC	
STATE SALES TAX on TAX	0.0635	\$0.10	-	\$0.01	
STATE SALES TAX on TAX	0.0635	\$0.56	-	\$0.04	
STATE SALES TAX on TAX	0.0635	\$1.09	-	\$0.07	
STATE SALES TAX on TAX	0.0635	\$15.99	-	\$1.02	
Carrier Cost Recovery Fee	0.03	\$159.00	-	\$5.52	
CT TRS FUND ASSESSMENT	0.0006	\$159.00	-	\$0.10	
FCC FEDERAL REGULATORY FEE	0.00351	\$159.00	-	\$0.56	
FEDERAL TRS FUND	0.006834	\$159.00	-	\$1.09	
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$159.00	-	\$15.99	
STATE SALES TAX	0.0635	\$159.00	-	\$10.10	
			\$0.00	\$34.49	
Unified Messaging Only User					
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC	
STATE SALES TAX on TAX	0.0635	\$0.21	-	\$0.01	
Carrier Cost Recovery Fee	0.03	\$65.00	-	\$2.26	
CT PUC/OCC ASSESSMENT	0.003192	\$65.00	-	\$0.21	
CT TRS FUND ASSESSMENT	0.0006	\$65.00	-	\$0.04	
FEDERAL EXCISE TAX	0.03	\$65.00	-	\$1.95	
STATE SALES TAX	0.0635	\$65.00	-	\$4.13	
			\$0.00	\$8.59	
iPBX Analog Terminal Port					
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC	
CT TRS FUND ASSESSMENT	0.0006	\$3.25	-	\$0.00	

STATE SALES TAX	0.0635	\$3.25	-	\$0.21
			\$0.00	\$0.21
Polycom VVX 3XX/4XX/50X/60X Wall Mount Kit (2200-44514-001)				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
CT TRS FUND ASSESSMENT	0.0006	\$45.00	\$0.03	-
STATE SALES TAX	0.0635	\$45.00	\$2.86	-
			\$2.88	\$0.00
Polycom VVX 41x Business Media Phone				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$3.38	\$0.21	-
CT TRS FUND ASSESSMENT	0.0006	\$5,625.00	\$3.38	-
STATE SALES TAX	0.0635	\$5,625.00	\$357.19	-
			\$360.77	\$0.00
Rate Schedule: 143040		Total NRC: \$363.66 Total MRC: \$71.65		

Rate Schedule: 143041

Auto Attendant - Basic				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$15.00	-	\$0.52
CT PUC/OCC ASSESSMENT	0.003192	\$15.00	-	\$0.05
CT TRS FUND ASSESSMENT	0.0006	\$15.00	-	\$0.01
STATE SALES TAX	0.0635	\$15.00	-	\$0.95
			\$0.00	\$1.53
Direct Inward Dial Number -- Tier 1				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.00	-	\$0.14
CT PUC/OCC ASSESSMENT	0.003192	\$4.00	-	\$0.01
CT STATE 911 TAX	0	\$4.00	-	\$0.04
CT STATE 911 TAX	0	\$4.00	-	\$0.05
CT STATE 911 TAX	0	\$4.00	-	\$0.06
CT STATE 911 TAX	0	\$4.00	-	\$0.07
CT STATE 911 TAX	0	\$4.00	-	\$0.13
CT STATE 911 TAX	0	\$4.00	-	\$0.17
CT TRS FUND ASSESSMENT	0.0006	\$4.00	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.00	-	\$0.12
STATE SALES TAX	0.0635	\$4.00	-	\$0.25
			\$0.00	\$1.05
Geo-Location Emergency System Registration -- per geo-location				

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.95	-	\$0.17
CT PUC/OCC ASSESSMENT	0.003192	\$4.95	-	\$0.02
CT TRS FUND ASSESSMENT	0.0006	\$4.95	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.95	-	\$0.15
STATE SALES TAX	0.0635	\$4.95	-	\$0.31
			\$0.00	\$0.65

iPBX Office User Bundle for UCx

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.15	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$0.29	-	\$0.02
STATE SALES TAX on TAX	0.0635	\$4.25	-	\$0.27
Carrier Cost Recovery Fee	0.03	\$42.25	-	\$1.47
CT TRS FUND ASSESSMENT	0.0006	\$42.25	-	\$0.03
FCC FEDERAL REGULATORY FEE	0.00351	\$42.25	-	\$0.15
FEDERAL TRS FUND	0.006834	\$42.25	-	\$0.29
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$42.25	-	\$4.25
STATE SALES TAX	0.0635	\$42.25	-	\$2.68
			\$0.00	\$9.16

UCx Connect User Bundle

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.09	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$0.18	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$2.67	-	\$0.17
Carrier Cost Recovery Fee	0.03	\$26.50	-	\$0.92
CT TRS FUND ASSESSMENT	0.0006	\$26.50	-	\$0.02
FCC FEDERAL REGULATORY FEE	0.00351	\$26.50	-	\$0.09
FEDERAL TRS FUND	0.006834	\$26.50	-	\$0.18
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$26.50	-	\$2.67
STATE SALES TAX	0.0635	\$26.50	-	\$1.68
			\$0.00	\$5.75

Polycom VVX 3XX/4XX/50X/60X Wall Mount Kit (2200-44514-001)

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
CT TRS FUND ASSESSMENT	0.0006	\$30.00	\$0.02	-
STATE SALES TAX	0.0635	\$30.00	\$1.91	-
			\$1.92	\$0.00

Polycom VVX 41x Business Media Phone

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
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STATE SALES TAX on TAX	0.0635	\$0.95	\$0.06	-
CT TRS FUND ASSESSMENT	0.0006	\$1,575.00	\$0.95	-
STATE SALES TAX	0.0635	\$1,575.00	\$100.01	-
			\$101.02	\$0.00
Rate Schedule: 143041		Total NRC: \$102.94 Total MRC: \$18.14		

Rate Schedule: 143042

Auto Attendant - Basic				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$15.00	-	\$0.52
CT PUC/OCC ASSESSMENT	0.003192	\$15.00	-	\$0.05
CT TRS FUND ASSESSMENT	0.0006	\$15.00	-	\$0.01
STATE SALES TAX	0.0635	\$15.00	-	\$0.95
			\$0.00	\$1.53
Direct Inward Dial Number -- Tier 1				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$7.00	-	\$0.24
CT PUC/OCC ASSESSMENT	0.003192	\$7.00	-	\$0.02
CT STATE 911 TAX	0	\$7.00	-	\$0.04
CT STATE 911 TAX	0	\$7.00	-	\$0.05
CT STATE 911 TAX	0	\$7.00	-	\$0.06
CT STATE 911 TAX	0	\$7.00	-	\$0.07
CT STATE 911 TAX	0	\$7.00	-	\$0.13
CT STATE 911 TAX	0	\$7.00	-	\$0.17
CT TRS FUND ASSESSMENT	0.0006	\$7.00	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$7.00	-	\$0.21
STATE SALES TAX	0.0635	\$7.00	-	\$0.44
			\$0.00	\$1.44
Geo-Location Emergency System Registration -- per geo-location				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.95	-	\$0.17
CT PUC/OCC ASSESSMENT	0.003192	\$4.95	-	\$0.02
CT TRS FUND ASSESSMENT	0.0006	\$4.95	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.95	-	\$0.15
STATE SALES TAX	0.0635	\$4.95	-	\$0.31
			\$0.00	\$0.65
iPBX Office User Bundle for UCx				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC

STATE SALES TAX on TAX	0.0635	\$0.12	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$0.23	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$3.40	-	\$0.22
Carrier Cost Recovery Fee	0.03	\$33.80	-	\$1.17
CT TRS FUND ASSESSMENT	0.0006	\$33.80	-	\$0.02
FCC FEDERAL REGULATORY FEE	0.00351	\$33.80	-	\$0.12
FEDERAL TRS FUND	0.006834	\$33.80	-	\$0.23
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$33.80	-	\$3.40
STATE SALES TAX	0.0635	\$33.80	-	\$2.15
			\$0.00	\$7.33

UCx Connect User Bundle

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.33	-	\$0.02
STATE SALES TAX on TAX	0.0635	\$0.63	-	\$0.04
STATE SALES TAX on TAX	0.0635	\$9.33	-	\$0.59
Carrier Cost Recovery Fee	0.03	\$92.75	-	\$3.22
CT TRS FUND ASSESSMENT	0.0006	\$92.75	-	\$0.06
FCC FEDERAL REGULATORY FEE	0.00351	\$92.75	-	\$0.33
FEDERAL TRS FUND	0.006834	\$92.75	-	\$0.63
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$92.75	-	\$9.33
STATE SALES TAX	0.0635	\$92.75	-	\$5.89
			\$0.00	\$20.11

iPBX Analog Terminal Port

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
CT TRS FUND ASSESSMENT	0.0006	\$3.25	-	\$0.00
STATE SALES TAX	0.0635	\$3.25	-	\$0.21
			\$0.00	\$0.21

Polycom VVX 41x Business Media Phone

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$1.35	\$0.09	-
CT TRS FUND ASSESSMENT	0.0006	\$2,250.00	\$1.35	-
STATE SALES TAX	0.0635	\$2,250.00	\$142.88	-
			\$144.32	\$0.00

Rate Schedule: 143042

Total NRC: \$144.32 Total MRC: \$31.27

Rate Schedule: 143044

Auto Attendant - Basic

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC

Carrier Cost Recovery Fee	0.03	\$15.00	-	\$0.52
CT PUC/OCC ASSESSMENT	0.003192	\$15.00	-	\$0.05
CT TRS FUND ASSESSMENT	0.0006	\$15.00	-	\$0.01
STATE SALES TAX	0.0635	\$15.00	-	\$0.95
			\$0.00	\$1.53

Direct Inward Dial Number -- Tier 1

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$5.50	-	\$0.19
CT PUC/OCC ASSESSMENT	0.003192	\$5.50	-	\$0.02
CT STATE 911 TAX	0	\$5.50	-	\$0.04
CT STATE 911 TAX	0	\$5.50	-	\$0.05
CT STATE 911 TAX	0	\$5.50	-	\$0.06
CT STATE 911 TAX	0	\$5.50	-	\$0.07
CT STATE 911 TAX	0	\$5.50	-	\$0.13
CT STATE 911 TAX	0	\$5.50	-	\$0.17
CT TRS FUND ASSESSMENT	0.0006	\$5.50	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$5.50	-	\$0.17
STATE SALES TAX	0.0635	\$5.50	-	\$0.35
			\$0.00	\$1.25

Geo-Location Emergency System Registration -- per geo-location

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.95	-	\$0.17
CT PUC/OCC ASSESSMENT	0.003192	\$4.95	-	\$0.02
CT TRS FUND ASSESSMENT	0.0006	\$4.95	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.95	-	\$0.15
STATE SALES TAX	0.0635	\$4.95	-	\$0.31
			\$0.00	\$0.65

iPBX Office User Bundle for UCx

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.85	-	\$0.05
Carrier Cost Recovery Fee	0.03	\$8.45	-	\$0.29
CT TRS FUND ASSESSMENT	0.0006	\$8.45	-	\$0.01
FCC FEDERAL REGULATORY FEE	0.00351	\$8.45	-	\$0.03
FEDERAL TRS FUND	0.006834	\$8.45	-	\$0.06
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$8.45	-	\$0.85
STATE SALES TAX	0.0635	\$8.45	-	\$0.54
			\$0.00	\$1.82

UCx Connect User Bundle

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Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.33	-	\$0.02
STATE SALES TAX on TAX	0.0635	\$0.63	-	\$0.04
STATE SALES TAX on TAX	0.0635	\$9.33	-	\$0.59
Carrier Cost Recovery Fee	0.03	\$92.75	-	\$3.22
CT TRS FUND ASSESSMENT	0.0006	\$92.75	-	\$0.06
FCC FEDERAL REGULATORY FEE	0.00351	\$92.75	-	\$0.33
FEDERAL TRS FUND	0.006834	\$92.75	-	\$0.63
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$92.75	-	\$9.33
STATE SALES TAX	0.0635	\$92.75	-	\$5.89
			\$0.00	\$20.11

Polycom SoundStation IP 6000 Conference Phone (2200-15600-001)

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.45	\$0.03	-
CT TRS FUND ASSESSMENT	0.0006	\$749.00	\$0.45	-
STATE SALES TAX	0.0635	\$749.00	\$47.56	-
			\$48.04	\$0.00

Polycom VVX 41x Business Media Phone

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$1.08	\$0.07	-
CT TRS FUND ASSESSMENT	0.0006	\$1,800.00	\$1.08	-
STATE SALES TAX	0.0635	\$1,800.00	\$114.30	-
			\$115.45	\$0.00

Rate Schedule: 143044

Total NRC: \$163.49 Total MRC: \$25.36

Rate Schedule: 143049

Direct Inward Dial Number -- Tier 1

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$1.00	-	\$0.03
CT PUC/OCC ASSESSMENT	0.003192	\$1.00	-	\$0.00
CT STATE 911 TAX	0	\$1.00	-	\$0.04
CT STATE 911 TAX	0	\$1.00	-	\$0.05
CT STATE 911 TAX	0	\$1.00	-	\$0.06
CT STATE 911 TAX	0	\$1.00	-	\$0.07
CT STATE 911 TAX	0	\$1.00	-	\$0.13
CT STATE 911 TAX	0	\$1.00	-	\$0.17
CT TRS FUND ASSESSMENT	0.0006	\$1.00	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$1.00	-	\$0.03
STATE SALES TAX	0.0635	\$1.00	-	\$0.06

			\$0.00	\$0.65
Geo-Location Emergency System Registration -- per geo-location				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.95	-	\$0.17
CT PUC/OCC ASSESSMENT	0.003192	\$4.95	-	\$0.02
CT TRS FUND ASSESSMENT	0.0006	\$4.95	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.95	-	\$0.15
STATE SALES TAX	0.0635	\$4.95	-	\$0.31
			\$0.00	\$0.65
UCx Connect User Bundle				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.09	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$1.33	-	\$0.08
Carrier Cost Recovery Fee	0.03	\$13.25	-	\$0.46
CT TRS FUND ASSESSMENT	0.0006	\$13.25	-	\$0.01
FCC FEDERAL REGULATORY FEE	0.00351	\$13.25	-	\$0.05
FEDERAL TRS FUND	0.006834	\$13.25	-	\$0.09
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$13.25	-	\$1.33
STATE SALES TAX	0.0635	\$13.25	-	\$0.84
			\$0.00	\$2.87
Polycom VVX 41x Business Media Phone				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.14	\$0.01	-
CT TRS FUND ASSESSMENT	0.0006	\$225.00	\$0.14	-
STATE SALES TAX	0.0635	\$225.00	\$14.29	-
			\$14.43	\$0.00
Rate Schedule: 143049			Total NRC: \$14.43	Total MRC: \$4.18

Rate Schedule: 143051

Auto Attendant - Basic				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$15.00	-	\$0.52
CT PUC/OCC ASSESSMENT	0.003192	\$15.00	-	\$0.05
CT TRS FUND ASSESSMENT	0.0006	\$15.00	-	\$0.01
STATE SALES TAX	0.0635	\$15.00	-	\$0.95
			\$0.00	\$1.53
Direct Inward Dial Number -- Tier 1				
Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC

Carrier Cost Recovery Fee	0.03	\$6.00	-	\$0.21
CT PUC/OCC ASSESSMENT	0.003192	\$6.00	-	\$0.02
CT STATE 911 TAX	0	\$6.00	-	\$0.04
CT STATE 911 TAX	0	\$6.00	-	\$0.05
CT STATE 911 TAX	0	\$6.00	-	\$0.06
CT STATE 911 TAX	0	\$6.00	-	\$0.07
CT STATE 911 TAX	0	\$6.00	-	\$0.13
CT STATE 911 TAX	0	\$6.00	-	\$0.17
CT TRS FUND ASSESSMENT	0.0006	\$6.00	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$6.00	-	\$0.18
STATE SALES TAX	0.0635	\$6.00	-	\$0.38
			\$0.00	\$1.31

Geo-Location Emergency System Registration -- per geo-location

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.95	-	\$0.17
CT PUC/OCC ASSESSMENT	0.003192	\$4.95	-	\$0.02
CT TRS FUND ASSESSMENT	0.0006	\$4.95	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.95	-	\$0.15
STATE SALES TAX	0.0635	\$4.95	-	\$0.31
			\$0.00	\$0.65

iPBX Office User Bundle for UCx

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.15	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$0.29	-	\$0.02
STATE SALES TAX on TAX	0.0635	\$4.25	-	\$0.27
Carrier Cost Recovery Fee	0.03	\$42.25	-	\$1.47
CT TRS FUND ASSESSMENT	0.0006	\$42.25	-	\$0.03
FCC FEDERAL REGULATORY FEE	0.00351	\$42.25	-	\$0.15
FEDERAL TRS FUND	0.006834	\$42.25	-	\$0.29
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$42.25	-	\$4.25
STATE SALES TAX	0.0635	\$42.25	-	\$2.68
			\$0.00	\$9.16

iPBX Station User Bundle for UCx

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.75	-	\$0.05
Carrier Cost Recovery Fee	0.03	\$7.50	-	\$0.26
CT TRS FUND ASSESSMENT	0.0006	\$7.50	-	\$0.00
FCC FEDERAL REGULATORY FEE	0.00351	\$7.50	-	\$0.03
FEDERAL TRS FUND	0.006834	\$7.50	-	\$0.05

FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$7.50	-	\$0.75
STATE SALES TAX	0.0635	\$7.50	-	\$0.48
			\$0.00	\$1.63

UCx Connect User Bundle

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.23	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$0.45	-	\$0.03
STATE SALES TAX on TAX	0.0635	\$6.66	-	\$0.42
Carrier Cost Recovery Fee	0.03	\$66.25	-	\$2.30
CT TRS FUND ASSESSMENT	0.0006	\$66.25	-	\$0.04
FCC FEDERAL REGULATORY FEE	0.00351	\$66.25	-	\$0.23
FEDERAL TRS FUND	0.006834	\$66.25	-	\$0.45
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$66.25	-	\$6.66
STATE SALES TAX	0.0635	\$66.25	-	\$4.21
			\$0.00	\$14.35

iPBX Analog Terminal Port

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
CT TRS FUND ASSESSMENT	0.0006	\$3.25	-	\$0.00
STATE SALES TAX	0.0635	\$3.25	-	\$0.21
			\$0.00	\$0.21

SIP Proxy Gateway Service

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.35	-	\$0.02
STATE SALES TAX on TAX	0.0635	\$0.68	-	\$0.04
STATE SALES TAX on TAX	0.0635	\$10.05	-	\$0.64
Carrier Cost Recovery Fee	0.03	\$99.95	-	\$3.47
CT TRS FUND ASSESSMENT	0.0006	\$99.95	-	\$0.06
FCC FEDERAL REGULATORY FEE	0.00351	\$99.95	-	\$0.35
FEDERAL TRS FUND	0.006834	\$99.95	-	\$0.68
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$99.95	-	\$10.05
STATE SALES TAX	0.0635	\$99.95	-	\$6.35
			\$0.00	\$21.66

Polycom VVX 41x Business Media Phone

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$1.35	\$0.09	-
CT TRS FUND ASSESSMENT	0.0006	\$2,250.00	\$1.35	-
STATE SALES TAX	0.0635	\$2,250.00	\$142.88	-
			\$144.32	\$0.00

Rate Schedule: 143051

Total NRC: \$144.32 Total MRC: \$50.51

Rate Schedule: 143081

Auto Attendant - Basic

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$15.00	-	\$0.52
CT PUC/OCC ASSESSMENT	0.003192	\$15.00	-	\$0.05
CT TRS FUND ASSESSMENT	0.0006	\$15.00	-	\$0.01
STATE SALES TAX	0.0635	\$15.00	-	\$0.95
			\$0.00	\$1.53

Direct Inward Dial Number -- Tier 1

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$7.00	-	\$0.24
CT PUC/OCC ASSESSMENT	0.003192	\$7.00	-	\$0.02
CT STATE 911 TAX	0	\$7.00	-	\$0.04
CT STATE 911 TAX	0	\$7.00	-	\$0.05
CT STATE 911 TAX	0	\$7.00	-	\$0.06
CT STATE 911 TAX	0	\$7.00	-	\$0.07
CT STATE 911 TAX	0	\$7.00	-	\$0.13
CT STATE 911 TAX	0	\$7.00	-	\$0.17
CT TRS FUND ASSESSMENT	0.0006	\$7.00	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$7.00	-	\$0.21
STATE SALES TAX	0.0635	\$7.00	-	\$0.44
			\$0.00	\$1.44

Geo-Location Emergency System Registration -- per geo-location

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
Carrier Cost Recovery Fee	0.03	\$4.95	-	\$0.17
CT PUC/OCC ASSESSMENT	0.003192	\$4.95	-	\$0.02
CT TRS FUND ASSESSMENT	0.0006	\$4.95	-	\$0.00
FEDERAL EXCISE TAX	0.03	\$4.95	-	\$0.15
STATE SALES TAX	0.0635	\$4.95	-	\$0.31
			\$0.00	\$0.65

iPBX Office User Bundle for UCx

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.15	-	\$0.01
STATE SALES TAX on TAX	0.0635	\$0.29	-	\$0.02
STATE SALES TAX on TAX	0.0635	\$4.25	-	\$0.27
Carrier Cost Recovery Fee	0.03	\$42.25	-	\$1.47

CT TRS FUND ASSESSMENT	0.0006	\$42.25	-	\$0.03
FCC FEDERAL REGULATORY FEE	0.00351	\$42.25	-	\$0.15
FEDERAL TRS FUND	0.006834	\$42.25	-	\$0.29
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$42.25	-	\$4.25
STATE SALES TAX	0.0635	\$42.25	-	\$2.68
			\$0.00	\$9.16

UCx Connect User Bundle

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$0.42	-	\$0.03
STATE SALES TAX on TAX	0.0635	\$0.81	-	\$0.05
STATE SALES TAX on TAX	0.0635	\$12.00	-	\$0.76
Carrier Cost Recovery Fee	0.03	\$119.25	-	\$4.14
CT TRS FUND ASSESSMENT	0.0006	\$119.25	-	\$0.07
FCC FEDERAL REGULATORY FEE	0.00351	\$119.25	-	\$0.42
FEDERAL TRS FUND	0.006834	\$119.25	-	\$0.81
FEDERAL UNIVERSAL SERVICE FUND	0.100595	\$119.25	-	\$12.00
STATE SALES TAX	0.0635	\$119.25	-	\$7.57
			\$0.00	\$25.85

Polycom VVX 3XX/4XX/50X/60X Wall Mount Kit (2200-44514-001)

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
CT TRS FUND ASSESSMENT	0.0006	\$60.00	\$0.04	-
STATE SALES TAX	0.0635	\$60.00	\$3.81	-
			\$3.85	\$0.00

Polycom VVX 41x Business Media Phone

Tax, Surcharge, or Fee Description	Rate	Adjusted price	NRC	MRC
STATE SALES TAX on TAX	0.0635	\$1.89	\$0.12	-
CT TRS FUND ASSESSMENT	0.0006	\$3,150.00	\$1.89	-
STATE SALES TAX	0.0635	\$3,150.00	\$200.03	-
			\$202.04	\$0.00

Rate Schedule: 143081

Total NRC: \$205.88 Total MRC: \$38.64



DSCI Documentation Checklist

Town of Coventry
Quote ID: 66237

Please return a signed copy of this agreement, including all associated exhibits and addendums, to the address below:

DSCI
Attn: Contracts
1 Sundial Ave. Ste. 414
Manchester, NH 03103

FOR DSCI INTERNAL USE ONLY:

Documents Selected for Print

- Taxes, Surcharges, Fees
- Rate Schedules (default)
- LOA
- DSCI E911 Policy and Agreement for Customers with VoIP-based Services (default)
- Equipment Purchase Terms and Conditions (default)
- Customer Provided Internet Access Waiver
- Primary Customer Contact Information
- Equipment Purchase Summary (default)
- Customer Provided SIP Device Terms and Conditions

Documents Not Selected for Print

- Master Service Agreement (default)
- Network Services Order Form (default)
- MSA - IT Services (default)

Other Documentation

- Copy of Phone Bill (new customers only)

Coventry Board of Education
Coventry, Connecticut

Regular Board of Education Meeting
Approved Minutes of Thursday, May 26, 2016
Administration Building Conference Room

Attendance Taken at 7:30 p.m.:

Board Members Present:

William Oros, Chairman
Jennifer Beausoleil, Vice-Chairman
Michael Sobol, Secretary
Frank Infante
Mary Kortmann
Eugene Marchand

Board Members Absent:

Michael Griswold

Others Present:

Emily Oliver, Student BOE Representative

Administrators Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Director of Finance and Operations

Audience Members Present: Beth Giller, GHR Principal; Dena DeJulius, CNH Principal; Michele Mullaly, Director of Teaching and Learning; Marybeth Moyer, CGS Principal; Cathie Drury, Educational Technology Director; Joseph Blake, CHS Principal; Brian Maltese, Athletic Director; parent and students.

I. Call to Order

W. Oros called the meeting to order at 7:31 p.m.

II. Salute to the Flag

W. Oros led the salute to the flag.

III. Audience of Citizens

There were none.

IV. Report of Superintendent

Mr. Petrone reviewed the many different happenings taking place in and around the district. He gave commendations to all of the staff, administrators, and students who are so busy this time of year working hard on all of these events.

IV.A. Information: Student Board of Education Representative Report

Ms. Oliver talked about the different sporting events happening at this time of the year.

IV.B. Recognition: CAFE Student Leadership Awards to CNH Students Alexandra Dziura and Quincy Miller and to CHS Students Alison Akerley and Michael Coulombe

Mr. Petrone noted the students who were recognized by receiving the CAFE Student Leadership Award. Ms. DeJulius said a few words about the middle school students. Mr. Blake said a few words about the high school students who received the award.

IV.C. Information: 2015-2016 Administrators' Goal Achievement Update

IV.C.1. Athletics

Mr. Petrone introduced Mr. Maltese who shared the athletic department's goal achievement report for the 2015-16 school year, which is available on the district's website.

There was discussion regarding athletes monitoring their own grades and the best avenue to use for that.

J. Beausoleil noted the professional development for athletic staff, the online registration, and also the unified sports program.

E. Marchand asked questions about the unified sports program. Mr. Maltese answered.

IV.C.2. Capt. Nathan Hale School

Mr. Petrone introduced Ms. DeJulius who shared the Capt. Nathan Hale School goal achievement report for the 2015-16 school year, which is also available on the district's website.

The Board asked questions about the RiT scores and asked for clarification on the relativity of the scoring.

M. Kortmann asked about the data related to referrals. Ms. DeJulius addressed those and noted she was not concerned. Mr. Petrone agreed and said that is based on data in other areas. Ms. DeJulius and Mr. Petrone talked about the new alternative education program that will be put in place next year and noted that may be of assistance in this area.

IV.C.3. Coventry High School

Mr. Petrone introduced Mr. Blake who shared the Coventry High School Goal Achievement report for the 2015-16 school year, which is also available on the district website.

M. Kortmann asked about the iPad initiative and since this was the first year with all students having iPads, was there a culture shift? Mr. Blake said there was for sure. He added that most all of the classes are mixed grades and now that all students have the technology, it assists teachers in their methods. He noted several programs where this has been a benefit and has been a great assistance.

J. Beausoleil talked positively about the scheduling process.

V. VOTE: Consent Agenda

V.A. Approve the 2016-17 Tuition Rate for Non-Resident Students at \$14,044

V.B. Accept the resignation of Stephanie Golaski, CGS Teacher

J. Beausoleil noted the language regarding the Administration Building furnace and that it would not be under anyone's oversight according to the project language. Mr. Petrone and M. Kortmann talked to that point. The Board continued to discuss the project and who will manage the smaller aspects of the project, including the Administration Building. J. Beausoleil asked that we receive in writing who will manage the conversion of the Administration Building.

J. Beausoleil continued and talked about the excess oil inventory cost. Mr. Petrone and Mr. Carroll said it would be "netted out" by the town.

The Board asked that the item of excess oil inventory cost be clarified as well.

Mr. Petrone suggested he could get those two items of language adjusted in the MOU. The Board agreed.

MOTION: Authorize the Superintendent to enter into a Memorandum of Understanding with the Town Manager regarding the natural gas conversion project with revisions to items number one and number six of the MOU

By: J. Beausoleil

Seconded: M. Kortmann

Discussion: The Board talked about the gas project in general and also the excess oil inventory cost and J. Beausoleil said the original motion, which the Board approved at a recent meeting, said "at no additional cost to the district" and she is concerned there will be additional costs. The Board continued to discuss oil costs and whether the savings will be seen in natural gas. They also discussed how the current oil stock would be moved and/or sold.

Result: Motion passes 5-1 (J. Beausoleil against)

IX.C. Discussion and possible VOTE: iPad Replacement Plan

Mr. Petrone said he would like to move forward with selling the iPads that are at the end of their life to the third party company. M. Sobol said he is in agreement with moving the whole lot at one time to one company. J. Beausoleil asked about selling them to students. Mr. Petrone said there are some liability issues with selling to students. E. Marchand said he believes this is the best way to go, selling to a third party company. M. Sobol said the money goes to Apple, where the district would have a credit to apply toward the purchase the new iPads. F. Infante asked for clarification on which iPads are being sold back. Ms. Drury talked to that point. She continued to talk about at what age we need to upgrade to new iPads. F. Infante asked if there are any savings seen from having iPads as a cost in the budget annually. Mr. Petrone noted several areas where there is a savings. E. Marchand said that he is so pleased with the educational advantages that this provides our students and noted that it is necessary.

MOTION: To approve the iPad replacement plan as presented by the Superintendent

By: M. Sobol

Seconded: E. Marchand

Discussion: J. Beausoleil commended Ms. Drury on the amount of information that was provided to the Board. She said she truly appreciates the level of detail given. F. Infante said he is concerned with the next budget going to the taxpayer and if the answer is no, he is concerned other services would need to be cut. E. Marchand argued that point saying the parents need to support the budget with all items that are needed, including technology. J. Beausoleil talked about the process and evaluating all programs. She said at that time, if a budget does not pass, all programs would be looked at, including the iPads and technology and additional decisions can be made at that time. The Board continued to talk about the plan in general.

Result: Motion passes unanimously

X. Adjournment

MOTION: To adjourn the meeting at 10:04 p.m.

By: E. Marchand

Seconded: M. Sobol

Result: Motion passes unanimously

Respectfully submitted:

Kimberlee Arey Delorme
Board Clerk

Approved: June 9, 2016

Coventry Board of Education
Coventry, Connecticut

Regular Board of Education Meeting Agenda
Thursday, June 9, 2016 at 7:30 p.m.
Administration Building Conference Room

- I.** Call to Order
- II.** Salute to the Flag
- III.** Audience of Citizens
- IV.** Report of Superintendent
 - A.** Information and Recognition: Student Board of Education Representative Report – Emily Oliver (Last of the School Year)
 - B.** Information: 2015-2016 Administrators' Goal Achievement Update
 - 1. Food Service – Mrs. Pratt
 - 2. Coventry Grammar School – Ms. Moyer
 - 3. G. H. Robertson School – Dr. Giller
- V.** VOTE: Consent Agenda
 - A.** Accept the resignation of Kristine Person, Speech and Language Pathologist
- VI.** Report of Chairman
- VII.** Communications
- VIII.** Approval of Minutes
 - A.** Approve Minutes of May 26, 2016
- IX.** Old Business
 - A.** Information and possible VOTE: CECC Board of Director's Request
- X.** Report of Board Members
 - A.** Information: Fiscal Committee Report - Meeting of June 9, 2016 - M. Sobol and Mr. Carroll
 - 1. VOTE: Budget Transfers
- XI.** Possible VOTE: Executive Session (Bargaining Unit Negotiations)
- XII.** Open Session
- XIII.** Adjournment

**Coventry Board of Education
Coventry, Connecticut**

Regular Board of Education Meeting
Unapproved Minutes of Thursday, June 9, 2016
Administration Building Conference Room

Attendance Taken at 7:31 p.m.:

Board Members Present:

William Oros, Chairman
Jennifer Beausoleil, Vice Chairman
Michael Sobol, Secretary
Michael Griswold
Frank Infante
Eugene Marchand

Board Members Absent:

Mary Kortmann

Administrators Present:

David J. Petrone, Superintendent of Schools
Robert Carroll, Director of Finance and Operations

Audience Members Present: Joseph Blake, CHS Principal; Michele Mullaly, Director of Teaching and Learning; Beth Pratt, Food Services Director; Dena DeJulius, CNH Principal; Beth Giller, GHR Principal; and Marybeth Moyer, CGS Principal.

I. Call to Order

W. Oros called the meeting to order at 7:36 p.m.

II. Salute to the Flag

W. Oros led the salute to the flag.

III. Audience of Citizens

There were none.

IV. Report of Superintendent

Mr. Petrone reviewed all of the different activities taking place throughout the district at the end of the year. E. Marchand asked about the Future Problem Solvers group. Mr. Petrone said we will be recognizing the group on June 23.

IV.A. Information and Recognition: Student Board of Education Representative Report (Last of the School Year)

Mr. Petrone thanked Emily publicly for her hard work this year.

IV.B. Information: 2015-2016 Administrators' Goal Achievement Update

IV.B.1. Food Service

Mr. Petrone introduced Ms. Pratt who shared the goal achievement report for the Food Service Department for 2015-16. (This document is also available on the district's website.)

M. Griswold asked about food additives and if there are any plans to reduce those. Ms. Pratt talked about using more plant-based items and scratched cooked items. She said unfortunately when those items are on the menu, the participation has gone down. M. Griswold continued to advocate for the health benefits behind removing additives. Ms. Pratt said that could be an item to address.

J. Beausoleil asked that the Board members be added to the wellness emails that are sent weekly.

F. Infante talked about sodium and Ms. Pratt also added to that, saying right now the school nutrition folks say we are at a good place.

M. Sobol asked if the social media utilization was new this year. Ms. Pratt replied yes. M. Sobol said it was a great initiative.

J. Beausoleil said the department is leagues ahead of other districts. She gave Ms. Pratt commendations.

IV.B.2. Coventry Grammar School

Ms. Moyer shared the CGS Goal Achievement report for the 2015-16 school year. That document is available on the district's website.

M. Sobol noted the outstanding work that is done at the kindergarten level.

W. Oros noted the professional development that is being provided and that it makes a true difference.

IV.B.3. G. H. Robertson School

Dr. Giller reviewed the GHR Goal Achievement presentation for the 2015-16 school year. That document is available on the district's website.

W. Oros talked about the TEAM program.

F. Infante asked about parent participation over the past few years. Dr. Giller said she believes it is good, especially the celebration events. Mr. Petrone talked about the positive parent turnout and support of the schools.

V. VOTE: Consent Agenda

V.A. Accept the resignation of Kristine Person, Speech and Language Pathologist

MOTION: Approve the consent agenda as presented

By: M. Sobol

Seconded: E. Marchand

Result: Motion passes unanimously

VI. Report of Chairman

W. Oros noted that school closes tomorrow. He also added that graduation is Saturday at 10:00 a.m. He recognized the hard work that went into the CHS Senior Awards Night. He thanked Frank Infante for presenting as a Board member; noted that over \$52,000 was raised; and that the Dollars for Scholars group is looking for volunteers.

VII. Communications

J. Beausoleil thanked the parents and community members working hard on Project Graduation. She said it is a yearlong effort and she thanked them for their efforts.

VIII. Approval of Minutes

VIII.A. Approve Minutes of May 26, 2016

MOTION: To approve the minutes of May 26, 2016

By: E. Marchand

Seconded: M. Sobol

Result: Motion passes 5-0-1 (M. Griswold abstains)

IX. Old Business

IX.A. Information and possible VOTE: CECC Board of Director's Request

Mr. Petrone noted the Town Council moved the item to their Finance Committee for consideration. He recommended that the Board table the item until there is more information from the Council.

E. Marchand asked about the initial reaction from the Council.

J. Beausoleil said she was at the meeting and noted that the Council wanted more information on the original creation of the account. She also said there were questions about why the Board was wanting to take this on. She said the decision of the Council was to move it to the Finance Committee and for that Committee to report back to the Council.

M Sobol asked if there was a deadline for things to move forward. Mr. Petrone said if you get too deep into July it can be problematic.

J. Beausoleil asked if we could authorize, by consensus, the superintendent to send communication to the Town noting the appreciation of due diligence, but the Board must have a decision by a certain date. The Board continued to discuss this scenario. Mr. Petrone said the MOU is thoughtfully written and is in the spirit of the language of the original Town Council motion regarding the account.

Mr. Petrone said he could touch base with the Town noting that a decision is needed so the Board can move forward or not.

F. Infante said he believes the Council wants to make an informed decision and review what possible concerns there are.

The Board continued to discuss different costs and how those might be addressed. Mr. Petrone talked to those items saying the program would be self-sufficient with no burden to the tax payer. F. Infante wondered what the future would bring to the tax payers if a future Board voted to eliminate the tuition portion. J. Beausoleil said if the budget allowed such a huge increase, there would be so many other programs that would come before a public provided preschool. She said it would be highly unlikely that tuition would be removed and she would not support that.

The Board discussed mandates from the state and noted there is not a current pending mandate to provide preschool.

Mr. Petrone wanted to make sure everyone knows that special education costs related to preschool will always be in the district's public budget; that is the law.

J. Beausoleil reviewed the MOU that is before the Council for approval. W. Oros also added to that saying it is a safe way to be sure everyone is on the same page. J. Beausoleil added that it clarifies the intent behind the details of the meetings and all agree to those details of how that account should be managed.

X. Report of Board Members

X.A. Information: Fiscal Committee Report - Meeting of June 9, 2016

M. Sobol began to review the meeting of the Fiscal Committee.

MOTION: To add to the agenda a discussion and possible vote of sending a request to the Town Council to add to the 1% non-lapsing account

By: J. Beausoleil

Seconded: M. Sobol

Result: Motion passes unanimously

M. Sobol said one of the items discussed at Fiscal was looking at the bottom line for the year. He said one recommended option is to add to the 1% account. F. Infante asked where the funds were coming from. M. Sobol and Mr. Carroll reviewed the areas and accounts that have resulted in un-expended funds. W. Oros and J. Beausoleil reviewed the benefits of transferring funds to the 1% account.

MOTION: To give authorization to the Superintendent to send a letter of request to the Town Council asking to transfer \$100,000 into the Board's 1% non-lapsing account

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