

AGENDA
COVENTRY TOWN COUNCIL MEETING
August 1, 2016
7:30 PM
Town Hall Annex

1. Call To Order, Roll Call
2. Pledge Of Allegiance
3. Audience Of Citizens:
(30 minutes - 5 minutes maximum per citizen)
4. Acceptance Of Minutes:
 - 4.A. July 18, 2016 (E)
Documents:

[JULY 18, 2016 WITH ATTACHMENTS.PDF](#)

5. Consent Agenda:
All items listed with an asterisk (*) will be acted on by one motion. There will be no separate discussion on these items unless a Council member so requests, in which case, the item will be removed from the consent agenda and considered in its normal sequence on the agenda.

6. Reports:
 - 6.A. Council Chairwoman: Julie Blanchard
 - 6.B. Council Members:
 - 6.C. * Finance Committee: Matthew O'Brien
 - 6.D. * Steering Committee: Thomas Pope
 - 6.E. COVRRRA - John A. Elsesser:
 - 6.F. Town Manager - John A. Elsesser:
 - 6.F.1. Projects Update (E):
Documents:

[8-1- 16 PROJECT MEMO.PDF](#)

- 6.F.2. Transfer Of Rt. 6 Land To Town (E)
Documents:

[RT. 6 LAND QUIT CLAIM.PDF](#)

- 6.F.3. Update: Crumbling Concrete Foundations (E)
Documents:

[CRUMBLING FOUNDATIONS PRESENTATION-JULY 25 FINAL.PDF](#)
[AG FOUNDATIONS.PDF](#)

CRUMBLING CONCRETE FOUNDATIONS LETTER TO PUBLIC
OFFICIALS OF NORTHEASTERN CT 7.21.16.PDF
062116 FOUNDATION LETTER FROM TOWNS TO THE GOVERNOR.PDF

6.F.4. Update: Hydrilla Treatment On Coventry Lake (E)

Documents:

[HYDRILLA PRESENTATION COVENTRY LAKE.PDF](#)
[COVENTRY LAKE PUBLIC MEETING - HYDRILLA TREATMENT PLAN 7-21-16.PDF](#)

6.F.5. * Notification: Historic Documents Preservation Grant (E)

Documents:

[HISTORIC DOCUMENTS PRESERVATION GRANT NOTIFICATION.PDF](#)

6.F.6. * Quarterly Reports, April - June 2016

[LINK TO DOCUMENT](#)

7. Unfinished Business:

- 7.A. 15/16-113: Discussion/Possible Action: Request For Financial Information From The Coventry Board Of Education (To Be Discussed At August 8, 2016 Finance Committee Meeting - Not Ready For Action)

8. New Business:

- 8.A. 16/17-4: Consideration/Possible Action: Resolution Authorizing Town Manager To Execute Contract Agreement With CT DEEP For Mill Brook Greenway Extension And Recreational Trails Grant (E)

Documents:

[MILL BROOK GREENWAY EXTENSION RESOLUTION AND PROJECT DETAILS.PDF](#)
[MILLBROOK GREENWAY EXTENSION MAP.PDF](#)

- 8.B. 16/17-5: Consideration/Possible Action: Resolution Authorizing Town Manager To Execute Lease Purchase Financing Agreement For The Purchase Of A 4x4 Backhoe And Two Pieces Of Fire Apparatus, A Water Tanker And A Quint; Total Not To Exceed \$773,000 (E)

Documents:

[BACKHOE AND FIRE APPARATUS 8-1-2016.PDF](#)

9. Miscellaneous/Correspondence:

- 9.A. * Community Support For Booth & Dimock Library Expansion Project (E)

Documents:

[LIBRARY EXPANSION PETITION.PDF](#)
[MCALEER.PDF](#)
[PHILLIPS.PDF](#)
[GARCIA.PDF](#)

- 9.B. * Eastern Regional Mental Health Board (E)

Documents:

[EASTERN REG MENTAL HEALTH.PDF](#)

9.C. * Eastern Regional Tourism District: 2015-16 Annual Review (E)

Documents:

[EASTERN REGIONAL TOURISM DISTRICT 2015-16 ANNUAL REVIEW.PDF](#)

9.D. * Friend Of Bolton Lakes Organization: Appreciation For Town Of Coventry Hydrilla Eradication Efforts (E)

Documents:

[FRIEND OF BOLTON LAKES HYDRILLA.PDF](#)

10. Executive Session:

1. Personnel

Documents:

[EXEC SESSION A EMPLOYMENT.PDF](#)

11. Adjournment

(E) *Denotes Enclosure*

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

Minutes
Coventry Town Council Meeting
July 18, 2016
Town Hall Annex

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

2. The Pledge of Allegiance was recited.

3. **Audience of Citizens:**

Police Chief Mark Palmer said it has been a difficult few weeks for law enforcement, including our agency. When violence against law enforcement personnel happens it affects law enforcement people nationwide regardless of the size of your community. Our officers continue to do excellent work which is often hard, difficult and stressful. We are appreciative of the many gestures of kindness from the community that have occurred recently, including, meals, cookies, cards and kind words. We will continue to do a good job for the citizens of Coventry. Chief Palmer also presented four commendations to staff for the same incident in which a person had a knife and was threatening to kill himself or harm others. Coordinated efforts by Dispatcher Cote, Officer Vail, Sgt. Iger and Officer Hicks resulted in the subject surrendering and being transported to a medical facility for treatment. There were no injuries to the individual or the officers and their efforts brought credit to the Coventry Police Department. Officer Vail mentioned the donations of food and kind words and expressed his thanks.

Howard Haberern, 99 David Drive, wanted to thank the Town, especially John Elsesser and Wendy Rubin, for the community garden project. He and his wife have been helping in the community garden. It started last year and was somewhat successful. The soil was tested and improved upon. The only problem this year is we have so many vegetables and have to give them away. We are appreciative because many of us live in shady areas where vegetables cannot be grown. Our community garden is more successful than some in towns with deeper pockets.

Jen Beausoleil, 221 Eastview, noticed an item on the agenda regarding a safety survey being done by the Town of Bolton to evaluate the impact of increased truck traffic from a proposed gas infusion station on Rt. 6 in Andover. She would like the Town Council to consider a similar action to at least evaluate the impact on safety, public works and resident use of that transportation corridor.

Gerry Zak, 88 Riley Mtn. Road, is a member of the Coventry Lake Advisory & Monitoring Committee, but is here as a citizen to express concerns about CT DEEP's treatment plans to eradicate Hydrilla in Coventry Lake. We all want to see Hydrilla go away. He has concerns about the timing of the treatment – which may happen by the end of the month. He knows the Town has already expressed concerns to CT DEEP but they plan to do what they plan to do. His concern is that this time of year is a little too early to be killing vegetation which can create other problems. He wonders if the Town Council has any thoughts and whether the Town might be willing to talk with CT DEEP again. He

thinks there is a lot at risk and it might be wise to wait until later in the season. Julie Blanchard noted there will be a public meeting on July 21st where CT DEEP will present their treatment plan. Gerry said his impression is that they will hear the questions and then do what they want to do. He thinks we should try a little harder to get them to delay.

Ben Garcia, 54 Bradbury Lane, has lived here for seven years and the one thing he loves the most is our library. Hearing about the proposed expansion made him happy. He used to come to the library even when he lived in Springfield. When he became old enough to work he immediately applied for a job at the library because it is a nice place to go. He thinks the expansion is a nice thing to do and speaking on behalf of other teens it gives teens a nice amount of space to do what they want, as well as younger kids. It will be very nice if the Town Council could think of having the town go to vote on whether the expansion should happen or not.

Hearing no further requests to speak, Julie Blanchard closed Audience of Citizens.

4. **Acceptance of Minutes, June 20, 2016.**

Motion #16/17-01: Matthew O'Brien moved and Thomas Pope seconded to accept the minutes of the Town Council meeting on June 20, 2016. The following corrections were requested:

- Page 1, item 1, line 2: Correct the spelling of Lisa Tomas to Lisa Thomas.
- Page 1, item 9B, line 2: Spell out the acronym MOU – to be known as Memorandum of Agreement. Same paragraph, line 5: Correct the title of Jen Beausoleil to Board of Education Vice Chair.
- Page 3, paragraph 2, line 1: Revise first sentence to read, "Matthew said if we could we should put in the Memorandum of Agreement that this is for regular education expenditures only."
- Page 5, paragraph 1, line 4: change "Richard to consider a different report..." to "Richard to consider other reports.."
- Page 6, Motion #15/16-408, line 6: change increase to increased.
- Page 7, paragraph 1, line 3: Add the word "a" before "long-standing."
- Page 7, paragraph 4, line 2: Spell out the acronym PSA – to be known as Public Service Area.
- Page 7, Reports: A – Council Chairwoman. Change "none" to "previously stated."
- Page 11 – paragraph 9A, line 8: Change "raising" to "repairing."

The motion to accept the minutes as corrected carried on unanimous vote.

5. **Consent Agenda:**

Motion #16/17-02: Hannah Pietrantonio moved to accept the Consent Agenda, seconded by Richard Williams. The motion carried on unanimous vote.

Reports:

A. Council Chairwoman – Julie Blanchard: Julie appreciates what Chief Palmer said and what our police department does and all police departments do.

B. Council Members:

Andy Brodersen said over the past few weeks the horrors we have heard about and seen have touched us all. Black and blue – injured and dead – a confused and misdirected society. We have all watched and heard about these recent horrific events on TV, radio and the Internet. Many in small towns like Coventry think that they may be immune to the behavior we are

seeing. However, as we just said in our Pledge of Allegiance, we are one nation under God – indivisible. What hurts our neighbors hurts us also. It reminds him of a song he learned in Sunday School a long time ago. Red and yellow, black and white – all are precious in God’s sight. We don’t know all the reasons, we don’t have all the answers, and we certainly don’t know what the future may bring. But – we can pray for healing for our nation and for our towns. He is reminded that our scriptures tell us – “If my people, which are called by my name shall humble themselves and pray and seek my face and turn from their wicked ways; then I will hear from heaven and will forgive their sin and heal their land.” We as a Town Council can make assurances to our people that everything reasonably will be done to keep our town safe. His heart grieves with those who grieve and he will continue to pray for healing in this time of great rift.

Hannah Pietrantonio wants to give heartfelt thanks to the members of the Coventry Police Department for their donation of the pay they are receiving from construction traffic work to Ruthie Marquez, a young person who lives in Coventry, so she can get a service dog. She thinks this is wonderful and commendations to them for their large hearts.

C. Finance Committee – Matthew O’Brien:

(See full remarks attached to these minutes.) It is anticipated that the Town will finish the year in solid fashion. He didn’t have a chance to review Board of Education reports prior to the Finance Committee meeting so he has prepared a working document that outlines dramatic changes in the areas of the general fund and special education tuition excess cost from January – May 2016. We haven’t received the June report yet – the next Board of Education meeting is cancelled but he would like to request an end-of-year report in the interim and not have to wait until their August Finance Committee meeting. We are developing a list of questions for the Board which will be finalized after we see their reports (*attached to minutes*). They are required to do a narrative, and he would like to see official reports with dates and an explanation of the changes. The Finance Committee also discussed the Board of Education’s request to enter into a Memorandum of Agreement (MOA) for operation of the preschool fund. They withdrew their request. The Chair expressed disappointment that Board of Education did not appear to be forthcoming about their plans to take over the preschool. The Chair raised questions about the Board’s discussion in their minutes about taking over the preschool. It was only after David Petrone and Jennifer Beausoleil attended our last Council meeting that the Council was told that the signing of the MOA had a direct impact on the Board’s ability to take over the preschool and that was why they wanted a new MOA signed by the Council. Then we were told that the new MOA didn’t make any changes to the original language approved by the prior Council. This looked to be not accurate. The Chair recommended that if the Board would like swift action on this or other items in the future that they present the Council with the action requested, all of the facts surrounding their request, the reason for the request and any timeline, and the impact of any such action they are requesting the Council to make. The Town Manager reported this message has been conveyed to the Board.

The Manager told the Committee that the Library Building Committee and the Building Energy Committee would be coming to the next Town Council meeting to discuss next steps. The Chair asked if the issue of probate was still a concern for the Town’s ability to take ownership of the Library and land if the Town were to move forward with the project. The Chair said that if the Council decides to move forward he would suggest that any approval be contingent on the Library clearing up any question about the will’s impact on the ability of the Town to assume ownership following the completion of the project.

The Manager reported that we still do not have any further information about the impacts of the additional \$22 million in municipal aid cuts that the Governor included in the final State budget. The Chair expressed concern over the potential impacts on this year's budget and the real expectation that revenues in this year's State budget will be hundreds of millions of dollars less than those built into the budget by the Democrats and the Governor and the potential impacts of things that are hanging over us that we can't control.

D. Steering Committee – Thomas Pope:

The Steering Committee met on June 27th. There is a significant need for volunteers to serve on a variety of boards and commissions. There is a list of vacancies on the Town website and we would really appreciate anyone who could donate some time. The Library Building Expansion Committee is a prime example of people who have put in a great deal of volunteer time and effort. We really appreciate it.

Representatives from the Library Building Expansion Committee gave an update to the Steering Committee on the status of their project including savings they have been able to achieve by reducing the site work costs and the scope of the project. This is a prime example of why you look more closely at a project when it is proposed and not just approve it in advance.

Moving forward we have acceptance of Avery Shores as a town road and the Town Manager plans to prepare a document for the next meeting. Also there was some discussion about the use of all-terrain vehicles and/or a noise ordinance, and the senior tax abatement initiative. What we had originally discussed for the abatement seems to be great problem in that the State doesn't allow the municipality the authority to change the way we tax without their approval. We can alter what we currently do. We have a program now where people qualify based on income – it puts a lien on what isn't taxed, and we are in discussion about eliminating that lien. There will be more to report next month.

Julie Blanchard noted we had discussed at Finance Committee the possible development of a policy regarding inter-fund allocation transfers being something that the Steering Committee should review. It was agreed to put this item on the next Steering agenda.

E. COVRRRA. – John A. Elsesser:

We are in the process of upgrading the rail system at the transfer station to meet required OSHA standards and will have to do that on overtime to get it done within the compliance timeframe. We are expecting something on the study later this month regarding possible relocation of the transfer station. It has been narrowed down to two options – the third location didn't have any benefits. Matthew O'Brien asked whether the scale that was damaged by lightning has been replaced. John replied yes.

F. Town Manager – John A. Elsesser:

1. **Project updates:** A lengthy written memo has been provided. There is a lot going on this summer. Thanks to the public for tolerating all the road work - we are all over town and we know it can be a great inconvenience when you're in a hurry. We are wrapping up. A few miles are left for paving. We will start shimming for August chip seal and do some prep work for next year's chip seal. A list of roads to be chip sealed will be in next week's e-blast. By the end of August the bond money will be spent and DPW Director Mark Kiefer will do a presentation about what has been accomplished. We think the public will be impressed. We have already repaired or replaced over 40 catchbasins. We are finding many more that are failing. They are reaching their life expectancy (30-40 years).

We are doing the final electrical work at the Laidlaw Park soccer field to get the irrigation system going by the end of the week. There has been major volunteer work by Water Wizards. It is a complicated project.

We got deeds for 275 acres of open space filed. What was the Rt. 6 corridor is now open space. We will have it on the next agenda with a map. It is a very significant acquisition.

We are beginning round two of the Solarize Coventry campaign. There is a kickoff event on July 28th at 7:30 PM at Patriots Park Lodge. A lot of citizens have been inquiring about another opportunity to get solar. We did a competitive bidding process and chose Encon – the same installer who did it last time. The price will be \$3.77 per watt.

Thomas Pope asked about a reference in the written project update under public safety that mentions Chief Palmer being invited to the White House. It is not often this happens and he would like more information. John replied he would like the Chief to report on it personally. It is quite an honor. Thomas noted that many town roads are really in need of chip seal - are we holding off until after the natural gas project is done? John replied that their temporary patch will hold for many years. Our preference is to wait a couple years and then do the whole road. We don't want to waste a lot of money – we will do it in a couple years after people connect to the gas line.

Hannah asked when the gas line comes up Eastview – is there nothing in the plan to go down to the cul de sac? A lot of homes there could benefit. Would CNG come back at another time? John said if the neighbors get together and tell CNG they want it they might come back. It will probably not be done as part of the initial project but once they are in town we imagine they will start looking at expansion where there is demand. They are moving fairly rapidly on the project, but still do not have some of the state permits they need. We hope to get lines to the school buildings before the start of the school year.

2. **CRCOG Annual Report and Member Benefits:** John said he thought the attached report was presented in a way that you can see the value we get from belonging to CRCOG. Julie explained the CRCOG acronym stands for Capital Region Council of Governments. It is an opportunity for towns to do things together as a group.

7. Old Business:

A. 16/17-1: Booth & Dimock Library Expansion Project: Next Steps: Julie Blanchard said she feels there is such uncertainty with our state budget that she is not comfortable moving this project forward. She appreciates all the work the committee has done. She asked other Council members to share their thoughts.

Andy Brodersen said that we as a Town Council have spent or authorized spending of a considerable amount of money since our installation. Some of us ran on a platform of controlling spending, and he believes we have worked hard to do that. Our spending has been well thought out and necessary to keep Coventry the great town that it is. Our state is in a financial crisis and the amount of monies returned to cities and towns is in great jeopardy. We cannot accurately predict what the state funds for Coventry's schools will look like over the next few years. Most probably the Town of Coventry will need to spend more of its own tax money to maintain school resources at current levels. At the same time other services in our town are important and must also be maintained, including police, fire,

medical emergencies, road services, recreation and many more. Coventry is a great place to live. The choices we make at these times should help keep our town great and perhaps make Coventry even greater. We need to be thoughtful that money we authorize to spend is done prudently. He commended the library expansion team for all their hard work. They have worked diligently to bring us to where we are now in the process. If we move forward we could be committing to a library expansion project that should meet our library facility needs for up to the next 30 years. It has been stated that due to advancements in technology and other areas, the nature and mission of libraries is changing. He can agree with this. However, none of us really know what the future will look like – especially in the area of technology. He has heard it said that libraries are changing and becoming more than just a place for books and study. Libraries are also becoming technology centers and a place for people to gather. He would like to ask three basic questions in regards to the proposed library expansion:

- 1) Is a commitment of millions of dollars for a library expansion the best use of that money for our town at this time?
- 2) Under the current proposal is there a risk that what would be built would not meet our future needs and a new path may later need to be chosen?
- 3) Have we as a Council sought out independent, unbiased, professional guidance to help us determine the direction we should go with our library?

He believes the library is not a project we should rush into. Let us be sure we've done all our homework. Let us be sure we have sought the best professional advice and that we make the final decision based on the best information available. Let us not work desperately to meet a deadline but let us work conscientiously to produce the best possible direction for the future of our library and our town at this time.

Hannah Pietrantonio said she came prepared to either move this matter to our next meeting because the full Council is not here, or put it out to referendum. It is time to go to referendum so townspeople can see the plans. The expansion is important for our town.

Richard Williams said this is a lot of money. The majority on the Council ran on not spending a lot of money and to be as fiscally responsible as we can be. He personally doesn't feel this is a project that should go forward because of the cost. He felt it was high when it first came to us. He was surprised it came back lower the second time but it was only through prodding. He doesn't like to spend a lot of money.

Matthew O'Brien commended the committee – he feels they have done pretty good work. They haven't answered all his questions but he feels the project can be considered again when we know the impact of the state budget. The issue of crumbling concrete foundations is another concern. Coventry has 1500 homes that were built during the period of the concrete problem - now that people can reevaluate their assessments there could be a major impact. Plus there are a number of school projects that have to be done. He thinks the library expansion is a good project but it could be put off until we have a better handle on our finances and hopefully it will work out.

Thomas Pope said he will probably repeat some things that were already said. He wants to thank the volunteers and staff for their contribution and dedication – your vision and foresight is a community asset. It is apparent how emotionally involved they are in the project. A library can and is so much more than a building for books. For the young it is an introduction to a world of learning and discovery. It is a gathering place for students offering far more opportunities than libraries of past generations. For seniors it can be a social gathering place to attend informative events. Libraries today have evolved beyond the role

that many of us may remember from childhood. The future will bring new ideas, programs and opportunities. Like computers from the past, our library may work but the days of using a Commodore 64 are past. We must update our library – we are in a position where an investment must be made. We cannot ignore pressing capital improvement needs – our future will include an investment in our library, the real question is how much and when. The library committee has put forth a great deal of effort in formulating plans and a proposal for the future. He attended a presentation at the library to become informed. He was excited and supportive of the plan. He read the expansion committee reports. He even applied their formula and data to determine required parking spaces to verify the correctness of the plan. He questioned why the formula results did not match the plan. He was told the formula was not valid for our project but it was in the report provided to substantiate the needs and the project. He was bothered by that disclosure – it did not alter his personal feelings about the merits of improving our library – it did, however, give him doubts about the report in general. With the disclosure about the parking formula one can easily view the report as intellectual cotton candy spun to validate a vision. When the project was first proposed to this Council we were urged to immediately send it to referendum. We chose to ask questions and review how this project fits into the future of Coventry. The expansion committee was provided full opportunity to discuss changes and alter the proposal. To their credit they invested time and effort to address a variety of concerns brought forth. They found significant and substantial savings, they looked at policies and conditions to protect the taxpayers and citizens. It was not an easy task but they did not waiver in their vision. Their commitment was and is to bring excellence to their project and the community. If this project were to stand alone this would be an easy project for me as an individual to fully support. It is at times like this that the burden of elected office weighs upon the issue. The library expansion must be viewed not with tunnel vision but rather in a panorama. There are a number of issues we must look at and the key issue is financial. While the library may at first glance look to be a small additional burden on our taxpayers it is not the only building block in our coming budgets. This year we have seen the State reduce funding after municipalities set their budgets. Once our Board of Education budget is passed any State reduction is a burden on the Town. While the Board of Education has annually shown significant surplus funds the Town budget does not. Town increases in expenditures will be the burden of the taxpayers. This will be a year of financial uncertainty. The issue of crumbling concrete foundations could have significant impact on our grand list. We have a school building project, a multi-year teacher contract and the largest unknown is what will come out of our state capitol. This state is facing generational financial challenges. The past history of leadership in Hartford has provided us with burdensome unfunded mandates, historic tax increases and recently reductions in State funding for municipalities. As a Town Council member he feels it would be financially irresponsible to recommend for approval a project he personally likes at this time. He would prefer to wait until we know the State budget impact and bring the project back for consideration this time next year, probably in June. If the State doesn't give us the money they said they will give us, we will be in a huge hole.

Julie Blanchard asked for consensus to review this matter after the State budget is known next year. Hannah Pietrantonio disagreed. Other members present were in agreement. The Expansion Committee members were in attendance to make a presentation. Julie felt it was not necessary at this time and asked that the Committee leave their handout materials to be distributed for review. (*The handout materials are attached to these minutes.*)

B. 15/16-113: Discussion/possible action: Request for financial information from the Coventry Board of Education: Julie Blanchard noted this request was begun at a previous meeting by Richard Williams. We discussed some of this at the Finance Committee meeting

and Beth Bauer was reviewing some of the reports generated by the Board of Education to see if they would serve to meet the request. She asked Beth to provide an update. Beth indicated the report was attached to the Finance Committee agenda but was not discussed. It is called a Disbursement Detail report and includes fields for date, vendor, description, account number and amount. The sample report was 43 pages. Julie asked if the Finance Committee wants to discuss it further at their next meeting. Matthew O'Brien suggested sharing the report with Richard. Richard said he thinks this report would be helpful but he wants to request any internal reports that are created and shared with staff that would apply – he wants to see an example of each report that is created that is used. John said he believes all fiscal reports are shared with us monthly. Richard said he wants to see anything internally that is created. Matthew noted that John is suggesting that what is produced is what we see. It was agreed to continue this discussion at the next Finance Committee meeting. Matthew said we will review this same report again plus any others that may be relevant. John said what we are trying to determine is what information Richard is looking for and we thought this report might accomplish that. Richard said he is looking to get any reports that are generated that they use. John said he will have Beth talk again with (School Business Manager) Bob Carroll but we believe this report provides an even more comprehensive review than what they use internally.

8. New Business:

A. 16/17-2: Update from School Energy and Building Efficiency Building Committee on Natural Gas Conversions: Representatives from the building committee were introduced: Tom Kolodziej, chairman; Greg Longo of BL Companies (the engineering company); Danielle Kloster, who was also on the energy committee; and Bill Trudelle, Director of Facilities for Coventry Public Schools. Tom said the last time we were here we talked about several options. Our recommendation is to replace fully the boilers in the old high school/middle school - two boilers in each, replacing them with three smaller condensing boilers. These boilers are more efficient and can be staged. The other recommendation is for the Complex - that boiler is only about 15 years old so we are only recommending replacing the burners on those - they have about 15 years of life left. That will get us to being able to satisfy CNG when the gas meter is at the building and ready to go. Costs were outlined in the document attached to the Council agenda packet, with the recommended option totaling \$533,799. The committee expects this cost to be the high bid. Matthew O'Brien asked whether we are making the right decision not to do the full replacement now. Would increased efficiency offset the cost increase for the Complex? Greg said it will operate at similar efficiency as it is now. Maintenance will come down but we won't get energy savings. Matthew suggested we bid the project both ways and then make a decision. Greg replied yes, that is what committee recommends. We would bid the Complex replacement boilers as an alternate. Matthew said he is excited about the project and thinks it is good. John Elsesser said the committee wanted to come in and touch base – they have validated the numbers. Tom said he understands the contract with CNG is December 31st or 90 days from the time the new meter is up and running. So to meet that deadline we need to go out to bid next week in order to get bids in and evaluate them. Then the equipment needs to be manufactured so it can be delivered by 12/31. We are not going to do anything until the meter is there. We don't want to tear up the facility until we are sure we can pull the plug on the oil burners. The project should not take too long or be too disruptive to the schools.

Richard Williams asked how many vendors would typically bid on this type of project. Greg replied for a small town like Coventry it can be difficult to get people to come out. So we will

do a non-mandatory walk-through and allow bids based on the drawings. We will make sure bidders will know about the project through our network so they won't have to rely on seeing it in the newspaper. We hope to get six bidders. Richard said if we post the project don't bidders know where we want to come in on price and set them high? Greg said we expect the bidding will be competitive. We make sure we get the right firms here to bid. John noted it is more of a gravy project in that swap-out is a little easier than new construction. Also it will be off-season – for schools in the summer it is hard to get contractors to do anything because everyone wants work done in two months. Off-cycle work might be in our favor. Greg said having all of the work together is a benefit too because prevailing wage is less of an issue.

Motion #16/17-03: Matthew O'Brien moved to a authorize the School Energy/Building Efficiency Building Committee to move forward with getting bids on the gas conversion project as presented tonight for both options one and two. The motion was seconded by Richard Williams and carried on unanimous vote.

B. 16/17-3: Consideration/Acceptance: Conveyances, Warwickshire on Godiva Lane: John Elsesser noted this is basically a storm drainage easement. It has been approved by the Planning & Zoning Commission and reviewed by our attorney. **Motion #16/17-04: Matthew O'Brien moved to accept the storm drainage easement for Warwickshire on Godiva Lane as presented. The motion was seconded by Thomas Pope and carried on unanimous vote.**

10: Executive Session:

Motion #16/17-05: 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 except Lisa Thomas, the Town Manager and the Finance Director. The motion was seconded by Thomas Pope and carried on unanimous vote.

Motion #16/17-06: Matthew O'Brien moved that the Town Council enter into Executive Session pursuant to Connecticut General Statutes 1-200(6)(E)-discussion of any matter which would result in the disclosure of public records or the information therein contained described in sub-section (b) of Section 1-210 with the following people in attendance: Town Council members except Lisa Thomas, the Town Manager and the Finance Director. The motion was seconded by Thomas Pope and carried on unanimous vote.

Motion #16/17-07: Matthew O'Brien moved that the Town Council enter into Executive Session pursuant to Connecticut General Statutes 1-200(6)(A): discussion concerning the employment, appointment, performance, evaluation, health or dismissal of a public officer or employee with the following in attendance: Town Council members except Lisa Thomas, the Town Manager and the Finance Director. The motion was seconded by Thomas Pope and carried on unanimous vote.

Executive Session commenced at 9:08 PM.

Motion #16/17-08: Richard Williams moved to leave Executive Session at 9:38 PM. The motion was seconded by Hannah Pietrantonio and carried on unanimous vote.

11. Adjournment:

Motion #16/17-09: Thomas Pope moved to adjourn the meeting at 9:39 PM. The motion was seconded by Richard Williams and carried on unanimous vote.

Respectfully submitted,

Laura Stone
Town Council Clerk

Finance Committee Report (7/18/16 meeting)

Beth Bauer reported that as of June 30th the Town has collected 100.6% of anticipated property tax revenue and ahead of last year's collections.

Our general fund revenue collections are at 101.19% of anticipated.

Anticipated Revenues for 2015 - 2016 from the State of Connecticut have been reduced by \$26,000.

The Conveyance tax and Building department revenues are still projected to exceed anticipated by \$54,000.

COVRAA revenue collections are now at 111.6% of anticipated revenues and ahead of collections from last year. The projected end of the year balance is now \$553,282 AFTER accounting for the Transfer Station study and the allocation of 5/12 year of ¼ of the DPW Assistant's salary to COVRAA (as of January 31, 2016).

Overall, we anticipate that the town has finished the year in solid fashion – primarily due to the additional revenue realized from the tax sale.

Beth Bauer will have final numbers for the August Finance Committee meeting.

Finance received the April and May Board of Education reports at our last meeting at the table and had not had time to review or comment on them.

I created a working document tracking the changes in the projected sub total of general fund surplus, the Special Ed Tuition/Excess Cost surplus and the Total General Fund Surplus from the January Board of Education Management report through the May report. The Board's Management reports reflect some dramatic changes in both during that period. The anticipated sub total of the General Fund Surplus was projected to be \$151,275.78 as of January. It was reported to be \$186,936.45 as of February (an increase of \$35,660.67. As of March 31st the projected surplus had grown to \$198,512. Following transfers and spending approved by the Board the April report projected a surplus of \$63,417.08 (a decrease of \$135,095.42). The May report reports a projected over expenditure of -\$104,998.12 (a further decrease of \$168,415.20). The total change from January to May was -\$256,273.90.

The Special Education Tuition/Excess Cost was predicted to be \$94,199.04 as of January. It was reported to be \$79,654.95 (a decrease of \$14,544.09). As of March it was projected to be \$57,595.41 (a further decrease of \$22,059.54). As of April the predicted surplus from Special Education Tuition was reported to be \$135,320.81 (an increase of \$77,725.40). The May report showed a projected surplus of \$218,890.06 (which was a further increase of \$83,569.25).

The Total projected surplus was projected to be \$245,474.82 in January. It was \$266,591.40 as of February (an increase of \$21,116.58). As of March 31st it was reported to be \$256,107.91 (a decrease of \$10,483.49). The April report showed a total projected surplus of \$198,737.89 (a decrease of \$57,379.02). The May 31st report projects a remaining surplus (after transfers and new spending) of \$131,582.88.

We are waiting for the June reports from the Board. However I recently saw that the Board has canceled their next meeting and canceled their Finance Committee meeting. I would ask that we be given the June

reports by the Board and not have to wait until their August Finance committee meeting. That will allow us to complete our look at the changes in these areas.

We are developing a list of questions for the Board of Education. Their policies call for them to provide a narrative and explanation for changes in their reports. We have requested copies of all of the completed transfers the Board has made. We will be requesting that the Board of Education

- Provide a detailed description of the events and actions taken that resulted in the changes reflected in their reports
- identify the total of all excess funds realized in the 2015-2016 budget year
- identify the reasons for the surplus funds generated
- identify how all of the unexpended/surplus funds from their approved appropriated budget were used/spent (What was the Board able to fund that did not appear in their approved budget?)
- Identify the source and amounts of all of the additions to the Board's budget beyond what was appropriated

Once we have the June reports and receive the completed transfer request documents we will finalize these numbers and formally submit our questions.

We began a discussion of whether the Council should develop a policy governing authority to make inter-fund allocations. We discussed the types of instances that may necessitate a re-allocation of expenses or purchases.

The chair suggested that as this would be a policy issue that Steering be asked to consider it as well.

The chair said that he would try and work out some draft language for a possible policy – for further discussion.

We discussed the fact that the Board of Education withdrew their request for the Council to enter into a new MOA with the Board of Education concerning the operation of the Board's preschool and early childhood education program (the "Coventry Preschool Fund"). The Chair expressed disappointment that the Board did not seem to be forthcoming about their request. Initially the Board only asked the Board to enter into the new MOA and made no mention of their plans to take over the pre-school. The chair raised questions about the Board's discussion in their minutes about taking over the pre-school. It was only after David Petrone and Jennifer Beausoleil attended our last Council meeting that the Council was told that the signing of the MOA had a direct impact on the Board's ability to take over the pre-school and that was why they wanted a new MOA signed by the Council. Then we were told that the new MOA didn't make any changes to the original language approved by the prior Council. This looked to be not accurate.

The chair recommended that if the Board would like swift action on this or other items in the future that they present the Council with the action requested (with timelines if applicable), all of the facts surrounding their request, the reason for the request and any timeline, and the impact of any such action that they are requesting the Council to make.

The Manager reported that this message has been conveyed to the Board.

The Manager told the Committee that the Library Building Committee and the Building Energy Committee would be coming to the next Town Council meeting to discuss next steps.

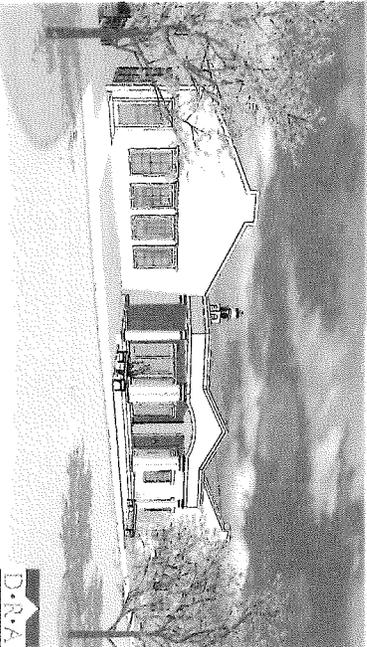
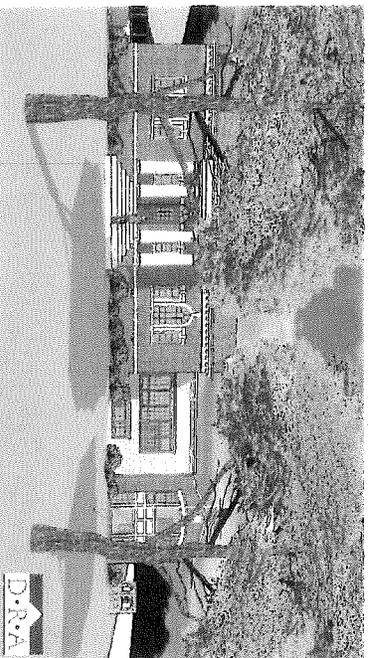
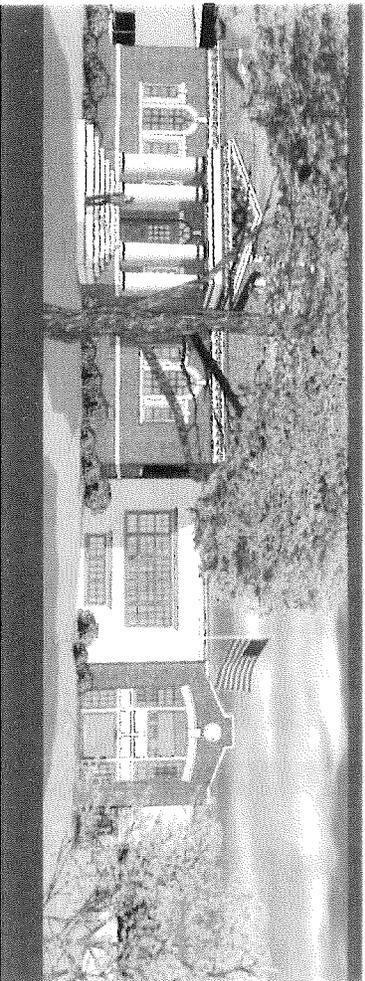
The Chair asked if the issue of probate was still a concern for the Town's ability to take ownership of the Library and land if the Town were to move forward with the project. The Chair said that IF the Council

decides to move forward he would suggest that any approval be contingent on the Library clearing up any question about the will's impact on the ability of the Town to assume ownership following the completion of the project.

The Manager reported that we still do not have any further information about the impacts of the additional \$22m in municipal aid cuts that the Governor included in the final State budget. The Chair expressed concern over the potential impacts on this year's budget and the real expectation that revenues in this year's State budget will be hundreds of millions of dollars less than those built into the budget by the Democrats and the Governor and the potential impacts of things that are hanging over us that we can't control.

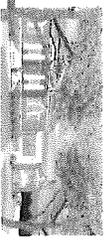
Matthew O'Brien
Chairman, Finance Committee

Our plan allows us to keep everything we love about our library, while addressing our community's expanding needs for space, technology and resources fit for the 21st century.



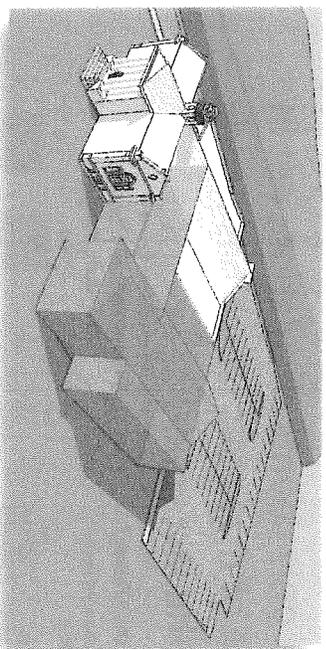
Project Priorities

- Provide plans for a functional, aesthetic, future facility for the Booth & Dimock Memorial Library at the lowest cost to the community.



Have There Been Changes?

- Yes: The project is better and cheaper

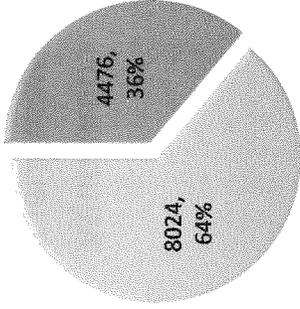


Library Usage

- Coventry Residents that have active Library

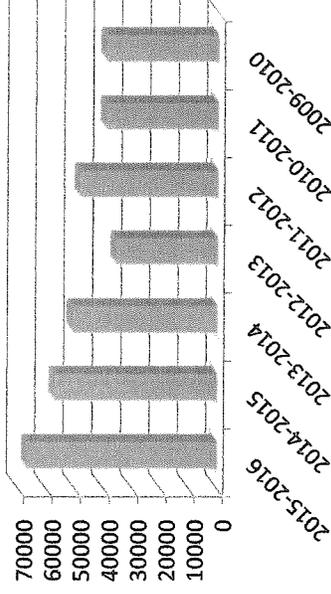
Cards: 8,024

- That is 531 more than last year!
- 64% of the Coventry Population
- Does not reflect families where a parent uses one card for everyone.



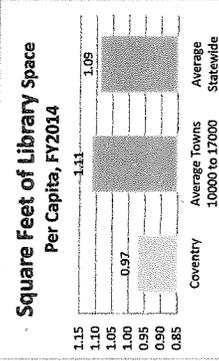
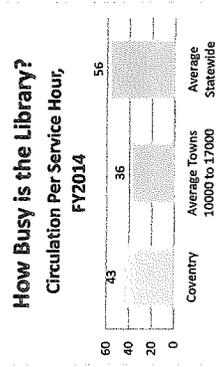
Library Usage

- 67,056 Visits to the Library counted by electronic door counter
- That is a 17% increase since last year!



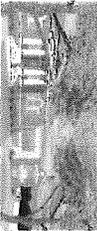
Library Usage

- The Library is 19% busier than that of the average Connecticut town of similar size, yet it has 13% less space than the average for such towns—this only counts circulation, not in house usage of materials which has nearly doubled in the last year.



Council Concerns

- Financial Impact
- Parking
- Sewers
- Building & Land Ownership



Council Concern – Financial Impact

- Revisions from Space Needs Report, made before Concept Plan Created
- Concept Plan absorbed many outstanding CIP projects
- Revisions made to Preliminary Cost Estimate

Money Saving Adaptations

- 33% Reduction in Square Footage called for in the Space Needs Plan:
Accomplished through an effective design featuring multi-use spaces.
Space needs plan called for adding 12,000 square feet and our proposal only adds 8,000 square feet.

Saved: \$ 1,200,000



Construction Costs: Site Relocation

CONSTRUCTION COSTS		\$ 6,600,000	Misc. Admin Costs	\$ 12,000
Demolition	\$ 0	Architectural Team Fees	\$ 594,000	
Site Work	\$ 600,000	Reimbursable	\$ 5,000	
Building Construction	\$ 6,000,000	Geotech & Survey	\$ 30,000	
Land Acquisition	\$ 200,000	Testing	\$ 15,000	
Escalation	\$ 264,000	Printing & Mailing	\$ 1,000	
Estimating Contingency	\$ 495,000	New Furnishings	\$ 50,000	
GC General Conditions	\$ 330,000	Phone System	\$ 15,000	
P&P Bonds	\$ 39,600	Technology	\$ 30,000	
Insurance	\$ 52,800	Security System	\$ 15,000	
TOTAL CONSTRUCTION COSTS	\$ 7,981,400	Builder's Risk	\$ 17,820	
		Moving	\$ 10,000	
		Legal	\$ 5,000	
Total Construction Costs	\$ 7,981,400	State Permit	\$ 1,235	
Total Soft Costs	\$ 1,146,055	Commissioning	\$ 15,000	
TOTAL COST OF NEW CONSTRUCTION (Rounded)	\$ 9,200,000	Contingency	\$ 330,000	
		TOTAL SOFT COSTS	\$ 1,146,055	

Money Saving Adaptations: 2 Separate Connected Buildings

- Maintains fire code without the need for sprinklers, which the water pressure in Coventry cannot support.
- Allows Library to remain open during construction
 - No need to rent a temporary space
 - No need to store collection off site, all of collection available to patrons for duration of construction

Saved: \$ 455,000



Money Saving Adaptations, Continued

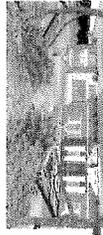
- Reuse existing elevator.
 - Requires the elevator to remain in the location, limiting floorplan options, but saves money in building and purchasing of new elevator. An ADA requirement.
- Wood frame construction
 - Does not match cinderblocks, but is more aesthetically pleasing and cheaper.
 - Can be tinted to match the cinderblock color for continuity
 - Covered with low maintenance siding.

Saved: \$ 500,000



Money Saving Adaptations, Continued

- No need to acquire new land.
 - Possible footprints 1 & 2 required additional land for parking
- Minimal site work needed
 - Can use parts of existing parking lot to build expanded lot.
 - By putting the driveway on the opposite side, less building construction into the steep slope will be required.



Project Savings Determined During Concept Design Process

Savings Item	Cost Savings
Reduce Addition from 12,000 S.F. to 8,000 S.F.	\$ 1,200,000
Make Addition Separate Building	
Fire Suppression	\$ 400,000
Retain Elevator in Present Location	\$ 100,000
Use of Siding on the Addition to the Structure	\$ 100,000
Wood Frame Construction	\$ 300,000
Build Addition Separate & Adjacent – Keep Library Open	
Move Books and Furnishings	\$ 10,000
Storage Rental	\$ 5,000
Temporary Library Rental	\$ 40,000
PROJECT DESIGN SAVINGS	\$ 2,155,000

Incorporation of Existing Capital Improvement Requests

- The planned facility will resolve outstanding CIP requests, which will need to be addressed regardless of expansion.



Project Savings by Incorporating Existing CIP Projects

Savings Item	Cost Savings
Replace Chiller	\$ 75,000
Replace Boiler	\$ 83,900
In Ground Oil Tank	\$ 20,000
Chimney Liner Replacement	\$ 14,000
Carpeting & Painting	\$ 35,000
Elevator Upgrades	\$ 24,500
Roof	\$ 50,000
Windows	\$ 46,000
Efficient Lighting	\$ 29,200
Expanding Parking	\$ 50,000
CIP SAVINGS	\$ 427,600

Design Project Savings

Savings Item	Cost Savings
Project Design Savings	\$ 2,155,000
CIP Projects	\$ 427,600
PROJECT DESIGN SAVINGS	\$ 2,582,600

Preliminary Cost Estimate - Construction Costs

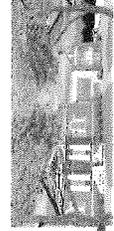
	DPA Estimate 11/11/15	Committee Revision 4/21/16	Rational
CONSTRUCTION COSTS	\$ 4,750,950	\$ 3,978,450	
Demolition	\$ 78,450	\$ 78,450	
Site Work	\$ 927,500	\$ 400,000	Reduced retaining wall & parking lot unit cost
Building Construction	\$ 3,745,000	\$ 3,500,000	Reduced renovation unit cost
Escalation	\$ 187,250	\$ 159,138	
Estimating Contingency	\$ 356,321	\$ 298,384	
GC General Conditions	\$ 237,458	\$ 198,923	Reductions based on percentage of construction costs
P&P Bonds	\$ 28,506	\$ 23,870	
Insurance	\$ 38,008	\$ 31,827	
TOTAL CONSTRUCTION COSTS	\$ 5,598,583	\$ 4,690,592	

Preliminary Cost Estimate - Soft Costs

	DPA Estimate 11/11/15	Committee Revision 4/21/16	Rational
Misc. Admin Costs	\$ 12,000	\$ 12,000	
Architectural Team Fees	\$ 427,586	\$ 200,000	Design Build
Reimbursable	\$ 5,000	\$ 5,000	
Geotech & Survey	\$ 20,000	\$ 20,000	
Testing	\$ 15,000	\$ 15,000	
Printing & Mailing	\$ 1,000	\$ 1,000	
New Furnishings	\$ 160,000	\$ 50,000	
Phone System	\$ 15,000	---	VOIP Project 2015
Technology	\$ 75,000	\$ 30,000	Capital Spending
Security System	\$ 15,000	\$ 15,000	
Builder's Risk	\$ 12,828	\$ 12,828	
Moving	\$ 10,000	\$ 10,000	
Legal	\$ 5,000	\$ 5,000	
State Permit	\$ 1,235	\$ 1,235	
Commissioning	\$ 15,000	\$ 15,000	
Contingency	\$ 237,548	\$ 198,923	Reduction based on percentage of construction costs
TOTAL SOFT COSTS	\$ 1,027,192	\$ 590,986	

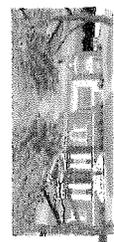
Preliminary Cost Estimate

	DRA Estimate 11/11/15	Committee Revision 4/21/16
Total Construction Costs	\$ 5,598,583	\$ 4,690,592
Total Soft Costs	\$ 1,027,192	\$ 590,986
TOTAL PRELIMINARY COST ESTIMATE	\$ 6,625,780	\$ 5,281,578
Rounded Cost Estimate	\$ 6,700,000	\$ 5,300,000



Funding Sources

- Awarded Grants
 - \$1,000,000 Connecticut State Library
- Grants Under Consideration for Application
 - \$500,000 STEAP
 - \$50,000 State Historic Preservation Office
 - \$15,000 1772 Foundation
- Fundraising

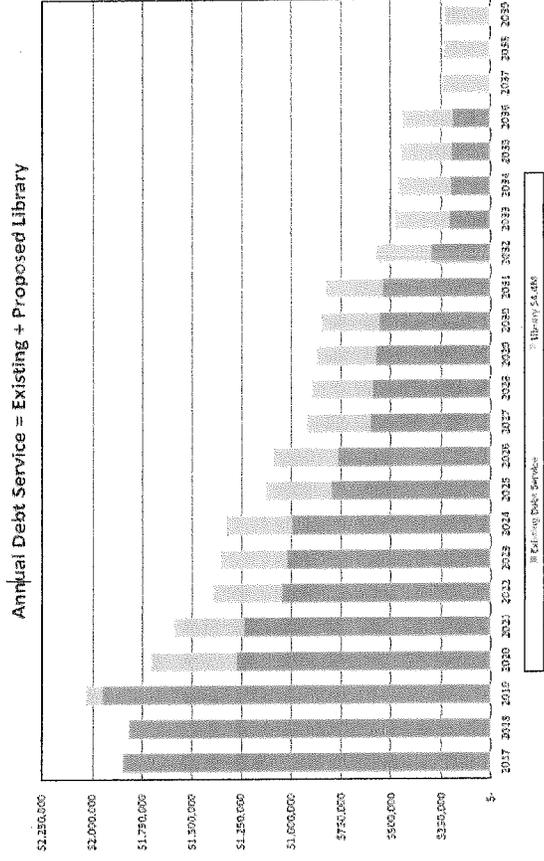


Preliminary Cost Estimate

Rounded Cost Estimate	\$ 5,300,000
Grant from Connecticut State Library	(\$ 1,000,000)
Estimated Financing Costs	\$ 100,000
Preliminary Cost Estimate	\$ 4,400,000
CIP Cost Avoidance	(\$ 427,600)



Debt Impact Chart – Library Renovations



Mill Rate/Tax Impact Table

Fiscal Year	Debt Service		Mill Rate		Tax Impact from Library Project		Fiscal Year
	Existing	Proposed	Existing	Proposed	Mill Rate	Household	
2017	\$ 1,943,078	\$ 1,943,078	1.96	1.96	\$0.00	\$0.00	2017
2018	1,913,803	1,913,803	1.95	1.95	\$0.00	\$0.00	2018
2019	1,848,857	1,848,857	1.89	1.89	\$1.45	\$1.04	2019
2020	1,772,459	1,772,459	1.87	1.87	\$9.03	\$8.59	2020
2021	1,552,109	1,552,109	1.83	1.83	\$54.80	\$45.7	2021
2022	1,156,096	1,156,096	1.77	1.77	\$53.89	\$44.7	2022
2023	1,017,346	1,017,346	1.69	1.69	\$51.57	\$43.8	2023
2024	992,671	992,671	1.67	1.67	\$41.46	\$42.0	2024
2025	789,271	789,271	1.52	1.52	\$50.35	\$40.2	2025
2026	767,571	767,571	1.49	1.49	\$48.24	\$41.0	2026
2027	602,571	602,571	1.23	1.23	\$44.12	\$40.1	2027
2028	585,071	585,071	1.21	1.21	\$47.00	\$40.2	2028
2029	572,571	572,571	1.20	1.20	\$45.90	\$39.1	2029
2030	572,571	572,571	1.20	1.20	\$44.79	\$38.1	2030
2031	541,496	541,496	1.16	1.16	\$43.68	\$36.4	2031
2032	299,684	299,684	0.93	0.93	\$42.56	\$35.5	2032
2033	207,200	207,200	0.72	0.72	\$41.45	\$34.6	2033
2034	201,650	201,650	0.71	0.71	\$40.34	\$33.8	2034
2035	198,100	198,100	0.71	0.71	\$39.23	\$32.7	2035
2036	195,550	195,550	0.70	0.70	\$38.11	\$31.8	2036
2037	192,000	192,000	0.69	0.69	\$37.00	\$30.9	2037
2038	188,450	188,450	0.68	0.68	\$35.89	\$29.8	2038
2039	184,900	184,900	0.67	0.67	\$34.78	\$28.9	2039
Total	\$56,696,710	\$ 228,578	0.24	0.24	\$34.78	\$2.90	Total

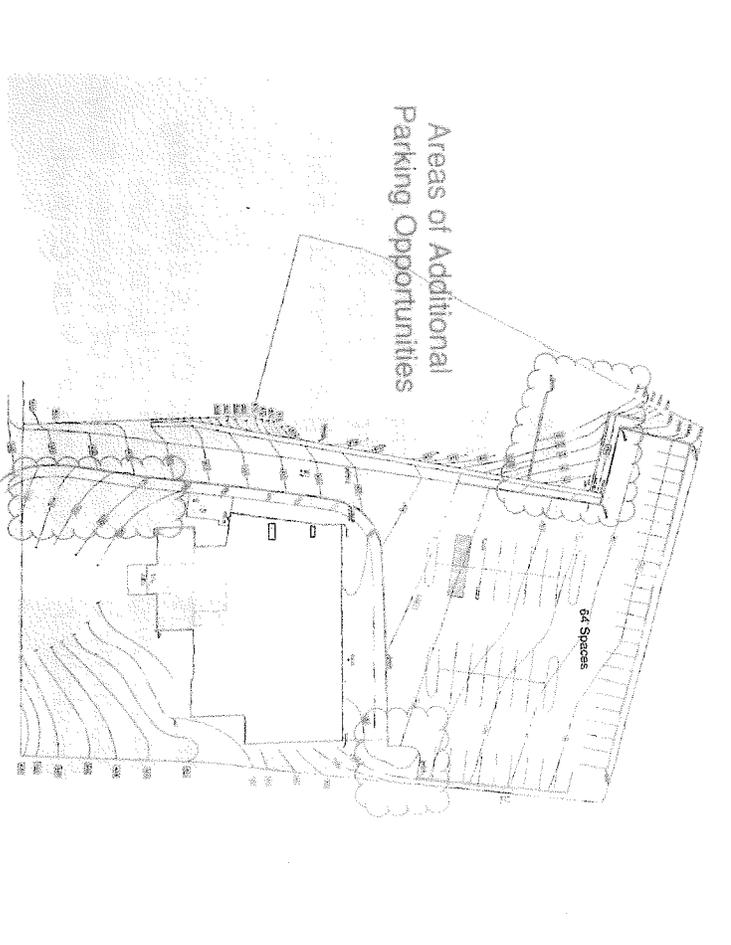
Prepared by IBFC LLC

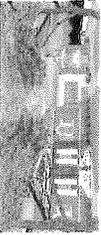
Council Concern – Parking

- Referred to and resolved by the Coventry Planning & Zoning Commission on March 14, 2016

Motion carried by PZC: *“The Coventry Planning and Zoning Commission supports the research and conclusions for parking requirements in regards to the library expansion project.”*

Section	Assembly	Public Access Area (S.F./PPA)	Assembly (Seats)	Spaces Required (PPA)	Spaces Provided	Total
Section 5.02.04 Off-Site Parking Requirements						
Assembly	1 space / 3 seats					
Parish	1 space / 250 S.F. (PPA)		12,688	42	52	94
Madison	1 space / 250 S.F. (PPA)		12,688	42	26	68
Udvar	1 space / 775 S.F. (PPA)		12,688	42	34	78
Average Peak Spaces / 1,000 S.F.			2.61	52		
Average Spaces / 1,000 S.F.			3.5	70		
ITE Formula	Per sq-ft (1.5=1,000 S.F. Building)		57			
Connecticut Zoning from American Planning Association (APA)						
Enfield	1 space / 200 S.F. (PPA)		72			
Meriden	1 space / 200 S.F. (PPA)		72			
New Britain	1 space / 500 S.F. (GA)		40			
New Fairfield	2 spaces / 400 S.F. (GA)		50			
Town	Population	Library GA	Assembly (Seats)	Spaces Provided	Spaces / 1,000 S.F. GA	One Space / S.F.
Bozrah	11,308	29,509	83	56	2.8	948.4
Wallington	5,806	22,600	120	60	4.8	210.5
Windsorbury	7,591	21,428	126	48	2.1	485.8
Coventry	12,428	20,000	125	78	3.8	283.2
Booth and Dimock Library Proposed Renovation						
Gross Area	Public Access Area (S.F./PPA)	Assembly (Seats)	Spaces Required (PPA)	Spaces Provided	Spaces Required (PPA - Assembly area)	Spaces Provided On-Site
Proposed Library	20,000	24,400	125	125	42	76
Proposed Library (minus Assembly Area)	12,888	12,888	125	125	34	17
Additional Parking Off-Site						
Total Parking Available						





Council Concern – Sewer Usage

- Referred to and resolved by the Coventry Water Pollution Control Authority on June 2, 2016

Motion 6-2-2016-2: “To approve sewer service for the proposed expansion of the Booth & Dimock Library with no change in billing based on water usage readings.”



Council Concern –

Building & Land Ownership, Continued

- Based upon comments at the Steering Committee on June 27, 2016, a revised Letter of Intent was subsequently submitted to the Town Council on June 29, 2016.
- The Board of Trustees accepts this is a working document, provided that all final terms are agreed upon by both the Board of Trustees, Town Council and their representative legal council.



Council Concern – Building & Land Ownership

- A Letter of Intent was presented to the Town Council on May 25, 2016. The letter was then sent to the Steering Committee to review and discuss with the Board of Trustees.

A Library for Coventry



Summer Reading Kick Off, June 2016

The days of a one-room library with nothing but bookshelves are long gone. Libraries nowadays are a hub of learning and creativity, enabling toddlers, high school students, seniors and any age in between to enjoy and benefit from the many opportunities at the library.



Our Recommended Next Step

- We respectfully request the Council consider our concept plan and decide if we can proceed to town meeting and referendum, allowing the Coventry voters a chance to have their voice heard on this project.

Request of Town Council

- We believe we have succeeded in providing the answers to all questions thus far risen by members of the Town Council.
- We are at your pleasure for our next steps and look forward to your advice on how to proceed.



Manager's project update: August 1, 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 late summer construction. Expect to bid this soon for August work. Optional pricing for recoating existing tennis courts will be included.
- 2.) Summer road work is scheduled and on track. We are following up on curbing and driveway aprons for the areas just paved. We will have spent the road bond money and most of this year's summer road money by the end of August. We continue road prep by Town forces and outside contractors over getting ready for the August chip seal work including Flanders, Flanders River, upper Grant Hill, the roads on the southerly portion of Waterfront Heights and the CVFA parking lot. Shimming for next year's Chip Sealing planned in August for Richmond, Zeya, Satari, Sean Circle (plus drainage), and Oak Leaf and certain lake area roads. We are far behind in roadside mowing and sweeping and curb repair, but doing the best we can with our work force.

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) Lake/Cross Street project is almost at bid. We have the final engineers estimate and have some funds left in the grant and are seeking permission to add additional pavement work in the gaps between repair sections. Construction inspector job advertised and candidates being reviewed (on hold until project is bid). Likely work will start in fall and finish in spring.
- 3) Laidlaw soccer field: Seeding complete and grass is growing. Water tank has been installed and irrigation installed. The Laidlaw Playscape (phase one) installation contract has been awarded funded with the savings from the senior center deck. The parking lot is still planned for installation as a late summer project by the town.
- 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, need Council authorization and will start the planning for fall/spring work. Required historical review is being quoted. Matching funds for this are from the sale of the old town garage which was set aside by Council for the Millbrook greenway.
- 6) Main Street investment fund project continues. Our sidewalk change order work is well underway and should be completed by the end of August. Clock has arrived. The gazebo and bridge complete except landscaping. Tracy Shoddy contract should be complete within the next few weeks and utilities installed in August. Now starting to cost out the balance of work against funds in the budget.
- 7) Working on association road concerns and the senior tax freeze for September Steering.

Grants

Eagleville 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 first application was on July 13th and second planned for July 27th.

STEAP Grants: CHS sidewalk bid package was approved by CTDOT district and the encroachment permit has been issued. We are expecting to get this out to bid this week. Lake Gate STEAP grant permits issued. Needed some final value engineering to try to get it back in budget with hopes of early August bid and Oct 1 construction start. We will wait and see how the bids come in.

Small community water systems: Nothing new to report on project status- Received formal grant notice and have delayed this grant at least one year while we work through some issues with CT Water.

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 (waiting several months now for revised pricing-keep nagging). 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. 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 is now planning for installing the new round of the awarded 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. While it has been awarded we await final paperwork. We are hoping for fall planting.

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 last year's budget) are being purchased. The Chief and determined to stay with tough books versus tablets. We made the NYTimes for an article on community policing. Chief Palmer is attending the CALEA conference to be awarded our Gold Standard accreditation. The Chief is planning on attending your August 15th meeting to discuss his White House visit and accreditation.

Fire EMS/Administrator:

We continue to work with the State Department of Public Health to transfer the ambulance license. Revised information has been submitted to the State. Revisions are underway. The Quint has been secured for late fall delivery. Starting to look at tanker trucks. Have started the five days a week service with Vintech for ambulance service. Finalizing contract with Comstar for billing services.

Finance:

Tax bills sent out and so far the DMV issues are manageable. ICE grant for computers has been approved by Bond Commission, a 50% grant for the Town/Schools/Library so an order is being readied. Audit work has started and year end work in underway to close out the year. One Finance employee out for 6 weeks of medical leave causing some operational strains.

Development group:

PZC has geared up enforcement issues. Continue to work with attorney on stubborn cases. Case which sought a corrective agreement have been non responsive for 6 months and is now going to litigation. Court action expected in several other cases with a failure to appear in on zoning case and a motion to default being prepared. EDC is working on selected sites for concept planning approved in the July budget. 2016 Farmers Market seems to be running well.

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. They need to conduct a capacity test and don't have money right now. We have scheduled a special WPCA meeting in August to discuss long term sewer capacity issues and concerns with a consortium meeting likely for fall.

EDC has arranged for CERC to run an EDC municipal leaders workshop jointly with Bolton on September 22. Council members and PZC members can participate. **Please mark your calendars !**

HR issues:

Negotiations with the Public Works Union have started and are making some progress. Two sessions planned for August. I am having our new labor attorney review our Personnel Rules which haven't had a major look since adopted in 1992.

Other projects:

Working on sale of town acquired property. Rte. 6 open space transfer from CTDOT was finalized. We picked up 272 acres of open space. I have asked staff to start planning an early October excursion for interested land use groups.

NCFD solar building permit approved and still awaiting an installation schedule this summer....next on the list; they claim they are working on the racking and rails.

Working with CRCOG and neighboring towns we have set up a series of meetings forum on the crumbling foundation issue. Our response from the Governor was not what we had hoped for. Consumer protection is not pursuing litigation and no task force will be established. CRCOG is proceeding ahead to set up an ad-hoc study committee to share experiences and get everyone on the same page. The Assessors are meeting in early August to develop a common methodology for establishing values for applicants. Meeting of leaders and assessors scheduled for late August

CNG natural gas project was approved and is underway. CNG field work is already underway with the road work starting. They just received State permits for Rte. 31 but not yet for and Rte. 44. The gas service lines to the schools (on school property) and Rte. 31 will be in place prior to the start of school to avoid conflicts. The Town sent letters to the neighborhood to inform them of the construction and let them know that marketing information by CNG is in the works. The Building committee finalizing the bid specs and they will be out in a week or so.

Hydrilla: DEEP sponsored a forum on their treatment recommendation. About 60 people showed up for what was a productive meeting. We know await follow-up on signage and firm dates. They will give at least a weeks' notice. They plan to proceed with their consultant's approach. They feel that the survey shows the Hydrilla has spread enough that a broader treatment is required and they feel an early August timeframe is needed for the growth cycle. We have asked Dr. Kortmann to conduct a pre and post treatment water analysis so we can see the impact of the State's treatment procedure. Also Dr. Kortmann is still working on finding funding or UCONN support for the Flyboard study. CT DEEP felt it did not have statewide impact so they will not fund further 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 has come to a pause to allow design for metal replacement poles at slightly higher height. A public hearing will be held over summer with a planned fall restart. Rep. Ackert is now involved. I asked our power company rep for an update and a meeting is set for 8/8.

Solarize: Back by popular demand we are offering the State sponsored Solarize program. The official kick off will be on July 28th at the lodge at 7:30 PM. After interviews with four firms and checking references we selected Encon for another round. We were able to get them to drop their pricing. The other firms had marketing or installation issues we didn't feel comfortable with. Our goal is 50 more houses. Already have one sign up.

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1712 Main Street
Coventry, CT 06238



VOL 1241 PG 1196
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12 Pages
QUIT CLAIM DEED
Convey Fee \$0.00
Lori Tollmann, Coventry Town Clerk

QUIT-CLAIM DEED**STATUTORY FORM**

The **State of Connecticut**, Department of Transportation, James Redeker, Commissioner, under authority granted by Section 13a-80 of the General Statutes of Connecticut, as revised, acting herein by Terrence J. Obey, Director of Rights of Way, Bureau of Engineering and Construction, Department of Transportation, duly authorized, with the advice and consent of the Office of Policy and Management of the State of Connecticut, and the State Properties Review Board, for good and valuable consideration does hereby give, grant, bargain, sell, conveys and assigns, to the **Town of Coventry**, a Municipal corporation existing under the laws of the State of Connecticut and having its territorial limits within the County of Tolland and State of Connecticut, with QUIT-CLAIM COVENANTS,

Those certain parcels of land, easements, and access rights, situated in the Town of Coventry, County of Tolland and State of Connecticut, as acquired in the following instruments:

A parcel of land and full and perpetual easement to drain from a proposed 12-inch C.C.M. pipe, acquired from John L. Twerdy et al, as evidenced by a Certificate of Condemnation filed on March 4, 1988 and recorded in Volume 363 at Page 172 of the Coventry Land Records.

A parcel of land, and a full and perpetual easement to drain from drainage facilities, acquired from Barbara O. Czerwinski, as evidenced by a Certificate of Condemnation filed on February 11, 1988 and recorded in Volume 362 at Page 158 of the Coventry Land Records.

A parcel of land acquired from Barbara O. Czerwinski, as contained in a Quit-Claim Deed dated July 3, 1989 and recorded in Volume 398 at Page 320 of the Coventry Land Records.

A parcel of land acquired from Laurence E. Bernat et al, as evidenced by a Certificate of Condemnation filed on October 27, 1987 and recorded in Volume 355 at Page 107 of the Coventry Land Records.

A parcel of land acquired from Theofile V. Chalecki et al, as contained in a Warranty Deed dated October 6, 1987 and recorded in Volume 353 at Page 55 of the Coventry Land Records.

A parcel of land acquired from Isabelle S. Andrews, as contained in a Warranty Deed dated October 5, 1987 and recorded in Volume 353 at Page 29 of the Coventry Land Records.

A parcel of land acquired from William E. Hodis et al, as contained in a Warranty Deed dated September 9, 1988 and recorded in Volume 379 at Page 330 of the Coventry Land Records.

A parcel of land acquired from Maureen E. Prescott et al, as contained in a Warranty Deed dated November 13, 1987 and recorded in Volume 356 at Page 146 of the Coventry Land Records.

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A parcel of land acquired from Frank L. Hastings, as evidenced by a Certificate of Condemnation filed on September 16, 1988 and recorded in Volume 380 at Page 196 of the Coventry Land Records.

A parcel of land acquired from Daniel M. Taylor et al, as contained in a Warranty Deed dated September 8, 1987 and recorded in Volume 351 at Page 17 of the Coventry Land Records.

A parcel of land acquired from Charles M. Rueb et al, as contained in a Warranty Deed dated June 30, 1988 and recorded in Volume 374 at Page 163 of the Coventry Land Records.

A parcel of land and a full and perpetual easement to slope for the safety of the highway and remove, use or retain excavated material under, over and across a portion of remaining land acquired from Susan K. Benedict, as contained in a Warranty Deed dated November 24, 1987 and recorded in Volume 357 at Page 74 of the Coventry Land Records.

A parcel of land acquired from Frederick Malon et al, as evidenced by a Certificate of Condemnation filed on April 18, 1988 and recorded in Volume 366 at Page 232 of the Coventry Land Records.

A parcel of land, a full and perpetual drainage right of way easement and an easement to slope for the support of the highway, acquired from Joseph F. Malon et al, as evidenced by a Certificate of Condemnation filed on June 10, 1988 and recorded in Volume 372 at Page 216 of the Coventry Land Records.

A full and perpetual drainage right of way easement acquired from Claire P. Vernon, as contained in an Easement Instrument dated December 2, 1987 and recorded in Volume 357 at Page 278 of the Coventry Land Records.

A full and perpetual drainage right of way easement acquired from Wilfred J. Breault et al, as contained in an Easement Instrument dated March 24, 1988 and recorded in Volume 366 at Page 16 of the Coventry Land Records.

Two parcels of land and a full and perpetual easement to slope for the support of the highway under, over and across a portion of remaining land acquired from Jon Bouley, as contained in a Warranty Deed dated July 12, 1988 and recorded in Volume 375 at Page 81 of the Coventry Land Records.

A parcel of land, three full and perpetual easements to slope for the support and safety of the highway and remove, use or retain excavated material within various locations of the remaining property, four full and perpetual drainage right of way easements within various locations of the remaining property and a full and perpetual easement to drain through and from drainage right of way, acquired from Ann Farr et al, as evidenced by a Certificate of Condemnation filed on October 27, 1987 and recorded in Volume 355 at Page 110 of the Coventry Land Records. Excepting therefrom that certain parcel of land and easements, situated in the Town of Coventry, County of Tolland and State of Connecticut located on the easterly side of Pucker Street, containing 9,819 square feet, more or less, and more particularly shown on a map filed in the Coventry Town Clerk's Office entitled: "TOWN OF COVENTRY MAP SHOWING LAND RELEASED TO TOWN OF COVENTRY BY THE STATE OF CONNECTICUT DEPARTMENT OF TRANSPORTATION RELOCATION OF U.S. ROUTE 6 (LIMITED ACCESS HIGHWAY) SCALE 1" = 40' FEBRUARY 2011 THOMAS A. HARLEY, P.E. CHIEF ENGINEER - BUREAU OF ENGINEERING AND CONSTRUCTION". TOWN NO. 32, PROJ. NO. 01-90, SERIAL NO. 25A, SHEET 1 OF 1, and described in a Quit-Claim deed dated November 21, 2011 and recorded in Volume 1200 at Page 261 of the Coventry Land Records.

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Two parcels of land, a full and perpetual easement to slope for the safety of the highway and remove, use or retain excavated material, and a full and perpetual easement to excavate channels, place rip rap and remove, use or retain excavated material, acquired from Julia S. Moriarty, as evidenced by a Certificate of Condemnation filed on March 31, 1989 and recorded in Volume 391 at Page 192 of the Coventry Land Records.

A parcel of land acquired from James D. Devoe et al, as evidenced by a Certificate of Condemnation filed on May 20, 1988 and recorded in Volume 369 at Page 160 of the Coventry Land Records.

A parcel of land acquired from Fern Pelton Solley, as contained in a Warranty Deed dated May 27, 1988 and recorded in Volume 370 at Page 238 of the Coventry Land Records.

A parcel of land acquired from Thomas C. Weldon et al, as contained in a Warranty Deed dated September 22, 1988 and recorded in Volume 381 at Page 171 of the Coventry Land Records.

A parcel of land acquired from Lawrence E. Green et al, as evidenced by a Certificate of Condemnation filed on October 30, 1986 and recorded in Volume 325 at Page 319 of the Coventry Land Records.

Two parcels of land acquired from William A. Dickson et al, as evidenced by a Certificate of Condemnation filed on November 7, 1986 and recorded in Volume 326 at Page 200 of the Coventry Land Records.

A parcel of land acquired from William A. Dickson et al, as evidenced by a Certificate of Condemnation filed on May 19, 1987 and recorded in Volume 339 at Page 113 of the Coventry Land Records.

A parcel of land acquired from Chester L. Heckler et al, as evidenced by a Certificate of Condemnation filed on September 5, 1986 and recorded in Volume 322 at Page 8 of the Coventry Land Records.

A drainage right of way easement acquired from Eugene E. Camarco et al, as evidenced by a Certificate of Condemnation filed on August 11, 1986 and recorded in Volume 319 at Page 292 of the Coventry Land Records.

A parcel of land acquired from Marguerite Tucker et al, as evidenced by a Certificate of Condemnation filed on September 5, 1986 and recorded in Volume 322 at Page 6 of the Coventry Land Records.

A parcel of land acquired from Colin V. MacLeod et al, as contained in a Warranty Deed dated December 19, 1986 and recorded in Volume 329 at Page 79 of the Coventry Land Records.

A parcel of land acquired from Paul E. Heckler, Jr., as contained in a Warranty Deed dated September 22, 1986 and recorded in Volume 323 at Page 267 of the Coventry Land Records.

A parcel of land acquired from George E. Carpenter et al, as evidenced by a Certificate of Condemnation filed on October 10, 1986 and recorded in Volume 324 at Page 266 of the Coventry Land Records.

A parcel of land acquired from George E. Carpenter et al, as evidenced by a Certificate of Condemnation filed on May 19, 1987 and recorded in Volume 339 at Page 117 of the Coventry Land Records.

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Two parcels of land and a full and perpetual easement to drain from a culvert, acquired from Alfred D. Heckler, as evidenced by a Certificate of Condemnation filed on October 30, 1986 and recorded in Volume 325 at Page 316 of the Coventry Land Records.

A parcel of land acquired from James E. Boylan et al, as evidenced by a Certificate of Condemnation filed on August 19, 1986 and recorded in Volume 320 at Page 190 of the Coventry Land Records.

A parcel of land, a full and perpetual easement to slope for the support of the highway, a full and perpetual easement to install metal beam rail and construct end anchorage and a drainage right of way easement, acquired from Roland A. Lestage et al, as evidenced by a Certificate of Condemnation filed on October 14, 1986 and recorded in Volume 324 at Page 308 of the Coventry Land Records.

A parcel of land acquired from Richard W. Walton et al, as contained in a Warranty Deed dated April 29, 1987 and recorded in Volume 351 at Page 200 of the Coventry Land Records.

A parcel of land acquired from Wayne B. Fritz et al, as evidenced by a Certificate of Condemnation filed on August 24, 1987 and recorded in Volume 349 at Page 73 of the Coventry Land Records.

A parcel of land acquired from Jean M. Sevigny et al, as contained in a Warranty Deed dated May 20, 1987 and recorded in Volume 339 at Page 218 of the Coventry Land Records.

A parcel of land acquired from Peter E. DeCarli et al, as contained in a Warranty Deed dated August 31, 1987 and recorded in Volume 350 at Page 16 of the Coventry Land Records.

A parcel of land acquired from E. Barbro Simmons, as contained in a Warranty Deed dated April 20, 1987 and recorded in Volume 336 at Page 199 of the Coventry Land Records.

Three parcels of land acquired from Nellie A. DeCarli, as contained in a Warranty Deed dated June 8, 1987 and recorded in Volume 342 at Page 245 of the Coventry Land Records.

A parcel of land and a drainage right of way easement acquired from Marcia A. Babbidge, as evidenced by a Certificate of Condemnation filed on March 2, 1987 and recorded in Volume 333 at Page 176 of the Coventry Land Records.

A parcel of land acquired from Frederick H. Miller, as contained in a Warranty Deed dated July 7, 1987 and recorded in Volume 345 at Page 297 of the Coventry Land Records.

A parcel of land acquired from William Henry Hunt, as evidenced by a Certificate of Condemnation filed on November 10, 1988 and recorded in Volume 384 at Page 65 of the Coventry Land Records.

A parcel of land acquired from Stephen A. Munsell et al, as evidenced by a Certificate of Condemnation filed on January 29, 1987 and recorded in Volume 331 at Page 304 of the Coventry Land Records.

A parcel of land acquired from Andrew J. Czarniecki et al, as contained in a Warranty Deed dated May 4, 1987 and recorded in Volume 338 at Page 103 of the Coventry Land Records.

Two parcels of land acquired from Shirley F. Glenney, as evidenced by a Certificate of Condemnation filed on May 15, 1987 and recorded in Volume 339 at Page 79 of the Coventry Land Records.

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A parcel of land acquired from Carl J. Olson, as contained in a Warranty Deed dated May 6, 1987 and recorded in Volume 337 at Page 337 of the Coventry Land Records.

A parcel of land acquired from John D. Pagini et al, as contained in a Warranty Deed dated November 10, 1987 and recorded in Volume 356 at Page 109 of the Coventry Land Records.

Two parcels of land, two full and perpetual drainage right of way easements, a full and perpetual easement to drain from drainage facilities and a full and perpetual easement to slope for the support and safety of the highway and remove, use or retain excavated material acquired from Coventry Land Development Corporation, as evidenced by a Certificate of Condemnation filed on August 19, 1987 and recorded in Volume 348 at Page 219 of the Coventry Land Records.

A parcel of land, a full and perpetual easement to slope for the support of the highway, a full and perpetual easement to excavate a ditch, place riprap, and remove, use or retain excavated material, a full and perpetual 25-foot-wide drainage right of way, and a full and perpetual easement to drain, acquired from Lyndon L. Wilmot et al, as evidenced by a Certificate of Condemnation filed on January 8, 1988 and recorded in Volume 360 at page 187 of the Coventry Land Records.

A parcel of land acquired from Lyndon L. Wilmot et al, as contained in a Warranty Deed dated March 6, 1997 and recorded in Volume 593 at Page 135 of the Coventry Land Records.

A full and perpetual easement to slope for the safety of the highway and remove, use or retain excavated material, and a full and perpetual drainage right of way easement. And the State of Connecticut, further assigns unto the Town of Coventry its successors and assigns, a full and perpetual right and privilege to enter upon the said premises by its officers, employees, servants and agents, for the purpose of constructing, building, maintaining, cleaning, repairing, reconstructing and inspecting, at all times a drain or pipe, with appurtenances thereto, upon, over, under and across said easement, together with the further right, privilege and easement to discharge water onto remaining land from said drain or pipe, in the direction of the arrows, as acquired from Leonard D. Boulay et al, as contained in a Warranty Deed dated June 21, 1987 and recorded in Volume 346 at Page 80 of the Coventry Land Records.

A parcel of land acquired from William Hunt, as evidenced by a Certificate of Condemnation filed on August 25, 1988 and recorded in Volume 378 at Page 312 of the Coventry Land Records.

Those certain rights of access acquired from the Estate of Robert Azzara, c/o JoAnn Azzara, Executrix, as evidenced by a Certificate of Condemnation filed on May 19, 1987 and recorded in Volume 339 at Page 115 of the Coventry Land Records.

A parcel of land acquired from Elizabeth S. Caine, as evidenced by a Certificate of Condemnation filed on April 13, 1987 and recorded in Volume 336 at Page 28 of the Coventry Land Records.

A parcel of land acquired from Teresa M. Sandler, as evidenced by a Certificate of Condemnation filed on March 12, 1987 and recorded in Volume 334 at Page 19 of the Coventry Land Records.

A parcel of land and a full and perpetual easement to slope for the safety of the highway and remove, use or retain excavated material acquired from Joseph J. Wilkinson et al, as evidenced by a Certificate of Condemnation filed on September 22, 1987 and recorded in Volume 351 at Page 340 of the Coventry Land Records.

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A parcel of land acquired from Neil C. Simmons, as evidenced by a Certificate of Condemnation filed on March 2, 1987 and recorded in Volume 333 at Page 178 of the Coventry Land Records.

A parcel of land acquired from Keith S. Rambus et al, as evidenced by a Certificate of Condemnation filed on September 30, 1987 and recorded in Volume 352 at Page 264 of the Coventry Land Records.

The above-described premises and easements are conveyed and assigned together with any and all rights of access denied to and from, from and to the properties abutting the open space parcels herein conveyed as acquired by the Grantor and described in the previously listed volumes and pages on the maps referenced therein.

The parties hereto understand and agree that the above-described parcels are conveyed with the special limitation that said premises shall be used for open space purposes. Said premises are conveyed subject to the following limitations:

- a) The premises shall be used as open space including park or passive recreation and related parking purposes, and it shall be open to the general public. Such uses shall be limited to non-motorized recreation that does not require dedicated playing fields. "Car Top" or "Hand Carry" non-commercial boat launching, trail use, hiking, bird watching, etc. are all permitted and shall be without resident/non-resident quotas or fees.
- b) Parking on portions of the premises for said activities is permitted on existing or non-pervious parking surfaces only.
- c) No construction of permanent structures is to be permitted on the premises.
- d) No clearing of present vegetation is to be permitted on the premises.
- e) No commercial agricultural activities are to be permitted on the premises.

The following exceptions are permissible:

- a) The Grantee shall be permitted to construct interpretive signage, information kiosks, observation decks, fishing piers, and "composting toilet" and/or temporary sanitary facilities on the premises to support the park or recreational uses.
- b) The Grantee shall be permitted to construct paved trails, bridges, stormwater management systems, benches, boardwalks, railings, and paved parking areas to comply with laws related to accessibility, provided that such construction or paving is solely to support the park or recreational uses.
- c) The Grantee shall be permitted to use the premises for fire safety purposes, including the placement of underground cisterns or dry hydrants provided that such placement does not limit park or recreational uses and does not require the construction of new roads.
- d) The Grantee shall be permitted to conduct forest management for the purpose of promoting forest health, eradicating invasive species, and protecting public safety consistent with a written forest management plan created by a State Certified Forester, pursuant to Section 23-65h of the Connecticut General Statutes, as revised.

In the event that the Grantee does not use said premises for the purposes specified herein, does not retain ownership of all of said premises, leases all or a portion of said premises, or does not abide by the above limitations, then said premises shall revert to the State of Connecticut.

In the event of a reversion of the premises to the State of Connecticut, the foregoing assignments of easements shall be rendered null and void.

In the event that the Grantor finds it necessary to utilize said premises, or a portion of said premises, for highway/transportation purposes, then said premises shall revert to the State of Connecticut.

Town of Coventry
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A request to release any deed restrictions listed herein must be reviewed and approved by the Department of Transportation (D.O.T.) and the Department of Energy and Environmental Protection (D.E.E.P.) prior to granting of said request. Provided, however, that nothing herein shall require that D.O.T. and D.E.E.P must grant their approval.

The above-described premises and easements are conveyed and assigned subject to such rights and easements as may appear of record and to any state of facts which an inspection of the premises may show.

The above-described premises and easements are conveyed and assigned subject to any and all provisions of any ordinance, municipal regulation, or public or private law, including but not limited to those easements belonging to Algonquin Gas Transmission Company as recorded in Volume 1236 at Page 185, Volume 1236 at Page 188, and Volume 1236 at Page 191 of the Coventry Land Records.

IN WITNESS WHEREOF, the State of Connecticut, Department of Transportation, acting herein by Terrence J. Obey, Director of Rights of Way, Bureau of Engineering and Construction, duly authorized, has caused its seal to be hereto affixed and this Instrument to be executed in its behalf this 5th day of MAY, A.D. 2016.

Signed, Sealed and Delivered
in the presence of

State of Connecticut
Department of Transportation
James Redeker
Commissioner

Blonde Blonds
Witness Blonde Blonds

By T. J. Obey (L.S.)

Terrence J. Obey
Director of Rights of Way
Bureau of Engineering and Construction
Department of Transportation
Duly Authorized

Thomas J. McLaughlin
Witness Thomas J. McLaughlin

RELEASE NEGOTIATION AND CLOSING REPORT

TYPE OF SALE Open Space Purposes

BUYERS NAME(S) Town of Coventry
(as to appear on deed)

ADDRESS 1712 Main Street
Coventry, Connecticut 06238

CONTACT AT CRCOG - Rob Aloise (860) 522-2217 x 214

FILE NO. 001-090-005C

TOWN Coventry **ROAD** Proposed Route 6

TYPE OF LAND	<u>Total Land: 272.117± ac</u>	RELEASE PRICE	<u>\$0.00</u>
	<u>Easements, DROW, and rights of access assigned</u>	DEPOSIT	<u>\$0.00</u>
		BALANCE DUE	<u>\$0.00</u>

RESERVATIONS IN RELEASE DEED

STATE FILE NO.	FORMER OWNER	DEED TYPE/ VOLUME/PAGE	APPROX. ORIGINAL PURCH. PRICE/SZ.	DATE OF DEED
see attached				

FED. PARTICIPATING _____

REMARKS

- Excepting therefrom land and easements previously transferred to the Town of Coventry (File No. 001-090-025A)
- Subject to easements previously granted to Algonquin Gas Transmission Company (File Nos. 001-090-004B, 005A, & 030A)

RELEASE DEED

DELIVERED IN PERSON	SIGNED _____	DATE _____
DELIVERED BY MAIL	X SIGNED <u>[Signature]</u>	DATE <u>7/6/2016</u>
FINAL PAYMENT RECEIVED	<u>[Signature]</u> DOT REPRESENTATIVE <u>Christina Smith</u>	DATE <u>7/14/16</u>

STATE FILE NO.	FORMER OWNER	DEED TYPE/ VOLUME/PAGE	APPROX. ORIGINAL PURCH. PRICE/SZ.	DATE OF DEED
001-090-003	John L. Twerdy et al	Cert of Cond 363/172	\$105,000.00 **	3/4/1988
001-090-004	Barbara O. Czerwinski	Cert of Cond 362/158	\$39,650.00 **	2/11/1988
001-090-004A	Barbara O. Czerwinski	Quit-Claim 398/320	\$2,500.00 **	7/3/1989
001-090-005	Laurence E. Bernat et al	Cert of Cond 355/107	\$195,000.00 **	10/27/1987
001-090-006	Theofile V. Chalecki et al	Warr 353/55	\$125,000.00 **	10/6/1987
001-090-007	Isabelle S. Andrews	Warr 353/29	\$82,000.00 **	10/5/1987
001-090-008	William E. Hodis et al	Warr 379/330	\$188,000.00 **	9/9/1988
001-090-009	Maureen E. Prescott et al	Warr 356/146	\$132,000.00 **	11/13/1987
001-090-011	Frank L. Hastings	Cert of Cond 380/196	\$172,000.00 **	9/16/1988
001-090-012	Daniel M. Taylor et al	Warr 351/17	\$250.00 **	9/8/1987
001-090-015	Charles M. Rueb et al	Warr 374/163	\$4,500.00 **	6/30/1988
001-090-016	Susan K. Benedict	Warr 357/74	\$6,500.00 **	11/24/1987
001-090-017	Frederick Malon et al	Cert of Cond 366/232	\$700.00 **	4/18/1988
001-090-020	Joseph F. Malon et al	Cert of Cond 372/216	\$1,500.00 **	6/10/1988
001-090-021	Claire P. Vernon	Easement 357/278	\$250.00 **	12/2/1987
001-090-022	Wilfred J. Breault et al	Easement 366/16	\$350.00 **	3/24/1988
001-090-023	Jon Bouley	Warr 375/81	\$5,800.00 **	7/12/1988
001-090-025	Ann Farr	Cert of Cond 355/110	\$43,000.00 **	10/27/1987
001-090-026	Julia S. Moriarty	Cert of Cond 391/192	\$81,500.00 **	3/31/1989
001-090-028	James D. Devoe et al	Cert of Cond 369/160	\$2,850.00 **	5/20/1988
001-090-030	Fern Pelton Solley	Warr 370/238	\$179,340.00 **	5/27/1988
001-090-031	Mary C. Weldon et al	Warr 381/171	\$11,000.00 **	9/22/1988
012-081-041	Lawrence E. Green et al	Cert of Cond C:325/319; B:62/720	\$227,000.00 **	10/30/1986
012-081-042	William A. Dickinson et al	Cert of Cond 326/200	\$268,500.00 **	11/7/1986
012-081-042A	William A. Dickinson et al	Cert of Cond 339/113	\$5,000.00 **	5/19/1987
012-081-043	Chester L. Heckler	Cert of Cond 322/8	\$1,800.00 **	9/5/1986
012-081-044	Eugene E. Camarco et al	Cert of Cond 319/292	\$150.00 **	8/11/1986
012-081-045	Marguerite Tucker	Cert of Cond 322/6	\$12,000.00 **	9/5/1986
012-081-046	Colin V. MacLeod et al	Warr 329/79	\$100,000.00 **	12/19/1986

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*Straddles the town line. The acquisition is filed in Coventry (C) and Bolton (B) or Andover (A).

**See acquisition totals.

STATE FILE NO.	FORMER OWNER	DEED TYPE/ VOLUME/PAGE	APPROX. ORIGINAL PURCH. PRICE/SZ.	DATE OF DEED
012-081-047	Paul E. Hecklet, Jr.	Warr 323/267	\$150.00 **	9/22/1986
012-081-048	George E. Carpenter et al	Cert of Cond 324/266	\$11,000.00 **	10/10/1986
012-081-048A	George E. Carpenter et al	Cert of Cond 339/117	\$3,175.00 **	5/19/1987
012-081-049	Alfred D. Heckler	Cert of Cond 325/316	\$100,000.00 **	10/30/1986
012-081-050	James E. Boylan	Cert of Cond 320/190	\$88,800.00 **	8/19/1986
012-081-055	Roland A. Lestage et al	Cert of Cond 324/308	\$13,500.00 **	10/14/1986
032-114-001*	Richard W. Walton et al	Warr C:351/200 A:45/1	n/a **	4/29/1987
032-114-006	Wayne B. Fritz et al	Cert of Cond 349/73	n/a **	8/24/1987
032-114-007	Jean M. Sevigny et al	Warr 339/218	n/a **	5/20/1987
032-114-008	Peter E. DeCarli et al	Warr 350/16	n/a **	8/31/1987
032-114-009	E. Barbro Simmons	Warr 336/199	n/a **	4/20/1987
032-114-013	Nellie A. DeCarli	Warr 342/245	n/a **	6/8/1987
032-114-014	Marcia A. Babbidge	Cert of Cond 333/176	n/a **	3/2/1987
032-114-015	Frederick H. Miller	Warr 345/297	\$7,600.00 **	7/7/1987
032-114-016	William Henry Hunt	Cert of Cond 384/65	\$394,000.00 **	11/10/1988
032-114-017	Stephen A. Munsell et al	Cert of Cond 331/304	\$5,000.00 **	1/29/1987
032-114-018	Andrew J. Czarnecki et al	Warr 338/103	\$20,000.00 **	5/4/1987
032-114-025	Shirley F. Glenney	Cert of Cond 339/70	\$81,250.00 **	5/15/1987
032-114-027	Carl J. Olson	Warr 337/337	\$124,000.00 **	5/6/1987
032-114-028	John D. Pagini et al	Warr 356/109	\$4,600.00 **	11/10/1987
032-114-034	Coventry Land Development Corporation	Cert of Cond 348/219	\$69,900.00 **	8/19/1987
032-114-036	Lyndon L. Wilmot et al	Cert of Cond 360/187	\$38,500.00 **	1/8/1988
032-114-036A	Lyndon L. Wilmot et al	Warr 593/135	\$115,000.00 **	3/6/1997
032-114-046*	Leonard D. Boulay et al	Warr C:346/80 A:45/1080	\$500.00 **	6/21/1987
032-114-047	William Hunt	Cert of Cond 378/312	\$186,000.00 **	8/25/1988
032-114-049*	Estate of Roberta Azzara c/o JoAnn Azzara, Executrix	Cert of Cond C:339/115 A:45/160	\$3,000.00 **	5/19/1987
032-114-052	Elizabeth S. Caine	Cert of Cond 336/28	\$55,750.00 **	4/13/1987
032-114-054	Teresa M. Sandler	Cert of Cond 334/19	\$1,000.00 **	3/12/1987
032-114-055	Joseph J. Wilkinson et al	Cert of Cond 351/340	\$100,000.00 **	9/22/1987
032-114-059	Neil C. Simmons	Cert of Cond 333/178	\$76,000.00 **	3/2/1987
032-114-060	Keith S. Rambus et al	Cert of Cond 352/264	\$51,050.00 **	9/30/1987

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*Straddles the town line. The acquisition is filed in Coventry (C) and Bolton (B) or Andover (A).
 **See acquisition totals.

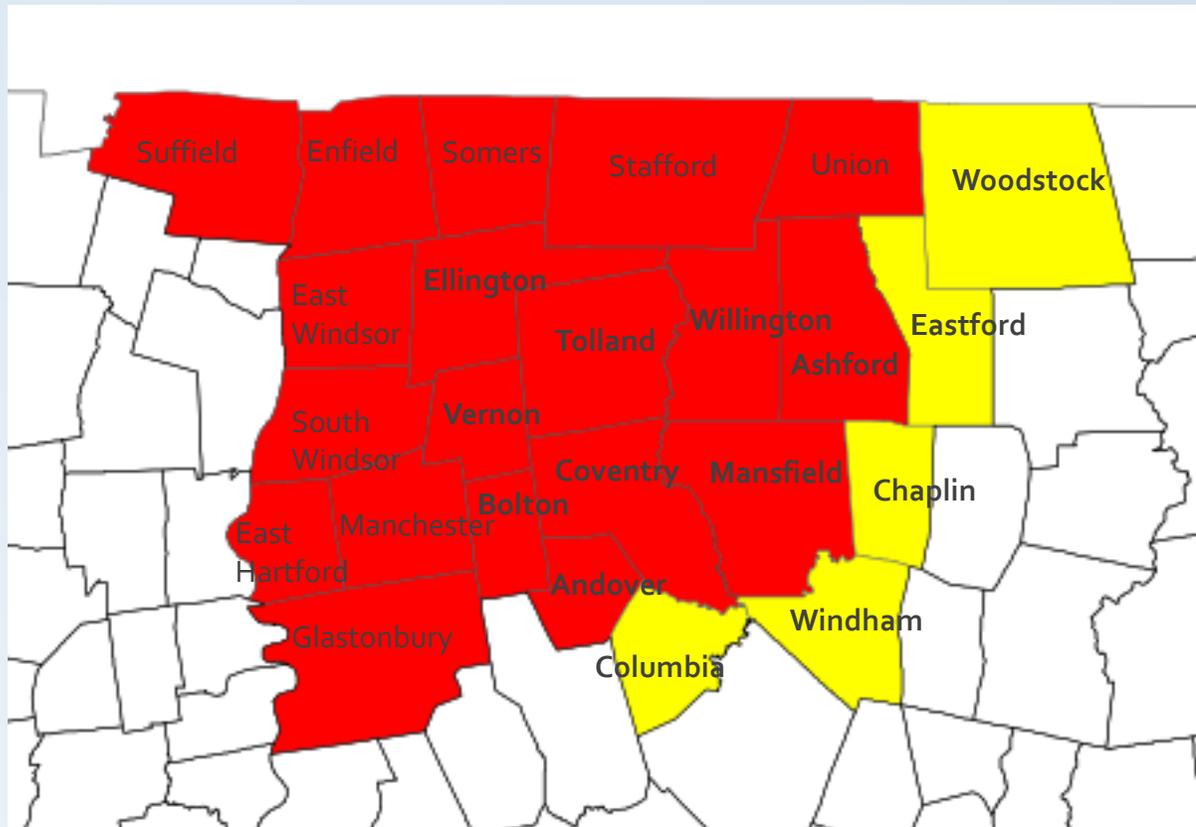
File No.	Land (ac)	Easement (ac)	DROW (sf)
001-090-003	7.900	0	0
001-090-004	5.700	0	0
001-090-004A	2.700	0	0
001-090-005	20.000	0	0
001-090-006	0.550	0	0
001-090-007	1.090	0	0
001-090-008	0.510	0	0
001-090-009	1.600	0	0
001-090-011	2.150	0	0
001-090-012	0.002	0	0
001-090-015	0.300	0	0
001-090-016	0.200	0.102	0
001-090-017	0.030	0	0
001-090-020	0.040	0.08	1742.4
001-090-021	0.000	0	1742.4
001-090-022	0.000	0	28
001-090-023	0.110	0.09	0
001-090-025	7.300	0.67	7405.2
001-090-026	16.300	0.25	0
001-090-028	0.060	0	0
001-090-030	18.800	0	0
001-090-031	0.502	0	0
012-081-041	15.000	0	0
012-081-042	19.600	0	0
012-081-042A	1.800	0	0
012-081-043	4.600	0	0
012-081-044	0.000	0	435.6
012-081-045	2.000	0	0
012-081-046	3.010	0	0
012-081-047	0.010	0	0
012-081-048	3.000	0	0
012-081-048A	0.725	0	0
012-081-049	15.520	0	0
012-081-050	0.930	0	0
012-081-055	0.050	0.17	0
032-114-001*	1.800	0	0
032-114-006	6.500	0	0
032-114-007	7.200	0	0
032-114-008	2.800	0	0
032-114-009	0.811	0	0
032-114-013	17.910	0	0
032-114-014	2.850	0	1200
032-114-015	2.540	0	0
032-114-016	14.000	0	0
032-114-017	0.600	0	0
032-114-018	2.650	0	0
032-114-025	12.500	0	0
032-114-027	2.450	0	0
032-114-028	0.650	0	0
032-114-034	11.890	0.4	4356
032-114-036	2.400	0.53	871.2
032-114-036A	5.444	0	0
032-114-046	0.000	0.01	871.2
032-114-047	9.200	0	0
032-114-049	0.000	0	0
032-114-052	3.450	0.04	0
032-114-054	0.040	0	0
032-114-055	8.000	0.14	0
032-114-059	2.838	0	0
032-114-060	1.730	0	0
Total Acquired	272.342	2.482	18652
Previously Transferred	0.225	0.75	3049.2
Total to be Transferred	272.117± ac	1.732± ac	15,602.8± sf

Crumbling Foundations



Meeting on July 25, 2016

Who Is Affected?



■ Reportedly Affected

■ Potentially Affected

- All towns within 30 minutes driving distance of the quarry have been affected.
- Some towns outside the 30 minute drive time are affected (Glastonbury and Andover)
- Commercial building could be affected as well
- Walls are where this is often first noticed, but this can affect slabs and footings

Why Does It Happen?

- Presence of pyrrhotite in the concrete
- Critical element is moisture and the interaction of pyrrhotite with moisture. Homes with small amounts of pyrrhotite (less than 0.3%) still can experience crumbling foundations*

What Does It Cost to Test and Remediate?

- \$3,000 - \$5,000 to test to confirm the presence of pyrrhotite (although other tests may be available – e.g., ultrasound, they are only effective on a limited basis in that they will only work if the crumbling has already started)
- \$100,000 - \$200,000 per home for remediation (the price can be higher dependent on the size of the home)

What Do We Need to Know?

- How many are affected or could be affected?
 - New York Times reported that the quarry supplied as many as 20,000 homes with concrete
 - Presence of pyrrhotite does not guarantee a problem, but has the potential of a problem
 - Commercial buildings, bridges and other concrete structures such as retaining walls could be affected as well
- What are the long term implications?
 - Reduction in municipal tax will impact mill rates
 - Depressed real estate market in Connecticut's northeast will affect much of the state
 - Long-term economic impacts through a ripple affect from those who are currently affected or will be affected, including businesses and commercial buildings.

Trois-Rivières, Quebec, Canada

- Similar problem with crumbling foundations as a result of pyrrhotite.
- Construction was between 1996 – 2008
- Estimates of total impacted houses: 1800 confirmed houses (previously 1507). Higher estimates are up to 4000
- Created state funded (and a recent infusion of federal funding) to help homeowners.
- No aid to commercial building owners
- Lost \$13 Million in tax revenue through revaluations (1800 homes)

Trois-Rivières, Quebec Available Aid for Homeowners

- Insurance Program called “Homeowners’ Guarantee”
 - Construction Guarantee Insurance
 - Private insurance purchased by homeowner on new construction that guaranteed certain aspects of the construction, including the foundation
 - There is no known equivalent in Connecticut
 - Homes remediated: 621
- Pyrrhotite Program
 - Local Program
 - Received State Funding (\$30MM) and recently, Federal Funding (\$30MM)
 - Number of homes remediated: 445, with additional federal funding, expect to help an addition 440 homes

Trois-Rivières, Quebec Local Program

- Developed in conjunction with the Quebec Housing Corporation (equivalent to the state's housing authority)
- Pays 75% of remediation costs up to \$75,000
- Building must have damage OR have 0.3% or more pyrrhotite as measured by volume
- Must supply two estimates from qualified contractors
- Must be pre-approved through the process before receiving any funding
- Residential foundation or basement rehabilitation only

What We Can Do?

- Develop a uniform method for determining reductions in assessments for affected homes
 - Assessors are meeting on August 9th for a preliminary discussion.
 - It would be helpful for CT OPM to give concurrence to the uniform method so that all the towns will treat this issue in the same manner.
 - Trois-Rivières generally assesses homes at 40% of market value (e.g. a typical 200K house would be valued at 80K), but reviews each case individually to understand extent of the damage (damage may only be to an addition, etc.)

What We Can Do - continued

- Identify Qualified Inspection and Testing Services
 - RFP for approved laboratory inspection services, potentially at reduced costs
 - Research potential other effective methods of testing
- Develop a Remediation Pricing Index
 - Maximum square footage costs?
 - Qualified contractors?
 - Potential pitfalls with this approach

What We Can Do - continued

- Pressure on Insurance Companies
 - Anecdotal evidence that some insurance companies will cover loss if presented with lawsuits (unclear under what circumstances, what policies or what conditions)
 - What is the ask to the Insurance Companies?

Top 10 Homeowner's Insurance Companies in CT

	Company	Premiums (in 000's)	Market Share (%)
1	Liberty Mutual	\$171,952	12.20
2	Chubb Ltd. (2)	161,773	11.5
3	Travelers Companies Inc.	134,350	9.5
4	Allstate Corp.	103,590	7.4
5	State Farm Mutual Automobile Insurance	73,026	5.2
6	USAA Insurance Group	71,659	5.1
7	Amica Mutual Insurance Co.	65,995	4.7
8	Nationwide Mutual Group	65,221	4.6
9	Hartford Financial Services	58,839	4.2
10	MetLife Inc.	48,272	3.4

What We Can Do - continued

- Emergency Repair Fund
 - Trois-Rivières program has not covered all the affected homes, but the program has helped mitigate the problem
 - Administered by?
 - How funded?
- Study and understand the long term economic impact
 - Overall economy
 - Housing market
 - Municipal grand lists, etc.

GEORGE JEPSEN
ATTORNEY GENERAL



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HARTFORD, CT 06141-0120

Office of the Attorney General
State of Connecticut

July 7, 2016

Dannel P. Malloy
Governor
State of Connecticut
210 Capitol Avenue
Hartford, Connecticut 06106

Jonathan A. Harris
Commissioner
Department of Consumer Protection
165 Capitol Avenue
Hartford, Connecticut 06106

Re: Consumer Protection Investigation of Crumbling Concrete Home Foundations

Dear Governor ^{Dez}Malloy and Commissioner Harris:

This letter is to provide a status report in response to your August 6, 2015, letter requesting that my office work in coordination with the Department of Consumer Protection ("DCP") to investigate crumbling concrete home foundations in northeastern Connecticut. Specifically, you asked my office to work with DCP to issue Civil Investigative Demands ("CIDs"), pursuant to Section 42-110d of the Connecticut Unfair Trade Practices Act ("CUTPA"), to determine "whether consumer protection rules were violated, whether faulty concrete was knowingly poured and supplied to contractors, and whether there was any breach of a duty and consequent failure to notify homeowners and the State."

My office has since worked closely with DCP to issue CIDs to numerous parties believed to have knowledge about the crumbling concrete foundations. We have also retained a concrete expert from UConn to investigate the underlying cause of the crumbling concrete, and we have deposed and interviewed dozens of people involved in the industry.

Based on our efforts to date, which are ongoing, we do not anticipate that our investigation is likely to provide a sufficient basis to support viable and worthwhile claims for violations of Connecticut consumer protection laws. Thus, we caution you that sovereign CUTPA claims – that is, claims brought under CUTPA by the State on behalf of the public – should not be relied upon as a source of significant financial relief for the homeowners afflicted by crumbling foundations or otherwise as a solution to this pressing public problem.

Our concrete expert has not yet issued his final report on the complete cause of crumbling foundations – it is expected in September. The numerous interviews, depositions and documents my staff reviewed to date, in addition to our expert's review of the scientific literature associated with this problem, point to two likely and important conclu-

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Commissioner Harris
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sions: (1) that the presence of pyrrhotite is a necessary causal factor in the concrete problems we have observed, but its use in concrete aggregate during the relevant time period does not provide a viable basis for a claim of unfair or deceptive business conduct and/or (2) even if one could advance a viable CUTPA claim in these circumstances, which is doubtful, we would not expect to recover financial relief in amounts adequate to provide meaningful relief relative to the scope of the harm.

I emphasize that we have not waived any claim against any potential defendant, and reserve full authority to assert such claims as are warranted by facts, law and circumstances. I am conveying this information and preliminary conclusions now for three reasons. First, while it is possible that further investigation will alter my office's current views, it is not likely to yield different conclusions. Second, I am mindful that recently-enacted legislation, Public Act No. 16-45, requires Commissioner Harris to report on the potential cause or causes of failing concrete foundations no later than January 1, 2017. In light of his mandate and the limited time frame to meet it, he should be informed of relevant findings and information as early as possible. Third, and related, the problems suffered by affected homeowners in northeastern Connecticut are acute and potentially devastating to families and communities. Government officials and others should not place unrealistic hopes that consumer protection law promises the likelihood of significant remedies, and they should instead focus their attention without delay on identifying and pursuing more effective potential avenues for broad-based assistance.

I. Background

In this circumstance, the Attorney General's investigatory and enforcement authority is limited to that which is available under CUTPA. CUTPA authorizes the Commissioner of Consumer Protection to investigate possible unfair or deceptive business practices. *See* General Statutes § 42-110d. In addition to the authority to issue CIDs – essentially, administrative subpoenas – CUTPA authorizes the Commissioner and his representatives to conduct depositions of those believed to have information relevant to his investigations. *See* General Statutes §§ 42-110j, 110n.

Whenever the Commissioner has reason to believe that any person has violated CUTPA, he may request that the Attorney General bring a sovereign enforcement action in Superior Court seeking an injunction and an order directing restitution or other equitable relief. *See* General Statutes § 42-110m. In a CUTPA enforcement action, the Attorney General may pursue civil penalties of up to five thousand dollars per willfully committed act or practice prohibited under the statute.

It is within the context of CUTPA's statutory scheme that my office has been working with DCP to investigate the business practices relating to the crumbling concrete home foundations. (The statutory authority to undertake pre-suit CUTPA investigation is vested by statute with DCP. We undertake pre-suit CUTPA investigations in our role as legal counsel to DCP.) DCP has solicited consumer complaints and, to date, received 235 complaints from Connecticut homeowners whose foundations were poured largely from the mid-1980s through the early 2000s. On behalf of the Commissioner, we have issued 31

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CIDs demanding information from homeowners' insurance carriers for information in their possession pertaining to the causes of crumbling concrete foundations.¹ We also issued CIDs to a cement manufacturer and to the Joseph J. Mottes Company ("Mottes"), the company that produced the only concrete associated with the problem. In addition, we have

¹ There has been much public discussion about the refusal of insurance companies to provide coverage under homeowners' policies for damages to their foundations. Some homeowners have filed class action litigation against their insurers alleging violations of the Connecticut Unfair Insurance Practices Act ("CUIPA"), Conn. Gen. Stat. § 38a-815 et seq., breach of contract, and other claims based on coverage claim denials. We are aware also of anecdotal reports of some homeowners, whose coverage claims were initially denied, obtaining substantial settlements after initiating individual litigation against their carriers. Our understanding is that some of those homeowners and others have questioned the fairness and adequacy of disclosures made by some companies when coverage language was changed to erect barriers to these kinds of crumbling concrete claims. Those concerns are serious and warrant further review.

Our CUTPA CIDs to insurance carriers did not seek information concerning their coverage decisions or the propriety of those decisions or disclosures, and we have not determined if insurers are obligated to provide coverage for crumbling foundation damage or if any has engaged in unfair conduct in reviewing or denying coverage claims or in communicating with policy holders. Those determinations are beyond the scope of the Governor's referral, and, in any event, the authority to compel production of information to inform them would not derive from CUTPA but rather from the Connecticut Insurance Department's broad investigatory authority. CUIPA authorizes the Insurance Commissioner, upon reason to believe that an unfair insurance act has occurred to initiate a hearing if she believes it is in the public interest to do so. In the context of such a hearing, she may compel production of records and other information as she deems necessary. More broadly, Conn. Gen. Stat. § 38a-16 provides that the Insurance Department may, "as often as the Commissioner deems necessary, conduct investigations and hearings in aid of any investigation, on any matter under the provision of [Title 38, Insurance.]" In the course of such an investigation, the Commissioner may issue subpoenas, compel testimony, and order production of documents. *Id.* If the Insurance Department determines after investigation that an insurer has engaged in conduct constituting an unfair insurance practice it may order far-reaching relief, up to and including monetary fines and license revocation. *See* Conn Gen. Stat. § 38a-17.

The Insurance Department has not to my knowledge as of yet issued CUIPA or other subpoenas to gather information concerning insurers' coverage obligations, coverage denial conduct, or communications to their policy holders relating to crumbling foundation coverage. It has, however, recently issued data calls requesting some information concerning these topics. I applaud Commissioner Wade for taking this initial step and stand ready at her request to assist that and any further investigative efforts that may be warranted.

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conducted over a hundred interviews and depositions, including of Mottes employees, past and present, and people involved in home construction and foundation installation in northeastern Connecticut over the past forty years.

We have retained Prof. Kay Wille, Ph.D., to conduct a scientific investigation into the underlying cause or causes of the crumbling concrete foundations. Professor Wille is an assistant professor of civil and environmental engineering at the University of Connecticut. His research focuses on concrete mixture design, and characterization of mechanical and durability properties, and he is the director of UConn's Advanced Cementitious Materials and Composites (ACMC) laboratory. He is the 2015 recipient of the National Science Foundation CAREER award.

Professor Wille has conducted a review of all available literature relating to crumbling concrete foundations. He has inspected Becker's quarry, the source of the stone aggregate used in Mottes' concrete, and he has taken and analyzed samples of stone from the quarry. He and his assistant, Rui Zhong, Ph.D., have also now taken and analyzed core samples from a representative sampling of seven homes with Mottes concrete foundations, six of which are crumbling, and they have conducted visual inspections of an additional 15 home foundations.

II. Relevant Factual Findings

Professor Wille's review is ongoing and his final report is due in September. Nonetheless, he has conveyed to my office that his analysis of the stone aggregate from the quarry and from the core samples taken from home foundations, and his visual inspections, all suggest a likelihood that an iron sulfide mineral called pyrrhotite is the primary source of the problem.

Concrete used in home foundations is comprised of four main ingredients: cement, chemical admixtures, water, and stone aggregate. Since the early 1980s Mottes has used stone aggregate from Becker's quarry in its concrete. According to a geological map provided to us by the Connecticut State Geologist, Becker's quarry sits squarely in a vein of rusty weathering rock, containing significant amounts of pyrrhotite. Our investigation has not required us to examine other quarries in detail, but in light of the pattern of complaints presented, Becker's quarry appears likely to contain unusually high levels of pyrrhotite in its geological make up. It is certainly present at Becker's quarry in amounts greater than trace amounts. Pyrrhotite oxidizes in the presence of water and oxidant (oxygen or ferric ions). The oxidation leads to the formation of expansive mineral products, such as ferrihydrite, and the release of sulphate. The released sulphate promotes a reaction with tricalcium aluminate within the cement, resulting in deleterious secondary minerals such as ettringite. Further, at the presence of carbon, either from calcite in the aggregate or from carbon dioxide in the environment, another deleterious mineral, thaumasite, can be formed. Both of these secondary minerals (ettringite and thaumasite) are expansive and ultimately lead to the premature deterioration of the surrounding concrete foundations. More than

trace amounts of pyrrhotite are necessary to cause destructive expansive cracking and there may be other contributing factors necessary for the reaction to occur.

As part of their investigation, Professor Wille and Dr. Zhong conducted a literature review in an attempt to determine the state of knowledge about risks associated with pyrrhotite in concrete. Very significantly, although Professor Wille is confident in his conclusions about the necessary role of pyrrhotite in the present problems in northeastern Connecticut, he emphasizes that there has been insufficient study to yield a broadly recognized consensus on the role of pyrrhotite in concrete deterioration.

Concrete deterioration cases specifically associated with pyrrhotite have been reported in Oslo, Norway, in 1959, and in a dam in Spain in 2014. Cases associated with the oxidation of pyrrhotite or another iron sulfide mineral, pyrite, have been reported in Canada. Those cases apparently did not receive much attention until affected homes in the Montreal area were reported in the 1990s. Although the cases were investigated and a symposium on harmful pyritic rock fills was held in 1997 by the Montreal section of the Association of Engineering Geologists, the relevant scientific literature is sparse. There has yet to develop a broad or well understood consensus among scientists or building professionals about the risks associated with pyrite or pyrrhotite in concrete. No known regulatory body in the United States has restricted the amount of pyrrhotite in home foundation concrete.

Further, based on CID responses and depositions and interviews that my office and DCP conducted, we have insufficient evidence to support a finding that either Mottes or others in the concrete production or home construction industries had specific awareness of the deterioration risks associated with pyrrhotite at the time they provided concrete or aggregate for the now-crumbling foundations. Some witnesses have alleged instances of certain practices by Mottes and/or foundation installers – primarily practices involving introduction of excessive water into concrete mix – as potentially causing or contributing to concrete failures occurring many years later. While such practices may indeed have ultimately contributed to a subsequent pyrrhotite reaction in individual cases, it cannot be proved that any person knew or should have known at the time that their conduct could result in the pyrrhotite damage now being experienced. Simply put, the science relating to pyrrhotite was not sufficiently established at the time of the conduct, if it occurred, to support such a finding.

III. Legal Analysis

As discussed below, CUTPA may be violated by conduct in trade or commerce that is deceptive or unfair, within the meaning of the statute. *See* General Statutes § 42-110b. Under these circumstances, as explained below, we do not anticipate that the State is likely to have a viable cause of action under either of these CUTPA theories against any party involved in the production or installation of the affected concrete home foundations.

For purposes of unfairness claims, "[i]n determining whether a practice violates CUTPA [the courts] have adopted the criteria set out in the 'cigarette rule' by the federal trade commission for determining when a practice is unfair: (1) whether the practice, with-

out necessarily having been previously considered unlawful, offends public policy as it has been established by statutes, the common law, or otherwise – whether, in other words, it is within at least the penumbra of some common law, statutory, or other established concept of unfairness; (2) whether it is immoral, unethical, oppressive, or unscrupulous; (3) whether it causes substantial injury to consumers (competitors or other businessmen)." *Cheshire Mortgage Serv., Inc. v. Montes*, 223 Conn. 80, 105-6 (1992). "All three criteria do not need to be satisfied to support a finding of unfairness." *Id.* "A practice may be unfair because of the degree to which it meets one of the criteria or because to a lesser extent it meets all three." *Id.*

Here, the investigation has not developed reliable evidence supporting a CUTPA unfairness claim based on the first two criteria: that any party involved in the production or installation of concrete home foundations committed any act or practice that offended an established public policy or that could be fairly characterized as immoral, unethical, oppressive or unscrupulous.

For a finding of unfairness based solely on consumer harm resulting from a business practice, the harm "...must be substantial; it must not be outweighed by any countervailing benefits to consumers or competition that the practice produces; and it must be an injury that consumers themselves could not reasonably have avoided," *Ulbrich v. Groth*, 310 Conn. 375, 474-75 (2013). Further, and critically, a showing of consumer harm must be accompanied by improper conduct by the defendants. See, e.g., *Genworth Fin. Wealth Mgmt., Inc. v. McMullan*, No. 3:09-CV-1521 JCH, 2012 WL 1078011, at *12 (D. Conn. Mar. 30, 2012) ("[S]ubstantial harm to [plaintiff], unaccompanied by any improper conduct by the Principal Defendants, cannot support CUTPA liability.").

Here, although homeowners could not have reasonably avoided the substantial injury they have suffered from crumbling concrete foundations, a legal showing of improper conduct by any party is undermined by the absence of scientific consensus or regulatory restriction addressing the dangers of pyrrhotite in concrete.

Nor, for similar reasons, has our investigation developed evidence supporting a deception-based CUTPA claim against any party involved in manufacturing or installing the concrete at issue. To prevail on a claim for deception against a party, the State would need to demonstrate that (1) the party made a representation or omission or engaged in another practice likely to mislead consumers, (2) consumers interpreted the message reasonably under the circumstances, and (3) the misleading representation, omission, or practice was material (i.e., likely to affect consumer decisions or conduct). See *Caldor, Inc. v. Heslin*, 215 Conn. 590, 597 (1990).

Here, the State lacks evidence that any party made any representations, omitted information or engaged in any other practice likely to mislead consumers who, interpreting the message reasonably under the circumstances, made decisions based thereon to purchase the affected concrete for their home foundations. As noted above, it does not appear that those involved in the production and installation of concrete home foundations knew or should have known of the risks of pyrrhotite in concrete, and thus it cannot be proved that they misled consumers about such risks.

The precise manner that pyrrhotite in aggregate can cause or contribute to damage in concrete is not yet completely understood. Numerous homes built on concrete from Mottes using Becker's stone are completely unaffected. Yet to be fully determined is the amount of pyrrhotite necessary to cause a reaction (although it appears clear that more than trace amounts are necessary to cause a problem), what other factors are necessary contributors to the problem, and how such factors must interact to create damage. The only concrete producer of which we are aware that has produced home foundation concrete with stone aggregate containing pyrrhotite is Mottes, and the only quarry of which we are aware that has produced stone aggregate containing high levels of pyrrhotite for home foundation concrete is Becker's quarry. On May 9, 2016, Commissioner Harris and I accepted an assurance of voluntary compliance from both businesses. Under the terms of the assurance, neither business will sell any product containing stone aggregate from Becker's quarry for use in home concrete foundations in Connecticut until June 30, 2017. This date gives the General Assembly an opportunity to react to the final report of Dr. Wille and the conclusions of Commissioner Harris by passing protective legislation. Neither business admits to any wrongdoing or liability under any cause of action, however, and the assurance itself is not evidence of a CUTPA violation.

My investigation has been focused primarily on the legal viability of CUTPA claims. I should also point out, however, the substantial limits to the practical utility of bringing sovereign CUTPA claims for monetary relief, even if legally viable, against concrete producers or aggregate suppliers. Most significantly, the likeliest defendants would almost certainly lack sufficient assets to allow meaningful financial recovery relative to the dramatic scope of the damages collectively faced by affected homeowners. The assets necessary to address the problem are likely to be in the millions of dollars. The individuals working for corporations cannot be held personally responsible for the actions of the corporation without evidence necessary to pierce the corporate veil or evidence to support a responsible corporate officer doctrine claim – both of which theories require the establishment of detailed facts about specific individual actions that occurred decades ago, and which we have no basis at present to pursue.

I note that although the State has no apparent basis to pursue a claim under CUTPA against any party involved in the production or installation of concrete home foundations affected by pyrrhotite, individual homeowners may have private claims under, for example, tort, contract or CUTPA theories. Such claims could be supported by evidence, not developed through the State's investigation, that individual installers were negligent in their installation practices. Mottes, for one, contends that installers added too much water to their concrete at installation sites to facilitate the flow of the concrete down the chutes from the trucks into the ground, contributing to (if not causing) the subsequent deterioration. To the extent that any such circumstances exist, however, they would vary too widely from home to home to support a sovereign enforcement action.

Lastly, I note that some evidence exists, albeit conflicted and subject to challenge, that Mottes employees themselves may in some instances have caused excessive water content in concrete (e.g., through the practice of "hot-loading", that is adding excessive water to remnants of previous concrete loads to permit their reuse). To the extent that

foundation failures are attributable in part to excessive water content or other construction or materials defects, the circumstances would vary too widely from home to home and be subject to other proof problems such that a sovereign enforcement action is not practicable.² Those problems include the lack of available information about specific practices at specific homes by identifiable businesses and individuals, wide variations in circumstances among affected homes, contradictions among witness statements, hearsay obstacles, diminished recollections over long time periods, and witness bias or self-interest. We express no opinion about whether such problems would exist or be surmountable in private lawsuits involving individual homes.

IV. Conclusions/Recommendations

The investigation that my office has conducted in coordination with DCP has not to date resulted – and will not likely in the future result – in evidence supporting a sovereign enforcement action under CUTPA against any party involved with the production or installation of the concrete home foundations now crumbling. In short, the risks of pyrrhotite in home foundation concrete were not sufficiently known at the time that the concrete was produced and poured, undermining any unfairness or deception claim that could be brought under CUTPA.

In light of the above, strong consideration should be given to enacting through statute or regulation building standards limiting the presence of destructive expansive iron sulfide minerals (like pyrrhotite and pyrite) in home foundation concrete. The absence of such governmental standards, and the public policies embodied therein, inhibit the State's capacity to pursue claims, including CUTPA unfairness claims, against businesses that sell concrete containing the deleterious minerals. As noted, the assurance of voluntary compliance from Mottes and Becker Construction Company expires on June 30, 2017. This date was chosen so that the Legislature could have an opportunity in its next session to enact appropriate building standards legislation informed by our investigation before the agreement with the companies expires. The failure to do so would hamper any legal effort to protect consumers from future use of residential concrete containing dangerous levels of destructive minerals.

Finally, as has been publicly reported, informal discussions my office has had with some major insurers lead me to believe that at least some insurers, while maintaining a denial of coverage responsibility, may be willing to engage in a voluntary program to provide meaningful financial relief to affected homeowners. A majority of the market participants have not as of yet indicated any willingness to join such a program, but further outreach by government officials could be instrumental in gaining insurer participation in a voluntary

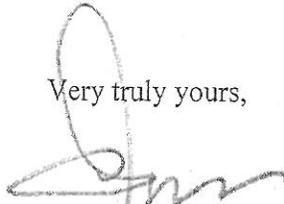
² It is vital to emphasize that not every foundation in northeastern Connecticut that has exhibited cracking suffers from a pyrrhotite-related problem. Based on the investigation, crumbling caused by excessive pyrrhotite presents certain characteristics in foundation walls, such as multiple cracks within inches of each other that intersect and that are present in random directions, including horizontal cracks. This "map cracking" is generally recognizable to home inspectors and structural engineers upon visual inspection.

Governor Malloy
Commissioner Harris
July 7, 2016
Page 9

relief program. Exploring this option is particularly important in light of the failure to this point to identify other monetary sources for homeowner relief, such as federal emergency or other public funds. In addition, as discussed above, consideration of further appropriate investigation into insurers' conduct and coverage responsibility as it relates to foundation failures is warranted, and may aid in informing or advancing the availability of relief from insurance companies. My office remains available to assist in any such efforts.

If you have any questions or concerns about any of the foregoing, please feel free to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read "George Jepsen". The signature is fluid and cursive, with a large initial "G" and a long horizontal stroke at the end.

George Jepsen



Dannel P. Malloy

GOVERNOR
STATE OF CONNECTICUT

July 21, 2016

Steven Werbner
Town Manager
Tolland, CT

John Elsesser
Town Manager
Coventry, CT

Thomas Delnicki
Mayor
South Windsor, CT

Christina Mailhos
First Selectman
Willington, CT

Paul Shapiro
Mayor
Mansfield, CT

Dear Public Officials of Northeastern Connecticut,

I write in response to your letters concerning crumbling foundations in northeastern Connecticut. Thank you for your suggestions and for your ongoing collaboration as we respond to this terrible situation affecting not only these individual homeowners, but the fiscal health and wellbeing of your towns and, ultimately, the state of Connecticut.

As you know, in August of 2015, I directed the Department of Consumer Protection (DCP) in conjunction with the Office of the Attorney General to thoroughly investigate this matter. Lieutenant Governor Wyman has been involved from the beginning and continues to diligently oversee all paths of this investigation on my behalf.

The initial focus of DCP's investigation was to determine if grounds exist to initiate legal action under the Connecticut Unfair Trade Practices Act (CUTPA) against one or more entities for problems relating to the manufacture, sale or installation of concrete foundations in northeastern Connecticut. Last week, DCP announced that they have received a letter from Attorney General George Jepsen's office stating that it could not find sufficient evidence to support claims for CUTPA violations. Despite this particular legal conclusion, the work of our agencies does not end on that note. Commissioner Wade at the Connecticut Insurance Department (CID) launched a data call a few weeks ago to investigate whether affected homeowners received appropriate notice regarding definitional and coverage changes to their insurance policies. We will keep you informed on this matter as CID continues to investigate.

The entire State of Connecticut is dealing with the challenge of doing more with less and specifically, your towns struggle with the possibility of raising mill rates to deal with the loss of income. We were all discouraged that this issue did not meet the threshold for qualifying for assistance from the Federal Emergency Management Agency (FEMA) and the Small Business Administration (SBA). This is why I applaud the good faith effort conducted by Travelers Insurance Company in sitting down with the Office of the Attorney General and members of my administration to put together the blueprint of a program to support impacted homeowners. This type of public-private partnership is the correct way to remediate some of this damage and I am hopeful that more insurers will come forward and contribute to this program. In the meantime, we will continue working with the Office of the Attorney General to ensure that access to this program will include the necessary consumer protections that you have described.

I agree that a financial impact study to assess the impact of this issue on the communities of northeastern Connecticut is warranted, and I would suggest that your membership organizations, the Capitol Region Council of Governments (CRCOG) and the Northeastern Connecticut Council of Governments (NECCOG) are the most qualified to conduct it. No one understands the situation your towns are facing better than you; I would also ask that you also seek out the expertise at the Connecticut Conference of Municipalities and the Connecticut Council of Small Towns. As such a study progresses, please highlight any specific issues that may require clarification or technical assistance and my administration will endeavor to provide the needed support.

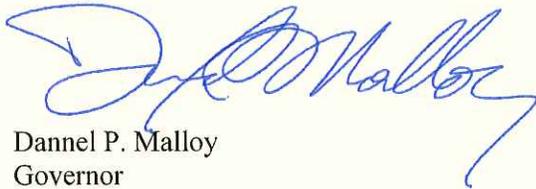
To assist your town assessors as they comply with Public Act 16-45: An Act Concerning Concrete Foundations, I have instructed the Intergovernmental Policy Division at the Office of Policy and Management to serve as a liaison and to provide your towns with the relevant expertise and resources. The division will be reaching out to NECCOG in the coming days.

DCP will continue to provide informational pamphlets and other resources to all members of the public on their website: www.ct.gov/dcp/concrete. As a reminder, DCP has not identified any type of quick fix related to concrete repair. Regardless of what a contractor may tell you, currently the only complete solution is a total replacement of the faulty foundation. It is possible that other measures may slow the deterioration process, but homeowners should weigh all their options when undertaking repairs, and as always, use licensed engineers and registered home improvement contractors. Anyone contacted by a contractor offering to repair or replace faulty concrete should always be wary of possible scams. The incredible staff at DCP, CID and the Department of Banking will continue to offer consumer support and protection.

With the possibility of a relief program being formed by the insurance companies of Connecticut, now, more than ever, I ask that you encourage affected homeowners who have not submitted a formal complaint with DCP, to please do so now. The information gathered by DCP's investigation would steer any type of relief that could come from such a program.

Again, I appreciate your correspondence and your suggestions. Please do not hesitate to contact my office directly should you have questions or wish to discuss the state's ongoing investigations and response.

Sincerely,



Dannel P. Malloy
Governor

cc: The Honorable Nancy S. Wyman, Lt. Governor
The Honorable George Jepsen, Attorney General
The Honorable Richard Blumenthal, U.S. Senator
The Honorable Christopher Murphy, U.S. Senator
The Honorable John B. Larson, U.S. Representative
The Honorable Joe Courtney, U.S. Representative
Shari Cantor, Mayor, West Hartford
Jonathan Harris, Commissioner of Consumer Protection
Katharine L. Wade, Commissioner of Insurance
Jorge Perez, Commissioner of Banking

Lyle Wray, Executive Director Capitol Region Council of Governments
John Filchak, Northeastern Connecticut Council of Governments
Joe DeLong, Executive Director, Connecticut Conference of Municipalities
Elizabeth Gara, Executive Director, Connecticut Council of Small Towns

June 21, 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 to 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 foundations, 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.
- 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,



A handwritten signature in black ink, appearing to read "Steven Werbner".

Steven Werbner
Town Manager



A handwritten signature in black ink, appearing to read "Christina Mailhos".

Christina Mailhos
First Selectman

A handwritten signature in black ink, appearing to read "John Elsesser".

John Elsesser
Town Manager



A handwritten signature in black ink, appearing to read "Paul M. Shapiro".

Paul Shapiro
Mayor

SW/CM/JE/PS/ltb

cc: Lt. Governor Nancy Wyman
Jonathan Harris, Commissioner, Consumer Protection
Matthew Hart, Mansfield Town Manager
Lyle Wray, CRCOG



Connecticut Department of Energy and Environmental Protection



HYDRILLA IN COVENTRY LAKE

Addressing the threat.



HYDRILLA FOUND

- **First observation (September 23, 2015).** UConn aquatic plant biology class taught by Dr. Donald Les finds several plant fragments in the water near the launch during a field trip. The fragments were identified as Hydrilla.



WHY IS HYDRILLA A CONCERN

Hydrilla is a highly invasive aquatic plant:

- Spreads aggressively.
- Forms dense mats of vegetation
- Easily outcompetes and displaces both native plants and other invasives (including Eurasian watermilfoil)
- Can alter aquatic habitats
- interferes with recreational activities
- Very difficult to control once established



IN CONNECTICUT

We have an opportunity to eliminate this threat

- Currently hydrilla is found in only a few other locations in CT, all with limited or no public access.
- Coventry Lake is the first public water body in Connecticut.
- Coventry Lake is a very popular recreational lake – potential for the hydrilla to be spread



RAPID RESPONSE (begins)

DEEP notified on September 24, 2015

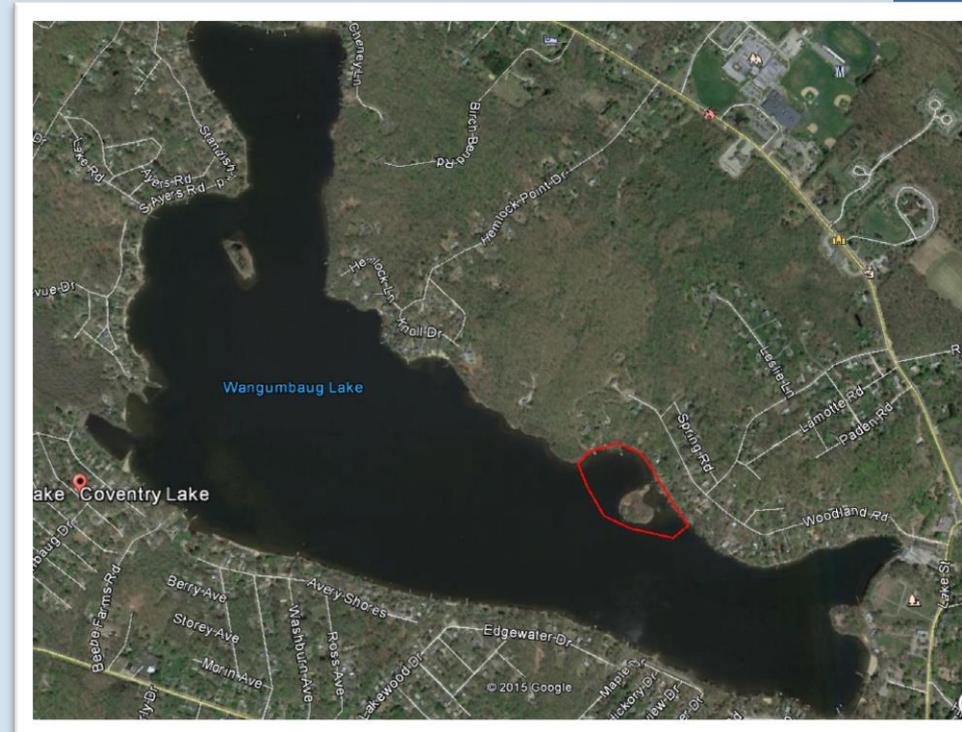
- Issues news release the following day
- **Next step.** Determine source/location of plants
- DEEP contract with lake management professionals to conduct an extensive survey of the lake for hydrilla and develop management plan



RESPONSE (where's the hydrilla)

Hydrilla located (October 30 & November 2, 2015).

- Aquatic Control Technologies (now SOLitude Lake Management) & Northeast Aquatic Research (NEAR) complete survey, several patches found. All in one 9-acre area.



RESPONSE (what to do for 2016)

December 2015 -Draft management plan and survey report submitted to DEEP for review.

January 2016 -Final management plan delivered to DEEP:

- Series of surveys for hydrilla should be conducted over the course of the growing season.
- Herbicides would be most effective treatment option (especially when timed to kill hydrilla after this year's plants have sprouted and before reproductive structures for next year are produced).



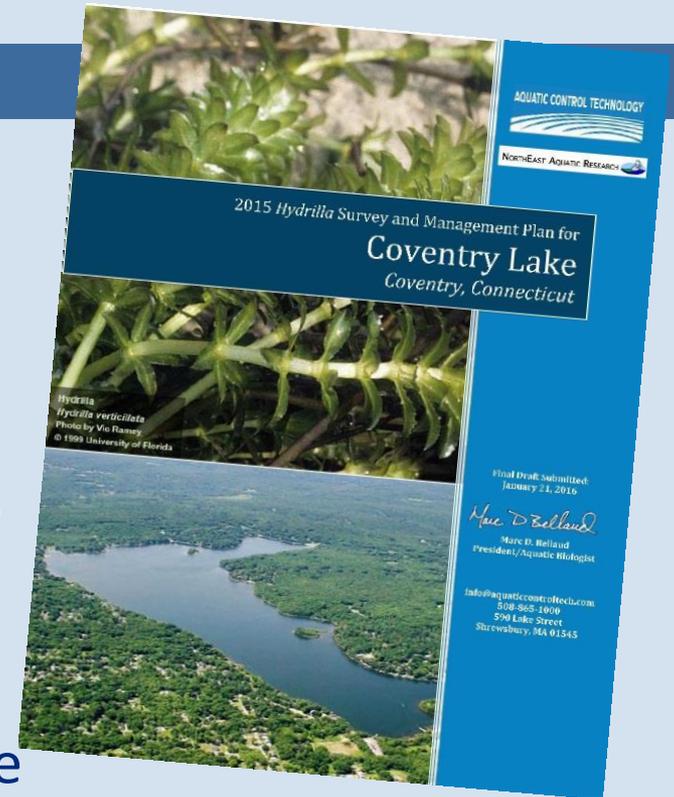
RESPONSE (what to do in 2016)

Early February 2016.

- Management Plan sent to Town of Coventry

March 2016. DEEP and town meet:

- DEEP will move forward with plans for 2016.
- Town will conduct public outreach concerning the threat to Coventry Lake
- A public information event would be scheduled prior to any treatment.



RESPONSE (what to do in 2016)

May-June, 2016.

- DEEP works with contractor (SOLitude) to arrange for 2016 surveys and herbicide treatment
- **DEEP secures funding**

Early July 2016, NEAR conducts their initial 2016 survey for hydrilla in Coventry Lake:

- The hydrilla patches have expanded
- Additional plants were found in the cove outside of the main patches
- No hydrilla plants found elsewhere in the lake



RESPONSE (what to do in 2016)

July 2016. Post survey decision:

- In light of survey results, DEEP and consultants (SOLitude Lake Management, NEAR) determine that herbicide treatment of the affected cove in late July/early August is best option
- Town and DEEP schedule public informational event to inform residents of status of hydrilla and plans for treatment



NEXT UP:

SOLITUDE LAKE MANAGEMENT

- **HYDRILLA**
- **SURVEY DETAILS**
- **TREATMENT DETAILS**

**FOLLOWED BY QUESTION &
ANSWER SESSION**

- **(DEEP & SOLitude Lake Management)**



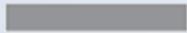
Coventry Lake

Proposed Hydrilla Management Plan

By Dominic Meringolo

Senior Environmental Engineer

Territory Leader



SÖLITUDE
LAKE MANAGEMENT

Restoring Balance. Enhancing Beauty.

July 22, 2016

Project Timeline

- September 2015 – *Hydrilla* fragments discovered
- October/November 2015 – Detailed survey conducted by NEAR & SOLitude
- February 2016 – Survey & Management Plan Report finalized
- June 2016 – Contract approved by CT DEEP
- July 2016 – *Hydrilla* Survey conducted by NEAR – no new areas found, but expansion of growth in existing area.
- July 2016 – Permit application submitted to CT DEEP – Pesticide Division

Hydrilla Location in Coventry Lake



Suggested Management Area for Hydrilla in Coventry Lake

Survey Dates 10/30/15 and 11/2/15 by ACT and NEAR

Two small dense patches of Hydrilla were found. The larger patch in the more northern cove was dense and the patch in the more southern cove was small but dense. The other two patches were trace. The suggested management area is approximately 9 acres.

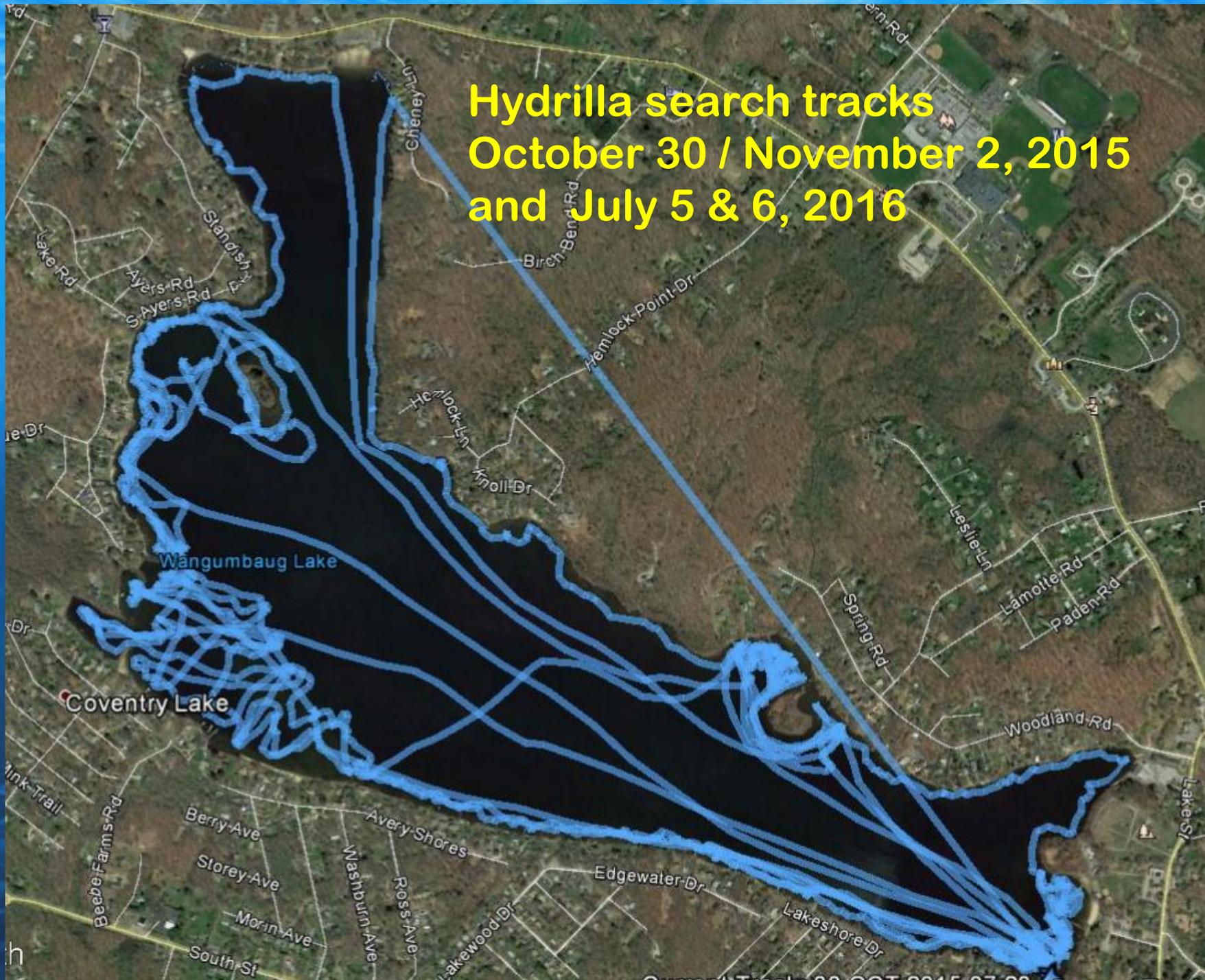
 Hydrilla Locations

 Suggested Management Area

0 25 50 100 Meters



**Hydrilla search tracks
October 30 / November 2, 2015
and July 5 & 6, 2016**



Searching for Hydrilla involved checking all Elodea beds





Elodea

Hydrilla



Coventry Lake Coventry, CT 373 acres

Surveyed July 1 to 9, 2014
By Greg Bugbee, Jordan Gibbons,
Samantha Wysocki and Sara Benson
Invasive Aquatic Plant Program



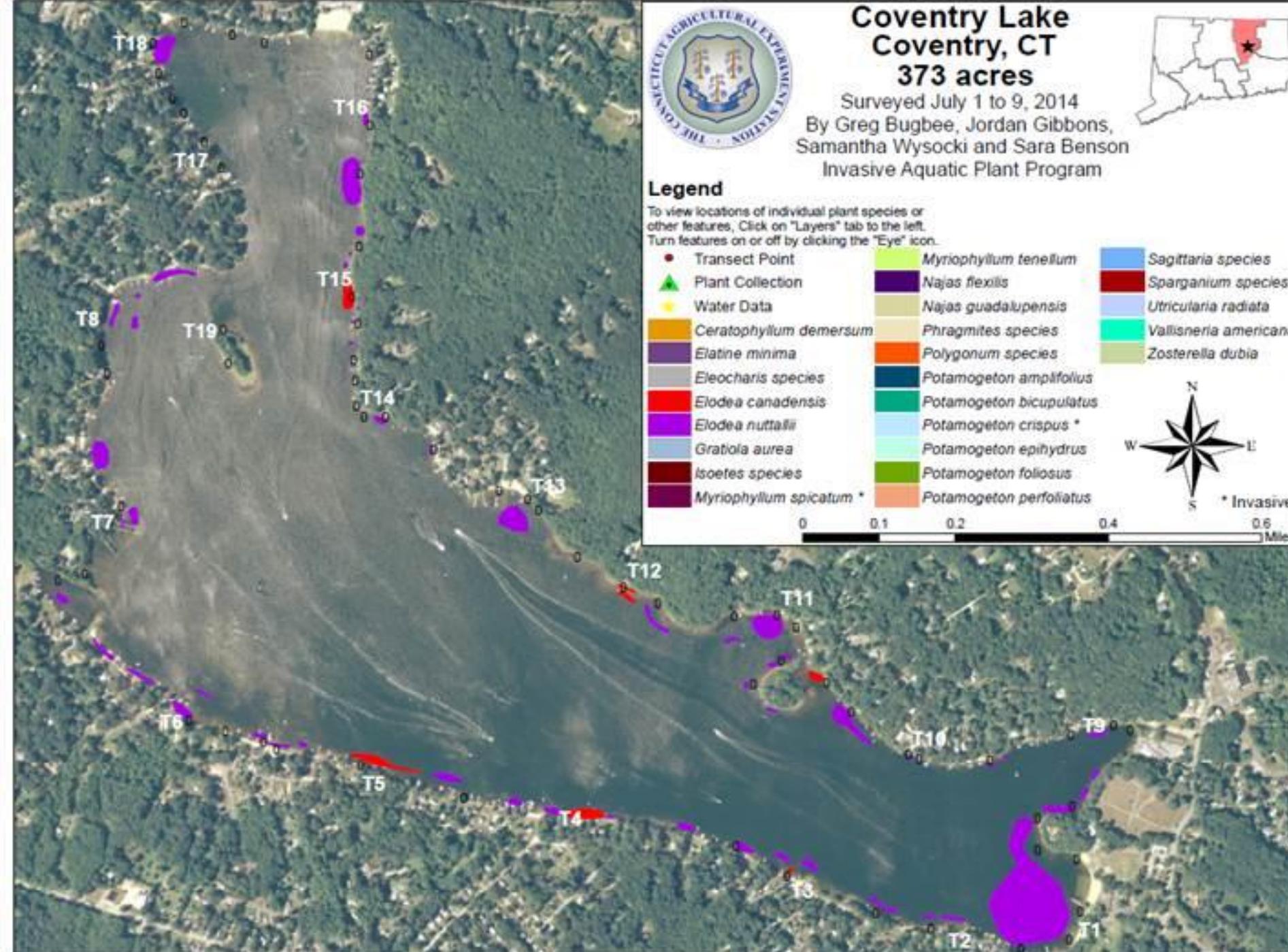
Legend

To view locations of individual plant species or other features, Click on "Layers" tab to the left. Turn features on or off by clicking the "Eye" icon.

- | | | | | | |
|---|--------------------------------|---|--------------------------------|---|------------------------------|
| ● | Transect Point | ■ | <i>Myriophyllum tenellum</i> | ■ | <i>Sagittaria</i> species |
| ▲ | Plant Collection | ■ | <i>Najas flexilis</i> | ■ | <i>Sparganium</i> species |
| ● | Water Data | ■ | <i>Najas guadalupensis</i> | ■ | <i>Utricularia radiata</i> |
| ■ | <i>Ceratophyllum demersum</i> | ■ | <i>Phragmites</i> species | ■ | <i>Vallisneria americana</i> |
| ■ | <i>Elatine minima</i> | ■ | <i>Polygonum</i> species | ■ | <i>Zosterella dubia</i> |
| ■ | <i>Eleocharis</i> species | ■ | <i>Potamogeton amplifolius</i> | | |
| ■ | <i>Elodea canadensis</i> | ■ | <i>Potamogeton bicupulatus</i> | | |
| ■ | <i>Elodea nuttallii</i> | ■ | <i>Potamogeton crispus</i> * | | |
| ■ | <i>Gratiola aurea</i> | ■ | <i>Potamogeton epiphydrus</i> | | |
| ■ | <i>Isoetes</i> species | ■ | <i>Potamogeton foliosus</i> | | |
| ■ | <i>Myriophyllum spicatum</i> * | ■ | <i>Potamogeton perfoliatus</i> | | |



* Invasive



Hydrilla verticillata
Hydrilla

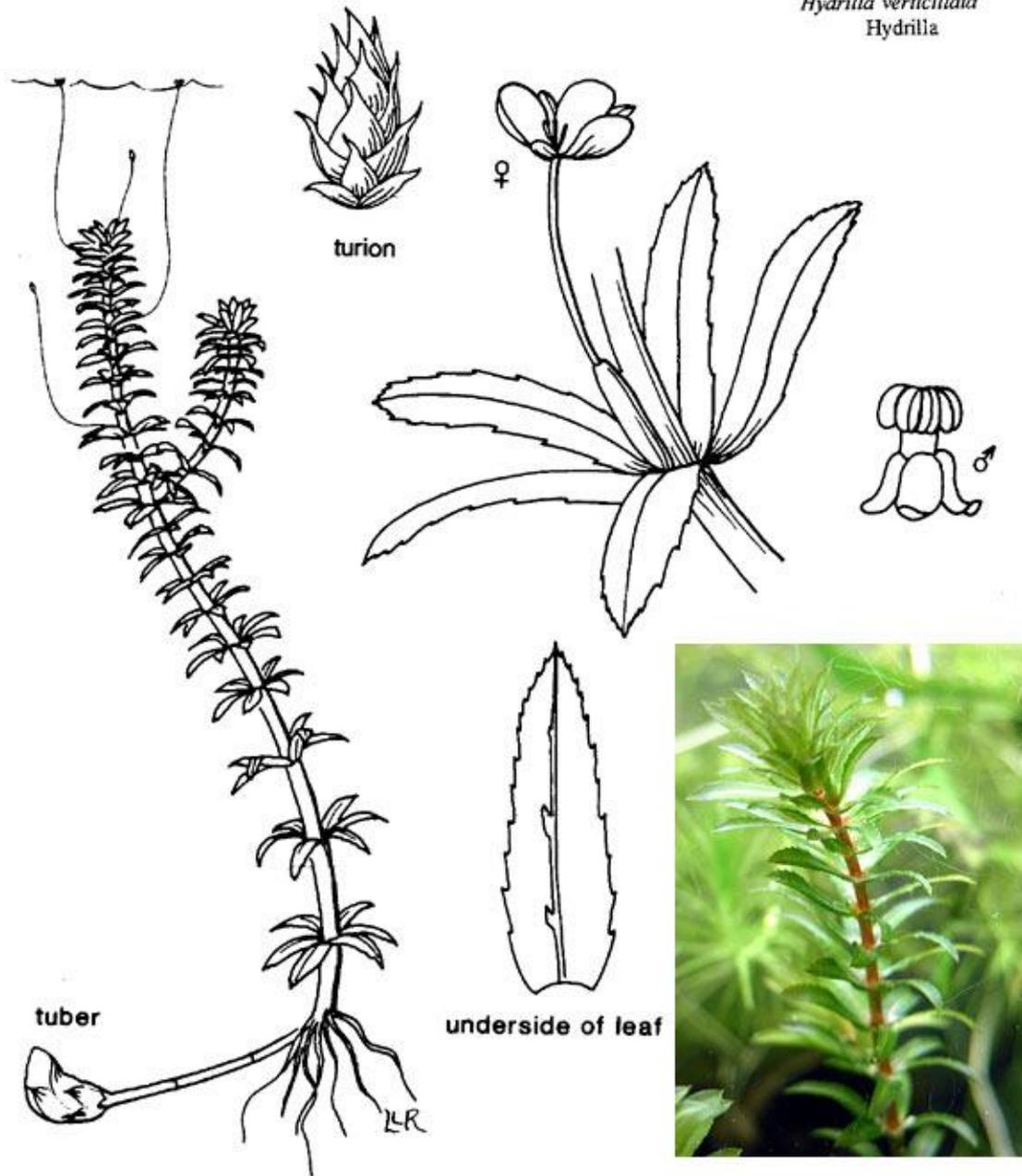
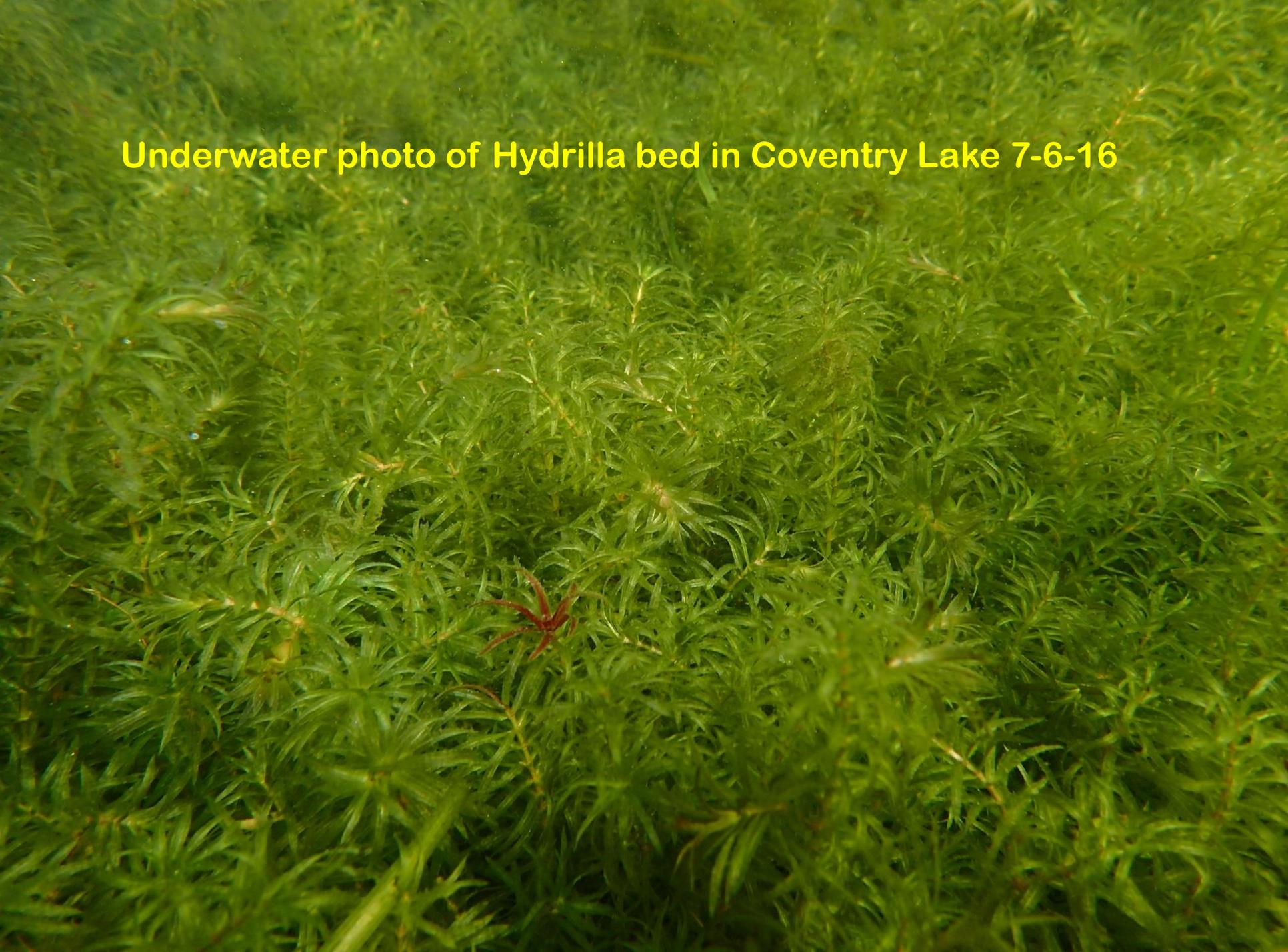


Illustration provided by:
IFAS, Center for Aquatic Plants
University of Florida, Gainesville, 1990

Hydrilla plant showing tuber and nodal roots



Underwater photo of Hydrilla bed in Coventry Lake 7-6-16





Hydrilla Fragment found floating in the infested cove 7-6-16

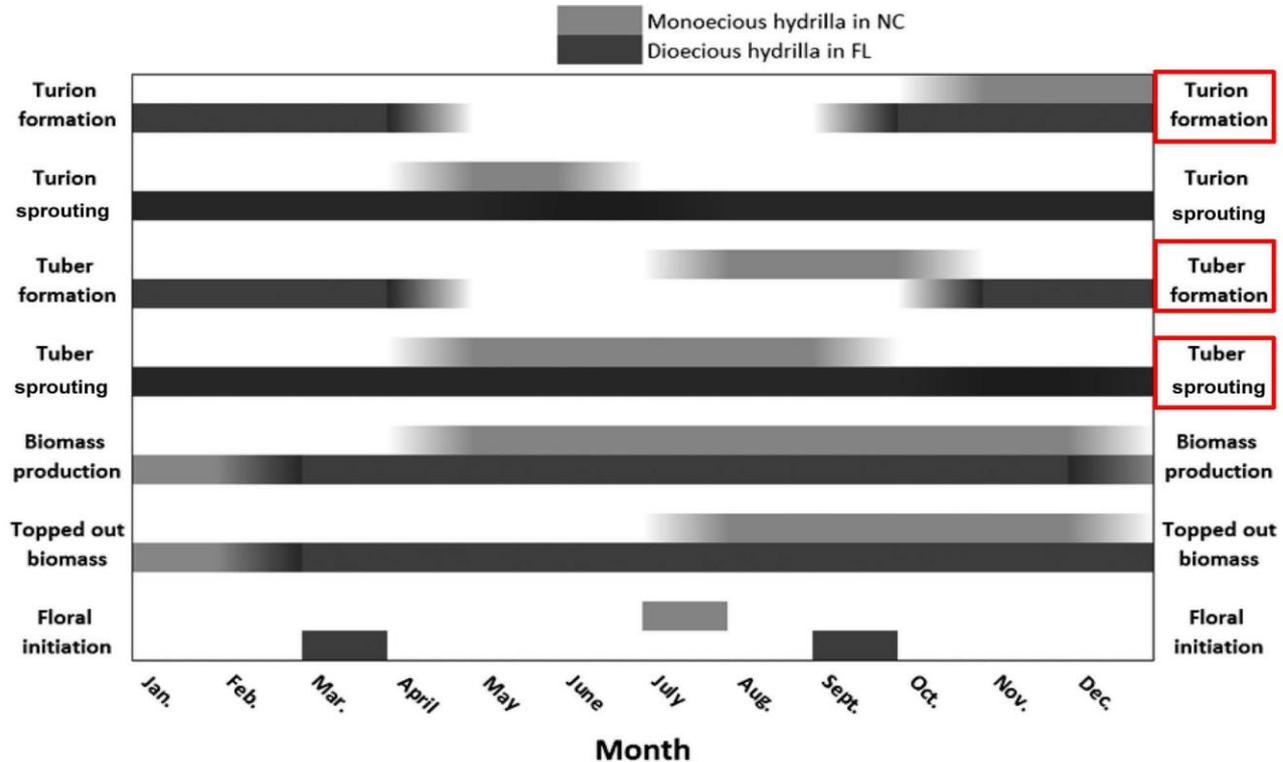
Management Plan

- CT DEEP Permitting (INITIATED)
- Three *Hydrilla* survey events (FIRST OF THREE COMPLETED)
- Herbicide Treatment (initial round of treatment in known infestation area & follow-up treatments as needed) (TENTATIVELY PLANNED FOR EARLY AUGUST)

TREATMENT GOAL AND PLAN

- Minimize *Hydrilla* biomass
- Prevent additional spread of *Hydrilla*
- Conduct treatment after a majority of the tubers have sprouted, but before substantial tuber and turion production occurs – for the northeast, this occurs in late July/August.
- Preventing tuber and turion production (reproductive structures) will reduce the infestation over time.

TREATMENT GOAL AND PLAN



Further North sprouting is likely delayed.

Sarah True-Meadows, et. al., 2016. *Monoecious hydrilla—A review of the literature*, *J. Aquat. Plant Manage.* 54: 1–11

TREATMENT GOAL AND PLAN

- Initial round of treatment will be conducted with Aquathol-K (endothall)
- Two applications of 1.5 ppm conducted 12-18 hours apart – mimics a more extended exposure time.
- Endothall preferred over other contact herbicides such as Reward
- Systemic herbicides do not provide any longer control of Hydrilla, are more expensive and are less efficient for spot-treatments.
- Plan modeled after recent US Army Corp Efforts.
- Follow-up treatment with endothall will be conducted as needed to address new areas or re-growth.
- Discussion of water-use restrictions

TREATMENT Experience

- South Meadow Pond Complex – Clinton/Lancaster, MA
- Tonawanda Creek/Erie Canal – Buffalo, NY
- Mystic Lake – Barnstable, MA
- Long Pond – Barnstable, MA
- Hobomock Pond – Pembroke, MA
- Silvermine River, CT
- Various small, private waterbodies in CT

Questions?

By Dominic Meringolo
Senior Environmental Engineer
Territory Leader
DMeringolo@solitudelake.com



SÖLITUDE
LAKE MANAGEMENT

solitudelakemanagement.com • 888.480.LAKE

July 22, 2016



CT State Library
Office of the Public Records Administrator

June 29, 2016

Town Clerk Lori Tollmann
Town of Coventry
1712 Main St.
Coventry, CT 06238

RE: Historic Documents Preservation Grant # 032-PC-17, Cycle 1, FY 2017

Dear Town Clerk:

The State Library is pleased to inform you that the Historic Documents Preservation Grant Application for the **Town of Coventry** in the amount of **\$4,000.00** has been approved.

To receive the grant, the municipality must now enter into a contract with the State Library.

Please find the following documents enclosed:

1. **Targeted Grant Contract**
2. **Instructions for Returning the Grant Contract**

The Grant Contract must be signed by the Municipal CEO and returned no later than **July 27, 2016**. After it is signed by the State Librarian, copy of the fully executed contract will be returned to the municipality.

Grant work and expenditures may begin only **after** the municipality has received its copy of the fully executed contract.

Grant award payments will be processed within **30 days** after the contract has been fully executed.

Grant work and expenditures must be completed by **June 30, 2017**. The final report should be submitted immediately upon completion of the grant. For complete grant administration requirements, including amendment procedures, see the *FY 2017 Grant Guidelines*.

If you have questions or need assistance, please contact Kathy Makover at kathy.makover@ct.gov or (860) 566-1100 ext. 303.

Sincerely,

LeAnn R. Power, CRM
Public Records Administrator

Enclosures (2)

cc: Town Manager John A. Elsesser

Coventry Town Council Certified Resolution

Be it resolved that it is in the best interests of the Town of Coventry to enter into contracts with the Department of Energy and Environmental Protection.

In furtherance of this resolution, John A. Elsesser, the Town Manager, is duly authorized to enter into and sign said contracts on behalf of the Town of Coventry. John A. Elsesser currently holds the title of Town Manager and has held that office since May 5, 1988. The Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk is authorized to impress the seal of the Town of Coventry on any such document, amendment, rescission, or revision.

I, Lori Tollmann, Town Clerk of the Town of Coventry, do hereby certify this to be a true copy of the resolution duly adopted at the Town Council meeting on August 1, 2016, and that it has not been rescinded, amended or altered in any way, and that it remains in full force and in effect.

Lori Tollmann, Town Clerk

Date

Seal



79 Elm Street • Hartford, CT 06106-5127

www.ct.gov/deep

Affirmative Action/Equal Opportunity Employer

July 5, 2016

RECEIVED
JUL 14 2016
TOWN OF COVENTRY
PLANNING & ZONING

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

Re: Mill Brook Greenway Extension

Dear Mr. Trott:

Enclosed for signature are 2 copies of a contract between Town of Coventry and the Department of Energy and Environmental Protection providing funding for the above referenced project. Each contract consists of a packet containing a signature page, standard administrative terms and conditions and Appendices containing at a minimum a Scope of Work and Schedule of Payments. This contract is in the amount of \$57,560.00 and will be in effect from the execution of the contract through two years from the execution date.

For timely contract approval, we request that the attached instructions be carefully executed as soon as possible.

We appreciate your cooperation and assistance. If you have any questions or problems concerning the contract approval process, please feel free to contact me at (860) 447-4353. Should you have any questions concerning the Scope of Work or Schedule of Payments, please contact Laurie Giannotti at (860) 424-3578.

Sincerely,

A handwritten signature in cursive script that reads "Miraflor Powe".

Miraflor Powe
Financial Management Division

_____/mp
enclosures

Contract

Processing Instructions

CHRO Contract Compliance Monitoring Report Forms (if over \$4,000)

Model Resolution/Incumbency Certification

Processing Instructions

1. Obtain a sealed and certified **signature resolution**, making sure that the contractor name identified in the contract is **identical** to that name listed in the signature resolution. If your facility does not have a corporate seal, please indicate this at the bottom of the resolution. Please note that the resolution must be signed by an individual other than the individual authorized to sign the contract, and all signatures must match the printed names exactly (including use of initials, etc.). The resolution must be approved on or before the date of contract signature. A model has been attached for your use and is also available in electronic format at:

<http://das.ct.gov/Purchase/Info/DAS%2028.pdf>;

2. If the Signature Resolution identifies only the title of the person authorized to sign the contract, but does not specify the individual's name, or is more than 30 days old, obtain a signed and sealed "**incumbency certification**" indicating that the person who signed the contract was the incumbent official on the date of the signing. A model has been attached for your use and is also available in electronic format at: <http://das.ct.gov/Purchase/Info/DAS%2028.pdf>;

3. Have both contract signature pages (Personal Service Agreement form) signed by the official authorized in the resolution to execute contracts with the DEEP (sign only on spaces marked). Signatures must match typed names exactly. Be consistent with use of middle initials and any title such as Jr., III, etc.;

4. Please ensure that your company is registered with the Connecticut Secretary of State to do business in the state. Occasionally, out-of-state companies neglect to do this (even if they have worked in Connecticut before) and it can delay the contract process. Please check your company's status at the following web site: <http://www.concord-sots.ct.gov/CONCORD/online?sn=PublicInquiry&eid=9740>

If you have not already registered, please complete the business registry with the Connecticut Secretary of State. Please be aware that this is a necessary step in the process and must be completed before any approvals take place. Below is the link to complete the registration process with the Secretary of State in Connecticut. <http://www.concord-sots.ct.gov/CONCORD/>

5. **Scan and upload current certifications on the DAS BizNet Connection** (New Process as of October, 2011) at <https://www.biznet.ct.gov/AccountMaint/Login.aspx>. If the documents have been updated and uploaded within the timeframes noted on the OPM websites noted in a. and b. below, (generally one year), no further action is required. Additional information on the BizNet Connection can be found at <http://das.ct.gov/cr1.aspx?page=372> and an instructional guide to uploading documents can be found at <http://das.ct.gov/images/1090/Upload%20Instructions.pdf>.

a. Obtain a **Nondiscrimination Certification** attesting that you or your company have adopted a policy which supports the nondiscrimination policies included in CGS Sec. 4a-60 and 4a-60a as amended. A copy of the form is attached and is also available in electronic format from the following website http://www.ct.gov/opm/cwp/view.asp?a=2982&q=390928&opmNav_GID=1806.

b. If the PSA amount (not required for a grant) provides funding in an amount of \$50,000.00 or more in any calendar or fiscal year, additional certifications are required such as the **Gift and Campaign Contribution Certification and Consulting Agreement Affidavit**. If the amount is \$500,000 or more, the **Affirmation of Receipt of State Ethics Laws Summary** is also required. Copies of the forms are attached and are also available in electronic format at the following website http://www.ct.gov/opm/cwp/view.asp?a=2982&q=386038&opmNav_GID=1806.

6. In accordance with CHRO Regulations, contracts in excess of \$4,000.00 require completion and submission of certain Contract Compliance paperwork by the Contractor. Before we can release payment on the contract, this paperwork must be completed and submitted to DEEP. In certain cases CHRO requires pre-approval of an Affirmative Action Plan prior to execution of a contract.

Contract Amount	Bidder Contract Compliance Monitoring Report Required – Affidavit for Certification of Subcontractors as MBE's, as applic.	Affirmative Action Plan Required	CHRO Requires <u>Pre Approval</u> of Affirmative Action Plan
\$0-\$4,000.00	No paperwork required.		
\$4,000.01 - \$9,999.99	No	No	n/a
Non Public Works Contract			
\$10,000 - \$249,999.99	Yes	No	n/a
\$250,000 or more	Yes	Yes	No
Public Works Contract			
\$10,000 - \$50,000.00	Yes	No	n/a
\$50,000.01 - \$500,000	Yes	Yes	No
\$500,000.01 or more	Yes	Yes	Yes

Electronic versions of all of the CHRO Contract Compliance Forms are available on-line at: by navigating to *Contract Compliance* then *Contract Compliance Forms* from the following link: <http://www.ct.gov/chro/lib/chro/pdf/notificationtobidders.pdf>

7. Return the contract in its entirety (as described in the first paragraph of this letter), along with the resolution, Nondiscrimination Certification and CHRO paperwork as soon as possible in order to obtain the remaining state approvals. If you were unable to upload the certifications on the BizNet Connection, hard copies of those documents must be submitted.

APPENDIX A
SCOPE OF WORK

Project Title: Mill Brook Greenway Extension

Description: The Town of Coventry's project is a continuation of the Mill Brook Greenway multi-use planned trail system that leads from Coventry Lake, through Historic Coventry Village, to the Willimantic River.

1. Budget: Eligible project costs will be reimbursed in accordance with the following budget and associated tasks. Budgetary adjustments including the use of project contingency will require written approval by the Department of Energy and Environmental Protection's (DEEP) Trails and Greenways Program Coordinator. The Contractor shall notify the Department (DEEP) in writing requesting approval of budgetary adjustments between tasks including use of project reserves and contingency. All eligible project costs will be reimbursed at a rate of 80% (not to exceed task totals) with the remainder of eligible costs earned as project match. The Contractor shall adhere to the Project task/budget list below:

Task No.	Description	Estimated Costs
1	Parking construction	\$11,200.00
2	Trail amenities including picnic tables, benches, etc.	\$4,750.00
3	Wood guiderail installation	\$37,000.00
4	Trail material and installation	\$3,000.00
5	Line striping in road for designated pedestrian area	\$200.00
6	Landing-viewing area material and installation	\$500.00
7	Interpretive signage and installation (5)	\$6,800.00
8	Landscaping	\$8,500.00
	Total Project Costs	\$71,950.00
	Less: Local Match (minimum requirement)	\$14,390.00
	State Grant (not to exceed)	\$57,560.00

2. Location Map: Project site map is attached hereto as Appendix D which consists of one page numbered D-1.

3. Acknowledgement of Funding: Any publication or sign produced or distributed or any publicity conducted in association with this Contract must provide credit to the Connecticut Bikeway, Pedestrian Walkway, Recreational Trail and Greenway Grant Program. This program should be referenced as "The Connecticut Recreational Trails Program".

4. Match Requirements: The Contractor agrees to provide to the Commissioner, documentation that it has provided not less than twenty percent (20%) of the project cost as matching contribution. Match documentation may be submitted with each monthly invoice (Appendix C). Matching contribution shall be in the form of cash contributions towards construction contracts, in-kind labor and/or equipment, equipment lease/rental or material purchase or donation above and beyond the grant amount. In-kind labor shall be defined as the pay rate for that particular job function. No fringe or indirect cost shall be added to In-kind labor. Equipment shall be credited at the rate allowable by the current Federal Emergency Management Agency (FEMA). Note: Planning and environmental assessment (including

archaeological/historical assessment) costs incurred less than 18 months prior to State grant approval may be counted toward the applicant's 20% match.

- 5. Publication of Materials:** The Contractor must obtain written approval from DEEP's Trails & Greenways Program Coordinator prior to distribution or publication of any printed material prepared under the terms of this Contract.

Unless specifically authorized in writing by the State, on a case by case basis, Contractor shall have no right to use, and shall not use, the name of the State of Connecticut, its officials, agencies, or employees or the seal of the State of Connecticut or its agencies: (1) in any advertising, publicity, promotion; or (2) to express or to imply any endorsement of Contractor's products or services; or (3) to use the name of the State of Connecticut, its officials agencies, or employees or the seal of the State of Connecticut or its agencies in any other manner (whether or not similar to uses prohibited by (1) and (2) above), except only to manufacture and deliver in accordance with this Agreement such items as are hereby contracted for by the State. In no event may the Contractor use the State Seal in any way without the express written consent of the Secretary of State.

6. ADA Publication Statement:

For all public notices printed in newspapers, the following ADA and Title VI Publication Statement should be used:

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 <mailto:deep.accommodations@ct.gov>

If there is not a meeting or event associated with the material(s) being published, the following ADA and Title VI Publication Statement should be used:

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action/Equal Opportunity Employer that is committed to complying with the requirements of the Americans with Disabilities Act. Please contact us at (860) 418-5910 or deep.accommodations@ct.gov if you: have a disability and need a communication aid or service; have limited proficiency in English and may need information in another language; or if you wish to file an ADA or Title VI discrimination complaint.

If the material(s) being published have a meeting or event associated with them, the following ADA and Title VI Publication Statement should be used:

The Connecticut Department of Energy and Environmental Protection is an Affirmative Action/Equal Opportunity Employer that is committed to complying with the requirements of the Americans with Disabilities Act. Please contact us at (860) 418-5910 or deep.accommodations@ct.gov if you: have a disability and need a communication aid or service; have limited proficiency in English and may need information in another language; or if you wish to file an ADA or Title VI discrimination complaint. Any person needing a hearing accommodation may call the State of Connecticut relay number - 711. Requests for accommodations must be made at least two weeks prior to any agency hearing, program or event.

For videos that will be published on the DEEP website, the following ADA and Title VI

statement and the following line should be included on the DVD cover and the title page of the video:

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

This video with closed captioning is available at www.ct.gov/deep.

- 7. Submission of Materials:** For the purposes of this Contract, all correspondence, summaries, reports, products and extension requests shall be submitted to:

Department of Energy and Environmental Protection
State Parks Division
Laurie Giannotti, Trails & Greenways Program Coordinator
79 Elm Street
Hartford, CT 06106-5127

All **invoices** must include the PO #, PSA #, Project Title, DEEP Bureau/Division name, amount dates and description of services covered by the invoice, and shall be submitted to:

DEEP – Financial Management Division
Accounts Payable
79 Elm Street
Hartford, CT 06106-5127

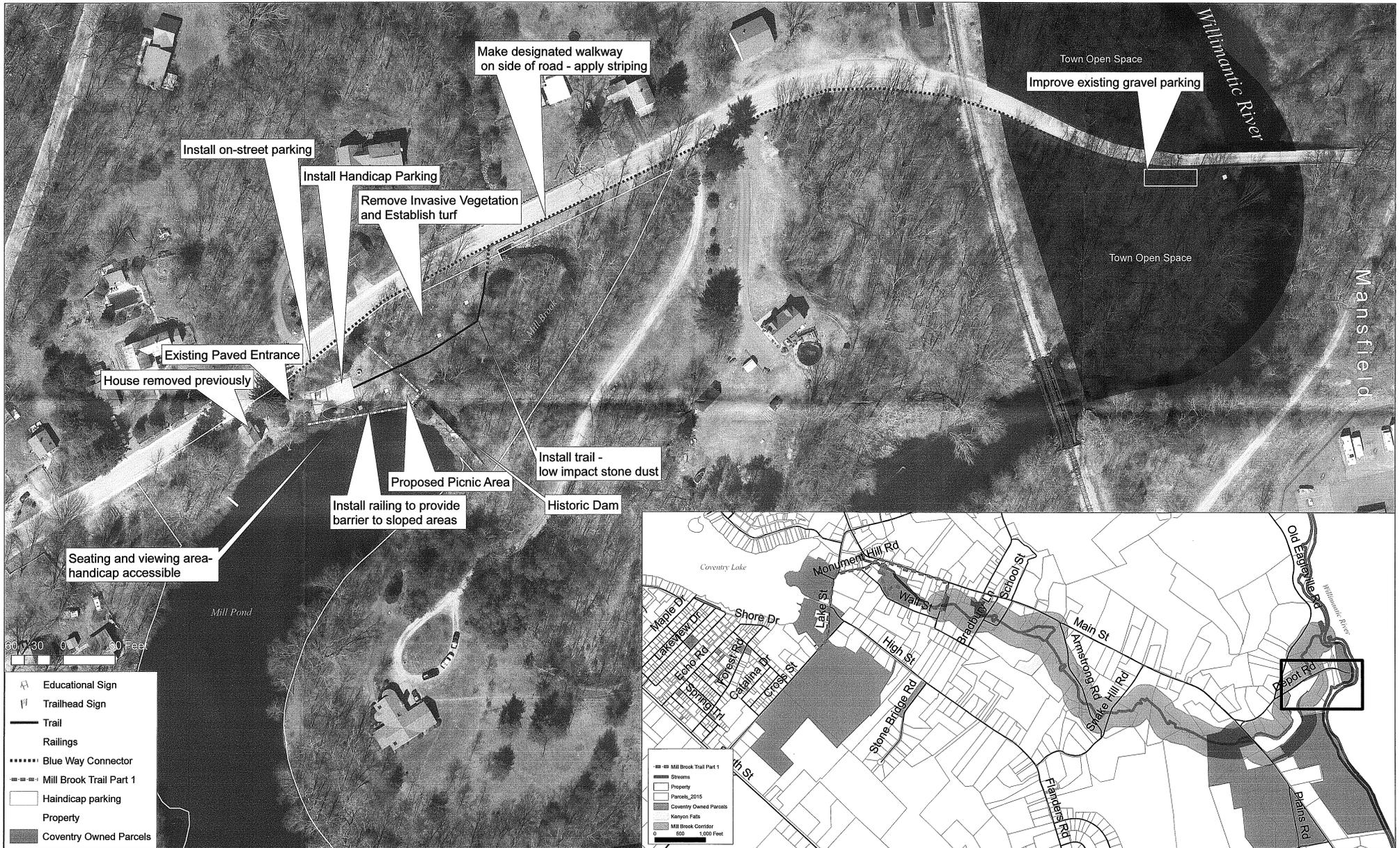
- 8. Permits:** No work shall commence until all required local, state and federal permits and approvals have been obtained by the Contractor. In addition, the contractor must provide the Connecticut Recreational Trails Program documentation that any threatened and endangered species protections which may have been specified by DEEP's Natural Diversity Database and/or historical or archaeological resource protections which may have been specified by Connecticut State Historic Preservation Office have been implemented.
- 9. Project Summaries:** Following Execution of this Contract, the Contractor shall provide summaries of project status to the Connecticut Recreational Trails Program (CRTP) Coordinator once every quarter during the time in which this Contract is in effect.
- 10. Extensions/Amendments:** Extensions will generally NOT BE GRANTED. However, if just cause can be demonstrated and approved by DEEP, an extension of not more than one year from the contract end date may be granted. If it is anticipated that the project cannot be completed as scheduled, a no-cost extension must be requested in writing **no later than 60 days prior to the expiration date of the contract**. Said extension request shall include a description of what work has been completed to date, shall document the reason for the extension request, and shall include a revised work schedule and project completion date. If deemed acceptable, approval will be received in the form of a contract amendment. Formal written amendment of the contract is required for extensions to the final date of the contract period and changes to terms and conditions specifically stated in the original contract and any prior amendments, including but not limited to:

- a. revisions to the maximum contract payment,
- b. the total unit cost of service,
- c. the contract's objectives, services, or plan,
- d. due dates for reports,
- e. completion of objectives or services, and
- f. any other contract revisions determined material by DEEP.

11. Final Project and Financial Report: Prior to final reimbursement, the Contractor shall submit to the Connecticut Recreational Trails Program, a Final Report including documentation, satisfactory to the Commissioner, demonstrating that all the elements have been met and with supporting documentation sufficient to demonstrate eligible expenditures. A sample format is attached as Appendix C.



Town of Coventry: Mill Brook Greenway Extension



2009 Aerial

Disclaimer: This map contains information that may not be current and is not intended for legal use

RESOLUTION

WHEREAS, the Town of Coventry wishes to purchase a 4x4 Backhoe, and two pieces of fire apparatus, a Water Tanker and a Quint; total of all three not to exceed \$773,000; and

WHEREAS, the Town plans to purchase these items initially with funds currently within the Town's non-recurring capital expenditure fund; and

WHEREAS, in order to replenish said non-recurring capital expenditure fund the Town intends to enter into a lease purchase financing agreement with a recognized lending company at a date in the near future; and

WHEREAS, a lease purchase financing agreement will allow the Town to immediately obtain and utilize this vehicle for the benefit of Town residents, allow the Town to pay for said vehicle over time and further allow the Town to reimburse its non-recurring capital fund for other possible uses for the benefit of the Town; and

WHEREAS, the Town Council has determined that a lease purchase financing agreement of this nature is in the best interests of the Town of Coventry.

NOW THEREFORE, BE IT RESOLVED THAT:

Town Manager, John A. Elsesser, is hereby authorized to negotiate and execute all documents necessary for the purchase of said vehicle from funds contained within the non-recurring capital fund; and

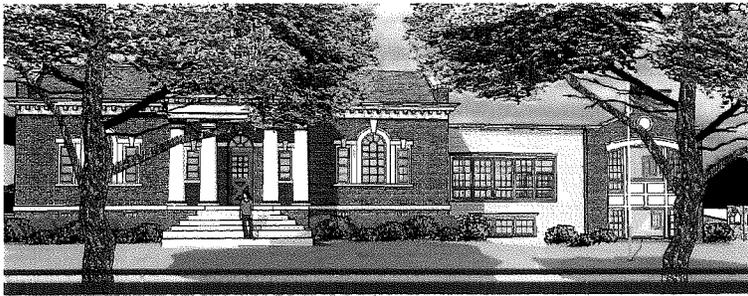
BE IT FURTHER RESOLVED THAT:

Town Manager, John A. Elsesser, is hereby authorized to negotiate and execute a lease purchase financing agreement with a recognized and responsible lending company under such terms as he views favorable to the

Town in order to effectuate the intent of this resolution and which meets the requirements of United States Treasury Regulation Section 1.150-2; and

BE IT FURTHER RESOLVED THAT:

Upon the execution of said lease purchasing financing agreement and the receipt of funds from such financing agreement, the Town Manager or Finance Director shall use such funds to reimburse the non-recurring capital fund for the expenditure of the above referenced vehicle.



I SUPPORT EXPANSION OF
BOOTH & DIMOCK MEMORIAL LIBRARY
MORE THAN JUST BOOKS,
OUR PLACE OF...

DISCOVERY ~ COMMUNITY ~ LEARNING ~ INNOVATION ~ TECHNOLOGY
IMAGINATION ~ PRESERVATION ~ COLLABORATION

By signing my name I am demonstrating my support for the Booth & Dimock Memorial Library Building Expansion and am asking the Town Council of Coventry to seriously consider the merits of this project and bring it to referendum.

[Signature]
Robert Kobushner
Mary E. Miller
AVAN I AN ACE
Catsy A. Tutre
[Signature]
Austin Kelley
Aline Hoffman
GERALD L. DEVELLES
CATHERINE A. KENNELLY
Batherine Garcia
Dorlene Bush
Holly Blount
[Signature]
Catherine Cook
Laurie Neman
Stacy Stevenson
Heidi Steiner
Heather Blm
Bob Robinska

[Signature]
Anthony Hwalek
Felina Luchon
Craig Lafferty
J & Court
Karin Sabier
Luis Kasprzak
Christine Patten
Melinda Corneliuson
Jessica Robert
Ande J. Ball
Michelle Fox
William Truon
D. Sewell
William D. Hoffman
Robert J. Walker
Lyneth Simon



**I SUPPORT EXPANSION OF
BOOTH & DIMOCK MEMORIAL LIBRARY
MORE THAN JUST BOOKS,
OUR PLACE OF...**

**DISCOVERY ~ COMMUNITY ~ LEARNING ~ INNOVATION ~ TECHNOLOGY
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By signing my name I am demonstrating my support for the Booth & Dimock Memorial Library Building Expansion and am asking the Town Council of Coventry to seriously consider the merits of this project and bring it to referendum.

Cathy Amantona
Cathy O'Keefe
Katherine Barthrod
Beatrice Daul
PHIL BAZZONI
Cathy McMahon
Frances Lavin
Talisa Suminski
Kestral Marasso
Kathy Ney
Aline Hoffman
Wm J. [unclear]
D. Blahit
Frederick [unclear]
Rosa [unclear]
Kathy [unclear]
Ann Kouatly Ann Kouatly
Bianca [unclear]
James McDonald

Janet Simmons
Margaret Thomas
Peter M. Herzhornik
Zane Amiro
William L. Hoffman
Melinda McDonough
Megan McDonough
Janet Speas
LILIANA DAMASCENO
Julie Kelly
JEAN JENKINGS
Doreen Whitman
Gail Hurman
[unclear]
[unclear]
Michelle White
Janine Elliott
[unclear]
[unclear]

Laura Stone

Subject: FW: Library Expansion

-----Original Message-----

From: Julia McAleer [<mailto:heartstonefarm@att.net>]

Sent: Monday, July 18, 2016 8:02 PM

To: Julie Blanchard; Matthew OBrien; Richard Williams Jr.; Andy Brodersen; Hannah HPietrantonioTC; Thomas Pope; Lisa thomas

Cc: Booth Dimock

Subject: Library Expansion

July 18, 2016

To Whom It May Concern:

Please accept this letter in support of the Booth and Dimock Library expansion project. As residents of Coventry my family of four has become very familiar with the library. We attend almost all of the children's activities and have done so for the last eight years. We have come to learn that a library is not just a place to store and borrow books, but a place that quickly becomes the center of a community. In the children's library my girls have made lasting friendships and I have met a supportive network of parents. My children have experiences that they wouldn't otherwise have with people they may not have otherwise met. They have attended music classes, art classes, story times, science experiment labs, dance parties, summer reading adventures, and now an adventure camp that gets them interested and excited about the outdoors. I can tell you that in this day and age there are endless amounts of activities you can sign your children up for and they are all expensive. The average family is not able to provide these activities to their children and the library offers quality programs for free. There is nothing else in the state that offers these kind of learning experiences for free.

Our library, in particular, is doing such a fantastic job at providing endless amounts of opportunities for all the children of this community. Over the last eight years I have watched their programming increase and with that comes an increase in participation. When I first started attending story times with my daughter there were only three or four children who attended. Nowadays a story time with Miss Meg can fill the entire space. The summer programs this year are filling the space weekly. This is fantastic and I love seeing more and more children excited to come to the library.

I cannot begin to imagine the impact a larger and more updated space would bring to our community. The possibilities are endless, especially considering the creativity that the staff of Booth and Dimock is already demonstrating. I urge anyone who is skeptical to first visit our library and then perhaps visit our neighboring Mansfield Public Library and compare the two. With more space and easier access, the benefits are unending.

I urge the town council to please allow the people of Coventry to vote on the Booth and Dimock library expansion project at referendum.

Thank you for your time,
Julia McAleer
295 Pucker St
Coventry CT 06238

July 18, 2016

To Whom It May Concern:

Please accept this letter in support of the Booth and Dimock Library expansion project. As a resident of Coventry and also as the K-5 school Library Media Specialist in town, I can personally share countless reasons to support our library and the services it provides to our entire community.

Meg Schiebel (Booth and Dimock Children's Librarian) and Chris Carney (Booth and Dimock Teen Librarian) continuously make an effort to reach out to our schools to promote summer reading, Nutmeg Book Award novels, and free programs at the town's library. I see 700+ students getting excited to visit the library and become involved in positive, free programs that support their classroom learning. As a mother of elementary age students in town, I visit these events and they are filled to, and sometimes exceed, capacity.

I enter Booth and Dimock and see seniors doing puzzles, teens creating on a 3-D printer, preschoolers working towards reading 1,000 books before Kindergarten. I see a place to cool off in the heat or to warm up in the winter for those who may not be able to afford these luxuries. I remember during the extended power outages due to hurricanes, the library offering their resources as a place to use running water or to charge devices. I see a calendar filled with events for the young and old. I get excited to hear our tweens and teens in town looking forward to using the new sidewalks on Main St. to walk to the library after school or to get dropped off there by our bus company. Students that may otherwise come home to empty houses until an adult is home from work. As you can see, our library is much more than a place to get books.

Just like I see the Coventry school libraries I work in as the hub of the school, the Booth and Dimock is a hub of our town. A place for literature, audio, video, technology, new learning, support, programs and connections with others in the community. In our schools we strive to promote 21st Century learning as does the Booth and Dimock, but with new additions to their building the possibilities grow greatly. With the possibility of the expansion project we could look forward to a separate programming room, quiet study areas, meeting rooms, a larger teen zone, a new Children's Room, and a business center! The expansion is an investment in not only our Library, but our entire community presently and in the future.

After much work, careful consideration and research, the Booth and Dimock staff have worked diligently to make this project as fiscally conservative and responsible as possible. Therefore, I ask the Town Council to please allow the people of Coventry a chance to vote on the Booth and Dimock expansion project at referendum.

Sincerely,

Victoria Phillips

16 Cindy Dr.

Coventry, CT

Town Council members,

I am writing this letter in regards to the library expansion. I am a citizen of Coventry who is in favor of the library expansion,

when I moved to this town my children were starting at GHR. One of the first things I did upon moving here was to get library cards for my family. This town has a wonderful library with many programs and activities for the kids. My children did their necessary community service hours at school at the library.

When they started high school I was happy that they went to the library after school. The bus even drops them off in front of the library. They do their homework, go on the computers and socialize with their friends. As a parent I don't have to worry about what they are doing after school. They are in a safe environment with staff who welcomes them by name and actually cares about them. They know their

attitudes and whether or not they are having a good day. The librarians care for these kids and their well being. One of my kids now has a job at the library shelving books. The library made his first job available.

IF your kids don't play sports or are involved in an after school activity, you have to worry about what they are doing with their free time. When they are at the library you no longer have to worry about them. The teens have a small section available to them at the library and there are programs and activities for them to do. The town needs to fund programs that will help our children and keep them off the streets and out of trouble. I'm sure if you even bothered to ask the library patrons about their views on this expansion, you would see how many proponents you have to tax dollars going elsewhere.

You fix every road in town, whether or not they actually need it. You have money going everywhere,

except to where it actually needs to go, to our children. A library expansion would benefit our youngest citizens, the ones that need to be watched over the most, not every parent in town can afford after school programs for their kids, so what are they to do? Just hope that their kids have learned the right thing and won't fall prey to peer pressure. Kids left on their own for hours are going to be more subject to doing negative things. This library expansion will help these kids and their parents. I for one, like knowing that there are good people helping my kids after school. That they are motivating them to learn and to try new activities. This library cares about these kids and their families. They are to be applauded because they go above and beyond their roles as librarians.

I think that you should take some time to see what they do and what they have to offer for

yourselves. Ask these kids and their families what the library expansion will mean to them, I have a feeling that the citizens in this town would be in favor of having a tax increase if needed, if it meant to better childrens lives and keep them off the streets. Our children and their futures should matter, in fact it should be our primary concern,

This library expansion means so much to so many people. Get out there and poll them. Ask your citizens what they would like to do. More people need to know the benefits of this library and its expansion, educated people will make good decisions about this town and how to help the citizens that need it the most, our children. Thank you for your time in this matter.

Sincerely,

Katherine Garcia



Eastern Regional
Mental Health Board

2015-16
Year in Review

Fulfilling Our Mission

EVALUATION ACTIVITIES

-  **2** Outpatient program review & evaluations
- 7** Young Adult program review & evaluations
- 5** Special CAC presentations

COMMUNITY NEEDS ASSESSMENT

-  **★** Conducted 2015 & 2016 Priorities & Planning Process (PPP) (required to apply for federal funds of \$23M/year--2 year process)
- ★** Interviewed **5** Key Informants to gather information for PPP
- ★** Conducted **4** focus groups to gather feedback from all stakeholders for PPP

MEMBERSHIP

-  **54** Volunteers active during the past year
- 6** New Catchment Area Council members recruited
- 4** New Board members recruited

Special Projects

TRANSPORTATION VIDEO PROJECT

-  **⇒** Completed 'People Interrupted: Navigating Poverty in Eastern CT,' a feature-length film on transportation barriers to recovery for individuals with mental health issues
- ⇒** **2** filming dates, with **32** interviews conducted, including **2** local legislators
- ⇒** Premiered a "First Look" at 4/18/16 Legislative Breakfast
- ⇒** Future plans include the creation of a YouTube Channel to display videos; creating variety of short, topical videos; and additional filming dates in the fall and winter
- ⇒** Strengthened relationships with key transportation industry entities

NORWICH HOSPITAL ORAL HISTORY PROJECT

-  **⇒** **7** interviews recorded (former patient, agency executive, former nurse, amateur historian, etc)
- ⇒** Fun Fact: one interviewee worked filling vending machines at the Norwich State hospital, and later became a clinician as a result of his experiences
- ⇒** Future Plans: will continue to seek former patients & family members to participate, to capture a balanced portrayal of the Norwich Hospital era

Community Outreach

MEDIA ACTIVITIES

-  "After 40 years, Eastern Region Mental Health Board still has one challenge left," Norwich Bulletin, 6/24/2015
-  "Murphy's mental health bill helpful, but won't prevent mass shootings," Op-Ed by Jennifer Gross, Connecticut Mirror, 8/11/2015
-  "Bill closing deficit, cutting business taxes heads to Malloy," Connecticut Mirror, 12/8/2015
-  "Mental health service cuts go along with layoffs," Connecticut Mirror, 4/19/2016
-  Appearance on Rep. Susan Johnson's "Town Talk" Cable TV show, 12/16/2015

Thank You!

to all who have helped us over the past two years in the face of repeated attempts to eliminate the Regional Mental Health Boards. Countless advocates urged state legislators to preserve our funding, and those same legislators worked tirelessly to protect the RMHBs and the state's safety net. The danger's not over, though, and we're likely to have another fight on our hands in 2017. Please continue to support our work!

#SaveOurVoice

ADVOCACY

-  **★** 4/18/16 Legislative Breakfast: **7** legislators, **6** legislative staff attended; **3** nonprofit agency managers & **11** clients spoke about vitally needed services in Eastern CT
- ★** **2** staff & **7** members testified at DMHAS Budget Hearing advocating for preservation of funding

COMMUNITY EDUCATION

-  **★** Worked with **4** towns in region to have Proclamations issued in observance of Mental Illness Awareness Week (October 4-10, 2015), and got coverage in local media
- ★** See next section for details on other activities

Gratitude is the fairest blossom which springs from the soul.
~Henry Ward Beecher

SURVEYING OUR STAKEHOLDERS

-  **⇒** Surveyed **160** clients and **85** staff regarding DSS Service Barriers Survey
- ⇒** Identified key barriers in the DSS System: long wait times, conflicting information, and lost redetermination paperwork
- ⇒** Anecdotal stories provided by **16** clients and **12** staff
- ⇒** Created a Workforce Assessment Survey currently being tested with local agencies
- ⇒** Planning a Transportation Barrier Survey for future data collection efforts

COMMUNITY CONVERSATIONS

-  **⇒** Held **1st** Community Conversation for Older Adult Behavioral Health in Sprague
- ⇒** **27** providers and community members participated
- ⇒** **2** legislators participated in planning committee meetings
- ⇒** Senator Cathy Osten & Dept. of Aging Commissioner Betsy Ritter joined the event
- ⇒** Received overwhelmingly positive feedback in post-event evaluations
- ⇒** Future plans: follow-up event in SE CT, and 2nd event in NE CT during summer or fall

COMMUNITY COLLABORATIONS & COMMITTEES

-  Keep the Promise Coalition Coordinating Council (also a participant in Strategic Planning Process 2015-16)
-  DMHAS State Board of Mental Health & Addiction Services
-  DMHAS Adult Behavioral Health Planning Council
-  Mental Health CT Public Policy Committee
-  Southeastern Mental Health Authority (SMHA) Network Management Council
-  SMHA Faith Steering Committee
-  SMHA Employment Steering Committee
-  NAMI-CT Public Policy Committee
-  Ledyard Safe Teens Coalition

"Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has."
~Margaret Mead

For more information, contact the Eastern Regional Mental Health Board at
401 W Thames St, Norwich, CT 06360 ★ (860)886-0030 ★ www.changingmindset.org

2015 Recognitions & Awards

Michael Kerr Scholarships:

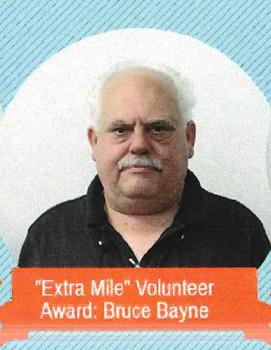
Melanie Nagode
Michael Marshall
Jessica Goodman
Jennifer Brownlee
Shemekia Garcia
Leslie Calkins
Marie "Beth" Donohue



Robert Davidson Advocacy Award: Bonnie Eldridge



"Extra Mile" Volunteer Award: Jo Ann Richards



"Extra Mile" Volunteer Award: Bruce Bayne



Leadership Award Commissioner Betsy Ritter



Five Ways You can lend a helping hand

- i** Attend one of our meetings
- i** Join a Catchment Area Council**
- i** Volunteer to help with a Program Review
- i** Advocate for us with your legislators
- i** Donate: We are a 501(c)(3) nonprofit, and your gift may be tax deductible!

**What is a Catchment Area Council?



The Catchment Area Council (CAC) is a citizen body and is the grassroots level for citizen involvement in planning for needed services. No expertise is needed to join! Visit www.changingmindsct.org to learn more.

Even the smallest puzzle pieces help make the biggest picture

- ★ Hosted performance by Second Step Players, whose comedy and music educates the public and changes attitudes about mental health issues.
- ★ Served as Consumer Rights Officer for **2** local agencies.
- ★ Met personally with **8** Town CEOs to learn about local needs; presented to Council of Governments
- ★ Conducted **3** focus groups with local young adults to discover how they think, talk, and inform themselves about mental health issues and how they engage with services.
- ★ Held 40th Anniversary celebration with **63** guests, including **4** legislators and **1** Town CEO.
- ★ Participated in a Round Table Forum held by U.S. Senator Chris Murphy.
- ★ Built a NEW & IMPROVED website!
- ★ Nominated (and presented award to) Norwich Bulletin reporter Adam Benson for the Keep the Promise Coalition Media Award for excellence in covering mental health issues.
- ★ Served as a panelist in **2** Mental Health Forums convened by State Rep. Kathleen McCarty.
- ★ Awarded a total of **\$1100** to **7** individuals in recovery through our Michael Kerr Scholarship program.
- ★ Conducted **2** advocacy trainings for local agency clients and staff.
- ★ Held first annual "Own Your Story" creative challenge featuring written and visual arts, with nearly **40** entries and **6** awards given.
- ★ Partnered with UConn School of Social Work to bring first-ever MSW intern to ERMHB for 2015-16 school year.

408 Likes
Average Post Reach: 104
Top Post Reach: 788

109 Followers
1.2K Impressions last month
Top Tweet: 60 Impressions



Avg. Monthly Viewers: 613
Top Pin Impression: 378
Top Board Impressions: 383

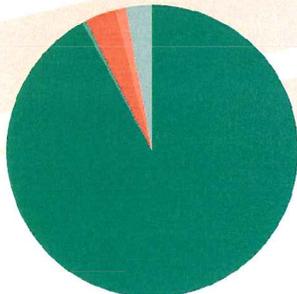
44 Followers

The ERMHB & Social Media

How we get it all done...

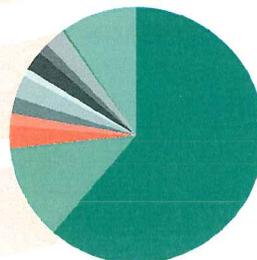
...making every dollar count

The Regional Mental Health Boards have often been called the "best bargain in the system," and our reputation for giving value to our state and its communities is well-deserved. With just one full-time and two part-time employees, and on a shoestring budget, the ERMHB coordinates dozens of volunteers and a vast array of planning and evaluation, community education, and advocacy activities.



Total FY16 Revenue: \$113,687*

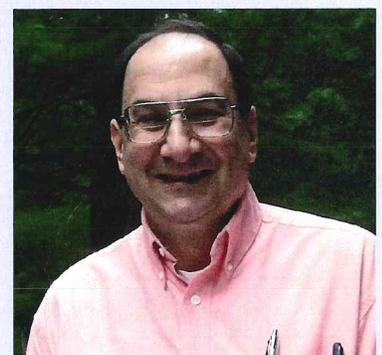
*Figures provided are for projected revenue & expenses



Total FY16 Expenses: \$113,687*

*Figures provided are for projected revenue & expenses

- Salary (61%)
- Payroll Expense (12%)
- Contract Services (3%)
- Communications (1%)
- Insurance (2%)
- Special Projects (3%)
- MKerr Awards (1%)
- Supplies, Postage, & Printing (3%)
- Meetings, Memberships &.. (1%)
- Mileage (3%)
- Education & Training (0%)
- Administrative & General (9%)



The Robert E. Davidson Fund was founded in 2014, in memory of our previous Executive Director, who believed passionately in recovery and a full life in the community for those living with mental health issues. Thanks to the generosity of so many who admired him, donations to the Fund have reached nearly **\$10K**, allowing us to pursue exciting projects like our "People Interrupted" documentary. If you'd like to donate to other projects like this, please contact us to learn how.

July 25, 2016

Town Manager, John A. Elsesser
Town Office Bldg., 1712 Main St
Coventry, CT 06238

Dear Town Manager, John A. Elsesser:

Thank you for your support of the Eastern Regional Tourism District. We have enclosed a copy of the 2015-16 Eastern Regional Tourism District Annual Review. The Review details the many activities and accomplishments we were able to achieve this past fiscal year.

We were optimistic for the upcoming 2016 tourism summer season and were planning a fall campaign for the 2017 fiscal year. Unfortunately, that changed when on June 30 Governor Malloy eliminated regional tourism funding.

All regional tourism activities will have to cease if the Tourism District is forced to shut its doors due to lack of funding.

If you believe in the economic return tourism brings to the Mystic Country region, we encourage you to contact your local legislators and/or Office of Policy & Management Secretary Benjamin Barnes.

Sincerely,

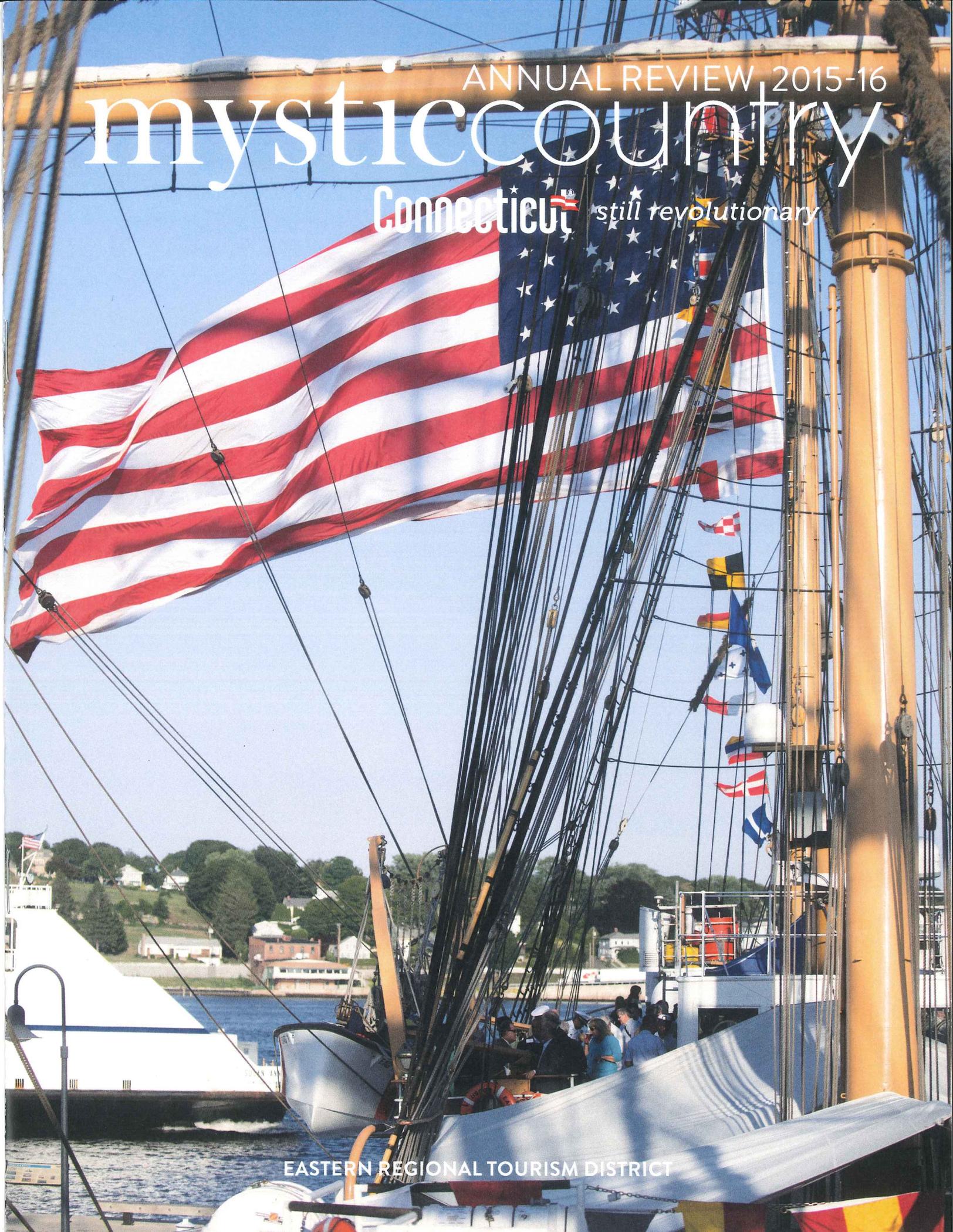


Ed Dombroskas
Executive Director

ANNUAL REVIEW 2015-16

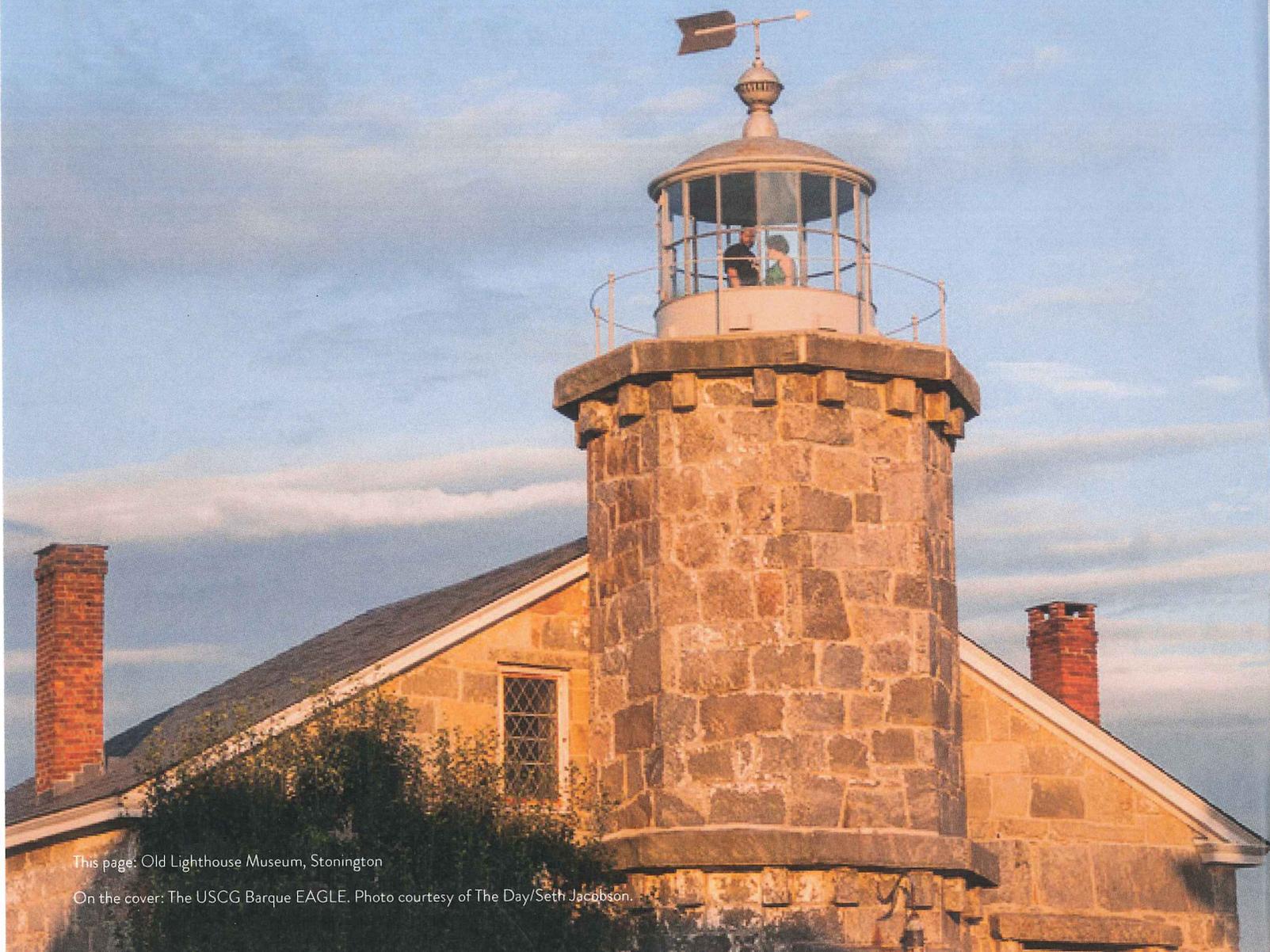
mysticcountry

Connecticut *still revolutionary*



EASTERN REGIONAL TOURISM DISTRICT

Fiscal year 2015-16 can best be described as a year of significant challenge as well as great achievement. The year began with a hope that fiscal stability would endure throughout the year. Under that assumption a budget was developed that matched targeted activities to available resources. In addition, the Board of Directors began a planning process to revisit the District's mission, goals and objectives in light of reduced resources and with an eye toward maximizing the economic impact the tourism industry can have on the region's economy. This, along with marketing and sales initiatives described elsewhere in this report, formed the basis for the fiscal year's activities.



This page: Old Lighthouse Museum, Stonington

On the cover: The USCG Barque EAGLE. Photo courtesy of The Day/Seth Jacobson.

During the first two quarters of the fiscal year significant progress was made in the planning process. Staff, working in conjunction with the Board, participated in a long range planning exercise that focused on the needs of and changes within the tourism industry. Cooperative marketing projects were defined and initiated with our industry constituents and a new partnership with the Connecticut Office of Tourism was launched to integrate and upgrade the State and Regional District websites. Unfortunately, the anticipated fiscal stability we anticipated for the year was not realized.

At about the beginning of the second quarter it became apparent that State revenues were not at predicted levels. As a result, the Governor exercised his authority to impose a budget reduction for the Regional Tourism District. This reduction was followed by a second reduction as the budget picture deteriorated. Further clouding the future was a proposal for Fiscal 2017 that all funding for Regional Tourism Districts be eliminated. At that point all future planning for the Eastern Regional Tourism District became irrelevant as efforts turned toward determining if the District was to survive into the next fiscal year. A final determination on funding for fiscal 2017 for the District was not known until late May but it was determined that Tourism District funding would continue into fiscal 2017 however at a much reduced level over the budget for fiscal 2016. This action will set the course for the first months of fiscal 2017 as we determine what activities can be reasonably undertaken with reduced resources and also keeping a watchful eye on possible further reductions during the fiscal year.

In spite of the gloom created by the economic realities of resource reductions, last year some very significant accomplishments were realized, two of which are worthy of particular note. First, our tourism constituents who have historically supported and participated with the District in outreach to groups and tourism operators via trade show participation "upped their game" this year. Faced with the inability of the District to fully support participation in the planned shows, working groups were formed for cooperative marketing initiatives and gap funding was offered by our constituents. As a result

the Eastern Regional Tourism District/Mystic Country was able to be present at all the sales events originally planned and were able to participate in some additional sales events as well. This was all achieved through financial and in-kind contributions from our constituents in support of Mystic Country's sales and promotion efforts.

Second, as a result of unprecedented cooperation between the Connecticut Office of Tourism and the Regional Tourism Districts, a project to upgrade and integrate State and Regional Tourism District websites was planned, coordinated and executed during the fiscal year. As a result the State tourism website was revamped and populated by the substantial content maintained by the Districts. For Mystic Country, the technologically aging website of Mystic.org was replaced by the newly created State website CTvisit.com. Now the Eastern Regional Tourism District staff serves as the regional curator and administrator for Mystic Country content contained in this newly integrated site. The result is a much more vibrant display of Mystic Country and Connecticut tourism assets in an attractive, consumer oriented format. For Mystic Country, in the short time the new regional site has been available to the public, the result is hundreds more inquiries for information and vacation planning as compared to the same period last year. In addition, through a cooperative arrangement between the State, District and private-sector Greater Mystic Visitors Bureau the opportunity for individual tourism entities to further enhance their placement in the Mystic Country website has been preserved.

Sustaining stability while achieving progress is perhaps the best way to describe the efforts of this past year. Our hope is that the upcoming year will be less of a challenge and will allow for more of the innovation and growth that the tourism industry in eastern Connecticut deserves.

Ed Dombroskas

Executive Director

Eastern Regional Tourism District/Mystic Country



Mystic Seaport, Mystic

Marketing & Advertising

BY THE NUMBERS

6,111 LEADS

CT Getaway Guide Free Standing Newspaper Insert (FSI) for Fall/Winter 2015-16.

5,809 LEADS

CT Getaway Guide Free Standing Newspaper Insert (FSI) for Spring/Summer 2015.

517 LEADS

CT Visitors Guide 2015: Mystic Country co-op advertising spread included.

3,279 LEADS TO DATE*

CT Visitors Guide Spring/Summer 2016

1,604

NEW: Requests for *Mystic Country Visitors Guide* from CTvisit.com from April 4, 2016 to Date*

MYSTIC COUNTRY VISITORS GUIDE

250,000 COPIES

Mystic Country Visitors Guide full run: provided content for free listings and photography; provided advertising space for northeast advertorial section.

150,000 COPIES

Distribution of *Mystic Country Visitors Guide* 2015-16; negotiated distribution contracts and managed distribution throughout the Northeast, including over 200 AAA offices.

DISCOVER NEW ENGLAND NEWSLETTER

Travel Exclusive newsletter emailed to international consumers.

CONSUMER NEWSLETTER

The ERTD published a quarterly consumer-based newsletter outlining interesting things to see and do in

the 42-town region. The newsletter is distributed to a list of over 50,000 consumers.

MYSTIC COUNTRY TRAILS

Both the *Sundae Drives* and the *Antiques Trail* are currently being updated and are scheduled to be reprinted by the ERTD. In collaboration with the Southeastern Connecticut Coalition, the ERTD also helped launch the *Historic Houses of Southeastern Connecticut* trail brochure, designing, promoting and arranging distribution for the piece.

RADIO

The ERTD produced specially-themed radio segments weekly. These radio spots feature area events and activities for the weekend ahead. The segment airs weekly on WELJ 104.7 FM, Q105 105.5 FM, WLLM 98 AM, and The Wolf 102.3 FM.

*as of June 1, 2016

CTVISIT.COM

In 2015-16, the Connecticut Office of Tourism (COT) worked closely with the Regional Tourism Districts to gather data, content and visuals to populate the relaunch of the Connecticut tourism website CTvisit.com.

The new collaborative CTvisit.com website integrates the regional district website (Mystic.org) with the State website and includes an increased prominence for restaurants and hotels, increased opportunities for overnight stays, customized experiences for each of our state's regions and dramatically enhanced listing pages for each of our tourism partners.

In preparation for the late April launch of CTvisit.com, the Tourism Districts and the COT created a new set of guidelines for content on CTvisit.com. By collaborating with local Main Street Organizations and merchant groups, the Eastern

Regional Tourism District was able to add nearly 500 Mystic Country listings to the CTvisit.com database and more than 400 photographs.

The new site launched on April 21, 2016 to much acclaim and improved traffic. From April 21 to June 1, 2016, the new CTvisit.com has had a year-over-year increase of 56% in visits (396,383 vs. 254,656), 54% in unique visitors (318,036 vs. 206,259) and 67% in pageviews (1,075,363 vs. 642,155).

The Eastern Regional Tourism District now actively manages the Mystic Country portion of the State website (MysticCountry.com) approving and entering events and deals, helping constituents update their listings, and creating new content for the consumer.

101 EVENTS BIGGEST EVENTS IN MYSTIC COUNTRY

In early 2016, the Eastern Regional Tourism District electronically published a year-long overview of the region's most popular events. Formatted into a magazine style, the interactive online calendar can be found at Issuu.com/MysticCountryCT.

WEBSITE STORIES

The ERTD created and updated 48 mini-promotions and stories for 2015-16. In total more than 600 tourism partners and events were highlighted in these promotions, which were posted on Mystic.org, CTvisit.com and SeeMysticCountryCT.com websites and heavily highlighted on the Tourism District's social media outlets. Topics covered were:

JULY

Ice Cream Trail
Farmers Markets
Summer Music
Food, Fairs & Festivals

AUGUST

Country Fairs
Corn Mazes
Best of CT Winners
Summer Savings

SEPTEMBER

Walking Tours
Scenic Drives
Pet-Friendly Travel

OCTOBER

The Last Green Valley's Walktober
Submarine Century/USS Nautilus
Haunted History
Fall Favorites
Autumn Adventures
Trick-or-Treating while Traveling
Mystic Pizza Anniversary/Trail

NOVEMBER

National Beer Day
Santa Sightings
Holiday Happenings
Lantern Light Tours at Mystic Seaport
Main Streets for the Holidays

DECEMBER

Holidays on Stage
Unique Gifts
Cut-Your-Own Tree

JANUARY

Fireside Escapes
Cabin Fever
Connecticut Magazine Bests
Garde Winter Cinema Series
Hygienic XXXVII

FEBRUARY

Chocolate & Candy Shops
Romantic Willimantic
Project Oceanology Seal Watches

MARCH

St. Patrick's Day Events
Easter Egg Hunts in Mystic Country
Gardens & Wine

APRIL

April Vacation
30+ Events Happening this May

MAY

Yankee Magazine's CT Best
Get Out on the Water
Free & Fun in Mystic Country
Historic Houses of Southeastern CT
30+ Not-To-Miss Events this June

JUNE

Fireworks in Mystic Country
Thames River Heritage Park
Submarine Century
Farmers Markets

YEAR-ROUND

Antiques Trail
Touring Retro
Foodie Finds
What to Do This Weekend: Event Picks

Distribution & Fulfillment

150,000 Mystic Country Visitors Guides were distributed by the ERTD. Major distribution locations included: 200 AAA offices throughout the Northeast; Bradley Airport; Amtrak Northeast hubs; Fairfield and Westchester County train stations; CT Welcome Centers; New York Thruway and Northern NJ Thruway; I-95 and I-91 in CT and MA; Boston Hotels & Info Centers; and various local and regional hotels, restaurants and info centers.

Approximately 10,000 copies of the Mystic Country Visitors Guide were mailed or delivered through website requests, phone requests, fulfillment of Mystic Information Center and CTVisit.com requests from individuals, conference and group planners, special event requests and trade show follow-up.

Sales

LEADS

Leads from trade shows totaled 341, plus additional leads from International trade shows attended by Discover New England and the CT International representative.

FAM TOURS

The ERTD hosted 10 Familiarization Tours with a total of 75 participants in FY 15-16. These FAM Tours represented groups from the UK and Ireland, Italy, Australia, Germany and tour operators from around the country.

CO-OP PARTNERS

Creamery Brook Bison
Crossings Brew Pub
CT River Valley Co-op
Downtown Mystic
Essex Steam Train & Riverboat
Flanders Fish Market
Florence Griswold Museum
Foxwoods Resort Casino
Harbour House at Inn at Mystic
Hilton Mystic
Holiday Inn Norwich

Howard Johnson Inn - Mystic
Hyatt Place Mystic
Inn at Mystic
Mashantucket Pequot Museum
Microtel Inn & Suites Uncasville
Mohegan Sun
Mystic Aquarium
Mystic Downtown Merchants
Mystic Marriott Hotel & Spa
Mystic Seaport
Nature's Art Village

ASSISTANCE

ERTD assisted a number of meeting planners, tour operators and group leaders with site visits, options for transportation and tours, meals, activities, Mystic Country Visitor Guides, maps and brochures.

REQUESTS FOR PROPOSALS (RFP)

The ERTD distributed 23 Requests for Proposals (RFPs) for a total of 12,324 room nights.

Ocean Beach Park
Putnam Business Association
Quality Inn Mystic
Residence Inn
Roseland Cottage
SpringHill Suites Waterford
Taylor Brooke Winery
The Last Green Valley
The Spa at Norwich Inn
The Whaler's Inn
Willimantic Brewing Company

Industry Support

SALES COMMITTEE

Twenty-three members, representing hotels and attractions throughout the region, met quarterly to discuss sales strategies and co-operative projects.

MARKETING COMMITTEE

The ERTD reestablished the Marketing Committee and met 10 times this fiscal year. This committee is comprised of 17 members of various tourism sectors (attractions, accommodations, industry).

NORTHEAST COMMITTEE

Bi-monthly meetings were held to discuss tourism marketing priorities. Locations for the meetings changed throughout the year and throughout the Northeast communities.

Northeast ad placements included *Explore!*, *Visit NECT Visitors Guide*, *CHAT* and the *Mystic Country Visitor Guide*. The ERTD also supported the Windham Regional Chamber of Commerce's *Festivals, Fun & Flair* program on WILI-AM.

BROCHURE SWAPS

Two successful brochure swaps were held in Mystic and Pomfret, bringing together constituents and their printed materials to share and distribute at the opening of the tourism season.

MARKETING WORKSHOPS

ERTD produced four highly successful workshops on working with the new state website CTvisit.com. Locations were in Mystic, Danielson, Willimantic and Norwich.

Public Relations & Social Media

MEDIA & TRAVEL TRADE OUTREACH

Maintained and continually updated a comprehensive calendar of events for eastern Connecticut. Submitted more than 125 events to 50 regional media throughout the year for organizations that do not have communications staff.

Maintained ongoing contact with travel writers and editors via seasonal mailings. Pitched stories about the region and worked with visiting writers interested in exploring the region first-hand by hosting area accommodations.

Outreach involving seasonal mailings, press releases and social media resulted in more than 120 placements over the course of the year featuring Mystic Country events, businesses and travel itineraries.

Numerous media follow the District on Facebook and Twitter in order to gather news and information about upcoming events and activities to cover.

CT OFFICE OF TOURISM SUPPORT

The ERTD attended state tourism meetings and conference and coordinated with statewide tourism campaigns, providing support to state agencies with images (see media library), content and ideas. The Tourism District also provides support to the state for media inquiries and visits.

MEDIA LIBRARY

The ERTD continues to expand its regional photo library. Currently, the library consists of more than 5,000 photos of events, towns, attractions, accommodations and eateries. Drone photography and video is slated to begin in late June 2016.

CONSUMER OUTREACH

Social media continues to grow and is a tremendous tool for notifying and influencing consumers (potential visitors and in-state residents) about upcoming events and sharing iconic images that influence attitudes towards the area.

SEE MYSTIC COUNTRY BLOG

The ERTD's regional blog, SeeMysticCountryCT.com had its best year since its launch in 2010. The District's blog traffic increased year-over-year. Sessions are up 29%, users are up 28% and pageviews are up 12%. While future blog articles are in the works, they will now be hosted on CTvisit.com

TOURISM CONSTITUENT OUTREACH

The ERTD published a monthly *Business of Tourism* newsletter. This electronic newsletter is sent to over 1,500 industry professionals in eastern Connecticut and beyond. For FY 15-16, 24 issues of the *Business of Tourism* were distributed—11 standard issues and 14 supplements.

Mystic Country Social Media Outlets

FACEBOOK

facebook.com
/MysticCountryCT
Growth:
35,678 fans to 38,101
(7% growth)

50% increase in engagement

TWITTER

twitter.com
/MysticCountryCT
Growth:
3,498 to 4,635 (33% growth)
393% increase in impressions

INSTAGRAM

instagram.com
/MysticCountryCT
Growth:
1,410-4,398 (212% growth)

PINTEREST*

pinterest.com
/MysticCountryCT
Growth:
115 to 155 (35% growth)

*Currently under development



Sharpe Hill Vineyard, Pomfret

MEDIA

Media outlets that included or are scheduled to include the Mystic Country region in their 2015-16 publications/broadcasts as a result of outreach by the Eastern Regional Tourism District.

Meetings Focus Magazine
 Visit New England
 ARRIVE (Amtrak)
 Huffington Post
 Delish.com
 DNE Romantic Destinations
 Wingspan – Al Nippon Airways
 TravelingMom.com
 Association News
 Anton Media Group
 We3Travel.com
 Getaway Mavens
 Drive I-95
 Masshole Mommy
 Norwich Magazine
 Connecticut Traveler Magazine
 Boston Globe
 New Haven Register
 The Day
 Berks County Living
 Hartford Courant

Courier Magazine
 Connecticut Food & Farm Magazine
 Connecticut Family
 Hibu, New London
 Long Island Pulse
 Yankee Magazine
 Norwich Bulletin
 The Culture Trip
 Mashable
 Eat in Connecticut
 Mystic Matters SEC-TV
 Travel with Kal
 Connecticut Magazine
 CTNow.com
 the-e-list.com
 1,000 Places to See Before You Die
 AAAJourneys Magazine
 AAAJourneys.com/webextras
 BuzzFeed.com
 DiscountsMyFlights.com
 CTRestaurantWeek.com

WINY Radio
 WILI Radio
 The Wolf Radio
 The New York Times
 Sound & Country Magazine
 Orange Social Video (China)
 This is Mystic
 Seasons Magazine
 Student Group Tour Magazine
 Main Streets Across America
 – National Life Group
 ContentedTraveller.com
 Travel+Leisure
 USA Today
 Fox CT (Daytrippers)
 National Public Radio (NPR)
 Savvy Shopper - Korly Vann
 Expedia Travel Guides
 Seasons Magazine
 CTTeatsout.com



Eastern Regional Tourism District
 27 Greenmanville Avenue, Mystic, CT 06355
 MysticCountry.com 860.536.8822

Laura Stone

From: John Elsesser
Sent: Tuesday, July 26, 2016 9:16 AM
To: Andy Brodersen; Beth Bauer; Hannah HPietrantonioTC; John Elsesser; Julie Blanchard; Laura Stone; Lisa thomas; Matthew OBrien; Richard Williams Jr.; Thomas Pope
Subject: FW: Hydrilla in Coventry Lake

fyi

From: prewokm@aol.com [<mailto:prewokm@aol.com>]
Sent: Tuesday, July 26, 2016 9:06 AM
To: John Elsesser
Subject: Hydrilla in Coventry Lake

Dear Mr Elsesser

I attended the meeting last week that you chaired to inform residents of the actions Coventry and DEEP are taking to combat the hydrilla in Coventry Lake. I am a resident of Vernon living on Middle Bolton Lake and also a member of the Board of Directors of the Friends of Bolton Lakes, an organization dedicated to preserving the health of the Bolton Lakes Watershed (part of which is in Coventry).

On behalf of our membership and watershed residents I would like to thank you and your colleagues for all the work you are doing to prevent hydrilla from establishing a foot hold in our region. I was truly impressed by the dedication of your group, the collaboration between DEEP and Coventry, the experts that you have engaged and the comprehensive approach you are taking.

On behalf of the Friends of Bolton Lakes we wish you great success and please do not hesitate to let us know if we can be of assistance.

Sincerely

Karl Prewo
135 Grier Road
Vernon, CT 06066
prewokm@aol.com
m. 860 463 1757

SUGGESTED MOTION: EXECUTIVE SESSION 1-200(6)(A)

I move that the Town Council enter into Executive Session pursuant to Connecticut General Statutes 1-200(6)(A): discussion concerning the employment, appointment, performance, evaluation, health or dismissal of a public officer or employee with the following in attendance.....