

**SPECIAL MEETING MINUTES  
TOLLAND TOWN COUNCIL  
HICKS MEMORIAL MUNICIPAL CENTER  
6<sup>th</sup> FLOOR COUNCIL ROOM  
MARCH 20, 2013**

**Present:** Jack Scavone, Chairman  
Richard Field, Vice-Chair  
Joshua Freeman  
Mark Gill  
Jan Rubino  
Benjamin Stanford  
Sam Belsito

**Also Present:** Steven Werbner, Town Manager  
Michael Wilkinson, Director of Administrative Services  
Tom Ainsworth, Director of Recreation and Adult Ed.  
Beverly Bellody, Director of Human Services  
Nancy Dunn, Youth Services Coordinator  
Barbara Pettijohn, Director of Library Services  
Lisa Hancock, Director of Finance and Records  
Clem Langlois, Public Works Director  
John Littell, Public Safety Director  
Doug Racicot, Assistant Public Safety Director  
Jennifer Therian, Therapist  
Kim Grimes, Assistant Recreation Director  
Fran Weigand, Senior Center Director  
Sgt. Todd Stevens, Resident State Trooper

Meeting called to order at 7:32 pm.

Steve Werbner discussed Human Services, Library, Recreation, General Government and Public Safety.

Steve Werbner began by discussing the special projects Beverly works on in the area of grants and project administration. The Human Services budget is increasing \$6,743 mainly due to salary adjustments and a decrease in the State match for the Dial-a-Ride program. Library is increasing \$1,338 due to salary adjustments and a decrease in Books and Subscriptions. Recreation budget is decreasing (\$34,348) due to the elimination of the Assistant Recreation Director. There are about \$39,000 for utilities associated with the use of Parker School as a Recreation Center that will now be in the Recreation Fund budget. Recreation will be challenged to maintain the same level of service. General Government has many departments. Town Council is decreasing due to reduced budgeting of costs for video streaming of Council meetings. Town Manager is increasing due to staff wage adjustments. Economic Development includes an increase of \$14,975 due to added funds for economic initiatives related to the Tolland Village Area and the Technology Corridor. HR Benefits is increasing mainly due to Health Insurance costs at a 5% increase and other benefits such as increased unemployment insurance costs. The IT budget includes increased funding to add the Town of South Windsor as our IT Consultant after an RFP process. Town Attorney, Personnel Legal Services are flat and Probate is up \$972 from the current year and Registrars of Voters up down \$672. Law Enforcement is increasing \$16,231 due to the State contract. Public Safety is up partly due to the full year stipend for the Ambulance volunteers and the addition of online training solutions. Animal Control has an increase for tracking software and General Fund support. The future need of a large animal trailer was discussed for Animal Control. Various accomplishments, goals and needs were reviewed for all departments.

Several members of the Recreation Board expressed their opposition to the Town Manager cutting the Assistant Recreation Director position from the budget and that they believe it will lead to a reduction in programs in the Recreation department. They further requested to present their Business Plan to the Town Council. The Town Manager stated any cuts are not easy to make but in the financial environment Tolland currently is in now, there is no way to keep the budget below 1% without reduction in staff. Further, the Recreation Director has not provided the Town Manager answers to his questions about the draft Business Plan, so he cannot recommend the Town Council view it until it is fully reviewed and all his questions answered.

The Fire department discussed their plan to purchase a used 105 foot Ariel Truck and sell their current 75 foot Ariel truck. The Town Council supports the plan and will vote on it in the near future.

Jack Scavone, Richard Field, Joshua Freeman, Mark Gill, Jan Rubino, Benjamin Stanford and Sam Belsito had questions during the presentation on various topics including coordination of counseling services with the schools, Recreation support without the Assistant Recreation Director position, council video streaming, economic development, the IT budget and questions about Public Safety and Animal Control operations and recruitment of volunteers.

Meeting adjourned at 9:30 pm.

Respectfully submitted,

Michael Wilkinson  
Director of Administrative Services