

TOWN OF TOLLAND

2021-2022 ANNUAL REPORT



Birch Grove Primary School

TOWN OF TOLLAND DEMOGRAPHICS

POPULATION

2021
14,713

AGE

| Median Age | Under 10 | 10 – 19 | 20 – 29 | 30 – 39 | 40 – 49 | 50 – 59 | 60 – 69 | 70 – 79 | 80 & Over |
|------------|----------|---------|---------|---------|---------|---------|---------|---------|-----------|
| 43.4 | 11% | 15% | 9% | 11% | 15% | 15% | 14% | 6% | 4% |

EDUCATION LEVELS

High School Graduate
Or Equivalency
21%

Some College or
Associates Degree
8%

Bachelor's
Degree
27%

Master's Degree
or Higher
22%

HOUSEHOLDS

2021
5,252

HOUSEHOLD INCOME

Median Household Income
\$118,194

TELEPHONE DIRECTORY
(all numbers have an area code of 860)

Education Department Administrative Offices:

| | |
|---------------------------|-------------|
| Business Office/Manager | 870-6850 x2 |
| School Lunch Director | 870-6850 x7 |
| Superintendent of Schools | 870-6850 x1 |

Emergency Calls:

| | |
|-------------------|-----|
| Emergency Medical | 911 |
| Fire | 911 |
| Police | 911 |

Executive:

| | |
|--------------|----------|
| Town Manager | 871-3600 |
| Personnel | 871-3600 |

Finance and Records:

| | |
|------------|----------|
| Accounting | 871-3653 |
| Assessor | 871-3650 |
| Revenue | 871-3657 |
| Town Clerk | 871-3630 |

Human Services:

| | |
|----------------------------|----------|
| Director of Human Services | 871-3611 |
| Counseling | 871-3615 |
| Elderly Services | 870-3730 |
| Senior Center | 870-3730 |
| Youth Services | 871-3612 |

Judicial:

| | |
|---------|----------|
| Probate | 871-3640 |
|---------|----------|

Library:

| | |
|---------|----------|
| Library | 871-3620 |
|---------|----------|

Planning and Community Development:

| | |
|------------------------------|----------|
| Building Inspection Services | 871-3601 |
| Engineering Services | 871-3601 |
| Environmental Health | 871-3601 |
| Inland Wetlands Agent | 871-3601 |
| Planning | 871-3601 |
| Zoning | 871-3601 |

Public Safety Group:

| | |
|-----------------------------------|-----------------|
| Animal Control | 871-3677 x72155 |
| Fire Administration | 871-3677 x72142 |
| Fire Marshal | 871-3677 x72143 |
| Fire Station 140-Crystal Lake Rd. | 871-3681 |
| Fire Station 240-Rhodes Road | 871-3682 |
| Fire Station 340-Gehring Road | 871-3684 |
| Fire Station 440-Plains Road | 871-3688 |
| Fire Training Center | 871-3677 x72142 |
| Public Safety | 871-3677 |
| Ambulance Billing Line | 871-3677 x72142 |
| Resident Troopers | 875-8911 |
| Troop C | 896-3200 |

Public Works:

| | |
|---------------------------------|----------|
| Public Works Supervisor-Highway | 896-9016 |
| Public Works Supervisor-Parks | 896-9014 |
| Public Works Operations Manager | 871-3696 |
| Public Works Director | 871-3694 |

Recreation:

| | |
|--------------------------------|----------|
| Recreation | 871-3610 |
| Recreation Taped Announcements | 871-3625 |

Registrar of Voters:

| | |
|---------------------|----------|
| Registrar of Voters | 871-3634 |
|---------------------|----------|

Schools:

| | |
|-----------------------------|----------|
| Birch Grove Primary School | 870-6750 |
| Tolland Intermediate School | 870-6885 |
| Tolland Middle School | 870-6860 |
| Tolland High School | 870-6818 |

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Town of Tolland - An Equal Opportunity/Affirmative Action Employer

| | |
|---------------|--------------------------------|
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| On the Cover: | New Birch Grove Primary School |

To our Tolland Community:

Please take some time to review our Annual Report for fiscal year 2021-2022. In this report, you will find summary materials on the activities of each Town municipal department as well as the Tolland Board of Education. This report also contains useful information regarding Town activities from July 2021 through June 2022. For several decades Tolland has been a competitive and attractive place to live, work, play, do business and raise a family. Tolland has exceptional Town services and high-quality education programs, along with many recreational and cultural opportunities. Our Board of Education, Superintendent, staff, students and parents all continue to keep our Tolland school system very highly rated. As Tolland residents are moving beyond the pandemic, our homeowners have continued to invest in their properties. Applications for building permits for home improvements, solar panels and swimming pools have remained consistent with traditional projections. Our world has moved into recovering from the pandemic. Our residents have been exceptional in supporting our Town's economy helping our businesses recover. One-fifth of Tolland's 40 square miles now consists of some form of preserved open-space land in Town ownership, State Forest and parkland, protected water supply land, and private land under conservation easement. There are miles and miles of hiking and biking trails throughout our Town's parks and conservation areas.

The Town has also looked to expand its non-residential tax base, but only in those areas deemed conducive for such activities. The Route 195 corridor and the Tolland Business Park are the primary areas for industrial and commercial development. Land suitable for such developments in Tolland is limited, which means that while businesses will be encouraged to locate in Tolland where appropriate, the tax base will for the most part continue to be supported by residential property owners. The Planning & Zoning Commission continues to review and revise Zoning Regulations where possible to increase the attraction of new business. Our Town departments and the PZC are working together to improve the process for new businesses to locate in our Town. Inflation and our state's economy have continued to create financial pressures for maintaining current level of services for both the Town and the Board of Education. This will continue to impact our budget planning. Our hope is that the public, through documents such as the annual report, Town's website, email subscription service, Town newsletters, public meetings and hearings, and Town-sanctioned social media pages, will continue to be knowledgeable about Town activities, goals, and visions, and the costs associated with either maintaining their existence or bringing new concepts to fruition.

Town staff are committed to improving upon a reputation of high quality and responsive service. Our Town staff has been committed to making our Town more accessible for all. Town Council and Town staff are committed to making our Tolland Green more active, accessible and enjoyed by our community. Residents can stay informed about current events in Town by subscribing to the Town's e-blast service on our Town web page (www.tollandct.gov), Facebook, and Twitter.

In August of 2022 the Town Manager, Director of Finance & Records and Town Planner met with the Standard and Poors Global Rating agency to obtain a bond rating for the bond and note issuance on September 15, 2022. The rating report was released on August 29, 2022, which assigned the Town the "AAA/Stable" long-term bond rating. This is the highest rating that a community can receive. Our Town's Finance Department consistently wins awards for their robust pursuit of sound policies.

In closing, I want to thank all the Town staff for their continued dedication, caring, and willingness to go above and beyond. I came to Tolland after previous municipal and state service careers. I am amazed at how hard our Tolland employees work to get the job done. With minimal staff and resources, our Tolland staff always comes through. I also want to thank our dedicated volunteers, boards & commissions and elected public officials who in conjunction with the Town of Tolland staff help continue to make Tolland one of the most desirable communities in America to live. Finally, I began this job in June of 2022 and I especially want to thank all the residents and our entire community for such a warm welcome home.

Sincerely,



Brian J. Foley, Town Manager

LEGISLATIVE TOWN COUNCIL

The Town Council is the legislative branch of our Town government. The Council is composed of seven members who are elected at large for two-year terms. The purpose of this body is to provide the oversight and leadership necessary to establish policies that guide the direction of the Town and ensure the optimum delivery of services to residents in the most cost effective manner.

Below is a sampling of the formal actions taken by the Town Council during Fiscal Year 2021-2022:

- Through the timeframe of this report, the Town took many precautions regarding COVID-19 for its employees, residents and businesses. Our Boards and Commissions meetings were either held remotely, hybrid or in person depending on the choice of the Board or Commission.
- Town Manager Rosen left employment with the Town in August, 2021 and Lisa Hancock was appointed as Interim Town Manager. SGR was again hired to conduct the Town Manager recruitment and Town resident, Brian Foley was appointed by Town Council and began as the new Town Manager the end of June, 2022.
- Council amended Ordinance #77 increasing the Veterans Recognition Commission from five to seven members/alternates.
- Richard Conti was appointed for another two year term as Tolland’s Town Attorney from November, 2021 through November, 2023.
- Council amended the Town Code in regard to the Cannabis Regulations.
- The Public Safety Director and Town Manager were authorized to apply for a SAFER Grant.
- Council approved their Goals for 2021-2023 term and also approved their revised Rules of Procedure.
- An American Rescue Plan Act (ARPA) Sub-Committee was formed in December, 2021. A Vac-All and Street Sweeper were purchased with ARPA Funds.

- Residents approved the Budget in the amount of \$59,710,999 with a mill rate of 36.58 for Real Estate and Personal Property and 32.46 for Motor Vehicles.
- Council appropriated \$1,197,366 in bonds and notes to finance appropriations of \$750,000 for fire rescue truck, \$140,000 for resurfacing of track, \$115,488 for lawn mower and \$191,878 for ADA walkway improvements.
- Council approved authorization for submitting applications for Grant Programs for various projects.

PLANNING & DEVELOPMENT

BUILDING DEPARTMENT

Building permit fees received by this office was \$337,307 which is 4.4% less than the previous year. The total number of permits issued was 1,478, which is 5.8% less than the previous year. 29 permits were issued for crumbling foundation replacements, with \$72,381 in permit fees waived, per Town Code 173-4 (L).

- The Building Department continues to support and encourage the use of the on-line permitting options, which are very popular with homeowners and contractors.
- For this reporting period, 65% of all permits were applied for online.
- Additional educational and reference materials continue to be added to the Town webpage. Residents and contractors can access this important information, which covers topics from building code through removing snow from roofs, 24 hours a day.
- The department emails almost all permits, saving on time, postage and paper usage, which reduces turnaround time and saves money.
- The permit review and approval time continues to be generally less than 10 days. “Express” permits are usually approved the same day.
- The Building Official assisted on many Town Projects, by way of plan review and consultation on various code and design issues.

- The Building Department accepted, processed, reviewed plans, issued permits for and inspected 21 new single-family homes and 112 solar P.V. installations.
- The Building Official responded to 21 emergency calls from the Fire Department, 10 of which were after normal hours.

| | |
|---------------------------------|---|
| Number of permits issued | 1,478 |
| Building Permit fees collected | \$337,307 |
| Total value of construction | \$26,732,608 (includes municipal construction) |
| Net value of construction | \$26,410,509 (not including municipal) |
| Number of inspections conducted | 1,356 (multiple permits at one address are counted as one inspection) |

**PLANNING & ZONING COMMISSION
AND PLANNING SERVICES**

PRINCIPAL FUNCTIONS:

The Planning and Development Department is charged with reviewing building and development projects to ensure compliance with State and Town codes and regulations. The Department also conducts long-range development and conservation projects and studies, gathers community data, advises the public on planning and zoning matters, encourages sound economic development, and assists other town agencies as needed. The Department helps to maintain the Town’s Geographic Information System (maps and associated spatial data).

Staff provides technical guidance, support, and administrative assistance to the Planning and Zoning Commission, Zoning Board of Appeals, Inland Wetlands Commission, Conservation Commission, Agriculture Commission, the 4-Town Economic Vitality Plan, and the Design Advisory Board. Staff assists in processing applications to connect to the Town’s water

| Applications Received | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 |
|--|-----------|-----------|-----------|-----------|
| Subdivision & Resubdivision | 3 | 3 | 2 | 0 |
| Special Permit, Site Plan & Map or Regulation Revision | 18 | 11 | 17 | 17 |

system. Staff provides support to the Economic Development Commission and, as needed, to the Water Commission and Water Pollution Control Authority. The Department assists the Tolland Non-Profit Housing Corporation with some administrative and record-keeping duties.

HIGHLIGHTS:

- The Planning and Zoning Commission adopted new regulations for the Tolland Village Area, Technology Campus Zone, and other commercial and industrial areas in support of the 2019 POCD, including the creation of a Master Plan Overlay Zone to provide more flexibility for developers and the Town in commercial development.
- The Planning and Zoning Commission approved zoning regulation modifications to expand allowed drive-through uses, allow for seasonal farm events, and allow for recreational cannabis uses in accordance with recently adopted State Statutes.
- Staff worked with the towns of Bolton, Coventry and Mansfield to begin implementation of the 4-Town Economic Vitality Action Plan, including beginning the development of a logo and branding for the effort.
- Staff continued its efforts to streamline application processes and department operations to improve customer service.
- Construction continued on College View Village, an 87-unit town house development previously approved by the Planning and Zoning Commission.
- The Planning and Zoning Commission approved a 225-unit residential development at 10 Fieldstone Commons with the goal of construction starting in early 2023.

ZONING ENFORCEMENT AND ZONING BOARD OF APPEALS

PRINCIPAL FUNCTIONS:

The Zoning Enforcement Officer issues Zoning Permits, endorses Certificates of Occupancy, advises and assists the public on zoning matters, handles and investigates complaints, and enforces zoning regulations and the noise ordinance.

The Director of Planning & Development and Assistant Planner serve as technical advisors and administrators to the Zoning Board of Appeals (ZBA). The purpose of the ZBA is to vary, as appropriate, elements of the Zoning Regulations, hear and decide appeals of the Zoning Enforcement Officer's decisions, and handle Certificates of Appropriateness for the location of motor vehicle uses.

HIGHLIGHTS:

- Variance requests were predominantly for residential accessory structures (e.g., garage or shed).
- One Certificate of Appropriateness was approved.
- The ZBA recommended regulation modifications to Planning and Zoning which were passed that modified regulations for small accessory structures, leading to a reduction in the number of variance applications received.
- Handled Zoning Enforcement complaints related to roosters/livestock, accumulation of unregistered vehicles, illegal home occupations and lighting.

| | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 |
|-----------------------|-----------|-----------|-----------|-----------|-----------|
| Zoning Permits Issued | 163 | 200 | 287 | 421 | 212 |

| Fiscal Year | # of Variance Applications | # of Appeals |
|-------------|----------------------------|--------------|
| 2016-2017 | 12 | 2 |
| 2017-2018 | 11 | 1 |
| 2018-2019 | 7 | 1 |
| 2019-2020 | 6 | 0 |
| 2020-2021 | 11 | 0 |
| 2021-2022 | 6 | 0 |

AGRICULTURE COMMISSION

The Agriculture Commission is charged with supporting farming in Tolland. Its mission includes working with farmers and Town Commissions to foster a better understanding of agriculture, promoting locally-grown products, monitoring compliance with the lease of town lands to farmers, and supporting groups and organizations in their pursuit of agricultural interests, in addition to other responsibilities.

HIGHLIGHTS:

- Continued another successful season of the "Tolland Fresh" voucher program, which connects income-qualified residents with fresh produce at local farms.
- Continued the Tolland Passport program, where customers bring a passport to designated local farms to earn stamps. Passports are then dropped off at Town Hall to enter a contest.
- The Commission recommended new regulations to the Planning and Zoning Commission to allow for agritourism events such as farm-to-table dinners, corn mazes, hay rides, and petting zoos to be held on local farms.
- Continued outreach program to local farms, inviting them to participate in the Tolland Fresh and Passport Programs.

ECONOMIC DEVELOPMENT COMMISSION

The role of the Tolland Economic Development Commission (EDC) is to advance the economic development and public welfare of the Town by promoting and assisting the growth and development of business. Coordinating with other groups organized to promote economic development in Tolland and working closely with the Town Manager and Director of Planning and Development the Commission may:

- Promote job opportunities within the Town of Tolland, through the expansion of commercial activity.
- Review economic conditions and trends in Tolland on an on-going basis.
- Recommend to the appropriate Town officials and agencies, strategies for improving the Town's economic condition.
- Prepare and distribute appropriate materials such as brochures and maps and utilize electronic media to promote economic development.
- When requested by an applicant, review and make advisory comments on commercial applications to the Planning and Zoning Commission (PZC) and/or the Zoning Board of Appeals (ZBA).
- Comment to the PZC or ZBA on commercial applications when the EDC believes a comment is in the economic best interest of the Town.

Its overarching goal is to promote the economic viability of the Town while improving the quality of life of its residents.

In 2022 the EDC undertook a number of activities including:

- Provided content for development of an on-line commercial site inventory which has been up and running since February which is provided by the Planning Director to partners outside of Tolland and offered to businesses seeking locations in the region.

- A joint EDC, PZC and Town Council meeting on Affordable Housing and the potential structure and uses of an Affordable Housing Trust Fund was held.
- Offered input for the Four-Town Regional Economic Development Initiative promoting economic development in Mansfield, Tolland, Coventry and Bolton.
- Provided a statement to PZC concerning language for adjusting a noise ordinance affecting an approval of a drive through at a currently vacant commercial site.
- Reviewed and commented on new sign regulations under consideration by PZC.
- Met with the UConn Technology Incubation Program Director to create linkages with UConn startups to help them expand in Tolland when leaving the incubator.
- Developed flyers for use by the Planning Office to promote Tolland to startup companies and existing commercial businesses seeking new locations.
- Calls to commercial landlords with vacant sites to identify impediment to attracting tenants and to offer assistance in promoting Tolland properties.

The Commission currently has two vacancies it is seeking to fill and is promoting this opportunity to participate in supporting the Town's future to residents.

CONSERVATION COMMISSION

The Conservation Commission and Conservation Corp accomplished many important things in 2021-2022 and residents and visitors continued to make use of trails and conservation areas in record numbers. The increased popularity of hiking and dog walking can be readily noted in trail appearance (many trails show greater wear and tear compared to past years) and the many friendly faces you see each time you venture out to our beautiful open spaces. Public health concerns over COVID-19 were still with us in 2021-2022, and

those concerns continue to steer people towards outside activities, which means trail/conservation property access and maintenance are even more important to Tolland's quality of life.

The Tolland Conservation Commission was created in 1998 to maintain an inventory of open space and natural resources, educate the Tolland community on conservation issues and explore cooperative relationships with area land trusts and conservation organizations. Currently the Commission is responsible for 21 properties, comprising 970 acres with approximately 23 miles of trails. Its evolving role includes advising the Town Council on open space and conservation matters, overseeing the preparation and implementation of conservation area management plans, educating residents on invasive species mitigation, encouraging programs for use of the Town's open space resources, and coordinating maintenance of open space land that is under the Commission's jurisdiction. The Commission carries out its responsibilities through research, education, evaluation and maintaining inventories of important open space and conservation areas. The Commission oversees the management conservation area properties, while implementation of our management plans and open space maintenance is carried out by the all-volunteer Tolland Conservation Corps (TCC), including property stewards assigned to each conservation property.

The Conservation Corps provides hands-on stewardship, assures maintenance of various property features (e.g., foot-bridges and benches) and monitors use of the property. The Conservation Corps, which includes the Head Steward and Assistant Head Steward (a new position instituted in 2021-2022), individual Property Stewards and additional volunteers, continues to maintain 19 properties, stock map boxes, and install signage, as needed. TCC held three work days in the late fall of 2021. Three walking bridges were repaired at the Shaf-

ran property in November. Five walking bridges were repaired at the Becker property at another November trail day. And trails were cleared of brush and fallen trees at the Knofla property in early December 2021. In 2021, the Corp spent 84 person hours on projects and 28 people volunteered their help.

In the winter and spring of 2022, TCC held 5 public-ly-advertised work days. A brush pile was burned off at the King property. A boardwalk was replaced, stepping stones were placed, and a stairway up a rocky slope was started at the Stoppleworth property. A bridge was repaired and gravel was laid down in the parking lot of the Schindler/Schmidt property. Invasive plants were cut back at the Becker property. And at the Wanat property, signs were installed, Linden Trees were planted along the tree line, a sitting area was constructed in honor of the Tolland Community Women's organization, and the main Wanat Park sign was moved and upgraded. Conservation Corp efforts in winter/spring 2022 included 240.5 person hours of labor from dozens of volunteers.

Corporate citizenship continues to help the Corps stretch the Tolland Taxpayers' dollar. This spring, Schneider/Schmidt property steward Chris Schultz's employer, National Building Products of East Hartford donated \$2,282 worth of pressure treated 4x6" timbers and 2x4" boards. The Corps has put this material to good use to replace a bridge at Schindler/Schmidt and is planning to use a portion of the material for the planned Adirondack-style foot bridge at the Wanat Senior Conservation Park in the late summer or fall of 2022.

Eagle Scout candidate Anthony Harkins successfully completed his Eagle Scout project building two "Beaver Deceivers" at the Knofla South Pond. The first "deceiver" prevents the resident beavers from damming up water rushing into the dam's drop-culvert and the second breaches the beaver dam that was blocking the dam's emergency spillway. As a result, the water level of the Knofla pond was lowered by nearly 30" reducing

the hydraulic stress threatening the earthen dam. Although the lower pond water elevation allowed hikers use of the half-mile trail along the eastern side of the pond for a short period of time, the industrious beaver continued their work and the Conservation Commission and Corp are discussing next steps in our escalating chess game with "nature's engineers."

In the spring of 2022, planning continued for the Wanat Senior Park Phases 2 and 3, which includes a sitting area set with paver stones at the edge of the woods and a trail and bridge over the Charter Oak stream that flows through the northeast side of the property. These features will blend in with the natural landscape but allow seniors and those with mobility challenges for better access to the property. We drew heavily on the wonderful planning and construction skills of our Head Steward, Bob Rubino to complete the design of Wanat's next two phases, and cannot thank Bob enough for all that he does with the Corp. We hope to complete Phases 2 and 3 during the 2022-2023 season. The Commission is particularly pleased with the number of residents who have donated funds to make the Wanat project happen, and the many individuals who generously donated their time, skill and labor during construction.

The Commission constantly expands and improves its website and Facebook presence and we have been active on social media this year. An Instagram account and Facebook account are both active and maintained by TCC to increase our presence on social media.

The Commission utilized the *Open Space Management Guideline and Process* document and the *Standards for Mountain Biking and Horseback Riding* to update its management plans on a five-year cycle. It also continued its role in supporting the policies of the Town's Plan of Conservation and Development to include protection of natural resources, preservation of open space and maintaining greenways including agriculture.

HIGHLIGHTS:

- Continued work on the Wanat Senior Conservation Area, with help from a host of volunteers.
- Reviewed wetland protection measures for the Tolland Town Homes project that is planned for the land behind Big Y Supermarket and abuts the Tolland Marsh. Protection of the marsh is a high priority for the Conservation Commission.
- Continued to work with a Professional Forester in the development of a plan to improve the ecological health of woodlands on the Parciak, Campbell and Stoppleworth properties through a select harvest of mature trees that will allow greater growth of emergent forest, diversity forest tree growth, enhance habitat for fauna, allow for greater carbon sequestration, and keep trails safe by removing select standing dead trees.
- Completed eight workdays at conservation properties to improve trails and maintain infrastructure. Four to 25 volunteers were present at each work day.
- Conducted several "star parties" in 2021 and 2022 to view the night sky through telescopes at the new Wanat open space labyrinth which doubles as a celestial viewing platform.
- Coordinated the haying/mowing at the Wanat property and continued to look for assistance in mowing the Campbell and Sage Meadow properties.
- Updated the Auperin, Crystal Peat, Sage Meadow and Schindler/Schmidt Management Plans.
- Continued to negotiate with select land owners for access across, or purchase of, key open space land that will enhance Tolland's conservation and preservation areas and maintain Tolland's rural character and charm (since negotiations are on-going, the properties are not named here).
- Continued working actively on six Sub-Committees.

PRINCIPAL OBJECTIVES FOR THE NEXT YEAR INCLUDE:

- Complete Phases 2 and 3 of the Wanat project.
- Begin forest management for the Parciak, Campbell and Stoppeworth properties.
- Prepare and approve updated Management Plans for Baxter, King, Knofla North & South, Paulk Hill and Wanat properties.
- Submit a grant application to CT Audubon for acquisition of a Tolland property located in the Thames River watershed.
- Monitor encroachment issues when they are detected.
- Revise the projects list, as needed.
- Continue to revise management plans on the 5-year cycle and to work towards having management plans for all properties.
- Continue to support the Boy Scouts, Girl Scouts, Venture Crew and student projects.
- Continue to attend the CACIWC Conference and CLCC Conference.
- Continue to investigate other existing Town of Tolland properties regarding our interest.
- Continue with education activities, outreach programs and invasive species issues such as sign treasure hunt, Senior Center program and trail run.
- Continue to promote hikes and other events at the conservation areas, including a women's wellness hike series.
- Continue to enhance the website, Facebook page and Instagram page.

INLAND WETLANDS COMMISSION

PRINCIPAL FUNCTIONS:

The Inland Wetlands Commission and its staff enforce the Inland Wetlands and Watercourses Regulations, review activities that might affect wetlands and watercourses, and issue permits accordingly.

| Fiscal Year | Applications Received | Permits Issued By | | Public Hearings | Violation Hearings |
|-------------|-----------------------|-------------------|-------|-----------------|--------------------|
| | | Commission | Agent | | |
| 2018-2019 | 21 | 11 | 8 | 1 | 0 |
| 2019-2020 | 17 | 9 | 6 | 1 | 2 |
| 2020-2021 | 14 | 7 | 7 | 1 | 0 |
| 2021-2022 | 14 | 8 | 6 | 1 | 0 |

HIGHLIGHTS:

In addition to reviewing applications for Wetland Permits, the Commission continued working with property owners who had conducted activities without obtaining permits and worked to revise the Wetlands application. The Public Works Department continued to operate under a general permit for maintenance operations, minimizing administration while maintaining Commission authority and oversight associated with activities in the regulated area. This same approach applies to activities at the Town's conservation areas.

EASTERN HIGHLANDS HEALTH DISTRICT

PRINCIPAL FUNCTIONS:

The Eastern Highlands Health District (EHHD) has served its communities faithfully since 1997. The Health District is committed to enhancing the quality of life in its communities through the prevention of illness, promotions of wellness, and protection of our human environment. The pursuit of this mission is realized by assuring that other community agencies provide certain public health services within the region, and by providing specific public health services directly. The services directly provided include a communicable disease control program, public health education, community assessment and public health planning, emergency preparedness and a comprehensive environmental health program. The main components of the environmental health program include on-site subsurface sewage disposal permitting, complaint investigation program,

food establishment licensing and inspection, and environmental monitoring program.

ACCOMPLISHMENTS:

- EHHD administered over **2,400** COVID-19 vaccinations during more than **130** clinics district-wide. We provided contact tracing or support for over **7,000** cases of COVID-19. This includes over **1,450** school-associated cases. The EHHD issued weekly surveillance reports to community partners and the general public providing local COVID-19 surveillance data and news. We supported and partnered with 12 school districts to establish and implement risk mitigation measures. We supported local businesses and town governments with safe workplace guidance for essential workers and town recreation department consultation support for youth sports programs and summer camps. Finally, we provided pandemic-related education and information to the general public on multiple informational platforms.
- The Eastern Highlands Health District Board of Directors at their January 20, 2022 regular meeting adopted an operating budget of \$962,197 for FY 22/23.
- Subsequent to a public hearing the Board of Directors adopted Section 5 of the EHHD Sanitary code that establishes an annual permitting and inspection program for Hairdressers, Barbers, and other cosmetology establishments.
- EHHD continues to work cooperatively with DEEP on behalf of Tolland & Coventry providing information and support regarding an environmental investigation into sodium chloride contamination in ground water in private wells.

- Successfully launched an automatic online annual license renewal system of food service establishments.
- Communicable disease control activities for diseases other than COVID-19 included review and follow up (as needed) of 712 case reports; and, conducted 6 disease outbreak or individual case investigations.
- Main indicators for environmental health activity in Tolland include: 154 site inspections for septic systems; 78 septic permits issued; 18 well permits issued; 19 complaints investigated; 27 environmental samples taken for lab analysis; 91 food establishment inspections and other health inspections; 108 public health reviews; and 174 test pits and perc tests.

PLANS FOR FY 2022-2023:

- Expand the functionality of our online-application platform to support code enforcement/complaint investigations and cosmetology inspections.
- Implement the new cosmetology permitting and inspection program.
- Execute and participate in state-wide Memorandum of Agreement establishing license reciprocity for itinerant food vendors.
- Working with CT DPH, assure adherence with expanded childhood lead protection regulations.
- Address the individual public health needs of member towns as they arise with available capacity.
- Sustain local public health response to COVID-19 including but not limited to the following activities: risk communication and health education, testing, disease surveillance and vaccination.

COMMUNITY SERVICES

HOUSING AUTHORITY

It was an extremely busy and transitional year at **Old Post Village** with Elderly Housing Management

(EHM) taking over the day-to-day operations of the property on July 1, 2020 in the middle of a pandemic. Safety protocols were implemented and mask wearing required in the Community building and office. Socially distanced meetings were held with residents to introduce the staff, the new lease and the resident handbook. Throughout the pandemic, COVID-19 update Newsletters prepared by upper EHM staff were delivered to all residents, at first weekly and then monthly.

Following is a list of projects that have been started and/or completed:

- 6 vacancies turned over and re-rented. 7th vacancy in progress.
- Wait-list updated and marketed for new applicants.
- Purged and reorganized office and resident files.
- Provided assessment training and a separate filling format for Resident Service Coordinator.
- Secured funding from the Town of Tolland to install a new generator and fire alarm panel. Installation will begin shortly.
- Applied for and received two rounds of CHFA Basic Needs Pantry grant funds to provide each household with grocery gift cards and other household supplies.
- Obtained incentive funding from Eversource to update all outdoor and common area lighting, as well as implement weatherization measures in every apartment.
- Got Old Post Village registered to be in the first round of elderly communities to receive COVID-19 vaccine clinics.
- Ordered new washers/dryers that accept both cash and credit payments.
- Completed annual management plan and budget.
- Began making deposits to Reserve for Replacement account.
- Completed 30 annual recertifications on time and according to current regulatory guidance.

DEPARTMENT OF HUMAN SERVICES

The Department of Human Services is a multi-generational service agency whose mission is to enable Tolland residents to achieve and maintain personal and social well-being by providing a variety of services, programs and resources that are both proactive and responsive to the community's needs. Human Services provides multi-systemic services and resources, enabling residents in crisis to access a broad variety of needed services. Resident needs are met through case management and coordination of State and Local social services, assisting residents with applications and determination forms for all Local, State and Federal resource and entitlement programs. Staff assists residents/families who are facing shelter crises such as utility shut-off, loss of heat, or crises related to medical/mental health issues by providing crisis counseling and budget counseling, resources and referrals. The Human Services staff assists with emergency shelter management at the Tolland Senior Center and administers fuel assistance programs, the Renters' Rebate Program, the Housing Rehabilitation Loan Program, and the Small Cities Community Development Block Grants.

The Human Services staff also offers programs to assist residents. Tolland's Food Bank supplements the food resources of households. Approximately 43 Tolland households utilized this program on a monthly, or as needed basis. In coordination with the Tolland Agriculture Commission, 409 Tolland Fresh vouchers were utilized to purchase fresh fruits, vegetables, meat, honey, eggs, syrup, cheese, and herbs from participating Tolland Farms.

During the winter holiday season, the Human Services' Care & Share Program provides gift cards for Thanksgiving and December holiday meals to qualifying senior, individual and family households; holiday gifts are also provided to children within these households. During the 2022 holiday season, the Care and Share Program assisted 146 Tolland households with

gift cards for groceries and children's gifts. This program is possible through the generous support of local individuals, civic organizations and businesses.

The Human Services Director served on the Birch Grove Building Committee and Liaison to the Tolland Water Commission. Human Services staff also seeks out Federal, State and Local grants to further aid residents.

YOUTH & FAMILY SERVICES

YOUTH & FAMILY SERVICES is committed to the healthy development of our youth through positive youth development activities, education and prevention programs, youth and family crisis counseling and assessment, and referral services for youth and families. Staff assesses the short-term and long-range needs of Tolland youth and families, develops plans to meet those needs, and supports or implements programs directly or in cooperation with other organizations. All programs and services continued to be conducted virtually where possible throughout the pandemic, and are resuming in-person where feasible.

Youth & Family Services sponsors programs that focus on families with youth of all ages. These programs foster leadership, teamwork and cooperative skills, an opportunity to work with adult mentors, and the opportunity for youth to develop skills that will strengthen their ability to successfully meet the challenges they face as they mature. Tolland Youth Services Community Theater (TYSCT), started in 1997, has encouraged youth to explore their creative abilities through the annual summer musical theater program. Every summer, TYSCT puts on a musical with the participation of approximately 150 youth ages 6-18. The 2020 and 2021 musicals were canceled due to the pandemic; the program resumed in 2022 on a smaller scale with 36 youth ages 10-18.

The TYSCT Coffee House, started in 2009, offers high school students another performance venue, with 35-45 area students participating each year. A virtual Coffee House performance was released in August

2020 after in-person events were cancelled due to the pandemic; to date, the program has not resumed.

In 2014, Youth Services, in collaboration with district school administrators, established a Juvenile Review Board (JRB), which provides a community-based mechanism for diverting appropriate juvenile cases from the Juvenile Court system. Our local collaboration team includes Youth Services, School Resource Officer(s), middle and high school administrators and area service providers. The JRB team has established programs utilizing both prevention and intervention strategies, mentoring, and incorporating other clinical and developmental behavioral supports. The JRB continued to operate virtually during the pandemic. Youth Services also promotes relevant parenting workshops and educational forums of interest to families and the community.

Programs for youth and families are partially funded by Youth Services Bureau grants awarded through Connecticut Department of Children and Families, and Prevention grants funded through the Department of Mental Health and Addiction Services.

CASE MANAGEMENT SERVICES

Navigating the world of programs and services can be confusing as there are so many options out there. The Elderly Outreach Caseworker, who is also the Municipal Agent, and the Human Services Case Manager, are both Certified CHOICES (Connecticut's Programs for **H**ealth and **O**utreach Information, **I**nsurance Assistance and Referral Counseling and **E**ligibility Screening)/SHIP Counselors (State Health Insurance Assistance Programs) and can assist residents identify options for health insurance coverage. An assessment of the person's current health, financial and living situation is available with a developing Plan of Care based on the client's needs. Case Management services include: an identification of community resources and funding options for home care services such as transportation, home delivered meals, town and state social services, Medicare, Medicaid, Adult Day Care, and

Emergency Response Systems. Home visits, normally available to those residents who cannot come to the Senior Center or Town Hall, have been suspended due to the pandemic.

SENIOR CENTER

The Senior Center, located at 674 Tolland Stage Road, offers a variety of programs to residents 60 and older, including but not limited to: lunches, health clinics, bean bag toss, book club, senior trips, billiards, chair volleyball, volunteer opportunities, and intergenerational tech classes. The monthly health clinics include: blood pressure monitoring, blood sugar monitoring and foot care. A published monthly newsletter is available at the Senior Center, sent to those who are homebound, and is available on the Town website. Numerous and exciting trips are planned by the Trip committee.

Approximately 25 to 30 seniors meet as a part of the "Note-ables" Senior Chorus every week. The Exercise program, which meets twice a week, is well attended with approximately 40 seniors. In addition, we offer a weekly chair yoga program, weekly line dancing and Reiki twice a month. Exercise is linked with increased longevity. It is also a great mood enhancer and aids in decreasing depression. All programs are low impact, stretching, balancing and toning, making this a pleasant and doable experience. Dominoes is offered weekly and billiards has regular attendance weekly as well. The Tolland Jammers, which meet twice a month, have a few members that play instruments and sing to a small group of seniors as well as at senior gatherings. Senior Center activities have drawn many out of their homes and have attracted newcomers as well. A hands on cooking class, "Seniors with Thyme" is also offered at the Senior Center meeting once a month. Overall, everything offered from this beautiful facility brighten the lives of many people in Town.

These programs provide a support system, a time to laugh and create a sense of community for Tolland seniors.

RECREATION & ADULT EDUCATION

PRINCIPAL FUNCTIONS:

The Recreation Department coordinates a wide range of programs and special events throughout the year. Brochures are provided three times a year containing program description and registration information. Email blasts are sent out periodically to those who have current email addresses listed with the Tolland Recreation Department and the Town's eblast system. All our programs can be registered on-line.

The Tolland Recreation Department continues its efforts to make your online experience easier. We are continually looking for ways to revamp our website to be more user friendly. Visit the website at www.tollandrec.com and explore the Recreation Department's page to view the many new and exciting programs.

The Tolland Recreation Department was a recipient of a STEAP Grant that provided upgrades to the Tolland Recreation Center. The grant allowed the following projects to be completed:

- Storage Room:
 - ◇ Replaced existing 2ft. x 4ft. ceiling tiles with new mineral fiber Armstrong VL Perforated 5/8".
 - ◇ Replaced existing 2ft.x 4ft. fluorescent lights and replaced with new 2ft.x 4ft. LED lights, Lithonia.
 - ◇ Cleaned and stripped wax floor. Prepared existing floor to accept two (2) new coats of wax. Buffed entire floor.
 - ◇ Prepared all walls to accept new paint finish.
 - ◇ Installed approximately 20ft. of new black rubber base molding to match existing.
- Front Entrance Doors:
 - ◇ Installed one new automatic door opener on each set of metal double doors where existing closer was originally removed.

- ◇ Installed three new pushbuttons. The first pushbutton to be located outside, second in vestibule and third inside.
- ◇ Removed and replaced existing metal threshold at both sets of doors.
- Girls Bathroom:
 - ◇ Installed two new wall mounted sinks. One sink is handicap compliant.
 - ◇ Installed two new hands-free faucets.
 - ◇ Installed one new hands-free flush valve to existing toilet.
 - ◇ Replaced approximately 200 SF of ceiling tiles.
 - ◇ Installed three new LED 4000 lumens Lithonia 2VTL4 ceiling lights.
- Boys Bathroom:
 - ◇ Installed two new wall mounted sinks. One sink is handicap compliant.
 - ◇ Installed two new hands-free faucets.
 - ◇ Installed one Urinal hands-free flush valve.
 - ◇ Installed one new hands-free flush valve to existing toilet.
 - ◇ Replaced approximately 200 SF of ceiling tiles.
 - ◇ Installed new HDPE toilet partition.
 - ◇ Installed three new LED 4000 lumens Lithonia 2VTL4 ceiling lights.
- Gym Floor:
 - ◇ Installed Ardex MC Rapid 20 Year Moisture Control System.
 - ◇ Installed Action Herculan MF 7+2 Synthetic Floor System.
- Yoga Room:
 - ◇ Installed a new vinyl plank floor.

We sold two memorial benches through our memorial bench program. Both benches are located in Crandall Park.

The main electrical panel at Crandall Park was replaced.

The playscape located at Birch Grove Primary School was relocated to Crandall Park. The playscape replaced the existing structure at Crandall Park which had outlasted its life expectancy.

Various special events took place this past year. Events included: Celebrate Tolland, Trick or Treat event at the Recreation Center, Letters to Santa, and our department assisted with the Cider Mill Road Race. Our Department is very proud of the Special Events that are offered throughout the year for all ages. These events draw hundreds of people each and every year.

Youth basketball program had 177 boys and girls participate. This was our first year the program returned since the pandemic. Games and practices were held on Saturday mornings. The department uses the gymnasiums at Birch Grove Primary School and Tolland Middle School.

The Tolland Tykes Preschool Program was held for the first time since the pandemic closed the program. We had 5 in our three year old class and 14 in our four year old class. The teachers did a fantastic job teaching the students.

This Department has expanded programs for children and adults since coming out of the pandemic. We offered new and exciting trips and improved the traditional programs such as Summer Camp, Preschool Programs, Youth Programs, and Adult classes. New classes added this year were Art Classes and Code Wiz. Shake it up Fitness and Yoga continue to grow in participation.

The Tolland Recreation Department, through the Recreation Advisory Board, worked closely with all the youth sports organizations on field improvements, participation issues and budgets.

The refrigerator at the Lodge was replaced with a new commercial Traulsen refrigerator.

Coordinating the rental of the Lodge continues to be a busy job with scheduling and training part-time staff to oversee the events, weekly showings and set up and cleanup. The number of rentals continues to be consistently high with people able to book events a year in advance. The Lodge is available for year round use and is very popular for small weddings, family events, business events and social events.

The Pavilion at Crandall Park is also popular as a spring/summer rental place especially with the structure looking so nice. As long as the weather cooperates, we are seeing more requests for fall rentals as well.

The Tolland Recreation Department extends a sincere thank you to all volunteers and instructors of our many programs.

LIBRARY SERVICES

PRINCIPAL FUNCTIONS:

The Tolland Public Library serves the Town of Tolland by providing library materials and services to support the leisure time, general information and educational needs of its citizens. The library assists residents of all ages through the development of specific services and materials appropriate to its users from birth through old age. Materials in a variety of formats including fiction and non-fiction books, large print books, popular periodicals in print and electronically, downloadable e-books and audiobooks, a streaming platform that includes e-books, audiobooks, comics, movies, television and music, e-readers, audiobooks, music CDs, DVDs, binge boxes, board games, puzzles, cake pans, HotSpots, lawn games and databases are available. Reference services are provided via e-mail, telephone and in person. If the library does not own an item that a patron has requested, it can usually be obtained through a system hold or an interlibrary loan. In addition, the library offers free online job resources (JobNow), free story hours for babies through pre-schoolers, summer reading programs, museum passes, book discussions

for children, young adults and adults and programs for adults that cover health, business, finance, music and more. The public has access to a fax machine, copier (color and black and white), printers (color and black and white), scanner, laminating machine, shredder, 3-D printer, light box, Oculus Virtual Reality stations, Apple computers with midi and music software and video editing and production software, computers with Internet access, online catalogs of Tolland's collection and collections of most libraries in the state of Connecticut and the Microsoft Office suite of software.

The Tolland Public Library takes advantage of several statewide services and programs specifically designed to enhance the materials and services offered by Connecticut libraries. There is access to a vast collection of materials at the Middletown Library Service Center.

Although all the library spaces (study rooms, Maker Space, Discovery Center, computers, and program rooms), library hours and patron opportunities were restored to pre-COVID levels, intermittent masking, curbside delivery, and plexiglass barriers were still in place the entire year. Staffing issues were alleviated with the filling of the Reference Librarian and Childrens/Young Adult Librarian positions although there were still vacancies for the Technical Coordinator position and library clerks. Almost all library meetings were virtual. There was a mix of virtual, hybrid and in-house programs but there was a reluctance of patrons to congregate for in-house programs.

HIGHLIGHTS:

- Library collection in all formats: 73,743
- Total number of registered borrowers: 3,836
- Library circulation transactions: 96,092
- Reference questions answered: 6,646
- Number of items borrowed from other libraries: 5,928
- Number of items lent to other libraries: 3,692

- Number of programs: 317
- Number of people attending programs: 5,731
- Library visits: 59,310
- Number of hours open per week: 54

The Tolland Public Library joined 99 other public libraries in the state to become a fine free organization. The automatic renewal program of library materials was also begun. The library acquired a credit card machine in the spring, the use of which has been popular with many patrons. The library started producing a monthly newsletter. The town book discussion resumed in 2021 as did the showing of films. A tech help hour was launched as were tech classes on a variety of topics. All of the American Rescue Plan Act funding was spent and the bottle filling station, the air purifiers, the public PC management system and the solar powered picnic table were purchased and put into use. Funded by the Tolland Public Library Foundation the children's story room received a wall mounted media display.

PROGRAMS:

In fiscal year 2021/2022, the Tolland Public Library offered a total of 205 children's and young adult programs, with **3,577** attending. The library's children's and youth programs included:

- **Early Childhood Programs** - A brand new take on the "1,000 Books Before Kindergarten" program was introduced to the public. The weekly Baby Bookworms program continued throughout the year.
- **Programs for School-Age Children** - The Children's Librarian continued to host the weekly Super Duper Story Time program on Tuesdays. Recurring bi-weekly and monthly programs included LEGO Club, Chess Club, and Tech Time. The 2022 Summer Reading Program featured two different themes for children to choose from. The year's special guest performers included an appearance by professional cartoonist Matt Ryan, a variety

show courtesy of The Pumpernickel Puppets, and a snack craft designed and hosted by Priscilla Cruz. The library also offered a variety of take-home and in-house holiday crafts for Christmas, Thanksgiving, Easter, St. Patrick's Day, among others.

- **Outreach Visits** - The Children's Librarian visited a variety of schools and organizations throughout the community. These included the United Congressional Church, the Preschool of the Arts, Tolland Intermediate School, and the Family Resource Center's "Camp Hawk." The library also hosted special events for multiple Girl Scout troops and welcomed back Birch Grove's first grade students and educators for their annual field trip.
- **Young Adult Programs** - Local table-top gaming aficionado Jerry Rapone hosted a Dungeons and Dragons workshop for teens titled, "How to Become a Dungeon Master," and went on to write and co-host a new, weekly Dungeons & Dragons program. Special teen events included several Escape Rooms, Tie Dye outdoors, a Photo/Video Contest, an Art Contest, and an after-hours "Halloween Lock-In" featuring festive crafts, food, and a screening of the movie, "Ghostbusters." Recurring programs included Anime/Manga Club and the Teen Library Council.
- **Family Programs for All Ages** - Major family events hosted by the library included the annual Take Your Child to the Library Day event and Free Comic Book Day. This past year saw the return of the long-beloved Touch-a-Truck event for the first time since the pandemic began. Other special programs and events included Star Wars Day, Harry Potter Day, and Talk Like a Pirate Day. The library held numerous scavenger hunts to complement many of the aforementioned special events. The Children's Librarian also collaborated with the library's Reference Librarian and hosted a library-wide Tech Expo in April 2022.

In fiscal year 2021/2022 the Tolland Public Library offered 112 programs for adults with 2,154 people attending. These totals included ongoing group events (a book discussion group, a writer's workshop, a knitting group, a quilting group and a meditation group). Programs were sponsored by the Friends of the Tolland Public Library, the Tolland Public Library Foundation as well as staff organized events and included the following: an Adult Summer Reading program; author talk by Ian Smith; author talk by Susan Schoenberger; a presentation by Sydney Sherman; two COVID-19 vaccination clinics; needle felting class by Angelina Fleury; participation in Celebrate Tolland; program on Coronavirus-19 and children; author talk by Matthew Raibard; naturalist's presentation on beavers; cooking demonstration; a Community Conversation on racism; a presentation on nocturnal animals; a presentation on wild turkeys; a presentation on gardens decorated for the holidays; a needle felting craft class; participation in the Festival of Trees; a getting organized program; a program on buying and selling houses; estate planning; Karen Guzman author event; Social Security timing; a Cheryl Faye performance of Ruth Bader Ginsburg; a jigsaw puzzle competition; the Carroll Sisters music; Audubon bird watching; climate change; needle felting class; Care for a Loved One with Critical Illness; gnome craft workshop; painting demo; author event for Each of Us a Universe; Cinco de Mayo cooking; and oral history training.

SUPPORT GROUPS:

Barbara O'Connor, Marilyn Shirley, Cathy Wilcox, Debra Slack, Bettye Jo Pakulis, Lynn Caley and Susan Simons served on the Tolland Public Library Advisory Board. Susan Simons is the Chair and Marilyn Shirley is the Secretary. The Advisory Board assisted in the crafting of the Collection Development Policy and the Materials Reconsideration Policy.

Linda Byam, Kate Farrish, Alison Haigis, Dani Titterton, Cliff Vachon, Kristen Morgan and Jan Rubino

served on the Tolland Public Library Foundation. Linda Byam is the Chair, Dani Titterton is the Vice-Chair, Kate Farrish the Secretary and Jan Rubino is the Treasurer. The Tolland Public Library Foundation continues to fund the library's online databases, which include Ancestry.com, Tumble Books, Job NOW, and Event Keeper Registration from the Eaton-Dimock-King endowment account. The Foundation also continued to fund Hoopla a streaming service, and a Zoom license. New funding opportunities included supporting a wall-mounted media display system for the children's program room, Universal Class, Biblioboard, two mobile hotspots, lawn games, and staff workshops. Programs supported by the Foundation included authors Ian Smith, Susan Schoenberger, Jeanne Ferrullo and Gladys Mwilelo. During National Library week the Foundation publicized the library and staff and gave the staff potted plants.

The Friends of the Tolland Public Library was led by the group because of the absence of a president. Karen Booth was the Secretary and Ute Winebrenner the Treasurer. Due to the pandemic the fundraiser cookie platters was cancelled but the Festival of Trees did take place and was very successful. The book sale room and various items generated more income. The Friends funded BookPage, a monthly publication which reviews upcoming books, the online events calendar and Wowbrary, an email notification system of new library materials and the Summer Reading Programs. The group also sponsored speakers for adult programs (Simple Steps to Organizing, Ruth Bader Ginsberg, Climate Change, Audubon Program). The Friends continue to fund the popular museum passes to the Children's Museum, Roaring Brook Nature Center, the Connecticut Trolley Museum, Florence Griswold Museum, Lutz Children's Museum, Mark Twain House and Museum, Mystic Seaport, New England Air Museum, New Britain Museum of American Art, Old Sturbridge Village and the Connecticut River Museum.

| General Statistics | Actual 2019/2020 | Actual 2020/2021 | Actual 2021/2022 | Estimated 2022/2023 | Proposed 2023/2024 |
|---------------------|---------------------|---------------------|---------------------|------------------------|-----------------------|
| Library Visits | 73,567 | 69,310 | 59,310 | 60,000 | 70,000 |
| Reference Questions | 4,051 | 4,335 | 6,646 | 6,000 | 6,000 |
| Total Circulation | 77,977 | 78,012 | 96,092 | 98,000 | 100,000 |

DONATIONS:

- Friends of the Tolland Public Library
- Tolland Public Library Foundation
- The Nookless Knitters
- Steven Jones
- Joan Vertefeuille
- Bob and Carol Schmartz
- Naomi Pomper
- Kate Farrish
- Dr. Frederick Daniels
- Paul Iversen
- Rob Lindauer
- David and Linda Anderson
- Mary Hayes
- Anne-Marie Carlson
- Susan Ross
- Tolland Community Women, Inc.
- Jennifer Lowney
- Tolland Democratic Town Committee
- Cheryl Abbott
- Kevin McCormick
- Barbara Cambria
- Guy and Marguerite Mullen
- Paul and Mary Anne Dinerman
- Clarice McCormick
- Wes and Linda Shorts
- Stacey Shorts
- Gail Gauthier Johnston
- Marcia and John Horan
- Gerhard and Claire Merkle
- Edward and Ellen Sheffele
- Family Resource Center
- James Gifford
- Joan LaPrad

EDUCATIONAL SERVICES

PRINCIPAL FUNCTIONS:

The purpose of the Tolland Public School System is to provide an education for the children of Tolland. Four schools include: Birch Grove Primary School, Tolland Intermediate School, Tolland Middle School and Tolland High School. Please note this is a partial Annual Report and for the full report, please go to the Superintendent's link from the <https://www.tolland.k12.ct.us/DistrictOffices/superintendent> site.

BIRCH GROVE PRIMARY SCHOOL

The Birch Grove Primary School's mission is to provide a high-quality educational experience that meets the needs of our ever-changing population and society. Through the collaborative efforts of home, school and community, all students will be given the opportunity to reach their highest potential.

As the staff of Birch Grove Primary School works to achieve the mission, they utilize a number of best practices including the Data Team model. This model focuses on advancing student learning through team goals in literacy and numeracy. The teachers in each

grade level have pacing guides and benchmark assessments in all core subjects that encourage consistency of instruction within each grade level. The Birch Grove Staff continued implementing Mastery Based Learning practices to support students with mastering learning standards. Staff worked with students as they began the process of self-assessments for behavior. Staff continued to implement reassessments for formative assessments and worked closely with students who needed differentiation of the learning.

In the area of language arts, the staff effortlessly used Writers' Workshop as it has for many years. The word work program of Foundations continued to be implemented with fidelity across Birch Grove Primary School. The Birch Grove teachers continued to implement the Heggerty Phonemic Awareness Program. This program is an additional resource for developing the essential foundational skills of phonological awareness. The teachers continued to implement the Journeys reading program for grades 1 and 2. The Language Arts Supervisor provided input on ways to manage guided reading groups as well as implementation of Interactive Read-Alouds. The district reading consultant from Literacy How worked with staff regarding intervention and instructional practices. Staff and students continued to use the Lexia reading program and RAZ program which provides opportunities for additional reinforcement of targeted reading and phonemic awareness skills for students. Both the math and ELA supervisors met with the grade level teams throughout the school year on best practices in each of the respective content areas.

During the 2021-2022 school year, the Birch Grove Staff worked closely with the Math Supervisor as teachers began fully implementing the Bridges math program this year. The staff participated in professional development opportunities throughout the year for the

Bridges Math Program. In collaboration with the Math Supervisor, we have also integrated fact fluency work, working on students' automaticity, flexibility, strategy and efficiency with addition and subtraction facts.

During the 2021-2022 school year, efforts began to reimplement hands-on activities for the science curriculum. The Curriculum Supervisor of Science worked with each grade level to schedule investigations and activities in the new science room throughout the year. Plans also began for installing gardens in the courtyard outside the science room for each grade level to support real world application of learning in multiple units.

As part of the Scientifically Research Based Interventions (SRBI) plan, the staff continued working with the reading and math departments to identify student performance on assessments, and interventions for students requiring tiered support. The ELA Department utilized the Dynamic Indicators Basic Early Literacy Skills as their universal screening assessment. The staff worked with the supervisors to establish criteria that determined the level of service for the students. Tier 2 and Tier 3 math and reading support were offered to students who needed additional reinforcement. Reading teachers used the SPIRE program, a phonetically based program and skill based reading instruction. This approach helped to better use the highly trained reading staff to support children at their level as they learn to read. Small groups of kindergarten children were supported using a phonological awareness program. Math Interventionists used Bridges Intervention to meet the needs of our math intervention students.

Birch Grove Primary School provides a variety of Social Emotional support services for students who are experiencing mild adjustment to school challenges, getting ready for school routines, conflict resolution, peer relations and problem solving. The programs are SEL groups, the Second Step program, check in/check

out, Zones of Regulation, Morning Movers, and lunch bunches. A team of staff members attended professional development in the Yale Center for Emotional Intelligence program called Ruler which will help students with understanding the value of emotions, building the skills of emotional intelligence and maintaining a positive emotional climate. In the next year, the team will begin training all staff in developing a school wide charter which will be used in preparation for implementation of the program with the students.

The Birch Grove staff continued to work closely with the Positive Behavior Intervention Supports (PBIS) team to implement a systematic approach to supporting the students using evidence-based academic and behavioral practices for improving academic and behavior outcomes for all students. The team continues to work closely with the staff to ensure that the school is responsive to the safe school measures needed to promote a positive school climate. The staff utilized PBIS lessons in positive ways to instruct the students in daily routines, transition, recess, lunch, classroom expectations and school wide procedures. The team provided documents to support common rules, behavior expectations, procedures, incentives, record keeping, documentation materials, visuals and communication materials for the students, staff and parents. The team planned and executed community building school wide assemblies. The students participated in school wide activities (Spirit days, etc.) that fostered respect, responsibility and making great choices. The students participated in a variety of music and movement activities. The team plans to continue monitoring the student discipline data and work towards continuous improvement in school climate.

The PBIS/CRE (Culturally Responsive Education) team continued planning several character development lessons to reinforce common expectations in all settings of the building. Staff planned to teach the stu-

dents about the school wide matrix and the GROW card system. The staff acknowledged positive behaviors on a daily basis by giving out GROW cards and positive office referrals to the students. The staff utilized lessons from the Second Step Program to reinforce problem solving and conflict resolution. Each class worked to earn a target goal and participate in community building activities when they reached the target amount.

The staff packed up the classrooms in the portable units at the end of the school year and settled into our brand new school for the first school year. The new school opened in August. The staff began the process of setting up the new classroom and organizing the materials in the new space. The staff revised and updated a series of new procedures and protocols for the new school.

Mrs. Adams, the music teacher, utilized UCONN music interns, throughout the school year, to implement Music 360 in each classroom. Music 360 is a music enrichment program created by Mrs. Adams to weave music throughout the academic day.

The Birch Grove and FRC staff worked in collaboration with Tolland Family Services to meet the various needs of children and families. The Family Resource Center (FRC) continued to provide many services to the families of Tolland. The FRC provided opportunities for students to participate in preschool, playgroups, after care, before care and numerous other programs. The Parents as Teachers outreach support through the FRC connected with several families in the community. Students participated in monthly playgroups with this program. The FRC held a kindergarten summer program for incoming kindergarten students to promote additional readiness skills. The FRC provides a summer camp experience that engaged the students in field trips and numerous theme based fun activities.

A team of teachers participated in the CREC Open Choice Leadership training. This training focused on implicit bias, diversity, and highlighted strategies to decrease bias. The staff participated in a training that provided an opportunity to reflect on possible student experiences with bias in a myriad of forms.

The Tolland Elementary PTO (TEPTO) was focused on supporting the students and staff during the transition from the portable classrooms to the new school. TEPTO was very generous in providing funding for the purchase of materials which enriched our entire curriculum. They provided money for curriculum related virtual field trips and school wide materials. TEPTO also provided funding for classroom based activities and reading materials. TEPTO organized a wonderful Grand Opening Celebration that was well attended by the community.

TOLLAND INTERMEDIATE SCHOOL

Tolland Intermediate School is a place where students are encouraged to develop their individual talents, skills, and abilities in a safe and caring environment. At TIS, our ultimate goal is to develop a fully inclusive school, a place where all children feel safe, and a place where their needs are supported and respected.

Individual commitment to a group goal is an essential ingredient for creating a dynamic and successful school environment. It is with great passion that we dedicate ourselves to these high standards to give our students the best possible education. At TIS our students, faculty and staff are what make our school such a special learning community. Our teaching team is child centered, dedicated, and highly motivated to serve the students and parents of the community. Teachers spend countless hours after school, on weekends and over the summer working to get the school and their classrooms ready for students.

At TIS we foster independence, responsibility, and strength of character by promoting respect for self, respect for others and respect for the environment. We provide a broad spectrum of integrated programs in fine arts, social emotional learning and technology to nurture and cultivate the creativity of the whole child. At TIS we aim to create a family atmosphere, where parental and community involvement enriches the educational opportunities for every learner.

Our HAWK Community is built upon the involvement of its members. Staff and students once again participated in our HAWK Nest advisor-advisee monthly meetings. Students are placed in a HAWK Nest group of approximately 12 students. Students and their staff advisor, remain in the same multi-grade level HAWK Nest for all three years while at TIS. A school committee writes lesson plans for each meeting. Lessons are centered on community building activities that stress the importance of each member of our school community.

Our HAWK Student Ambassadors program designates a student ambassador from each classroom. HAWK Ambassadors work together as a team to support the community and our school by sponsoring community building events and programs aligned with our school mission. The purpose of this group is to develop a positive school climate by involving students in making TIS the best it can be. Through the TIS HAWK Ambassadors, we strive to foster good citizenship and respect for all individuals.

Our annual involvement in the Sandy Hook Promise Foundation's Start with Hello Week was resumed during the 2021-2022 school year. The program is designed to bring individuals and school communities together to foster looking out and caring for one another. Through Start with Hello, students are taught that they have the power to help those in need. Helping someone

through Start with Hello is as simple as seeing someone alone and reaching out by saying hello. The intent of Start with Hello is to reduce social isolation and create connected inclusive schools. Each student has the power to make a difference and make a new friend.

The annual TIS promotion ceremony was once again held for our departing fifth grade class. The ceremony was returned to its original format following changes enacted during the pandemic. The ceremony consisted of an assembly in our gymnasium designed to celebrate the accomplishments of our fifth grade students. In addition, for the second year in a row, the staff created a drive through celebratory display in our school driveway. The display included pictures of each student and every fifth grade staff member. Families were invited to drive through the display and they were greeted by fifth grade teachers, Mr. Dineen, TIS Principal and Mrs. Merritt, TIS Assistant Principal. The drive through display provided parents with the opportunity to come and celebrate the culmination of their children's Elementary school years.

Our multi-tiered system of support services academic intervention model provides a multi-tiered structure of student supports. All students participate in universal math and reading screenings three times during the year. The screens are used as a measure to determine student reading and math abilities in comparison to national norms. Any student scoring below specified percentile ranks is administered more frequent progress monitoring screens along with supplemental small group instruction in their classroom. During the course of this small group targeted instruction, student progress is closely monitored. Any student not responding to supplemental instruction is referred to a reading or math specialist for an intensive evaluation.

Our amazing PTO continues to support and enhance all aspects of our school by providing services, cur-

ricular materials, field trips, assemblies, and technology tools that both support and enhance the educational experience at Tolland Intermediate School. The group once again budgeted funds to purchase numerous items for our students and staff. Among them were: books for student use, teacher and student classroom supplies, library books and recess equipment. The PTO purchased a book vending machine for our school. Students completing our Ten Book Challenge received a token for the vending machine. Students were then offered the opportunity to select a book from the vending machine. All books given to students were graciously donated by the Tolland Elementary PTO.

Our students are fortunate enough to benefit from a variety of special programs achieved through community efforts, outreach of our staff, the Tolland Elementary PTO, Tolland Human Services, Tolland Historical Society, Senior Center, State Police and Tolland Fire Department. Our annual Veterans Day Assembly was altered as a result of the pandemic. In place of our traditional assembly students learned about Veterans Day through a remote presentation. The learning included some pre-recorded TIS student renditions of patriotic songs, a speech by a local veteran, informational videos and some inspirational videos paying tribute to our veterans.

At TIS we believe that ongoing two way teacher-student-family communication practices are essential to a comprehensive educational program. During the 2021-2022 school-year communication practices were extended to include students. As a result of remote learning, students were provided instruction in communication practices enabling them to advocate for themselves. Such communication encompassed use of Google Classroom and email. Family communications also included use of Google Classroom and email as well as our first ever full slate of virtual parent/guardian

teacher conferences and meetings throughout the year. Our Coffee and Conversation with the Principal monthly meetings were held virtually as well. The meetings enabled parents to sit down with the principal to discuss issues related to our school.

We celebrated our thirteenth year utilizing the Positive Behavioral Intervention and Supports framework. The PBIS framework aims to sustain an effective school-wide behavior system. Unlike a behavior plan or program, the emphasis of a behavior system is on preventing problems and providing a comprehensive, consistent model of appropriate behavior. Teams use data to evaluate their efforts. Shifting the focus to prevention minimizes behavioral problems and increases academic time for students.

Our school-wide Hawk Rules: 1. Have Respect, 2. Act Responsibly, 3. We are a Community and 4. Keep Yourself Safe, serve to guide everything we do at Tolland Intermediate School. Each school year begins with every T.I.S. student being taken through a series of lessons highlighting our school rules. Lessons are continuously revised throughout the year. As a school, we place a high level of importance on each and every student being a valued member of our school community. Teachers focus on the importance of all members of our school community respecting one another.

TOLLAND MIDDLE SCHOOL

Tolland Middle School is dedicated to the development and enrichment of a whole-child, who is prepared for success in the 21st Century. In our efforts to accomplish this monumental task, we regularly self-audit our practices; particularly with respect to reviewing and refining our course offerings and grading practices. In the past few years, for example, we introduced new classes such as our Game Maker, which familiarizes students with programming and electronic game design. Our grading practices focus on mastery, in which students

are encouraged and held accountable for reaching levels of academic success. Academic skills and behaviors are reported separately to parents. Academic skills are reported through our on-line grading system – PowerSchool Parent Portal. Behaviors are reported quarterly through SOAR reports and grade levels provide various SOAR reward activities for students that maintain their SOAR status. For more about mastery learning, please refer to the Superintendent’s Bulletin.

For social/emotional well-being, we practice Positive Behavioral Support offerings, using “Falcon Status” and special assemblies to recognize and reward students that go above and beyond. We continue to expand our behavioral support program through the implementation of SOAR Report Cards that report student progress to parents on the school’s core values (safety, ownership, active learning, and respect). Principal’s Breakfasts, the first Wednesday every month, yielded great conversations, cooperation and sharing with the community. Sports and clubs, after-school enrichment activities and field experiences (such as the 8th grade trip to Washington, D.C. United Nations Trips which were canceled due to the Pandemic) enrich the student learning experiences. Our Response to Intervention Programs, Professional Learning Communities, Data Teams, Positive Behavioral Support Programs, technological innovations, and TEAMing structures yielded positive results in student performance, and the overall student experience at TMS.

Our Response to Intervention programs at TMS are effective. Students in our Reading and Math Support programs showed measurable growth in challenge areas reaching goals or a new comprehension or fluency level. The Academy and Achievement Labs served over 2,000 student work sessions both during and after school. Academic Assistance programs continue to support students with work completion. 504 plans were

implemented for students who struggled academically and/or behaviorally. The success of these programs is evidenced by the strong academic performance of our students and student performance on common benchmark assessments utilized throughout the school. In addition, approximately 200 students received awards, many of which were Presidential Excellence Awards. In the area of math, we implemented a co-teaching model. This model allows students with IEPs to be educated alongside non-disabled peers while benefiting from the expertise of both the general and special educator. One math teacher and one special education teacher at each grade level were paired and worked with an Eastconn coach throughout the year. Our students in our co-teaching class demonstrated a tremendous rate of growth. We plan to add co-teaching to our Language Arts classes in 2021-2022.

Our Professional Learning Community at TMS continues revising, editing, re-writing, and/or learning new units of study and/or assessments, to continue to align the TMS curriculum and teaching practice to the Connecticut Core State Standards and Next Generation Science Standards and to prepare us for the Smarter Balanced Assessment Consortium and NGSS Science testing. We continue to hone our mastery learning practices, grading practices, and communicating what students know and are able to do, matched against specific skills, standards, and grade-level expectations. Teachers in their Interdisciplinary Teams utilized data driven decision making, evaluating benchmark assessments, NWEA MAP testing, behavioral analysis BASC (Behavior Assessment System for Children) and many other data points to identify student populations that experience challenges and devise strategies and plans to help the students overcome those challenges.

The PBIS (Positive Behavioral Intervention and Support) program is very successful at TMS. This sys-

tem of rewarding students and monitoring behavior to provide specific programming has proven to be both rewarding and highly successful. At the beginning of the school year students are educated through a variety of core value lessons which highlight school rules. Students continued to know and appreciate the TMS core values of Safety, Ownership, Active Learning and Respect and participated in many “SOAR” activities from assemblies, to monthly incentives, to school and community projects.

In an effort to stay abreast of the current technological resources, TMS has expanded the utilization of Google Apps for education in the classrooms. Every teacher has a Google classroom that was used extensively for in-person and remote learners for posting assignments and lessons. This coupled with the expansion of our Wi-Fi infrastructure and training offered by TMS educators has proven to be exciting for the staff, as well as the students. With thousands of educational applications available online, many of which are free, TMS teachers continue to capitalize on this technology to enhance student performance and share this information with their colleagues. We had two computer labs and every student was provided a school issued Chromebook. An informational packet was developed and sent to parents while the same information was reviewed with students at school. After all of our Chromebooks were deployed teachers reviewed our Chromebook Use Pledge and taught lessons on Digital Citizenship. Our students were excited to receive these devices and quickly demonstrated their ability to care for their devices.

Parent-teacher communication at TMS is outstanding. This communication begins in the front office and encompasses all faculty and staff. Faculty and staff communicate with parents in a variety of ways that include, but are not limited to, our weekly Digital Back-

pack, school website, student agenda, and personal interactions at various events throughout the school year as well as emails and phone calls. Parent teacher conferences are held in the fall and spring. Principal monthly meetings also enable parents an opportunity to meet with the principal to discuss school related issues.

The Physical Education Department Outdoor Physical Activity Area has been utilized by all students and integrated into our physical education curriculum. Tolland Middle School was one of 593 schools across the United States to be awarded a Lowe’s Toolbox for Education grant which helped fund this activity area. We are also grateful to the Tolland Educational Foundation for providing funds for this area. This exciting Outdoor Physical Activity Area supports and improves the current fitness-based PE curriculum, encourages physical fitness for the students, and gives them the ability to participate in a variety of team activities, games and sports. This area can also be utilized by other teachers in conjunction with the school’s (nationally recognized) PBIS program which creates positive school environments for students. The area includes two adjustable basketball hoop systems, four Tetherball courts, and four 4-square game areas. There are also supplies for shuffleboard, oversized games like Connect 4, basketballs, hula hoops, various lengths of jump ropes for individual and double dutch jumping. It was an area that was used extensively throughout the year during our Pandemic learning period. Another addition to the Physical Education Department through funds from the Tolland Education Foundation was our Force Plates. Force plates are measuring instruments that measure the ground reactions, forces generated by a body standing on or moving across them, to quantify balance, gait and other parameters of biomechanics. Our physical education teachers are utilizing this in their fitness units. This equipment provides opportunities for students to develop interests in other areas such as, but not limited to, exercise science, physics,

biomechanics, and sports science.

Although our Model UN club was paused for the year, previously our membership had risen to 45 students. Students meet with club leaders weekly after school to learn and understand how the United Nations operates. In a non-Pandemic year our students participate in a conference at Clark University in Massachusetts and Kingswood Oxford School in West Hartford. Here our team debated several topics such as the North Korean Missile Crisis, Human Rights in Venezuela, protecting tropical forests and worker's rights. In the past our students have won awards for best researcher, best speaker, and best delegate. They developed their research skills, public speaking skills to try to create resolutions to address global issues relating to humanitarian and ecological crises, global security issues and other human rights concerns.

Student Council, grades seven and eight, Student Government, grade six and grade eight officers are leadership groups which serve both the school and community. Some of the activities sponsored include Thanksgiving food drive which provided baskets and gift cards for four families and additional food for the food pantry. Student Council donated \$2,000 to We Are The Children. Our 6th grade student government represents our core values in our classrooms, hallways and in our community. They set out to determine how they can make a difference in school and our community. In November, we collected funds to support needy families and individuals at the Tolland Food Bank. We donated Big Y cards as well so those families could shop for their own holiday and daily food items. Additionally we participated in the Kids Safe donations program and Pajamas for Kids to support the Connecticut Children's Hospital and KidSafe! A combined total of just over \$3,400 was raised for both of these organizations.

TMS students continued their partnership with Mrs.

Case's THS Oceanography classes to participate in a Statewide Environmental Program. SoundWaters of Stamford, CT challenged school districts across CT to collect one million bottle caps each to take action against the problem of hard microplastics flowing into the Long Island Sound and out to the Atlantic Ocean. Bottle caps are among the top 5 most commonly found items of litter on beaches worldwide. Marine animals, birds and fish see the bottle caps and think they are food leading to fatal consequences. Our efforts across the district resulted in the collection of nearly 300,000 caps that were delivered to Sound Waters in May of 2022.

Career Day, run by our School Counselors, is a special day at TMS. Every other year we have so many parents and community members who give their time and share their career experiences. In the past we have had representatives from such varied careers as Arts & Media, Business and Finance, Technologies, Health and Biosciences, Government, Education and Human Services, Construction Technologies, Design and so many more. We look forward to bringing this important event back to TMS in 2022-2023.

Pre-pandemic our RAGE Robotics teams at TMS continued to grow. The teammates were coached by parents and mentored by 10 different RAGE students. In the past TMS has had three teams compete at the East of the River LEGO League Tournament. The last competition was hosted by RAGE Robotics, Tolland's High School robotics team, who had more than 30 Tolland students and 15 Tolland adults volunteering their time to host the tournament. At the competition teams compete with LEGO Mindstorms robots that they built and pre-programmed, presented an innovative design project about improving our community and were judged on their gracious professionalism towards their teammates and competitors.

The TMS PTO continues to be a valuable entity of

our Tolland Middle School. They continue to provide funds for various materials and equipment for teachers that enhance student learning. Their generosity provides funding for various classroom supplies, assemblies, field trips, and much more. This year PTO sold signs to recognize and congratulate our grade 8 students being promoted to high school.

Growing enrichment opportunities for students continue to be a focus this year, including growing our participation in the Invention Convention to students in grades 6-8. Once again, multiple TMS students were recognized for their innovation and creativity. The partnership with the CT Women's Hall of Fame allowed us to host our fourth annual STEMfems event, albeit in virtual form once again. This provided girls interested in STEM fields the chance to interact with female professionals and participate in activities related to their field, all designed to promote the students' interest and further pursuit of STEM careers. This past year the partners included Slalom Consulting, Loureiro, and Ensign-Bickford Aerospace & Defense. We are excited to announce that plans are currently in the works to return to an in-person event during the 2022-2023 school year.

Our sports programs thrive each year. Although we were sidelined due to the restrictions from the Pandemic, we are eager for our soccer, cross country, basketball, softball, baseball and track and field teams to be back in action in 2021-2022.

Our TMS promotion ceremony was held in person for our departing 8th graders. The ceremony is traditionally held the evening before the last day of school in our gymnasium. The ceremony gives parents an opportunity to celebrate the end of middle school for their child.

TMS remains a true middle model school. The TEAM structure at TMS allows for all of the structures

most valued and tied to student performance outcomes. This model allows the relatively large middle school of just under 600 students to function more like 6 schools within a school of approximately 100 students each. It is because of the TEAMing at TMS that PLCs, PBIS and EIPs are possible. Tolland can be proud of its middle school and the education it provides its students.

TOLLAND HIGH SCHOOL

Tolland High School (THS) provides a comprehensive experience to students. Students must earn 29 credits to graduate from THS and have 32 opportunities to do so. Students will earn credits in both the area of STEM and the area of Humanities. Additionally, all students must earn two credits in P.E./Health and Wellness, one credit in a world language, and one mastery-based diploma credit. Students will choose from a variety of elective offerings to also earn up to 7 elective credits over the course of their four years at THS. While engaging in courses, clubs, and activities our students are supported and challenged with one of the many goals being that all students demonstrate functional mastery of the skills and dispositions outlined in the newly developed Tolland Public Schools (TPS) Portrait of a Graduate. With that, our current school-wide rubrics to measure proficiency in reading, writing, speaking, problem solving, personal growth, and cultural awareness are being reviewed for revisions as we transition from our traditional THS Learning Expectations to the TPS Portrait of a Graduate expectations.

Despite the continued pandemic challenges, for the 2021-2022 school year, our students outperformed the state and all but one school in our DRG on the SAT. We will continue to offer 11th grade students an opportunity to engage in SAT preparation and practice from January to March on Saturdays. Additionally, we held our annual evening of Excellence in June and presented over

100 awards to 80 students for their academic achievements. One student was named a finalist for the National Merit Scholarship Program. Our clubs, activities, and all other extra-curricular activities continue to offer students a well-rounded experience at THS. From that, we are proud that many of our students have earned recognition at both the state and national level for their participation and effort within all of the extracurricular activities we offer. It was a great year to be an Eagle!

The THS Music Department is a busy place and the 2021-2022 school year was no exception. During the fall semester the Jazz Band, Treble and Chamber Choir participated in about seven live performances. It felt great to be back on stage! We had 22 qualify to participate in the Eastern Region Music Festival, six students selected to participate in the CMEA All-State Festival and one student went on to be selected for Nationals. The THS Jazz Band and Chamber Choir traveled to New York City to attend the Rockettes Christmas Spectacular and the THS Chamber Choir made their debut at Carnegie Hall in March.

The THS Music Department continues to foster a relationship with UCONN. In the fall we hosted five clinical students to observe the music department and in the spring Mrs. Kirwin hosted a student teacher.

During the spring semester, we changed classes and the department hosted its larger ensembles, Band and Chorus. The Band and Chorus participated in four live performances and the THS band participated in the Tolland Memorial Day parade in May. Mr. Fields worked diligently on our school musical, Annie, which involved approximately 60-70 kids on stage, in the pit orchestra, backstage crew and lights and sound. We even had a canine co-star-Folsom Kirwin in his stage debut!

For four years running, Tolland Public Schools mu-

sic program has been chosen as one of the “Best Communities for Music Education” in the country by the NAMM Foundation.

In June, Mrs. Kirwin was elected by her peers to be the Connecticut Music Educators’ President and represent all music educators in the state. She was also selected as a member of the American School Band Directors Association. Mr. Fields was chosen as the Eastern Region Mixed Choir Chair.

The 2021-2022 school year was full of accomplishments, noteworthy projects, and acts of service for THS art students both in and out of the classroom.

In the fall senior Ashly See had two photographs recognized in the ASAP! 2021 Celebration of Young Photographers competition. Ashley placed in the top 60 of 300 submissions from around the state and her work was featured in the livestreamed awards ceremony and in the exhibition in Washington, CT.

THS Art students participated in the Scholastics Art Awards. Scholastics is the largest, most competitive statewide and national competition that we participate in. We filled all 30 allotted entries and five students had work selected for the show.

- Zack Goodin received a Gold Key for his digital art.
- Emily Painter received a Gold Key for her photograph and a Gold Key for her drawing.
- Annamarie Pope received a Silver Key for her digital art and a Silver Key for her painting.
- Jenna Vaitses received an Honorable Mention for her photograph.
- Sulan Zhang entered independently and received a Silver for digital art, a Silver for her drawing, and a Gold for her painting.

Abigail Sarantakis was awarded the CAS award for art for her outstanding work and academic achievement in several art courses over her high school career.

The following students were selected for their outstanding academic achievement in the THS Art Department and were recognized at the Evening of Excellence:

- Art Foundations: Paige Syphers
- Photography: Neveah Polance
- Pottery: Annamarie Pope
- 2D: Vera Ylannen
- Senior: Annamarie Pope

Jenna Vaitses & Erika Miller volunteered to use their skills in photography to shoot portraits for the journalism class as well as the cast for the school play to be used in the program.

Sophomore Tyler Hollenbach excelled in Pottery the fall semester, built his own Pottery studio at home and by Spring semester had created enough pieces to begin selling his work at farmers' markets and craft fairs. Tyler also teamed up with Lily Shaw to create a ceramic memorial for the Uvalde victims. The lotus flowers were on display for graduation then sold to members of the THS community. The proceeds were donated to the Sandy Hook Foundation.

Annamarie Pope drew two beautiful eagles for the THS Graduation program in her signature illustrative style. She also donated a huge chunk of her spring semester and summer vacation to create one of two large murals in the main hall of the school illustrating the PRIDE core values.

Abigail Sarantakis also created a mural in the main hall illustrating future pathways and possibilities for students at THS. Both artists spent countless hours of planning, prep, and painting for these masterpieces. They are a true gift to the building.

Finally, Emily Painter was the recipient of the University of Hartford Artist of Promise award based on her portfolio submitted junior year. Should she choose to attend Hartford Art School she will receive an annual scholarship of \$25,000.

The 2021-2022 school year got off to another great start. Once again teachers, students, administrators and community members worked together to find new and creative ways for our students to learn and achieve. Some of the year's highlights include the culmination of on-site and in-school Senior Internships for the Tolland Business Academy (TBA), engagement by THS students in the Connecticut Stock Market Game, State & National DECA events, the State and Global SMIF/YIS Stock Pitch competitions, presentations to classes by informative and engaging guest lecturers, and field trips that both enriched and expanded the curriculum. Faculty members in the Business Department compiled over 20 hours of professional development in an effort to strengthen their teaching practices, focus on the needs of their students, and ensure all students achieve success. Much of this work focused on the Intro to Business, Personal Finance, and Accounting courses. As we continue to revise our curriculum following the guidelines of Understand by Design (UBD), we have been creating a variety of our lessons and activities using a variety of educational technology tools that assisted us with the facilitation and organization of lessons, handouts, and class work, and making those class materials more accessible to students and families. Technology helped us to provide our students with targeted instruction at their level once we pre-assessed our students using Google Form quizzes, Google Questions, and more. We saw increased engagement from our students with review Kahoot & Quizziz activities and multimedia rich Google Slide decks. Ms. Marshall and Mr. Egazarian have also completed a two year Master's degree program in Educational Technology at

the University of Saint Joseph in West Hartford!

Once again, THS found much success participating in the CT Stock Market Game. In the Fall of 2021, two students finished in the Top 20 out of 1400+ students who participated in CT SMG. Rehan Shah, a SMIF officer, and Chase Blayzis, a TALC student were motivated and engaged in learning about investing and many other tools that encourage them to begin to think about investing in their financial futures.

We have continued to give our students the experiences of "guest speakers" in our classes including Sports Marketing, Intro to Accounting, Personal Finance, as well as both the SMIF and DECA clubs. Speakers during 2021-2022 included Tim Restall, Team President for the Hartford Yard Goats, Mariko Wilcox, Northwestern Mutual Financial Advisor, Sohail Chatur, livelywealth.com, Interview Day for the Personal Finance class and the THS DECA Virtual Alumni Event with over 16 alums in attendance.

In the Tolland Business Academy, eight students participated in the Senior Year Internship program. The following organizations and businesses hosted THS students:

- Tolland Recreation Department (intern)
- Ellington Ridge Country Club (interns & organized and hosted a charity golf tournament raising over \$1,500 for CT Children's Hospital)
- THS FanZone webpage
- THS School Store

In the spring semester, four students completed the requirements for the MS Office Certification coursework. Three students completed the MS Excel certification material and one student completed the MS Word certification material. There were no local MS Certified testing sites available for our students to complete the certification process.

In our third year as a club, SMIF had 28 members with four new officers participating in the YIS Leadership Training Conference. This year, three students elected to the YIS Globals Student Advisory Board and several students were published on the YIS website and monthly newsletter for a variety of topics and written contributions.

Our Community Service Project this year once again partnered with the YIS to host our second annual “Stock” the Shelves event. Students collected donations for one week and raised over \$350. Together we collected and donated over 400 food items to Cornerstone Soup Kitchen & Pantry in April. The SMIF club students participated by collecting donations all week, creating PSA’s and other promotional materials, shopping for the needed items, all communications with Cornerstone, and delivering the food items.

Once again, Tolland SMIF had several students earn scholarship contributions through the YIS Dollar a Day Challenge. In the fall of 2021, one student won the Fall 2021 YIS Dollar-a-Day Challenge which includes a \$365 matching contribution to his personal investment account and 2 students won the spring 2022 YIS Dollar-a-Day Challenge which includes a \$182.50 matching contribution to their personal investment accounts. This year, four students participated in the team Wharton Global Stock Pitch Competition event in December 2021 and an additional 10 students participated in the YIS CT Stock Pitch Competition. Two of the TOP three State of Connecticut finishers were THS students! Finally, at the top of her class, Teaghan Sexton was designated as a CYIA (Certified Young Investor Analyst), the TOP designation awarded by the Young Investor Society. Less than 10% of all members globally have been awarded this designation.

As always, DECA was on a roll! Last year, DECA had 80 members who attended meetings both in person

and virtually. At the DECA competitions, DECA had 63 students participate and had 37 state finalists with 21 International qualifiers! DECA students are always prepared and ready to take on any challenge thrown at them by the judges and this year was no exception.

Last year, Tolland DECA partnered with “Wings of Freedom” - an all-volunteer non-profit organization that rescues domestic animals from shelters and abusive situations and rehabilitates, cares for, trains and provides placement in loving homes. Students ran a two-week long pet food and pet supply drive. It is always exciting to hear about the fun, camaraderie and the successes that Tolland has come to expect from our DECA students.

The English Department has worked to continue to include diverse voices in the English classroom. As we continue to update texts and curriculum, students will have more opportunity to read a greater variety of voices and will be able to make connections between contemporary and canonical pieces of literature. This past year the English Department has continued to work closely with the Library Media Specialist to develop a rich independent reading program. Moreover, the English Department is proud to report that 37 juniors took the rigorous AP Language and Composition exam in the spring, and 95% of students received a 3 or higher on the exam. Additionally, on the AP Literature and Composition exam, out of the 29 students that took it, 100% earned a score of 3 or higher. The ELA Department is incredibly proud of these hardworking students.

Furthermore, teachers continued to find new ways to increase engagement in the classroom through the use of technology. Students utilized Google Classroom, Padlet, Quizizz, Blooket, Nearpod, Jamboard, etc. Educators in the ELA Department have enjoyed the opportunity to find new ways to engage students in an increasingly digital world. However, teachers

also worked to balance the use of technology. THS students participated in countless innovative assignments and projects that showcase their learning. Some of these projects include the use of technology while many do not. For example, students created a Hero’s Journey bulletin board, a “Three Sisters” imagery-infused bulletin board, a spooky haunted house project showcasing figurative language, visual representations of Odysseus’s journey in *The Odyssey*, creative adaptations of Shakespeare including original sonnets, original podcasts, tabloids, social media profiles based on characters and their experiences, imitations of “Wild Geese” poem with an accompanying visual display, found poems, blackout poetry, first-person immersive short stories, one-pager creative projects on *The Great Gatsby* and other texts, and plenty of personal reflection writing. This is just a small sampling of what students worked on this year.

In the school year 2021-2022, the THS Mathematics Department continued to provide opportunities for all students to succeed in mathematics while remaining aware of the social and emotional needs of the students. Challenges remained when students were absent for extended periods of time for quarantine. Teachers were adaptable and adjusted as was needed. Teachers continued to incorporate more technology in our instruction and assessment, using Quizizz, Khan Academy, Desmos and Minitab to name a few applications. Having all students with a district provided device made the use of these applications more accessible in the classroom and at home.

The student performance on the SAT School Day Mathematics section was a mean score of 557, placing us second in our DRG. 54% of our students scored above that mean. It is through the dedication, innovation, and hard work of our mathematics teachers that we continue to see outstanding scores from our students. Teachers provided instruction and support to all

students not only during class time, but through extra help sessions after school. We are proud of our accomplishments with our students.

The Physical Education/Health Department continues to work on the Health and Wellness of all our students. We incorporated mini units into the 10th grade classroom that expand on knowledge learned in Health during ninth grade. All students in 10th grade complete hands-on CPR and First Aid to meet the graduation requirements.

We were able to perform Fitness testing for 177 10th graders. Of the 177 students tested on all four items 85 students (45 males/40 females) met the standard on all four tests. These tests include: PACER, Curl ups, Push ups, and Flexibility. Considering we are coming off of a pandemic, these results indicate that we are getting back on track to improve our total number of students passing all four tests. The PE Department included a social emotional component in the form of a likert scale for the PACER test. This was beneficial in assisting our students process how they feel about performing the PACER test before and after.

In addition, we purchased more strength training items for the weight room to help our students in being the best they can be.

The Counseling Department welcomed a new counselor, Mark Conklin, and a new secretary, Geneva Alford.

The Counseling Department was once again able to offer all of our parent programs in 2021-2022. We were able to return to the classroom to deliver career exploration workshops with the sophomore class and offer in person registration workshops for freshmen, sophomores and juniors.

During the college application season, we supported more than 1,200 applications to 2-year and 4-year

institutions for the Class of 2022.

Last year the Science Department applied for a grant from the Tolland Education Foundation for equipment to begin hydroponics. This hydroponic system is used by many science classes, including the botany classes, environmental science and integrated science classes. By the end of the year the hydroponic system was able to produce lettuce for students and faculty to use. In connection with the hydroponics in the greenhouse as well as the wide variety of plants grown in the greenhouse a botany club was introduced at the end of last year. This club will further use and cultivate the existing plants and hydroponics already in use. The past school year had a couple of science teachers training and developing curriculum for an AP chemistry class and an Honors Biology class that will be incorporated at the school in future years. The environmental science classes visited Birch Grove last year for some fun Earth Day activities. Finally, our bottle cap collection culminated in the spring of last year. It was an amazing town wide and multiple school wide event. In total 295,221 caps were collected!!!

During the 2021-2022 school year, the THS Social Studies Department staff advised the Model United Nations Club (Emily Woznick), Kindness Campaign (Shelley Manning) and Yearbook Club (Shelley Manning). In addition to this, Eric Cichocki and Jim Wiese served as class advisors. Shelley Manning also took part in the School Culture and Climate Committee and the district wide Staff Wellness committee. Many speakers including defense and prosecuting attorneys and an instructor from the CT Police Academy, came in to speak with students in Criminology classes. Students in Abnormal Psychology also had a guest speaker who is a former student speak to the class. Amanda Frost's Native class had many speakers as well, including members from the Mohegan Tribal Council

and Tribe. Students in Fran Sterling's Psychology and AP Psychology classes conducted psychological experiments and presented these to the class.

The Special Education Department continues to provide high quality instruction for students at THS. Whether they require behavioral, emotional, or academic support, the LEAP program, Life Skills program and/or Resource support provide students with access to what they need. Within each program, Content Support classes were offered at each grade level. In Content Support, students worked on independence and self-advocacy as well as received instruction on goals and objectives. Targeted work on goals and objectives were also provided through general classes or pull-out time with case managers. In SY 2021-2022, Co-teaching in Algebra IA and IB at THS was also officially supported by an EASTCONN coach. In addition to co-teaching, special education students benefited from the use of a variety of instructional methods, including but not limited to direct teaching, cooperative learning, group discussions, individualized instruction based on skill level, instruction through visual-aids, computer-aided instruction, and assistive technology.

Students enrolled in the Child Development course within the Family & Consumer Science Department planned and taught activities and worked to improve their skills in reading aloud to preschool children. Besides working directly with the children during preschool, the most memorable experience for most students was taking care of a reality baby for a weekend. This project allows students to experience being a "parent" of an infant for 48 hours and is often very eye opening for them. Students enrolled in the Early Childhood Education course gain a deeper understanding of planning and instruction, as well as behavior management strategies for working with children. In addition, they participate in a skills assessment of preschool children, which culminates in a written report for parents.

Other topics include the history of early childhood education, developmental theorists, program models, and current topics in education. In March, students in the Early Childhood Education course took a field trip to Mansfield Discovery Depot to observe a National Association for the Education of Young Children accredited program and to learn more about the field of teaching and working in an early childhood setting.

The Creative Preschool at Tolland High School had another fantastic year. The program is an essential component of the Child Development and Early Childhood Education courses, providing students with practical skills, knowledge, and experiences they take with them beyond the walls of the classroom. The preschool served fifteen children from six towns, including: Tolland, Willington, Stafford, Vernon, Ellington and Coventry. Both Mrs. Janine Elliott and her students are extremely grateful for the enthusiastic support of the parents and families who choose to enroll their children in our program.

Students enrolled in classes offered through the Technology Education (Tech Ed) Department had an amazing year. Many woodworking projects were created in the Introduction to Technology class. In Power Technology, students repaired many pieces of small equipment such as snow blowers and lawn mowers. The students really enjoyed bringing in old bicycles that were cast aside and resurrecting them to donate to local families and organizations. Mrs. Beth Penney and her students have been hard at work in the Tolland High School Print shop. They have been printing, among other things, business cards, newsletters, vinyl signage, and materials for the school and town community. The print jobs have included but not been limited to: Senior night shirts for the volleyball team, designing and printing new passes for the counseling department. Mrs. Penney received a TEF mini grant for the purchase of competition attire to be used when the student members of the Technology Student Association travel for competitions on both

the state and national levels. The Tech Ed Department is in the process of expanding its membership and participation in the state and national conferences held by the Technology Student Association. The Tech Ed Department spent many hours this year integrating various computer technologies into traditionally hands-on classes through the use of Google classroom, 3d printers, and various Computer Aided Design software programs.

The World Language National Honor Society (WL NHS) inducted 21 students and the World Language Club continued to meet bi-weekly through the year.

In the area of curriculum and instruction, the World Language Department adopted a new series of textbooks for the Spanish 1 level and worked on revising the Spanish 1 course curriculum to reflect the adoption of this text series and digital dashboard the series provides.

Teachers continue to engage in state and national conferences for professional development opportunities to strengthen their knowledge and understandings of the best practices regarding the instruction of world languages. A teacher in the World Language Department was awarded a grant from the Tolland Education Foundation for four standup desks to enhance engagement in their classroom.

At the close of the 2021-2022 school year the World Language Department repurposed the World Language Lab space to create a communication and collaboration space. After the adaptation of 1:1 devices, the technology in the computer lab was no longer adequate to serve the needs of the computer labs. Functioning computers were moved to World Language teacher classrooms and IT removed the remaining technology. The lab serves as an area for students to collaborate and communicate in to work on projects, role plays, engage in interpersonal conversations and produce the target language.

Teachers at Tolland High School are actively and enthusiastically involved in a number of after school clubs, activities, and programs. We continue to actively seek out interested students and staff to ensure that we offer a variety of clubs and activities. As we continued to work through the pandemic, clubs offered both virtual and in-person curriculum so that we could continue to engage students who were quarantined, or decided to learn remotely for the school year.

The Culture and Climate Committee continued to recognize students through the PRIDE recognition program. This is a program that rewards students for demonstrating our core values represented by the acronym P.R.I.D.E (Perseverance, Respect, Integrity, Dependability, and Engagement). Students that received this honor had their names read on announcements and were provided a gift card as a way to thank them for their consistent contribution to the school community. We also sent a letter home describing why the student was recognized. We plan to continue to grow this program and often take feedback from students about the types of incentives they wish to receive when recognized.

For the fourth straight year, approximately 75 juniors and seniors participated in the Tolland High School Peer Mentoring program, now called "Link Crew". Selected juniors and seniors attended training sessions dedicated to preparing them to become Peer Mentors who serve as positive role models for our incoming freshmen. They provided support, guidance, encouragement, and friendship to freshmen throughout their transition year. At Freshman Orientation, Peer Mentors also guided the ninth grade students through a variety of activities such as guided tours, a club fair, and small group icebreaker activities. The day ended with lunch in the cafeteria.

We continue to run an After School Support Program to support the varying needs of our students. The After School Program provides an equal opportunity of learning to our student population while supporting each in-

dividual student's learning needs. The environment is safe and welcoming, and in order to best support our students, we have both certified staff and paraeducators available, along with NHS tutors.

The 2021-2022 school year saw multiple athletes succeed on and off the athletic fields. We had 78 fall athletes, 75 winter athletes, and 97 spring athletes earn CCC or THS academic honors. Additionally, we had 26 fall, 15 winter, and 32 spring athletes earn all conference recognition and 15 athletes earn all-state recognition. Our Girls' Lacrosse, Girls' Soccer and Boys' Cross Country teams were CCC champions. Sophia Rotondaro and Luke Stoeffler were honored as the 2021-2022 CIAC Scholar Athletes. This award is given to the top academic male and female athlete from each high school in CT. And finally, our Girls' Soccer Coach Erin Reed was honored as the Connecticut High School Coaches Association "Coach of the Year".

FINANCE AND RECORDS

ACCOUNTING

The responsibility of the Finance Department lies within its ability to manage the expenses of the Town's various departments and services within the parameters and confines of the budget approved by referendum voted on by the citizens of the Town of Tolland. The Finance Department must also work with the Town Manager and Town Council to project the town's needs in the future and growth on a Capital scale with vision and foresight.

On a government-wide basis, the assets of the Town of Tolland exceeded its liabilities at the close of the most recent year by \$134,013,127 (net position). Of this amount, \$15,893,838 (unrestricted net position) may be used to meet the government's on-going obligations to citizens and creditors. On a government-wide basis, the government's total net position increased by \$4,591,642. Governmental and business-type activity expenses were \$71,654,530, while revenues

were \$76,246,172. The total cost of all Town services for the fiscal year 2022 was \$71,654,530; of which \$70,744,719 was for governmental services and \$909,811 for business-type activities.

The governmental funds are used essentially to account for the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financials focus on near term inflows and outflows of spendable resources, as well as balances of spendable resources. The Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance also appear after the Independent Auditor's Report.

At the close of the fiscal year, the Town's governmental funds reported, on a current resource basis, combined ending fund balances of \$13,128,006, a decrease of \$7,754,330 from the prior fiscal year. Of the total fund balance as of June 30, 2022, \$4,297,145 represents the combined unassigned fund balance in the general fund, special revenue funds, capital projects funds and permanent funds. The largest change in fund balance was the decrease in the Capital Funds Project Fund of \$7,788,539. There were also decreases in the General Fund of \$421,869. Non-major Governmental funds had an increase of \$456,078. The General Fund balance decreased by \$421,869 due to excess of \$257,592 in expenditures over revenues combined with other financing sources and uses for a reduction of a net \$164,277.

The General Fund is the chief operating fund of the Town of Tolland. At the end of the current fiscal year, unassigned fund balance of the General Fund was \$10,230,012 while total fund balance was \$12,437,728. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 15.5% of total General Fund expenditures including transfers out. Total fund balance represents 18.9% of that same amount. The

unassigned portion of fund balance, when compared with unassigned last year portion for the General Fund had increased by \$283,005 while the total fund balance decreased \$421,869.

Key factors contributing to the increase in General Fund were:

- Overall, the Town experienced an excess in revenues of \$1,063,309. The current and prior year property tax levy collections exceeded the budget by \$265,911 and interest and lien fees exceeded budget by \$56,915. Motor vehicle supplemental taxes collections came in \$219,997 in excess of the budget due to higher vehicle pricing.
- Revenue collected in interest income and other revenues was \$32,818 less than budgeted mainly due to lower investment rates. The budget within this year was reduced to reflect the lower investment rates and the loss this year was far less than the previous year.
- Charges for Services exceeded the budget by \$340,246. Of this amount, \$120,145 was for building permit fees that were higher due to an increased amount of home improvements and other construction. In addition, \$158,068 was for Property Tax Conveyance and \$23,825 for Document Recording fees due to more property transactions.
- Total Expenditures were \$90,258 less than anticipated. Of this amount \$9,419 was unexpended from the Board of Education.
- The Town unexpended balance of \$80,839 mainly consisted of \$12,500 unexpended fees for the Fire Water Supply rates that were not as high as anticipated and \$50,000 for savings resulting from employee attrition/retirements and delays in the hiring process. Included within those wage savings are funds resulting from a few employees within the Public Works area that were out due to workers compensation claims. Their salaries were paid by insurance which then resulted in budgetary sav-

ings. There were also additional savings in other departments due to other miscellaneous savings.

On a budgetary basis, property taxes accounted for 81% of total General Fund revenues, intergovernmental grants, accounted for 16% and charges for current services and other revenues accounted for 3%. Of these revenues, investment income was short of the budgeted amount by a total of \$27,139. The charges for services, other revenue and investment income exceeded the budgeted amount by a total of \$307,428. Property taxes exceeded the budget by a combined \$544,903. Other financing sources fell short of the budget by \$1,227,103. On the expenditure side there were savings of \$90,258; of this amount \$9,419 was the remaining balance of the Board of Education funds that were not expended. The Town incurred the balance of \$80,839 from savings.

HIGHLIGHTS:

- 30th consecutive year for the award of excellence in financial reporting for the 2021 Annual Comprehensive Financial Report (ACFR) from the Government Finance Officers Association (GFOA).
- For the 14th consecutive year the Town of Tolland received the Distinguished Budget Award by the GFOA. This honor was based on Tolland's budget reporting which met specific criteria to enhance its presentation, provide clarity and conformity and offer in-depth projections. This achievement was due to the dedicated efforts of the entire Finance staff.

COLLECTOR OF REVENUE

PRINCIPAL FUNCTIONS:

The Office of the Collector of Revenue bills, collects, records, and balances tax revenues as well as water and sewer assessments, departmental revenue, repayments of Small Cities Grants, Tolland Non-Profit Housing Corporation's monthly lease fees and other general fund revenues.

All receipts are recorded and an audit trail is maintained. Delinquent Statements and Demands are issued, Alias Tax Warrants are issued, motor vehicle delinquencies are reported to the State of Connecticut Department of Motor Vehicles, liens are filed and released, foreclosures and tax sales are instituted.

Information is provided as warranted to attorneys, banks, escrow service bureaus, title searchers, realtors as well as the general public.

HIGHLIGHTS:

During the 21-22 Fiscal Year the collection rate for current taxes was 98.03%, slightly lower than the previous fiscal year with 98.98%. We collected \$375,781 in prior year taxes, \$213,282 in interest and \$21,420 in lien and DMV fees. Tax bills are available to view and pay online. Credit Card payments and ACH payments in the amount of \$4,502,628 was received through Invoice Cloud. The Suspense List was sent to Rossi Law Offices for collection and \$2,077 was collected in tax and \$1,801 in interest and fees.

SUMMARY OF SERVICES:

| FISCAL YEAR | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 |
|----------------------------------|------------|------------|------------|------------|
| Total Taxes Collectible | 45,621,711 | 46,707,972 | 47,173,069 | 49,081,236 |
| Total Taxes Collected | 44,833,431 | 46,218,326 | 46,252,688 | 48,122,487 |
| Percent Collected | 98.27 | 98.95 | 98.04 | 98.03 |
| Current Year Collected | 44,997,409 | 45,793,938 | 45,677,610 | 47,718,857 |
| Percent Collected | 98.84 | 98.56 | 98.89 | 99.09 |
| Suspense Collected | 4,043 | 2,472 | 4,660 | 2,077 |
| Payment by Credit Card | 715,469 | 830,514 | 1,096,295 | 1,368,003 |
| Payment by ACH Check | 1,309,656 | 1,854,914 | 2,585,150 | 3,134,625 |
| Sewer & Water Assessment Bills | 27 | 27 | 28 | 27 |
| Sewer & Water Assessment Pymts | 100,632 | 94,593 | 103,032 | 120,296 |
| Small Cities Rehab Pymts | 62,799 | 27,691 | 58,817 | 54,256 |
| Tolland Non Profit Housing Bills | 288 | 288 | 288 | 288 |
| Tolland Non Profit Housing Pymts | 8,052 | 6,716 | 7,043 | 6,016 |

| GRAND LIST | 2017 | 2018 | 2019 | 2020 |
|------------------------------------|--------|--------|--------|--------|
| Tax Bills Mailed | 24,977 | 24,887 | 24,922 | 24,967 |
| New Construction Prorates | 12 | 7 | 10 | 31 |
| Additions & Corrections | 966 | 991 | 891 | 966 |
| Transfers to Suspense | 115 | 101 | 109 | 168 |
| Liens Filed | 122 | 92 | 87 | 82 |
| Personal Property UCC1 Liens Filed | 30 | 47 | 43 | 41 |

TOWN CLERK

PRINCIPAL FUNCTIONS:

The Town Clerk is responsible for recording, maintaining and preserving town records such as the Town Code Book (Charter, Ordinances, Policies and Procedures), land records, subdivision and survey maps, service members' discharge records, trade name certificates, cemetery reports, meeting schedules, and official agendas and minutes. We report all land transfers to the Assessor and Tax Collector; make various reports to the State and Town; assists residents in registering to vote and also assists the Registrar of Voters with all elections, primaries and referenda and issue absentee ballots. We regulate the issuance of hunting, fishing, dog, and vendor licenses; collect State conveyance tax on all transfers of property and remit same to the State Tax Department. As Registrar of Vital Statistics, we issue marriage licenses, burial permits, cremation permits and have custody of all birth, marriage, and death records for Town residents.

HIGHLIGHTS:

Our Office applied for and received a \$5,500 Connecticut State Library Grant from the Historic Documents Preservation Program. We will utilize these funds to continue a project started a few years ago preserving and restoring our oldest maps from Volumes 1-5. These funds will enable us to continue restoring approximately 60 maps in Volumes 1&2.

OBJECTIVE ACCOMPLISHMENTS:

Utilizing grant funds, electronic indices were created for almost 8,000 additional pages of microfilmed land records, which were converted into digitized images. Records are now available to the public from our public access terminal as well as online back to February 25, 1942. Due to there being several documents on a single page in the older records, we were not able to go back to 1939 as first anticipated.

| SUMMARY OF SERVICES | 2019-2020 | 2020-2021 | 2021-2022 |
|---|-----------|-----------|-----------|
| Land Instruments Recorded | 2,439 | 3,381 | 2,911 |
| Maps Recorded | 26 | 18 | 24 |
| Marriages Recorded | 68 | 70 | 79 |
| Births Recorded | 107 | 130 | 137 |
| Deaths Recorded | 123 | 156 | 167 |
| Servicemen's Discharges Recorded | 15 | 18 | 15 |
| Marriage Licenses Issued | 42 | 35 | 31 |
| Burial/Cremation Permits Issued | 91 | 115 | 104 |
| Dog Licenses (incl. transfers & replacement tags) | 2,218 | 2,707 | 2,220 |
| Kennel Licenses | 12 | 11 | 5 |
| Peddler's Licenses | 10 | 1 | 15 |
| Sports Licenses | 87 | 103 | 135 |
| Trade Name Certificates | 31 | 30 | 32 |
| Liquor Licenses | 11 | 10 | 9 |
| Elections, Referenda, Primaries | 1 | 1 | 2 |
| Notaries Recorded | 27 | 51 | 31 |

| REVENUE COLLECTED | 2019-2020 | 2020-2021 | 2021-2022 |
|------------------------------|----------------|----------------|----------------|
| Conveyance Taxes | 209,450 | 260,206 | 328,069 |
| Recording Fees | 80,313 | 130,383 | 112,315 |
| Town Clerk Preservation Fees | 8,492 | 12,496 | 10,481 |
| Town Preservation Fees | 4,752 | 5,886 | 5,571 |
| Copies | 13,374 | 17,913 | 14,943 |
| Miscellaneous & Fees | 19,319 | 21,578 | 20,075 |
| TOTAL | 335,700 | 448,462 | 491,454 |

This project also helped to improve the accuracy and consistency of our land record indices by ensuring the indices are compliant with today's indexing standards.

ASSESSOR

PRINCIPAL FUNCTIONS:

The Assessor is responsible for maintaining a uniform distribution of the property tax burden among all the taxpayers, and to insure that procedures are performed in accordance with provisions of the Connecticut General Statutes.

The Assessor's Office is responsible for preparing a yearly Grand List that identifies all taxable Real and Personal Property located in Tolland. Assessment records are updated from documents received from the Town Clerk's Office, Planning and Development, Zoning and the Building Inspector. Tax maps are maintained on an annual basis. Inspections are made of all properties receiving building permits during the course of the year as well as properties where work has been done without the proper permits.

It is the responsibility of the Assessor's Office to de-

termine eligibility for various statutory and local exemptions. These include veterans, elderly, disabled, blind, solar, manufactures, farm and forest among others. Numerous reports are prepared for various private, state and municipal agencies. Appraisal reports are reviewed for properties the Town is interested in acquiring.

The Assessor's Office is required to supervise and coordinate the revaluation of all taxable and exempt property. Revaluations are now required every five years by State Statutes.

HIGHLIGHTS:

The Assessor's Office completed the 2021 Grand List on 2/24/22 as required by State Statute with a one month extension. A signed list was filed with the Town Clerk's Office. The net taxable Grand List after the Board of Assessment Appeals was increased to \$1,333,828,425. The increase in value is 3.72% or \$47,819,460. This change in the Grand List resulted in an increase of \$1,749,235 in actual tax dollars based on the current mill rate of .03658.

Real estate assessments increased by \$6,753,115. The new net assessment figure is \$1,114,997,975, which is an increase of .6%. Real estate comprises 83.6% of the Grand List. Residential properties make up 76% of the list while commercial/industrial properties make up 7.6%. The increase in assessment is due to a number of new construction both residential and commercial and 21 crumbling foundation replacements.

The total number of registered motor vehicles in Tolland as of October 1, 2021 is 15,107 which is 170 more vehicles than appeared on the 2020 Grand List. The total motor vehicle list is \$169,812,503 or 12.7% of the Grand List. The increase in assessment is 24% or \$33,145,523. The large increase was due to supply and demand issues in the market.

| SUMMARY OF SERVICES | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 |
|-------------------------------------|------------------|---------------|---------------|---------------|------------------|
| Number of Inspections | 485 | 867 | 1,422 | 706 | 962 |
| Meetings Attended | 70 | 62 | 88 | 68 | 54 |
| Deed Transfers | 452 | 504 | 410 | 399 | 538 |
| Property Subdivisions | 4 | 11 | 7 | 3 | 8 |
| Tax Map Changes | 34 | 20 | 38 | 24 | 30 |
| Building Permits Reviewed | 586 | 667 | 587 | 861 | 998 |
| Exempt Applications | 14 (Quadrennial) | 2 | 3 | 3 | 22 (Quadrennial) |
| Personal Property Appraisals | 752 | 750 | 769 | 742 | 769 |
| Farm, Forest, Open Space Reduction | 446 | 440 | 429 | 403 | 411 |
| Certificates of Occupancy | 12 | 6 | 11 | 19 | 18 |
| Motor Vehicles Regular Unpriced | 3,412 | 3,426 | 3,107 | 3,013 | 3,275 |
| Motor Vehicles Supplement | 2,533 | 2,550 | 2,134 | 2,801 | 2,344 |
| Elderly Tax Relief | 367 | 359 | 362 | 343 | 268 |
| Solar Exemptions | 38 | 24 | 29 | 56 | 174 |
| Veteran Exemption (incl advets) | 633 | 608 | 655 | 673 | 630 |
| Telephone Request Information | 3,120 | 3,226 | 2,080 | 3,120 | 2,825 |
| Walk-In Request Information | 2,130 | 2,220 | 1,897 | 996 | 915 |
| Photo | 301 | 755 | 1,425 | 315 | 590 |
| SUMMARY OF GRAND LIST | 2017 | 2018 | 2019 | 2020 | 2021 |
| Real Estate | 1,110,792,274 | 1,112,668,682 | 1,101,230,365 | 1,108,244,860 | 1,114,977,975 |
| Personal Property | 40,004,119 | 39,453,734 | 41,723,378 | 41,097,125 | 49,017,947 |
| Motor Vehicles | 127,671,615 | 129,751,295 | 132,379,332 | 136,666,980 | 169,812,503 |
| Total Value | 1,278,468,008 | 1,281,873,711 | 1,275,333,075 | 1,286,008,965 | 1,333,828,425 |
| Real Estate Tax Exempt | 138,961,340 | 138,909,040 | 141,607,325 | 158,189,125 | 158,408,600 |
| Mill | 0.035 | 0.036 | 0.036 | 0.037 | 0.037 |
| Motor Vehicle Mill | | | | | |
| SUMMARY OF PRIOR YEARS CHANGES | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 |
| Real Estate | 1.0045 | 1.0017 | 0.9897 | 1.0064 | 1.0061 |
| Personal Property | 1.1348 | 0.9862 | 1.0575 | 0.9850 | 1.1927 |
| Motor Vehicle | 1.0084 | 1.0163 | 1.0203 | 1.0324 | 1.2425 |
| Total Change | 1.0085 | 1.0027 | 0.9949 | 1.0084 | 1.0372 |
| ADJUSTMENTS TO PREVIOUS GRAND LISTS | 2017 | 2018 | 2019 | 2020 | 2021 |
| Auto Supplement | 18,213,163 | 18,238,416 | 15,358,128 | 22,180,941 | 22,134,772 |
| Certificate Occupancy | 787,588 | 368,424 | 243,918 | 944,620 | 1,530,393 |
| Misc. Adjustments | 4,601,724 | 4,438,941 | 4,434,283 | 4,754,277 | 4,208,950 |

Personal property accounts comprise 3.7% of the Grand List, and increased by 27 accounts in 2021. The majority of those were small businesses. The number of personal property accounts is 769, with assessments of \$49,017,947. The increase in assessment is 19% or \$7,920,822. The large increase was due to several new accounts some of which were large.

Tax maps were updated for boundary line changes that occurred during the year. Administrative software programs were updated with current vendors to allow the Assessor's Office to complete required reports to comply with state requirements and public requests.

BOARD OF ASSESSMENT APPEALS

The Board of Assessment Appeals is an official municipal agency. It is designed to serve as an appeal body for taxpayers who believe that the Assessor erred in the valuation of their property or erroneously denied them exemptions.

The Board members are not assessing agents. They do not value property. That is the sole function of the Assessor's Office. The Board acts as a review body. The Board serves as the first level of appeal from the Assessor. The Town Council appoints all Board members. The decisions made by the Board are binding until an appeal is taken to the courts or there is a change in the valuation.

The Board conducted two days of hearings during the month of April 2022 to review assessment appeals on the 2021 Grand List. The review also included motor vehicles appearing on the 2020 supplement list. The hearings were conducted on 4/25/22 and 4/26/22.

The Board received seventeen requests for review. Six of those were for real estate, one motor vehicle, seven for personal property and three did not show up. The Board granted reductions on twelve of the appeals totaling \$322,640. Five of the real estate appeals were for crumbling foundations and totaled \$299,100. There was one increase of \$3,900 to real estate after an inspection. There was one reduction for a Motor Ve-

hicle for \$3,150. There were six adjustments made to the personal property list totaling \$24,290. The adjusted 2021 Grand List after the Board of Appeals meeting was \$1,333,828,425.

The Board also met on Tuesday, 9/13/22 to review motor vehicle assessments that appeared on the 2021 Grand List. The Board received one request for assessment review. A reduction of \$10,280 was granted.

REGISTRAR OF VOTERS

PRINCIPAL FUNCTIONS:

The Registrars of Voters are elected officials authorized by the Connecticut General Statutes to maintain the records of all registered voters and to hold special registration sessions for new voters. They register voters in accordance with their selected affiliation and maintain an accurate list of eligible voters. Voter information is maintained by Registrars on a statewide database for Voter Registrations. The maintenance and security of the voting tabulators used in all elections is also the responsibility of the Registrars.

The Registrars supervise and run all elections, primaries and referendums for the Town of Tolland in accordance with State Statutes or Town Charter.

Tolland has two polling places and three Voting Districts – the Gym at Tolland Recreation Center (Old Parker School) (Districts 1 & 3) and the Tolland Senior Center at 674 Tolland Stage Road (District 2). The Program Room in the Tolland Library is used for Town budget referendums.

Party affiliations for registered voters are:

| Party | 2021 | 2020 | 2019 | 2018 | 2017 |
|---------------------|---------------|---------------|---------------|---------------|---------------|
| Democrats | 2,888 | 3,007 | 2,900 | 2,689 | 2,724 |
| Republicans | 2,562 | 2,682 | 2,528 | 2,447 | 2,477 |
| Unaffiliated | 4,900 | 5,074 | 4,832 | 4,816 | 4,703 |
| Other Minor Parties | 200 | 210 | 194 | 169 | 174 |
| Total | 10,550 | 10,973 | 10,454 | 10,121 | 10,078 |

HIGHLIGHTS:

New Voter Registrations for 2021 was 876; 2020 was 1,220; 2019 was 665; 2018 was 959 and 2017 was 1,296.

During 2021 we had 1 Budget Referendum and a Municipal Election.

PUBLIC WORKS

PRINCIPAL FUNCTIONS:

The Department of Public Works consists of two divisions, the Highway Division and the Parks and Facilities Division, which also includes Cemeteries.

The principal function of the Highway Division is to maintain the approximately 132 miles of Town-owned roads. These maintenance activities include the installation and maintenance of the Town's storm drainage systems including cleaning/repairing approximately 3,000 catch basins, paving of streets, grading operations on nine miles of gravel roads including dust control applications, roadside mowing of approximately 160 curb miles, roadside brush and tree cutting, routine road patching operations as well as the installation and maintenance of the Town's street signs and pavement markings. A considerable amount of our department resources are expended providing plowing and ice control services during the winter months; this year there were 34 events. They also frequently assist in projects of other departments.

The Parks and Facilities and Cemetery Division provide the continued maintenance, repair and operational expenditures required to maintain Town buildings, cemeteries and grounds. The buildings maintained include the Hicks Memorial Municipal Center, the Tolland Jail Museum, the Senior

Center, the Town's four fire stations, the Arts of Tolland building (old Town Hall), the Highway Garage, the Parks & Facilities Garage, the Fire Training Center, the Recreation Center and the Lodge. The department is responsible for snow removal on the grounds of all Town and Board of Education buildings. They provide maintenance for all municipal fields and those of the Board of Education, a total of 32 fields. The total acreage cared for is approximately 244+ acres. The department is also involved in numerous special projects throughout the year, which it addresses with in-house staff.

HIGHLIGHTS:

The Department of Public Works made several major equipment purchases this year. The Parks Division purchased two zero turn mowers and a new small dump truck for snow removal and seasonal maintenance, a new snow plow for an existing pick-up truck, two new utility trailers, a snow pusher for our skid steer and a material spreader for winter salt. The Highway Division purchased a new front end loader along with a grapple hook and snow pusher. The Highway Division also purchased a new vehicle for the fleet maintenance crew to be utilized for roadside repairs. A Vac-All sewer truck was ordered and is scheduled to arrive Spring 2023. A new street sweeper was purchased with ARPA funds.

The Highway Division removed or trimmed approximately 108 trees around Town utilizing the TAR Grant. Storm Elsa, Henry and Ida dropped over 14" of rain in a little over two months' time, which caused many of our gravel roads to be washed out. Many hours and resources were expended on repairing these roads so they were safe for travel. A drainage system was designed to prevent future runoff and flooding of private property on Gottier Road. Roads paved this year include Ryan Road, Goose Lane, Cook Road, South River Road (partial), Sand Hill Road and Bakos Road.

The Parks and Facilities Division worked on several projects in addition to the regular maintenance of all Town buildings and grounds. They performed 35 burials in Town cemeteries. The roof of the Jail Museum was replaced. Two mini-split air conditioning/heating systems and a dehumidification system were installed at the Senior Center. Crews worked in cooperation with the Conservation Commission to install a gravel parking area at the Wanat Conservation Area.

The Recreation Department received a STEAP grant and was able to make substantial improvements to the building. One of the rooms was rehabilitated to allow storage of COVID-related health & safety items in a controlled atmosphere. The gym floor was replaced, bathrooms were renovated and automatic ADA compliant doors were installed.

The Parks crews have installed a grass mat on the Town Green for two special events. The mat provides a surface that facilitates handicapped access on grassy areas while allowing grass to grow through it. Many people have expressed their appreciation for the installation.

The Cemetery Division is continuing to develop a GIS layer and web app integration database for the cemeteries. This database will provide cemetery staff with precise on-site plot and burial information. When complete, the web app will enable the public to locate the graves of loved ones. A link from the app to a popular genealogy website will allow users to view and upload pictures of headstones.

LAW ENFORCEMENT

PRINCIPAL FUNCTIONS:

The principal function of the Law Enforcement Division is to protect life and property and to enforce State laws and Town ordinances. Resident State Troopers contracted by the Town constitute the Police Force. Tfc. Kevin Eklund has been Administrative Resident

Trooper in Tolland since 10/10/16. The Resident Trooper's Office is augmented by the entire State Police Department and its specialists. These include (but are not limited to) the Major Crime Squad, Emergency Services Unit, Forensic Laboratory, State Fire Marshal's Office, Narcotics Division, Canine Unit, Bomb Squad and Aviation Unit. The Resident Trooper Force receives additional augmentation from Troopers stationed at Troop C in Tolland.



HIGHLIGHTS:

Projects:

- The Administrative Resident Trooper and the Secretary successfully prepared and presented a Resident Trooper budget to the Town.
- The Tolland Resident Troopers have maintained our Facebook page to assist us in keeping citizens informed of major events or issues within Town.
- The Tolland Resident Troopers successfully conducted a Citizens Academy for Tolland residents.

Office Highlights:

- After three years of service, the part-time School Resource Officer, Brian Salkeld retired. The Resident Trooper's Office and BOE have hired one new part-time officer (Jeffrey Duda) with another part-

time position still vacant. The officer has some training to complete and will be in the schools shortly. We are in the process of getting him equipment and uniforms.

- Several speeding complaints come through our office on an annual basis. The Tolland Resident Trooper's deploy our speed signs on the roadways throughout the town. These signs are designed to remind motorists to travel the posted speed limit and ultimately to SLOW DOWN. The signs allow us to retrieve data such as: average speed, number of vehicles traveled in a given time period, highest average speed, exact date and times of violators, and data showing the overall impact of the sign on the motorist. In addition to the speed signs, Troopers also target areas where we get the most complaints. Our mission is to get the motorist to obey the speed limit and reduce the chances of accidents and other motor vehicle related incidents.
- Troopers participated in the Memorial Day Events on the Green, Tolland Green Day for 3rd Graders, a Senior Center Check Washing Presentation, Dunkin Donuts Coin Drop for Special Olympics, Stuff A Cruiser Event, Clinical Pastoral Education for Public Safety Chaplains, Church Safety Meetings, Police Hike at Bear Mountain Trail, and Touch a Truck Day. The \$1,000 Stephen Davis Memorial Scholarship was awarded to the Tolland Senior with the best essay.
- The Tolland Resident Trooper's Office held three neighborhood watch meetings to provide information to residents on what they can do to keep their neighborhoods safe. We are currently looking into the ATLAS ONE software which will allow Troopers to disseminate information to residents who sign up regarding criminal activity and accidents within the Town of Tolland.
- We conducted an 8-week Citizens Academy Program for 15 Town residents. The academy sessions included: DRE, Police History, CI Unit/Major Crimes, Canine, Traffic Unit, Defensive Tactics and Search & Seizure. Residents found the academy very interesting and informative.

| | Actual 2019-2020 | Actual 2020-2021 | Actual 2021-2022 | Anticipated 2022-2023 |
|-------------------------|---------------------|---------------------|---------------------|--------------------------|
| Accidents | 208 | 163 | 242 | 250 |
| Criminal Investigations | 273 | 181 | 212 | 218 |
| Burglaries | 6 | 13 | 4 | 6 |
| Larcenies | 43 | 29 | 19 | 22 |
| Motor Vehicle Citations | 1,862 | 277 | 346 | 350 |
| Motor Vehicle Warnings | 357 | 380 | 313 | 325 |
| DUI's | 31 | 45 | 41 | 43 |
| Non-Reportable Matters | 8,613 | 9,857 | 7,978 | 8,200 |
| Calls for Service | 11,814 | 10,184 | 10,076 | 11,000 |

- The Resident Trooper Secretary handled 384 Waste/Recycling calls.
- The Administrative Resident Trooper and the Resident Trooper Secretary issued 99 temporary pistol permits. This amounted to \$6,930 in revenue for the Town of Tolland.
- The Town of Tolland received \$6,922.70 from the State of Connecticut for a percentage of the Tolland infraction income. Included in this amount are any infractions on the highway.

TOLLAND FIRE DEPARTMENT



The volunteer and career members of the Tolland Fire Department are dedicated and highly-skilled in providing professional service in the areas of fire suppression, technical rescue operations, and emergency medical services with strong emphasis in fire prevention, public fire-safety education, and community support with a vision to enhance the quality and depth of service we provide.

Significant program accomplishments for the year include:

- Organized 68 Department-wide trainings of varying topics totaling 1,470 training hours. Virtual and on-line training classes continued to be offered add-

ing 605 training opportunities and 649 additional hours of training. Topics included EMT recertification, Officer level and general membership level courses. The Department participated in several multi-town training exercises to build continuity in working with our Mutual Aid Partners in Tolland County. Our staff's commitment to training and continuing education is paramount to delivering the highest-level of service to the community.

- Since the inception of Rescue Billing Ordinance 91 on July 1, 2017, the Department has collected more than \$166,719 in billing fees. Staff has done an excellent job capturing and processing the information necessary to make our Rescue Billing program a continued success.
- The Department maintains three Social Media accounts to strengthen our connection with the local community and enable us to share, to a wider audience, information regarding incidents, hazards, training and community events. Additionally, it has allowed us to publically praise individual members for their achievements, such as certifications and participation in charitable events. Our Twitter account (@tollandalert) has 2,918 followers, Instagram (@tollandalert) has 1,679 followers and Facebook (Tolland Fire Department) has 4,300 followers.
- We thanked Public Safety Officer (Firefighter/EMT) Steven Pasek for his service as he resigned from Town employment effective December 30,

2021. This vacancy was unable to be filled until August 2022 due in part to the difficulty encountered attracting viable candidates in an extremely competitive job market. For example after posting the vacancy, completing the testing and interviewing processes, an offer of employment was accepted by a candidate. Unfortunately they withdrew their acceptance when they were offered a more lucrative compensation package from a local competitor. Thus the hiring process had to be restarted.

- Continued to promote the Town's Employee Assistance Program (EAP) and the Department's PEER team. EAP is a free program geared specifically towards assisting First Responders, and offers more than just counseling support after traumatic events. Members dealing with many different types of problems or situations (both personal and department-related) are encouraged to seek confidential help from this free resource 24/7/365. The Department's PEER team continued to support members and supplement the Town's EAP Program.
- A new Squad concept was introduced as a way to efficiently use apparatus for multiple purposes. Rescue 240, a 2001 KME Rescue Truck was replaced with a 2022 4 Guys Squad which combines the Pumper and Rescue functions into one vehicle making for more efficient use of personnel and apparatus. A second Squad was sent out to bid to replace ET540, a 1988 GMC General Pumper.
- Revised Department Standard Operating Guidelines (SOGs) to incorporate new protocols and guidelines.
- The Department continues to update and add new SOGs for responding to EMS incidents involving infectious diseases and pandemic-like illnesses.
- The Department continues to use FireRescue1, an on-line training portal for distance learning. This platform better tracks mandated training topics required for certification purposes. This allows for additional training at each member's pace and helps the department comply with OSHA and Officer Training.
- The Department introduced a new Incident Reporting System (ESO) that documents Emergency In-



Squad 240 during construction



Squad 240 pump panel

cidents as well as Inspection Activities, Training Classes and Personnel Management.

- Authorized members of the Department to conduct several in-house Q-Endorsement training classes throughout the year. Having certified instructors on staff saves on training costs.
- Continued to use TOP SHELF, an ambulance supplies readiness program.
- Continued to integrate and train UCONN students with EMT certification into our program.

- Active participants in the Tolland-Windham County Mutual Aid Ambulance Association, in the Tolland County Mutual Aid Fire Service and the Connecticut Fire Chief's Association.
- Career staff participated in school lockdown drills, secure building drills, fire drills and Building Safety and Security Meetings (BSSM).
- The Department's Auxiliary program continues to work to support the Department. This group's responsibilities include: spearheading fund-raising

Final construction of Squad 240 at the factory



activities, assisting with the Department's social, organizational and administrative activities, and providing assistance before, during and after emergencies.

- Congratulations to eight year volunteer member Rich Walbridge who was promoted from Lieutenant to Captain at the Department's Annual Meeting held on June 6, 2022.
- On July 9, 2021 Tropical Storm Elsa produced torrential rain in Town. The EOC status was upgraded to partial activation as there were multiple reports of wires & trees down and floodwater over roadways. At the height of the storm several roads were closed and impassable for hours due to flooding and debris. The Department responded to more than 30 emergency calls during this storm!
- On October 3, 2021 several members gathered at our memorial to participate in the annual Bells Across America bell-ringing ceremony. This national observance is to honor fallen firefighters by the ringing of bells in a memorial tribute in firehouses across the nation.

DEPARTMENT ACTIVITY

| Performance Data *Impacted by Pandemic | Actual* 2019-2020 | Actual* 2020-2021 | Actual* 2021-2022 | Estimated 2022-2023 | Anticipated 2023-2024 |
|---|----------------------|----------------------|----------------------|------------------------|--------------------------|
| Fire | 512 | 637 | 504 | 541 | 549 |
| Medical | 1,349 | 1,582 | 2,012 | 2,102 | 2,122 |
| Hazardous Materials | 35 | 32 | 19 | 22 | 25 |
| Motor Vehicle Accidents | 94 | 105 | 113 | 125 | 132 |
| Other Emergency/Service Calls | 307 | 331 | 464 | 478 | 483 |
| Non-Emergency | 3,185 | 3,281 | 3,412 | 3,502 | 3,515 |
| Total Activity | 5,482 | 5,968 | 6,524 | 6,770 | 6,826 |

- During Fire Prevention month career staff, assisted by a few volunteer members, conducted educational classes for local pre-schools, daycares and some Birch Grove Primary School students. Hundreds of children were excited to learn about Fire Prevention.
- In January of 2022, the Fire Department staff, working in conjunction with the Town Manager's Office and Town Council, applied for a FEMA SAFER (Staffing for Adequate Fire and Emergen-

cy Response) Grant to add three Firefighter/EMT positions to the Department Career staff roster to adequately respond to the growing number of Emergency responses.

- On February 6, 2022 the Department participated in a joint Ice Rescue training drill with Crystal Lake Fire Department. This created an opportunity to train on new equipment as well as to practice skills with another department.

Heavy Floodwaters over Roadways – July 2021



Skungamaug Road



Walbridge Hill Road

Tolland and Crystal Lake Fire Departments - Joint Dive Drill – February 6, 2022



- Funded with private donations and modified with COVID-19 precautions, the Department completed its annual Festival of Lights Parade and Christmas Tour of the Town. Unwrapped toys/gifts were collected and distributed to those in need.
- The Fire Department Corporation purchased and installed an electronic message sign board in front of Station 240/Training Center. Under the management of the Corporation the sign is used to promote safety, preparedness and to provide alerts. This project was funded with private donations, no town funds were used. Thank you to the many donors who made this project possible.
- Thanks to several private donors along with the Tolland Fire Department Corporation we were able to purchase two LUCAS devices for the Town. For more than a year the Chief has sought to get this technology but due to budget constraints, it was not within our means. Valued at more than \$30,000 this significant donation will greatly enhance a patient's chance of a positive outcome as well as supplement our First Responders lifesaving efforts. The Lund University Cardiac Assist System or LUCAS is an easy-to-use mechanical chest compression device that helps lifesaving teams around the world deliver high-quality, guidelines-consistent chest compressions to sudden cardiac arrest patients; in the field, on the move and in the

- On June 25, 2022 firefighters completed Live Burn training drills for their annual Live Burn training requirement. During this training, firefighters practice interior and exterior firefighting skills and techniques under live-fire conditions.

Firefighters Practice Skills during Live Burn Training – June 25, 2022



hospital. Thanks to all who donated or otherwise worked to make this invaluable device part of our lifesaving capabilities.

LUCAS 3 - Chest Compression Device



- The Firehouse Improvement Project, which was approved at referendum, has been delayed. Due to external factors related to inflation, material and supply, the original plans for the Firehouses are potentially evolving. Initially this project was designed to bring Fire Stations 140 (renovation), 340 (replacement) and 440 (replacement) into compliance with the American Disabilities Act (ADA), current CT Building Code requirements, and address various space needs of the Public Safety Department.

ASSESSMENT OF FUTURE NEEDS:

- Challenged with on-going budget constraints and soaring costs, the Department has continued to focus on maintaining our current levels of service. There are several projects that the Department would like to initiate if there were funds available. However, during these difficult budgetary times we must focus attention on ensuring we are able to continue to provide the highest-level of service the Tolland taxpayers have come to and deserve to expect from our agency.

The Chief of the Department would like to thank all of the Department's volunteer and career staff members and their families, for the countless hours of time spent and their dedication to our mission. Without their com-

| Activity Data *Impacted by Pandemic | Actual* 2019-2020 | Actual* 2020-2021 | Actual* 2021-2022 | Estimated 2022-2023 | Anticipated 2023-2024 |
|--|------------------------------|------------------------------|------------------------------|--------------------------------|----------------------------------|
| Inspections | 500 | 400 | 300 | 400 | 500 |
| Blasting permits | 2 | 9 | 2 | 4 | 10 |
| Fires investigated | 292 | 304 | 214 | 250 | 275 |
| Underground storage tanks | 5 | 4 | 3 | 4 | 5 |
| Hazardous material surveys | 30 | 40 | N/A | N/A | N/A |
| Training classes (hours) | 30 | 34 | 30 | 30 | 30 |
| Plans reviewed | 60 | 100 | 125 | 125 | 200 |
| Liquor permit inspections | 15 | 4 | 4 | 6 | 8 |
| Meetings with other Town staff | 180 | 180 | 200 | 200 | 200 |
| Respond to resident complaints | 20 | 30 | 40 | 20 | 20 |
| Abatement of hazards | 300 | 200 | 100 | 100 | 100 |

mitment and support of their families, the Department would not be able to provide the services that we perform. As a Department, we continue to strive to deliver the highest-level of services and to meet the increasing needs of the Town.

FIRE MARSHAL

PRINCIPAL FUNCTIONS:

The Fire Marshal is responsible to ensure compliance to the Connecticut State Fire Safety Code (CSFSC) and all applicable codes as outlined in the Connecticut General Statutes (C.G.S.). The intent of the Code is to prevent loss of life, injury, and property damage from fire through Fire Code enforcement, public education and building inspections.

Plans and specifications of new construction and renovation of existing structures are reviewed for compliance with the Connecticut State Fire Safety Code: public facilities are inspected and corrective orders are issued when necessary. The Fire Marshal investigates the origin and cause of fires, issues blasting permits, coordinates fire safety efforts, responds to complaints of fire hazards and participates in emergency planning activities.

HIGHLIGHTS:

- Maintained State Certification by attending schools, seminars and virtual classes to keep abreast of new codes, regulations and technology as directed by the Bureau of the State Fire Marshal and the Office of Education and Data Management (OEDM).
- Investigated the cause, origin and circumstances of all alarms and fires.
- Issued blasting permits for the use, transportation and storage of explosives.
- Conducted reviews of plans and specifications for various occupancies and proposed facilities within the Town for compliance with CSFSC regulations.
- Reviewed plans for development of new structures and renovations of existing buildings to prevent loss of life and limit property damage due to the threat of fire or explosion.
- Worked cooperatively with area Fire Marshals to identify trends and share information on mutual concerns.
- Updated current library system with new Code Enforcement material.
- Inspected existing occupancies, other than 1-2 family homes, for compliance with the current CSFSC.

- Upon receiving a complaint, inspect one and two family dwellings to assure the statutory requirements regarding smoke detection devices, carbon monoxide devices and safe egress are satisfied.
- Attended public schools' Secure Building Drills, Lockdown Drills, Fire Drills, annual building inspections and Building Safety & Security meetings.
- Maintained the on-line Open Burning Permit application process that has proven to be successful.
- Submitted Tolland 4th and 5th grade posters to the annual State Fire Prevention Poster contest. Tolland's 4th grade student Aarnia A. Dongare's poster won the overall State contest and will be featured on the cover of the Annual Fire Prevention calendar as well as being displayed at the State Capitol. Congratulations to Aarnia and all of the fourth and fifth grade Tolland students who submitted entries!

**2022 Connecticut Fire Prevention Poster Contest
State Winner Aarnia A. Dongare**



ASSESSMENT OF NEEDS:

- Clerical assistance needed to provide administrative support to the Fire Marshal to assist with reporting requirements and timely responses to requests.
- Establish a professional succession plan to cover for absences, vacations, etc.
- Appoint a Deputy Fire Marshal.

ANIMAL CONTROL

PRINCIPAL FUNCTIONS:

Two part-time Animal Control Officers are primarily responsible for enforcement of the laws pertaining to Animal Control. Officers investigate all animal bites, potential rabies virus exposures and complete appropriate State paperwork. Officers investigate complaints of roaming animals (including but not limited to dogs, horses, cows, llamas, alpacas, and pigs), barking dogs, aggressive animals, injured animals, reports of suspected cruelty/neglect as well as complaints of sick/injured wildlife. Officers routinely patrol school

grounds, parks and trail systems to ensure compliance with usage regulations and are responsible to mitigate neighbor versus neighbor complaints as well.

Officers submit reports to the Town and State of Connecticut as required. Properly licensed and tagged stray dogs are impounded until reunited with their owners. Kennel fees which are set by the State, are incurred after 24 hours. Abandoned and unclaimed animals are advertised and placed for adoption when appropriate. Animal Control Officers work with State of Connecticut Department of Agriculture Animal Control Officers and are under the supervision of Tolland's Director of Public Safety.

According to Connecticut General Statutes (C.G.S.) §22-238 residents are required to license all dogs 6 months of age or older. Licenses are purchased from the Town Clerk after presenting proof of current rabies vaccination and neutering/spaying certificates if applicable. Licenses expire on June 30th of each year with the renewal period beginning on June 1st and ending on June 30th. Many approaches have been taken to contact owners in violation of C.G.S. §22-238 in order to have them update their dog's information and/or renew licensing such as door-to-door inquiries and mailing campaigns. Non-compliance with the requirement for licensing will result in an infraction ticket being issued to violators. Infraction tickets carry a State imposed fine, currently \$75 per dog, in addition to the Town's licensing penalty of \$1 per month the license is overdue. Licensing reminders have been emphasized through written warnings, e-mail notifications, newspapers, phone calls as well as through social media.

HIGHLIGHTS:

- Two part-time employees share this 30 hour per week position. They attempt to provide adequate coverage to the Town's ever increasing demands.
- An informative flyer was distributed to random neighborhoods emphasizing C.G.S §22-238 regarding Dog Licensing. This campaign is success-

| Performance Data | Actual 2019-2020 | Actual 2020-2021 | Actual 2021-2022 | Estimated 2022-2023 | Anticipated 2023-2024 |
|-------------------------------------|---------------------|---------------------|---------------------|------------------------|--------------------------|
| Dogs impounded | 31 | 23 | 33 | 30 | 33 |
| Cats impounded | 12 | 7 | 16 | 11 | 13 |
| Other animals impounded | 9 | 4 | 8 | 5 | 5 |
| Dogs redeemed | 27 | 22 | 25 | 25 | 28 |
| Cats redeemed | 3 | 2 | 1 | 1 | 2 |
| Other animals redeemed | 5 | 4 | 5 | 3 | 3 |
| Dogs sold as pets | 4 | 1 | 5 | 5 | 6 |
| Cats sold as pets | 11 | 5 | 12 | 8 | 10 |
| Other animals sold as pets | 1 | 0 | 3 | 2 | 2 |
| Dogs euthanized | 1 | 0 | 0 | 0 | 0 |
| Cats euthanized | 1 | 0 | 0 | 1 | 1 |
| Other animals euthanized | 0 | 0 | 0 | 0 | 0 |
| Redemption fees | \$345 | \$200 | \$225 | \$300 | \$315 |
| Sold as pet fees | \$665 | \$255 | \$840 | \$300 | \$325 |
| Complaints received | 818 | 683 | 636 | 700 | 725 |
| Notices to license | 167 | 1,177 | 639 | 650 | 600 |
| Infractions issued | 35 | 4 | 6 | 20 | 20 |
| Dog bites | 13 | 6 | 5 | 10 | 10 |
| Cat bites | 2 | 0 | 1 | 1 | 1 |
| Other animal bites | 0 | 0 | 0 | 0 | 0 |
| Dogs found Deceased | 1 | 3 | 0 | 1 | 1 |
| Cats found Deceased | 1 | 3 | 2 | 1 | 1 |
| Other (Non-wildlife) found Deceased | 3 | 1 | 0 | 1 | 1 |

- ful and we want to keep encouraging dog owners to communicate with the Animal Control Office regarding the status of their dog(s).
- Officers continue to maintain a Tolland Animal Control Facebook page for residents to have an additional way to easily communicate animals' lost/found information, promote animals available for adoption, and other special notifications and announcements. This page currently has 4.6k followers.
- E-mail address animalcontrol@tollandct.gov continues to be promoted as a way for residents to communicate with Officers.

- Tolland is one of only six Connecticut towns which continue to participate in and successfully complete, the State's optional Annual Dog License Survey. Adhering to COVID-19 safety protocols and guidelines Officers conducted the survey between March and May. Successful completion of this survey enables the Town to retain 60% of dog license fees and pay only 40% to the State, thus increasing the Town's share by 10%. Dog licensing fees are used to offset Dog Fund Expenses.
- For the ninth consecutive year, Tolland Animal Control hosted a Low Cost Rabies Vaccination Clinic. This year Fenton River Veterinary Hospital

staff provided vaccinations to 105 animals whose owners took advantage of the clinic. The clinic was held at Tolland High School to better accommodate a drive-thru style clinic due to COVID-19 restrictions/requirements.

- Officers worked closely with Tolland Emergency Management regarding COVID-19 precautions, procedures, and policies to ensure the safety of employees, residents, and animals during the pandemic.
- Updated Emergency Operations Plans to include sheltering facilities for pets and arranged shared agreements with surrounding towns and area kennels to assure adequate kennel space in the event of a disaster.
- Officers completed continuing educational trainings as required by the State of Connecticut Department of Agriculture.
- Officers continue to use Animal Control software to more easily keep records of licensed dogs, incidents and complaints that come into the office. The software is linked to the Town Clerk's system so we are able to access the most current dog licensing information. The software eliminates the need for officers to maintain their own database, thus saving time.
- Assistance was requested by the CT Department of Agriculture for Tolland Animal Control Officers, along with 17 other municipal Animal Control Departments, to assist the CT State Police and the Department of Agriculture, with an animal cruelty case in the Town of Hebron. This case resulted in an arrest of the animal owner, and removal of approximately 32 dogs, 29 cats, a pony, multiple goats, and geese. Tolland agreed to hold three of the seized animals in our pound for the Town of Hebron while the case makes its way through the courts.
- Officers gratefully accepted donations of pet food and toys throughout the year from many generous groups and residents. We wish to thank each and everyone one of them for their generosity and support.

ASSESSMENT OF NEEDS:

- Additional hours are needed for staff to respond to the increasing demands and calls placed on the Department. Only 30 hours per week are covered by two part-time positions. The split is weekdays 20 hours/weekends 10 hours.
- The Dog Pound building will need updating or replacement.
- Perimeter fencing is needed in order to prevent unauthorized access to the dog pound facility as well as to provide safety for Officers and animals. This type of safety measure would act as a theft deterrent for impounded animals being held as evidence, prevent visitors from accessing the exterior kennels to visit/pet/feed impounded animals, and would offer a safer environment in which to transfer animals to and from the truck to the facility. Officers on duty would also realize a sense of personal safety.

EMERGENCY PREPAREDNESS

PRINCIPAL FUNCTIONS:

The principal function of this program is to assure that in the event of a major disaster, effective coordination of resources will be mobilized to reduce damage and protect property, provide shelter, medical, other personal assistance and speed recovery. This is foremost the main communication link between the Town and outside resources in the event of a vast emergency or disaster.

HIGHLIGHTS:

- The Emergency Management Director and some staff participated in meetings and conference calls initiated by Federal, State and Local authorities.
- The Director continued to coordinate the receipt and subsequent distribution of COVID-19 supplies received from the State. With the help of staff, volunteers, Tolland Fire Department's Fire Police Unit and CERT team members, our small supply of COVID-19 Test kits were successfully distributed on January 2nd and January 16, 2022. N-95 Masks

were distributed on January 4th and January 16, 2022.

- Working together, Emergency Management and Human Services staff created a plan of accessibility to make N-95 Masks and COVID-19 Self-test Kits available to disabled Tolland residents who were unable to attend distribution events.
- Emergency Management staff and CERT members assisted in packaging and distributing COVID-19 supplies to residents that were homebound and packaged supplies for distribution to local businesses.
- The Director was able to procure surplus supplies from the State. Estimated at approximately \$40,000 in value, these supplies included: 2 Hoyer lifts, sharps containers, military cots, surgical gloves, Tyvek protective suits, pulse oximeters, hand sanitizer, human remains pouches and plastic belongings bags.
- During the months of July, August and September, several severe weather events including Tropical Storm Elsa, Tropical Storm Henri and the remnants of Hurricane Ida brought copious amounts of rain which caused flooding and water over some roadways. When necessary, the Director coordinated with our designated Eversource liaison and Public Works staff to report and help prioritize road closures and blockages.
- A rank and file system for Tolland CERT 40 has been implemented and a Team Leader was appointed. Under the direction of the Emergency Management Director the Team Leader, among other duties and responsibilities, coordinates the CERT team during activations.
 - ◊ Jim Toomey was appointed as the Team's Leader and in turn appointed Kenny Trice and Mike Byam as Team Captains to assist at various levels. Additionally Jack Robinson was in charge of radio training and maintenance.
- Several CERT Team members took part in the Town's Memorial Day observances as an opportunity to thank the public for supporting the Team.



Tolland CERT Team 40 (May 29, 2022)
Standing from left to right: Marcella James, Frank James, Team Leader Jim Toomey, Julia Gorsky, Jo Ellen Russell, Keith Podrebartz, Team Captain Ken Trice, center seated Tina Rheame

- Tolland's CERT team was deployed for 14 events including: COVID-19 Test Kit and N95 Mask Distributions, Tolland's Memorial Day Parade, Animal Control's Annual Rabies Vaccination Clinic, Birch Grove's Grand Opening, as well as Storm Stand-by assignments. Their services at these events ranged from traffic and crowd control to administrative tasks. CERT participation during events relieves an enormous burden which may have been assigned to first responders.
- Tolland CERT's Radio Committee completed their project to install a HAM radio system in Tolland's Emergency Operations Center. In addition, two self-contained portable HAM radio systems for field operations were developed and are ready for deployment. A HAM radio system greatly enhances the Emergency Management Director's communication capabilities during major weather conditions or regional emergencies.
- Tolland CERT 40 team members who have not kept up with training were asked to re-evaluate their commitment to the Team.
- The confidential Special Needs Database has been updated as it is annually. This continues to be a time-consuming project for staff as people are not

communicating and updating their information with us in a timely manner.

- Again efforts continued and reminders were made multiple times advising Town Supervisors and Directors on the importance of being trained in NIMS (National Incident Management System). All Town Supervisors and Directors were encouraged to be trained at minimum, one level above their employees and in addition should hold IS 700, 100, 200, 300, 400 and 800 certifications to operate in the Town's Emergency Operations Center during a crisis.
- Continued to campaign to residents and businesses to sign-up for Tolland Alert, Tolland's emergency notification system.
- The Fire Department's Training Center was returned to normal operations after being off-limits while acting as the EOC during the height of the pandemic.

CONNECTICUT'S DISASTERS AND HAZARDOUS EVENTS¹

In the past 65 years, Connecticut has experienced 23 major natural, federally designated disasters and 12 emergency declarations². The FEMA website³ generated the data presented in the chart below (page 39).

More declared disasters/emergencies (20) have occurred in the last 21 years (2000 - 2021) than have occurred in the previous 45 years (1954 - 1999). Correspondingly, in comparison to the earlier period of years, between 2000 and 2021, the frequency of declared weather-related incidents has increased approximately 2.5-fold. This reality is reflected in 2021 Hazard Vulnerability Analysis/Jurisdictional Risk Assessments (HVA/JRA) results in which a major winter snowstorm is recognized as the disaster most likely to occur in Connecticut.

ASSESSMENT OF NEEDS:

- The Emergency Operations Center (EOC) should have a backup Email server. {Ongoing}
- Still waiting for a secondary Email domain. A back-up system was proven necessary a few years ago when as a result of major storms that occurred, we lost the ability to communicate locally with the State Emergency Operations Center.
- Space for a permanent, more user friendly EOC is desired. With more frequent severe-weather events popping up without warning, we don't always have time before an event to set-up the current space. Also it has been our experience that during actual EOC operations the current space is not conducive to all the activity that happens, especially during

critical time periods, longer-duration and larger-scale incidents. {Ongoing}

- Newer large flat-screen TVs for EOC.
- Additional funding to be able to purchase additional cots and various sheltering items; we do not have enough supplies and budgeting is limited.

¹Source: Excerpt from the CT Department of Public Health Statewide Healthcare and Public Health Hazard Vulnerability Analysis/Jurisdictional Risk Assessment Report prepared by Yale New Haven Health Center for Emergency Preparedness and Disaster Response-June 20, 2022.

²Some events received both a major disaster and emergency declaration designation.

³https://www.fema.gov/disasters?field_dy2_state_territory_tribal_value_selective=CT

Connecticut's Federally Designated Disasters and Emergency Declarations (1954-2021):

| | |
|--------------------------------------|--|
| Hurricane Carol – 1954 | Severe Storm – 2005 |
| Hurricanes Connie and Diane – 1955 | Snowstorm – 2006 |
| Blizzard – 1978 | Severe Storm – 2007 |
| Tornado – 1979 | Severe Storm – 2010 |
| Severe Storm – 1982 | Snowstorm – 2011 |
| Severe Storm – 1984 | Tropical Storm Irene – 2011 |
| Hurricane Gloria – 1985 | Severe Storm – 2011 |
| Severe Storm/Tornado – 1989 | Hurricane Sandy – 2012 |
| Hurricane Bob – 1991 | Winter Storm – 2013 |
| Coastal Flooding/Winter Storm – 1992 | Winter Storm/Snowstorm – 2015 |
| Blizzard – 1993 | Severe Storm, Tornado and Winds – 2018 |
| Blizzard – 1996 | Severe Storm and Flooding – 2018 |
| Tropical Storm Floyd – 1999 | COVID-19 Pandemic – 2020 |
| Snowstorm – 2003 | Tropical Storm Isaias – 2020 |
| Snowstorm – 2004 | Hurricane Ida – 2021 |
| Snowstorm – 2005 | Hurricane Henri – 2021 |
| Hurricane Katrina – 2005 | |



INDEPENDENT AUDITORS' REPORT

Town Council
Town of Tolland, Connecticut

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of the Town of Tolland, Connecticut, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Town of Tolland, Connecticut's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information of the Town of Tolland, Connecticut, as of June 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof, and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town of Tolland, Connecticut and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Tolland, Connecticut's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town of Tolland, Connecticut's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Tolland, Connecticut's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison information and the pension and OPEB schedules be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with GAAS, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Town of Tolland, Connecticut's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, the combining and individual nonmajor fund financial statements is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 13, 2022, on our consideration of the Town of Tolland, Connecticut's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Tolland, Connecticut's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Tolland, Connecticut's internal control over financial reporting and compliance.

A handwritten signature in dark ink, appearing to read "Clifford Larson Allen", written in a cursive style.

Clifford Larson Allen LLP

West Hartford, Connecticut
December 13, 2022

TOWN OF TOLLAND, CONNECTICUT
STATEMENT OF NET POSITION
JUNE 30, 2022

| | Governmental Activities | Business-Type Activities | Total |
|---|----------------------------|-----------------------------|----------------|
| ASSETS | | | |
| Cash and Cash Equivalents | \$ 26,402,228 | \$ 1,790,535 | \$ 28,192,763 |
| Investments | 3,610,167 | - | 3,610,167 |
| Property Taxes Receivable | 1,204,971 | - | 1,204,971 |
| Intergovernmental Receivable | 8,431,804 | - | 8,431,804 |
| Accounts and Other Receivables | 2,027,243 | 339,409 | 2,366,652 |
| Other Assets | 33,241 | - | 33,241 |
| Advance to Plan Administrator | 3,148,247 | - | 3,148,247 |
| Restricted Cash | 292,263 | - | 292,263 |
| Restricted Investments | 20,800 | - | 20,800 |
| Capital Assets, Nondepreciable | 15,434,471 | 99,232 | 15,533,703 |
| Capital Assets, Net of Accumulated Depreciation | 129,111,259 | 7,571,129 | 136,682,388 |
| Total Assets | 189,716,694 | 9,800,305 | 199,516,999 |
| DEFERRED OUTFLOWS OF RESOURCES | | | |
| Deferred Outflows Related to OPEB | 239,393 | - | 239,393 |
| Deferred Charge on Refunding | 434,958 | - | 434,958 |
| Total Deferred Outflows of Resources | 674,351 | - | 674,351 |
| LIABILITIES | | | |
| Accounts Payable | 2,498,411 | 172,282 | 2,670,693 |
| Accrued Liabilities | 405,287 | - | 405,287 |
| Accrued Interest Payable | 439,570 | - | 439,570 |
| Unearned Revenue | 1,929,675 | 54,370 | 1,984,045 |
| Bond Anticipation Notes Payable | 10,615,000 | - | 10,615,000 |
| Noncurrent Liabilities, Due Within One Year | 4,502,646 | - | 4,502,646 |
| Noncurrent Liabilities, Due in More Than One Year | 41,871,979 | - | 41,871,979 |
| Total Liabilities | 62,262,568 | 226,652 | 62,489,220 |
| DEFERRED INFLOWS OF RESOURCES | | | |
| Deferred Inflows Related to OPEB | 1,212,228 | - | 1,212,228 |
| Lease Receivable | 725,000 | - | 725,000 |
| Advance Property Tax Collections | 1,751,775 | - | 1,751,775 |
| Total Deferred Inflows of Resources | 3,689,003 | - | 3,689,003 |
| NET POSITION | | | |
| Net Investment in Capital Assets | 100,495,262 | 7,670,361 | 108,165,623 |
| Restricted for: | | | |
| Grant Programs | 9,640,603 | - | 9,640,603 |
| Endowments - Nonexpendable | 20,800 | - | 20,800 |
| Perpetual Care - Nonexpendable | 292,263 | - | 292,263 |
| Unrestricted | 13,990,546 | 1,903,292 | 15,893,838 |
| Total Net Position | \$ 124,439,474 | \$ 9,573,653 | \$ 134,013,127 |

See accompanying Notes to Financial Statements.

**TOWN OF TOLLAND, CONNECTICUT
STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2022**

| Functions/Programs | Expenses | Program Revenues | | | Net Revenues (Expenses) and Changes in Net Position | | |
|--|---------------|----------------------|------------------------------------|----------------------------------|---|--------------------------|----------------|
| | | Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions | Governmental Activities | Business-Type Activities | Total |
| GOVERNMENTAL ACTIVITIES | | | | | | | |
| Administration | \$ 2,243,137 | \$ - | \$ 474,586 | \$ - | \$ (1,768,551) | \$ - | \$ (1,768,551) |
| Planning and Community Development | 534,461 | 737,151 | - | - | 202,690 | - | 202,690 |
| Community Services | 1,794,835 | 344,294 | 70,079 | - | (1,380,462) | - | (1,380,462) |
| Public Works | 9,680,456 | 96,052 | 595,685 | 26,388 | (8,962,331) | - | (8,962,331) |
| Public Safety Services | 2,800,998 | 304,882 | 45,152 | - | (2,450,964) | - | (2,450,964) |
| Record and Financial Services | 1,100,660 | 153,666 | - | - | (946,994) | - | (946,994) |
| Board of Education | 51,474,320 | 1,068,864 | 16,013,504 | 6,579,976 | (27,811,976) | - | (27,811,976) |
| Interest Expense | 1,115,852 | - | - | - | (1,115,852) | - | (1,115,852) |
| Total Governmental Activities | 70,744,719 | 2,704,909 | 17,199,006 | 6,606,364 | (44,234,440) | - | (44,234,440) |
| BUSINESS-TYPE ACTIVITIES | | | | | | | |
| Sewer Fund | 452,405 | 356,161 | - | - | - | (96,244) | (96,244) |
| Water Fund | 457,406 | 454,981 | - | - | - | (2,425) | (2,425) |
| Total Business-Type Activities | 909,811 | 811,142 | - | - | - | (98,669) | (98,669) |
| Total | \$ 71,654,530 | \$ 3,516,051 | \$ 17,199,006 | \$ 6,606,364 | (44,234,440) | (98,669) | (44,333,109) |
| General Revenues: | | | | | | | |
| Property Taxes | | | | | 48,441,449 | - | 48,441,449 |
| Grants and Contributions not Restricted to Specific Programs | | | | | 535,533 | - | 535,533 |
| Investment Income (Loss) | | | | | (164,693) | 5,967 | (158,726) |
| Miscellaneous | | | | | 106,495 | - | 106,495 |
| Transfers | | | | | (3,575) | 3,575 | - |
| Total General Revenues and Transfers | | | | | 48,915,209 | 9,542 | 48,924,751 |
| Change in Net Position | | | | | 4,680,769 | (89,127) | 4,591,642 |
| Net Position - Beginning of Year | | | | | 119,758,705 | 9,662,780 | 129,421,485 |
| NET POSITION - END OF YEAR | | | | | \$ 124,439,474 | \$ 9,573,653 | \$ 134,013,127 |

See accompanying Notes to Financial Statements.

**TOWN OF TOLLAND, CONNECTICUT
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2022**

| | General | Capital Projects | Nonmajor Governmental Funds | Total Governmental Funds |
|--|----------------------|----------------------|-----------------------------|--------------------------|
| ASSETS | | | | |
| Cash and Cash Equivalents | \$ 13,971,494 | \$ 4,495,399 | \$ 7,130,206 | \$ 25,597,099 |
| Investments | 1,555,148 | 967,868 | 1,107,951 | 3,630,967 |
| Receivables | 1,994,002 | 8,431,804 | 1,251,100 | 11,676,906 |
| Due From Other Funds | - | 48,444 | - | 48,444 |
| Other | - | - | 33,241 | 33,241 |
| Total Assets | <u>\$ 17,520,644</u> | <u>\$ 13,943,515</u> | <u>\$ 9,522,498</u> | <u>\$ 40,986,657</u> |
| LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES | | | | |
| LIABILITIES | | | | |
| Accounts and Other Payables | \$ 1,082,173 | \$ 900,584 | \$ 8,445 | \$ 1,991,202 |
| Accrued Liabilities | 405,287 | - | - | 405,287 |
| Due to Other Funds | 48,387 | - | 57 | 48,444 |
| Bond Anticipation Notes Payable | - | 10,615,000 | - | 10,615,000 |
| Unearned Revenue | - | - | 1,929,675 | 1,929,675 |
| Total Liabilities | <u>1,535,847</u> | <u>11,515,584</u> | <u>1,938,177</u> | <u>14,989,608</u> |
| DEFERRED INFLOWS OF RESOURCES | | | | |
| Unavailable Revenue - Property Taxes | 843,955 | - | - | 843,955 |
| Unavailable Revenue - Tax Interest | 226,339 | - | - | 226,339 |
| Lease Receivable | 725,000 | - | - | 725,000 |
| Unavailable Revenue - Special Assessments | - | - | 140,568 | 140,568 |
| Unavailable Revenue - Loans Receivable | - | - | 812,208 | 812,208 |
| Unavailable Revenue - Grant Receivable | - | 8,360,798 | - | 8,360,798 |
| Unavailable Revenue - Cemetery | - | - | 8,400 | 8,400 |
| Advance Property Tax Collections | 1,751,775 | - | - | 1,751,775 |
| Total Deferred Inflows of Resources | <u>3,547,069</u> | <u>8,360,798</u> | <u>961,176</u> | <u>12,869,043</u> |
| FUND BALANCES | | | | |
| Nonspendable | - | - | 346,304 | 346,304 |
| Restricted | - | - | 467,597 | 467,597 |
| Committed | 1,046,331 | - | 5,809,244 | 6,855,575 |
| Assigned | 1,161,385 | - | - | 1,161,385 |
| Unassigned | 10,230,012 | (5,932,867) | - | 4,297,145 |
| Total Fund Balances | <u>12,437,728</u> | <u>(5,932,867)</u> | <u>6,623,145</u> | <u>13,128,006</u> |
| Total Liabilities, Deferred Inflows of Resources and Fund Balances | <u>\$ 17,520,644</u> | <u>\$ 13,943,515</u> | <u>\$ 9,522,498</u> | <u>\$ 40,986,657</u> |

See accompanying Notes to Financial Statements.

**TOWN OF TOLLAND, CONNECTICUT
BALANCE SHEET
GOVERNMENTAL FUNDS (CONTINUED)
JUNE 30, 2022**

Reconciliation of Balance Sheet - Governmental Funds to Statement of Net Position:

Amounts reported for governmental activities in the statement of net position (Exhibit I) are different from the governmental fund balance sheet. The details of this difference are as follows:

| | | |
|--|----------------|-----------------------|
| Total fund balances (Exhibit III) | | \$ 13,128,006 |
| Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds: | | |
| Governmental capital assets | \$ 257,550,673 | |
| Less: accumulated depreciation | (113,004,943) | |
| Net Capital Assets | | 144,545,730 |
| Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds: | | |
| Property tax, sewer use, water assessment and community development block grant receivable - accrual basis change | | 2,031,470 |
| Grant receivable accrual basis change | | 8,360,798 |
| Allowance for doubtful accounts on interest and liens | | (20,371) |
| Deferred outflows of resources related to OPEB | | 239,393 |
| Internal service funds are used by management to charge the costs of risk management to individual funds. The assets and liabilities of the internal service funds are reported with governmental activities in the statement of net position. | | 3,745,913 |
| Some liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the funds: | | |
| Bonds payable | | (33,150,000) |
| Other postemployment benefit liability | | (1,591,069) |
| Deferred inflows of resources related to OPEB | | (1,212,228) |
| Deferred charge on refunding | | 434,958 |
| Compensated absences | | (1,198,714) |
| Accrued interest payable | | (439,570) |
| Notes payable | | (8,168,312) |
| Lease payable | | (242,419) |
| Bond premium | | (2,024,111) |
| Net Position of Governmental Activities (Exhibit I) | | <u>\$ 124,439,474</u> |

See accompanying Notes to Financial Statements.

TOWN OF TOLLAND, CONNECTICUT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022

| | General | Capital Projects | Nonmajor Governmental Funds | Total Governmental Funds |
|--|----------------------|-----------------------|-----------------------------------|--------------------------------|
| REVENUES | | | | |
| Property Taxes | \$ 48,316,022 | \$ - | \$ - | \$ 48,316,022 |
| Intergovernmental | 15,601,834 | 3,996,337 | 3,024,430 | 22,622,601 |
| Charges for Services | 958,255 | - | 1,673,177 | 2,631,432 |
| Investment Income (Loss) | 22,861 | (76,747) | (112,996) | (166,882) |
| Other Revenues | 9,321 | 269,191 | 63,684 | 342,196 |
| Total Revenues | 64,908,293 | 4,188,781 | 4,648,295 | 73,745,369 |
| EXPENDITURES | | | | |
| Current: | | | | |
| Administration | 3,415,471 | - | 291,012 | 3,706,483 |
| Planning and Community Development | 435,405 | - | - | 435,405 |
| Community Services | 998,559 | - | 446,732 | 1,445,291 |
| Public Works | 4,793,751 | - | 2,015 | 4,795,766 |
| Public Safety Services | 2,121,705 | - | 114,435 | 2,236,140 |
| Record and Financial Services | 931,005 | - | - | 931,005 |
| Contingency and Other | 96,355 | - | - | 96,355 |
| Board of Education | 47,195,943 | - | 3,228,343 | 50,424,286 |
| Capital Outlay | - | 12,173,653 | - | 12,173,653 |
| Debt Service | 5,177,691 | - | 680,458 | 5,858,149 |
| Total Expenditures | 65,165,885 | 12,173,653 | 4,762,995 | 82,102,533 |
| EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES | (257,592) | (7,984,872) | (114,700) | (8,357,164) |
| OTHER FINANCING SOURCES (USES) | | | | |
| Bond Anticipation Note Premium | - | - | 91,395 | 91,395 |
| Transfers In | 515,014 | 196,333 | 479,383 | 1,190,730 |
| Transfers Out | (679,291) | - | - | (679,291) |
| Net Other Financing Sources | (164,277) | 196,333 | 570,778 | 602,834 |
| NET CHANGE IN FUND BALANCES | (421,869) | (7,788,539) | 456,078 | (7,754,330) |
| Fund Balances - Beginning of Year | 12,859,597 | 1,855,672 | 6,167,067 | 20,882,336 |
| FUND BALANCES - END OF YEAR | <u>\$ 12,437,728</u> | <u>\$ (5,932,867)</u> | <u>\$ 6,623,145</u> | <u>\$ 13,128,006</u> |

See accompanying Notes to Financial Statements.

TOWN OF TOLLAND, CONNECTICUT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS (CONTINUED)
YEAR ENDED JUNE 30, 2022

Reconciliation of Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds to Statement of Activities:

Amounts reported for governmental activities in the statement of activities (Exhibit II) are different due to:

| | |
|---|----------------|
| Net change in fund balances - total governmental funds (Exhibit IV) | \$ (7,754,330) |
| Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period: | |
| Capital outlay | 8,998,172 |
| Depreciation expense | (5,232,455) |
| The statement of activities reports losses arising from the trade-in of existing capital assets to acquire new capital assets. Conversely, governmental funds do not report any gain or loss on a trade-in of capital assets. | (36,357) |
| Change in deferred outflows related to OPEB | 134,021 |
| Change in deferred inflows related to OPEB | 275,050 |
| Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds, and revenues recognized in the funds are not reported in the statement of activities: | |
| Increase in property tax, tax interest and lien, sewer use, water assessment and community development block grant receivable - accrual basis change | (26,135) |
| Increase in property tax, sewer use and community development block grant allowance for doubtful accounts | (4,105) |
| Increase in grant revenue - accrual basis change | 3,177,041 |
| Amortization of bond premiums | 524,602 |
| The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of premiums, discounts and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. The details of these differences in the treatment of long-term debt and related items are as follows: | |
| Bond payments | 3,775,000 |
| Lease payable payments | 103,893 |
| Notes payable payments | 781,681 |
| Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds: | |
| Compensated absences | 3,156 |
| Change in accrued interest | 46,275 |
| Amortization of deferred charge on refunding | (223,788) |
| Net other postemployment benefit expense | (148,430) |
| The net income of the internal service funds is reported with governmental activities. | 287,478 |
| Change in Net Position of Governmental Activities (Exhibit II) | \$ 4,680,769 |

See accompanying Notes to Financial Statements.

**TOWN OF TOLLAND, CONNECTICUT
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – GENERAL FUND
YEAR ENDED JUNE 30, 2022**

| | Original Budget | Final Budget | Actual | Variance With Final Budget Positive (Negative) |
|--|--------------------|-----------------|----------------------|---|
| REVENUES | | | | |
| Property Taxes | \$ 47,771,119 | \$ 47,771,119 | \$ 48,316,022 | \$ 544,903 |
| Intergovernmental | 9,300,754 | 9,300,754 | 9,511,732 | 210,978 |
| Charges for Services | 618,009 | 618,009 | 958,255 | 340,246 |
| Investment Income | 50,000 | 50,000 | 22,861 | (27,139) |
| Other Revenues | 15,000 | 15,000 | 9,321 | (5,679) |
| Total Revenues | 57,754,882 | 57,754,882 | 58,818,191 | 1,063,309 |
| EXPENDITURES | | | | |
| Current: | | | | |
| Administrative | 3,230,414 | 3,350,473 | 3,349,774 | 699 |
| Planning and Community Development | 455,019 | 463,641 | 453,446 | 10,195 |
| Community Services | 999,650 | 974,151 | 971,523 | 2,628 |
| Public Works | 4,540,090 | 4,565,164 | 4,515,192 | 49,972 |
| Public Safety Services | 2,170,899 | 2,121,985 | 2,104,824 | 17,161 |
| Record and Financial Services | 1,013,225 | 928,233 | 928,214 | 19 |
| Contingency and Other | 173,350 | 96,520 | 96,355 | 165 |
| Board of Education | 40,819,289 | 40,819,289 | 40,809,870 | 9,419 |
| Debt Service | 4,650,000 | 4,662,677 | 4,662,677 | - |
| Total Expenditures | 58,051,936 | 57,982,133 | 57,891,875 | 90,258 |
| EXCESS OF REVENUES OVER EXPENDITURES | (297,054) | (227,251) | 926,316 | 1,153,567 |
| OTHER FINANCING SOURCES (USES) | | | | |
| Cancellation of Prior Year Encumbrances | - | - | 112,756 | 112,756 |
| Appropriation of Fund Balance | 350,000 | 1,339,859 | - | (1,339,859) |
| Transfers-In | 110,000 | 110,000 | 110,000 | - |
| Transfers-Out | (162,946) | (1,222,608) | (1,222,608) | - |
| Net Other Financing Sources (Uses) | 297,054 | 227,251 | (999,852) | (1,227,103) |
| Excess of Revenues and Other Financing Sources over Expenditures and Other Financing Uses | \$ - | \$ - | (73,536) | \$ (73,536) |
| Fund Balance - Beginning of Year | | | 10,569,249 | |
| FUND BALANCE - END OF YEAR | | | <u>\$ 10,495,713</u> | |

See accompanying Notes to Financial Statements.

**THOSE WHO SERVED
2021 - 2022
TOWN STAFF**

Town Manager

Michael Rosen (thru 8/21)
Brian Foley (from 6/22)

Interim Town Manager

Lisa Hancock (from 8/21)

Animal Control Officers

Tina M. Binheimer
Samantha Fegan

Assessor

Jason T. Lawrence

Assistant Director of Human Services

Nancy T. Dunn (thru 11/21)
Maureen Flanagan (from 11/21)

Assistant Finance Director

Christopher Jordan

Building Official

James E. Paquin

Collector of Revenue

Michele M. Manas

Director of Administrative Services

Michael S. Wilkinson

**Director of Finance & Records/
Treasurer**

Lisa A. Hancock

Director of Health
Eastern Highlands Health District

Director of Human Services

Beverly A. Bellody

Director of Library Services

Barbara A. Pettijohn

Director of Planning & Development

David Corcoran

Director of Recreation

Bruce S. Watt

Fire Chief

John C. Littell

Fire Marshal

Robert E. DaBica

Public Safety Director

John C. Littell

Public Works Director

Scott C. Lappen

Public Works Operations Manager

Paul E. Russell

Public Works Supervisors

Dennis M. Carr
Scott L. Howe

Resident Troopers

Jarred Bolduc
Admin. Tpr., Kevin Eklund
Kevin Hoyt
Leonel Hyatt

Sanitarian

Holly Hood

Town Attorney

Attorney Richard S. Conti
Diana, Conti & Tunila

Town Clerk

Kathleen Pagan

Town Planner

David Corcoran

Zoning Enforcement Officer

David Corcoran

**THOSE WHO SERVED
2021 – 2022
BOARDS AND COMMISSIONS**

Agriculture Commission
(generally meets 1st Monday of month)

Steven Bassett
Stephen Lundgren
Joe Matteis, Chair
Linda Palmer, Alternate
Sheri Sullivan
Arden Tanner, Vice Chair

**American Rescue Plan Act
Sub-Committee (ARPA)**
(began 12/21)
(generally meets 4th Thursday of month)

Brian Foley (from 6/22)
Lisa Hancock
Tammy Nuccio
Colleen Yudichak, Chair

Birch Grove Building Committee
(generally meets 1st & 3rd Tuesday of mo.)

Beverly Bellody
Ryan Cooley
Lou Luba (thru 11/21)
Joe Matteis, Vice Chair
Katie Murray, Chair
Jeffrey Palmer
Dana Philbin
Linda Rallo
Christopher Scheidel
Alison Skinner, Alternate
Peter Sztaba
Josh Urrutia

Blight Review Committee
(generally meets 4th Thursday of month)

Beverly Bellody
Mary Rose Duberek
Brenda Falusi (thru 10/21)
Thomas Guglielmone, Jr. (thru 4/22)
James Paquin
Carol Stocks Prandy
Jan Rubino, Chair
Cliff Vachon

Board of Assessment Appeals

Jeannette Jamieson, Alternate
SaraBeth Nivison, Alternate
Robert Paisley
Madhu Renduchintala (from 10/21)
Jan Rubino

Board of Education*
*(generally meets 2nd & 4th Wednesday
of month)*

Renie Besaw (thru 10/21)
Jennifer Gallichant (from 11/21)
Christine Griffin
Anthony Holt
Ashley Lundgren, Chair
Jacob Marie
Dana Philbin
Christina Plourd
Jayden Regisford (from 11/21)
Madhu Renduchintala (thru 10/21)
Sophia Shaikh (thru 10/21)
Sophia Shaikh, Vice Chair (from 11/21)

Board of Building Appeals

Victoria Ricci (thru 10/21)

Board of Recreation
(generally meets 2nd Monday of month)

David Boland (thru 10/21)
Jennifer Caldwell
David Clokey
David Drost
Nicole Kowal
Brian Lievense (from 1/22)
Jeffrey A. Maron, Chair

Cable Advisory Board

Paul S. Batterson, Jr.
Larry F. Perosino

Citation Hearing Officers

Keith Podrebartz
Seale W. Tuttle

Commission on People with Disabilities
*(generally meets 1st & 3rd Monday of
month)*

Julie Burns (from 3/22)
Robert Deichert
Walter Glomb, Jr., Chair (thru 11/21)
Kim Little, Vice Chair
Susan Lucek-Hughes
John Molteni, Chair (from 12/21)
Randa Utter
Aaron Weintraub

***Designates Elected Positions**

Conservation Commission
*(generally meets 2nd & 4th Thursday
of month)*

Benjamin Christensen, Vice Chair
Valerie Clark, Alt. (thru 1/22)
Adam Grossman, Alt. (thru 8/21)
Adam Grossman (from 9/21)
James Hutton, Chair
Susan Hutton
Eugene M. Koss
William Kowal
Diana Schultz (thru 8/21)
Jane Simao, Alt. (from 9/21)
Peggy Webbe

Delinq. Tax Collection Enf. Committee

Beverly Bellody
David Corcoran
Lisa Hancock
Sami Khan (from 11/21)
Lou Luba (thru 10/21)
Michele Manas
Tammy Nuccio (from 11/21)
John Reagan (thru 10/21)
Michael Rosen (thru 8/21)

Design Advisory Board
(generally meets 1st Thursday of month)

William Byers
Sudhakar Nagardeolekar, Chair
Vikas Nagardeolekar, Vice Chair
Cheryl Nicholas
Kimberly Rogers

Economic Development Commission
(generally meets 1st Wednesday of month)

Jon Crickmore, Vice Chair
Caitlin Gordon, Chair
Adam Grossman
Keith Podrebartz
Ritz Zangari

Ethics Commission
(generally has Annual Meeting Jan./Feb.)

David Frates
Marie Sauve, Chair
Robert Tyndall

Fence Viewer
Robert Rubino

Historic District Commission
(generally meets 3rd Wednesday of month)

Kathleen W. Bach
Morgan Mariah Bumps, Alternate
Jodie Coleman-Marzialo, Chair
Ann Deegan
Rodney S. Hurtuk, Vice Chair
Timothy Malone
Michael McGee, Alt. (from 12/21)
Celeste Senechal
Craig Surber, Alternate (thru 11/21)

Housing Authority
(generally meets 3rd Wednesday of month)

Rudy Fiorillo, Chair
Rev. Jeffrey Gallagher
Stephen Merton (thru 5/22)
Carolyn Winans McLeod, Vice Chair
(thru 7/21)
Janett Moore, Vice Chair (from 8/21)
David Young

**Inland Wetlands & Watercourses
Commission**

(generally meets 3rd Thursday of month)

Raymond Culver, III (thru 10/21)
Raymond Culver, III, Chair (from 11/21)
Gary Hoehne, Alternate (thru 11/21)
Gary Hoehne (from 12/21)
Lee A. Lafountain, Chair (thru 10/21)
Todd Penney
Bob Ross
Arden S. Tanner, Vice Chair

Judge of Probate*
Barbara Riordan

Land Acquisition Advisory Committee

David Corcoran
Lisa Hancock (from 8/21)
James Hutton
Steven Jones
Lou Luba (from 11/21)
Michael Rosen (thru 7/21)
Kurt Schenher (thru 11/21)

Library Advisory Board
(generally Quarterly, 4th Monday)

Lynn Caley
Kathryn Hahn Deffely (from 1/22)
Barbara O'Connor
Bettye-Jo Pakulis
Marilyn Shirley (thru 10/21)
Susan H. Simons, Chair
Debra Slack
Cathy Wilcox

Permanent Celebration Committee
(generally meets 3rd Thursday of month)

Jen Dufour Blackwell (thru 10/21)
Laura Fair (from 12/21)
Sharon Hiller
Sophia Johnson (from 9/21)
Samantha Keenan (from 12/21)
Toni Moura
Celeste Senechal
Mary-Pat Soucy, President
Deborah Wagner, Vice Pres. (thru 11/21)

***Designates Elected Positions**

Planning and Zoning Commission*
(generally meets 2nd & 4th Monday of month)

Marilee Beebe, Vice Chair (from 11/21)
 Jon Crickmore (thru 11/21)
 Deborah Goetz
 Bruce Mayer, Vice Chair (thru 11/21)
 Joseph Matteis
 Ryan McCann, Alt. (from 9/21)
 Jason Philbin, Alternate
 Andy Powell, Chair
 Christopher Skinner, Alternate
 Erin Stavens, Alt. (thru 11/21)
 Erin Stavens (from 3/22)

Registrars of Voters*

Leonard A. Bach
 R. Michael Wyman

**Tolland Mental Health & Substance Use
 Advisory Task Force**
(generally meets 1st & 3rd Monday of month)

Gerald Gianutsos, Alt.
 Anthony Holt
 Darrell Irwin
 Rita Malenczyk (from 7/21)
 Jacob Marie
 Catharine McDonald (thru 11/21)
 Catharine McDonald, Alt. (thru 2/22)
 Becky Moore, Chair
 Carleen Oehmsen
 John Reagan
 Madhu Renduchintala (from 12/21)
 Susan Salem
 Kurt Schenher (thru 11/21)
 Amanda Sharkis, Vice Chair (thru 7/21)
 Colleen Yudichak (from 11/21)

Tolland Non-Profit Housing Corp.
(generally has Annual Meeting in November)

John Beck, President
 Roland Cardin, Vice President
 Steven Hadge (from 2/22)
 Christina Irizarry
 Edwin Lugo
 Nancy Orris

Tolland Public Library Foundation
(generally meets 5 times a year on 2nd Monday)

Linda S. Byam, President
 Katherine Farrish
 Alison Haigis
 Kristen Morgan
 Jan Rubino
 Daniela M. Titterton
 Cliff Vachon

Tolland Technology Advisory Board

George Ecabert
 Kyle Daigle
 Justin Dube (from 12/21)
 John Livingston
 Mike Martel
 Manuel Medeiros
 Andy Powell, Chair

Tolland Water Commission
(generally meets 3rd Monday of month)

Robert Green
 Eugene M. Koss, Chair
 Robert Paisley (from 4/22)
 Thomas M. Rallo
 Daniel Tourtellotte

Town Council*
(generally meets 2nd & 4th Tuesday of month)

William Bode, III (thru 10/21)
 Brenda Falusi (thru 10/21)
 Sophia Johnson (thru 8/21)
 Steven Jones, Vice Chair (thru 10/21)
 Steven Jones, Chair (from 11/21)
 Sami Khan (from 11/21)
 Lou Luba
 Katherine Murray (from 11/21)
 Tammy Nuccio, Chair (thru 10/21)
 Tammy Nuccio (from 11/21)
 John Reagan (thru 10/21)
 John Reagan, Vice Chair (from 11/21)
 Kurt Schenher (thru 10/21)
 Colleen Yudichak (from 11/21)

Town Historian

Peter Palmer

Tree Warden

William K. Pakulis
 Scott Lappen – Deputy
 Paul Russell – Deputy

Veterans Recognition Commission
(generally meets 3rd Thursday of month)

Carl Davis (from 9/21)
 H. Gregory Forbush
 Robert Lincoln
 Alfred Mancini, Alt. (from 9/21)
 Perne Maynard (thru 8/21)
 Perne Maynard, Chair (from 8/21)
 Richard E. Tapp, Chair
 Jonathan Turner, Alt. (from 10/21)

Water Pollution Control Authority
(generally meets 3rd Tuesday of month)

Bruce W. Allen
Vincent Stetson
John K. Zevetchin, Chair

Zoning Board of Appeals*

(generally meets 4th Thursday of mo.)

Marilee K. Beebe, Vice Chair (thru 11/21)
Diana Bump, Alternate (thru 11/21)
Robert Burns
Nate Carlson
Ben Chevalier, Alternate (thru 10/21)
Ben Chevalier, Vice Chair (from 11/21)
E. Steve Clark, Chair (thru 11/21)
Jean Fiske, Alternate (from 3/22)
Claudette Morehouse (thru 11/21)
Claudette Morehouse, Chair (from 11/21)

LAWS AND ORDINANCES OF INTEREST

HOUSE NUMBERS:

All buildings are required to display a building number to facilitate identification from the street. Delivery services as well as emergency responses are significantly affected if building numbers are not on display.

LANDSCAPING:

Plantings should be confined to the limits of ownership and not on the snow shelf. Trees and shrubs often block site distances, which cause hazards to motor vehicles and bicycles. Also, they may be damaged by snowplows during snow removal operations.

SEPTIC SYSTEMS:

Septic systems should be pumped at least every three to five years for proper maintenance. The use of septic additives is not productive and may be harmful to the environment according to the State of Connecticut Department of Energy & Environmental Protection.

DOGS:

All dogs at the age of six months must be licensed. Thereafter, dogs must be licensed each year during the month of June. Dogs must be vaccinated against Rabies and a certificate to that effect must be presented at the time of licensing. It is illegal to allow dogs to roam.

DISCHARGE OF SNOW AND WATER ON PUBLIC STREETS:

It is a common nuisance to discharge water or snow onto the public street. It is also illegal to park motor vehicles on the street so as to impede the removal of snow, ice or other hazardous substances.

USE OF TOWN GREEN:

Organizations must register their signs for the Town Green through the Town Manager's Office and need to follow the regulations.

FACTS

SOLID WASTE:

The Solid Waste Program includes four principal sections, Household Rubbish, Recyclables, Bulky Waste/Metals and Hazardous Waste. Please note that each type of waste has very specific and sometimes different rules on how to properly dispose of items.

Household Rubbish is collected weekly using the large wheeled totes required for automated collection. Items for disposal should be bagged and placed in the tote. Only items in the unit can be collected. Each household was provided a single tote free of charge.

Recyclables are a very important component of our collection program. Every item recycled rather than mixed in with the rubbish reduces the Town's disposal cost as well as providing environmental benefits associated with reduced demands on resources. Recycling is done every other week at the same time as the rubbish collection and requires the use of the blue recycling totes to indicate to the driver that you have material you want recycled. Presently we accept newspaper, junk mail, cereal boxes, cardboard, magazines and hard and soft cover books, phone books, rinsed glass bottles, tin cans, aluminum cans and plastic containers #1 through #7.

Bulky Waste/Metals are collected only during the first full week of the month and you must make specific arrangements with Casella Waste Systems (formerly Willimantic Waste) by calling **1-800-286-5335** at least four days in advance of your scheduled trash collection day. Town sponsored metal/bulky waste items will be picked up during the first full week of October. Our vendor, Casella Waste Systems, will do 11 additional monthly metal/bulky waste at curbside pick-ups per year with the resident being charged by the vendor \$34 per pick-up for up to (4) reasonable sized items. Reservations are not confirmed until payment is received by Casella Waste Systems for those months where there is a charge. Paid reservations can only be done by calling Casella Waste Systems at the phone number in **BOLD** above. Oil pick-up at curbside has been eliminated due

to environmental concerns. Some auto parts businesses take used motor oil. Bill's Auto Parts is one local option at \$2.00 per gallon or Anderson Automotive will take the first 2 to 3 gallons free.

Hazardous materials are handled by the MidNEROC waste drop off facility on Hancock Road in Willington on the first and third Saturday from mid-April to early November. Specific directions and information regarding the type of material they accept is listed in our Resident's Guide.

All collection will be delayed by one day following the holiday when the holiday falls on a weekday. Holidays observed by the refuse collection agency are: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day and Christmas Day. Other national and state holidays are not observed.

Please consult the Resident's Guide to Solid Waste Disposal for more details. This Guide is on Tolland's website at www.tollandct.gov and printed copies are available in the Town Office Building, 21 Tolland Green.

BURNING PERMITS:

Residents are able to obtain an Open Burning Permit by filling out an application on-line at <https://www.tollandct.gov/fire-marshal/pages/burn-permit-process-electronic-application>. After submitting the application, an Open Burning Official will contact you to set-up an Inspection appointment. Appointments will be conducted Mondays through Fridays between 6:00 am and 6:00 pm. Upon a satisfactory inspection, an Open Burning Official will issue the required written permit. Every effort will be made to contact applicants in a timely manner.

MUNICIPAL OFFICE HOURS:

Monday through Wednesday: 8:00 a.m. to 4:30 p.m., Thursday: 8:00 a.m. to 7:30 p.m. and closed Fridays.

LIBRARY HOURS:

Monday through Thursday: 10:00 a.m. to 8:00 p.m. and Friday and Saturday: 10:00 a.m. to 5:00 p.m.

CITIZEN INQUIRY REFERENCES

| For Answers on: | Call the: | Telephone: | For Answers on: | Call the: | Telephone: |
|-----------------------|---------------------|---------------------|-----------------------|---------------------------------|--------------|
| Assessments | Assessor's Office | 860-871-3650 | Probate | Probate Court | 860-871-3640 |
| Birth Certificates | Town Clerk's Office | 860-871-3630 | Recreation Activities | Recreation Office | 860-871-3610 |
| Books & Information | Library | 860-871-3620 | Recycling | Public Works | 860-926-4695 |
| Building Permits | Building Office | 860-871-3601 | Refuse Collection | Public Works | 860-926-4695 |
| Counseling | Human Services | 860-871-3615 | Senior Citizens | Senior Center | 860-870-3730 |
| Crandall Park | Recreation Office | 860-871-3610 | Septic Matters | Sanitarian's Office | 860-871-3601 |
| Death Certificates | Town Clerk's Office | 860-871-3630 | Sewer Use | Finance Office | 860-871-3653 |
| Deeds | Town Clerk's Office | 860-871-3630 | Sewer Assessment | Collector of Revenue | 860-871-3657 |
| Dial-A-Ride (HVCC) | Human Services | 860-870-7940 | Social Services | Human Services | 860-871-3611 |
| Dogs | Animal Control | 860-871-3677 x72155 | State Roads | State Highway Office-Willington | 860-429-4211 |
| Dog Licenses | Town Clerk's Office | 860-871-3630 | | -Vernon | 860-875-4993 |
| Education Matters | School Board | 860-870-6850 | | -Bolton | 860-649-1708 |
| Elderly Housing - | | | Streets | Highway Office | 860-896-9016 |
| Old Post Village | Housing Office | 860-871-1386 | Tax Bills | Collector of Revenue | 860-871-3657 |
| Winding River Village | Housing Office | 860-870-1479 | Videos | Library | 860-871-3620 |
| Elections | Registrars | 860-871-3634 | Visiting Nurses | Visiting Nurse & | 860-872-9163 |
| Finance | Finance Office | 860-871-3653 | | Health Services of Connecticut | |
| Fire | Fire Department | 860-871-3677 x72142 | Voting | Town Clerk's Office | 860-871-3630 |
| Planning | Planning Office | 860-871-3601 | Water Meters | Sanitarian's Office | 860-871-3601 |
| Police (Troopers) | Resident Troopers | 860-875-8911 | Youth | Human Services | 860-871-3612 |
| | | | Zoning | Zoning Enforcement Officer | 860-871-3601 |

ALL EMERGENCIES - 911

