

Town of Suffield Annual Report

SUFFIELD, CONNECTICUT

MARY ANNE ZAK ENTRANCE

July 1, 2014 to June 30, 2015

First Selectman
Edward G. McAnaney
(860) 668-3838

Suffield Town Hall
83 Mountain Road
Suffield, CT 06078
www.suffieldtownhall.com

Suffield Public Schools
350 Mountain Road
Suffield, CT 06078
www.suffield.org

Interim Superintendent of Schools
Dr. Mel Chafetz
(860) 668-3800

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Administration

BOARD OF SELECTMEN

submitted by
Edward G. McAnaney, First Selectman

The years 2014-15 were highlighted by economic development and infrastructure improvements.

In the area of Economic Development, the new CVS on Mountain Road was approved after much cooperation between CVS, Lauren Enterprises, Town land use offices and Town Meeting approvals for easements. Windsor Marketing Group expanded and Trevisan also constructed and moved into a new building in Suffield.

The Kent Memorial Library project for renovations and a new entranceway required additional funding and the December Town Meeting authorized the additional expenditure of more than \$2,000,000. The groundbreaking ceremony took place on December 18, 2014. Construction proceeded as anticipated.

The Housing Authority received a grant of \$800,000 for upgrades to many of the units including replacing roofs and paving the internal roads at Maple and Laurel Courts and Broder Place.

We continued to spend 2012 bond funds to reconstruct many miles of roads. The harsh winter necessitated overlays on many town roads as the damage to some roads made them virtually impassable.

The superintendent of schools left the district and Selectman Mel Chafetz graciously agreed to become the interim superintendent. The Board of Selectmen replaced Mr. Chafetz with Ed Basile, the former School Business Manager, Town Treasurer and long-time Town volunteer.

The Board of Selectmen convened a Charter Revision Commission (CRC) in January, which met weekly reviewing the Charter. The Selectmen provided a charge but the CRC has the authority to consider any item they deem worthwhile. Their report is expected in late July 2015 and will be summarized in the next annual report.

The Police Department implemented aggressive traffic enforcement initiatives after the untimely deaths of two Suffield youths in July and December. Speed calming devices were installed on South Stone Street and trailer truck traffic on Main Street was also targeted.

At the request of residents, two Town-Hall-style meetings were held to allow residents to ask questions of Board of Selectmen members in an informal setting. The First Selectman and one of the other selectmen attended. These meetings brought forth discussions about issues facing the town.

A grant was received to defray costs of implementing streaming video for Town meetings in an effort to provide more information to residents.

The Board of Selectmen extends their thanks to all of the volunteer members of Boards and Commissions for their time and commitment to our town.

HUMAN RESOURCES

submitted by
Katherine Christopher, Director

The Human Resources Department serves as a point of contact for the public, employees, retirees and management seeking information and guidance on a variety of topics related to employment, benefits, training, contracts and policies.

Topics include:

- recruitment;
- health and dental insurance;
- life insurance, short term and long term disability;
- workers' compensation;
- family medical leave;
- wages;
- vacation;
- sick and personal leave;
- discipline;
- unemployment;
- deferred compensation;
- employee assistance program;
- wellness;
- classification;
- contract interpretation;
- policies and standard practices;
- other employment issues.

During the FY 2014-15, working in conjunction with the Town Labor Attorney, we completed negotiation of six union contracts.

Specific projects undertaken during this year included:

- Recruiting and placement of a qualified Youth Services Director, part-time Assistant Town Clerk, part-time Assistant Tax Collector, full-time Deputy Assessor and a part-time Technology Help Desk

- Assistant. Also brought on board a new full-time Police Officer and a full-time Dispatcher.
- On-going quarterly Safety Committee meetings.
 - Continued movement of retirees to Medicare Supplement plans as directed in union contracts.
 - Additional updating and placement of useful information for employees and applicants on the Town of Suffield Website, Human Resources page at <http://www.suffieldtownhall.com>

Goals for FY 2015-16

- Implement a more comprehensive on-boarding process.
- Simplify the Human Resources process.
- Institute a job evaluation program with goals and objectives for staff.
- Develop and implement a Human Resource Information System.
- Increase employee satisfaction.
- Provide continuing opportunities for training and education.
- Improve communication and interaction with all departments.
- Review processes to ensure that work is occurring at the appropriate level.
- Update policies and create an employee handbook of approved policies.
- Update position descriptions.

TOWN CLERK

*submitted by
Kathy Dunai, Town Clerk*

In November 2014, we wished a fond farewell to D. George Beiter, who had been appointed Town Clerk in March of 2014 to November 2014. George

had filled in a portion of the term left vacant by the death of Elaine O'Brien. George has returned to the private sector of the business world, and we wish him the very best as he travels all over the USA and Canada.

Also in November, Raven Reid transferred from the Tax Office to join us, as we bid farewell to Maria Capella, who joined the staff in Windsor Locks as Deputy Town Clerk.

On December 1, I was honored to be appointed as your Town Clerk to complete this term. It is with pride that we strive to continue serving the Town of Suffield and offer excellence and efficiency with respect to records kept in the Town Clerk's Office.

The Town Clerk's Office continues its move forward to advance technology and efficiency. Our goal is to provide a more open government, increase automation, as well as improve service to our residents with respect to the guidelines set by the State of Connecticut. We continue to provide near real time information for Town Meetings, board and commission meetings, agendas, land and other records. Additionally, the public can also continue to access and search for the information more easily and efficiently. Our Office takes pride in continuing to offer updated email distribution for Town information. Users can sign up to receive updates on ALL boards and commissions, or simply opt in to specific lists they wish to receive. Those interested can simply visit www.SuffieldTownHall.com/TownClerk to sign up for email updates or to visit our Facebook and

TOWN CLERK STATISTICS			
	FY 2012-13	2013-14	2014-15
Documents Recorded	3,327	2,948	2,615
Local Conveyance Tax	\$181,366	\$166,148	\$189,676
Dog Licenses	1,359	1,311	1,385
Marriages	48	60	61
Births	65	68	81
Deaths	158	163	160
Electronic Payments*	0	\$3,609	\$5,527

*Electronic payments started in FY 2013-14

Twitter pages. We will continue to retain hard copies in our office, as required by Statute.

We approach the new fiscal year anticipating solutions to address the space needs – specifically in our vault – and future renovations. Using our Historical Grant funds in conjunction with the State of Connecticut, we are striving to improve efficiency by digitizing birth records, death certificates and marriage licenses. Most importantly our goal is to continue serving the community of Suffield.

The Town Clerk's Office continues to maintain:

- Dog licenses (\$19 or \$8 for altered dogs)
- Hunting and fishing sport licenses
- Marriage licenses (\$30)
- Vital records for Birth, Marriage and Death certificates (\$20)
- All Land records
- Absentee voting applications and ballots



Land records are being scanned and digitized.



Prior to the groundbreaking ceremony for the new accessibility wing at the Kent Memorial Library, the assembled crowd applauded Suffield native Michael Zak, whose \$850,000 donation for the project was a major step toward making it possible.

Shown here are First Selectman Ed McAnaney, Selectwoman Joanne Sullivan, Mary Ann Zak, for whom the entrance will be named, her son, Michael, and Town Facilities Manager Julie Oakes. At the rear are Library Commission Chair Bob Brooks and architect Ted Cutler of Techton, who designed the wing.

TOWN MEETING SUMMARIES

submitted by Lester Smith, Town Historian

These summaries of Town Meetings are furnished for convenient reference. The official minutes are available for inspection in the Town Clerk's office and on the Town's website.

DECEMBER 4, 2014

Suffield Chase Open Space Accepted The Meeting voted unanimously to accept 59.56 acres associated with the Suffield Chase subdivision off Bridge Street, to be designated as open space.

Cassotta Lane Accepted The Meeting voted unanimously to accept Cassotta Lane, a new road running north from Thompsonville Road, as a Town road.

Acquisition of Land for a Branch Road Turning Circle Approved The Meeting voted unanimously to approve the acquisition of property from two parcels at the end of Branch Road for the development of a turning circle.

Funding for the Library Renovation and Entrance Project Approved The Meeting voted unanimously to approve the transfer, acceptance, and authorization of funding from several sources for the Combined Kent Memorial Library Renovation and Entrance Project, totaling \$6,111,069. The funds were:

- \$2,428,281 previously approved, comprising:
 - \$500,000 donation from Michael J. Zak
 - \$300,000 from Library Endowment
 - \$200,000 from Hartford Foundation for Public Giving
 - \$100,000 from Suffield Public Library Foundation
 - \$100,000 from Town FY 14/15 Capital Budget
- \$1,228,281 the KML Renovation Project
- \$350,000 from the Town Undesignated Fund Balance
- \$350,000 additional donation from Michael J. Zak
- \$966,394 transferred from the Town Hall HVAC, Plumbing, & Electrical Project
- \$2,016,394 additional, authorized by this Meeting

FEBRUARY 17, 2015

Easements Relating to the New CVS Site Approved The Meeting voted unanimously on two resolutions concerning two easements relating to the new CVS store site on Mountain Road at Ff Tyler Place. One is to provide emergency access through CVS property to other Ff Tyler Place property; the other amends a 1977 cross easement formalizing the Town's relationship with Laureno Enterprises as to Ff Tyler Place, to accommodate the CVS sidewalk.

APRIL 14, 2015

Easements Relating to a Gas Pipeline Approved The Meeting voted unanimously to amend two existing rights of way and easements to Tennessee Gas Pipeline Company LLC, accommodating an additional pipeline crossing town property at Sullivan Field and crossing Hill Street about a quarter mile north of Mountain Road.

Easements Relating to the New CVS Site Approved The Meeting voted unanimously to grant two easements relating to the new CVS site, one a storm drainage easement to Connecticut CVS Pharmacy and Laureno Enterprises, LLC, the other a standard utility easement to Eversource (formerly CL&P).

MAY 13, 2015

Annual Town Budget Approved The Meeting voted unanimously to approve the \$58,690,076 Town and WPCA budget for FY 2015-2016 proposed by the Board of Finance.

REGISTRARS OF VOTERS

submitted by Darlene Burrell and Lynn Joyal, Registrars

Directive

The Office of Registrars of Voters is a position, governed by the CT General Statutes and financially supported by the municipality in which the Registrars serve. Registrars work closely with the Office of the Secretary of the State to develop methods and procedures to ensure the voting rights of citizens and administer all elections (i.e. National, State, Municipal, Primaries, and Referenda) based on current election laws.

Registrars are responsible for voter education, organizing and conducting the annual canvass of voters, maintaining the accuracy of the registry list, updating voter files, preparing department budgets, training election officials, working town meetings when requested, giving absentee ballot assistance for convalescent home residents, ensuring the proper maintenance of voting equipment in preparation for their use at elections, training the head moderator to tally the election results and submit the results to the Secretary of the State and Town Clerk. They also provide training for all election workers.

Registrars attend meetings called by the Secretary of the State in order to keep current on impending and new legislation that impact the Office. Registrars are members of the Registrars of Voters Association of Connecticut.

Office hours vary depending on the workload and sessions mandated by statute. Posted office hours are Tuesdays from 10am to 2pm and by appointment.

Although the Registrar of Voters position is an elected position, politics does not have any place in a Registrar's office. It is the responsibility of both parties to ensure fair and equitable enactment of all laws.

Activity

As of June 30, 2015, there were 7,784 registered voters in Suffield. Voter record activity was 1,552 voter record additions, changes and removals throughout the FY 2014-15, an average of 129 per month. Voter Information packets were sent to 162 new Suffield residents.

The mandated annual Canvass of Voters was done using the National Change of Address System (NCOA). 692 electors were canvassed.

Election Results

NOVEMBER 4, 2014 GUBERNATORIAL ELECTION

Candidate	Party	Votes
GOVERNOR		
Foley & Somers	R, I	3,084
√ Malloy & Wyman	D, WF	2,072
& LIEUTENANT GOVERNOR		
Visconti & Harris		
Petitioning Candidate		60
Gaita & Smith	Write In	0
Pelto & Murphy	Write-In	0
Renjilian & Renjilian		
	Write-In	0
Traceski & Traceski		
	Write-In	0

REPRESENTATIVE IN CONGRESS

CONGRESSIONAL DISTRICT 2

L. Hopkins-Cavanagh	R	2,371
√ Joe Courtney	D, WF	2,582
William Clyde	G	52
Daniel Reale	L	59

STATE SENATOR

SENATORIAL DISTRICT 7

√ John Kissel	R	3,597
John Fox	D	1,445

STATE REPRESENTATIVE

ASSEMBLY DISTRICT 61

√ Tami Zawistowski	R, I	3,312
Joe Doering	D	1,791

SECRETARY OF THE STATE

Peter Lumaj	R, I	2,923
√ Denise Merrill	D, WF	1,970
S. Michael DeRosa	G	90

TREASURER

Timothy M. Herbst	R, I	3,080
√ Denise Nappier	D, WF	1,925
Rolf Maurer	Write-In	0

COMPTROLLER

Sharon McLaughlin	R, I	2,800
√ Kevin Lembo	D, WF	1,988
Rolf Maurer	G	67

ATTORNEY GENERAL

Westby Kie	R, I	2,543
√ George Jepsen	D, WF	2,295
Stephen E. Fournier	G	105

PROBATE JUDGE

√ Steven Zelman	D	2,893
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REGISTRAR OF VOTERS

√ Lynn Joyal	R	2,832
√ Darlene Burrell	D	1,926

QUESTION REGARDING

CONSTITUTIONAL CHANGE

Yes		1,818
√ No		2,556

LEGEND

D	Democrat
G	Green
I	Independent
R	Republican
WF	Working Family

63% turnout from
8,317 eligible voters

5,251 electors voted either
in person or by absentee

INFORMATION TECHNOLOGIES

submitted by Daniel Beaudoin, Director

Information Technology (IT) has been forward thinking, aligning leading-edge technology with desired outcomes. Collaborative partnerships with both stakeholders and vendors have been pursued to provide cost effective, full-functioning solutions. Our IT Office is dedicated to providing a broad range of technology-based planning, resources and services to the employees, department heads and residents of the Town of Suffield.

Implementation of Virtualization in the Data Center substantially reduced cost and greatly increased reliability. Disaster Recovery system was installed to ensure recovery of vital data in case of a disaster. Secure and encrypted online backup processes have been deployed to ensure continuity of data.

Planning and Development

ECONOMIC DEVELOPMENT

submitted by Howard Orr, Chair

Our Economic Development Commission (EDC) has had another busy year working to push many economic and community development projects forward while providing support to other Town commissions and committees.

Trevisan completed construction on a new 17,000 s.f. light industrial building on the corner of Austin Street and Route 75. The Windsor Marketing Group was approved for an 88,000 s.f. addition. Work also commenced on a new commercial dog kennel on South Street. We sponsored another successful Suffield Familiarization event.

Cardinal Engineering has been designing utility improvements for the light industrial zone by Bradley International Airport along Route 75. A State grant in the amount of \$980,000 will be used for the design and construction of water and sewer utilities in the light industrial zone.

We marketed the availability of a State program called the Small Business Express Program. The EDC also marketed the C-PACE program that provides low-interest financing for energy efficiency improvements for commercial and industrial buildings and assisted in marketing the SolarizeCT initiative.

The Town continues to participate in the Bradley Development League (BDL) that is an economic development partnership with the towns of Windsor, Windsor Locks, and East Granby. The Town worked with the Connecticut Airport Authority on applications related to the Bradley Airport Development Zone. The BDL continued to update its website highlighted by information on the new Development Zone; initiated a rail link study from the Hartford Line to Bradley International Airport; and also brought a statewide conference for CT SiteFinder to Bradley.

Suffield was awarded \$800,000 in Small Cities Community Development Grant (CDBG) program funds for improvement to the Suffield Housing Authority property including new driveway pavement, doors and windows, and roof replacements.

We administer a \$250,000 STEAP Grant for Hilltop Farm to help restore two homes on this National Register Property and a \$75,000 grant to bring water to the historic Babbs Beach roller rink building.

The EDC assisted with grant-related work for the ADA improvements to the Kent Memorial Library. We facilitated a monthly forum called the Suffield Cultural Council bringing together stakeholders from cultural and historical venues and organizations in the community. Joint advertisement among various businesses began as a result of this initiative.

We continue to focus attention on the Town Center, specifically redevelopment of the former lumber yard on Ffyer Place. A new freestanding CVS Pharmacy began construction. Environmental studies of the highway garage property were conducted. An application for \$250,000 for reconstruction of Ffyer Place was submitted to the STEAP program.

Working closely with the Suffield Chamber of Commerce, we continue to upgrade its website and the launch of display bulletin boards in businesses in the community.

Our Commission assisted with the Ad Hoc Committee for repurposing



The steel frame of the Windsor Marketing Group will add 88,000 square feet to the company's existing building on South Street.

Bridge Street School as a community center.

We began our 15th year of sponsorship of the Suffield Farmer's Market; published an e-newsletter called *Suffield Ag News*; and participated in both Ag Day at the State Capital and farmland preservation activities.

The EDC has worked with the owners of Lincoln Educational Institute located at 1760 Mapleton Avenue, which is a 130,000 s.f. former seminary building, to find an appropriate user for the facility. We also assisted Friends of the Farm at Hilltop on marketing events at the farm.

In West Suffield, the EDC continued to work with Citizens Restoring Congamond (CRC) on promoting the renovation of the historic Babbs skating rink.

The Town continued working with the Regional Housing Rehabilitation Program managed by the Town of Ellington and funded through the Small Cities CDBG program.

In order to welcome visitors to our beautiful community, we have partnered for several years with the Suffield Garden Club and its volunteers who do such a fantastic job maintaining the planting beds around Suffield's entryway signs.

We will continue to work hard at diversifying the tax base, as well as enhancing the quality of life in the community. Anybody interested in opening a business in Suffield should contact the Director at (860) 668-3849.

CONSERVATION COMMISSION

*submitted by
Keith Morris, Conservation Consultant*

Whether it was prompted by the insight that John Muir brought to the American public or the leadership of Theodore Roosevelt, concern for our environment continues to have an impact on how we treat our fragile earth. Our Conservation Commission has the responsibility to monitor and regulate activities that directly impact Suffield's watercourses, inland wetlands and aquifers through the process of review and establishment of regulations based on the Clean Water Act (Public Act 155), U.S. Environmental Protection Agency, and the Department of Energy and Environmental Protection (DEEP).

Suffield has a comprehensive guide for local use in its Regulations of the Suffield Conservation Commission. This document cites regulations that require applications for any land use activity within a wetland or buffer area. It is the responsibility of any individual, whether homeowner, farmer or developer, to review and seek compliance with these regulations prior to making changes to the land.

As land use continues to grow in Suffield on what many consider marginal land, wetlands will invariably come under increased pressure for development.

Our Commission experienced some changes in membership this year with the departure of Commissioner Glenn Vincent and the arrival of new Commissioner Will Hermann.

During FY 2014-15, we took the following actions:

Applications acted upon	10
Approval for home(s) construction	4
Recreation activities	2
Wetland map amendments	1
Commercial	1
Other	2

Sunrise and Stony Brooke Parks continue to support a high volume of use by residents and guests. The pavilion at Sunrise Park is booked each weekend from May through October. Early reservations are critical if residents wish to use the facility. Residents are free to enjoy parks from sunrise to sunset throughout the year by taking advantage of the hiking, fishing, swimming and recreational resources available.

TOWN ENGINEER

*submitted by
Gerald J. Turbet, P.E., Town Engineer*

As your Town Engineer, I advise the Zoning and Planning Commission and the Conservation Commission on engineering reviews and drainage issues. I provide technical advice on Public Works projects and answer drainage questions. I also am responsible for maintaining and updating the Pavement Management Program and have outlined projects undertaken and/or completed in this fiscal year.

Projects

The reconstruction of Spruce Street between North Grand and Ratley Road was completed in the summer of 2014 using pavement management funds.



The Suffield Land Conservancy dedicated the Mountain Brook Wildlife Preserve to the memory of the late Thea Coburn. Pictured are Anne Mervosh and Olivia Grimard who were part of the ceremony.

Three bond-funded pavement projects are in various stages of completion.

- Construction was substantially completed by end of 2014 for 1.7 miles of road along Barndoor Hill Dr., Barry Place, Branch Rd., Douglas St., High St., Somerwynd Lane, and Thompsonville Rd.
- Reconstruction bids were received for 3.7 miles of road including portions of Copper Hill Rd., Mapleton Ave., Suffield St., along with Remington St., with construction to be completed by Fall 2015.
- Reconstruction of 2.1 miles along Oak St., Colson St., North Stone St. between Oak and Colson, and 1,500 feet of Hale St. went out for bid at the end of FY 2014-15 for construction by the end of 2015.

With the STP-Urban grant information updated by an outside consulting firm, the LOTCIP grant application for the Thrall Avenue Rehabilitation Project was approved for a construction funding commitment of \$1,395,600. The likely construction time frame is 2016.

Design was completed by an outside consulting firm for Canal Road reconstruction. Funded by a STEAP grant, construction is likely to be done in 2016.

A consulting engineer completed most of water and sanitary sewer extension design for our utility extension project. However, environmental reviews have pushed back the project. The likely bidding schedule is for late 2015 and construction in 2016.

In response to a Request for Qualifications (RFQ) developed in early 2015, eleven submittals were received in March from engineering firms anxious to design the reconstruction of the Remington Street bridge over Stony Brook. Submittal reviews to develop a shortlist were initiated during FY 2014-15.

At the northern end of South Stone Street, a project in the area by Mountain Road was designed, bid and construction completed during this fiscal year. Two speed tables to calm traffic were installed here as a test project to determine their effectiveness and impact on winter maintenance activities.

I facilitated funding of numerous repairs – recommended by Highway Department and completed by outside contractors – using off-road drainage and pavement management accounts. In response to the heavy work requirements on road projects, outside consultants were retained to aid in designing small drainage projects for the ditch by Thompsonville Road / Rawlins Brook Road and rear area of 895 Overhill Drive for construction in FY 2015-16.

We addressed final design issues to allow bidding and project completion of the 35 vehicle parking lot for the Farmington Canal Heritage Trail at Phelps Road. White's Pond Dam outlet structure was put out to bid in Fall 2014 with construction completed in Spring 2015.

Cassotta Lane was accepted as a Town road on December 4, 2014.

HELENA BAILEY SPENCER TREE FUND AND VAL GALLIVAN FUND

submitted by Anita Wardell, Chair

Our Committee met several times during the year. We walked Main Street to observe the condition of the 20 trees recently planted. As always, we look for continued planting needs.

Halley Sikes, 40-year member of the committee passed away. His knowledge and expertise will be greatly missed.

TOWN FOREST COMMISSION

submitted by Joanne Neilsen

The Town Forest Commission oversees the Jesse Fowler Smith Memorial Forest located on Halladay Avenue West. The forest is open to the public each day. There are trails for hiking, fireplaces and picnic tables, and a pavilion.

This year we have improved the hiking trails, had a sign made for the entrance, and did repairs to the pavilion. We also updated the bulletin board in the parking lot and now have trail maps available to new visitors.

ZONING AND PLANNING COMMISSION

*submitted by
Bill Hawkins, AICP, Town Planner*

The Zoning and Planning Commission (ZPC) welcomed a new member this year. One regular member of

the Commission resigned, alternate member Jacek Bucior filled that slot and Brendan Malone was appointed to fill the alternate vacancy. The ZPC is an elected group of residents consisting of nine members, six are regular members and three are alternates. Each member is elected to a four-year term, unless they have been appointed to fill the remainder of a vacated term.

The ZPC operates under the duties prescribed to it in Chapters 124 & 126 of the Connecticut General Statutes. Some of the duties the ZPC is responsible for include adopting a long range plan; deciding upon applicants' subdivision and resubdivision plans, site plans, special permits, and zone-change applications. The ZPC also reviews and makes recommendations on municipal improvement projects such as roads and bridges.

We approved eleven new single family residential lots through the subdivision process. Also approved was a 166-unit affordable housing development located at 898 East Street South. Known as the Hamlet on East Street South, this development is a mix of 96 apartments and 70 townhouse condominium units. This development is the first affordable housing project approved in town in over 15 years. Another notable application that the ZPC approved was a site plan modification for a 88,000-square-foot addition to the Windsor Marketing Group building located on Austin Street. In all, the ZPC reviewed 5 applications with fees totaling \$13,896.41 for the fiscal year.

Our staff approved a total of 237 permits this year – which include but are not limited to – certificates of occupancy, sign applications, liquor permit, and driveway applications. Of the 237 permits, 193 applications were certified for zoning compliance. A zoning compliance form is required for building permits that include new construction, additions, sheds, pools, fences, among other exterior changes to a building or site that involve a structure. Fees for zoning compliance certification totaled \$9,650 for the year. Other fees collected by the Zoning and Planning Department include fees in lieu of open space that amounted to \$18,000. A fee in lieu of open space allows the ZPC to accept a fee for each approved lot as opposed to a dedication of open space during the subdivision process. This gives the option of obtaining open space in targeted areas, as the money received from this fee is placed into the Open Space Fund and used to purchase open space that is more desirable.

Farmland Preservation

The Town did not enter into an agreement to preserve farmland this fiscal year. However, we have been working with two residents who own adjacent parcels of farmland totaling approximately 182 acres. A third appraisal is expected to be completed for these two properties early in the next fiscal year, after which an offer will be presented to the owners to purchase the development rights to their farms. The Town and State have been in discussions with these owners for close to two years, and we are hopeful an agreement will be reached next fiscal year.

Since the early 1990's, 21 farms have been protected in Suffield, making the Town a farmland preservation leader in Connecticut. The Town began participating in the program in 2001 and has directly contributed to the preservation of 13 farms totaling nearly 1,000 acres. Suffield's success in farmland preservation is due in large part to the annual contributions to the open space fund through the Town Budget process. The town allocated \$100,000 into the Open Space Fund this year to help advance our preservation initiatives. We continue to maintain a backlog of landowners that are interested in selling the development rights to their farms. Our efforts continue as we work on the highest rated and ranked farms on the list with the goal of preserving a minimum of fifty-five percent of the town's residentially zoned land as open space. This year, four property owners submitted an application to the farmland preservation program.

Zoning Statistics

The ZPC decides the manner in which the zoning regulations are to be enforced. The Zoning Enforcement Officer (ZEO) is charged with enforcing the zoning regulations under the direction of the ZPC. The ZEO investigated 168 complaints this year.

The ZEO also works with residents that want to make an application to the Zoning Board of Appeals (ZBA). The ZEO is the town staff person that receives and reviews applications to the ZBA to ensure the applications are complete before they are reviewed at a meeting. This year, the ZEO received 5 applications for the ZBA.



Trevisan USA built a new 17,000 square foot structure on South Street.

Public Safety

POLICE COMMISSION

submitted by Kevin Armata

The Suffield Police Department has an authorized strength of 20 sworn officers including two supernumerary officers.

There are also four full-time and two part-time dispatchers. Currently there is a vacancy for a third part-time dispatcher.

Under the umbrella of the Police Department is the Animal Control Division that handles animal-related complaints from both Suffield and East Granby residents. Additionally, one Public Works civilian employee who keeps our Police Department looking beautiful and clean completes the roster.

Traffic Safety Initiative

Increased directed traffic enforcement, as part of a traffic safety initiative in partnership with Town government and town residents, has been a major focus this year. Emphasis was placed in the heavily traveled thoroughways of Suffield – particularly during morning and afternoon rush hours.

This initiative has focused on the safety and education of the motoring public and has been received well by Suffield residents.

POLICE DEPARTMENT STATISTICS

	FY 2012-13	FY 2013-14	FY 2014-15
Calls for Service	16,683	17,118	18,961
Value Property Stolen	\$86,290	\$99,229	\$179,704
Value Property Recovered	\$2,700	\$8,643	\$13,950
Criminal Arrests:	188	152	128
Motor Vehicle Violations:			
Infraction/Summons Issued	183	176	309
Citations (Verbal/Written)	1,520	757	1,212
Accidents	247	261	218
Fatal Accidents	2	1	4
D.W.I.	33	15	23
Crime Data:			
Auto Theft	3	2	5
Value Loss	\$6,100	\$9,810	\$13,950
Value Recovered	\$2,600	\$5,810	\$10,000
Rapes	1	1	1
Robbery	0	3	1
Assaults	62	58	34
Burglary	24	19	17
Larceny	72	60	54
Arson	0	0	0
Narcotic Arrests	7	8	9

FIRE COMMISSION

submitted by

Jerry Mahoney, Chair

Chuck Flynn, Fire Chief

The Fire Commission was established in 1945 by the State Legislature to organize and maintain a Town Fire Department. Our Commission consists of six electors who are resident taxpayers and serve a four-year term. We continue to work with the Chief to produce a budget, which balances fiscal responsibility with need to protect the public and give our firefighters the tools they need in order to do their work safely. We had a budget deficit for FY 2014-15

because of retroactive pay increases upon settlement of the bargaining agreement.

Our Department is a combination department composed of eight career staff members and 34 paid-on-call volunteers who commit themselves collectively to protect the citizens and visitors of Suffield.

All members are trained to meet minimum CT OSHA 29 CFR 1910.156 firefighting, 29 CFR 1910.120 Hazardous Materials Operations, 29 CFR 1910.1030 Infectious Disease Control, 29 CFR 1910.120(q)(3)(ii) Incident Command System, 29 CFR 1910.134

Breathing Apparatus and all other applicable standards such as the National Fire Protection Association. Currently, our Department has three members assigned to non-firefighting administrative duties.

If you are interested in joining the Suffield Fire Department, contact Chief Flynn at the main station or by calling (860) 668-3888 or emailing firechief@suffieldtownhall.com

In the FY 2014-15, our Fire Department responded to 502 calls. Sixty-five percent of all alarms are between 6 am and 6 pm; this is when most volunteers are at their place of employment. Over 900 burning permits were issued.

All buildings that require fire and life safety inspections per state statute were inspected as scheduled. Public education in Fire Prevention and Life Safety continue to be a priority of our Department, including school visits, public displays and community outreach programs.

BUILDING INSPECTOR

*submitted by
Ted Flanders, Building Official*

Purpose

The Building Department plays an important role in the safe development and growth of Suffield by working with the public throughout the life of a building project. During construction, we conduct inspections to help insure that the finished project substantially complies with the State Building Code. We also address

BUILDING DEPARTMENT STATISTICS		
	2013-14	2014-15
New Single Family Home Permits	25	33
Residential Renovations/Additions	257	245
Commercial Renovations/Additions	16	10
Total of All Permits Issued	1,219	1,322
Total Inspections Conducted	3,114	3,486
Total Certificates of Occupancy	30	24
Total Certificates of Use	34	30
Total Value of All Construction	\$21,640,491	\$39,438,868
Fees Collected	\$291,353	\$456,796

complaints and problems brought to us by other government agencies, including Police, Fire, Zoning, Social Services, North Central Public Health, Schools, Public Works, Conservation and the Historic District Commission.

The enforcement of the Building Code has a major impact on the economic well-being of Suffield and the safety of its citizens. Our goal is protect the public and enhance the quality of life through the fair enforcement of the Building Code.

Functions

After an application for a permit is made by a homeowner or contractor, it is reviewed to see that the appropriate approvals have been obtained and that the proposed construction plans conform to the building standards of the State code. A visual inspection during construction is the method used to verify that code compliance has been achieved. Reinspections are done to ensure that the appropriate corrections

are made before the next phase of construction can continue.

When a new building is completed, a final inspection is conducted to certify it is in substantial compliance with the code. Once the appropriate approvals from Zoning, Health and Fire Departments are received, a Certificate of Occupancy is issued to the applicant.

Many other related construction activities are regulated by the code. Additions, renovations, replacement windows, new roofs, pools, pellet stoves, gas and oil tanks are just a few.

There has also been a large increase in the number of solar projects being put up in Suffield. We review these applications in the same manner as new construction and issue the appropriate permit when we are certain they comply with the code. After conducting inspections and approving the work as necessary, we issue a Certificate of Completion or a Certificate of Use.

Many road repair projects were carried out during this fiscal year.



Our staff includes two full-time inspectors and one administrative assistant. We are on call 24 hours a day-seven days a week. We respond to fires, explosions, gas leaks, carbon monoxide leaks, vehicle-building collisions, freeze ups, electrical problems, and all unsafe conditions.

We also provide information on hundreds of properties, permits and inspections to owners, contractors, banks, surveyors, realtors, and attorneys during the year.

Activity

Building activity in Suffield almost doubled from about \$21,640,491 in FY 2013-14 to \$39,438,868 this fiscal year. This is the largest amount of construction activity recorded by the Town for a single year. It doesn't seem realistic to assume that this increase will be repeated again in the upcoming fiscal year but signs indicate we may have moved into a robust building cycle.

The number of new home permits rose from 25 to 33 this year. There were 245 new additions and renovations started this year compared to 257 the year before. Commercial activity slowed from 22 renovations in FY 2013-14 to 16 commercial building renovations permits issued this year, although for the most part the projects were larger in size.

Our Building Department issued 1,322 permits of all types and conducted 3,486 inspections. In addition, we inspected improvements to all Town building projects.

EMERGENCY MANAGEMENT

submitted by Art Groux

Emergency Management preformed our yearly review of Suffield's emergency plans. We want to thank the Department of Public Works for upgrading the generator capacity at the high school – our primary emergency shelter – to power sections of the school integral to our use of the facility.

We worked with the schools to finalize their hazards plans for each facility and to begin the training process on these plans with the school administrators. We will continue this work into next year with an increased focus on improving the safety of the students in our community.

While we can all be grateful we didn't have to deal with any town-wide emergencies this past year, no one has forgotten the need of preparedness. We encourage all residents to have an emergency plan of their own and be prepared when the time comes to put it to use. More information on how you and your family can prepare for an emergency can be found at GetReadyCapitalRegion.org. Be safe during the upcoming year.

SUFFIELD VOLUNTEER AMBULANCE ASSOCIATION

submitted by Art Groux, Chief

A new ambulance was ordered from Greenwood Emergency Vehicles.

Estimated delivery date is August or September of 2015. Our new International truck will replace a nine-year-old truck with more than 190,000 miles on it.

SVAA continued its role as a leader in emergency medical response in Connecticut. As chief, I was asked to conduct an informational session for State EMS services after a popular and heavily-used software product was unavailable. Approximately 25 services attended the day-long session.

WNPR came to our building in March 2015 to record stories from local individuals about why they give their time and resources to those in need and also stories from the individuals who received those efforts. We were one of several recording locations throughout the State.

SVAA participated in the Suffield kids "Bike and Walk to School Day," which was a huge success.

We responded to 1,505 calls for service during FY 2014-15. There were 153 times when we had multiple calls for service while our first ambulance was already on a call. We staff one ambulance 24 hours a day, seven days a week with a dedicated crew; the second and third will roll when we assemble a "scramble crew" of members who are able to respond.

During this fiscal year, our volunteers provided over 23,668 hours of service on the ambulance. In addition to these hours, there were hundreds of hours volunteered to help keep the

service running through fundraising, administrative support, training and program development.

Our training program offering CPR, First Aid and EMT training to residents of Suffield and the surrounding towns on an at-cost rate continues. Information on our programs can be found on our website www.suffieldems.org or by calling our office, Monday thru Friday from 8 am to 4 pm at 860-668-3881.

Public Works

PUBLIC WORKS DEPARTMENT

submitted by John Cloonan, Director

Building Maintenance and Construction Projects

Our DPW follows a maintenance plan for the 17 Town-owned non-school buildings. The plan focuses on roofs, HVAC, plumbing, electrical systems and site work. Renovation projects that take place at school buildings are also the responsibility of our Department. Two sections of the Middle School roof and one section of the McAlister School roof were replaced this year. The bathrooms at McAlister School were renovated, and the exterior doors at the Middle School were replaced. All schools underwent security enhancements with the addition of cameras, card entry systems and classroom lock improvements. A new generator was installed at Fire Station 3 on Ratley Road. The firehouse also had its boiler upgraded from oil to propane. Kent Memorial Library was moved to its temporary location on Ff Tyler Place

FY 2014-15 LANDFILL STATISTICS

Waste Oil	940	gallons
Antifreeze	138	gallons
Scrap Metal	66.2	tons
Newspaper & Cardboard & Mixed Paper	392.54	tons
Bottles/Cans/Junk Mail, Single Stream	1,392.87	tons
Auto Batteries	1,260	pounds
Leaves	388.5	tons
Electronics	37.27	tons
Rechargeable Batteries	683	pounds
Disposed of Mattresses and Box Springs	561	units
Disposed of Stuffed Furniture, Carpets and oversized Plastics	165.26	tons
Bulky Waste buried at the Landfill	664.51	tons
Tires removed	444	tires
Freon-Containing Appliances	224	units
Propane tanks	61	tanks
Households receiving Curb Side Pickup	4,944	households
Households signed up for Transfer Station	167	households
Trash area add-on Stickers issued	191	stickers
Fees collected for Bulky Waste Pickup	\$2,892	
April 2015 Household Hazardous Waste Collection Day		
Households participating	192	cars
Disposal Cost	\$12,414	

while the main building is undergoing renovations. Underground conduit was laid from the town hall to the main library for the future installation of fiber optic cable. New sidewalks were constructed on Day Avenue.

Grounds & Road Maintenance

The Highway Department is responsible for maintaining approximately 80 miles of Town roads and 7 miles of private roads in the Congamond Lakes area. They responded to 41 callouts during the winter snowplow-ing season. There is a 10-person

crew and, for large storms, plowing contractors assists it. Suffield used approximately 4500 tons of salt for the roads this past winter.

We work together with the School Superintendent to determine late openings and school closings. We responded to pothole patching on Town roads as well as maintaining small drainage projects. We also assist with major events taking place in town like *Suffield on the Green* and *Relay for Life*. The crew maintains the lawns and fields of all Town proper-

When the decision was made not to leave the contents of the Kent Memorial Library's Spencer Historical Room under dust covers during construction, a crew of library staff and volunteers from the Friends of the Library went to work. During late February, they carefully packed almost 300 boxes, which were removed to commercial, environmentally benign storage. Shown at work are Kerry White of the Friends and staff member Bev Sikes.



Additionally, about one-eighth of the library's regular collection was moved with the help of staff, Town employees, inmates, and volunteers to the library's temporary quarters on Ff Tyler Place.

Heavy equipment is brought in to reshape the hill to clear the way for the construction of the new ADA-accessible entrance on the east side of the Kent Memorial Library.



ties – which total approximately 150 acres – as well as all roadside mowing. Our staff completes the majority of the work that includes mowing, field marking and trash pickup. Two summer interns have been assisting us with the field mowing.

Inmate Program

The Inmate Program from the Willard/Cybulski Facility in Enfield continues to provide a significant cost savings to the Town. Under the supervision of two part-time coordinators, the inmates assisted the DPW with a variety of park maintenance projects including weeding and trimming around town buildings. The inmates also performed many building maintenance tasks, and they are responsible for the periodic cleaning of the mini buses.

Landfill

The landfill has the capacity to open five more, two-acre cells that will extend its life for 40 years. Improvements at the landfill this year include repairing the well pump, refurbishing the bulldozer and purchasing a used rolloff container.

WATER POLLUTION CONTROL AUTHORITY

*submitted by
Julie Nigro, Business Administrator
Shane McCannon, Chief Operator*

Achievements

- Our WPCA maintained the same use fee for FY 2014-15 as last year with a rate of \$283.00.
- The Kent Farms Sewer District annual fee remained the same at \$210.00 per year.

- The Commercial/Industrial rate per 1000 gallons discharged to the system decreased from \$5.41 to \$5.38.
- Our WPCA maintains contracts with H.P. Hood and the Connecticut Dept. of Corrections for treatment of their wastewater discharged to the plant.
- Our WPCA continues with its successful effort to collect all delinquent accounts.
- Jamie Kreller passed his Class 3 Operator exam on his first attempt. This was great news considering the passing rates on the state exam have been running at 20%, and we only had one other Class 3 Operator. This allows the facility to have redundancy in supervisory level employees and various other benefits.
- There were no safety related incidents in 2015. It has been several years since the last work related injury.

Treatment Plant Operations

The Suffield WPCA operates and maintains the Town's two-million-gallon-per-day wastewater treatment facility. Several notable accomplishments occurred in 2015 including:

- The treatment plant has performed extremely well, and the WPCA received nitrogen credits for 2014 from the DEP of \$8,077. The nitrogen permit limit, which affects the cost of treatment as well as the money we pay or receive each year did not change in 2015, however the cost per credit increased from 5.61 the previous year (2013) to 6.47 for the 2014 period. We expect the cost of

each credit to go down from this point as the Connecticut Department of Energy and Environmental protection moved the program to a self-sustainable model. This is due to several factors, including financial stress on State funds and the success of the program to date. The 2015 Permit limit remained at 45 pounds per day.

- Several facility control system (SCADA system) improvements were implemented in order to increase treatment efficiency and assist operators to improve treatment.
- A new maintenance program was implemented to improve our asset management.
- A capital repair and replacement list was created for asset management purposes.
- Staff negotiated a decrease in the sludge disposal fee from \$295/dry ton to \$265/dry ton with more cost improvements expected in 2016. The current reduction equates to approximately \$12,500 per year in savings which is passed on indirectly to our customers.

Pump Stations and Collection System

- The total number of pumping stations remains at 19. There were no new stations added in 2015.
- Our WPCA staff also maintains the treatment plant, 70+ miles of sewer line, and the underground treatment system at the Kent Farms subdivision.
- There were 32 new connections to the sewer system.
- In FY 2014-15, our staff discov-

ered the Stony Brook interceptor, which carries approximately 60% of all town sewage, was severely damaged due to erosion and debris at the raised brook crossing located alongside Route 159 on the Southeast side of town. Temporary repairs were made with a permanent repair in the design phase. We cleared the surrounding area to eliminate future threats of that kind. We will also restore the Stony Brook bank erosion to further protect the pipe.

- Staff implemented new ways to manage the collection system. We are now practicing preventive and predictive maintenance on the pipes, especially in problematic areas known as hot spots. We have also started to camera the sewer lines for defects that have to be repaired.
- There was one sanitary sewer overflow related to blockages in gravity sewer pipes. We implemented a corrective action plan for the incident.

Energy/Utilities

- Staff identified several energy conservation measures with the assistance of JK Muir. We are making steady progress implementing no cost, low cost, and in some case costly projects that make sound financial sense to implement. There are a variety of financial incentives offered by our power company, Eversource.
- Our plant power use has decreased due to our efforts thus far with very little capital improvements. Preliminary data shows most months have seen at least 50 kilowatt-hours/day decreases in electric consumption, and as we bring more ideas to fruition, we are constantly getting more energy efficient. We may be able to further reduce plant power use by as much as 10% in 2016. Measuring our successes is also important. Staff will implement new and creative ways to manage our energy use. Our energy use is affected by

Hood discharge so it is difficult to measure our successes because the Hood output is variable and the largest impact on our energy consumption. For example, if we save 10% energy but Hood discharges 10% more high strength waste, as they did in 2015, then the savings would appear negligible but in fact the savings was there, just not obvious.

- Potable water use (drinking water) was substantially reduced by just a few low cost improvements to our aging equipment. Staff reduced water usage by over 50%, and that is a conservative number.

All of these conservation projects continue to save money as long as they are monitored and kept in place. We should continue to save money on those projects implemented for years to come. We don't think of these things as saving \$10,000/year but rather \$100,000 over 10 years, for example.

Library, Parks & Recreation

KENT MEMORIAL LIBRARY COMMISSION

submitted by Jackie Hemond, Director

Construction and Temporary Quarters

The construction and renovation project of the Kent Memorial Library is in full swing! All of the library's operations and about one-eighth of the library's collection were moved to a temporary location at 61 Ffyer Place. With the help from our staff, Town employees, inmates and volunteers the titanic move was completed in October 2014. The library was closed for two weeks, but we celebrated the 115th anniversary of the library with a big opening day party on November 8.

A groundbreaking ceremony at 50 North Main Street was held on December 18. About eighty people attended the affair, including Michael J. Zak and his mother, Mary Anne Zak, for whom the new entrance is named. Mr. Zak, who grew up in Suffield, contributed \$850,000 toward the entrance. Other donations for the entrance came from the

LIBRARY STATISTICS

	FY 2013-14	FY 2014-15
Total Circulation	103,100	84,663
Adult Circulation	66,581	55,506
Teen Circulation	5,158	3,663
Children Circulation	31,381	25,494
Interlibrary Loans		
Borrowed	7,241	7,398
Loaned to Other Libraries	9,159	4,096
Total Non-Digital Collection	73,431	69,593
Number of E-Books	5,600	7,601
Number of E-Audiobooks	1,996	4,892
Number of E-Magazine Titles	29	20
Total Active Borrowers	6,616	5,757
Suffield Active Borrowers	6,317	5,484
Library Visits	79,340	50,155
Total Programs	243	464
Adult Programs	132	258
Teen Programs	19	25
Children Programs	92	181
Total Program Attendance	4,556	6,553
Adult Attendance	1,759	2,469
Teen Attendance	283	363
Children Attendance	2,514	3,721
Volunteer Hours	598	307
Community Service Hours	-	82
Sessions on Library Computers	-	4,270
Website Visits	34,340	34,247
Facebook Visits	-	32,033

Suffield Library Commission's endowment funds, the Hartford Foundation for Public Giving and the Suffield Public Library Foundation. The Town of Suffield also contributed to the entrance and is funding the renovation project.

Tecton Architects designed an entrance that is accessible according to the requirements of the Americans with Disabilities Act. It also includes new bathrooms and an elevator.

Silver Petrucelli & Associates planned the renovations, which include new energy efficient windows, updates to the heating, ventilation, and air conditioning, and a fire suppression sprinkler system. The contractor for both projects is Enterprise Builders. Construction began in early March 2015 and is expected to continue until the early winter.

The contents of the Historical Room of the library were moved by volunteers to safe storage in February 2015. The renovations will include a sprinkler system for the room, the installation of which caused a concern for the safety of the collection.

The Suffield Historical Society is helping with the storage costs. A grant was received from the Amiel P. Zak Fund to prepare a conservation plan for the room upon our return to the library. The existing shelves in the room are inadequate and do not meet fire codes. New archival shelving needs to be purchased and a plan to digitalize more of the collection needs to be formed.

The temporary space has worked surprisingly well. Our staff has worked a miracle. They have transformed an austere office building into a warm, welcoming place. The changing art exhibits which grace the library's walls, thanks to Fran Milliken and the Council for the Arts, also greatly enrich our small space.

The large parking space provides easy access into the building, making the library accessible to nearly all.

Despite all of the challenges – the smaller collection, the two weeks when the library was closed for the move, and fewer public computers – the library's circulation was only 17% less than the year before. Staff continued to buy new materials, the interlibrary loan service was advertised, more digital content was added, and the library continued to offer an extensive schedule of programs for all ages – almost twice as many programs as last year.

Some of our larger programs were held off-site, but the majority were held on location. Total attendance also increased, perhaps in part, because 61 Ffyer Place is more accessible than 50 North Main Street was. We also had a large number of computer users - 4,270 sessions on fewer, but newer computers. Because of the fiber optic connections, the connections were faster than the DSL line at 50 North Main Street. A plan is underway to update the internet service when we return to the library.

We are looking forward to the move back to 50 North Main Street. We are excited to start a new chapter.

Staff

Dorian Taylor, Head of Technical Services, retired at the end of June. She worked for 30 years at the library, first as a volunteer and then as a Town employee. The staff and patrons will greatly miss her. The library is still working at a reduced staff level because another full-time staff member has not returned from sick leave.

Databases

We subscribe to several databases which are free and expressly for the use of Suffield library patrons. With the exception of one database (*Ancestry.com* which is only available at the library) all can be accessed from the library's website, *www.suffield-library.org* at any location, 24 hours a day.

We also have e-books and e-audio-books on *Overdrive* and *OneClick-Digital*. E-magazines are on *Zinio*. The Connecticut State Library also provides free databases for any State library patrons. They can be accessed at *www.IConn.org* and on our website.

The KML databases include:

- Mango languages
- Consumer Reports
- A to Z databases – business & residential address locator & mailing lists, company information
- Auto Repair Manuals
- Ancestry.com
- America's Historical Newspapers & Genealogy Bank
- Department of Motor Vehicles Practice Tests

Programs

The Friends of the Kent Memorial Library contribute the majority of the funds for the library programming. Their money comes from a very successful book sale held at the time of *Suffield on the Green* in September. They work continuously throughout the year sorting the book donations which come to the library. Thank you, Friends, for all your hard work!

During the year, the staff interacted with several community organizations.

In June, Wendy Taylor, the children's librarian, visited each class in Spaulding and McAlister schools to promote our summer reading program. This is from Wendy's report regarding her visits: "I bring a scrapbook of what we did the previous year and we talk about how long the program is, how it works, the prizes and the events. Every year Highland [Park Market] gives us a cookie coupon, Subway gives us a sandwich coupon, Wendy's gives us a Frosty Coupon and Bradley Bowl gives us coupons for the Teen Summer Reading program (5th grade and up). Not to mention all the prizes and gift certificates we get from the Friends of Kent Memorial Library." Wendy also takes part in the schools' open houses in October.

Members of the Chamber of Commerce and staff developed programs for the national Money Smart Week in April. Ameriprise, Webster Bank, First National Bank, AMP Tech Consulting, Edward Jones, Coldwell Bank Real Estate, JQR Capital Management, and Gemini Coin Investments all participated. Additionally, many of the summer reading prizes for the adults and children are donated by area businesses.

On Truck Day, Wendy displayed trucks from the Hastings farm, the Fire Department, the Ambulance Service, the Police and Highway Department in the library's parking lot. The Aces High Robotic Team demonstrated their

robot at the Ffyler Place Grand Opening Celebration. A Boy Scout and Girl Scout troop helped with Pi Day and Take Your Child to the Library Day.

I also spoke at a Board of Education meeting and at the Suffield Concert on the Green concerning the renovation and addition to the library. I was scheduled to give a talk to the Suffield Woman's Club, but the talk is postponed until next year.

One of our children's programs, Signing Story Time, was selected by the American Library Association Programming website as an innovative program. Wendy Taylor also prepared a booklist for the Connecticut Parenting Magazine which appeared in the July 2015 issue.

We added several new programs: an eight-session genealogy course, a knitting group, a scary short story contest, a spelling bee, a poetry contest and a stock market contest.

Highlights of the year include these well-attended programs:

PROGRAM	ATTENDANCE
Adult Summer Readers	484
Children Summer Readers	283
Author Julia Spencer-Fleming	44
Snakes Alive!	45
Pirate Story Time	50
Halloween	44
Grand Opening at Ffyler Place Anniversary Celebration	300
Polar Express	83
Gingerbread Houses	49
Thomas the Tank	150
Fancy Nancy	43
Cheryl's Sing-Alongs	98
Truck Day	200

As the library construction approaches the end of this fiscal year, the new profile of the building and its access from Bank Street becomes obvious.



Non-Library Meetings

Despite our small size, we continue to host meetings from outside groups. Our afternoons are busy with tutors. The Suffield Chamber of Commerce, the Suffield Historical Society, Boy Scout and Girl Scout troops also use our space.

FY 2014-15 Donations

Friends of Suffield for summer reading books	\$500
Amiel P. Zak Public Service Fund/Hartford Foundation for Giving for a conservation plan for the Historical Room	\$5,418
Anne Proctor	\$97
Suffield Woman's Club	\$100
Tammy Vuocolo	\$189
Friends of Kent Memorial Library	\$16,433
Suffield Historical Society for Historical Room collection storage	\$2,000
Suffield Rotary Club	\$500

Memorial Funds

Eileen Riordan
 Mogens Jensen
 Elaine O'Brien
 Dickinson Pellissier
 Anita Coleman
 Mickey Spear
 Irv Friedman



PARKS & RECREATION

*submitted by
 Wendy LaMontagne, Dept. Director
 Lou Casinghino, Commission Chair*

Highlighted in this report are some of the leisure opportunities that the Parks & Recreation Department is proud to have provided during the FY 2014-15. Members of our community – of all ages and abilities – had the opportunity to participate in activities that piqued their interest.

During the summer months, camps and programs for youth are very popular. We conducted 49 activities allowing over 550 children to spend part of their summer vacations learning a new skill, playing sports, socializing with friends and having fun. In keeping up with current trends, we offered new theater and technology camps that were popular with the children. A community concert was held on the Town Green where over 300 people enjoyed picnic dinners and were entertained by local talent, Around Town Singers. This community event was made possible by a grant from the Friends of Suffield.

Primary programs maintain notable attendance by our youth. Sporting programs provide children with the opportunity to learn a new sport and develop skills in a fun-filled, instructional environment. Over 675 children participated in soccer, tee-ball, softball, field hockey, gymnastics, basketball, tennis, golf, swimming and horseback riding. We also provided arts, theater and fitness activities throughout the year for children that may not be interested in team sports.

The annual 5K and 10K road races are a popular community event kicking off the *Suffield on the Green* weekend. This event, sponsored by the First National Bank of Suffield, had 187 children and adults participating.

Throughout the year, we have had over 2,500 people participate in the 190 programs we offered. Program attendance for individuals with special needs has increased as we continue to seek additional volunteers to assist with these activities. Adults participated in programs including volleyball, basketball, golf, tennis, yoga, walking, and various specialty fitness classes. Also newly introduced gardening seminars and nature seminars were provided. As part of our continuous improvement, the Commission conducts evaluations to enhance programming ideas and customer service.

Utilizing the power of technology, we launched an online registration program providing our customers with flexibility and convenience of registering for programs at anytime via the internet and with a credit card. At the same time, we designed a new brochure format highlighting programs and services in an easier, appealing format.

Our Department and Commission both were actively involved with the Bridge Street School Ad-Hoc Committee throughout the year. Research and reports were prepared and presented for public meetings, hearings, and review all with the focus of re-purposing the former

Bridge Street School into a community use building. We remain active in the community and involved with membership and participation on the Juvenile Review Board, Cultural Council and other community committees that evolve throughout the year.

Partnering with local businesses resulted in an Earth Day celebration at Spaulding School playground. Praxair Inc. donated the planting and landscaping of two trees to acknowledge this event. The Suffield Fire Department was instrumental in the first stages of watering these plantings.

Our Department continues to work on future improvement projects. The Babb's recreation site continues to be a challenge. However, it is the intention of the Commission to develop this site into a future recreation area.

"Thank you," volunteers, parents, sponsors and civic groups! Your dedication and support builds a stronger community and makes Suffield a great place to reside. We work to continuously improve the quality of our programs and services that we provide to the community.

The Parks & Recreation Commission is composed of nine Suffield citizens, serving at large, appointed by the Board of Selectman. Meetings are held on the second Wednesday of each month at 7:00 p.m. in the conference room located in the lower level of Town Hall, 83 Mountain Road. The meetings are open to the public.

Social Services

MINI BUS

submitted by Denise Winiarski

The Suffield Mini Bus provides transportation for Suffield residents over 60 years of age and permanently disabled adults.

Through most of FY 2014-15 we had three handicapped accessible mini buses and two cars in service. Our staff includes one full-time driver and four part-time drivers, as well as a full-time Coordinator who is also scheduled to drive.

Bus mileage was 47,007 and car mileage was 32,303 for a total of 79,310 miles. We provided 15,660 transports for the 246 days we operated. We welcomed 64 new riders in this fiscal year.

Transportation is provided daily to Adult Day Care programs in Enfield as well as to the Allied Rehabilitation Center and Enfield Dialysis. The Mini Bus also provides service for Suffield Senior Center programs, medical and dental appointments, grocery shopping and hair appointments. Frequent stops at area banks, pharmacies, cleaners and the post office are part of a regular day.

The Mini Bus reports to the Suffield Social Services Commission and the Connecticut DOT for vehicles procured through them and the Municipal Matching Grant program, overseen by the Department of Transportation.

SENIOR CENTER

submitted by Paula Pacsoe

Our Mission

To provide information, programs, and activities designed to promote the health, independence, and well-being of our aging population.

Statistics

The Suffield Senior Center serves 1,747 members, of which, 1,192 are Town residents. Our membership is comprised of the following age groups:

- 4% of membership is 55-59
- 21% of membership is 60-69
- 40% of membership is 70-79
- 31% of membership is 80-older
- 4% still don't want us to know how old they are

Activities

We added Soup & Crackers lunches on Mondays, Tuesdays, and Fridays from October through May for \$2 for a 12 oz. bowl of soup served with crackers. This new lunch program was well received. We plan to continue it as long as it is supported by our members. Our plan is to purchase a convection oven so we can diversify our Wednesday and Thursday lunches, as we have been constrained considerably with only one oven.

Some of the programs and services provided at the Senior Center include Ask the Attorney, CHOICES Counseling, computer assistance, blood pressure screenings, hearing screenings, footcare, Vestibular Disorders, Living with Diabetes, Medicare Changes and many others. Our exercise programs include chair exercise, Pilates with



Dr. Mel Chafetz became the Interim Superintendent of the Suffield School District. He served as Interim from January 1, 2015 to June 30, 2015. Two custom candy jars on the table are named for Bridge Street and Spaulding Schools of which he was the supervising principal.

yoga, cardio fit, combo cardio/yoga, line dancing, yoga, and Zumba gold. We have been successful in providing all exercise programs at an affordable cost without the use of Town funds.

We hold two large parties each year: the Annual Valentine Social sponsored by Friends of Suffield and an Annual Holiday Party in December sponsored by Suffield Police Department. Both continue to be lots of fun, and we appreciate the Friends of Suffield's and Suffield Police Department's commitments to sponsor these great parties. Through the Annual Holiday Party, we are pleased to report that seniors raised close to \$1,000 for Suffield's Emergency Aid Association's Fuel Bank – giving back to our community.

YOUTH SERVICES

submitted by Leslie Offenbach

Our Mission

Suffield Youth Services strives to coordinate and support programs and services designed to improve the quality of life for youth, families and individuals so that they may reach their full potential as healthy members of society.

Youth Services Bureau (YSB)

Suffield Youth Services envisions a community where youth are able to establish strong and positive relationships with family, school, peers, and the community.

YSBs are mandated by Connecticut General Statute 10-19m. This legislation establishes multipurpose Youth Service Bureaus "for the purposes of evaluation, planning, coordination and

implementation of services, including prevention and intervention programs for delinquent, pre-delinquent, pregnant, parenting and troubled youth referred to such bureau by schools, police, juvenile courts, adult courts, local youth-serving agencies, parents and self-referrals. A youth service bureau shall be the coordinating unit of community-based services to provide comprehensive delivery of prevention, intervention, treatment and follow-up services."

Youth Service Bureaus are partnerships between State and local governments.

Activities

From February until July 2015 Youth Services supported a number of programs already in progress throughout the town. These programs included: PROMISE (Suffield Middle School girls), MILD (Suffield Middle School boys), Active Games (McAlister boys), Juvenile Review Board (all town youth) and third grade enrichment (McAlister). In addition, Youth Services participated in meetings at Suffield High School, Suffield Middle School, and McAlister Intermediate School. During the meetings Youth Services offered additional perspectives on understanding concerns and student needs along with recommendations for best helping the youth.

Outside of the schools, Youth Services used the time to meet with some key stakeholders within the Town and learn more about the needs of Suffield's youth and families. This provided better planning for future programs and services.

Outline of Services

- Suffield YSB is part of a statewide network of municipally operated bureaus, established by Connecticut State Statute, dedicated to enhancing youth development, enriching families and promoting healthy communities.
- A primary goal is to assist Suffield youth and families in town navigate life and crisis situations through various means which can include providing information, individual and family meetings, referrals to services and resources, and advocacy.
- YSB coordinates special projects that promote positive youth development.
- YSB services focus on the Administrative Core Unit (ACU) functions set forth by the State Department of Education and Connecticut Youth Services Association which include but are not limited to:
 - o Community Involvement/Resource Development: Collaborate with parents/guardians, police, school, and community members to identify/develop appropriate programs to best meet the needs of youth and their families.
 - o Management & Administration: Creation and management of Youth Service Advisory Council
 - o Need Assessment: Work with other Town stakeholders and families to identify the needs of the community, its youth and their families
 - o Advocacy: Be a voice to advocate for the youth and families in Suffield.

Education

BOARD OF EDUCATION

Submitted by

Karen Berasi, Superintendent
of Schools elect.

Jeanne Gee, Board of Education Chair

The School Year 2014-15 marked the third year of implementing the district's Five-Year Strategic Plan (2012-17).

Accomplishments

- Transition to new leadership at Suffield High School: Principal Steve Moccio, Assistant Principal Gina Olearczyk and Assistant Principal Brendan Canny.
- Transition to new leadership at Suffield Middle School – Principal Damon Pearce and Assistant Principal Ashley Molden
- Suffield High School transitioned to a district provided 1:1 Chromebook learning environment.
- Suffield Middle School implemented a Jr. SWAT (Students Working to Advance Technology) to support the 2015-16 1:1 Chromebook rollout to 6th-through 8th-grade students
- Transition to a new Business Manager
- State Emergency Management

and Homeland Security approved Suffield's All Hazards Plan

- Suffield High School opened the Large Animal Facility as a teaching center
- Start of Agricultural-Science extension property development
- A.W. Spaulding Elementary media center renovation through a State grant
- Recruitment and hiring of a new superintendent for the 2015-16 school year

Student Assessment Results

The School Year 2014-15 represented the first year the Smarter Balanced Assessment Consortium (SBAC) was administered (grades 3-8 and grade 11) with just the Science component of the CMT and CAPT.

Scoring

Level 1: Does not meet the achievement level expected

Level 2: Approaching the achievement level expected

Level 3: Meets the achievement level expected

Level 4: Exceeds the achievement level expected

NOTE: These achievement levels have absolutely no relationship to CMT/CAPT achievement levels used previously.

DISTRICTWIDE ASSESSMENT PARTICIPATION RATE BY SCHOOL

Total Participation Rate	English Language Arts	Math
McAlister Intermediate School	97.4%	97.0%
Suffield Middle School	97.5%	97.2%
Suffield High School	93.6%	93.1%
District Participation Rate	96.8%	96.4%

ELA: Percent of Students by Grade

Grade	Level 1	Level 2	Level 3	Level 4
3	9%	23%	28%	40%
4	17%	23%	24%	36%
5	8%	16%	43%	33%
6	5%	16%	41%	38%
7	4%	12%	40%	44%
8	13%	24%	47%	16%
11	15%	19%	43%	23%

ELA* Percent of High Needs** Students Achieving Levels 3 & 4

McAlister Intermediate School High Needs	39.8%
Suffield Middle School High Needs	39.5%
Suffield High School High Needs	26.1%

* ELA: English Language Arts

**High Needs: Free & Reduced Lunch, English Language Learners & Special Ed

Mathematics: Percent of Students by Grade

Grade	Level 1	Level 2	Level 3	Level 4
3	18%	32%	37%	14%
4	16%	36%	38%	10%
5	26%	35%	25%	14%
6	14%	37%	36%	14%
7	10%	28%	31%	31%
8	26%	29%	24%	21%
11	23%	34%	28%	16%

Mathematics: Percent of High Needs* Students Achieving Levels 3 & 4

McAlister Intermediate School High Needs	23.5%
Suffield Middle School High Needs	17.2%
Suffield High School High Needs	<5%

Suffield Compared to District Reference Group (DRG) Percent of Students Meeting or Exceeding Level 3 and 4

District	ELA	Math
Simsbury (B)	79.9%	64.9%
Farmington (B)	78.1%	63.9%
Granby (B)	75.0%	60.7%
Canton (C)	75.0%	56.8%
Bolton (C)	74.4%	54.1%
Ellington (C)	73.4%	58.2%
Tolland (C)	70.2%	62.5%
Suffield (C)	70.9%	47.8%
Somers (C)	67.4%	47.0%
Hebron (C)	64.6%	49.0%

Right: Karen Berasi, left, will assume the position of Superintendent of Schools on July 1, 2015. Jeanne Gee, Board of Education Chair, is beside her.



2015 COLLEGE AND CAREER READINESS RESULTS

Number of Students taking ACT (54%) 110

	2015	National 2014*	CT 2014*
ACT Score English	22.9	20.4	24.5
ACT Score Math	23.1	20.0	24.1
ACT Score Reading	23.9	21.4	24.7
ACT Score Science	23.2	20.9	23.8
ACT Score Composite	23.4	21.0	24.4

**2015 National & State averages have not been made public*

2015 Advanced Placement Results

181 students sat for 355 totals exams. 80% scored a 3 or better.

SCHOOL ENROLLMENT

October 1, 2014

PreK	68
K	141
Gr. 1	138
Gr. 2	144
Gr. 3	166
Gr. 4	143
Gr. 5	193
Gr. 6	175
Gr. 7	183
Gr. 8	215
Gr. 9	211
Gr. 10	195
Gr. 11	210
Gr. 12	205

Total Enrollment 2,399
 Special Ed* 244
 Outplaced students 12

*included in the total enrollment

CLASS OF 2015 STATISTICS

Graduating Class Size	204
Number of students taking SAT's (82%)	167
Mean SAT Score Reading	514
Mean SAT Score Math	528
Mean SAT Score Writing	510

2014-15 CMT/CAPT Science Performance

5 CMT (193 tested)
 8 CMT (210 tested)
 10 CAPT (187 tested)

Grade	Percent At or Above Proficiency	Percent At or Above Goal
5	89.3	67.9
8	92.9	77.6
10	90.9	65.2

Finance

ASSESSOR

submitted by Helen Totz, Assessor

The Assessor's Office is responsible for discovering, listing and valuing all real estate, taxable motor vehicle and personal property in Suffield.

Working with my Deputy Assessor, Erin Pascale, my goal is to insure that the assessed value of individual taxpayers is proper so that each taxpayer pays no more than his fair share of the property tax.

In order to accomplish this, we review information regarding all three classes of property for accuracy. This process includes conducting random audits of Personal Property business accounts, inspecting and listing new construction (as well as verifying any demolition of property), reviewing and updating tax maps, and maintaining current

title information for all real estate parcels.

The Department of Motor Vehicles provides the assessors' offices with lists of all motor vehicles registered within their towns, and once each vehicle has been valued, these lists comprise the Motor Vehicle and Supplemental Motor Vehicle Grand Lists.

All personal property and motor vehicles are assessed at 70% of the current fair market value, as of October 1 of each year. Real Estate assessments in the past fiscal year were based on values set for the 2013 revaluation, as provided by State statute.

In addition, all State and local exemption programs that affect the tax bills of elderly, military, blind and disabled taxpayers are administered by our Department, and the exemptions are applied to the assessed value of eligible property.

A compilation of all these numbers results in a "Grand List" which is an accurate list of all taxable property in Suffield and its assessed value. This information is the basis for the Tax Collector's tax bills. The total taxable 2013 Grand List for the FY 2014-15 was \$1,343,190,541 which was used to develop a mill rate of 27.12 mills.

The exempt real estate property in Town was valued at \$477,681,810, a portion of which was used to calculate reimbursement by the State of Connecticut.

Various annual reports based on the Grand List are compiled and provided on a timely basis to the Office of Policy and Management, as mandated by the State of Connecticut, in order to ensure a proper Equalized Net Grand List that affects State grants and reimbursements.

TAX COLLECTOR

*submitted by
Jill F. Schechtman*

The Tax Collector's function is to collect taxes in two installments. The Tax office is responsible for billing and collecting of Real Estate, Personal Property and Motor Vehicle bills. The Tax office also processes Sewer and Sewer Assessment payments.

As an elected official in Town, I serve a four-year term. The position will be part of the November 2015 ballot. I have currently served the position since August 2009. I am also certified by the State of Connecticut.

My duties as Tax Collector, include completing all State reports timely, balancing of all deposited Batch reports within our system, reporting delinquent taxpayers to DMV, removing paid taxpayers from DMV, putting on real estate liens and releasing them, processing refunds, balancing the records of the Tax Office with the Finance Department, regarding the General Fund, preparing the budget for the Tax Office, preparing for the annual audit, and corresponding to taxpayers as needed as well as managing the office.

My office includes two part-time Assistant Tax Collectors.

Robin Lutwinas, also State certified, has been effectively serving the Town of Suffield since December 1998. Robin has been a tremendous help to me personally as well as to the public. Her duties include preparing and collecting delinquencies, processing mail, preparing the Suspense Report, sending out Demand notices, corresponding with delinquent taxpayers, handling bankruptcy accounts, keeping up with the retention schedule as outlined by the State, filing quarterly Federal reports, making necessary transfers, processing NSF payments and training.

In April 2015 Kathie Bond joined the Tax office as an Assistant Tax Collector. Kathie's duties include processing mail, processing payments, working with taxpayers, updating the escrow accounts, sending out new bills to new owners as well as the mailing of all tax bills.

The last week of June we went live! Our database was available online at www.suffieldtownhall.com for viewing as well as for taking tax payments. It has taken over five years to have this opportunity available to the public. This process would not have been available without the hard work of our Town Attorney Charles Alfano, Jr. I would like to thank Ted Flanders, whose last minute help made the necessary website changes so all fees were clearly explained prior to paying online. We look forward to making paying taxes as easy as possible in the future.

With the help of the entire Tax office, I am happy to claim a collection rate of 98.7% this year. We look forward to working with everyone in the year ahead.

FINANCE DEPARTMENT

*submitted by
Deborah J. Cerrato, Director of Finance*

The Finance Department is responsible for processing the payroll and accounts payable for all Town departments. The Board of Education is responsible for its own payroll and accounts payable. The Water Pollution Control Authority is responsible for its own accounts payable. Revenue from all Town departments is also recorded into the Financial Management System. The Finance Department makes the deposits for most departments. However, the offices of the Tax Collector and Town Clerk make their own deposits to the bank. The Finance Department also enforces the adopted Bid and Purchase Policy and processes the purchase orders. The general



Above: Damon Pearce, who became the Suffield Middle School principal in July 2014. He was previously the Associate Principal of New Britain High School. Below: Also in July, Steve Moccio became principal at SHS, after previously serving as principal in Ellington and an intern in Suffield's administrative office.



ledger that is used to create various reports and financial statements for the annual audit is maintained by the Finance Department. A copy of the Audited Financial Statements is available to be reviewed on the Town's website www.suffieldtownhall.com under Public Documents, which is located under <Popular Links> on the Town Hall page.

The Board of Finance is responsible for the budget that is presented to the public for approval. The request for the budget information is sent to the Town departments in December for completion.

Each department's budget is reviewed by the First Selectman. Meetings are held with the departments. The First Selectman and a member of the Board of Selectmen finalize the budget to be presented to the Board of Finance. The Board of Selectmen submit their budget by March 1st in accordance with the Town Charter. The Board of Finance meets weekly to review the budget presented to them by the Board of Selectmen. These meetings are open to the public and an agenda is posted for them with the Town Clerk.

The Board of Education submits their budget for review not later than the last Monday in March.

The Advisory Commission on Capital Expenditures (ACCE) reviews all of the requests for capital projects, prioritizes them and makes its recommendation to the Board of Finance for inclusion in the budget.

The budget is presented to the public at the Town Hearing held two weeks before the Town Meeting to adopt the budget. This latter Town Meeting must be held on or before the second Wednesday of May. The Board of Finance is responsible to present a budget that meets the needs of both the town and school system and that can also be supported by the residents.

The Town receives approximately 23% of our revenue from the State of Connecticut. The majority of its revenues comes from property taxes.

I would like to thank Katie Martin and Marie Bourque for their service to the Town of Suffield.

ADVISORY COMMISSION ON CAPITAL EXPENDITURES

*submitted by
Deborah J. Cerrato,
Director of Finance*

ACCE continued to work with staff to compile a comprehensive list of capital project needs for the Town and the Board of Education. ACCE prioritizes the needs, as well as sets a proposed time schedule for addressing capital project needs.

This list was used to determine the projects that will be recommended for approval at the Town Meeting to take advantage of the low interest rates for bonding.



In March 2015, the Board of Finance meeting was packed with residents for a presentation by the Parks and Recreation Commission. The Commission was proposing renovation and expansion of Bridge Street School for a community center. Above is an architectural rendering of the proposed eastern side with a new gymnasium.

	Actual 2010-11	Actual 2011-12	Actual 2012-13	Actual 2013-14	Actual 2014-15	Budget 2015-16
REVENUES						
Property Taxes	32,099,202	34,156,785	35,158,618	36,225,744	36,687,209	38,331,864
Licenses, Permits & Fines	275,483	246,670	338,624	331,282	497,643	430,210
Revenues from Use of Money & Property	97,546	32,940	34,911	34,293	30,916	30,000
Revenues from Other Agencies	26,686	911,482	962,936	39,158	731,741	38,000
State Grants	6,262,806	6,563,458	6,678,950	6,518,799	6,257,351	7,617,793
Federal Grants	-	1,016,374	42,539	685	0	0
Education Related Revenue	6,535,234	6,453,549	6,483,166	7,502,955	7,678,458	7,370,015
Charges for Current Services	268,683	225,183	362,563	299,477	325,359	346,900
Landfill	936,566	94,126	59,906	105,980	82,446	82,850
Recreation	127,869	119,235	122,816	89,230	119,462	122,020
Miscellaneous	658,365	1,551,263	719,779	1,045,097	526,237	317,000
Transfers in	453,000	410,000	1,093,000	436,185	2,116,169	315,006
Fund Balance - Bond Premium	0	0	520,793	0	0	0
Fund Balance	0	0	0	0	0	650,000
Total Revenues	47,741,440	51,781,065	52,578,601	52,628,885	55,052,991	55,651,658
EXPENDITURES						
Administrative	4,151,522	4,870,918	5,176,626	5,001,933	4,967,375	4,972,362
Planning & Development	371,440	371,937	366,835	373,878	408,683	413,436
Public Safety	3,363,645	3,314,681	3,515,608	3,600,994	3,704,366	3,886,905
Public Works	3,243,592	4,184,269	3,205,530	3,585,560	3,864,028	3,833,400
Health & Social Services	697,550	683,981	692,965	704,202	714,414	733,707
Library, Recreation & Parks	872,273	847,861	851,315	782,862	789,300	935,254
Other	5,816,838	3,346,524	3,329,131	4,761,543	5,267,310	4,493,494
Debt Service	2,363,255	2,248,430	2,184,530	2,406,951	2,780,436	2,678,775
Board of Education	29,536,866	30,407,419	31,214,874	31,856,219	32,588,748	33,704,325
Total Expenditures	50,416,981	50,276,020	50,537,414	53,074,142	55,084,660	55,651,658
Excess of revenues over (under) expenditures	(2,675,541)	1,505,045	2,041,187	(445,257)	(31,669)	
Adjustments for Budget to GAAP* Reporting	91,194	27,673	58,790	(79,055)	(111,204)	
Total Fund Balance (GAAP)	7,897,528	9,430,246	11,530,223	11,005,911	10,863,038	
Committed & Assigned Fund Balance (GAAP)	1,529,018	1,074,901	3,777,082	1,459,048	1,162,017	
Unassigned Fund Balance (GAAP)	6,368,510	8,355,345	7,753,141	9,546,863	9,701,021	
Unassigned Fund Balance as % of Total Expenditures (GAAP)	12.6%	16.6%	15.3%	18.0%	17.6%	

* GAAP - Generally Accepted Accounting Principles

**Revenues
2014-2015**

	Adjusted Budget	Actual	Variance <i>Favorable (Unfavorable)</i>
Property Taxes			
Current list	36,048,063	35,797,769	(250,294)
Supplemental MV tax	275,000	353,399	78,399
Interest & Fees	150,000	206,582	56,582
Prior years	280,000	329,459	49,459
Total	36,753,063	36,687,209	(65,854)
Licenses, Permits & Fines			
Building Dept.	280,000	455,052	175,052
Zoning & Planning	18,000	22,442	4,442
Zoning Board of Appeals	3,410	1,240	(2,170)
Police Permits	4,000	7,582	3,582
Conservation	4,000	10,277	6,277
Historic District Fees	800	1,050	250
Total	310,210	497,643	187,433
Revenue from Use of Money & Property			
Fund Balance Utilization	1,176,610	0	(1,176,610)
Investment income	30,000	30,916	916
Total	1,206,610	30,916	(1,175,694)
Revenues from Other Agencies			
Telecommunications grant	23,000	21,832	(1,168)
PILOT, CT Airport Authority	0	693,909	693,909
Town of East Granby - Animal Control	16,000	16,000	0
Total	39,000	731,741	692,741
State Grants			
PILOT, State Property	2,588,799	2,657,588	68,789
Mashantucket Pequot	2,774,997	2,976,971	201,974
PILOT, Disabled Tax Relief	1,090	1,078	(12)
Veterans Exemption	7,200	9,062	1,862
Elderly Tax Relief	89,620	82,884	(6,736)
LOCIP Reimbursement	92,400	0	(92,400)
Youth Services	14,000	14,000	0
Municipal Revenue Sharing	42,120	0	(42,120)
Municipal Projects Grant	169,913	169,913	0
Miscellaneous	32,419	54,553	22,134
Town Aid Road	290,658	291,302	644
Total	6,103,216	6,257,351	154,135
Federal Grants	0	0	0

	Adjusted Budget	Actual	Variance <i>Favorable (Unfavorable)</i>
Education Related Revenues			
Tuition, Vo-ag	576,000	417,409	(158,591)
Tuition, Other	189,600	468,285	278,685
Education Cost Sharing	6,267,018	6,360,257	93,239
Vo-Ag Grant	294,250	342,400	48,150
Other Educational Grants	7,127	7,079	(48)
Pupil Transportation	78,585	83,028	4,443
Total	7,412,580	7,678,458	265,878
Charges for Current Services			
Assessor's Map Sales	800	393	(407)
Bulky Waste	2,000	2,892	892
Real Estate Conveyance Tax	160,000	189,676	29,676
Social Service, Mini-Bus	5,500	5,147	(353)
Animal Control Fees	14,200	1,026	(13,174)
Town Clerk Historic Document Fees	3,600	1,935	(1,665)
Town Clerk Recording Fees	160,800	124,290	(36,510)
Total	346,900	325,359	(21,541)
Landfill			
Landfill Operation	41,736	27,642	(14,094)
Recycling Rebates	30,000	40,825	10,825
Sale of Scrap Metal	7,101	4,636	(2,465)
Permits	15,680	9,343	(6,337)
Total	94,517	82,446	(12,071)
Recreation			
Recreation Summer Programs	43,165	38,527	(4,638)
Recreation Activity	80,000	80,935	935
Total	123,165	119,462	(3,703)
Miscellaneous			
Miscellaneous Town Income	576,196	266,124	(310,072)
Cell Tower	151,467	164,007	12,540
Rental of Town Property	102,829	96,106	(6,723)
Total	890,359	586,104	(304,255)
Transfers In			
CNR Fund	1,745,769	1,740,302	(5,467)
Resource Officer	59,867	59,867	0
Sewer Assessment Payments	275,000	316,000	41,000
Total	2,080,636	2,116,169	35,533
Total All Revenues	55,300,389	55,052,991	(247,398)

Expenditures 2014-2015

	Adjusted Budget	Actual	Variance <i>Favorable (Unfavorable)</i>
Administrative			
Selectmen	215,541	215,541	0
Human Resources	82,939	82,057	882
Probate Court	5,265	5,265	0
Election	46,696	37,105	9,591
Board of Finance	46,001	11,309	34,692
Assessor	153,361	144,479	8,882
Board of Assessment Appeals	1,450	570	880
Tax Collector	167,516	157,793	9,723
Tax Rebates	65,000	36,730	28,270
Finance	287,480	280,808	6,672
Information Technology	286,307	264,475	21,832
Town Counsel	384,529	384,529	0
Town Clerk	189,265	187,494	1,771
Town Hall	148,242	148,027	215
Insurance & Benefits	3,038,805	3,011,193	27,612
Total Administrative	5,118,397	4,967,375	151,022
Planning & Development			
Zoning & Planning	202,983	200,452	2,531
Zoning Board of Appeals	5,797	2,257	3,540
Economic Development	153,049	153,049	0
Historic District Commission	1,199	1,199	0
Conservation Commission	57,634	51,726	5,908
Total Planning & Development	420,662	408,683	11,979
Public Safety			
Fire	979,998	979,998	0
Police	2,325,566	2,273,189	52,377
Civil Preparedness	30,531	30,001	530
Building Department	227,190	223,421	3,769
Town Engineer	117,411	116,816	595
Dog Account	85,616	80,941	4,675
Total Public Safety	3,766,312	3,704,366	61,946
Public Works			
Public Works	582,389	573,449	8,940
Highways	1,348,475	1,348,475	0
State Aid Road	290,657	290,657	0
Public Utilities	479,245	476,158	3,087
Landfill	1,201,824	1,175,289	26,535
Total Public Works	3,902,590	3,864,028	38,562
Health & Social Services			
Health & Social Services	204,693	204,693	0
Social Services Commission	1,699	1,490	209
Senior Center	105,414	105,115	299
Mini Bus	212,298	188,980	23,318
EMS / SVAA	219,417	214,136	5,281
Total Health & Social Services	743,521	714,414	29,107

	Adjusted Budget	Actual	Variance <i>Favorable (Unfavorable)</i>
Library, Recreation & Parks			
Library	458,054	458,054	0
Recreation	245,932	231,857	14,075
Recreation Activity	110,609	71,271	39,338
Youth Services	53,604	28,118	25,486
Tree Warden	11,000	11,000	0
Total Library, Recreation & Parks	879,199	800,300	78,899
Other			
Capital Expenditures	3,808,751	3,808,751	0
Cemeteries	36,290	36,290	0
Contingencies	61,269	61,269	0
Transfer to Cafeteria Fund	45,000	45,000	0
Transfer to Open Space Fund	300,000	300,000	0
Transfer to Insurance Fund	500,000	500,000	0
Transfer to OPEB*	550,000	550,000	0
Total Other	5,301,310	5,301,310	0
Debt Service	2,780,436	2,780,436	0
Board of Education	32,544,380	32,543,748	632
Total General Fund Expenditures	55,456,807	55,084,660	372,147

* OPEB - Other Post Employment Benefits

OUTSTANDING DEBT

For Fiscal Year Ended June 30,	2011	2012	2013	2014	2015
Notes	0	0	0	0	0
Bonds	14,411,403	12,864,895	20,315,834	18,815,210	16,750,000
Total Debt	14,411,403	12,864,895	20,315,834	18,815,210	16,750,000
Total Expenditures	50,416,981	50,276,020	50,659,605	53,074,142	55,084,660
Debt Service	2,363,255	2,248,430	2,184,530	2,406,951	2,780,436
Percentage	4.69%	4.47%	4.31%	4.54%	5.05%

Town Officials

ADMINISTRATION

Board of Selectmen

Edward G. McAnaney, First Selectman
Edward Basile
Brian Fitzgerald
Tim Reynolds
Joanne Sullivan

Town Clerk

Kathy Dunai

Registrar of Voters

Darlene Burrell, Democrat
Lynn Fahey Joyal, Republican

Treasurer

Christine Davidson

Human Resources

Katherine Christopher, Director

Town Counsel

Charles T. Alfano, Jr.

Town Historian

Lester Smith

Information Technologies

Daniel Beaudoin, Director

Charter Revision Commission

Robert Brooks - Chair
Brian Dudack
Brian Fitzgerald
Jeff Kew
Bobbie Kling
Robert Parks, Jr.
Charles Watras

Ethics Commission

Gary Mandirola, Chair
George R. Dalrymple, Jr.
Dennis Kreps
Carol B. Martin
Ellen S. Taylor-Stearns
Heather V. L. Lee, Alt.
Rev. Michael Devito, Alt.

CATV Advisory Commission

Alexander J. Fraser, Chair

PLANNING & DEVELOPMENT

Conservation Commission

Arthur Christian, Chair
Glenn Neilson, Vice Chair
Norman John Noble, Secretary
Brian Cashinghino
Andrew Krar
Raymond Wilcox
Patrick Reilly
Michael DiLorenzo, Alt.
Will Hermann, Alt.
Keith Morris, Consultant

Town Forest Commission

Abigail Wolcott, Chair
Arthur M. Sikes

Economic Development Commission

Howard W. Orr, Jr., Chair
Caroline d'Otreppe
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