



Town of Suffield Annual Report

SUFFIELD, CONNECTICUT



July 1, 2018 to June 30, 2019

First Selectman
Melissa M. Mack
(860) 668-3838

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83 Mountain Road
Suffield, CT 06078
www.suffieldct.gov

Suffield Public Schools
350 Mountain Road
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Superintendent of Schools
Timothy M. Van Tassel
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Front Cover: The Book Brigade passed books from the temporary library at Ffyer Place to the Kent Memorial Library before the Grand Opening. A crowd assembled at the Mary Ann Zak Entrance for the Grand Opening. (For more information read the Library Commission Report, page 14.)

Administration

BOARD OF SELECTMEN

submitted by
Melissa M. Mack, First Selectman

In FY 2018-19, Melissa M. Mack continued her service as First Selectwoman working together with Board of Selectmen members Tim Reynolds, Joanne Sullivan, Mel Chafetz and Pete Hill.

The grand reopening of Kent Memorial Library in June of 2019 rightly deserves first mention and highlight in the 2018-19 Annual Report. After many years of disappointment, and additional spending due to unforeseen environmental issues, the newly renovated library finally reopened its doors and reclaimed its prominent location at the intersection of Suffield's Town Center and community life. The well-attended ribbon-cutting ceremony included such dignitaries as the Zak family, notably Michael Zak, whose generous donation facilitated a considerable portion of the funding. The daughters of original architect, Warren Platner, also joined in the festivities. Positive energy and excitement emanated from the enthusiastic crowd, but most especially from resident Mary Anne Zak, whose name now graces the KML ADA addition.

First Selectwoman Mack's remarks included the following:
"Our reopened Kent Memorial Library represents some of what's the very best about the Town of Suffield. It represents our community's ability to persevere through challenging times. It represents the power of advocacy

in ensuring that ALL citizens have equal access to our town's offerings. It confirms our commitment to knowledge, intellectual curiosity and community engagement. This Warren Platner building represents Suffield's open-mindedness while simultaneously remaining steadfast to preserving our history, by embracing modernism architecture alongside Colonial, Georgian, Federal, Greek Revival, Romanesque and Victorian neighbors. Kent Memorial Library represents an affirmation of a family's love for their mother and the generosity it inspired."

It was a great day for Suffield!

While KML progressed, the Town explored another Town Hall option for a new build adjacent to the current site (the Parks & Recreation annex). Like its predecessors, this option was also deemed cost prohibitive. By the spring of 2019, the Town moved forward with the original plan of renovating the current building at the \$5.1M approved via Town Meeting in 2015. A 2020 groundbreaking is planned.

With KML and Town Hall renovations promising improvements to Suffield's Town Center, the Board of Selectmen proved eager to find a new home for the Highway Garage in order to free up Ffyer Place for potential economic development. To that end, a number of new locations were investigated including the former Wickes Lumber site, 123 Austin Street, Hamlet Homes property (on the north side of the Water Pollution Control Authority) and 1160 South Street. While no future home was determined, the

efforts advanced the conversation regarding the need to move the garage out of Ffyer Place.

In keeping with the goal of improving Suffield's governance practices, the following measures were undertaken in FY 2018-19:

- Initiation of a Police Operational Study in early 2019. The study, scheduled for completion in the fall of 2019, will include recommendations to guide the department and budget process. Public safety continues to remain a top priority for this administration.
- Youth Services (and a recently opened Youth Center) found a new home at the Senior Center, more fully utilizing the facility and shepherding well-received intergenerational programming.
- Negotiation of a Payment In Lieu of Taxes (PILOT) agreement with the Town of Southwick addressing the Local Permitting Program (LPP) assessment on Suffield property owners on the Congamond Lakes.
- Online dog licensing via the Town website for greater accessibility for residents.
- Town and school collaboration to effect shared Information Technology services. This not only resulted in the successful Townwide implementation of VOIP technology but also decreased redundancies; created economies of scale; and aided resident safety with 24/7 IT backup.
- Launch of a community calendar on the Town website to allow for posting of events in a common location and advertisement communitywide.

The FY 2019-20 general government operational budget achieved a 2.87% increase (\$449,310) due primarily to increases in payroll (including those to which the Town is contractually bound), employee benefits, insurance and utilities. Overall, non-union salaries decreased by 2.2% because of vacant positions left unfilled, including the facilities director. Future plans involve a potential partnership between the Town and schools for Facilities, Highway and Public Works Departments.

Remaining steadfast to the commitment of preserving Suffield's rural character, the Board of Selectmen issued a "Resolution in Opposition to the Implementation of Tolls on Connecticut Highways" on March 6, 2019. This initiative joined the efforts of similar neighboring towns, which abut the highway, and their shared concern about the impact of tolls on these communities.

Amid all this work were also moments to celebrate! The Police, Fire and Ambulance Departments hosted the Family Fun Day & Fireworks. Brook Hill Village opened their doors. Resident Richard Hammerich reached a 100th birthday milestone. First Selectwoman Mack joined local Girl Scouts to commemorate World Thinking Day and proclaim the importance of G.I.R.L. (Go-getter, Innovator, Risk-taker, Leader) in every girl. Composite Lodge #28 marked its 225th Anniversary as a Masonic Lodge. And Suffield teen Isabella Nelson raced through Zolder, Belgium as part of the BMX USA Team in the 2019 World Championship.

The Board of Selectmen thanks Town of Suffield employees, board and commission members, and residents who work to make our community the special place we all call home.

TOWN MEETINGS

submitted by Kathy Dunai, Town Clerk

The Town Clerk oversaw two Town Meetings during FY 2018-19 with the following resolutions passed.

OCTOBER 10, 2019 TOWN MEETING

Resolved:

That the Town of Suffield approve a transfer of \$313,697.41 from the FY 2017-18 Contingency account to Police Department Payroll account.

Resolved:

That the Town of Suffield accept as a public road, the section of Lake Road (aka Colony Road on some maps) extending approximately 965 feet from Copper Hill Road as recommended by the Board of Selectmen and approved by the Planning & Zoning Commission.

Resolved:

That the Town of Suffield authorize an additional 5-year lease (through March 31, 2023) with Sunny Hill Farm for 10 acres of the Town's 14.2-acre Roesberg property on North Street, acquired in 2004 as "Open Space Area."

Further Resolved:

that the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction.

Resolved:

That the Town of Suffield authorize the expenditure of \$67,368.81 from Open Space Funds for the purpose of purchasing a Conservation Easement, known as Development Rights from the Deren Farm consisting of 43 +/- acres located off of Hill Street/Halladay Avenue.

Further Resolved: that the First Selectman is authorized to sign and execute all documents necessary to complete the above transaction.

MAY 8, 2019 TOWN MEETING

Resolved:

That the Town of Suffield authorizes the proposed budget with a total expenditure of \$59,304,109 be approved.

Resolved:

That the Town Meeting of the Town of Suffield authorizes the Board of Finance to print and distribute explanatory texts concerning the budget, if the budget is petitioned to referendum. Such texts may not advocate approval or disapproval of the budget and must conform to the Connecticut General Statutes, Sec. 9-369b.

Back Cover: Mary Ann Zak, for whom the new entrance was named, addressed the crowd. The ribbon was cut by Marshall Boone who was accompanied by his sister Charlotte. Helping with the ribbon cutting was Jackie Hemond, Library Director, Melissa Mack, First Selectman, and Tami Zawistowski, State Representative. The library opened and everyone moved inside. (For more information read the Library Commission Report, page 14)

REGISTRARS OF VOTERS

*submitted by Registrars,
Darlene Burrell and Lynn Loyal*

As of July 1, 2019 there were 9,058 registered voters in Suffield.

Democrats	2,398
Republicans	2,605
Unaffiliated	3,779
Other	276

FY 2018-19 Voter record activity:

803 new voters added
818 changed voter records
1,145 voter records removed

This averages out to 231 voter record actions processed per month.

Voter education/information packets were sent to 266 new Suffield residents.

The required annual canvass of electors was conducted between January 3 and May 1 to determine changes of residence. The National Change of Address System (NCOA) was used and 372 Suffield electors were canvassed. Out of the 372 electors canvassed, changes were made to 257 voter records.

The Office of the Registrars of Voters is a position, governed by the Connecticut 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. General Statutes require Registrars to be certified and attend yearly training.

Registrars are responsible for voter education, organizing and conducting the annual canvass of voters. They are required to maintain the accuracy of the registry list, and update voter files, prepare department budgets, train election officials, work at Town Meetings when requested.

The registrars give absentee ballot assistance for convalescent home residents, ensure the proper maintenance of voting equipment in preparation for their use at elections, train 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, which impacts 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 10 am to 2 pm and by appointment.

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

ELECTION RESULTS

Democratic Primary

August 14, 2018

2,387 eligible voters

26% turnout 640 electors

Governor	
Ned Lamond	538
Joe Ganim	90
Lieutenant Governor	
Susan Bysiewicz	390
Eva Bermudez Zimmerman	231
Treasurer	
Shawn Wooden	345
Data Bhargava	255
Attorney General	
William Tong	320
Paul R Doyle	78
Chris Mattei	208

Republican Primary

August 14, 2018

2,565 eligible voters

29% turnout 732 electors

Governor	
Mark Boughton	127
Timothy M Herbst	120
Steve Obsitnik	86
Bob Stefanowski	216
David Stemerman	178
Lieutenant Governor	
Joe Markley	329
Jayne Stevenson	112
Erin Stewart	266
United States Senator	
Matthew Corey	539
Dominic Rapini	121
Treasurer	
Thad Gray	416
Art Linares	252
Comptroller	
Kurt Miller	339
Mark Greenberg	314
Attorney General	
Sue Hatfield	551
John Shaban	130

ELECTION RESULTS TOWN OF SUFFIELD

State Election
November 6, 2018

9,203 eligible voters

71% turnout

6525 electors

Governor and Lieutenant Governor

Ned Lamond / Susan Bysiewi	Democrat	2,399
Bob Stefanowski / Joe Markley	Republican	3,486
Ned Lamond / Susan Bysiewicz	WF	54
Bob Stefanowski / Joe Markley	Independent	133
Rodney Hanscomb / Jeffrey Thibeau	Libertarian	25
Mark Stewart Greenstein / John Demitrus	Amigo Constitution Liberty	7
Oz Griebel / Monte E Frank	Griebel Frank for CT	375
Lee Whitnum / Jacey Wyatt	Write In	0

United States Senator

Christopher S Murphy	Democrat	3,025
Matthew Corey	Republican	3,126
Christopher S Murphy	WF	155
Richard Lion	Libertarian	43
Jeff Russell	Green	32
Fred Linck	Write In	2
Kristi Talmadge	Write In	0

Representative in Congress

Joe Courtney	Democrat	3,234
Danny Postemski Jr	Republican	2,772
Joe Courtney	WF	184
Daniel Reale	Libertarian	61
Michelle Louise Bicking	Green	61

State Senator

Annie Hornish	Democrat	2,687
John A Kissel	Republican	3,436
Annie Hornish	WF	156
John A Kissel	Independent	118

State Representative

Jack Henrie	Democrat	2,409
Tami Zawistowski	Republican	3,822
Tami Zawistowski	Independent	173

Secretary of the State

Denise W Merrill	Democrat	2,784
Susan Chapman	Republican	3,157
Denise W Merrill	WF	127
Susan Chapman	Independent	125
Heather Lynn Syvestre Gwynn	Libertarian	45
S. Michael DeRosa	Green	55

Treasurer

Shawn Wooden	Democrat	2,674
Thad Gray	Republican	3,239
Shawn Wooden	WF	127
Thad Gray	Independent	127
Jesse Brohinsky	Libertarian	79
W. Michael Downes	Write In	0

Comptroller

Kevin Lembo	Democrat	2687
Kurt Miller	Republican	3,183
Kevin Lembo	WF	108
Kurt Miller	Indpedent	126
Paul Passarelli	Libertarian	62
Edward G Heflin	Green	52

Attorney General

William Tong	Democrat	2,477
Sue Hatfield	Republican	3,532
William Tong	WF	75
Sue Hatfield	Independent	156
Peter D Goselin	Green	72

Judge of Probate

David A Baram	Democrat	3,692
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Registrar of Voters

Darlene Burrell	Democrat	2,850
Lynn Joyal	Republican	3,180

TOWN CLERK

submitted by Kathy Dunai, Town Clerk

The Town Clerk's Office remains optimistic to the possibility of vacating and the renovation of Town Hall. The office continued to move forward by advancing technology and efficiency.

Land Recordings were comparable to last year noting a rise in the conveyance fees. Online accessibility of recorded documents has further strengthened the Town's online presence. Recently back scanned documents have been made available to the public. Per State mandate, documents are required to be retained as hard copies in the vault while posting the same information online for easy public access. The Office strives to provide a more open government, increased automation and to improve service for residents respecting the guidelines set by the State.

The Office continues to provide near real time information for meetings, agendas, land and other records. It continues to offer email distributions

daily for Town information and looks forward to the creation of a new Town website for better efficiency. Users can sign up to receive updates on ALL boards and commissions or simply opt in to specific lists they wish to receive. In today's world, ones presence on Social Media remains in the forefront. Subscribers may visit the Town's Facebook and Twitter pages for all late breaking information.

With this year's State of Connecticut Historic Grant monies the Town Clerk assertively began the task of scanning all minutes and agendas that relate to all boards and commissions and placing them on the Town of Suffield website. The history of these commissions plays an integral role in the community's future. It is necessary to preserve what former commissions have put in place.

State and local budgets remain a great concern as municipal offices try to operate as cost effectively as possible. The strong team of Town Clerk Kathy Dunai and her assistants, Michele Urch and Raven Reid, provide

residents great professionalism and efficiency with respect to all services provided by the Clerk's Office.

The Town Clerk's Office maintains:

- Dog licenses (\$19 or \$8 for altered dogs)
- Hunting and fishing licenses
- Marriage licenses (increased to \$50 on July 1, 2018 by the State)
- Vital records for Birth, Marriage and Death certificates (\$20)
- All Land records
- Absentee voting applications/ballots

HUMAN RESOURCES

submitted by Karin Ziembra, Director

The Human Resources Department serves in multiple capacities and is a resource for employees and managers. The Director seeks to maintain an open door policy to be accessible to the employees when needed. The Department serves as a point of contact for Town employees, retirees and management seeking information and guidance on a variety of topics: recruitment, health, dental and vision insurance, life insurance, short term and long term disability, workers' compensation, family medical leave, wages, vacation, sick and personal leave time, discipline and performance, job coaching, unemployment, deferred compensation, employee assistance program, wellness, employee recognition, contract interpretation and negotiations, policies, and standard HR operating practices.

Eight positions within Town Government were filled during FY 2018-19: police officer, office cleaners, Human

Resources Executive Assistant, Recreation & Sports Programmer, dispatcher, and Building Administration Secretary/ Technical Assistant. The Director continues to utilize multiple electronic recruitment tools to increase the applicant pool and cost savings of advertising dollars.

In partnership with the First Selectman and Director of Finance, the Town is currently in contract negotiations for Police, Library, Town Hall and Dispatch. Successful agreements were signed for Fire and Dispatch.

The Director collaborated with the health care provider to transition eligible retirees to the Town's retiree insurance program. Several informational sessions were held to educate retirees for a seamless transition.

Employee Recognition

Seasonal events were planned to improve morale, promote teamwork, and provide opportunities for employee recognition. Team building holiday competitions included a scarecrow contest, Christmas door-decorating contest, and an ugly sweater contest. The Department hosted a employee holiday luncheon, acknowledging personal and department accomplishments made throughout that year. Employees reaching milestone years of service anniversaries were honored as well as the nominees and winner of the Suffield Spirit to Serve Award. Police Department employees with recognized during National Police Memorial Week with personalized gift bags and thank-you notes for their brave and dedicated service to the town.

TOWN CLERK STATISTICS

	FY 2016-17	FY 2017-18	FY 2018-19
Documents Recorded	2,642	2,644	2,333
Local Conveyance Taxes	\$216,067	\$199,746	\$203,573
Dog Licenses	1,520	1,635	1,718
Marriages	61	45	51
Births	66	61	50
Deaths	162	175	170
Electronic Payments	\$6,998	\$8,499	\$8,410

Employee Wellness

HR collaborated with the Board of Education in forming a Wellness Committee to support and enrich physical, mental, emotional and occupational health of employees. A wellness-needs assessment was conducted to determine focus areas. Two wellness fairs offered employees preventative care such as flu shots, blood pressure checks, and dermatology scans, as well as information about employee assistance programs and retirement planning. The fairs featured Cigna services including nutrition awareness, cooking demonstrations, chair massages and reflexology. Two walking challenge programs engaged employees in physical fitness and team work. HR held a victory celebration for participants and winning teams. Complimentary yoga classes at Babbs Beach and an incentive for participants of the Suffield Road Race promoted physical and mental wellness.

Training and Goals

The new Cirma Training platform was rolled out and all employees were enrolled with Cirma accounts. The HR Department completed the assignment and required trainings for Global SDS and the Hazardous Communication, Sexual Harassment in the Workplace, Mandated Reporter and Bloodborne Pathogens. A training log was created to record and track required trainings and certifications. Quarterly department head meetings increased interdepartmental communication and accountability for current tasks and goals.

In partnership with the Director of Finance and Board of Education, options are being explored for a town-wide time-and-attendance system and electronic scheduling tool for emergency service employees. The Director plans to institute a performance appraisal tool for guiding performance and providing feedback. She also anticipates development of a Safety Committee, an employee handbook, and the update several policies and procedures.

Planning and Development

ECONOMIC DEVELOPMENT COMMISSION

submitted by Susan Thorner, Co-Chair and Brian Banak, Co-Chair

The Economic Development Commission (EDC) was once again busy this year working to push economic and community development projects forward while providing support to other town commissions and committees.

JSW Media, Inc., completed construction of their 14,600 SF office/distribution building located 1050 South Street. The Town owns three lots in the light industrial zone on South Street and three lots on Bennett Road, which continue to be offered for sale and marketed by the EDC.

The EDC is administering \$800,000 in Small Cities CDBG Program Funds for the Suffield Housing Authority property. The project will provide walk-in showers, kitchen cabinets, water heaters, handicapped accessible walkways, and controls for unit venting. The Town continued working with the Regional Housing Rehabilitation Program managed by the Town of Ellington and funded through the Small Cities CDBG program.

Suffield continues to participate in the Bradley Development League (BDL), which is an economic development partnership with the Towns of Windsor, Windsor Locks, and East Granby. The BDL completed a Target Industry Analysis last year and has worked to implement the recommendations of the plan. Several business visitations were held including Praxair, Metfin Shotblast Systems, and Trevisan to help staff understand the business needs and to offer assistance from the Town where appropriate.

The large focus of the EDC was on the Town Center, specifically helping to advance the plan to move the highway garage from Ff Tyler Place to facilitate the development of the parcel.

The EDC invited several local business and commercial property owners to their monthly meetings to better understand the challenges and opportunities that are encountered doing business in Suffield. It co-sponsored a successful workshop and panel discussion on the topic of manufacturing, workforce development and education. The event was a joint effort between the Towns of Suffield and East Granby and attended by over 100 people. The EDC also hosted a well-received training session run by the Connecticut Economic Resource Center entitled the *Fundamentals of Municipal Economic Development*. It continued to sponsor the Suffield Farmer's Market, which began its nineteenth year of operation. In order to welcome visitors to our beautiful community, the EDC supports the upkeep and maintenance of Suffield's entryway signs. The EDC has collaborated for several decades with the Suffield Garden Club and its volunteers to maintain the area around the signs.

Longtime member Roger Tracy decided to step down from the Commission in December after 25 years of volunteer service to the Town of Suffield. The EDC welcomed two new members in Jack Henrie and Bob Kelly after the resignation of Tracy and Gloria Smith.

The Commission continues to work hard at diversifying the tax base, as well as enhance the quality of life in the community. Anybody interested in opening a business in Suffield should contact the Economic and Community Development office at 668-3849.

PLANNING AND ZONING COMMISSION

The Planning and Zoning Commission (PZC) 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 PZC operates under the duties prescribed to it in Chapters 124 & 126 of the Connecticut General Statutes.

The PZC duties include adopting the Town's Plan of Conservation and Development; ruling on applicants' subdivision and resubdivision plans, site plans, special permits, and zone change applications.

The Commission also reviews and makes recommendations on municipal improvement projects such as roads and bridges, as well as the purchase and sale of Town-owned property.

The PZC approved twenty-two (22) new single family residential lots through the subdivision process. The Commission also approved a text amendment to the Zoning Regulations, which amended the Town Center Village District Zone allowing properties of a certain size the ability to have up to 45 dwelling units as the primary use of the parcel. Prior to the change, residential uses were permitted only as an accessory use in the zone. In all, the PZC reviewed 15 applications with fees totaling \$13,610 for the fiscal year.

Staff approved a total of 236 permits this year which include, but are not

limited to, certificates of occupancy, sign applications, liquor permit, and driveway applications. Of the 236 permits, 167 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 \$8,320 for the year.

The PZC began work on updating the 2010 Plan of Conservation and Development (POCD) by holding three listening sessions. Each session discussed a different topic including conservation issues, development issues, and infrastructure issues, which are the three themes the POCD is centered around.

The POCD is the Town's broadest policy document related to how the town grows over the next ten years and beyond. According to State statutes, the document is required to be updated and adopted every ten years and due by September 2020 for Suffield.

Farmland Preservation

The Town closed on jointly purchasing the development rights to the 42-acre Deren Farm located on Hill Street with the State of Connecticut Department of Agriculture. The town's portion of this transaction was \$67,369 with the State paying the balance of the cost, which was \$202,106. Staff continues

submitted by Mark Winne, Chair

to work on preserving farmland and the Town continually accepts applications to the farmland preservation program.

Since the early 1990's, 27 farms have been protected making Suffield one of the farmland preservation leaders in the Connecticut River Valley and the State of Connecticut. The Town began participating in the program in 2001 and has directly contributed to the preservation of 19 farms totaling 1,379 acres.

The Town maintains a backlog of landowners that are interested in selling the development rights to their properties. The Open Space Subcommittee has a system of rating and ranking the farms according to a predetermined set of criteria and efforts continue to preserve more farmland.

Zoning Statistics

The PZC decides the manner in which the zoning regulations are to be enforced. The Zoning Enforcement Officer (ZEO) is charged with enforcing the regulations under the direction of the PZC. The ZEO investigated 171 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 who receives and reviews applications to the ZBA to ensure they are complete before being reviewed at a meeting. This year, the ZEO received 6 applications for the ZBA.

CONSERVATION COMMISSION

submitted by Keith Morris, Consultant

The 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 establishing regulations based on the Clean Water Act (Public Act 155), U.S. Environmental Protection Agency, and 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 what many consider marginal land, wetlands, will invariably come under increased pressure for development.

During the past year, the following actions were taken by the Conservation Commission:

Applications acted upon	12
Approval for home(s)	
construction	5
Other	4
Amendments	2
Commercial	1

Sunrise and Stony Brook 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 the parks from sunrise to sunset throughout the year by taking advantage of the hiking, fishing, swimming, and recreational resources available.

The Commission meets on the second and fourth Tuesdays of the month except for the months of July, August, and December when there is only one meeting a month.

TOWN FOREST COMMISSION

*submitted by
Joanne Sikes Neilson*

While the Town Forest continues to be used and enjoyed by residents, the work of its maintenance is handled by community volunteers. With a battery-operated chain saw and no budget funds, the trails are kept clean, the pavillion and outhouse are routinely checked and firewood is prepared for guests.

The forest's old-growth hemlocks have been deeply affected by the infestation of the *wooly adelgid*. The fallen trees are left for wildlife habitat, except where they cross the trail system. One bright spot appears that – at this point – the young hemlock offspring do not appear to be infected.

The Commission thanks the volunteers for the efforts throughout the year in the upkeep of this community treasure.

SUFFIELD HISTORIC DISTRICT COMMISSION

submitted by Doug Mayne, Chair

Suffield is blessed with two distinct historic districts: one encompassing North and South Main Street and the portion of Mapleton Avenue to Thompsonville Road; the other, the Hastings Hill section of Hill Street. The Suffield Historic District Commission (HDC) is responsible for the oversight and enforcement of the preservation of and appropriate development within these districts.

Owners of property within the districts are custodians of the past. By living within an Historic District, each property owner should acknowledge that responsibility by adhering to the spirit of the district. The Commission has established guidelines for owners considering renovation or alteration to existing buildings or the development of new construction.

The Commission recognizes the need of property owners to modify their properties to meet changing needs and the guidelines established by the Commission provide a standard against which to judge the appropriateness of the proposed projects and provide a basis for consistency in the decisions made.

FY 2018-19 was a busy year with many Certificate of Appropriateness applications processed by the HDC on a wide range of projects in both historic districts. This year saw a mix of projects ranging from signage to re-roofing to the completion of large-scale renovation/addition projects.

One such project is the renovation of one of our more significant historic properties at 480 North Main Street, part of a new sub-division on North Main street that is currently taking shape.

A few recent historic renovations projects were also featured in this year's Holiday House Tour, part of Suffield's year-long 350th anniversary celebration. Projects like these certainly are reshaping our Historic District, and through thoughtful collaboration between the institution/homeowners and the HDC, this Commission strives to find the right balance between preserving the past while allowing for the continuum of history that is respectful of both our historic heritage and the realities of a livable district.

HELENA BAILEY SPENCER TREE FUND AND VAL GALLIVAN FUND

*submitted by
Anita Wardell, Chair*

The Helena Bailey Spencer Tree Fund and Val Gallivan Trust Committee met several times during FY 20-1819. The Committee has been unable to locate a sapling White Oak descendant of the Charter Oak and is still discussing a way to celebrate the Town's 350 celebration.

Committee members walked North and South Main Streets locating sites for future plantings and discussed possible species for these sites. A spring 2020 planting is anticipated.

TOWN ENGINEER

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

Projects

The Thrall Avenue Pavement Rehabilitation Project was completed this year. This \$1.1 million project to improve 1.2 miles of Thrall Avenue was completely funded by a LOTCIP grant. A 965-foot section of Lake Road, which extends westerly from Copper Hill Road, was prepared for acceptance as a Town road. Acceptance was secured at a Town Meeting on October 10. Limric Lane, a subdivision road off South Main, was accepted as a Town road by the Planning and Zoning Commission on March 3.

Paving was also completed this year on the Spaulding School parking lot and areas of Griffin Rd., Forest Rd., and Halladay Dr. which had deteriorated.

In response to resident concerns on drainage issues solutions were designed and implemented using the Highway Department and contractors. Construction work included catch basin reconstruction, pipe replacement, curbing and driveway aprons to prevent road drainage from entering private property and clearing overgrown ditches and detention basins at various locations around town.

The design of the reconstruction of the Remington Street bridge over Stony Brook is near completion. A

Flood Management Certificate is anticipated in early FY 2019-20 on this design. Design of the temporary traffic signals required for the flow of traffic during construction is also near completion. Advertising for bid will occur in late 2019 or early 2020, with construction completion projected in 2020.

A DOT small bridge inspection study revealed several bridges in the "fair or worse" category. The Quarry Road Bridge was singled out as being in the worst condition and recommended for replacement. Anchor Engineering was hired to design a replacement project eligible for inclusion in the State Local Bridge Program (50% grant reimbursed). Work included a preliminary design and cost estimate to be followed by design work continuing into FY 2019-20.

Milone & MacBroom was selected for design and construction of the Mountain Road Trail. The firm completed a survey, the preliminary design and updated the cost estimate, which was approved by the Transportation Committee of CROG and submitted to DOT to obtain the Project Authorization Letter in FY 2019-20. While the Town is responsible for design costs, construction and construction engineering are 100% grant funded.

Town received approval of a grant under the Community Connectivity Grant Program (Up to \$400,000) to construct concrete sidewalk from the North Main Street sidewalk to

connect to existing sidewalk east of Rawlins Brook Road. Design is anticipated during FY 2019-20 for construction in 2020 or 2021.

Stormwater Management

On April 3, 2019, the 2018 Annual Report – in conformance with the 2017 update of the Town's MS4 permit and Stormwater Management Plan – was submitted. Two areas of work included in the preparation of an Illicit Discharge Detection and Elimination (IDDE) ordinance and development of storm drain system mapping will continue into FY 2019-20.

Functions

The Town Engineer also advised the Planning & Zoning Commission for engineering reviews of subdivisions, site plans, bond-release requests and road acceptances and supervision of construction inspections of public facilities on all subdivision roads. He advised the Conservation Commission on drainage impacts of proposed developments on wetlands.

The Engineer provided technical advice on Public Works projects as requested, such as the drainage complaints to coordinate with Public Works and Highway Department to develop solutions. He is responsible for maintaining and updating the Pavement Management Program and facilitating the payments made to outside consultants and contractors for such projects. He also maintains Town-road lists and maps.

Public Safety

FIRE COMMISSION

submitted by

Chuck Flynn, Fire Chief

Andrew Parrish, Chair

Suffield's Town Fire Department was established by the State legislature in 1945. Its mission is to honorably and safely protect Suffield citizens, preserve their property and promote public safety in a professional and caring manner. Department values of courage, integrity, collaboration, commitment, honor, pride, quality, and leadership provide guiding principles for our members to provide first class service to the community and its visitors.

The mission of the Fire Commission is to assist the Department in ensuring that the citizens of the Town have dependable, efficient fire protection and public education. The Commission consists of six electors who are resident taxpayers and each serve a four-year term. The Commission oversees the administration of Department policies and finances. It seeks to recruit and retain firefighters who display the highest degree of skill, courage, and integrity. It encourages Department programs that enhance the quality of life.

The Commission collaborates with Fire Chief Chuck Flynn to produce a budget, which balances fiscal responsibility with the need to protect the public and give our firefighters the tools they need in order to do their work safely.

The Suffield Fire Department is a combination department composed of eight career staff members and 32 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.

Fire Department personnel completed nearly 3,200 hours of training and education on topics including wide-area search-and-rescue for lost hikers, basic and advanced firefighting skills, incident command, safety, stress and behavioral health, autism awareness and Conn OSHA core competency for fire departments to name a few.

In May, the Department received the first of the three fire trucks authorized for purchase in October of 2017. The new Rescue was delivered, outfitted and placed in service during June. The Rescue carries equipment for various technical rescues including vehicle extrication (Jaws of Life), Search and Rescue, ice and cold water equipment and additional specialized equipment. Delivery of the Aerial Ladder and Engine are expected in the first quarter of FY 2019-20.

Currently, the Department has three members assigned to special services, who have non-firefighting

administrative duties or are members of the cadet program (14-to-18-year-old youths interested in fire and emergency services). The Department is looking for individuals interested in joining as firefighters, administrative support personnel, or cadets. Residents with proficient skills and talents can assist in a number of non-firefighting roles including public relations, public education and fire ground support to name a few.

If you feel you have some time and expertise to assist your fire department, please stop by the Main Station at 73 Mountain Road next to Town Hall or by calling 860-668-3888. You may also email Chief Flynn at firechief@SuffieldCT.gov

This year, the Fire Department responded to 717 calls an increase of 138 calls for service. Seventy-four percent of the calls for service are between 6 am and 6 pm. Unfortunately, this is when most volunteers are at their place of employment. Calls for service were evenly distributed throughout the week – with Sunday being the slowest day and Monday being the busiest. Seventy five percent of the calls occurred during the work week. Property dollar loss for all fire incidents totaled \$46,900 which is \$ 252,283 less than FY 2017-18.

Accomplishments

- The Department was recognized with a Life Safety Achievement Award from the National Association of State Fire Marshals and Grinnell Mutual Reinsurance.
- Over 600 burning permits were

issued.

- All buildings, which require fire and life safety inspections per State statute, were inspected as scheduled.
- Plan reviews for new commercial buildings and renovations were reviewed as required by State statute for life safety code compliance.

Public education in Fire Prevention and Life Safety continue to be a priority of the department, including school visits, public displays, and community outreach programs.

POLICE COMMISSION

submitted by Richard D. Brown, Chief

It is the mission of the Suffield Police Department (SPD) to safeguard life and property in partnership with the community. It strives to do so with honor, integrity, and the highest ethical standards. The Police Commission oversees the police department and consists of six (6) elected members whom serve a term of four years in accordance with Special Act 100 (1945). The duties and responsibilities of the commission are statutorily defined in Connecticut General Statute §7-726.

The Department continued to develop and embrace the best practices of 21st-century policing during FY 2018-19. As part of that process, the Daigle Law Group (DLG) was retained to perform an in-depth analysis in the form of an operational study to aid in the development of the SPD. The administration, Police Commission, and SPD look forward

SUFFIELD POLICE DEPARTMENT ANNUAL STATISTICS

	FY 2018-19	FY 2017-2018	FY 2016-2017
Calls For Service	23,823	21,560	23,511
Value of Property Stolen	\$ 189,099	\$ 263,673	\$ 349,163
Value of Property Recovered	\$25,564	\$ 58,000	\$ 78,296
Criminal Arrests	125	131	151
Motor Vehicle Violations:			
Infraction/Summons Issued	125	200	216
Citations (Verbal/Warning)	690	537	882
Accidents	219	241	230
Fatal Accidents	1	1	0
DWI	29	34	40
Crime Data:			
Auto Theft	5	6	9
Value Loss	\$ 73,000	\$ 93,955	\$
92,500			
Value Recovered	\$25,000	\$ 58,000	\$
75,500			
Rapes	2	0	2
Robbery	1	0	1
Assaults	31	60	55
Burglary	31	29	36
Larceny	39	35	69
Arson	0	0	0
Narcotics Arrests	7	10	27

to working together to identify and implement the recommendations from the study that best meet the needs of the community.

The SPD has been diligent trying to maintain and expand its partnerships with key stakeholders in the community. It continually works to address the increase in calls for service involving mental health and substance-abuse disorders and as well as the increased need for social services. As a result, the Department embedded a crisis worker from Community

Health Resources (CHR) and an investigative social worker from the Connecticut Department of Children and Families (DCF). The experience has yielded positive results. The Department is working toward training all of its officers in de-escalation techniques, peer support, and crisis intervention as well as mental health first aid to cope with this emerging trend.

SPD endeavors to work toward building relationships with Suffield youth through a Police Cadet program run by the School Resource Officer Thomas Kieselback. Collaborating with Youth Services Coordinator Nikki Lengyl, the Department has reformulated its Juvenile Review Board (JRB). The JRB is a way to provide an alternative and early means of identifying and assisting children and families of children who have committed minor delinquent acts or children and youth who are displaying at-risk behaviors at home or at school that could result in a referral to the juvenile court.

The Department continues the multi-year, traffic-safety initiative that involves examining the fundamental aspects of engineering, education, and enforcement as they relate to our roadways. Ultimately, the goal is to reduce collisions and improve roadway safety. You will notice new and updated signage and "Your Speed" signs as you travel. The new "Your Speed" signs and "Your Speed" trailers gather critical data to help evaluate the need for additional focused enforcement, signage changes, and reengineering on particular roadways where they are stationed.

K9 Officer Peter Osowiecki and Officer Richard Devin were each recognized for over 30 years of service in various capacities. Both officers retired this past year. The Department wishes them well in their retirements.

SPD looks forward to working with all in our community and providing Suffield with the highest level of service.

BUILDING DEPARTMENT

*submitted by
Ted Flanders, Building Official*

Purpose

The goal of the Building Department is to enforce the building codes and regulations that are adopted by the State of Connecticut. Those codes provide reasonable controls for the design, construction, use and occupancy of buildings and their assorted components.

Since modern technological advances have led to more complex buildings the codes, regulating their construction have become more involved as well. Our goal is to keep pace with these rapidly changing rules and provide for their smart and customer friendly application in order to preserve health, safety, and public welfare in Suffield.

Functions

Code administration begins with an application for a building permit. Included with the application are construction documents that we review. Once we determine that the plans are in compliance with the code the permit is issued.

After work begins on a project the primary method used to verify that the construction conforms to the code is a visual inspection conducted by our inspectors. If violations are found during the initial inspection then the appropriate corrections must be made and inspected a second time before the next part of construction can resume. When a building or project is completed, a

final inspection is conducted to confirm that the work was done correctly and a Certificate of Occupancy, Use or Completion is issued to the applicant. Besides regulating construction projects, the Department also responds to unsafe situations when accidents or fires occur to ensure that the danger has been cleared up.

Finally, our office maintains a wide range of building records and provides information on thousands of properties for owners, contractors, banks, surveyors, realtors, construction journals and attorneys during the year.

Personnel

In March, Lara Sloma, a new and vibrant administrative assistant, joined the Building Department staff. Lara is both knowledgeable and helpful and is ready to address your needs with questions and applications in the office. Lionel Mailloux continues to serve Suffield as an Assistant Building Official.

Activity

Building activity stayed normal for Suffield in FY 2018-19 with new construction project value totaling \$28,312,117 for the year. The number of new home permits increased slightly while additions or renovations projects rose significantly. They represented our biggest upward trend.

New commercial buildings and renovation projects dropped from a combined total of 19 permits in FY 2017-18 to 12 permits this fiscal year. Two large apartment buildings were also granted permits during the year. The Department issued 1,272 permits of all types and conducted 3,576 inspections.

BUILDING DEPARTMENT STATISTICS

	FY 2017-18	FY 2018-19
New Single Family Home Permits	27	30
Residential Renovations/Additions	277	346
New Apartment Buildings	4	2
Commercial Buildings/Renovations/Additions	15	12
Total of All Permits Issued	1,254	1,272
Total Inspections Conducted	2,857	3,576
Total Certificates of Occupancy	26	33
Total Value of All Construction Fees Collected	\$ 35,909,729	\$ 28,312,117
	\$ 463,231	\$356,78

VOLUNTEER AMBULANCE ASSOCIATION

submitted by John Spencer, Chief

This was another year of growth for the Suffield Volunteer Ambulance Association (SVAA) with a steady increase in the number of calls. The service responded to just under 1700 calls for service, of those close to 150 of the calls were simultaneous requests where at times all three ambulances were deployed to separate incidents. SVAA has worked hard to retain and grow its volunteer base so it can respond to these multiple requests when needed.

Suffield is very fortunate to have a strong volunteer base that extends beyond the Town of Suffield. There are volunteers who travel from surrounding areas to ride with our service to help residents when they have a medical emergency. This year the volunteers provided over 30,000 hours of service to the community. The hours of service represent the time members spend scheduled to provide ambulance coverage, they do not include the hours spent training, providing administrative support and hours working with new members.

SVAA training programs including PR, First Aid and EMT training continue to be offered to residents of Suffield and the surrounding towns at an at-cost rate. Information on these programs and opportunities to volunteer with SVAA can be found on the website www.suffieldems.org or by calling the SVAA office Monday thru Friday from 8am to 4pm at 860-668-3881.

EMERGENCY MANAGEMENT

submitted by John Spencer, Director

Suffield Emergency Management participated in many drills and activities this year. These experiences have been incorporated into a revised response plan for Suffield. Training of Town departments continues in an effort to augment the response that would be needed during a significant event.

It is important for each resident to take some time and prepare for an emergency. If you go to www.ready.gov you will find valuable information on how to prepare your home and family in the event of an emergency.

Now is the time to plan and be ready to respond and help.

Public Works

WATER POLLUTION CONTROL AUTHORITY

submitted by

Julie Nigro, Business Administrator

Jamie Kreller, Acting Chief Operator

The Suffield WPCA Operates and Maintains the Town's two-million-gallon-per-day wastewater treatment facility. The following achievements are noted for the annual report:

- Part of the WPCA permit from DEEP is to remove at least 85% of Total Suspended Solids (TSS) and Biochemical Oxygen Demand (BOD). The WPCA had a 99% removal rate for TSS and BOD in 2018.
- The Town of Suffield WPCA limit from DEEP for Nitrogen pounds a day is 45 pounds. The WPCA average daily pounds for the 2018 was 17 pounds per day.
- The average flow per day for 2018 was 1.632 million gallons a day.
- The treatment plant has performed well, and the WPCA received nitrogen credits for 2018 from the DEEP of \$18,213. The program is a "Self-sufficient" program ("state subsidy neutral"). Therefore, there will be no purchase of excess credits by the DEEP, and the Program has become self-sufficient.
- A Weir-Wolf clarifier system for all three clarifiers was installed. The system cleans the clarifier tanks automatically of algae which has saved the WPCA money and manpower in 2018.
- Two 30-year-old roofs (the Pump and Chemical Building and Headworks Building) were replaced.

All of the WPCA's Safety programs have been completed or updated by plant staff. Purchases were made throughout the year for the safety of WPCA personnel. Among them were lock-out/tag-out equipment, safety cones, nighttime safety vests, an AED for the plant, a new eye wash station for the garage area, and ring buoys for every tank at the plant. Additionally, the work on the fan for the headworks building was completed.

The Suffield Water Pollution Control Facility (WPCF) addresses a water pollution control system needs related to condition, capacity and system performance. The WPCA is facing some important decisions that will have significant impacts on the near-term operation and long-term sustainability of the system.

The Facility's Plan outlines a series of tasks to guide the WPCA through the evaluation and decision-making process. This step-by-step framework will define the condition of existing wastewater infrastructure and will help to outline the Suffield's future wastewater collection and treatment system needs.

Listed below are the major points that were worked in FY 2018-19 on with the help of Woodard and Curran, the WPCA's engineering firm.

- Surveyed and developed GIS locations and rim and invert elevations for approximately 8,000 manholes.
- Worked with the Town Planner and the North Central Health District to determine areas with problematic

- on-site septic systems.
- Evaluated soil conditions and well/waterbody impacts of failing septic systems.
- Prepared and updated map of the WPCA's sewer service area.
- Reviewed potential growth and expansion areas based on geologic/geographic conditions including zoning, wetlands, endangered species, etc., in keeping with the Town's and the State's Plan of Conservation and Development.
- Inspected each pump station and coordinated pump draw-down tests to help confirm actual flows and capacities.
- Currently developing a hydraulic/capacity model of the collection system.
- Reviewed sewer regulations to identify updates.
- Began the ongoing CCTV inspection of approximately 30 miles of WPCA collection system.
- Conducted flow monitoring and rainfall monitoring – currently evaluating / interpreting data received from monitoring work.
- Began WPCF staff assessment per EPA requirements.
- Analyzed flows and loads from prior 3-years (from data obtained from Suffield WPCA)
- Inspected existing solids handling and odor control facilities and is currently evaluating alternatives and/or options for upgrades
- Conducted an energy evaluation of the WPCF to identify potential energy saving opportunities.
- Evaluated 3 pump stations for flood risk and mitigation per DEEP mandate.

The total number of pumping stations remains at 19. The staff maintains the treatment plant, 70+ miles of sewer line, and the underground treatment system at the Kent Farms subdivision. In FY 2018-19, a study for Kent Farms was conducted as part of the Facilities Plan. This system has been in operation for 30 years, requiring a full-system evaluation as per the DEEP.

The WPCA purchased a tractor to help keep the many miles of easements in the sewer district clear for easy access of the sewer lines for cleaning of the sewer lines or in case of a sanitary sewer overflow. A new Vactor was also purchased to replace the 2000 Vactor. The Vactor is used to keep sewer lines cleaned of grease and debris to prevent sanitary sewer overflows. It also is used to clean out the wet wells at the 19 pump stations.

To maintain these services, the WPCA increased the rate from \$310 to \$320 use fee for 2018-19. The Kent Farms Sewer District annual fee increased from \$235 per year to \$320. The Commercial/Industrial rate per 1000 gallons discharged to the system increased from \$7.42 to \$7.62.

The WPCA maintains contracts with H.P. Hood and the Connecticut Dept. of Corrections for treatment of their wastewater discharged to the plant. A new contract with H.P. Hood will be completed when H.P. Hood has their new permit from DEEP.

The WPCA continues with its successful effort to collect all delinquent accounts. Its overall collection rate remains at approximately 97%.

DEPARTMENT OF PUBLIC WORKS

*submitted by
Julie Oakes, Facilities Director*

Building Maintenance and Construction Projects

The Public Works (PW) Department continues to follow a comprehensive maintenance plan for the 13 Town-owned, non-school buildings. The plan focuses on repairing roofs, maintaining heating, ventilation and air conditioning systems (HVAC); plumbing; and electrical systems, as well as performing various site maintenance and improvements. New construction, renovation projects and roof replacements that take place at school buildings are also the responsibility of this Department. Three part-time office cleaners were hired to provide better service at a reduced cost compared to contract companies that were used in the past.

Some projects that DPW completed this year include:

- The installation of a stairway at Babb's Beach making access to the water much easier and more direct.
- Bids for the Town Hall Renovation project were issued. Both an architect and a construction manager were selected for the project.
- A consultant was hired to perform an initial audit of town streetlights in preparation for a possible future purchase from Eversource. That purchase and subsequent conversion to LED lights will provide a significant cost savings to the Town over an eight- to ten-year period.

- Remediation work was completed at the library and the building is now open to the public once again. The Town is following a strict long-term monitoring and maintenance plan (LMMP) issued by our environmental consultant, which is still under review by the EPA. Quarterly testing monitors safety and effectiveness of the encapsulation of PCBs.

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. Most of the fleet vehicle and equipment maintenance is taken care of in-house by our mechanic at the highway garage.

The Department responded to 20 callouts during the winter snowplowing season. There is a 10-person crew, and – for large storms – it is assisted by plowing contractors. The Town used approximately 2,100 tons of Cargill ClearLane Treated Road Salt for the roads this past winter.

The Highway Department works together with the School Superintendent to determine late openings and school closings. It is continuously working on pothole patching of town roads as well as maintaining small drainage projects. In addition, it removed many dead trees that had the potential to cause dangerous roadside conditions. The crew maintains the lawns and fields of all town properties, which total approximately 150 acres, as well as all roadside mowing. Staff completes the majority of the work, including mowing, field marking and trash pickup.

Two seasonal workers have been assisting with mowing. The crew also works to set up events happening in town like Suffield on the Green and the 5/10K Road Race.

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 a part-time coordinator, the inmates assisted the PW with a variety of park projects including weeding and trimming around Town-owned buildings. The inmates also performed many small building maintenance tasks like changing light bulbs, painting and light carpentry.

They are also responsible for the periodic cleaning of the Minibuses.

Landfill

According to Department's consultant, the landfill has approximately 133,600 cubic yards of remaining capacity and can remain open for approximately 67 more years based on the current filling rate of 2,000 cubic yards per year. It is important to use this resource wisely. The Department encourages residents to recycle whenever possible.

At the landfill residents can dispose of many recyclables free of charge: old fluorescent or CFL light bulbs, Electronic waste (e-waste) like old

computers, televisions or video game systems, cardboard and newspaper, scrap metal and wood. Used motor oil is no longer accepted at the landfill. It may be disposed of curbside next to your recycling cart or brought to any Advanced Auto or Autozone Store.

Library, Parks & Recreation

LIBRARY COMMISSION

submitted by Jackie Hemond, Director

Grand Opening

This year's biggest and most joyful event for the library in fiscal year 2019 was the return to the 50 North Main Street library with a Grand Opening on Saturday, June 29. The day dawned with a light sprinkle of rain that turned into a very hot, sunny day. Fortunately, raindrops stopped before the book brigade began. The book brigade, consisting of 130 people, was a symbolic gesture, visibly demonstrating the return to the library. People lined up along Mountain Road passing books from the temporary library to the newly refurbished library before the official Grand Opening began.

A little later, a large crowd assembled on Bank Street for the Grand Opening and Dedication of the Mary Anne Zak entrance that is equipped with an elevator for easy access to the library. Sharon Lincoln and Jodi Platner, two daughters of Warren Platner, the original architect of the library, attended. Michael Zak, who contributed \$850,000 for the construction of the new entrance and Mary Anne Zak gave speeches.

Other speeches were given by Michael Alexopoulos, the Interim Chairperson of the Library Commission; Jackie Hemond, the Library Director; and Melissa Mack, the First Selectperson. Marshall Boone, a library contest winner who picked the correct date for the Grand Opening, helped to cut the ribbon with this sister Charlotte.

When the doors of the library swung open following the ceremony, there was a crush to get into the library. For three hours following the opening, it was difficult to move within the library. Still, many people enjoyed the cookies provided by Highland Park Market and Webster Bank and water provided by Girl Scout Troop 10994. Jim Irwin performed admirably as the library's elevator man for-the-day in a suit sewn by his wife Suzy. The programs throughout the day included a balloon twister, Forest Park Zoo on the Go, and a photo booth. Chris Kellogg from radio station WMAS spun top tunes and two singing groups, Play More and Flanagan and Time Was entertained. The Garden Club provided flowers for the event. The Library Foundation sponsored a book give-away.

Patrons oohed and ahed over the transformation of the library which is cleaner and brighter, with new furniture provided by the Library Commission, Suffield Library Foundation, Friends of the Library, and Michael Zak. The Town provided new staff desks and equipment, including brand new computers and copiers. The Friends of the Library painted the puppet theater, playhouse and toy bins. Clint White from the Public Works Department and the inmates from the Suffield prison system patiently moved the library and assembled a lot of the new furniture. Bill's Landscaping cleaned up the atrium for the Grand Opening.

LANDFILL STATISTICS

Scrap Metal	288.73 tons
Newspaper & Cardboard & Mixed Paper	97.04 tons
Bottles/Cans/Junk Mail, Single Stream	14.38 tons
Auto Batteries	2,220 lbs.
Electronics	42.63 tons
Rechargeable Batteries	1,500 lbs.
Fluorescent Light Bulbs	1,580 lbs.
Disposed of Mattresses and Box Springs	646 pieces
Stuffed Furniture, Carpets and Over-sized Plastics	263.33 tons
Bulky Waste buried at the Landfill	809.61 tons
Tires removed	465 tires
Freon-Containing Appliances	370 units
Propane Tanks	190 tanks
Trash Area Add-On Permits issued	39
Fees collected for Bulky Waste Pickup	\$ 2,888
Landfill Recycling Revenue (metal, paper/cardboard, E-waste)	\$ 51,103

Programs

During most of June 2019, the library was shut down in preparation for the move, but from July through May, the temporary library was a busy place. The library staff presented 584 programs attended by 8,214 people. Memorable programs included these children's programs: Fancy Nancy Soiree, Polar Express, Gingerbread House Decorating, Tinker Club, and de-stress programs for high school students during exam time. Adult programs included: Justin Kaput in Antarctica, Baseball Trivia, Connecticut Architecture, Forgotten Farms, and a Yarn & Craft Exchange. The library honored a long-time volunteer Vern Taylor on a special day. New York Times bestselling mystery writer Hank Phillippi Ryan and author Randi Hutter Epstein gave presentations.

The library worked with the Senior Center on a ten-week Aging Mastery Program. The library received a grant from the American Library Association for Community Conversations based on the PBS film American Creed that explored the American identity.

Lucy Nalpathanchil from CT Public Radio facilitated the film showing, four professors from Western New England University presented programs, and a "Sworn Again" ceremony was held during which people renewed their civic vows. Most of the library's programs continue to be funded by the Friends of the Kent Memorial Library.

In addition to one-time programs, the library offers four book discussion groups; a cookbook club; Great

Decisions, a foreign affairs discussion group; a poetry group; and movie showings. The library sponsors a photography group, a writers' group and a Socrates Club.

The library also has a robust winter and summer reading program for all ages. A pop-up library appeared at the Farmer's Market and the Hilltop FarmFest. The staff collaborated with the Suffield schools, Youth Services, Parks and Recreation, the Lions Club, Senior Center, Suffield Community Aid, and the Baptist Church.

Staff Training & Participation

The staff trained and networked on statewide programs on youth services, LGBTQ, genealogy, and with the Bibliomation library network. Jackie Hemond was appointed to the finan-

cial board of Bibliomation. Garrett Pinder attended the American Library Association Conference in June 2019.

Newsorthy

The library had a lot of publicity during the year. Connecticut Parent Magazine published a book column by Garrett Pinder and Wendy Taylor in the September 2018 issue. The American Library Association listed Books in the Parlor, one of the library's book groups, in a book, Book Club Reboot: 71 Creative Twist which featured unique book discussion groups.

The Journal Inquirer published an interview with Director Jackie Hemond on September 1, 2018. Page 1, a local Cox television program, aired an interview with Jackie Hemond on November 2018. The Grand Opening



It was a struggle to access the past library's entrance from the parking area.



The reconstruction began with the demolition of the steep uphill which led to the old entrance.

was aired on the local Fox channel.

Gifts

Gifts to the library were given in memory of Charles McCormick and Josephine Spazzarin. The library also received donations from the Friends of Suffield, Ginger Miller, Anthony and Ellen Peterson, Eric Mueller, Alice Dorn, Dorian and Vern Taylor, Barbara Tierney and Ron Hemmelgarn, Elizabeth Fuller DiGiuseppe, and Bonnie and Larry Karkowski. Howard B. Field III and Caroline Warner Middleton donated money for the genealogical help that they received.

Staff

Joe Barnes, a long time employee since high school found full-time employment after graduating from college. Thomas Burchell also resigned.

Library FY 2018-19 Statistics

Total Facebook Views	66,877
Total Website Visits	47,699
Total Circulation of Library Materials	65,269
Total Digital Circulation (e-books, e-magazines, e-movies, e-audiobooks)	6,823
Total Database Views (Consumer Reports, Ancestry, Fold3)	6,701
Total Visits to the Library	63,220
Total Collection (not including digital)	51,479
Total Attendance at Programs	8,214
Total Programs	547
Total Computer Sessions	2,748
Total Phone Calls	3,167
Total Reference Questions (including technical help)	1,198

PARKS & RECREATION

submitted by Peter Leclerc, Director

Suffield Parks and Recreation strives to enhance the quality of life by providing a variety of affordable programs, quality parks, facilities and services to meet the needs of both passive and active recreation for Suffield's growing community.

The Parks and Recreation Department (P&R) underwent significant changes under the direction of its new Director Peter Leclerc and the Parks and Recreation Commission. With the departure of a long-term employee, the Department was restructured. Jennifer Filer was brought on board as the Recreation and Sport Programmer. Long-time employee, Donna Carney-Bastrzycki was

named the Director of Special Programs, and Pam Cocca was named the new Registration Administrative Assistant. This core staff built upon a strong foundation to enhance existing programs, as well as bring new programs to Suffield. Communication was enhanced with the addition of social media accounts specific to the P&R. The Department can now be found on Facebook, Instagram, and Twitter under: @suffieldrec.

The Babb's Beach recreation area on Lake Congamond remains a focal point for residents and non-residents during the summer months. With gate attendants to warmly greet visitors to the area, many families enjoyed themselves in the peaceful setting of Lake Congamond. The Stars and Stripes now wave on a



Additional building space was added to the back of the library that extended to the level of the parking area .



The new entrance provides easy access to the main part of the library via an elevator and stairs.

new flagpole high above flowers that were planted thanks to the Citizens Restoring Congamond (CRC) Claudia Babb, daughter of longtime owner Nelson. Town funding augmented this project.

The summer was also filled with traditional day camps for grades 3-8 at Sunrise Park, as well as camps for younger children. Because of the roof replacement project at Spaulding School's, the Morning Munchkins and Kid's Korner (camps for children aged 3 though entering second grade) were moved to the McAlister School. The school was a great host, and the children and staff enjoyed the venue change. These camps were supplemented with swimming at Sunrise Park, enrichment programs, sport camps, and the second year of a drop-in basketball night for youth at the outdoor middle school courts.

Soccer, once again, led the way into the fall sports season, as the most popular activity for children. Hundreds of children enjoyed learning and playing alongside their peers, as the 3v3 format was kept for this year. The program for grades 5-8 was combined as co-ed, and volunteers from the girls' high school varsity team provided coaching. The feedback from the players, parents, and coaches was positive.

The fall season also included a continuation of the youth field hockey program for players in grades 3-5. One of the highlights of both soccer and field hockey programs was attendance at Suffield High School

games. Young players were introduced to the crowd along with the high school players, and some players served as sideline ball people! The Parks & Recreation 5k/10k Road Races kicked off the *Suffield on the Green* weekend, with runners and walkers participating in the 39th annual races. The former First National Bank of Suffield and Dick's Sporting Goods were race sponsors. Their support along with a host of fantastic volunteers made for another great day in Suffield.

The "Scare-it-up Suffield" scarecrow contest entered its third year as a collaborative with the Library, Senior Center, and Youth Services. The event had many people attend the contest day festivities at the Senior Center, which included a live animal show, face painting, and more fun! Shifting to the winter season, P&R sponsored a bus trip to New York City. Over 50 people enjoyed the holiday decorations and all that New York has to offer.

Over 300 children participated in the popular basketball league for grades K-8. Volunteer coaches attended a clinic put on by Aaron Patterson and used those skills to help teach the children throughout the program.

There were also many fitness and enrichment activities for adults to enjoy during the winter months. Bowling Friends & Family Nights program entered its second year and saw people out enjoying themselves in the spring season. This program was once again added to tradi-

tional spring program offerings of crafts, enrichment programs, fitness classes, horseback riding, and much more. As an additional opportunity for adults, pick-up basketball was added at the high school. This program was very popular and enrollment reached the program maximum. With assistance of parent volunteers, Jen Filer led the P&R youth instructional tee-ball program. The new lesson-plan-based practices were a success. These practices ensured players and parents an opportunity to learn the basic skills in a fun-filled, energetic atmosphere.

P&R heavily relies on community volunteers to run its programs and events. Without the support of those who give back to their community, the Department would not be able to meet the needs of the Suffield or adhere to its mission. The entire staff and Parks and Recreation Commission are grateful for those who volunteer their time and expertise to enrich the lives of Suffield's residents.

The annual report highlights programs and events that have taken place throughout the year. There is not enough space to mention the many programs that thousands of residents take advantage of in a year. The programs and events are as diverse as Suffield's population. It is through the steadfast dedication of the many municipal departments, staff, instructors, and volunteers, that P&R is able to offer high-quality programming that helps make Suffield a great place to live, work and play.

Social Services

SENIOR CENTER & MINIBUS

submitted by Paula Pascoe, Director

The Suffield Senior Center's Mission is to provide information, programs, and activities designed to promote the health, independence, and well-being of our aging population.

Notable Statistics

Members:	2,688
Age 75-up:	57 %
In-Town:	71 %
Female:	78 %
Meals Served:	3,478

The Senior Center entertained 902 guests over the age of 60 and 184 new members joined during the year.

The Center received a grant from Anthem Foundation in partnership with CT Healthy Living Collective to offer an evidenced-based program called *Aging Mastery Program*.

This program was developed by the National Council on Aging to encourage mastery – developing behaviors across many dimensions that lead to improved health, stronger financial security, and overall well-being. This 10-week course was held in the spring of 2019 and graduated 20 individuals in June. The goal is to continue to offer this worthwhile program semi-annually.

Exercise classes continue to be popular at the Center. Current offerings include Pilates with Yoga, Cardio Fit, Gentle Relaxation Yoga,

Line Dancing, Yoga, and Chair Exercise, and Parkinson's Today Boxing and Interval Training classes.

In addition to the regular weekly activities, and in line with the Senior Center's Mission, following are some of the highlights of FY 2018-19:

- AARP Driving Refresher Courses
- AARP Free Tax Aide
- Blood pressure screenings sponsored by Suffield Community Aid
- CBD Workshop
- CHOICES counseling and Medicare workshops
- Cooking demonstrations
- English Tea
- Collaboration with Bay Path University's Occupational Therapy students to provide free exercise program
- Flu Shots
- Hearing screenings – sponsored by NOVA Hearing Services
- Ice Cream Social
- Introduction to Card Making
- Line Dancing Jamboree
- Medical equipment tune ups sponsored by Home Helpers Homecare of North Central Connecticut
- Memory Café – sponsored by Suffield Community Aid
- Nutrition Control
- Parkinson's Support Groups
- Scam Informational Workshop
- Scare-It-Up-Suffield collaborative event with Kent Memorial Library and Parks & Recreation Department
- Free technology assistance
- Veterans' Coffee Hour – fourth Friday of each month at 8:30 a.m.

The Suffield Minibus provides transportation for Suffield residents 60 years of age or older and individuals over the age of 18 with a

disability to adult day care programs, Senior Center, medical appointments, grocery/retail shopping, pharmacies, area banks, and special trips.

During the year, the Minibus service traveled 86,673 miles, provided 15,258 transports for 251 days of operation averaging 30 passengers per day using one of the three handicapped-accessible buses and three cars in service.

Forty-nine (49) organizations throughout the State applied for a vehicle grant funded under the Federal Transit Administration's (FTA) Section 5310 Program. Suffield Senior Center & Minibus was selected to receive a cash grant to pay for up to 80 percent of the cost of a new wheelchair accessible vehicle. The remaining 20 percent of the vehicle cost will be paid for through the Minibus Reserve Fund which was established to accept donations for this purpose. No taxpayer dollars have ever been used to procure a new vehicle. Delivery of the new vehicle is expected late in 2020. This is the second year in a row this grant was awarded to the Suffield Senior Center & Minibus.

The Senior Center & Minibus Transportation is staffed with one full-time director (40 hours/week), one 17-hour/week assistant, one full-time transportation planner (35 hours/week), one 30-hour/week driver, one 24-hour/week driver, one 19-hour/week driver, and two 16-hour/week drivers. The Team is committed to being fiscally responsible and providing the Suffield community with the best possible service.

SUFFIELD COMMUNITY AID

*submitted by Janet Frechette,
M.S.W., Director*

Suffield Community Aid (SCA) – your local safety net! Formerly Emergency Aid Association, the SCA provides supportive health and social services that positively affect the well-being of Suffield residents during periods of need. It is a private, non-profit 501(c)3 social service agency. Incorporated in 1903, the SCA has existed for the sole benefit of those in our community struggling with health and financial hardships. It strives to enhance the full potential of all residents, and thereby, improve the overall quality of life in our community. In 2003, upon the retirement of the Town Social Worker, the Town and the SCA signed a Memorandum of Understanding (MOU) whereby, SCA delivers social services to the residents of Suffield. The current contract extends this arrangement through June 2022.

Highlights

Listed below are some of the health and social service programs provided by the SCA to Suffield residents during FY 2017-18:

- Fiore Food Pantry: Accessed 509 times by 145 different Suffield families comprised of 314 persons, of whom 138 were children and 45 were over the age of 65. The value of this assistance is estimated at \$54,705!
- Fuel Assistance: Distributed \$30,630 in critical fuel aid to 81 Suffield families from various

SCA-administered funds. An additional 179 energy applications were submitted to the State of Connecticut on behalf of our residents, resulting in \$118,220 in fuel aid to 158 eligible households.

- Medical Subsidy: Subsidized essential medical services totaling \$10,425 for the benefit of residents directly, or through a third party contract.
- Social Service Consultations Responded to over 2,100 requests for information and provided comprehensive case assessment and networking to 380 Suffield households, comprised of 630 residents.
- Medical Equipment Loans: Donated 385 durable medical items were loaned to residents or their family members.
- Meal Subsidies: Distributed 1,205 meal subsidies at a cost of \$4,217, making it possible for low-income seniors and disabled persons to participate in the lunch program at the Suffield Senior Center two days a week.
- Camperships: Gave 27 camp subsidies to children in low-income homes at a cost of \$5,990.
- Meals-On-Wheels: Coordinated volunteers who distributed 9,477 meals to a total of 57 homebound seniors.
- Holiday Basket Program: Coordinated distribution of 212 donated holiday and other seasonal baskets to low-income households.
- Blood Pressure Screenings: Sponsored 23 clinics that provided 405 free screenings at the Suffield Senior Center.

- School Supplies Collection: Distributed 102 filled backpacks to school-age children in low-income homes.
- Children's Vision & Hearing Screenings: Partnered with our local Suffield Lions to conduct 873 digital vision screening. Audiology screenings were also performed for 55 preschoolers.
- * Your Money, Your Goals: Developing Your Financial Empowerment: Provided a trained volunteer to assist clients in building financial security, set financial goals, pay their bills, manage debt and save for emergencies.
- CHOICES Counseling: Provided unbiased assistance to residents and others looking to explore their Medicare options.
- Medical Transportation: Provided non-emergency medical transportation for older and disabled residents when other options were not available.
- Bereavement Support Group: In conjunction with Masonicare Home Health and Hospice, hosted two 8-week grief support groups at our facility free of charge.
- Chair Exercise Program: Sponsored this on-going program at the Suffield Senior Center in an effort to help participants reduce the risk of falls.
- Resident At-Risk List: Partnered with the Town's Emergency Preparedness team to identify vulnerable residents when events warrant.
- After-Hour SPD Support Plan & Town Emergency Responder Assistance: Developed a support plan to ensure resident safety and wellbeing if a fuel, food or housing crisis should occur during non-SCA work hours.

For a more complete listing Suffield Community Aid accomplishments during the FY 2017-18, please visit www.suffieldcommunityaid.org.

YOUTH SERVICES

*submitted by
Nikki Lengyel, Coordinator*

During FY 2018-19, Youth Services (YS) was filled with one full-time employee whose time was divided between Town buildings and Suffield public school buildings predominately the middle and high school.

YS was awarded an Amiel P. Zak Service Fund grant to create a Youth Center. The new Youth Center now is located in the Senior Center Game room where an air hockey, foosball, pool and ping pong table are available. There is also a lounge/library area, space for arts and crafts and a Nintendo Wii. The YS Coordinator held open drop-in hours for kids in grades 6-12 immediately after school and in the evening hours. These drop-in hours included homework time for kids to complete schoolwork before engaging in games. The Youth Center was also used to host other positive youth development programs such as the home-alone safety class designed for ages 8-13.

The YS Coordinator collaborated with many different Town departments to bring support to children and families in Suffield. The Department partnered with the Suffield Library Teen Outreach Coordinator to develop programming that support students during midterms and final exams. These programs included

Study with a Puppy and yoga classes, as well as de-stress stations in the school to easy anxiety levels. YS focused a lot of programming around the topic of anxiety. The IndieFlix film, *ANGST*, which discusses anxiety causes and coping solutions, was shown to parents and their children in an evening event to bring awareness to mental health. Self-care and anxiety-easing door prizes were given out. Dr. Laura Saunders from the Institute of Living spoke to the audience about anxiety in youth and coping skills.

YS focused on mental health and substance use/abuse as well. The YS Coordinator chaired the Suffield Local Prevention Council (SLPC), which works to bring awareness to substance use and lessen the stigma of addiction and mental health. SLPC and YS obtained grants to battle the opioid epidemic in Connecticut and partnered with SPS to obtain a Suicide Prevention grant.

This year, SLPC partnered with SPS to invite Chris Herren, a former professional basketball player, recovering addict and motivational speaker, to speak with Suffield High School students as well as the community at large. Eighth-grade students were also bussed to the high school to listen to Mr. Herren speak. His message – centered around being yourself, not giving into peer pressure and looking out for one another – was incredibly powerful and greatly impacted our students and community. Prior to his evening presentation, 17 vendors/organizations participated in a Mental

Health/Substance Use Resource Fair which provide resources and assistance to both youth and adults.

YS also spent a lot of time this year focusing on the LGBTQ community and supporting them both in the schools and outside in the community. Its Coordinator worked with the high school's Gay Straight Alliance Club to bring youth to an annual conference at UCONN called True Colors. Youth and educators engaged in workshops and discussions to support the LGBTQ community. YS started an after-school group at the middle school for those struggling with their identity/sexuality. A safe space was created for them to speak openly about topics and issues they were facing. YS hopes to continue all of these initiatives and create more for the FY 2019-20.

SUFFIELD PUBLIC SCHOOL October 1, 2018 Enrollment

PreK	36
K	129
Gr. 1	129
Gr. 2	133
Gr. 3	139
Gr. 4	140
Gr. 5	138
Gr. 6	158
Gr. 7	167
Gr. 8	151
Gr. 9	215
Gr. 10	204
Gr. 11	188
Gr. 12	203
Special Ed	301
Outplaced students	19
Total Enrollment	2,151

Education

BOARD OF EDUCATION

submitted by

Timothy M. Van Tasel,

Superintendent of Schools

The Mission of the Suffield Public Schools is to prepare all students with the knowledge, skills and attributes required for success in a rapidly changing world.

School year 2018-2019 district imperatives were

1. Improve student outcomes
2. Create and implement an aligned 21st century curriculum
3. Teacher evaluation and instructional observation
4. Professional development
5. Organizational norms
6. Communication and coherence

Based on the Mission of the Suffield Public Schools and the District and School Improvement Plans, the Superintendent's Plan for Continuous Improvement and Outcomes was developed so that ALL students will acquire academic knowledge, thinking, learning and social-emotional skills to meet the challenges of being a global citizen in the future.

This plan incorporates the following goals:

- Demonstrate critical thinking and reasoning;
- Communicate and collaborate effectively with others;
- Problem solve and innovate;
- Demonstrate self-direction and resourcefulness.

STUDENT ASSESSMENT RESULTS (SBAC) SCORING	
Level 1 = Does not meet the achievement level	
Level 2 = Approaching the achievement level expected	
Level 3 = Meets the achievement level expected	
Level 4 = Exceeds the achievement level expected	

SUFFIELD DISTRICTWIDE BASELINE COMPARED TO DRG C DISTRICTS

ELA	
MEETS OR EXCEEDS THE ACHIEVEMENT LEVEL 3 & 4	
Bolton	74.1
Canton	68.9
Canton	72.7
Bolton	65.4
Suffield	69.7
Hebron	64.1
Ellington	67.6

MATH	
MEETS OR EXCEEDS THE ACHIEVEMENT LEVEL 3 & 4	
Ellington	63.0
Hebron	64.4
Suffield	60.7
Tolland	62.7
Tolland	59.0
Somers	61.1
Somers	53.4

ACT	
Number of Students taking ACT	68

	SUFFIELD 2019	CT 2019
English	24.5	25.9
Math	24.1	24.7
Reading	24.7	26.1
Science	23.6	24.8
Composite	24.3	25.5

DISTRICTWIDE ASSESSMENT PARTICIPATION RATE

	ELA	Math
McAlister		
Intermediate School	98.8	98.8
Suffield		
Middle School	97.9	97.9
Suffield High School	n/a	n/a

District Participation Rate	
	98.1 98.1

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DISTRICTWIDE BASELINE ENGLISH LANGUAGE ARTS PERCENT OF STUDENTS ACHIEVING LEVELS 1-4

Grade	Level 1	Level 2	Level 3	Level 4
3	16.2	20.0	26.9	36.9
4	21.7	16.8	30.1	31.5
5	12.0	22.6	27.1	38.3
6	5.8	15.4	47.4	31.4
7	9.1	15.8	44.2	30.9
8	12.2	17.0	42.9	27.9

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DISTRICTWIDE BASELINE MATHEMATICS PERCENT OF STUDENTS ACHIEVING LEVELS 1-4

Grade	Level 1	Level 2	Level 3	Level 4
3	15.4	25.4	39.2	20
4	17.9	32.4	29.7	20
5	14.3	25.6	28.6	31.6
6	7.1	21.3	29.0	42.6
7	17.0	24.8	20.6	37.6
8	14.9	20.3	25.0	39.9

SUFFIELD HIGH SCHOOL 2018 ADVANCED PLACEMENT RESULTS

250 students sat for 465 totals exams. 72% scored a 3 or better.

2019 COLLEGE AND CAREER READINESS RESULTS

CLASS OF 2019

(2018-19 school year)

Graduating Class Size	206
Number of students taking SAT's (97%)	200
Mean SAT Score (EBRW)*	586
Mean SAT Score Math	570

CLASS OF 2020

(2018-19 school year)

Number of students taking SAT's (97%)	177
Mean SAT Score (EBRW)*	560
Mean SAT Score Math	534

*The new SAT does not report a separate Reading and Writing score as the old SAT did.

The new score is labeled: Evidence Based Reading and Writing (EBRW).

Finance

ASSESSOR

submitted by

Donna M. Murphy, Assessor

The Assessor's Office is responsible for discovering, listing and valuing all real estate, taxable motor vehicles and personal property in Suffield. Our primary goal is to insure that the assessed value of individual taxpayers is correct so that each taxpayer pays no more than his fair share of the property tax. In order to accomplish this, the staff reviews 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 office with lists of all motor vehicles registered within the Town, and each vehicle on the list is assessed. 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 the Assessor's Office, and the exemptions are applied to the assessed value of eligible property.

This information results in the final Grand Lists, which are accurate compilations of all taxable property in Suffield and its assessed value. This information is the basis for the Tax Collector's tax bills. In addition, all tax exempt real estate is valued and recorded in a separate Grand List.

The total taxable 2017 Grand List for the FY 2018-19 of \$1,406,135,346 was used to develop a mill rate of 29.32 mills. The mill rate times the net assessment for each property creates the tax bill for that property.

Vision Government Solutions, Inc. partnered with the Assessor's Office on the 2018 town-wide Revaluation Project. A state mandated revaluation is undertaken every five years to ensure a more equitable distribution of the tax burden and to bring the assessment level up to date. State Statutes also require that properties be fully inspected once in every ten assessment years. For the first time, we used data mailers to confirm property details which counted as an inspection. We are happy to report that 70% of the data mailers that were sent out were returned. This greatly reduced the number of properties that needed to be inspected, which in turn substantially reduced the total project cost. Using recent sales, the mass appraisal tables (based on house style, age, condition and neighborhood) were adjusted as needed. Land values were also analyzed. Field Reviewers also drove around Town to make property adjustments as needed. All of this information was used to develop final values. Assessment change notices

were mailed out in November and informal hearings took place soon after. The overall change in value for all properties in Town was an increase of 2.78%. The result of the project will yield fair and equitable property values effective October 1, 2018.

TAX COLLECTOR

submitted by Jill F. Schechtman

The function of the Tax Collector's Office is to collect and process all Real Estate, Personal Property, Motor Vehicle and Motor Vehicle Supplemental bills. The Tax Office also processes Sewer and Sewer Assessment payments for the WPCA.

Real Estate, Personal Property and Motor Vehicle bills are mailed in July. The Collector does not rebill in January, even though Real Estate and Personal Property bills may be paid in two installments if the bill exceeds \$100.00 for the year, the bill must be paid in one installment in July. Motor Vehicle bills are due in July and must be paid in full. Motor Vehicle Supplemental bills are mailed in December and are due the following January. All bills have a 30-day grace period for payment.

Jill Schechtman is a Certified Tax Collector for the Town of Suffield. Jill has been the Tax Collector since August 2009. The Tax Collector's position is an elected position for a four-year term. The duties for the Tax Collector include creating bills, filling out State Reports, balancing all records to the Finance Department, processing refunds and abatements, processing all electronic files and coding of all

Escrow accounts. She works directly with public as well. Robin Lutwinas is an Assistant Tax Collector for the Town of Suffield, who works part time. She has worked for the Town of Suffield since 1998. Robin's duties include processing payments, sending out delinquent notices, delinquent statements, demands, and lien notices. She also is responsible for creating the Suspense List, putting on and taking off customers at DMV, maintaining bankruptcy accounts, processing NSF checks and processing transfers.

Tara Mathews was the Assistant Tax Collector for the first two weeks of July, the beginning of the fiscal year and then relocated to New York. Debbie Lefcheck replaced Tara in January of 2019. This is also a part-time position. The duties include processing mail, processing payments in the office, answering the phone, assisting taxpayers in the office, assisting with the deposit process and helping to maintain the escrow database.

The Office have been utilizing an online option to pay or view accounts online. This system has been in place for five years. People may also use this online system to print all paid taxes for preparing their Federal Income Tax forms.

This year the Tax Office was able to collect 98.85% of the current year taxes. \$41,353,656.30 was collected in tax, interest and lien fees for the current year only. \$464,782.07 was collected in prior year taxes, interest and fees. All processing of payments was done on site or online.

FINANCE DEPARTMENT

submitted by

Deborah J. Cerrato, Director

The payroll and accounts payable functions for Town departments are processed through the Finance Department. The Water Pollution Control Authority (WPCA) is responsible for their accounts payable and revenue, and the Board of Education (BOE) is responsible for the processing of payroll and accounts payable for their employees and activity. The Finance Department makes the deposits for the Town departments, except for the Town Clerk and Tax Collector. The departmental revenue is recorded into the Financial Management System (Munis) by the Finance Department. The general ledger – that is used to create various reports and financial statements for the audit – is maintained by the Finance Department.

The Town is required to have an audit performed annually. A copy of the Audited Financial Statements is available to be reviewed on the Town's website www.suffieldct.gov under Agendas, Minutes and Public Documents under the Government tab.

The Board of Finance is responsible for the budget that is presented to the public for approval. This process is a coordination of efforts of the Finance Department, the First Selectman's Office and the Board of Finance. The request for the budget information is sent to the Town departments in December for completion. The departments send their

budget requests to the Finance Department. The budgets are reviewed by the First Selectman and Director of Finance.

Meetings are then held with each department to finalize a budget to be presented to the Board of Finance for their review. The Board of Selectmen submits a budget for the Town Departments (excluding the BOE and WPCA) to the Board of Finance 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 its budget for review not later than the last Monday in March. The capital needs of the Town and Board of Education are reviewed and prioritized by the Advisory Commission on Capital Expenditures (ACCE). ACCE makes their recommendation to the Board of Finance for inclusion in the budget.

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

The Town receives approximately 20% of its revenue from the State of

Connecticut. The majority of revenue is from property taxes. The Town's budget process is usually completed before the State of Connecticut has finalized the State budget. Thus the Town utilizes the best estimate of funding to be received from the State of Connecticut for the budget.

The Town budgeted to receive 20% from the State of Connecticut for FY 2018-19. The Town received 21% of total revenue from the State of Connecticut in FY 2018-19.

The Department recognizes and thanks Katie Martin and Marie Bourque for their service to the Town of Suffield.

ACCE

Board of Finance Final Approved List

Project	Cost	Grants or Other Funding Sources	Net Cost to Suffield Taxpayers
McAlister - Kitchen Walk-In Replacement	24,000		24,000
Paving/concrete work/crack sealing	1,400,000	91,892	1,308,108
Six Wheel Truck - Replace '94 (136K / 5 yrs)	33,852		33,852
Six Wheel Truck - Replace '98 (136K / 5 yrs)	33,852		33,852
Highway Street Sweeper	11,000		11,000
Pickup Truck	50,000		50,000
Six Wheel Truck - Replace '97 (5 yrs)	38,000		38,000
SMS Auditorium Tar/Gravel Roof	325,000	260,000	65,000
Drainage Projects	200,000		200,000
Remington Street Bridge Project	640,000		640,000
Assessor - Appraisal Software	25,000		25,000
Senior Center Bus	69,000	69,000	0
Time and Attendance System	80,000		80,000
Town Hall Swing Space	33,000		33,000
SMS - Program Enhancement and Building Renovation	175,000		175,000
Spaulding - Handicap Access to Pre-K Bathroom	100,000		100,000
District - Student Device	66,102		66,102
District - Teacher/Classroom Devices	90,930		90,930
District - Technology Upgrade/Replacement	13,170		13,170
Babb's Beach Stairs	15,000		15,000
Babb's Beach Water Line	50,000		50,000
Ball Groomer	20,000		20,000
Mower Flail Head Attachment	18,000		18,000
Landfill Replace Overhead Door	10,000		10,000
McAlister - Brick Repointing	175,000		175,000
Conversion/Upgrade of Town Website	7,500		7,500
KML Brick Repointing	30,000		30,000
KML Exterior Repainting	10,000		10,000
KML Landscaping	15,000		15,000
Town Hall Digitize Records	10,000		10,000
SHS - Family Consumer Science Overhaul	50,000		50,000
Old Firehouse 2- Replace Overhead Door and Shingled Roof	15,000		15,000
Police Station - HVAC System	50,000		50,000
Total General Fund Proposed	3,883,406	420,892	3,462,514

FIVE-YEAR SUMMARY

	ACTUAL 2014-15	ACTUAL 2015-16	ACTUAL 2016-17	ACTUAL 2017-18	ACTUAL 2018-19	BUDGET 2018-19
REVENUES						
Property Taxes	36,687,209	38,381,113	39,515,233	40,320,629	41,343,705	42,437,682
Licenses, Permits & Fines	497,643	381,233	654,826	516,293	398,039	414,730
Revenues from Use of Money & Property	30,916	31,058	60,311	181,793	297,445	250,000
Revenues from Other Agencies	731,741	729,451	716,922	36,069	37,850	36,000
State Grants	6,257,351	6,140,449	6,380,289	6,876,999	6,281,137	6,409,256
Federal Grants	0	137	0	0	0	0
Education Related Revenue	7,678,458	7,604,067	7,227,691	6,554,541	7,348,018	7,614,455
Charges for Current Services	325,359	344,655	363,095	334,470	331,416	352,260
Landfill	82,446	72,414	77,590	87,812	100,012	67,000
Recreation	119,462	141,895	139,409	143,087	162,779	141,100
Miscellaneous	526,237	690,147	765,252	416,696	419,401	354,000
Transfers in	2,116,169	274,006	670,936	417,487	300,868	827,626
Fund Balance	0	0	0	0	0	400,000
TOTAL REVENUES	55,052,991	54,790,625	56,571,554	55,885,878	57,020,670	59,304,109
EXPENDITURES						
Administrative	4,967,375	4,888,425	5,089,610	5,475,693	5,604,853	5,917,294
Planning & Development	408,683	399,463	417,203	292,310	292,335	310,149
Public Safety	3,704,366	3,991,441	3,975,367	4,267,103	4,158,196	4,210,529
Public Works	3,864,028	3,758,267	3,949,616	3,966,447	4,095,501	3,913,604
Health & Social Services	714,414	715,344	672,271	690,682	708,572	749,848
Library, Recreation & Parks	789,300	895,753	867,383	824,296	926,274	994,234
Other	5,267,310	4,486,913	5,262,744	2,731,086	4,532,124	4,383,406
Debt Service	2,780,436	2,678,775	2,584,175	2,809,804	3,206,275	3,277,175
Board of Education	32,588,748	33,704,273	34,230,229	34,611,131	34,807,222	35,547,870
TOTAL EXPENDITURES	55,084,660	55,518,654	57,048,598	55,668,552	58,331,352	59,304,109
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(31,669)	(728,029)	(477,044)	217,325	(1,310,682)	
ADJUSTMENTS FOR BUDGET TO GAAP REPORTING	(111,204)	176,570	(147,147)	73,172	(421,106)	
TOTAL FUND BALANCE (GAAP)	10,863,038	10,311,579	9,687,388	9,977,885	8,246,097	
COMMITTED & ASSIGNED FUND BALANCE (GAAP)	1,162,017	998,557	1,313,506	2,580,572	544,744	
UNASSIGNED FUND BALANCE (GAAP)	9,701,021	9,313,022	8,373,882	7,397,313	7,701,353	
UNASSIGNED FUND BALANCE AS % OF TOTAL EXPENDITURES (GAAP)	17.6%	16.8%	14.7%	13.3%	13.2%	

GAAP - Generally Accepted Accounting Principles

Revenues

	FY 2018-19 Adjusted Budget	FY 2018-19 Actual	FY 2018-19 Variance <i>Favorable (Unfavorable)</i>
Property Taxes			
Current list	40,461,294	40,357,931	(103,363)
Supplemental MV tax	350,000	446,851	96,851
Interest & Fees	150,000	230,534	80,534
Prior years	280,000	308,389	28,389
Total	41,241,294	41,343,705	102,411
Licenses, Permits & Fines			
Building Dept.	400,000	356,781	(43,219)
Planning & Zoning	20,000	21,854	1,854
Zoning Board of Appeals	1,240	1,550	310
Police Permits	11,000	12,259	1,259
Conservation	4,000	4,795	795
Historic District Fees	800	800	0
Total	437,040	398,039	(39,001)
Revenue from Use of Money & Property			
Fund Balance Utilization	2,152,281	0	(2,152,281)
Investment income	110,000	297,445	187,445
Total	2,262,281	297,445	(1,964,836)
Revenues from Other Agencies			
Telecommunications grant	20,000	16,850	(3,150)
PILOT, CT Airport Authority	693,909	693,909	0
Town of East Granby - Animal Control	16,000	21,000	5,000
Total	729,909	731,759	1,850
State Grants			
PILOT, State Property	1,648,564	1,801,140	152,576
Mashantucket Pequot	2,760,598	2,760,598	0
PILOT, Disabled Tax Relief	900	948	48
Veterans Exemption	8,900	8,620	(280)
Elderly Tax Relief	80,000	0	(80,000)
LOCIP Reimbursement	107,207	97,386	(9,821)
Youth Services	14,000	14,000	0
Municipal Projects Grant	180,663	180,663	0
Municipal Stabilization Grant	198,287	206,051	7,764
Capital Expenditure Reimbursements	407,500	158,364	(249,136)
Miscellaneous	32,419	69,674	37,255
Town Aid Road	289,569	289,784	215
Total	5,728,607	5,587,228	(141,379)
Federal Grants	0	0	0

	FY 2018-19 Adjusted Budget	FY 2017-18 Actual	FY 2017-18 Variance <i>Favorable (Unfavorable)</i>
Education Related Revenues			
Tuition, Vo-ag	716,415	658,419	(57,996)
Tuition, Other	149,788	175,078	25,290
Education Cost Sharing	5,505,592	6,173,608	668,016
Vo-Ag Grant	333,277	333,277	0
Other Educational Grants	7,974	7,636	(338)
Total	6,713,046	7,348,018	634,972
Charges for Current Services			
Assessor's Map Sales	300	300	0
Bulky Waste	3,000	2,888	(112)
Real Estate Conveyance Tax	181,650	203,779	22,129
Social Service, Mini-Bus	5,200	5,126	(74)
Animal Control Fees	8,325	11,521	3,196
Town Clerk Historic Document Fees	3,960	0	(3,960)
Town Clerk Recording Fees	194,000	107,802	(86,198)
Total	396,435	331,416	(65,019)
Landfill			
Landfill Operation	35,000	47,919	12,919
Recycling Rebates	6,000	6,257	257
Sale of Scrap Metal	22,000	44,846	22,846
Permits	4,000	990	(3,010)
Total Landfill	67,000	100,012	33,012
Recreation			
Recreation Summer Programs	43,055	48,806	5,751
Recreation Activity	95,000	113,973	18,973
Total Recreation	138,055	162,779	24,724
Miscellaneous			
Miscellaneous Town Income	45,000	106,906	61,906
Cell Tower	175,000	186,966	11,966
Rental of Town Property	112,000	125,529	13,529
Total Miscellaneous	332,000	419,401	87,401
Transfers In			
CNR Fund	124,163	123,155	(1,008)
Other Funds		564	
Resource Officer	52,149	52,149	0
Off Duty Fund	125,000	125,000	0
Total Transfers	301,312	300,868	(1,008)
Total All Revenues	58,346,979	57,020,670	(1,326,873)

Expenditures

	FY 2018-19 Adjusted Budget	FY 2018-19 Actual	FY 2018-19 Variance <i>Favorable (Unfavorable)</i>
Administrative			
Selectmen	240,641	240,641	0
Human Resources	149,104	149,104	0
Probate Court	5,754	5,754	0
Election	43,945	43,945	0
Board of Finance	10,853	10,853	0
Assessor	149,732	149,732	0
Board of Assessment Appeals	747	747	0
Tax Collector	175,381	175,381	0
Tax Rebates	40,846	40,846	0
Finance	308,177	308,177	0
Information Technology	308,366	308,366	0
Town Counsel	128,287	128,287	0
Town Clerk	207,481	207,481	0
Town Hall	156,593	156,593	0
Insurance & Benefits	3,678,946	3,678,946	0
Total	5,604,853	5,604,853	0
Planning & Development			
Planning & Zoning	185,071	185,071	0
Zoning Board of Appeals	1,495	1,495	0
Economic Development	45,564	45,564	0
Historic District Commission	2,160	2,160	0
Conservation Commission	58,045	58,045	0
Total	292,335	292,335	0
Public Safety			
Fire	1,033,738	1,033,738	0
Police	2,667,697	2,667,697	0
Emergency Management	5,360	5,360	0
Building Department	255,992	255,992	0
Town Engineer	124,821	124,821	0
Animal Control	70,588	70,588	0
Total	4,158,196	4,158,196	0
Public Works			
Public Works	3,188,163	3,188,163	0
State Aid Road	293,380	293,380	0
Public Utilities	613,958	613,958	0
Total	4,095,501	4,095,501	0

	FY 2018-19 Adjusted Budget	FY 2018-19 Actual	FY 2018-19 Variance <i>Favorable (Unfavorable)</i>
Health & Social Services			
Health & Social Services	188,704	188,704	0
Social Services Commission	1,211	1,211	0
Senior Center	123,456	123,456	0
Minibus	192,201	192,201	0
EMS / SVAA	203,000	203,000	0
Total	708,572	708,572	0
Library, Recreation & Parks			
Library	487,696	487,696	0
Recreation	238,182	238,182	0
Recreation Activity	96,320	96,320	0
Youth Services	67,786	67,786	0
Total	889,984	889,984	0
Other			
Capital Expenditures	3,688,904	3,688,904	0
Cemeteries	36,290	36,290	0
Contingencies	210,617	195,000	15,617
Transfer to Insurance Fund	500,000	500,000	0
Transfer to OPEB*	148,220	148,220	0
Total	4,584,031	4,568,414	15,617
Debt Service	3,206,275	3,206,275	0
Board of Education	34,807,232	34,807,222	10
Total All Expenditures	58,346,979	58,331,352	15,627

* OPEB = other post employment benefits

OUTSTANDING DEBT

For Fiscal Year Ended June 30,	2015	2016	2017	2018	2019
Notes	0	0	0	0	0
Bonds	16,750,000	14,700,000	21,755,000	19,715,000	17,175,000
TOTAL	16,750,000	14,700,000	21,755,000	19,715,000	17,175,000
Total Expenditures	55,084,660	55,518,654	57,048,597	55,668,552	58,331,352
Debt Service	2,780,436	2,678,775	2,584,175	2,809,804	3,206,275
Percentage	5.05%	4.82%	4.53%	5.05%	5.50%

TOWN OFFICIALS

ADMINISTRATION

Board of Selectmen

Melissa M. Mack, First Selectman
Mel Chafetz
Pete Hill
Tim Reynolds
Joanne Sullivan

Town Treasurer

Christine Davidson

Town Clerk

Kathleen C. Dunai

Registrars of Voters

Darlene Burrell
Lynn Joyal

Town Counsel

Derek Donnelly

Human Resources

Karin Ziemba

Ethics Commission

Arthur Gary Mandirola, Chair
George Dalrymple, Jr.
Dennis Kreps
Carol Martin
Ellen Taylor-Stearns
Jay Presser, Alt.
Heather Lee, Alt.

Technology Committee

Melissa Finnigan, Chair
Eric Baranski
Dan Burnham
Brian Dunn
Larry Grigley
Matt McCoy
Tracy McDonagh
Robert Sperrazza
Rebecca Osleger, School IT

Town Historian

Lester Smith

Board of Assessment Appeals

Lisa Andersin, Chair
Mark Leichthammer
Ryan Walters

Cable Advisory Council

Carl Casinghino, BOS appointee
Debra Dudack, BOE Appointee
Alex Fraser, BOS Appointee

PLANNING & DEVELOPMENT

Conservation Commission

Art Christian, Chair
Elizabeth Fanous
Andrew Krar
Glenn Neilson
Norman Noble
Patrick Reilly
Raymond Wilcox
Jessica McCue, Alt.
Thomas Elmore, Alt.
Joanne Sullivan, Ex-officio
Keith Morris, Consultant

Economic Development Commission

Howard Orr, Co-Chair
Susan Thorner, Co-Chair
Brian Banak
Jack Henrie
Kate Daly Rietberg
Bob Kelly, Alt.
Arnie Magid, Alt.
Joanne Sullivan, Ex-officio

Planning & Zoning Commission

Mark Winne, Chair
Patrick Keane, Vice Chair
Ginny Bromage, Secretary
Erin Golembiewski
Brendan Malone
Don Rawling
Tracy Hespelt, Alt.
Aysha Moore, Alt.
Tim Reynolds, Ex-officio

Town Forest Commission

Joanne Neilson
Bill Sullivan

Helena Bailey Spencer Tree & Val Gallivan Fund Committee

Anita Wardell, Chair
Dale Baker
Virginia Bromage
Judith Hanmer
Michele Holcombe
Todd Mervosh
Agnes Schulte
Joyce Zien
Michael Turgeon, Ex-officio
Sue Mayne, SGC President
Christine Davdson, Town Treasurer
Melissa Mack, First Selectman

Zoning Board of Appeals

Mark Blackaby, Chair
Susan Hastings, Secretary
Renee Pacewic
Christine Rago
John Schwemmer
Rubina Addona, Alt.
Gerard Chase, Alt.
Despina Tartsinis, Alt.

Historic District Commission

Douglas Mayne, Chair
Brendan Begley
Scott MacClintic
John Schwemmer
Margery Warren
Pete Hill, Ex-offico
Carlo Reale, Alt.
Bill Moryto, Alt.
Lisa Sabbatino, Alt.

Design Review Board

George Fields, Chair
Robbin Banks
Matt Falkowski
Frank Grillo
Bobbie Kling
Jen Rodriguez
Ray Wilcox
Bob Borg, HDC
William Hawkins, Town Planner

Permanent Building Commission

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Glenn Neilson, Vice Chair
Kevin Goff
Bill Gozzo
Cathie Ellithorpe
Heather Van Deusen
Brian Baril, Alt.
Martin Page, Alt.
Tim Reynolds, Ex-Officio

Town Engineer

Gerald J. Turbet

Town Planner

Bill Hawkins

Zoning Enforcement Officer

James Taylor

Tree Warden

Michael Turgeon

NCC Regional Tourism District

Gayle Demko

EDUCATION

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Alexander M. Sepko, Vice Chair
Debra Dudack, Secretary
Jamie Drzyzga
Brian Fry
Geert Mol
John Richter
Maureen Sattan
Matthew Service
Mel Chafetz, Ex-Officio

PUBLIC SAFETY

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Joseph (Jack) Quinn, Vice Chair
Jeff Davis
Dara Goings
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Jason Trombly
Tim Reynolds, Ex-officio

Fire Commission

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Paul Christian, Seretary
Jack Bucior
Jason Caron
Vic Mathieu
Ed O'Hurley
Joanne Sullivan, Ex-officio

SVAA

Art Groux, Chief

Building Code Board of App

Glenn Neilson, Chair
Kevin Goff
William Gozzo
Catherine Elithorpe
Joe Sangiovanni
Martin Page, Alt.

Emergency Management

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Tom Frenaye, Elector
Dan Vindigni, Elector

Constables

Joseph Quinn

PUBLIC WORKS

WPCA

Bruce Remington, Chair
Janet Davis
Jeff Davis
Daniel Holmes
Roger Ives
John P Murphy
Wallace Rodger
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Department of Public Works

Julie Oakes, Facilities Director

HEALTH & SOCIAL SERVICES

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Ruth Clark
Marcia Dufore
Alan Popp
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Jacqueline Marien
Mark Messenger
Gloria Johnson, Tenant Rep
Pete Hill, Ex-officio
Deb Krut, Executive Director

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Pat Beeman

North Central District Health

Dept Board

Vic Mathieu
Ben Rodriguez

North Central Regional Mental Health Board

Nikki Lengyel

LIBRARY, PARKS & RECREATION

Library Commission

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Muriel Coatti
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Joe Grimard
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Ann Ho
Claire Kawalec
Anne Metzger-Kelly
Catherine Morrow
Chris Rago
Robert White
Mel Chafetz, Ex-officio
Jackie Hemond, Director

Parks & Recreation Commission

Brian Casinghino, Chair
William Boucher, Vice Chair
Jay Bombard
Lou Casinghino
Leeayn Burke
Stephanie Dolan
David Rusnock
Scott Toby
William Baril, Alt.
Andrew Joly, Alt.
Joanne Sullivan, Ex-officio
Peter Leclerc, Director

FINANCE

Tax Collector

Jill Schechtman

Assessor

Donna M. Murphy

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Brian Kost, Vice Chair
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Tracy Eccles
Eric Harrington
Ann Huntington Mickelson
Jerry Mahoney, Alt.
J Michael Stevens, Alt.
John Sullivan, Alt.
Deborah Cerrato, Director

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Ed Basile
Seth Crocker
Kathleen Harrington
Maureen Schorr
Pete Hill, Ex-officio
Nicole Greco, Alt.
Jenn Urbanski, Alt.

Retirement Commission

Eric Remington, Chair
Glenn Gazdik
Kate Daly Rietberg
Ryan Burrell, Police Union
Chris Childs, BOF
Daniel Sheridan, Ad hoc



Editors: Maggie Philippon and John Smith
Photographs by: John Smith, Lester Smith, Ray Pioggia
Compiled and Designed by: Maggie's Fine Line and John Smith
Printed copies are available at the Town Hall.

Prepared, published, and distributed by the Board of Finance in accordance with the General Statutes of Connecticut, Sec. 7-406 and the Town of Suffield Charter, Chapter VIII, Sec. 802.