

AGENDA

TOLLAND TOWN COUNCIL – ARPA SUBCOMMITTEE ZOOM ONLY – SPECIAL MEETING

July 27, 2022 – 4:30 P.M.

1. Call to Order
2. Public Comment
3. Introduction of new subcommittee member, Town Manager, Brian Foley
4. Approval Of Minutes
 - 4.1 Meeting Minutes of [June 23, 2022](#)
5. Old Business – Action/Discussion Items
 - 5.1 Resolution to recommend to Town Council the approval for up to \$10,000 (or an amount agreed upon) for consulting services as requested by the Tolland Mental Health and Substance Abuse Committee.
 - 5.2 Discussion and potential resolution to recommend to the Town Council the approval of funds for recreation program fees free or reduced fee recreational programs. Amount to be determined at the meeting up to \$20,000.
 - 5.3 Discussion and potential resolution to recommend to the Town Council the approval of funds for the Cross Farms ADA Pathway project \$200,000. (FY 22-23 CIP DEBT \$191,878)
 - 5.4 Discussion and potential resolution to recommend to the Town Council the approval funds for the TORO Mower \$115,488. (FY 22-23 CIP DEBT)
 - 5.5 Discussion and potential resolution to recommend to the Town Council the approval funds for the TMS Track Resurface \$140,000. (FY 22-23 CIP DEBT)
 - 5.6 Discussion and potential resolution to recommend to the Town Council the approval funds for a Tractor for the Board of Education (BOE) for \$24,000. (CNRE)
 - 5.7 Discussion and potential resolution to recommend to the Town Council the approval funds for Floor Machines for the BOE for \$24,000. (CNRE)
 - 5.8 Discussion and potential resolution to recommend to the Town Council the approval funds for a Dishwasher & Sink System for \$45,000. (CNRE \$40,000)

5.9 Discussion and potential resolution to recommend to the Town Council the approval funds for a Heavy Duty Dump/Snow Plow Truck for \$225,000. (Yr. 2 CIP – DEBT \$198,000)

5.10 Discussion and potential resolution to recommend to the Town Council the approval funds for Crack repair at Old Cathole Road Tennis Courts for \$82,000. (FY 22-23 CIP – CNRE \$40,000 and Rec Fund \$42,000).

5.11 Discuss spreadsheet

6. Adjournment

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**MEETING MINUTES
ARPA SUB-COMMITTEE
ZOOM MEETING
June 23, 2022 – 4:30 P.M.**

Members Present: Tammy Nuccio, Colleen Yudichak, Lisa Hancock

Members Absent:

Also Present: Leslie Colangelo, Projects/Grants Manager, Beverly Bellody, Human Services Director

1. **CALL TO ORDER:** Colleen Yudichak called the meeting to order at 4:30 PM.

2. **PUBLIC COMMENTS:** None

3. **APPROVAL OF MINUTES**

A. May 17, 2022 – Special Meeting

Lisa Hancock motioned to approve the minutes of the May 17, 2022 meeting.

Tammy Nuccio seconded the motion.

Discussion: none

Motion passed unanimously.

4. **OLD BUSINESS - ACTION/DISCUSSION ITEMS.**

4.1 Discuss Spreadsheet – The Subcommittee members discussed all the items on the spreadsheet. The various items were categorized as either hold, no or cancel. The Miracle Field funding was cancelled since the project is no longer being negotiated. The following items were moved to the “No” category: Ambulance Purchase, Engine 240 Refurbishment, Hollie Barnas request since it does not fall under the revenue recognition rule and the Fiber network. The remaining items will remain on the list and will be reviewed further. There was discussion regarding summer programs being funded for some recreation programs. Lisa Hancock has concern that there will not be sufficient time for the summer programs but will reach out to Bruce Watt. The Fall programs might be considered instead. Bruce will be invited to a future meeting once Lisa discusses it with him. The subcommittee would like to invite members from the mental health task force to discuss their funding needs at the next meeting if they are at a point to discuss how they would like to proceed.

5. **NEW BUSINESS - ACTION/DISCUSSION ITEMS.**

None.

6. **ADJOURNMENT**

Tammy Nuccio motioned to adjourn the meeting at 5:53 PM.

Lisa Hancock seconded the motion.

Discussion: none

Motion passed unanimously.

Respectfully submitted,

Lisa A. Hancock

Lisa A. Hancock

B. WEYLAND SMITH

C O N S U L T I N G

PROGRAM EVALUATION • NEEDS ASSESSMENT • GRANT PREPARATION

Proposal for Tolland Human Services on behalf of Tolland Mental Health and Substance Use Advisory Task Force, June 2022

Background: Tolland Mental Health & Substance Use Advisory Task Force, herein noted as “TF” has been in a process of inventorying available town-specific data across the lifespan on mental health and substance use/misuse. They have determined that a Prevention and Wellness Coordinator may be needed to address community issues across the spectrum of prevention/awareness to treatment/recovery. However, they wish to utilize and collect additional data to determine the priority needs to guide the direction of this position, should it be created. With this background, the B. Weyland Smith Consulting, LLC, herein noted as “The Consultants,” have established the following goals and objectives in keeping with their interpretation of the TF’s vision.

For more information on B Weyland Smith Consulting, LLC, please see: <https://bwsmithconsulting.com/>

The following include Consultants’ interpretation of the TF’s Goals with suggested objectives that can be fulfilled by the Consultants depending upon the TF’s budget and timeline.

Goals:

- 1) Prioritize substance use/misuse and mental health concerns, with associated risk factors across the lifespan for Tolland residents.
- 2) Ensure that the TF has data needed, at the town level (or from comparison communities) for substance use/misuse and mental health concerns, prioritization, ongoing needs assessment and to support possible state and federal grant applications in the future.

Objectives:

- 1) Implement an anonymous online survey of Tolland adults ages 18 and older regarding their knowledge of community and area resources, ability to access resources, comfort accessing resources, knowledge and attitudes related to substance misuse and mental health concerns (but not personal experience), their perceptions of priority issues and wellness topics they wish to have more information on as well as the medium they wish to receive this information.
 - a. Supports and Deliverables-creation of online survey tool, guidance from consultants on implementation of an online survey with suggested incentives, analysis and reporting of outcomes of the survey, provided via a slide deck.
 - b. Possible Timeline
 - i. Create survey by August 31, 2022
 - ii. Implement the survey between September 15, 2022-December 15, 2022, or until at least 350-400 responses are collected.
 - c. Cost-\$2,500
- 2) Crosswalk of recent Tolland school survey data from the Substance Use and Risk Behaviors Assessment Report (SUBRA) with required federal (and state) National Outcome Measures (NOMS), that are essential when seeking federal or state prevention grants, as well as other “useful” measures when seeking such funds, against survey tools approved by the Drug Free Communities Program (CDC) and Strategic Prevention Framework-Partnerships for Success grants (SAMHSA).

B. WEYLAND SMITH

C O N S U L T I N G

PROGRAM EVALUATION • NEEDS ASSESSMENT • GRANT PREPARATION

This will highlight where required data have been obtained and where the data set may have gaps in these measures.*

- a. Deliverable: Document identifying which outcomes are addressed in the recent Tolland Survey and which are missing or not comparable to Federally approved survey tools.
 - b. Possible Timeline-by August 31, 2022
 - c. Cost-\$400
- 3) Inventory of available substance use/misuse data, or comparison community data, provided in a comprehensive slide deck that will be utilized to inform decisions via a prioritization process (see Obj 4), will support short-term grant applications, and serve as baseline for any programs or strategies implemented as a result of prioritization process.
- a. Deliverable: Slide Deck
 - b. Possible Timeline-by August 31, 2022
 - c. Cost-\$1,500
- 4) Presentation of data inventory slide deck to TF and other key community leaders to initiate a structured prioritization process, by age group for both mental health and substance use/misuse. This would occur over 1-2 sessions, (1- session is 4 hours, 2-sessions is 2.5 hours each) virtually or in person and result in a logic model including the priority problems, risk factors, local conditions with identified evidence-based strategies for the TF or other town leaders to select from to address the priority issues. This process would also include the identification of data gaps, possibly not identified in the TF previous data inventory process with suggested next steps on how to address them.
- a. Deliverables-facilitation of sessions, report on outcome of session including logic models (4-8, depending upon outcome of process) and consultation on planning of sessions including identification of key leaders etc.
 - b. Suggested Timeline-to be determined by TF, but would occur after adult survey data were available
 - c. Cost Range-\$3,500-\$4,500, dependent upon whether one long session or two shorter sessions and if sessions are in-person or virtual.

Cost Range for Proposed Services: \$400-\$8,900

**In the interest of full disclosure, B. Weyland Smith Consulting, LLC. provides student survey services to Connecticut school systems, called Youth Voices Count (<https://bwsmithconsulting.com/youth-voices-count/>). There is no expectation or obligation that the TF recommends or purchases this service in the future, but as experts in student survey services and Federal and State grants, the Consultants' experience in this is pertinent when considering youth survey data.*

ARPA Funds Request List

	Request Category	Details of request	Request Made By	Voted to consider	Research Required	Research Complete	Date brought to Council	Council Decision	Estimated Cost	Amount Approved	ARPA Fund Balance
		Beginning Balance									2,163,102.81
7/27/2021	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Funding for EHHD Covid costs	Rob Miller	yes			7/27/2021	Yes	5,470.00	5,470.00	2,157,632.81
12/9/2021	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Using \$50,000 of ARPA funds to fund a study for well water concerns for potential application to the Clean Water Revolving Fund.	Tammy Nuccio	Yes	Yes	No	12/28/2021	Yes	50,000.00	50,000.00	2,107,632.81
2/24/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	VACALL Truck for Storm Drain Cleaning MS4	Colleen Yudachik	Yes	no		3/8/2022	Yes	495,000.00	495,000.00	1,612,632.81
2/24/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Street Sweeper MS4	Colleen Yudachik	yes	no		3/8/2022	Yes	275,000.00	275,000.00	1,337,632.81
6/24/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Cross Farms ADA Pathway in CIP budget DEBT	Lisa Hancock	No Vote	No				200,000.00		
7/1/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	TORO Mower Current CIP DEBT	Lisa Hancock	No Vote	no				115,488.00		

ARPA Funds Request List

7/1/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	TMS Track Resurface CIP DEBT	Lisa Hancock	No Vote	No					140,000.00		
1/11/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Outsourced Community Clinician-discussion continued-Amount could change (currently requesting only 10000)	Tolland Mental Health and Substance Use Advisory Task Force	No Vote	yes	no				60,000.00		
4/17/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Crack repair /resurface tennis courts (Old Cathole) - Currently funded by CIP (Rec fund 42,000 and 40,000 CNRE)	Colleen/Bruce	No Vote						82,000.00		
4/13/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Tractor (School Use)	Colleen	No Vote						24,000.00		
4/14/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Floor Machines (Building Use)	Colleen	No Vote						24,000.00		
4/15/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Dishwasher & sink station (School Use)	Colleen	No Vote						45,000.00		

ARPA Funds Request List

4/16/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Heavy duty truck – Used for Plowing and Park Maintenance	Colleen	No Vote					198,000.00		
3/24/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Fire Engine - Budget for CIP has \$750,000 but pricing has increased (LH Recommends to wait as production may take time) Debt will not be issued this year. May need offset funding once bid results are received. Being advised that the budget is insufficient	ARPA Committee	No Vote					860,000.00		
	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Stipends for Emergency staff and all staff during COVID-work with town labor attorney and Mike Wilkinson	John Littell/Lisa H	No Vote							
	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Additional hours for Senior Dial a ride - Waiting on Response from Beverly and Kim		No Vote							
	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Water extension/installation various areas of need	Tammy Nuccio	No Vote							
1/3/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	\$20,000 towards cost of study for forest management plan.-initial stage managed in general fund 2021-22 and hopes of timber sales to fund stage 2 (Hold for now)	Conservation Commission/Jim Hutton	No Vote	no	yes			20,000.00		

ARPA Funds Request List

1/31/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	free sports for kids/summer camp - Bruce Watt possibly to follow up with Willington?	Tammy Nuccio	No Vote					20,000.00		
3/24/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	replenish funds for free bulky waste program	Mike Wilkinson	No Vote					100,000.00		
5/27/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	ADA improvements on Town recreational fields and parks-Need study results for a better cost analysis - \$200,000 placeholder	Susan Lucek	No Vote	Yes				200,000.00		
6/1/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	New Pickleball Fields at Heron Cove - Bruce is trying to get a better cost estimate	Bruce Watt	No Vote					250,000.00		
5/20/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Tolland Soccer League field issues at Cross Farms - No information on this.		No Vote							
5/24/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Tolland Little League request - see if Tim can come to a future meeting to discuss the request	Tim Griffin	No Vote							
6/13/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Crandall Park Tennis Courts - The Town has applied for a STEAP grant. If it is not awarded, then may need to address with ARPA funds	Bruce Watt	No Vote	Yes	Yes			500,000.00		

NO LONGER UNDER CONSIDERATION

ARPA Funds Request List

5/17/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Miracle Field Site Preparation	Tammy Nuccio	Yes	No		5/24/2022		200,000.00		
3/15/2022	Respond to the pandemic and its negative economic impacts (includes Public Health)	Ambulance purchase	Colleen Yudachik						370,000.00		
3/23/2022	Restore cuts in public services caused by pandemic-induced revenue losses and avoid additional cuts	Engine 240 Refurb	ARPA Committee	No Vote	no				180,000.00		
	Respond to the pandemic and its negative economic impacts (includes Public Health)	I'm contacting you as advised by the CT. SBA. I have been working with them for launching a new Tolland-based business and our launch plans have been derailed due to the extreme changes in costs for manufacturing, packaging and card stock as a result of all covid related changes, including the supply chain back-ups. Therefore, I'd like to inquire about what Tolland funds might be available for Tolland based businesses this year or early next year based upon the municipal \$ provided by the ARP in 2021, 2022.	Hollie Barnas holliebarnas@gmail.com	No Vote	Yes	yes	No does not fall under revenue loss rule		25,000.00		
	Invest in water, sewer, or broadband infrastructure	Fiber Network-not feasible	Lisa Hancock	No Vote					Depends		