



TOWN OF TOLLAND

REPORT OF THE TOWN MANAGER

Brian J. Foley
Town Manager

July 9, 2024

TOWN MANAGER'S OFFICE – 860-871-3600

The Town Manager recently reviewed and approved a therapy dog policy developed by the Human Services department. A therapy dog is a trained and certified canine who, with their handler, provides emotional support, comfort, and assistance to individuals in various settings, including workplaces. The purpose of this policy establish guidelines for the presence of a certified therapy dog to support resident interactions and enhance the overall well-being of individuals served by the Town of Tolland.

The Town recently advertised for public bid (15) pieces of surplus equipment and vehicles including trucks, mowers, quads and sweepers. If all high bids are accepted the total amount received from these public bids will be \$32,374.

ASSESSOR'S OFFICE – 860-871-3656

- The deputy Assessor and Assessor attended Assessor school the first week of June.
- The office prepared for tax bills and reviewed all applications for the Tolland Low Income & Elderly Tax Relief Program.
- Income and Expense questionnaires sent to Commercial, Industrial and Apartment property owners have been received and are being analyzed.
- The Assessor is completing tasks associated with the 2024 in-house revaluation, sales inspections and field visits have begun.
- Building permits have been printed and field work has begun.

BOARD OF EDUCATION – 860-870-6850

For a Board of Education update, please visit the link below:

http://www.tolland.k12.ct.us/DistrictOffices/superintendent/superintendent_willett_s_page. See attached Board of Education Secretary's report.

BUILDING DEPARTMENT – 860-871-3601

Town Projects:

- Building Official assists Town Manager in advisory role as needed
- The Building Department is busy with issuing permits and performing inspections
 - The department has been extraordinarily busy, compared to past years
 - Daily interaction with various departments to better the Town, as a whole
 - Answered counter and phone questions from residents, contractors and realtors
 - Every effort is made to provide the highest level of customer service
 - Much time is spent on crumbling concrete foundation concerns
- Crumbling foundation replacement permits issued this month: 1
- Calls from Fire Department/Emergency: 1 after hours; 2 total
- Work without permits: 0 cited; full compliance achieved
- Participated in Development and staff meetings
- Participated in numerous discussions regarding blighted properties and junk cars
 - Building Official is the Blight Enforcement Officer
 - Received 1 blight complaints
 - Made 1 site visit
- Attended continuing education classes, as required by State Statute
- Building Department is the primary contact for all Special Event Permits
 - 1 Special Event permit processed – Disc golf at Cross Farms
- Assisted the Zoning Enforcement Officer with field inspections
- Assisted the Wetlands Agent with field inspections
- Building Official and his staff spend significant time with potentially crumbling foundations
 - Building Official continues to work with CRCOG to pre-vet vendors and contractors and refine best-practices to repair crumbling foundations
- Building Dept. Permit Technician assists other departments on an as-needed basis
- Building Official attended one Historic District Commission meeting, after regular hours
- Building Official provided two weeks of mutual-aid inspection coverage to Ellington, under our reciprocal agreement.

Commercial

- Consultation, plan review and inspection with the Fire Marshal regarding:
 - All commercial new construction and remodeling
 - Commercial Certificate of Occupancies
 - Change of use requests
 - Special Event permits
- Conducted numerous inspections with Fire Marshal DaBica, utilizing a “team approach” to better obtain compliance and enforce life-safety codes and regulations
- Building Official met with contractors to review permitting submissions for a large residential development behind BigY. This will help foster a good working relationship and an efficient construction and inspection sequence.
- A spot inspection was conducted at an adult-entertainment establishment to ensure compliance with and in accordance with Tolland Town Code, Chapter 51.

The *Summary Building Report* is included

FINANCE DEPARTMENT – 860-871-3653

- The Finance Department has begun working with Departments preparing for year-end closeouts. Final payrolls are being processed for the year end and also for the new year.
- The auditors are in the process of doing their preliminary testing and will plan to complete the audit at the end of November. The Finance office has been compiling information to send electronically.
- The final budget book is almost complete. There has been a delay due to the many failed budget referendums. Due to all the changes and reductions several pages need to be changed. The Multi-year projection also needs to be recalculated with new data. Hopes are to have the information posted online by sometime in July and the hard copy books out to the printer by then also.
- We received the final payment for the Birch Grove School construction project. Many thanks to staff and our State Legislators for assisting in special legislation that made it possible!
- The Finance Director worked with our Financial Advisor for a presentation on the rating agency analytical changes for the July 9th Council meeting.
- The Finance Director is working on the State of CT OPM budget submission requirement. It should be completed as soon as the State accepts the first part of the submission that was uploaded on 7/1/24.
- The Finance Director is working on the year-end update for the preliminary year end results which will be provided at the July 9th Council meeting.

HUMAN SERVICES – 860-871-3648

The following assistance programs are available through the Human Services Department:

- **Renters Rebate** – Tolland Human Services is currently accepting applications for the Renter's Rebate Program. To qualify for this program you must be a renter, aged 65+ and your income must be less than \$43,800 (single) or \$53,400 (married). Renters must produce a statement of all rent paid during 2023 and submit the 1099 form(s) to document all sources of income. If you filed taxes in 2023, a copy will be needed. For additional information please contact Jillian Fiddler at (860) 871-3615.
- **Tolland Food Pantry** –If you are a Tolland resident and your household would benefit from using the Food Pantry, please contact 860-871-3648. Distribution is by appointment only and participation is strictly confidential.

**Thank you so much to the Tolland Community for your
generous support during our Food Drive!!**

We were blown away by the generosity of the community! We received HUNDREDS of items in just the first few HOURS of the Food Drive. Thank you all for stocking up this means of food assistance for our residents!

- **Food Share Mobile Food Pantry** – Located at the parking lot of the United Congregational Church, 45 Tolland Green, 10-10:30AM. Distribution dates are July 11 & 25 and Aug 8 & 22. Please bring your own bags.

The following information and ongoing programs/services are also available through the Human Services Department:

- Crisis Counseling- Town contact is Teresa Kristoff, MA Assistant Director Human Services (860)871-3612 or tkristoff@tollandct.gov
- Case Management – Town contact is Jillian Fiddler, BSW (860)871-3615 or jfiddler@tollandct.gov
- Housing Rehabilitation Loan Program & Fair Housing – Town contact is Beverly Bellody, MS (860)871-3611 or bbellody@tollandct.gov

Tolland Youth Services Bureau (YSB)

- **Tolland Youth Services Community Theater (TYSCT)**
 - **Join us Under the Sea! Tickets will be on sale** for our performances of Disney's **The Little Mermaid starting July 8th!** Tickets are \$10 in advance, \$15 at the door.
 - Tickets will be sold in the Human Services Office- 21 Tolland Green Level 4 on:
**Mondays-Wednesdays 8:00am-4:30pm and
Thursdays 8:00am-7:30pm from July 8th- July 25th!**
 - **Performances** will be **July 26th and July 27th** at 7:00pm at Tolland High School.



- The Tolland YSB manages a **Juvenile Review Board (JRB)** for young people who might otherwise be referred to the Juvenile Court for low level offenses. The JRB is comprised of volunteers from local and state agencies who are committed to trauma informed, culturally sensitive, restorative justice practices. Tolland's Restorative Justice Approach holds youth accountable for their behavior, while also creating opportunities for the youth to repair any

harm done. The JRB has been actively meeting and providing support and mentorship to Tolland's youth referred to the program.

Don't forget to follow us on the Tolland Youth Services' Facebook and Instagram accounts!

Senior Center

- The Senior Center continues to be a safe, friendly place for our older Tolland residents to come have fun, meet new people, visit with old friends, or learn something new.
- For more information please check out the Senior Scoop Newsletter at the following link:
[Senior Center Newsletters | Town of Tolland CT](#)
- This month's Senior Scoop newsletter includes information on **2024 Tolland Tax Relief Programs** for Senior or Disabled Residents. [The next available application period for these programs is February 1, 2024- May 15, 2024. For more information, please call the Tolland Assessor's Office at 860-871-3650.](#)



Water Commission Liaison Report:

The Human Services Director is the staff liaison to the Water Commission. CT Water Company is the operator for the town's Municipal System. She is coordinating with CT Water on two commercial projects which need to access the Municipal Water System. The Director of Human Services is working with CT Water to assure compliance and coordinate the future installation of the water mains.

Small Cities Community Development Block Grant Application:

The Human Services Director is part of a collaborative team applying for funding for needed repairs at Old Post Village, Senior Housing.

PLANNING AND DEVELOPMENT – 860-871-3669

- A Site Plan application for a 15,000 square foot medical office building at 1504 Tolland Stage Road (off Exit 69) is in the works, with a second Wetlands Commission meeting on July 18th and a Planning and Zoning Commission meeting on July 22nd.
- Planning and Zoning has a public hearing set for July 22nd for a Special Permit application to allow for an event facility at 47 Hartford Turnpike.
- Planning and Zoning has a public hearing set for July 22nd to hear a proposed regulation change to allow for up to five commercial vehicles to be stored on properties of eight acres or more as part of a Major Home Occupation with a Special Permit.

- Planning and Zoning will be reviewing the Affordable Housing Plan on July 8th and setting a public hearing date for adoption in September.
- Planning and Zoning will be reviewing an inventory of Town-owned properties at their meeting on July 8th.
- Planning and Zoning passed new regulations to allow for large lot accessory structures, allowing for applicants to build a building which exceeds the footprint of their home on lots of at least five acres in size
- Planning and Zoning approved a Special Permit Modification to allow additional gravel parking spaces at 259 Hartford Turnpike to allow for RV storage
- Planning and Zoning approved a Special Permit for a garage on Sugar Hill Road which exceeds the footprint of the principal structure.
- Planning and Zoning met with the new property owner at 288 Merrow Road (the former Eastern States Drilling) to discuss his plan for the property to use for his landscaping business.
- The Zoning Board of Appeals approved a variance for a 48'x60' shed on Grant Hill Road.
- The Economic Development Commission is working to conduct an analysis on site suitability for a few key development areas in Tolland, to be used to help inform the basis of a new Economic Development Plan.
- The Agriculture Commission continues to focus on the farmer's market, and is going to work to create a non-profit entity for the Market which will increase its eligibility for grants and allow for it to more efficiently accept SNAP payments.
- Staff has worked to secure an appraiser for the Bodnar property and this will be complete by August 15th. The DEEP OSWA grant cycle for this year is expected to open soon.
- Staff and the Conservation Commission Chair met with Connwood foresters to discuss upcoming forest management studies for the Palmer, Crystal Peat, and Kendall Mountain Conservation areas funded with ARPA monies.
- The Connecticut's Countryside website will be going live in July and we plan to begin outreach to businesses to have them participate in the business directory.
- Staff continues to respond to Zoning complaints primarily regarding illegal home occupations, donation drop-off bins, and roosters.

LIBRARY – 860-871-3620

Summer Reading 2024 has begun with the theme “Read, Renew, Repeat” highlighting conservation and recycling. Many crafts for all ages will highlight this theme by using recycled materials. Special thanks to the Friends of TPL for sponsoring many prizes for Summer Reading!

Adult Groups and Programs

Registration is required unless otherwise stated. Please sign up at tollandct.gov/library and look for Event Registration.

Meditation, Tuesday, July 9th, 6:30 – 7:30 PM

Beginners and advanced practitioners are welcome. Taught by Kathy Grinold.

Tech Help Appointments, Wednesday, July 10th, 10:00 AM

Let Reference Librarian Kelly Marchand help with your tech woes! Call 860-871-3620 to book your appointment.

Amateur Miniature Artist Club, Wednesday, July 10th, 6:00 PM, Library Story Room

This casual club will meet seasonally to create miniature works of art – for July we will be painting seascapes on 4” square canvasses to celebrate summer. Ages 14 and up. We hope to display our club’s work in the Library display cases. Sponsored by the Friends of the Tolland Library.

Saturday Matinee Movie, *Arthur the King*, Saturday, July 13th, at 2:00 PM in the **Library Program Room**. Rated PG-13, 137 minutes.

Based on an incredible true story, witness the bond between adventure racer Michael Light (Mark Wahlberg) and a scrappy street dog companion dubbed “Arthur.”

Wine Bottle Craft, Wednesday, July 24th at 6:00 PM in the Story Room

In keeping with our Summer Reading theme, “Read, Renew, Repeat,” we are giving old wine bottles a renewed purpose! Join us to paint or decoupage a lighted wine bottle. All materials will be provided.

Intro to Android with Kelly Marchand, Thursday, July 25th at 2:00 PM in the Library Program Room.

Learn how to use your Android phone to its fullest potential! Learn how to navigate your phone, download apps, and customize settings.

Join the Nookless Knitters **every Friday** at 10:00 am in the Library's Program Room or the Nookless Knitters II the **second and fourth Wednesday** from 6:30 pm until 7:45 pm in the Library's AV room. These friendly groups of crafter are eager to share their talents and wisdom. Newcomers are welcome to drop in!

Children's Programs

Summer Reading is in full swing! It's not too late to sign up – stop by the Library for information and to view the great prize baskets provided by the Friends of Tolland Library.

The summer **Virtual Author Talks** sponsored by the TPL Foundation highlight children's authors Kate DiCamillo, Max Brallier, Elizabeth Acevedo, and Dan Santat. Check out dates and times on the Library website. Sign into the live presentations to interact with the authors or view recorded presentations at any time.

Tromp through the Swamp with Tom Sieling, Thursday, July 11th, 2:00 PM, Library Program Room

Join Tom for the most fun, participatory kids' songs out there! Tom has delighted tens of thousands in over thirty years of performing – 78 programs in 8 states in the summer of 2023! **Please sign up at tollandct.gov/library and look for Event Registration.**

Reading with Millie, Thursday, July 11, 4:30 PM, Library Story Room

Improve your children's reading aloud skills with this sweet furry friend who would love to listen and perhaps get a scratch behind her ears. Millie is a certified therapy dog from the Tails of Joy. Sign up for a ten- minute one-on-one session with Millie by calling 860-871-3621 or emailing mestey@tollandct.gov.

BenAnna Band, Tuesday, July 16th, 11:00 AM, Library Program Room

Kids will go bananas for this high energy nationally touring children's duo that focuses on music and inclusion for kiddos of all ages! **Please sign up at tollandct.gov/library and look for Event Registration.**

PROJECTS AND GRANTS - 860-871-3605

Grant Applications

CDBG/Small Cities (DOH)(\$3,000,000 approximately)

In June, the Town submitted an application to the Department of Housing's Community Development Block Grant, Small Cities program, for renovations at Old Post Village. Some of the proposed improvements include a new roof, parking lot repairs/expansion, new windows and exterior doors, HVAC replacements, ADA improvements, interior upgrades in resident units and renovations to the community room.

The Town has applied for the maximum award amount of \$2,000,000. The Town anticipates receiving a determination within six months. Elderly Housing Management, Inc. is working to secure funds for design and construction costs that would exceed the Small Cities grant award.

On June 24, 2024, the Projects/Grants Manager, Director of Human Services, Elderly Housing Management staff and members of the Tolland Housing Authority met with the residents at Old Post Village to discuss the potential project impacts to residents, should the Town be successful in obtaining grant funds. Both the project scope and the resident relocation plan were thoroughly discussed. The meeting was well-attended by residents who actively participated in the conversation. It is expected that if the grant is awarded, there will be numerous follow-up meetings with residents to ensure they remain informed and receive support services throughout the construction process.

State and Local Cybersecurity Grant Program (DESPP/DEMHS)

This grant program offers funding to address cybersecurity risks and cybersecurity threats. The Projects/Grants Manager is working with IT to determine the best use of possible grant funding. Applications are due July 19, 2024.

Grant Research

Sidewalks on Route 195 to I-84

The Town is working with Cardinal Engineering to create a concept plan for continuous sidewalks on Route 195, from Town Hall south to I-84. The Town is considering an application for LOTCIP grant funding. LOTCIP applications open in fall 2025, which aligns with our timeline to prepare a concept plan and invite public comment. If LOTCIP funding is approved, construction would be planned for Spring of 2027. There are no additional updates at this time.

Project Management

2023 State ARPA Funding – Statewide Senior Centers (ARPA) (\$67,950.37)

During the 2022 Legislative Session, the Department of Aging and Disability Services (ADS) was awarded \$10 million dollars in American Rescue Plan Act (ARPA) funds for senior centers in Connecticut. In February 2023, the Town of Tolland received notice they were allocated \$32,440 of these senior center specific ARPA funds. The Town intended to use these funds towards constructing a single pickleball court at the Senior Center, with the remaining cost to be funded by donations.

However, the recent passage of Public Act 24-81, reduced the total ARPA funds awarded to the Connecticut Department of Aging and Disability Services from \$10 million to \$6.5 million. This means the Department of Aging and Disability Services cannot fund the per capita allotments previously expected, and some Towns will not be funded at all. Tolland's request for funding is currently under review by the Connecticut Aging and Disability Services, and we are waiting for a final determination.

Dog Pound Improvements

In December 2023, the Department of Agriculture released new regulations concerning dog pounds. Tolland will need to make significant improvements to its existing dog pound to be in compliance by the State's deadline of January 2029. The Town is in preliminary discussions with an engineer to determine if we can improve the existing facility or if we will need to replace the building. Once we have a design and a cost estimate, we can include this necessary project in the 5-year Capital Plan and look for grant funding.

PEGPETIA (PURA) (\$20,433.00)

On May 1, 2024, The Town received approval for grant funding for audio and video upgrades in the Library Program Room under the PEGPETIA program. In June, the Town received 2 quotes for services and has decided to enter into an agreement with Phase Integrations for audio and video upgrades. The upgrades will include two pan, tilt and zoom cameras with speaker tracking abilities, two ceiling mounted microphone arrays, a new amplifier and software to integrate the new technology with the existing components, like the projector. These improvements will greatly improve the ability to offer quality hybrid programming. Additionally, the Town is seeking quotes to potentially install acoustic tiles or panels to improve the sound quality within the room. The Town expects to have upgrades in place by the end of this year.

Replacement of Fire Station 340 (\$3,027,278)

In June, the contractor has made significant progress and we expect to issue a Certificate of Occupancy soon. The Town is waiting for Frontier to finish the phone lines for the fire alarm installation, and some small punch list items, in order to issue the Certificate of Occupancy. Testing and training on systems started the end of June and is expected to be completed in the beginning of July.

Also in June, the Building Official noticed that the recently installed kitchen cabinets were not the correct height for ADA compliance. As a result, the Town Engineer, CHA Consulting, Inc, issued the contractor a Notice of Non-Conforming Work. The Town is working with the contractor to rectify the mistake. The remaining kitchen work will not impact the ability to obtain a Certificate of Occupancy, nor the ability for the Fire Department to move back into the building.

The Firehouse Subcommittee Meeting was held June 20, 2024. The Subcommittee discussed the project schedule and the expected date of the Certificate of Occupancy (July 15th), the project budget, the change order log, a potential water drainage issue on the pond side of the building (which will be addressed by Town following the project completion) and an update on the next steps in planning the renovations at Stations 140 and 440.

The next Firehouse Subcommittee Meeting is scheduled for July 16, 2024.

Small Town Economic Assistance Program (STEAP) (\$415,000)

In September, the Town received approval for funding under STEAP to build four new pickleball courts at the location of the former ice rink at Heron Cove Park. The project will include tree removal, drainage, new courts, nets and striping, fencing and an ADA sidewalk to the parking lot. The Town has recently received the Assistance Agreement from the State and is waiting for an update from the contractor on the construction timeline.

Meetings

- Daily meetings with the Town Manager
- Staff and Development Meetings
- June 10, 2024 – FS340 Site visit
- June 12, 2024 – OPV meeting with JR Russo – site work/curtain drains
- June 13, 2024 – Library Program Room upgrade meeting, with Phase Integration
- June 14, 2024 - OPV SSHIP Follow Up
- June 18, 2024 – CRCOG Municipal Services
- June 20, 2024 – Firehouse Subcommittee Meeting
- June 24, 2024 – Library Program Room upgrade meeting, with Phase Integration and Director of Library Services
- June 24, 2024 – OPV Project Meeting – Resident Relocation Plan
- June 26, 2024 – FS340 Electrical and Generator Training with TFD and DPW

PUBLIC SAFETY:

- Public Safety Officers participated in school fire and lockdown drills throughout the month.
- On June 21st, the Department participated in Tolland Library's annual Touch-a-Truck event. Those who attended enjoyed meeting our staff and exploring our fire truck.
- After more than five years of dedicated service, part-time Animal Control Officer Samantha Fegan resigned her position effective June 30, 2024. We thank her for her years of service, dedication and commitment to the betterment of the Town's animal population and wish her well in the future. Her part-time position has been posted. In the interim, the Department's other part-timer, ACO Anthony Calchera, will cover the vacant shifts.

ANIMAL CONTROL:

In the month of June 2024, the Animal Control Department answered 44 calls/complaints during regular & after work hours.

- The Town of Tolland Animal Control Facebook Page has 4,900 followers.
- Officers continue to patrol parks and trail systems for off leash dogs.
- Officers continue to assist with several sick/injured/trapped wildlife calls.
- Officers received donations of pet food, treats and towels/ blankets from town residents and businesses.
- Officers continue to assist the Town of Hebron/CT Department of Agriculture with the care of 3 dogs that were seized during an animal cruelty case in their town.
- Officers continue to assist various other agencies (CT State Police/CT Environmental Conservation Officers/CT State Marshal's/Tolland Fire Department) with cases/scenes they have in which animals are involved.
- Officers continue to complete continued education trainings as required by the State to maintain their Animal Control Officer certification.
- Tolland Animal Control, in conjunction with Fenton River Veterinary Hospital, hosted a very successful Low-Cost Rabies Vaccination Clinic. During this year's clinic Fenton River's veterinary staff administered 80 vaccinations to local pets. Thank you to the members of Tolland CERT and Tolland Fire Department's Fire Police Unit for their assistance in contributing to this event's success. Thank you to those individuals who were able to take advantage of this opportunity to have their pet vaccinated. We look forward to hosting another clinic next year!
- This month, Tolland Animal Control and the Town of Tolland says a heartfelt goodbye to ACO Samantha Fegan. After several years of dedicated time to the people and pets of Tolland, she is moving on to pursue new opportunities. Part-time ACO Fegan worked weekend on-call and office hours. In the interim the Department's other part-timer, ACO Anthony Calchera, will cover the vacant shifts. The vacant position has been posted.
- Through social media, Tolland Animal Control reminded residents that each June is dog licensing month. Dogs can still be licensed throughout the year, however renewals are subject to late fees imposed by the Town Clerk when licensing beyond of the month of June. Additionally, owners who fail to renew their dog's license are subject to a \$75.00 fine per C.G.S. 22-349. Tolland Animal Control will attempt to make contact with dog owners who

have yet to renew their dog’s license for the 2024-2025 year, before issuing an infraction ticket. If your dog has passed away, you have moved, or you otherwise no longer have possession of your dog, please notify the Town Clerk’s Office (860-871-3630) to update your record.

Activity	This Month	Last Month	Year to Date	This Month Last Year	Last Year To Date
Complaints Received	44	38	512	31	478
Animals Impounded	4	1	33	3	17
Animals Redeemed	0	1	21	2	9
Ads Placed	0	1	5	1	8
Animals Sold/ Adopted	1	0	7	0	4
Animals Euthanized	0	0	2	0	0
Notices to License	5	4	227	8	71
Infractions/Summons Issued	1	2	33	0	3
Animals on Hand End of Month	7	5	52	5	43
Animal Bites Reported (Human)	1	1	13	1	12
Animal Bites Reported (Animal)	2	1	7	0	5
Deceased Animals on Roadways	1	2	4	0	3

EMERGENCY MANAGEMENT:

- Emergency Management Director John Littell closely monitors all State WebEOC communications, information and advisories during the month that are received from state resources. Pertinent bulletins are redistributed to appropriate personnel. This month’s bulletins included Extreme Heat and Severe Storm events.
 - In preparation of the heat wave, information was e-blasted and posted on our web-page to encourage residents to prepare themselves, their families and any pets. Residents were informed of the Library’s availability as a cooling center.
 - Several notifications for the potential of severe weather were received this month. Director Littell communicated road closures and reopenings, etc. during each of these events. The Director also communicated with Eversource to report situations and advocate for timely restorations.
- On June 8th several members of the CERT team assisted with traffic control at the Animal Control Department’s annual Low-Cost Rabies Vaccination Clinic held at Tolland High school.

FIRE MARSHAL:

- Review and approval of permits.
- Information sharing with insurance companies and realty companies referencing fire suppression capabilities and underground water supply capabilities.
- Investigated fires, gas leaks, and complaints; prepared reports as required
- Completed assignments as directed by management
- Assist FD while short on staff
- Investigated fires and alarms as required
- Answered several overnight off-hour phone calls for various problems including, Fire Alarms, CO detection, Smoke detection, Fire Alarm issues for residents etc.
- Assisted Director of Public Safety as requested
- Approved change of use occupancies
- Inspecting business occupancies
- Reviewing prints for fire code compliance new and renovated buildings and projects
- Inspected day care facilities
- Attended training to ensure certification hours are available, currently certified fully
- Working with project managers to ensure full code compliance for construction projects
- Routine inspections of construction sites
- Currently reviewing Camp Yankee Trails Girl Scout Camp changes
- Working with the Fieldstone Plaza project Santini Homes Inc.
- Assisted and monitored practiced fire alarm and evacuation at local church.
- Investigated a fire in Ellington and covered for unavailable Marshal for investigations only
- Attended Bridge construction update meetings
- Completed and recertified Emergency Medical Responder certification

FIRE DEPARTMENT:

- Chief John Littell continues to closely monitor the order status of the new ambulances. Initially ordered in 2021 and 2022, there have been significant industrywide delays. The Chief will continue to remain vigilant in following the status of both the ambulance in production and the ambulance on order.
- During the month we were informed that installation of the patient compartment or “box” on the 1st ambulance was nearing completion. Once finished it will head to another vendor for the installation of the power-load stretcher and other patient compartment final touches. This process should be completed by the end of July. The final steps before

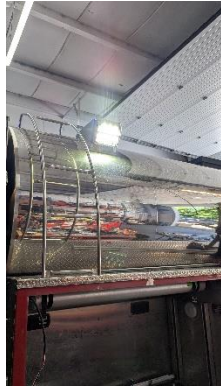
placing this ambulance into service will be the installation of the radio system and OEMS inspection. Efforts are being made to expedite the final steps.

- Training throughout the month included: practicing Rope Rescue techniques, CPAP and Epi-draw review for EMS and the Narcan Leave Behind program
- Members were reminded to complete assigned on-line training modules.
- The replacement of Station 340 while nearing completion, experienced additional delays. Another extension was needed to resolve the issues. We are hopeful that the issues will be resolved as quickly as possible.
- On June 8th several members of Tolland Fire Department's Fire Police Unit assisted with traffic control at the Animal Control Department's annual Low-Cost Rabies Vaccination Clinic held at Tolland High school.
- Tank 140's refurbishment process is in full swing. Dependent upon findings, parts and vendor availability we hope to have this apparatus back in service by the end of July.
 - The frame has been sandblasted, primed and painted. In addition, a cross member has been replaced between the rear axles. All new rear brake components have been installed as well as the new Q2B siren.



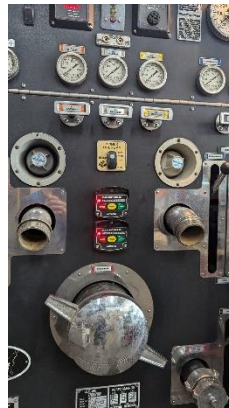
Tank 140 Refurb

- On June 17th, the vendor advised that they will be installing the tank and body back on the frame in the next day or two. They are waiting on some parts for the dump chute upgrades. This new automated dump chute system is a "smart" system that will indicate, with colors, if the chutes are opened or closed. Depending on when they receive the dump chute parts, the truck could be completed by mid to late July.



Tank 140 Refurb

- This month's accomplishments also include: new headlights, new scene lights, new rear tank fill valves, new warning lights, new side view and rear view cameras and monitor, new electric tank to pump valves, and new emergency light switches in the console. They are working on new roll up doors and installing the new automatic dump chute and dump valves as well as new tank level indicators.



Tank 140 Refurb

- The safety of our patients and personnel remains our top priority. As such, our Infection Control Officers continue to monitor CDC guidelines specific to Emergency Services/First Responders.
- The Department's PEER team continues to promote EAP information and resources, as well as offering one-on-one support to anyone in the department.

June 2024

Fire Department Dispatch Data	Day-time Career Calls	Nights & Weekends Volunteer Calls
Fire	11	13
Medical	44	73
Hazardous Materials	6	13
Vehicle Accidents	5	12
Other Emergency/Service Calls	13	14
Interstate 84 (all call types)	1	7

EXPLORER POST:

- The Explorer Post met twice during the month of June.
- Training included learning about taking vital signs and conducting BLS assessments. Explorers practiced taking blood pressures, listening for lung sounds, taking pulses and respiratory rates. These topics are a fundamental part of becoming an EMT.
- Our second training was a Self-Contained Breathing Apparatus (SCBA) air consumption drill. Explorers were trained in the key parts of an SCBA and were able to do a physical drill to practice air conservation. The drill consisted of a firefighter drag, hose pull, dumbbell carry, sledge hammer tire, and bolt assembly with gloves on.
- The Post offered congratulations to one member who graduated with the THS class of 2024 and welcomed a new member, who is going into his junior year at THS.

FIRE DEPARTMENT SOCIAL MEDIA ACCOUNTS:

- “X” (formerly known as Twitter)@TollandAlert account has more than 2,900 followers.
- The Tolland Fire Department Instagram account has approximately 1,912 followers.
- The Tolland Fire Department Facebook page has more than 5,600 followers.

PUBLIC WORKS – 860-871-3696

Road Resurfacing Program – Our crews have been busy prepping the roads for the Road Resurfacing Program. As of this writing, we have approximately two thirds of the roads prepped for the finish layer of pavement. We are scheduled for asphalt to be put down in early August. At that time, we would ask that all trash and recycling barrels be kept in your driveway on your collection day. All of the roads within the Vineyards neighborhood will be resurfaced during this program. The process that we intend to use is called Cold In Place which is an operation that grinds up and recycles the existing pavement, put the ground up material back in place and then it gets rolled for

the base course. Following that, we repair or replace the catch basins and the tops, apply a new wear course and then install the new curbing. Once that portion is completed, we then backfill the curbing, apply grass seed and mulch straw and ask that you water these areas to help promote the growth of the new grass seed.

Parks & Facilities- Along with our normal daily tasks, we have completed the majority of the work getting Crandall Park ready for the summer time. We have put the dock back in the water, repaired the paver walkway down to the pond, removed the weeds from the swimming area and added some sand to the beach area. The newest addition is a floating fountain that will help to aerate the water which will help increase the oxygen levels, helping to prevent algae blooms and promote the aquatic life. The fountain will keep the water moving which will help keep the water surface free of debris.

Parks & Facilities Building-We are moving forward with a new facility where our P&F employees will have much better accommodations than what they currently have. There will be a lunch/meeting room, bathrooms, office space and cold storage for off season equipment when completed. We had entered into an agreement with an Architect to design this facility and unfortunately, as of this writing, we've learned that he has become seriously ill. We may have to look to bring another firm on board if the Architect cannot fulfil his commitment. We are working closely with our Engineering firm on this.

Highway Division- Our staff went around Town after the June 23rd storm to fill in any washouts on the gravel roads and removed tree branches and any resulting debris from the roadsides. We will be cleaning catch basins, doing our roadside mowing and other routine tasks that typically take place during the construction season. We continue to assist our Tree Contractor with traffic control and debris removal when needed.

Cemetery Division – As of this point, there have been twenty burials so far this year. An estimated 500 American flags were placed on our Veteran's graves for Memorial Day and will stay there for the season. The Wreath's Across America that was spearheaded by Mr. Mark Schmidt, was a great success. A total of 576 wreaths were laid within our four Cemeteries. Mark had a great group of volunteers that assisted him in recovering and disposing of all of the wreaths. This is planned to be an annual event so if you can, please be sure to volunteer your time or donate to this worthy cause.

WPCA- All of our Pump Stations are currently working as designed. The WPCA is seeking new members for their Commission if anyone is interested, thank you.

Once again, as the Director of Public Works, I would like to thank all of the Public Works employees for their continued dedication to helping us achieve our goals, thank you.

RECREATION DEPARTMENT – 860-871-3610

The Recreation Department is in the process of closing out for the fiscal year. We have continued to make great strides in regards to program implementation, new programs and departmental operations. This year the Recreation Department will finish in the black.

The Recreation Department's summer season has begun. Summer Camp started June 24th this year. Campers have been enjoying field games, hikes, nature-based activities, water activities,

special events and more. The first week of camp we had Kona Ice and an inflatable bounce house on site.

Men's softball is halfway into their season. Things are running extremely smooth and no issues have been reported. The Parks Department is doing a great job on the fields. So far, we have been fortunate with the weather and have only had a few rainouts.

Other programs that will running this summer are 2 Lego camps, tennis camps, 2 art camps, yoga, babysitting training course, futsal/soccer camp, baseball camp and more. The Recreation Department has a lot of exciting things happening this summer!

The dock and swim lines were placed at Crandall Park. A big thank you to the Parks Department and the Tolland Fire Department for working with us to get this done. Swimming at Crandall Park is open 7 days a week, 8am-8pm.

The electrical work and pond aerator have been installed at Crandall Park. This was a great collaboration between the Recreation Department and the Parks Department.

The new AIO tank has been added to the water filtration system at Cross Farms Park. All the pertinent paperwork has been submitted to the state.

The Lodge and the Pavilion continue to be busy with rentals.

REVENUE - 860-871-3654

Total Revenue Collections for the current year from July 1, 2023 through June 30, 2024 are \$48,398,630.32 or 97.6% of the actual Total Collectible amount. This is just slightly lower than last year's collection rate of 98.96%.

The 2023 Grand List tax bills were mailed on June 29, 2024. The bills went out later than usual this year because of how long it took to get an approved budget for the 24/25 fiscal year. Once the budget was approved, we were able to set a mill rate of 37.77 for Real Estate and Personal Property accounts, and the Motor Vehicle mill rate has remained at the state cap on 32.46. The last day to pay without interest is Thursday, August 1, 2024.

State Marshal, Tim Poloski, has continued to collect on our delinquent bills by attaching to bank accounts, and over the past 3 months he has collected over \$180,000.00 for us.

Also, since switching to the Collection Agency, TaxServ, we have collected over \$12,000.00 in suspense accounts, which is a huge jump from previous years when we were using Rossi Law. Giving both the State Marshal and TaxServ the authority to collect on our behalf is at no cost to the town.

TOWN CLERK – 860-871-3631

The Town Clerk's office processed 132 land records in June 2024. This is a decrease of 27 records compared to June 2023. Recording volume is still active, but not as it was 2 years ago.

This could be due to increased interest rates and elevated home prices. Customers are walking in for Marriage licenses, sport licenses, notary services, land record inquiries, dog licenses, and certified copies of various documents.

Dog Licensing for the new 24-25 year began June 1. We have been busy issuing licenses in person, through mail, and online. To date, we have already issued over 1,700 licenses. There has been an increase in new dogs to town, and a recent State Statute requires groomers, boarding and kennel facilities to see the actual license.

Requests for copies of marriage licenses, attributed to the requirements for renewals of driver's licenses, remain steady, and there has been an increase in birth certificate requests.

The Town Clerk's Office issued Absentee ballots as requested for the Budget Referendums June 4 and June 18. We are currently preparing for the Republican Primary on August 13, 2024.

The statistical report for the month of June is attached.

OTHER BUSINESS TO BE ANNOUNCED AS WARRANTED

SUMMARY BUILDING REPORT - FISCAL YEAR

June-2024

Permits Issued <small>(highlighted permits are for informational purposes only)</small>	This Month	Last Month	Year to Date	Last Year to Date
Addition	0	0	11	10
Deck/Porch	3	2	30	16
Foundation - New	4	0	4	0
Foundation - Repair/Replace	1	1	25	21
Interior Renovation	3	6	50	49
Misc/Repair	4	6	51	28
Municipal	1	1	10	5
Roofing/Siding/Windows	32	24	239	193
Barns/Garage/Shed	2	7	28	31
Single Family Dwelling	0	4	11	24
Solar	9	9	118	153
Swimming Pool	3	0	15	16
Wood/Pellet Stove	0	2	14	26

Building	64	62	595	615
Electric	29	33	336	395
Gas	3	3	50	49
Mechanical	19	22	206	266
Plumbing	4	5	55	68
Total	119	125	1242	1393
Zoning	14	9	108	130
Grand Total Permits	133	134	1350	1523

Submitted Building Fees	\$32,004.66	\$25,453.22	\$368,725.28	\$384,981.64
Submitted Zoning Fees	\$1,575.00	\$350.00	\$7,125.00	\$7,450.00
Submitted Fire Marshal Fees	\$765.00	\$373.00	\$27,350.00	\$9,821.00
Construction Value	\$2,184,657.09	\$1,699,131.73	\$27,037,408.96	\$29,434,062.96
Certs of Occup (New Structure)	1	1	23	34
Inspections	132	125	1313	1,299

TOWN CLERK'S MONTHLY REPORT 2023-2024

NUMBER OF EVENTS	DESCRIPTION	July 2023	July 2022	TOTALS YEAR-TO-DATE FY 2023/2024	TOTALS PRIOR YR-TO-DATE FY 2022/2023
RECORDINGS	Land Records	157	247	157	247
	Maps	0	2	0	2
EVENTS RECORDED	Births	11	9	11	9
	Marriages	9	7	9	7
	Deaths	10	12	10	12
	Liquor Licenses	0	0	0	0
	Veteran's Discharges	0	3	0	3
	Notaries Filed	5	5	5	5
	Trade Names	1	5	1	5
LICENSES ISSUED	Peddler Permits	0	0	0	0
	Dogs/Kennels/Transfers	284/1/0	286/2/2	284/1/0	286/2/2
	Marriages	4	1	4	1
	Sports	2	21	2	21

TOWN CLERK'S MONTHLY REPORT 2023-2024

REVENUE	July 2023	July 2022	YEAR-TO-DATE FY 2023/2024	YEAR-TO-DATE FY 2022/2023
RECORDING FEES	5,100	8,519	5,100	8,519
CONVEYANCE TAX	18,643	42,630	18,643	42,630
TC PRESERVATION	557	881	557	881
TOWN PRESERVATION	357	531	357	531
COPIES	567	1,184	567	1,184
MISCELLANEOUS/FEES (Sports, Dogs, Notary Vitals)	421	14,547	421	14,547
TOTALS	25,645	68,292	25,645	68,292