

# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

**Town Budget Workshop followed by  
Regular Meeting of Board of Finance  
Meeting Minutes  
Wednesday, March 15, 2017  
Colchester Town Hall @ 7pm**

RECEIVED  
COLCHESTER, CT  
2017 MAR 17 AM 11:24  
Debra F. Bernman  
TOWN CLERK

**MEMBERS PRESENT:** Chairman Rob Tarlov, Thomas Kane, Andreas Bisbikos, Andrea Migliaccio, Roberto Lepore and Stefani Lowe

**MEMBERS ABSENT:** none

**OTHERS PRESENT:** First Selectman A Shilosky, BOS D Mizla and R Coyle, CFO M Cosgrove, BOE R Goldstein and B Bernier, Superintendent J Mathieu, PW Director J Paggioli TC M Wyatt, Registrar D Mrowka, Town Planner R Benson, FD Chief Cox, FM S Shoemaker, L Shoemaker, J Mattos, J Kelley, S Schuster, G Lepage, R Esteve, J & L Scherff, L Tierney, M & M Egan, K & D Geziak, M Hayes, D Bouchard, K Gambolati, 15 other citizens and Clerk T. Dean

## Budget Workshop

### Budget Process Options

**BOF Discussion** on Teacher Pension fund possible burden to the Town. R Tarlov discussed and asked for Board and elected official feedback on the spreadsheet outlining different options for crafting the budget (attached). Debate on whether to incorporate an estimated dollar amount for the pension or not include it at all when looking at the Town and BOE budget.

**Public Discussion** – Citizens discussed items such as not including teacher pension when the BOF has no hard numbers from the state, the feeling that the states grim picture is not being communicated to the audience enough, depending how the town budgets can potentially destroy the economy in town, as well as a plea to re-evaluate what the Town and BOE is spending money on.

### Town Budget and Other Budget Topics

**BOF Discussion** on town overtime, nutrition sight supervisor for the Senior Center, road improvements, PW items, Fire Marshal hours, and opengov software (attachment). Also discussed Fund Balance and P&R program fund. T Kane and R Lepore will work with P&R Director and A Shilosky on program fund to present to the BOF.

**Public Discussion** – Citizens discussed items such as C3, P&Z additional clerk, disappointment of some that the budgets continue to be reduced or stay the same, cutting BOE budget can cause students to choose magnet schools and property values to decrease, BOE budget increases as student enrollment increase, one advisement to take the reality of the economy first when doing the budget, and one plea to action to take pride in our students and their future.

## Regular Meeting

### 1. Call to Order

R Tarlov called the meeting to order at 9:07 p.m.

### 2. Additions to the Agenda - none

### 3. Approval of Minutes: March 1

T Kane moved to approve the minutes of the March 1, 2017 Regular Meeting, seconded by A Migliaccio. A Bisbikos abstained stating due to wording in the minutes that he takes as a slight. Unanimously approved with one abstention by A Bisbikos. MOTION CARRIED

### 4. Citizens Comments

J Kelley commented on a recent article regarding transparency and Freedom of Information. Also made a statement regarding the CIP BOF vacancy. S Schuster stated his agreement with J Kelley.

**5. New Business**

**a. Charter Review - Board of Finance related topics**

R Tarlov stated the improvements as far as the supplemental appropriations was very good. Transfer policy line item approvals was discussed between Board, CFO M Cosgrove, Charter Revision Commission members Monica Egan, Gregg Lepage. It was decided to keep the BOF as a last approval in place.

**6. Old Business - none**

**7. Correspondence**

Carl Swanback regarding budget (attached)

Christine Janus regarding in favor of BOE budget (attached)

Heather Galarneau regarding in favor of BOE budget (attached)

Susan Banning regarding BOE matter (attached)

Tricia Dean regarding transparency (attached)

**8. Departments**

**a. Tax Collector** – M Wyatt reported on office stats; 795 delinquent statements mailed, 195 real estate demands, 232 real estate accounts still outstanding, 649 MV supplemental outstanding. On 4/1 sending intent to lien notices, 5/1 liens will be placed, 4/1 MV supplement demand, 5/1 MV sent to collections. Identified 60 properties behind in taxes. Currently down to 13 properties outstanding.

**b. Finance** – M Cosgrove stated on revenue side collection rate is 97.82%. Building permits to date \$225,200, with budgeted amount of \$210,000. Expenditure side still looking decent in the snow budget, legal area over in human resources and land use. HR due to union contract negotiations.

**9. First Selectman**

**a. Transfer requests** – none

**b. First Selectman's report** – A Shilosky reported that the town closed on the Lebanon Avenue property last Friday. The town now owns the property. The town will maintain the sidewalks in front and will conduct a survey in the spring. Also in the spring, clean-up work will be done on the property.

**10. Liaisons**

**a. Reports**

S Lowe reported on Board of Selectmen – CES transfers were approved. Freezin for a Reason raised a little over \$10,000. Discussed grants and bridge. Decommissioned the Blight Task Force and are currently looking for a Citation Hearing Officer.

A Migliaccio reported on Commission on Aging – meal service averages 640 meals on wheels. Bistro Monday serves around 75-100 residents a month. Café serves up to 140 meals/month. Welcomed the 1,000<sup>th</sup> member.

R Tarlov reported on Building Committee – second gym will receive state reimbursement but need to fulfill more paperwork. Pupil Services portion will be reimbursed at the end of the project. At the completion of the project the state holds part of the remaining reimbursement until an audit is completed. Expected completion date is summer 2018. BOE B Bernier added that for the second gym paperwork, they are making sure that the required documents are in hand for everything that was checked off in the application.

A Bisbikos reported on Senior Center Subcommittee – looking at debt service payment and bonding.

R Lepore reported on Fire Department – they are moving forward with licensing for paramedic program. Creating an online training program.

**11. Citizens Comments**

J Kelley commented on school grounds and snow removal, also regarding the P&R field situation in disrepair, and also posed the question as to the time the CFO spends on the Town budget vs the BOE budget.

**12. Adjournment**

S Lowe moved to adjourn at 9:57 pm seconded by A Migliaccio. Unanimously approved. MOTION CARRIED.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tricia Dean", with a long horizontal flourish extending to the right.

Tricia Dean, Clerk

Attachments:

Budget Process Options (A1-A5)

Town Budget (B1-B2)

Correspondence (5)

AI

A	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	40,886,405	951,341 2.40%	230,000 2.98%	11,588,256	259,866	1,791,666	1,379,341	55,645,668 1,550,892 2.87%
Teacher's Retirement	2,081,212	2,081,212						2,081,212
Estimate Non Tax Revenue	12,441,541	-1,967,414 -14.01%	367,900 -11.39%	2,810,922	187,898			15,252,463 -1,411,616 -9.26%
Amount to be Raised By Taxation	30,526,076	4,862,067 18.95%		8,777,334	71,968	1,791,666	1,379,341	42,474,417 3.58%
Mil Rate		25.44		7.31		1.49	1.15	35.39
Increase Adjusted for Revaluation		17.44%		0.69%		-1.09%		13.26%

B	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	40,886,405	951,334 2.40%	230,000 2.98%	11,588,256	259,866	1,791,666	1,379,341	55,645,668 1,550,885 2.87%
Teacher's Retirement	0							0
Estimate Non Tax Revenue	12,441,541	-1,967,414 -14.01%	367,900 -11.39%	2,810,922	187,898			15,252,463 -1,411,616 -9.26%
Amount to be Raised By Taxation	28,444,864	2,780,855 10.84%		8,777,334	71,968	1,791,666	1,379,341	40,393,205 3.58%
Mil Rate		23.70		7.31		1.49	1.15	33.66
Increase Adjusted for Revaluation		9.44%		0.69%		-1.09%		7.71%

AZ

C	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	40,886,405	951,334	230,000	11,588,256	259,866	1,791,666	1,379,341	55,645,668
		2.40%			2.29%		109,685	1,550,885
		2.98%					3.58%	2.87%
Teacher's Retirement	2,081,212	2,081,212						2,081,212
Estimate Non Tax Revenue	13,441,541	-967,414	367,900	2,810,922	187,898			16,252,463
		-6.89%			7.16%			-411,616
		-4.27%						-2.53%
Amount to be Raised By Taxation	29,526,076	3,862,067		8,777,334	71,968	1,791,666	1,379,341	41,474,417
		15.05%			0.83%		3.58%	
Mil Rate		24.60		7.31		1.49	1.15	34.56
Increase Adjusted for Revaluation		13.60%		0.69%			-1.09%	10.59%

D	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	40,500,405	565,341	230,000	11,555,256	226,866	1,791,666	1,379,341	55,226,668
	-386,000	1.42%		-33,000			109,685	1,131,892
		2.00%			2.00%		3.58%	2.09%
Teacher's Retirement	2,081,212	2,081,212						2,081,212
Estimate Non Tax Revenue	12,441,541	-1,967,414	367,900	2,810,922	187,898			15,252,463
		-14.01%			7.16%			-1,411,616
		-11.39%						-9.26%
Amount to be Raised By Taxation	30,140,076	4,476,067		8,744,334	38,968	1,791,666	1,379,341	42,055,417
		17.44%			0.45%		3.58%	
Mil Rate		25.11		7.29		1.49	1.15	35.04
Increase Adjusted for Revaluation		15.96%		0.31%			-1.09%	12.14%

E	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	40,500,405 -386,000	565,341 1.42%	230,000 2.00%	11,555,256 -33,000	226,866 2.00%	1,791,666 109,685	1,379,341 3.58%	55,226,668 1,131,892
Teacher's Retirement	0	0						0
Estimate Non Tax Revenue	12,441,541	-1,967,414 -14.01%	367,900 -11.39%	2,810,922	187,898 7.16%			15,252,463 -1,411,616
Amount to be Raised By Taxation	28,058,864	2,394,855 9.33%		8,744,334	38,968 0.45%	1,791,666	1,379,341 3.58%	39,974,205
Mil Rate		23.38		7.29		1.49	1.15	33.31
Increase Adjusted for Revaluation		7.95%		0.31%		-1.09%		6.59%

F	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	40,500,405 -386,000	565,341 1.42%	230,000 2.00%	11,555,256 -33,000	226,866 2.00%	1,791,666 109,685	1,379,341 3.58%	55,226,668 1,131,892
Teacher's Retirement	2,081,212	2,081,212						2,081,212
Estimate Non Tax Revenue	13,441,541	-967,414 -6.89%	367,900 -4.27%	2,810,922	187,898 7.16%			16,252,463 -411,616
Amount to be Raised By Taxation	29,140,076	3,476,067 13.54%		8,744,334	38,968 0.45%	1,791,666	1,379,341 3.58%	41,055,417
Mil Rate		24.28		7.29		1.49	1.15	34.21
Increase Adjusted for Revaluation		12.11%		0.31%		-1.09%		9.47%

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G	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	37,719,405 -3,167,000	-2,215,659 -5.58%	230,000	10,762,256 -826,000	-566,134 -5.00%	1,791,666 109,685	1,379,341	51,652,668 -2,442,108 -4.51%
Teacher's Retirement	2,081,212	2,081,212						2,081,212
Estimate Non Tax Revenue	12,441,541	-1,967,414 -14.01%	367,900	2,810,922	187,898			15,252,463 -1,411,616 -9.26%
		-11.39%		7.16%				
Amount to be Raised By Taxation	27,359,076	1,695,067 6.60%		7,951,334 -8.66%	-754,032	1,791,666 3.58%	1,379,341	38,481,417
Mil Rate		22.80		6.63		1.49	1.15	32.07
Increase Adjusted for Revaluation		5.26%		-8.79%		-1.09%		2.61%

H	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	39,308,405 -1,578,000	-626,659 -1.58%	230,000	11,215,256 -373,000	-113,134 -1.00%	1,791,666 109,685	1,379,341	53,694,668 -400,108 -0.74%
Teacher's Retirement	0	0						0
Estimate Non Tax Revenue	12,441,541	-1,967,414 -14.01%	367,900	2,810,922	187,898			15,252,463 -1,411,616 -9.26%
		-11.39%		7.16%				
Amount to be Raised By Taxation	26,866,864	1,202,855 4.69%		8,404,334 -3.46%	-301,032	1,791,666 3.58%	1,379,341	38,442,205
Mil Rate		22.39		7.00		1.49	1.15	32.03
Increase Adjusted for Revaluation		3.37%		-3.59%		-1.09%		2.51%

I	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	38,515,405	-1,419,659	230,000	10,988,256	-340,134	1,791,666	1,379,341	52,674,668
	-2,371,000	-3.58%		-600,000		109,685		-1,420,108
		-3.00%		-3.00%		3.58%		-2.63%
Teacher's Retirement	2,081,212	2,081,212						2,081,212
Estimate Non Tax Revenue	13,441,541	-967,414	367,900	2,810,922	187,898			16,252,463
		-6.89%		7.16%				-411,616
		-4.27%						-2.53%
Amount to be Raised By Taxation	27,155,076	1,491,067		8,177,334	-528,032	1,791,666	1,379,341	38,503,417
		5.81%		-6.07%		3.58%		
Mil Rate		22.63		6.81		1.49	1.15	32.08
Increase Adjusted for Revaluation		4.47%		-6.20%		-1.09%		2.67%

J	EDUCATION			TOWN		Debt Service	Transfers / Capital	TOTAL
	2017/ 2018	Increase		Increase				
		Other	Norwich					
Appropriations	39,308,405	-626,659	230,000	11,215,256	-113,134	1,791,666	1,379,341	53,694,668
	-1,578,000	-1.58%		-373,000		109,685		-400,108
		-1.00%		-1.00%		3.58%		-0.74%
Teacher's Retirement	2,081,212	2,081,212						2,081,212
Estimate Non Tax Revenue	12,441,541	-1,967,414	367,900	2,810,922	187,898			15,252,463
		-14.01%		7.16%				-1,411,616
		-11.39%						-9.26%
Amount to be Raised By Taxation	28,948,076	3,284,067		8,404,334	-301,032	1,791,666	1,379,341	40,523,417
		12.80%		-3.46%		3.58%		
Mil Rate		24.12		7.00		1.49	1.15	33.77
Increase Adjusted for Revaluation		11.37%		-3.59%		-1.09%		8.05%





	Profit Including Transfer	Transfer From Budget	Actual +/-	Rec Department Budget	Fund Balance
2018 (FY)				192,114	
2017 (6 mos) +/-	(31,244)		(31,244)	182,569	151,451
2016 (FY) +/-	70,626		70,626	179,659	182,695
2015 (FY) +/-	75,416		75,416	172,040	112,069
Program Coordinator Pay in Budget: 52,226	2014 (FY) +/-	43,321	43,321	175,357	36,653
Program Coordinator Pay in Program Fund	2013 (FY) +/-	44,413	-40,000	4,413	-6,668
	2012 (FY) +/-	29,369	-40,000	(10,631)	-51,081
	2011 (FY) +/-	(68,629)		(68,629)	-40,450
	2010 (FY) +/-	(43,601)		(43,601)	28,179
Program Coordinator Pay in Budget: 46,626	2009 (FY) +/-	(16,877)	(16,877)	Park and Recreation Combined	71,780
	2008 (FY) +/-	35,561	35,561		88,656
	2007 (FY) +/-	(44,368)	(44,368)		44,288
	2006 (FY) +/-	14,385	14,385		58,673

**General Government:**

Boards & Commissions	OpenGov software	15,100	
Planning & Code Admin	PT Dept Clerk	16,793	<b>31,893</b>

**Public Safety:**

Police	Overtime increase	5,382	
Police	Laser speed enforcement	1,500	
Fire	Fire Marshal - increase to FT	32,542	
Fire	EMS Crew scheduling software	450	
Fire	Vehicle tracking system	1,910	
Fire	Replace 25 yr old overhead bay heaters	3,000	<b>44,784</b>

**Public Works:**

Highway	Road Improvements	50,000	
Fleet	Engine Diagnostic Tool software	800	
Fleet	Replace wash bay propane heater	7,500	<b>58,300</b>

**Community & Human Services:**

Youth & Social Services	Additional Youth Center Supervisor	2,196	
Youth & Social Services	Increase Substance Abuse Counselor	8,660	
Youth & Social Services	On-line Registration software	480	
Library	Increase books, magazines, periodicals	2,500	
Senior Services	TVCCA Nutrition Site Supervisor	17,540	<b>31,376</b>

**Operating Budget****166,353****Capital/Transfers:**

Facilities & Grounds	Sidewalk repairs - Town Hall	5,000	
Facilities & Grounds	Replacement of 3 AHUs - Town Hall	8,750	
Facilities & Grounds	Paper Mill Road Bridge	75,000	
Vehicles	Ambulance replacement - proposed lease	46,720	
Equipment	Radio Tower Equipment	8,500	

**Capital/Transfers Budget****143,970****Total****310,323**

**From:** Carl Swanback <[cswanback@gmail.com](mailto:cswanback@gmail.com)>  
**Sent:** Saturday, March 4, 2017 7:17 PM  
**Subject:** Fwd: Fwd: FW: FOIA simple request

This is telling and should help make the case for the switching software. It raises some questions:

Why do we use different accounting codes than those we need to report to the State?

Worth noting, if they track items differently than they are submitted to the state then it allows them to present two different pictures to the public. For me, this is like cooking the books.

While all the money is accounted for its uses could be two different things and I am going to trust the state over the town. This then, also raises the question as to the accuracy of any calculations associated with the Norwich students.

Why doesn't our software track both? - I worked for a company that managed a property for a town. Each had their own accounting codes, but I could get them from either with no issue. Is this a staling tactic since they have been filing annually using these codes for decades?

----- Forwarded Message -----

**Subject:**Fwd: FW: FOIA simple request  
**Date:**Fri, 3 Mar 2017 10:59:52 -0500  
**From:**Martha Ingves <[mingves@colchesterct.org](mailto:mingves@colchesterct.org)>  
**To:**Gmail <[cswanback@gmail.com](mailto:cswanback@gmail.com)>

Mr. Swanback:

Many of the "BOE accounting codes" you referred to in your FOIA request are not Object Codes Colchester uses. Would you please clarify which line items you are requesting information for so we may proceed with your request?

Thank you,  
Martha

Martha L. Ingves  
Secretary to the Superintendent  
**Colchester Board of Education**  
127 Norwich Avenue, Suite 202  
Colchester, CT 06415  
PHONE 860-537-7208 ~ FAX 860-537-1252  
[mingves@colchesterct.org](mailto:mingves@colchesterct.org)

Save a tree. Please don't print this e-mail unless it's really necessary.

-----Original Message-----

From: Carl Swanback [mailto:[cswanback@gmail.com](mailto:cswanback@gmail.com)]

Sent: Friday, February 24, 2017 1:36 AM

To: Maggie Cosgrove <[mcosgrove@colchesterct.gov](mailto:mcosgrove@colchesterct.gov)>

Subject: FOIA simple request

Importance: High

This is an FOI, for the following BOE accounting codes for 2016-17 school year through the most recent system update. It is my understanding in talking to the state this should be extremely easy/quick to produce.

110, 150, 280, 310, 330, 510, 566, 561, 650, 640, 626, 624 and 622.

Thank you in advance for emailing these to me.

Regards,

Carl Swanback

On 3/5/2017 2:43 PM, Robert Tarlov wrote:

Can you send me a copy of form that the state uses for towns to report this information?

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

**From:** Carl Swanback <[cswanback@gmail.com](mailto:cswanback@gmail.com)>

**Sent:** Sunday, March 5, 2017 4:05 PM

**To:** Robert Tarlov

**Subject:** Re: Fwd: FW: FOIA simple request

Rob, as requested these are the codes used by the state. Since these codes are used to separate is directly and indirectly related to the cost of educating our children it would make sense we use the same for three reasons: 1) it creates transparency. 2) should be handled similarly to appropriated and non-appropriated funds like used by the DOD. That way funds approved for education could only be moved between funds for education and not diverted to toward those things not considered to be directly associated with educating the child 3) Given how much Art pushed back and HOW busy Maggie is it would make sense to eliminate work that has to be done twice. He also made the argument that we HAVE to buy the new software.

Carl

SALARIES (COLUMN 2) CODE DESCRIPTION

- 100 Personal Services-Salaries
- 110 Salaries of Regular Employees
- 120 Salaries of Temporary Employees
- 130 Salaries for Overtime
- 140 Salaries for Sabbatical Leave - Amounts paid by the LEA to employees on sabbatical leave.
- 150 Additional Compensation such as Bonuses, or Incentives

EMPLOYEE BENEFITS (COLUMN 3)

- 200 Personal Services-Employee Benefits
- 210 Group Insurance
- 220 Social Security Contributions -66-
- 230 Retirement Contributions (Note: This does not include expenditures from funds provided to the LEA from the State Teachers' Retirement Board. The retirement contribution expenditures may be managed from a budgeted line item that is included in the board of education general appropriation, or from some other municipal account. If the funding source of the expenditure can not be specifically identified as from a local tax source, then the gross expenditure for the line item must be reduced by the revenue received, e.g., State Teacher Retirement revenue, to determine a net expenditure, or the amount of the expenditure supported by local tax source funds.)
- 250 Tuition Reimbursement
- 260 Unemployment Compensation
- 270 Workers' Compensation
- 280 Health Benefits (Note: This does not include the co-pay that an employee provides to the LEA for Health Benefits. In addition, this does not include the expenditures from funds provided to the LEA from the State Teachers' Retirement Board for Health Benefits. The expenditures may be managed from a budgeted line item that is included in the board of education general appropriation, or from some other municipal account. If the funding source of the expenditure can not be specifically identified as from a local tax source, then the gross expenditure for the line item must be reduced by the revenue received, e.g., employee co-payments or State Teacher Retirement revenue, to determine a net expenditure, or the amount of the expenditure supported by local tax source funds.)
- 290 Other Employee Benefits

PURCHASED SERVICES (COLUMN 4)

- 300 Purchased Professional and Technical Services
- 310 Official/Administrative Services
- 320 Professional-Educational Services
- 330 Professional Employee Training and Development Services
- 340 Other Professional Services
- 350 Technical Services
  
- 400 Purchased Property Services
- 410 Utility Services, e.g., Water/Sewage
- 420 Cleaning Services, e.g., Disposal Services, Snow Plowing Services, Custodial Services, or Lawn Care
- 430 Repairs and Maintenance Services
- 440 Rentals 441 Renting Land and Buildings
- 442 Rental of Equipment and Vehicles
- 450 Construction Services
- 490 Other Purchased Property Services

500 Other Purchased Services  
510 Student Transportation Services  
511 Student Transportation Purchased from Another LEA Within the State  
512 Student Transportation Purchased from Another LEA Outside the State  
519 Student Transportation Purchased from Other Sources  
520 Insurance (Other Than Employee Benefits)  
530 Communications  
540 Advertising  
550 Printing and Binding  
570 Food Service Management  
580 Travel  
590 Intereducational, Interagency Purchased Services  
591 Services Purchased from Another LEA Within the State  
592 Services Purchased from Another LEA Outside the State

TUITION PUBLIC IN-STATE (COLUMN 5)

561 Tuition to Other LEAs Within the State  
564 Tuition to Educational Service Agencies within the State  
566 Tuition to Charter Schools  
567 Tuition to School Districts for Voucher Payments

TUITION OTHER (COLUMN 6)

562 Tuition to Other LEAs Outside the State  
563 Tuition to Private Sources  
565 Tuition to Educational Service Agencies Outside the State  
569 Tuition Other

SUPPLIES (COLUMN 7)

600 Supplies  
610 General Supplies  
620 Energy  
621 Natural Gas  
622 Electricity  
623 Bottled Gas  
624 Oil  
625 Coal  
626 Gasoline  
629 Other  
630 Food  
640 Books and Periodicals  
650 Supplies – Technology Related

PROPERTY (COLUMN 8)

700 Property  
710 Land and Improvements  
720 Buildings  
730 Equipment

731 Machinery  
732 Vehicles  
733 Furniture and Fixtures  
734 Technology – Related Hardware  
735 Technology – Software  
739 Other Equipment OTHER

(COLUMN 9)

900 Other Objects  
810 Dues and Fees  
820 Judgments Against the LEA  
832 Interest  
890 Miscellaneous Expenditures

That is all of them.

**From:** Robert Tarlov  
**Sent:** Sunday, March 5, 2017 6:43 PM  
**To:** Carl Swanback  
**Subject:** Re: Fwd: FW: FOIA simple request

Don't see where our BOE is much different than the State other than in some areas breaking down the State's XX0 into more detailed subcategories by changing the 0 to a 1 or a 2 or a 3 etc. and having two digits preceding these (40 for salaries, 41 for employee benefits, etc.)

Isn't the info you are looking for available on-line?

[http://www.colchesterct.org/uploaded/Board of Education/Finance/Monthly Financial Reports/08.2.1 December Budget Report.pdf](http://www.colchesterct.org/uploaded/Board_of_Education/Finance/Monthly_Financial_Reports/08.2.1_December_Budget_Report.pdf)

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

**From:** Carl Swanback <cswanback@gmail.com>  
**Sent:** Sunday, March 5, 2017 7:39 PM  
**To:** Robert Tarlov  
**Subject:** Re: Fwd: FW: FOIA simple request



Here is the link to the state. It doesn't appear to be as complicated as JM makes it out to be. It would also seem to reflect that it could represent a % of total budget spend on education highlighting what doesn't go to our kids

Carl

<http://www.sde.ct.gov/sde/cwp/view.asp?a=2634&q=320626>

**From:** Robert Tarlov  
**Sent:** Monday, March 6, 2017 6:14 AM  
**To:** Carl Swanback  
**Subject:** Re: Fwd: FW: FOIA simple request

I just wanted to see if we reported the numbers by line item.

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

**From:** Carl Swanback <[cswanback@hotmail.com](mailto:cswanback@hotmail.com)>  
**Sent:** Thursday, March 2, 2017 3:13 PM  
**To:** Robert Tarlov  
**Subject:** Chart

Rob,

let you a message. So this time I documented where everything comes from within the charts. All data is collected from the state except for local budget which was listed. You want an eye opener ask for the ED001 for the past 5 years.

Regards,

Carl

PS If the bOE can get Mathieu out of the picture that Charles guy will unite the community and drive education without hiding money in the budget.

On 3/3/2017 9:54 AM, Robert Tarlov wrote:

Nice job with the charts. A lot of work. Over the last 7 years I have spent 100's, maybe 1000's of hours doing the same. So many hard for me to retrieve the ones I am looking for. Some show we are doing a good job, others not so good.

Charlie and Kelly are both impressive. They know their "stuff" and can articulate it well.

Two points from the other night.

This average per student cost. Neither the NEC number or the dividing the gross by enrollment provides an accurate number.

BOE stopped using the NEC number several years ago. Only came up again as they had to use an easily available number to charge Norwich, and one that could be used year after year.

When the number was used in comparing us to other towns, people correctly argued about the relevance of the number, but they incorrectly used the gross/enrollment number. They used the new number to place us higher on the list without applying the same formula to the other towns. Using our orange in comparison to other oranges may not be accurate because the orange itself may not be the proper data point, but to then change our data point to an apple, and measure against all the oranges is even more inaccurate.

I would further argue that the apple is an inaccurate data point. To me, to take the gross budget and divide it by the enrollment number and then say this is what the Colchester taxpayer really pays per student, is overly simplistic and even more inaccurate than the NEC number.

First the enrollment number does not measure the true number of Colchester residents that we pay to educate. Who is paying the tuition on the 100 Magnet school students and the tuition and transportation for 60 VOAG and VOTECH students? Those 160 kids either need to be added to the enrollment number or all costs associated with them backed out of the budget.

Even then, the result is not "This the real number that the Colchester taxpayer is paying". We gross budget, some towns net budget. What about the ECS, Special Ed reimbursement, etc. A case in point the cost of educating Norwich students is in our budget. The tuition money received is not. ECS, Special Ed reimbursement, transportation are reimbursed on the revenue side. All of these dollars are subtracted from the appropriation side later in the process to determine the mil rate and what the taxpayer will pay.

Regarding the cost of the Norwich Students. There is a difference between marginal cost and average cost. The Norwich students will bring our average cost down as the marginal cost is very low. When I go through the budget and check the things impacted for each additional student I got a number with conservative estimates between 1000 - 1500. Several others got the same number. Just like when a student leaves and goes to a magnet school, there is not a big reduction in overall expenses, but we do have a big increase in the outgoing tuition bill, although far less than what Norwich is paying us. Conversely when a student comes in we have a increase in revenue for incoming tuition but not a large increase in expenses. For current year the formula provides that about 40% of the tuition is going for direct tax reduction and 60% is being offset by expenses in the budget for curriculum and capital improvements at Bacon. When we are fully phased in at 40 students, about 60% will provide for tax reduction and 40% will be offset by expenses in the budget for curriculum and capital improvements at Bacon.

Now, one can argue that we don't need to replace a 23 year old language lab or to pay for Advanced Placement or upgrade the wireless network, but this deal is a very good thing for Colchester taxpayer. Two years from now, we will using about 250K to pay for things that benefit Colchester kids and, net of marginal expenses, about 250K for tax reduction.

I do not bring these two items up to defend the other areas of the budget, or even the proposed budget overall, but to state that these items are being mischaracterized by those discussing them.

What do you know about Innovation Nation?

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

**From:** Carl Swanback <[cswanback@hotmail.com](mailto:cswanback@hotmail.com)>  
**Sent:** Friday, March 3, 2017 4:32 PM  
**To:** Robert Tarlov  
**Subject:** Re: Chart

Thanks for the complement. This time around not as difficult as the charts and data I collected in the past as it is all in one, well two, places. In the past I knew my data was correct and my personality type

makes the assumption everyone else can connect the same lines which is part of my issue in articulating. Charles was great, for me, on two parts in that he articulates well, but also that he has the intuitive skill picking up on the depth of what I knew allowing him to skip talking about things in depth.

Had I gotten a follow-up to Kelly. I would have pointed out that while she doesn't feel comfortable putting a price on a disability that is exactly what they have to do in order to present a fair budget request. A better way, in hind sight, for me to have asked it would have been to ask, "Would you agree that of all the services we offer that the cost and longevity of services provide that speech impairment is the lowest"? The point I was making is that they The BOE, have said we growing special ed at a rate hire than the state averages an that is driving costs up. However, we are same or below the in every category except for emotion disturbance (.5% up tick) and Speech impairment. I came across a study (can't find it) that said the average life cycle for a child with speech impairment is only a few years of service verse a lifelong disability. It is worth noting that the contributors to the Yankee Institute, CT president and former principal and superintendent noted that this classification is the most abused in growing special education budgets.

While I agree on principal, one has to have a bench mark for comparison. The NECP is, in effect, the cost of educating a child. While I would never float this in public, it is the unit cost. Or even more accurate, the standard cost or income statement divided by total children. Gross expenditure per a student (GEC) is simply what the tax payer agreed to pay for the children to be educated divided by the number of children. This does not reflect what was actually expended as a whole; remember we get at least \$1.4M in grants beyond the ECS grant. I like the GEC number best. The difference between the two is what is not spent on the children. Remember the NEC is for all purposes, striped of cots reimbursed (wholly or at least to a large percent) so it reflects the actual cost per child based on the ADM average daily membership (all students in and OUT of district). AKA, NEC (costs of items going directly to educating the child)/ADM = NECP It was also the BOE that has year in and year out used it to stir emotion, just take a look at the last 5 BOE budget presentations as it is included in everyone. They point out in every presentation we have one of the lowest. Now that I am using those numbers the BOE no longer likes it. Yet, they still us it to say they were one of the lowest - inferring we have one the lowest investments in the state per child. Whether we like it or not there has to be a rule of thumb to measure year to year. One of the most telling issues comes in looking at last year. We had a budget reduction of .23%. At the same time we had a 4% decrease in students. If this was manufacturing that would mean that we now spent \$581 more per a student or that it total increase of \$1.4M more to produce the same product. I think it is because of this example people at the state level are starting to talk about it. As we discussed in the past, no report adequately measures one school to another. Using the state NECP has shaken JM in that I asked if that is what it cost to educate a child, according to the state, then our budget should be \$14.716 times the number of students and back in the portions of transportation, free and reduced lunches and other items not covered by grants that were backed out in the beginning, plus debt service, land, property...and other items removed from the figure. Yes, I am aware that the number is last years cost and does not equate what went into educating the child but rather what we claimed we spent and teachers wages and benefits make up a very large percentage of that. The STAR study showed that a teachers with a para and a class of more than 24 students returned similar results as a teachers with 12-14 students. This raises the question as to whether we are getting the same returns?

Beyond the NECP numbers Norwich is costing us money. I am not talking about he added the Norwich income into the budget and it grew by more than \$600K. I am talking that the State dept of Education says the NEC is broken down pk-8th and high school. The High school student cost more than \$200 more per student to educate than the lower grades (per CT state Dept of Education) In addition, the NECP

number represents all town children attending locally or out of town and is LAST YEARS NUMBER. With a declining enrollment and increasing budget it means we are losing even more money beyond the \$200 per student from Norwich. The Norwich students only bring the costs down if the money falls to the bottom-line. However, if it is used to buy something the voters would not approve of buying then it actually cost more. There is also the point of shutdown economics. When we have to put more money into the budget to provide services to a larger of number of students that are not ours we reach a point where it cost us more to have those students. We can claim that we would not be able to offer what we offer without having them, but the reality is schools all across VT are turning out amazingly bright kids, with half the staff, school size and budgets. We should never have allowed the kids from Norwich until we firmly established a breakeven point. We also can not claim it is going to a tax break when JM added it into the budget and it grew by \$655K, if memory serves me correct. My personal opinion is this was a way to keep/get a middle school we cant afford along with being financial irresponsible. But I can see your point as the kids to Lebanon cost us \$6,823 in tuition and \$2984.45 in transportation returning \$4,908.55 to cover more costly educations; or almost \$88K. However, looking at 2021 we could easily close the high school and put more than \$1M back into the budget annually.

WJMS - will have 10 empty classes (not counting the special education classrooms) when it opens. By 2021 it will have 14 empty classes, that is using the 22 kids per a class, but the teachers contracts allow for 30 kids per a class and with a para the STAR experiment showed that that is as effective as a solo teacher with classrooms between 14-18 students. Taking the full 30 into account it opens with 10 empty classrooms and jumps to 20 empty classrooms. According to the ed049 submitted to the state by JM the extension of the school alone (not counting the same error in the admin building) they calculated it at \$264 sqft - \$84 over the states max of \$180 sqft. This leaves \$6.2 million dollars not covered from the start. I am not sure if the states current allocation of of almost \$9M less takes that into account, but that has the potential to be a fire storm and you heard Melissa the other night.

Language lab...ABSOLUTELY. I have said for years, we could do like a school in Canada. There they replaced a French teacher (non-french providence) with a regular teacher who over sees the lab using Rosetta Stone. The school now offers more than 20 languages where they used to only have 3. Grades are up, students rate it favorably and most importantly the retention is up.

WIFI and access card readers- have to understand that I am always skeptical of the budget an JM after seeing first hand what lengths he will go to. I told Brad the other night we need an exit interview process that protects those leaving from repercussions and it should include budget information. I have had teachers contact me/Education Matters telling me to keep fighting for the cuts because they are there as they see the waste everyday. Yet those same people stand up in the room and cheer. As a former HRM I get that and feel for them. With that said, one can download a simple app and walk around to see if it really is weak and where. Then one has to ask if the repeater is already there and not working well and lets not forget the studies comparing classrooms to microwaves. Also, Remember, while routers have increased tremendously in speed with the type N, the equipment on both sides of it limit the speed. AKA, the weakest link. Why can't we use the entry pads from the middle school on one of the other buildings and secondly, do we want access to more doors since any security expert will tell you that is a bad idea. Most companies want their employees coming in the front door so they know who is on premises and that someone hasn't swiped their card. This one is obviously not for the children.

A few things I would like the BOF to ask or take a position on the following:

- Fuel: Have we agreed verbally or otherwise to a fuel agreement: We our lowest and standing offer is Heat \$1.8761, Diesel \$1.8775 and Gas \$1.7653 At 150K gallons the rates sent to the BOE on feb 16<sup>th</sup> would be 21.5% .
- FTE: the teachers names and step (including column they are assigned to) should be assigned to every FTE position so one can tell if the job was eliminated or just reshuffled. Even if this is not made public it should be available to the BOF so that the BOF member can better assess the budget for the public. ie, did the person move to another school or just the expense?
- In the past the BOE claimed cuts in staff that were actually already planning to retire, took other positions or for other reasons leaving the district. I'm not interested in how many letters the board has yet received, but rather how many you are aware of to date? 15/16 2 admin step 4, 10 step 13, 2 classified and 2 more for more than \$150K. How many of those known to you have you included in your budget as a cut or have you left in as an expense?
- What effect does it have on the available budget, using the above example, if 10 step 13 teachers retire and are replaced with 10 step 2 teachers? FYI step 10 retiring ma/15+ being replaced with a step 2 MA is a difference of \$19K or \$190K for just those 10 positions,
- Over a 5 year period administrative and support services have increase by 22% while Instructional staff and services have increase by only 1%. 62% of funds are allocated to Program expenditures, 8% Support Services, 10% operational and maintenance cost, 7% administration, 2% Gen Administration, 2% Support services, 7% transportation, and finally rounding out the bottom 2% improvement of instruction, and 1% enterprise operations (sports/clubs...)
- The BOE noted and increase in Free and reduced lunches... To be exact, there are 471 children eligible for Free and reduced lunches in Colchester and 703 on Husky A. Both requiring them to be no more 185% and 201% (respectfully) above the poverty level. Since we have a 0% cost for food one has to wonder if this was included not because it adds to the budget but rather to note that 30% of our school population can NOT afford an increase in the budget.
- Norwich Tuition, if we are not going to track it as a wash, but to use it to provide service we might not normally be able to provide then I would DEMAND that money goes to sports, clubs and the arts so as to remove them from the BOE ability to use them in hostage negotiations over the budget.

**FYI for you:**

Section 10-261(a)(3). (3) "Net current expenditures" means total current educational expenditures, **less expenditures for (A) pupil transportation; (B) capital expenditures for land, buildings, equipment otherwise supported by a state grant pursuant to chapter 173 and debt service; (C) adult education; (D) health and welfare services for nonpublic school children; (E) all tuition received on account of nonresident pupils; (F) food services directly attributable to state and federal aid for child nutrition and to receipts derived from the operation of such services; and (G) student activities directly attributable to receipts derived from the operation of such services,**

Pursuant to C.G.S. Section 10-261(a)(2), average daily membership (ADM) is calculated from the October 2015 Public School Information System (PSIS) and the 2015-16 ED001. **ADM represents resident students educated in and out of district, adjusted for school sessions in excess of the 180-day/900-hour minimum, tuition-free summer school and participation in Open Choice. Prekindergarten students are counted on a full-time equivalency basis.**

**From:** Carl Swanback <cswanback@hotmail.com>  
**Sent:** Friday, March 3, 2017 5:34 PM  
**To:** Robert Tarlov  
**Subject:** Re: Chart

BTW, interesting talk with the state today about PK. We are not obligated to offer PK, but rather Special Ed services to those in need. I will have another conversation with the Education side of the state Monday to discuss the need for a 1:1 match were PK is offered. This would seem to be a different story than JM is spinning.

Carl

On 3/4/2017 5:52 AM, Robert Tarlov wrote:

Don't agree with you on the Norwich, even with the items they are buying. There is about 140,000 not allocated. With my estimates 25 students are not costing us that much. As I stated I think there is a net of 100,000 falling to the bottom line in 17/18. When all four years are phased in, the plan is for about 250,000 to fall to the bottom line. 19/20 will be slightly higher as for that one year we are projected to have 45 rather than 40. This all assumes that none of the items on the list of expenditures won't be needed at some point.

Can you send me a list of expenditures in the budget that you believe are increasing due to the Norwich students. That way I can be sure I am not missing some.

People often assume my statements of fact or correction of the way numbers are being used, as my opinion on a budget or a project. Neither the use of the state number or the dividing the gross expenditures by the enrollment correctly measures the cost per student to the Colchester taxpayer.

The state number is their formula to determine how much we will be reimbursed for the excess cost of special ed. Nothing more. It is there formula, and the flaws in its methodology is not something Colchester has a say in.

Dividing the gross by the enrollment number is a flawed methodology. Ignores the Colchester residents that we pay for in the budget to attend OOD schools. It ignores nontax revenue that reduces the taxpayer cost. I would like to see an analysis of the the per pupil cost without the fixed costs included. Although the following may be missing something and does not measure the taxpayer cost (would need to add the fixed costs back in) it would be a better number for comparing the increases over time. Unless fixed costs are increasing, it would result in a higher annual increase. Also there would be some debate as to what is a fixed cost. None of these formulas include the debt service on the school buildings. Although this has been decreasing it will begin increasing soon. Also need to figure out how to smooth out the cost volatility of health insurance. In 2016 it was down about 250K, in 2017 it was down about 700K, and in 2018 up about 600K, so down about 350K over 3 years. Maybe a 5 year rolling average for that line.

+Total costs in budget  
+ Items reimbursed by grants  
- grants  
- fixed costs (items not directly impacted by enrollment)  
- ECS  
- Special Ed Reimbursement  
- Transportation Reimbursement  
- Other Reimbursement  
= Net Variable Amount to paid by the taxpayers

/ (Number of students attending Colchester + Number of Students attending magnet, VOAG, VOTECH.

Can you come up with something for this?

The WJJMS future enrollment issue was discussed at the March 2 meeting. How many classrooms are your counting? The 6 positions eliminated last year was an acceleration of planned reductions for when the school was to open as the size of the school was reduced from the original plans based on eliminating one of the english classes that students were taking.

See below for other answers

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

A few things I would like the BOF to ask or take a position on the following:

- Fuel: Have we agreed verbally or otherwise to a fuel agreement: We our lowest and standing offer is Heat \$1.8761, Diesel \$1.8775 and Gas \$1.7653 At 150K gallons the rates sent to the BOE on feb 16<sup>th</sup> would be 21.5% . We watch the contract rates monthly, and then make a decision to lock in at a contract price for the next year.
- FTE: the teachers names and step (including column they are assigned to) should be assigned to every FTE position so one can tell if the job was eliminated or just reshuffled. Even if this is not made public it should be available to the BOF so that the BOF member can better assess the budget for the public. ie, did the person move to another school or just the expense? For



several years, I have tracked the number of teachers and total compensation at each contractual step. Waiting for the numbers used to project the proposed budget. Roberta is looking at per school. This was discussed at the March 2 meeting. Work in progress.

- In the past the BOE claimed cuts in staff that were actually already planning to retire, took other positions or for other reasons leaving the district. I'm not interested in how many letters the board has yet received, but rather how many you are aware of to date? 15/16 2 admin step 4, 10 step 13, 2 classified and 2 more for more than \$150K. How many of those known to you have you included in your budget as a cut or have you left in as an expense? I believe when the budget is done it is based on letter received. Probably pretty accurate as the teachers need to have already submitted their intention to retire to get their accrued time. I don't think teachers going to other districts signal their intentions ahead of time.
- What effect does it have on the available budget, using the above example, if 10 step 13 teachers retire and are replaced with 10 step 2 teachers? FYI step 10 retiring ma/15+ being replaced with a step 2 MA is a difference of \$19K or \$190K for just those 10 positions, I believe they budget for a Step 6 on new teachers. They say they hire the best available regardless of step. Some school districts only hire new teachers that are below a certain step. The number that I have asked about is what are the actual steps that new teachers are hired at.
- Over a 5 year period administrative and support services have increase by 22% while Instructional staff and services have increase by only 1%. 62% of funds are allocated to Program expenditures, 8% Support Services, 10% operational and maintenance cost, 7% administration, 2% Gen Administration, 2% Support services, 7% transportation, and finally rounding out the bottom 2% improvement of instruction, and 1% enterprise operations (sports/clubs...) Instructional staff has been decreasing and has offset some of the contractual increases. An administrator position was added for special ed last year. They now have in Central Office (4): Superintendent, Special Ed/Pupil Services Director, Assistant Special Ed/Pupil Services Director, Director of Learning and Training. 4 Principals and 5 Assistant Principals
- The BOE noted and increase in Free and reduced lunches... To be exact, there are 471 children eligible for Free and reduced lunches in Colchester and 703 on Husky A. Both requiring them to be no more 185% and 201% (respectfully) above the poverty level. Since we have a 0% cost for food one has to wonder if this was included not because it adds to the budget but rather to note that 30% of our school population can NOT afford an increase in the budget. I'm out of state, will have to look at this when I return tomorrow night.
- Norwich Tuition, if we are not going to track it as a wash, but to use it to provide service we might not normally be able to provide then I would DEMAND that money goes to sports, clubs and the arts so as to remove them from the BOE ability to use them in hostage negotiations over the budget.

**From:** Carl Swanback <cswanback@gmail.com>  
**Sent:** Sunday, March 5, 2017 2:43 PM  
**To:** Robert Tarlov  
**Subject:** Auto Response Re: Fwd: FW: FOIA simple request

This is Carl,

I have received your message. Please be advised that due to high workload, I check email twice daily at 11:00 AM and 4:00 PM EST Monday-Thursday. I respond to urgent email at those times and endeavor to respond to all other email once a week, on Sundays.

If your matter requires urgent assistance (please ensure that it is truly urgent), that cannot wait until either 11:00 AM or 4:00 PM, please text or call me at 860.531.2657 and I will respond to you as fast as I am able to.

If your message is of an FYI nature, does not require my immediate input or is otherwise not actionable, I'm sorry, I can't always guarantee a response but I do appreciate the thought.

Thank you for understanding this move to more efficiency and effectiveness. It helps me accomplish more to serve you better.  
Sincerely,

Carl E. Swanback  
Current Clients - Please continue to use the scheduling portal to arrange speaking engagements, Executive Coaching and Business Consulting.

Sincerely,

Carl E. Swanback  
Golf, Ski & Hospitality Consultant and Speaker  
MLS Business Consulting Group  
Mobile (860) 531-2657

On 3/5/2017 6:51 PM, Robert Tarlov wrote:

By software, I assume you mean the transparency software. BOF, in doing research for budget communications came across the open.gov when exploring the sites of our towns. Over the course of the next 6 months we found three different companies and invited them to our meetings to present their software. After a lot of research, including interviewing other towns using these companies, we chose opengov, the first company we viewed, and the most comprehensive. We asked Art to include

the first year cost in his budget, and yes, he is behind its implementation as long as we can get a budget passed with the software cost included. BOF is committed to leaving this appropriation in the budget.

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

**From:** Carl Swanback <cswanback@gmail.com>  
**Sent:** Sunday, March 5, 2017 8:25 PM  
**To:** Robert Tarlov  
**Subject:** Re: Software

Yes...100% The money is already there. I'll point it out if it gets taken out of the budget.

Carl

**From:** Carl Swanback <cswanback@hotmail.com>  
**Sent:** Sunday, March 5, 2017 8:59 PM  
**To:** Robert Tarlov  
**Subject:** Re: Chart

Don't agree with you on the Norwich, even with the items they are buying. There is about 140,000 not allocated. With my estimates 25 students are not costing us that much. As I stated I think there is a net of 100,000 falling to the bottom line in 17/18. When all four years are phased in, the plan is for about 250,000 to fall to the bottom line. 19/20 will be slightly higher as for that one year we are projected to have 45 rather than 40. This all assumes that none of the items on the list of expenditures won't be needed at some point.

Can you send me a list of expenditures in the budget that you believe are increasing due to the Norwich students. That way I can be sure I am not missing some. It is a tough call. Without a bench mark no one knows. Years ago I managed golf courses. The standard for the industry is to calculate the per round cost by taking total green fees and dividing it by rounds played. I shook thing up by pointing out that was great, but not an image of what we are really averaging. By my calculations it went from \$70 something to less than \$10 a tee time. I started looking at from this point of view. There are 4 tee spots every 15 minutes. You miss a spot and you lost that money. However, it wouldn't be worth it to sell all the spots at \$10 because the damage to the greens and fairways would be greater than filling all tee times for \$10. There is the other side in that, with an average of 40% margins on pro shot sells and the fact that the average golfer drops \$10 between the pro shop and F&B you would greatly drive sells there. So where is the perfect mix? There is not real answer. You would have to add money to count for loss tee times due to weather, days of the week and membership sales. You would have to factor in group sells, tournaments, all costs associated with maintainance and operation of the facility including marketing, websites, wholesalers, taxes.... So as you can see just because the business is there doesn't mean it is a wash. The real answer lies, for the town, some where between the established break even point and the question as to what we could do away with while still providing the current, hopefully better, level of

education. There is one thing for sure, having the Norwich kids keeps us from being able to consolidate and we would save more than a million annually in consolidation. Before you sign the report from BOE CIP member know that I know for a fact the room use reported in CES are in fact not correct. So in basic theory, we would have to have more than a million annually in revenue from them in order to break even.

People often assume my statements of fact or correction of the way numbers are being used, as my opinion on a budget or a project. Neither the use of the state number or the dividing the gross expenditures by the enrollment correctly measures the cost per student to the Colchester taxpayer. I used to believe this too, However, knowing much more about the state calculations and other information they have available help paint a clear picture. Without some tangible, consistent method of analogy that takes into account student population we would be driving into the future with a blindfold on. Back to your point above. The BOE could argue that we could have 22 kids in a class and right now we only have 18 so we can afford the kids as they defer the cost of the teacher.... However, they then can not take the stance that smaller class sizes are better. A good friend of mine sits on the BOS in West Dover VT. Talking to him about education and cost was an eye opener. The kids get a great education as a lower cost because they are forced to be innovative... maybe our innovation nation should start with some innovative budgeting changes that force thinking outside the box; just look at Mr. Peel getting FREE equipment for the school.

The state number is their formula to determine how much we will be reimbursed for the excess cost of special ed. Nothing more. It is their formula, and the flaws in its methodology is not something Colchester has a say in. I would disagree. There is a separate form for that and they will only cover a max of 85% as they believe the benefits back to the school as a whole are realized in that 15%. According to my friend at the Dept of Grants they only subsidize, currently, to about 78% and it comes down to what the state overall budget is.

Dividing the gross by the enrollment number is a flawed methodology. Ignores the Colchester residents that we pay for in the budget to attend OOD schools. It ignores nontax revenue that reduces the taxpayer cost. I would like to see an analysis of the per pupil cost without the fixed costs included. Although the following may be missing something and does not measure the taxpayer cost (would need to add the fixed costs back in) it would be a better number for comparing the increases over time. Unless fixed costs are increasing, it would result in a higher annual increase. Also there would be some debate as to what is a fixed cost. None of these formulas include the debt service on the school buildings. Although this has been decreasing it will begin increasing soon. Also need to figure out how to smooth out the cost volatility of health insurance. In 2016 it was down about 250K, in 2017 it was down about 700K, and in 2018 up about 600K, so down about 350K over 3 years. Maybe a 5 year rolling average for that line. Yes that I would agree on. Again we make about \$4k per student going to Lebanon following the NECP. I would argue, though, that we could take the ADM number and divide it into the gross and return a true figure. I'll add it to the trend file to see how much it changes things. Interesting thought, and I would then take into account ALL students, except for sending towns. But if we operate at a break even for them then it doesn't matter.

As to the debt service, as you and Tom pointed out last year, it is a wash. So it should have no impact on figures or what people pay in taxes.

Carl

**From:** Robert Tarlov  
**Sent:** Monday, March 6, 2017 6:09 AM  
**To:** Carl Swanback  
**Subject:** Re: Chart

Wasn't asking you to quantify the items, just identify them.

I am talking marginal cost, not average cost.

West Dover, VT? West Dover is part of Dover. They have one school, K-6. They have a student teacher ratio of 10:1 and a netbook ratio of 1:1 in grades 2-6. They have less than 100 students in a 14,000 square foot building. My family owns a place in East Dover. I know that there are more out of state property owners, with no kids in the schools, than year round residents, and out of state property owners pay a higher mill rate than the residents. Looking at their budget, I do not see where their average per student for a K-6 system is less than our k-12, and also can't see their methodology to even know if we are comparing apples to apples.

Because you "need some tangible, consistent method of analogy" should not lead to using numbers that don't use all factors.

I understand your argument that by not adding out of town students, we might be able to consolidate. If with 10 less students per grade we could consolidate, it could be argued that consolidation might not be the best course for Colchester, or any other town, when alternatives exist.

Comments on debt service by Tom and I were about the Town's debt service and had nothing to do with the school budget.

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

**From:** Carl Swanback <cswanback@hotmail.com>  
**Sent:** Friday, March 3, 2017 5:09 PM  
**To:** Robert Tarlov  
**Subject:** Fwd: Fwd: Fw: 2014-15 school year RFI

This is from our town. I will forward the ed001 in a moment for your use.

Carl

----- Forwarded Message -----

**Subject:** Fwd: Fw: 2014-15 school year RFI  
**Date:** Fri, 3 Mar 2017 15:49:39 -0500  
**From:** Martha Ingves <mingves@colchesterct.org>  
**To:** Carl Swanback <Cswanback@hotmail.com>

Mr. Swanback,

The following information was provided by the CFO. This information is consistent from year to year.

The information reported by the state is compiled from Form ED001 End of Year School Report. Please note that the ED001 report is based on actual expenditures – not budgeted numbers, and includes expenditures other than those accounted for in the budget.

Response received from the SDE regarding the revenue columns follows:

- State Revenue-SDE payment records plus various lines off of ED001 schedule 8
- Federal Revenue - ED141 Report plus various lines off of ED001 schedule 8
- Other - various lines off of ED001 schedule 8
- Local = Total - State - Federal - Other
- SDE representative indicated that they do not have the local revenues number, so they back into it.
- Schedule 8 of the ED001 is "Expenditures which support Public Elementary & Secondary Education from other than Local Tax Sources". This includes State & Federal grants, Pay to Play, Medicaid, Colchester share of consortium grants, and other grants/donations from non State/Federal sources (e.g. foundations, corporations, individuals).

Martha L. Ingves  
Secretary to the Superintendent  
/FOIA Coordinator

**Colchester Board of Education**  
127 Norwich Avenue, Suite 202  
Colchester, CT 06415  
PHONE 860-537-7208 ~ FAX 860-537-1252  
[mingves@colchesterct.org](mailto:mingves@colchesterct.org)

Save a tree. Please don't print this e-mail unless it's really necessary.

Carl E. Swanback <[cswanback@hotmail.com](mailto:cswanback@hotmail.com)>  
**Sent:** Wednesday, February 1, 2017 2:23:19 PM  
**To:** Maggie Cosgrove  
**Subject:** 2014-15 school year RFI

Maggie,

According to the state or 2014-15 school budget was \$42,716,777.00 while the adopted budget reflects only \$39, 661,795; a difference of \$3,054,982. It also shows that we only spent \$26,350,292 of our own money on education. Please help me understand why these numbers are not reflected in the budget presentations and where the difference between local funding and tax payer paid funding shows up in the budget; a total of \$13,311,503.

**2014-15 School District Expenditures by Revenue Source**

Expenditures and Percentages Including Land, Buildings, Capital and Debt Service

District Local Code	District Federal Name	Total Other Expenditures Revenues	State Revenues	Local Revenues	Federal Revenues	Other Revenues	State Revenues
28	COLCHESTER	42,716,777	14,995,299	26,530,292	714,735	476,451	35.1%
62.1%		1.7%	1.1%				

Regards,

Carl Swanback

**From:** Robert Tarlov  
**Sent:** Saturday, March 4, 2017 5:52 AM

**To:** Carl Swanback

**Subject:** Re: Fwd: Fw: 2014-15 school year RFI

Will review when I return.

Rob Tarlov, Chairman, Board of Finance  
860-608-4293



**From:** Carl Swanback <cswanback@hotmail.com>  
**Sent:** Thursday, March 2, 2017 11:57 AM  
**To:** Robert Tarlov  
**Subject:** Can you call me

860-734-1400

**From:** Carl Swanback <cswanback@hotmail.com>  
**Sent:** Friday, March 3, 2017 1:27 PM  
**To:** Robert Tarlov  
**Subject:** Fwd: 2015-16 NCEP

BTW, this was not an FOI, but just a phone call. He is apologizing bc it took him 4 days. My average with our town has to be several month.

Carl

PS don't need to write back, just sharing.

----- Forwarded Message -----

**Subject:**2015-16 NCEP  
**Date:**Fri, 3 Mar 2017 11:52:15 +0000  
**From:**Chambers, Kevin <Kevin.Chambers@ct.gov>  
**To:**cswanback@hotmail.com <cswanback@hotmail.com>

I've been in the middle of a data collection and haven't had a chance to get back to you. Here is the 2015-16 NCEP for all 169 towns with their ranks.

Kevin Chambers  
Education Consultant  
State Department of Education  
860-713-6455

**From:** Carl Swanback <cswanback@gmail.com>  
**Sent:** Friday, March 3, 2017 5:14 PM  
**To:** Robert Tarlov  
**Subject:** Fwd: RE: NCE Financial Question ED001

ED001 Attached

----- Forwarded Message -----

**Subject:**RE: NCE Financial Question ED001

**Date:**Thu, 23 Feb 2017 21:59:23 +0000

**From:**Stange, Mark <Mark.Stange@ct.gov>

**To:**Carl Swanback <cswanback@gmail.com>

Dear Mr. Swanback,

Please find attached a copy of the 2015-16 ED001 data for Colchester.

Mark Stange

03/01/2017

Request From: christine Janus  
Email: christine6400@sbcglobal.net  
Source IP: 158.106.52.10

Address:  
City:  
State:  
Zip:  
Phone:  
Organization:

I am writing in to support the school budget. Any additional cuts will result in cuts to the programs at Bacon which we need to retain our students. If the programs get cut we will lose the students to other schools including magnet schools which we as a town will have to pay for.

## Tricia Dean

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**From:** Robert Tarlov  
**Sent:** Friday, March 3, 2017 12:18 PM  
**To:** Tricia Dean  
**Subject:** Correspondence for March 15 Meeting

**From:** Robert Tarlov  
**Sent:** Friday, March 3, 2017 11:44 AM  
**To:** hgalarneau@gmail.com  
**Subject:** Re: Board of Finance Budget Workshop: Review of Education Budget

Heather,

Thanks for writing.

Several of the Board of Finance members have been at those BOE meetings and have heard the comments from the citizens as well as the board discussions.

Most important that people vote. Only about 10% of the registered voters either pass or fail a budget each year. I have been on the BOF for 7 years and we have had multiple referendums 5 times (4 of them with 3 votes). The budget will not go up after being voted down by the taxpayers.

I will pass your letter on to the rest of the Board and it will be part of our March 15 meeting minutes.

Rob

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

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**From:** hgalarneau@gmail.com <hgalarneau@gmail.com>  
**Sent:** Thursday, March 2, 2017 4:10 PM  
**To:** Robert Tarlov  
**Subject:** Board of Finance Budget Workshop: Review of Education Budget

Dear Mr. Tarlov,

I am not able to attend the Board of Finance budget meeting tonight, as I have a school function to attend, but I would like to send along some comments.

I am a parent of three children in the Colchester School System. I have attended several of the Board of Education meetings over the past two months, as they discussed the school budget. The Board took considerable care in listening to our concerns at those meetings.

I fully support the budget that the Board of Education presented to you on Tuesday night. In fact, I would support a higher budget if one was presented as well. I believe that we cannot afford to make further cuts to the Education budget without seriously affecting the integrity of our schools.

Heather Galarneau  
83 Evergreen Terrace, Colchester

## Tricia Dean

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**From:** Robert Tarlov  
**Sent:** Wednesday, March 15, 2017 1:25 PM  
**To:** Banning, Susan  
**Cc:** Board of Finance Members; Ronald Goldstein; Tricia Dean  
**Subject:** Re: Norwich tuition money and its usage

Hi Susan,

I understand your concerns but Board of Finance has no authority on line items in the Schools Budget. Only the total. I will send to my Board for their information, and I will also forward to BOE Chairman Ron Goldstein.

Rob Tarlov, Chairman, Board of Finance  
860-608-4293

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**From:** Banning, Susan <Susan.Banning@espn.com>  
**Sent:** Wednesday, March 15, 2017 12:09 PM  
**To:** Robert Tarlov  
**Subject:** Norwich tuition money and its usage

Dear Mr. Tarlov and the Board of Finance,

I have cut-and-pasted below the email I sent to Bacon principal Matthew Peel. As the mother of a junior who is on the girls' tennis team, which stands to be a Tier I cut if the budget is not passed at referendum, I am infuriated by the explanation he gave at the Bacon parents meeting Monday for why Norwich tuition money cannot be used for athletics. Why is he allowed to use this money (\$60,000, at least?) indiscriminately for alleged "improvements" at the school library that include debatable items in a print environment such as Chromebooks, yet my daughter's sport – which would be a mighty \$4,500, by my calculations – would face the ax? This is completely unacceptable.

Regards,  
Susan Banning

Here is the email:  
Dear Mr. Peel,

Oddly enough, the more I thought about it, your mentions at the meeting Monday of your daughter being on the Stonington High tennis team made me feel worse about the situation at Bacon than I already do. Your daughter's team has absolutely no chance of ending up on any kind of cut list, Tier I or otherwise, while my daughter is at the mercy of the first referendum passing here. I do not care if the Pollyannas at the Monday meeting thought I was being negative. I prefer to call myself a realist; I have a sense of the way the political winds are blowing, and I need to protect my daughter's interests.

Imagine the Stonington High athletic director handing the principal a cut list with George Crouse's girls' tennis team on it. Me even proposing such a thing made my husband, the sports editor at The Day, burst into hysterical laughter. The way the scenario in my mind plays out, the principal and the AD both would be tossed off Stonington Pier, do not pass

"Go," do not collect \$200. Your daughter is very fortunate to be in such a supportive school system that values the small individual sports as much as the marquee ones of basketball and football.

The Colchester school system has failed my daughter from kindergarten on in many ways. The tennis team is a ballast for her, something she excels at that keeps her motivated to go to school.

I remain nonplussed at how Norwich tuition money and "taxpayers' money" are treated as Coke and Pepsi in terms of how they are spent. My other daughter, a freshman, shares space in classrooms with those Norwich kids. If they weren't there, her class sizes would be reduced and she would get more attention. As a taxpayer, I fail to see why their tuition shouldn't go toward programs for the kids as opposed to luxuries such as Chromebooks in a place that should be print-dominated. I have been advised to express my displeasure to the Board of Finance, which is the next item on my agenda.

I don't expect a response from any of you; I never do seem to get one from any letters or emails I write to anyone in this town. However, now you know my feelings, and I will continue to be vocal about the fate of the tennis team until it is assured that my daughter will HAVE a team for her senior year.

Sincerely,  
Susan Banning

March 15, 2017

Board of Finance Members,

This letter is in response to the article in the River East dated March 10, 2017 "Town Officials Call for Greater Transparency." I feel a duty and responsibility to address the inaccurate timeline, statements and reporting of this article. Regrettably, it was written by Ms. Julianna Roche based on a conversation with BOF member Andreas Bisbikos and Ms. Roche felt no need to verify the allegations.

*Paragraph 9: After hearing no response from Cosgrove and Tarlov, Bisbikos explained he submitted a FOI request to Shilosky's executive assistant Tricia Dean, who acknowledge the request and then **directed him to Martha Ingves**, secretary to Superintendent of Schools Jeff Mathieu and the FOIA coordinator for the education board and Colchester Public Schools' related matters.*

The first and only FOI request that Mr. Bisbikos made related to this matter was dated January 25, 2017 and on January 26, 2017 I replied to Mr. Bisbikos acknowledging receipt of his request, informed him that I would be gathering the data he requested from the Town side and would get back to him in a timely manner. I further informed him that, in reference to the Board of Education, he needed to make a separate request and address it to Ms. Martha Ingnes (attachments A & B).

*Paragraph 10: On Feb. 1 – nearly two months after his initial inquiry – Bisbikos met with Tarlov and Shilosky. He said Shilosky sincerely apologized and provided him with all the grant information related to the town the following day.*

If Mr. Bisbikos made a request two months prior to wrong entities, it is not truly factual to be suggesting that the Town of Colchester lacks Transparency. For starters, I was never aware of the original request nor was that an FOI request. Frankly, it's a shame that a Board of Finance member is not aware that both the Town, and the BOE, both have a central information & FOI coordinators. Having central information coordinators is imperative; especially in light of the fact that not all town records are open for public inspection.

Had Mr. Bisbikos merely made the request to the appropriate central coordinators, we would not be having this conversation.

Once I did receive the request, I immediately sent out an email to all department heads and began compiling the data (attachment C).

Upon receiving the last submitted grant information from department heads, I sent a fulfillment letter with all back up materials (attachment D).

There is no lack of transparency and the Town and BOE have always produced whatever documents are requested. As proof of such, I offer a copy of the Freedom of Information Log for 2016 and 2017 which shows the Town's responds to 100% of our FOI requests within a 48 hour time period when the FOIA allows up to four (4) days for a response (attachment E).



Board of Education Central office received Mr. Bisbikos request on January 26<sup>th</sup> and responded with acknowledgement on January 26<sup>th</sup>. (attachment F)

Paragraph 16: *Bisbikos countered the first selectman then, asking "so what you're telling me is that one person controls all the grant information?" which drew gasps from residents in attendance.*

The "gasps from residents in attendance" was actually in response to the comment Mr. Bisbikos made to the First Selectman "so what you are telling me is that the Superintendent's office is that inept they could not provide the information", .. gasps ensued.

This can be verified on the Board of Finance February 28, 2017 meeting recording:

[http://www.colchesterct.gov/Pages/ColchesterCT\\_BComm/BOF/ColchesterCTBOFAudio/](http://www.colchesterct.gov/Pages/ColchesterCT_BComm/BOF/ColchesterCTBOFAudio/),  
section 2:15:56

I ask Board of Finance members to please familiarize themselves with the Freedom of Information process as provided on our website so that we can avoid any future confusion on how the process works: [http://www.colchesterct.gov/Pages/ColchesterCT\\_Dept/BOS/FOIrequestsRequests](http://www.colchesterct.gov/Pages/ColchesterCT_Dept/BOS/FOIrequestsRequests)

Colchester town employees work diligently, take pride in their work, and provide a great service to our community. We have nothing to hide and fulfill every request that gets made.

It is extremely ironic that Mr. Bisbikos' failure to comprehend the process for obtaining information led to a story claiming the Town of Colchester lacks transparency. As you all know, I also serve as the Clerk to the Board of Finance and Mr. Bisbikos approached me after the March 1, 2017 BOF meeting and request that I omit a particular comment from the minutes so that it would not be seen by the public.

Of course I refused this request however it became apparent that Mr. Bisbikos "call for greater transparency" does not apply equally to Board of Finance members.

Sincerely,



Tricia Dean  
Executive Assistant to the First Selectman  
Freedom of Information Coordinator for the Town of Colchester  
Clerk – Board of Selectmen/Board of Finance/Economic Development Commission

**Tricia Dean**

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**From:** Andreas Bisbikos  
**Sent:** Wednesday, January 25, 2017 2:25 PM  
**To:** Tricia Dean  
**Subject:** FOI Request on Town and Education Grants

Hi Tricia,

I am requesting a list of each grant that the Town of Colchester and the Board of Education has received in the 2016-2017 budget year for my BOF records. With each grant I would like to know its purpose or intent and the dollar amount associated with that particular grant. Any anticipated grants expected should be added as well.

I have asked for this information twice with not so much a courtesy acknowledgement of the request. It has been nearly two months since my initial request. I need this information not only for a few constituents who are interested in the data, but also for the budget season.

Thank you very much,

-Andreas

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**From:** Andreas Bisbikos  
**Sent:** Monday, December 5, 2016 12:45 PM  
**To:** Maggie Cosgrove  
**Cc:** Robert Tarlov  
**Subject:** Follow up on Grant Information

Hi Maggie,

I am following up on my email regarding the Grants the Town of Colchester and the Board of Education have received for the 2016 year. With each grant I would like to know its purpose or intent and the dollar amount associated with that particular grant. I would like to have the information for Wednesday's meeting. This would be greatly appreciated.

Hi Rob,

Do you know of a link, perhaps, that might provide that kind of data for a town?

Thank you both very much.

-Andreas

**From:** Andreas Bisbikos  
**Sent:** Tuesday, November 29, 2016 11:40 AM

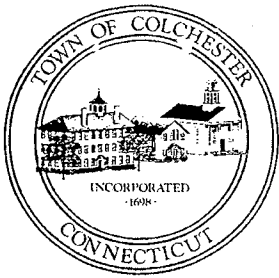
**To:** Maggie Cosgrove  
**Subject:** Grant Information

Hi Maggie,

I would like to have a list of each grant that the Town of Colchester and the Board of Education has received in the 2016 year for my BOF records. With each grant I would like to know its purpose or intent and the dollar amount associated with that particular grant.

Thank you very much for your help.

-Andreas



# Town of Colchester, Connecticut

127 Norwich Avenue, Colchester, Connecticut 06415

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January 26, 2017

Andreas Bisbikos  
155 Standish Rd.  
Colchester, CT 06415

VIA EMAIL

Mr. Bisbikos,

We are in receipt of your request for information, under the Freedom of Information Act, dated January 25, 2017, for information pertaining to a list of each grant that the Town of Colchester and the Board of Education has received in the 2016-2017 budget year for your Board of Finance records, with each grant you would like to know its purpose or intent and the dollar amount associate with that particular grant, along with any anticipated grants expected.

You will need to contact the Board of Education FOI coordinator, Marth Ingves  
[mingves@colchesterct.org](mailto:mingves@colchesterct.org), for any information regarding the Board of Education.

We will do our best to respond to your inquiry, in regards to the *Town of Colchester grant information*, in a timely manner and will advise you as soon as they are available.

Regards,

Tricia Dean  
Executive Assistant to the First Selectman

cc: Art Shilosky, First Selectman  
Robert Tarlov, Board of Finance Chairperson

**Tricia Dean**

**From:** Tricia Dean  
**Sent:** Thursday, January 26, 2017 9:29 AM  
**To:** Randall Benson; ~~Gail Therian; Gayle Furman; John Chaponis; James Paggioli; Valerie Geato; Cheryl Hancin; Patty Watts; Kate Byroade; Sal Tassone; Resident Trooper; Sergeant; Gina Santos; Chief Cox; J Walsh; Sean Shoemaker~~  
**Subject:** Grants July 2016-June 2017

I have received an FOI request and need the following information from each dept. that has **received a grant** or that is **anticipating receiving a grant** between **July 2016 through June 2017**.

- Grant received
- Amount
- Purpose

Please have any information to me by **Tuesday, Jan 31<sup>st</sup>**.

Thank you,

**Tricia Dean**  
 Executive Assistant to the First Selectman  
 Town of Colchester  
 127 Norwich Avenue  
[tdean@colchesterct.gov](mailto:tdean@colchesterct.gov)  
 P: (860) 537-7220

*Dublin*

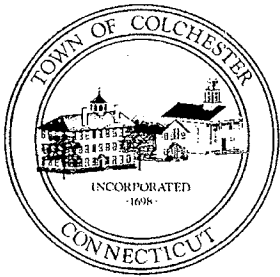
<del>Randy Prz</del>
<del>Jim PW</del>
<del>Kate tubr.</del>
<del>Sgt Martinez Poice</del>

~~Click n ticket -  
 DUI Grant~~

~~Lebanon Ave streetscape, \$434,000~~

~~Dublin Village - 800,000~~

~~the 8th~~ sidewalk impr.  
 site imp + impr  
 Bldg imp



ATTACHMENT D  
*Town of Colchester, Connecticut*

127 Norwich Avenue, Colchester, Connecticut 06415

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February 2, 2017

Andreas Bisbikos  
155 Standish Road  
Colchester, CT 06415

VIA EMAIL

Mr. Bisbikos,

This is in response to your request for information pertaining to a list of each grant that the Town of Colchester has received in the 2016-2017 budget year, with each grant you would like to know its purpose or intent and the dollar amount associated with that particular grant.

The information you have requested has been collected. Per the Connecticut Freedom of Information Act, C.G.S. 1-212(a) (2), there would be a total charge of \$3.50. I am sending the file via email to avoid any charges and for your convenience. If you would prefer to receive hard copies please let our office know.

7 pages @ \$.50 each = \$3.50

Regards,

Tricia Dean  
Executive Assistant to the First Selectman

cc: Rob Tarlov, Board of Finance Chair  
Art Shilosky, First Selectman

PROJECT EVALUATION/  
EXPENDITURE REPORT  
TARGETED GRANT FY 2017  
Historic Documents Preservation Program  
Connecticut Municipalities  
GP-003 (rev. 1/2016)



STATE OF CONNECTICUT  
Connecticut State Library  
PUBLIC RECORDS ADMINISTRATOR  
231 Capitol Ave., Hartford, CT 06106

This form may be completed and printed for submission at [ctstatelibrary.org/publicrecords/hdpp](http://ctstatelibrary.org/publicrecords/hdpp)

Name of Municipality: Town of Colchester

Name of Municipal CEO: Art Shilosky

Title: First Selectman

Phone with Area Code: (860)537-7200

Email: ashilosky@colchesterct.gov

Name of Town Clerk: Gayle Furman

Title: Town Clerk

Phone with Area Code: (860)537-7215

Email: townclerk@colchesterct.gov

Check if Designated Applicant:

TC Mailing Address: 127 Norwich Ave., Colchester, CT 06415

MCEO Address if Different:

Grant Award Number: 028-PC-17

Grant Cycle:  Cycle 1  Cycle 2

Grant Contract Period: The contract period begins after July 1, 2016 AND receipt of the fully executed contract. Grant projects must be completed and funds expended by June 30, 2017.

Grant Category(ies):  Inventory and Planning  Organization and Indexing  
 Program Development  Storage and Facilities  
 Preservation/Conservation

Expenditures	Grant Funds Expended (A)	Local Funds Expended (B)	Total Funds Expended (A+B)
1. Consultants/Vendors	\$ 3,542.00	\$0	\$ 3,542.00
2. Equipment	\$ 338.62	\$0	\$ 338.62
3. Supplies	\$ 119.38	\$ 23.79	\$ 143.17
4. Town Personnel Costs	\$	\$	\$
5. Other (Please specify on a separate sheet)	\$	\$	\$
6. TOTAL	\$ 4,000.00	\$ 23.79	\$ 4,023.79

Final Accounting	
1. Grant Funds Received:	\$ 4,000.00
2. Grant Funds Expended:	\$ 4,000.00
3. Grant Funds Remaining Unexpended (if none, enter "0"):	\$ 0

### Narrative Page

- Answer on an attached page, numbering the answers.
  - If the grant funded more than one project, address each project separately; for example, number the answers 1a and 1b, 2a and 2b, 3a and 3b.
1. Briefly describe the project completed with this grant and indicate whether it achieved the goals outlined in the application.
  2. Describe the impact of the project on the records, office or municipality.
  3. Describe anything you learned from the project or might have done differently.

### Certification

This certification must be signed by the applicant. If the Town Clerk was designated by the MCEO, as indicated on the grant application, the Town Clerk must sign. If the Town Clerk was not designated, the MCEO must sign.

I hereby certify that the information contained in this report is correct to the best of my knowledge.

Gayle Furman  
Applicant (MCEO or Town Clerk if Designated)

January 10, 2017  
Date

Gayle Furman/Town Clerk  
Typed Name and Title of Applicant

\_\_\_\_\_  
Name and Title of Preparer (only if different from Applicant above)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number of Preparer

The *Project Evaluation/Expenditure Report* must be submitted for receipt at the State Library by September 1, 2017.

**By statute this is a receipt deadline, not a postmark deadline.**

**Mail by August 15th to ensure sufficient time for receipt and processing at the State Library by September 1, 2017.**

Grantees are encouraged to submit the report immediately upon the completion of their grants; that is, **June 30th** or earlier.

If the municipality did not expend the full grant funds by June 30, 2017, a check for the unexpended funds must be submitted with the report. The check should be made payable to "Connecticut State Library" and may be rounded to the nearest dollar. Prior to June 30th, please contact the grants staff regarding possible reallocation of funds.

**Mail the signed form and narrative page to:**

Kathy Makover, Field Archivist  
Connecticut State Library  
231 Capitol Avenue  
Hartford, CT 06106



**Town of Colchester**  
**Historic Documents Preservation**  
**Targeted Grant Evaluation/Expenditure Report Second Page**  
**FY 2017**

**Narrative Description:**

- 1a** The project was for the preservation of our Deed Book Vol. 18 and Mortgage Deed Book 25. This project did achieve its goal in that the book is now preserved and more easily accessible.
- 1b** The purchase of a bookcase for storage of land records. This project did achieve its goal as we now have more storage for our land record books.
- 1c** The microfilming of Birth Records from 1970 through 2002 for offsite security. This project was changed to the purchase of supplies (ADK Hanging Map Strips). The microfilming project would have taken too much of our valuable time to produce what the vendor needed to complete this project. This change was approved by Ms. Makeover.
- 2a** The impact to the office is that now the Warrantee Book can be handled without fear of damage.
- 2b** The Impact to the office is that we have more storage for or land record books.
- 2c** The impact to our office is the fulfillment of needed supplies.
- 3a** I learned that proper securing of historic documents is detrimental to the town. Preserving such documents and the accessibility to our historic documents is essential to those searching for genealogical information.
- 3b** I would not have done anything differently.
- 3c** I learned to research further on a project to insure we have the manpower and time to complete it properly.

# Youth & Social SVS

Grantee	Amount	Purpose
Ct State Dept of Education	17,608.00	The purpose of the Youth Service Bureaus (YSBs) Grant Program is to assist municipalities and private youth-serving organizations designated to act as agents for municipalities in establishing, maintaining or expanding such YSBs. See Connecticut General Statutes (C.G.S.), Section 10-19n.
DCF/ Ct Youth Services Association	6,500.00	Provide support and services to youth involved in Juvenile Review Board programs
Ct State Dept of Education	5,000.00	The purpose of the funds is to enhance existing services that provide direct services to youth.
CT DMHAS/Southeastern CT Regional Action Council	3,907.40	The purpose of the Local Prevention Council Grant Program is to facilitate the development of culturally competent ATOD abuse prevention and joint behavioral health promotion initiatives of Local Prevention Councils (LPCs) within communities directed at citizens across the lifespan with the support of chief elected officials. The overall goal is to increase public awareness of the prevention of ATOD abuse and joint behavioral health promotion in the context of overall health and wellness.
Dime Bank Foundation <i>Donation</i>	1,450.00	Substance Abuse Prevention Initiatives
Colchester Lion's Club <i>Donation</i>	1,250.00	Substance Abuse Prevention Initiatives
	\$35,715.40	

## Tricia Dean

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**From:** Kate Byroade  
**Sent:** Monday, January 30, 2017 12:09 PM  
**To:** Tricia Dean  
**Subject:** Grants

Hi Tricia,

The Library has applied and been approved for a grant to pay for the construction of a Fiber Internet connection for the Library. The money has not been received yet.

- Grant received: Fiber to the Library Grant Program (CT State Library)
- Amount: \$19,550
- Purpose: To provide a fiber-optic Internet connection for the Library.

Take care,  
Kate

Kate Byroade, MSLIS  
Library Director



**Cragin Memorial Library**

8 Linwood Avenue  
Colchester, CT 06415  
Voice: 860-537-5752  
Fax: 860-537-4559

Department of Senior Services FY16/17:

Section 5310A grant from the State of CT DOT in the amount of \$52,000 for the purchase of a new 14 passenger wheelchair accessible vehicle for senior transportation.

Municipal Grant Program through the State of CT DOT in the amount of \$33,320, which is utilized for enhance transportation services for seniors for out of town medical appointments.

Title III (Older Americans Act) funding in the amount of \$14,665, for the Making Memories Program, which serves individuals over the age of 60 managing the early stages of memory loss, cognitive dysfunction and/or dementia and provides respite for their caregivers.

Engineering Dept.:

We have applied for a grant to reconstruct Halls Hill Road with pedestrian and cycling improvements. The amount is for \$594,355.

We will also be applying for a grant to rehabilitate the Paper Mill Road Bridge during this time. The grant amount is for \$150,000.

Planning & Zoning Dept.

Lebanon Avenue Streetscape - \$434,000 – sidewalk improvements

Dublin Village - \$800,000 – Site and building Improvements at Dublin Village

Police Dept.

Click it and Ticket – reimbursed for number of shifts worked, \$1,738 for 11/20/2016-11/28/2016 – seatbelt enforcement

DUI – reimbursed for number of dui shifts worked, \$971.46 for 4/31/16-7/31/16

Public Works

Dept. of Economic and Community Development – Norton Mill - \$518,000 for PCB remediation

STEEP Grant – Norton Mill - \$350,000 – for acquisition and demolition

FREEDOM OF INFORMATION LOG 2017							
Request Received Date	Requestor	Information Requested	Date Acknowledged	Date Fulfilled	# of business days to complete		
3-Jan	Deanna Bouchard	BOF vacancy legal ruling	3-Jan	6-Jan	3		
4-Jan	Deanna Bouchard	BOF vacancy correspondence	4-Jan	6-Jan	2		
10-Jan	Ramboll Environ	Cigo property environmental assessment	11-Jan	3-Feb	*18	*did not want to come in to view	
25-Jan	Andreas Bisbikos	Town Grants	26-Jan	2-Feb	6		
26-Jan	Carl Swanback	Electricity & Fuel contract contract - how many years	27-Jan	27-Jan	1		
1-Feb	Carl Swanback	Fuel & Electricity contract price per unit	3-Feb	3-Feb	2		
14-Feb	Butch Przekopski	Complaints against Pine Rd	15-Feb	21-Feb	5		
28-Feb	Deanna Bouchard	Town Employee longevity payments	1-Mar	3-Mar	3		

FREEDOM OF INFORMATION LOG 2016

Request Received Date	Requestor	Information Requested	Date Acknowledged	Date Fulfilled	# of business days to complete
7-Mar	Steven Schuster	Public Records for all Political Action Committees, specifically SEEC FORM 8 with member listing	8-Mar	11-Mar	3
11-Jan	Thomas Curran	Bid Notices posted and received for 2009-20105	13-Jan	27-Jan	10
21-Mar	Deanna Bouchard	Correspondence for BOF Rob Tarlov sent or received by BOF members	21-Mar	25-Mar	4
23-Mar	Carl Swanback	Correspondence related to Budget Information FB page	29-Mar	29-Mar	4
28-Mar	Deanna Bouchard	Correspondence for BOF James McNair sent or received by BOF members	28-Mar	5-Apr	6
30-Mar	Steven Schuster	Public Records for Future of Colchester Political Action Committee		28-Apr *	
1-Apr	Deanna Bouchard	Correspondence for BOF Thomas Kane to or from Town Boards	1-Apr	6-Apr	3
5-Apr	Howd&Ludorf, LLC/Monastersky	Deputy Assessor application	5-Apr	6-Apr	1

received via regular mail, letter dated 4/15, letter rec'd	Jennifer Mattos	correspondence for BOF Andreas Bisbikos sent or received by the taxpayers, voters	21-Apr	26-Apr	3
21-Jul	CT Center for a New Economy		22-Jul	10-Aug	*14
23-Oct	Deanna Bouchard	Audio files for BOS meetings 10/16,8/1	24-Oct	24-Oct	1
13-Dec	David Mathieu	Assessor	13-Dec	13-Dec	1





Martha Ingves &lt;mingves@colchesterct.org&gt;

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**Re: Fw: FOI Request on Town and Education Grants**

1 message

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**Martha Ingves** <mingves@colchesterct.org>

Thu, Jan 26, 2017 at 3:37 PM

To: Andreas Bisbikos &lt;abisbikos@colchesterct.gov&gt;

Mr. Bisbikos:

We are in receipt of your email dated January 26, 2017, requesting the following information under the Freedom of Information Act:

"....all the Education grants the Colchester Public School System has received for the 2016-2017 budget year for my BOF records. With each grant I would like to know its purpose or intent and the dollar amount associated with that particular grant. Any anticipated grants expected should be added as well."

Your request is under review and we will respond within a reasonable time based upon the scope of the request.

Sincerely,

MARTHA L. INGVES

SECRETARY TO THE SUPERINTENDENT/FOIA COORDINATOR

**COLCHESTER BOARD OF EDUCATION**

127 NORWICH AVENUE, SUITE 202

COLCHESTER, CT 06415

PHONE 860-537-7208 ~ FAX 860-537-1252

mingves@colchesterct.org

Save a tree. Please don't print this e-mail unless it's really necessary.

On Thu, Jan 26, 2017 at 11:37 AM, Andreas Bisbikos <abisbikos@colchesterct.gov> wrote:

Hi Ms. Ingves,

I am sending an FOI request for all the Education grants the Colchester Public School System has received for the 2016-2017 budget year for my BOF records. With each grant I would like to know its purpose or intent and the dollar amount associated with that particular grant. Any anticipated grants expected should be added as well.

Thank you,

Andreas Bisbikos

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**From:** Tricia Dean  
**Sent:** Thursday, January 26, 2017 8:51 AM  
**To:** Andreas Bisbikos  
**Cc:** Robert Tarlov; Art Shilosky  
**Subject:** RE: FOI Request on Town and Education Grants

Good Morning Andreas,  
Please see the attached FOI acknowledgement.  
Regards,

**Tricia Dean**  
Executive Assistant to the First Selectman  
Town of Colchester  
127 Norwich Avenue  
[tdean@colchesterct.gov](mailto:tdean@colchesterct.gov)  
P: (860) 537-7220

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**From:** Andreas Bisbikos  
**Sent:** Wednesday, January 25, 2017 2:25 PM  
**To:** Tricia Dean <[tdean@colchesterct.gov](mailto:tdean@colchesterct.gov)>  
**Subject:** FOI Request on Town and Education Grants

Hi Tricia,

I am requesting a list of each grant that the Town of Colchester and the Board of Education has received in the 2016-2017 budget year for my BOF records. With each grant I would like to know its purpose or intent and the dollar amount associated with that particular grant. Any anticipated grants expected should be added as well.

I have asked for this information twice with not so much a courtesy acknowledgement of the request. It has been nearly two months since my initial request. I need this information not only for a few constituents who are interested in the data, but also for the budget season.

Thank you very much,

-Andreas

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**From:** Andreas Bisbikos  
**Sent:** Monday, December 5, 2016 12:45 PM  
**To:** Maggie Cosgrove  
**Cc:** Robert Tarlov  
**Subject:** Follow up on Grant Information

Hi Maggie,

I am following up on my email regarding the Grants the Town of Colchester and the Board of Education have received for the 2016 year. With each grant I would like to know its purpose or intent and the dollar amount associated with that particular grant. I would like to have the information for Wednesday's meeting. This would be greatly appreciated.

Hi Rob,

Do you know of a link, perhaps, that might provide that kind of data for a town?

Thank you both very much.

-Andreas

**From:** Andreas Bisbikos  
**Sent:** Tuesday, November 29, 2016 11:40 AM  
**To:** Maggie Cosgrove  
**Subject:** Grant Information

Hi Maggie,