

Town of Suffield Annual Report*

SUFFIELD, CONNECTICUT

July 1, 2011 to June 30, 2012

*Summary Version
With Open Space
and Trail Highlights

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

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

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

Superintendent of Schools
Karen Baldwin
(860) 668-3800

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Administration

SELECTMEN

*submitted by Edward McAnaney,
First Selectman*

As with previous years, FY 2011-12 spending was largely constrained by the poor economy. The tax rate remained the same as the previous year and, because of several personnel actions taken by the Selectmen during this year, a significant budgetary savings was realized.

At the same time, capital projects continued at the library, town hall and on town roads. Those projects include improved electrical and mechanical systems in the library and town hall. These projects are multi-

year ones, and we expect that they will make the buildings much more efficient. The roof repairs to the library were completed during this time. Significant road and drainage work was completed with more to be completed in FY 2012-13.

The Selectmen solicited proposals for the purchase and development of the former Bridge Street School property, vacant for over 8 years. The Town received three proposals and held a number of public forums regarding these proposals*

Halloween of 2011 brought Storm Alfred that caused widespread power outages in Connecticut because of the heavy snowfall. All of Suf-field was knocked out. This began

a period of almost a week for some residents without power.

The Town opened the emergency operations center in Town Hall and the shelter in the High School. Hundreds of residents took advantage of the shelter during the power outage and numerous other residents volunteered to help either at the shelter or emergency operations center. Fortunately, our Town and residents came through without any real harm but we spent over \$1,000,000 in cleanup and restoration. A disaster declaration brought reimbursement to the Town of \$750,000 of that expenditure.

A chunk of pavement fell out of the Boston Neck Road Bridge over Stony Brook. This forced the immediate closure of the bridge, and it remained closed for the balance of the fiscal year while engineers designed a new bridge and drafted bid specifications for construction companies to bid on the project. We expect the work to be completed in about a year.

The Town completed the purchase of the first of two fire trucks. This was authorized as part of the bonding approval. Purchase of the second vehicle is expected during the next fiscal year.

NOTE: After the end of the fiscal year, the proposed preservation of the school building and development of the property was defeated at a Town Meeting.

This bridge over Phelps Road is part of the Farmington Canal Heritage Trail. At present the bicycle and walking path extend from Farmington, CT to Westfield, MA.



HUMAN RESOURCES

submitted by Joyce Feeney, Director

The Human Resources Department serves as a point of contact for the public, employees and management seeking information and guidance on a variety of topics related to employment and benefits. Topics include recruitment; health and dental insurance; short term and long term disability; workers' compensation; family medical leave; wages; vacation, sick and personal leave; discipline; unemployment; deferred compensation; employee assistance program; classification; contract interpretation; and other employment issues.

In addition, the Department assists the First Selectman with contract negotiations, drafting or revising policies related to employment, performance evaluation, researching assigned topics and making recommendations as needed.

HR continued to partner with the Finance Department to resolve a variety of issues in order to achieve cohesive results ensuring that both departments' requirements were met.

It prepared unemployment protests/appeals and participated in hearings as necessary in addition to providing assistance and advice to the Police Department on serious disciplinary issues.

The Department attended board and commission meetings as requested in order to provide updates, guidance and/or information.

Specific projects undertaken during this year included:

- Conducting four internal recruitments for an Accounting Assistant, Administrative Secretary, Civilian Dispatcher and Mini Bus Driver. Three positions were filled with internal candidates.
- Conducting four open competitive recruitments for a Facilities Manager, Fire Chief and two Accounting Assistants. Three positions were filled. The Town has decided not to fill the Facilities Manager position at this time.
- Completing the negotiation process and agreements for the following:
Police – October 5, 2011;
Fire – November 16, 2011;
Library – November 16, 2011;
Highway – December 7, 2011.
- Coordinating Customer Service training for employees.
- Transitioning four groups of employees to the High Deductible Insurance Plan.
- Reviewing and correcting calculations for retroactive payments for general wage increases for the employees in the Police, Fire, Library and Highway bargaining groups.
- Calculating retroactive payments for non-union, executive employees for general wage increases.
- Conducting a Benefits Fair in May 2012 during which employees were provided the opportunity to speak with representatives on site to get information about services available.

TOWN CLERK

submitted by Elaine O'Brien, Clerk

The Town Clerk's office is the official records and licensing office for the Town of Suf-field.

All land records, minutes of boards and commis-

sions, and vital records are maintained and kept on file here. Trade name certificates, state liquor permits, Notary Public certificates and veteran's discharge records are also filed here.

All records are open to the public, except birth and veteran's records which are confidential.

The following are available in our office.

- Dog licenses are due annually during the month of June. The fee is \$19, or \$8 if the animal is neutered. The dog must have a current rabies certificate.
- Sport licenses are for the calendar year and are available beginning in December.
- Marriage licenses are issued only in the town where the ceremony will take place at a cost of \$30.
- Voter registration forms are available here, and this is where you would obtain an absentee ballot.

FISCAL YEAR	2009-10	2010-11	2011-12
Documents Recorded	3,216	3,477	3,533
Land Transfers	221	168	161
Local Conveyance Tax	\$163,605	\$127,694	\$113,699
Dog Licenses	1,405	1,350	1,260
Marriages	74	85	59
Births	70	61	66
Deaths	142	142	135

DATE	VOTERS	ELIGIBLE VOTERS	TURNOUT PERCENTAGE
Nov. 8, 2011	3,010	8,274	36%
Nov. 3, 2009	3,010	8,347	36%
Nov. 6, 2007	2,927	7,816	37%
Nov. 8, 2005	3,350	7,829	43%
Nov. 4, 2003	3,171	7,505	42%
Nov. 6, 2001	3,250	8,044	40%
Nov. 2, 1999	2,677	7,252	37%

REGISTRAR OF VOTERS

*submitted by
Darlene Burrell
and Lynn Joyal,
Registrars*

As of June 30, 2012,
there were 8,144
registered voters in
Suffield.

Democrats	2,129
Republicans	2,409
Unaffiliated	3,440
Other parties	166

Voter record activity was 1,588 voter record changes, additions and removals throughout FY 2011-12, an average of 132 per month. Voter Information packets were sent to 126 new Suffield residents.

The mandated annual Canvass of Voters was done using the National Change of Address System.

A voter registration session was held at Suffield High School on June 1st. All eligible students were given the opportunity to register to vote that day, and pre-registration was made available to 17-year-olds who would turn 18 before the November election. These 17-year-olds are eligible to vote in their party's primary.

Suffield's Municipal Election was held on November 8, 2011 with a 36% voter turnout. The chart above shows past Municipal Election turnout in Suffield.

The following are results from the local elections on November 8, 2011.

First Selectman

Tom Frenaye	D	1,397
Edward G. McAnaney	R	1,580

Board of Selectman

Brian R. Fitzgerald	D	1,500
Eileen Moncrief	D	1,582
Joanne M. Sullivan	R	2,083
Tim Reynolds	R	1,969

Town Clerk

Elaine O'Brien	D	2,121
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Town Treasurer

Christine Davidson	D	1,984
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Tax Collector

Jill Schechtman	R	2,202
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Board of Finance

Kate Daly Rietberg	D	1,482
Chris Childs	D	1,788
Joseph Sangiovanni	D	1,705
Scott Lingenfelter	R	1,697

Board of Education

Michelle Zawawi	D	1,538
Andrew Fish	D	1,160
Lori D'Ostuni	D	1,694
D. George Beiter	D	1,507
Mary Lou Sanborn	R	2,131
Scott Schneider	R	1,931

Board of Assessment Appeals

Steve McKeen	D	919
James Wood	R	1,763

Zoning & Planning Commission

Charles Sheehan	D	1,681
Frank E. Bauchiero Jr	R	2,046
Chester A. Kuras	R	2,140

Zoning & Planning , Alternates

Mark O'Hara	D	1,117
Gina Pastula	R	1,506

Police Commissioners

Joseph J. Quinn, Jr.	D	971
Linda Stevenson	D	1,164
Peter Hill	D	940
Matthew Joyal	R	1,465
Kenneth Pascoe	R	1,585
William Kuras	PC	1,106

Board of Fire Commissioners

Gerald R. Bland	D	1,493
Bob Quagliaroli	D	1,630
Richard Leach	D	1,425
Paul Christian	R	1,812

Water Pollution Control Authority

Brendan Begley	D	1,518
Wallace G. Rodger	R	1,716
Bruce Remington	R	2,048
R. Michael Kelley	R	1,857
Ian Urch	R	1,579

The Republican Presidential Preference Primary was held on April 24, 2012 with a 16.5% voter turnout.

Republican Presidential Primary

Newt Gingrich	27
Ron Paul	52
Mitt Romney	294
Rick Santorum	22
Uncommitted	5

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

INFORMATION TECHNOLOGIES

submitted by Daniel Beaudoin

The members of the Information Technology Department are expected to be the Town's "thought leaders" on technology. Therefore, IT has been aggressively preparing for the future by working on distinct and significant development projects that will position the Department to respond to anticipated future development needs. The strategy of this is to offset budgetary increases for the Town in light of reduced personnel.

The major focuses of the group are

- to drive down operating and maintenance costs in the budget in order to minimize the impact of budget cuts;
- to establish a virtualized computing environment; and
- improve operational processes, automate management of systems and eliminate applications that don't produce value.

The IT Department is looking into new technologies that will reduce cost and still meet the demands of a well-maintained, always operational, secure and efficient networks and systems.

Town and State officials, including Connecticut Department of Agriculture Commissioner Steven Raviczyk gather with the Nascimbeni family members on the River Bend property for a celebration of Suffield's Farmland Preservation Program.

Planning and Development

ECONOMIC DEVELOPMENT

submitted by Howard Orr, Chair

The Economic Development Commission (EDC) has pushed many economic and community development projects forward while providing support to other Town commissions and committees.

Arcor Laser Services, a high tech laser welding company, began their operations at their new 12,000 s.f. building in the Mach One Industrial Park. The EDC marketed the availability of a new state program called the Small Business Express Program. Several Suffield businesses secured funding including Arcor and Kelly Refrigerated.

The EDC is working to make the land by Bradley International Airport development ready. As such, the EDC worked with State Representative Elaine O'Brien on a request for state funds for the extension of water and sewer utilities in the light industrial zone. The Town continues to participate in the Bradley Development League (BDL), an economic development partnership with the Towns of Windsor, Windsor Locks, and East Granby. The Town worked with the new Connecticut Airport Authority in the development of procedures for the Bradley Airport Development Zone and assisted businesses in securing incentives under the zone. A Build-out Analysis of the Airport Development Zone was completed. The BDL continued to update its website highlighted by information on the new Development Zone.

The Town Meeting approved the acceptance of a donation of 4.75 acres of land off of Bennett Road zoned Planned Development Industrial Park and the transaction closed during the fiscal year.

The EDC administered \$68,000 in federal stimulus funds through the Energy Efficiency Conservation Block Grant Program for energy audits of the Town Hall, Library and Bridge Street School as well as new windows for Town Hall. The EDC administered a \$200,000 Small Town Economic Assistance Program (STEAP) grant for the Library Roof Replacement Project. The Town was awarded a \$250,000 STEAP grant for reconstruction of Harvey Lane. Conceptual designs for ADA improvements



to the Kent Memorial Library were completed and a \$500,000 Small Cities application was prepared.

The EDC continued to focus attention on the Town Center. The EDC secured a \$10,000 grant from the Connecticut Main Street Center to conduct a Market Analysis and Fiscal Impact study of the redevelopment of Ff Tyler Place into a mixed-use office, retail and residential development. Nine firms submitted qualifications. Camoin Associates of Saratoga, New York, was selected for the study. Cardinal Engineering continued its work in designing the reconstruction of Ff Tyler Place to meet town road specifications. The EDC investigated options for the relocation of Suffield's highway facility. The EDC worked to find a private sector use of the Bridge Street School. A Request for Expressions of Interest resulted in three submissions. With that result, a Request for Proposals was advertised resulting in two residential development proposals. The Commission also published a monthly e-newsletter called *Suffield Town Center News*.

The EDC organized a celebration of Suffield's Farmland Preservation Program after the successful acquisition of development rights for the 165-acre River Bend Associates tract by the Farmington Canal Heritage Trail. Connecticut Department of Agriculture Commissioner Steven Reviczky spoke at the gathering. It also continued to sponsor the Suffield Farmer's Market that began its twelfth year of operation. The EDC submitted a nomination to the Working Lands Alliance that resulted in Ray Wilcox receiving a Farmland Pathfinder Award for his work

in preserving Suffield's agricultural landscape. The EDC also continued to publish an e-newsletter called *Suffield Ag News*.

In West Suffield, the EDC continued to work with Citizens Restoring Congamond (CRC) on promoting the renovation of the historic Babbs skating rink. The Commission also assisted Friends of the Farm at Hilltop on marketing events at the farm.

The Town executed lease extensions for its cell towers at the landfill, highway facility and WPCA facility. The extension agreements increased the revenue share from 25 to 35% of rents received from wireless carriers, as well as an upfront payment of \$150,000.

The EDC also published a "Cultural Connections" e-newsletter.

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

In order to welcome visitors to this beautiful community, the EDC supports the upkeep and maintenance of Suffield's entryway signs. The EDC has partnered for several years with the Suffield Garden Club and its volunteers who do a fantastic job of making the planting beds look great.

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

ZONING AND PLANNING COMMISSION

*submitted by
Frank E. Bauchiero, Jr., Chair*

The Zoning and Planning Commission (ZPC) has the powers and duties prescribed to it by the Connecticut General Statutes (Chapters 124 & 126) as well as other applicable Special Acts of the General Assembly. Some of these duties include the adoption a long-range plan as well as decisions on subdivision or resubdivision plans, site plans, special permits, and zone change applications. The ZPC also reviews and makes recommendations on municipal improvement projects such as roads and bridges.

The ZPC approved one zone change this year that will allow the property owner to build 15 single family detached condominiums located off of Mapleton Avenue. The ZPC also approved a special permit for the adaptive reuse of an empty, light industrial building located at 390 Boston Neck Road for the purpose of creating 18 market rate apartments. The adaptive reuse regulation was adopted to allow for apartments to be built in underutilized or vacant buildings if certain criteria are met. The commission also approved three new building lots created through the subdivision process. A site plan modification was also approved to allow for a building expansion and improved site circulation for one of the businesses located on Kenny Roberts Memorial Drive in the Towns' industrial park. The ZPC reviewed a total of 13 applications this year, with fees totaling \$9,727.

The ZPC also adopted a new Open Space Plan for the town. The purpose of the plan is to provide Suffield officials, boards and commissions, and the residents of Suffield with a sound basis for land use decisions regarding open space. Adopting a new Open Space Plan was a recommendation in the Suffield's latest Plan of Conservation and Development.

This year staff approved a total of 223 permits. These permits include but are not limited to certificates of occupancy, sign applications, liquor permit, and driveway applications. Of the 223 permits, 159 applications were certified for zoning compliance. A zoning compliance form is required for building permits that include new construction, additions, sheds, pools, fences, among other exterior changes to a building or site that involve a structure. Fees for zoning compliance certification totaled \$7,950 for the year. Other fees collected by the Zoning and Planning Department included \$25,000 for fee in lieu of open space. A fee in lieu of open space allows the ZPC to accept a fee for each approved lot as opposed to a dedication of open space during the subdivision process. The money received from this fee is placed into the Open Space account that is used to purchase more desirable open space.

Farmland Preservation

The Open Space account received an allocation of \$200,000 to aid in advancing our farmland preservation initiatives. Although the Commission did not preserve a farm this fiscal year, Suffield continues to have a backlog of landowners that

are interested in selling the development rights to their farms. The efforts continue as the Commissioners work on the highest rated and ranked farms on the list with the goal of preserving a minimum of fifty-five percent of the town's residentially zoned land as open space. Work began with one of these property owners during FY 2011-12 with the hope that the Town will enter into an agreement to preserve the property next fiscal year.

There are 20 farms that have been permanently preserved through the farmland preservation program dating back to the early 1990's. Suffield remains a leader in the state in this regard and persistent support from the residents remains vital to the program's survival. Additionally, the town continues to have strong relationships with our preservation partners: the State and Federal Departments of Agriculture.

Zoning Statistics

The ZPC decides the manner in which the zoning regulations are to be enforced. The Zoning Enforcement Officer (ZEO) is charged with enforcing the zoning regulations under the direction of the ZPC. The ZEO investigated 224 complaints this year.

The ZEO also works with people that want to make an application to the Zoning Board of Appeals (ZBA). The ZEO is the staff person that receives and reviews applications to the ZBA to ensure the applications are complete before they are reviewed at a meeting. This year, the ZEO received 20 applications for the ZBA.

CONSERVATION COMMISSION

*submitted by
Keith Morris, Consultant*

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

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

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

The economy has slowed the flow of applications for land development during the past year, although there continues to be 'informal' interest



Longtime member of the Suffield Conservation Commission and the Heritage Committee, Ray Wilcox, receives the Pathfinder Award from the Working Lands Alliance for his work in farmland preservation.

The Suffield Fire Department's new Rescue/Pumper arrived in town in June of 2012.



shown in future development. During the past year the following actions have been taken by the Conservation Commission:

Applications acted upon	15
Commercial Projects	2
Potential new homes	24
Wetland Map Amendments	2
Farming Activities	4
Other	2

Sunrise Park and Stony Brook Park continue to support a high volume of use by residents and guests. The pavilion at Sunrise Park is booked each weekend from May through October. Early reservations are critical if residents wish to use the facility.

Residents are free to enjoy the parks from sunrise to sunset throughout the year by taking advantage of the hiking, fishing, swimming, and recreational resources available.

HISTORIC DISTRICT COMMISSION

submitted by Douglas Mayne, Chair

Suffield is blessed with two distinct historic districts: one encompassing North and South Main Street and the portion of Mapleton Avenue to Thompsonville Road; the other, the Hastings Hill section of Hill Street.

The Commission is responsible for the oversight and enforcement of the preservation of and appropriate development within these districts.

Owners of property within these two districts are custodians of the past. By living in a historic district, each property owner should acknowledge that responsibility by adhering to the spirit of the district and the guidelines established when considering renovation or alteration to existing buildings or the development of new construction.

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

The past year was typified by the review of many smaller projects ranging from the replacement of existing elements (windows, siding, roofing) to small additions and outbuildings. The Commission continues to be challenged by the growing desire to use alternative (vinyl, aluminum, composites) in lieu of traditional (wood) materials for replacement. The Commission works with property owners on a case by case basis to evaluate the appropriateness of the use these materials which continue to evolve and improve.

The highlight of the year was the installation of eight new signs to replace older signs that marked the entries and exits of the two districts. These new signs compliment the character of the districts yet are constructed using new materials – as appropriate – to ensure a long lifetime and continued pleasant appearance.

Public Safety

FIRE COMMISSION

submitted by Philip Barrett, Chair

The Fire Commission was established in 1945 by the State Legislature to organize and maintain a Town Fire Department. The Commission has the sole responsibility of appointment, promotion and removal of officers and members of the Department. The Commission consists of 6 electors who are resident taxpayers and serve a 4-year term. The current members are Chairman Philip Barrett, Secretary Gerald Bland, Paul Christian, Rick Gemme, Jerry Mahoney and Robert Quagliaroli.

Personnel matters took the forefront in this year's Department activity. On a very sad note volunteer Paul Simison was killed in an auto accident on March 28, 2012. He was a well-liked, active member of the Department and will be sorely missed.

An extremely noteworthy event was the retirement of Chief Tom Bellmore after serving as Chief for 30 years. We can't stress enough our appreciation and gratitude for his dedication and professionalism in the performance of his duties. A retirement party was held for Chief Bellmore in March 2012.

Fire Marshall/Firefighter Captain Thibedeau agreed to step in as Acting Chief in January, 2012. The Commission is very pleased with his performance and the support of Department members during the process of hiring a new chief.

The arduous task of hiring a new chief began with an all hands Department meeting in November 2011 and concluded in June 2012 with a job offering to Wethersfield Fire Chief Charles Flynn. The Commission would like to thank Human Resources Director Joyce Feeney, Adam Piskura and Jeff Morrissette of the Connecticut Fire Academy, as well as Chiefs Peter Strubel, Heather Burford, Jack Casner and Dave Dagon for their expertise and assistance during the hiring process.

Through a referendum, the Fire Department received approval to spend 1.4 million dollars for new trucks. A committee of Department members prepared a bid for a Rescue/Pumper. The apparatus was ordered in January 2012 and delivery was made in June. A second committee has been formed to prepare the specifications for a second vehicle, a Pumper/Tanker. These new vehicles will significantly improve the firefighting capability of the Department.

In May 2012, the Commission unanimously approved the expenditure of \$9,000 from the Donation Account to do some renovation and updating of the Fire Museum located behind the Main Firehouse.

In March 2012, Joyce Lincoln, the Department Chaplain resigned after serving in this capacity for 10 years. The Commission wishes her well in her retirement.

Grant results have not been too productive. After a lengthy period the 2010 Staffing for Adequate Fire and

Emergency Response (SAFER Grant) will not be funded.

A 2011 Assistance to Firefighters Grant was submitted in September, 2011. No response to date.

In May 2011, the Department received \$3,500 from The Hartford Foundation for Public Giving (Amiel Zak Grant). These funds are dedicated to the new Fire Department website. This should be an added help in recruitment. With the assistance of Department volunteers and QSend Technologies the site should be active and accessible to the public by the Spring of 2013.

The economic environment still imposes fiscal constraints. The budget is put together with taxpayers' dollars in mind but at the same time must provide what is needed to adequately protect the people of Suffield and the members of the Fire Service.

The Department responded to 639 incidents from July 1, 2011 to June 30, 2012. During the devastating storm Alfred, the Department responded to 184 calls for service in the period from October 29 thru November 7, 2011.

BUILDING DEPARTMENT

*submitted by
Edward Flanders, Building Official*

The Building Department plays a vital part in the safe development and growth of Suffield. The Department works with people throughout the life of a building project: from the planning stages, through the permitting process, during construction phases,

and all the way to completion. In between, it handles problems that might arise and sometimes helps resolve issues even after a project is completed. It addresses complaints and problems brought to us by other government agencies including Police, Fire, Zoning, Social Services, North Central Public Health, Schools, Public Works, Conservation and the Historic District Commission.

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

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

Additions, renovations, replacement windows, new roofs, pools, pellet stoves, gas and oil tanks are just a few of the construction activities related to the code. Applications are reviewed in the same manner as new construction, and an appropriate permit is issued when code compliance is met. After conducting inspections and approving the work, a Certificate of Completion or



***Thomas Bellmore
retires after
47 years of service
including 30 years as
Chief of the Suffield Fire
Department.***

BUILDING DEPARTMENT STATISTICS

New Single Family Home Permits	23
Residential Renovations/Additions	246
New Commercial Buildings	6
Commercial Renovations/Additions	29
Total of All Permits Issued	1,231
Total Inspections Conducted	3,333
Total Certificates of Occupancy	33
Total Certificates of Use	32
Total Value of All Construction	\$19,308,681
Fees Collected	\$212,621

a Certificate of Use is issued.

The staff includes two full time inspectors and one administrative assistant. The Department is on call 24 hours a day, seven days a week. It responds to fires, explosions, gas leaks, carbon monoxide leaks, vehicle-building collisions, freeze ups, electrical problems, and all unsafe conditions. The office provides information

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

The enforcement of the building code has a major impact on the economic well-being of Suffield and the safety of its citizens. The Department's goal is protect the public and enhance the quality of life through the even-handed enforcement of the Building Code.

Construction activity remained essentially unchanged compared to the previous fiscal year. There were 23 new home permits issued and 246 new additions and renovations started this fiscal year. Commercial activity also remained steady with six new commercial building permits issued. The Department issued 1,231 permits of all types, conducted 3,333 inspections. and inspected improvements to Town buildings totaling \$1,009,302 in value.

SUFFIELD POLICE DEPARTMENT

*submitted by
Michael Manzi, Chief of Police
Donald Miner, Commission Chair*

The intent of this report is to reflect on our accomplishments and offer an understanding of the Department's mission, duties and commitment to the citizens of the Town of Suffield. The authors hope that the report also offers insight into the functions of its sworn and civilian members.

"We have continued to foster a partnership with the Suffield Public School system by fully increasing the responsibilities of the School Resource Officer. We have dedicated a fulltime Community Service Officer to address the needs of the Emergency Aid Association, Senior Citizen Center and area block watch groups. We have continued our working relationship with the Suffield Volunteer Ambulance Association, Suffield Fire Department and the Parks and Recreation Department," writes Chief Manzi.

The Suffield Police Department currently has 19 full-time sworn Police Officers, two Supernumerary Officers, four full-time Dispatchers, four part-time Dispatchers, one Administrative Assistant and one civilian employee. In addition, there are 14 members on the Police Explorers Program that assist in many town-wide events.

The command staff consists of Chief Michael Manzi, Captain Craig Huntley and Lieutenant Richard Brown. Patrol

Supervisors are Sergeant Shawn Nelson, Sergeant Ryan Burrell and Sergeant John Trovato.

The Department currently maintains a fleet of 13 police vehicles. Six vehicles are marked patrol units and are utilized for daily patrol activities. Four unmarked vehicles are used by the Command Staff and the Detective Division, one vehicle is used by the K-9 Officer, one vehicle is used by the School Resource Officer, one vehicle is a four-by-four which is used during inclement weather and one vehicle is used by the Animal Control Officer.

The School Resource Officer (SRO) program is maintained with the cooperation of the School Superintendent. The position is currently being held by Officer Terrence Antrum, and he has started his seventh year at this position. Officer Antrum is also the Department's coordinator of the Police Explorers program.

Officer Thomas Kiesselback has been appointed as our Community Service Officer and has initiated several improvements with the function of that office. In conjunction with his responsibilities as a patrol officer, he has been actively involved with the Emergency Aid Association, the Senior Citizen Center and many other events in town.

Officer Peter Osowiecki is in his seventh year as the Department's K-9 officer. Officer Osowiecki and K-9 Zee have received extensive training in search and rescue and narcotics detection.

The fulltime Animal Control Officer position is held by Angelo DiMauro. He is responsible for enforcing town animal ordinances. His duties include stray animals, license compliance, animal abuse/neglect and nuisance animals. He is assisted in these matters with the part-time Animal Control Officer Stacey Robins.

The Patrol Division consists of 14 officers regularly assigned to the patrol division with four officers assigned to the day shift, six officers assigned to the evening shift and four officers assigned to the midnight shift. That number includes one Lieutenant and three Sergeants who supervise three eight-hour shifts each day. The primary function of the patrol division is to handle daily calls for service and during this fiscal year they responded to 18,320 calls for service.

In addition to the Patrol Division, the Department has one detective, Mark Sargent, assigned to the Detective Division. The responsibility of this division is to augment and assist patrol with criminal investigations, acts as the court liaison officer and is the Department's firearms instructor.

On October 6, 2011, the Suffield Police Department hosted a seminar on "Officer Safety and Awareness, Street Survival and the Will to Win." This four-hour training seminar was geared to street supervisors, police officers and detectives. The course was sponsored by the FBI's Law Enforcement Officers Killed and Assaulted (LEOKA) program that is an initiative designed to assist law enforcement managers, trainers and personnel in the identification of training issues. The course was well attended by area law enforcement officers and was held at the Lincoln Culinary Institute.

The October 31, 2011 snow storm hit hard in Suffield and the community came together to address the aftermath of the storm. Many of the roads became impassable due to falling trees and wires. The First Selectman opened the EOC and several town employees (including police) were tasked with handling jobs that fell outside their normal duties and responsibilities. Emergency Management Director John Woods did an excellent job organizing resources to accommodate the emergency shelter at the High School and the water and food distribution at the Middle School. Many volunteers contributed their time and services to meet the needs of the community during this crucial time and all are to be commended for their efforts.

The Suffield Police Department's Communications Center is the Public Safety Answering Point (PSAP) for all emergency services for the Town of Suffield. All 911 telephone calls are handled through the Police Department. These calls are then dispatched to the appropriate public safety department such as the Suffield Fire Department, the Suffield Volunteer Ambulance Association or, on occasion, to the Public Works Department. In addition to answering 911 calls, the Dispatch Center handles all non-emergency calls for service as well.

Two major projects undertaken this year were promulgated by state mandates.

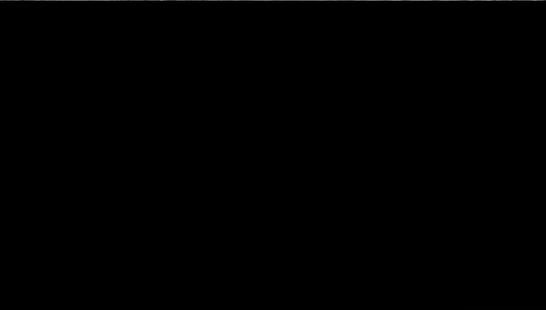
The first was the effort to complete the upgrade to the radio communication system. The FCC has required all dispatch centers to operate in a narrow band radio system. The Department is presently in the second phase of a three-phase effort to complete this project. Lieutenant Richard Brown has taken the lead

in this upgrade project. The Department thanks Dan Kehoe for his expertise and professional assistance in accomplishing this goal.

As a result of moving forward to the second phase, a digital radio system has been implemented as opposed to an analog system. The digital system is geared toward interoperability and has eliminated the 'dead zones' in Suffield. Many residents have voiced concern in that they can no longer monitor the radio system with their analog scanners. Unfortunately, those individuals most now upgrade to a digital scanner and/or download an apps system to continue to monitor the police frequency.

POLICE DEPARTMENT STATISTICS

	2011-2012	2010-2011	2009-2010
Calls for Service	18,320	19,478	18,295
Value Property Stolen	\$171,244	\$123,271	\$236,994
Value Property Recovered	\$39,897	\$10,707	\$63,801
Criminal Arrests:	142	19	222
Motor Vehicle Violations:			
Summons Issued	223	216	317
Citations	1,807	1,814	1,622
Accidents	243	225	292
Fatal Accidents	2	1	1
Crime Data:			
Auto Theft	5	3	12
Value Loss	\$44,300	\$53,000	\$176,935
Value Recovered	\$36,800	\$2,500	\$43,446
Sexual Assaults	2	0	1
Robbery	0	0	1
Assaults (includes domestic)	106	84	73
Burglary	29	40	78
Larceny	95	55	86
Arson	0	3	0
Narcotic Arrests	46	47	69



The second mandated project involved equipping the police station with an audio/video recording system. Public Act 11-174, *An Act Concerning the Electronic Recording of Interrogations*, must be in the system to be in effect by January 1, 2014. Fortunately, the Town of Suffield is eligible to apply for a \$16,400. grant to meet this mandate. This project is currently underway, and its completion in the coming months.

The Suffield Police Commission oversees the general management of the Police Department. It is comprised of six elected officials including Chairman Don Miner, and Commissioners Linda Stevenson, John Zavisza, Gary Paganelli, Matt Joyal and Ken Pascoe. The Police Commission meets on the third Wednesday of each month at 7:00 p.m. in the police conference room.

SUFFIELD VOLUNTEER AMBULANCE ASSOCIATION

submitted by Art Groux, Chief

It has been another eventful and exciting year for Suffield Volunteer Ambulance Association (SVAA).

The Association responded to over 1,464 calls for service. There were 193 occasions where two of the ambulances were out at the same time and nine times where all three ambulances were on calls simultaneously.

Thanks to a generous grant from the Amiel P. Zak Public Service Fund at the Hartford Foundation for Pub-

lic Giving, plans have been made for a 90-foot radio tower at 205 Bridge Street. This tower will enable dependable communications for the SVAA and the other emergency service departments in town (the Suffield Fire Department and the Suffield Police Department).

Plans were also started for a three-bay garage to house the two trailers and plow truck in the Association's fleet.

The community CPR training program continues to grow. In 2012, seventeen CPR classes were held at the Bridge Street facility. The group also held an EMT class to train nine new EMTs.

The Association's newest ambulance has been inspected and licensed and is now on the road. This ambulance replaced its oldest vehicle, which was sold. The money received was used to defray some of the cost of the new ambulance.

Two significant storms during FY 2011-12, Hurricane Irene and Snowstorm Alfred, required much extra commitment. The SVAA volunteers staffed all three trucks for each weather events providing over 100 additional hours of volunteer staff to help with recovery efforts in Suffield.

Volunteers continue to give generously of their time and efforts. A total of 26,260 volunteer hours were spent on the ambulance during the year. This number does not include all the training and other service hours donated by our volunteers ... which is considerable!

ENGINEERING DEPARTMENT

submitted by Gerald J. Turbet, P.E.

Based on results of the 2009 Pavement Management Study, two crack seal projects covering 26 miles were completed (\$210K). An inspection of other roads resulted in the identification of 19 additional miles to be done in the upcoming fiscal year (est. \$250K).

Reconstruction of Bridge Street, Suffield Meadow Drive, Cain Street, portions of Spruce Street and Phelps Road, and the intersection of Harvey Lane and East Street were completed (\$1.1M). The 2012 Pavement Management Neighborhood Roads Project to reconstruct Burbank Avenue, Suffield Meadow Drive Extension, Longview Drive, Randall Drive, Fair Hill Lane, Brookside Court and Huckleberry Circle (\$1M) was designed by outside consulting firm, bid and construction started. Completion is anticipated by the end of 2012. This project is funded by bonding approved by the taxpayers.

The 2012 Pavement Management Through Roads Project to reconstruct portions of Hickory Street, Kent Avenue, Mapleton Avenue, Phelps Road, Spencer Street, Prospect Street, South Grand Street and Warnertown Road (\$2.M) is in initial stages of design by outside consulting firm for FY 2012-13 bid and construction, also funded by bonding.

The 2012 Pavement Management Project-Reconstruction of Devine Road (\$250K) was designed in-house and bid for construction in FY 2012-13.

The Department coordinated construction administration for the \$1.4M bridge replacement on Suffield Street over Stony Brook. The project was completed by the end of 2011. An 80% reimbursement grant (Federal Local Bridge Program) was used to fund this project. Initially the Federal Local Bridge Program was seen as possible funding for the complete replacement of the Boston Neck Bridge over Stony Brook with a two-lane structure. However, deck failure in April 2012 required closing of the bridge. Because of this, it was decided to forego the Local Bridge Program that would have taken 5-8 years.

Instead, a town-funded project was initiated to replace the deck, make substructure improvements and restore the one-lane bridge within a one-year time frame. The Suffield Street bridge consulting firm was used to prepare bid documents for construction. Completion is anticipated by mid-2013 (\$900K).

Drainage issued to solve icing problems were addressed on Hale Street, Russell Avenue and Hill Street. Construction to solve drain erosion issues was completed on Conservation Road. A long-standing drainage issue on Phelps Road was put on hold because of the large volume of road projects in the upcoming year.

It is hoped that the design of the parking lot for the Farmington Canal Heritage Trail and state line monument can be completed to allow construction in 2013.

A consultant has begun design for a new outlet structure for White's Pond. Funding has been obtained (\$190K). The Department is hoping for Department of Environmental Protection approval to allow construction in FY 2013-14.

A June 2012 Town Meeting accepted Wisteria Lane, Hydrangea Lane, and Andrew Lane as Town-owned roads. These three roads in the Stony Brook II subdivision bring the total Town-road mileage to 76.99 miles.

The Town Engineer continues to advise, review and answer requests from the Zoning and Planning Commission, Conservation Commission, Public Works and other Town agencies. He continually maintains and updates the Pavement Management Program.

The Department gives a special thanks to George Fields, who passed away in 2012. George served the Department as an Inspector from 2001 to 2011. He provided great service to the Town Engineer during a period of many Town and developer projects.

Public Works

WATER POLLUTION CONTROL AUTHORITY

*submitted by
Julie Nigro, Business Administrator*

The treatment plant has performed extremely well, and the WPCA received nitrogen credits for 2011 from the Department of Environmental Protection of \$5,262 even though limits have become more stringent.

The total number of pumping stations remains at 19. The WPCA staff also maintains the treatment plant, 65 miles of sewer line, and the underground treatment system at the Kent Farms subdivision.

A study to assess the septic systems around the Congamond Lakes that began in March 2010 is still ongoing. The study is examining alternatives for wastewater treatment in that area if problems are identified. The DEEP is funding 55% of the \$182,000.00 cost for the study. WMC Engineers of Newington is the engineering firm conducting the study. The firm completed the Phase 1 sewer implementation in Southwick and brings knowledge to Suffield regarding the lake area.

The WPCA maintained the same use fee for FY 2011-12 as last year. The rate of \$283 is well below the 2011 State average of \$369 per year. The Kent Farms Sewer District annual fee also remained constant at \$178 per year. The Commercial/Industrial rate is \$6.60 per 1,000 gallons discharged to the system. The WPCA maintains contracts with H.P. Hood and the Connecticut Department of Corrections for treatment of their wastewater discharged to the plant.

The WPCA continues with its successful effort to collect all delinquent accounts.



Above is a photograph of Randall Drive and a bit of the wide-spread destruction caused by Winter Storm Alfred.

***Previous Page:
Top photo shows work on the construction of the new Suffield Street bridge.***

Below is a photograph from under the Boston Neck Bridge that shows the deck failure that closed the bridge and initiated the engineering process to repair the bridge in the next fiscal year.

LANDFILL STATISTICS

Waste Oil	3,170	gallons
Scrap Metal	170	tons
Newspaper & Cardboard & Mixed Paper	290	tons
Commingled Containers	13.38	tons
Bottles/Cans/Junk Mail, Single Stream	1,409	tons
Auto Batteries	68	tons
Leaves	280	tons
Disposed of mattresses and box springs	286	units
Disposed of stuffed furniture	13	tons
Municipal Solid Waste taken to the C.R.R.A. Burn Plant		
Residential Solid Waste	4,205	tons
Commercial & Municipal Waste	2,399	tons
Bulky Waste buried at the Landfill		
Tree stumps hauled for chipping	7.28	tons
Tires removed	660	tires
Freon-Containing Appliances	63	units
Propane tanks	190	tanks
Households receiving Curb Side Pickup		
Households signed up for Transfer Station	4,161	households
Trash area add-on Stickers issued	162	households
Fees collected for Bulky Waste Pickup	651	stickers
Christmas tree pickup	\$1,503.00	
	6.3	tons
April 2011 Household Hazardous Waste Collection Day		
Households participating	242	cars
Disposal Cost	\$12,735.15	

DEPARTMENT OF PUBLIC WORKS

submitted by John Cloonan, Director

Roofing Projects

The Department continues to follow the roof replacement plan that was developed for the Town.

During FY 2011-12, Phase IV of the Middle School roof and a portion of the

pitched roof at McAlister were being reviewed. The Kent Memorial Library roof was replaced, and the masonry repaired. The goal in the replacement program is to extend the life of the flat roofs from 20-23 years to 25-30 and the pitched roofs to 45 years.

Building Maintenance and Construction Projects

The maintenance plan for the 17 Town-owned, non-school buildings is still being followed. The plan focuses on HVAC, plumbing, electrical systems and site work. Fletcher Thompson Architects were awarded the bid for the Town Hall HVAC and mechanical, electrical and plumbing systems upgrade. Electrical, data upgrades and interior improvements were also completed at Kent Memorial Library.

Oakpark Architects designed the Agriscience Large Animal Facility and firepump. Haynes Construction was awarded the bid to construct them. The large barn and garage were demolished on the property to meet the Agriscience needs.

Grounds & Road Maintenance

The Highway Department is responsible for maintaining nearly 77 miles of town roads and 7 miles of private roads in the Congamond Lakes area. It responded to 25 callouts during the winter snowplowing season. It has an 8-person crew and for large storms is assisted by plowing contractors. The Department works with the School Superintendent to determine late openings and school closings.

The Department responds to pothole patching on town roads as well as

maintaining small drainage projects. It also assists with major events and performs all roadside mowing as well as maintaining the lawns and fields of all Town-owned properties (150 acres). The majority of mowing, field marking and trash pickup has been completed by the staff. Two summer interns assisted with the field mowing.

Landfill

The DEEP has approved the plans for the expansion of the landfill. Anchor Engineering is proceeding with the project that will allow disposal of bulky waste in the reopened cell. This expansion will allow the Town to dispose of material for another 40 years.

Inmate Program

The Inmate Program from the Willard/Cybulski Facility in Enfield continues to provide a significant cost savings to the Town. The inmates assisted with a variety of park maintenance projects including weeding and trimming around Town buildings, stump removal on the Town Green and park cleanup after storms Irene and Alfred.

The inmates assisted in moving the library out of its temporary quarters at the Town Hall into the newly renovated library building. They painted the hallways and stairwells at McAlister School. They are also responsible for the periodic cleaning of the Mini buses. In addition to the above mentioned responsibilities, the highway department recently took over supervision of the inmate program as well as all landfill operations.

Education

BOARD OF EDUCATION

submitted by

Karen Baldwin, Superintendent

Susan Porcello, Board Chair

The 2011-12 school year can best be described as a period of transition for the Board of Education. During the year, the Board of Education and district leadership team focused their efforts in the following areas:

- developing a strong shared governance model between the newly hired Superintendent of Schools and the Board;
- restructuring district leadership to provide a continuum of learning for all students by merging general education and special education services;
- engaging in the Strategic Planning process and adopting four Strategic Goals to guide the district for the next five years;
- continuing the work of revising curriculum to reflect the national shift to the Common Core State Standards and increase the level of challenge for all students to be college and career ready; and
- maintaining a commitment to review opportunities to achieve operational efficiencies in the district.

The Board of Education created five subcommittees. These subcommittees of Policy; Budget, Finance and Facilities; Human Resources and Personnel; Student Programs and Services; and Community Engagement and Public Relations will manage and lead the work of continuous improvement in the district. The

shared governance model emphasizes communication, trust, transparency and high expectations for all. Board members work collaboratively with the Superintendent to focus on priority areas of need in the district and use the subcommittee structure as a vehicle to review and challenge data and information and learn about best practices in public education to shape local decision making.

The Board and the Superintendent restructured the district leadership model in an effort to strengthen supervision and evaluation of programs and personnel, to increase the focus on teaching and learning for all students, and to achieve savings through operational efficiencies.

The position of Assistant Superintendent of Curriculum and Special Services was created for the 2012-13 school year through the elimination of two director-level positions and the addition of one Supervisor of Special Education. This model was achieved at a savings of \$20,000.

The school district is committed to ensuring that all students leave the Suffield Public Schools prepared to meet the challenges of a rapidly changing world.

In October 2011, the Board of Education contracted with a consultant to engage the Board and the community in the strategic planning process. In May 2012, the Board of Education unanimously adopted four strategic goals that serve to guide the work of the leadership team in the district for the next five years. The strategic

goals are to

- develop and implement policy, systemic practices and cultural shifts needed for a digital learning environment;
- design and implement an integrated plan for professional learning aligned with district needs;
- systemically use meaningful data to drive and improve student learning;
- revise and implement a curriculum that embeds 21st century skills and is aligned with the Common Core State Standards.

The Common Core State Standards adopted by the State Board of Education in July 2010 have tremendous impact on curriculum, instruction and assessment. The Common Core State Standards bring changes to every classroom in the district with fewer learning topics presented at each grade level and an overall focus on problem solving and content skill development.

During the 2011-12 school year, the district focused professional learning on the instructional shifts required in English Language Arts and Mathematics to help students build deeper conceptual knowledge in core content areas. Curriculum revision in English Language Arts and Mathematics was conducted and changes are underway in the system examining full-day kindergarten programming, middle school grouping practices, and expanding the learning opportunities in junior year English at Suffield High School.



The AgricScience Large Animal Facility begins to take shape during FY 2011-12 construction.

CLASS OF 2012

Graduating Class Size	195
Number of students taking SAT's	154
Mean SAT Score Reading	526
Mean SAT Score Math	553
Mean SAT Score Writing	530
% Attending College	88%

SCHOOL ENROLLMENT

PreK	42
Kindergarten	138
Grade 1	123
Grade 2	171
Grade 3	173
Grade 4	175
Grade 5	201
Grade 6	199
Grade 7	186
Grade 8	210
Grade 9	234
Grade 10	220
Grade 11	221
Grade 12	193
Special Ed outplaced students	23
Total Enrollment	2,509

Starting in December 2011, the Board of Education began the work of building an operating budget for FY 2012-13. The budget was developed with a focus on strengthening and identifying organizational and operational efficiencies; strengthening the district's human capital and professional learning; continuing to promote safe, supportive and engaging learning environments for all children; and aligning resource allocation in curriculum development as the district transitions to the Common Core State Standards.

Highlighting the above guiding principles the FY 2012-13 Board of Education budget included \$120,646 of net recurring savings through budget

efficiencies:

- central office re-organization saving \$20,000,
- analysis of non-certified functions reducing 1.5 FTE saving \$55,427,
- bus route analysis that eliminated one bus saving \$45,219.

A \$120,000 reduction in the electricity account based on CL&P Lighting and Energy Upgrade Grant Program funded through ACCE was also achieved.

Overall, Suffield students continue to perform well on the Connecticut Mastery Test (CMT) and the Connecticut Academic Performance Test (CAPT) as compared to their peers in the State and in similar districts in the State. The chart to the left shows the actual test scores received.

formerly of Suffield, donated a mini van to Suffield. The service tries to use the cars for individual pick ups and for trips into Hartford as it is much less expensive for fuel.

Bus mileage was 58,575, car mileage, 25,701 for a total of 84,276 miles. The Suffield Mini Bus provided 18,760 transports during 244 days of operation. Sixty-four new members were welcomed during this fiscal year. The staff includes one fulltime driver and five parttime drivers, as well as a fulltime Coordinator who is also scheduled to drive.

An application for a 5310 grant was processed and approved through the Connecticut Department of Transportation. This grant will provide funds for a new bus in FY 2012-13. This vehicle will replace an existing vehicle that is presently in operation.

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

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

PERCENTAGE OF STUDENTS AT STATE GOAL (CMT) SPRING 2012

Grade	Reading	Writing	Math	Science
Grade 3	77.7%	76.0%	82.3%	
Grade 4	80.5%	90.5%	89.3%	
Grade 5	86.0%	79.1%	87.7%	87.4%
Grade 6	90.0%	90.0%	85.5%	
Grade 7	88.9%	76.6%	82.4%	
Grade 8	88.5%	86.1%	90.0%	84.7%

CONNECTICUT ACADEMIC PERFORMANCE TEST (CAPT) SPRING 2012 GRADE 10 STUDENTS AT/ABOVE GRADE

Mathematics	69.4%
Science	65.4%
Writing	79.4%
Reading	67.8%

Social Services

SUFFIELD MINI BUS

*submitted by Denise Winiarski,
Coordinator*

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

In FY 2011-12 funding from the State of Connecticut, Municipal Matching Grant was cut by 25%, a total of \$7,896.

Throughout the year, three handicapped accessible mini buses and three cars served the needs of the community. Bus #14 was retired in November 2011 and Bus #17 came on line in its place. Mr. & Mrs. Criscitelli,

SUFFIELD YOUTH SERVICES

*submitted by Peter Black,
Executive Director*

Suffield Youth Services is a non-coercive agency established to serve youth and families by

- mobilizing community resources to solve youth problems,
- strengthening and developing new and existing youth resources,
- promoting positive programs.

Since 1968, one-hundred-seven youth bureaus statewide subscribe to twelve annual goals in two components: administrative and direct service units. The goals are in management, research, resource development, community involvement, youth and family advocacy, direct services. Direct services include juvenile justice, mental health, child welfare, education, youth development, and outreach.

Suffield youth services has a sixteen-year history beginning with a teen center, leading to a community program. It is an integral part of the community structure and works diligently to preserve and increase its position. The chart below is an overview of our growth pattern for three years.

Suffield Youth Services continued offering individual and group services for the community. There were 13 separate programs from one-time events to ongoing year-long events. All programs of the Suffield Youth Services are offered collaboratively with the Board of Education and/or other Town departments. The goal is to increase

individual potential and growth through positive youth programs.

Individual intervention services involved 76 youth referrals receiving counseling, support and referral services. Thirty-eight families received intervention and 56 cases were referred for additional services. Forty-eight youth participated in full year services.

Grants of \$19,000 from the State Department of Education and \$3,105 from the Capital Area Substance Abuse Council were received.

SENIOR CENTER

submitted by Paula J. Pascoe, Director

The Senior Center started off its second year with a bang: the early winter storm, Alfred. Because of its generator, the Senior Center was able to serve as a warming center for Suffield residents for the week while large portions of the town were without power.

Several hundred residents were able to charge phones, use the computers, have a hot meal, and most of all — stay warm.

The new facility has proven to be the right move for Suffield seniors. There is room to plan concurrent programs and space to try new things. The membership has tripled.

Again this year, thanks to several volunteers and the Suffield Garden Club's efforts, Suffield seniors enjoyed the yield from the Center's own vegetable garden. The majority of the produce was used for meal

service at the facility and anything extra was shared with members.

This great facility continues to aid Suffield in meeting its mission of providing a central location where older adults can receive information, participate in programs and engage in a variety of activities that are essential for promoting health, independence and well being.

KENT MEMORIAL LIBRARY COMMISSION

*submitted by
James McShane, Director*

The Kent Memorial Library relocated to the lower level of Town Hall between September 2011 and April 2012 during the construction of a new roof on the library building. Taking advantage of the empty building at that time, the Commission decided to renovate the interior public areas of the library. The reopening, at the end of April 2012, was a great success.

The Library started off FY 2011-12 with Summer Reading programs for youth and adults. The Children's



The roof construction at the Kent Memorial Library closed the building for eight months during this fiscal year.

YOUTH SERVICES STATISTICS

	2009-10	2010-11	2011-12
Referrals	115	56	76
Case management	85	52	63
Service Interventions	163	141	163
Programs	26	26	13
Family Interventions	48	39	44
Average number of calls per year	600/year		



The Windsor Locks Canal State Park Trail extends for 4.5 miles and is open seasonally affording views of the Connecticut River as well as the canal.

Summer Reading program recorded over 5,000 books read by participants. The Adult Summer Reading program had over 300 participants, the best year so far for this popular program.

In September, the library building closed and work-space, computers, phones and 15% of the collection relocated to the lower level of Town Hall. Making new Books, a small children's section, computers, media, and

interlibrary loan available to patrons, the library was still able to record two-thirds of the previous year's circulation at 86,000, or a little more than 7 items per Suffield resident.

While the library building was closed, much of the old and damaged parquet floor was removed and replaced with either carpet or vinyl flooring. Circulation was moved to in front of the main doorway and a new circulation desk was added. The old circulation area now houses DVDs, CDs, and a new café area. The old children's area is now the computer/reference space, making sixteen computers (including two iMacs) available to patrons.

Finally, the most striking change was for the children's area. Moved to the top floor of the library, their new space is approximately three times the size of the old, giving children plenty of room to exercise their imaginations. All this was made possible by funding from the Kent Memorial Library Commission, the

Suffield Public Library Foundation, the Friends of the Kent Memorial Library, and generous donations by individual contributors.

The Kent Memorial Library continues to make downloadable audio books and e-books available through our website, www.suffield-library.org. Patrons can download audio books in either MP3 or iPod formats. E-books can be downloaded to Nooks, iPads, iPods, etc. If they choose, they can have chapters from e-books sent to their e-mail and they can keep up with the latest acquisitions at the library by signing up to Wowbrary, our electronic notification newsletter.

Library patrons may also sign up at our website to receive a monthly electronic newsletter of events.

The library continues to add electronic databases for patrons to access. They now offer Consumer Reports online, Auto Repair Reference Center, AtoZ Maps and AtoZ Travel, in addition to Career Insider, iConn databases, and many others. All you need to access them is a library card.

The library received a grant from the Hartford Foundation for Public Giving in May for computers and hardware. They bought two Apple iMacs, an overhead projector, and some software to use in teaching general computer skill classes.

The Library continues to be a destination, whether virtually for online services or for the many programs and resources offered to patrons.

PARKS AND RECREATION DEPARTMENT

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

The Parks and Recreation Department adds value to Suffield by providing numerous programs and services for residents. Whether you are young or young at heart, it offers a variety of recreational opportunities that enhance the quality of life. During FY 2011-12, the Department increased its programming and offered over 220 programs. The greatest attention is focused on youth.

Play is an essential part of every child's life, and the Department is proud to be part of this aspect. During summer vacation months, over 1,050 children participated in the 56 summer camps, sports programs and lessons offered. Lego camp was introduced this year and became one of the most popular activities evolving into multiple programs throughout the year. Scenic Sunrise Park is home to a well-liked day camp where children engage in a variety of outdoor sports, crafts and environmental programs. The Commission plays a valuable role in continuously evaluating programs, offering ideas and leading in new trends.

Summer concert events on the Town Green are popular with 120 people enjoying free entertainment made possible by a donation from the Friends of Suffield.

Suffield parks serve as a first introduction to physical activity, organized

play and team sports –all helping to develop confidence, teamwork and sportsmanship. In addition, the parks are great social settings for family and friends to unite. These parks are maintained by the Public Works Department, which is currently working on the reconstruction of tennis courts at the Family Recreation Complex. This project began under an approved capital expenditure project and will carry forward to the next fiscal year.

The Department experienced a change in staff as Marie Bourque joined the office staff as the Administrative Secretary in August. Carol Scheitlin retired from the position in June after 14 years. The Department wishes her well in her retirement.

The annual 5K and 10K road races kick off the Suffield-on-the-Green weekend and are a popular family events with 163 children and adults participating. The Department appreciates the generosity of the First National Bank of Suffield, the main sponsor of this community event.

With 312 children participating and 50 volunteer coaches participating, fall soccer continues to be the largest sporting program. The youth basketball program is the second largest activity with 276 children participating during the winter season and 43 volunteer coaches helping children develop skills and learn the sport. Other organized sports offered are field hockey, softball, tee-ball, tennis, swimming and golf. One-hundred-eighty children participated in these developmental programs.

The Department is proud to work with local Boy Scouts on achieving their Eagle Scout Awards. This year, Joseph Ouellette earned his Eagle Scout Award by making improvements to the Sunrise Day Camp hut. New shelves and cubbies were constructed, windows replaced and the main entrance threshold repaired and painted. The pathway bridge was also reconstructed. Each of these projects enhanced the quality of this park area and the children's day camp program.

The Babb's recreation site is an ongoing vision that continues to be a challenge. The partnership between the Town and the Citizens Restoring Congamond persists with the CRC progressing with improvements and hosting fundraiser events. It is the intention of the Commission to develop this site into a future recreation area.

The Department appreciates the support shown by residents, organizations and community leaders. Dedicated parents and volunteers share their time, talents and enthusiasm with us throughout the year.

Finance

ASSESSOR

*submitted by Helen Totz,
CCMA II, Assessor*

The Assessor's Office is responsible for discovering, listing and valuing all real estate and taxable motor vehicle and personal property in Suffield. The goal of Assessor Helen Totz and Assistant Assessor Timothy Hutvagner is to ensure that the assessed value of

individual taxpayers is proper so that each taxpayer pays no more than his fair share of the property tax.

In order to accomplish this, all three classes of property were reviewed for accuracy. This process includes conducting random audits of Personal Property business accounts, inspecting and listing new construction (as well as any demolition of property), reviewing and updating tax maps, and maintaining current title information for all real estate parcels. The Department of Motor Vehicles provides the office with lists of all motor vehicles registered within Suffield, which comprise the Motor Vehicle and Supplemental Motor Vehicle Grand Lists. All property is assessed at 70% of the current fair market value, with Real Estate assessments based on values set for the 2008 revaluation, as provided by state statute.

All state and local exemption programs that affect the tax bills of elderly, military, blind and disabled taxpayers are administered by this Office.

An accurate Grand List of all property and its assessed value is maintained. The total taxable 2010 Grand List for the FY 2011-12 was \$1,396,589,754, which was used to develop a mil rate of 24.17. The exempt real estate property in Town was valued at \$486,730,330.

Winter Storm Alfred damage was the first major disaster for Suffield in decades. The emergency shelter housed 250 residents per night, served over 4,000 meals and serviced over 7,000 Suffield residents over a 10 day period. The property clean-up, pictured below, began in November and lasted for two weeks disposing of nearly 70,000 cubic yards of debris in addition to what townspeople brought to the landfill themselves.





Town-owned open space looking west at Hilltop Farm that is now leased by Friends of the Farm at Hilltop.

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

TAX COLLECTOR

*submitted by
Jill F. Schechtman, Tax Collector*

In an effort to welcome all to her office, the Tax Collector has submitted an introductory report. It is her desire that you will come to know her and her staff as well as feel comfortable with asking them for information and assistance with problems.

My name is Jill F. Schechtman. I have been your Tax Collector for the past three years. As a result of sitting in my chair for three years and passing the necessary educational requirements, I have been certified as a Connecticut Municipal Collector. It is my responsibility to collect the taxes for the Town of Suffield.

Some of my responsibilities include making deposits, balancing monthly between QDS (tax software) and Munis (finance software), filing and releasing liens, preparing the budget, balancing the Ratebook to the Abstract, filing necessary State forms, returning phone calls, processing refunds, working with the Auditors, to name a few items.

To assist me in the collecting process is Robin Lutwinas and

Kathleen Dunai-Thibedeau. Robin Lutwinas has worked in the Tax Office for fourteen years. Robin's duties include collecting taxes at the counter, processing mail, creating and mailing delinquent notices and demands, creating a Suspense List, billing and Customer Service.

Kathleen Dunai-Thibedeau has worked in the Tax Office for five years. Kathleen's duties include keeping the Escrow accounts up to date, locating updated addresses, processing payments at the counter, processing mail, billing and Customer Service.

This year I have worked closely with the law firm of Alfano and Flynn, LLC. Attorney Charles Alfano Jr. has been helping to review contracts for our online Tax collection. Attorney Joseph W. Flynn has been instrumental in collecting delinquent taxes with great success.

The Tax Office is moving forward on many levels. Thanks to the hard work of my office, my collection rate has been 98.99% this year. It has been my pleasure to work with the Taxpayers this year. I continue to meet many residents. We encourage open communication between the Taxpayers and our office. Our office is happy to work with all Taxpayers.

In the upcoming year I hope to report that we are online!

My many thanks to all who help our office run smoothly. I look forward to serving in the year ahead.

FINANCE DEPARTMENT

*submitted by
Deborah Cerrato, Director*

The Finance Department maintains all the financial records of the Town. The Finance Department processes and records all revenues and expenditures for the Town. It also maintains the general ledger that is used to create various reports and financial statements for the annual audit.

A copy of the Audited Financial Statements is available to be reviewed on the Town's website www.suffieldtownhall.com.

The Board of Finance is responsible for the budget. This process begins for the board in late February and lasts until the budget is passed at the Town Meeting held the second Wednesday in May.

The Board of Finance meets weekly to review the budget presented to them by the Board of Selectmen. The public is welcome to attend these meetings. At the end of March the Board of Education submits their budget for review.

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

The Board of Finance must find the balance between an equitable budget able to operate the Town and school

system and recognition of the ability of the residents to support the budget. The majority of revenue is from property taxes.

The Town's budget is also dependent on the State of Connecticut. The Town receives approximately 25% of its revenue from the State.

This was a transition year in the Department. Janell Wray, the Accounting Assistant for Payroll, had retired on June 30, 2011 after over 21 years of service to Suffield. Temporary help was used for almost a year until a new Accounting Assistant was hired in May 2012. The Department welcomes Katie Martin to the staff.

The Director also noted her thanks to Chris Mills for her service to the Town of Suffield.

Town Meetings

submitted by Lester Smith, Town Historian

SEPTEMBER 29, 2011

Land Gift Accepted.

The Meeting authorized the Town to accept the donation of about 4.75 acres of light industrial zoned land off Bennett Road. The donated land abuts eight acres of Town land on the west side of East Street, South, near the Windsor Locks town line.

SHS Fire Pump Fund Transfer Authorized.

The Meeting authorized the transfer of \$175,942 from the Town Hall HVAC Capitol Project account to the High School Vo-Ag Capitol Project Fire Pump account. The boost pump, needed for use in emergencies, was already partially funded.

MAY 9, 2012

Annual Town Budget Approved.

The \$54,062,095 town budget for FY 2012-13 proposed by the Board of Finance was approved by a voice vote, with virtually no opposition. The budget would result in a tax rate of 24.84 mils, a 2.8% increase.

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

OUTSTANDING DEBT

For Fiscal Year Ended June 30,	2008	2009	2010	2011	2012
Notes	0	0	0	0	0
Bonds	20,128,691	18,063,252	15,995,408	14,411,403	12,864,895
	\$ 20,128,691	\$ 18,063,252	\$ 15,995,408	\$ 14,411,403	\$ 12,864,895
For Fiscal Year Ended June 30,	2008	2009	2010	2011	2012
Total Expenditures	\$ 45,138,675	\$ 47,771,665	\$ 46,249,963	\$ 50,416,981	\$ 50,276,020
Debt Service	\$ 3,074,000	\$ 3,005,874	\$ 2,934,099	\$ 2,363,255	\$ 2,248,430
Percentage	6.81%	6.29%	6.34%	4.69%	4.47%

Revenues

	Adjusted Budget	Actual	Variance <i>Favorable (Unfavorable)</i>
Property Taxes			
Current list	33,114,341	33,219,880	105,539
Supplemental MV tax	210,000	246,632	36,632
Interest & Fees	125,000	251,591	126,591
Prior years	280,000	438,682	158,682
Total Property Tax	33,729,341	34,156,785	427,444
Licenses, Permits & Fines			
Building Dept.	260,000	212,621	(47,379)
Zoning & Planning	18,000	17,399	(601)
Zoning Board of Appeals	3,410	4,340	930
Police Permits	4,000	8,051	4,051
Conservation	4,000	3,859	(141)
Historic District Fees	800	400	(400)
Total	290,210	246,670	(43,540)
Revenues from Other Agencies			
Telecommunications grant	8,000	26,000	18,000
State Grants			
PILOT, State Property	3,313,742	3,350,440	36,698
Mashantucket Pequot	2,322,490	2,253,944	(68,546)
PILOT, Disabled Tax Relief	900	943	43
Veterans Exemption	7,900	6,798	(1,102)
Elderly Tax Relief	81,000	75,702	(5,298)
Property Tax Relief	4,000	2,000	(2,000)
LOCIP Reimbursement	94,057	375,322	281,265
Youth Services	14,000	14,000	0
Miscellaneous	32,000	340,278	308,278
Town Aid Road	144,074	144,031	(43)
Total	6,014,163	6,563,458	549,295

REVENUES 5-YEAR SUMMARY

	Actual 2007-08	Actual 2008-09	Actual 2009-10	Actual 2010-11	Actual 2011-12	Budget 2012-13
Property Taxes	29,655,308	30,952,540	31,934,209	32,099,202	34,156,785	34,886,735
Licenses, Permits & Fines	362,185	220,419	278,463	275,483	246,670	280,210
Revenues from Use of Money & Property	620,581	273,470	161,945	97,546	32,940	30,000
Revenues from Other Agencies	279,642	276,740	258,484	26,686	911,482	24,000
State Grants	5,762,607	6,204,741	4,606,342	6,262,806	6,563,458	6,204,345
Federal Grants	10,000	1,344	0	0	1,016,374	0
Education Related Revenue	7,218,683	7,680,034	6,732,585	6,535,234	6,453,549	7,672,896
Charges for Current Services	321,863	253,306	296,356	268,683	225,183	306,000
Landfill	780,286	951,755	931,152	936,566	94,126	67,000
Recreation	124,298	129,434	140,625	127,869	119,235	119,425
Miscellaneous	491,820	1,024,802	397,245	658,365	1,551,263	350,000
Transfers in	576,644	358,577	683,825	453,000	410,000	916,430
Short Term Borrowing Fund Balance	0	0	0	0	0	450,000
Total Revenues	46,203,917	48,327,162	46,421,231	47,741,440	51,781,065	51,307,041

	Adjusted Budget	Actual	Variance <i>Favorable (Unfavorable)</i>
Federal Grants	355,000	1,016,374	661,374
Revenue from Use of Money & Property			
Fund Balance Utilization	450,000	0	(450,000)
Investment income	100,000	32,940	(67,060)
Total	550,000	32,940	(517,060)
Education Related Revenues			
Tuition, Vo-ag	719,280	759,240	39,960
Tuition, Other	136,000	126,242	(9,758)
Education Cost Sharing	6,082,494	6,070,054	(12,440)
Vo-Ag Grant	203,250	270,803	67,553
Other Educational Grants	7,520	0	(7,520)
Pupil Transportation	109,323	112,692	3,369
Misc. School Income	0	0	0
Total	7,257,867	7,339,031	81,164
Charges for Current Services			
Assessor's Map Sales	1,000	892	(108)
Bulky Waste	2,000	4,574	2,574
Real Estate Conveyance Tax	325,396	113,699	(211,697)
Social Service, Mini-Bus	4,000	5,155	1,155
Police Alarm Fees	1,000	175	(825)
Town Clerk Historic Document Fees	3,600	2,646	(954)
Town Clerk Recording Fees	134,400	98,042	(36,358)
Total	471,396	225,183	(246,213)
Landfill			
Landfill Operation	40,000	43,824	3,824
Landfill Residential Permits	0	28,177	28,177
Sale of Scrap Metal Permits	14,000	12,065	(1,935)
	13,000	10,060	(2,940)
Total Landfill	67,000	94,126	27,126
Recreation			
Recreation Summer Programs	39,710	33,349	(6,361)
Recreation Activity	81,920	85,886	3,966
Total Recreation	121,630	119,235	(2,395)
Miscellaneous			
Miscellaneous Town Income	55,000	42,700	(12,300)
Cell Tower	105,000	103,773	(1,227)
Capital Project Expenditures	1,052,300	1,283,986	231,686
Resource Officer	52,230	54,000	1,770
Rental of Town Property	70,000	66,804	(3,196)
Total Miscellaneous	1,334,530	1,551,263	216,733
Transfers In			
Capital Non Recurring Fund	150,000	150,000	0
Sewer Assessment Payments	260,000	260,000	0
Total Transfers	410,000	410,000	0
Total All Revenues	50,609,137	51,781,065	1,171,928



Above and the previous page is a portion of River Bend Associates' property abutting the Farmington Canal Heritage Trail.

Expenditures



	Adjusted Budget	Actual	Variance <i>Favorable (Unfavorable)</i>
Administrative			
Selectmen	241,092	171,370	69,722
Human Resources	82,958	81,091	1,867
Probate Court	7,952	7,581	371
Election	35,743	29,833	5,910
Board of Finance	10,825	9,224	1,601
Assessor	147,541	134,046	13,495
Board of Assessment Appeals	1,450	597	853
Tax Collector	161,494	156,047	5,447
Tax Rebates	40,000	39,385	615
Finance	262,525	243,166	19,359
Information Technology	345,809	233,650	112,159
Town Counsel	132,917	130,089	2,828
Town Clerk	187,209	177,176	10,033
Town Hall	158,084	158,084	0
Insurance & Benefits	2,582,698	2,399,579	183,119
Total Administrative	4,398,297	3,970,918	427,379
Planning & Development			
Zoning & Planning	184,283	174,833	9,450
Zoning Board of Appeals	6,154	6,154	0
Economic Development	157,120	140,803	16,317
Historic District Commission	885	353	532
Conservation Commission	58,337	49,794	8,543
Total Planning & Development	406,779	371,937	34,842
Public Safety			
Fire	867,000	768,340	98,660
Police	2,213,812	2,132,400	81,412
Civil Preparedness	26,788	26,788	0
Building Department	205,260	196,714	8,546
Town Engineer	113,029	111,073	1,956
Dog Account	79,366	79,366	0
Total Public Safety	3,505,255	3,314,681	190,574
Public Works			
Public Works	478,583	414,051	64,532
Highways	1,134,707	1,044,470	90,237
State Aid Road	159,213	32,320	126,893
Public Utilities	510,000	507,937	2,063
Landfill	1,150,577	1,124,367	26,210
Storm Alfred	1,066,000	1,061,124	4,876
Total Public Works	4,499,080	4,184,269	314,811
Health & Social Services			
Health & Social Services	191,190	187,686	3,504
Social Services Commission	2,565	2,565	-
Senior Center	103,689	96,673	7,016
Minibus	194,403	193,308	1,095
EMS / SVAA	222,306	203,749	18,557
Total Health & Social Services	714,153	683,981	30,172

	Adjusted Budget	Actual	Variance <i>Favorable (Unfavorable)</i>
Library, Recreation & Parks			
Library	428,298	428,298	0
Recreation	250,764	244,061	6,703
Recreation Activity	114,261	80,102	34,159
Youth Services	73,317	70,637	2,680
Tree Warden	24,763	24,763	0
Total Library, Parks & Rec	891,403	847,861	43,542
Other			
Capital Expenditures	3,293,734	3,293,734	0
Cemeteries	34,790	34,790	0
Contingencies	146,983	-	146,983
Transfer to Cafeteria Fund	18,000	18,000	0
Transfer to OPEB <i>(other post employment benefits)</i>	900,000	900,000	0
Total Other	4,393,507	4,246,524	146,983
Debt Service	2,248,430	2,248,430	0
Board of Education	30,743,551	30,407,419	336,132
Total General Fund Expenditures	51,800,455	50,276,020	1,524,435

The previous page shows Karen Baldwin, the new Superintendent for Suffield Public Schools, and John Cloonan, the new Public Works Director.

EXPENDITURES 5-YEAR SUMMARY

	2007-08	2008-09	2009-10	2010-11	2011-12	Budget
Administrative	3,827,879	3,729,068	3,824,677	4,151,522	4,870,918	4,526,984
Planning & Development	384,502	352,712	365,746	371,440	371,937	386,374
Public Safety	3,134,276	3,312,697	3,299,267	3,363,645	3,314,681	3,590,783
Public Works	2,874,049	3,322,168	3,087,802	3,243,592	4,184,269	3,384,267
Health & Social Services	620,358	663,201	681,207	697,550	683,981	727,973
Library, Recreation & Parks	805,286	875,526	873,248	872,273	847,861	886,991
Other	2,829,495	3,189,860	1,965,452	5,816,838	3,346,524	4,355,196
Debt Service	3,074,000	3,005,874	2,934,099	2,363,255	2,248,430	2,184,530
Board of Education	27,588,830	29,320,559	29,218,465	29,536,866	30,407,419	31,263,943
Total Expenditures	45,138,675	47,771,665	46,249,963	50,416,981	50,276,020	51,307,041
Excess of revenues over (under) expenditures	1,065,242	555,497	171,268	(2,675,541)	1,505,045	
Adjustments for Budget to GAAP Reporting	(3,426)	386,415	1,744	91,194	27,673	
Total Fund Balance (GAAP)	9,366,951	10,308,863	10,481,875	7,897,528	9,430,246	
Designated Fund Balance (GAAP)	1,237,516	923,931	2,925,675	1,529,018	1,074,901	
Undesignated Fund Balance (GAAP)	8,129,435	9,384,932	7,556,200	6,368,510	8,355,345	
Undesignated Fund Balance as % of Total Expenditures (GAAP*)	18.0%	19.6%	16.3%	12.6%	16.6%	

* GAAP - Generally Accepted Accounting Principles

TOWN OFFICIALS

ADMINISTRATION

Selectmen

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

Town Clerk

Elaine C. O'Brien

Treasurer

Christine Davidson

Human Resources

Joyce Feeney

Town Counsel

Charles T. Alfano, Jr.

Alternate Energy Committee

John Donahue, Chair
Richard Binns
Rich Bosse
Joe Sangiovanni
Paul Savino
John Woods

Registrars

Darlene Burrell
Lynn Fahey Joyal

Town Historian

Lester Smith

Ethics Commission

Gary Mandirola, Chair
George R. Dalrymple, Jr.
Kathryn T. Leis
Phyllis Ryan
Ellen S. Taylor-Stearns
Carol B. Martin, Alt.
Rev. Michael Devito, Alt.

Board of Assessment Appeals

George J. Roebelen, Jr.
Christopher W. Burke, Chairman
James R. Wood

CATV Advisory Commission

Alexander J. Fraser, Chair

PLANNING & DEVELOPMENT

Town Planner

William Hawkins

Conservation Commission

Arthur Christian, Chair
Glen Neilson, Vice Chair
Thomas Heffernan, Secretary
Norman John Noble, Treasurer
Brian Cashinghino
Michael DiLorenzo
Andrew Krar
Raymond Wilcox
Keith Morris, Consultant

Town Forest Commission

Abigail F. Wolcott, Chair
Arthur M. Sikes

Economic Development Commission

Howard W. Orr, Jr., Chair
Caroline D'otreppe
Gloria Smith
Susan M. Thorner
Roger F. Tracy
Brian R. Banak, Alt.
Lynda G. Montefusco, Alt.
Patrick J. McMahon, Director

Zoning & Planning Commission

Frank E. Bauchiero, Jr., Chair
Chester Kuras, Vice Chair
Frank Ravenola, Secretary
Eleanor Binns
John J. Murphy
Charles Sheehan
Mark O'Hara, Alt.
Gina Pastula, Alt.
Mark Winne, Alt.

Zoning Board of Appeals

William Edward Arendt, Chair
Mark Blackaby
Susan A. Hastings
Mark David O'Hara
Marie-Renee Pacewicz
Christine Rago
Derek Donnelly, Alt.
Jay Presser, Alt

Permanent Building Committee

Joseph J. Sangiovanni, Chair
Glenn Neilson, Vice Chair
Catherine Ellithorpe
Kevin W. Goff
William Gozzo
Eugene Torone, Jr.

Historic District Commission

Douglas Mayne, Chair
Brendan Begley, Secretary
Gil Ahrens
Margery Warren
Milton Edmunds
Danna Gauntner
Thomas Dupree

Helena Bailey Spencer Tree & Val Gallivan Fund Committee

Anita A. Wardell, Chair
Elizabeth A. Stanley, Secretary
Dale A. Baker
Warren C. Packard
Agnes M. Schulte
Horace T. Sikes
Michele Holcomb, Garden Club, Pres.
Edward G. McAnaney First Selectman
Kevin Sullivan, Tree Warden
Christine Davidson, Town Treasurer

Heritage Committee

William T. Hansen, Chair
Janet M. Banks
Arnold S. Magid
Chester A. Kuras
William S. Moncrief
Joseph J. Quinn, Jr.
Raymond R. Wilcox
Mark D. Winne
Roger Ives

Zoning Enforcement Officer

James R. Taylor

Town Engineer

Gerald J. Turbet

Central Regional Tourism District

William E. Wood

EDUCATION

Board of Education

Susan Porcello, Chair
D. George Beiter
Robert Eccles
Jeanne Gee
Lori D'Ostuni
Mary K. Roy
Mary Lou Sanborn
Scott Schneider
Michelle Zawawi
Karen Baldwin, Superintendent

PUBLIC SAFETY

Fire Commission

Philip Barrett, Chair
Gerald Bland, Secretary
Paul Christian
Rick Gemme
Jerry Mahoney
Robert Quagliaroli
Charles Flynn, Chief

Police Commission

Donald W. Miner, Chair
Matthew Joyal
Gary Paganelli
Kenneth Pascoe
Linda Carol Stevenson
John H. Zavisza, Jr.
Michael Manzi, Police Chief

Emergency Management

John Woods, Director

Building Inspector

Edward F. Flanders

Suffield Volunteer Ambulance Association
Art Groux, Chief

Alarm Review Board
Charles Flynn, Fire Chief
Michael Manzi, Police Chief

Animal Control Officer
Angelo DiMauro

Building Code Board of Appeals
Glenn A. Neilson, Chair
Catherine Ellithorpe
Kevin W. Goff
Joseph J. Sangiovanni
Eugene Torone, Jr.

PUBLIC WORKS

Public Works Commission
Louis Guy Boccasile, Chair
George B. Rodgers
Anthony J. Roncaioli
Ron Rookey
John Cloonan, Director
Mark Cervione,
Highway Foreman

Public Works Appeals Board
Louis Guy Boccasile, Chair
Edward G. McAnaney
Thomas J. Sheridan, Jr.

Water Pollution Control Authority
Bruce Remington, Chair
John Gifford
R. Michael Kelley
Donald Leis
Ann Huntington Mickelson
Wallace Rodger
Ian Urch
Craig O'Neil,
Acting Superintendent
Julie Nigro,
Business Administrator

HEALTH & SOCIAL SERVICES

Social Services Commission
Ruth E. Clark
Marcia Dufore
Bridget Fidler
Sharon Kozacka
Faith Roebelen, Chair
Rob Michalman

Municipal Agent for the Elderly
Patricia Beeman

Youth Services
Peter Black, Director

Housing Authority
Jonathan Carson, Chair
Viola C. Carney, Vice Chair
Kimberly Emmons,
Secretary
Kathleen Remington,
Treasurer
Elaine Nadeau, Tenant Rep.
Debra S. Krut,
Executive Director

North Central District Board of Health
Michael DiLorenzo
David Mack

LIBRARY, PARKS & RECREATION

Parks & Recreation Commission
Lou Casinghino, Chair
Leeayn Burke
Brian Casinghino
Bill Clark
Gerry Crane
Mike Roccanti
David Rusnock
Kerri Milne, Alt.
Cindy Nicholson, Alt.
Wendy LaMontagne, Director

Library Commission
Lynn Cigal, Chair
Robert W. White,
Vice Chair & Secretary
Michael Alexopoulos, Treasurer
Melvin M. Chafetz
Muriel P. Coatti
Jason Lobo
Joseph Grimard
Christine Rago
David Battle
Brude Rietberg
Clair Kawalac
Joyce Wilson
James McShane, Director

FINANCE

Assessor
Helen Totz

Tax Collector
Jill F. Schechtman

Board of Finance
Justin Donnelly, Chair
Ryan Anderson
Chris Childs
Brian Kost
Scott Lingenfelter
Joseph Sangiovanni
Peter Boyd, Alt.
Tracy Eccles, Alt.
Eric Harrington, Alt.
Deborah Cerrato, Director of Finance

Advisory Commission on Capital Expenditures
Craig Horrigan
Eric Harrington
Raye Mandirola
Marilyn Conley
Maureen Schorr
Christopher Doran, Alt.
John M. Stevens, Alt.

Retirement Commission
Eric Remington, Chair
Matt Falkowski
Edward G. McAnaney,
First Selectman
Christopher Childs,
Board of Finance Representative
Christine Davidson, Treasurer
Ryan Burrell,
Police Union Representative

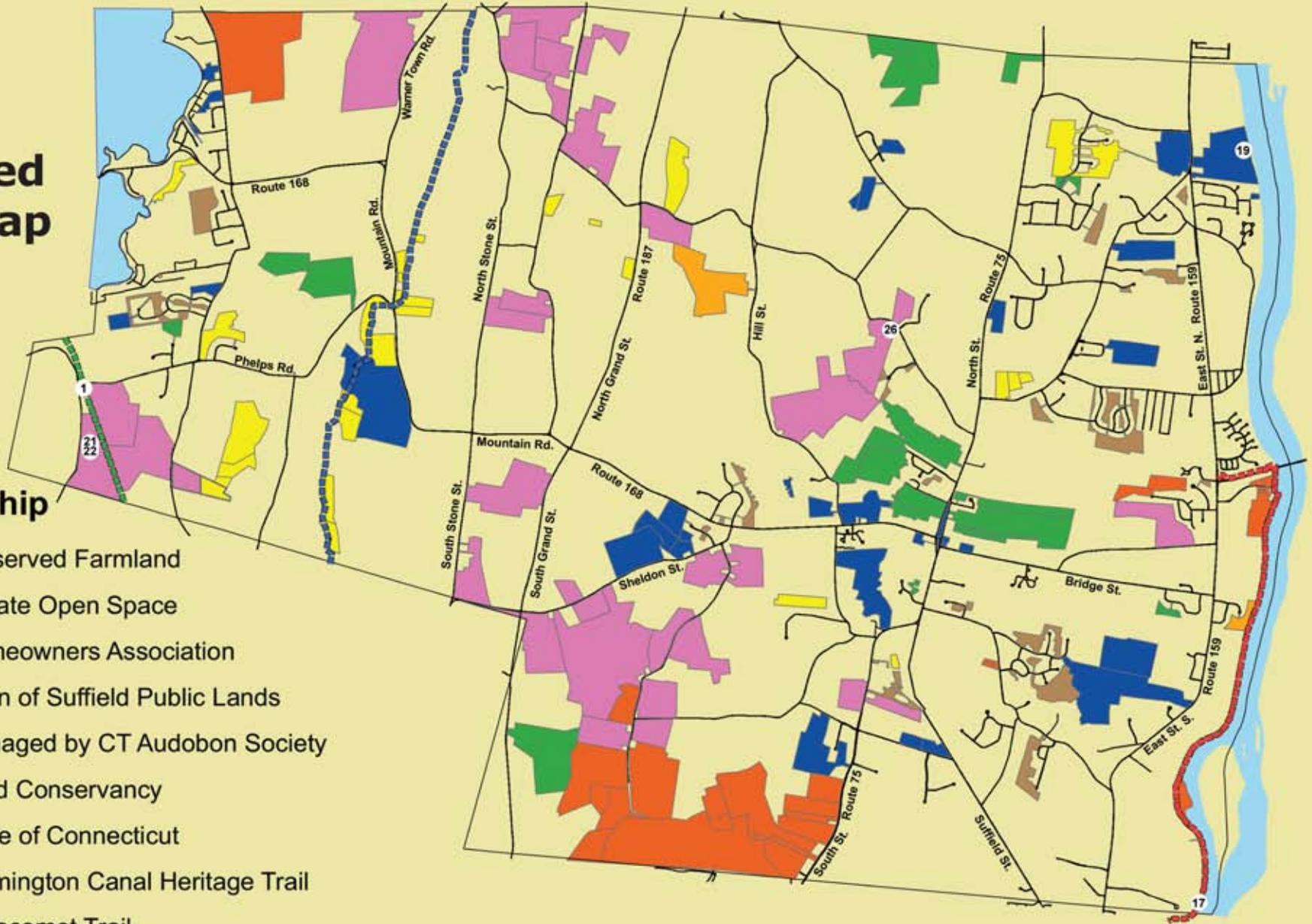


Pictured here is the Zera Farm bordering on Russel Avenue. Beyond the trees on the horizon is Hastings Farm which extends to Hill Street. Both are a part of Suffield's Farmland Preservation Program.

Managed Land Map

Ownership

- Preserved Farmland
- Private Open Space
- Homeowners Association
- Town of Suffield Public Lands
- Managed by CT Audobon Society
- Land Conservancy
- State of Connecticut
- Farmington Canal Heritage Trail
- Metacomet Trail
- Suffield/Windsor Locks Canal Trail



The numbers in white circles refer to pages where images of the property may be found.

Editors: Maggie Philippon and John Smith
 Photographs by: Patrick McMahon, Gerald Turbet, John Smith
 and The Suffield Observer; Managed Land Map by: William Hawkins
 Compiled and Designed by Maggie's Fine Line and White Light
 Visual Solutions

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