



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

SIMSBURY BOARD OF SELECTMEN SPECIAL BUDGET MEETING

Program Room – Simsbury Public Library – 725 Hopmeadow Street, Simsbury
April 2, 2018 – 6:00 p.m.

10:50 am

PLEDGE OF ALLEGIANCE

PUBLIC AUDIENCE

SELECTMEN ACTION

- A) Accept \$2,500 CIRMA Risk Management Award and recommend supplemental appropriation
- B) Discussion and action regarding fiscal year 2018/2019 Board of Selectmen operating and capital budgets

ADJOURN





Town of Simsbury

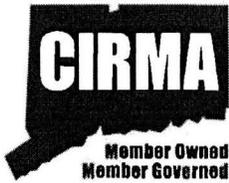
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SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Acceptance of \$2,500 CIRMA Risk Management Award and Recommend Supplemental Appropriation
2. **Date of Board Meeting:** April 2, 2018
3. **Individual or Entity Making the Submission:**
Maria Capriola, Town Manager; Sean Kimball, Finance Director/Treasurer
Maria Capriola
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports the acceptance of the CIRMA Risk Management award grant and the appropriation for use by Public Works for safety training, the following motion is in order:

Move, effective April 2, 2018, to accept a grant award from the Connecticut Interlocal Risk Management Agency (CIRMA) in the amount of \$2,500 and to recommend to the Board of Finance a supplemental appropriation in the Public Works operating budget for contractual services to fund safety-related employee training in the amount of \$2,500.
5. **Summary of Submission:**
On January 26, 2018, the Simsbury Department of Public Works was awarded a 2018 Excellence in Risk Management Award for "New and Innovative Risk Management Initiatives" from The Connecticut Interlocal Risk Management Agency (CIRMA). This year, CIRMA included a \$2,500 grant along with the award recognition. The Director of Public Works is requesting, and the Town Manager supports, that the \$2,500 grant be accepted and appropriated for safety-related employee training.
6. **Financial Impact:**
No net general fund impact; the appropriation request is equal to the grant funding received.
7. **Description of Documents Included with Submission:**
 - a) CIRMA Risk Management Award Letter
 - b) Press Release – Simsbury DPW Risk Management Award



**CONNECTICUT
INTERLOCAL
RISK
MANAGEMENT
AGENCY**

900 Chapel Street
New Haven, Connecticut 06510-2807
Phone 203-946-3700 | Fax 203-773-6971
www.CIRMA.org

January 2, 2018

Mr. Thomas J. Roy
Director of Public Works
Town of Simsbury
933 Hopmeadow Street
Simsbury CT, 06070

Re: **2018 CIRMA Excellence Risk Management Award Recipient**

Dear Mr. Roy:

We are very pleased to inform you that the Simsbury Department of Public Works has been selected as one of (4) Four CIRMA members to be receive a 2018 CIRMA Excellence in Risk Management Award which includes a \$2,500 Risk Management Grant. The Town of Simsbury's Department of Public Works is being recognized for the category "New and Innovative Risk Management Initiatives".

All (4) four 2018 CIRMA Excellence in Risk Management Award recipients will be honored at CIRMA's Annual Meeting on *January 26, 2018*.

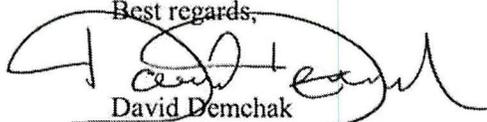
Please join us at CIRMA's Annual Meeting on January 26, 2018. Registration information will be forthcoming. At the upcoming Annual Meeting you will be provided with a formal press release regarding your achievements and photos will be taken. CIRMA's Communications department will be happy to coordinate the distribution of the formal press release to media outlets.

Additionally, in February 2018, your achievement will be spotlighted in an article in the CT&C Publication.

If you have questions about your Excellence in Risk Management Award, please contact George Tammaro, Risk Management Services Manager, at 203.506.8447 or via email at gtammaro@ccm-ct.org.

Again, congratulations on your achievement!

Best regards,


David Demchak
President & CEO



Pamela Keyes
VP, Risk Management & Business Analytics

cc: First Selectman Eric Wellman

Simsbury Department of Public Works Excellence in Risk Management Award



Public Works Risk Management Award

On January 26th, the Connecticut Interlocal Risk Management Agency (CIRMA) presented the Town of Simsbury's Department of Public Works with its 2018 Excellence in Risk Management Award, including a \$2,500 Excellence in Risk Management Grant, in the category of New & Innovative Risk Management Initiatives. The department is recognized for creating new approaches that reduced losses in the workplace to a record low \$19,000 for the past five years while maintaining productivity.

Simsbury's Department of Public Works has placed a high value on safety in the workplace, continually striving to maintain a culture of safety and risk management throughout their department. All division heads are involved in planning on-going training for employees, management of daily workflows that support the safety of staff and residents, and the development and implementation of innovative equipment, policies, and procedures that go well beyond industry standards. As a result of their efforts, all department employees are engaged in safe work practices, injuries have been reduced, and the department's claim severity has been maintained at a CIRMA record low since 2011-12.

David Demchak, President and CEO of CIRMA, said, "The Simsbury Public Works Department had a goal – to provide a safe workplace and reduce work-related injuries. They implemented innovative and creative initiatives, which resulted in doing just that."

About CIRMA: CIRMA is Connecticut's market leader for municipal insurance and risk management services. As a member-owned organization, CIRMA operates two risk pools, the Workers' Compensation and the Liability-Auto-Property pool, and provides third-party claims administration and risk management services to self-insured municipalities. CIRMA's membership includes over 85% of the state's municipalities, and has over \$97 Million in Written Premiums and over \$365 Million in Assets.

CIRMA's Excellence in Risk Management Award program honors the achievements of those CIRMA members who have demonstrated outstanding risk management leadership and generated significant impact through reduced costs, increased safety, and improved services to their communities. Their innovative problem solving, excellence in management, and success in creating organizational change deserve the highest recognition.

For more information about CIRMA's Excellence in Risk Management Award Program, please contact George Tammaro, CIRMA Risk Management Services Manager, at gtammaro@ccm-ct.org or visit our website at www.CIRMA.org.



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Maria E. Capriola – Town Manager

To: Board of Selectmen
From: Maria E. Capriola, Town Manager
Cc: Leadership Team
Date: April 2, 2018
Re: FY 18/19 Board of Selectmen Budget: Sample Budget Reductions

At the Board of Finance meeting on March 28th, the Board directed the Board of Selectmen to identify \$275,000 in FY 18/19 budgetary cuts, operating and/or capital. Based on Board of Selectmen discussion during budget season, it is my understanding that the Board is committed to maintaining municipal services to the extent possible. Therefore, for discussion purposes, below please find a summary of sample reductions that could be made from the FY 18/19 operating and capital budgets. In order to preserve municipal services, the items identified below are primarily related to special projects or initiatives or capital. Additional items may be considered. This list is not meant to be exhaustive of the options available, but rather a starting point for discussion purposes.

Item	Original Budgeted Amount	Proposed Revised Budgeted Amount	Potential Savings	Operating or Capital Budget
Ambulance contribution (Option A)	\$80,000	\$50,000	\$30,000	Operating
Ambulance contribution (Option B)	\$80,000	\$40,000, with possible \$40,000 supplemental appropriation request at a later point	\$0-40,000	Operating
Outside agencies reduction of 5%, not including ambulance (Option A)	\$71,105	\$67,550	\$3,555	Operating

Item	Original Budgeted Amount	Proposed Revised Budgeted Amount	Potential Savings	Operating or Capital Budget
Outside agencies reduction of 10%, not including ambulance (Option B)	\$71,105	\$63,995	\$7,110	Operating
Police overtime	\$235,107	\$210,107	\$25,000	Operating
Economic Development Study, eliminate economic development strategic plan (Option A)	\$60,000	\$0	\$60,000	Capital (cash) contribution to CNR
Economic Development Study, permitting process improvement review (Option B)	\$60,000	\$20,000	\$40,000	Capital (cash) contribution to CNR
Response to DWW	\$50,000	\$25,000, with supplemental appropriation request at a later point if needed	\$25,000	Capital (cash) contribution to CNR
Revaluation, reduce funding by half (Option A)	\$61,500	\$30,750	\$30,750	Capital (cash) contribution to CNR
Revaluation, push all funding to out years (Option B)	\$61,500	\$0	\$61,500	Capital (cash) contribution to CNR
Greenways maintenance	\$300,000	\$275,000	\$25,000	Capital
Sidewalk maintenance	\$300,000	\$275,000	\$25,000	Capital
Paving maintenance	\$1,305,000 (all funds)	\$1,300,000	\$5,000	Capital (from \$850k to \$845k)
Ash borer mitigation	\$110,000	\$85,000	\$25,000	Capital
Health insurance – credit if BOF moves \$1M into ISF allowing insurance premiums to increase 6% instead of 8%	\$2,575,326	\$2,538,652	\$36,674	Operating
Eliminate full-time social worker	\$78,000	\$0	\$78,000	Operating
Eliminate funding for Social Services Director LCSW professional development	\$5,825	\$0	\$5,825	Operating