

Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

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SIMSBURY BOARD OF SELECTMEN

Main Meeting Room – Simsbury Town Hall – 933 Hopmeadow Street, Simsbury

Regular Meeting – May 29, 2019 – 6:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

- a) Neighborhood Assistance Act Program Proposals

PUBLIC AUDIENCE

PRESENTATIONS

- a) Proclamation – National Gun Violence Prevention Day
- b) Deepwater Wind Update

FIRST SELECTMAN'S REPORT

TOWN MANAGER'S REPORT

SELECTMEN ACTION

- a) Handicapped Parking Awareness Month
- b) Neighborhood Assistance Act Program Proposals
- c) Public Gathering Permit – 2019 Simsbury High School Graduation
- d) Public Gathering Permit – 2019 Farmington Valley Jewish Congregational Sabbath Worship
- e) Proposed Easement – 87 Riverside Road
- f) Naming of 1 Old Bridge Road Park
- g) Budget Status Report
- h) Fiscal Year 2019/2020 Fund Balance Appropriation

APPOINTMENTS AND RESIGNATIONS

- a) Resignation of Steve Spalla from the Culture, Parks & Recreation Commission

REVIEW OF MINUTES

- a) Special Meeting of May 10, 2019
- b) Regular Meeting of May 13, 2019

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS



- a) Personnel
- b) Finance
- c) Welfare
- d) Public Safety
- e) Board of Education

EXECUTIVE SESSION

- a) Pursuant to CGS §1-200(6)(E), discussion of correspondence exempt from disclosure: Attorney-Client Privilege (Upcoming Tax Sale)

ADJOURN



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Deepwater Wind Update
2. **Date of Board Meeting:** May 29, 2019
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Michael Glidden CFM CZEO Director of Planning;
Jerome Shea PE, Town Engineer *Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**
No action requested. This item is informational.
5. **Summary of Submission:**
The Development and Management Plans were approved by the CT Siting Council on March 28, 2019 for the development of a solar facility in the agricultural fields located along the northern sections of Hoskins and County Road.

DESRI has purchased the project from Deep Water Wind and recently purchased the properties from Griffin Land. A pre-construction meeting was held with staff April 23, 2019. Construction Activities have commenced with the project with an anticipated completion date of 10/15/2019 for the project. The project managers have created a website, <https://www.tobaccovalley.solar/>, that they will be posting construction updates to.

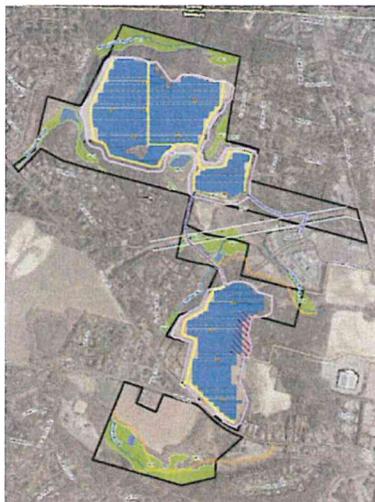
Staff has prepared a presentation to highlight some of the key points related to the development and management plans such as:
 - Traffic management
 - Storm water management
 - Erosion and sediment control measures
 - Agricultural soil protection
 - Resource protection
 - Well testing
Mike Glidden, Planning Director, and Jeff Shea, Town Engineer, will be presenting the update this evening.
6. **Financial Impact:**
In mid-April 2018, the Town received \$613,180 in building permit fees related to the solar project.
7. **Description of Documents Included with Submission:**
 - a) Presentation Slides, Petition 1313 DWW Solar II Update (prepared by staff)
 - b) Presentation Slides, dated April 23, 2019 (prepared by DESRI)

Petition 1313 DWW Solar II, LLC Spring 2019 Update

Presented by
Mike Glidden CFM CZEO Director of Planning
Jeff Shea PE, Town Engineer



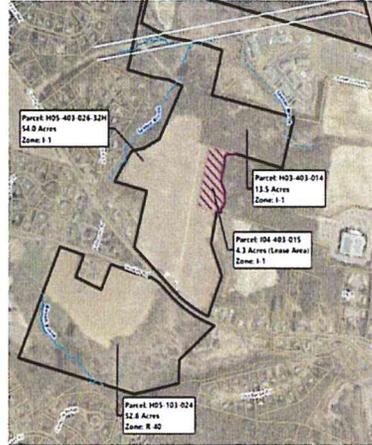
Where did we leave off?



- * Appeals for the declaratory ruling were resolved
- * An application for development and management plan (site plan) was submitted to the Siting Council
- * On March 28, 2019; the CT Siting Council approved the development and management plan

What changed?

- * The project has been purchased from DWW by DESRI Solar and Wind
- * 4.3 acres have been added to the project along the eastern boundary. This area is zoned industrial. This area is being leased by the operator and it is illustrated in purple
- * Spacing of panels was tightened
- * Additional protection plans have been developed such as barn preservation and agricultural soil management plan



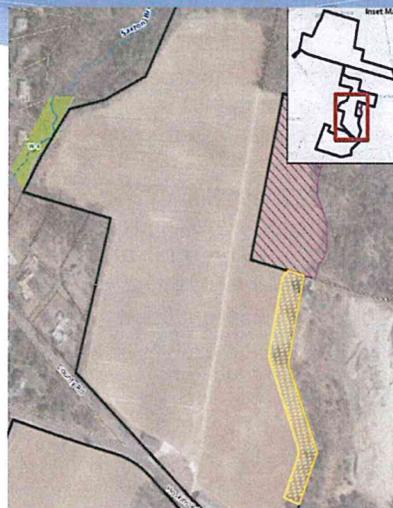
What changed?



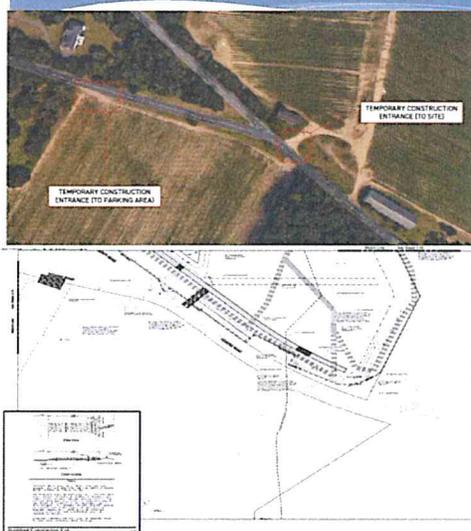
- * 400W modules are being used in areas of the project
- * The output for these panels is larger than model used for original proposal. There are no physical changes as it relates to height or placement of these structures.
- * The areas in red are where the 400W modules will be used in this project per drawings provided by contractor (Swinerton)
- * Clearing limits have been reduced

Development and Management

- * Development and management plans are the stage where construction details and site plans were finalized
- * Details such as panel makes; placement; grading; and storm water management have been finalized
- * An expanded pollinator habitat has been added
- * Resource and Agricultural Soil Plans have been developed for the project.



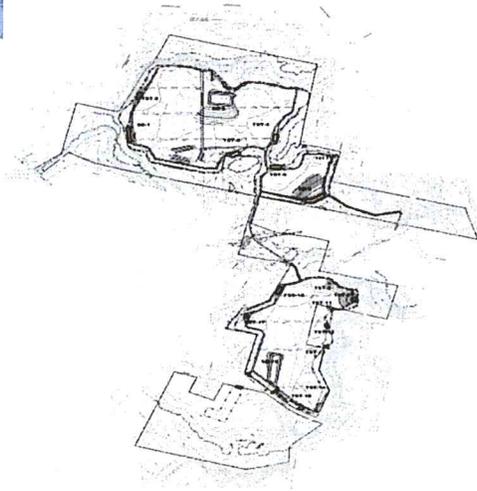
Traffic Management



- * Construction laydown and employee parking will occur at the site and within the southern parcel off Hoskins Road
- * Pedestrian access will be provided via cross walk from construction laydown area to project
- * Deliveries will be made directly to the site
- * At height of construction activities, 200 workers will be onsite

Erosion and Sediment Control

- * The CT Siting Council decision requires that the site is stabilized prior to start of construction activities
- * Per CT DEEP permit, the contractor is required to inspect and monitor all erosion and sediment control features after every rain event
- * Soil testing was conducted so that storm water plans could be considered physical soil conditions into design plans



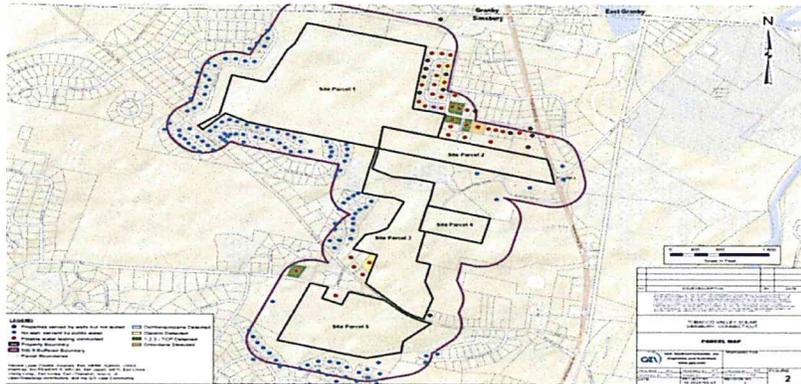
Storm water Management

- * CT DEEP approved the storm water management plan for the development.
- * The application calls for the utilization of storm water basins during and after construction in order to handle surface flows from the development
- * There are 2 permanent basins which are located within the project and temporary basins

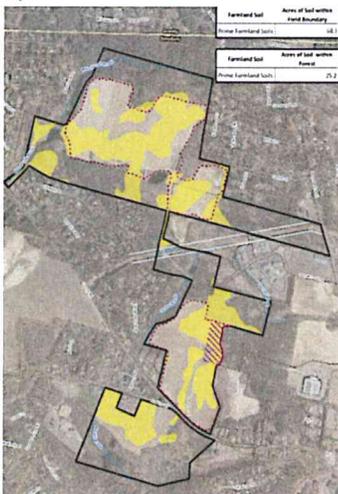


Water Testing

- * Testing of Wells has been completed pursuant to stipulated agreement, 36 out of 55 homes responded
- * DESRI shared the findings of the report with the Town



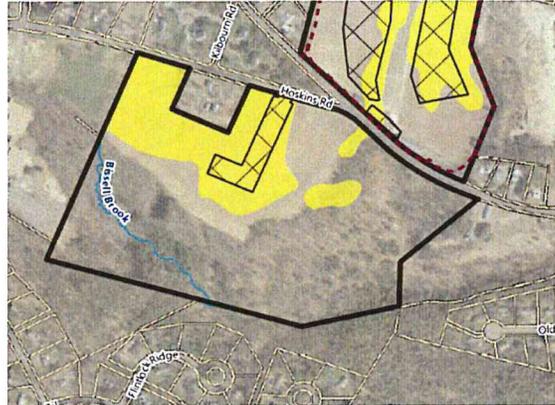
Agricultural Soil Protection Plan



- * A plan has been developed concerning the protection and restoration of prime farmland soils within the project and laydown area.
- * Vegetation cover will be maintained when possible
- * Farm roads and access ways will be used where feasible.

Construction Schedule

- * The contractor mobilized on May 1, 2019, to start site preparation
- * Tree clearing and site preparation has commenced
- * According to the contractor, October 15, 2019 is the scheduled completion date for the project



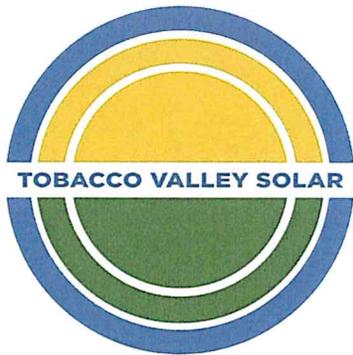
Hoskins Road; Site Preparation for Laydown Area



Tree Clearing and Preparation for site



Stay up to date

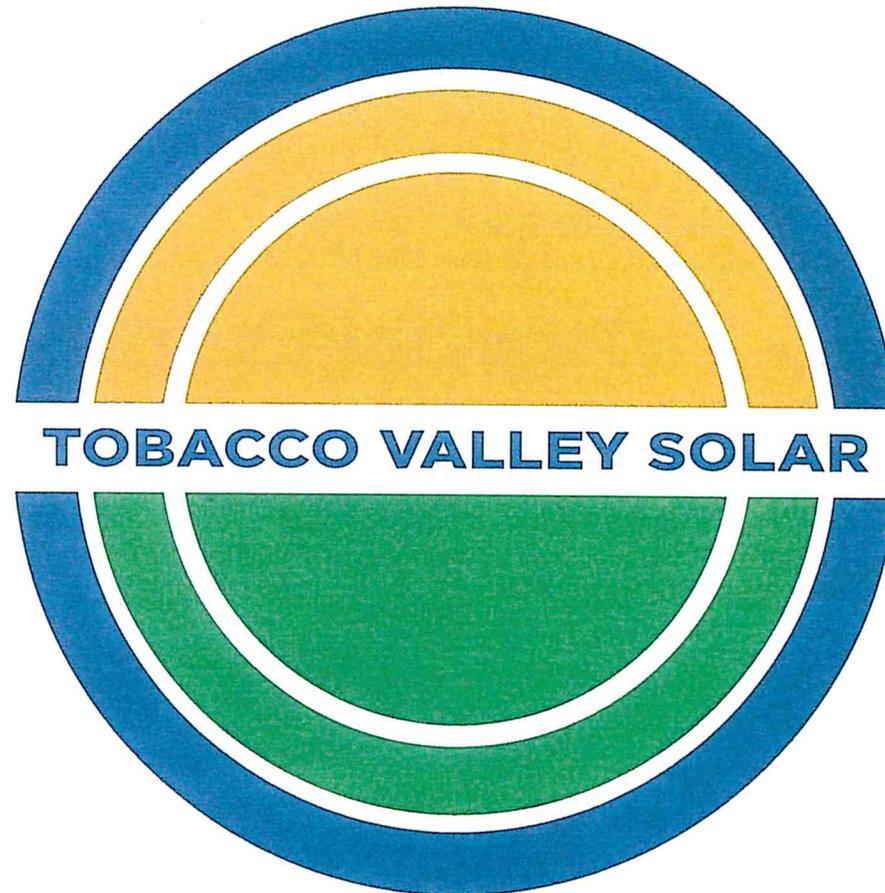


Aaron Svedlow
aaron@NLEservices.com
<https://www.tobaccovalley.solar/>

Questions?



Town of Simsbury, Connecticut
April 23, 2019



DESRI

DESRI Solar and Wind Portfolio Summary

Summary of DESRI's High Quality Portfolio

KEY PORTFOLIO STATISTICS

Capacity	<ul style="list-style-type: none"> ▪ Total Capacity (operating and signed contracts): 2,965 MW ▪ 2,390 MW of Solar; 504 MW of Wind; 71 Solar / Wind
PPA Details	<ul style="list-style-type: none"> ▪ Average remaining term of 22 years ▪ 44% of capacity by MW rated A- or better, and 70% rated BBB+ or better
Capital Deployed¹	<ul style="list-style-type: none"> ▪ D. E. Shaw group Equity Deployed: Over \$700mm ▪ Total Capital Deployed: Over \$10bn

BROADLY DIVERSIFIED GEOGRAPHY & RESOURCE



SWINERTON BUILDERS

WHO WE ARE

- Full-service general contractor
- Founded 1888
- California license no. 92
- 100% employee-owned
- Present in over 10 core markets including education, healthcare, hospitality and renewable energy



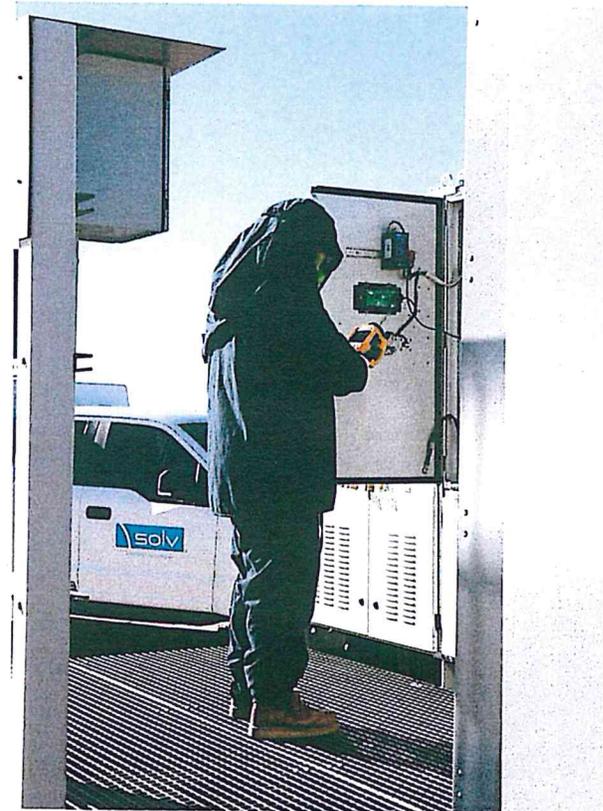
SWINERTON
RENEWABLE ENERGY



SOLV

#1 RANKED O&M SERVICE PROVIDER

- Turn-key operations from glass to gen-tie
- Reliable data management by Locus Energy
- In-house SCADA and HMI solutions
- Customized approach for each client
- State-of-the-art Network Operations Center
- Preventive maintenance for warranty preservation
- Commissioning and QA/QC services
- SOLV monitoring for new or existing plants



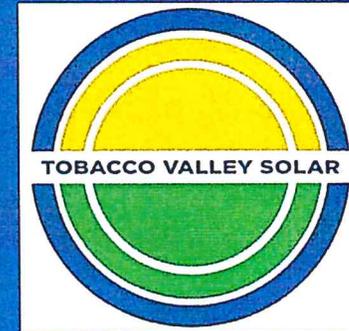
SWINERTON
RENEWABLE ENERGY



Tobacco Valley Solar

History

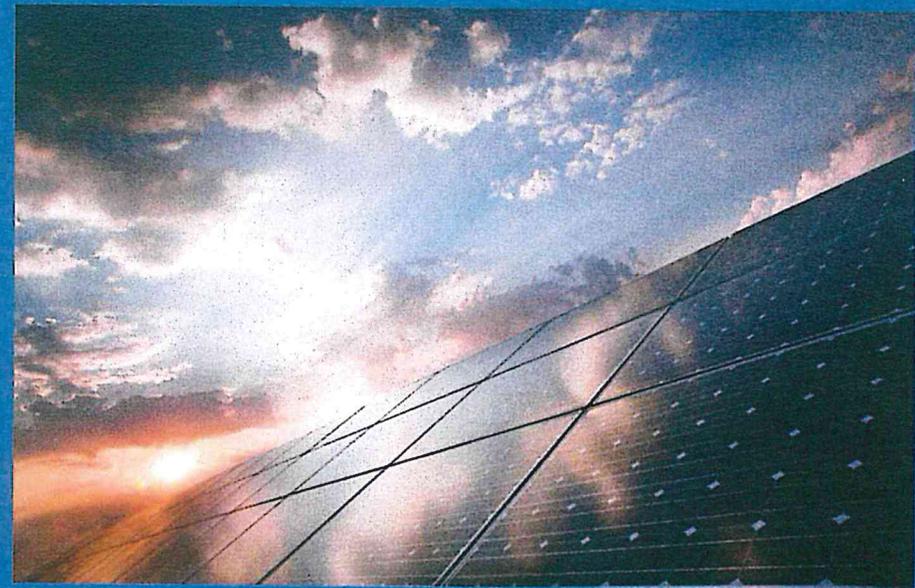
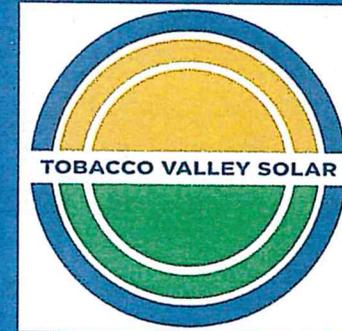
- Initiated site characterization and permitting process in 2016 completed in 2019
- Power Purchase Agreement (PPA) via with Eversource, Unitil, and National Grid 2017
- Project approved in Dec. 2017 by CT Siting Council
- Regulatory Approval of PPA in July 2018
- Interconnection Agreement August 2018 (Eversource)
- Stormwater Permit Approved March 2019
- D&M Plan Approved March 2019
- Town Building Permit likely in April 2019

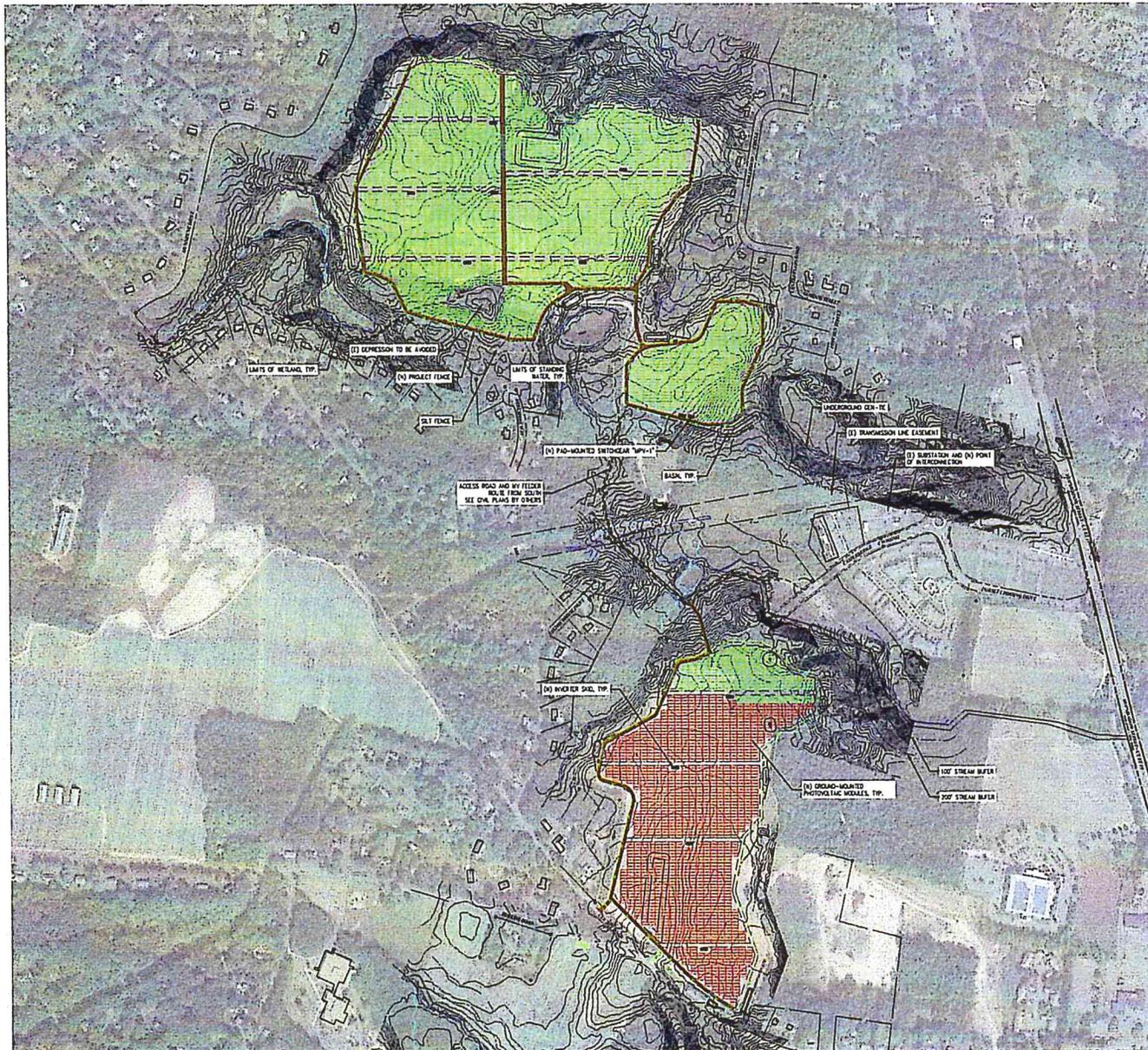


Tobacco Valley Solar

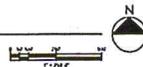
General Parameters

- 26.4 MW AC
- 11 inverters
- Fixed racking panels (395 W and 400 W panels)
- 135 acres
- 19.2 acres of clearing
- 26.4 MW AC delivered to the Eversource Northeast Simsbury 115 kV substation at the 23 kV side





PHOTOVOLTAIC ARRAY SITE PLAN



SYSTEM SUMMARY	
PROJECT LOCATION	SIMSBURY, CT
DESIGN TEMPERATURE (MM)	-20°C
STRING SIZE	24
MODULE TYPE	JMW0
MODULE WATTAGE	395 W (P) / 395 W (V)
MODULE C/P	200R 28116 600R 8020R
INVERTER	TM6C 2500 1W
INVERTER C/P	11
SYSTEM SIZE (AC)	26,400 W (AT 25°C) / 26,400 W (AT P0)
SYSTEM SIZE (DC)	48,192 W
ARRAY TYPE	SOLAR FLEX BACK FLEXBACK SERIES G3 FIXED TILT (P)
GROUND COVER RATIO	71.7% (E-F)
ARRAY TILT	20°
ARRAY AZIMUTH	180°

LEGEND

- JMW0 395W MODULES (18 BLDGAS)
- JMW0 395W MODULES (18 BLDGAS)

GENERAL NOTES

1. ALL REFERENCES TO (N) MOGS, BASINS, OR OTHER CIVIL INFRASTRUCTURE ARE FOR ELECTRICAL REFERENCE ONLY. SEE CIVIL PLANS BY OTHERS FOR ALL CIVIL RELATED CONSTRUCTION DETAILS.
2. REFER TO S-1 FOR CONCRETE BOG FOUNDATION DETAILS.
3. REFER TO SOLAR FLEX CONSTRUCTION DRAWINGS FOR RACKING AND RIGGING FOUNDATION DETAILS.



SWINERTON
RENEWABLE ENERGY
CONSULTANT



BLYMYER
ENGINEERS
1101 LINDEN VILLAGE PARKWAY # 800
ALAMOGA, CA 95011 510.521.9775



REV #	DESCRIPTION	DATE
1	FOR CLIENT REVIEW	2019-03-12
2	FOR PERMIT REVIEW	2019-05-08
3	FOR PERMIT	2019-05-08

PROJECT TITLE:

**TOBACCO VALLEY SOLAR
DWW SOLAR II, LLC (QP713)
FIXED-TILT PV ARRAYS
SIMSBURY, CT**

SHEET #:

**PHOTOVOLTAIC ARRAY
SITE PLAN**

JOB NO: 219106	PROJECT NAME: G3
DRAWN: CVV	SCALE: 1"=50'
SHEET NUMBER	

G-100

FOR PERMIT

L:\Users\j201366\OneDrive\Documents\Tobacco Valley Solar II\Drawings\G-100.dwg April 02, 2019 - 12:25PM Sat

TOBACCO VALLEY SOLAR – MILESTONES

- Overall Construction – May 1st to October 15th 2019
- PV Site Mobilization
- Start Foundation Installation (Field Piles) - June 13th
- Start Racking System Installation – June 24th
- Start Module Installation – July 8th
- Foundation Install Complete - July 25th
- Racking System Install Complete - August 12th
- Module Install Complete - August 20th



TOBACCO VALLEY SOLAR – CON'T MILESTONES

- 100% Inverters Skids Delivered – September 10th
- Mechanical Completion – October 15th
- Energize PV Field – October 18th
- Substantial Completion – November 15th
- COD Target – November 15th
- Final Acceptance – January 30th , 2020

Tobacco Valley Solar
DWW Solar II, LLC

Project Address:

60 Hoskins Road, Simsbury, CT

Corporate Address:

1166 Avenue of the Americas, 9th Floor,
New York, NY 10036

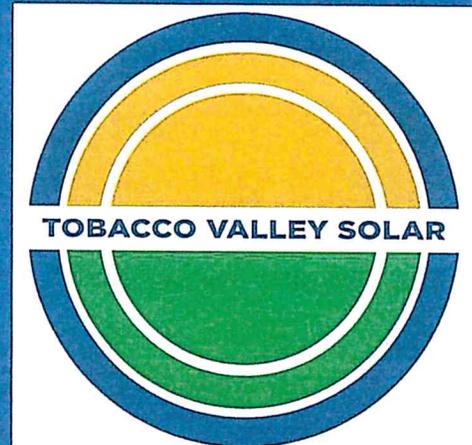
TVS Contact:

Chris Thuman

Christopher.Thuman@deshaw.com

212-478-0549

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Appendix: List of Permits and Plans

Release and Settlement Agreement (Town and Abutters)

CT Siting Council Order and D&M Plan Approval

Stormwater Pollution Control Plan

Soil Management Plan

Pollinator Habitat Plan

Agricultural Protection Plan

Resource Protection Plan

Barn Management Plan

General Construction Best Management Practices for Sites within a Public Drinking Water Supply Area

Traffic Management Plan

Visual Screening Plan

Vegetation Management Plan

Decommissioning Plan

Operations and Maintenance Plan

FAA Approval



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Handicapped Parking Awareness Month
2. **Date of Board Meeting:** May 29, 2019
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Edward J. LaMontagne, Chairman, Aging and Disability Commission *Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports designating June of 2019 as Handicapped Parking Awareness Month, the following motion is in order:

Move effective May 29, 2019, to designate June of 2019 as Handicapped Parking Awareness Month in the Town of Simsbury.
5. **Summary of Submission:**
The Town of Simsbury Aging and Disability Commission, as part of its Action Plan, seek to educate the Simsbury community regarding the appropriateness and legality of using handicapped parking. Usage of handicapped parking spaces is for authorized users. Motorists should not park their vehicles in the hash marks accompanying handicapped parking spaces so that users of those spaces are not prevented from entering or exiting their vehicles such as handicapped vans that are wheelchair accessible.

The Commission started the Handicapped Parking Awareness program in 2012. The Commission will send out press releases to various media outlets and distribute posters as a method of educating the community. The Commission will also work with SCTV and the business community to help get the message out to the public.

The Simsbury Police Department posts this information on its social media accounts. The Police Department also communicates this information to its staff and directs them to pay particular attention to handicapped parking compliance during the month of June.
6. **Financial Impact:**
Indirect costs will be incurred for staff time dedicated to information dissemination and compliance/enforcement activities.
7. **Description of Documents Included with Submission:**
 - a) Handicapped Parking Awareness Flyer

HANDICAPPED PARKING AWARENESS



Park in between the lines
“Just one minute is 60 seconds too long”



Town of Simsbury



Aging and Disability Commission



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Neighborhood Assistance Act Program Proposals
2. **Date of Board Meeting:** May 29, 2019
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Melissa Appleby, Deputy Town Manager
Maria E. Capriola
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports submitting applications to the Neighborhood Assistance Act Program, the following motion is in order:

Move, effective May 29, 2019, to approve the Neighborhood Assistance Act Program applications as presented and to authorize Town Manager, Maria E. Capriola to submit the applications to the Department of Revenue Services. Further move to designate Deputy Town Manager, Melissa A.J. Appleby as the municipal liaison.

5. **Summary of Submission:**
In March 2019, the Town was notified by the State Department of Revenue Services (DRS) that the 2019 Neighborhood Assistance Act (NAA) application is available to tax-exempt organizations. This program provides a tax credit to businesses that make cash investments in qualifying community programs conducted by tax-exempt or municipal agencies. Examples of qualifying community programs include energy conservation projects, neighborhood assistance, job training, education, community services, and crime prevention. Programs must be approved by both the municipality in which the programs are conducted and by DRS.

Notice of this opportunity was posted to the Town website, distributed via News & Announcements and social media, and was sent directly to Town departments, the Housing Authority, and the Performing Arts Center.

The Town Manager's Office has received two NAA program proposals. The Simsbury Grange is seeking funds for an energy conservation project, including the replacement of windows and a ductless mini-split heat pump. The Grange did participate in this program in 2018; with funds received in that round, the Grange was able to repair a broken window and storm door, install ceiling fans, and install new lighting. Additional planned work includes fixing an exterior door and insulation work.

The Simsbury Housing Authority is also seeking funds for an energy conservation project, including the replacement of energy efficient doors on 35 of the 70 apartments at the Dr. Owen L. Murphy Apartments. The Housing Authority's 2014 Capital Needs Assessment

indicates that based on a 25-year useful life, the exterior doors are currently 20 years beyond their useful life.

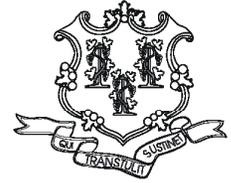
A public hearing on these proposals was held earlier this evening. If the Board approves the applications, staff will submit them to DRS in advance of the July 1 deadline. We will receive notification in August as to whether or not the programs were approved. Businesses requesting a tax credit under the program are required to apply for participation between September 15 and October 1.

6. Financial Impact:

Minimal staff time will be needed to administer the application process.

7. Description of Documents Included with Submission:

- a) 2019 Simsbury Grange NAA Program Application
- b) 2019 Simsbury Housing Authority NAA Program Application



Municipality: _____

Form NAA-01

2019 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____

Address: _____

Federal Employer Identification Number: _____

Program title: _____

Name of contact person: _____

Telephone number: _____ — —

Email address: _____

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ _____

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; or
- Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
- Job training/education for persons with physical disabilities;
- Program serving low-income persons;
- Child care services;
- Establishment of a child day care facility;
- Open space acquisition fund; **or**
- Other (specify): _____

Description of program: _____

Need for program: _____

Neighborhood area to be served: _____

Plan to implement the program: _____

Timetable:

Program start date: _____

Program completion date: _____

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested _____

Other funding sources - itemized sources:

a) _____

b) _____

c) _____

d) _____

Total Funding: _____

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Administrative expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Total Proposed Expenditures: _____

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ _____
Mailing address: _____ _____
Name of municipal liaison: _____
Telephone number: _____ - _____
Fax number: _____ - _____
Email address: _____

<p style="text-align: center;">Post-Project Review</p> <p style="text-align: center;">Is a post-project review required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project review due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>

2019 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2019 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will **not** be accepted. Direct inquiries to Department of Revenue Services (DRS), Neighborhood Assistance Act Program, Attn: Research Unit, 450 Columbus Blvd Ste 1, Hartford CT 06103-1837, or call **860-297-5687**.

Part I General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

Post-Project Review: Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review, prepared by a certified public accounting firm, to the municipality overseeing the program. This review must be submitted to the municipality no later than three months after the program completion date.



Confirmation

[Home](#) | [Security Profile](#) | [Logout](#)



Your Form 990-N(e-Postcard) has been submitted to the IRS

- **Organization Name:** CONNECTICUT STATE GRANGE PATRONS OF HUSBANDRY
- **EIN:** 060945695
- **Tax Year:** 2017
- **Tax Year Start Date:** 10-01-2017
- **Tax Year End Date:** 09-30-2018
- **Submission ID:** 10065520191282904064
- **Filing Status Date:** 05-08-2019
- **Filing Status:** Accepted

[< MANAGE FORM 990-N SUBMISSIONS](#)



Municipality: Simsbury

Form NAA-01

2019 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

This form **must** be completed and submitted to your municipality for approval. All items **must** be completed with as much detail as possible. If additional space is needed, attach additional sheets. Please type or print clearly. See attached instructions before completing. **Do not submit this form directly to the Department of Revenue Services.**

Part I — General Information

Name of tax exempt organization/municipal agency: _____
Simsbury Housing Authority

Address: 1600 Hopmeadow St, Simsbury, CT 06070

Federal Employer Identification Number: 06-0861834

Program title: Exterior Door Replacement

Name of contact person: Edward J. LaMontagne

Telephone number: 860-658-1147

Email address: simsburyha@comcast.net

Total NAA funding requested (\$250 minimum, \$150,000 maximum): \$ 121,936.50

Is your organization required to file federal Form 990 or 990EZ, Return of Organization Exempt from Income Tax?

Yes No

If **Yes**, attach a copy of the **first page** of your most recent return.

If **No**, attach a copy of your determination letter from the U.S. Treasury Department, Internal Revenue Service.

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

- Energy conservation; or
 Comprehensive college access loan forgiveness (see Conn. Gen Stat. § 12-635(3)).

60% credit percentage

- Job training/education for unemployed persons aged 50 or over;
 Job training/education for persons with physical disabilities;
 Program serving low-income persons;
 Child care services;
 Establishment of a child day care facility;
 Open space acquisition fund; **or**
 Other (specify): _____

Description of program: _____

It is proposed that, with the funding requested, new energy efficient exterior doors (2 per apartment) be installed for 35 of the 70 apartments (50%) at the Dr. Owen L. Murphy Apartments. The original doors are currently 45 years old and are no longer energy efficient. This has caused cold air to seep in during the winter and heat in the summer leading to inefficient heating/cooling which in turn leads to higher energy costs for the residents. The new doors will increase energy efficiency which will reduce energy costs for the residents who are low income.

Need for program: _____

A Capital Needs Assessment, which was commissioned by the Connecticut Housing and Finance Authority, was completed in March of 2014. The report indicated that the Total Expected Useful life of the exterior doors was 25 years meaning that the existing doors are over twenty years beyond their useful life. The report had the Housing Authority replacing the doors in years 2014-2018, however the Housing Authority lacked the sufficient resources to have the work completed. Due to this and other items the report indicated the Simsbury Housing Authority has been deemed "at risk" by CHFA.

Neighborhood area to be served: _____

The Simsbury Housing Authority is located in the north end of town, known as the North Village. The Housing Authority sits on 13 acres of land and is comprised of two developments. The Dr. Owen L. Murphy Apartments is comprised of 70 garden style apartments which were built in 1973 and 1974. The Virginia Connolly Residence is comprised of forty apartments which were built in 1991. Both properties are designated for low income individuals over the age of 62 or with disabilities.

Plan to implement the program: _____

The plan would be to put the project out to bid shortly upon receipt of funding. A contract will be signed with an appropriate contractor who will undertake the project. The Executive Director of the Simsbury Housing Authority will serve as "Clerk of the Works" to ensure that the project is completed efficiently and effectively. The Executive Director, in concert with the contractor, will ensure that all local permits are secured before the project is undertaken and to ensure that the project is approved after completion.

Timetable:

Program start date: 1 September 2019

Program completion date: 30 September 2019

The program completion date must not be more than two years from the program start date. A certified post-project review is due to the municipality overseeing implementation no later than three months after program completion date for all projects receiving \$25,000 or more in NAA funding.

Part III — Financial Information

Program Budget:

Complete in full. Expenditures must equal or exceed total funding.

Sources of Revenue:

NAA funds requested	<u>121,936.50</u>
Other funding sources - itemized sources:	
a) _____	_____
b) _____	_____
c) _____	_____
d) _____	_____

Total Funding: 121,936.50

Proposed Program Expenditures:

Direct operating expenses - itemized description:	
a) <u>Exterior door replacement</u>	<u>\$116,076.50</u>
b) _____	_____
c) _____	_____
d) _____	_____

Administrative expenses - itemized description:	
a) <u>Administration and supervision of project</u>	<u>5,860.00</u>
b) _____	_____
c) _____	_____
d) _____	_____

Total Proposed Expenditures: \$121,936.50

Part IV — Municipal Information

To be completed by the municipal agency overseeing implementation of the program

Name of municipal agency overseeing implementation of the program: _____ Town of Simsbury
Mailing address: _____ 933 Hopmeadow Street, Simsbury, CT 06070
Name of municipal liaison: _____ Melissa Appleby, Deputy Town Manager
Telephone number: _____ 860-658-3230
Fax number: _____ 860-658-9467
Email address: _____ mappleby@simsbury-ct.gov

<p style="text-align: center;">Post-Project Review</p> <p style="text-align: center;">Is a post-project review required for this proposal?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p style="text-align: center;">If Yes, date post-project review due:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
--

2019 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2019 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will **not** be accepted. Direct inquiries to Department of Revenue Services (DRS), Neighborhood Assistance Act Program, Attn: Research Unit, 450 Columbus Blvd Ste 1, Hartford CT 06103-1837, or call **860-297-5687**.

Part I General Information

Enter the name of the tax exempt organization or municipal agency, address, Federal Employer Identification Number, and email address.

Program Title: Assign a unique program title to each program for which your organization is making an application.

Federal Form 990: Attach a copy of the first page of your organization's most recent federal Form 990 or Form 990EZ. If your organization is not required to file either Form 990 or Form 990EZ, attach a copy of the determination letter from the Internal Revenue Service.

Part II Program Information

Description of Program: Describe the program, including information about how the program will operate, its benefit to the community, how recipients will be selected, and any measures used to determine the program's impact on the community.

Need for Program: Demonstrate a need for this program. For example, provide relevant statistics.

Neighborhood Area to Be Served: Describe the neighborhood or municipality this program will serve.

Plan to implement the program: Describe how the program will operate. Identify other persons or organizations involved in the administration of the program.

Timetable: Indicate the starting and completion dates of the program. The program completion date must not be more than two years from the program start date.

Part III Financial Information

Each program proposal must include a program budget that includes all sources of funding and all anticipated expenditures. The information provided in the budget may be used during a post-project audit.

Sources of Revenue: The budget must include the requested NAA funding and any other anticipated revenue sources.

NAA Funding Requested: Indicate the total amount your organization is requesting for its program. This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

Other Funding Sources: Provide a detailed description(s) and the amount(s) of all funding sources.

Proposed Program Expenditures: The budget must include a detailed description and the amount of all direct operating and administrative expenditures. **Expenditures must equal or exceed total funding.**

Direct Operating Expenses: Expenses include materials, equipment, wages, salaries, tuition fees, sub-contracting services, and any other expenses needed to administer the program.

Part IV Municipal Information

This part is to be completed by the municipal agency overseeing implementation of the program.

Municipal Liaison: The municipality must designate an individual to serve as a liaison with DRS for all NAA matters.

Post-Project Review: Any program receiving \$25,000 or more in NAA funding is required to provide a post-project review, prepared by a certified public accounting firm, to the municipality overseeing the program. This review must be submitted to the municipality no later than three months after the program completion date.

CINCINNATI OH 45999-0038

In reply refer to: 0256432380
May 16, 2019 LTR 4076C 0
06-0861834 000000 00

00015792
BODC: TE

HOUSING AUTHORITY OF THE TOWN OF
SIMSBURY
1600 HOPMEADOW STREET
SIMSBURY CT 06070

Federal Identification Number: 06-0861834
Person to Contact: Customer Service
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This responds to your request for information about your federal tax status. Our records do not specify your federal tax status. However, the following general information about the tax treatment of state and local governments and affiliated organizations may be of interest to you.

GOVERNMENTAL UNITS

Governmental units, such as States and their political subdivisions, are not generally subject to federal income tax. Political subdivisions of a State are entities with one or more of the sovereign powers of the State such as the power to tax. Typically they include counties or municipalities and their agencies or departments. Charitable contributions to governmental units are tax-deductible under section 170(c)(1) of the Internal Revenue Code if made for a public purpose.

ENTITIES MEETING THE REQUIREMENTS OF SECTION 115(1)

An entity that is not a governmental unit but that performs an essential government function may not be subject to federal income tax, pursuant to Code section 115(1). The income of such entities is excluded from the definition of gross income as long as the income (1) is derived from a public utility or the exercise of an essential government function, and (2) accrues to a State, a political subdivision of a State, or the District of Columbia. Contributions made to entities whose income is excluded income under section 115 may not be tax deductible to contributors.

TAX-EXEMPT CHARITABLE ORGANIZATIONS

An organization affiliated with a State, county, or municipal government may qualify for exemption from federal income tax under section 501(c)(3) of the Code, if (1) it is not an integral part of the government, and (2) it does not have governmental powers inconsistent with exemption (such as the power to tax or to exercise enforcement or regulatory powers). Note that entities may meet the requirements of both sections 501(c)(3) and 115 under certain circumstances. See Revenue Procedure 2003-12, 2003-1 C.B. 316.

0256432380
May 16, 2019 LTR 4076C 0
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00015793

HOUSING AUTHORITY OF THE TOWN OF
SIMSBURY
1600 HOPMEADOW STREET
SIMSBURY CT 06070

Most entities must file a Form 1023, Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code, to request a determination that the organization is exempt from federal income tax under 501(c)(3) of the Code and that charitable contributions are tax deductible to contributors under section 170(c)(2). In addition, private foundations and other persons sometimes want assurance that their grants or contributions are made to a governmental unit or a public charity. Generally, grantors and contributors may rely on the status of governmental units based on State or local law. Form 1023 and Publication 4220, Applying for 501(c)(3) Tax-Exempt Status, are available online at www.irs.gov/eo.

We hope this general information will be of assistance to you. This letter, however, does not determine that you have any particular tax status. If you are unsure of your status as a governmental unit or state institution whose income is excluded under section 115(1) you may seek a private letter ruling by following the procedures specified in Revenue Procedure 2007-1, 2007-1 I.R.B. 1 (updated annually).

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Kim A. Billups, Operations Manager
Accounts Management Operations I



Town of Simsbury

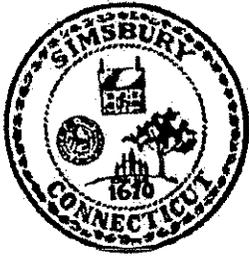
933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Public Gathering Permit – 2019 Simsbury High School Graduation
2. **Date of Board Meeting:** May 29, 2019
3. **Individual or Entity Making the Submission:**
Maria E. Capiola, Town Manager; Janell Mullen, Code Compliance Officer
Maria E. Capiola
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports approving the public gathering permit application as presented, the following motion is in order:

Move, effective May 29, 2019 to approve the public gathering application for the Simsbury High School Graduation Ceremony for the Class of 2019 at Simsbury Meadows on Friday, June 14th, as presented and to authorize the issuance of the public gathering permit.
5. **Summary of Submission:**
The Public Gathering Committee reviewed the application submitted by Missy DiNunno electronically. This event is an evening event on Friday, June 14th. About 3,500 individuals are expected to attend. There will be sound and electrical equipment on site. There will be no food or beverage vendors on site. Parking will be designated on Iron House Boulevard. Event set-up will begin at 10am and clean-up will take place until 10pm.
6. **Financial Impact:**
None
7. **Description of Documents Included with Submission:**
 - a) Application and Maps Presented to the Public Gathering Committee



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

PUBLIC GATHERING PERMIT APPLICATION

A Public Gathering Permit (PGP) is required when a proposal is made for a gathering of a number of people on Town property which may cause questions or raise concerns regarding traffic circulation and access issues involving local or state roadways, public safety, or issues regarding a required Special Exception permit from the Zoning Commission.

Application should be completed in full, including original signatures, before submitting to the Zoning Enforcement Officer at the Simsbury Town Offices, Planning & Zoning Department, 933 Hopmeadow Street, Simsbury, Connecticut 06070. The application must be received in office at least **6 WEEKS** prior to the date of the proposed event. The Board of Selectmen has the final authority to approve or deny public gathering permit applications. The Town reserves the right to cancel an event that does not obtain complete approval, as specified herein.

Organization's Name: Simsbury Performing Arts Center, Inc.

Applicant's Name: Missy DiNunno - Executive Director

Mailing Address: 22 Iron Horse Blvd (PO Box 245) Simsbury, CT 06070

Phone: 860-651-4052 Email: missy@simsburymeadowsmusic.com

Event Location: Simsbury Meadows Performing Arts Center

Exact Date(s) of proposed Public Gathering: (MUST include all required "set up" and "tear down" time, as well as the actual dates of the Public Gathering.)

Exact Time(s)/Date Begin: 10:00 AM / Friday, June 14, 2019 End: 10:00 PM / Friday, June 14, 2019

*times above include setup/breakdown - see attached event outline
Number of people expected to be present for the event (incl. staff, volunteers, attendees): 3500

- *The Town of Simsbury reserves the right to limit the number of attendees. The maximum number of permitted attendees will be determined after consultation with the Town of Simsbury.*

A Certificate of Insurance made out to the Applicant AND Town of Simsbury, evidencing coverage of \$1,000,000 in force for the duration of the event, must be submitted with this application. This Certificate of Insurance must include a hold harmless agreement for the Town.

TOWN OF SIMSBURY USE ONLY:			
Fee Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Insurance Received:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Request Approved:	YES <input type="checkbox"/>	NO <input type="checkbox"/>	MORE INFO: _____
Signature: _____	Date: _____		

EVENT INFO

Description of Event: Graduation Ceremony for the Class of 2019.

Please indicate whether you will be bringing:

Additional trash and recycling receptacles: YES NO NUMBER: 19T/19R

- You are responsible for proper collection and removal of all waste generated by your event.

Portable toilets: YES NO NUMBER: 14

- If yes, please show locations on attached site plan.

Tent: YES NO SIZE: 10x10
OPEN SIDES ENCLOSED

- Tents must be in compliance with State of Connecticut tent regulations. The Town of Simsbury's Building Official or Fire Marshal can advise on tent requirements.

Lighting and/or sound equipment: YES NO

- If yes, please attach a list of the equipment you plan to use along with a stage plot with locations for the equipment.
- Lighting must meet the requirements of the Town of Simsbury Fire Marshal.

Does your event require electrical access? YES NO

- If so, a plan for electrical access will need to be reviewed with the Town of Simsbury Building Official or Fire Marshal.

Will food be sold or given away at your event? YES NO

- If food is to be served, whether prepared on- or off-site, you must obtain a Temporary Food Permit from the Farmington Valley Health District (www.fvhd.org).

Will alcohol be served at your event? YES NO

- If alcohol is to be served, you must obtain all pertinent State permits and abide by all Town and State laws and regulations. An additional list of policies applies if alcohol is to be served.

Will road closure(s) be necessary? YES NO

- Details of proposed traffic circulation and closings must be presented to the Chief of Police prior to his signing of the PGP application. If State roads are proposed for closing, a permit from the CT DOT may be necessary.

PLANNING & ZONING DEPARTMENT
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3245

Alcohol

- Does your event require a Special Exception? YES NO
- Has the Zoning Commission approved a S.E.? YES NO
- Have you obtained a State of CT liquor license? YES NO

Signage

- Will your event require temporary signs? YES NO
 - No signage may be erected without written permission granted from the Zoning Enforcement Officer
- Has your organization secured permits for such? YES NO

Attachments:

Site Map

- The site plan/map of the proposed Public Gathering should be to-scale and show exactly:
 - Layout of the Event (tents, booths/vendors, rides, aisles, etc.)
 - Location of Lighting
 - Parking Layout

FARMINGTON VALLEY HEALTH DISTRICT
95 RIVER ROAD, CANTON, CT 06019

www.fvhd.org
860-352-2333

If food will be prepared or dispensed at your event, you must obtain a Temporary Food Permit from Farmington Valley Health District.

Has a Temporary Food Permit been secured? YES NO

<http://www.fvhd.org/food-protection1.html>

BUILDING DEPARTMENT
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3234

Tent:

YES NO CAPACITY: 10x10
OPEN SIDES ENCLOSED
SQUARE FOOTAGE: 100.sf

- Tents may require a Building Permit, depending on square footage, capacity, enclosure (or not), and if there will be heat and/or electrical. You should contact the Building Official to determine if a permit will be necessary.

Does your event require electrical access? YES NO

- Will you be utilizing portable generators? YES NO

FIRE MARSHAL
871 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-1973

DEPARTMENT OF PUBLIC WORKS (DPW)
66 TOWN FOREST ROAD, SIMSBURY, CT 06070

860-658-3222

Will barricades/signage be required:

- For the day of the event?
- In advance?

YES NO

DATES: _____

Are DPW trucks required for use as barricades?

YES NO

QUANTITY: 0

- The fee schedule below is for one (1) Truck and one (1) staff member.
- All fees will begin when Public Works Trucks leave the DPW Campus.
- Each Truck will be filled with sand and operated by a single staff member.
- The number and positioning of the Trucks shall be determined by the Simsbury Police Department.
- The fees for using DPW trucks as barricades are as follows:
 - \$250 for first four (4) hours
 - \$50/hour for each additional hour during regular hours
 - \$75/hour for each additional hour on Federal holidays and Sundays

TOTAL FEE DUE: \$250 + (_____ hours x \$50/\$75) = \$ N/A

Fee is payable by check made out to the Town of Simsbury

Please note:

- No markings on the roadways or custom signage is allowed.
- Traffic cones shall not be provided by DPW.

POLICE DEPARTMENT
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3100

Is this event a concert and/or festival?

YES NO

If yes, please list recent prior venues that have hosted this concert/festival:

Will on-site private security be provided?

YES NO

NUMBER: 6

Will on-site emergency medical services be provided?

YES NO

NUMBER: 1

- Where will they be located? School nurse will man first aid tent adjacent to portolets.

SIMSBURY VOLUNTEER AMBULANCE ASSOCIATION
64 WEST STREET, SIMSBURY, CT 06070

860-658-7213

Will there be any athletic competitions or other activity/activities that could increase the likelihood of injury or illness? YES NO

Will the attendance be equal to or greater than 5000? YES NO NUMBER: _____

Attendance will be:
STAGGERED OVER COURSE OF EVENT AT A SPECIFIC TIME TIME: 4:30p - 8:15p

CULTURE, PARKS & RECREATION
100 OLD FARMS ROAD, SIMSBURY, CT 06070

860-658-3836

Are you serving food? YES NO

• If so, trash recycling barrels are required at Permittee's expense

Will you require any special field lining or set up? YES NO

Do you intend to use "staked" tents on athletic fields? YES NO

Will athletic field lighting be necessary? YES NO

Have you provided a parking plan on your site map? YES NO

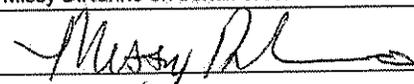
Portable toilets must be provided at the rate of 1 toilet per 50 patrons, at the Permittee's expense.

• ATTENDANCE: see attached / 50 = _____ PORTABLE TOILETS REQUIRED

Public Gathering Permit Required Declaration

I declare that the information provided on this application is true and correct to the best of my knowledge and belief. I understand that if the information I have provided is a misrepresentation of the actual event, or that the actual event digresses in a manner from the approved permit, that the permit will be revoked.

Applicant's Name (Printed): Missy DiNunno on behalf of rental client

Applicant's Signature: 

Date Signed: 4/10/19

EVENT SUMMARY

Simsbury High School Graduation

Friday, June 14 2019

(Rain Date: N/A)

Public Gathering Permit Application Submitted: 4-10-19

CONTACT INFORMATION:	
Organization	Simsbury High School 34 Farms Village Road Simsbury, CT 06070 Event website: N/A
Event Contact	Cindy Barall (Secretary to Asst. Principal) Ken Pera (Asst. Principal) Cell: 860-805-2021 Home: Office: 860-658-0451 x440 Email: cbarall@simsbury.k12.ct.us, kpera@simsbury.k12.ct.us
Production Contact	Michael Hunter Email: mhunter@simsbury.k12.ct.us
SMPAC Contact	Missy DiNunno, Executive Director Office: 860-651-4052 Cell: 203-305-1847

TIMELINE:

Tuesday, June 19	
10a – 2p	SHS Load-in & Chair Setup
4:00p – 4:30p	Sound Check
4:30p	Gates Open
5:15p	Graduates to be in their seats
5:50p – 8:15p	Graduation Ceremony
8:15p – 10p	Load-out

EVENT DETAILS:

Description
Graduation Ceremony for Class of 2019 **If rain graduation will move to high school. In event of inclement weather, Missy will notify all SMPAC personnel and vendors as soon as school reaches final decision.

Ticketing Information
N/A

Parking	
Advanced Preparation	Lining required prior to event
Management	USA Security – see notes below
On-site Parking Fee	N/A – on premises parking for Graduates, Faculty, Staff only

Expected Attendance	**Figures are estimated and subject to change
Expected Attendance	3500

Stage Requirements	
Lights	Standard Band Shell – any additional provided by SHS
Sound	Provided by SHS
Stage Setup	Sound Board set off-stage left platform 75 chairs on stage SHS to provide/hang banner on back wall
Other	SMPAC to provide 18 cases of water inside band shell at loading dock

Field Requirements	
Seating	1300 from SMPAC, 800 CT Party Rental (2000 set on field)
Sound	Provided by SHS
Notes	Rentals to be delivered. SMPAC to coordinate chair pallet placement prior to SHS crew arrival at 10a on 6/14 SHS crew handles all chair setup

Vendor Information	
Merchandise Sales Vendors	N/A
Food Vendors	SMPAC – N/A Location – Other Vendors – N/A Location –
Other Services/Activities	Location – N/A

Public Restrooms	
Coordinated by	SMPAC
Units	Standard – 10 Sinks - 2 Accessible - 2 TOTAL - 14
Location	North east field – N/A North west field – N/A South east field (adjacent to parking) – 10/2/2

Security	
Stage Security	Provided by SHS
Field Security	Provided by SHS
Overnight Security	N/A
Parking Security	1 Supervisor, 1 at dirt road entry, 2 cover A/B, 2 cover C/D
Security Notes	On-site parking only for students, faculty and staff Guests on own in public lots along Iron Horse Blvd.

Public Safety Services	
Police	Per 2018 – 4 police @ 4 hrs each (4:30p – 8:30p)
Fire	On Iron Horse to recognize seniors associated with department
EMS	Nurse Station Tent adjacent to portolets
DPW Trucks	N/A

Tents		
10x10 (First Aid)	Number: 1	Sides: No

SIMSBURY HIGH GRADUATION

Friday, June 14

5:50 PM - 8:15 PM

First Aid

Portolets

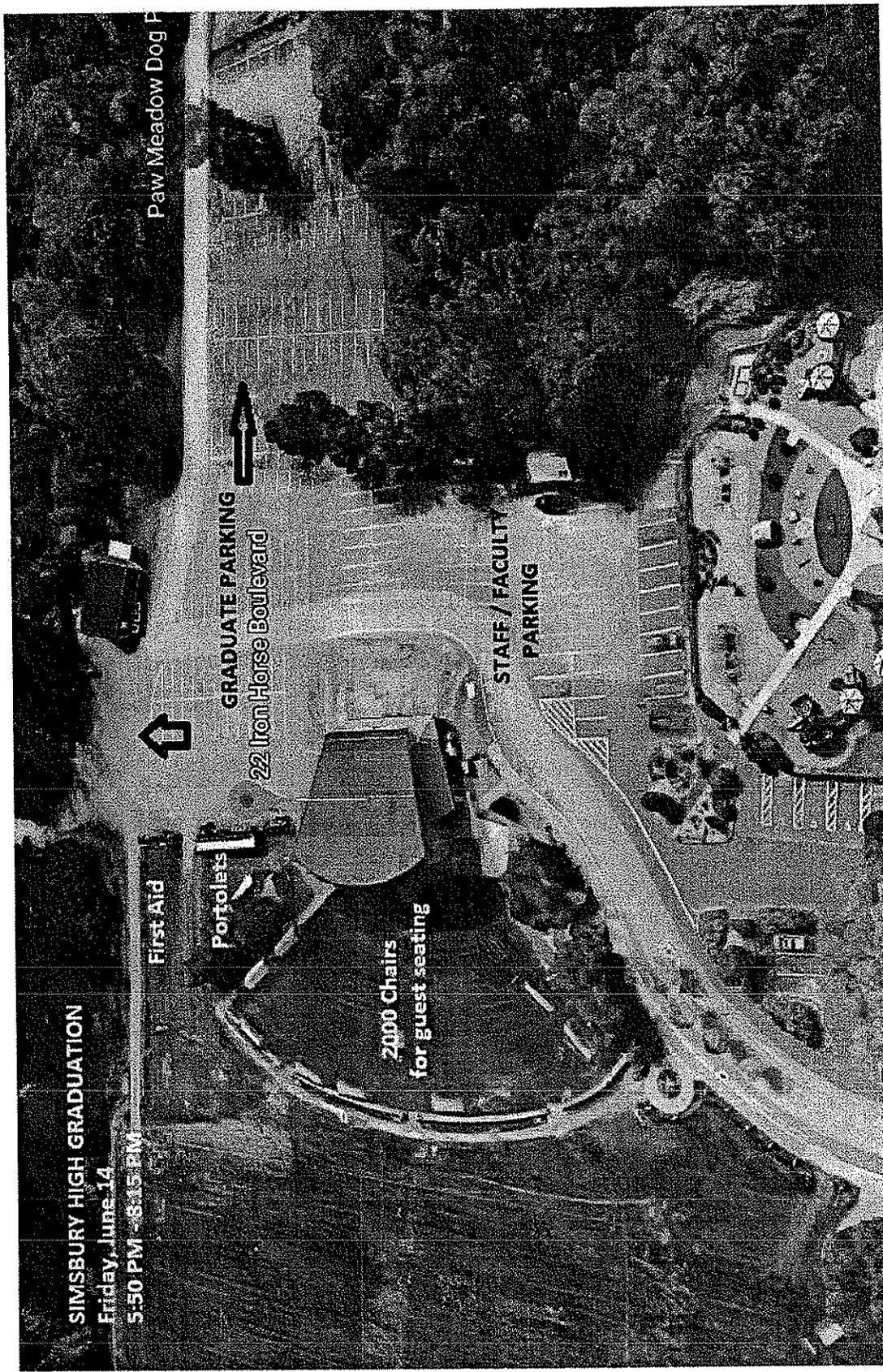
2000 Chairs
for guest seating

GRADUATE PARKING

22 Iron Horse Boulevard

STAFF / FACULTY
PARKING

Paw Meadow Dog P





Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Public Gathering Permit – 2019 Farmington Valley Jewish Congregational Sabbath Worship
2. **Date of Board Meeting:** May 29, 2019
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Janell Mullen, Code Compliance Officer
Maria E. Capriola
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports approving the public gathering permit application as presented, the following motion is in order:

Move, effective May 29, 2019 to approve the public gathering application for the Farmington Valley Jewish Congregation Sabbath Worship at Schultz Park on Friday, June 28, 2019 as presented and to authorize the issuance of the public gathering permit.
5. **Summary of Submission:**
The Public Gathering Committee reviewed the application submitted by Michael Diesenhof of the Farmington Valley Jewish Congregation electronically. This event is an evening event on Friday, June 28, 2019. About 35 individuals are expected to attend. There will be no sound or electrical equipment on site. There will be no food or beverage vendors on site. The event will take place from 5:30pm to 7:00pm.
6. **Financial Impact:**
None
7. **Description of Documents Included with Submission:**
 - a) Zoning Condition Approvals and Application Presented to the Public Gathering Committee



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Office of Community Planning and Development

May 24, 2019

To: Michael Diesenhof, Applicant
Event: Farmington Valley Jewish Congregation Sabbath Worship
Dates: June 28th 5:30-7:00 pm
Location: Schultz Park

Zoning Approval Conditions for Special Event

1. Parking may only be in approved areas—setback from the public right-of-way.
2. All trash is the responsibility of the event organizer and must be removed from the site at the close of the event.
3. Any changes to the event proposal shall be brought to the attention of the Code Compliance Officer.


Janell Mullen
Code Compliance Officer

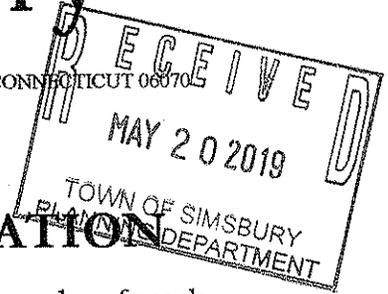
Date: 5/24/19



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070



PUBLIC GATHERING PERMIT APPLICATION

A Public Gathering Permit (PGP) is required when a proposal is made for a gathering of a number of people on Town property which may cause questions or raise concerns regarding traffic circulation and access issues involving local or state roadways, public safety, or issues regarding a required Special Exception permit from the Zoning Commission.

Application should be completed in full, including original signatures, before submitting to the Zoning Enforcement Officer at the Simsbury Town Offices, Planning & Zoning Department, 933 Hopmeadow Street, Simsbury, Connecticut 06070. Please include 6 copies of your completed application IN ADDITION TO the original when you submit it. Applications must be received in office at least 6 WEEKS prior to the date of the proposed event. The Board of Selectmen has the final authority to approve or deny public gathering permit applications. The Town reserves the right to cancel an event that does not obtain complete approval, as specified herein.

Organization's Name: Farmington Valley Jewish Congregation (FVJC)

Applicant's Name: Michael Diesenhof

Mailing Address: 55 Bushy Hill Road Simsbury, CT 06070

Phone: 860 658-1075 Email: diesenhof@comcast.net (860-673-2491)

Event Location: Schultz Park

Exact Date(s) of proposed Public Gathering: (MUST include all required "set up" and "tear down" time, as well as the actual dates of the Public Gathering.)

Exact Time(s)/Date Begin: 5:30pm 6/28 End: 7pm

Number of people expected to be present for the event (incl. staff, volunteers, attendees): 35

- The Town of Simsbury reserves the right to limit the number of attendees. The maximum number of permitted attendees will be determined after consultation with the Town of Simsbury.

A Certificate of Insurance made out to the Applicant AND Town of Simsbury, evidencing coverage of \$1,000,000 in force for the duration of the event, must be submitted with this application. This Certificate of Insurance must include a hold harmless agreement for the Town.

TOWN OF SIMSBURY USE ONLY:

Fee Received: YES NO N/A
Insurance Received: YES NO N/A
Request Approved: YES NO MORE INFO: _____

Signature: _____ Date: _____

EVENT INFO

Description of Event: This is a modified Sabbath worship service and will include reading from the prayer packet and singing songs.

Please indicate whether you will be bringing:

Additional trash and recycling receptacles: YES NO NUMBER: _____

- You are responsible for proper collection and removal of all waste generated by your event.

Portable toilets: YES NO NUMBER: _____

- If yes, please show locations on attached site plan.

Tent: YES NO SIZE: _____
OPEN SIDES ENCLOSED

- Tents must be in compliance with State of Connecticut tent regulations. The Town of Simsbury's Building Official or Fire Marshal can advise on tent requirements.

Lighting and/or sound equipment: YES NO

- If yes, please attach a list of the equipment you plan to use along with a stage plot with locations for the equipment.
- Lighting must meet the requirements of the Town of Simsbury Fire Marshal.

Does your event require electrical access? YES NO

- If so, a plan for electrical access will need to be reviewed with the Town of Simsbury Building Official or Fire Marshal.

Will food be sold or given away at your event? YES NO

- If food is to be served, whether prepared on- or off-site, you must obtain a Temporary Food Permit from the Farmington Valley Health District (www.fvhd.org).

Will alcohol be served at your event? YES NO

- If alcohol is to be served, you must obtain all pertinent State permits and abide by all Town and State laws and regulations. An additional list of policies applies if alcohol is to be served.

Will road closure(s) be necessary? YES NO

- Details of proposed traffic circulation and closings must be presented to the Chief of Police prior to his signing of the PGP application. If State roads are proposed for closing, a permit from the CT DOT may be necessary.

PLANNING & ZONING DEPARTMENT

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3245

Alcohol

- Does your event require a Special Exception? YES NO
- Has the Zoning Commission approved a S.E.? YES NO
- Have you obtained a State of CT liquor license? YES NO

Signage

- Will your event require temporary signs? YES NO
 - No signage may be erected without written permission granted from the Zoning Enforcement Officer
- Has your organization secured permits for such? YES NO

Attachments:

Site Map

- The site plan/ map of the proposed Public Gathering should be to-scale and show exactly:
 - Layout of the Event (tents, booths/vendors, rides, aisles, etc.)
 - Location of Lighting
 - Parking Layout

FARMINGTON VALLEY HEALTH DISTRICT

95 RIVER ROAD, CANTON, CT 06019

www.fvhd.org

860-352-2333

If food will be prepared or dispensed at your event, you must obtain a Temporary Food Permit from Farmington Valley Health District.

Has a Temporary Food Permit been secured? YES NO

<http://www.fvhd.org/food-protection1.html>

BUILDING DEPARTMENT

933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3234

Tent: YES NO CAPACITY: _____
OPEN SIDES ENCLOSED
SQUARE FOOTAGE: _____

- Tents may require a Building Permit, depending on square footage, capacity, enclosure (or not), and if there will be heat and/or electrical. You should contact the Building Official to determine if a permit will be necessary.

Does your event require electrical access? YES NO

- Will you be utilizing portable generators? YES NO

FIRE MARSHAL

871 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-1973

DEPARTMENT OF PUBLIC WORKS (DPW)
66 TOWN FOREST ROAD, SIMSBURY, CT 06070

860-658-3222

Will barricades/signage be required:

- For the day of the event? YES NO
- In advance? DATES: _____

Are DPW trucks required for use as barricades? YES NO
QUANTITY: _____

- The fee schedule below is for one (1) Truck and one (1) staff member.
- All fees will begin when Public Works Trucks leave the DPW Campus.
- Each Truck will be filled with sand and operated by a single staff member.
- The number and positioning of the Trucks shall be determined by the Simsbury Police Department.
- The fees for using DPW trucks as barricades are as follows:
 - \$250 for first four (4) hours
 - \$50/hour for each additional hour during regular hours
 - \$75/hour for each additional hour on Federal holidays and Sundays

TOTAL FEE DUE: \$250 + (_____ hours x \$50/\$75) = \$ _____

Fee is payable by check made out to the Town of Simsbury

Please note:

- No markings on the roadways or custom signage is allowed.
- Traffic cones shall not be provided by DPW.

POLICE DEPARTMENT
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3100

Is this event a concert and/or festival? YES NO

If yes, please list recent prior venues that have hosted this concert/festival:

Will on-site private security be provided? YES NO NUMBER: _____

Will on-site emergency medical services be provided? YES NO NUMBER: _____

- Where will they be located? _____

SIMSBURY VOLUNTEER AMBULANCE ASSOCIATION

64 WEST STREET, SIMSBURY, CT 06070

860-658-7213

Will there be any athletic competitions or other activity/activities that could increase the likelihood of injury or illness? YES NO

Will the attendance be equal to or greater than 5000? YES NO NUMBER: _____

Attendance will be:
STAGGERED OVER COURSE OF EVENT AT A SPECIFIC TIME TIME: 17:30

CULTURE, PARKS & RECREATION

100 OLD FARMS ROAD, SIMSBURY, CT 06070

860-658-3836

Are you serving food? YES NO

• If so, trash recycling barrels are required at Permittee's expense

Will you require any special field lining or set up? YES NO

Do you intend to use "staked" tents on athletic fields? YES NO

Will athletic field lighting be necessary? YES NO

Have you provided a parking plan on your site map? YES NO

Portable toilets must be provided at the rate of 1 toilet per 50 patrons, at the Permittee's expense.

• ATTENDANCE: _____ / 50 = _____ PORTABLE TOILETS REQUIRED

**Public Gathering Permit
Required Declaration**

I declare that the information provided on this application is true and correct to the best of my knowledge and belief. I understand that if the information I have provided is a misrepresentation of the actual event, or that the actual event digresses in a manner from the approved permit, that the permit will be revoked.

Applicant's Name (Printed): Michael Diesenhof

Applicant's Signature: Michael Diesenhof

Date Signed: 5/20/19

REQUIRED SIGN OFFS (in order required)

	<u>Received Date:</u>	<u>Received By:</u>	<u>Approved By:</u>	<u>Action Date:</u>
Culture Parks And Rec. Director	5/21		per email 5/21	
Zoning Commission (As may be required by ZEO)				
Building Official				
Police Chief			5/21	
Dir of Public Works			5/21	
Dir of Health FVHD				
Fire Marshal			5/21	
Zoning Enforcement Officer			5/21	
Board of Selectmen				



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/17/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Bernheimer Lincoln Insurance Group 1412 Whalley Avenue New Haven CT 06515		CONTACT NAME: Barbara White PHONE (A/C, No, Ext): (860) 232-3810 E-MAIL ADDRESS: bwhite@lfbrennerins.com		FAX (A/C, No): (860) 232-3942	
INSURER(S) AFFORDING COVERAGE				NAIC #	
INSURER A: Cincinnati Insurance Companies				10677	
INSURER B: Hartford Accident & Indemnity				22357	
INSURER C:					
INSURER D:					
INSURER E:					
INSURER F:					
INSURED Farmington Valley Jewish Congregation Emek Shalom 111 Roberts St East Hartford CT 06108-3694					

COVERAGES

CERTIFICATE NUMBER: CL1951771626

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	EPP 0492793	06/01/2019	06/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		EPP 0492793	06/01/2019	06/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		EPP 0492793	06/01/2019	06/01/2020	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	02WECEH9339	06/01/2019	06/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

One day event on 6/28/2019 - Outdoor Service at Schlutz Park 921 Hopmeadow St.(Rt. 10) Simsbury Ct 06070. The Town of Simsbury is named as an additional insured.

CERTIFICATE HOLDER**CANCELLATION**

Town of Simsbury
933 Hopmeadow St

Simsbury

CT 06070

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Proposed Easement – 87 Riverside Road

2. **Date of Board Meeting:** May 29, 2019

3. **Individual or Entity Making the Submission:**

Maria E. Capriola, Town Manager; Melissa Appleby, Deputy Town Manager

Maria E. Capriola

4. **Action Requested of the Board of Selectmen:**

If the Board of Selectmen supports the proposed recreational easement for the property at 87 Riverside Road, the following motion is in order:

Move, effective May 29, 2019 to approve the recreational area easement for the parcel at 87 Riverside Road as presented and to authorize Town Manager Maria E. Capriola to execute the easement documents.

5. **Summary of Submission:**

For many years, Culture, Parks and Recreation has mowed the area east of the Flower Bridge along Riverside Road. The Parks Division starting mowing that area when the Flower Bridge became a popular destination and visitors began walking to the eastside of the bridge. Although the Town is only responsible for a small piece of grass in this area, the practice has been to mow beyond the property line onto the property at 87 Riverside Road. Our Parks Superintendent has communicated with the property owner over the years, and she has not expressed any concern with this practice. Approximately eight years ago, the Parks Division installed a bench in this area in conjunction with the Flower Bridge Committee. At that time, the property owner was consulted regarding the location of the bench.

Last summer, the owner of 87 Riverside Road contacted the Town Manager's Office and requested that a formal agreement be developed with the Town regarding the maintenance of this area. The Town Engineer has developed an easement map, and the Town Attorney has worked with the property owner's attorney to develop a recreational easement.

The proposed easement and map are attached; a non-substantive edit to the wording of the easement map title has been made and is noted in the attached documents. A summary of the easement language is as follows:

- The easement allows the Town to maintain, operate, use, alter and repair a recreational area open to the public
- The Town will not erect any structures on the property, install any asphalt or concrete pavement, or put up any signs or other advertising material without the written consent of the property owner.

- The easement is permanent and will remain with the property if ownership changes.

This easement reflects current practice and codifies the arrangement that has existed for many years.

Pursuant to Connecticut General Statutes Section 8-24, the purchase, sale or lease of any property requires a referral to the Planning Commission for determination of consistency with the goals and objectives of the Plan of Conservation and Development. The Planning Commission considered this item at its May 14, 2019 meeting and has issued a positive recommendation on this matter.

6. Financial Impact:

The property owner has requested the installation of a fence and signage along the top of the sloped area adjacent to the river; for security and liability reasons the Town is supportive of this request. Staff believes costs to install such a small section of fencing would be nominal and could be paid for with our parks maintenance funds. Due to the property's proximity to a floodplain, fencing options will be limited.

There is staff time (costs) associated with mowing the small section of land east of the Flower Bridge at 87 Riverside Road; as this practice has been occurring for many years, it is not a new expense.

7. Description of Documents Included with Submission:

- a) Draft Recreational Area Easement
- b) Easement Map
- c) Memo from M. Glidden re: CGS 8-24 Easement Referral for 87 Riverside Road, dated May 22, 2019
- d) Excerpt of Minutes of the May 14, 2019 Planning Commission Meeting

RECREATIONAL AREA EASEMENT
SIMSBURY, CONNECTICUT

KNOW ALL MEN BY THESE PRESENTS that Susan Olson, f/k/a Susan D. Andrus, 109 Hopmeadow Street, Simsbury, Connecticut, 06089 ("Grantor") for the consideration of One Dollar (\$1.00) and other good and valuable consideration received to her full satisfaction from the Town of Simsbury, 933 Hopmeadow Street, Simsbury, Connecticut ("Grantee"), does give, grant, bargain, sell and confirm unto Grantee, its successors and assigns forever an easement to maintain, operate, use, alter and repair a recreational area open to the public in, through, on and under a portion of a certain piece or parcel of land situated in the Town of Simsbury, County of Hartford and State of Connecticut known as 87 Riverside Road, Simsbury, Connecticut, and being more particularly described as a \pm 4,701 square foot area easement parallel to the Farmington River ("the Parcel"). Said Parcel and the location of the easement area ("Easement Area") are shown on a map entitled "~~Boundary Survey, Property Survey Prepared for Susan Olson, #87 Riverside Road, Simsbury, CT, Project 470-146, Date: 9/23/2014~~" "Easement Map Prepared for Town of Simsbury, #87 Riverside Road, Simsbury, CT, Project 657-03, Date: 03/07/19".

Within the Easement Area the Grantee shall be responsible for all maintenance repairs and upkeep of the property and shall have the right to operate, use, alter, repair and replace the fixtures within the recreational area and appurtenances thereto and right to enter on the land within said Easement Area at any reasonable time for the purpose of constructing, servicing, repairing or replacing said recreational area or any material therein. The Grantee agrees to pay and be responsible for any damage to the property resulting from the Grantee's and/or public's use of the Easement Area.

Both the Grantor and Grantee agree that the Grantee is not responsible for the stabilization of the embankment within the Easement Area. The Grantee will not have any obligation to provide erosion control measures to the Easement Area.

The Grantee's use of the Easement Area shall be limited to recreational use only. There shall be no construction or placing of any buildings or storage buildings or other structures, nor shall there be any asphalt or concrete pavement, signs, billboards or other advertising material in the Easement Area without the prior written consent of the Grantor.

The Grantor reserves the right for themselves and their successors and assigns forever to use the land within said Easement Area for any use and purpose that does not unreasonably interfere with the use by the Grantee and its successors and assigns, herein provided for. Further, Grantee agrees that it shall prohibit all motorized vehicles from use of the area, except those vehicles that may be used by the Grantee, its employees, contractors or agents for maintenance and upkeep of the area.

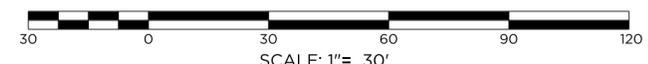
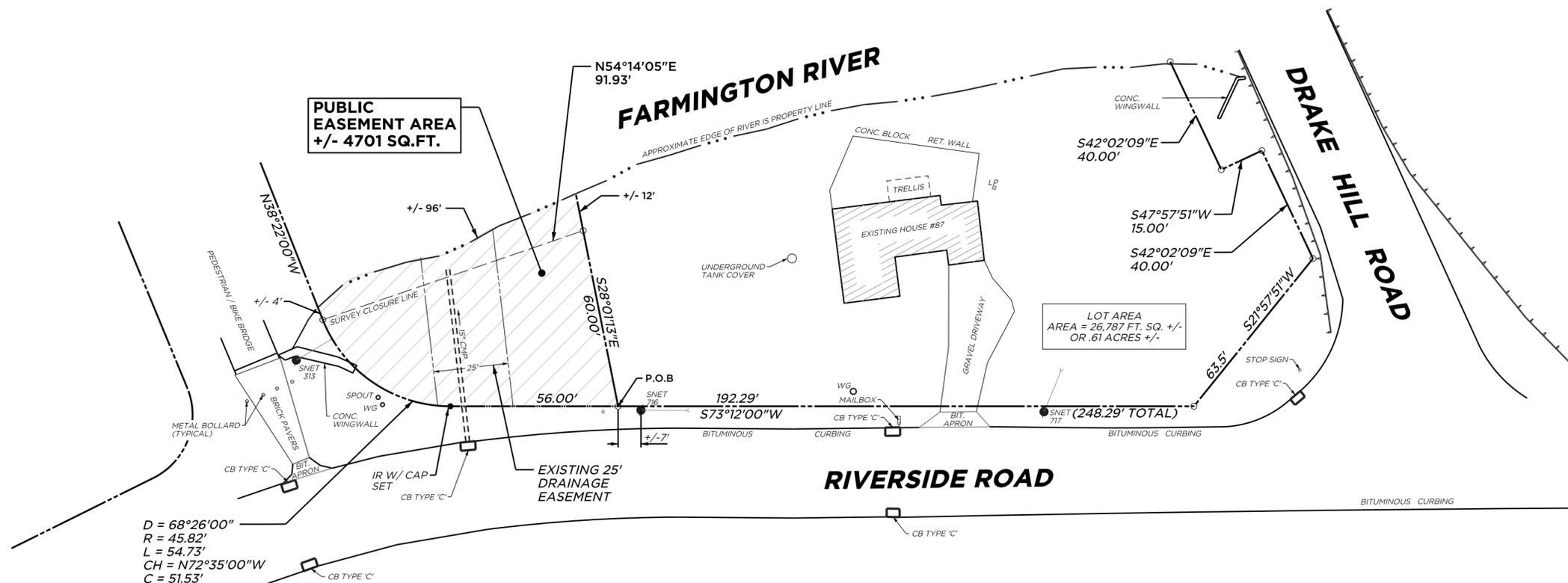
The Grantee hereby indemnifies and holds the Grantor harmless from any and all claims or lawsuits brought against the Grantor by any third parties for injuries and/or damages resulting from the Grantee's access or use of the Easement Area.

The Grantee shall notify the Grantor, with at least five (5) days prior notice, of its intent to perform any work within said Easement Area, excepting therefrom normal maintenance activities including but not limited to cutting the grass and pruning, and an emergency condition that demands immediate attention. The Grantee in the performance of any Work with the Easement Area will provide appropriate and reasonable protective devices or fencing around all such Work to protect the Grantor's employees, officials, the public and all other who are lawfully on the premises of the Grantor.

The foregoing Easement shall burden the Parcel and the Easement Area and shall run with the land forever and shall be binding in perpetuity upon the parties, their heirs, successors and assigns.

MAP REFERENCE

"BOUNDARY SURVEY, PROPERTY SURVEY,
PREPARED FOR SUSAN OLSON" #87 RIVERSIDE
ROAD SIMSBURY, CT SCALE: 1" = 30' DATED 09/23/14
BY ANCHOR ENGINEERING SERVICES INC.



LEGEND

- STREET LINE
 - BOUNDARY LINE
 - EASEMENT LINE
 - METAL GUARDRAIL
 - EDGE OF WATER
 - RETAINING WALL
 - POINT OF BEGINNING
 - UTILITY POLE
 - WATER GATE
 - SIGN
- P.O.B**
● SNET 313
○ WG

THIS SURVEY AND MAP HAVE BEEN PREPARED IN ACCORDANCE WITH SECTIONS 20-300b-1 THRU 20-300b-20 OF THE REGULATIONS OF CONNECTICUT STATE AGENCIES- "MINIMUM STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ENDORSED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS INC. IT IS AN EXISTING CONDITIONS SURVEY CONFORMING TO HORIZONTAL ACCURACY CLASS A2. THE PURPOSE OF THIS MAP IS TO SHOW EASEMENT LIMITS.

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON.

MAREK L. KEMENT, CT. P.E. L.S. #21694

ANY ORIGINAL OR DUPLICATE OF THIS MAP IS NOT VALID UNLESS IT BEARS THE EMBOSSED SEAL OF THE SURVEYOR WHOSE REGISTRATION NUMBER APPEARS ABOVE NO OTHER CERTIFICATION OR WARRANTY IS EXPRESSED OR IMPLIED.

<p>ANCHOR ENGINEERING SERVICES, INC.</p> <p>41 Sequin Drive Glastonbury, CT 06033 Phone: (860) 633-8770 Fax: (860) 633-5971 www.anchorengr.com</p>		<p>EASEMENT MAP</p> <p>PREPARED FOR</p> <p>TOWN OF SIMSBURY</p> <p>OVER PROPERTY KNOWN AS</p> <p>#87 RIVERSIDE ROAD</p> <p>CONNECTICUT</p>	
		<p>PROJECT</p> <p>657-03</p>	<p>DATE</p> <p>05/06/19</p>
<p>PROJ. ENGINEER</p> <p>JMS</p>	<p>PROJ. MANAGER</p> <p>MLK</p>	<p>OFFICE REVIEW</p> <p>MLK</p>	<p>REVISIONS</p>
<p>SCALE: 1" = 30'</p>			



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Memorandum

Date: May 22, 2019

To: Maria E Capriola MPA, Town Manager

From: Michael Glidden CFM CZEO
Director of Planning and Community Development

Re: CGS 8-24 referral for easement proposed at 87 Riverside Road

Maria:

The Planning Commission reviewed the referral pursuant to CGS 8-24 from the Board of Selectmen concerning an easement on the property located at 87 Riverside Road at their May 14, 2018 regular meeting.

The Commission issued a positive referral to the Board of Selectmen for the proposed easement in favor of the Town of Simsbury located at the property of 87 Riverside Road. Specifically, the commission found that the easement as presented was considered to be consistent with the goals and objectives contained within the 2017 Plan of Conservation and Development.

The meeting minutes are attached to this correspondence for your records. Please consider this letter to serve as an official report from the Planning Commission pursuant to CGS 8-24.

I hope this satisfies your request. If you require any additional information or action of the Planning Commission, please contact me.

Cc: Subject File

Telephone (860) 658-3200
Facsimile (860) 658-9467

An Equal Opportunity Employer
www.simsbury-ct.gov

8:30 - 7:00 Monday
8:30 - 4:30 Tuesday through Thursday
8:30 - 1:00 Friday

140 Attorney Donohue noted that a balloon test was performed by the applicant. The results were shared
141 with members of the commission.

142
143 Ms. Leavitt-Smith requested that the locations of the photos be clarified by Attorney Donohue.

144
145 Mr. Neeham felt that the balloons do not accurately represent the mass due to the physical size.

146
147 Mr. Glidden clarified how building height is measured by the zoning regulations.

148
149 Chairman Rice asked whether members had concerns as it relates to the POCD. Ms. Leavitt-Smith
150 wanted to review the pictures before discussing the POCD and proposed changes.

151
152 Ms. Beum questioned comments from the last meeting on future issues. Mr. Glidden noted where the
153 areas in town where a proposal could fit standards. Mr. Glidden noted the controlling factors such as
154 public utilities, parcel size, and distance separation from residentially used structures outside the
155 facilities.

156
157 Mr. Glidden noted that height exemptions in the existing regulations. Mr. Blume wanted to know where
158 the Seaberry property is located and what the building height for the property is. Mr. Glidden noted it is
159 zoned industrial and the property owner could build to 65 feet based on the current regulations.

160
161 Mr. Needham questioned why the applicant did not apply for a variance with the ZBA. Mr. Glidden
162 noted that staff struggled to assist the applicant determining a legal hardship.

163
164 Mr. Needham questioned whether a 3 story building viable. Attorney Donohue noted that Ms. Beum
165 noted that the applicant is addressing a business plan.

166
167 **MOTION:**

168 Ms. Leavitt-Smith made a motion to send a positive referral to the Zoning Commission for application ZC
169 19-21 is consistent the goals and objectives of the 2017 Plan of Conservation and Development Sections
170 8.2.1; 8.2a.1, 8.2a.4; 9.1.b, 10.2.a.1.

171
172 The Commission noted that the POCD encourages senior housing for individuals with limited means and
173 asked the Zoning Commission to consider requiring percentage to be affordable housing units.

174
175 Ms. Beum seconded the motion. The motion passed (5-1) with Ms. Beum opposing the motion.

176
177 **b. CGS 8-24 Referral from the Board of Selectmen for an easement on the**
178 **property located at 87 Riverside Road.**

179
180 Mr. Glidden explained the situation with 87 Riverside Road and why the easement is being proposed. He
181 noted that pursuant to CGS 8-24, any sale, purchase or lease of by a town requires the legislative body
182 to refer the action to the Planning Commission for determination of consistency with the goals and
183 objectives of the Plan of Conservation and Development.

184
185 Motion: Ms. Leavitt-Smith made a motion to send a favorable recommendation to the Board of
186 Selectmen finding that the proposed easement meets the goals and objectives of the 2017 Plan of
187 Conservation and Development. Chairman Rice seconded the motion. The motion passed unanimously.



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Naming of 1 Old Bridge Road Park
2. **Date of Board Meeting:** May 29, 2019
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Tom Tyburski, Director of Culture, Parks and Recreation
Maria E. Capriola
4. **Action Requested of the Board of Selectmen:**

If the Board of Selectmen supports creating a naming rights committee to review and recommend possible names for the new park being constructed at 1 Old Bridge Road, the following motions are in order:

Move, effective May 29, 2019 to establish the 1 Old Bridge Road Park Naming Rights Committee. The Committee is tasked with reviewing suggested names for the park and with recommending a name for the new park to the Board of Selectmen.

Further move to appoint the following people to the 1 Old Bridge Road Park Naming Rights Committee:

*Chris Peterson, Board of Selectmen liaison to Culture, Parks and Recreation
Sharene Wassell, representing the Old Drake Hill Flower Bridge Executive Committee
INSERT NAME, representing the Culture, Parks and Recreation Commission*

5. **Summary of Submission:**

Pursuant to the Town of Simsbury's Naming Rights Policy (Section 3D) dated January 14, 2019, the Board of Selectmen may opt to establish a work group to review suggested names for 1 Old Bridge Road Park; for this project, the Town Manager recommends that such a work group (committee) be established. The committee would be tasked with reviewing potential names for the park suggested by the community. The group will also be asked to recommend a name for the park to the Board of Selectmen. A recommended park name will need to meet the guidelines outlined in the Town's Naming Rights Policy.

Board of Selectmen Culture, Parks and Recreation Commission Liaison Chris Peterson and Flower Bridge Executive Committee Member Sharene Wassell have agreed to assist with this initiative and serve on the committee should it be established. The Culture, Parks and Recreation Commission meets on May 23rd. At that meeting staff will gauge the interest of Commission members in participating on the committee.

Town staff and the committee will solicit suggestions from the public for naming the park. The committee will conduct their meetings over late spring and summer with a goal of

presenting a recommended name for the park at a September Board of Selectmen meeting. Once the work of this group is complete, this particular naming rights committee will sunset.

If this committee is established, Director of Culture, Parks and Recreation Tom Tyburski will be the primary staff support. Town Clerk Ericka Butler will be secondary staff support. The Town Manager's Office will assist with soliciting suggested names for the park from the public.

6. Financial Impact:

The 1 Old Bridge Road Park project budget does not currently account for an entrance sign for the park. Should excess funds be available at the completion of the project, the purchase of an entrance sign for the park would be a reasonable use of those funds.

7. Description of Documents Included with Submission:

- a) Town of Simsbury Naming Rights Policy, dated January 14, 2019
- b) Conceptual Rendering of Site Plan, dated July 2018



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

TOWN OF SIMSBURY NAMING RIGHTS POLICY

Adopted by the Simsbury Board of Selectmen on August 12, 2013

Revised Date: May 12, 2014

Revised Date: January 14, 2019

I. Purpose

The purpose of this policy is to establish the criteria and procedures for granting Naming Rights for Simsbury Town-owned facilities. The Naming Rights Policy recognizes that the naming of publically owned facilities is a legislative act. As such, this policy applies to all Town owned real property.

II. Effective Date

This policy shall remain in effect until revised or rescinded and replaces the revised policy dated May 12, 2014. The Town reserves the right to amend this policy as necessary.

III. Naming Rights Defined

There are two circumstances in which "Naming Rights" may be granted. In each case, Naming Rights shall be established through a specific written agreement about the nature of the naming right. Such Agreement shall be negotiated between the parties or their representatives. Any such agreement shall be governed by the provisions of this policy.

A. Naming Rights in Consideration

"Naming Rights in Consideration" is in consideration of a significant financial contribution, sponsorship or other commercial transaction wherein the Town receives a monetary gain in exchange for the naming of a Town facility.

Naming Rights in Consideration may be granted by the Town in consideration of financial contribution made to the Town normally in the form of a cash gift. Naming Rights in Consideration may also be granted in return for provision to the Town of an appropriate sponsorship, including a grant of money or the provision or supply of equipment, materials, land or services. Naming Rights in Consideration may be granted at the sole discretion of the Town by majority vote of the Board of Selectmen after a finding that the naming rights are consistent with this policy and in the best interests of the Town.

B. Naming Rights in Recognition

"Naming Rights in Recognition" is the naming of a Town facility, building or portion thereof in recognition of a significant contribution to the Town. The recognized contribution can be in the form of financial or other gift from a donor unrelated to the award of the naming right, or meritorious service, and is at the discretion of the Town in agreement with the party or their representatives. Naming Rights in Recognition may be

granted at the sole discretion of the Town by majority vote of the Board of Selectmen after a finding that the naming rights are consistent with this policy and in the best interests of the Town, and subject to the agreement of the party or the party's representative, except as provided in Section 3 below governing the naming of Board of Education facilities.

One of the following three criteria shall be fulfilled in order for the granting of Naming Rights in Recognition to be considered:

- a) Recognition of historical significance and/or outstanding service to the Town, State of Connecticut or the United States of America while serving in a community service, public office, historic significance, or administrative capacity or other form of outstanding service to the community as determined by the Board of Selectmen;
- b) Recognition of the career or professional achievements of distinguished alumni of the Simsbury Public Schools or for distinguished service in the United States Military;
- c) Recognition of a generous financial or other contribution from a donor (in the form of a donation, bequest, sponsorship etc.), such contribution being voluntary and not rendered in consideration of the granting of naming rights.

The Town may solicit suitable monetary donations from the advocates of such recognition, particularly if the request comes from other than a family member.

C. Board of Education Facilities

Proposals for the naming of Town property occupied and/or used by the Board of Education shall be referred to the Board of Education. The Board of Education shall have the authority to establish its own policy with respect to the naming of Town property occupied and/or used by the Board of Education, provided that the Board of Education policy includes a public hearing requirement prior to any final decision with respect to the naming of such property.

D. Procedure

Proposals for the naming of a Town facility shall be directed to the Town Manager on a the prescribed form. After an administrative review for the completeness of the request, the Town Manager or her/his designee shall transmit the proposal to the Board of Selectmen. The Board may then take one of three actions: (a) accept the proposal; (b) reject the proposal; or (c) refer the proposal to a naming rights committee appointed by the Board of Selectmen. The naming rights committee shall consist of at least two members of the Board of Selectmen; other stakeholders may be appointed to the Committee as deemed necessary by the Board. If the proposal is referred to a naming rights committee, that committee shall, after review, make its recommendation to the Board of Selectmen. Such recommendation may include: (a) rejection of the proposal; (b) acceptance of the proposal; or (c) request a call for additional proposals from the public. In the event that a name is proposed for a newly constructed facility, the Board of Selectmen shall request a call for additional proposals from the public. The Board of Selectmen shall hold a public hearing prior to taking final action on a properly submitted proposal. Notice of the public hearing shall be provided in a manner consistent with

Section 404 – “Public hearing on and publication of ordinances.” Notice shall also be provided on the Town website and sent via the Town’s electronic distribution list.

IV. Granting Naming Rights

In granting naming rights, either in consideration or in recognition, due regard should be taken of the need to maintain an appropriate balance between commercial considerations and the role which names of public buildings and spaces play in contributing to the Town’s sense of identity.

The granting of Naming Rights shall always be consistent with the Town’s vision and mission as defined by the Board of Selectmen. The long-term effects of the Naming Rights shall be considered in all decisions. The Town agency affected by the naming right to be granted may be consulted before any decision is made. Each granting of Naming Rights shall be memorialized by an agreement as defined by this and all other applicable Town policies.

A. Facilities for Which Naming Rights May Be Awarded

The term “facilities” as used in the Policy shall apply to the following:

- Town Owned Buildings – provided that the interior features of a Town owned building may be named separately from the main building subject to the criteria and procedures set forth in this policy
- Auditoriums/Theaters
- Gymnasiums
- Libraries
- Gardens/Walks
- Streets
- Athletic Fields/Facilities
- Concessions/Locker Rooms
- Paths or trails

For the purposes of this policy, the term “facilities” shall not apply to such minor items as benches, trees, refuse cans, flagpoles, water fountains or similar items.

B. Delegation of Approval Authority

The Simsbury Board of Selectmen is the body that grants Naming Rights except as provided in Section III.C above. This authority may not be delegated.

C. Informed Consent

Except in the case of historical figures, the Town shall not grant a Naming Right without the informed written consent of the named party or the named party’s legal representative.

D. Monetary Valuation of Naming Rights

Monetary valuations may be assigned to Naming Rights possibilities on a case-by-case basis to aid with making decisions about granting Naming Rights. The Town Manager shall determine the monetary valuation of each Naming Right after receiving a recommendation from the Town Finance Director, who may take advice from such persons or other professionals as needed and transmit it to the Board of Selectmen. Each case should take

into account market comparisons for Naming Rights. As appropriate, the Town may seek professional valuation services for the valuation of the naming rights.

E. Duration of Naming Rights

The duration of Naming Rights shall be decided or negotiated on a case-by-case basis.

F. Physical Display of Naming Rights

The physical display of the Naming Rights shall be decided or negotiated on a case-by-case basis. In the case of buildings, the physical display of the Naming Rights will take into account the identification of the Town and opportunities offered by the named building for the Town.

In cases of Naming Rights in Recognition, plaques or tablets may be installed in the building in recognition of a distinguished member of the Town community whose services were identified with the functions of those buildings.

V. Other Matters

A. Transferability

Named Rights may be transferred upon written approval of the Board of Selectmen.

B. Renewability

Naming Rights that have expired may be renewed by mutual agreement between all the parties.

C. Limit on Naming Rights

a) On the part of the Town

The Town's right to use the name and other brand elements of the Named Party shall only be permitted by express agreement with the Named Party

b) On the part of the Named Party

The Named Party after whom a building or part of a building is named shall have no rights to the purpose to which that building or part of the building is applied unless provided for in the specific contract between the parties. The Town will not agree to any condition in a contract that could unnecessarily limit the following: progress towards the Town's mission and purpose, statutory obligations, or the local authority of the Simsbury Board of Education.

In turn, the Named Party shall bear no liability in respect of that building or part of a building unless any such limits must be included in the Naming Rights agreement.

D. Early Termination of Naming Rights

In the event that this policy or any specific contract entered into in accordance with this policy is breached, the parties may terminate a Naming Rights agreement in advance of the scheduled date. A Naming Rights agreement may also be terminated under the following conditions:

a) Termination by the Town

The Town reserves the right, at its sole discretion, to terminate Naming Rights without refund of consideration, prior to the scheduled termination date, should it feel it is necessary to do so to avoid the Town being brought into disrepute.

b) Termination by the Named Party

The Named Party may without refund of consideration at its sole discretion, terminate its acceptance of the Naming Rights prior to the scheduled termination date, in the event that the Town directly brings the Named Party into disrepute.



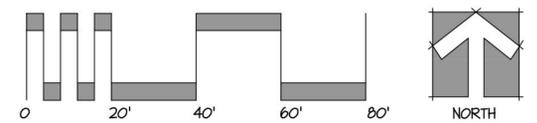
SITE PLAN RENDERING

ONE OLD BRIDGE ROAD
SIMSBURY, CONNECTICUT

JULY 17, 2018

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Chester, CT 06410
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Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Budget Status Report
2. **Date of Board Meeting:** May 29, 2019
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Amy N. Meriwether, Finance Director/Treasurer
Maria E. Capriola
4. **Action Requested of the Board of Selectmen:**
No action is needed. This item is informational only. The Board of Finance reviewed these materials at their April 23, 2019 meeting.
5. **Summary of Submission:**

General Fund Overview - Revenues

As of March 31, 2019, revenues total \$93,574,253 or 97% of the budget. Expenditures total \$72,317,435 or 75% of the budget. Below is a summary of budgetary highlights:

- Tax Revenue – Collections total \$88,358,374 or 101% of budget due to implementation of the Tax Sale Policy.
- Education Cost Sharing Grant – The State of Connecticut recently released finalized ECS entitlements. Simsbury's FY 2018/19 entitlement is reported at \$6,028,199. This exceeds budgetary estimates of \$5,402,105 by \$626,094.
- Investment Revenue – Investment earnings were budgeted at \$175,000. Interest earnings to date total \$457,105 or 261% of budget.
- The State owned property exemption revenue was budgeted at \$2,339. Actual payments received totaled \$35,655 or \$33,316 in excess of budgetary estimates.
- CIRMA Distribution – The Town received \$38,301 from CIRMA's Member's Equity Distribution program. These funds were not included in the FY2018/19 budget, and therefore, is excess revenue to the Town.
- FEMA Reimbursement – The Town received an unanticipated reimbursement for the October 2011 winter storm in the amount of \$119,933. This revenue has since been reallocated to the 1 Old Bridge Road park project.

- Building Permit Revenue – The Town received building permit fees for the current year in the amount of \$613,180 related to the Deep Water Wind Solar Project. (Note: This revenue is not reflected in the March 31, 2019 financial statements. Receipt of funds was taken in on April 16th.) As of April 17, 2019 building department fees total \$1,028,824 or \$278,824 in excess of budgetary estimates.

General Fund Overview - Expenditures

- Employee Benefits – This line item is expected to exceed budgetary estimates by about \$80,000 due to under budgeting claims and premiums in the Major Medical Insurance line item.
- Police Overtime – At the end of March 31st, the police overtime account had not exceeded budget. As of May 22, 2019 the police overtime line item is \$8,078 over budget. Salary savings created by staff vacancies should offset the anticipated overrun in the overtime account. The under budgeting of police overtime was discussed extensively during the recent budget process. The overall departmental budget is expected to be within budget at year end.

Simsbury Farms Overview

Expenditures exceeded revenues by \$424,811 as of March 31, 2019. Fund balance decreased from \$30,679 to (\$394,132).

In comparison to the same period last year, revenues are up \$9,230, not including the General Fund contribution. Golf Course revenue is down \$46,962 while recreation and Simsbury Farms revenue is up \$56,192.

Expenditures increased \$40,128 compared to the same period last year. This is mainly due to an increase in the Simsbury Farms Complex expenditures related to an increase in seasonal staff wages.

Health Insurance Fund Overview

Revenues exceeded expenditures by \$636,534 as of March 31, 2019. This is mainly due to a \$1,000,000 transfer in from the General Fund. With the transfer in from the General Fund, expenditures exceeded revenues by \$363,466. Reserves are at \$2,368,640 as of March 31, 2019.

Residential Rental Property Fund Overview

Revenues exceeded expenditures by \$37,611 as of March 31, 2019. Fund balance increased from \$303,322 to \$340,934.

Sewer Funds Overview

The Sewer Use Fund revenues exceeded expenditures by \$1,468,761 as of March 31, 2019. Fund balance increased from \$4,938,189 to \$6,406,950.

The Sewer Assessment Fund revenues exceeded expenditures by \$159,633 as of March 31, 2019. Fund balance increased from \$1,501,879 to \$1,661,512.

Special Revenue Fund Overview

All special revenue funds have been included in this packet for reporting and transparency purposes. Due to the number of special revenue funds and time constraints during the budget season, staff has not had the opportunity to properly evaluate all funds. These funds will be reviewed in the near future and formally reported on in the next Budget Status Report.

As of present, the only funds of note are those that are currently showing a negative fund balance. Included are the Hazard Mitigation Fund, POCD Grant Fund, Hartford Charrette Fund, Field Recreation Fund and Youth Services Bureau Fund. With regards to the Field Recreation Fund and Youth Services Bureau Fund, this is most likely due to the timing of when expenditures went out versus when revenues come in. All negative balances will be reviewed further and reported on at a future Board of Finance meeting.

Belden Trust Funds Overview

Eno Wood Trust – Revenues exceeded expenditures by \$12,830 as of March 31, 2019. Fund balance increased from \$74,231 to \$87,061.

Horace Belden Trust – Revenues exceeded expenditures by \$25,326 as of March 31, 2019. Fund balance increased from \$97,875 to \$123,201.

Julia Darling Trust – Expenditures exceeded revenues by \$3,723 as of March 31, 2019. Fund balance decreased from \$23,982 to \$20,259.

Kate Southwell Trust – Expenditures exceeded revenues by \$794 as of March 31, 2019. Fund balance decreased from \$17,894 to \$17,100.

Pension Trust Funds Overview

General Government – Revenues exceeded expenditures by \$235,526 as of March 31, 2019. Fund balance increased from \$24,431,309 to \$24,666,834.

Police – Revenues exceeded expenditures by \$146,904 as of March 31, 2019. Fund balance increased from \$17,126,638 to \$17,273,542.

Board of Education – Revenues exceeded expenditures by \$727,263 as of March 31, 2019. Fund balance increased from \$22,536,332 to \$23,263,595.

OPEB – Revenues exceeded expenditures by \$845,795 as of March 31, 2019. Fund balance increased from \$15,414,275 to \$16,260,070.

6. Financial Impact:

None

7. Description of Documents Included with Submission:

- a) General Fund Statement of Revenues
- b) General Fund Statement of Expenditures
- c) Simsbury Farms Statement of Revenues, Expenditures and Changes in Fund Balance
- d) Health Insurance Fund Statement of Revenues, Expenditures and Changes in Fund Balance
- e) Residential Property Statement of Revenues, Expenditures and Changes in Fund Balance
- f) Sewer Use Fund Statement of Revenues, Expenditures and Changes in Fund Balance
- g) Sewer Assessment Fund
- h) Special Revenue Funds Statements of Revenues, Expenditures and Changes in Fund Balance
- i) Belden Trust Funds Statements of Revenues, Expenditures and Changes in Fund Balance
- j) Pension Trust Funds Statements of Revenues, Expenditures and Changes in Fund Balance
- k) Capital Projects Summary
- l) Capital Non-Recurring Fund Summary

Town of Simsbury
General Fund
Statement of Revenues
For the Period Ended March 31, 2019

	2019 Budget	2019 Actual	Budget Variance	Percent of Budget	Mar 31 Estimated	Estimated Variance
General Government						
Tax Department	\$ 87,800,198	\$ 88,358,374	\$ (558,176)	101%	\$ 87,800,198	\$ 558,176
Finance Department	394,065	797,612	(403,547)	202%	797,612	-
Building Department	798,000	437,081	360,919	55%	319,200	117,881
Town Clerk	598,700	370,429	228,271	62%	359,220	11,209
Assessor's Office	144,539	138,697	5,842	96%	138,697	-
Town Manager's Office	125,000	124,500	500	100%	124,500	-
Land Use Commission	30,000	20,499	9,501	68%	22,500	(2,001)
Miscellaneous	-	50,184	(50,184)	0%	-	50,184
Total General Government	<u>89,890,502</u>	<u>90,297,377</u>	<u>(406,875)</u>	<u>100%</u>	<u>89,561,927</u>	<u>735,450</u>
Public Safety						
Police Department	63,563	28,379	35,184	45%	10,500	17,879
Animal Control	500	285	215	57%	270	15
Total Public Safety	<u>64,063</u>	<u>28,664</u>	<u>35,399</u>	<u>45%</u>	<u>10,770</u>	<u>17,894</u>
Public Works						
Eno Memorial Hall	2,500	8,725	(6,225)	349%	8,725	-
Engineering	350	229	121	65%	263	(34)
Highway Department	-	3,013	(3,013)	0%	3,013	-
Landfill	-	370	(370)	0%	370	-
Total Public Works	<u>2,850</u>	<u>12,336</u>	<u>(9,486)</u>	<u>433%</u>	<u>12,370</u>	<u>(34)</u>
Health & Welfare						
Elderly/Handicapped Transport	6,000	5,004	996	83%	4,500	504
Total Health & Welfare	<u>6,000</u>	<u>5,004</u>	<u>996</u>	<u>83%</u>	<u>4,500</u>	<u>504</u>
Culture & Recreation						
Library	49,000	23,884	25,116	49%	36,750	(12,866)
Community Gardens	2,500	1,975	525	79%	1,875	100
Memorial Pools & Fields	1,500	1,860	(360)	124%	1,860	-
Total Culture & Recreation	<u>53,000</u>	<u>27,719</u>	<u>25,281</u>	<u>52%</u>	<u>40,485</u>	<u>(12,766)</u>
Education						
Public Schools	5,501,954	3,203,153	2,298,801	58%	3,203,425	(272)
Total Education	<u>5,501,954</u>	<u>3,203,153</u>	<u>2,298,801</u>	<u>58%</u>	<u>3,203,425</u>	<u>(272)</u>
Intergovernmental						
Transfer In - Designated Fund Balance	1,000,000	-	1,000,000	0%	-	-
Total Intergovernmental	<u>1,000,000</u>	<u>-</u>	<u>1,000,000</u>	<u>0%</u>	<u>-</u>	<u>-</u>
Total Revenues	\$ <u>96,518,369</u>	\$ <u>93,574,253</u>	\$ <u>2,944,116</u>	<u>97%</u>	\$ <u>92,833,477</u>	\$ <u>740,775</u>

Town of Simsbury
General Fund
Statement of Expenditures
For the Period Ended March 31, 2019

	<u>2019 Budget</u>	<u>2019 Actual</u>	<u>Budget Variance</u>	<u>Percent of Budget</u>
General Government				
Town Manager's Office	\$ 456,825	\$ 344,794	\$ 112,031	75%
Finance Department	322,007	233,342	88,665	72%
Building Department	291,911	202,301	89,610	69%
Assessor's Office	252,546	182,469	70,077	72%
Town Clerk	226,809	163,038	63,771	72%
Community Development	188,539	136,747	51,792	73%
Tax Department	168,126	131,894	36,232	78%
Information Technology	204,413	122,626	81,787	60%
Legal Services	151,000	97,461	53,539	65%
Community Services	108,872	93,324	15,548	86%
Elections Administration	120,572	89,921	30,651	75%
Planning Department	173,430	78,305	95,125	45%
Administrative Services	98,889	64,352	34,537	65%
Economic Development Commission	46,000	45,000	1,000	98%
Audit Services	38,000	38,100	(100)	100%
Land Use Commission	22,100	8,983	13,118	41%
Board of Finance	6,600	1,570	5,030	24%
Public Buildings Commission	1,225	980	245	80%
Historic District Commission	1,400	141	1,259	10%
Regional Probate Court	5,426	-	5,426	0%
Tourism Commission	645	-	645	0%
Total General Government	<u>2,885,335</u>	<u>2,035,344</u>	<u>849,991</u>	<u>71%</u>
Public Safety				
Police Department	4,784,371	3,365,391	1,418,980	70%
Animal Control	70,581	49,604	20,977	70%
Emergency Management	6,685	4,853	1,832	73%
Total Public Safety	<u>4,861,637</u>	<u>3,419,848</u>	<u>1,441,789</u>	<u>70%</u>
Public Works				
Highway Department	2,970,226	2,077,857	892,369	70%
Buildings & Maintenance	479,657	340,183	139,474	71%
Engineering	265,288	191,843	73,445	72%
Public Works Administration	270,179	175,482	94,697	65%
Library	131,639	97,357	34,282	74%
Town Office Buildings	145,890	94,231	51,659	65%
Landfill	71,500	60,688	10,812	85%
Eno Memorial Hall	71,975	46,559	25,416	65%
Memorial Pool	24,716	19,644	5,072	79%
Other Buildings	32,272	15,333	16,939	48%
Total Public Works	<u>4,463,342</u>	<u>3,119,178</u>	<u>1,344,164</u>	<u>70%</u>

**Town of Simsbury
General Fund
Statement of Expenditures
For the Period Ended March 31, 2019**

	<u>2019 Budget</u>	<u>2019 Actual</u>	<u>Budget Variance</u>	<u>Percent of Budget</u>
Health & Welfare				
Social Service Administration	258,572	171,280	87,292	66%
Health Department	134,239	134,239	-	100%
Senior Center Services	152,720	107,849	44,871	71%
Transportation Services	123,621	83,033	40,588	67%
Outreach Services - Elderly	24,408	17,740	6,668	73%
Total Health & Welfare	<u>693,560</u>	<u>514,141</u>	<u>179,420</u>	<u>74%</u>
Culture & Recreation				
Library	1,474,097	1,079,665	394,432	73%
Parks & Open Space	674,541	474,283	200,258	70%
Recreation Administration	49,522	36,617	12,905	74%
Memorial Pool	28,692	19,971	8,721	70%
Memorial Field	26,951	9,302	17,649	35%
Beautification Committee	4,620	2,030	2,590	44%
Total Culture & Recreation	<u>2,258,423</u>	<u>1,621,868</u>	<u>636,555</u>	<u>72%</u>
Education				
Board of Education	69,693,042	51,194,537	18,498,505	73%
Total Education	<u>69,693,042</u>	<u>51,194,537</u>	<u>18,498,505</u>	<u>73%</u>
Intergovernmental				
Employee Benefits	4,781,745	4,049,535	732,210	85%
Insurance	485,715	496,910	(11,195)	102%
Transfer Out - Health Insurance Fund	-	1,000,000	(1,000,000)	0%
Transfer Out - Capital Projects	1,741,500	1,741,500	-	100%
Transfer Out - Simsbury Farms	100,000	100,000	-	100%
Transfer Out - Contingency Reserve	89,670	-	89,670	0%
Transfer Out - CNR 2014	-	-	-	0%
Transfer Out - CNR 2016	83,250	83,250	-	100%
Transfer Out - CNR 2019	83,250	83,250	-	100%
Transfer Out - CNR 2015	83,250	83,250	-	100%
Transfer Out - CNR 2018	83,250	83,250	-	100%
Transfer Out - CNR 2017	68,300	68,300	-	100%
Total Intergovernmental	<u>7,599,930</u>	<u>7,789,245</u>	<u>(189,315)</u>	<u>102%</u>
Debt Service				
Principal	3,365,000	2,121,278	1,243,722	63%
Interest	698,100	501,997	196,103	72%
Total Debt Service	<u>4,063,100</u>	<u>2,623,275</u>	<u>1,439,825</u>	<u>65%</u>
Total Expenditures	<u>\$ 96,518,369</u>	<u>\$ 72,317,435</u>	<u>\$ 24,200,934</u>	<u>75%</u>

Town of Simsbury
Simsbury Farms
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019
With Comparative Totals for the Period Ended March 31, 2018

	2019 Budget	2019 Actual	2018 Actual	Actuals Variance
Revenues				
Recreation Programs				
Special Programs	\$ 424,200	\$ 157,972	\$ 153,153	\$ 4,819
Sponsorships/Advertising	4,500	-	-	-
Playgrounds	-	66,946	55,385	11,562
Total Recreation Programs	<u>428,700</u>	<u>224,919</u>	<u>208,538</u>	<u>16,381</u>
Simsbury Farms Complex				
Skating	218,000	203,290	173,438	29,852
Simsbury Farms Pools	189,400	73,964	57,506	16,458
Vending	29,900	16,441	14,509	1,932
Court Rental	24,000	25,242	22,157	3,085
Apple Barn Rental	3,500	1,852	2,691	(839)
Miscellaneous	-	20	10,697	(10,677)
Total Simsbury Farms Complex	<u>464,800</u>	<u>320,809</u>	<u>280,997</u>	<u>39,811</u>
Golf Course				
Golf Course Fees	920,000	405,687	447,678	(41,990)
Golf Surcharge	42,000	20,073	21,409	(1,336)
Miscellaneous	26,500	18,550	22,186	(3,636)
Total Golf Course	<u>988,500</u>	<u>444,310</u>	<u>491,273</u>	<u>(46,962)</u>
Intergovernmental				
Transfer In - General Fund	100,000	100,000	70,000	30,000
Total Intergovernmental	<u>100,000</u>	<u>100,000</u>	<u>70,000</u>	<u>30,000</u>
Total Revenues	<u>1,982,000</u>	<u>1,090,038</u>	<u>1,050,808</u>	<u>39,230</u>
Expenditures				
Golf Course	901,398	640,225	642,627	(2,402)
Simsbury Farms Complex	479,736	387,806	352,629	35,178
Special Programs	388,078	311,282	308,657	2,626
Simsbury Farms Administration	212,771	175,535	170,809	4,726
Total Expenditures	<u>1,981,983</u>	<u>1,514,849</u>	<u>1,474,721</u>	<u>40,128</u>
Net Change in Fund Balance	17	(424,811)	(423,913)	
Fund Balance - 7/1	<u>30,679</u>	<u>30,679</u>	<u>30,679</u>	
Fund Balance - 3/31	<u>\$ 30,696</u>	<u>\$ (394,132)</u>	<u>\$ (393,234)</u>	

Town of Simsbury
Health Insurance Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019
With Comparative Totals For the Period Ended March 31, 2018

	<u>2019 Budget</u>	<u>2019 Actual</u>	<u>Budget Variance</u>	<u>2018 Actual</u>	<u>Actuals Variance</u>
Revenues					
Premiums	\$ 13,610,424	\$ 10,315,150	\$ (3,295,274)	\$ 9,905,843	\$ 409,306
H.S.A Funding	-	542,166	542,166	474,868	67,298
Rx Reimbursement	365,000	438,630	73,630	350,491	88,139
Insurance Refunds	-	44,656	44,656	33,666	10,990
Total Revenues	<u>13,975,424</u>	<u>11,340,602</u>	<u>(2,634,822)</u>	<u>10,764,868</u>	<u>575,735</u>
Expenditures					
Claims	13,031,176	10,395,841	(2,635,335)	9,431,695	964,146
H.S.A Funding	-	554,567	554,567	474,451	80,116
ASO Fees/Admin Fees	445,288	337,876	(107,412)	324,414	13,462
Stop Loss Insurance	498,960	415,785	(83,175)	332,946	82,839
Total Expenditures	<u>13,975,424</u>	<u>11,704,069</u>	<u>(2,271,355)</u>	<u>10,563,506</u>	<u>1,140,563</u>
Operating Transfers					
Transfer In	1,000,000	1,000,000	-	-	1,000,000
Total Operating Transfers	<u>1,000,000</u>	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>
Net Change in Fund Balance	1,000,000	636,534	(363,466)	201,362	435,172
Fund Balance - 7/1	<u>(132,901)</u>	<u>(132,901)</u>		<u>728,388</u>	
Fund Balance - 3/31	<u>\$ 867,099</u>	<u>\$ 503,633</u>		<u>\$ 929,750</u>	
IBNR Liability Balance	1,865,007	1,865,007		1,865,007	
Fund Balance	867,099	503,633		929,750	
Total Reserve	<u>2,732,106</u>	<u>2,368,640</u>		<u>2,794,757</u>	

Town of Simsbury
Residential Rental Property Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019
With Comparative Totals For the Period Ended March 31, 2018

	<u>2019</u> <u>Budget</u>	<u>2019</u> <u>Actual</u>	<u>Budget</u> <u>Variance</u>	<u>2018</u> <u>Actual</u>	<u>Actuals</u> <u>Variance</u>
Revenues					
Rental Income	\$ 36,423	\$ 59,123	\$ 22,700	\$ 52,893	\$ 6,230
Total Revenues	<u>36,423</u>	<u>59,123</u>	<u>22,700</u>	<u>52,893</u>	<u>6,230</u>
Expenditures					
Operating					
Contractual Services	13,000	6,000	(7,000)	6,000	-
Facilities Maintenance	8,300	3,972	(4,328)	253	3,718
Sewer Use Fees	2,200	1,143	(1,057)	1,179	(36)
Building Improvements	1,500	2,950	1,450	-	2,950
Water Charges	1,250	897	(353)	799	98
Equipment Maintenance	650	52	(598)	7,825	(7,773)
Building Supplies	500	-	(500)	-	-
Electric	500	-	(500)	-	-
Total Operating	<u>27,900</u>	<u>15,014</u>	<u>(12,886)</u>	<u>16,056</u>	<u>(1,042)</u>
Debt Service					
Principal	8,031	6,000	(2,031)	5,941	60
Interest	492	498	6	456	42
Total Debt Service	<u>8,523</u>	<u>6,498</u>	<u>(2,025)</u>	<u>6,396</u>	<u>102</u>
Total Expenditures	<u>36,423</u>	<u>21,512</u>	<u>(14,911)</u>	<u>22,453</u>	<u>(941)</u>
Net Change in Fund Balance	-	37,611	37,611	30,440	7,171
Fund Balance - 7/1	<u>303,322</u>	<u>303,322</u>		<u>259,872</u>	
Fund Balance - 3/31	<u>\$ 303,322</u>	<u>\$ 340,934</u>		<u>\$ 290,312</u>	

Town of Simsbury
Sewer Use Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019

	<u>2019 Budget</u>	<u>2019 Actual</u>	<u>Budget Variance</u>	<u>Percent of Budget</u>
Revenues				
Assessments	\$ 3,045,955	\$ 2,597,551	\$ (448,404)	85%
Intergovernmental Revenues	409,927	307,445	(102,482)	75%
WPCA Fees	364,763	580,824	216,061	159%
Interest & Liens	27,000	18,065	(8,935)	67%
Miscellaneous Grant	21,254	10,037	(11,217)	47%
Interest on Investments	7,997	10,679	2,682	134%
Miscellaneous	6,007	20	(5,987)	0%
Total Revenues	<u>3,882,903</u>	<u>3,524,621</u>	<u>(358,282)</u>	<u>91%</u>
Expenditures				
Operating				
Salaries & Wages	865,344	575,454	(289,890)	67%
Utilities	506,683	336,138	(170,545)	66%
Benefits	401,290	312,420	(88,870)	78%
Supplies	133,790	72,679	(61,111)	54%
Public Agency Support	110,917	110,917	-	100%
Machinery & Equipment	88,200	28,271	(59,929)	32%
Program Services	67,451	39,411	(28,040)	58%
Consultant	48,000	1,026	(46,974)	2%
Sewer Extensions	32,000	7,752	(24,248)	24%
Equipment & Vehicle Maintenance	30,240	20,092	(10,148)	66%
Insurance	21,876	21,876	-	100%
Facilities Maintenance	17,400	8,377	(9,023)	48%
Travel & Conferences	4,565	2,067	(2,498)	45%
Dues & Subscriptions	1,500	475	(1,025)	32%
Total Operating	<u>2,329,256</u>	<u>1,536,954</u>	<u>(791,277)</u>	<u>66%</u>
Debt Service				
Principal	960,452	794,040	(166,412)	83%
Interest	304,755	154,866	(149,889)	51%
Total Debt Service	<u>1,265,207</u>	<u>948,905</u>	<u>(316,302)</u>	<u>75%</u>
Total Expenditures	<u>3,594,463</u>	<u>2,485,860</u>	<u>(1,107,578)</u>	<u>69%</u>
Operating Transfers				
Transfers In	-	430,000	430,000	0%
Total Operating Transfers	<u>-</u>	<u>430,000</u>	<u>430,000</u>	<u>0%</u>
Net Change in Fund Balance	288,440	1,468,761	1,179,296	
Fund Balance - 7/1	<u>4,938,189</u>	<u>4,938,189</u>		
Fund Balance - 3/31	<u>\$ 5,226,629</u>	<u>\$ 6,406,950</u>		

Town of Simsbury
Sewer Assessment Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019
With Comparative Totals for the Period Ended March 31, 2018

	<u>2019</u> <u>Actual</u>	<u>2018</u> <u>Actual</u>	<u>Variance</u>
Revenues			
Assessments	\$ 133,860	\$ 537,829	\$ 403,969
Interest & Liens	13,043	7,740	(5,303)
Interest on Investments	12,730	2,156	(10,574)
Total Revenues	<u>159,633</u>	<u>547,725</u>	<u>388,092</u>
Expenditures	-	-	-
Net Change in Fund Balance	159,633	547,725	388,092
Fund Balance - 7/1	<u>1,501,879</u>	<u>1,715,721</u>	
Fund Balance - 3/31	<u><u>\$ 1,661,512</u></u>	<u><u>\$ 2,263,447</u></u>	

Town of Simsbury
Special Revenue Funds
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019

	<u>Library Programs</u>	<u>Police Community Services</u>	<u>Police DUI Safety</u>	<u>Narcotics Task Force</u>	<u>D.A.R.E. Program</u>	<u>Police Block Grant</u>	<u>Police Vehicles</u>	<u>Police Special Duty</u>
Revenues								
Grants	\$ 1,515	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	29,685	6,270	-	-	-	-	-	-
Intergovernmental Revenues	-	-	-	3,265	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	234,477
Interest on Investments	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-
Total Revenues	<u>31,200</u>	<u>6,270</u>	<u>-</u>	<u>3,265</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>234,477</u>
Expenditures								
Contractual Services	18,726	-	-	-	-	-	-	141,641
Supplies & Materials	6,908	6,925	-	2,405	-	-	-	18,910
Program Services	-	-	-	-	-	-	-	-
Facilities Maintenance	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Public Agency Support	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	-
Total Expenditures	<u>25,634</u>	<u>6,925</u>	<u>-</u>	<u>2,405</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>160,551</u>
Operating Transfers								
Transfers Out	-	-	-	(13,500)	-	-	-	-
Total Operating Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>(13,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	5,566	(656)	-	(12,641)	-	-	-	73,925
Fund Balance - 7/1	<u>48,803</u>	<u>15,836</u>	<u>33,142</u>	<u>36,459</u>	<u>1,243</u>	<u>9,704</u>	<u>44,632</u>	<u>216,782</u>
Fund Balance - 3/31	<u>\$ 54,370</u>	<u>\$ 15,180</u>	<u>\$ 33,142</u>	<u>\$ 23,818</u>	<u>\$ 1,243</u>	<u>\$ 9,704</u>	<u>\$ 44,632</u>	<u>\$ 290,707</u>

Town of Simsbury
Special Revenue Funds
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019

	<u>Social Services Programs</u>	<u>Community Development Grant</u>	<u>Hazard Mitigation</u>	<u>Town Aid Road</u>	<u>Preservation of Historic Documents</u>	<u>Eno Memorial Fund</u>	<u>Town Clerk LOCIP</u>	<u>Expanded Dial-A-Ride</u>
Revenues								
Grants	5,342	\$ -	\$ -	\$ 184,199	\$ 6,500	\$ -	\$ 5,331	\$ 14,305
Donations	22,988	-	-	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	17,770	-	-	-
Interest on Investments	-	-	-	-	-	494	-	-
Miscellaneous	-	-	-	-	2,340	-	-	-
Total Revenues	28,330	-	-	184,199	26,610	494	5,331	14,305
Expenditures								
Contractual Services	-	-	-	-	4,200	-	-	18,009
Supplies & Materials	-	-	-	-	-	-	-	-
Program Services	34,340	-	-	-	-	-	-	-
Facilities Maintenance	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
Public Agency Support	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	24,863	-	-	-	-
Total Expenditures	34,340	-	-	24,863	4,200	-	-	18,009
Operating Transfers								
Transfers Out	-	-	-	-	-	-	-	-
Total Operating Transfers	-	-	-	-	-	-	-	-
Net Change in Fund Balance	(6,011)	-	-	159,336	22,410	494	5,331	(3,703)
Fund Balance - 7/1	138,193	233,142	(2,335)	752,028	2,526	127,390	89,178	72,293
Fund Balance - 3/31	132,183	\$ 233,142	\$ (2,335)	\$ 911,364	\$ 24,936	\$ 127,884	\$ 94,509	\$ 68,590

Town of Simsbury
Special Revenue Funds
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019

	Incentive Housing	Dog Park	Regional Probate	Clean Energy Task Force	POCD Grant	Hartford Charrette	Simsbury Celebrates	Field Recreation
Revenues								
Grants	-	-	-	-	-	-	-	-
Donations	-	261	-	-	-	-	12,974	-
Intergovernmental Revenues	-	-	15,662	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	3,431
Interest on Investments	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-
Total Revenues	-	261	15,662	-	-	-	12,974	3,431
Expenditures								
Contractual Services	-	300	-	-	-	-	16,664	3,908
Supplies & Materials	-	1,597	8,715	-	-	-	269	8,409
Program Services	-	-	5,053	-	-	-	20	-
Facilities Maintenance	-	235	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	7,126
Public Agency Support	-	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-	-
Total Expenditures	-	2,132	13,768	-	-	-	16,953	19,443
Operating Transfers								
Transfers Out	-	-	-	-	-	-	-	-
Total Operating Transfers	-	-	-	-	-	-	-	-
Net Change in Fund Balance	-	(1,871)	1,894	-	-	-	(3,980)	(16,012)
Fund Balance - 7/1	8,826	5,223	20,829	6,715	(13,000)	(25,298)	8,506	7,712
Fund Balance - 3/31	8,826	3,353	22,723	6,715	(13,000)	(25,298)	4,526	(8,300)

Town of Simsbury
Special Revenue Funds
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019

	Simsbury Try-Athlon	MSP Senior Center	Youth Service Bureau	Small Cities Grant
Revenues				
Grants	-	-	-	363,265
Donations	2,500	45,348	-	-
Intergovernmental Revenues	-	-	-	-
Charges for Services	-	-	-	-
Interest on Investments	-	-	-	-
Miscellaneous	2,825	400	-	-
Total Revenues	5,325	45,748	-	363,265
Expenditures				
Contractual Services	300	29,616	-	363,265
Supplies & Materials	2,000	1,407	6,929	-
Program Services	-	-	-	-
Facilities Maintenance	-	-	-	-
Utilities	-	-	-	-
Public Agency Support	-	-	1,000	-
Machinery & Equipment	-	-	-	-
Total Expenditures	2,300	31,023	7,929	363,265
Operating Transfers				
Transfers Out	-	-	-	-
Total Operating Transfers	-	-	-	-
Net Change in Fund Balance	3,025	14,725	(7,929)	-
Fund Balance - 7/1	20,166	6,513	4,254	-
Fund Balance - 3/31	23,191	21,239	(3,675)	-

Town of Simsbury
Belden Trust Funds
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019

	<u>Eno Wood Trust</u>	<u>Horace Belden Trust</u>	<u>Julia Darling Trust</u>	<u>Kate Southwell Trust</u>
Revenues				
Trust Distributions	\$ 12,830	\$ 25,326	\$ 11,200	\$ 6,103
Total Revenues	<u>12,830</u>	<u>25,326</u>	<u>11,200</u>	<u>6,103</u>
Expenditures				
Salaries & Benefits	-	-	-	6,278
Program Services	-	-	14,923	618
Total Expenditures	<u>-</u>	<u>-</u>	<u>14,923</u>	<u>6,897</u>
Net Change in Fund Balance	12,830	25,326	(3,723)	(794)
Fund Balance - 7/1	<u>74,231</u>	<u>97,875</u>	<u>23,982</u>	<u>17,894</u>
Fund Balance - 3/31	<u>\$ 87,061</u>	<u>\$ 123,201</u>	<u>\$ 20,259</u>	<u>\$ 17,100</u>

Town of Simsbury
Pension Trust Funds
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Period Ended March 31, 2019

	<u>General Government</u>	<u>Police</u>	<u>Board of Education</u>	<u>OPEB</u>
Revenues				
Contributions	\$ 1,232,395	\$ 780,643	\$ 1,308,897	\$ 376,347
Interest & Dividends	479,819	337,517	449,025	266,702
Change in Market Value	(8,704)	74,039	31,226	1,022,533
Total Revenues	<u>1,703,509</u>	<u>1,192,199</u>	<u>1,789,149</u>	<u>1,665,582</u>
Expenditures				
Retiree Payments	1,397,678	980,106	994,867	-
Admin Expenses	43,491	40,690	41,941	-
Custodian Fees	26,814	24,499	25,078	-
Securities Purchased	-	-	-	819,788
Total Expenditures	<u>1,467,984</u>	<u>1,045,295</u>	<u>1,061,886</u>	<u>819,788</u>
Net Change in Fund Balance	235,526	146,904	727,263	845,795
Fund Balance - 7/1	<u>24,431,309</u>	<u>17,126,638</u>	<u>22,536,332</u>	<u>15,414,275</u>
Fund Balance - 3/31	<u>\$ 24,666,834</u>	<u>\$ 17,273,542</u>	<u>\$ 23,263,595</u>	<u>\$ 16,260,070</u>

Town of Simsbury
Capital Project Fund
Schedule of Expenditures Compared with Appropriations
For the Period Ended March 31, 2019

Inception Year	Expected Completion	Project	Appropriations			Expenditures			Encumbrances March 31, 2019	Uncommitted Balance March 31, 2019
			Balance June 30, 2018	Current Year	Balance June 30, 2018	Balance June 30, 2018	Current Year	Balance March 31, 2019		
Sewer Fund Projects										
FY10	December 2019	Project 2010 - Phelps	\$ 260,000	\$ (15,000)	\$ 245,000	\$ 162,221	\$ 76,589	\$ 238,810	\$ -	\$ 6,190
FY13	April 2019	Project 2013 - Bushy	272,320	15,000	287,320	266,377	4,000	270,377	-	16,943
FY13	Completed	Wolcott Pump Station	1,378,500		1,378,500	1,008,080	41,127	1,049,207	-	329,293
FY15	Completed	Sewer Main Extensions	156,000		156,000	56,880	99,120	156,000	-	0
FY16	2020	Sewer Main Extensions - Waterset	371,000		371,000	-	267,508	267,508	-	103,492
FY16	Fall 2019	Hopmeadow/Center Area Sewer repairs	135,000		135,000	-	-	-	-	135,000
FY17	Completed	Sewer Main Extensions/Repairs - Massaco St.	104,000		104,000	83,593	-	83,593	-	20,407
FY17	Summer 2019	Hopmeadow/Center Area Sewer Repairs	100,000		100,000	-	-	-	-	100,000
FY17	Completed	Oxidation Ditch Dissolved Oxygen Control	27,000		27,000	16,120	-	16,120	-	10,880
FY18	Summer 2019	36 Drake Hill Rd Dike Analysis	75,000		75,000	-	-	-	-	75,000
FY18	Spring 2019	Phosphorus Removal Analysis	150,000		150,000	-	-	-	-	150,000
FY18	Completed	Hayes Road Pump	45,000		45,000	20,004	-	20,004	-	24,996
FY18	Fall 2019	Tariffville Area Sewer	100,000		100,000	-	-	-	-	100,000
FY18	Fall 2019	WPC Plan update	100,000		100,000	-	-	-	-	100,000
FY19	June 2019	Jet/Flush Truck		175,000	175,000	-	-	-	-	175,000
FY19	Fall 2020	Tariffville Sewer		100,000	100,000	-	-	-	-	100,000
FY19	June 2019	Primary Clarifier		75,000	75,000	-	-	-	-	75,000
FY19	June 2019	Plant H2O Sys Rehab		80,000	80,000	-	-	-	-	80,000
Town Projects										
FY13	December 2019	Town Security Measures	77,600		77,600	46,384	-	46,384	-	31,216
FY14	December 2019	Open Space - Betty Hudson Property	275,000		275,000	243,101	4,128	247,229	207	27,584
FY15	December 2019	Center Area Charrette Infrastructure	540,000		540,000	279,884	-	279,884	-	260,116
FY14	December 2019	Senior/Community Center Design	321,699		321,699	155,489	8,107	163,596	1,962	156,141
FY14	January 2019	Town Teledata	125,000		125,000	122,627	2,373	125,000	-	(0)
FY15	Completed	Multi Use Trail Connections/Master Plan Updates	212,000		212,000	82,118	-	82,118	-	129,882
FY15	December 2019	Bridge Improvements (Design-FY15)	115,000		115,000	48,319	19,074	67,393	-	47,607
FY15	September 2019	Technology Infrastructure	635,395		635,395	495,359	-	495,359	-	140,036
FY16	Completed	Park Improvements	508,000		508,000	456,086	51,914	508,000	-	(0)
FY16	December 2019	Weatogue Planning Route 10 and Code Prep	57,000		57,000	-	-	-	-	57,000
FY16	January 2019	Municipal Building Renovations	50,000		50,000	35,787	11,113	46,900	480	2,620
FY16	December 2019	Town Hall Site and Safety Improvements	45,000		45,000	11,120	2,500	13,620	-	31,380
FY16	June 2019	Portable Generator / Generator Infrastructure	80,000		80,000	48,317	31,078	79,395	-	605
FY16	December 2019	Project Planning Fund	28,000		28,000	9,800	-	9,800	-	18,200
FY17	Completed	Veterans Memorial (STEAP Grant)	480,495		480,495	412,978	-	412,978	-	67,517
FY17	December 2020	Multi-Use Connections & Master Plan Updates	1,160,000		1,160,000	40,246	59,818	100,064	82,842	977,094
FY17	Completed	SF Golf Course Improvements	125,000	9,609	134,609	92,642	41,966	134,609	-	0
FY17	Completed	Greenway Improvements	240,000		240,000	237,475	2,525	240,000	-	-
FY17/FY18	December 2019	Open Space Planning Improvements	540,000		540,000	49,567	42,388	91,955	40,107	407,938
FY17	May 2019	Street Lighting Purchase / Lighting Improvements	937,322		937,322	872,936	2,854	875,790	-	61,532
FY17	Completed	Highway Pavement Management	2,500,000		2,500,000	2,395,571	101,359	2,496,931	-	3,069
FY17/FY18	December 2022	Dam Evaluations and Repairs	220,000		220,000	78,220	27,348	105,567	1,026	113,407
FY17	July 2019	Public Works Complex Infrastructure Improvements	450,000		450,000	184,093	-	184,093	-	265,907
FY17	December 2019	Town Hall Site and Safety Improvements	385,000		385,000	-	-	-	-	385,000
FY17/FY18	Completed	Plan of Conservation & Development	165,000		165,000	86,830	-	86,830	-	78,170
FY17	May 2019	Portable Generator Infrastructure	175,000		175,000	20,477	15,811	36,288	-	138,712
FY17	December 2019	Land Use Studies	92,500		92,500	-	-	-	9,500	83,000
FY17	November 2019	Storage Building	65,000		65,000	-	-	-	11,750	53,250
FY18	Completed	SF Rink/Pool Improvements	950,000		950,000	897,517	24,650	922,166	-	27,834
FY18	Completed	Park Improvements	311,000		311,000	277,153	29,676	306,829	-	4,171
FY18	December 2019	Street Lighting Purchase / Lighting Improvements	400,000		400,000	-	-	-	-	400,000
FY18	December 2019	Iron Horse Blvd Playground Renovation	298,000		298,000	234,510	7,656	242,166	-	55,834
FY18	December 2019	Finance Security Upgrades	230,000		230,000	74,823	4,098	78,920	-	151,080
FY18	June 2019	Eno Memorial Hall Renovations	300,000		300,000	2,577	225,485	228,062	29,500	42,438
FY18	July 2019	Cold Storage Facility	380,000		380,000	-	-	-	-	380,000
FY18	December 2019	Town Facilities Master Plan	400,000		400,000	8,640	-	8,640	-	391,360
FY18	September 2019	Library Interior/Parking Renovations	584,500		584,500	13,040	5,637	18,677	10,363	555,460
FY18	August 2019	Library Lower Level Improvements	906,048		906,048	83	192,817	192,900	508,151	204,997
FY18	December 2019	Zoning Regulation Update	65,000		65,000	-	-	-	-	65,000
FY18	June 2020	Bridge Improvements	805,000		805,000	-	6,025	6,025	185,107	613,868
FY18	June 2019	Drainage Improvements	125,000		125,000	81,904	41,224	123,128	-	1,872

Town of Simsbury
Capital Project Fund
Schedule of Expenditures Compared with Appropriations
For the Period Ended March 31, 2019

Inception Year	Expected Completion	Project	Appropriations		Expenditures			Encumbrances March 31, 2019	Uncommitted Balance March 31, 2019	
			Balance June 30, 2018	Current Year	Balance June 30, 2018	Balance June 30, 2018	Current Year			Balance March 31, 2019
FY19	August 2019	Sidewalk Resurface		250,000	250,000	-	24,542	24,542	-	225,458
FY19	June 2019	Ashborer Tree Mig		85,000	85,000	-	67,850	67,850	17,150	-
FY19	December 2023	Multi-Use Trail		1,020,000	1,020,000	-	-	-	-	1,020,000
FY19	June 2019	Highway Pavement Management		845,000	845,000	-	576,899	576,899	-	268,101
FY19	July 2019	Greenway Improvements		275,000	275,000	-	1,538	1,538	-	273,462
Education Projects										
FY14	June 2019	Boiler Replacement Squadron Line	850,000		850,000	742,716	-	742,716	-	107,284
FY15	Completed	HJMS Phase 1A	1,255,000		1,255,000	1,168,300	-	1,168,300	-	86,700
FY15/FY16	June 2019	SHS Turf Field Replacement	910,000		910,000	862,911	-	862,911	-	47,089
FY15	Completed	Squadron Line Main Office Project	1,050,000		1,050,000	867,602	-	867,602	-	182,398
FY16	Completed	District Network Infrastructure	200,000		200,000	188,777	9,024	197,801	2,199	-
FY16/FY17	January 2020	Climate Control Phases 1 (FY16) & 2 (FY17)	3,100,000		3,100,000	2,171,928	11,065	2,182,993	-	917,007
FY16	January 2020	Central School Roof Replacement	770,000		770,000	620,602	-	620,602	-	149,398
FY17	Completed	District Network Infrastructure	450,000		450,000	409,418	40,582	450,000	-	-
FY17	Completed	HJMS Renovation - Phase 2	1,950,000		1,950,000	1,751,859	-	1,751,859	-	198,141
FY18	June 2019	SHS Tennis Court Replacement		740,000	740,000	523,786	32,447	556,233	-	183,767
FY19	September 2020	Boiler Replacement Latimer		900,000	900,000	-	-	-	-	900,000
FY19	January 2020	School Security Improvements		850,000	850,000	-	470,205	470,205	34,223	345,572
FY19	January 2020	School Facility Master Plan		200,000	200,000	-	792	792	189,945	9,263
FY19	January 2020	District Network Infrastructure		400,000	400,000	-	147,934	147,934	-	252,066
FY19	June 2021	HJMS Renovation - Phase 3		23,965,620	23,965,620	-	834,542	834,542	304,667	22,826,411
			<u>\$ 30,168,379</u>	<u>\$ 29,970,229</u>	<u>\$ 60,138,608</u>	<u>\$ 19,016,849</u>	<u>\$ 3,667,387</u>	<u>\$ 22,684,236</u>	<u>\$ 1,429,178</u>	<u>\$ 36,025,193</u>

Town of Simsbury
 Capital Non-Recurring Fund
 Schedule of Expenditures Compared with Appropriations
 For the Period Ended March 31, 2019

Project	Appropriations			Expenditures			Encumbrances March 31, 2019	Uncommitted Balance March 31, 2019
	Balance June 30, 2018	Current Year	Balance June 30, 2018	Balance June 30, 2018	Current Year	Balance March 31, 2019		
FY13 CNR Projects	\$ 1,395,281	\$ -	\$ 1,395,281	\$ 1,309,191	\$ -	\$ 1,309,191	\$ -	\$ 86,090
FY15 CNR Projects	1,141,934	-	1,141,934	1,139,967	-	1,139,967	-	1,967
FY16 CNR Projects	1,225,013	-	1,225,013	1,192,847	17,477	1,210,324	-	14,689
FY17 CNR Projects	1,134,004	-	1,134,004	1,068,747	46,788	1,115,536	-	18,468
FY18 CNR Projects	1,126,121	-	1,126,121	784,421	143,332	927,753	-	198,368
FY19 CNR Projects	-	1,228,250	1,228,250	-	371,366	371,366	-	856,884
CNR Assessor	-	61,500	61,500	-	-	-	-	61,500
CNR Reserve (5 Year Payback)	1,900,000	-	1,900,000	-	-	-	-	1,900,000
	<u>\$ 7,922,353</u>	<u>\$ 1,289,750</u>	<u>\$ 9,212,103</u>	<u>\$ 5,495,173</u>	<u>\$ 578,964</u>	<u>\$ 6,074,137</u>	<u>\$ -</u>	<u>\$ 3,137,966</u>



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Fiscal Year 2019/2020 Fund Balance Appropriation

2. **Date of Board Meeting:** May 29, 2019

3. **Individual or Entity Making the Submission:**

Maria E. Capriola, Town Manager; Amy N. Meriwether, Finance Director/Treasurer

Maria E. Capriola

4. **Action Requested of the Board of Selectmen:**

If the Board of Selectmen supports the Board of Finance recommended use of fund balance in FY 2019/2020, the following motion is in order:

Move, effective May 29, 2019 to utilize \$420,000 of fund balance reserves in FY 2019/2020 to create mill rate relief for the FY 2019/2020 adopted budget.

5. **Summary of Submission:**

At their post budget referendum meeting on May 14, 2019, the Board of Finance voted to utilize \$420,000 of fund balance reserves in FY 2019/2020 to create mill rate relief for the FY 2019/2020 adopted budget. A town mill rate of 37.32 mills for FY 2019/2020 was set.

The budget that was approved at referendum did not anticipate the use of fund balance to create mill rate relief, but rather, a change in the tax collection assumption rate from 98.5% to 99%. Therefore, the use of fund balance is considered a supplemental appropriation and needs the Board of Selectmen's formal approval.

6. **Financial Impact:**

None

7. **Description of Documents Included with Submission:**

a) FY 2019/2020 Levy Calculation Worksheet



Town of Simsbury

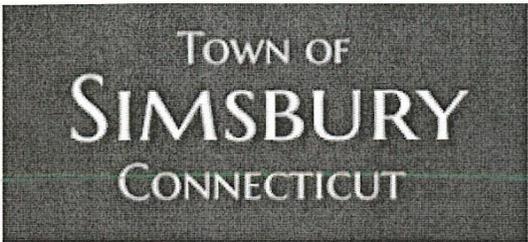
933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Resignation of Steve Spalla from the Culture, Parks & Recreation Commission
2. **Date of Board Meeting:** May 29, 2019
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Ericka L. Butler, Town Clerk
Maria E. Capriola
4. **Action Requested of the Board of Selectmen:**
The following motion is in order:

Move, effective May 29, 2019, to accept the resignation of Steve Spalla (D) as a regular member of the Culture, Parks & Recreation Commission retroactive to March 25, 2019.
5. **Summary of Submission:**
The Town Clerk has received the resignation of Steve Spalla as a regular member of the Culture, Parks & Recreation Commission. When an appointment is made to fill the vacancy created by Mr. Spalla's resignation, that person will fill the remainder of what would have been Mr. Spalla's term. For this instance the new appointed member's term would expire on January 1st, 2020. Per our Charter, Mr. Spalla's replacement will need to be from the same political party, in this case a Democrat.
6. **Financial Impact:**
None
7. **Description of Documents Included with Submission:**
 - a) Steve Spalla's Resignation Letter, dated May 14, 2019



Published on *Simsbury CT* (<https://www.simsbury-ct.gov>)

[Home](#) > [Government](#) > [Town Clerk](#) > [Resignation Submission Form](#) > [Webform results](#) > Resignation Submission Form

Submission information

Form: [Resignation Submission Form](#) [1]
Submitted by Anonymous (not verified)
May 14, 2019 - 11:10am
141.126.213.247

Member's Name
Steve Spalla

Address
52 Canal Street



Name of Board/Commission
Steven Spalla/Park and Rec

Effective Date of Resignation
03/25/2019

Reason for Resignation
moving out of town

Any Additional Comments
Thanks for the opportunity to participate

Source URL: <https://www.simsbury-ct.gov/node/98363/submission/13193>

Links
[1] <https://www.simsbury-ct.gov/town-clerk/webforms/resignation-form>

CALL TO ORDER

The Special Meeting of the Board of Selectmen was called to order at 8:30 a.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Eric Wellman; Deputy First Selectman Christopher Kelly; Board members Michael Paine, Sean Askham (by phone), and Chris Peterson (by phone). Selectwoman Cheryl Cook was absent. Others in attendance included: Town Manager Maria Capriola; Deputy Town Manager Melissa Appleby; Michael Glidden, Director of Planning; David Gardner, Assessor; Sarah Nielsen, Executive Director, Simsbury Main Street Partnership Inc.; Bob Decrescenzo, Town Attorney. Representatives from Ensign-Bickford Aerospace & Defense: Chad Thompson; Brendan Walsh; Jason Smith; and Dave Kametz (by phone).

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

Sarah Nielsen of the Main Street Partnership spoke in favor of the proposed tax abatement for EBA&D. She noted that the company is the Town's largest and oldest employer, and that the proposed expansion is critical for economic development. She thanked the Board of Selectmen and Town staff for acting so quickly on this request. She urged the Board to approve the most competitive package possible.

Dave Balboni, 13 Fox Den Road, spoke in support of the project but urged the Board of Selectmen to put the vote on hold and reevaluate the level of the abatement.

Dave Ryan, 20 Westledge, spoke in favor of the proposed abatement. He noted that the abatement is not a discount, but rather a percentage reduction on potential new taxes. He said that the increased revenue from personal property will be greater than the abatement on the real estate taxes.

SELECTMEN ACTION

a) Business Development Incentive Application for 632 (640) Hopmeadow Street

Mr. Paine recused himself as EBA&D is a client of Paine's, Inc.

Mr. Wellman said that the Business Incentive Policy permits the Board of Selectmen to waive up to 50% of permit fees and approve a tax abatement for a period not to exceed ten years. He said that the recommendation from the Business Development Committee is to waive 50% of the permit fees, not to exceed \$25,000, and to adopt a ten-year abatement schedule that applies to the incremental increase in property value. He noted that the total abatement amount based on the proposed schedule is estimated to be approximately \$375,000.

Mr. Wellman said that he is supportive of this proposal due to the fact that it will produce significant investment in the community and will create 140 professional-level jobs. He said the proposed

expansion is good for economic development, noting that one-third of the new employees are expected to live in Simsbury and that many local contractors will be used for the project.

Mr. Askham said that he is very supportive of the proposed abatement at the recommended level.

Mr. Peterson said that economic development has been a primary focus of the Board of Selectmen, and expressed his belief that this project will have a lasting impact on the community. He said this is a rare opportunity to be at the forefront of job creation.

Mr. Kelly commended the quality of work that has been done on this request from EBA&D, Town staff, and the Business Development Committee. He expressed his gratitude to EBA&D for its continued commitment to the partnership with the Town. He noted that there is no question regarding the merits of the abatement request, and that the only debate that exists is in regards to the appropriate amount. He expressed his support for a more aggressive approach due to the fact that the request falls within policy guidelines, and because the difference between the proposed scenarios is negligible.

Mr. Kelly made a motion effective May 10, 2019 to approve a 10-year tax abatement at the percentages presented below for Ensign Bickford Aerospace and Defense for the property located at 632 (640) Hopmeadow Street:

- 100% reduction in the tax bill for year 1 (FY 21/22)
- 100% reduction in the tax bill for year 2 (FY 22/23)
- 95% reduction in the tax bill for year 3 (FY 23/24)
- 90% reduction in the tax bill for year 4 (FY 24/25)
- 85% reduction in the tax bill for year 5 (FY 25/26)
- 75% reduction in the tax bill for year 6 (FY 26/27)
- 75% reduction in the tax bill for year 7 (FY 27/28)
- 75% reduction in the tax bill for year 8 (FY 28/29)
- 75% reduction in the tax bill for year 9 (FY 29/30)
- 75% reduction in the tax bill for year 10 (FY 30/31)

The abatement and reduction in the tax bill should only apply to the real estate new growth.

Further move to waive 50% of the cost of the construction, HVAC equipment, plumbing, electrical, fire sprinkler, and demolition permit fees incurred for Phase I of the project expansion, not to exceed \$25,000.

Further move to authorize the Town Manager and Town Attorney to negotiate an agreement reflective of this resolution.

Mr. Wellman seconded the motion. All were in favor and the motion passed.

Mr. Wellman noted that the final agreement will come back to the Board of Selectmen for final approval. He thanked EBA&D and the Main Street Partnership for their efforts.

TOWN OF SIMSBURY – BOARD OF SELECTMEN
SPECIAL MEETING MINUTES – MAY 10, 2019

“Draft”

Page | 3

Mr. Thompson thanked the Board of Selectmen, the Town Manager, and Sarah Nielsen for all of their work on this, and expressed his gratitude for the partnership between EBA&D and the Town.

ADJOURN

Mr. Kelly made a motion to adjourn at 8:50 a.m. Mr. Askham seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Melissa Appleby
Deputy Town Manager

CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 6:00 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Eric Wellman; Board members Sean Askham, Michael Paine, Chery Cook, Chris Peterson, and Christopher Kelly. Others in attendance included: Town Manager Maria E. Capriola; Deputy Town Manager Melissa Appleby; Planning Director Mike Glidden; Culture, Parks and Recreation Director Tom Tyburski; Deputy Chief of the Simsbury Fire District Kevin Kowalski; President of SMPAC Linda Schofield; and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC HEARING

a) Proposed Volunteer Firefighter and Ambulance Personnel Tax Abatement Ordinance Amendments

Deputy Chief Kowalski said that the Fire District is in favor of these changes as they help with recruitment and retention. The longer you stay in service the greater the benefit. If you stay in for 2 years you get \$500 and for 5 years you get \$1000.

Deputy Chief Kowalski said there were three changes to the ordinance:

- 1) There was a technical error about the retiree benefit, which was left off the previous document, by error, when posted
- 2) Eliminating benefits while volunteering for another town
- 3) A clarification of receiving benefits after moving out of Town, while still owning property in Town and occupying the property

Mr. Askham made a motion to close the Public Hearing at 6:04 p.m. Ms. Cook seconded the motion. All were in favor and the motion passed.

PUBLIC AUDIENCE

Joan Coe, 26 Whitcomb Drive, spoke about the budget referendum, the mil rate, real estate values, declining school enrollments, abatements and fee waivers, the elections, and other issues.

Mike Rinaldi, Pinnacle Mountain Road, spoke about the budget referendum flyer, the budget, and other issues.

Susan Masino, 41 Madison Lane, spoke about the Wild and Scenic River Designation, trail days, the Vet hike, concerts on the green, a Historical Society event, and other events.

PRESENTATION

a) CRCOG Adoption of Hazard Mitigation Plan Update 2019-2024

Mr. Wellman said CROG has completed the update to the Hazard Mitigation Plan for the region. Dave Murphy from Milone & MacBroom, Inc. will make the presentation. The adoption of the plan will help the Town’s eligibility for hazard mitigation grants or similar funding sources provided by FEMA.

Mr. Murphy said CROG has completed the update as required by Federal Emergency Management Agency (FEMA), which has to be updated once every 5 years. He went through the purpose and need for this plan, how the plan can be used, and different hazards in the plan, strategies and actions, different successes, the proposed action, and next steps.

After some discussion, Ms. Cook made a motion, effective May 13, 2019, to approve the attached certificate of adoption for the Capitol Region Natural Hazard Mitigation Plan Updated 20192024. Mr. Paine seconded the motion. All were in favor and the motion passed.

b) Proposed Permanent Sound Towers at the SMPAC and Fee Waiver Requests

Ms. Schofield spoke about SMPAC wanting to erect permanent sound towers at the facility. Sound towers are currently rented for \$18,000 per year. They also have to pay for labor. Ms. Schofield said the estimated cost for the towers is from \$60,000 to \$80,000. SMPAC has an interested donor that would be funding this project.

Ms. Schofield said the SMPAC is also requesting a waiver of the fees associated with the Zoning Commission application, administrative zoning permit application, and the building permit.

After some discussion, Mr. Askham made a motion, effective May 13, 2019, to authorize the Town Manager to sign applications related to the proposed sound towers for the Simsbury Meadows Performing Arts Center Facility on behalf of the Town of Simsbury. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion, effective May 13, 2019, to approve the request for the fee waivers corresponding to the proposed sound towers for the Simsbury Meadows Performing Arts Center Facility subject to design approval by Land Use Commissions. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to give our conditional support to accept the donation for the sound towers pending approval by all Land Use Boards. Mr. Paine seconded the motion. All were in favor and the motion passed.

FIRST SELECTMAN’S REPORT

Selectman Wellman, reviewed his First Selectman’s report.

TOWN MANAGER’S REPORT

Town Manager, Capriola, reviewed her Town Manager’s Report.

a) Tax Refund Requests

Ms. Cook made a motion, effective May 13, 2019, to approve the presented tax refunds in the amount of \$2,441.98, and to authorize Town Manager, Maria E. Capriola, to execute the tax refunds. Mr. Paine seconded the motion. All were in favor and the motion passed.

b) Proposed Volunteer Firefighter and Ambulance Personnel Tax Abatement Ordinance Amendments

Mr. Wellman said the Board of Selectmen established a workgroup to review the Tax Abatement for Volunteer Firefighters and Ambulance Personnel ordinance. There were three changes that the workgroup proposed. Two were administrative and one was about eliminating the benefit for residents who live in Simsbury but provide service to another community.

Mr. Askham made a motion, effective May 13, 2019, to adopt the proposed revisions to the Volunteer Firefighter and Ambulance Personnel Tax Abatement Ordinance (Article V, Chapter 141) as presented, which shall be effective 21 days after publication in a newspaper having circulation within the Town of Simsbury. Further move to authorize a summary of the adopted ordinance to be published. Mr. Peterson seconded the motion. All were in favor and the motion passed.

c) Proposed Bulletproof Vest Partnership Grant (BVP)

Mr. Wellman said the Police Department applied for the Bulletproof Vest Partnership Grant through the U.S. Department of Justice. This grant provides 50 percent of the cost for each vest purchased. The FY 19/20 grant funding supports the purchase of 20 vests.

Mr. Askham made a motion, effective May 13, 2019, to submit the FY19/20 Bulletproof Vest Partnership Grant application, and to authorize Maria E. Capriola, Town Manager, to execute the grant application, and to accept the FY 19/20 Bulletproof Vest Partnership Grant and to authorize Maria E. Capriola, Town Manager, to execute all documents related to the grant award. Mr. Paine seconded the motion. All were in favor and the motion passed.

d) Proposed Donation from Simsbury Bank for Cadet Program

Mr. Wellman said this a proposed \$4,000 donation from Simsbury Bank for the Cadet Program. This program allows students to observe how the Simsbury Police Department operates and well as the functions and duties of the Police.

Ms. Cook made a motion, effective May 13, 2019, to accept a donation from Simsbury Bank, in the amount of \$4,000, to be used for the Simsbury Police Cadet Program in the Simsbury Police Department. Mr. Askham seconded the motion. All were in favor and the motion passed.

e) Neighborhood Assistance Act Program Proposals

Mr. Wellman said the Neighborhood Assistance Act provides a tax credit to businesses that make cash investments in things like energy, conservation, job training, educations, etc. The Town Manager’s office received two proposals – one from the Simsbury Grange and one from the Housing Authority. A Public Hearing is required before approval of the applications.

Ms. Cook made a motion, effective May 13, 2019, to set a public hearing to receive public comment on the proposals submitted by the Simsbury Grange and Simsbury Housing Authority pursuant to the 2019 Connecticut Neighborhood Assistance Act for 6:00 p.m. on Wednesday, May 29, 2019. Mr. Paine seconded the motion. All were in favor and the motion passed.

f) Accept Donation – SMPAC Barn Storage Improvements

Mr. Wellman said the Simsbury Performing Arts Center is looking to build a roof structure at their existing barn. This structure would provide for their 1300 chairs, which are currently under tarps. The Conservation Commission did grant placement of the structure on the west side of the barn.

Mr. Askham made a motion, effective May 13, 2019, to accept the donation of erecting a roof structure addition to the existing storage barn. Mr. Paine seconded the motion. All were in favor and the motion passed.

g) Proposed Easement – 87 Riverside Road

Mr. Wellman said Culture, Parks and Recreation has moved the area east of the Flower Bridge along Riverside Road for many years even though some of the property is privately owned.

Ms. Capriola said her office was contacted and this section of privately owned land would still be maintained by the Town. We do have some flower beds and a bench there as well. This easement is permanent and will remain with the property if ownership changes.

Mr. Askham made a motion, effective May 13, 2019, to refer the proposed recreational area easement for the parcel at 87 Riverside Road as presented to the Planning Commission pursuant to CGS §8-24. Mr. Paine seconded the motion. All were in favor and the motion passed.

h) Town Manager Salary Increase

Ms. Capriola recused herself from the table.

Mr. Wellman said the Town Manager’s contract reflects an annual performance review and salary adjustment process in which the salary of the Town Manager could be increased upon a satisfactory performance review. This would be 2.25%. At the last meeting of the Personnel Sub-committee, they approved a recommendation to the Board of Selectmen that an increase be provided to the Town Manager.

Mr. Askham made a motion, effective May 13, 2019, the Town Manager’s salary be increased by 2.25% consistent with the performance review process stipulated in the Town Manager’s contract. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Ms. Capriola returned to the table.

APPOINTMENTS AND RESIGNATIONS

a) Recommended Nomination of Phil Schulz to the Retirement Plan Sub-Committee

Mr. Paine made a motion, effective May 13, 2019, to nominate Phil Schulz (D) for appointment by the Board of Finance to the Retirement Plan Sub-Committee as a community member at-large for a three year term. Mr. Askham seconded the motion. All were in favor and the motion passed.

b) Resignation of Paul McAlenney from Retirement Plan Sub-Committee

Mr. Paine made a motion, effective May 13, 2019, to accept the resignation of Paul McAlenney (U) as a member of the Retirement Plan Sub-Committee retroactive to April 30, 2019 with our thanks. Mr. Askham seconded the motion. All were in favor and the motion passed.

c) Proposed Appointments to the 350th Anniversary Steering Committee

Ms. Cook made a motion, effective May 13, 2019, to appoint the following people to the 350th Anniversary Steering Committee:

Diana Moody, representing the Simsbury Land Trust

Jean Summer, representing the Simsbury Woman’s Club

Mr. Askham seconded the motion. All were in favor and the motion passed.

d) Resignation of Dennis Kearns from the Technology Task Force

Mr. Askham made a motion, effective May 13, 2019, to accept the resignation of Dennis Kearns (R) as a member of the Technology Task Force retroactive to April 18, 2019. Mr. Paine seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

a) Regular Meeting of April 22, 2019

There were no changes to the Regular Meeting Minutes of April 22, 2019, and, therefore, the minutes were adopted.

b) Special Meeting of April 26, 2019

There were no changes to the Special Meeting Minutes of April 26, 2019, and, therefore, the minutes were adopted.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

Ms. Cook said there will be a Community for Care “book read” on May 15, 2019. The book is Hate You Give, which is a young adult novel. The book is for mature middle school kids and high school kids.

Ms. Cook said the Aging and Disability Commission will be presenting a program on Aging Well on Thursday. This program will be held at the Library, Program Room 2.

Mr. Askham spoke about the budget mailer. He said this mailer has to be very specific and a long explanation would not be appropriate. This budget was discussed in public and substantial information was provided. There are many challenges in the budget. He said people can still reach out to anyone on the Board if they have questions on the budget. He asked everyone to attend the Budget Referendum.

COMMUNICATIONS

a) Letter to J. Hampton and K. Witkos from M. Capriola and E. Wellman, re: Teachers Retirement System Contribution, dated May 6, 2019

There was no discussion at this time.

b) FY 19/20 Budget Mailer

There was no discussion at this time.

c) FY 19/20 Budget Fact Sheet

There was no discussion at this time.

EXECUTIVE SESSION

a) Pursuant to CGS §1-200(6)(E), discussion of correspondence exempt from disclosure: Attorney-Client Privilege

Mr. Askham made a motion to adjourn to Executive Session at 7:20 p.m. and to include Attorney DeCrescenzo, Town Manager Maria E. Capriola, Deputy Town Manager Melissa Appleby, Tax Collector Colleen OConnor, and Assessor David Gardner. Mr. Peterson seconded the motion. All were in favor and the motion passed.

ADJOURN

Mr. Askham made a motion to adjourn from Executive Session. Mr. Paine seconded the motion and it passed unanimously. Executive Session adjourned at 8:05 pm.

Mr. Askham made a motion to adjourn the meeting. Mr. Paine seconded the motion and it passed unanimously. The meeting adjourned at 8:05 pm.

Respectfully submitted,

Kathi Radocchio
Clerk