

# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectwoman

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## **SIMSBURY BOARD OF SELECTMEN**

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

**Special Meeting – July 27, 2017 – 6:00 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC AUDIENCE**

### **PRESENTATIONS**

### **FIRST SELECTWOMAN'S REPORT**

### **SELECTMEN ACTION**

- a) Approve Tax Refunds
- b) Accept Gift of New Ticket Booth at Performing Arts Center with an estimated value of \$45,000
- c) Approve Public Gathering Permit Applications for August & October 2017 Events
- d) Approve Public Gathering Permit Applications for September 2017 Events
- e) Appoint Library Building Committee
- f) Update on Deepwater Wind Proposed Solar Project and authorize requesting extension of Discovery Schedule

### **OTHER BUSINESS**

- a) Memo from Director of Planning & Community Development regarding State Lot on Iron Horse Blvd
- b) Connecticut State Department of Education Youth Service Bureau Grant Application in the amount of \$14,000 with a local match of \$8,000 which has been budgeted in the Fiscal Year 2017-2018 budget – Informational Only

Telephone (860) 658-3230  
Facsimile (860) 658-9467

LHeavner@simsbury-ct.gov  
[www.simsbury-ct.gov](http://www.simsbury-ct.gov)  
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8:30 – 7:00 Monday  
8:30 – 4:30 Tuesday through Thursday  
8:30 – 1:00 Friday

- c) CASAC Grant Application in the amount of \$5,342 to Support Local Prevention Activities – Informational Only

**APPOINTMENTS AND RESIGNATIONS**

- a) Appoint to Jacques Brignac (R) as a regular member of the Water Pollution Control Authority with an expiration date of January 1, 2020

**REVIEW OF MINUTES**

- a) Regular Meeting of June 26, 2017

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

1. Personnel
2. Finance
3. Welfare
4. Public Safety
5. Board of Education

**ADJOURN**

Most of the documents reviewed by the Board of Selectmen at this meeting can be located at:  
<http://www.simsbury-ct.gov/board-of-selectmen>



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tax Refunds
2. **Date of submission:** July 24, 2017
3. **Date of Board Meeting:** July 27, 2017
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

Colleen O'Connor- Tax Collector

5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):  
*Individual or Entity making the submission requests that the Board of Selectmen:*

Tax refunds to be approved by State Statue 12-129. Some of the reasons for refunds on cars are –vehicle sold, destroyed, donated, moved out of state or appealed the taxes.

Real Estate refunds are due to the fact that both a bank and an attorney's office pay the taxes because of sale of house or re-finance.

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):
7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

Approve tax refunds per attached printout in the amount of **\$ 81,061.97**

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):  
*The following documents are included with this submission and attached hereto:*

Tax Refunds.xls

	BILL NUMBER	TAX	FIRE	INTEREST	TOTAL
<b>List 2014</b>					
					\$0.00
					\$0.00
					\$0.00
<b>Total 2014</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>List 2015</b>					
Bilts, John R	15-01-00669	\$112.41			\$112.41
Bank of America - Bilts	15-01-00669	\$56,982.96			\$56,982.96
Dale Geoffrey	15-01-01834	\$111.36	\$3.69		\$115.05
Hwang Dai Woong	15-01-03722	\$782.92			\$782.92
Carlson, David W	15-03-52613	\$97.45	\$2.71		\$100.16
Daimler Trust	15-03-54070	\$611.82	\$16.99		\$628.81
Degroot Theodore M	15-03-54295	\$112.75	\$3.13		\$115.88
Dennen Nancy	15-03-54416	\$23.80	\$0.66		\$24.46
George Lori	15-03-56481	\$16.31	\$0.45		\$16.76
Kliska John J Jr	15-03-59731	\$12.74	\$0.35		\$13.09
Krajewski Tomasz	15-03-59924	\$51.84	\$1.44		\$53.28
Rosenberg, Alan P	15-03-65749	\$245.16	\$6.81		\$251.97
Enterprise FM Trust	15-04-81083	\$115.13	\$3.20		\$118.33
Torres Gabriel	15-04-83284	\$25.56	\$0.71		\$26.27
Hyundai Lease Titling Tst	15-04-83867	\$450.36	\$12.51		\$462.87
					\$0.00
					\$0.00
					\$0.00
<b>Total 2015</b>		<b>\$59,752.57</b>	<b>\$52.65</b>	<b>\$0.00</b>	<b>\$59,805.22</b>
<b>List 2016</b>					
Wells Fargo-Crownshaw	16-01-01760	\$8,868.49			\$8,868.49
Hogblom Anders	16-01-03533	\$88.16			\$88.16
Wells Fargo-Leimer	16-01-04501	\$4,522.46			\$4,522.46
Wells Fargo-Obert	16-01-05798	\$4,289.15			\$4,289.15
Wasserlauf, Jodi F	16-01-08468	\$2,497.12			\$2,497.12
Regan Development Corp	16-02-40660	\$208.16			\$208.16
Salls Simsbury Septic	16-02-40697	\$69.90			\$69.90
PetValu:					\$0.00
Simsbury Flying Club	16-02-40723	\$743.64			\$743.64
Leach Rachel L	16-03-60799	\$22.32	\$0.72		\$23.04
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
<b>Total 2016</b>		<b>\$21,309.40</b>	<b>\$0.72</b>	<b>\$0.00</b>	<b>\$21,310.12</b>



<b>TOTAL 2014</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL 2015</b>		<b>\$59,752.57</b>	<b>\$52.65</b>	<b>\$0.00</b>	<b>\$59,805.22</b>
<b>TOTAL 2016</b>		<b>\$21,309.40</b>	<b>\$0.72</b>	<b>\$0.00</b>	<b>\$21,310.12</b>
					\$81,115.34
<b>TOTAL ALL YEARS</b>		<b>\$81,061.97</b>	<b>\$53.37</b>	<b>\$0.00</b>	<b>\$81,115.34</b>



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## **BOARD OF SELECTMEN MEETING** **AGENDA SUBMISSION FORM**

1. **Title of Submission:** Acceptance of gift of PAC ticket booth
2. **Date of Submission:** July 24, 2017
3. **Date of Board Meeting:** July 27, 2017
4. **Individual or Entity making the submission:** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):  
Mark Deming 860 966 6501  
agent for PAC
5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):  
*The Individual or Entity making the submission requests that the Board of Selectmen:*

Acceptance of gift

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

i.) approvals by relevant boards & commissions were obtained over the past several months. construction will be completed by next May.  
ii.) SMPAC is the party involved  
iii.) no financial commitment from town  
iv.) no involvement by town counsel  
v.) <sup>SMPAC &</sup> donor funds will be used for the construction costs. The new ticket booth will reduce annual rental costs for the PAC, making it more financially stable, will expand capacity to handle walk-up sales - reducing wait lines, will be more attractive than rented ticket booth.

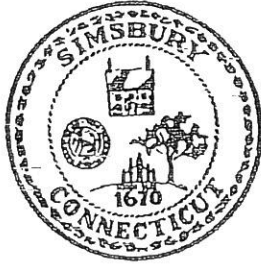
7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

Town assets will increase by the value of the ticket booth, estimated as \$45,000.

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

The following documents are included with this submission and attached hereto:

No documents included at this time.  
Architectural plans were previously shared.



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

*Office of Community Planning and Development*

July 21, 2017

Mark Deming  
3 Ryan Circle  
Simsbury, CT 06070

**REFERENCE:** Application #17-27 of Mark Deming, Agent; Town of Simsbury, Owner; for a site plan amendment for the construction of a ticket booth at the Performing Arts Center on the property located at 22 Iron Horse Boulevard (shown as Assessor's Map H09, Block 226, Lot 003A and Assessor's Map H09, Block 226, Lot 004). Zones SC-3 and SC-4.

Dear Mr. Deming:

The Town of Simsbury's Zoning Commission, at a regular meeting held on Monday, July 17, 2016, unanimously approved with conditions your application for a site plan amendment for the construction of a ticket booth at the Performing Arts Center on the property located at 22 Iron Horse Boulevard.

The site amendment approval is subject to the following conditions of approval:

1. An administrative zoning permit is required.
2. Pre-construction meeting is required with staff before start of site work.
3. Minor field adjustments to grading and landscaping may be made based on field conditions upon written approval from the Town Planner, who has been given the authority on behalf of the Town's Zoning Commission to act on their behalf.

Please contact me if you have any questions regarding this approval. I can be reached at either [mglidden@simsbury-ct.gov](mailto:mglidden@simsbury-ct.gov) or 860-658-3252.

Very Truly Yours

Michael Glidden CFM-CZEO  
Assistant Town Planner

cc: ✓ Lisa Heavner, First Selectman  
Jeff Shea, Town Engineer  
Tom Roy, Director of Public Works  
Gerry Toner, Director of Culture, Parks, and Recreation  
Robin Newton CZEO, Code Compliance Officer  
Building Department File  
Town Clerk



Telephone (860) 658-3245  
Facsimile (860) 658-3205

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



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Public Gathering Permits – Recommendation for Approval
2. **Date of submission:** July 24, 2017
3. **Date of Board Meeting:** July 27, 2017
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

Gerard G. Toner, Director of Culture, Parks and Recreation

5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Approve the Public Gathering Permit Applications for the following events:

August 22: SMPAC – Simstock17

August 25-27: SMPAC 2 Left Feet Blues Festival

October 8: Eric Jones - Pumpkin Canoe/Kayak Race – Curtiss Park

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

Earlier today, a Public Gathering Permit application meeting was held to address the events listed above.

Those attending included Assistant Town Planner Mike Glidden, Zoning Enforcement Officer Robin Newton, Public Works Assistant Ryan Jefferies, Public Works Director Tom Roy, Lieutenant Fred Sifodaskalakis, Mike Delehanty of the Simsbury EMS, and me.



After reviewing the applications for the Canoe/Kayak event and Simstock17, the committee unanimously recommended that the events be forwarded to the Board of Selectmen for approval.

The review of the Two Left Feet Blues Festival centered around the request of the promoter and SMPAC Management to offer the sale of camp sites for RV's and tent camping at the event site. At their meeting on July 17, the Zoning Commission approved a text amendment to the Zoning Regulations allowing camping of this type on Town owned land.

The conditions of approval from the committee were as follows:

No more than 35 RV spaces are approved. Layout to be provided prior to the festival and marked out in the field no later than the Thursday before the event.

No more than 45 tent spaces are approved and are to be marked no later than the Thursday before the event.

Planning Department staff will inspect the site no later than 4:00 p.m. on the Thursday before the event for compliance on the conditions listed above.

A backup location for RV camping is to be provided if it is determined that the site is not suitable for camping due to wet conditions.

All camping and attendance figures shall be communicated to Lieutenant Sifodaskalakis no later than Wednesday, August 23 so that appropriate staff can be assigned to the event. As of now, one extra duty officer will be assigned from 3:00 p.m. to 11:00 p.m. on Friday and Saturday.

Jason Brown of the Farmington Valley Health District must confirm in writing that he is agreeable to the responses from Mr. Vincent in his e-mail of June 12. In addition, there is to be no dumping of gray or black water onto the ground. Proper disposal of waste water shall be provided.

The event organizers have also requested that camp fires be permitted on the site. The Committee indicated to them that this would be a decision to be made by the Board of Selectmen.

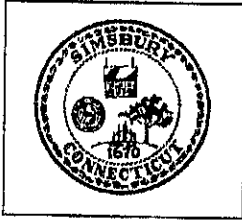
**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

There is no financial impact to the Town.

**8. Description of documents included with submission (All documents must be in final form and signed by the appropriate party.):**

*The following documents are included with this submission and attached hereto:*

Event applications and back-up materials.



## SIMSBURY ZONING COMMISSION PUBLIC GATHERING PERMIT APPLICATION

Applicant's Name (PRINT): Madeline Gamen / Alana Backer  
Applicant's Address: \_\_\_\_\_

Applicant's Telephone including office, home and cell phone: \_\_\_\_\_  
(H) 860-264-7305, (A) 860-593-8846  
Applicant's emergency Telephone number: SAME  
Email address: madeline.gamen@comcast.net

Event Name Sinistock 17

Property Owner's Name (PRINT): Town of Simsbury  
Property Owner's Address: 22 Main Street Blvd

Property Owner's Telephone: 860-658-3230

Property Owner's (Original) Signature giving permission to make this application:  
(Use Blue Ink) \_\_\_\_\_

Exact Date(s) of proposed Public Gathering: (These dates 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: Aug 22<sup>nd</sup> 7:00 am End: Aug 22<sup>nd</sup> 10:00 pm

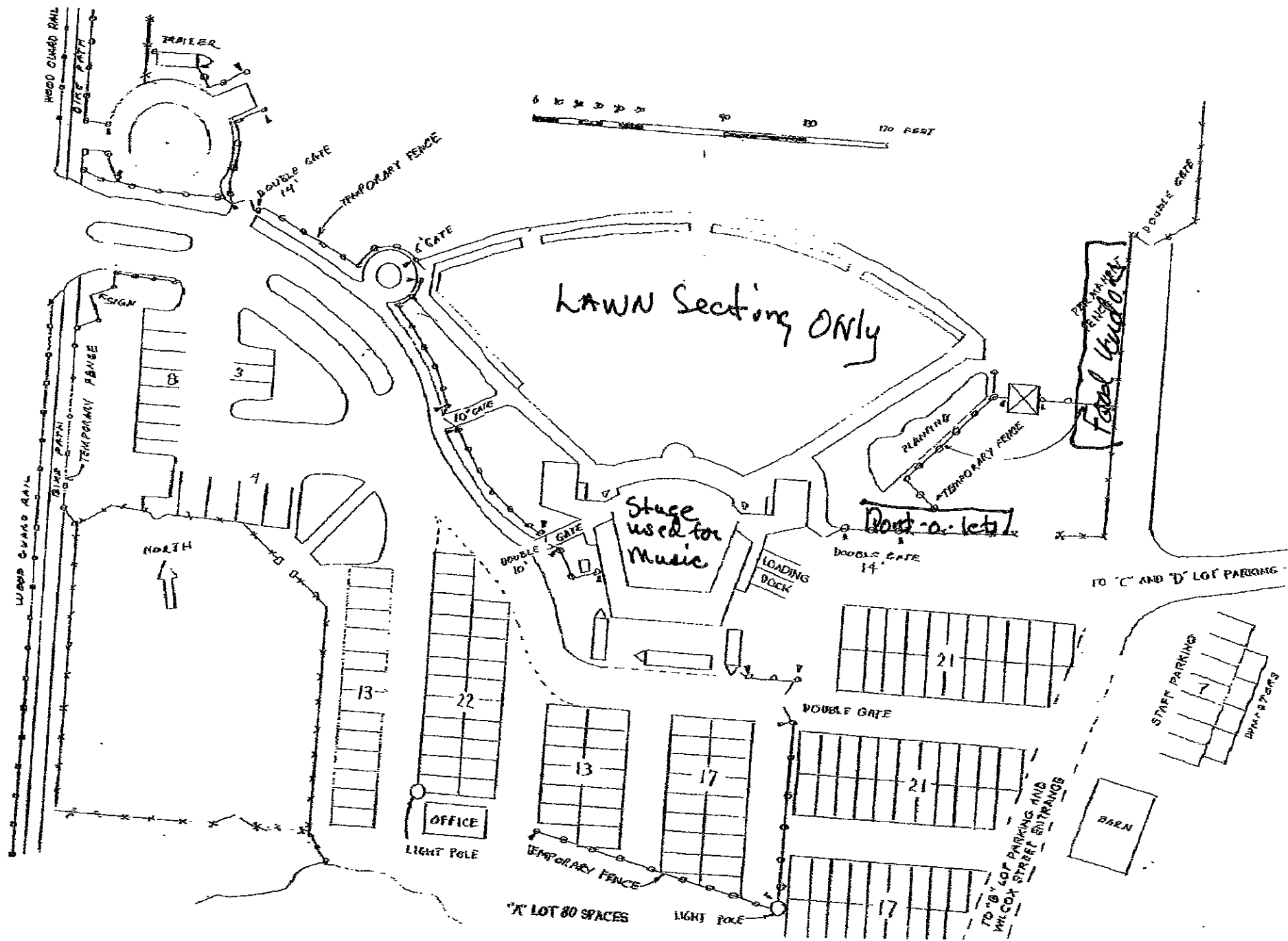
Location of proposed Public Gathering: (Complete Description and marked as shown on attached map): Attached

Is the event located on or does it utilize property owned by the Town of Simsbury?  
Yes ☒ No ☐

If Yes applicant MUST attach a Certificate of Insurance for \$1,000,000 in a form acceptable to the Town Attorney. (See Instruction sheet for directions). By Aug 10<sup>th</sup>

Applicant must attach a complete narrative description of the event. This description MUST include ALL aspects and features of the event.

Anticipated Attendance at Public Gathering: 300 - 600







## SIMSBURY ZONING COMMISSION PUBLIC GATHERING PERMIT APPLICATION

Applicant's Name (PRINT): Toni Rogers (2 Left Feet Blues Festival)

Applicant's Address: 78 Mountain Rd

East Hartford, CT 06029

Applicant's Telephone including office, home and cell phone: 860-830-7178

Applicant's emergency Telephone number: SAME

Email address: \_\_\_\_\_

Event Name 2 Left Feet Blues Festival

Property Owner's Name (PRINT): Town of Simsbury

Property Owner's Address: Box 495  
Simsbury, CT 06070

Property Owner's Telephone: 860-658-3200

Property Owner's (Original) Signature giving permission to make this application:  
(Use Blue Ink) \_\_\_\_\_

Exact Date(s) of proposed Public Gathering: (These dates 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: Aug 25, 2017 End: Aug 27, 2017

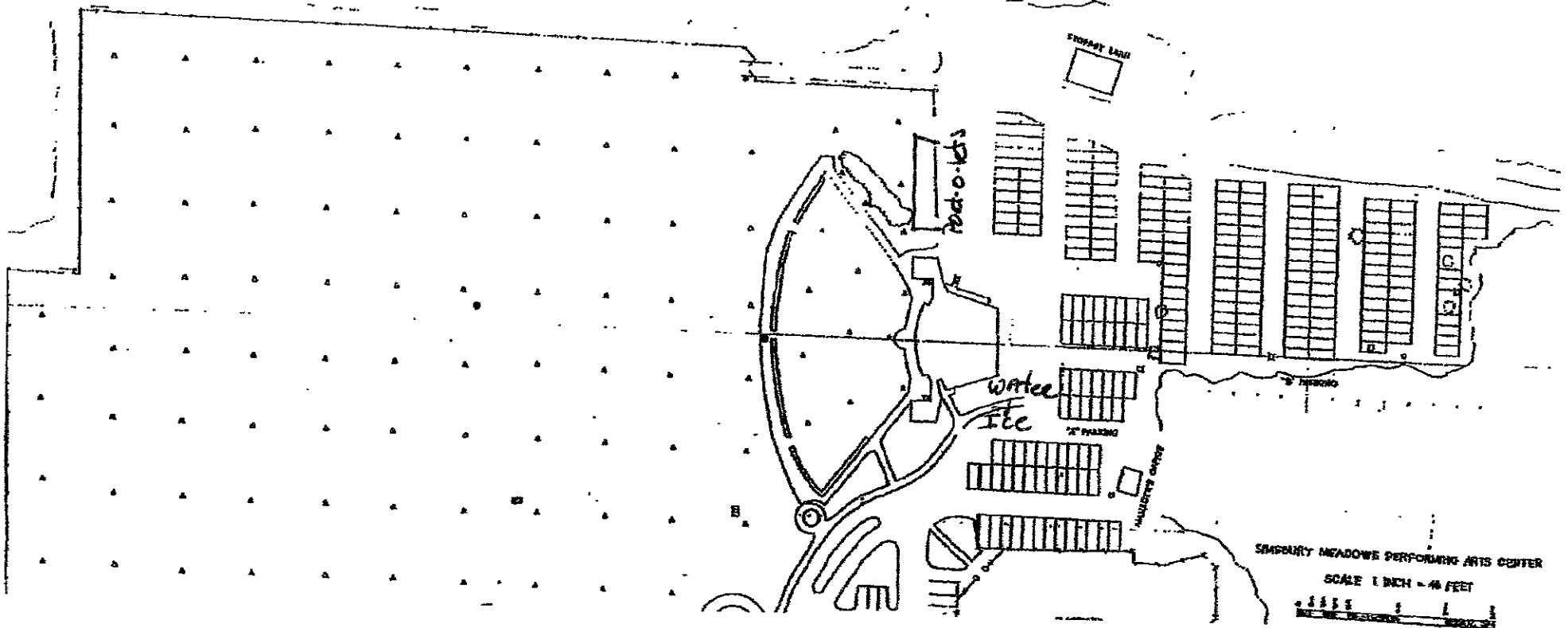
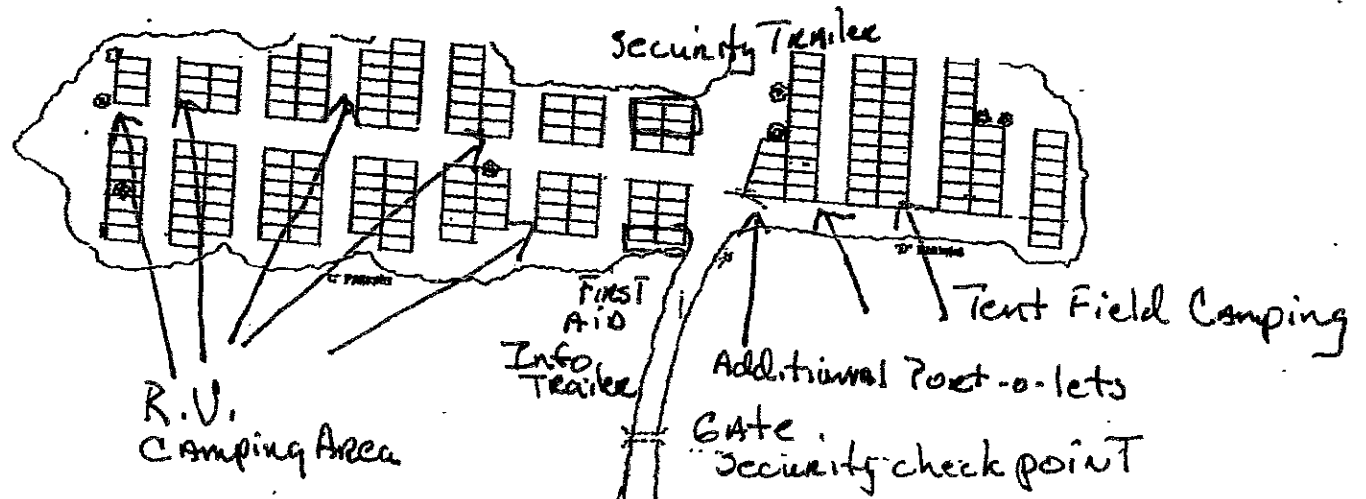
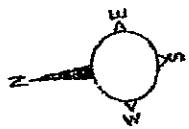
Set up 12:00 pm Two Day Event Aug 26<sup>th</sup> + 27<sup>th</sup>  
Location of proposed Public Gathering: (Complete Description and marked as shown on attached map): \_\_\_\_\_

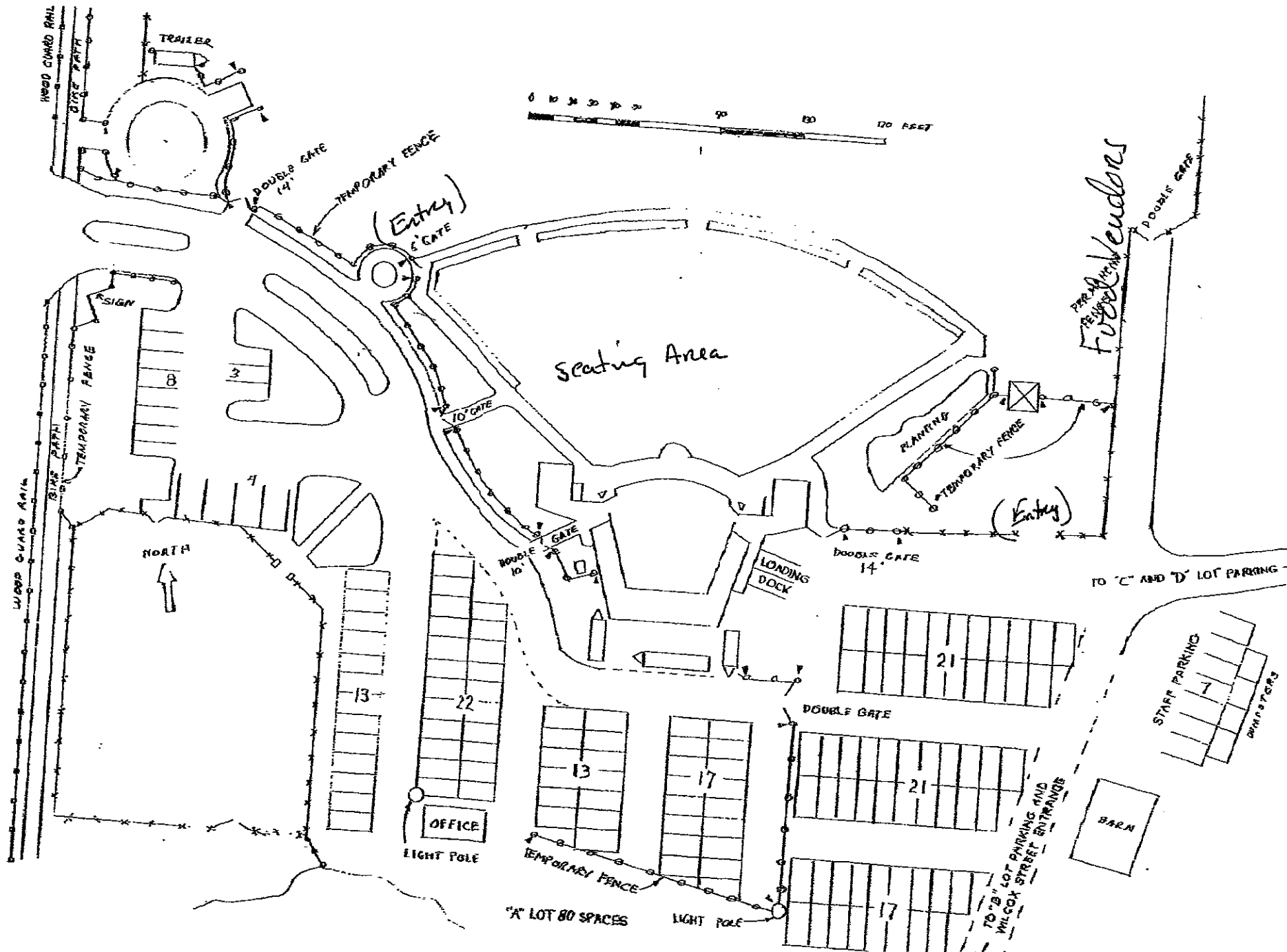
Is the event located on or does it utilize property owned by the Town of Simsbury?  
Yes ☒ No \_\_\_\_\_

If Yes applicant MUST attach a Certificate of Insurance for \$1,000,000 in a form acceptable to the Town Attorney. (See Instruction sheet for directions). To Finish by June 30<sup>th</sup>

Applicant must attach a complete narrative description of the event. This description MUST include ALL aspects and features of the event. A Hatched

Anticipated Attendance at Public Gathering: 300 - 1,000





## Camping

### Limited Onsite Camping at 2 Left Feet Blues Festival

No electric hook up or sewers. Port-o-lets and limited water.

Camping must be advanced sales.

Showers available offsite.

### Pricing

**Tent Field Camping - \$75-**

Maximum of 2 tents per site

(75 available spaces)

**RV - \$100-**

(100 available spaces)

Camping requires a Camping Pass and that each person has a Weekend Festival Pass.

Maximum of 6 people per site,

\$15 per additional person.

Children under 12 stay free!

### Camping Rules

Sorry, no pets!

Quiet time: 11 pm – 7am

All children must be at their campsite by 10:00 pm unless accompanied by an adult.

Do no cut, trim or deface any trees. You could be fined.

Store food and coolers in your vehicle at night. This is for your own protection against bears and  
(<https://2leftfeetbluesfestival.com/>)

No firearms or fireworks will be tolerated!! These will result in immediate removal by festival management

No public intoxication or drug use will be tolerated!

Any abuse of property or rules will result in loss of privileges and offenders must leave the festival property.

## Campfire Rules

Above ground fire pits maybe available depending on weather conditions.

Festival Management has final decision on weather conditions to allow burning

Any burn marks will be charged to site occupants.

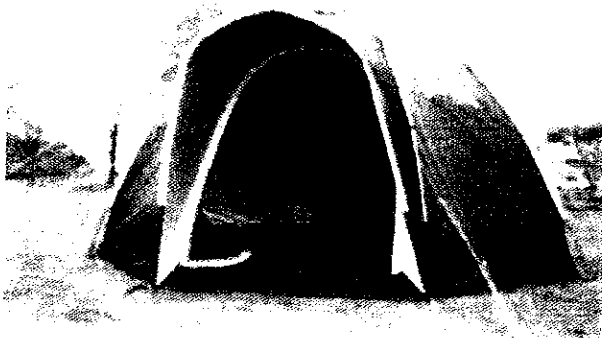
No Firewood will be allowed to be brought into campground due to the threat of the Asian Longhorn.

Do not leave your fire unattended! Fires must be extinguished before you leave



PURCHASE CAMPING/FESTIVAL PASSES

(<https://2leftfeetbluesfestival.webconnex.com/2leftfeetbluesfestival.com>)



**Subject:** RE: FVHD Approval for August 25th, 26th, 27th, Festival / Concert

**From:** Toner Gerard  
**Sent:** Tuesday, July 25, 2017 10:15 AM  
**To:** Heavner Lisa  
**Subject:** FW: FVHD Approval for August 25th, 26th, 27th, Festival / Concert

Lisa:

I spoke with Jason Brown this morning and he forwarded me the e-mail below that he sent to Tom Vincent. Jason is satisfied that all the concerns he identified have been addressed.

Gerry

Gerard G. Toner, Director  
Simsbury Culture, Parks and Recreation Dept.  
860-408-4682

---

**From:** Jason Brown [jbrown@fvhd.org]  
**Sent:** Tuesday, July 25, 2017 10:07 AM  
**To:** Tom Vincent  
**Cc:** Toner Gerard  
**Subject:** RE: FVHD Approval for August 25th, 26th, 27th, Festival / Concert

Hello Tom,

This is a revised email based on our conversation this morning. From what you outlined your facilities seem sufficient for the current number of attendees. One request I may add would be to increase the number of portable hand wash stations to at least 10.

Thank you.

Jason  
860-622-1741

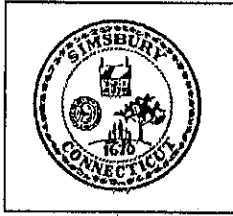
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**From:** Tom Vincent [<mailto:coachtev8@yahoo.com>]  
**Sent:** Monday, July 24, 2017 4:25 PM  
**To:** Jason Brown <[jbrown@fvhd.org](mailto:jbrown@fvhd.org)>  
**Cc:** Toner Gerard <[gtoner@simsbury-ct.gov](mailto:gtoner@simsbury-ct.gov)>  
**Subject:** FVHD Approval for August 25th, 26th, 27th, Festival / Concert

Hi Jason,

This email is just to confirm that you have all your questions answered pertaining to the Blues Fest at the SMPAC. You had emailed me back in May and i answered all your questions at that time this is just a follow up if you needed any other information.

Thanks Tom,  
860-462-9726



## SIMSBURY ZONING COMMISSION PUBLIC GATHERING PERMIT APPLICATION

Applicant's Name (PRINT): Eric Jones

Applicant's Address: 50 W Granby Rd  
Granby, CT 06035

Applicant's Telephone including office, home and cell phone: 860-756-6703 (cell)  
860 844 0293 (home), 860 275 0273 (office)

Applicant's emergency Telephone number: 860-756-6703

Email address: boateater@gmail.com

Event Name Pumpkin Canoe/Kayak Race

Property Owner's Name (PRINT): Town of Simsbury

Property Owner's Address: Curtiss Park; 61 Tariffville Rd; Simsbury, CT

Property Owner's Telephone: \_\_\_\_\_

Property Owner's (Original) Signature giving permission to make this application:  
(Use Blue Ink) \_\_\_\_\_

Exact Date(s) of proposed Public Gathering: (These dates 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: 9:00 am Oct 8 End: 3 pm Oct 8

Location of proposed Public Gathering: (Complete Description and marked as shown on attached map): Curtiss Park - Farmington River side

Is the event located on or does it utilize property owned by the Town of Simsbury?

Yes ☒ No ☐

If Yes applicant MUST attach a Certificate of Insurance for \$1,000,000 in a form acceptable to the Town Attorney. (See Instruction sheet for directions).

Applicant must attach a complete narrative description of the event. This description MUST include ALL aspects and features of the event.

Anticipated Attendance at Public Gathering: 35-40

## Re: Pumpkin Race Permit Request

Eric Jones [july4jones@gmail.com]

**Sent:** Tuesday, July 18, 2017 1:42 PM

**To:** Toner Gerard

**Attachments:** PumpkinRace\_Map.jpg (835 KB) ; 2017 Simsbury Insurance Certificate~1.pdf (225 KB) ; Pumpkin\_SimsburyPublic Gathering~1.pdf (55 KB)

Gerry,

Thanks for your help with this.

As I mentioned in our phone call earlier this year, this is the first time I've been involved in the organization of the event. The race has been held since 2000 (absent a few years where it was cancelled due to high or low water). I don't know what was been done in the past in terms of permits and such, but I hope any past oversights in that regard can be forgiven in our effort to get everything right this year.

Here is the event description:

The Pumpkin Race is a flatwater canoe/kayak race on the Farmington River that begins and ends at Curtiss Park in Simsbury. There are two events: a 4 mile Recreational/Youth Race that goes upstream around a buoy and back to Curtiss Park, and a 7 mile Pro Race that goes downstream around a buoy, then upstream around the buoy used for the short course, and back to Curtiss Park. Times are around 55 minutes for the short race and 80 minutes for the long race.

The event expects about 30 boats and around 35-40 paddlers, plus a handful of spectators (basically family members).

In the past, paddlers have parked at the Curtiss Park fields without any problems. The fields on the Farmington River side of the park have never been in operation when I've been there for a race (it's held on a Sunday). There is always plenty of room, so we don't need any special parking arrangements.

As requested, I'm attaching page 4 of the Public Gathering Permit Application and a map. I'm also attaching the Certificate of Insurance. Since the Town of Simsbury is the property owner, I'm assuming you can supply the property owner signature (if one is needed) that is requested on the Public Gathering Permit Application.

If you need anything else, please don't hesitate to let me know.

Thanks again,  
-Eric

On Tue, Jul 18, 2017 at 11:55 AM, Toner Gerard <[gtoner@simsbury-ct.gov](mailto:gtoner@simsbury-ct.gov)> wrote:  
Hi Eric:

It's good to hear from you. Our First Selectman is agreeable to signing off on this DEEP permit application as long as the Board of Selectmen approve it at their August 14 meeting. It will require a public gathering permit from us which I am glad to facilitate. I've attached an application and I need you to complete page 4 and send back to me with a summary of the event and a map of what areas



will be involved. Please include parking needs as well.

Thanks, Eric.

Gerry

Gerard G. Toner, Director

Simsbury Culture, Parks and Recreation Dept.

860-408-4682

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From: Eric Jones [[july4jones@gmail.com](mailto:july4jones@gmail.com)]

Sent: Monday, July 17, 2017 10:36 PM

To: Heavner Lisa; Toner Gerard

Subject: Pumpkin Race Permit Request

Greetings,

I hope this email finds you well. You may recall that I contacted you back in December about an annual canoe/kayak race that takes place on the Farmington River in Simsbury in October. As you may recall, we want to get a permit from the DEP for the race, which requires the town of Simsbury to sign off on the permit request.

I'm attaching the DEP Permit request and a copy of the certificate of insurance showing the Town of Simsbury as an additional insured. If you have any question, please don't hesitate to contact me.

Assuming everything is in order, please complete the bottom of page 2 of the permit request and return it to me. I need to submit the request to the DEP by August 24.

Thanks very much for your assistance,

Eric

[<https://ipmcdn.avast.com/images/icons/icon-envelope-tick-green-avg-v1.png>]<[http://www.avg.com/email-signature?utm\\_medium=email&utm\\_source=link&utm\\_campaign=sig-email&utm\\_content=webmail](http://www.avg.com/email-signature?utm_medium=email&utm_source=link&utm_campaign=sig-email&utm_content=webmail)> Virus-free, [www.avg.com](http://www.avg.com)<[http://www.avg.com/email-signature?utm\\_medium=email&utm\\_source=link&utm\\_campaign=sig-email&utm\\_content=webmail](http://www.avg.com/email-signature?utm_medium=email&utm_source=link&utm_campaign=sig-email&utm_content=webmail)>



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Public Gathering Permits – Recommendation for Approval
2. **Date of submission:** July 17, 2017
3. **Date of Board Meeting:** August 14, 2017
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

Gerard G. Toner, Director of Culture, Parks and Recreation

5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):  
*The Individual or Entity making the submission requests that the Board of Selectmen:*

Approve the Public Gathering Permit Applications for the following events:

September 1: PAC Concert – Echoes of Sinatra

September 17: Trinity Church Fall Into Fall Fair – Tariffville Green

September 24: Run Back to School 5K and Fun Run – Latimer Lane PTO

September 30: PAC Event – Hollander Wedding

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

On July 12, a Public Gathering Meeting was held to address applications for the four events listed above. Those in attendance included Assistant Town Planner Mike Glidden, Assistant Public Works Director Ryan Jefferis, Lieutenant Fred Sifodaskalakis, Mike Delehanty of the Simsbury EMS, and me.

After reviewing the applications, the committee unanimously recommended that the events be forwarded to the Board of Selectmen for approval. Jason Brown of the Farmington Valley Health District was unable to attend, but has been apprised of the events. All event approvals will be contingent on event organizers securing permission from the Health District.

**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

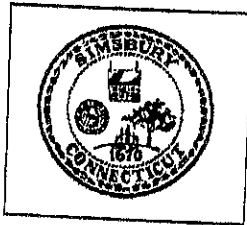
There is no financial impact to the Town.

**8. Description of documents included with submission (All documents must be in final form and signed by the appropriate party.):**

*The following documents are included with this submission and attached hereto:*

Application pages for each event.

Start @ 6:00 - open gates  
7:30 Start



## SIMSBURY ZONING COMMISSION PUBLIC GATHERING PERMIT APPLICATION

Applicant's Name (PRINT): DFX INCC Productions LLC

Applicant's Address: 2162 Silas Deane Hwy

Applicant's Telephone including office, home and cell phone: Rocky Hill CT 06067  
860-922-2885

Applicant's emergency Telephone number: Same

Email address: Nicole Ddfx-ent.com

Event Name Echoes of Sinatra

Property Owner's Name (PRINT): Town of Simsbury

Property Owner's Address: 22 Town House Blvd  
Simsbury, CT 06070

Property Owner's Telephone: 860-658-3230

Property Owner's (Original) Signature giving permission to make this application:  
(Use Blue Ink) \_\_\_\_\_

Exact Date(s) of proposed Public Gathering: (These dates 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: Sept 1st 8:00am End: Sept 1st 10:00pm

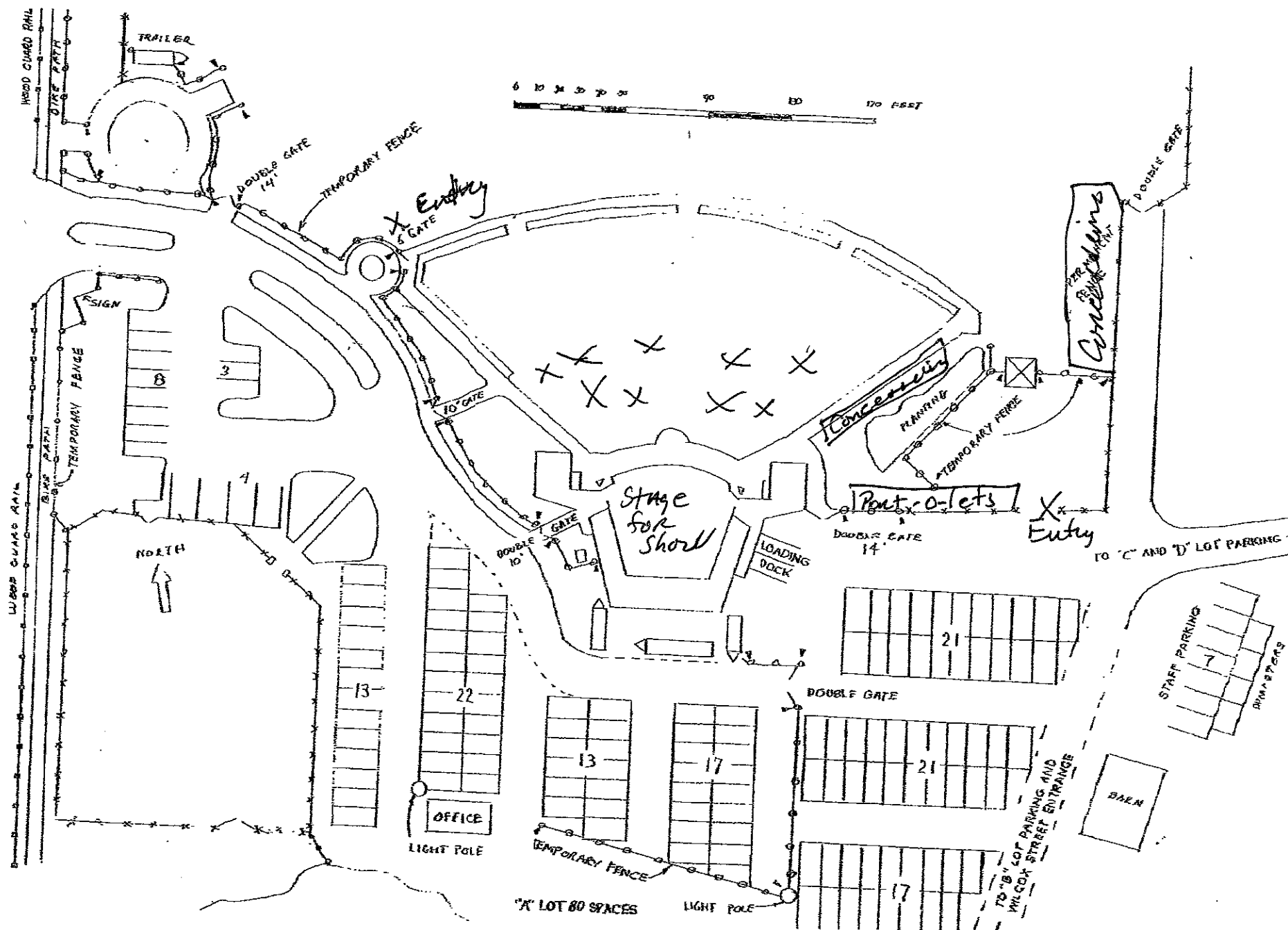
Location of proposed Public Gathering: (Complete Description and marked as shown on attached map): Maps Attached

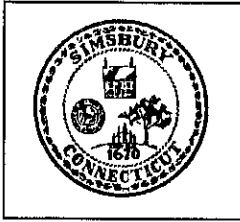
Is the event located on or does it utilize property owned by the Town of Simsbury?  
Yes ☒ No ☐

If Yes applicant MUST attach a Certificate of Insurance for \$1,000,000 in a form acceptable to the Town Attorney. (See Instruction sheet for directions). Ins BY Aug 20<sup>th</sup>

Applicant must attach a complete narrative description of the event. This description MUST include ALL aspects and features of the event.

Anticipated Attendance at Public Gathering: 300 - 500





## SIMSBURY ZONING COMMISSION PUBLIC GATHERING PERMIT APPLICATION

Applicant's Name (PRINT): Amanda Lavallee (Trinity Church)  
Applicant's Address: 11 Church Street Tariffville CT 06081

Applicant's Telephone including office, home and cell phone: 651-0201 office  
860-836-6129 Cell

Applicant's emergency Telephone number: \_\_\_\_\_

Email address: manda.lavallee@gmail.com

Event Name Fall into Fall Fair

Property Owner's Name (PRINT): Town of Simsbury

Property Owner's Address: 933 Hopmeadow Street  
Simsbury CT 06070

Property Owner's Telephone: 860-658-3200

Property Owner's (Original) Signature giving permission to make this application:  
(Use Blue Ink) \_\_\_\_\_

Exact Date(s) of proposed Public Gathering: (These dates 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: 9am Sun Sept 17 End: 2pm Sun Sept 17, 2017

Location of proposed Public Gathering: (Complete Description and marked as shown on attached map): Tariffville Green, Tariffville CT 06081

Is the event located on or does it utilize property owned by the Town of Simsbury?  
Yes ☒ No ☐

If Yes applicant MUST attach a Certificate of Insurance for \$1,000,000 in a form acceptable to the Town Attorney. (See Instruction sheet for directions).

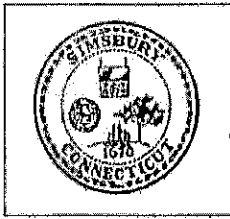
Applicant must attach a complete narrative description of the event. This description MUST include ALL aspects and features of the event.

Anticipated Attendance at Public Gathering: 100

## Trinity Church "Fall into Fall Fair" Sept 17<sup>th</sup>

---

Trinity Church in Tariffville would like to host a "Fall into Fall Fair" as we have the last 4 years. It is a free event for members of the church and the community to gather and get to know each other. We provide free food; a permit will be sought from the Farmington Valley Health Department, and free entertainment. Last year we brought in a Gospel Choir from Boston, a bounce house and played many children's games. We use the Fair to celebrate the new school year as well as meet members of our community.



## SIMSBURY ZONING COMMISSION PUBLIC GATHERING PERMIT APPLICATION

Applicant's Name (PRINT): Mercedith Barrows  
Applicant's Address: 1 Eastview Drive Simsbury CT

Applicant's Telephone including office, home and cell phone: 860 408 1296 h  
860 202 4840 cell

Applicant's emergency Telephone number: 860 202 4840  
Email address: Merbar@comcast.net

Event Name Run Back to School 5K and Fun Run, Latimer Lane School  
PTO

Property Owner's Name (PRINT): Town of Simsbury - Latimer Lane School  
Property Owner's Address: 33 Mountain Rd Simsbury

Property Owner's Telephone: \_\_\_\_\_

Property Owner's (Original) Signature giving permission to make this application:  
(Use Blue Ink) M. Barrows (signing as event director for PTO Latimer Lane Event)

Exact Date(s) of proposed Public Gathering: (These dates 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: 9:00 9/24/17 End: 5:00 9/24/17

Location of proposed Public Gathering: (Complete Description and marked as shown on attached map): see map. Primarily at Playground and hard top

Is the event located on or does it utilize property owned by the Town of Simsbury?  
Yes ☒ No ☐

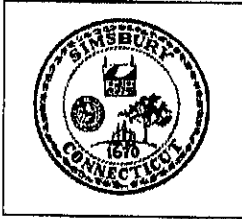
If Yes applicant MUST attach a Certificate of Insurance for \$1,000,000 in a form acceptable to the Town Attorney. (See Instruction sheet for directions).

Applicant must attach a complete narrative description of the event. This description MUST include ALL aspects and features of the event.

Anticipated Attendance at Public Gathering: 300



End by 10:00



## SIMSBURY ZONING COMMISSION PUBLIC GATHERING PERMIT APPLICATION

Applicant's Name (PRINT): Brett Hollander  
Applicant's Address: 66 King Phillip Rd  
Simsbury, CT 06070  
Applicant's Telephone including office, home and cell phone: \_\_\_\_\_

Applicant's emergency Telephone number: 860-268-3699  
Email address: brett@hdibeer.com

Event Name: Hollander Wedding

Property Owner's Name (PRINT): Tom D Simsbury  
Property Owner's Address: 22 Ira Hulse Blvd

Property Owner's Telephone: 860-658-3230

Property Owner's (Original) Signature giving permission to make this application:  
(Use Blue Ink) \_\_\_\_\_

Exact Date(s) of proposed Public Gathering: (These dates 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: Sept 30<sup>th</sup> 12:00 pm End: 10:00 pm Sept 30<sup>th</sup>  
Set up at 12 pm

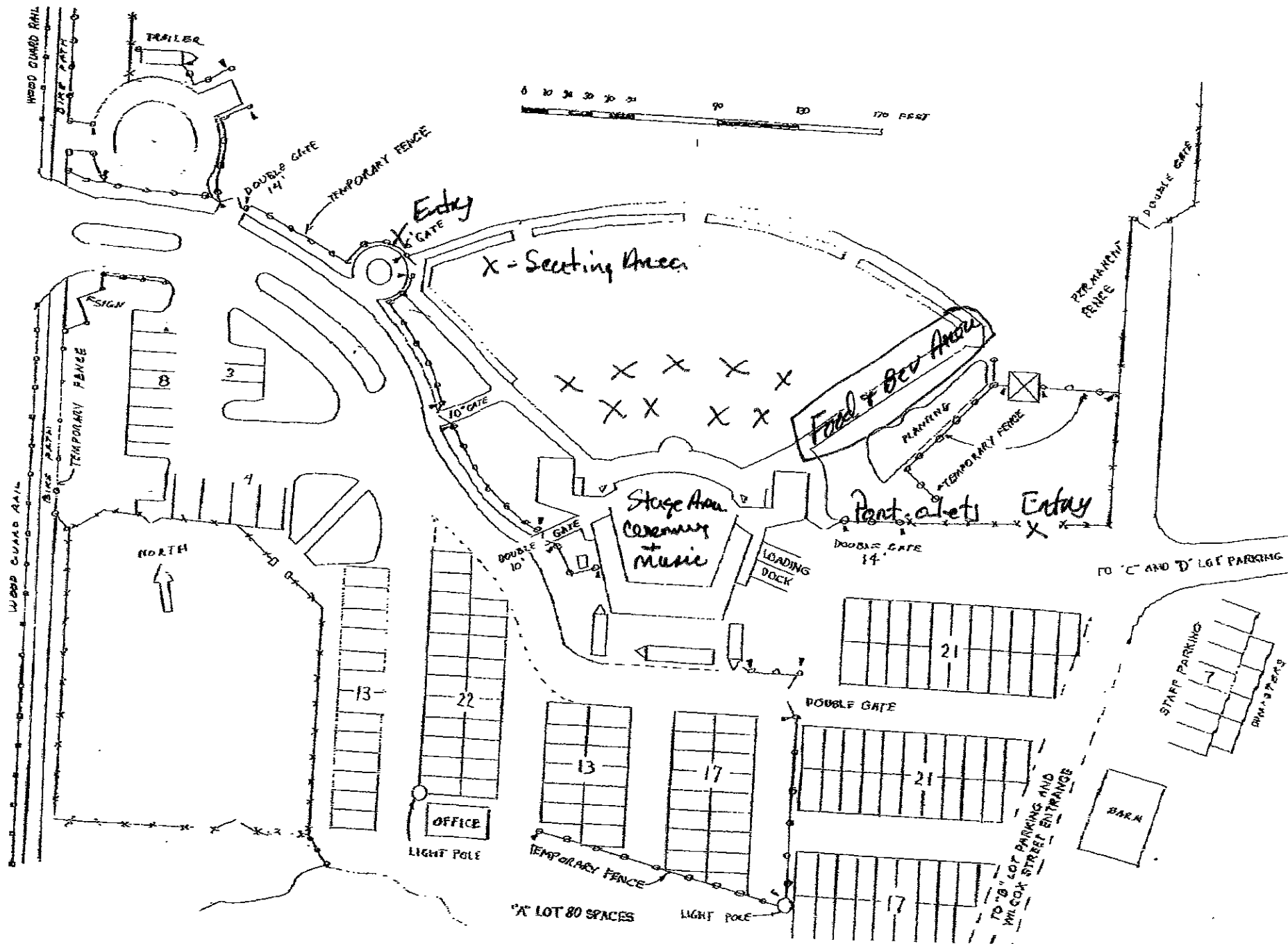
Location of proposed Public Gathering: (Complete Description and marked as shown on attached map): Map Attached

Is the event located on or does it utilize property owned by the Town of Simsbury?  
Yes ☒ No ☐

If Yes applicant MUST attach a Certificate of Insurance for \$1,000,000 in a form acceptable to the Town Attorney. (See Instruction sheet for directions). Ins. Cert by Sept 1<sup>st</sup>

Applicant must attach a complete narrative description of the event. This description MUST include ALL aspects and features of the event.

Anticipated Attendance at Public Gathering: 150 - 250 people





# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Appointment of Library Building Committee
2. **Date of submission:** July 25, 2017
3. **Date of Board Meeting:** July 27, 2017
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

Thomas F. Cooke – Director of Administrative Services – [tcooke@simsbury-ct.gov](mailto:tcooke@simsbury-ct.gov)

5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):  
*The Individual or Entity making the submission requests that the Board of Selectmen:*

Appoint a Library Building Committee to consist of the following members and with a term expiring upon the completion of the Library's "Lower Level Interior Improvements" capital project:

Library Director – Lisa Karim

Town Engineer – Jeff Shea

Town Director of Public Works – Tom Roy

Public Building Committee members – Two (2) members as designated by the Public Building Committee Chair

Library Trustees and representatives of the Friends of the Library:

Marianne O'Neil

Dave Blume

Charmaine Glew

Lauren Miller

Bridgett Herzog

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The Town of Simsbury's Capital Improvement Plan for Fiscal Year 2017-2018 includes two Library projects including the "Lower Level Interior Improvements" project. The Library has applied for State Library Construction Funds to help cover the costs of the project. If awarded, the grant funds require that the project be overseen by a Building Committee to include Library Board representative members and the Library Director.

The proposed Committee is designed to meet the grant requirements by including the required Library representatives and to include appropriate expertise from Town Staff and the existing Public Building Committee.

The Library Building Committee should be appointed for the duration of the project.

7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

None

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

*The following documents are included with this submission and attached hereto:*

None



## Planning and Community Development

James D. Rabbitt, AICP  
Director of Planning & Community  
Development  
933 Hopmeadow Street  
Simsbury, CT 06070

Phone: 860-658-3228  
Fax: 860-658-3205  
E-Mail: [jrabbitt@simsbury-ct.gov](mailto:jrabbitt@simsbury-ct.gov)

To: Lisa Heavner, First Selectwoman  
From: James Rabbitt, AICP  
CC: Tom Cooke, file  
Date: July 24, 2017  
Re: New Development in Simsbury

# Memo

Lisa,

As requested by the Board of Selectmen, please be advised that I am in the process of developing a Request For Expressions of Interest (RFEI). I expect to have a draft completed in the next two-three weeks for your review. The RFEI is being developed in order to explore the level of interest associated with the Redevelopment of existing surface parking lot (State Lot on Iron Horse Blvd.) into a productive mixed-use development within downtown Simsbury, CT. By issuing this RFEI, the Town of Simsbury would seek proposals ("Responses") from qualified developers to design, finance, build and operate a mixed use development that would be consistent with the intent of the Simsbury Center Charrette. The timeframes associated with any development of the site would anticipate that the development of the site would be ready for occupancy no later than September 30, 2019.

Jamie.

**CONNECTICUT STATE DEPARTMENT OF EDUCATION**  
**OFFICE OF STUDENT SUPPORTS AND ORGANIZATIONAL**  
**EFFECTIVENESS**  
**BUREAU OF HEALTH/NUTRITION, FAMILY SERVICES AND**  
**ADULT EDUCATION**

*Application for Funds*

**YOUTH SERVICE BUREAU GRANT PROGRAM**  
**July 1, 2017 – June 30, 2019**

**Purpose:** To assist municipalities or private agencies serving youth, which are designated to act as agents for such municipalities, in establishing, maintaining or expanding such Youth Service Bureaus.

Pursuant to Sections 10-19m through 10-19o of the Connecticut General Statutes.

Applications Due: July 31, 2017

Published: June 22, 2017  
RFP #120



## Connecticut State Department of Education



### CONNECTICUT STATE DEPARTMENT OF EDUCATION

Dianna R. Wentzell  
Commissioner of Education

The Connecticut State Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Connecticut State Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws.** The Connecticut State Department of Education does not unlawfully discriminate in employment and licensing **against qualified persons with a prior criminal conviction.** Inquiries regarding the Connecticut State Department of Education's nondiscrimination policies should be directed to:

Levy Gillespie  
Equal Employment Opportunity Director/Americans with Disabilities Act Coordinator  
Connecticut State Department of Education  
450 Columbus Boulevard, Suite 607  
Hartford, CT 06103  
860-807-2071  
[Levy.Gillespie@ct.gov](mailto:Levy.Gillespie@ct.gov)

THE CONNECTICUT STATE DEPARTMENT OF EDUCATION IS AN  
AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER.

**APPENDIX A  
Application**

Youth Service Bureau  
Grant Application #120  
Revised May 2017

Connecticut State  
Department of Education

Statutory Ref.: C.G.S. 10-19m through 10-19o

**TITLE PAGE**

1. Legal Name of Organization Applying for Funds:

Town of Simsbury/Social Services Department CSDE Code: 128

2. Federal Identification No.: 06-6002085

3. Town(s) to be Served: Simsbury

4. Program Name: Simsbury Youth Service Bureau

5. Executive Director: M. Lecours-Beck Phone: 860 658-3283 Fax: 860 408-7046

Executive Director E-mail address: mlecours-beck@simsbury-ct.gov

6. Contact Persons:

Program: M. Lecours-Beck Phone: 860 658-3283 Fax: 860 408-7046

Program Director E-mail address: mlecours-beck@simsbury-ct.gov

Fiscal: M. Lecours-Beck Phone: 860 658-3283 Fax: 860 408-7046

Fiscal Director E-mail address: mlecours-beck@simsbury-ct.gov

7. Program Mailing Address: Simsbury Social Services, 933 Hopmeadow Street, Simsbury CT  
06070

8. Program Location Address: Simsbury Social Services, 754 Hopmeadow Street, Simsbury CT  
06070

I certify that the information submitted is in conformance with the instructions and is an accurate representation of the YSBs' planned programs and services for the period July 1, 2017, through June 30, 2019. A new form will be submitted if changes occurred.

9. Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

10. Typed Name: M. Lecours-Beck, LCSW Title: Director of Social Services





2017-19 Youth Service Bureau Grant Application

- X** Counseling Services: Are clinicians: hired ☐ or contracted **X**  
hourly rate ☐ or daily rate ☐  
Individual Counseling **X** Group Counseling ☐  
Parent Training ☐ Family Therapy **X**
- ☐ Work Placement and Employment Counseling  
☐ Alternative and Special Educational Opportunities  
**X** Recreational and Youth Enrichment Programs  
☐ Outreach Programs  
**X** Preventive Programs (including youth pregnancy, youth suicide, violence, and alcohol and drug prevention)  
**X** Positive Youth Development Programs  
☐ Court Ordered Community Service  
☐ Detention/Suspension/Expulsion Programs  
**X** Juvenile Review Board  
☐ Teen Center/Drop-In Center: after school ☐ evenings ☐ weekends ☐  
☐ Other Juvenile Justice Programs (please list): \_\_\_\_\_

## ADMINISTRATIVE CORE UNIT STRATEGIES AND PROGRAMS

The YSBs of Connecticut adopted and implemented a RBA framework, designed to guide the programs administered and the strategies used to ensure success.

Summarize the proposed strategies and activities of the administrative core unit using the following format:

- a. Management and Administration – list one strategy and the activities necessary to enhance your operations. List measures you will use to determine how well you have done the activities and whether you have been successful. Group your strategies, activities and measures under the following headings (see sample in Appendix F).

Strategy	Activities	Measures
Work w/Advisory Board to develop theme for year based upon a trending problem or issue	Order handouts w/positive message Possibly hold classroom discussion regarding issue	Heighten awareness of problem/issue. Decrease in occurrence of such problem/issue

- a. Youth Advocacy – list one strategy and the activities necessary to increase your youth advocacy. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures
Engage the Simsbury Library to offer meaningful programs for adolescents	Offer presentations, positive youth development programs, and healthy alternatives to risky behavior	To educate and raise awareness of teen problems and provide resources to those in need

- b. Resource Development – list one strategy and the activities necessary to increase resources for your agency. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures
To attract other mental health providers to our Family Therapy Program	To recruit and contract with Rushford to be a resource for our Family Therapy Program	To increase our list of Family Therapy resources for Simsbury families

- c. Community Involvement – list one strategy and the activities necessary to increase community involvement. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures
To work w/the Community For Care, Board of Education, Police, seniors, and mental health providers	To offer community presentations to educate and hopefully prevent risky behavior	To raise awareness of important issues, such as drugs, suicide, alcohol, and mental health issues

- d. Research and Evaluation – list one strategy and the activities necessary to contribute to research. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures
Engage Teen Librarian and Children's Librarian to provide youth services	Hold activities at Library that raise awareness, provide openness and provide a comfortable and safe place for kids to be themselves	Build up teen/children library resources; address LGBT issues, and other issues facing teens/ children

**DIRECT SERVICES UNIT STRATEGIES AND ACTIVITIES NARRATIVE**

Summarize the proposed strategies and activities of your direct service unit. If you have subcontracted, note services provided by the subcontractor. Group your strategies, activities and measures under the following headings (see sample in Appendix F).

1. Juvenile Justice – list one strategy and the activities necessary to address the juvenile justice area. List measures you will use to determine how well you have done and whether you have been successful.

Strategy	Activities	Measures
Divert youth under age 18 from Juvenile Court	Hold Juvenile Review Board meetings, meet w/parents, assign community service hours, recommend counseling	Decrease in recidivism

2. Mental Health Services – list one strategy and the activities necessary to provide mental health Services. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures
Provide a vehicle for families to seek treatment free of charge	Provide Family Therapy sessions to Simsbury families by subcontracting services	Increase the number of Simsbury families receiving therapy

3. Child Welfare – list one strategy and the activities necessary to promote child welfare. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures
Assist financially challenged families	Provide financial assistance, medical assistance, pool passes, Back To School Program, and camps	Reduction in family stress and other mental health issues

- a. Teen Pregnancy Prevention – list one strategy and the activities necessary to prevent teen pregnancy. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures

- b. Teen Parent Education – list one strategy and the activities necessary to educate teen parents. List the measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures

- c. Positive Youth Development – list one strategy and the activities necessary to promote positive youth development. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures
Promote interaction between youth and seniors	Hold intergenerational dinners, events and activities	Increased communication and understanding between the two generations

4. Community Outreach – list one strategy and the activities necessary to improve community outreach. List measures you will use to determine how well you have done the activities and whether you have been successful.

Strategy	Activities	Measures
Provide free activities for families to spend quality time together	Family Day Septemberfest Halloween Trunk or Treat	Improved family functioning Less stress and increased communication

## Advisory Board Composition Report

### Composition Criteria

- At least seven members.
- At least one member under 21-years-of-age (nonvoting member).
- Representatives from the school system, police department and a private youth-serving agency.
- At least one-third of the total membership from individuals who receive less than 50 percent of their income from delivering services to youth.
- At least one member on the Board from each municipality served by the YSB.

### 1. Board Composition

Attach a current membership list of your Advisory Board or Youth Commission to the grant application. The list should include at least the following information for each Board member:

- Name
- Member Type
  - ☐ Youth
  - ☐ School system representative
  - ☐ Police department representative
  - ☐ Private youth serving agency representative
  - ☐ Service consumer

Where a YSB serves more than one municipality, the membership list should also indicate that the Board includes a duly appointed representative from each municipality served.

### 2. Board Type

Check the appropriate board type for your Advisory Board.

☒ Advisory   ☐ Youth Commission   ☐ Other – please specify

### 3. Vacancies and Waivers

If your Advisory Board does not meet the composition criteria (see box above), please describe the circumstances below and refer to the instructions for information on requests for waivers and extensions:

---



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Anticipated date for meeting composition criteria: \_\_\_\_\_

### 4. Board Meetings

(a) The number of times the YSB Advisory Board is scheduled to meet each fiscal year? 4 \_\_\_\_\_

(b) Are minutes of all meetings on file in your office and available for inspection? Yes \_\_\_\_\_

Yes / No



# Town of Simsbury

754 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

*Social Services Department*

## YOUTH ADVISORY BOARD 2017-2018

Officer Todd Kushman  
Simsbury Police Department  
933 Hopmeadow Street  
P.O. Box 495  
Simsbury CT 06070  
860 658-3170  
School Resource Officer

Officer Jeremy Cormier  
Simsbury Police Department  
933 Hopmeadow Street  
Simsbury CT 06070  
860 658-3170  
School Resource Officer

Meredith Brockbank  
Social Worker  
Simsbury High School  
34 Farms Village Road  
Simsbury CT 06070  
860 658-0451x360  
School Representative

Taryn Schrager  
Recreation Supervisor  
933 Hopmeadow Street  
Simsbury CT 06070  
860 408-4684  
Youth Service Agency

Regina Battaglia  
Special Education Teacher  
Simsbury High School  
34 Farms Village Road  
Simsbury CT 06070  
860 658-0451  
School Representative

Mary Hashmi  
11 Banks Road  
Simsbury CT 06070  
860 658-1683  
Parent  
Mary.hashmi@gmail.com

M. Lecours-Beck  
Director of Social Services  
933 Hopmeadow Street  
Simsbury CT 06070  
860 658-3283  
Youth Service Agency

Kim Lawlor  
365 Collinsville Road  
Unionville CT 06085  
860 658-0451  
School Psychologist

Jeffrey Lewtan  
13 Evans Drive  
Simsbury CT 06070  
(860) 604-4000  
Student (11)

Valerie Lee  
8 Amy Lane  
Simsbury CT 06070  
(860) 651-4205  
Student (11)  
billjenlee@aol.com

Kevin Boysen  
100 County Road  
Simsbury CT 06070  
(860) 651-3795  
Student (12)  
kevinboysen@sbcglobal.net

Helena Vanderbeck  
45 Clifdon Drive  
Simsbury CT 06070  
(860) 280-1448  
Student (12)  
[Hmvbeck5@gmail.com](mailto:Hmvbeck5@gmail.com)

Sara Ray  
Teen Librarian  
Simsbury Public Library  
860 658-7663  
[sarar@libraryconnection.info](mailto:sarar@libraryconnection.info)

Telephone (860) 658-3283  
Facsimile (860) 408-7046

[mlecours-beck@simsbury.k12.ct.us](mailto:mlecours-beck@simsbury.k12.ct.us)  
[www.townofsimsbury.com](http://www.townofsimsbury.com)

*An Equal Opportunity Employer*  
8:30 - 4:30 Monday through Friday



**Impact of Services: Professional Learning Work Plan**

List a minimum of three Professional Learning activities in which you will participate in 2017-19. (Please refer to page 10, letter F for guidelines.)

Required Professional Learning Activities	Impacted Administrative Core Unit (ACU) Function
<b>1. Results Based Accountability (RBA)</b>  Review, learn and look for opportunities to apply RBA	Management Administration
<b>2. Proposed Professional Learning</b>  Attend CYSA meetings	Management Administration Resource Development
<b>3. Proposed Professional Learning</b>  Attend workshops and seminars to earn 15 CEU's to satisfy state licensure requirements	Management Administration

# 2017-19 Youth Service Bureau Grant Application

ED114 FISCAL YEAR 2018

YOUTH SERVICE BUREAU BUDGET FORM

GRANT TITLE: YOUTH SERVICE BUREAU

PROJECT TITLE:

CORE-CT CLASSIFICATION: FUND: 11000 SPID: 17052 PROGRAM: 82079

BUDGET REFERENCE: 2018

CHARTFIELD1: 170002

CHARTFIELD2:

GRANT PERIOD: 07/01/17 - 06/30/18

AUTHORIZED AMOUNT:\$14,000.00

AUTHORIZED AMOUNT by SOURCE: CURRENT DUE:\$

LOCAL BALANCE:\$

CARRY-OVER DUE:\$

CODES	DESCRIPTIONS	BUDGET AMOUNT	CASH MATCH	IN-KIND
111A	NON-INSTRUCTIONAL			
200	PERSONAL SERVICES/EMPLOYEE BENEFITS			
300	PURCHASES PROFESSIONAL/TECHNICAL SVCS	10,000.00		
400	PURCHASED PROPERTY SERVICES			
500	OTHER PURCHASED SERVICES	2,000.00	4,000.00	
600	SUPPLIES	2,000.00	4,000.00	
700	PROPERTY			
800	DEBT SERVICE AND MISCELLANEOUS			
	<b>TOTAL</b>	<b>14,0000.00</b>	<b>8,0000.00</b>	<b>10,000.00</b>

ORIGINAL REQUEST DATE

CT STATE DEPARTMENT OF EDUCATION

DATE OF

REVISED REQUEST DATE

PROGRAM MANAGER AUTHORIZATION

APPROVAL

## Grant/Match Summary

CSDE Grant Award	\$ 14,000.00
Local Match:	
Municipal Appropriation	8,000.00
Other Funds	
In-Kind	10,000.00
Total Local Match	\$ 18,000.00

I certify that the budget provided herein represents the planned income and expenditures of the YSB Grant funds and local match of the above grantee for the grant period July 1, 2017 through June 30, 2018, in accordance with all applicable instructions and statutory requirements.

Authorized Signature

Date

Typed Signature

M. Lecours-Beck,  
MSW

Date

Budget Object Codes

Include all budget account descriptions for the following categories:

**111A Non-Instructional**

Amounts paid to administrative employees of the grantee not involved in providing direct services to pupils/clients. Include all gross salary payments for these individuals while they are on the grantee payroll including overtime salaries or salaries paid to employees of a temporary nature.

**200 Personal Services - Employee Benefits**

Amounts paid by the grantee on behalf of employees; these amounts are not included in the gross salary, but are in addition to that amount. Such payments are fringe benefit payments and, while not paid directly to employees, nevertheless are part of the cost of personal services.

**300 Purchased Professional and Technical Services**

Services which, by their nature, can be performed only by persons or firms with specialized skills and knowledge. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided. Included are the services of architects, engineers, auditors, dentists, medical doctors, lawyers, consultants, teachers, accountants, etc.

**400 Purchased Property Services**

Services purchased to operate, repair, maintain, and rent property owned or used by the grantee. These services are performed by persons other than grantee employees. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.

**500 Other Purchased Services**

Amounts paid for services rendered by organizations or personnel not on the payroll of the grantee (separate from Professional and Technical Services or Property Services). While a product may or may not result from the transaction, the primary reason for the purchase is the service provided.

**600 Supplies**

Amounts paid for items that are consumed, worn out or deteriorated through use, or items that lose their identity through fabrication or incorporation into different or more complex units or substances.

**700 Property**

Expenditures for acquiring fixed assets, including land or existing buildings, improvements of grounds, initial equipment, additional equipment, and replacement of equipment. In accordance with the Connecticut State Comptroller's definition equipment, included in this category are all items of equipment (machinery, tools, furniture, vehicles, apparatus, etc.) with a value of over \$1,000.00 and the useful life of more than one year and data processing equipment that has unit price under \$1,000.00 and a useful life of not less than five years.

**800 Debt Service and Miscellaneous**

Amounts paid for goods and services not otherwise classified above.

**Budget Narrative – Income**

Provide a detailed description of the sources and amounts of funds and in-kind services to be used for the local match. Line item totals should agree with line items on the Grant and Local Match Summary form.

Account Name	Description	Line Item Total
Funds from the CSDE YSB Grant Program	Annual Youth Service Bureau Program	\$ 14,000.00
Other Funds (State and Federal)	List source and amounts for other funds that will be used as matching funds for this grant.  0	0
Municipal Appropriation	The portion of the amount appropriated to the YSB by the town(s) to be served that will be used as matching funds for this grant. List town(s):  Simsbury	\$ 8,000.00
In-Kind	List source and amounts for in-kind contributions that will be used as match for this grant.  Director of Social Services Human Services Aide	\$ 5,000.00 \$ 5,000.00

**Budget Narrative – Expenses**

Provide a detailed description of the expenses to be funded by the YSB grant funds and required local match for each expense account. Copy this form as necessary. Line item totals should agree with line items on the “Grant and Local Match Budget” form.

Account Code/Name	Description	Line Item Total
	<b>Family Therapy</b>	\$ 9,000.00
	<b>Positive Youth Development</b> (Character Development, Mentoring, After-school Programs, Teen Library Programs, Prevention, School Programs)	\$ 5,500.00
	<b>Education Presentations</b>	\$ 2,000.00
	<b>Community Events</b> (Family Day, Septemberfest, Halloween Trunk or Treat)	\$ 5,000.00
	<b>Collaborations with Simsbury Police Department</b> (Activities involving police officers interacting with Simsbury youth)	\$ 500.00
	<b>Total</b>	\$ 22,000.00*
	<b>*ALL FUNDS USED FOR DIRECT SERVICES FOR SIMSBURY YOUTH</b>	


1. Goal: Our goal is to impact as many Simsbury youth's lives as we possibly can to help them develop into a productive and high functioning member of society.
2. Objectives: Our objective is to educate and raise awareness of risky behaviors and provide therapy to families who are coping with these behaviors.
3. Activities: Family Therapy; Character Education Programs; Substance Abuse Prevention; Distracted Driving Campaign; Mentoring Programs, and Community Presentations.
4. Timetable: All activities will take place from September 2017 through June 2018.
5. Measure of Success: Decrease in distracted driving arrests and crashes; decrease in drug/alcohol arrests; decrease in number of time outs used in elementary schools; increase in self-esteem among students and well-functioning families.
6. Population to be Served: We generally target all children within the Simsbury school system and their families.
7. Staff Assigned: Director of Social Services  
Simsbury Teachers (elementary/middle/high school)  
Simsbury Police Officers  
Senior Center Staff  
Community Volunteers  
Contracted Family Therapists

APPENDIX E

**CERTIFICATION THAT CURRENT AFFIRMATIVE ACTION PACKET IS ON FILE**

*According to the Connecticut Commission on Human Rights and Opportunities (CHRO) **municipalities** that operate **school districts** and also file a federal and/or state Affirmative Action Plan(s) are exempt from the requirement of filing an Affirmative Action Plan with the Connecticut State Department of Education. **Agencies with an Affirmative Action Plan on file need to certify such by signing the statement below.***

I, the undersigned authorized official, hereby certify that the applying organization/agency: Town of Simsbury/Social Services Department, has a current affirmative action packet on file with the Connecticut State Department of Education. The affirmative action packet is, by reference, part of this application.


Signature of Authorized Official:  Date: 7/21/17

Name and Title: Lisa Heavner, First Selectwoman

**APPENDIX G**  
**Statutory Requirement of Administrative Core Unit Functions**

In my official capacity as signatory for the Simsbury Youth Service Bureau, I, the undersigned authorized official\*, hereby recognize and support the statutory requirements and regulations of the Youth Service Bureau (C.G.S. Sections 10-19m through 10-19o) to provide the five Administrative Core Unit (ACU) functions of:

1. Management and Administration.
2. Research that provides for the continued assessment of community needs and assets.
3. Resource development.
4. Community involvement.
5. Advocacy on behalf of issues related to youth and families.

<u>Lisa Heavner</u> 	<u>First Selectwoman</u>	<u>7/21/2017</u>
Name	Title	Date

\*Authorized official may be:

- Department Head
- Town Manager
- First Selectman
- Mayor



**APPENDIX H**  
**Statement of Assurances**  
**STATEMENT OF ASSURANCES**

CONNECTICUT STATE DEPARTMENT OF EDUCATION  
STANDARD STATEMENT OF ASSURANCES  
GRANT PROGRAMS

**PROJECT TITLE:**            Simsbury Youth Service Bureau  
\_\_\_\_\_

**THE APPLICANT:**        Town of Simsbury            **HEREBY ASSURES THAT:**  
                                 Social Services Department  
                                 (insert Agency/School/CBO Name)

- A.** The applicant has the necessary legal authority to apply for and receive the proposed grant;
- B.** The filing of this application has been authorized by the applicant's governing body, and the undersigned official has been duly authorized to file this application for and on behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application;
- C.** The activities and services for which assistance is sought under this grant will be administered by or under the supervision and control of the applicant;
- D.** The project will be operated in compliance with all applicable state and federal laws and in compliance with regulations and other policies and administrative directives of the State Board of Education and the Connecticut State Department of Education;
- E.** Grant funds shall not be used to supplant funds normally budgeted by the agency;
- F.** Fiscal control and accounting procedures will be used to ensure proper disbursement of all funds awarded;
- G.** The applicant will submit a final project report (within 60 days of the project completion) and such other reports, as specified, to the Connecticut State Department of Education, including information relating to the project records and access thereto as the Connecticut State Department of Education may find necessary;
- H.** The Connecticut State Department of Education reserves the exclusive right to use and grant the right to use and/or publish any part or parts of any summary, abstract, reports, publications, records and materials resulting from this project and this grant;

2017-19 Youth Service Bureau Grant Application

- J. If the project achieves the specified objectives, every reasonable effort will be made to continue the project and/or implement the results after the termination of state/federal funding;
- K. The applicant will protect and save harmless the State Board of Education from financial loss and expense, including legal fees and costs, if any, arising out of any breach of the duties, in whole or part, described in the application for the grant;
- K. At the conclusion of each grant period, the applicant will provide for an independent audit report acceptable to the grantor in accordance with Sections 7-394a and 7-396a of the Connecticut General Statutes, and the applicant shall return to the Connecticut State Department of Education any moneys not expended in accordance with the approved program/operation budget as determined by the audit;

**L. REQUIRED LANGUAGE (NON-DISCRIMINATION)**

References in this section to "contract" shall mean this grant agreement and to "contractor" shall mean the Grantee.

(a) For purposes of this Section, the following terms are defined as follows:

- (1) "Commission" means the Commission on Human Rights and Opportunities;
- (2) "Contract" and "contract" include any extension or modification of the Contract or contract;
- (3) "Contractor" and "contractor" include any successors or assigns of the Contractor or contractor;
- (4) "Gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.
- (5) "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;
- (6) "good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;
- (7) "marital status" means being single, married as recognized by the state of Connecticut, widowed, separated or divorced;

## 2017-19 Youth Service Bureau Grant Application

(8) "mental disability" means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association's "Diagnostic and Statistical Manual of Mental Disorders", or a record of or regarding a person as having one or more such disorders;

(9) "minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of Connecticut General Statutes § 32-9n; and

(10) "public works contract" means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

For purposes of this Section, the terms "Contract" and "contract" do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, (2) a quasi-public agency, as defined in Conn. Gen. Stat. Section 1-120, (3) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in Conn. Gen. Stat. Section 1-267, (4) the federal government, (5) a foreign government, or (6) an agency of a subdivision, agency, state or government described in the immediately preceding enumerated items (1), (2), (3), (4) or (5).

(b)

(1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor

## 2017-19 Youth Service Bureau Grant Application

union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and Connecticut General Statutes §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e and 46a-68f; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and Connecticut General Statutes § 46a-56. If the contract is a public works contract, the Contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.

- (c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- (d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
- (e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes §46a-56; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.
- (f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.
- (g) (1)The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the

2017-19 Youth Service Bureau Grant Application

United States or the State of Connecticut, and that employees are treated when employed agreement or other contract or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes § 46a-56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and Connecticut General Statutes § 46a-56.

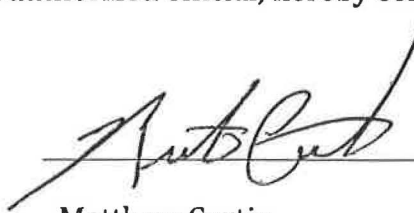
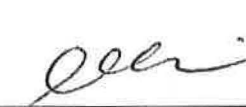
- (h) The Contractor shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

M. The grant award is subject to approval of the Connecticut State Department of Education and availability of state or federal funds.

N. The applicant agrees and warrants that Sections 4-190 to 4-197, inclusive, of the Connecticut General Statutes concerning the Personal Data Act and Sections 10-4-8 to 10-4-10, inclusive, of the Regulations of Connecticut State Agencies promulgated there under are hereby incorporated by reference.

I, the undersigned authorized official; hereby certify that these assurances shall be fully implemented.

Signature:

Name: (typed)

Matthew Curtis

Lisa Heavner

Title: (typed)

Superintendent of Schools

First Selectwoman

Date:

7/20/17

## Funding Application for Grant to Support Local Prevention Council

1	Application Date	Funding Start Date July 1, 2017 - June 30, 2018
2	Applicant Agency (Legal Name & Address)  Simsbury Social Services Department 933 Hopmeadow Street Simsbury CT 06070	FEIN  <div style="text-align: center;">06-6002085</div>
3	Has a permanent Local Prevention Council been established? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
4	Local Prevention Council name and address  Simsbury Youth Advisory Board c/o Simsbury Social Services Department 933 Hopmeadow Street (PO Box 495) Simsbury CT 06070	
5	LPC Contact Person (Programmatic)	Telephone Number
	M. Lecours-Beck	860 658-3283
	Title	Fax Number
	Director of Social Services	860 408-7046
6	Contact Person (Fiscal)	Telephone Number
	M. Lecours-Beck	860 658-3283
	Title	Fax Number
	Director of Social Services	860 408-7046
7	List town(s) included in application Simsbury	
8	Is litigation pending on any of the applicant organization's programs? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes    If yes, briefly explain below.	
<b>FUNDING SUMMARY</b>		
9	Total Program Budget	Amount Requested
	\$97,700.00	\$5,342.00



## Funding Application for Grant to Support Local Prevention Council

### 10. Proposed Services

<b>a. Description of proposed service #1</b> Purchase ten (10) doses of Naloxone (Narcon) to be used by the Simsbury Police Department to treat residents who have overdosed on opioids.																	
<b>b. Service type (Refer to Application Instructions, Appendix A)</b> STV002	<b>c. Service dates</b> 7/1/2017 – 6/30/2018																
<b>d. Alcohol or tobacco prevention; other joint behavioral health promotion</b> <input type="checkbox"/> Alcohol <input type="checkbox"/> Tobacco <input checked="" type="checkbox"/> Other: <u>Drugs</u>	<b>e. Number of participants by gender</b> 20 Males                      10 Females																
<b>f. Service population</b> <input type="checkbox"/> Elementary School Students <input type="checkbox"/> School staff <input type="checkbox"/> Middle School Students <input type="checkbox"/> Parents/Families <input checked="" type="checkbox"/> High School Students <input type="checkbox"/> Older Adults <input checked="" type="checkbox"/> Youth/Minors not in school <input checked="" type="checkbox"/> General <input type="checkbox"/> Other: _____	<b>g. Number of participants by age</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%; text-align: center;">0-4</td> <td style="width: 25%; text-align: center;">15-17</td> <td style="width: 25%; text-align: center;">5</td> <td style="width: 25%; text-align: center;">25-44</td> </tr> <tr> <td></td> <td style="text-align: center;">5-11</td> <td style="text-align: center;">10</td> <td style="text-align: center;">18-20</td> <td style="text-align: center;">45-64</td> </tr> <tr> <td style="text-align: center;">5</td> <td style="text-align: center;">12-14</td> <td style="text-align: center;">10</td> <td style="text-align: center;">21-24</td> <td style="text-align: center;">65+</td> </tr> </table>		0-4	15-17	5	25-44		5-11	10	18-20	45-64	5	12-14	10	21-24	65+	
	0-4	15-17	5	25-44													
	5-11	10	18-20	45-64													
5	12-14	10	21-24	65+													
<b>h. Number of participants by race</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">15</td> <td style="width: 25%;">White</td> <td style="width: 25%;">5</td> <td style="width: 25%;">Black/African American</td> </tr> <tr> <td>5</td> <td>Asian</td> <td></td> <td>American Indian/Alaska Native</td> </tr> <tr> <td>5</td> <td>Multiracial</td> <td></td> <td>Native Hawaiian/Pacific Islander</td> </tr> </table>	15	White	5	Black/African American	5	Asian		American Indian/Alaska Native	5	Multiracial		Native Hawaiian/Pacific Islander	<b>i. Number of participants by Hispanic origin</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">0</td> <td style="width: 75%;">Hispanic/Latino</td> </tr> <tr> <td>30</td> <td>Not Hispanic/Latino</td> </tr> </table>	0	Hispanic/Latino	30	Not Hispanic/Latino
15	White	5	Black/African American														
5	Asian		American Indian/Alaska Native														
5	Multiracial		Native Hawaiian/Pacific Islander														
0	Hispanic/Latino																
30	Not Hispanic/Latino																
<b>j. Number of hours it will take to conduct service</b> 1	<b>k. Number of hours it will take to plan/prepare for service</b> 2																
<b>l. Amount of LPC funds used on this service</b> \$342.00	<b>m. Total cost of service</b> \$500.00																

<b>a. Description of proposed service #2</b> <u>Community For Care - Committee Education:</u> Presentation to elementary students by the Harlem Rockets followed by mental health fair.														
<b>b. Service type (Refer to Application Instructions, Appendix A)</b> STC05	<b>c. Service dates</b> 01/2018													
<b>d. Alcohol or tobacco prevention; other joint behavioral health promotion</b> <input checked="" type="checkbox"/> Alcohol <input checked="" type="checkbox"/> Tobacco <input type="checkbox"/> Other: _____	<b>e. Number of participants by gender</b> 100 Males                      200 Females													
<b>f. Service population</b> <input checked="" type="checkbox"/> Elementary School Students <input type="checkbox"/> School staff <input type="checkbox"/> Middle School Students <input type="checkbox"/> Parents/Families <input type="checkbox"/> High School Students <input type="checkbox"/> Older Adults <input type="checkbox"/> Youth/Minors not in school <input type="checkbox"/> General <input type="checkbox"/> Other: _____	<b>g. Number of participants by age</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%; text-align: center;">50</td> <td style="width: 25%; text-align: center;">0-4</td> <td style="width: 25%; text-align: center;">15-17</td> <td style="width: 25%; text-align: center;">25-44</td> </tr> <tr> <td style="text-align: center;">200</td> <td style="text-align: center;">5-11</td> <td style="text-align: center;">18-20</td> <td style="text-align: center;">45-64</td> </tr> <tr> <td style="text-align: center;">50</td> <td style="text-align: center;">12-14</td> <td style="text-align: center;">21-24</td> <td style="text-align: center;">65+</td> </tr> </table>	50	0-4	15-17	25-44	200	5-11	18-20	45-64	50	12-14	21-24	65+	
50	0-4	15-17	25-44											
200	5-11	18-20	45-64											
50	12-14	21-24	65+											
<b>h. Number of participants by race</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">260</td> <td style="width: 25%;">White</td> <td style="width: 25%;">Black/African American</td> </tr> <tr> <td>20</td> <td>Asian</td> <td>American Indian/Alaska Native</td> </tr> <tr> <td>20</td> <td>Multiracial</td> <td>Native Hawaiian/Pacific Islander</td> </tr> </table>	260	White	Black/African American	20	Asian	American Indian/Alaska Native	20	Multiracial	Native Hawaiian/Pacific Islander	<b>i. Number of participants by Hispanic origin</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;"></td> <td style="width: 75%;">Hispanic/Latino</td> </tr> <tr> <td>300</td> <td>Not Hispanic/Latino</td> </tr> </table>		Hispanic/Latino	300	Not Hispanic/Latino
260	White	Black/African American												
20	Asian	American Indian/Alaska Native												
20	Multiracial	Native Hawaiian/Pacific Islander												
	Hispanic/Latino													
300	Not Hispanic/Latino													
<b>j. Number of hours it will take to conduct service</b> 3	<b>k. Number of hours it will take to plan/prepare for service</b> 5													
<b>l. Amount of LPC funds used on this service</b> \$3,200.00	<b>m. Total cost of service</b> \$3,200.00													

## Funding Application for Grant to Support Local Prevention Council

<b>10. Proposed Services</b>																
<b>a. Description of proposed service #3</b> <u>Simsbury Police Department – Distracted Driving Campaign:</u> This event is an operation run by the Simsbury Police Department with the goal of raising awareness of the dangers of distracted driving and in doing so save lives.																
<b>b. Service type (Refer to Application Instructions, Appendix A)</b> STC012	<b>c. Service dates</b> 04/2018 – 06/2018															
<b>d. Alcohol or tobacco prevention; other joint behavioral health promotion</b> Alcohol      Tobacco      X Other: _____	<b>e. Number of participants by gender</b> Males                      Females															
<b>f. Service population</b> <input type="checkbox"/> Elementary School Students <input type="checkbox"/> School staff Middle School Students <input type="checkbox"/> Parents/Families X High School Students <input type="checkbox"/> Older Adults X Youth/Minors not in school      X General <input type="checkbox"/> Other: _____	<b>g. Number of participants by age</b> <table style="width: 100%; text-align: center;"> <tr> <td>0-4</td> <td>5</td> <td>15-17</td> <td>30</td> <td>25-44</td> </tr> <tr> <td>5-11</td> <td>20</td> <td>18-20</td> <td>5</td> <td>45-64</td> </tr> <tr> <td>12-14</td> <td>5</td> <td>21-24</td> <td></td> <td>65+</td> </tr> </table>	0-4	5	15-17	30	25-44	5-11	20	18-20	5	45-64	12-14	5	21-24		65+
0-4	5	15-17	30	25-44												
5-11	20	18-20	5	45-64												
12-14	5	21-24		65+												
<b>h. Number of participants by race</b> 50 White      5 Black/African American 5 Asian      American Indian/Alaska Native 5 Multiracial      Native Hawaiian/Pacific Islander	<b>i. Number of participants by Hispanic origin</b> 0 Hispanic/Latino 65 Not Hispanic/Latino															
<b>j. Number of hours it will take to conduct service</b> 8	<b>k. Number of hours it will take to plan/prepare for service</b> 1															
<b>l. Amount of LPC funds used on this service</b> \$1,800.00	<b>m. Total cost of service</b> \$2,000.00															

<b>a. Description of proposed service #4</b>										
<b>b. Service type (Refer to Application Instructions, Appendix A)</b>	<b>c. Service dates</b>									
<b>d. Alcohol or tobacco prevention; other joint behavioral health promotion</b> <input type="checkbox"/> Alcohol <input type="checkbox"/> Tobacco      Other: _____	<b>e. Number of participants by gender</b> Males      Females									
<b>f. Service population</b> <input type="checkbox"/> Elementary School Students <input type="checkbox"/> School staff <input type="checkbox"/> Middle School Students <input type="checkbox"/> Parents/Families <input type="checkbox"/> High School Students <input type="checkbox"/> Older Adults <input type="checkbox"/> Youth/Minors not in school <input type="checkbox"/> General <input type="checkbox"/> Other: _____	<b>g. Number of participants by age</b> <table style="width: 100%; text-align: center;"> <tr> <td>0-4</td> <td>15-17</td> <td>25-44</td> </tr> <tr> <td>5-11</td> <td>18-20</td> <td>45-64</td> </tr> <tr> <td>12-14</td> <td>21-24</td> <td>65+</td> </tr> </table>	0-4	15-17	25-44	5-11	18-20	45-64	12-14	21-24	65+
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<b>h. Number of participants by race</b> White      Black/African American Asian      American Indian/Alaska Native Multiracial      Native Hawaiian/Pacific Islander	<b>i. Number of participants by Hispanic origin</b> Hispanic/Latino Not Hispanic/Latino									
<b>j. Number of hours it will take to conduct service</b>	<b>k. Number of hours it will take to plan/prepare for service</b>									
<b>l. Amount of LPC funds used on this service</b> \$	<b>m. Total cost of service</b> \$									

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## Funding Application for Grant to Support Local Prevention Council

11	<p>How different cultures will be addressed in all services (see Appendix B)</p> <p>All of our events/activities are inclusive. Any town resident and their families may participate. Promoting diversity is a priority in our work. Although we advertise our activities/events to all, we put forth special effort to engage minority groups and those with lower socio-economic status.</p>
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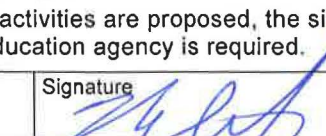
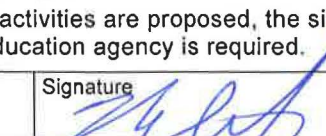
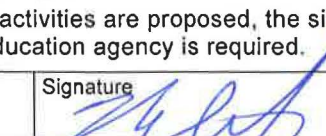
### ITEMIZED BUDGET SCHEDULE 4b

12	<p>Source and amount of income</p> <p>CASAC \$5,342.00</p>	<p>Program expenses</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">SPD/Naloxone</td> <td style="width: 20%; text-align: right;">\$ 342.00</td> </tr> <tr> <td>Community For Care</td> <td style="text-align: right;">\$3,000.00</td> </tr> <tr> <td>SPD/Distracted Driving</td> <td style="text-align: right;">\$2,000.00</td> </tr> </table>	SPD/Naloxone	\$ 342.00	Community For Care	\$3,000.00	SPD/Distracted Driving	\$2,000.00
SPD/Naloxone	\$ 342.00							
Community For Care	\$3,000.00							
SPD/Distracted Driving	\$2,000.00							

### BUDGET NARRATIVE

13	<p>Briefly describe proposed expenses listed on Schedule 4b</p> <p><u>Naloxone</u> (aka Narcon) – is used by emergency responders to counteract the effects of opioid overdoses. This is a lifesaving drug.</p> <p><u>Community For Care</u> – Community presentation and mental health fair for elementary age students and their families.</p> <p><u>Distracted Driving</u> – This is a law enforcement campaign that raises awareness about texting and driving, and its tragic consequences.</p>								
14	<p>I certify that to the best of my knowledge and belief, the information in this application is true and correct, the document has been duly authorized by the governing body of the contractor, the contractor has legal authority to apply for assistance, the contractor will comply with applicable state and/or federal regulations, and that I am a duly authorized signatory for the contractor.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 30%;">Name (Print Or Type)</td> <td style="width: 30%;">Title</td> <td style="width: 30%;">Signature</td> <td style="width: 10%;">Date</td> </tr> <tr> <td>M. Lecours-Beck</td> <td>Director of Social Services</td> <td></td> <td></td> </tr> </table>	Name (Print Or Type)	Title	Signature	Date	M. Lecours-Beck	Director of Social Services		
Name (Print Or Type)	Title	Signature	Date						
M. Lecours-Beck	Director of Social Services								

### AUTHORIZING SIGNATURE(S)

15	<p>In order for this application to be considered for funding, it must be signed by the chief elected municipal official (mayor or first selectman) or the Town Manager. In cases of a multi-town application, this application must be accompanied by authorizing letters from each chief elected official (or Town Manager) of the towns involved.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 30%;">Name (Print Or Type)</td> <td style="width: 30%;">Title</td> <td style="width: 30%;">Signature</td> <td style="width: 10%;">Date</td> </tr> <tr> <td>Lisa L Heavner</td> <td>First Selectwoman</td> <td></td> <td></td> </tr> </table>	Name (Print Or Type)	Title	Signature	Date	Lisa L Heavner	First Selectwoman		
Name (Print Or Type)	Title	Signature	Date						
Lisa L Heavner	First Selectwoman								
16	<p>If public school-based or public school-related program activities are proposed, the signature of Superintendent of Schools (or his/her designee) of local and/or regional education agency is required.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 30%;">Name (Print Or Type)</td> <td style="width: 30%;">Title</td> <td style="width: 30%;">Signature</td> <td style="width: 10%;">Date</td> </tr> <tr> <td>Matthew Curtis</td> <td>Super. of Schools</td> <td></td> <td>6/27/17</td> </tr> </table>	Name (Print Or Type)	Title	Signature	Date	Matthew Curtis	Super. of Schools		6/27/17
Name (Print Or Type)	Title	Signature	Date						
Matthew Curtis	Super. of Schools		6/27/17						



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## **BOARD OF SELECTMEN MEETING** **AGENDA SUBMISSION FORM**

1. **Title of Submission:** Water Pollution Control Authority - Candidate Submission
2. **Date of Submission:** June 21, 2017
3. **Date of Board Meeting:** June 26, 2017
4. **Individual or Entity making the submission:** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):  
Simsbury Republican Town Committee
5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Approval of Jacques Brignac to replace Loren Shoemaker on the Water Pollution Control Authority.

6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

Loren Shoemaker (R) has resigned from the WPCA, and the SRTC has approved the appointment of Jacques Brignac, 27 Deepwood Road, Simsbury, CT 06070.  
We request approval from the Board of Selectman regarding this appointment. With a term ending 1/1/2020.

7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

None

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

*The following documents are included with this submission and attached hereto:*

Letter from Rob Heagney, SRTC chairman.

### **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 Selectwoman Lisa Heavner; Board members Sean Askham, Cheryl Cook, Michael Paine, and Christopher Kelly. Absent was Elaine Lang. Others in attendance included: Thomas Cooke, Director of Administrative Services, Gerard Toner, Director of Culture, Parks and Recreation, and other interested parties.

### **PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

### **PUBLIC AUDIENCE**

April Pisotto, 16 County Road, spoke about the proposed Solar Farm, saying she is 100% opposed to it in Simsbury. She asked that residents and the Board stand together with the Siting Council.

Christina Kilbourne, 85 Hoskins Road, spoke about the Solar Farm as she is directly affected by it. She feels the Board of Selectmen knew about the project long before the residents did and they need to stop it.

Mike Flamini, 3 Kilbourne Farms, said he went to the meeting with Deepwater and they couldn't even answer simple questions including what the number of solar panels would be. He feels this project needs to be put on hold due to the sheer magnitude and unknowns of it.

Zhenkui Zhang, 1 Kilbourne Farms, said he has concerns about the property values if the solar farm goes through. He also went to the Deepwater meeting and they gave very misleading answers to the resident's questions.

Bill Trainer, 43 Berkshire Way, said he doesn't want the solar farm here due to the depth of the project. This project will be bigger than the recreation center at Simsbury Farms.

Ms. Coe, 26 Whitcomb Drive, spoke about filing a complaint with FOI, the PAC, the Solar Farm issue, the budget and mil rate, the Simsbury Golf Course and Restaurant and other issues.

Josh Livingston, 4 McLean Street, said he also went to the Deepwater meeting and they did not seem to care about Simsbury. If this project comes to Simsbury it will make people think about going elsewhere to live.

Mark Scully, 29 Notch Road, said he supports the forums on this project. He feels Deepwater is reaching out to the community and is listening to the concerns and ideas. He feels this is an ideal site for this project.

Joe Treacy, 40 Berkshire Way, asked that the Board approve the letters that the First Selectwoman is asking the Board to sign on the Deepwater project. He does not want this project in Simsbury and feels the project will decrease property values.

Ed Gadis, 23 Tim Clark Circle, feels the tax benefits from the proposed Deepwater project are minimal and the property values will go down. It will also cost taxpayers more if there is a problem there. We are also bypassing zoning approval.

Ieke Sully, 29 Notch Road, said people need to get their facts. This will not be the largest solar project in New England and it is proposed for 153 acres of panel not over 200 acres.

Diane Treacy, 40 Berkshire Way, said she is not totally against solar farms but is concerned about the answers to the questions that were asked at the Deepwater meeting. She said she has gone to a lot of the meetings and isn't getting answers she needs.

Ed Robel, 100 Hoskins Road, said the road is very well traveled and it is a beautiful piece of land, which is very visible. We should really preserve open space.

Bob Beinstein, 26 Fairview Street, said the site is a great place for discussion. Simsbury cannot control energy infrastructure in Town, but should have input in it. The whole issue of private transactions can do what they want until the system of government changes. Everyone should read SB943 for further understanding.

## **PRESENTATIONS**

There were no presentations at this time.

## **FIRST SELECTWOMAN'S REPORT**

The First Selectwoman reviewed her report, which is part of the agenda packet.

## **SELECTMAN ACTION**

### **a) Approve Tax Refunds**

Mr. Askham made a motion to approve tax refunds in the amount of \$647.21 as requested and approved by the Tax Collector. Ms. Cook seconded the motion. All were in favor and the motion passed.

### **b) Approve Public Gathering Permit Applications for 2017 Events**

Mr. Toner these applications were done by e-mail to the Committee for their review. After reviewing the applications, the Committee unanimously recommended both events. The Sabbath Service will be about a 45 minute service before the concert.

**1. July 28<sup>th</sup> – F. V. Jewish Congregation Sabbath Service – Schultz Park**

Ms. Heavner recused herself and turned the meeting over to Deputy First Selectman Christopher Kelly.

Mr. Askham made a motion to approve the Public Gathering Permit Application for the July 28<sup>th</sup> Farmington Valley Jewish Congregation Sabbath Service at Schultz Park. Ms. Cook seconded the motion. All were in favor and the motion passed.

Ms. Heavner returned to the meeting.

**2. September 17<sup>th</sup> – Simsbury Fly-In and Car Show**

Mr. Paine said the Fly-In and Car Show is an annual event. The Police Department is involved as well as Granby and East Granby. In the past it has run very smoothly.

Mr. Paine made a motion to approve the Public Gathering Permit Application for the September 17<sup>th</sup> Simsbury Fly-In and Car Show. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**c) Approve Process for Consideration of Public Gathering Permit for Performing Arts Center Summer Music Festival Event on August 25<sup>th</sup>, 26<sup>th</sup>, and 27<sup>th</sup>**

Ms. Heavner said the previously approved public gathering permit for the 2 Left Feet Blues Festival did not include approval of the use of the Performing Arts Center for camping during the Festival. Currently, tent and RV sites are being sold for this event.

Ms. Heavner said the Performing Arts Center has been informed that, after a comprehensive review of the matter by Town Counsel, the Town has concluded that the zoning regulations currently do not permit camping at the Performing Arts Center. The proposed use would require a text amendment to Article 5, Section B-Temporary Uses under the Zoning Regulations.

If a text amendment is approved, the Town must still conduct a review of the proposed use through the Public Gathering Permit process, which considers safety and health issues. Therefore, the Board of Selectmen will need to provide final approval of the Public Gathering process once it has been completed.

After a lot of discussion, there is a lot of concerns about health and safety of the people. There was also a lot of discussion on the issues with capacity of the event. More information is needed.

Ms. Heavner said all the information needs to go before the Zoning Commission, steps need to be followed and then this issue needs to come back to this Board.

**d) Approve submission of Application for Connecticut State Construction Grant in the amount of approximately \$408,000**

Ms. Heavner said the Library is seeking approval to apply for a CT State Construction Grant to help defray the cost of the lower level improvement project that will add program space to the existing facility. The Friends of the Library have already approved funding of the design costs of \$90,000 associated with this project.

Mr. Askham made a motion for approval to apply for CT State Construction Grant to fund a portion of the Library Lower Level Improvement project in the amount of approximately \$408,000. Mr. Paine seconded the motion. All were in favor and the motion passed.

**e) Approve the request of Fiddler’s Green for Eno Parking permission effective through December 1, 2018**

Ms. Heavner said the Town has historically approved use of Eno Memorial Hall parking by Fiddler’s Green during events at the Performing Arts Center with prior staff approval at Eno Memorial Hall. This agreement was drafted by Town Counsel.

Mr. Paine made a motion to authorize the First Selectwoman to execute the attached License and Indemnification Agreement permitting Fiddler’s Green to use parking at Eno Memorial Hall, with the prior approval of Town Staff, during events at the Performing Arts Center, with a modified expiration date of December 31, 2018. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**f) Set Public Hearing Date for August 14, 2017 at 6:00 p.m. for modifications to the Town’s existing ordinances as they relate to collection and disposal of Municipal Solid Waste (MSW) and Recycling**

Mr. Paine recused himself.

Ms. Heavner said the Board set a Public Hearing date of June 26<sup>th</sup> to consider proposed changes to the Town’s ordinance governing the collection and disposal of solid waste and recycling.

Mr. Askham noted that there usually isn’t a Board meeting in July as many people are away and thought the Public Hearing should be held in September.

Ms. Cook made a motion to reschedule the Public Hearing on proposed modifications to the Town’s existing ordinances as they relate to collection and disposal of solid waste and recycling for August 14, 2017 at 6:00 p.m. Mr. Kelly seconded the motion. After some discussion, Ms. Cook made a friendly amendment to change the date to September 11<sup>th</sup> at 6:00 p.m. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Mr. Paine returned to the meeting.

**g) Approve Correspondence to Related to Deepwater Wind Solar Proposal**

Ms. Heavner said the Board has draft letters related to the Deepwater Wind Solar proposal. Letters will be going to the Town of Simsbury Zoning Commission, Planning Commission, Conservation Commission, Department of Agriculture, and Connecticut Department of Energy and Environmental Protection.

Mr. Askham made a motion to approve letters to the Zoning, Planning and Conservation Commissions requesting advisory opinions on the Deepwater Wind Solar proposal once a Petition for Declaratory Ruling from the Connecticut Siting Council is filed with the Siting Council. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to authorize the First Selectwoman sign letters to the Commissioners of Agriculture and the Department of Energy & Environmental Protection requesting that their departments voluntarily conduct a comprehensive level review of the petition once filed. Mr. Paine seconded the motion. All were in favor and the motion passed.

**OTHER BUSINESS**

There was no other business at this time.

**APPOINTMENTS AND RESIGNATIONS**

**a) Acknowledge the resignation of Loren P. Shoemaker (R) as a regular member of the Water Pollution Control Authority effective June 9, 2017**

Mr. Askham made a motion to acknowledge the resignation of Loren P. Shoemaker as a regular member of the Water Pollution Control Authority effective June 9, 2017. Mr. Paine seconded the motion. All were in favor and the motion passed.

**REVIEW OF MINUTES**

**a) Regular Meeting of June 12, 2017**

Mr. Askham said the clerk didn't have the name of one of the speakers at the June 12, 2017 regular meeting public audience until tonight.

Ms. Cook made a motion to correct the minutes of June 12, 2017 in Public Audience, page 2, 4<sup>th</sup> paragraph: A resident was changed to Zhenkui Zhang. Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Cook said she had a meeting about the 350<sup>th</sup> Celebration. They have formulated some categories for events already.



**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

**1. Personnel:**

**a) Town Manger Recruitment Process-Goal Setting Survey**

Mr. Kelly said the Executive Search Committee has prepared a draft survey for broad dissemination. This is the first step in a process of reaching out to residents, boards and commission members, town staff and others to gather information to help inform the Town Manager recruitment process.

**2. Finance** – there was no report at this time.

**3. Welfare** –there was no report at this time.

**4. Public Safety** – there was no report at this time.

**5. Board of Education** – there was no report at this time.

Ms. Cook said the Community for Care filmed a SCTV program on social media including suicide prevention and information available. The program is about ½ hour long.

**ADJOURN**

Mr. Askham made a motion to adjourn at 7:35 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk