



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Watch Board of Selectmen meetings **LIVE** and rebroadcast on Comcast Channels 96, 1090, Frontier Channel 6071 and **LIVE** streamed or on-demand at [www.simsburytv.org](http://www.simsburytv.org)

## **SIMSBURY BOARD OF SELECTMEN Regular Meeting – April 7, 2021 – 6:00 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC AUDIENCE**

### **PRESENTATION**

- a) Mailbox Policy

### **FIRST SELECTMAN'S REPORT**

### **TOWN MANAGER'S REPORT**

### **SELECTMEN ACTION**

- a) Designation of Code Enforcement Officer and Assistant Wetlands Agent
- b) Community Project Funding Request/Application
- c) Tax Refund Requests
- d) FY 21/22 Operating Budget, Capital Budget and Referendum Questions/Date
- e) Proposed FY21/22 Budget Mailer

### **REVIEW OF MINUTES**

- a) Regular Meeting of March 22, 2021

### **SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

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

### **COMMUNICATIONS**

- a) Memo from Simsbury Planning Commission RE: Fiscal Year 2021/2022 – Fiscal Year 2026/2027 Capital Improvement Program Referral Request, dated March 25, 2021
- b) Memo from M. Capriola RE: Administrative Approvals of Public Gathering Permits, dated March 31, 2021

### **EXECUTIVE SESSION**

- a) Pursuant to General Statutes Section 1-200(6)(E): Document exempt from disclosure under the attorney-client privilege, re: Freedom of Information Requests

### **ADJOURN**



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Mailbox Policy
2. **Date of Board Meeting:** April 7, 2021
3. **Individual or Entity making the submission:**  
Maria E. Capriola, Town Manager; Thomas Roy, Director of Public Works  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen is in support of the proposed changes to the Mailbox Policy, the following motion is in order:

*Move effective, April 7, 2021 to adopt the Mailbox Policy as revised.*

5. **Summary of Submission:**  
The Town's Mailbox Policy was last reviewed by the Board of Selectmen in fall 2017. Each winter we field many inquiries from residents regarding damaged mailboxes.

Under certain circumstances, the Town currently reimburses residents for mailboxes damaged by direct contact with the plow (\$25) and posts (\$25). As of April 1, 2021, Public Works had received 82 reports of mailbox damage and we paid 17 damage claims for the 20/21 winter season

Presenting this evening is Tom Roy, Public Works Director. Staff has completed an updated benchmarking survey and has prepared recommended revisions to the Policy.

6. **Financial Impact:**  
During the 20/21 winter season we spent approximately \$675 on mailbox reimbursements issued to residents. Based on the average number of reimbursements issued each year, and the recommended increase to the reimbursement amount, the estimated additional budgetary impact for the 21/22 winter season will be \$600.
7. **Description of Documents Included with Submission:**
  - a) Presentation Slides
  - b) Proposed Revisions to the Mailbox Policy

# Public Works Mailbox Policy

Presentation to  
the Board of Selectmen

April 7, 2021





# Why Do Mailboxes Fail?

- The force of the snow coming off of the plow is impacted by a number of factors:
  - Type of snow – wet vs. dry
  - Type of snow event – during a blizzard, we could have 9” of snow on the road as a truck passes by... More snow = heavier load
  - Speed of the truck
  - Plow design
- Poor mailbox design
- Rotten, old and previously damaged boxes
- Direct contact with a plow
- Hit by private plows and motor vehicles



# Typical Problems

SIMSBURY  
CONNECTICUT



Too close or over the road

Previous Repairs

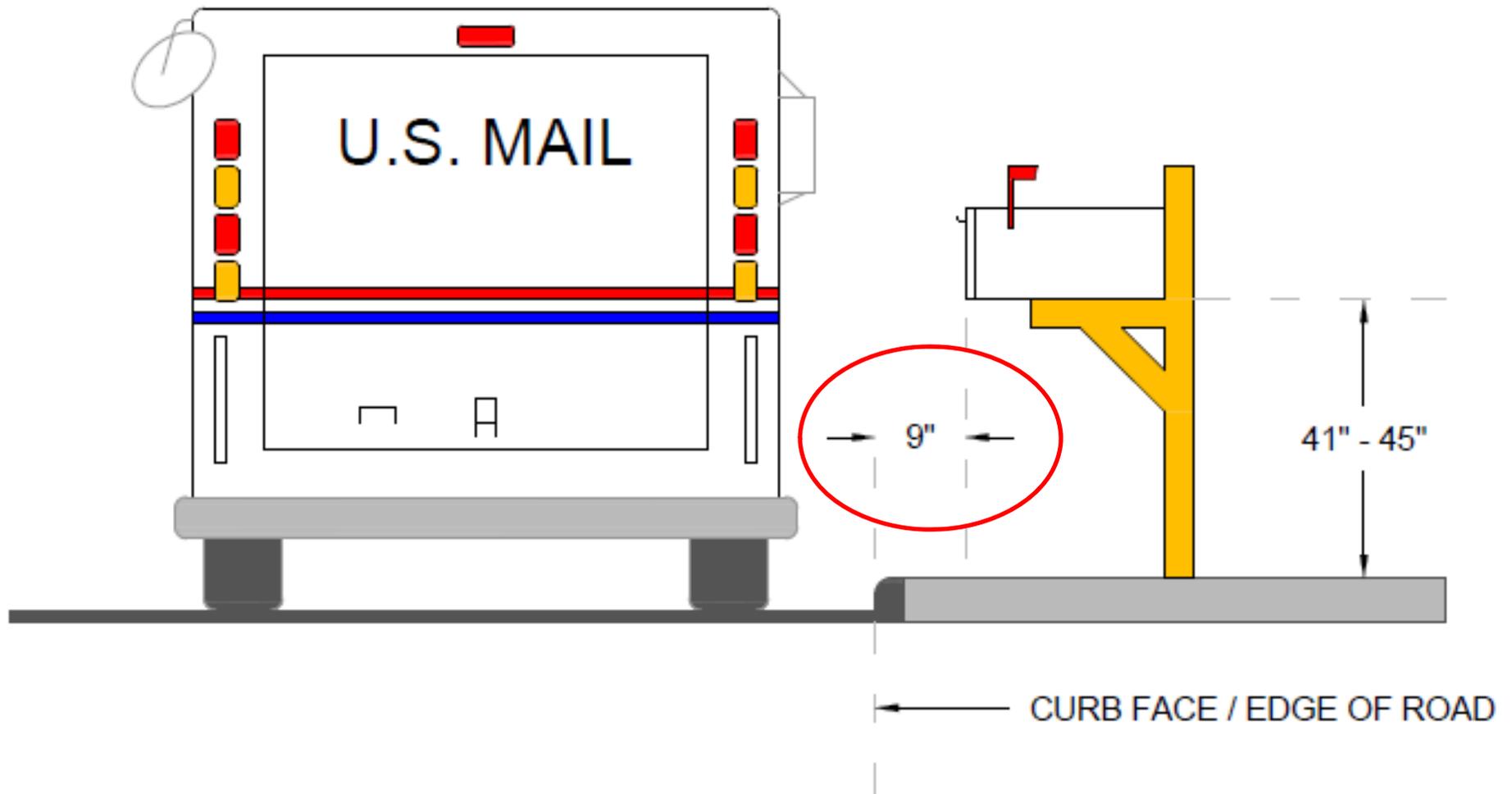


Rotten wood



# Proper Installation:

SIMSBURY  
CONNECTICUT



# Current Policy

---

- In the event the mailbox or post is physically struck by the Town snow plow the Town will reimburse:
  - \$25 for mailbox and \$25 for a post
  - No reimbursement for labor
- No reimbursement if the damage was caused by the force of the snow thrown by the plow
- Town Manager is authorized to interpret this policy and make reasonable decisions

# Our Practice

---

Upon receiving a report of Mailbox damage:

- Staff will investigate
  - Look for paint marks or dents
  - Look at edge of road vs. location of the box
- **We will make a repair whenever possible to be sure residents can continue to receive mail**
- We mail a letter with the results of the investigation and payment when appropriate

Resident E-Mail: Tom, what a delightful surprise to find our mailbox magically fixed and dug out this morning!! Many many thanks for braving the bitter cold this morning to do that. Please convey our appreciation to whoever did this.

# Was the mailbox hit?

---

What we look for:

- Edge of the snow bank in relation to the mailbox
- Marks on the box, dent, paint



# Comparison to our Neighbors

---

SIMSBURY  
CONNECTICUT

<b>Town</b>	<b>Payment</b>
Avon	\$20 box, \$65 post
Bloomfield	\$25 box, \$50 post
Granby	Cost for standard box and pressure treated post
Cheshire	Repair or up to \$200 with receipts
South Windsor	Repair or replace up to \$75
Farmington	Standard box and 4x4 pressure treated post
Wethersfield	\$25 box, \$30 post

# Mailbox and Post Cost

SIMSBURY  
CONNECTICUT

Big range in pricing... Low end to high end. There are cheaper and far more expensive options available.

Box and Post: \$42.95

Box and Post: \$438



**Gibraltar Mailboxes** Elite Medium, Steel, Post Mount Mailbox, Textured Bronze

★★★★★ (1927) Model# E1100BZ0

\$13<sup>97</sup>



6 ft. Pressure-Treated Pine Gothic-Top Mailbox Post

★★★★★ (158) Model# 326688

\$28<sup>98</sup>



**Dover Mail Post**

SKU: 795404

Price: \$279.00



**The Aluminum Strong Box**

SKU: 27616X

\$159.00

# Policy Discussion

---

- We have been making repairs where possible to keep boxes in service, so resident can continue receiving mail
- Repairs intended to be temporary - limit the number of times
- Limit notification to 2 weeks
- Raise the post payment to \$40

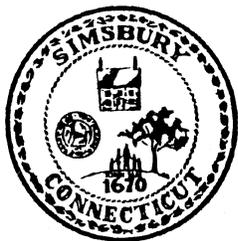


# Questions???

---

SIMSBURY  
CONNECTICUT





# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

## TOWN OF SIMSBURY MAILBOX POLICY

*Adopted by the Board of Selectmen on DATE*  
*Revised by the Simsbury Board of Selectmen on DATE*

### **I. Purpose**

During the winter months, on occasion, mailboxes become damaged or broken as a result of snow being thrown against them by Town Public Works snow plows during snow removal. Occasionally, however, mailboxes are damaged by direct contact with Town Public Works snow plows.

The purpose of this policy is to inform Simsbury citizens of the correct location for mailboxes and to make it known under which conditions the Town will be responsible to replace mailboxes and/or mailbox posts.

This policy is based on the past practices of the Town of Simsbury Department of Public Works as well as those of surrounding municipalities.

This policy is adopted in order to provide a formal policy for the Town administration in dealing with damaged mailboxes.

### **II. Effective Date**

This policy shall remain in effect until revised or rescinded. The Town reserves the right to amend this policy as necessary.

### **III. Authority and Responsibility**

1. *Authority*: The Director of Public Works **or designee** shall have the authority to make a determination as to whether a request for reimbursement meets the Mailbox Policy set in place.
2. *Responsibility*: It shall be the responsibility of the resident to report any damage to their mailbox within a reasonable frame of time from which the damage occurred. In this instance, **a reasonable frame of time will be considered within 2 weeks.**

### **IV. Policy**

1. *Placement* – All mailboxes should be securely fastened to a sturdy post which is sufficiently anchored in the ground to resist the impact of plowed snow. No part of a

mailbox arm or post may be closer than nine (9) inches from the face of the curb or edge of pavement to prevent contact by the plow. The attached sketch provides a demonstration of a typical installation.

2. Instances that Qualify for Reimbursement – In the event that a mailbox or post is physically struck by a Town of Simsbury Public Works snow plow, the Town will reimburse the owner \$25.00 for the post and/or ~~\$25.00~~ \$40 for the mailbox.
3. Instances that Do Not Qualify for Reimbursement – No reimbursement will be made if the mailbox does not meet the *Placement* qualifications of this policy. ~~No mailbox or post will be repaired or replaced if the damage was caused by the force of the snow/slush being thrown by the plows.~~ The Town will not reimburse for damage done by private contractors or other non-Town of Simsbury entities. The cost of labor is not reimbursable.
4. Procedure – Upon receiving the report from the resident or taxpayer, a staff member will promptly investigate the damaged mailbox and determine if the damage is reimbursable under this policy.
5. Repairs – When possible, Town staff will make reasonable temporary repairs to allow residents to continue to receive mail. These repairs are not intended to be permanent and staff will not repeatedly repair deficient mailboxes. Repairs are done as a courtesy and have no bearing on the reimbursement.
6. Appeals – The ~~First Selectman~~ Town Manager (or Director of Public Works) is authorized to interpret this policy and make reasonable decisions in order to equitably resolve unique situations.



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Designation of Code Enforcement Officer and Assistant Wetlands Officer
2. **Date of Board Meeting:** April 7, 2021
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Mike Glidden, Director of Planning and Development  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports the proposed retroactive designations, the following motion is in order:

*Move, retroactive to March 22, 2021 to designate Laura Barkowski as an Assistant Conservation, Inland Wetlands Officer and as the Code Enforcement Officer. These designations shall remain in effect until rescinded or Ms. Barkowski's separation from service, whichever comes first.*

5. **Summary of Submission:**  
Pursuant to the Charter, the Board of Selectmen should appoint a Conservation, Inland Wetlands Officer and Code Enforcement (Compliance) Officer; with the staffing transition in the Planning Department this has not yet occurred for our recent promotion of Laura Barkowski to the Code Compliance Officer position. Statute requires land use agencies to designate an IWA Officer and Zoning Agent, which is anticipated to occur on April 5<sup>th</sup> (Zoning Agent) and April 20<sup>th</sup> (Asst. Wetlands Officer).

Job descriptions approved by the Board of Selectmen in fall 2018 designate the Assistant Town Planner as the IWA Officer and the Code Compliance Officer as the Zoning Agent. Staff in the Planning Department provides back-up to one another on wetlands and zoning matters. Staff in the Planning Department is authorized by the Town Manager to enforce numerous ordinances; Ms. Barkowski has been designated as a blight prevention officer.

Laura Barkowski has been with the Planning Department since January 2020 as the Land Use Specialist and most recently was promoted to the Code Compliance Officer on March 22, 2021. Laura has her Bachelor's Degree in Justice and Law Administration from Western Connecticut State University and is working to gain her CAZEO Certification. She is certified as a wetlands agent and in aquifer protection.

6. **Financial Impact:**  
None
7. **Description of Documents Included with Submission:**  
None



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Community Project Funding Request/Application

2. **Date of Board Meeting:** April 7, 2021

3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager *Maria E. Capriola*

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

If the Board of Selectmen supports submitting a federal appropriations request for the following project, the following motion is in order:

*Move, effective April 7, 2021, to authorize Town Manager Maria E. Capriola to submit a federal appropriations request in the amount of \$300,000 for the Tariffville Pickleball Court Renovation.*

*Should the appropriations request be awarded, the following additional motion is in order:*

*Move, to accept the federal appropriations request for the Tariffville Pickleball Court Renovation and authorize Town Manager, Maria E. Capriola, to execute all documents related to the award.*

5. **Summary of Submission:**

On March 30<sup>th</sup>, via CRCOG, we received correspondence from Congresswoman Hayes's office stating that the Committee on Appropriations will be soliciting community project funding requests. Members of Congress are limited to no more than 10 requests. Congresswoman Hayes has asked for all projects to be submitted to her office for review and then she will select 10 projects based on "financial need for the initiative, strength and completion of application, level of improvement the project would contribute to the local community and community support." The application deadline is April 9<sup>th</sup>.

Staff is recommending that we submit a request to complete a full-scale renovation of the pickleball courts in Tariffville. Our 2 pickleball courts in Tariffville are in very poor condition and are in need of a renovation. If a full scale refurbishment were to occur, that would increase the overall number of courts by 4, to a total of 6 courts. Pickleball is very popular now and many communities are building or renovating courts. If refurbished and expanded to 6 courts, staff believes the courts would become a destination and gathering place for people from all over town, which would bring more people to Tariffville. There would also be more people in the park which could help us with reducing vandalism and trash. This project has economic benefits as well as providing a popular amenity to our older adult/senior population.

Considerations of socio-economic equity and geographic equity for Tariffville are an important factor in presenting this parks infrastructure project for funding. Approximately 41% of Tariffville residents are identified as low and moderate income by the US Department of Housing and Urban Development. Tariffville is our smallest neighborhood in Simsbury, with just under 1,400 residents. However, 22% of Simsbury Social Services clients seeking financial assistance to meet basic needs were from Tariffville. 16% of households receiving assistance from our food program are Tariffville residents. 39% of the students from Tariffville Elementary School are eligible for free and reduced lunch, which is more than double any other elementary school in town.

As mentioned, a requirement to apply for funds is a demonstrated community engagement process. During our recently completed parks and open space master planning process, user surveys, focus groups, and information sessions identified a need/desire for pickleball courts. Additionally, the Culture, Parks and Recreation Director routinely receives feedback from residents seeking an improved playing surface and additional courts.

**6. Financial Impact:**

The funding request will be in the amount of \$300,000 and would reflect a full-scale refurbishment of the courts. Currently we have a resurfacing project planned for Year 2 of the CNR plan, (\$60,000 in town funds supplemented by a \$15,000 donation). The resurfacing project would extend the useful life of the existing courts by about 3-4 years. A full scale renovation is needed and is planned in further out years and will improve the safety and playability of the courts long term.

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

a) Correspondence from Congresswoman Hayes's Office, dated March 15, 2021

JAHANA HAYES  
5TH DISTRICT, CONNECTICUT  
  
1415 LONGWORTH HOUSE OFFICE BUILDING  
WASHINGTON, D.C. 20515  
(202) 225-4476  
  
108 BANK STREET  
SECOND FLOOR  
WATERBURY, CT 06702  
(860) 223-8412  
<https://hayes.house.gov>



**Congress of the United States**  
**House of Representatives**  
**Washington, DC 20515**

COMMITTEE ON EDUCATION AND LABOR  
SUBCOMMITTEE ON EARLY CHILDHOOD,  
ELEMENTARY, AND SECONDARY EDUCATION  
SUBCOMMITTEE ON CIVIL RIGHTS AND  
HUMAN SERVICES  
  
COMMITTEE ON AGRICULTURE  
SUBCOMMITTEE ON NUTRITION, OVERSIGHT,  
AND DEPARTMENT OPERATIONS  
SUBCOMMITTEE ON LIVESTOCK AND  
FOREIGN AGRICULTURE

March 15, 2021

Dear Municipal Leaders,

I am writing to share that Congress has announced the Committee on Appropriations will be soliciting Community Project Funding requests. Community Project Funding allows Members of Congress to use their firsthand knowledge of their districts to make the case for directing taxpayer dollars to specific projects at home. This policy change brings back a significant tool to address pressing local needs in Member districts and creates a pathway to target funding. This is an excellent opportunity to help direct critical federal resources back to the fifth district for important local initiatives including construction grants, health care clinic expansion, and building critical infrastructure like roads, bridges and sewage systems. We will share more information on the process as it becomes available.

The Committee intends to fund Community Projects on a limited basis. Members of Congress will be limited to no more than 10 requests. My office will review incoming requests and select 10 projects based on the financial need for the initiative, strength and completion of application, level of improvement the project would contribute to the local community and community support. While Members of Congress may make up to 10 requests, the Committee is not obligated to accept or fulfill any minimum number of requests per Member. Submitting a request for a Community Project on behalf of your community or organization does not ensure the request will be granted.

Under the guidance issued by the Chairwoman, project recipients must be government or nonprofit organizations to be considered eligible. Submissions from for-profit organizations will not be considered. Community engagement and support are crucial in determining which projects are worthy of federal funding. As part of your submission, you will be required to include evidence of community support that serve as compelling factors in the decision to submit project requests. This may include letters of support from fellow municipal leaders, demonstrated buy-in from state agencies or constituent groups, or articles in local papers regarding the importance of your requested project. As a final note, depending on the account you apply for funding through, there may be matching funding requirements.

The Community Project Funding process will adhere to strict transparency and legal requirements and my office must engage in a thorough vetting process of all incoming submissions for accuracy. Submitting complete, thorough applications with supporting documentation by April 9, 2021 will help our office to rank requests internally and communicate with you during this competitive process.

You may submit requests to our office using the links highlighted below. Additional information, or supporting evidence of community support for your submission should be submitted by email to: [hayescommunityprojectfunding@mail.house.gov](mailto:hayescommunityprojectfunding@mail.house.gov).

Incomplete applications will not be considered.

1. The Subcommittee on Agriculture will accept Community Project Funding requests in three accounts as noted below. The accompanying guidance document gives more detail about these accounts:
  - Agricultural Research Service, Buildings and Facilities
  - Rural Development, Rural Community Facility Grants
  - Rural Utilities Service, ReConnect Grants

For Agriculture, Rural Development, and Food and Drug Administration Community Project requests, please use this [link](#).

2. The Subcommittee on Commerce, Justice, Science, and Related Agencies will accept requests in the following accounts:
  - Byrne Justice Assistance Grants
  - COPS Technology and Equipment
  - National Oceanic and Atmospheric Administration--Operations, Research, and Facilities
  - National Aeronautics and Space Administration--Safety, Security and Mission Services.

For Commerce, Justice, and Science Community Project Requests, please use this [link](#).

3. The Subcommittee on Defense will accept requests in the following accounts:
  - Research, Development, Test, and Evaluation Army
  - Research, Development, Test, and Evaluation Navy
  - Research, Development, Test, and Evaluation Air Force
  - Research, Development, Test, and Evaluation Space Force
  - Research, Development, Test, and Evaluation Defense-Wide

For Defense Community Project requests, please use this [link](#).

4. The Subcommittee on Energy and Water Development and Related Agencies will accept requests in the following accounts:
  - Corps of Engineers:
    - Investigations
    - Construction
    - Mississippi River and Tributaries
    - Operation and Maintenance
  - Bureau of Reclamation:
    - Water and Related Resources

For Energy and Water Community Project requests, please use this [link](#).

5. The Subcommittee on Financial Services and General Government will accept requests for the following:
  - Community Projects in support of small businesses, such as entrepreneur training, workforce development, counseling, and research.
  - Community Projects in support of construction or acquisition of facilities.

For Financial Services and General Government Community Project requests, please use this [link](#).

6. The Subcommittee on Homeland Security will accept requests for only the following Federal Emergency Management Agency, Federal Assistance accounts:

- Pre-Disaster Mitigation Grants
- Nonprofit Security Grants
- Emergency Operations Center Grants

For Homeland Security Community Project requests, please use this [link](#).

7. The Subcommittee on Interior, Environment, and Related Agencies will accept requests in the following accounts:

- Federal land acquisitions through the Land and Water Conservation Fund
- Environmental Protection Agency State and Tribal Assistance Grants for certain water infrastructure projects.
- Certain State and Private Forestry projects within the U.S. Forest Service.

For Interior, EPA, and Related Agencies Community Project requests, please use this [link](#).

8. The Subcommittee on Labor, Health and Human Services, Education and Related Agencies will accept requests in the following accounts:

- Department of Labor (DOL)—Employment and Training Administration—Training and Employment Services
- Department of Health and Human Services (HHS)—Health Resources and Services Administration—Program Management
- Department of Health and Human Services—Substance Abuse and Mental Health Services Administration—Health Surveillance and Program Support
- Department of Education (ED)—Innovation and Improvement
- Department of Education—Higher Education

For DOL Community project submissions, our office is accepting applications via the following [link](#).

For HHS Community project submissions, our office is accepting applications via the following [link](#).

For ED Community project submissions, our office is accepting applications via the following [link](#).

9. The Subcommittee on Military Construction, Veterans Affairs and Related Agencies (MilConVA) will accept requests in the following accounts:

- Military Construction accounts under the Department of Defense
  - Army
  - Navy and Marine Corps
  - Air Force
  - Defense-Wide
  - Army National Guard
  - Air National Guard
  - Army Reserve
  - Navy Reserve
  - Air Force Reserve

For MilConVA Community project submissions, our office is accepting applications via the following [link](#).

10. The Subcommittee on Transportation, Housing and Urban Development, and Related Agencies (THUD) will accept requests in the following accounts:

- Department of Transportation - Local Transportation Priorities
- Department of Transportation - Airport Improvement Program (AIP)
- Department of Housing and Urban Development (HUD) - Economic Development Initiative (EDI)

For transportation Community project submissions, our office is accepting applications via the following [link](#).

For HUD Community project submissions, our office is accepting applications via the following [link](#).

I look forward to engaging with you to meet the needs of your community and will do my best to secure funding for communities through this process. As more information is made available my office will continue to keep you updated. Please know that, even if your requests are unsuccessful, I am committed to working to help advance local community initiatives in any way I can.

If you have any follow-up questions, please contact either my District Director, Jennine Lupo [Jennine.Lupo@mail.house.gov](mailto:Jennine.Lupo@mail.house.gov) or my Legislative Director, Madeline Daly [Madeline.Daly@mail.house.gov](mailto:Madeline.Daly@mail.house.gov).

Sincerely,

A handwritten signature in blue ink that reads "Jahana Hayes". The signature is written in a cursive, flowing style.

Jahana Hayes  
MEMBER OF CONGRESS



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Tax Refund Requests
2. **Date of Board Meeting:** April 7, 2021
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Colleen O'Connor, Tax Collector  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports approving the tax refunds as presented, the following motion is in order:

*Move, effective April 7, 2021 to approve the presented tax refunds in the amount of \$2,019.77, and to authorize Town Manager, Maria E. Capriola, to execute the tax refunds.*

5. **Summary of Submission:**  
Tax refunds need to be issued from time to time for motor vehicles, real property, and personal property. Some of the most common reasons tax refunds need to be issued for motor vehicles include: sale of the vehicle; the vehicle is destroyed; the vehicle is donated; the owner has moved out of state; or, the owner has successfully appealed the taxes. Real estate refunds are typically due to the fact that during the sale or refinancing of a property, both a bank and an attorney's office have paid taxes owed, resulting in an overpayment to the Town. Overpayments of personal property taxes are rare; often overpayments of personal property are due to a person or entity forgetting that they paid in full in July, then also sending the January installment.

In a legal opinion from the Town Attorney dated May 22, 2001, he stated that CGS §12-129 "requires that all applications for tax refunds be referred to the Board (of Selectmen) for their consideration and action." Once approved by the Board of Selectmen, the Town Manager will sign off on tax refund applications. As a reminder, the Tax Collector's Office is responsible for collecting revenue for the Fire District pursuant to Special Act #264 of the Legislature in 1945. However, tax refunds for the Fire District are not under the jurisdiction of nor approved by the Board of Selectmen and are therefore not included in the requested tax refunds presented.

6. **Financial Impact:**  
The aggregate amount of all tax refunds as presented is \$2,019.77. The attachment dated April 7, 2021 has a detailed listing of all requested tax refunds.
7. **Description of Documents Included with Submission:**
  - a) Requested Tax Refunds, dated April 7, 2021

	<b>BILL NUMBER</b>	<b>TAX</b>	<b>INTEREST</b>	<b>TOTAL</b>
<b>List 2019</b>				
Brandon, John	19-01-0882	\$1,951.20		\$1,951.20
Charpinsky, Jonathan	19-01-1409	\$28.70		\$28.70
Sheehan, Matthew	19-01-7482	\$27.00		\$27.00
Coe Leah	19-03-53479	\$12.87		\$12.87
<b>Total 2019</b>		<b>\$2,019.77</b>	<b>\$0.00</b>	<b>\$2,019.77</b>
<b>TOTAL 2019</b>		<b>\$2,019.77</b>	<b>\$0.00</b>	<b>\$2,019.77</b>
<b>TOTAL ALL YEARS</b>		<b>\$2,019.77</b>	<b>\$0.00</b>	<b>\$2,019.77</b>



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

- Title of Submission:** Request to Extend Fee Waivers for Temporary Outdoor Dining
- Date of Board Meeting:** April 7, 2021
- Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Sarah Nielsen, Executive Director of Simsbury Main Street Partnership
- Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports extending the fee waivers as presented, the following motion is in order:

*Move, effective April 7, 2021 to extend fee waivers for administrative zoning and building permit fees through March 31, 2022 for restaurants seeking approval for temporary outdoor dining.*

**5. Summary of Submission:**

Starting March 19, all businesses and organizations in Connecticut have a capacity limit of 100%. Businesses have a right to choose whenever they wish to operate below the capacity. However, occupancy has not been able to drastically increase much above 50% as a 6 foot table separation is still required. Following the year 2020, state and many local governments encouraged their businesses to continue operating outdoors when permissible. Newly passed House Bill 6610 codifies into state statute an executive order issued by Governor Ned Lamont, focusing on relaxing outdoor dining restrictions. This legislation allows businesses to operate under the relaxed restriction until March 31, 2022.

On Monday, April 5, the Zoning Commission discussed Temporary Outdoor Dining for the 2021 season. The Zoning Commission discussed how requests for the extension of temporary outdoor dining areas could be permitted. The Commission granted authority to staff to handle temporary outdoor dining requests thru March 31, 2022. The Commission felt that this action is time sensitive, and the option of having outdoor dining is beneficial for local businesses.

On Monday, May 11, 2020, the Board of Selectmen previously supported the action of waiving administrative zoning and building permit fees for temporary outdoor dining (and related tents) for restaurants through September 30, 2020.

**6. Financial Impact:**

The administrative zoning permit is \$25.00. A building permit is only required when tents are constructed that exceed 700 square feet in size or have utilities. In 2020 the Town of Simsbury received 10 applications for the zoning fee waiver and 2 applications for the building fee waiver. The estimated revenue lost for zoning was \$250 and building fee revenue loss was nominal.

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

- a) Email from Sarah Nielsen, Executive Director of Simsbury Main Street Partnership, Re: Fee Waiver Extension, dated April 5, 2021

**From:** simmainst [<mailto:simmainst@sbcglobal.net>]  
**Sent:** Monday, April 5, 2021 11:08 PM  
**To:** Capriola Maria E.; Wellman Eric  
**Cc:** Glidden Michael; Barkowski Laura  
**Subject:** BOS Fee Waiver Extension

Hi Maria and Eric,

I just went before Zoning tonight to request that they extend the temporary outdoor dining by staff approval, following the newly passed House Bill 6610, which extends it through March 31, 2022 due to the ongoing pandemic.

I'd like to ask the Board of Selectmen to continue the fee waivers for this and, if applicable any building permit waivers related (ex - due to a tent). Your unanimous support last year when I requested this not only helped the restaurants, but sent a message that we would step up to the plate as partners when they needed it. The fee waiver is minor, \$25 for the outdoor dining extension, but sends a clear message of support.

I'm not sure if there is time to add this to the agenda for Wednesday but I had to wait for Zoning to approve beforehand.

We are already getting outdoor dining requests and would love to again be able to tell the Simsbury restauranteurs the Board of Selectmen has waived the fees.

I'd also like to thank Laura for her help!

Thanks,  
Sarah

Sarah Nielsen, Executive Director  
Simsbury Main Street Partnership Inc.  
933 Hopmeadow Street, P.O. Box 3  
[www.ShopSimsbury.com](http://www.ShopSimsbury.com)  
[simmainst@sbcglobal.net](mailto:simmainst@sbcglobal.net)



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** FY 21/22 Operating Budget, Capital Budget and Referendum Questions/Date
2. **Date of Board Meeting:** April 7, 2021
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Amy Meriwether, Finance Director/Treasurer  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports adopting the operating and capital budgets and referendum questions and date as presented, the attached resolutions should be adopted and read into the record.
5. **Summary of Submission:**  
The Board of Finance will hold a public hearing on the FY 21/22 Budget on April 6<sup>th</sup>, 2021. It is anticipated that the Board of Finance will close the public hearing and adopt resolutions for the operating budget and the capital budget. If that occurs, the Board will also approve the referendum questions.

The Board of Finance made the following changes to the budget presented by the Board of Selectmen on March 16, 2021:

- Changed the pension assumptions to reflect the updated mortality tables, a 17-year amortization period, and an interest rate of 6.625%
- Removed \$22,000 for the SPIRIT Council (plan to pay for this with FY 20/21 year-end savings)
- Reduced legal expenses (labor) by \$25,000
- Increased building permit revenue by \$125,000
- Changed the funding source for the Meadowood acquisition to bonds

Bond counsel assisted in preparation of the budget resolutions and referendum questions, and the Town Attorney also assisted with the latter. Today the Board of Selectmen should use the provided motions to adopt the same resolutions pertaining to the operating budget and capital budgets, approve the referendum questions and set the referendum date of Tuesday, May 4<sup>th</sup>.

The timeline for the remainder of the budget is as follows: By April 16<sup>th</sup> the budget will be filed with the Town Clerk's Office; the budget will be published in the newspaper by April 27<sup>th</sup>; the referendum will be held on May 4<sup>th</sup>.

**6. Financial Impact:**

As presented, the overall operating budget (town, schools, and capital) is \$106,113,917, or an increase of 3.91%. The certified grand list increase was 2.94%, generating approximately \$2,700,000 in new revenue. In order to fund the budget, a mill rate of 37.46 would be needed, an increase of 0.37 mills from 37.09 mills. The impact on a median valued home would be an increase of \$80 per year.

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

- a) Draft FY 21/22 BOS Final Resolutions and Referendum Questions - *FORTHCOMING*
- b) Draft FY 21/22 BOS Capital Resolutions - *FORTHCOMING*

## **FY 21/22 BOS Final Resolutions and Referendum Questions**

Pursuant to Section 808 of the Town Charter the following motions were introduced at the Regular Meeting of the Board of Finance on April 6, 2021:

Be it resolved, that the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Selectmen annual budget for the fiscal year ending June 30, 2022, shall be approved and implemented in the amount of **\$24,979,980.**

Be it resolved, that the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Education annual budget for the fiscal year ending June 30, 2022, shall be approved and implemented in the amount of **\$73,881,930.**

Be it resolved, that the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement/Capital and Capital Non-Recurring annual budgets for the fiscal year ending June 30, 2022, shall be approved and implemented in the amount of **\$14,666,200.**

In Accordance with Sections 406 (Automatic Referendum) and 808 (Duties of the Board of Finance on the budget) of the Charter, the recommended operating budgets will be submitted to a referendum in the following forms:

Questions for Referendum Ballot:

1. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Selectmen annual budget for the fiscal year ending June 30, 2022, be approved and implemented in the amount of **\$24,979,980?**

2. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Education annual budget for the fiscal year ending June 30, 2022, be approved and implemented in the amount of **\$73,881,930?**

3. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement / Capital

and Capital Non-Recurring annual budgets for the fiscal year ending June 30, 2022, be approved and implemented in the amount of **\$14,666,200**?

4. Shall the Town of Simsbury appropriate from the Sewer Use Fund and anticipated grants \$3,250,000 for berm improvements at the Water Pollution Control Facility?

5. Shall the Town of Simsbury appropriate \$36,792,406 for the renovation and expansion of Latimer Lane Elementary School; and authorize bonds and notes in the same amount to finance said appropriation?

**MOTION TO SET THE AUTOMATIC REFERENDUM FOR THE BUDGET**

Move to set the date of Tuesday, May 4, 2021 for automatic referendum, pursuant to Section 406 of the Town Charter, from 6:00 a.m. to 8:00 p.m. at Henry James Memorial School

**TOWN OF SIMSBURY**  
**Resolutions of the Board of Finance**  
**Resolutions of the Board of Selectmen**

**RESOLVED,**

Upon motion duly made, seconded and adopted, the reading into the minutes of the full text of the resolutions set out below is waived, copies of the resolutions having been made available to those in attendance, and recorded in these records immediately preceding these minutes.

**RESOLVED,** That the Board of Selectmen recommends and approves the following:

CIP #	<b><u>General Purpose Projects (Bonds)</u></b>	
	Parking and Accessibility Improvements at Simsbury Meadows	\$ 700,000
	Highway Pavement Management (Bonding \$605,000; Cash \$200,000 & LoCIP Grant \$156,500; Town Aid Road Grant \$243,500)	\$1,205,000
	Sidewalk Reconstruction	\$ 200,000
	<b><u>General Purpose Projects (Grants)</u></b>	
	North End Sidewalk Construction	\$ 810,000
	<b><u>Sewer Use/Assessment Funds &amp; Grants</u></b>	
	Sewer Liners	\$ 600,000
	Berm Improvements	\$3,250,000
	Woodland Street/Hopmeadow Upgrade	\$1,200,000
	<b><u>School Projects (Bonds)</u></b>	
	District Security Improvements	\$ 250,000
	SHS Bleachers/Press box Improvements	\$ 600,000
	Renovation and Expansion of Latimer Lane School	\$36,792,406

**RESOLUTION APPROPRIATING \$700,000 FOR PARKING AND ACCESSIBILITY IMPROVEMENTS AT THE MEADOWS; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION**  
RESOLVED,

- (a) That the Town of Simsbury appropriate SEVEN HUNDRED THOUSAND DOLLARS (\$700,000) for parking, pedestrian and accessibility improvements, landscaping, wetlands mitigation, installation of underground conduits and piping for future electrical, water and sewer connections at the Simsbury Meadows. The appropriation may be spent for planning, engineering, equipment, construction costs, utility and permit fees and other expenses related to the project. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed SEVEN HUNDRED THOUSAND DOLLARS (\$700,000) to finance, in part, the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed SEVEN HUNDRED THOUSAND DOLLARS (\$700,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by

this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the Town Manager, the Treasurer and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

**RESOLUTION APPROPRIATING \$1,205,000 FOR THE HIGHWAY PAVEMENT MANAGEMENT PROGRAM; AND AUTHORIZING BONDS AND NOTES IN THE AMOUNT OF \$605,000 TO FINANCE, IN PART, SAID APPROPRIATION**

RESOLVED,

- (a) That the Town of Simsbury appropriate ONE MILLION TWO HUNDRED FIVE THOUSAND DOLLARS (\$1,205,000) for repaving, repair and rehabilitation of the Town roadways pursuant to the Town's pavement management program. Of such appropriation, \$200,000 is hereby appropriated from the General Fund; \$605,000 shall be financed by the issuance of bonds and notes of the Town; and the balance shall be paid by the following anticipated grants: Town Aid Road grant \$243,500 and LOCIP grant \$156,500. The appropriation may be spent for engineering and other consultants' fees, equipment costs, design and construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed SIX HUNDRED FIVE THOUSAND DOLLARS (\$605,000) to finance, in part, the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed SIX HUNDRED FIVE THOUSAND DOLLARS (\$605,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the

Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the Town Manager, the Treasurer and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

**RESOLUTION APPROPRIATING \$200,000 FOR SIDEWALK RESURFACING AND RECONSTRUCTION; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION**

RESOLVED,

- (a) That the Town of Simsbury appropriate TWO HUNDRED THOUSAND DOLLARS (\$200,000) for sidewalk resurfacing and reconstruction, drainage and ADA accessibility improvements. The appropriation may be spent for planning, engineering, equipment, construction costs, and other expenses related to the project. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed TWO HUNDRED THOUSAND DOLLARS (\$200,000) to finance, in part, the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO HUNDRED THOUSAND DOLLARS (\$200,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the Town Manager, the Treasurer and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

**RESOLUTION APPROPRIATING LOCAL CAPITAL IMPROVEMENT PROGRAM GRANT FUNDS IN THE AMOUNT OF \$810,000 FOR NORTH END SIDEWALK CONSTRUCTION**

RESOLVED, that the Town of Simsbury appropriate Local Capital Improvement Program (LoCIP) grant funds in the amount of .EIGHT HUNDRED TEN THOUSAND DOLLARS (\$810,000) for the design and construction of sidewalks in the business district of the North end of the Town of Simsbury. The appropriation may be spent for construction costs, land or easement acquisition and other expenses related to the project. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

**RESOLUTION APPROPRIATING FROM THE SEWER USE FUND \$600,000 FOR THE LINING OF SANITARY SEWERS**

RESOLVED, that the Town of Simsbury appropriate from the Sewer Use Fund SIX HUNDRED THOUSAND DOLLARS (\$600,000) for the lining of sanitary sewers within the Town collection system. The appropriation may be spent for investigations, design, equipment, engineering, construction and materials, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation.

**RESOLUTION APPROPRIATING FROM THE SEWER USE FUND AND ANTICIPATED GRANTS \$3,250,000 FOR BERM IMPROVEMENTS AT THE WATER POLLUTION CONTROL FACILITY**

RESOLVED,

- (a) That the Town of Simsbury appropriate from the Sewer Use Fund and anticipated grants THREE MILLION TWO HUNDRED FIFTY THOUSAND DOLLARS (\$3,250,000) for berm improvements at the Water Pollution Control Facility. The appropriation may be spent for investigations, design, equipment, engineering, construction and materials, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation.
- (b) That, pursuant to Section 809 of the Town Charter, this Resolution be presented to a referendum vote under the following caption:

Shall the Town of Simsbury appropriate from the Sewer Use Fund and anticipated grants \$3,250,000 for berm improvements at the Water Pollution Control Facility?

**RESOLUTION APPROPRIATING FROM THE SEWER ASSESSMENT FUND \$1,200,000 FOR THE DESIGN AND INSTALLATION OF WOODLAND STREET/HOPMEADOW STREET AREA SANITARY SEWER UPGRADES**

RESOLVED, that the Town of Simsbury appropriate from the Sewer Assessment Fund ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) for the design and installation of Woodland Street/Hopmeadow Street area sanitary sewer upgrades. The appropriation may be spent for investigations, design, equipment, engineering, construction and materials, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation.

RESOLUTION APPROPRIATING \$250,000 FOR DISTRICT-WIDE SECURITY IMPROVEMENTS;  
AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID  
APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000) for District-wide security improvements, including improvements to main entrance security, alarm and notification systems, blue light systems, and panic buttons. The appropriation may be spent for engineering and other consultants' fees, equipment costs, design and construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of

official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the Town Manager, the Treasurer, the Board of Education and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

RESOLUTION APPROPRIATING \$600,000 FOR IMPROVEMENTS TO HOLDEN FIELD; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate SIX HUNDRED THOUSAND DOLLARS (\$600,000) for improvements to Holden Field, including the replacement of the bleachers and press box and the repair of the underlying storage facility. The appropriation may be spent for engineering and other consultants' fees, equipment costs, design and construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed SIX HUNDRED THOUSAND DOLLARS (\$600,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed SIX HUNDRED THOUSAND DOLLARS (\$600,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by

this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the Town Manager, the Treasurer, the Board of Education and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

RESOLUTION APPROPRIATING \$36,792,406 FOR THE RENOVATION AND EXPANSION OF LATIMER LANE ELEMENTARY SCHOOL; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate THIRTY-SIX MILLION SEVEN HUNDRED NINETY-TWO THOUSAND FOUR HUNDRED SIX DOLLARS (\$36,792,406) for the renovation and expansion of Latimer Lane Elementary school. The appropriation may be spent for planning, design, architectural, engineering and other consultants' fees, equipment costs, construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed THIRTY-SIX MILLION SEVEN HUNDRED NINETY-TWO THOUSAND FOUR HUNDRED SIX DOLLARS (\$36,792,406) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed twenty years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed THIRTY-SIX MILLION SEVEN HUNDRED NINETY-TWO THOUSAND FOUR HUNDRED SIX DOLLARS (\$36,792,406). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of

official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the Town Manager, the Treasurer, the Board of Education and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.
- (h) That, pursuant to Section 809 of the Town Charter, this Resolution be presented to a referendum vote under the following caption:

Shall the Town of Simsbury appropriate \$36,792,406 for the renovation and expansion of Latimer Lane Elementary School; and authorize bonds and notes in the same amount to finance said appropriation?

RESOLUTION APPROPRIATING \$36,792,406 FOR THE RENOVATION AND EXPANSION OF LATIMER LANE ELEMENTARY SCHOOL; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate THIRTY-SIX MILLION SEVEN HUNDRED NINETY-TWO THOUSAND FOUR HUNDRED SIX DOLLARS (\$36,792,406) for the renovation and expansion of Latimer Lane Elementary school. The appropriation may be spent for planning, design, architectural, engineering and other consultants' fees, equipment costs, construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed THIRTY-SIX MILLION SEVEN HUNDRED NINETY-TWO THOUSAND FOUR HUNDRED SIX DOLLARS (\$36,792,406) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed THIRTY-SIX MILLION SEVEN HUNDRED NINETY-TWO THOUSAND FOUR HUNDRED SIX DOLLARS (\$36,792,406). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the Town Manager and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds or notes. The Town Manager and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The Town Manager and the Treasurer are authorized to amend such declaration of

official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

- (f) That the Town Manager and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.
- (g) That the Board of Selectmen, the Town Manager, the Treasurer, the Board of Education and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.
- (h) That, pursuant to Section 809 of the Town Charter, this Resolution be presented to a referendum vote under the following caption:

Shall the Town of Simsbury appropriate \$36,792,406 for the renovation and expansion of Latimer Lane Elementary School; and authorize bonds and notes in the same amount to finance said appropriation?

Dear Neighbor,

On **Tuesday, May 4th**, you will have the opportunity to vote on the 2021-2022 Town and Education operating budgets, capital budgets, and special revenue budgets. The information presented here is intended to help you make an informed choice. Voting will take place at the **Simsbury Public Library, located at 725 Hopmeadow Street**. Thank you for participating in this important process.

## BUDGET OVERVIEW

### Board of Selectmen Budget:

- \$24,979,980
- 3.63% increase
- \$875,343 increase

### Board of Education Budget:

- \$73,881,930
- 2.18% increase
- \$1,572,869 increase

### TOWN OF SIMSBURY GENERAL FUND BUDGETS

	FY2020/21 Budget	FY2021/22 Proposed	Dollar Change	Percent Change
Town Operating Budget	\$24,104,637	\$24,979,980	\$ 875,343	3.63%
School Operating Budget	72,309,061	73,881,930	1,572,869	2.18%
Non-Public School Budget	551,383	564,650	13,267	2.41%
Debt Service & Capital	5,471,465	6,549,357	1,077,892	19.70%
Gross Expenditures	102,436,546	105,975,917	3,539,371	3.46%
Anticipated Non-Tax Revenue	10,013,768	10,081,809	68,041	0.68%
Balance to be Raised by Local Taxes	\$92,422,778	\$95,894,108	\$3,471,330	3.76%

## REFERENDUM QUESTIONS

When you walk into the voting booth on May 4th, the following is what you will be voting on:

### Operating Budgets

- #1 Board of Selectmen Budget
- #2 Board of Education Budget

### Special Revenue/Other Budgets

- #3 Sewer Fund, Residential Rental Properties, Simsbury Farms, Non Public Schools, Debt Service & Capital, and Capital Non-Recurring

### Capital Projects\*

	Proposed 21-22
#4 Berm Improvements at the Water Pollution Control Facility	\$3,250,000
#5 Renovation and Expansion of Latimer Lane School	\$36,792,406

\*By Town Charter, these projects will be voted on at the referendum because the cost of these projects exceeds 2% of the annual Town Budget.



## MILL RATE AND MEDIAN HOME IMPACT

### Mill Rate Impact

Current Mill Rate – 37.09  
Proposed Mill Rate – 37.41  
*Increase of 0.32 mills or 0.86%*

### Annual Median Home Impact

Current Median Home Taxes – \$7,963  
Proposed Median Home Taxes – \$8,031  
*Increase of \$68 or 0.86%*

Note: Mill rate is estimated until the final rate is set by the Board of Finance following the referendum and does not include Fire District mill rate or taxes.

## KEY FACTS ABOUT SIMSBURY PUBLIC SCHOOLS

### ENROLLMENT HISTORY & PROJECTION AS OF OCT. 1

	2019	2020	2021*
Elementary Schools K-6	2,038	2,018	2,081
Middle School 7-8	633	633	633
High School 9-12	1,354	1,309	1,306
<b>Total</b>	<b>4,025</b>	<b>3,960</b>	<b>4,020</b>

\*Milone & MacBroom projections

### Benchmarking Per Pupil Expenditures 2019-20 Comparative Data

Simsbury .....\$18,049

- Per pupil spending is 77th out of 169 of all towns in Connecticut
- Per pupil spending is 8th out of 27 of all towns in the Hartford area
- Per pupil spending is 10th out of 21 of all Demographic Reference Group B towns

Demographic Reference Group B Average ..... \$18,266  
State Average ..... \$19,339

Source: CT State Department of Education - Bureau of Grants Management





Simsbury Board of Education  
 Simsbury Board of Selectmen  
 933 Hopmeadow Street  
 Simsbury, CT 06070

# Inside...

- Proposed Board of Selectmen & Board of Education Budgets
- Budget Highlights
- Key Facts About the Simsbury Public Schools

*Please don't forget to*

# VOTE

**Tuesday,  
 May 4th**

## MARK YOUR CALENDARS



**Referendum Vote is  
 Tuesday, May 4th**

**TIME  
 6 a.m. to 8 p.m.**

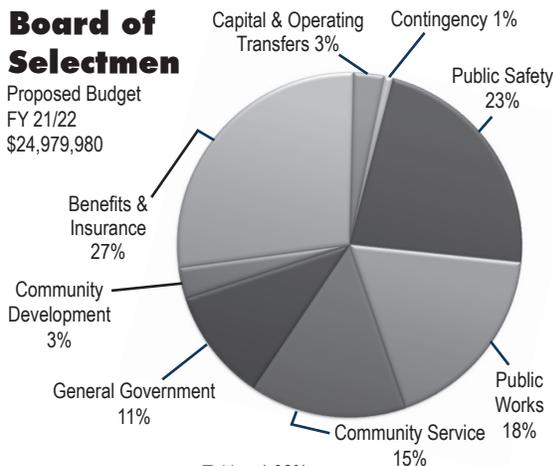
**NEW LOCATION  
 Simsbury Public  
 Library  
 725 Hopmeadow St.  
 Simsbury, CT**

*Simsbury is YOUR  
 town...  
 ...so don't forget  
 to vote!*

## BUDGET PROPOSALS

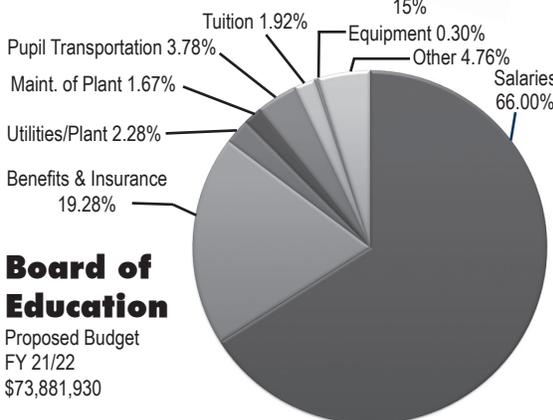
### Board of Selectmen

Proposed Budget  
 FY 21/22  
 \$24,979,980



### Board of Education

Proposed Budget  
 FY 21/22  
 \$73,881,930



### Budget Drivers

- Debt service increase – \$1,077,892
- Pension obligations increase – Town \$394,715/BOE \$119,770
- Contractual salaries increase – Town \$305,882/BOE \$1,510,373
- \$73,457,208 in new growth generating an estimated \$2.7M in new revenue; new growth at 2.94%

### Year-by-Year Budget Data

Item	17-18	18-19	19-20	20-21	21-22 proposed
BOS Operating Budget	15.98%	-7.01%	14.03%	0.56%	3.63%
BOE Operating Budget	0.99%	1.50%	2.50%	2.01%	2.18%
			10 Year Avg.	5 Year Avg.	
BOS Operating Budget			3.35%	4.88%	
BOE Operating Budget			1.53%	1.61%	

### For More Information

All Town budget materials can be viewed at [www.Simsbury-ct.gov/budget](http://www.Simsbury-ct.gov/budget)

All Board of Education budget materials can be viewed at [www.simsbury.k12.ct.us/boe/budget](http://www.simsbury.k12.ct.us/boe/budget)

## **CALL TO ORDER**

The Regular Meeting of the Board of Selectmen was called to order at 6:00 p.m. on ZOOM due to COVID-19. Present were: First Selectman Eric Wellman; Deputy First Selectman Sean Askham; Board members Wendy Mackstutis, Jackie Battos, and Chris Peterson. Others in attendance included: Town Manager Maria E. Capriola; Deputy Town Manager Melissa Appleby; Finance Director Amy Meriwether; Director of Parks and Recreation Tom Tyburski; Town Engineer Jeff Shea; Public Works Director Tom Roy; Library Director Lisa Karim; Planning and Community Development Director Mike Glidden; Representative from the Trust for Public Lands, Honor Lawler; and Town Assessor Francine Beland. Also in attendance were Board of Finance members Linda Schofield, Derek Peterson, Arthur House, and Robert Pomeroy.

## **PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

Mr. Askham made a motion to amend the agenda to start with the Autism Awareness Proclamation followed by a public audience and also to amend the agenda to include three public works' job descriptions as item “e” under Selectmen Action. Ms. Battos seconded the motion. All were in favor and the motion passed.

## **PRESENTATION**

### **a. Proclamation for Autism Awareness Month**

Mr. Jack Knall and Ms. Robin Batchelder both spoke regarding autism awareness. Mr. Wellman declared April 2021 World Autism Month and April 2, 2021 World Autism Awareness Day. Mr. Askham made a motion effective March 22, 2021 to issue a Proclamation in support of Autism Awareness Month. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

## **PUBLIC AUDIENCE**

- **Email written comments to [ebutler@simsbury-ct.gov](mailto:ebutler@simsbury-ct.gov) by 12 P.M. on Monday March 8, 2021, to be read into the records; or**
- **Email [ffitzgerald@simsbury-ct.gov](mailto:ffitzgerald@simsbury-ct.gov) by 12:00 P.M. on Monday, March 8, 2021, to register to address the Board of Selectmen through ZOOM**

Mr. Wellman read a comment from Kirstin Morrow who expressed her concern and dismay over the use of language, tone and intent in the Zoning Commission's last meeting on March 12<sup>th</sup>.

Mr. Wellman read a comment from Todd Diamond regarding his opposition to HB 1024.

Mr. Wellman read a comment from Justin Crane thanking the Zoning Commission for their bipartisan opposition to HB 1024.

Mr. Wellman read a comment from Joan Coe wherein she stated that the Town has an opportunity to reduce expenditures in the budget so the taxpayers can realize the pot of gold with lower taxes and a reduced mill rate. She also discussed the impact the of Covid pandemic on society as a whole and Simsbury and questioned where these issues are being addressed in the budget. She states that the facility study should have been a priority and discusses her thoughts on the Meadowood Acquisition.

Mr. Wellman read a comment from Sara Batchelder regarding the Zoning Commission’s decision to oppose the state legislation regarding increasing affordable housing in Simsbury and others across the state.

Mr. Wellman read a comment from Tammy Woychowski stating her support of the Zoning Commission’s decision to not support any overreach by the state of CT to change local zoning laws.

Mr. Wellman read a comment from Cynthia Kiesewetter congratulating the Zoning Commission for their bipartisan opposition to HB 1024.

Mr. Wellman read a comment from Heather Goetz, a member of the Simsbury Library Board of Trustees, who encouraged the Board to support the library’s budget request for \$8,100 for children’s reference material.

Mr. Wellman read a comment from Nicholas Criscitelli citing his disappointment with the conduct of the Zoning Commission during the March 12<sup>th</sup> special meeting regarding SB 1024.

Mr. Wellman read a comment from Susan Van Kleef expressing her disappointment in language and comments made during the special meeting to discuss SB 1024 on March 12<sup>th</sup>.

Mr. Wellman read a comment from Ellen Naughton regarding her opinions about the March 12<sup>th</sup> meeting regarding SB1024, citing their cavalier use and apparent acceptance of racist attitudes and language during the meeting.

Mr. Wellman read a comment from Diana Yeisley regarding her opinions on the March 12<sup>th</sup> Zoning Commission Special Meeting, stating she feels their behavior and language were inexcusable.

Mr. Wellman read a comment from April and Michael Smith stating they do not approve of low income housing being built wherever the state decides.

## **PRESENTATIONS**

### **b. Aquarion Water- Irrigation Restrictions**

Mr. George Logan presented regarding Aquarion’s water conservation program. He stated that due to the pandemic, Aquarion delayed implementation of the restrictions on watering/irrigation systems in Simsbury. An implementation date of April 1<sup>st</sup> is anticipated and Aquarion will conduct a print, digital and in-person education campaign. Generally speaking, people will be limited to lawn/turf watering twice a week.

## **FIRST SELECTMAN’S REPORT**

Mr. Wellman, First Selectman, reviewed his First Selectman’s Report.

## **TOWN MANAGER’S REPORT**

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

**SELECTMEN ACTION**

**a) Donation from Hartford Federal Credit Union**

Mr. Askham made a motion, effective March 22, 2021, to accept a donation from Hartford Federal Credit Union in the amount of \$2,000 for the purpose of supporting Simsbury Community and Social Services Department's Food Programs. Ms. Battos seconded the motion. All were in favor and the motion passed.

**b) Tax Refund Requests**

Mr. Askham made a motion, effective March 22, 2021, to approve the presented tax refunds in the amount of \$3,796.90, and to authorize Town Manager, Maria E. Capriola to execute the tax refunds. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

**c) Appointment of Pullman & Comley as Bond Counsel**

Mr. Askham made a motion, effective March 22, 2021 to appoint the firm of Pullman & Comley, as bond counsel for the Town of Simsbury through December 6, 2021, with the understanding that staff has the option to conduct an RFQ for bond counsel in the future. Further move to authorize Town Manager, Maria E. Capriola to execute the engagement letter once completed. Mr. Peterson seconded the motion. All were in favor and the motion passed.

**d) Proposed Revisions to Debt Management Policy**

Mr. Wellman stated that the proposed revisions to the policy stem from the budget that was put forth. The six-year capital plan put forth will put the Town's overall debt service ceiling around 8% in certain years compared to the approximately 7% where it is now in order to accommodate the Latimer Lane renovation project.

Ms. Mackstutis asked if there was language that could be added to state that the 8% is not the norm. Ms. Meriwether stated that when they updated the policy they added the language that the Board of Finance will set the rate during the budget season. Mr. Pomeroy stated that the last thing they want to do is have to ask for forgiveness if they exceed the policy, he stated that this is a range and not a resetting to eight from seven. He stated their target is still seven percent, not eight, but it will allow for large projects that will almost by necessity create stress on that limit.

Mr. Askham made a motion, effective March 22, 2021, to approve the proposed revisions to the Debt Management Policy as presented. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

**e) Proposed Revisions to Senior Mechanic, Truck Driver/Mechanic and Truck Driver Job Descriptions**

Mr. Roy stated that the current job descriptions are very dated and this is updating those, there is no change in pay rates.

Mr. Askham made a motion, effective March 22, 2021 to revise the Senior Mechanic, Truck Driver/Mechanic and the Truck Driver job descriptions as presents. Ms. Battos seconded the motion. All were in favor and the motion passed.

**e. FY 21/22 Budget Discussion**

Mr. Wellman stated that the Board of Finance has asked them to try to reduce their operating budget by \$100,000 to \$150,000. He stated that one item that was highlighted was increasing their assumptions around building permit revenue, increasing that number by \$125,000. He stated he personally felt comfortable with that recommendation. Mr. Askham stated he too agreed with it and that they often focus a lot on the expenditure side and that was a good suggestion on the revenue side.

Mr. Pomeroy stated that he wanted to clarify that while the Board of Finance indicated that the Board of Selectmen could make amendments to revenues in their request, the specific request was to look for items of expense that they might also be willing to reduce. He stated he doesn't think the Board of Finance expected this to be fully done by raising the permit revenue.

Mr. Wellman stated that their budget calls for an increase in legal expenses by \$25,000, he stated he would be comfortable with keeping that number flat.

Ms. Mackstutis stated she would like to revisit taking the \$110,000 out of capital reserves. Ms. Capriola stated the downside with that is that it would mean we've officially stripped away all of our excess cash capacity for smaller capital purchases. Mr. Peterson stated that he did not feel that this is actually a reduction of expenses as explained by Mr. Pomeroy.

Ms. Schofield suggested reducing some of the salary lines in recognition that there are vacancies that go unfilled. The Board further discussed looking at departments' vacancy rates as well as the requested Culture, Parks and Recreation technician position and playscapes funding.

Mr. Askham made a motion, effective March 22, 2021 to recommend to the Board of Finance an increase to the Building permit revenues for FY 21/22 of \$125,000, bringing the total budgeted building permit revenues to \$800,000 and also to reduce the recommended expenditure on legal counsel by \$25,000 effectively keeping it flat from the previous year. Ms. Battos seconded the motion. All were in favor and the motion passed.

Ms. Mackstutis made a motion to take the \$110,000 and change the funding source from the general fund to the capital reserve fund. Ms. Battos seconded the motion. The motion failed with Mr. Wellman, Mr. Askham and Mr. Peterson opposed.

**APPOINTMENTS AND RESIGNATIONS**

**a) Resignation of Susan Krinsky from the Aging and Disability Commission**

Mr. Askham made a motion, effective retroactively to February 12, 2021, to accept the resignation of Susan Krinsky as an alternate member of the Aging and Disability Commission with our thanks. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion, effective March 22, 2021, to appoint Deborah Glass as an alternate member of the Aging and Disability Commission with a term ending January 1, 2022. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

**b) Reappointment of Cheryl Cook to the Housing Authority**

Mr. Askham made a motion, effective March 22, 2021, to reappoint Cheryl Cook as a regular member of the Housing Authority with a term expiring April 1, 2026. Mr. Peterson seconded the motion. All were in favor and the motion passed.

**c) Resignations from Various Boards, Committees and Commissions**

Mr. Peterson made a motion, retroactive to March 8, 2021, to accept the resignation of Gerard H. Wetjen as a regular member of the Culture, Parks & Recreation Commission. Ms. Battos seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion, effective March 31, 2021, to accept the resignation of Cheri Calnan as a regular member of the Clean Energy Task Force & Sustainability Team. Ms. Battos seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion, retroactive to November 18, 2020, to accept the resignation of Mary Turner as a regular member of the Sustainability Team. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion, retroactive to March 12, 2021, to accept the resignation of Chris Kelly as a regular member of Community for Care. Mr. Peterson seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion, retroactive to March 8, 2021, to accept the resignation of Katie S. Martin as a regular member and Chair of the Zoning Board of Appeals. Ms. Battos seconded the motion. All were in favor and the motion passed.

**REVIEW OF MINUTES**

**a. Special Meeting of March 2, 2021**

There were no changes to the Special Meeting minutes of March 2, 2021, and, therefore, the minutes were adopted.

**b. Regular Meeting of March 6, 2021**

There were no changes to the Regular Meeting minutes of March 6, 2021, and, therefore, the minutes were adopted.

**c. Regular Meeting of March 8, 2021**

There were no changes to the Regular Meeting minutes of March 8, 2021, and, therefore, the minutes were adopted.

**d. Special Meeting of March 10, 2021**

There were no changes to the Special Meeting minutes of March 10, 2021, and, therefore, the minutes were adopted.

**LIAISON AND SUB-COMMITTEE REPORTS**

1. **Personnel** – no report at this time.
2. **Finance** – no report at this time.
3. **Welfare** – no report at this time.
4. **Public Safety** – no report at this time.
5. **Board of Education** – no report at this time.

**COMMUNICATIONS**

- a. **2019- 2020 Town of Simsbury Annual Report-** no discussion at this time.

**EXECUTIVE SESSION**

- a. **Executive Session per CGS §1-200(6)(D): Discussion of potential purchase of Meadowood property.**

Mr. Askham made a motion to adjourn to Executive Session pursuant to CGS §1-200(6)(E), at 7:59 p.m. and to included Attorney Robert DeCrescenzo; Town Manager Maria E. Capriola; Deputy Town Manager Melissa Appleby; First Selectman Eric Wellman; Deputy First Selectman Sean Askham; Board members Wendy Mackstutis, Jackie Battos, and Chris Peterson; Finance Director Amy Meriwether; Director of Parks and Recreation Tom Tyburski; Planning and Community Development Director Mike Glidden; Town Engineer Jeff Shea; Representative from the Trust for Public Land, Honor Lawler; Town Assessor Francine Beland; Appraiser Pat Wellspeak; Board of Finance members Linda Schofield, Derek Peterson, Arthur House, and Robert Pomeroy.

Ms. Battos seconded the motion. All were in favor and the motion passed.

**ADJOURN**

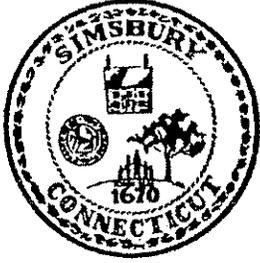
Mr. Askham made a motion to adjourn the executive session at 8:26 p.m. Ms. Battos seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to adjourn the regular meeting at 8:26 p.m. Ms. Battos seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Heather Taylor

Clerk



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

*Office of Community Planning and Development*

Date: March 25, 2021  
To: Simsbury Board of Selectmen  
From: Simsbury Planning Commission

**RE: Fiscal year 2021/2022 – fiscal year 2026/2027 Capital Improvement Program referral request.**

This is to inform the Simsbury Board of Selectmen that the Simsbury Planning Commission, at its regularly scheduled meeting on Tuesday March 23, 2021, voted to make a positive referral for the requested six year Capital Improvement Program.

Thomas Hazel  
Assistant Town Planner  
Simsbury, CT



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

Maria E. Capriola - Town Manager

## MEMORANDUM

**To:** Board of Selectmen  
**From:** Maria Capriola, Town Manager  
**Cc:** Tom Hazel, Assistant Town Planner; Tom Tyburski, Director of Culture, Parks and Recreation; Nick Boulter, Chief of Police  
**Date:** March 31, 2021  
**Subject:** Administrative Approvals of Public Gathering Permits

This memo is to inform the Board of Selectmen of the public gathering permits that I have approved for the Performing Arts Center (PAC) via an administrative approval.

Staff from Planning, Police, Culture, Parks and Recreation, Public Works, the Fire District, and the Farmington Valley Health District reviewed both applications to ensure compliance and safety measures were addressed prior to approval. Following completion of that process, the following public gathering permits have been approved by me:

Name of Event	Date	Type
Iron Horse Half Marathon	June 4, 2021 & June 5, 2021	Race event (500 person capacity)
Hartt Community Division Orchestra rehearsal sessions	Every weekend (sat/sun) April 3 <sup>rd</sup> thru May 16, 2021	Private rehearsal

**\*\* Note due to evolving COVID sector rules from the state capacities for events are ever evolving, Event organizers have been requested to update the committee and the town about any amendments made to the public gatherings so that they may be noted and added to the file.\*\***

Should you have any questions or concerns about one of the applications listed above, please contact me so staff and I can help answer those questions.