



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

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## **SIMSBURY BOARD OF SELECTMEN Regular Meeting – May 24, 2021 – 6:00 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC AUDIENCE**

- Email written comments to [ebutler@simsbury-ct.gov](mailto:ebutler@simsbury-ct.gov) by 12:00 PM on Monday, May 24, 2021 to be read into the record; or
- Email [tfitzgerald@simsbury-ct.gov](mailto:tfitzgerald@simsbury-ct.gov) by 12:00 PM on Monday, May 24, 2021 to register to address the Board of Selectmen live through Zoom.

### **PRESENTATION**

- a) Affordable Housing Plan Presentation

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

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

### **SELECTMEN ACTION**

- a) Aging and Disability Commission Social Media (Facebook) Request
- b) Tax Refund Requests
- c) Quarterly Budget Status Report

### **APPOINTMENTS AND RESIGNATIONS**

- a) Proposed Appointment of Alan Bradford to the Insurance Committee
- b) Proposed Appointment of Robert Mule to the Board of Ethics

### **REVIEW OF MINUTES**

- a) Regular Meeting of May 10, 2021

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

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

### **COMMUNICATIONS**

- a) Memo from M. Capriola, re: Update from Staff Regarding Public Meetings, dated May 20, 2021
- b) Memo from M. Capriola, re: Public Gathering Permit Administrative Approvals, dated May 19, 2021

### **ADJOURN**

**Following adjournment, the Board of Selectmen and staff will meet to discuss strategy and negotiations with respect to collective bargaining for the units represented by CSEA and IBPO.**



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:**                      Congressionally Directed Spending Program
2. **Date of Board Meeting:**                May 24, 2021
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Nicholas Boulter, Chief of Police; Rick Bazzano, IT Manager *Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports submitting an application to Senator Blumenthal for a Fiscal Year 2022 Congressionally Directed Spending Request, the following motion is in order:  
  
*Move, effective May 24, 2021, to authorize Town Manager Maria E. Capriola to submit an application to Senator Blumenthal for the Congressionally Directed Spending Request in the amount of \$70,000 for Technology Upgrades for the Simsbury Police Department.*  
  
Should the appropriations request be awarded, the following additional motion is in order:  
  
*Move, to accept the federal appropriations request for the Technology Upgrades for the Simsbury Police Department and authorize Town Manager, Maria E. Capriola, to execute all documents related to the award.*
5. **Summary of Submission:**  
Staff has been made aware of Senator Blumenthal accepting applications for Connecticut based projects that would be eligible for Congressionally Directed Spending for Fiscal Year 2022. There is a June 7, 2021 deadline for applications to be submitted to the Senator's office. Senator Blumenthal will review projects submitted and decide which ones to submit to the Senate Appropriations Committee for approval.

Chief Boulter and IT Manager Rick Bazzano have recommended a project called Simsbury Police Tech 2022. This project will enhance current access to information systems for criminal justice systems through additional equipment, and hardware and software upgrades. Simsbury Police Tech 2022 will also increase current crime prevention and investigative technology within and around the police department and assets (e.g. generator) with the procurement of contemporary equipment.

The department seeks to update applications to the existing Computer Aided Dispatch and Records Management System (NexGen), which is also used to access state and

federal criminal justice system through mobile data terminals in the marked patrol cruisers at an estimated cost of \$3,000.00.

The department would like to move toward managing the mobile connectivity to these same information systems (approximately \$15,000.00). Currently, the department relies on a regional source for mobile connectivity (Netmotion software) at a cost of \$1,000.00 per mobile data terminal. There are currently 9 mobile data terminals within police cars with an annual cost \$9,000.00 for this network service. The department would like to increase the amount of mobile data terminals (MDT) to three additional marked police cruisers (approximately \$20,000.00). Procuring the net motion connectivity would reduce the annual costs of \$1,000.00 per mobile data terminal.

There is currently a surveillance system that covers many critical areas inside the police department, with cameras in need of upgrade. The legacy video and associated server equipment currently supports both internal and external coverage of police headquarters and municipal facilities on Hopmeadow Street. Our exterior coverage of the building is somewhat limited and should be enhanced. Adding cameras and upgrading current cameras would protect the existing critical infrastructure assets (police department, town hall, generator, vehicles, etc), as well as provide for a safer environment for safe public exchange sites. The estimated cost for the site security improvement is \$20,000.00.

The final portion of the Simsbury Police Tech 2022 project includes the procurement of 3 additional in car or dash cameras to add to the fleet of marked police cars (total estimated cost is \$12,000.00). This technology will enhance opportunities for transparency, accountability, evidence collection and investigations.

There will be no to minimal expected ongoing operational costs for the project except for the connectivity (Netmotion). There is currently an annual cost for the connectivity, but this project has the potential for a 50% or greater annual reduction in operating costs after the initial project. The life expectancy of the technology is approximately 5 – 8 years at which time the MDTs and dash cameras will need replacement and there will likely be upgrades needed for NexGen, Netmotion and the site security.

Due to the short timeframe from receipt of the communication from the Senator's office to your meeting on Monday, if other potential project(s) are identified we will share that information with you.

#### **6. Financial Impact:**

The total funding request will be in the amount of \$70,000 and is broken down by the NexGen system costing \$3,000, the mobile connectivity software Netmotion costing \$15,000, additional data terminals added to three vehicles costing \$20,000, security camera upgrades for the interior space in the Police Department and the exterior of Town Hall costing \$20,000, and three additional dash cameras to be fitted to vehicles in the police fleet at a cost of \$12,000. The upgrades are expected to reduce current operating costs.

Replacing technology with a cost exceeding \$10,000 would be budgeted for in future CNR plans.

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

- a) Memo from N. Boulter re: Congressionally Directed Spending Request, dated May 21, 2021



# Simsbury Police Department

933 Hopmeadow Street

Simsbury, CT 06070



NICHOLAS J. BOULTER  
CHIEF OF POLICE

## MEMORANDUM

**TO:** Maria Capriola, Town Manager  
**FROM:** Nicholas J. Boulter, Chief of Police  
**DATE:** May 21, 2021  
**SUBJECT:** Congressionally Directed Spending Request

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Through Congressionally Directed Spending, Simsbury may have an opportunity to receive federal funding to support the police department mission of saving and protecting lives and property through support and advancement of existing technology. The project, Simsbury Police Tech 2022, will enhance current access to information systems for criminal justice systems through additional equipment, and hardware and software upgrades. Simsbury Police Tech 2022 will also increase current crime prevention and investigative technology within and around the police department and assets (e.g. generator) with the procurement of contemporary equipment.

The department seeks to update applications to the existing Computer Aided Dispatch and Records Management System (NexGen), which is also used to access state and federal criminal justice system through mobile data terminals in the marked patrol cruisers at an estimated cost of \$3,000.00.

The department would like to move toward managing the mobile connectivity to these same information systems (approximately \$15,000.00). Currently, the department relies on a regional source for mobile connectivity (Netmotion software) at a cost of \$1,000.00 per mobile data terminal. There are currently 9 mobile data terminals within police cars with an annual cost \$9,000.00 for this network service. The department would like to increase the amount of mobile data terminals (MDT) to three additional marked police cruisers (approximately \$20,000.00). Procuring the net motion connectivity would reduce the annual costs of \$1,000.00 per mobile data terminal.

There is currently a surveillance system that covers many critical areas inside the police department, with cameras in need of upgrade. The legacy video and associated server equipment currently supports both internal and external coverage of police headquarters and municipal facilities on Hopmeadow Street. Our exterior coverage of the building is somewhat limited and should be enhanced. Adding cameras and

upgrading current cameras would protect the existing critical infrastructure assets (police department, town hall, generator, vehicles, etc), as well as provide for a safer environment for safe public exchange sites. The estimated cost for the site security improvement is \$20,000.00.

The final portion of the Simsbury Police Tech 2022 project includes the procurement of 3 additional in car or dash cameras to add to the fleet of marked police cars (total estimated cost is \$12,000.00. This technology will enhance opportunities for transparency, accountability, evidence collection and investigations.

NexGen	\$3,000.00
Netmotion	\$15,000.00
MDT (3)	\$20,000.00
Site Security	\$20,000.00
Dash Cameras	\$12,000.00

There will be no to minimal expected ongoing operational costs for the project except for the connectivity (Netmotion). There is currently an annual cost for the connectivity, but this project has the potential for a 50% or greater annual reduction in operating costs after the initial project. The life expectancy of the technology is approximately 5 – 8 years at which time the MDTs and dash cameras will need replacement and there will likely be upgrades needed for NexGen, Netmotion and the site security.

These funding opportunities fall under the categories of DOJ Byrne Discretionary and the DOJ COPS Law Enforcement Technology under the Commerce, Justice, Science and Related Agencies.



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Affordable Housing Plan Presentation
2. **Date of Board Meeting:** May 24, 2021
3. **Individual or Entity making the submission:**  
Maria E. Capriola, Town Manager; Mike Glidden, Director of Planning and Community Development; Bill Rice, Planning Commission Chair  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
No formal action is needed at this time. This presentation is intended to be an informational status report.
5. **Summary of Submission:**  
Presenting this evening is Mike Glidden, Director of Planning and Community Development and Bill Rice, Chair of the Planning Commission.

The Planning Commission developed and adopted an affordable housing plan pursuant to Connecticut General Statutes 8-30j. Each community is required to develop an affordable housing plan once every 5 years. According to statute, the intent of the plan is to illustrate how each community will increase the number of affordable housing units.

The presentation will explain the applicable state statute and how affordable housing prices are determined based on household incomes.

The goal of the plan is to add 90 affordable units over the next 5 years. The plan meets the requirements of Connecticut General Statute 8-30j. The Planning Commission developed this document with the goal to conform to the regulatory standards as outlined by state statute.

The plan highlights several actions that the community can pursue in order to increase the total number of affordable housing units in Simsbury such as establishing an affordable housing task force (comprised of members from land use commissions, BOE, EDC, and other regulatory stakeholders), CBDG housing rehab program, examining tax sales (possibly deed restrictions on sales prices), and regulatory changes to land use regulations by the commissions.

6. **Financial Impact:**  
None

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

- a) Presentation Slides
- b) Simsbury Planning Commission 2021 – 2026 Affordable Housing Plan

# Simsbury

# Affordable Housing Plan

Bill Rice, Chairman Simsbury Planning Commission

Mike Glidden CFM CZEO, Director of Planning and Community Development

# Affordable Housing Plan

According to Connecticut General Statutes (CSG 8-30j), each community is required to develop an affordable housing plan which illustrates how they will increase the total number of affordable housing units.

The law requires that such plans are updated every five years.

# Affordable Housing Appeals

Connecticut General Statute 8-30g requires that each community in Connecticut have at least 10% of the total housing stock for the community to be considered “affordable housing”.

Communities that fail to provide 10% of their total housing stock as “affordable” are subject to appeals pursuant to this section.

# How does Connecticut define “affordable housing”?

There are several ways that Statute considers a housing unit to be “affordable”

- A deed restriction can be filed which restricts the sale and resale price of house for a period of 30 years
- Government assistance such as a USDA or CFHA loan
- Rental assistance such as Section 8 or similar programs

# Housing Prices

A home's price is considered to be affordable by Statute if the total cost of housing (including utilities and HOA fees) does not exceed 30% of the household's income.

For purposes of CGS 8-30g, the area median income for the West Hartford/East Hartford Metro Area (as defined by HUD) is used.

# Where does Simsbury stand?

According to latest Affordable Housing Appeals List produced by the Connecticut Department of Housing, Simsbury has 4.47% of its total housing stock considered to be affordable.

This means in order for Simsbury to meet the 10% requirement, the community needs to create 481 new units which are considered to be affordable. This number can change if additional market rate units are created prior to adding the 481.

# Goal for Simsbury's Plan

The goal of this plan is to increase that total number of “affordable housing units” by 1% over the next 5 years.

This means adding 90 “affordable housing units”

# How do we meet our goals?

The Plan identifies several actions that can assist Simsbury meeting the goal such as:

- Educating prospective buyers or agents on federal/state financing programs available to assist citizens looking purchase
- Inclusionary zoning regulations
- CBDG small city funds for housing rehab

Thank You

# Town of Simsbury Affordable Housing Plan



**Simsbury Planning Commission**

**2021-2026 Plan**



# Foreword

Since the adoption of the 2017 Plan of Conservation and Development, the Simsbury Planning Commission and the Town of Simsbury have been committed to the promotion and/or creation of more affordable housing.

In July of 2017, the General Assembly passed Public Act 17-170 which requires that every community to develop an affordable housing plan. The affordable housing plan is intended to illustrate how specifically each community will increase the number of affordable housing units.

The creation of additional affordable housing units in Simsbury will benefit the community as a whole. More affordable housing units diversifies the housing stock in Simsbury. It creates options for citizens who chose to live in town whether its first home owners, renters, seniors wishing to age in place, or individuals that would otherwise not have the economic means to consider living in this community.

The Planing Commission is fully committed to assuring the goals and objectives concerning housing outlined in this plan and the Plan of Conservation and Development are met.

## **Simsbury Planning Commision**

### **Regular Members**

**Chairman: William Rice**

**Secretary : Alan Needham**

**Erin Leavitt-Smith**

**Holly Beum**

**David Blume**

**Craig MacCormac**

### **Alternate Members**

**Richard Cortes**

**Julie Eaton**

**Sean Fernand Glynn**

### **Staff**

**Mike Glidden CFM CZEO, Director of Planning and Community**

**Laura Barkowski, Land Use Specialist**



# What is affordable housing?

Connecticut General State Statute 8-30 g defines a home as “**affordable**” if the cost of ownership cost less than 30% of the gross income of a household earning 80% or less of the Area Median Income (**AMI**). In order for the housing unit to count towards the community’s official tally, the property can be subject to a deed restriction for at least 30 years.

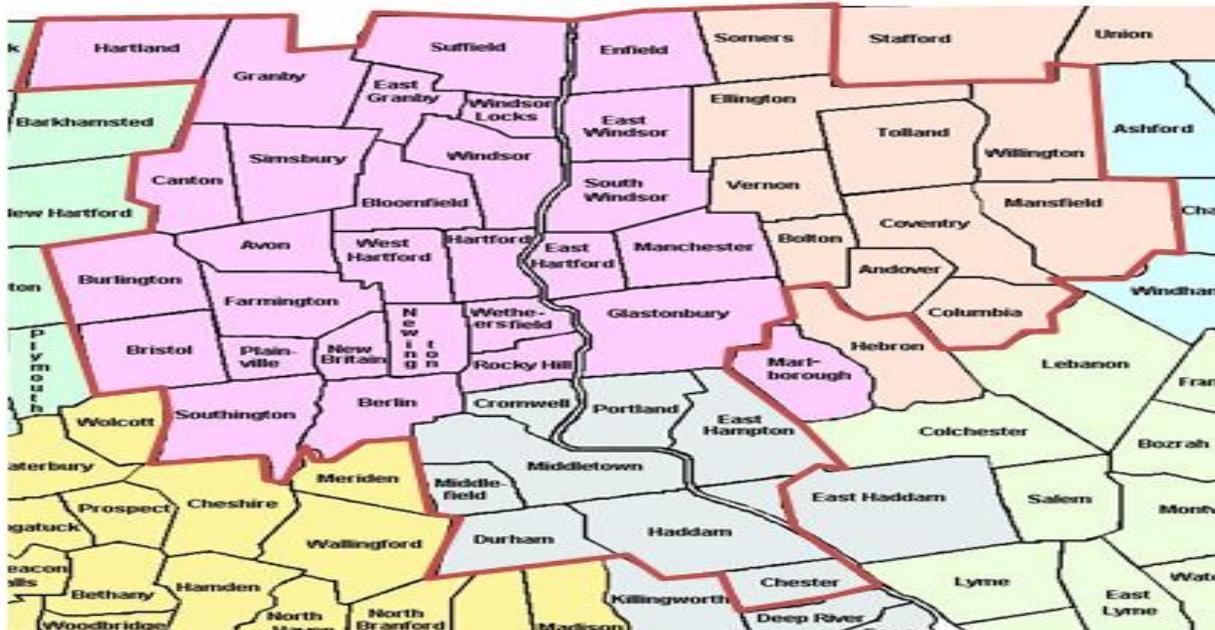
Income calculations are adjusted annually based on projection provided by the Department of Housing and Urban Development.

The Town of Simsbury follows income level projections for the Hartford-West Hartford – East Hartford Metro Area. The calculation below is for 80% and 60% of the AMI for the Hartford-West Hartford Metro Area:

	1 Person	2 People	3 People	4 People	5 People	6 People	7 People	8 People
<b>80% of AMI (2019)</b>	\$ 54,824	\$ 62,656	\$ 70,488	\$ 78,320	\$ 84,586	\$ 90,851	\$ 97,117	\$ 103,382
<b>60% of AMI (2019)</b>	\$ 40,680	\$ 46,500	\$ 52,320	\$ 58,080	\$ 62,760	\$ 67,380	\$ 72,060	\$ 76,680

Source: HUD Income [IncomeLimits](#)

## Map of Hartford-West Hartford- East Hartford Metro Area



The income levels above would be used to determine whether a residence in Simsbury could qualify as “affordable” if the monthly housing plus utility costs did not exceed 30% of the person’s income.

The table below illustrates what monthly housing costs would be for someone that making 80% and 60% of AMI based on the household size:

	<b>1 Person</b>	<b>2 People</b>	<b>3 People</b>	<b>4 People</b>	<b>5 People</b>	<b>6 People</b>	<b>7 People</b>	<b>8 People</b>
80% of AMI Max monthly housing costs	<b>\$1353.10</b>	<b>\$1566.40</b>	<b>\$1762.20</b>	<b>\$1953.00</b>	<b>\$2114.20</b>	<b>\$2271.27</b>	<b>\$2427.92</b>	<b>\$2584.55</b>
60% of AMI Max monthly housing costs	<b>\$1017.00</b>	<b>\$1162.00</b>	<b>\$1308.00</b>	<b>\$1452.00</b>	<b>\$1569.00</b>	<b>\$1684.00</b>	<b>\$1801.50</b>	<b>\$1917.00</b>

Source: HUD Income [IncomeLimits](#)



# Why is affordable housing important?

According to the 2017 Plan of Conservation and Development, 48% of respondents felt there were too few affordable housing options for first time home buyers and 44% felt that there were too few affordable housing options for elderly persons. One of the goals of the plan was to maintain and enhance the safe, healthful, aesthetic and distinctive living environment in Simsbury while providing for a range of housing choices for people of all ages and economic circumstances.

The need to provide housing options that serve segments of the population that are not as economically stable is vital.

## Simsbury Hartford County

Single Family	December			Year to Date		
	2019	2020	% Change	Thru 12-2019	Thru 12-2020	% Change
New Listings	19	24	+ 26.3%	583	555	- 4.8%
Pending Sales	18	28	+ 55.6%	344	425	+ 23.5%
Closed Sales	22	35	+ 59.1%	340	409	+ 20.3%
Days on Market Until Sale	51	50	- 2.0%	56	44	- 21.4%
Median Sales Price*	\$286,000	\$345,000	+ 20.6%	\$338,000	\$340,000	+ 0.6%
Average Sales Price*	\$337,661	\$371,656	+ 10.1%	\$357,041	\$360,645	+ 1.0%
Percent of List Price Received*	96.1%	101.6%	+ 5.7%	98.1%	100.3%	+ 2.2%
Inventory of Homes for Sale	128	76	- 40.6%	—	—	—
Months Supply of Inventory	4.5	2.1	- 53.3%	—	—	—

Townhouse/Condo	December			Year to Date		
	2019	2020	% Change	Thru 12-2019	Thru 12-2020	% Change
New Listings	6	5	- 16.7%	108	87	- 19.4%
Pending Sales	8	6	- 25.0%	69	74	+ 7.2%
Closed Sales	7	7	0.0%	66	76	+ 15.2%
Days on Market Until Sale	98	22	- 77.6%	57	43	- 24.6%
Median Sales Price*	\$155,000	\$165,000	+ 6.5%	\$145,500	\$163,500	+ 12.4%
Average Sales Price*	\$194,946	\$188,600	- 3.3%	\$181,360	\$197,849	+ 9.1%
Percent of List Price Received*	96.0%	97.9%	+ 2.0%	96.7%	97.6%	+ 0.9%
Inventory of Homes for Sale	16	11	- 31.3%	—	—	—
Months Supply of Inventory	2.8	1.6	- 42.9%	—	—	—

\* Does not account for sale concessions and/or downpayment assistance. | Percent changes are calculated using rounded figures and can sometimes look extreme due to small sample size.

Source: <http://smartmls-public.stats.showingtime.com/docs/lmu/x/Simsbury?src=map>



# The Law: Affordable Housing Appeals Act

The Affordable Housing Appeals Act or Connecticut General Statutes 8 – 30g, provided an avenue for additional affordable housing in Connecticut. The intent of the law was that every community in Connecticut would provide no less than 10% of total housing stock as affordable housing. Deed restrictions are utilized so that the home’s affordability would be protected for a period of 30 years.

According to the Connecticut Department of Housing (DOH) 2019 Affordable Housing Appeals List, Simsbury has 4.74% of the total housing stock considered to be affordable to those individuals makes less than the area median income.

Certain homes in Simsbury seem to qualify based solely on price. However these properties are not considered “affordable” pursuant to CGS 8-30g in that they lack deed restrictions limiting sales price or the individuals residing within them do not receive qualifying financial assistance.

The grid below breaks down the percentage as determined by DOH:

Total Households	Gov’t Assisted	Tennant Rental Assisted	CHFA/USDA loans	Deed Restrictions	Total Assisted Units	Percentage of Affordable
9,132	289	50	93	0	432	4.74%

In the case of Simsbury, the gross income for a family of four cannot exceed \$78,320.00 in order to be considered 80% of AMI. A home’s price or rental costs would be considered affordable if no more than 30% of the individual’s or family’s incomes were used for housing and utilities.

*According to the MLS listings out of the 168 out of the 499 residences sold in 2020 were for \$250,000.00 or less. \$250,000 represents the average target price of the affordable homes in Simsbury’s most recent 8-30g application*



## 2017 Plan of Conservation and Development

### Housing Diversity Goals/Objectives

1. Seek to provide for housing choices for seniors who wish to live in Simsbury, including those of limited means.
2. Seek to support seniors who wish to “age in place” in their current home.
3. Provide for appropriately scaled accessory apartments within or attached to a single family dwelling so long as one living unit remains owner occupied.
4. Promote smaller housing which could be “starter housing” for first time home buyers or “step-down” housing for seniors or meet other housing needs.
5. Consider allowing two-family dwelling units by Special Permit in appropriate locations where public water and sewers are available.

## Goals for Diversifying Housing Simsbury’s Housing Market

**The goal of this plan is the incremental increase of affordable housing in town; seek to increase the total number of affordable units by 1 percentage point (or 90 units) over the next 5 years.**



### *Example of a Development that provided affordable units: Simsbury Specialty Housing*

In 2015, the Simsbury Zoning Commission approved a 48 unit development for Regan Development Group as part of the Dorsett Crossing Master Plan.

The facility provided housing for individuals affirmed with MS. The rental units associated with the development were deed restricted as affordable for very low income individuals.

# HOW WILL SIMSBURY MEET THE GOAL?

## New Developments/Re-Developments

When considering new developments or re-developments, a consideration should be given to the inclusion of deed restricted affordable units. The inclusion of such units would be consistent with feedback the Planning Commission received during the 2017 Plan of Conservation and Development Update.

## Simsbury Center

In developing the Simsbury Town Center Form Based Code, a consideration was given to finding ways to attract or spur residential development in town center. The code permits residential development with favorable densities for the developer. Simsbury Center is a walkable and vibrant town center that would be highly desirable. The Town could consider amending the Town Center Code to include an inclusionary zoning function.

## Inclusionary Zoning

The existing townwide zoning regulations have inclusionary zoning regulations which provide density bonuses to certain residential development provided that a portion of the development is set aside for “affordable” units. Consideration should be given to encouraging residential development pursuant to these regulations.

In 2014, the Simsbury Zoning Commission approved a 182 unit residential development known as Garden Homes pursuant to the Master Plan for the Re-Development of 34 Hopmeadow Street

18 of the 182 rental units were set aside as “affordable” units via deed restriction.

The Zoning Commission should consider whether the practice of requiring deed restricted affordable rental units should be required for all future multi-family developments.

## **Connecticut General Statutes (8-2i)**

*permits zoning commissions to develop standards which promote the development of affordable housing to persons and families of low and moderate income. This practice is referred to as inclusionary zoning. Statute gives three options to communities to consider:*

*a) The setting aside of a reasonable number of housing units for long-term retention as affordable housing through deed restrictions or other means*

*b) The use of density bonuses*

*c) The making of payments into a housing trust fund to be used for constructing, rehabilitating or repairing housing affordable to persons and families of low and moderate income*



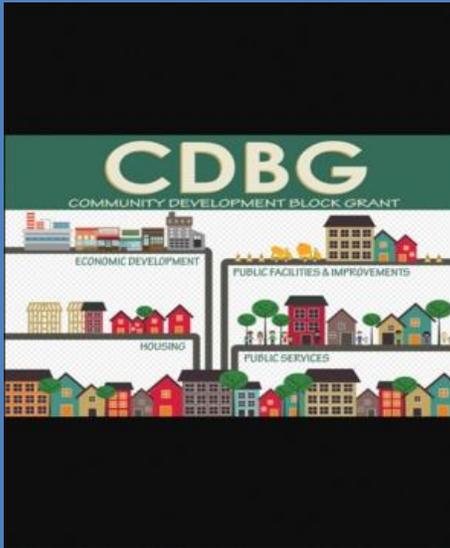
## *Small Cities Community Block Grant Program*

The Town of Simsbury managed a housing rehabilitation program for home owners in Tariffville from 1984 to 1990.

Low interest loans were granted to property owners in Tariffville to encourage re-investment in properties, correction of code violations, and overall improvement of housing options to individuals of limited economic means.

The program ceased operations in 1990 due to lack of funding available for future loans.

The Town could investigate on whether there is program income available to revive or restart the housing rehabilitation program.



## **HOW WILL SIMSBURY MEET The GOAL? Cont.**

### **Small Cities Program/Tariffville**

The Small Cities Program provides financial options that can assist with the rehabilitation of residential structures. A housing rehabilitation program can provide home owners/property owners the ability to re-invest into properties that provide housing options to low to moderate income individuals.

### **Simsbury Housing Authority**

The Simsbury Housing Authority manages a facility that provides housing for individuals with limited economic means. The facility's occupancy is at capacity.

An expansion was planned in the past which would increase housing capacity for the facility. The Town could assist in investigating whether the plan could be implemented for the expansion of the facility adding more residential units to the facility.

### **Multi-Family Housing**

The 2017 Plan of Conservation and Development has a recommendation that Zoning Commission consider permitting two family dwelling units by special exception in appropriate locations where utilities such as sewer and water services permit.



## **How Will Simsbury Meet the Goal? Cont.**

### **Investigate Town Properties for the Development of Affordable Housing Projects**

The town owns properties which are not encumbered with environmental restrictions that could be developed as affordable housing projects. A request for proposals could be developed by the town in order to seek interested parties for the potential development of these properties.

### **Rehabilitation of Distressed Properties**

When a residential property is sold through the tax sale process, the Town of Simsbury should consider developing a policy to require that deed restrictions would be placed on these properties ensuring that they would remain affordable.

### **Government Programs**

The town can investigate means to assist educating potential home buyers, sellers, and real estate agents about government programs that can designate existing Simsbury housing stock as affordable. Loan assistance programs such as the Connecticut Finance Housing Authority or USDA sponsored loans are examples of assistance that is available to qualified home owners.

### **Affordable Housing Ordinance**

The town participates in the Small Cities Community Block Grant Program. As a condition of this program, the town is required to develop an affordable housing ordinance. The development of such an ordinance could assistance with potential regulatory hurdles that may hinder the development of affordable housing units in Simsbury.

### **Advisory Affordable Housing Committee**

The Simsbury Planning Commission recommends that the Board of Selectman create an Advisory Committee to investigate the creation of additional affordable housing in Simsbury. It is recommended that this committee include persons who are well versed in land use and applicable state statutes.



# WHO CAN ASSIST SIMSBURY?

## **Simsbury Housing Authority**

With the possibility of an expansion to the existing facility, the Simsbury Housing Authority can provide opportunity to add to the stock of affordable housing units to Simsbury

## **Not-for-Profit Housing Organizations**

The Housing Authority is not the only organization that can help Simsbury achieve the goal of increased affordable housing units in town. Organizations such as the Partnership for Stronger Communities can provide assists in various ways that can result in higher awareness of the need for affordable housing along with concepts that can be implemented to fulfill adding more affordable housing units.

FAVARH is an organization based in Farmington, Ct that provides affordable housing options for adults with learning disabilities. This organization is an example of groups that the Town of Simsbury could either partner with or connect a developer with to provide affordable housing units which serve a vernuble population.

*Based on current figures from CT DOH, Simsbury needs to add 481 “affordable” residential units to provide for 10% of the total housing stock.*



# ACTIONS

The Town of Simsbury is committed to increasing the number of affordable housing units in town. Below are actions for the Town to consider so that the goal of increasing affordable housing can be met:

Action	Responsible Party	Priority Level	Target Completion
<b>Amend subdivision Regulations to require % of new developments to be deed restricted affordable units</b>	Planning Commission	High	December 2021
<b>Investigate developing and implementing Inclusionary Zoning Regulations</b>	Zoning Commission	High	January 2023
<b>Explore using Program Income from Community Block Development Grant program to assist with creation of affordable housing units</b>	Town Staff; CTDOH	Medium	February 2022
<b>Identify State and Federal funding that can assist with the construction of new affordable housing units for the Simsbury Housing Authority</b>	Town Staff Simsbury Housing Authority	High	July 2023
<b>Consider Amending the Zoning Regulations to permit 2 family housing by special permit in areas that are served by public water and sewer</b>	Zoning Commission	Medium	July 2023
<b>Investigate whether there are town owned properties that can support the development of affordable housing</b>	BOS Planning Commission Town Staff	High	January 2024
<b>Develop policy for requiring deed restrictions for tax sales</b>	BOS Town Staff	Medium	January 2024
<b>Identify education resources that can assist with notify the public of government assistance programs that are available</b>	Town Staff BOS Planning Commission	Medium	July 2024
<b>Develop an affordable housing ordinance</b>	BOS Town Staff Planning Commission	Medium	September 2024
<b>Create an Advisory Committee to investigate the creation of additional affordable housing in Simsbury</b>	BOS Town Staff	High	





# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Aging and Disability Social Media (Facebook) Request

2. **Date of Board Meeting:** May 24, 2021

3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Diana Yeisley, Chair, Aging and Disability Commission *Maria E. Capriola*

4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports the Aging and Disability Commission's request to establish a Facebook account, of which Town staff will have oversight, the following motion is in order:

*Move effective May 24, 2021, to approve the creation of an Aging and Disability Commission Facebook account to be used by the Commission to publicize their efforts and related content, of which Town staff will have oversight.*

5. **Summary of Submission:**  
The Commission is requesting the ability to create a Facebook account to promote programs and events and share related content. The page will not be open to public posts and discussion as its intent is to be informational only in nature. The page would be modeled after other Town Committee Facebook Pages.

Diana Yeisley is the current Chair of the Commission. Senior Center Coordinator Kathy Marschall is assigned as primary staff support to the Commission.

Pursuant to Section V(B) of the Social Media and Website Use Policy, social media accounts and websites established by elected and appointed bodies are subject to approval by the Board of Selectmen. Department directors are responsible for managing the content and upkeep of the appointed body's social media accounts and websites they are assigned to by the Town Manager or his/her designee. In this case, Kristen Formanek will delegate responsibility for oversight of the content shared on this Facebook account to our Senior Center Assistant.

6. **Financial Impact:**  
None

7. **Description of Documents Included with Submission:**  
a) Approved Town of Simsbury Social Media Accounts, dated April 29, 2021  
b) Social Media and Website Use Policy, Adopted March 11, 2019

TOWN OF SIMSBURY SOCIAL MEDIA ACCOUNTS

4/29/2021

Department/Group	Platform	Account	Administrator
<b>General</b>	Twitter	@TownofSimsbury	Melissa Appleby
	Facebook	@TownofSimsbury	Tom Fitzgerald
<b>Culture, Parks &amp; Recreation</b>	Twitter	@GolfSimsbury	Pro Shop
	Facebook	Simsbury Farms Pro Shop and Golf Course	Pro Shop
	Facebook	Simsbury Culture, Parks and Recreation Department	Tom Tyburski
	Twitter	@SimsburyRec	<i>inactive</i>
	Instagram	simsbury_farms_golf	Pro Shop
		Simsbury_Recreation	John Thibeault/Tom Tyburski
Simsbury_memorialpool	John Thibeault/Tom Tyburski		
<b>Public Works</b>	Twitter	@SimsburyDPW	Tom Roy
	Facebook	Town of Simsbury, Connecticut - Public Works Department	Tom Roy
<b>Police Department</b>	Twitter	@Simsbury_Police	Chief Boulter
	Facebook	Simsbury, CT Police Department	Chief Boulter
<b>Library</b>	Twitter	@simsburylibrary	Susan Ray/Lisa Karim
		@simsburyBRC	Andrew Sherman
	Facebook	Simsbury Public Library	Lisa Karim/Stephanie Prato/Susan Ray/Rachel Gravel
	Instagram	simsburypubliclibrary	Susan Ray
		simsburybrc	Andrew Sherman
		simsburylibraryteens	
Pinterest	Simsbury Public Library	Lisa Karim	
<b>Social Services</b>	Facebook	Simsbury Community and Social Services	Kristen Formanek/Kathy Marschall
<b>Tourism Committee</b>	Facebook	Simsbury Tourism	Dominique Avery
<b>Simsbury Housing Authority</b>	Website	<a href="https://www.simsbury-ct.gov/housing-authority">https://www.simsbury-ct.gov/housing-authority</a>	Ed LaMontagne, Executive Director
<b>350th Committee</b>	Website	<a href="http://simsbury350.com/">http://simsbury350.com/</a>	Tom Tyburski/Lisa Karim
	Facebook	@Simsbury350	
	Instagram	Simsbury350	
<b>SPIRIT Council</b>	Facebook	@SimsburySPIRITCouncil	Kristen Formanek
	Twitter		
	Instagram		
<b>Sustainability Team</b>	Facebook		Tom Roy
<b>Clean Energy Task Force</b>	Facebook		Tom Roy



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

## **TOWN OF SIMSBURY SOCIAL MEDIA AND WEBSITE USE POLICY** *Adopted by the Simsbury Board of Selectmen on March 11, 2019*

### **I. Purpose**

The purpose of this policy is to provide standards and procedures for the establishment and appropriate use of Town of Simsbury social media and website accounts.

Social media and website accounts may serve as a mechanism for authorized Town employees and officials to disseminate information and communicate with members of the public regarding official town business and public service announcements. The Town recognizes that social media is an evolving communications tool with new resources constantly emerging and becoming available.

### **II. Applicability**

This policy applies to all Town employees, elected officials, and appointed officials, whether paid or unpaid, and covers the use of all Town information technology resources and online platforms.

### **III. Effective Date**

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

### **IV. Policy**

The Town of Simsbury's social media outlets and websites shall serve primarily to disseminate information from the Town and communicate with members of the public regarding official Town business. Examples include but are not limited to: Town meetings, public hearings, and information sessions; activities, events or programs sponsored or co-sponsored by the Town; Town programs, services, and projects; forms; fees; policies; and topical or seasonal Town issues. The Town's social media accounts are not intended to serve as public fora. The Town's official website ([www.simsbury-ct.gov](http://www.simsbury-ct.gov)), and any other domains owned by the Town, will remain the Town's primary method of internet communication.

### **V. Account Management**

**A. Town Departments.** Social media accounts and websites established by Town departments are subject to approval by the Town Manager or his/her designee. Department directors will be responsible for managing the content and upkeep of any social media accounts and websites they create. The Town Manager or his/her designee

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

An Equal Opportunity Employer

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

has the discretion and authority to edit, eliminate, disable, or suspend the use of social media accounts and websites by Town departments.

- B. Elected and Appointed Bodies.** Social media accounts and websites established by elected and appointed bodies are subject to approval by the Board of Selectmen. Department directors will be responsible for managing the content and upkeep of any elected and appointed bodies' social media accounts and websites they are assigned to by the Town Manager or his/her designee. The Board of Selectmen may eliminate, disable, or suspend the use of social media accounts and websites by elected and appointed bodies. In the event of an emergency or exigent circumstances, the Town Manager or his/her designee may eliminate, disable, or suspend the use of social media accounts and websites by elected and appointed bodies.
- C. Contact Information.** All of the Town's social media sites shall use the Town's authorized contact information for account setup, monitoring, and access. The Town's social media accounts do not belong to a specific person and access will be transferred by the Town to staff members responsible for managing content as appropriate.

## VI. Content Management

- A. Communicating an Official Town Position on Social Media.** Employees and advisory bodies are not authorized to take a policy position and speak on behalf of the Town through social media unless authorized by the Board of Selectmen; this is not intended to prohibit or restrict an appointed official from speaking on behalf of oneself on a personal social media account or website regarding a matter of Town business so long as it is disclosed that the individual is not speaking on behalf of the advisory body or Town.

Any social media account or website bearing the name of the Town of Simsbury, but that is not an official account or website of the Town, shall display a disclaimer indicating that it is not an official account or website of the Town.

- B. Conduct on Social Media.** All authorized persons managing content for the Town's social media sites shall conduct themselves at all times as professional representatives of the Town and in a manner consistent with the Town's policies.
- C. Content.** Social media content should include information from the Town regarding official Town business. Examples include, but are not limited to: Town meetings, public hearings, and information sessions; activities, events or programs sponsored or co-sponsored by the Town; Town programs, services, and projects; forms; fees; policies; and topical or seasonal Town issues.
  - i. Social media content should complement and be consistent with other established Town communication tools.
  - ii. Content should never include profane, foul, obscene, or other inappropriate language, photos, videos, or graphics.
  - iii. Content for an official Town social media account or website should be nonpartisan in nature, and users should not "share" any content that is partisan in nature. The Town's social media accounts should not "follow" any political entity, local business, or other special interest groups. This does not include not-

for-profit organizations, civic groups, or governmental agencies that serve Simsbury residents.

- D. Responses from the Town.** All authorized persons managing content should be aware that content posted by the public to social media sites may require a response from the Town. Users shall not provide lengthy responses or engage in debate through the social media forum. If comments provided by the public require a comprehensive response, those responses should be provided via private message, email, mail, or telephone.
  
- E. Public Records.** Content posted through the Town's social media accounts are subject to public records and record retention laws, rules, regulations and policies. Postings must not disclose information that may be confidential or exempt from disclosure under the Freedom of Information Act (FOIA). All content maintained in a social media format, including a list of subscribers and posted communication, may be a public record subject to public disclosure. Records should be retained in accordance with the relevant record retention laws.

## **VII. Violations of Policy**

Violations of this policy may be subject to discipline up to and including termination without lower levels of discipline having been issued depending on the nature and severity of the offense or offenses. Any discipline issued shall be in accordance with procedures outlined in the employees' relevant collective bargaining agreements or the Town Personnel Rules as applicable.

When it is determined that content has been posted that is not consistent with this policy, the Town Manager or his/her designee may authorize its immediate removal.



# 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:** May 24, 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 May 24, 2021, to approve the presented tax refunds in the amount of \$1,108.86, 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 \$1,108.86. The attachment dated May 24, 2021 has a detailed listing of all requested tax refunds.

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

a) Requested Tax Refunds, dated May 24, 2021

REQUESTED TAX REFUNDS  
MAY 24, 2021

	<b>BILL NUMBER</b>	<b>TAX</b>	<b>INTEREST</b>	<b>TOTAL</b>
<b>List 2019</b>				
CCAP Auto Lease Ltd	19-03-52973	\$714.72		\$714.72
Honda Lease Trust	19-03-58409	\$64.27		\$64.27
Honda Lease Trust	19-03-58427	\$329.87		\$329.87
<b>Total 2019</b>		<b>\$1,108.86</b>	<b>\$0.00</b>	<b>\$1,108.86</b>
<b>TOTAL 2019</b>		<b>\$1,108.86</b>	<b>\$0.00</b>	<b>\$1,108.86</b>
<b>TOTAL ALL YEARS</b>		<b>\$1,108.86</b>	<b>\$0.00</b>	<b>\$1,108.86</b>



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Quarterly Budget Status Report
2. **Date of Board Meeting:** May 24, 2021
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Amy N. Meriwether, Finance Director/Treasurer  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
None, this item is informational.

5. **Summary of Submission:**

General Fund Overview

As of March 31, 2021, revenues total \$99,493,677 or 97% of the budget. Budgetary highlights include:

- Finance department revenues are less than the same period in the prior year by \$207,483. This is mainly due to a significant decrease in the Town's interest income as a result of COVID-19. Total decrease compared to budget is \$352,012. The Town will not meet the budgeted investment income of \$400,000. Unbudgeted offsetting revenues within the Finance department include charges for services for financial services provided to the Board of Education as well as COVID-19 grant reimbursements from the prior year.
- Building department revenues are exceeding budgetary estimates of \$504,000 by \$582,284.
- Insurance refund revenues are exceeding budgetary estimates of \$27,500 by \$43,558.
- Town Clerk revenues are exceeding budgetary estimates of \$588,669 by \$73,407.

As of March 31, 2021, expenditures total \$76,058,525 or 73% of budget. Expenditures are currently proceeding in accordance with budget.

Capital Funds Overview

A summary of all capital projects is included with this submission.

### Parks and Recreation (Simsbury Farms) Fund

Parks and Recreation fund revenues exceeded expenditures by \$238,887 as of March 31, 2021. Fund balance increased from \$62,833 to \$301,720.

Current year revenues are \$24,627 more than the same period in the prior year. There was a significant decrease in revenues (\$168,018) from Special Programs, Day Camps, swimming and skating activities that were cancelled or reduced because of COVID-19. However, golf course fees offset the noted revenue losses by \$192,645.

Current year expenditures were \$87,317 less than the same period in the prior year. Complex Maintenance and Special Program expenditures decreased by \$70,275 and \$116,088, respectively, as a result of the decreased camps and activities available during COVID-19. Golf expenditures increased by \$94,280 compared to the same period in the prior year. This is due to a large equipment purchase and an increased pension contribution in the current year.

### Health Insurance Fund

The Health Insurance Fund revenues exceeded expenditures by \$1,154,888 as of March 31, 2021. Fund balance increased from \$3,728,490 to \$4,883,378. Reserves as of March 31, 2021 totaled \$5,532,378, or 37% of expected claims. The Town's health insurance consultants recommend reserves at 20-25% of expected claims. As of result of COVID-19, many doctor's appointments and medical procedures need(ed) to be rescheduled. Staff will be monitoring claims closely to see if there will be an offsetting increase as the current year progresses.

### Sewer Use Fund

The Sewer Use Fund revenues exceeded expenditures by \$662,743 as of March 31, 2021. Fund balance increased from \$6,880,325 to \$7,543,068. This is mainly due to 111% of revenues being received while only 77% of expenditures have been incurred.

## **6. Financial Impact:**

None

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

- a) General Fund Statement of Revenues
- b) General Fund Statement of Expenditures
- c) Simsbury Farms Statement of Revenues, Expenditures and Changes in Fund Balance
- d) Health Insurance Fund Statement of Revenues, Expenditures and Changes in Fund Balance
- e) Residential Property Statement of Revenues, Expenditures and Changes in Fund Balance
- f) Sewer Use Fund Statement of Revenues, Expenditures and Changes in Fund Balance
- g) Sewer Assessment Fund Statement of Revenues, Expenditures and Changes in Fund Balance

- h) Special Revenue Funds Statement of Revenues, Expenditures and Changes in Fund Balance
- i) Trust Funds Statement of Revenues, Expenditures and Changes in Fund Balance
- j) Pension Funds Statement of Revenues, Expenditures and Changes in Fund Balance
- k) Capital Projects Summary
- l) Capital Non-Recurring Fund Summary

**Town of Simsbury**  
**General Fund**  
**Statement of Revenues**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021</u> <u>Budget</u>	<u>2021</u> <u>Actual</u>	<u>Budget</u> <u>Variance</u>	<u>Percent of</u> <u>Budget</u>	<u>2020</u> <u>Actuals</u>	<u>Variance</u>
General Government						
Tax Department	\$ 92,952,778	93,093,971	\$ 141,193	100%	\$ 91,565,314	\$ 1,528,657
Building Department	504,000	1,086,284	582,284	216%	524,308	561,976
Finance Department	623,631	416,148	(207,483)	67%	1,787,199	(1,371,051)
Town Clerk	588,669	662,076	73,407	112%	543,281	118,795
Town Manager's Office	281,155	229,488	(51,667)	82%	184,736	44,752
Information Technology	168,983	132,924	(36,059)	79%	129,350	3,574
Land Use Commission	25,000	18,650	(6,350)	75%	13,324	5,326
Insurance Refunds	27,500	71,058	43,558	258%	59,721	11,338
Assessor's Office	5,800	5,482	(318)	95%	48,709	(43,227)
Total General Government	<u>95,177,516</u>	<u>95,716,081</u>	<u>538,565</u>	<u>101%</u>	<u>94,855,942</u>	<u>860,139</u>
Public Safety						
Police Department	194,564	145,481	(49,083)	75%	100,638	44,843
Animal Control	500	180	(320)	36%	295	(115)
Total Public Safety	<u>195,064</u>	<u>145,661</u>	<u>(49,403)</u>	<u>75%</u>	<u>100,933</u>	<u>44,728</u>
Public Works						
Engineering	20,050	20,000	(50)	100%	161	19,839
Eno Memorial Hall	7,000	-	(7,000)	0%	8,250	(8,250)
Highway Department	2,000	779	(1,221)	39%	-	779
Landfill	1,200	-	(1,200)	0%	37,819	(37,819)
Total Public Works	<u>30,250</u>	<u>20,779</u>	<u>(9,471)</u>	<u>69%</u>	<u>46,230</u>	<u>(25,451)</u>
Health & Welfare						
Elderly/Handicapped Transport	40,720	-	(40,720)	0%	5,020	(5,020)
Total Health & Welfare	<u>40,720</u>	<u>-</u>	<u>(40,720)</u>	<u>0%</u>	<u>5,020</u>	<u>(5,020)</u>
Culture & Recreation						
Parks & Recreation	224,499	173,914	(50,585)	77%	162,503	11,411
Library	16,740	2,999	(13,741)	18%	15,196	(12,197)
Community Gardens	2,500	4,390	1,890	176%	2,125	2,265
Miscellaneous	-	-	-	#DIV/0!	100	(100)
Memorial Pools & Fields	3,400	577	(2,824)	17%	7,541	(6,965)
Total Culture & Recreation	<u>247,139</u>	<u>181,879</u>	<u>(65,260)</u>	<u>74%</u>	<u>187,465</u>	<u>(5,586)</u>
Education						
Board of Education	6,426,589	3,429,277	(2,997,312)	53%	3,161,804	267,473
Total Education	<u>6,426,589</u>	<u>3,429,277</u>	<u>(2,997,312)</u>	<u>53%</u>	<u>3,161,804</u>	<u>267,473</u>
Intergovernmental						
Transfer In - Belden Trust	16,100	16,100	-	100%	7,000	9,100
Transfer In - Capital Project Funds	303,168	303,168	-	0%	-	303,168
Total Intergovernmental	<u>319,268</u>	<u>319,268</u>	<u>-</u>	<u>100%</u>	<u>7,000</u>	<u>312,268</u>
<b>Total Revenues</b>	<b><u>\$ 102,436,546</u></b>	<b><u>\$ 99,493,677</u></b>	<b><u>\$ (2,942,869)</u></b>	<b><u>97%</u></b>	<b><u>\$ 98,364,394</u></b>	<b><u>1,448,551</u></b>

**Town of Simsbury  
General Fund  
Statement of Expenditures  
For the Period Ended March 31, 2021  
With Comparative Totals for the Period Ended March 31, 2020**

	<b>2021 Budget</b>	<b>2021 Actual</b>	<b>Budget Variance</b>	<b>Percent of Budget</b>	<b>2020 Actual</b>	<b>Actuals Variance</b>
<b>General Government</b>						
Town Manager's Office	\$ 486,444	\$ 338,929	\$ (147,515)	70%	\$ 346,107	\$ (7,178)
Planning Department	371,788	200,800	(170,988)	54%	194,877	5,923
Finance Department	416,887	302,401	(114,486)	73%	246,545	55,855
Information Technology	343,282	233,203	(110,079)	68%	202,934	30,269
Building Department	287,666	199,387	(88,279)	69%	197,691	1,696
Assessor's Office	298,020	189,683	(108,337)	64%	175,605	14,077
Town Clerk	240,183	172,774	(67,409)	72%	163,765	9,008
Tax Department	186,927	135,493	(51,434)	72%	127,627	7,866
Legal Services	151,000	123,437	(27,563)	82%	173,764	(50,327)
Elections Administration	132,100	108,227	(23,873)	82%	70,670	37,557
Community Services	134,252	92,110	(42,142)	69%	85,661	6,449
Administrative Services	109,236	88,756	(20,480)	81%	64,985	23,771
Board of Finance	45,835	41,635	(4,200)	91%	40,857	778
Economic Development Commission	50,650	54,500	3,850	108%	45,000	9,500
Land Use Commission	20,200	5,738	(14,462)	28%	7,196	(1,459)
Regional Probate Court	9,502	9,502	-	100%	-	9,502
Public Buildings Commission	1,625	1,253	(372)	77%	1,563	(310)
Tourism Commission	500	-	(500)	0%	129	(129)
Historic District Commission	-	-	-	#DIV/0!	-	-
<b>Total General Government</b>	<b>3,286,097</b>	<b>2,297,828</b>	<b>(988,269)</b>	<b>70%</b>	<b>2,144,978</b>	<b>152,850</b>
<b>Public Safety</b>						
Police Department	4,923,162	3,336,253	(1,586,909)	68%	3,356,808	(20,555)
Dispatch	560,427	380,739	(179,688)	68%	395,355	(14,617)
Animal Control	75,376	48,881	(26,495)	65%	50,161	(1,280)
Emergency Management	6,685	5,933	(752)	89%	4,835	1,099
<b>Total Public Safety</b>	<b>5,565,650</b>	<b>3,771,806</b>	<b>(1,793,844)</b>	<b>68%</b>	<b>3,807,159</b>	<b>(35,353)</b>
<b>Public Works</b>						
Highway Department	3,055,180	2,189,022	(866,158)	72%	2,069,720	119,303
Buildings & Maintenance	504,088	377,013	(127,075)	75%	335,713	41,300
Engineering	286,290	189,731	(96,559)	66%	143,065	46,666
Public Works Administration	290,377	198,085	(92,292)	68%	200,450	(2,364)
Town Office Buildings	149,408	114,314	(35,094)	77%	81,530	32,783
Library	144,460	88,103	(56,357)	61%	100,883	(12,780)
Eno Memorial Hall	78,975	35,406	(43,569)	45%	42,064	(6,658)
Landfill	69,000	59,406	(9,594)	86%	41,659	17,747
Other Buildings	28,990	15,220	(13,770)	53%	15,457	(237)
<b>Total Public Works</b>	<b>4,606,768</b>	<b>3,266,301</b>	<b>(1,340,467)</b>	<b>71%</b>	<b>3,030,540</b>	<b>235,761</b>
<b>Health &amp; Welfare</b>						
Social Service Administration	299,232	202,673	(96,559)	68%	198,740	3,933
Transportation Services	162,670	94,416	(68,254)	58%	84,347	10,069
Senior Center Services	150,927	84,436	(66,491)	56%	112,695	(28,259)
Health Department	192,182	192,182	-	100%	150,960	41,222
<b>Total Health &amp; Welfare</b>	<b>805,011</b>	<b>573,707</b>	<b>(231,304)</b>	<b>71%</b>	<b>546,741</b>	<b>26,966</b>
<b>Culture &amp; Recreation</b>						
Library	1,546,172	1,078,321	(467,851)	70%	1,005,920	72,401
Parks & Open Space	853,962	586,646	(267,316)	69%	561,598	25,048
Memorial Pool	66,934	52,615	(14,319)	79%	48,423	4,192
Recreation Administration	60,010	37,788	(22,222)	63%	37,784	4
Memorial Field	33,900	13,446	(20,454)	40%	10,031	3,415
Beautification Committee	4,800	1,273	(3,527)	27%	1,528	(254)
<b>Total Culture &amp; Recreation</b>	<b>2,565,778</b>	<b>1,770,089</b>	<b>(795,689)</b>	<b>69%</b>	<b>1,665,283</b>	<b>104,806</b>

**Town of Simsbury**  
**General Fund**  
**Statement of Expenditures**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021</u> <u>Budget</u>	<u>2021</u> <u>Actual</u>	<u>Budget</u> <u>Variance</u>	<u>Percent of</u> <u>Budget</u>	<u>2020</u> <u>Actual</u>	<u>Actuals</u> <u>Variance</u>
Education						
Board of Education	72,860,444	53,254,012	(19,606,432)	73%	50,077,598	3,176,413
Total Education	<u>72,860,444</u>	<u>53,254,012</u>	<u>(19,606,432)</u>	<u>73%</u>	<u>50,077,598</u>	<u>3,176,413</u>
Intergovernmental						
Employee Benefits	5,960,720	4,767,418	(1,193,302)	80%	4,191,737	575,681
Transfer Out - Capital Projects	2,000,000	2,000,000	-	100%	710,000	1,290,000
Transfer Out - Health Insurance Fund	-	-	-	#DIV/0!	850,000	-
Liability Insurance	464,620	544,494	79,874	117%	528,991	15,503
Transfer Out - Simsbury Farms	185,000	180,000	(5,000)	97%	180,000	-
Transfer Out - 350th Special Revenue Fund	-	-	-	#DIV/0!	-	-
Transfer Out - MSP Senior Fund	10,480	10,480	-	100%	-	10,480
Transfer Out - Youth Service Bureau	8,000	8,000	-	100%	-	8,000
Transfer Out - Athletics Field	2,250	2,250	-	100%	-	2,250
Contingency Reserve	172,331	-	(172,331)	0%	18,000	(18,000)
Transfer Out - CNR 2016	-	-	-	#DIV/0!	83,250	(83,250)
Transfer Out - CNR 2019	83,250	83,250	-	100%	83,250	-
Transfer Out - CNR 2020	83,250	83,250	-	100%	208,340	(125,090)
Transfer Out - CNR 2021	193,700	193,700	-	100%	-	193,700
Transfer Out - CNR 2018	83,250	83,250	-	100%	83,250	-
Transfer Out - CNR 2017	68,300	68,300	-	100%	68,300	-
Total Intergovernmental	<u>9,315,151</u>	<u>8,024,392</u>	<u>(1,290,759)</u>	<u>86%</u>	<u>7,005,118</u>	<u>1,869,274</u>
Debt Service						
Principal	4,315,000	2,285,000	(2,030,000)	53%	2,145,000	140,000
Interest	1,156,465	815,390	(341,075)	71%	570,008	245,382
Total Debt Service	<u>5,471,465</u>	<u>3,100,390</u>	<u>(2,371,075)</u>	<u>57%</u>	<u>2,715,008</u>	<u>385,382</u>
<b>Total Expenditures</b>	<b>\$ <u>104,476,364</u></b>	<b>\$ <u>76,058,525</u></b>	<b>\$ <u>(28,417,839)</u></b>	<b><u>73%</u></b>	<b>\$ <u>70,992,426</u></b>	<b>\$ <u>5,916,099</u></b>

**Town of Simsbury**  
**Simsbury Farms**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>				
Recreation Programs				
Special Programs	\$ 320,961	182,154	\$ 252,516	\$ (70,362)
Day Camps	183,620	166,455	190,055	(23,600)
Miscellaneous	5,000	-	18	(18)
Total Recreation Programs	<u>509,581</u>	<u>348,608</u>	<u>442,588</u>	<u>(93,980)</u>
Simsbury Farms Complex				
Skating	220,000	121,049	172,548	(51,500)
Simsbury Farms Pools	226,979	102,930	110,986	(8,055)
Vending	24,500	4,458	14,780	(10,322)
Court Rental	22,500	23,038	21,315	1,723
Apple Barn Rental	4,500	(450)	5,344	(5,794)
Miscellaneous	-	-	90	(90)
Total Simsbury Farms Complex	<u>498,479</u>	<u>251,024</u>	<u>325,062</u>	<u>(74,038)</u>
Golf Course				
Golf Course Fees	914,500	746,160	564,345	181,816
Golf Surcharge	59,000	54,070	37,824	16,247
Restaurant	26,500	21,863	18,550	3,313
Donations	-	-	8,460	(8,460)
Miscellaneous	-	-	270	(270)
Total Golf Course	<u>1,000,000</u>	<u>822,093</u>	<u>629,448</u>	<u>192,645</u>
Intergovernmental				
Transfer In - General Fund	180,000	180,000	180,000	-
Total Intergovernmental	<u>180,000</u>	<u>180,000</u>	<u>180,000</u>	<u>-</u>
<b>Total Revenues</b>	<b><u>2,188,060</u></b>	<b><u>1,601,726</u></b>	<b><u>1,577,099</u></b>	<b><u>24,627</u></b>
<b>Expenditures</b>				
Golf Course	1,001,872	778,720	684,440	94,280
Simsbury Farms Complex	518,759	328,026	398,301	(70,275)
Special Programs	367,816	116,476	232,564	(116,088)
Simsbury Farms Administration	249,334	139,617	134,852	4,765
<b>Total Expenditures</b>	<b><u>2,137,781</u></b>	<b><u>1,362,839</u></b>	<b><u>1,450,157</u></b>	<b><u>(87,317)</u></b>
<b>Net Change in Fund Balance</b>	<b>50,279</b>	<b>238,887</b>	<b>126,942</b>	
Fund Balance - 7/1	<u>62,833</u>	<u>62,833</u>	<u>68,830</u>	
Fund Balance - 3/31	<u>\$ 113,112</u>	<u>\$ 301,720</u>	<u>\$ 195,772</u>	

**Town of Simsbury**  
**Health Insurance Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Budget Variance</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>					
Premiums	15,337,596	11,267,149	\$ (4,070,447)	\$ 10,754,813	\$ 512,336
H.S.A Funding	604,000	652,150	48,150	605,830	46,320
Rx Reimbursement	484,243	671,999	187,756	483,524	188,474
Insurance Refunds	-	65,722	65,722	103,354	(37,632)
Miscellaneous	-	-	-	1,049	(1,049)
<b>Total Revenues</b>	<b><u>16,425,839</u></b>	<b><u>12,657,019</u></b>	<b><u>(3,768,820)</u></b>	<b><u>11,948,571</u></b>	<b><u>708,449</u></b>
<b>Expenditures</b>					
Claims	14,768,298	10,000,125	(4,768,173)	10,634,991	(634,867)
H.S.A Funding	604,000	655,250	51,250	605,830	49,420
ASO Fees/Admin Fees	451,969	345,598	(106,371)	312,179	33,419
Stop Loss Insurance	601,200	501,158	(100,042)	364,020	137,138
<b>Total Expenditures</b>	<b><u>16,425,467</u></b>	<b><u>11,502,132</u></b>	<b><u>(4,923,335)</u></b>	<b><u>11,917,021</u></b>	<b><u>(414,889)</u></b>
<b>Operating Transfers</b>					
Transfer In	-	-	-	850,000	(850,000)
<b>Total Operating Transfers</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>850,000</u></b>	<b><u>(850,000)</u></b>
<b>Net Change in Fund Balance</b>	<b>372</b>	<b>1,154,888</b>	<b>1,154,516</b>	<b>881,550</b>	<b>273,338</b>
<b>Fund Balance - 7/1</b>	<b><u>3,728,490</u></b>	<b><u>3,728,490</u></b>		<b><u>1,482,407</u></b>	
<b>Fund Balance - 3/31</b>	<b><u>\$ 3,728,862</u></b>	<b><u>\$ 4,883,378</u></b>		<b><u>\$ 2,363,957</u></b>	
<b>IBNR Liability Balance</b>	<b>719,517</b>	<b>649,000</b>		<b>719,517</b>	
<b>Fund Balance</b>	<b><u>3,728,862</u></b>	<b><u>4,883,378</u></b>		<b><u>2,363,957</u></b>	
<b>Total Reserve</b>	<b><u>4,448,379</u></b>	<b><u>5,532,378</u></b>		<b><u>3,083,474</u></b>	

**Town of Simsbury**  
**Residential Rental Property Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Budget Variance</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>					
Rental Income	\$ 67,940	55,415	\$ (12,525)	\$ 57,155	\$ (1,740)
<b>Total Revenues</b>	<b>67,940</b>	<b>55,415</b>	<b>(12,525)</b>	<b>57,155</b>	<b>(1,740)</b>
<b>Expenditures</b>					
<b>Operating</b>					
Contractual Services	15,450	5,885	(9,565)	5,430	455
Facilities Maintenance	1,800	102	(1,698)	(210)	312
Building Improvements	15,000	(960)	(15,960)	17,000	(17,960)
Water Charges	1,250	877	(373)	996	(119)
Sewer Use Fees	1,100	4,950	3,850	968	3,982
Equipment Maintenance	1,250	2,394	1,144	2,187	206
Electric	1,000	-	(1,000)	-	-
Building Supplies	500	-	(500)	740	(740)
Total Operating	<u>37,350</u>	<u>13,248</u>	<u>(24,102)</u>	<u>27,111</u>	<u>(13,863)</u>
<b>Debt Service</b>					
Principal	8,192	6,147	(2,045)	6,060	86
Interest	330	245	(85)	438	(193)
Total Debt Service	<u>8,522</u>	<u>6,392</u>	<u>(2,131)</u>	<u>6,498</u>	<u>(107)</u>
<b>Total Expenditures</b>	<b>45,872</b>	<b>19,639</b>	<b>(26,233)</b>	<b>33,609</b>	<b>(13,969)</b>
<b>Operating Transfers</b>					
Transfer Out - Open Space	-	-	-	(7,152)	7,152
Total Operating Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>(7,152)</u>	<u>7,152</u>
<b>Net Change in Fund Balance</b>	<b>22,068</b>	<b>35,776</b>	<b>13,708</b>	<b>16,394</b>	<b>19,381</b>
<b>Fund Balance - 7/1</b>	<b>357,738</b>	<b>357,738</b>		<b>357,738</b>	
<b>Fund Balance - 3/31</b>	<b>\$ 379,806</b>	<b>\$ 393,514</b>		<b>\$ 374,132</b>	

**Town of Simsbury**  
**Sewer Use Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Budget Variance</u>	<u>Percent of Budget</u>	<u>2020 Actual</u>	<u>Actuals Variance</u>
<b>Revenues</b>						
Assessments	\$ 2,645,997	2,917,123	\$ 271,126	110%	\$ 3,035,863	\$ (118,740)
WPCA Fees	505,903	642,096	136,193	127%	464,085	178,011
Intergovernmental Revenues	409,927	297,745	(112,182)	73%	307,445	(9,700)
Interest & Liens	22,212	12,335	(9,877)	56%	18,969	(6,634)
Miscellaneous Grant	22,000	28,408	6,408	129%	50,325	(21,917)
Interest on Investments	7,997	6,997	(1,000)	87%	65,383	(58,386)
Miscellaneous	-	110,295	110,295	0%	294	110,002
<b>Total Revenues</b>	<b><u>3,614,036</u></b>	<b><u>4,015,000</u></b>	<b><u>400,964</u></b>	<b><u>111%</u></b>	<b><u>3,942,364</u></b>	<b><u>72,636</u></b>
<b>Expenditures</b>						
<b>Operating</b>						
Salaries & Wages	916,949	625,018	(291,931)	68%	574,280	50,738
Utilities	580,412	342,741	(237,671)	59%	294,772	47,970
Benefits	506,046	370,393	(135,653)	73%	299,625	70,768
Supplies	132,290	92,138	(40,152)	70%	58,910	33,228
Public Agency Support	115,000	115,000	-	100%	114,483	517
Machinery & Equipment	88,500	61,113	(27,387)	69%	21,206	39,908
Program Services	71,022	55,518	(15,504)	78%	42,546	12,972
Consultant	48,000	336	(47,664)	1%	16,666	(16,330)
Sewer Extensions	32,000	13,468	(18,532)	42%	-	13,468
Equipment & Vehicle Maintenance	30,240	20,390	(9,850)	67%	7,683	12,707
Insurance	37,170	-	(37,170)	0%	-	-
Facilities Maintenance	17,400	16,563	(837)	95%	14,222	2,341
Travel & Conferences	6,565	977	(5,588)	15%	1,326	(348)
Dues & Subscriptions	1,620	365	(1,255)	23%	430	(65)
Bond Issuance Expense	-	44,764	44,764	#DIV/0!	-	44,764
Total Operating	<u>2,583,214</u>	<u>1,758,785</u>	<u>(867,938)</u>	<u>68%</u>	<u>1,446,147</u>	<u>312,638</u>
<b>Debt Service</b>						
Principal	1,104,654	1,108,981	4,327	100%	810,067	298,914
Interest	160,553	109,491	(51,062)	68%	138,839	(29,348)
Total Debt Service	<u>1,265,207</u>	<u>1,218,472</u>	<u>(46,735)</u>	<u>96%</u>	<u>948,905</u>	<u>269,566</u>
<b>Total Expenditures</b>	<b><u>3,848,421</u></b>	<b><u>2,977,257</u></b>	<b><u>(871,164)</u></b>	<b><u>77%</u></b>	<b><u>2,395,053</u></b>	<b><u>582,204</u></b>
<b>Operating Transfers</b>						
Transfers Out	(375,000)	(375,000)	-	0%	(350,000)	(25,000)
Total Operating Transfers	<u>(375,000)</u>	<u>(375,000)</u>	<u>-</u>	<u>0%</u>	<u>(350,000)</u>	<u>(25,000)</u>
<b>Net Change in Fund Balance</b>	<b>(609,385)</b>	<b>662,743</b>	<b>1,272,128</b>		<b>1,197,311</b>	
<b>Fund Balance - 7/1</b>	<b><u>6,880,325</u></b>	<b><u>6,880,325</u></b>			<b><u>6,406,424</u></b>	
<b>Fund Balance - 3/31</b>	<b><u>\$ 6,270,940</u></b>	<b><u>\$ 7,543,068</u></b>			<b><u>\$ 7,603,735</u></b>	

**Town of Simsbury**  
**Sewer Assessment Fund**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Period Ended March 31, 2021**  
**With Comparative Totals for the Period Ended March 31, 2020**

	<u>2021</u>	<u>2020</u>	<u>Variance</u>
	<u>Actual</u>	<u>Actual</u>	
<b>Revenues</b>			
Assessments	\$ 195,542	\$ 144,151	\$ (51,390)
Interest & Liens	36,920	20,857	(16,063)
Interest on Investments	1,234	16,206	14,972
<b>Total Revenues</b>	<u>233,696</u>	<u>181,214</u>	<u>(52,482)</u>
<b>Expenditures</b>	50,000	-	(50,000)
<b>Net Change in Fund Balance</b>	<b>183,696</b>	<b>181,214</b>	<b>(2,482)</b>
<b>Fund Balance - 7/1</b>	<u>1,413,693</u>	<u>1,413,693</u>	
<b>Fund Balance - 3/31</b>	<u>\$ 1,597,389</u>	<u>\$ 1,594,907</u>	

**Town of Simsbury  
Special Revenue Funds  
Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<u>Library Programs</u>	<u>Community Services</u>	<u>Police DUI Safety</u>	<u>Narcotics Task Force</u>	<u>D.A.R.E. Program</u>	<u>Block Grant</u>	<u>Police Vehicles</u>
<b>Revenues</b>							
Grants	\$ -	\$ 6,801	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	1,585	8,668	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-
Interest on Investments	-	-	-	-	-	-	-
Miscellaneous	-	475	-	938	-	-	-
<b>Total Revenues</b>	<b><u>1,585</u></b>	<b><u>15,943</u></b>	<b><u>-</u></b>	<b><u>938</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Expenditures</b>							
Contractual Services	-	3,402	-	-	-	-	-
Supplies & Materials	1,207	92	-	2,996	-	-	-
Program Services	-	1,588	-	-	-	-	-
Facilities Maintenance	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-
Public Agency Support	-	100	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b><u>1,207</u></b>	<b><u>5,181</u></b>	<b><u>-</u></b>	<b><u>2,996</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Operating Transfers</b>							
Transfers Out	-	-	(33,142)	-	-	-	-
Transfers In	-	-	-	-	-	-	-
<b>Total Operating Transfers</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>(33,142)</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Net Change in Fund Balance</b>	<b>378</b>	<b>10,762</b>	<b>(33,142)</b>	<b>(2,058)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance - 7/1</b>	<b><u>74,948</u></b>	<b><u>44,667</u></b>	<b><u>-</u></b>	<b><u>16,237</u></b>	<b><u>1,243</u></b>	<b><u>9,704</u></b>	<b><u>64,632</u></b>
<b>Fund Balance - 3/31</b>	<b><u>\$ 75,326</u></b>	<b><u>\$ -</u></b>	<b><u>\$ (33,142)</u></b>	<b><u>\$ 14,179</u></b>	<b><u>\$ 1,243</u></b>	<b><u>\$ 9,704</u></b>	<b><u>\$ 64,632</u></b>

**Town of Simsbury  
Special Revenue Funds  
Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<u>Special Duty</u>	<u>Social Services Programs</u>	<u>Community Development Grant</u>	<u>Town Aid Road</u>	<u>Preservation of Historic Documents</u>	<u>Eno Memorial Fund</u>	<u>Town Clerk LOCIP</u>
<b>Revenues</b>							
Grants	\$ -	\$ 9,342	\$ -	\$ 373,488	\$ 7,500	\$ -	\$ -
Donations	-	61,973	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-
Charges for Services	328,958	-	-	-	32,430	-	6,960
Interest on Investments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b><u>328,958</u></b>	<b><u>71,315</u></b>	<b><u>-</u></b>	<b><u>373,488</u></b>	<b><u>39,930</u></b>	<b><u>-</u></b>	<b><u>6,960</u></b>
<b>Expenditures</b>							
Contractual Services	-	-	-	-	-	-	-
Supplies & Materials	-	13,251	-	-	-	-	-
Program Services	222,014	46,812	-	-	16,256	-	-
Facilities Maintenance	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-
Public Agency Support	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	7,183	-	-
<b>Total Expenditures</b>	<b><u>222,014</u></b>	<b><u>60,062</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>23,439</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Operating Transfers</b>							
Transfers Out	(316,329)	-	-	572,500	-	-	-
Transfers In	-	-	-	-	-	-	-
<b>Total Operating Transfers</b>	<b><u>(316,329)</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>572,500</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Net Change in Fund Balance</b>	<b>(209,385)</b>	<b>11,253</b>	<b>-</b>	<b>945,988</b>	<b>16,491</b>	<b>-</b>	<b>6,960</b>
<b>Fund Balance - 7/1</b>	<b><u>151,328</u></b>	<b><u>153,874</u></b>	<b><u>234,142</u></b>	<b><u>853,533</u></b>	<b><u>14,399</u></b>	<b><u>-</u></b>	<b><u>51,436</u></b>
<b>Fund Balance - 3/31</b>	<b><u><u>\$ (58,057)</u></u></b>	<b><u><u>\$ 165,127</u></u></b>	<b><u><u>\$ 234,142</u></u></b>	<b><u><u>\$ 1,799,521</u></u></b>	<b><u><u>\$ 30,890</u></u></b>	<b><u><u>\$ -</u></u></b>	<b><u><u>\$ 58,396</u></u></b>

**Town of Simsbury  
Special Revenue Funds  
Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<b>Expanded Dial-A-Ride</b>	<b>Incentive Housing</b>	<b>Dog Park</b>	<b>Regional Probate</b>	<b>Clean Energy Task Force</b>	<b>Simsbury Celebrates</b>	<b>Field Recreation</b>
<b>Revenues</b>							
Grants	\$ 24,674	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	-	-	298	-	-	3,755	-
Intergovernmental Revenues	-	-	-	24,698	-	-	-
Charges for Services	-	-	-	-	-	-	3,730
Interest on Investments	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>24,674</b>	<b>-</b>	<b>298</b>	<b>24,698</b>	<b>-</b>	<b>3,755</b>	<b>3,730</b>
<b>Expenditures</b>							
Contractual Services	-	-	-	-	-	3,385	-
Supplies & Materials	-	-	290	7,248	-	1,343	-
Program Services	-	-	-	4,534	-	593	-
Facilities Maintenance	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	2,734
Public Agency Support	-	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-	6,273
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>290</b>	<b>11,781</b>	<b>-</b>	<b>5,320</b>	<b>9,006</b>
<b>Operating Transfers</b>							
Transfers Out	(12,600)	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-	2,250
<b>Total Operating Transfers</b>	<b>(12,600)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,250</b>
<b>Net Change in Fund Balance</b>	<b>12,074</b>	<b>-</b>	<b>8</b>	<b>12,917</b>	<b>-</b>	<b>(1,565)</b>	<b>(3,026)</b>
<b>Fund Balance - 7/1</b>	<b>87,579</b>	<b>8,826</b>	<b>3,748</b>	<b>26,164</b>	<b>6,715</b>	<b>6,875</b>	<b>7,011</b>
<b>Fund Balance - 3/31</b>	<b>\$ 99,653</b>	<b>\$ 8,826</b>	<b>\$ 3,756</b>	<b>\$ 39,081</b>	<b>\$ 6,715</b>	<b>\$ 5,310</b>	<b>\$ 3,985</b>

**Town of Simsbury  
Special Revenue Funds  
Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<b>Simsbury Try-Athlon</b>	<b>MSP Senior Center</b>	<b>Youth Service Bureau</b>	<b>Simsbury 350th</b>
<b>Revenues</b>				
Grants	\$ -	\$ -	\$ 18,692	\$ -
Donations	-	21,981	-	100
Intergovernmental Revenues	-	-	-	-
Charges for Services	-	-	-	7,762
Interest on Investments	-	-	-	-
Miscellaneous	-	-	-	26,700
<b>Total Revenues</b>	<b>-</b>	<b>21,981</b>	<b>18,692</b>	<b>34,562</b>
<b>Expenditures</b>				
Contractual Services	-	-	-	29,328
Supplies & Materials	206	78	12,334	2,114
Program Services	-	25,641	-	3,783
Facilities Maintenance	-	-	-	-
Utilities	-	-	-	-
Public Agency Support	-	-	-	-
Machinery & Equipment	-	-	-	-
<b>Total Expenditures</b>	<b>206</b>	<b>25,719</b>	<b>12,334</b>	<b>35,224</b>
<b>Operating Transfers</b>				
Transfers Out	-	-	-	-
Transfers In	-	10,480	8,000	-
<b>Total Operating Transfers</b>	<b>-</b>	<b>10,480</b>	<b>8,000</b>	<b>-</b>
<b>Net Change in Fund Balance</b>	<b>(206)</b>	<b>6,742</b>	<b>14,358</b>	<b>(663)</b>
<b>Fund Balance - 7/1</b>	<b>12,887</b>	<b>24,276</b>	<b>2,585</b>	<b>52,747</b>
<b>Fund Balance - 3/31</b>	<b>\$ 12,681</b>	<b>\$ 31,018</b>	<b>\$ 16,943</b>	<b>\$ 52,084</b>

**Town of Simsbury  
Trust Funds  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<u>Eno Wood Trust</u>	<u>Horace Belden Trust</u>	<u>Julia Darling Trust</u>	<u>Kate Southwell Trust</u>	<u>Ellsworth Trust</u>
<b>Revenues</b>					
Trust Distributions	\$ 12,901	\$ 25,466	\$ 11,262	\$ 6,136	\$ -
Interest Income	-	-	-	-	26
<b>Total Revenues</b>	<b><u>12,901</u></b>	<b><u>25,466</u></b>	<b><u>11,262</u></b>	<b><u>6,136</u></b>	<b><u>26</u></b>
<b>Expenditures</b>					
Salaries & Benefits	-	-	-	-	-
Program Services	-	39,029	11,159	699	1,497
<b>Total Expenditures</b>	<b><u>-</u></b>	<b><u>39,029</u></b>	<b><u>11,159</u></b>	<b><u>699</u></b>	<b><u>1,497</u></b>
<b>Operating Transfers</b>					
Transfers Out	(21,000)	-	-	-	-
<b>Total Operating Transfers</b>	<b><u>(21,000)</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Net Change in Fund Balance</b>	<b>(8,099)</b>	<b>(13,564)</b>	<b>103</b>	<b>5,437</b>	<b>(1,471)</b>
<b>Fund Balance - 7/1</b>	<b><u>115,927</u></b>	<b><u>(746)</u></b>	<b><u>12,573</u></b>	<b><u>34,353</u></b>	<b><u>23,444</u></b>
<b>Fund Balance - 3/31</b>	<b><u>\$ 107,828</u></b>	<b><u>\$ (14,310)</u></b>	<b><u>\$ 12,676</u></b>	<b><u>\$ 39,790</u></b>	<b><u>\$ 21,973</u></b>

**Town of Simsbury  
Pension Trust Funds  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For the Period Ended March 31, 2021**

	<u>General Government</u>	<u>Police</u>	<u>Board of Education</u>	<u>OPEB</u>
<b>Revenues</b>				
Contributions	\$ 1,375,377	\$ 987,831	\$ 1,475,097	\$ 329,645
Interest & Dividends	267,761	261,989	354,466	220,585
Change in Market Value	3,844,298	3,162,793	4,461,486	3,290,391
<b>Total Revenues</b>	<b><u>5,487,437</u></b>	<b><u>4,412,613</u></b>	<b><u>6,291,049</u></b>	<b><u>3,840,621</u></b>
<b>Expenditures</b>				
Retiree Payments	1,037,645	908,310	1,265,806	-
Admin Expenses	12,717	14,228	31,127	53,729
Custodian Fees	15,154	16,216	12,404	-
Securities Purchased	-	-	-	-
<b>Total Expenditures</b>	<b><u>1,065,516</u></b>	<b><u>938,755</u></b>	<b><u>1,309,337</u></b>	<b><u>53,729</u></b>
<b>Net Change in Fund Balance</b>	<b><u>4,421,920</u></b>	<b><u>3,473,858</u></b>	<b><u>4,981,712</u></b>	<b><u>3,786,892</u></b>
<b>Fund Balance - 7/1</b>	<b><u>24,914,721</u></b>	<b><u>746,160</u></b>	<b><u>\$ 24,372,129</u></b>	<b><u>\$ 17,712,214</u></b>
<b>Fund Balance - 3/31</b>	<b><u>\$ 29,336,641</u></b>	<b><u>\$ 21,863</u></b>	<b><u>\$ 29,353,841</u></b>	<b><u>\$ 21,499,106</u></b>

**Town of Simsbury**  
**Capital Project Fund**  
**Schedule of Expenditures Compared with Appropriations**  
**For the Period Ended March 31, 2021**

Expected Completion	Project	Appropriations			Expenditures			Encumbrances Mar 31, 2021	Uncommitted Balance Mar 31, 2021
		Balance	Current	Balance	Balance	Current	Balance		
		June 30, 2020	Year	Mar 31, 2021	June 30, 2020	Year	Mar 31, 2021		
<b>Sewer Fund Projects</b>									
2021	Project 2010 - Woodland Street Upgrade	\$ 260,000	\$ -	\$ 260,000	\$ 243,810	\$ 4,809	\$ 248,619	\$ -	\$ 11,381
2021	Sewer Main Ext - Woodland Street Upgrade	371,000	-	371,000	281,284	-	281,284	-	89,716
March 2021	36 Drake Hill Rd Dike Analysis	75,000	-	75,000	-	21,325	21,325	-	53,675
March 2021	Phosphorus Removal Analysis	150,000	-	150,000	-	26,432	26,432	108,023	15,545
March 2021	WPC Plan update	100,000	-	100,000	5,651	-	5,651	-	94,349
April 2021	Jet/Flush Truck	175,000	-	175,000	-	-	-	154,479	20,521
Completed	Primary Clarifier	75,000	-	75,000	18,046	6,931	24,977	-	50,023
April 2021	Plant Logic Controllers	250,000	-	250,000	80,059	22,320	102,379	6,012	141,609
September 2021	Sec Clarifier Weir Covers	-	275,000	275,000	-	12,630	12,630	29,470	232,900
<b>Town Projects</b>									
On Going	Town Security Measures	77,600	-	77,600	52,909	-	52,909	-	24,691
Completed	Open Space - Betty Hudson Property	275,000	-	275,000	253,909	22,352	276,261	36	(1,297)
Completed	Senior/Community Center Design	321,699	-	321,699	163,596	-	163,596	-	158,103
December 2021	Bridge Improvements (Design-FY15)	115,000	-	115,000	76,517	(7,040)	69,477	10,760	34,763
Spring 2021	Technology Infrastructure	635,395	-	635,395	544,784	9,569	554,352	22,431	58,612
Spring 2021	Weatogue Planning Route 10 and Code Prep	57,000	-	57,000	6,000	15,600	21,600	10,940	24,460
December 2021	Town Hall Site and Safety Improvements	45,000	-	45,000	13,620	-	13,620	-	31,380
June 2021	Project Planning Fund	28,000	-	28,000	21,300	1,604	22,904	6,664	(1,568)
December 2023	Multi-Use Connections & Master Plan Updates	1,160,000	-	1,160,000	181,296	20,840	202,136	64,377	893,488
December 2021	Open Space Planning Improvements	705,410	-	705,410	675,519	6,392	681,912	5,001	18,497
December 2021	Dam Evaluations and Repairs	220,000	-	220,000	142,857	30,964	173,820	1,560	44,620
Completed	Public Works Complex Infrastructure Improvements	700,000	-	700,000	671,054	31,038	702,093	-	(2,093)
December 2021	Town Hall Site and Safety Improvements	385,000	-	385,000	24,073	17,600	41,673	6,000	337,327
Spring 2021	Land Use Studies	92,500	-	92,500	19,246	-	19,246	-	73,254
Completed	Storage Building	65,000	-	65,000	36,647	-	36,647	-	28,353
Completed	Street Lighting Purchase / Lighting Improvements	400,000	13,000	413,000	17,829	118,234	136,063	248,769	28,167
Completed	Cold Storage Facility	380,000	-	380,000	384,612	-	384,612	-	(4,612)
September 2021	Town Facilities Master Plan	400,000	-	400,000	45,495	76,463	121,957	104,288	173,755
Completed	Library Interior/Parking Renovations	584,500	-	584,500	325,192	65,628	390,820	-	193,680
December 2021	Zoning Regulation Update	65,000	-	65,000	2,500	-	2,500	-	62,500
December 2021	Bridge Improvements	805,000	-	805,000	227,162	58,403	285,565	113,736	405,699
June 2022	Multi-Use Trail	1,020,000	-	1,020,000	-	-	-	-	1,020,000
June 2021	Highway Pavement Management	845,000	-	845,000	816,820	-	816,820	-	28,180
June 2021	Greenway Improvements	412,054	-	412,054	197,399	136,500	333,899	-	78,155
Completed	Fencing at Bandshell (PAC)	100,000	-	100,000	33,000	66,907	99,907	-	94
On Going	Highway Pavement Management	(290,395)	1,845,800	1,555,405	-	1,074,345	1,074,345	-	481,059
On Going	Greenway Improvements	92,706	135,000	227,706	-	14,714	14,714	22,300	190,691
On Going	Sidewalk Reconstruction	(41,165)	200,000	158,835	-	68,871	68,871	85,432	4,532
June 2021	Accounting System	350,000	-	350,000	145,041	56,675	201,716	148,284	-
TBD	Eno Entrance and ADA Improvements	128,841	-	128,841	-	-	-	-	128,841
June 2021	Bike & Pedestrian Crossing	-	169,764	169,764	-	128,612	128,612	40,629	523
Spring 2021	Wing Plow Truck	-	258,000	258,000	-	-	-	236,352	21,648

**Town of Simsbury  
Capital Project Fund  
Schedule of Expenditures Compared with Appropriations  
For the Period Ended March 31, 2021**

Expected Completion	Project	Appropriations			Expenditures			Encumbrances Mar 31, 2021	Uncommitted Balance Mar 31, 2021
		Balance June 30, 2020	Current Year	Balance Mar 31, 2021	Balance June 30, 2020	Current Year	Balance Mar 31, 2021		
June 2021	PW Facility Paving & Drainage	-	330,000	330,000	-	331,992	331,992	-	(1,992)
December 2021	Radio System Upgrade	-	1,202,000	1,202,000	-	175,622	175,622	-	1,026,378
<b>Education Projects</b>									
Needs Audit	HJMS Phase 1A	1,255,000		1,255,000	1,168,450	-	1,168,450	-	86,550
Needs Audit	Squadron Line Main Office Project	1,050,000		1,050,000	868,830	-	868,830	-	181,170
September 2021	Climate Control Phases 1 (FY16) & 2 (FY17)	3,100,000		3,100,000	2,447,067	216,235	2,663,302	305,688	131,010
Needs Audit	Central School Roof Replacement	770,000		770,000	620,902	-	620,902	-	149,098
Needs Audit	HJMS Renovation - Phase 2	1,950,000		1,950,000	1,752,409	(35,000)	1,717,409	-	232,591
TBD	Boiler Replacement Latimer	900,000		900,000	-	-	-	-	900,000
September 2021	School Security Improvements	850,000		850,000	808,561	26,562	835,123	2,320	12,558
June 2021	School Facility Master Plan	200,000		200,000	189,411	40	189,451	1,287	9,263
Completed	District Network Infrastructure	400,000		400,000	235,165	167,228	402,394	-	(2,394)
June 2021	HJMS Renovation - Phase 3	23,965,620		23,965,620	16,530,774	3,007,371	19,538,145	1,509,518	2,917,957
Completed	Underground Tank Replacement	325,000		325,000	335,226	1,945	337,171	-	(12,171)
September 2021	District Security Improvements	750,000		750,000	47,158	79,048	126,206	67,201	556,593
September 2021	SHS Partial Roof Replacement	2,600,000		2,600,000	49,597	16,215	65,813	1,901,325	632,862
September 2021	District Network Infrastructure	-	500,000	500,000	-	492,992	492,992	-	7,008
		<u>\$ 49,705,764</u>	<u>\$ 4,928,564</u>	<u>\$ 54,634,328</u>	<u>\$ 30,760,776</u>	<u>\$ 6,588,969</u>	<u>\$ 37,349,745</u>	<u>\$ 5,212,881</u>	<u>\$ 12,071,702</u>

**Town of Simsbury**  
**Capital Non-Recurring Fund**  
**Schedule of Expenditures Compared with Appropriations**  
**For the Period Ended March 31, 2021**

Project	Appropriations			Expenditures			Encumbrances Mar 31, 2021	Uncommitted Balance Mar 31, 2021
	Balance	Current	Balance	Balance	Current	Balance		
	June 30, 2020	Year	Mar 31, 2021	June 30, 2020	Year	Mar 31, 2021		
FY16 CNR Projects	1,225,013	-	1,225,013	1,210,324	-	1,210,324	-	14,689
FY17 CNR Projects	1,134,004	-	1,134,004	1,115,535	-	1,115,535	-	18,469
FY18 CNR Projects	1,151,121	-	1,151,121	1,102,139	-	1,102,139	-	48,982
FY19 CNR Projects	1,194,450	-	1,194,450	1,095,133	99,155	1,194,288	895	(733)
CNR Reserve (5 Year Payback)	1,900,000	-	1,900,000	-	-	-	-	1,900,000
CNR Assessor	121,500	60,000	181,500	-	-	-	-	181,500
Deep Water Wind	15,000	-	15,000	350	-	350	-	14,650
Automated Book Handler	73,640	-	73,640	66,409	-	66,409	-	7,231
Police Cruisers	-	141,000	141,000	-	-	-	-	141,000
Radio Feasibility Study	35,000	-	35,000	-	-	-	-	35,000
Ash Borer Tree Mitigation	-	35,400	35,400	-	17,755	17,755	18,745	(1,100)
Eno Clock Tower Repairs	21,000	21,000	42,000	-	33,174	33,174	1,746	7,080
PW Truck Replacement	-	180,000	180,000	-	170,853	170,853	-	9,147
PW PU Truck Replacement	40,000	-	40,000	-	35,127	35,127	-	4,873
Infrared Asphalt Trailer	37,000	-	37,000	-	-	-	-	37,000
Sanitary Sewer Lining	100,000	-	100,000	-	-	-	-	100,000
CPR PU Truck Replacement	-	41,839	41,839	-	30,973	30,973	10,450	416
Ice Rink Condenser	121,200	-	121,200	9,522	115,905	125,427	97,523	(101,750)
Paddle Court Maintenance	12,000	-	12,000	9,540	-	9,540	-	2,460
SF Security Fencing	30,000	-	30,000	-	-	-	30,001	(1)
Ice Rink Roof Painting	50,000	-	50,000	-	50,877	50,877	-	(877)
Playscapes	50,000	-	50,000	-	-	-	-	50,000
Plow & Sander Replacement	15,000	-	15,000	14,984	-	14,984	-	16
PEGPETIA Tech Equipment	75,310	-	75,310	-	30,678	30,678	-	44,632
Various Drainage Improvements	-	125,000	125,000	-	4,348	4,348	-	120,652
Rec/PAC Building Staining	-	85,000	85,000	-	23,247	23,247	24,320	37,433
Rink Control Panel	48,000	60,000	108,000	-	-	-	-	108,000
Parking Feasibility Study	-	30,000	30,000	-	4,350	4,350	-	25,650
P&R Garage Ventilation	-	10,000	10,000	-	-	-	-	10,000
Soft Body Armor	-	21,000	21,000	-	939	939	-	20,061
Patrol Supervisor Cruisers	-	110,000	110,000	-	-	-	-	110,000
Sewer Imp - Lining/Root Control	-	100,000	100,000	-	47,015	47,015	-	52,985
Dial A Ride Van	-	63,000	63,000	-	-	-	-	63,000
Mobile Data Terminals	-	55,000	55,000	-	58,802	58,802	-	(3,802)
Dump Truck	-	51,000	51,000	-	-	-	36,940	14,060
Woodland/Hopmeadow Sewer	-	50,000	50,000	-	35,537	35,537	9,463	5,000
Greens Mower	-	45,000	45,000	-	-	-	-	45,000
Building Permit Software	-	27,700	27,700	-	-	-	-	27,700
Snow Plow	-	20,000	20,000	-	-	-	19,120	880
P&R Signage	-	16,000	16,000	-	-	-	-	16,000

Town of Simsbury  
 Capital Non-Recurring Fund  
 Schedule of Expenditures Compared with Appropriations  
 For the Period Ended March 31, 2021

Project	Appropriations			Expenditures			Encumbrances Mar 31, 2021	Uncommitted Balance Mar 31, 2021
	Balance	Current	Balance	Balance	Current	Balance		
	June 30, 2020	Year	Mar 31, 2021	June 30, 2020	Year	Mar 31, 2021		
Fingerprint System	-	19,000	19,000	-	-	-	-	19,000
Hopbrook Landing Irrigation	10,000	-	10,000	-	9,952	9,952	-	48
PW Utility Van	46,000	-	46,000	-	-	-	34,717	11,283
SF Rink Fencing	8,000	-	8,000	-	6,450	6,450	-	1,550
Police Admin Vehicles	138,000	-	138,000	-	-	-	96,345	41,655
Police Body/Dash Cameras	114,580	-	114,580	-	116,420	116,420	-	(1,840)
Network Storage & Virtual Env	-	130,000	130,000	-	122,736	122,736	-	7,264
Buses/Vehicles/Equipment	63,911	330,000	393,911	-	97,055	97,055	-	296,856
Ceiling/Floor Replacement	50,000	50,000	100,000	-	-	-	-	100,000
Interior Improvements	70,500	70,500	141,000	-	119,574	119,574	-	21,427
Plumbing/Electric Modifications	10,000	10,000	20,000	-	-	-	-	20,000
Exterior Improvements	58,000	58,000	116,000	-	26,200	26,200	6,500	83,300
Equipment	52,000	52,000	104,000	-	-	-	46,070	57,930
	<u>\$ 8,070,229</u>	<u>\$ 2,067,439</u>	<u>\$ 10,137,668</u>	<u>\$ 4,623,935</u>	<u>\$ 1,257,122</u>	<u>\$ 5,881,058</u>	<u>\$ 432,835</u>	<u>\$ 3,765,846</u>



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Proposed Appointment of Alan Bradford to Insurance Committee
2. **Date of Board Meeting:** May 24, 2021
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Ericka L. Butler, Town Clerk  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports the recommendation from the Democratic Town Committee for appointing Alan Bradford to the Insurance Committee, the following motion is in order:  
  
*Move, effective May 24, 2021, to appoint Alan Bradford (D) as a regular member of the Insurance Committee, with a term expiring December 2, 2021.*
5. **Summary of Submission:**  
The Democratic Town Committee is recommending the appointment of Alan Bradford to the Insurance Committee. If appointed Mr. Bradford's term would expire on December 2, 2021. The spot Mr. Bradford would be filling is vacant due to a previous term expiring. Mr. Bradford is a practicing attorney who has both professional and personal experience dealing with insurance issues.
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:** Proposed Appointment of Robert Mule to Board of Ethics
2. **Date of Board Meeting:** May 24, 2021
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Ericka L. Butler, Town Clerk  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports the recommendation from the Republican Town Committee for appointing Robert Mule to the Board of Ethics, the following motion is in order:

*Move, effective May 24, 2021, to appoint Robert Mule (R) as a regular member of the Board of Ethics with a term ending January 1, 2023.*

5. **Summary of Submission:**  
Board of Ethics members are appointed by the Board of Selectmen to four year terms according to Section 613 of the Town Charter. The Board shall consist of "six (6) members, two (2) of whom shall be registered Republicans, two (2) of whom shall be registered Democrats and two (2) of whom shall be unaffiliated voters." Currently there is one Republican (one vacancy), two Democrats, and two Unaffiliated people serving on the Board of Ethics.  
  
The Republican Town Committee is recommending the appointment of Robert Mule to the Board of Ethics. If appointed Mr. Mule's term would expire on December 2, 2021. Mr. Mule would be filling the vacancy created by Mr. Brazer's resignation.
6. **Financial Impact:**  
None
7. **Description of Documents Included with Submission:**  
None

## **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 Mike Paine, Jackie Battos, Wendy Mackstutis and Chris Peterson. Others in attendance included Town Manager Maria E Capriola; Deputy Town Manager Melissa Appleby, Police Chief Nicholas Boulter, Director of Planning and Community Development Mike Glidden; Finance Director/Treasurer Amy Meriwether; Director of Public Works Tom Roy, Tom Hazel Code Compliance Officer, Director of Community and Social Services Kristen Formanek and other interested parties.

## **PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

## **PUBLIC AUDIENCE**

- email written comments to [ebutler@simsbury-ct.gov](mailto:ebutler@simsbury-ct.gov) by 12:00 P.M. Monday, May 10, 2021 to be read into the records; or
- email written request to [ffitzgerald@simsbury-ct.gov](mailto:ffitzgerald@simsbury-ct.gov) by 12:00 P.M. Monday, May 10, 2021 to address the Board of Selectmen through ZOOM

Mr. Wellman read an email from Diane Nash, who wrote about the Board of Finance Public Hearing. She feels the public wasn't heard and letters submitted were not read. She also spoke about the process for getting the Meadowood project on the referendum ballot. There are rights to bring an item to referendum if enough signatures are obtained.

Mr. Askham read an email from Joan Coe, who spoke about public audience at the Board of Selectmen meetings, the Police Commission meetings no having public audience, bike safety month, FOI requests, the Simsbury High School track, a police officer's letter, and other issues.

Mr. Wellman read an email from Nancy Yanopoulos, who spoke about affordable housing. She feels there are options needed for affordable housing and that a task force needs to be made for these issues.

## **PRESENTATIONS**

### **a) Traffic Enforcement and Concerns**

Chief Boulter gave a presentation on traffic safety and enforcement in Town. The officers investigate traffic complaints, look for hazards and actively interact with residents. Speeding is the number one complaint. Their goals are to reduce accidents and speeding. The officer's goals are to influence the public to drive safely and be aware of the surroundings.

### **b) Proclamation for National Law Enforcement Week**

Mr. Askham read the following Proclamation:

**National Law Enforcement Officer Memorial Week**

**WHEREAS**, President John F. Kennedy Proclaimed May 15<sup>th</sup> as National Peace Officers Memorial Day in 1962, and Congress in 1962 established National Police Week to recognize the law enforcement officers who have lost their lives while serving; and

**WHEREAS**, the Town of Simsbury recognizes the difficulty of the job of our Police Department and the potential dangers that go along with it; and

**WHEREAS**, it is important to remember all those law enforcement officers who have lost their lives across the country; and

**WHEREAS**, the year 2021 marks the 59<sup>th</sup> annual National Law Enforcement Officers Memorial Week, be it now,

**RESOLVED**, that the Simsbury Board of Selectmen do hereby designate the week of May 9-15, 2021 as National Law Officer Enforcement Week;

**IN WITNESS THEREOF**, we have placed our signatures and the great seal of the Town of Simsbury.

Dated May 20, 2021.

Mr. Askham made a motion, effective May 10, 2021, to endorse a Proclamation in honor of National Law Enforcement Officers Memorial Week. Ms. Battos seconded the motion. All were in favor and the motion passed.

**c) Proclamation for National Public Works Week**

Mr. Wellman said National Public Works Week is next week. He said the Public Works workers not only clear roads after storms, keep roads in good repair all year, clean buildings, but a lot of other invisible jobs.

Mr. Paine read the following Proclamation:

**National Public Works Week**

**WHEREAS**, Public Works Professionals focus on infrastructures, facilities and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life and well-being of the people of Simsbury; and,

**WHEREAS**, these infrastructures, facilities and services could not be provided without the dedicated efforts of public works professionals, who are administrators, laborers, truck drivers, custodians, waste water treatment operators, engineers, supervisors, managers and employees at all levels of government in the private sector who are responsible for maintaining, rebuilding, improving and protecting our communities transportation, environment, water treatment and solid waste systems, public buildings and other structures and facilities that are essential for our citizens; and

**WHEREAS**, it is in the public interest for the citizens, civic leaders and children in Simsbury to gain knowledge of and to maintain in a progressive interest in and understanding of the importance of public works and public works programs in their respective communities; and

**WHEREAS**, the year 2021 marks the 61<sup>st</sup> annual National Public Works Weeks sponsored by the American Public Works Association/Canadian Public Works Association, be it now,

**RESOLVED**, that the Simsbury Board of Selectmen do hereby designate the week of May 16-22, 2021 as National Public Works Week. We urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and the government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protect our national health, safety, and quality of life.

**IN WITNESS THEREOF**, we have placed our signatures and the great seal of the Town of Simsbury.

Dated the 10<sup>th</sup> of May 2021.

Mr. Paine made a motion, effective May 10, 2021, to endorse a Proclamation in honor of National Public Works Week. Mr. Askham seconded the motion. All were in favor and the motion passed.

**d) Proclamation for Bike Month and Presentation**

Pattie Jacobus, speaking for the Bicycle/Pedestrian Advisory Committee. She said Simsbury was the first bicycle friendly community and is now is the first silver bicycle friendly community. The Committee has inspired other towns to examine how friendly their towns are for walking and bike trails. Every May Simsbury celebrates Bicycle month with other communities. There is a lot to celebrate for Simsbury with two great trails.

Ms. Jacobus said the trails became more important during the pandemic. She also went through the Bike Events Calendar.

Ms. Battos read the following Proclamation:

**May 2021 is Bike Month in Simsbury, CT**

**WHEREAS**, millions of Americans engage in bicycling as an environmental sound form of transportation, an excellent form of fitness, and a quality family recreation activity; and

**WHEREAS**, Simsbury, CT, our state’s first Bicycle Friendly Community, annually hosts Bike to Work Day, Bike to School Events, Community Bike Challenges, safe cycling events that attract residents and bicycle tourists to Simsbury; and

**WHEREAS**, these events demonstrate that cycling is sustainable, economic development policy impacting our home prices, our tourism industry, and our local economy by making our Town attractive to businesses and citizens who enjoy safe, outdoor recreation that fosters healthy lifestyles; and

**WHEREAS**, recognizing that investing in bicycle-friendly communities is good public health policy, by encouraging low impact exercise, which improves overall well-being and quality of life, builds community spirit, and can reduce pollution and congestion; and

**WHEREAS**, the League of American Bicyclists and Connecticut cyclists view cycling as safety policy and Bike Month promotes public awareness of bicycle operation to improve reduce crashes, injuries and fatalities; and

**WHEREAS**, cycling is good social policy in that ALL citizens of Simsbury benefit from the availability of complete transportation system that includes facilities dedicated to the safe and convenient movement of bicycle traffic:

**NOW, THEREFORE BE IT RESOLVED**, that the Town of Simsbury Board of Selectmen hereby proclaims the month of May 2021 as **BIKE MONTH** in the beautiful and Silver Level Bike-Friendly Simsbury, CT

Ms. Mackstutis made a motion, effective May 10, 2021, to endorse a Proclamation for Bike Month. Mr. Peterson seconded the motion. All were in favor and the motion passed.

### **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) Supplemental Appropriation for North End Sidewalk Project**

Mr. Wellman said this project is progressing. This request is to approve a \$147,000 appropriation because of additional costs to the project based on changes that the State is requesting. The project is funded by a State grant and the Town is not responsible for funding the additional costs.

Mr. Paine made a motion, effective May 10, 2021, to approve the supplemental appropriation request for the North End Sidewalk Project as presented and recommend its approval to the Board of Finance. Ms. Battos seconded the motion. All were in favor and the motion passed.

#### **b) Tax Refund Requests**

Ms. Mackstutis made a motion, effective May 10, 2021, to approve the presented tax refunds in the amount of \$229.47 and to authorize Town Manager, Maria E. Capriola to execute the tax refunds. Mr. Paine seconded the motion. All were in favor and the motion passed.

#### **c) Authorize the Board of Education to Apply for a Connecticut School Construction Grant for the Renovations and Expansion of Latimer Lane School and Referral of the Project to the**

**Public Building Committee and Authorization of Preparation of Schematic Drawings and Specifications**

Mr. Wellman said Town residents approved capital expenditures for Latimer Lane School on May 4, 2021.

Mr. Sullivan said these motions are needed to get the project moving. The minutes need to be submitted when applying for the grant.

Ms. Mackstutis made a motion, effective May 10, 2021, “RESOLVED, that the Board of Selectmen authorize the Town of Simsbury Board of Education to apply to the Offices of School Construction Grants and Reviews to accept or reject a grant for the proposal renovation and expansion of Latimer Lane School, and;

RESOLVED, that the Board of Selectmen hereby establishes the permanent Public Building Committee as the building committee to the proposed renovations and expansion of Latimer Lane School, and:

RESOLVED, that the Board of Selectmen authorize the preparation of schematic drawings and outline specifications for the proposed renovations and expansion of Latimer Lane School.” Ms. Battos seconded the motion. All were in favor and the motion passed.

**d) Engagement Letter for Bond Counsel and Conflict Waiver for Pullman and Conley**

Mr. Wellman said we recently retained the services of Pullman and Conley as bond counsel and some conflicts of interest were noted in matters in which attorneys from that firm are handling. The work performed by bond counsel is separate from those matters.

Mr. Paine made a motion, effective May 10, 2021, to approve the attached conflict of interest waiver request from Pullman and Conley, LLP to represent the Town of Simsbury as Bond Counsel. Mr. Askham seconded the motion. All were in favor and the motion passed.

**e) Proposed Public Gathering Permit – Simsbury Culture, Parks and Recreation Farmington River 4<sup>th</sup> of July Canoe, Kayak and SUP Race**

Mr. Hazel said the access is through Curtiss Park. The race will be run from about 11 am. – 1 p.m. Mr. Wellman said the river height is also being questioned for safety.

Mr. Askham made a motion, effective May 10, 2021, to approve the Public Gathering Application on behalf of Simsbury Culture, Parks and Recreation and to authorize the issuance of the Public Gathering Permit for the Farmington River 4<sup>th</sup> of July Canoe, Kayak and SUP Race. Furthermore move that should the Farmington River height exceed 7 ft. on the day of event, the event will be canceled. Mr. Paine seconded the motion. All were in favor and the motion passed.

**f) Neighborhood Assistant Act Program Proposals; Schedule Public Hearing**

Mr. Wellman said this is an annual item and there were two proposals; one from Simsbury Grange for energy conservation projects, and one from Simsbury Social Services for their food program. A public hearing needs to be held for approval.

Ms. Capriola said Ms. Appleby is going to be looking into a suggestion for a possible application to be added regarding open space acquisition.

Ms. Battos made a motion, effective May 10, 2021, to authorize a Public Hearing to receive public comment on the proposals submitted by the Simsbury Grange and the Simsbury Department of Community and Social Services pursuant to the 2021 Connecticut Neighborhood Assistant Act for 6:00 p.m. on Monday, June 14, 2021. Mr. Paine seconded the motion. All were in favor and the motion passed.

**g) Rescheduling the Public Hearing Regarding Proposed Revisions to the Historic District Commissions Ordinance (Chapter 25 of Town Code)**

Mr. Wellman said a Public Hearing was scheduled for May 24, 2021 for revisions for Chapter 25 of the Town Code. The Board is being asked to change the date of this meeting as it is not an urgent hearing, and staff is still awaiting guidance from the state regarding the ability to continue hosting public meetings virtually.

Mr. Paine made a motion, effective May 10, 2021, to cancel the Public Hearing scheduled for May 21, 2021 at 6:00 p.m. to receive public comment concerning proposed revisions to Chapter 25 of the Town Code concerning the Historic District Commission, and;

To set a Public Hearing to receive public comment concerning proposed revisions to Chapter 25 of the Town Code concerning the Historic District Commission for 6:05 p.m. on Monday June 14, 2021. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

**h) Proposed Revision to SPIRIT Counsel Rules and Procedures**

Mr. Wellman said the Board approved a motion to form a sub-committee from the SPIRIT Counsel to discuss issues around housing at the last meeting. The revised rules and procedures account for this change, and also allow for ad hoc sub-committees to address specific issues.

After some discussion, Mr. Askham made a motion, effective May 10, 2021, to adopt the proposed revisions to the Simsbury SPIRIT Council Rules and Procedures as presented. Mr. Paine seconded the motion. Mr. Wellman, Ms. Battos, Mr. Peterson, Mr. Askham and Mr. Paine were in favor, with Ms. Mackstutis abstaining, and therefore, the motion passed.

## **APPOINTMENTS AND RESIGNATIONS**

### **a) Proposed Appointment to Various Boards and Commissions**

Ms. Mackstutis made a motion, effective May 10, 2021, to appoint Scott A. Wilson (D) as a regular member of the Historic District Commission, with a term expiring January 1, 2024. Mr. Wellman seconded the motion. All were in favor and the motion passed.

Ms. Mackstutis made a motion, effective May 10, 2021, to appoint Ram Kaza (D) as a regular member of the Zoning Board of Appeals, with a term expiring December 6, 2021. Mr. Wellman seconded the motion. All were in favor and the motion passed.

Ms. Mackstutis made a motion, to appoint Amy McLean Salls (D) as a regular member of the Clean Energy Task Force, with a term expiring December 6, 2021. Mr. Wellman seconded the motion. All were in favor and the motion passed.

## **REVIEW OF MINUTES**

### **a) Special Meeting of April 24, 2021**

There were no changes to the Special Meeting Minutes of April 24, 2021, and, therefore, the minutes were adopted.

### **b) Regular Meeting of April 26, 2021**

There were no changes to the Regular Meeting Minutes of April 26, 2021, and, therefore, the minutes were adopted.

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

- a) Personnel** – there was no report at this time.
- b) Finance** – there was no report at this time.
- c) Welfare** – there was no report at this time.
- d) Public Safety** – there was no report at this time.
- e) Board of Education** – Ms. Mackstutis said the Board of Education was discussing the amount of paperwork that needs to be done to submit grants. Their meeting was held at Tootin’s Hills.

Ms. Mackstutis said the Technology Task Force spoke about social media policies and they are trying to resolve an issue where there is a website illegally using the Town seal to make it look like it is a Town website.

Mr. Paine said commended the residents who were involved in the budget referendum. He also said that hosting the referendum at the Library was great.

**COMMUNICATIONS**

- a) Lower Farmington and Salmon Brook Wild and Scenic Committee Update, Dated May 4, 2021**  
There was no discussion at this time.

**EXECUTIVE SESSION**

- a) Executive Session per General Statutes 1-200 (6)(B), Strategy and Negotiations of a Pending Claim and/or Litigation; Cavanagh Claim Under the Workmen’s Compensation Act**

Mr. Askham made a motion to adjourn to Executive Session per General Statutes 1-200 (6)(B), Strategy and Negotiations of a Pending Claim and/or Litigation; Cavanagh Claim Under Workmen’s Compensation Act at 7:30 p.m., and to also include Town Manager Maria E. Capriola and Deputy Town Manager Melissa Appleby. Ms. Battos seconded the motion. All were in favor and the motion passed.

**ADJOURN**

Mr. Askham made a motion to adjourn from executive session at 7:45 p.m. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to adjourn the meeting at 7:45 p.m. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk



# 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:** Leadership Team  
**Date:** May 20, 2021  
**Subject:** Update from Staff Regarding Public Meetings

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Due to the pandemic, since spring of last year, meetings of our public agencies have been fully virtual. Fully virtual and hybrid (in-person /virtual simultaneously) meetings have been permitted by executive order, with live streaming/broadcasting requirements. During the last year, we have found that public participation in our meetings has increased. A good example of this was the exceptional turnout, both virtually and through written submitted comments, for our public hearing on the budget on April 6, 2021. We have also seen meeting attendance by members increase, and rarely have needed to cancel a meeting due to a lack of a quorum.

The Executive Order permitting fully virtual and hybrid meetings of public agencies has been extended through June 30<sup>th</sup> and it may be further extended through July 20<sup>th</sup> but it is unknown at this time if that is going to happen. The leadership team has been evaluating options so we may return to in-person and/or hybrid meetings of our public agencies.

Here is a tentative outline and information for phasing our in-person (and hybrid) meetings back-in:

- 1) Executive Order permitting fully virtual and hybrid meetings of public agencies has been extended through June 30<sup>th</sup>.
  - Pending state legislation would permit public agencies to hold hybrid meetings
    - Many municipal organizations are supportive of the **option** to be hybrid
  - Governor has indicated a desire to require **all** public agencies to hold hybrid meetings at **all** times they meet

- Requiring the town to hold hybrid meetings for all agencies all the time, would create a significant increase in staff work load and needed technology resources
- 2) Continue in a fully virtual format for all Boards, Committees, and Commissions through June 27<sup>th</sup>
    - This provides more time for people to become fully vaccinated, particularly people under the age of 45 who were the last group of people able to gain access to the vaccine
    - This provides staff more time to purchase, test, and install new equipment needed to hold hybrid meetings
  - 3) Provide our Boards, Committees, and Commissions the option to come back in person as early as June 28<sup>th</sup> but no later than July 1<sup>st</sup><sup>1</sup>
    - Boards, Committees, and Commissions can return to in-person meetings, at their choosing, as early as June 28<sup>th</sup>
      - In-person meetings will require face coverings for all attendees regardless of vaccination status (this may change as trends and guidance evolves)
      - In-person meetings are not required to be streamed or televised live, or audio or visually recorded. However, land use agencies and the Board of Selectmen should remain visually recorded and streamed or broadcast live to the extent possible
    - Boards, Committees, and Commissions can remain fully virtual from June 28<sup>th</sup> through June 30<sup>th</sup> should they choose to do so
      - Fully virtual meetings will still be required to be streamed live or broadcast live on television
    - Beginning June 28<sup>th</sup>, a hybrid option can be offered when a member of the body or staff requests it, so long as a meeting room with the hybrid technology is available
  - 4) Hybrid meeting technology such as Owl Labs or Zoom Rooms will be purchased, installed and tested in select meeting rooms by June 28<sup>th</sup>. Cost estimate is \$2,000 per room; there may be ongoing operating costs associated with the technology. Initially, staff will install the technology in the Library Program Room and the Main Meeting Room in Town Hall. An additional 1-2 rooms will have this technology installed.
  - 5) A list of meeting spaces for in-person Board, Committee, and Commission meetings through August 29<sup>th</sup> has been developed to provide for larger indoor meeting spaces, and outdoor spaces, to provide for more distancing

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<sup>1</sup> This would be modified if state legislation permits fully virtual meetings to remain an option for municipalities or if the executive order gets extended to July 20<sup>th</sup>

If there is a general comfort level from the Board with this approach, I will proceed to inform the leadership team so they may share this guidance with the Boards, Committees, and Commissions that they staff.



# 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:** Mike Glidden, Director of Planning and Community Development; Tom Hazel, Assistant Town Planner; Tom Tyburski, Director of Culture, Parks and Recreation; Nick Boulter, Chief of Police; Greg Samselski, Lieutenant.  
**Date:** May 19, 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 these 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
Terpsichore Dance and Theater Recital	June 6, 2012 – 8:00 am-7:00pm	Year-end recital
Simsbury High School Graduation	June 7, 2021 with a rain date of June 9, 2021 – 10am-10pm	Graduation event
Mainly Marathon	June 10, 2021 and June 11, 2021 – 2pm on June 10 <sup>th</sup> & 3:00 pm on June 11 <sup>th</sup>	Race
Playstrong Studio recital	June 11, 2021 with a rain date of June 18, 2021 – 3:00pm to 10:00pm	Year-end recital
Toriography Dance Center recital	June 12, 2021 & June 13, 2021 with rain dates of June 16, 2021 & June 17, 2021 – 8:00 am to 9:00pm	Year-end recital
Lisa Bonackers Studio dance recital	June 15, 2021 with a rain date of June 22, 2021 – 4:00pm to 9:00pm	Year-end recital
Dream, Believe, Achieve Dance Recital	June 19, 2021 with a rain date of June 20, 2021 – 8am-7pm	Year-end dance recital

100 Men of Color awards	June 25, 2021 – 12:00pm to 9:00PM	Award ceremony
Nutmeg Dance Recital	June 26, 2021 with a rain date of June 27, 2021 – 8am-10 pm	Year-end dance recital

**\*\* 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.