



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Watch Board of Selectmen meetings **LIVE** and rebroadcast on Comcast Channels 96, 1090, Frontier Channel 6071 and **LIVE** streamed or on-demand at www.simsburytv.org

SIMSBURY BOARD OF SELECTMEN Regular Meeting – May 27, 2020 – 6:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

- a) Neighborhood Assistance Act Program Proposals

PUBLIC AUDIENCE

PRESENTATIONS

- a) Hidden Heroes Cities

FIRST SELECTMAN'S REPORT

TOWN MANAGER'S REPORT

SELECTMEN ACTION

- a) Neighborhood Assistance Act Program Proposals
- b) Tax Refund Requests
- c) Temporary Suspension of Acceptance of Cash Payments
- d) Summer 2020 Pool Season Proposal and Revised Aquatics Fee Schedule
- e) Review Referrals Regarding the Disposition of Open Space Property Abutting 133 Holcomb Street and Schedule a Public Hearing Regarding the Disposition of Open Space Property Abutting 133 Holcomb Street

REVIEW OF MINUTES

- a) Regular Meeting of May 11, 2020

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

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

COMMUNICATIONS

- a) CCM Fiscal Support Letter
- b) Letter from J. Shea, re: Drake Hill Road Bridge Rehabilitation, dated May 8, 2020

EXECUTIVE SESSION

- a) Pursuant to CGS §1-200(6)(B), Pending Claims Regarding R. Newton/CSEA (MPP-33825, MPP-33831, Triple AAA Case 01-19-0004-1876)

ADJOURN



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Public Hearing – Neighborhood Assistance Act Program Proposal
2. **Date of Board Meeting:** May 27, 2020
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Melissa Appleby, Deputy Town Manager
Maria E. Capriola
4. **Action Requested of the Board of Selectmen:**
No action is needed during the public hearing. The Board may opt to authorize submitting a Neighborhood Assistance Act application for the Simsbury Grange later in the evening (item on the agenda under Selectmen action).
5. **Summary of Submission:**
At your May 11, 2020 meeting, the Board of Selectmen scheduled a public hearing to receive public comment on the Neighborhood Assistance Act Program Proposal for the Simsbury Grange for 6:00pm on Wednesday, May 27, 2020. This public hearing is a requirement of the program.

The public hearing notice is attached.
6. **Financial Impact:**
Minimal staff time will be needed to administer the application process.
7. **Description of Documents Included with Submission:**
 - a) Public Hearing Notice

AFFIDAVIT OF PUBLICATION

State of Illinois

May 14, 2020

County of Cook

Order No: 6673197
\$78.74

I, Jasmine Mayberry, do solemnly swear that I am a representative of the Hartford Courant, printed and published daily, in the state of Connecticut and that from my own personal knowledge and reference to the files of said publication the advertisement of Public Notices was inserted in the regular edition.

On Dates as Follows:

May 14, 2020

Sold To
TOWN OF SIMSBURY/TOWN CLERK - CU00254372
Town of Simsbury
933 Hopmeadow Street
Simsbury, CT 06070

Bill To
TOWN OF SIMSBURY/TOWN CLERK - CU00254372
Town of Simsbury
933 Hopmeadow Street
Simsbury, CT 06070



Jasmine Mayberry Jasmine Mayberry, Representative,

Subscribed and sworn before me on May 14, 2020

B. K. Notary Public



**TOWN OF SIMSBURY
PUBLIC HEARING NOTICE**

Notice is hereby given that the Board of Selectmen will hold a public hearing on Wednesday, May 27, 2020 at 6:00 p.m. to receive public comment concerning the proposed approval by the Board of Selectmen of the proposal of the Simsbury Grange for benefits under the Neighborhood Assistance Act (NAA) as set forth in the completed Form NAA-01, Connecticut Neighborhood Assistance Act (NAA) Program Proposals. Copies of the proposal can be found on the Town of Simsbury's website, www.simsbury-ct.gov on the Board of Selectmen's page. Hard copies are filed at the Town Clerk's Office, 933 Hopmeadow Street, Simsbury, CT. Pursuant to Executive Order No. 7B, issued by the Governor on March 14, 2020, in-person public access to the hearing is suspended. The public may view the meeting live and rebroadcast on Comcast Channels 96 and 1090, Frontier Channel 6071, or live on-demand at www.simsburytv.org. Members of the public may email statements to the Town Clerk's Office (EButler@simsbury-ct.gov) by 12:00 p.m. on May 27, 2020 to have their comments read into the record at the hearing.

Public Hearing Date: Wednesday, May 27, 2020 at 6:00 p.m.

5/14/2020 6673197



Town of Simsbury

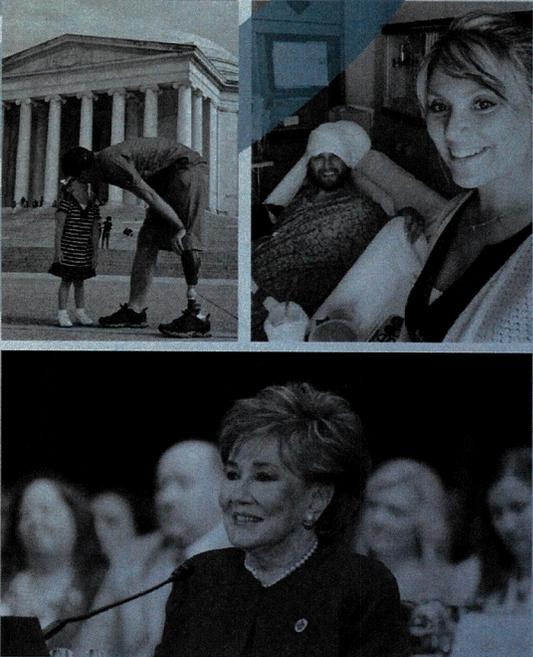
933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Hidden Heroes Initiative
2. **Date of Board Meeting:** May 27, 2020
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager & Kristen Formanek, Director of Community and Social Services *maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen is supportive of the Hidden Heroes Resolution in support of Simsbury's Military and Veteran Caregivers, the following motion is in order:

Move, effective May 27, 2020, to adopt the presented resolution in support of Simsbury's Hidden Heroes, our Military and Veteran Caregivers.
5. **Summary of Submission:**
Kim Brown, a volunteer with the Elizabeth Dole Foundation, will be presenting tonight about the Hidden Heroes Cities initiative. This initiative provides important support to our local military and veteran caregivers.
6. **Financial Impact:**
Staff time will be required to help support this initiative, particularly around marketing the program, and referrals for support services. Staff time will be given in kind. There is no direct financial impact related to this initiative.
7. **Description of Documents Included with Submission:**
 - a) Presentation Slides
 - b) Resolution in Support of Simsbury's Military and Veteran Caregivers



The Elizabeth Dole Foundation

Military & Veteran Caregivers



HISTORY OF THE ELIZABETH DOLE FOUNDATION

Senator Elizabeth Dole launched the Elizabeth Dole Foundation in 2012 after witnessing caregivers' lived experiences and hardships firsthand at Walter Reed Army Medical Center.

Today, the Foundation is the preeminent organization empowering, supporting, and honoring our nation's military caregivers who voluntarily care for America's wounded, ill, or injured veterans at home.

MISSION AND VISION

- Strengthen and empower American military caregivers and their families by raising public awareness, driving research, championing policy, and leading collaborations that make a significant impact on their lives.
- We envision an America where military caregivers are empowered, appreciated, and recognized for their service to our nation.

Senator Dole's experience led to a broader recognition that the effects of our longest period of war are coming home

Our nation has been at war since 2001—we are currently experiencing the longest period of war in U.S. history, and we are increasingly seeing the effects of this extended period of war at home

Veterans



Dramatic advances in battlefield medicine mean that many more service members return home - unquestionably good news - but many return with debilitating mental or physical injuries

Caregivers



Millions of family members and loved ones must step into unpaid roles to care for disabled service members and veterans; the economic value of military giving is estimated to be over \$14B annually

Children

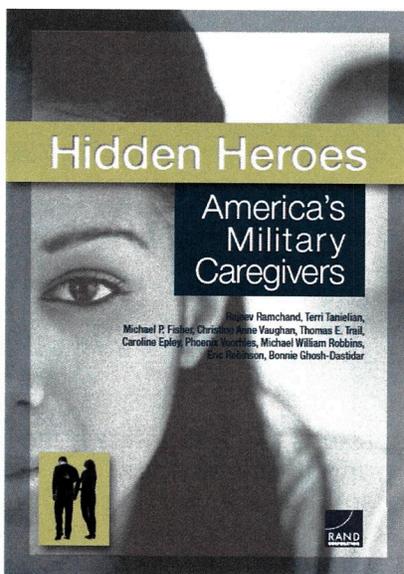


A generation of children have been forced to grow up too fast; our work suggests that it can be traumatic to be the child of military caregivers and/or service member or veteran with visible or invisible wounds

YOU ARE A MILITARY CAREGIVER IF YOU SUPPORT A SERVICEMEMBER OR VETERAN IN ANY OF THE FOLLOWING WAYS:

- Manage medication
- Coordinate medical appointments
- Provide emotional and physical support
- Assist with activities of daily living Advocate for proper treatment

Founding – 2016: Rigorous Documentation We led research on the scale and scope of the caregiver crisis



In 2014, EDF commissioned the first-of-its-kind comprehensive, evidence-based national study of military and veteran caregivers

- This two-year study examined the needs of these caregivers, as well as gaps in services and recommendations for filling those gaps
- The study revealed a societal crisis requiring a holistic national response

The results of the study were startling and indicative of the need for a national response to the caregiver crisis

- At least 5.5 million military and Veteran caregivers serving across the nation
- Many caregivers are the sole breadwinner for their families and are also managing a household, raising children, navigating legal and financial challenges, and providing 24/7 medical support for their veteran or service member
- This results in higher rates of anxiety and depression, and deteriorating health for caregivers themselves

Who are caregivers?

- Of the 40 million family caregivers, there are 5.5 million military and veteran caregivers according to the 2014 RAND Study commissioned by the Elizabeth Dole Foundation.
 - 1.1 million (19.6%) are caring for someone who served in the military after 9/11
 - The post 9/11 era caregivers are younger. 40% are between the ages 18 and 30.
 - Pre-9/11 – spouses (22.3%); children (36.5%); other family members (19.4%); friends & neighbors (15.7%)
 - Post-9/11 – spouses (33.2%); children (5.8%); parents (25.1%); other family members (9.8%); friends & neighbors (23.4%)
- Military and veteran caregivers provide \$14 billion in uncompensated care per year.

Hidden Heroes Cities & Counties



COMMUNITY SUPPORT FOR MILITARY & VETERAN CAREGIVERS

- In 2016, the Dole Foundation worked with the U.S. Conference of Mayors and passed a Resolution that encourages cities across the nation to pledge support to the military caregivers in their communities.
- To date, 146 cities, towns, and counties have signed on to the Foundation's Hidden Heroes Cities program and are working with us to identify military caregivers and increase awareness and support for them.




Hidden Heroes Cities & Counties

Presented by Comcast NBCUniversal



Through this program, communities across the nation partner with the Elizabeth Dole Foundation to:





- **Identify** military and veteran caregivers in their communities and determine the unique challenges they face
- **Educate** community leaders, organizations, businesses, faith groups, and individuals about the needs of local caregivers and the actions they can take to support them
- **Connect** military caregivers with local resources and with each other via the network of support available on hiddenheroes.org




HOW TO BECOME A HIDDEN HEROES CITYOR COUNTY:

(All on the below is available in the Hidden Heroes Cities & Counties toolkit)

1. Sign and pass a resolution.
2. Identity a POC to working the Foundation and a Dole Caregiver Fellow.
3. Reach out to Military Caregivers.
4. Share resources with caregivers in your community.
5. Organize community support with other local veteran and military organizations.
6. Honor Military Caregiver and Raise awareness about their needs.
7. Update the Foundation on your progress and lean on the Foundation for any advice, strategic guidance and resources.



THANK YOU

CONNECT WITH US

 www.hiddenheroes.org

 [@elizabethdolefoundation](https://www.facebook.com/elizabethdolefoundation)

 [@dolefoundation](https://twitter.com/dolefoundation)

 [@elizabethdolefoundation](https://www.instagram.com/elizabethdolefoundation)

YAZMIN ALFONSO - Yazmin@elizabethdolefoundation.org



HIDDEN HEROES RESOLUTION IN SUPPORT OF SIMSBURY'S MILITARY AND VETERAN CAREGIVERS

WHEREAS, the series of wars and conflicts in which our nation has been engaged over time, since World War II, has resulted in 5.5 million military and veteran caregivers who are parents, spouses, siblings and friends, caring for those wounded, ill or injured who have served our nation, as documented by the 2014 RAND study commissioned by the Elizabeth Dole Foundation; and

WHEREAS, the daily tasks of these military and veteran caregivers can include bathing, feeding, dressing, and caring for the grievous injuries of wounded warriors, administering medications, providing emotional support, caring for the family and the home, and working outside the home to earn essential income; and

WHEREAS, the nation provides multi-faceted support to our wounded, ill and injured veterans and service members through public, private and philanthropic resources, but their caregivers receive little support or acknowledgement; and

WHEREAS, most military and veteran caregivers consider the challenging work they do as simply carrying out their civic and patriotic duty, without realizing they are, in fact, caregivers, and do not identify themselves as such; and

WHEREAS, an alarming number of military and veteran caregivers, according to research, are suffering numerous debilitating mental, physical and emotional effects as a result of their caregiving duties; and

WHEREAS, the Town of Simsbury desires to recognize and support those who are serving in these vital roles in our own community;

NOW, THEREFORE, BE IT RESOLVED by the Board of Selectmen:

- I. That the Town of Simsbury become a Hidden Heroes Town in support of military and veteran caregivers.

II. That the Town of Simsbury seek to identify military and veteran caregivers residing in our community.

III. That the Town of Simsbury work to ensure that our government, organizations, employers and non-profits are aware of the unique challenges of military and veteran caregivers and are encouraged to create supportive environments and opportunities for assistance.

IV. That the Town of Simsbury plan an annual observance, ideally in May for Military Appreciation Month and Month of the Military Caregiver, to honor and recognize the community's military and veteran caregivers in partnership with the Elizabeth Dole Foundation's national Hidden Heroes campaign.

V. That the Town of Simsbury encourage all who care for and support veterans and service members to extend that support to their caregivers.

VI. That the Town of Simsbury designate a point of contact for our community, from the public or private sector, for citizens and organizations wanting to offer support, and caregivers who need that support.

Adopted by the Town of Simsbury on this 27th day of May, 2020.



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Neighborhood Assistance Act Program Proposal
2. **Date of Board Meeting:** May 27, 2020

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

4. **Action Requested of the Board of Selectmen:**
If the Board of Selectmen supports the Simsbury Grange's proposal under the Neighborhood Assistance Act, the following motion is in order:

Move, effective May 27, 2020 to approve the Neighborhood Assistance Act Program application as presented and to authorize Town Manager Maria E. Capriola to submit the application to the Department of Revenue Services. Further move to designate Deputy Town Manager Melissa Appleby and Tom Fitzgerald as the municipal liaison.

5. **Summary of Submission:**
In March 2020, the Town was notified by the State Department of Revenue Services (DRS) that the 2020 Neighborhood Assistance Act (NAA) application is available to tax-exempt organizations. This program provides a tax credit to businesses that make cash investments in qualifying community programs conducted by tax-exempt or municipal agencies. Examples of qualifying community programs include energy conservation projects, neighborhood assistance, job training, education, community services, and crime prevention. Programs must be approved by both the municipality in which the programs are conducted and by DRS.

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

The Town Manager's Office has received one NAA program proposal. The Simsbury Grange is seeking funds for an energy efficiency and conservation project, including the replacement of windows, a ductless mini-split to eliminate window units, and attic insulation. The Grange participated in this program in 2018 and 2019; with funds received in those rounds, the Grange was able to repair a broken window and storm door, install ceiling fans, and install new lighting.

A public hearing on this proposal was held earlier this evening. If the Board approves the application, staff will proceed to submit it to DRS. We expect to receive notification in August as to whether or not the programs were approved. Businesses requesting a

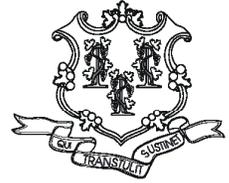
tax credit under the program are required to apply for participation between September 15 and October 1.

6. Financial Impact:

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

7. Description of Documents Included with Submission:

a) 2020 Simsbury Grange NAA Program Application



Municipality: _____

Form NAA-01

2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal

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

Part I — General Information

Name of tax exempt organization/municipal agency: _____

Address: _____

Federal Employer Identification Number: _____

Program title: _____

Name of contact person: _____

Telephone number: _____ — —

Email address: _____

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

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

Yes No

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

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

Part II — Program Information

Check the appropriate description of your program:

100% credit percentage

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

60% credit percentage

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

Description of program: _____

Need for program: _____

Neighborhood area to be served: _____

Plan to implement the program: _____

Timetable:

Program start date: _____

Program completion date: _____

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

Part III — Financial Information

Program Budget:

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

Sources of Revenue:

NAA funds requested _____

Other funding sources - itemized sources:

a) _____

b) _____

c) _____

d) _____

Total Funding: _____

Proposed Program Expenditures:

Direct operating expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Administrative expenses - itemized description:

a) _____

b) _____

c) _____

d) _____

Total Proposed Expenditures: _____

Part IV — Municipal Information

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

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

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

2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal Instructions

Complete all items on **Form NAA-01**, *2020 Connecticut Neighborhood Assistance Act (NAA) Program Proposal*. Incomplete applications will **not** be accepted. For where to direct inquiries, see *Contact Information* below.

Part I – General Information

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

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

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

Part II – Program Information

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

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

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

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

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

Part III – Financial Information

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

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

NAA Funding Requested: Indicate the total amount your organization is requesting for its program.

This amount may not exceed the total proposed expenditures. Please note that the minimum NAA funding is \$250, with a maximum funding of \$150,000 per organization or agency per year.

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

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

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

Part IV – Municipal Information

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

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

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

Contact Information

Direct inquiries to:

Department of Revenue Services (DRS)
Neighborhood Assistance Act Program
Attn: Research Unit
450 Columbus Blvd Ste 1
Hartford CT 06103-1837

or call **860-297-5687**.

TTY, TDD, and Text Telephone users only may transmit inquiries anytime by calling 860-297-4911. Taxpayers may also call 711 for relay services. A taxpayer must tell the 711 operator the number he or she wishes to call. The relay operator will dial it and then communicate using a TTY with the taxpayer.



990N E-Postcard Filing Confirmation for
SIMSBURY GRANGE No. 197
(This Grange falls under the group exemption of the
Connecticut State Grange, Patrons of Husbandry)

Confirmation

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

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

- **Organization Name:** CONNECTICUT STATE GRANGE PATRONS OF HUSBANDRY
- **EIN:** 060945695
- **Tax Year:** 2018
- **Tax Year Start Date:** 10-01-2018
- **Tax Year End Date:** 09-30-2019
- **Submission ID:** 10065520200563524704
- **Filing Status Date:** 02-25-2020
- **Filing Status:** Accepted

MANAGE FORM 990-N SUBMISSIONS



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 27, 2020
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 27, 2020 to approve the presented tax refunds in the amount of \$1,478.86, 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 \$1,478.86. The attachment dated May 27, 2020 has a detailed listing of all requested tax refunds.
7. **Description of Documents Included with Submission:**
 - a) Requested Tax Refunds, dated May 27, 2020

REQUESTED TAX REFUNDS
MAY 27, 2020

	BILL NUMBER	TAX	INTEREST	TOTAL
List 2018				
Phillips Benjamin	18-01-08381	\$9.39		\$9.39
CAB East LLC	18-03-52448	\$73.19		\$73.19
Daimler Trust	18-03-54184	\$1,118.03		\$1,118.03
Irvin Michelle	18-03-58755	\$5.77		\$5.77
Porsche Leasing	18-03-64878	\$184.10		\$184.10
Toyota Lease Trust	18-03-68701	\$88.38		\$88.38
Total 2018		\$1,478.86	\$0.00	\$1,478.86
TOTAL 2018		\$1,478.86	\$0.00	\$1,478.86
TOTAL ALL YEARS		\$1,478.86	\$0.00	\$1,478.86



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Temporary Suspension of Acceptance of Cash Payments

2. **Date of Board Meeting:** May 27, 2020

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

Maria E. Capriola, Town Manager

Maria E. Capriola

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

If the Board of Selectmen supports the temporary suspension of accepting cash payments, the following motions are in order:

Move, effective May 27, 2020 to suspend the acceptance of cash payments through September 14, 2020. Exceptions may be authorized by the Town Manager or Finance Director.

Further move to waive transactions of \$5 or less through September 14, 2020 if check or electronic payment is not practicable. Aquatics fees, food concession transactions and all golf course fees and purchases valued at \$5 or less should not be waived.

This shall remain in effect unless revised or rescinded.

5. **Summary of Submission:**

In an effort to help keep residents and staff safe during the COVID-19 Pandemic some businesses have stopped taking cash payments as a method to curtail the amount of contact between individuals. Our Golf course has gone to a cash free system during the crisis. With the July 1st tax payments coming due in a few weeks as well as potential summer programs offered by the Parks and Recreation Department, our staff may be entering a period of time that they will be receiving cash payments from our community unless otherwise determined.

I recommend the suspension of cash payments through September 14th; this could be revised or rescinded as needed. I also recommend that exceptions for exigent circumstances could be authorized by the Town Manager or Finance Director upon the recommendation of staff. I think the number of exigent instances would be infrequent. Additionally, I also recommend temporarily waiving transactions of \$5 or less if check or electronic payment is not practicable. However, staff proposes that aquatics fees, food concession transactions, and all golf course fees and purchases valued at \$5 or less not be waived.

Payments can be made by check, debit card, or credit card. Checks may be mailed or left at a secure drop box at Town Hall. This will help cut down on any possible transmission of the COVID-19 virus between residents and staff.

This concept has been reviewed by the Leadership team and there was general consensus in support of this temporary approach to payments. The Town Attorney has reviewed the matter and recommends that the Board of Selectmen formally vote on whether or not to temporarily suspend the acceptance of cash payments.

6. Financial Impact:

The financial impact of temporarily waiving transactions of \$5 or less when check or electronic payment is not practicable is negligible if aquatics fees, food concession transactions, and all golf course fees and purchases are not included in the waiver.

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:** Summer 2020 Pool Season Proposal and Revised Aquatics Fee Schedule
2. **Date of Board Meeting:** May 27, 2020
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Tom Tyburski, Director of Culture, Parks and Recreation *Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**
If the Board of Selectman is in concurrence with operating the Simsbury Farms Pool for the 2020 season, despite the projected deficit due to COVID-19 restrictions, the following motion is in order:

Move, effective May 27, 2020, to support operating the Simsbury Farms pools for the 2020 season if public health and safety permits doing so.

Depending on the Board's desire to retain the existing 2020 adopted aquatics fee schedule, or to adopt a revised reduced aquatics fee schedule, the following motion is in order:

Option A:

Further move to retain the 2020 aquatics fee schedule as previously adopted, with the exception of eliminating the in-season rates for season passes.

Option B:

Further move to adopt the revised aquatics fee schedule as presented.

5. **Summary of Submission:**

Staff has evaluated the following options:

1. Open the pool for the 2020 season with the current fee schedule, with the exception of eliminating the in-season rates for season passes
2. Open the pool for the 2020 season with a revised fee schedule
3. Keep the pool closed for the 2020 season

The Culture, Parks and Recreation Department is anticipating the State of CT, Department of Public Health will allow for public swimming pools to operate beginning June 20, 2020 but with restrictions to avoid the spread of the COVID-19 virus. Should we open, staff is planning to limit the amount of children in swimming lessons and to also limit the amount of patrons allowed into the pool area during public sessions to allow for safe social distancing. The revised pool plan includes shortening the public

swim session to 3 hours but offering multiple sessions daily. Non-residents would not be permitted to purchase daily admissions or to purchase season passes when that resumes. In order to open the pools at the Farms, at least a four week lead time is necessary to adequately prepare the facility and on-board seasonal staff. Additional concepts regarding a potential 2020 pool opening were discussed at your May 11, 2020 Board meeting.

The Board of Finance received an informational presentation on this topic at their May 19th meeting. Consensus indicated that the Board of Finance was in support of the pool opening should public health and safety allow, however that the adopted 2020 aquatics fee schedule remain in place with no changes.

Additionally, the Culture, Parks and Recreation Commission will review this matter at their May 28th meeting.

6. Financial Impact:

Staff has analyzed various fee schedule scenarios based on changes in service, anticipated decreases in attendance, and costs associated with modifying practices for the operation of the pool due to COVID-19. Based on these assumptions and using data from the last four years of participation it is anticipated that the pool program at the Farms will operate in a deficit position for to the 2020 season.

The financial impact for each of the options evaluated is reported below:

1. Open the pool for the 2020 season with the current fee schedule, with the exception of eliminating the in-season rates for season passes.
 - a. 2020 Season estimated loss of \$45,000
 - i. Impact for FY20 is expected to be an estimated \$14,850
 - ii. Impact for FY21 is expected to be an estimated \$21,550
2. Open the pool for the 2020 season with a revised fee schedule
 - a. 2020 Season estimated loss of \$55,000
 - i. Impact for FY20 is expected to be an estimated \$18,150
 - ii. Impact for FY21 is expected to be an estimated \$36,850
3. Keep the pool closed for the 2020 season
 - a. 2020 Season estimated savings of \$89,500 based on an estimated \$147,000 in expenditures that will not be incurred, offset by a reduction in pass revenue that will need to be refunded
 - i. Impact for FY20 is expected to be an estimated loss of \$7,500
 - ii. Impact for FY21 is expected to be estimated savings of \$97,000

Note: The above estimates are based on the most recent information available along with some assumptions related to anticipated opening guidelines.

7. Description of Documents Included with Submission:

- a) Revised Proposed 2020 Aquatics Fee Schedule
- b) COVID Pool Opening Executive Summary

2020 AQUATIC FEES REVENUES

ANNUAL RECREATION FEES	2017	2018	2019 BOS Approved	2020 Approved	COVID FY 20 Est. Revenues (no fee changes)	COVID FY21 Est. Revenues (no fee changes)	COVID-19 Proposed Fees	COVID-19 Est. FY20 Revenues	COVID-19 Est. FY21 Revenues
Aquatics									
Season Passes	Presale/In Season	Presale/In Season	Presale/In Season	Presale/In Season					
Family of 4 **	\$125.00/\$175.00	\$125.00/\$175.00	\$130.00/\$199.00	\$145/\$200	\$62,966.25	\$2,900.00	\$120	\$52,110.00	\$2,400.00
Individual	\$70.00/\$95.00	\$70.00/\$95.00	\$75.00/\$109.00	\$80/\$110	\$1,860.00	\$240.00	\$60	\$1,395.00	\$360.00
Additional	\$20.00/\$25.00	\$20.00/\$25.00	\$25.00/\$29.00	\$25/\$30	\$3,431.25	\$250.00	\$20	\$2,745.00	\$200.00
Senior	\$35.00/\$45.00	\$35.00/\$45.00	\$35.00/\$45.00	\$40/\$50	\$1,080.00	\$40.00	\$40	\$1,080.00	\$40.00
Non Resident Family of Four	\$175.00/\$230.00	\$175.00/\$230.00	\$180.00/\$269.00	\$200/\$300					
Non Resident Individual	\$95.00/\$145.00	\$95.00/\$145.00	\$100.00/\$159.00	\$110/\$170					
Non Resident Additional	\$55.00/\$60.00	\$55.00/\$60.00	\$60.00/\$69.00	\$60/\$70					
Non Resident Senior	\$40.00/\$45.00	\$50.00/\$60.00	\$50.00/\$65.00	\$55/\$70					
Session Fees									
Resident	\$5.00	\$5.00	\$5.00	\$5.00	\$2,500.00	\$6,000.00	\$5	\$2,500.00	\$6,000.00
Non-resident	\$7.00	\$7.00	\$7.00	\$8.00					
After 6:00 p.m. Resident	\$2.50	\$2.50	\$3.00	\$3.00					
After 6:00 p.m. Non-Resident	\$3.50	\$3.50	\$4.00	\$5.00					
Discount Card (Res/Non-Res)	\$50/\$70 - 11 visits	\$50/\$70 - 11 visits	\$50/\$70 - 11 visits	\$50/\$80 - 11 visits					
Learn-to-Swim	\$40.00/\$50.00	\$40.00/\$50.00	\$40.00/50.00	\$50/\$60	\$10,000.00	\$5,000.00	\$50/\$60	\$10,000	\$5,000.00
Swim Team	\$140.00	\$140.00	\$145.00	\$155.00	\$9,189.00	\$0.00	\$155.00	\$9,189	\$0.00
Pool Rental (per 2 hrs.)	\$450.00	\$450.00	\$450.00	\$450.00	\$0.00	\$0.00		\$0.00	\$0.00
			TOTAL						
Pool Concessions - net					\$1,000.00	\$6,500.00		\$1,000	\$6,500.00
					\$92,026.50	\$20,930.00		\$80,019.00	\$20,500.00
	Special Promotions and Discounts: When Culture, Parks and Recreation Staff finds it to be in the best interest of the Town, from time to time, they may exercise their discretion to issue special promotions and discounts to encourage use of Town recreational facilities and programs. Any such special promotion or discount shall be approved by the Town Manager prior to								

COVID Pool Opening - Executive Summary:

Due to the severity and uncertainty of the disease, COVID-19 has drastically changed the foreseeable future for all public recreation facilities across the United States. Simsbury Farms Pool is no exception to this change. Simsbury Farms Pool employs a seasonal staff of about 50 lifeguards, and is managed by a staff of pool directors, and Recreation Supervisor, John Thibeault. After an Aquatic Staff-wide discussion, efforts have been made to construct a comprehensive plan that aims to reopen Simsbury Farms for the summer of 2020. Looking at these plans from a high level, social distancing must be enforced along with other measures, in order for the pool to exist as a safe place for public swimmers. This will require many changes to the operations of the facility. In addition, the staff of pool directors, lifeguards, and swim instructors will need additional, and specific training to ensure safety for themselves, and the public. These trainings will include modifications to facility cleaning protocols, first aid administration, and the Emergency Action Plan. While the impending changes to the operation of Simsbury Farms are new to implement, they are essential in order to provide safe, summer entertainment to the public users. As a result of the changes in operation, Simsbury Farms will not project to generate the same revenue as in past summers. In the summer of 2020, the goal of Simsbury Farms is to provide town residents with a safe aquatic facility in which to recreate. As a result, it will not produce the same amount of revenue on a day to day, or season pass basis. Finally, recommendations regarding the Simsbury Summer Recreation Camps and the Memorial Pool in Simsbury are supplied as well. This plan is comprehensive to date, but does not include all or final logistics in terms of operating schedules, maximum occupancy, or other specific details as the Department is still awaiting on guidance from the State of CT Department of Public Health concerning Summer Aquatics programs.

Opening Logistics:

Dates of Operation:

Simsbury Farms pool was originally projected to begin operations for its summer 2020 season on June 9, 2020. This date has been tentatively moved back to June 20, 2020. This date will need to be determined as quickly as possible, in order to properly prepare the pool, complete necessary staff training sessions, and to communicate the plan of action to the public. The pool will continue to operate for as long as deemed safe, or until the end of the summer season in August.

Hours of Operation:

The hours of Simsbury Farms pool have previously operated under the following schedule:

Monday- Friday:

7:30-9:30 am	Swim Team
9:00-10:00 am	Lap Swim
10:00-12:00 pm	Public Swimming Lessons
12:00-1:00 pm	Public Swim for Season Passholders
1:00- 8:00 pm	Public Swim
7:00-8:00 pm	Lap Swim

Saturday & Sunday:

11:00-12:00 pm	Lap Swim
12:00-6:00 pm	Public Swim

The previous hours of operation will not accommodate the changes required for new cleaning and or social distancing protocols. Thus, there are many options for new schedules of daily operation for

Monday-Friday. These options are dependent on whether or not swimming lessons and swim team will occur this summer.

Some sample Monday-Friday schedules are provided below:

Option 1: Monday-Friday (3 hour public swim blocks, Swim team and lessons permitted)

7:30-9:30am	Swim Team Practice
8:30-9:30am	Lap Swim
9:30-10:00am	Clean
10:00-12:00pm	Lessons
12:00 - 12:30pm	Lap Swim
12:30 – 1:00pm	Clean
1:00-4:00pm	Session 1- Public Swim Session
4:00-4:30pm	Clean
4:30 - 7:30pm	Session 2- Public Swim Session

Option 2: Monday-Friday (3 Hour Public Swim Blocks, no Swim Team or lessons)

8:00 - 9:00am	Lap Swim
9:00 - 12:00pm	Session 1- Public Swim Session
12 - 12:30pm	Lap Swim
12:30 – 1:00pm	Clean
1:00 - 4:00pm	Session 2- Public Swim Session
4:00 - 4:30pm	Clean
4:30 - 7:30pm	Session 3- Public Swim Session

Weekend Schedule for Saturday & Sunday:

10:00-12:00pm	Lap Swim and lessons
12:00-3:00pm	Session 1 - Public Swim Session
3:00-3:30pm	Clean
3:30-6:30pm	Session 2 - Public Swim Session

Payment options:

Simsbury Farms will aim to limit points of contact between staff and the public wherever possible. Therefore we will look to implement a preregistration admission process to be done on our website prior to arrival at the pool. Only those patrons who have registered for a specific session will be allowed in the facility. This system allows us to cap the number of patrons in the facility during a session, to a number to be determined with the Dept. of Public Health that allows for proper social distancing.

As in previous years, Simsbury residents will be urged to purchase season passes online. These passes will allow the holders a unique time period to register for a session on the following day. Any spots not sold will then be available for the general public for purchase online, the morning of session.

This system will allow us to be totally payment free onsite and to be able to limit the amount of patrons on the pool deck.

Simsbury Farms Projected Staff Expense/Revenue

Projected Staff Expense (under Option 1)	M-F	\$225/hr x 4 hours	=	\$ 900/Day
	M-F	\$172/hr x 8 hours	=	\$ 1,376/Day
	S/S	\$172/hr x 7 hours	=	<u>\$ 1,204/Day</u>
		Total Week		<u>\$13,788</u>

Total 9 Week Season **\$124,092**

Estimated Revenue (under **Option 1**)

Swim Team 2019 - \$12,252 Estimated 75% reduction	\$ 9,189	
Swim Lessons 2019 - \$30,015 Estimated 50% reduction	\$15,007	
Public Swim – Passes & Admission	\$41,677	
Snack Bar	<u>\$ 7,500</u>	
Total Est. Revenue		<u>\$73,373</u>
Total		(\$50,719)

Projected Staff Expense (under **Option 2**) M-F \$172/hr x 11 hours = \$ 1,892/Day

S/S \$172/hr x 7 hours = \$ 1,204/Day

Total Week \$ 11,868

Total 9 Week Season **\$106,812**

Estimated Revenue (under **Option 2**)

Public Swim – Passes & Admission	\$41,677	
Snack Bar	<u>\$ 7,500</u>	
Total Est. Revenue		<u>\$49,177</u>
Total		(\$57,635)



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Review Referrals Regarding the Disposition of Open Space Property Abutting 133 Holcomb Street and Schedule a Public Hearing Regarding the Disposition of Open Space Property Abutting 133 Holcomb Street
2. **Date of Board Meeting:** May 27, 2020
3. **Individual or Entity Making the Submission:**
Maria E. Capriola, Town Manager; Mike Glidden, Director of Planning and Community Development; Tom Tyburski, Director of Culture Parks and Recreation; Jeff Shea Town Engineer *Maria E. Capriola*

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

If the Board of Selectmen wishes to schedule a public hearing for the disposition of Open Space property abutting Holcomb Street, the following motion is in order:

Move, effective May 27, 2020, to schedule a public hearing for June 22, 2020 at 6:00pm concerning the disposition/sale of a portion of open space located along the rear/eastern property line for 133 Holcomb Street.

5. **Summary of Submission:**

The property owner of 133 Hopmeadow Street has contacted the Town of Simsbury regarding the potential sale of a portion of open space which is located along the eastern/rear property of the property.

The subject property was part of a 3 lot subdivision. A condition of approval for the subdivision was that a portion of the rear of the original lot would be set aside as preserved open space deeded to the Town of Simsbury. The plan was approved and open space was deeded to the Town of Simsbury.

Pursuant to the Town Code and Connecticut General Statutes, the proposed sale was forwarded to the Planning Commission, Conservation Commission, and Open Space Committee. Staff prepared a memorandum that outlines the findings/reports from the various commissions.

A public hearing is required in order for the Board of Selectmen to consider disposition of open space.

6. Financial Impact:

If sale is ultimately approved, the abutting property owner has a desire to engage in a transaction to acquire the noted open space.

7. Description of Documents Included with Submission:

- a) Subdivision Map; Illustrating Proposed Sale
- b) Memorandum Summarize Reports from Land Use Commissions

REFERENCES:
 1. "ABRAMS", TOWN OF SIMSBURY, CONNECTICUT, TOPOGRAPHIC MAP, SHEET NO. E-5, JUNE 1979.

Proposed Open Space to be dedeed to 133 Holcomb Street.
 Approximate Area = +/- 1.08 acre

PERC TEST A Depth # 22"	PERC TEST B Depth # 22"	PERC TEST C Depth # 20"	PERC TEST D Depth # 18"	PERC TEST E Depth # 18"
TIME READING				
10:47 13.00"	10:40 13.00"	10:52 8.00"	11:42 4.50"	11:40 8.00"
10:50 14.50"	10:50 11.50"	10:57 12.50"	11:45 8.00"	11:50 9.00"
10:55 17.00"	10:55 11.00"	11:02 12.00"	11:53 9.50"	12:00 10.00"
11:00 18.50"	11:00 14.00"	11:07 16.50"	11:58 11.00"	12:00 10.00"
11:05 19.50"	11:05 15.00"	11:12 17.50"	12:02 12.50"	12:05 11.00"
11:10 21.00"	11:10 16.00"	11:17 18.00"	12:08 13.50"	12:10 12.00"
11:15 22.50"	11:15 17.00"	11:23 19.00"	12:13 14.50"	12:15 13.00"
11:20 23.50"	11:20 18.00"	11:29 20.00"	12:18 16.00"	12:20 13.50"
11:25 25.00"	11:25 19.00"	11:35 21.00"	12:23 17.50"	12:25 14.00"
11:30 26.50"	11:30 20.00"	11:41 22.00"	12:28 19.00"	12:30 14.50"
11:35 28.00"	11:35 21.00"	11:47 23.00"	12:33 20.50"	12:35 15.00"
11:40 29.50"	11:40 22.00"	11:53 24.00"	12:38 22.00"	12:40 15.50"
11:45 31.00"	11:45 23.00"	11:59 25.00"	12:43 23.50"	12:45 16.00"
11:50 32.50"	11:50 24.00"	12:05 26.00"	12:48 25.00"	12:50 16.50"
11:55 34.00"	11:55 25.00"	12:11 27.00"	12:53 26.50"	12:55 17.00"
12:00 35.50"	12:00 26.00"	12:17 28.00"	12:58 28.00"	13:00 17.50"
12:05 37.00"	12:05 27.00"	12:23 29.00"	13:03 29.50"	13:05 18.00"
12:10 38.50"	12:10 28.00"	12:29 30.00"	13:08 31.00"	13:10 18.50"
12:15 40.00"	12:15 29.00"	12:35 31.00"	13:13 32.50"	13:15 19.00"
12:20 41.50"	12:20 30.00"	12:41 32.00"	13:18 34.00"	13:20 19.50"
12:25 43.00"	12:25 31.00"	12:47 33.00"	13:23 35.50"	13:25 20.00"
12:30 44.50"	12:30 32.00"	12:53 34.00"	13:28 37.00"	13:30 20.50"
12:35 46.00"	12:35 33.00"	12:59 35.00"	13:33 38.50"	13:35 21.00"
12:40 47.50"	12:40 34.00"	13:05 36.00"	13:38 40.00"	13:40 21.50"
12:45 49.00"	12:45 35.00"	13:11 37.00"	13:43 41.50"	13:45 22.00"
12:50 50.50"	12:50 36.00"	13:17 38.00"	13:48 43.00"	13:50 22.50"
12:55 52.00"	12:55 37.00"	13:23 39.00"	13:53 44.50"	13:55 23.00"
13:00 53.50"	13:00 38.00"	13:29 40.00"	13:58 46.00"	14:00 23.50"
13:05 55.00"	13:05 39.00"	13:35 41.00"	14:03 47.50"	14:05 24.00"
13:10 56.50"	13:10 40.00"	13:41 42.00"	14:08 49.00"	14:10 24.50"
13:15 58.00"	13:15 41.00"	13:47 43.00"	14:13 50.50"	14:15 25.00"
13:20 59.50"	13:20 42.00"	13:53 44.00"	14:18 52.00"	14:20 25.50"
13:25 61.00"	13:25 43.00"	13:59 45.00"	14:23 53.50"	14:25 26.00"
13:30 62.50"	13:30 44.00"	14:05 46.00"	14:28 55.00"	14:30 26.50"
13:35 64.00"	13:35 45.00"	14:11 47.00"	14:33 56.50"	14:35 27.00"
13:40 65.50"	13:40 46.00"	14:17 48.00"	14:38 58.00"	14:40 27.50"
13:45 67.00"	13:45 47.00"	14:23 49.00"	14:43 59.50"	14:45 28.00"
13:50 68.50"	13:50 48.00"	14:29 50.00"	14:48 61.00"	14:50 28.50"
13:55 70.00"	13:55 49.00"	14:35 51.00"	14:53 62.50"	14:55 29.00"
14:00 71.50"	14:00 50.00"	14:41 52.00"	14:58 64.00"	15:00 29.50"
14:05 73.00"	14:05 51.00"	14:47 53.00"	15:03 65.50"	15:05 30.00"
14:10 74.50"	14:10 52.00"	14:53 54.00"	15:08 67.00"	15:10 30.50"
14:15 76.00"	14:15 53.00"	14:59 55.00"	15:13 68.50"	15:15 31.00"
14:20 77.50"	14:20 54.00"	15:05 56.00"	15:18 70.00"	15:20 31.50"
14:25 79.00"	14:25 55.00"	15:11 57.00"	15:23 71.50"	15:25 32.00"
14:30 80.50"	14:30 56.00"	15:17 58.00"	15:28 73.00"	15:30 32.50"
14:35 82.00"	14:35 57.00"	15:23 59.00"	15:33 74.50"	15:35 33.00"
14:40 83.50"	14:40 58.00"	15:29 60.00"	15:38 76.00"	15:40 33.50"
14:45 85.00"	14:45 59.00"	15:35 61.00"	15:43 77.50"	15:45 34.00"
14:50 86.50"	14:50 60.00"	15:41 62.00"	15:48 79.00"	15:50 34.50"
14:55 88.00"	14:55 61.00"	15:47 63.00"	15:53 80.50"	15:55 35.00"
15:00 89.50"	14:55 62.00"	15:53 64.00"	15:58 82.00"	16:00 35.50"
15:05 91.00"	14:55 63.00"	15:59 65.00"	16:03 83.50"	16:05 36.00"
15:10 92.50"	14:55 64.00"	16:05 66.00"	16:08 85.00"	16:10 36.50"
15:15 94.00"	14:55 65.00"	16:11 67.00"	16:13 86.50"	16:15 37.00"
15:20 95.50"	14:55 66.00"	16:17 68.00"	16:18 88.00"	16:20 37.50"
15:25 97.00"	14:55 67.00"	16:23 69.00"	16:23 89.50"	16:25 38.00"
15:30 98.50"	14:55 68.00"	16:29 70.00"	16:28 91.00"	16:30 38.50"
15:35 100.00"	14:55 69.00"	16:35 71.00"	16:33 92.50"	16:35 39.00"
15:40 101.50"	14:55 70.00"	16:41 72.00"	16:38 94.00"	16:40 39.50"
15:45 103.00"	14:55 71.00"	16:47 73.00"	16:43 95.50"	16:45 40.00"
15:50 104.50"	14:55 72.00"	16:53 74.00"	16:48 97.00"	16:50 40.50"
15:55 106.00"	14:55 73.00"	16:59 75.00"	16:53 98.50"	16:55 41.00"
16:00 107.50"	14:55 74.00"	17:05 76.00"	16:58 100.00"	17:00 41.50"
16:05 109.00"	14:55 75.00"	17:11 77.00"	17:03 101.50"	17:05 42.00"
16:10 110.50"	14:55 76.00"	17:17 78.00"	17:08 103.00"	17:10 42.50"
16:15 112.00"	14:55 77.00"	17:23 79.00"	17:13 104.50"	17:15 43.00"
16:20 113.50"	14:55 78.00"	17:29 80.00"	17:18 106.00"	17:20 43.50"
16:25 115.00"	14:55 79.00"	17:35 81.00"	17:23 107.50"	17:25 44.00"
16:30 116.50"	14:55 80.00"	17:41 82.00"	17:28 109.00"	17:30 44.50"
16:35 118.00"	14:55 81.00"	17:47 83.00"	17:33 110.50"	17:35 45.00"
16:40 119.50"	14:55 82.00"	17:53 84.00"	17:38 112.00"	17:40 45.50"
16:45 121.00"	14:55 83.00"	17:59 85.00"	17:43 113.50"	17:45 46.00"
16:50 122.50"	14:55 84.00"	18:05 86.00"	17:48 115.00"	17:50 46.50"
16:55 124.00"	14:55 85.00"	18:11 87.00"	17:53 116.50"	17:55 47.00"
17:00 125.50"	14:55 86.00"	18:17 88.00"	17:58 118.00"	18:00 47.50"
17:05 127.00"	14:55 87.00"	18:23 89.00"	18:03 119.50"	18:05 48.00"
17:10 128.50"	14:55 88.00"	18:29 90.00"	18:08 121.00"	18:10 48.50"
17:15 130.00"	14:55 89.00"	18:35 91.00"	18:13 122.50"	18:15 49.00"
17:20 131.50"	14:55 90.00"	18:41 92.00"	18:18 124.00"	18:20 49.50"
17:25 133.00"	14:55 91.00"	18:47 93.00"	18:23 125.50"	18:25 50.00"
17:30 134.50"	14:55 92.00"	18:53 94.00"	18:28 127.00"	18:30 50.50"
17:35 136.00"	14:55 93.00"	18:59 95.00"	18:33 128.50"	18:35 51.00"
17:40 137.50"	14:55 94.00"	19:05 96.00"	18:38 130.00"	18:40 51.50"
17:45 139.00"	14:55 95.00"	19:11 97.00"	18:43 131.50"	18:45 52.00"
17:50 140.50"	14:55 96.00"	19:17 98.00"	18:48 133.00"	18:50 52.50"
17:55 142.00"	14:55 97.00"	19:23 99.00"	18:53 134.50"	18:55 53.00"
18:00 143.50"	14:55 98.00"	19:29 100.00"	18:58 136.00"	19:00 53.50"
18:05 145.00"	14:55 99.00"	19:35 101.00"	19:03 137.50"	19:05 54.00"
18:10 146.50"	14:55 100.00"	19:41 102.00"	19:08 139.00"	19:10 54.50"
18:15 148.00"	14:55 101.00"	19:47 103.00"	19:13 140.50"	19:15 55.00"
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19:35 172.00"	14:55 117.00"	21:23 119.00"	20:33 164.50"	20:35 63.00"
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21:00 197.50"	14:55 134.00"	23:05 136.00"	21:58 190.00"	22:00 71.50"
21:05 199.00"	14:55 135.00"	23:11 137.00"	22:03 191.50"	22:05 72.00"
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Town Of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Office of Planning and Community Development

Date: May 21, 2020

To: Maria Capriola MPA, Town Manager

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

Re: **Referrals for sale of portion of open space adjacent to 133 Holcomb Street**

The Open Space Committee, Planning and Conservation Commission discussed the referral concerning the sale of a portion of open space located at the rear of the above noted property.

Planning Commission

The Planning Commission discussed the referral pursuant to the Town Code and Connecticut General Statutes 8-24 at the February 11, 2020 meeting.

The Commission found that the sale was consistent with CGS 8-24 and supported the concept of selling a portion of the open space. In considering these findings, the commission discussed how there is no public access to this open space parcel and how the town is not maintaining the property.

Conservation Commission

The Conservation Commission discussed the referral at the February 18, 2020 meeting.

The Commission reviewed the sale along with the findings from the Planning Commission. In general, the Commission supported the sale with a consideration that a deed restriction be placed on the area that no new structures will be built in the area of open space.

Open Space Committee

The Open Space Committee discussed the referral at the March 4, 2020 meeting.

Telephone (860) 658-3245
Facsimile (860) 658-3206

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

The Committee issued a favorable recommendation after a 4-2 vote. The positive referral was made with the consideration that a deed restriction be placed on the portion of open space to be sold that no new structures be built within the area.

Some members felt that instead of selling the property that the town should investigate a potential life use lease with the abutting property owner instead of selling the property.

Please consider this correspondence to serve as an official report from the Open Space Committee, Planning, and Conservation Commission.

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 Jackie Battos, Wendy Mackstutis, Michael Paine and Chris Peterson. Others in attendance included: Town Manager Maria E. Capriola; Deputy Town Manager Melissa Appleby; Finance Director Amy Meriwether; Parks and Recreation Director Tom Tyburski; Town Engineer Jeff Shea; Director of Planning and Community Development Mike Glidden; and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

Mr. Wellman reminded everyone if they want to email comments for public audience, please send them to ebutler@Simsbury-ct.gov.

Joan Coe, 26 Whitcomb Drive, spoke about the budget, the Police Department issues, Town staff dismissals, taxes, golf course concerns, and other issues.

PRESENTATIONS

a) 350th Anniversary Proclamation and Committee Update

Mr. Wellman said the 350th Anniversary is tomorrow and it will be celebrated differently than planned due to COVID-19.

Ms. Cook said the Committee is trying to reschedule planned events and will also be trying to hold some virtual/social distance events. Hopefully they can add winter events to the schedule as well.

Ms. Barnett said all events are family friendly and people can get more information on Simsbury350.com and their facebook page.

Mr. Tyburski said Septemberfest will hopefully still be happening. They are awaiting the Governors guidance on these events.

Ms. Battos made a motion, effective May 11, 2020, to endorse the following Proclamation Commemorating the 350th Anniversary of the Town of Simsbury:

Whereas, the Town of Simsbury, Connecticut, which was established on May 12, 1670 as part of the Colony of Connecticut, celebrates its 350th anniversary, and it is fitting to recognize the Town on this special occasion and to applaud it's past citizenship and distinguished history; and

Whereas, Today the Town covers nearly 35 square miles of natural beauty that is made up of four distinct communities operating as one: Simsbury, Tariffville, Weatogue, and West Simsbury; and

Whereas, the Town of Simsbury marks its 350th Anniversary by celebrating its residents, volunteers, businesses, emergency workers, town staff and elected officials who strive to preserve and enhance this community, today and into the future; and

Whereas, the Town today is comprised of more than 24-thousand residents who enjoy the many facilities and attractions Simsbury has to offer including public parks, athletic fields, the Farmington River, a public library, extensive trails, and excellent schools; and

Whereas, The Town of Simsbury has many plans to celebrate its 350th Anniversary with community-wide celebrations, historical re-enactments, River Day, Septemberfest, and a formal gala organized by the dedicated volunteers of the Simsbury 350th Celebration Committee. Further, we acknowledge the generosity of dozens of businesses and individuals whose contributors have ensured that these events will be accessible to all our residents.

Now, Therefore Be It Resolved, the Board of Selectmen of the Town of Simsbury recognizes this historic anniversary.

Board of Selectmen
May 12, 2020

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

a) Library Fine Free Initiative Update

Rachel Gravel said they presented their Fine Free Initiative to the Board last year. She made another presentation about extending the Fine Fee Initiative Program as the pilot program expires on June 30, 2020.

She feels this program has had positive impacts on the Library. She feels circulation successes have gone up about 20% overall despite the unique challenges and asked the Board for their approval of remaining fine free.

Ms. Mackstutis made a motion, effective May 11, 2020, to authorize the Simsbury Public Library to remain fine free until revised or rescinded. Mr. Peterson seconded the motion. Ms. Battos, Ms. Mackstutis, Mr. Peterson, Mr. Wellman and Mr. Askham were in favor with Mr. Paine against the motion. Therefore, 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) Acceptance of Donation from Big Y for 350th Anniversary Celebration Events

Ms. Battos made a motion, effective May 11, 2020, to accept a \$25,000 donation from Big Y to support the 350th Anniversary Celebration with thanks. Mr. Paine seconded the motion. All were in favor and the motion passed.

b) Acceptance of Donation from Bill Garrity for Simsbury Social Services Food Program

Ms. Mackstutis made a motion, effective January 13, 2020, to accept a donation from Bill Garrity in the amount of \$5,000 for the purpose of supporting Simsbury Community and Social Services Department food program that assists residents in need with thanks. Mr. Paine seconded the motion. All were in favor and the motion passed.

c) Acceptance of Donation from Northwest Community Bank for Simsbury Social Services Food Program

Ms. Battos made a motion, effective May 11, 2020, to accept the donation from Northwest Community Bank in the amount of \$5,000 for the purpose of supporting Simsbury Community and Social Services Department food programs that assist residents in need with thanks. Mr. Paine seconded the motion. All were in favor and the motion passed.

Ms. Capriola said the demand for help has gone up to 111 households. Donating to Social Services for the Food Program is a great way to help during this crisis.

d) Trust for Public Lands Memorandum of Understanding and Referrals for Potential Open Space Acquisition of the Meadowood Project

Mr. Wellman said this information was given at the April 6th meeting. At that time the Board was joined by The Trust for Public Land. It is about acquiring a parcel known as “Meadowood”. The purchase of the 288 acres would involve funding from various sources. The Town Manager proposed budget had a capital project place for open space acquisition of \$2.2 million. The Board of Finance was concerned and therefore, removed it from the Board of Selectmen’s approved capital budget.

After discussion with J. T. Horn, Senior Project Manager for The Trust for Public Land, Mr. Askham made a motion, effective May 11, 2020, to authorize Town Manager Maria E. Capriola to execute the proposed memorandum of understanding with the Trust for Public Land concerning technical assistance related to the potential Meadowood open space acquisition. Mr. Peterson seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion, effective May 11, 2020, to refer the potential acquisition of Meadowood by the Town of Simsbury to the Open Space Committee, Planning Commission, Conservation Commission, Zoning Commission, Zoning Commission, Historic District Commission, and Culture, Parks and Recreation Commission for comment on proposed purchase of open space. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

e) Request to Waive Fees for Temporary Outdoor Dining

Mr. Wellman said restaurants will be able to begin outdoor dining with guidelines. Last week the Zoning Commission authorized staff to issue the necessary permits to expedite the process. There is a request to waive

the \$25 permit fees through September 30th. Mr. Glidden said they are also being asked to waive building permit fees.

Ms. Battos made a motion, effective May 11, 2020, to waive administrative zoning and building permit fees through September 30, 2020 for restaurants seeking approval for temporary outdoor dining. Mr. Paine seconded the motion. All were in favor and the motion passed.

f) Budget Status Report as of March 31, 2020

Ms. Meriwether gave the 1st quarter budget status report. She said the revenues total 97% of the budget. Insurance refunds exceeded budgetary estimates by \$32,221. All other revenues are currently proceeding in accordance with the budget.

Ms. Meriwether said the expenditures, as of March 31, 2020, total \$73,629,548 or 73% of the budget. The only expenditure going over the budget is legal services. Parks and Recreation fund revenues exceeded expenditures by \$496,696 as of March 31, 2020. Fund balance increased from \$53,201 to \$549,897.

Ms. Meriwether said expenditures are currently at 73% of the budget, which is where we are supposed to be. The COVID-19 will most likely bring additional expenditures.

She also went through the Parks and Recreation Fund, Health Insurance Fund, and Sewer Use Funds.

There was no action on this item.

g) Revised Resolution to Extend Budget Process Timeframe

Mr. Wellman said the Board voted to extend the budget adoption timeframe. We were hoping to still hold a referendum but, due to COVID-19 that will not be possible. There is a revised resolution in the packets that more accurately reflects the dates in the budget process.

Ms. Mackstutis made a motion, effective May 11, 2020, to adopt the attached resolution modifying the timeframes associated with the FY 20/21 budget development process and authorizing the Board of Finance to adopt the final budget in accordance with Executive Order No. 71. Mr. Paine seconded the motion. All were in favor and the motion passed.

h) FY 20/21 Operating Budget, Capital Budget and Budget Adoption Date

Mr. Wellman said the Board of Finance held two Public Hearings on the budget. The final budget adoption will be held on May 19, 2020 by the Board of Finance.

Mr. Peterson made a motion, effective May 11, 2020, to adopt the following resolution:

Be it resolved, that the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Selectmen annual budget for the fiscal year ending June 30, 2021, shall be approved and implemented in the amount of \$24,104,638.

Be it resolved, that the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Education annual budget for the fiscal year ending June 30, 2021, shall be approved and implemented in the amount of \$72,309.061.

Be it resolved, that the appropriation recommend and approved by the Board of Finance for the purposes of paying the expenses of Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement/ Capital and Capital Non-Recurring annual budgets for the fiscal year ending June 30, 2021, shall be approved and implemented in the amount of \$12,429.922.

In accordance with Executive Order No. 71 and the resolution adopted by the Board of Selectmen on April 6, 2020 (and amended on May 11, 2020), the recommended budgets will be submitted to the Board of Finance for adoption.

Questions for Budget Adoption by the Board of Finance:

1. Shall the appropriation recommended and approved by the Board of Finance for the purposes pf paying expenses of the Board of Selectmen annual budget for the fiscal year ending June 20, 2021, be approved and implemented in the amount of \$24,104,638?
2. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Board of Education annual budget for the fiscal year ending June 30, 2021, be approved and implemented in the amount of \$72,309,061?
3. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement / Capital and Capital Non-Recurring annual budgets for the fiscal year ending June 30, 2021, be approved and implemented in the amount of \$12,429,922?

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

Mr. Paine made a motion to approve the following resolution:

Town of Simsbury
Resolutions of the Board of Selectmen

RESOLVED,

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

RESOLVED, that the Board of Selectmen recommends and approved the following:

CIP#	<u>General Purpose Project</u>	
	Radio System Upgrade	\$1,202,000

Greenway Improvements (Cash)	\$ 135,000
Highway Pavement Management (bonding \$605,000; cash 200,000 & LoCIP Grant \$156,500; Town Aid Road Grant \$243,500	\$1,205,000
Sidewalk Reconstruction	\$ 200,000
Various Drainage Improvements	\$ 125,000
Wing Plow Truck (Town Aid Road Grant)	\$ 258,000
PW Facility Paving & Storm Drainage	\$ 330,000
<u>Sewer Use Fund (Cash)</u>	
Secondary Clarifier Weir Covers	\$ 275,000
<u>School Projects (Bonds)</u>	
District Network Infrastructure	\$ 500,000

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

i) Proposed FY 20/21 Budget Mailer

Mr. Wellman said usually the budget mailer is sent to all residents prior to the referendum. This year there won't be a referendum due to COVID-19. Budget adoption by the Board of Finance is scheduled for May 19, 2020.

Mr. Askham made a motion, effective May 11, 2020, to approve and authorize issuance of the FY 20/21 budget mailer as presented. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

j) Summer 2020 Pool Season Proposal and Revised Aquatics Fee Schedule

Mr. Tyburski said due to COVID-19, they have been discussing opening the pool with public health and other colleges. The CDC finally laid out guidelines, who are passing it off to the local health district with guidelines. They would have to operate about 1/3 to 1/2 of capacity for safety. They will still try to have swim team programs, swim lessons, lap swimming, and public swimming with pre-registration the day before. Also, they are adjusting for social distancing.

Mr. Tyburski said they are estimating opening June 20th. They are still awaiting the Health Department for guidance. All this comes with a heavy cost. He gave the Board two different scenarios on costs and income.

After discussion, the Board agreed to move forward with the reopening, but final approval of the fee schedule will be heard at the next meeting.

There was no action on this item.

k) Neighborhood Assistance Act Program Proposal; Schedule Public Hearing

Mr. Wellman said the Town Manager's office received one Neighborhood Assistance Act application from The Grange. A public hearing, by the Board of Selectmen, is required prior to the approval of the application.

Ms. Mackstutis made a motion, effective May 1, 2020, to set a public hearing to receive public comment on the proposal submitted by the Simsbury Grange pursuant to the 2020 Connecticut Neighborhood Assistance Act for 6:00 p.m. on Wednesday, May 27, 2020. Mr. Peterson seconded the motion. All were in favor and the motion passed.

APPOINTMENTS AND RESIGNATIONS

a) Resignation of Andrew Brazer from Board of Ethics

Mr. Peterson made a motion to accept the resignation of Andrew Brazer from the Board of Ethics with thanks. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

b) Resignation of Jim Fleming from the Police Commission

Mr. Peterson made a motion to accept the resignation of Jim Fleming from the Police Commission with thanks. Mr. Paine seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

a) Regular Meeting of April 27, 2020

There were no changes to the Regular Meeting Minutes of April 27, 2020 and, therefore, the minutes were adopted.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

- a) **Personnel** – no report at this time.
- b) **Finance** - no report at this time.
- c) **Welfare** – no report at this time.
- d) **Public Safety** – Mr. Askham said Public Safety continues to have weekly meeting and he thanked everyone for joining along with their professionalism.
- e) **Board of Education** – Ms. Mackstutis said there will be a virtual meeting on May 20th to work with the Board of Finance on cost modeling.

Mr. Wellman reminded everyone that tomorrow is Simsbury’s 350th Anniversary.

ADJOURN

Mr. Askham made a motion to adjourn at 8:35 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio
Clerk



President: Michael J. Freda, First Selectman of North Haven; • **First Vice President:** Luke A. Bronin, Mayor of Hartford • **Second Vice President:** Jayme Stevenson, First Selectman of Darien;

Directors: Elinor Carbone, Mayor of Torrington; Thomas Dunn, Mayor of Wolcott; Justin Elicker, Mayor of New Haven; John Elsesser, Town Manager of Coventry; Laura Francis, First Selectman of Durham; Joseph P. Ganim, Mayor of Bridgeport; Barbara M. Henry, First Selectman of Roxbury; Matthew Hoey, First Selectman of Guilford; Laura Hoydick, Mayor of Stratford; Catherine Iino, First Selectwoman of Killingworth; Matthew S. Knickerbocker, First Selectman of Bethel; Marcia Leclerc, Mayor of East Hartford; Curt Leng, Mayor of Hamden; Rudolph P. Marconi, First Selectman of Ridgefield; Michael Passero, Mayor of New London; W. Kurt Miller, First Selectman of Seymour; Leo Paul, Jr., Honorary Member; Brandon Robertson, Town Manager of Avon; John Salomone, City Manager of Norwich; Scott Shanley, General Manager of Manchester; Erin Stewart, Mayor of New Britain; Mark B. Walter, Town Administrator of Columbia;

Past Presidents: Susan S. Bransfield, First Selectwoman of Portland, Mark D. Boughton, Mayor of Danbury; Neil O’Leary, Mayor of Waterbury; Herbert C. Rosenthal, Former First Selectman of Newtown

Executive Director & CEO: Joseph A. DeLong

May 13, 2020

To: CCM-Member Mayors, First Selectmen and City/Town Managers

From: Michael Freda, First Selectman of North Haven and CCM President
Joe DeLong, CCM Executive Director

Re: ***Direct fiscal relief from CCM -- one-time equity distribution***

CCM’s Board of Directors, recognizing the severe fiscal and service challenges facing towns and cities as a result of the COVID-19 pandemic, is pleased to announce that CCM members will be given a one-time equity distribution of 50 percent of your annual CCM dues, once your dues payment is sent in full this summer.

Also available is the option to have your 50 percent equity distribution applied as a credit, to be used for additional-cost CCM events, products and services, such as the CCM convention, CCM’s Production/Printing Services, Certified CT Municipal Official (CCMO) Program, Drug and Alcohol Testing Consortium, Municipal Consulting Service (and Executive Search), among others.

If you would prefer to have your equity distribution held as a credit toward additional-cost services, simply make CCM aware of this request either by including a note with your 2020 dues or by contacting Joe DeLong. If you want to receive your distribution in the form of an unrestricted check, no action is required on your part. CCM will promptly process and distribute these funds upon receipt of your full 2020 dues payment.

Your Board of Directors appreciates the work you do – especially during these very tough times. Public service has rarely required as much from people as it does today, and you’re meeting the challenge, doing the hard work and rising to the occasion.

Rest assured, CCM will remain at your side as the most reliable resource for effective state-local-federal advocacy, information and research, best local government practices, critical training, and innovative collaborative efforts.



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

May 8, 2020

To: Residents of Riverside Road / Drake Hill Road in the Project Area

**Subject: Project Update
Riverside Road – Drake Hill Road Bridge Improvements**

Dear Residents:

This letter will serve to update you on planned improvements to Riverside Road in the vicinity of the Drake Hill Road Bridge and also improvements planned for the Drake Hill Road Bridge. We last provided an update on the project back in early 2019 when we thought the construction phase of the project would move forward during the 2019 construction season. Unfortunately, the bids for the project we received in 2019 was significantly over budget, so we decided that it was best to bid the project again in early 2020 to get more favorable bids. We advertised the project in March of 2020 and received a bid for the project that was approximately 15% lower than the previous bid. A contract has been executed with B&W Paving and Landscaping LLC and the construction phase of the project is scheduled to begin during the week of May 10, 2020. The project is expected to be completed in August of 2020.

The Drake Hill Road Bridge work will include removal and replacement of the bituminous concrete wearing surface, waterproof membrane replacement, expansion joint replacement and concrete bridge deck repairs. The bridge work will be completed in phases to maintain alternating one-way traffic on the bridge during the daytime hours and two-way traffic will be restored during nights and weekends. Temporary stop signs will be installed at the intersection of Riverside Road and Drake Hill Road during the project to assist with the control of traffic. Riverside Road work will include removal and resurfacing of the pavement, curb repairs and existing catch basins will be replaced with new frames and grates.

Motorists should expect delays or seek alternate routes. Motorists are advised to maintain a safe speed when driving in the vicinity. I am available to answer any questions you may have on the project. Please feel free to contact me at 860-658-3260 if you have any questions.

Sincerely,

Jerome F. Shea, P.E.
Town Engineer

cc: Maria E. Capriola, Town Manager
Eric, Wellman, First Selectman
Thomas Roy, P.E., Director of Public Works

Telephone (860) 658-3260
Facsimile (860) 658-3205

jshea@simsbury-ct.gov
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8:30 - 1:00 Friday

If you need assistance, please don't hesitate to contact Joe DeLong (jdelong@ccm-ct.org; 203-747-0268), Ron Thomas (rthomas@ccm-ct.org; 203-430-5537), or Kevin Maloney (kmaloney@ccm-ct.org, 203-710-3486). CCM's here to help you in meeting your daily challenges and opportunities. We've been working 24/7 over the last eight weeks to vigorously support towns as they address the adverse public health and economic impacts that that COVID-19 pandemic has inflicted on every Connecticut community.