



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

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## **SIMSBURY BOARD OF SELECTMEN Regular Meeting – August 10, 2020 – 6:00 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC HEARING**

- a) Disposition of a Portion of Open Space Located Along the Rear/Eastern Property Line for 133 Holcomb Street

### **PUBLIC AUDIENCE**

### **PRESENTATIONS**

- a) Woman's Club Proclamation

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

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

### **SELECTMEN ACTION**

- a) Tax Refund Requests
- b) Proposed Public Gathering Permit – Simsbury Performing Arts Center – Dream Believe Achieve Dance
- c) Proposed Public Gathering Permit – Simsbury Performing Arts Center – The 100 Women of Color Awards
- d) Proposed Public Gathering Permit – Simsbury Flying Club – Drive-Thru Food Truck Event
- e) Simsbury-Granby Rotary Club Donation
- f) Simsbury Woman's Club Donation
- g) Federal FY 2020 State Homeland Security Grant Program
- h) STEAP Grant Application – Simsbury Meadows Performing Arts Center Site Accessibility and Safety Improvements
- i) Review of Commission Referrals for Meadowood Purchase
- j) Ice Rink and Paddle Tennis Court Fees
- k) 2020-2021 Board of Selectmen Goals

### **APPOINTMENTS AND RESIGNATIONS**

- a) Resignation of Kevin McCusker from the Conservation Commission

### **REVIEW OF MINUTES**

- a) Regular Meeting of July 13, 2020

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

- a) Personnel

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

**COMMUNICATIONS**

- a) Letter of Support for State Per Capita Funding for Local Health Departments, from Farmington Valley Health District and West Hartford-Bloomfield Health District, dated July 14, 2020
- b) Letter to Governor, and Other State Officials regarding state funding for Connecticut Health Districts from Simsbury Board of Selectmen and Town Manager M. Capriola, dated July 13, 2020
- c) Letter to Governor, DEEP, and Other State Officials re: Wildlife Concerns, from Simsbury Board of Selectmen, dated July 13, 2020
- d) [Hartford Courant Article](#) “Connecticut reports ‘unprecedented numbers’ of black bear complaints; cases of bears entering homes on track to triple”, dated July 14, 2020
- e) Revised Paving Memo from T. Roy, re: Revised Paving Schedule 2020, dated July 9, 2020
- f) Memo from K. Formanek RE: Diversity/Inclusivity Banner, dated August 6, 2020
- g) Memo from E. Wellman RE: Public Gathering Permits & the Performing Arts Center, dated August 10, 2020

**EXECUTIVE SESSION**

- a) Executive Session for purposes of discussion of strategy and negotiation regarding the pending litigation listed below, FOIA section 1-200(6)(B): Proposed Settlement of Pending Tax Appeal for C-Tec Solar
- b) Executive Session for purposes of discussion of strategy and negotiation regarding the pending litigation listed below, FOIA section 1-200(6)(B): Proposed Settlement of Pending Tax Appeal for Willow Arms Apartments
- c) Executive Session for purposes of discussion of strategy and negotiation regarding the pending litigation listed below, FOIA section 1-200(6)(B): Proposed Settlement of Pending Tax Appeal for Simsbury Commons Shopping Center

**ADJOURN**



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Public Hearing - *Disposition of a Portion of Open Space Located Along the Rear/Eastern Property Line for 133 Holcomb Street*
2. **Date of Board Meeting:** August 10, 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:**  
No action is needed during the public hearing.

*After the public hearing is closed, it is recommended that the Board determine whether to approve the sale of open space as presented at a future meeting.*

5. **Summary of Submission:**

At your May 27, 2020 meeting, the Board of Selectmen scheduled a public hearing to receive public comment on the *disposition of a portion of open space located along the rear/eastern property line for 133 Holcomb Street* for 6:00pm on June 22, 2020. The public hearing is a requirement of the Town Code. The public hearing was continued to this meeting.

The public hearing notice is attached. Statute required that 2 public hearing notices were advertised in the newspaper along with the posting of an informational sign on the property. Both requirements have been met.

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.

When the subdivision was approved in the 1990s, the subdivision regulations required that 20% of the land be set aside as open space. Since the approval, the subdivision regulations have been amended providing different options such as the applicant paying a fee in lieu of setting aside a portion of the property as open space.

The sale was requested by the abutting property owner as part of discussions related to the potential purchase of an easement at the Old Well property off Tariffville Road; the

easement is needed for the construction of a multi-use trail that will connect downtown to Curtiss Park.

This is the first parcel of open space which the Town has been requested to sell pursuant to the Town Code. Pursuant to the Town Code, the Board of Selectmen has forwarded the request to the appropriate boards/commissions for consideration of the sale; 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. It should be noted that the Planning Commission found that the sale is consistent with the goals and objectives of the Plan of Conservation and Development.

Staff has not received correspondence from the abutting property owners/neighbors concerning the potential sale.

The additional acreage will not impact the zoning classification of the parcel. The properties are zoned single family and will remain. If the applicant wishes to use it for agricultural purposes, this would be considered consistent with the zoning regulations.

**6. Financial Impact:**

The abutting property owner is intending to purchase the portion of open space.

The value of the easement for the bike path project is greater than the valuation of the portion of open space being considered for sale; therefore, if both transactions proceed it would result in payment being made to the property owner of the Old Well.

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

- a) Public Hearing Notice
- b) Posting of Informational Sign on Property
- c) Subdivision Map; Illustrating Proposed Sale
- d) Aerial Photograph from GIS Documenting Existing Conditions
- e) Memorandum Summarizing Reports from Land Use Commissions



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

**LEGAL NOTICE  
TOWN OF SIMSBURY  
BOARD OF SELECTMAN – PUBLIC HEARING CONTINUATION**

**Public Hearing Date: Monday, August 10, 2020 at 6:00 p.m.**

The Board of Selectman of the Town of Simsbury will hold a Continued Public Hearing at the Regular Meeting on August 10, 2020 at 6:00 p.m. via Zoom on the following:

- Proposal for the sale by the Town of a parcel of Town owned open space land adjacent to 133 Holcomb Street pursuant to Simsbury Town Code §21-8 and upon positive referrals from the Planning Commission, Conservation Commission and Open Space Committee.

This is a continuation of the June 22, 2020 Public Hearing.

Pursuant to Executive Order No. 7B, issued by the Governor on March 14, 2020, in-person public access to Public Hearings is suspended. The public may view the meeting live and rebroadcasted on Comcast Channels 96 and 1090, Frontier Channel 6071, or live on-demand at [www.simsburytv.org](http://www.simsburytv.org).

Interested persons may be heard at the hearing by submitting written comment to the Town Clerk's Office via email to [EButler@simsbury-ct.gov](mailto:EButler@simsbury-ct.gov) by 12:00 pm on August 10, 2020. Public comments received by that date will be read into the record.

A copy of the above is on file for inspection in the office of the Town Clerk, 933 Hopmeadow Street, Simsbury, CT and can be found on the Town of Simsbury's website, [www.simsbury-ct.gov](http://www.simsbury-ct.gov).

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

*An Equal Opportunity Employer*  
[www.simsbury-ct.gov](http://www.simsbury-ct.gov)

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



NOTICE OF PUBLIC HEARING  
THE SIMSBURY BOARD OF SELECTMEN IS  
CONSIDERING THE SALE OF THIS PARCEL  
PARCEL ID NO.31377300  
A CONTINUATION OF THE PUBLIC HEARING IS  
SCHEDULED FOR AUGUST 10, 2020

INTERESTED PARTIES MAY SUBMIT WRITTEN  
COMMENTS TO THE BOARD OF SELECTMEN NO  
LATER THAN AUGUST 7,2020.

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

Proposed Open Space to be deeded 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"
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11:20 23.50"	11:20 18.00"	11:27 20.00"	12:18 16.00"	12:20 13.50"
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11:30 26.50"	11:30 20.00"	11:37 22.00"	12:28 19.00"	12:30 16.00"
11:35 28.00"	11:35 21.00"	11:42 23.00"	12:33 20.50"	12:35 17.00"
11:40 29.50"	11:40 22.00"	11:47 24.00"	12:38 22.00"	12:40 18.00"
11:45 31.00"	11:45 23.00"	11:52 25.00"	12:43 23.50"	12:45 19.00"
11:50 32.50"	11:50 24.00"	11:57 26.00"	12:48 25.00"	12:50 20.00"
11:55 34.00"	11:55 25.00"	12:02 27.00"	12:53 26.50"	12:55 21.00"
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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

An Equal Opportunity Employer  
[www.simsbury-ct.gov](http://www.simsbury-ct.gov)

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.



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Woman's Club Proclamation
2. **Date of Board Meeting:** August 10, 2020
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Eric Wellman, First Selectman  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports the contents of the proclamation as presented and wish to co-sign the proclamation, the following motion is in order:

*Move, effective August 10, 2020, to endorse the Woman's Club Proclamation as presented.*

5. **Summary of Submission:**  
The Simsbury Woman's Club, incorporated in 1968, has long been an institution in Town. While best known for their 50 years of hosting the Annual Arts and Craft Festival, a fall event that grew from humble beginnings on the front lawn of Eno Hall to one of Simsbury's premier events, the Simsbury Woman's Club has been so much more. The Woman's Club has provided thousands of dollars to local students through their generous scholarship program, they have provided countless local organizations with grant funding, and they have volunteered their time in service to our nursing homes, our schools and other local events.

The motto of the Woman's Club was "We are not known so much by what we keep, but what we share." They have truly lived these words and it is with deep appreciation that the Town of Simsbury recognizes the efforts of the Simsbury Woman's Club as they have made the difficult decision to end the Club here in town.

6. **Financial Impact:**  
None
7. **Description of Documents Included with Submission:**
  - a) Simsbury Woman's Club Proclamation

*Town of Simsbury*  
*Office of the First Selectman*

*Proclamation*

WHEREAS, Civic engagement is a cornerstone of a democratic society; and

WHEREAS, The Simsbury Woman's Club was founded in 1968, and for more than 50 years contributed to the Simsbury community in countless ways including service projects, fundraising, special events, scholarships, and more; and

WHEREAS, for 50 years the Simsbury Woman's Club organized an Arts & Crafts Festival that grew over the years into an event that attracted artists and visitors from across the region and raised money to support many of the group's activities; and

WHEREAS, in 1970 the Simsbury Woman's Club awarded a \$200 scholarship to a high school student – the first of many over the years. In the mid-1970's, the Club began a Library Building Fund, and in the 1980's joined community groups in the restoration and renovation of Eno Memorial Hall. In the late 1990's the Woman's Club contributed to the renovation of the Apple Barn and in the early 2000's instituted a program to provide regular visits to nursing homes; and

WHEREAS, through the years the Arts & Crafts Festival continued to raise money for scholarships, gifts to the community, and local organizations including Interval House, Simsbury Summer Theater, the Historical Society, the Police Department, ABC House, Simsbury Social Services, and many others; and

WHEREAS, the Simsbury Woman's Club closed its doors in May 2020 due to declining membership, but the Arts & Crafts Festival continues under the leadership of the Junior Woman's Club; now

THEREFORE, I, Eric Wellman, First Selectman of the Town of Simsbury join the Board of Selectmen in recognizing the rich legacy and the countless contributions of the Simsbury Woman's Club to the life and fabric of this community. It is with the deepest respect and appreciation that we sign this proclamation on this, the 10<sup>th</sup> day of August, 2020.

Eric Wellman  
First Selectman

Sean Askham  
Deputy First Selectman

Jackie Battos  
Selectman

Wendy Mackstutis  
Selectman

Mike Paine  
Selectman

Chris Peterson  
Selectman



# 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:** August 10, 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 August 10, 2020, to approve the presented tax refunds in the amount of \$171,127.27, 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 \$171,127.27. The attachment dated August 10, 2020 has a detailed listing of all requested tax refunds.
7. **Description of Documents Included with Submission:**
  - a) Requested Tax Refunds, dated August 10, 2020

REQUESTED TAX REFUNDS  
AUGUST 10, 2020

	BILL NUMBER	TAX	INTEREST	TOTAL
<b>List 2016</b>				
Urbach David	16-02-40002	\$69.98		\$69.98
<b>Total 2016</b>				
		<b>\$69.98</b>	<b>\$0.00</b>	<b>\$69.98</b>
<b>List 2017</b>				
Urbach David	17-02-40001	\$65.79		\$65.79
<b>Total 2017</b>				
		<b>\$65.79</b>	<b>\$0.00</b>	<b>\$65.79</b>
<b>List 2018</b>				
Eberly Christopher	18-03-70946		\$71.47	\$71.47
Carson Way LLC	18-01-01265	\$16,928.36		\$16,928.36
Urbach David	18-02-40001	\$78.20		\$78.20
Brainard Kendra	18-03-51896	\$57.84		\$57.84
Carbone Patricia	18-03-52646	\$52.58		\$52.58
Heagney, Barbara	18-03-57758	\$180.55		\$180.55
Heagney, Robert W	18-03-57763	\$134.72		\$134.72
Lindquist Jennifer	18-03-60907	\$8.81		\$8.81
Nissan Infiniti LT	18-03-63441	\$273.56		\$273.56
Ti Trikes	18-03-68505	\$46.83		\$46.83
Uliasz Whitney	18-03-69098	\$94.86		\$94.86
Angus, Todd	18-04-80094	\$71.80		\$71.80
Toyota Lease Trust	18-04-83290	\$134.80		\$134.80
<b>Total 2018</b>				
		<b>\$18,062.91</b>	<b>\$71.47</b>	<b>\$18,134.38</b>
<b>List 2019</b>				
Atty ES Traystman (Humphreys )	19-01-03737	\$1,212.84		\$1,212.84
Attys:Lavigne, Mark ect (Sylvain)	19-01-03862	\$786.00		\$786.00
CORELOGIC: 24 Accounts		\$101,047.18		\$101,047.18
Carson Way LLC	19-01-01280	\$18,226.03		\$18,226.03
David A Azia, Atty (Fish,M)	19-01-02599	\$7,142.10		\$7,142.10
Wells Fargo (Fitzgerald)	19-01-02607	\$86.89		\$86.89
Liberty Bank (Chiara,Gina)	19-01-05006	\$1,996.00		\$1,996.00
Pearlman Steven	19-01-06207	\$5,995.10		\$5,995.10
Peoples Bank (Singleton)	19-01-07625	\$3,901.61		\$3,901.61
Torrington Savings (Thompson)	19-01-08247	\$2,775.14		\$2,775.14
Alan Giana & Co LLC	19-02-40026	\$102.98		\$102.98
Couchon Steve	19-02-40223	\$71.03		\$71.03
ACAR Leasing Ltd	19-03-50058	\$213.41		\$213.41
Alligood Elizabeth	19-03-50391	\$24.67		\$24.67
Anderson Britta	19-03-50463	\$121.18		\$121.18
Bannon Mark	19-03-50948	\$84.60		\$84.60
Bannon Mark	19-03-50949	\$37.05		\$37.05
Baril, Jared	19-03-51001	\$16.17		\$16.17
Bell John H	19-03-51296	\$46.17		\$46.17
Berkner Sandra A	19-03-51393	\$33.57		\$33.57
Bombara Beth A	19-03-51714	\$149.33		\$149.33

REQUESTED TAX REFUNDS  
AUGUST 10, 2020

Burger Carole	19-03-52286	\$182.86		\$182.86
Cawthon Carolyn	19-03-52921	\$56.93		\$56.93
Chiappetti Lydia	19-03-53188	\$11.54		\$11.54
Christian Lawrence	19-03-53257	\$15.06		\$15.06
Croke David	19-03-54002	\$29.74		\$29.74
D E Jacobs Assoc	19-03-54154	\$50.91		\$50.91
Farrell Andrew	19-03-55673	\$60.16		\$60.16
Financial Serv Veh Trust	19-03-55873	\$295.22		\$295.22
Financial Serv Veh Trust	19-03-55890	\$103.18		\$103.18
Franklin Steven	19-03-56210	\$67.32		\$67.32
Goff, Anton/Wendy	19-03-56950	\$29.09		\$29.09
Goff, Anton/Wendy	19-03-56953	\$60.87		\$60.87
Goncharov Alexander E	19-03-57013	\$12.13		\$12.13
Hallen Sharron	19-03-57600	\$17.03		\$17.03
Hauser Patricia	19-03-57823	\$161.97		\$161.97
Havighorst Richard	19-03-57828	\$149.68		\$149.68
Hayes Craig	19-03-57848	\$31.97		\$31.97
Help At Home In	19-03-57943	\$72.03		\$72.03
Heritage Glen Condo Assoc	19-03-57997	\$871.63		\$871.63
Heyer David	19-03-58064	\$235.52		\$235.52
Higham Charles	19-03-58084	\$401.31		\$401.31
Honda Lease Trust	19-03-58383	\$651.91		\$651.91
Honda Lease Trust	19-03-58392	\$270.94		\$270.94
Hyundai Lease Titling Trust	19-03-58778	\$175.40		\$175.40
Hyundai Lease Titling	19-03-58785	\$84.12		\$84.12
Jordens Adam	19-03-59249	\$70.25		\$70.25
Jordens Adam	19-03-59250	\$97.88		\$97.88
Kirkpatrick Natalie	19-03-59988	\$5.00		\$5.00
Lumpp Kurt	19-03-61348	\$185.74		\$185.74
Mackay Dorothy	19-03-61473	\$19.73		\$19.73
Maltz Allen/Francine	19-03-61652	\$107.23		\$107.23
Marcel's of New England	19-03-61700	\$115.74		\$115.74
McKee Tracy C	19-03-62262	\$54.34		\$54.34
McKee Tracy C	19-03-62264	\$37.42		\$37.42
McKennerney Gordon	19-03-62289	\$519.91		\$519.91
Meredith Thomas	19-03-62532	\$67.84		\$67.84
Nissan Infiniti LT	19-03-63624	\$47.73		\$47.73
Nissan Infiniti LT	19-03-63721	\$613.20		\$613.20
Ogara Brian C	19-03-63933	\$90.39		\$90.39
Olsekewicz Robert	19-03-63966	\$30.31		\$30.31
Palmeri David	19-03-64272	\$9.06		\$9.06
Porter Scott	19-03-65075	\$35.94		\$35.94
Roman Maayan	19-03-65971	\$26.74		\$26.74
Rose Hadley	19-03-66043	\$35.60		\$35.60
Ruubel Richard	19-03-66276	\$37.16		\$37.16
Salvatore Kevin	19-03-66481	\$19.07		\$19.07
Sanfilippo Arthur	19-03-66536	\$96.07		\$96.07
Scully Kirk P	19-03-66874	\$9.46		\$9.46
Scully Mark W	19-03-66879	\$16.36		\$16.36

REQUESTED TAX REFUNDS  
AUGUST 10, 2020

Serafi Mhd O	19-03-66962	\$15.92		\$15.92
Storey Ellen	19-03-68079	\$9.97		\$9.97
Strukiel-Prinsloo Marta	19-03-68124	\$46.95		\$46.95
Thorgalsen Eric	19-03-68660	\$36.53		\$36.53
USB Leasing LT	19-03-69292	\$388.88		\$388.88
USB Leasing LT	19-03-69318	\$244.31		\$244.31
Vasudevan Binu	19-03-69471	\$59.72		\$59.72
VCFS Auto Leasing Co	19-03-69524	\$327.72		\$327.72
VCFS Auto Leasing Co	19-03-69528	\$1,074.52		\$1,074.52
VW Credit Leasing Ltd	19-03-69814	\$109.18		\$109.18
Woessner Scott B	19-03-70542	\$27.68		\$27.68
<b>Total 2019</b>		<b>\$152,857.12</b>	<b>\$0.00</b>	<b>\$152,857.12</b>
		<b>\$69.98</b>	<b>\$0.00</b>	<b>\$69.98</b>
		<b>\$65.79</b>	<b>\$0.00</b>	<b>\$65.79</b>
<b>TOTAL 2018</b>		<b>\$18,062.91</b>	<b>\$71.47</b>	<b>\$18,134.38</b>
<b>TOTAL 2019</b>		<b>\$152,857.12</b>	<b>\$0.00</b>	<b>\$152,857.12</b>
<b>TOTAL ALL YEARS</b>		<b>\$171,055.80</b>	<b>\$71.47</b>	<b>\$171,127.27</b>



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Proposed Public Gathering Permit – Simsbury Performing Arts Center – Dream Believe Achieve Dance
  
2. **Date of Board Meeting:** August 10, 2020
  
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Mike Glidden, Director of Planning and Community Development; Tom Hazel, Code Compliance Officer.  
*Maria E. Capriola*
  
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports approving the public gathering permit application as presented, the following motion is in order:  
  
*Move, effective August 10, 2020, to approve the public gathering application for the Dream Believe Achieve Dance Recital and to authorize the issuance of the public gathering permit for the event.*
  
5. **Summary of Submission:**  
The Public Gathering Committee has approved the application for the Dream Believe Achieve Dance Recital. The event will be held on August 30, 2020 at the Simsbury Performing Arts Center.  
  
The Farmington Valley Health District has reviewed and approved the application, including for COVID-19 precautions.
  
6. **Financial Impact:**  
None
  
7. **Description of Documents Included with Submission:**  
a) Application, Map and Summary of Event



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## PUBLIC GATHERING PERMIT APPLICATION

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

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

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

Applicant's Name: Missy DiNunno - Executive Director

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

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

Event Location: Simsbury Meadows Performing Arts Center

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

Exact Time(s)/Date Begin: Sunday, August 30, 2020 8a End: Sunday, August 30, 2020 7p

\*times above include setup/breakdown - see attached event outline  
Number of people expected to be present for the event (incl. staff, volunteers, attendees): 500

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

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

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

**EVENT INFO**

Description of Event: Dream Believe Achieve Dance will hold a year-end recital for their recreational dancers.

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Please indicate whether you will be bringing:

Additional trash and recycling receptacles: YES  NO  NUMBER: 8T/8R

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

Portable toilets: YES  NO  NUMBER: 5

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

Tent: YES  NO  SIZE: \_\_\_\_\_  
OPEN SIDES  ENCLOSED

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

Lighting and/or sound equipment: YES  NO

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

Does your event require electrical access? YES  NO

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

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

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

Will alcohol be served at your event? YES  NO

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

Will road closure(s) be necessary? YES  NO

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

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

860-658-3245

**Alcohol**

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

**Signage**

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

**Attachments:**

Site Map

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

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

www.fvhd.org  
860-352-2333

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

Has a Temporary Food Permit been secured? YES  NO

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

**BUILDING DEPARTMENT**  
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3234

**Tent:**

YES  NO  CAPACITY: \_\_\_\_\_  
OPEN SIDES  ENCLOSED   
SQUARE FOOTAGE: \_\_\_\_\_

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

Does your event require electrical access?

YES  NO   
YES  NO

- Will you be utilizing portable generators?

**FIRE MARSHAL**  
871 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-1973

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

860-658-3222

Will barricades/signage be required:

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

YES  NO

DATES: \_\_\_\_\_

Are DPW trucks required for use as barricades?

YES  NO

QUANTITY: 0

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

TOTAL FEE DUE: \$250 + ( \_\_\_\_\_ hours x \$50/\$75) = \$ N/A  
Fee is payable by check made out to the Town of Simsbury

Please note:

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

POLICE DEPARTMENT  
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3100

Is this event a concert and/or festival?

YES  NO

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will on-site private security be provided?

YES  NO

NUMBER: \_\_\_\_\_

Will on-site emergency medical services be provided?

YES  NO

NUMBER: \_\_\_\_\_

- Where will they be located? \_\_\_\_\_

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

860-658-7213

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

Will the attendance be equal to or greater than 5000? YES  NO  NUMBER: 500

Attendance will be:  
STAGGERED OVER COURSE OF EVENT  AT A SPECIFIC TIME  TIME: 11:30a & 3:30p

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

860-658-3836

Are you serving food? YES  NO

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

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

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

Will athletic field lighting be necessary? YES  NO

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

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

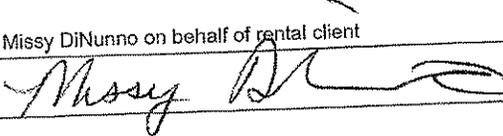
• ATTENDANCE: 500 / 50 = 10 PORTABLE TOILETS REQUIRED

*\*Portable toilet recommendation (4) per USS for event with 500 at 2.5 hrs with no food/beverage. 2 additional Parks and Rec units also available in the parking lot.*

### Public Gathering Permit Required Declaration

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

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

Applicant's Signature: 

Date Signed: 8-1-20

## REQUIRED SIGN OFFS (in order required)

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

# EVENT SUMMARY

## Dream Believe Achieve Dance Recital

Sunday, August 30, 2020 (rain date September 6)

Public Gathering Permit Application Submitted: 8-1-20

### CONTACT INFORMATION:

Organization	Dream Believe Achieve Dance Event website: <a href="http://www.dbadance.com">www.dbadance.com</a>
Event Contact	Carissa Monroe Owner 283 Main Street New Hartford, CT 06057  Phone: 860-238-7068
SMPAC Contact	Missy DiNunno, Executive Director  Office: 860-651-4052 Cell: 203-305-1847 Email: <a href="mailto:missy@simsburymeadowsmusic.com">missy@simsburymeadowsmusic.com</a>

### TIMELINE:

Sunday, August 30, 2020	
8a – 10:30a	Load-in and setup
10:30a	Gates open performance one
11:30a – 1p	Performance One
2:30p	Gates open performance two
3:30p – 5p	Performance Two
5p – 7:00p	Load-out

### EVENT DETAILS:

Description
Dream Believe Achieve Dance will hold a year-end recital for their recreational dancers.

Ticketing Information
N/A Private invite to studio families.

Parking	
Advanced Preparation	Lot lining by Parks Department
Management	SMPAC
On-site Parking Fee	N/A

Expected Attendance	
Total Attendance Expected	500 **staggered arrival times to be provided to ticket holders to manage and maintain social distancing at entry **staggered dismissal style exit at conclusion of recital

Stage Requirements	
Lights	N/A
Sound	Provided by client
Setup	TBD by client

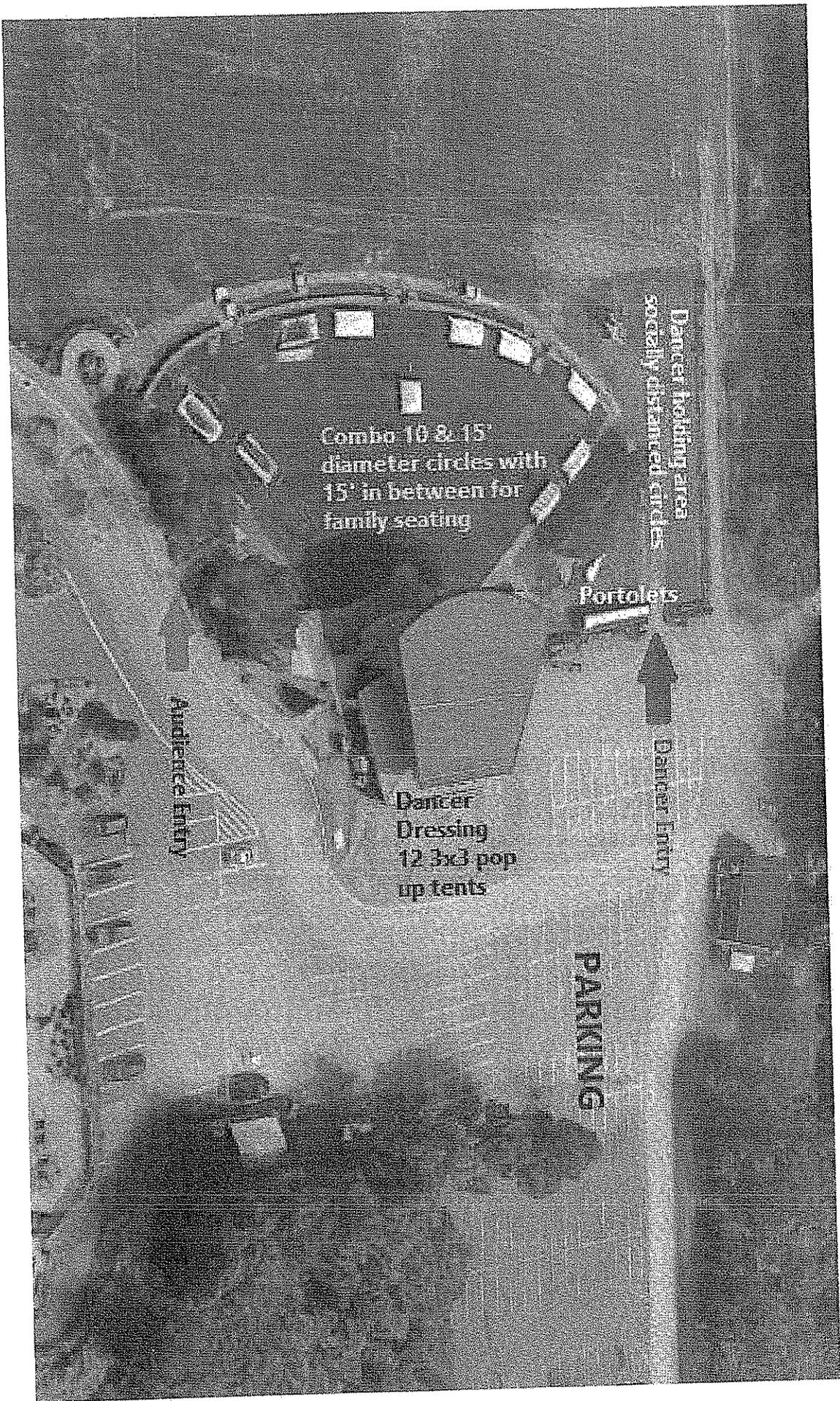
Vendor Information	
Merchandise Sales Vendors	N/A
Food Vendors	SMPAC – No Concessions Location – N/A
	Other Vendors – None
Services/Other Activities	Location – Tents for dressing areas (see below)

Public Restrooms	
Coordinated by	SMPAC
Units	Standard – 3 Sinks - 1 Accessible - 1 TOTAL - 5
Location	North east field – N/A North west field – N/A South east field (adjacent to parking lot and birch trees) – 3/1/1

Security	
Stage Security	N/A
Field Security	N/A
Overnight Security	N/A
Security Notes	

Public Safety	
Police	No police required
Fire	N/A
EMS	N/A

Tents		
3x3 pop up changing pods	Number: 8-12	Sides: yes



Combo 10 & 15'  
diameter circles with  
15' in between for  
family seating

Dancer holding area  
socially-distanced circles

Portolets

Audience Entry

Dancer  
Dressing  
12 3x3 pop  
up tents

Dancer Entry

PARKING



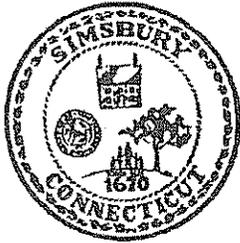
# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Proposed Public Gathering Permit – Simsbury Performing Arts Center –The 100 Women of Color Awards
  
2. **Date of Board Meeting:** August 10, 2020
  
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Mike Glidden, Director of Planning and Community Development; Tom Hazel, Code Compliance Officer  
*Maria E. Capriola*
  
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports approving the public gathering permit application as presented, the following motion is in order:  
  
*Move, effective August 10, 2020, to approve the public gathering application for the 100 Women of Color event and to authorize the issuance of the public gathering permit.*
  
5. **Summary of Submission:**  
The Public Gathering Committee has approved the application for the 100 Women of Color Awards event. The event will be held on August 28, 2020 at the Simsbury Performing Arts Center.  
  
The Farmington Valley Health District has reviewed and approved the application, including for COVID-19 precautions.
  
6. **Financial Impact:**  
None
  
7. **Description of Documents Included with Submission:**  
a) Application, Map and Summary of Event



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## PUBLIC GATHERING PERMIT APPLICATION

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

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

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

Applicant's Name: Missy DiNunno - Executive Director

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

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

Event Location: Simsbury Meadows Performing Arts Center

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

Exact Time(s)/Date Begin: August 28, 2020 (RD August 29) 12p End: August 28, 2020 (RD August 29) 9p

\*times above include setup/breakdown - see attached event outline  
Number of people expected to be present for the event (incl. staff, volunteers, attendees): 500

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

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

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

**EVENT INFO**

**Description of Event:** The 100 Women of Color Awards Ceremony will celebrate the power of family, friends, and the community as we honor the past, present, and future. This event will recognize the contributions that women in business, education, entrepreneurship, entertainment sports and public service have made to impact the lives of those throughout their communities from Stamford, CT to Springfield, MA. The presentation will feature guest speakers, award ceremony and music provided by a DJ.

**Please indicate whether you will be bringing:**

**Additional trash and recycling receptacles:** YES  NO  NUMBER: 8T/8R

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

**Portable toilets:** YES  NO  NUMBER: 5

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

**Tent:** YES  NO  SIZE: \_\_\_\_\_  
OPEN SIDES  ENCLOSED

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

**Lighting and/or sound equipment:** YES  NO

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

**Does your event require electrical access?** YES  NO

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

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

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

**Will alcohol be served at your event?** YES  NO

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

**Will road closure(s) be necessary?** YES  NO

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

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

860-658-3245

**Alcohol**

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

**Signage**

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

**Attachments:**

Site Map

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

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

www.fvhd.org  
860-352-2333

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

Has a Temporary Food Permit been secured? YES  NO

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

**BUILDING DEPARTMENT**  
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3234

**Tent:**

YES  NO  CAPACITY: \_\_\_\_\_  
OPEN SIDES  ENCLOSED   
SQUARE FOOTAGE: see attached - varies

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

Does your event require electrical access? YES  NO   
• Will you be utilizing portable generators? YES  NO

**FIRE MARSHAL**  
871 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-1973

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

860-658-3222

Will barricades/signage be required:

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

Are DPW trucks required for use as barricades? YES  NO   
QUANTITY: 0

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

TOTAL FEE DUE: \$250 + ( \_\_\_\_\_ hours x \$50/\$75) = \$ \_\_\_\_\_  
Fee is payable by check made out to the Town of Simsbury

Please note:

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

POLICE DEPARTMENT  
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3100

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

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

This event is typically held annually at The Bushnell Center for the Performing Arts in Hartford.

Will on-site private security be provided? YES  NO  NUMBER: 7

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

- Where will they be located? \_\_\_\_\_

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

860-658-7213

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

Will the attendance be equal to or greater than 5000? YES  NO  NUMBER: 500

Attendance will be:  
STAGGERED OVER COURSE OF EVENT  AT A SPECIFIC TIME  TIME: 5:00p - 7:00p

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

860-658-3836

Are you serving food? YES  NO

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

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

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

Will athletic field lighting be necessary? YES  NO

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

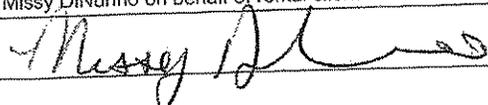
Portable toilets must be provided at the rate of 1 toilet per 50 patrons, at the Permittee's expense.

• ATTENDANCE: \_\_\_\_\_ / 50 = see attached PORTABLE TOILETS REQUIRED

### Public Gathering Permit Required Declaration

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

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

Applicant's Signature: 

Date Signed: 8/1/20

## REQUIRED SIGN OFFS (in order required)

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

# EVENT SUMMARY

**Hartford Symphony Orchestra**

**Small Ensemble Concerts**

Friday, August 28, 2020 (rain date August 29)

*Public Gathering Permit Application Submitted: 8/1/20*

**CONTACT INFORMATION:**

Organization	100 Women of Color Awards Ceremony Event website: <a href="https://www.eventbrite.com/e/the-100-women-of-color-gala-awards-2020-tickets-115043484158?mc_eid=525757e28c&amp;mc_cid=09c787efa4">https://www.eventbrite.com/e/the-100-women-of-color-gala-awards-2020-tickets-115043484158?mc_eid=525757e28c&amp;mc_cid=09c787efa4</a>
Event Contact	June Archer Eleven28 Entertainment 201-895-1728 Email: eleven28ent@gmail.com
SMPAC Contact	Missy DiNunno, Executive Director  Office: 860-651-4052 Cell: 203-305-1847 Email: missy@simsburymeadowsmusic.com

**TIMELINE:**

Friday, August 28, 2020	RD Saturday, August 29, 2020	
12p – 3:30p	Setup	Field
4:00p	Gates open	Field
5:00p	VIP Presentation	Field
6:00p – 7:00p	100 Women of Color Awards	Stage
8:00p – 9:00p	Load-out/Breakdown	Stage

**EVENT DETAILS:**

<b>Description</b>	<p>Presented by June Archer &amp; Eleven28 Entertainment. The 100 Women of Color Gala &amp; Awards will celebrate the power of family, friends, and the community as we honor the past, present, and future. This gala will recognize the contributions that women in business, education, entrepreneurship, entertainment, sports and public service have made to impact the lives of those throughout their communities from Stamford, CT to Springfield, MA. The presentation will feature guest speakers, award ceremony and a DJ.</p> <p>** Referred by The Bushnell Center for the Performing Arts who was originally supposed to host the event.</p>
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Ticketing Information	
<b>POINTS OF SALE</b>	
<b>Online</b>	
<a href="https://www.eventbrite.com/e/the-100-women-of-color-gala-awards-2020-tickets-115043484158?mc_eid=525757e28c&amp;mc_cid=09c787efa4">https://www.eventbrite.com/e/the-100-women-of-color-gala-awards-2020-tickets-115043484158?mc_eid=525757e28c&amp;mc_cid=09c787efa4</a>	
<b>PRICING:</b> \$50 General Admission	
**Staggered entry times to be assigned at time of ticket reservation	

Parking	
Advanced Preparation	Lining required prior to event
Management	Accessible parking marked – Security to manage traffic direction
On-site Parking Fee	N/A

Expected Attendance	
	500

Stage Requirements	
Lights	N/A
Sound	Coordinated by June Archer
Setup	Coordinated by June Archer – IATSE Local 84

Vendor Information	
Merchandise Sales Vendors	N/A
Food Vendors	No Food or Beverage offerings – patrons may bring own
Services/Activities	N/A

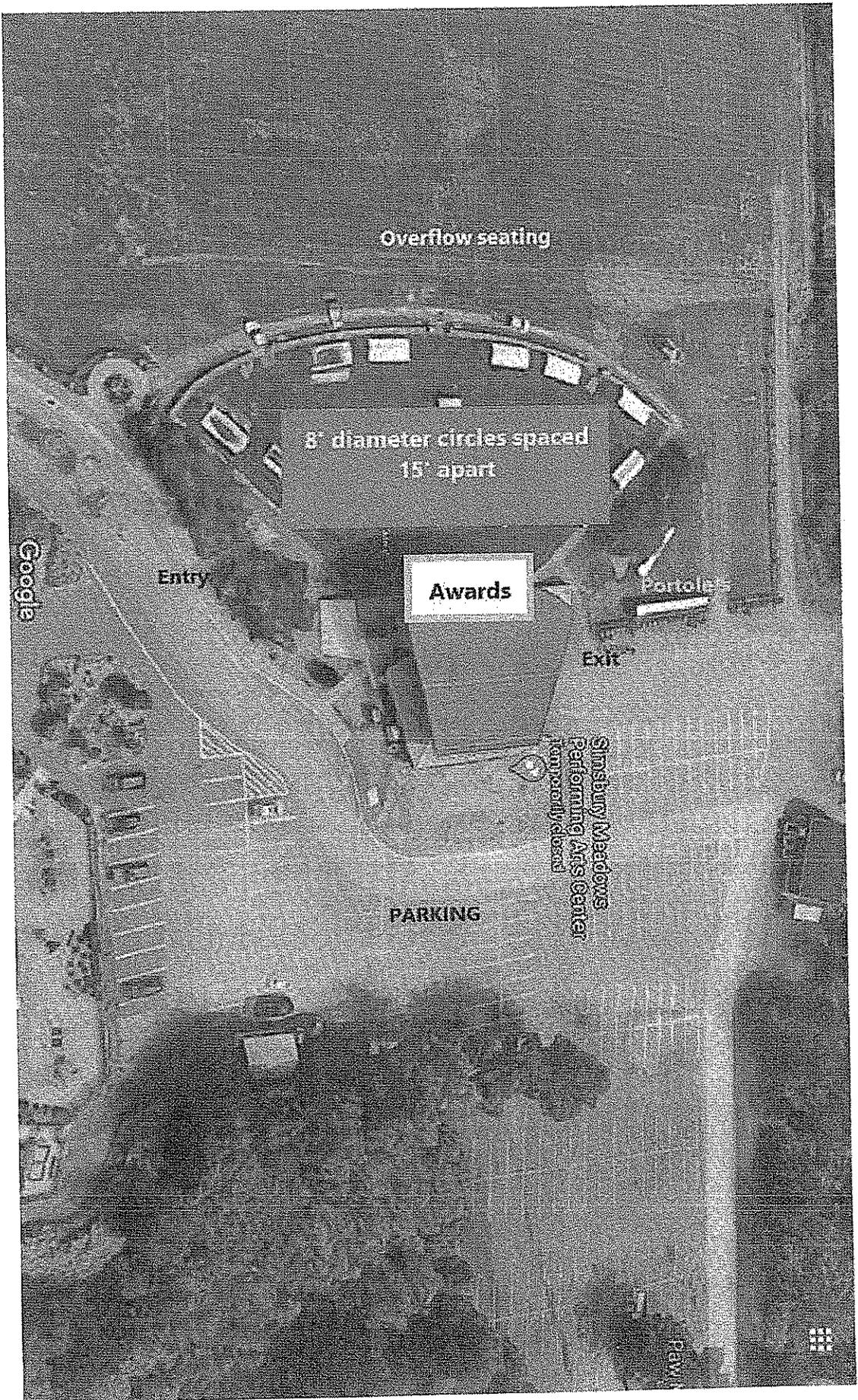
Public Restrooms	
Coordinated by	SMPAC
Units	Standard – 3 Sinks - 1 Accessible - 1 TOTAL – 5
Location	Southeast corner adjacent to parking

Security	
Stage Security (USA)	N/A
Field Security (USA)	1 supervisor, 6 guards to work parking and field roaming
Overnight Security	N/A
Security Notes	N/A

Public Safety	
Police	N/A

Public Safety	
Fire	N/A
EMS	N/A
DPW Trucks	N/A

Tents		
10x10	Number: 0	Sides: No
12x12	Number: 0	Sides: No
9x20	Number: 0	Sides: No
20x20	Number: 0	Sides: No
30x30	Number: 0	Sides: No



Overflow seating

8' diameter circles spaced  
15' apart

Entry

Awards

Portals

Exit

PARKING

Simsbury Meadows  
Performing Arts Center  
temporarily closed

Goods

Paving





# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Proposed Public Gathering Permit –  
Simsbury Flying Club – Drive-Thru Food Truck  
Event

2. **Date of Board Meeting:** August 10, 2020

3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Mike Glidden, Director of Planning and  
Community Development; Tom Hazel, Code Compliance Officer *Maria E. Capriola*

4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports approving the public gathering permit  
application as presented, the following motion is in order:

*Move, effective August 10, 2020 to approve the public gathering application on  
behalf of the Simsbury Airport and to authorize the issuance of the public  
gathering permit for a drive-thru food truck event, on the condition that all  
necessary food permits are obtained from the Farmington Valley Health District.*

5. **Summary of Submission:**  
The Public Gathering Committee has approved the application for a second 2020  
Simsbury Airport food truck event. The event will be a drive-thru style event with  
food trucks. The Farmington Valley Health District has reviewed their plans,  
including for safety related to COVID-19. The event will be held on September  
26<sup>th</sup> and 27<sup>th</sup>, 2020 at the Simsbury Airport. The event is scheduled to start at  
11:00am and end at 6:00pm on both days.

The Simsbury Airport is approved for the event from the FVHD and will be  
acquiring their temporary food permits for the food trucks.

Please note that the public gathering permit committee is not recommending a fly  
in component this year. The committee has respectfully requested that the term  
“Fly-In” not be used in advertising of this event. This food truck event should be  
nearly identical to the August food truck event approved by the Board of  
Selectmen at the July 13<sup>th</sup> meeting.

The Simsbury Airport expects up to 500 vehicles daily at the event, assuming multiple passengers per vehicle overall attendance throughout the day will likely exceed 500 people. It is expected for the number of vehicles to be staggered throughout the day and we have communicated to the event organizers that no more than 500 attendees may be present at one time at the venue.

**6. Financial Impact:**

None

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

a) Application, Map and Summary of Event



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## PUBLIC GATHERING PERMIT APPLICATION

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

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

Organization's Name: Simsbury Flying Club

Applicant's Name: Bradford Griswold

Mailing Address: 94 Wolcott Rd., Simsbury, CT 06070

Phone: 860-459-1575 Email: brad@nsls.tv

Event Location: Simsbury Airport, 94 Wolcott Rd., Simsbury, CT

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

Exact Time(s)/Date Begin: 9/26 & 9/27 - 11AM (each day) End: 6PM (each day)

Number of people expected to be present for the event (incl. staff, volunteers, attendees): 3,000

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

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

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

**EVENT INFO**

Description of Event: Fair Food Drive Through: Patrons would  
be able to order fair food in a manner consistent with  
that of a drive through food establishment. Depending on  
the current phase of reopening, patrons may be able to park  
and picnic (in a manner consistent with social distancing)  
near their vehicles in a large picnic area.

Please indicate whether you will be bringing:

Additional trash and recycling receptacles: YES  NO  NUMBER: 25

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

Portable toilets: YES  NO  NUMBER: \_\_\_\_\_

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

Tent: YES  NO  SIZE: Several 10x10  
OPEN SIDES  ENCLOSED

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

Lighting and/or sound equipment: YES  NO  Small PA for announcements/emergencies

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

Does your event require electrical access? YES  NO

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

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

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

Will alcohol be served at your event? YES  NO

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

Will road closure(s) be necessary? YES  NO

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

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

860-658-3245

**Alcohol**

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

**Signage**

- Will your event require temporary signs? YES  NO 
  - No signage may be erected without written permission granted from the Zoning Enforcement Officer
- Has your organization secured permits for such? YES  NO  Directional signage posted 2 days prior to event, may/may not seek permit for sandwich board advertisements

**Attachments:**

Site Map

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

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

www.fvhd.org  
860-352-2333

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

Has a Temporary Food Permit been secured? YES  NO

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

Several planned food vendors have permits, remaining in process of obtaining

**BUILDING DEPARTMENT**  
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3234

**Tent:**

YES  NO  CAPACITY: 2 volunteers per tent  
OPEN SIDES  ENCLOSED   
SQUARE FOOTAGE: 100 sq ft each

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

Does your event require electrical access? YES  NO

- Will you be utilizing portable generators? YES  NO

**FIRE MARSHAL**  
871 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-1973

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

860-658-3222

Will barricades/signage be required:

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

YES  NO

DATES: \_\_\_\_\_

Are DPW trucks required for use as barricades?

YES  NO

QUANTITY: \_\_\_\_\_

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

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

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

Please note:

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

POLICE DEPARTMENT  
933 HOPMEADOW STREET, SIMSBURY, CT 06070

860-658-3100

Is this event a concert and/or festival?

YES  NO

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

This is an outdoor gathering, however events of this nature have been  
held at Hebron Fairgrounds, Harwington Fairgrounds, and Guilford Fairgrounds  
utilizing the same food service provider/organizer.

Will on-site private security be provided?

YES  NO

NUMBER: \_\_\_\_\_

Will on-site emergency medical services be provided?

YES  NO

NUMBER: \_\_\_\_\_

- Where will they be located? \_\_\_\_\_

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

860-658-7213

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

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

Attendance will be:  
STAGGERED OVER COURSE OF EVENT  AT A SPECIFIC TIME  TIME: \_\_\_\_\_

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

860-658-3836

Are you serving food? YES  NO   
• If so, trash recycling barrels are required at Permittee's expense

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

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

Will athletic field lighting be necessary? YES  NO

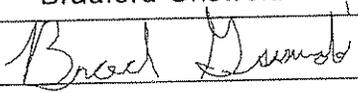
Have you provided a parking plan on your site map? YES  NO

Portable toilets must be provided at the rate of 1 toilet per 50 patrons, at the Permittee's expense.  
• ATTENDANCE: \_\_\_\_\_ / 50 = \_\_\_\_\_ PORTABLE TOILETS REQUIRED

### Public Gathering Permit Required Declaration

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

Applicant's Name (Printed): Bradford Griswold

Applicant's Signature: 

Date Signed: 7/30/2020

## REQUIRED SIGN OFFS (in order required)

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

# Simsbury Airport Fair Food Drive Through

Dates: September 27 & 28

## Brief Event Description:

Patrons would be able to order fair food in a manner consistent with that of a drive through food establishment. Depending on the current phase of reopening, patrons may be able to park and picnic (in a manner consistent with social distancing) near their vehicles in a large picnic area.

## Hours of Operation: 11 AM to 6 PM

Gates will open at 10:30 am into the grounds to prevent early birds from backing up into the road. Event will not be advertised to start until 11AM.

## Organizer Contacts:

Brad Griswold (Airport Manager / Organizer)

860-459-1575

[brad@nsls.tv](mailto:brad@nsls.tv)

Bill Thomas (Airport Board Member / Organizer)

860-693-4550

[walthomas421@gmail.com](mailto:walthomas421@gmail.com)

Frank Flood (Food Concessionaire / Organizer)

860-989-5999

[ctcreamery@aol.com](mailto:ctcreamery@aol.com)

## Expected Attendance:

Approx 500 vehicles over the span of the day.

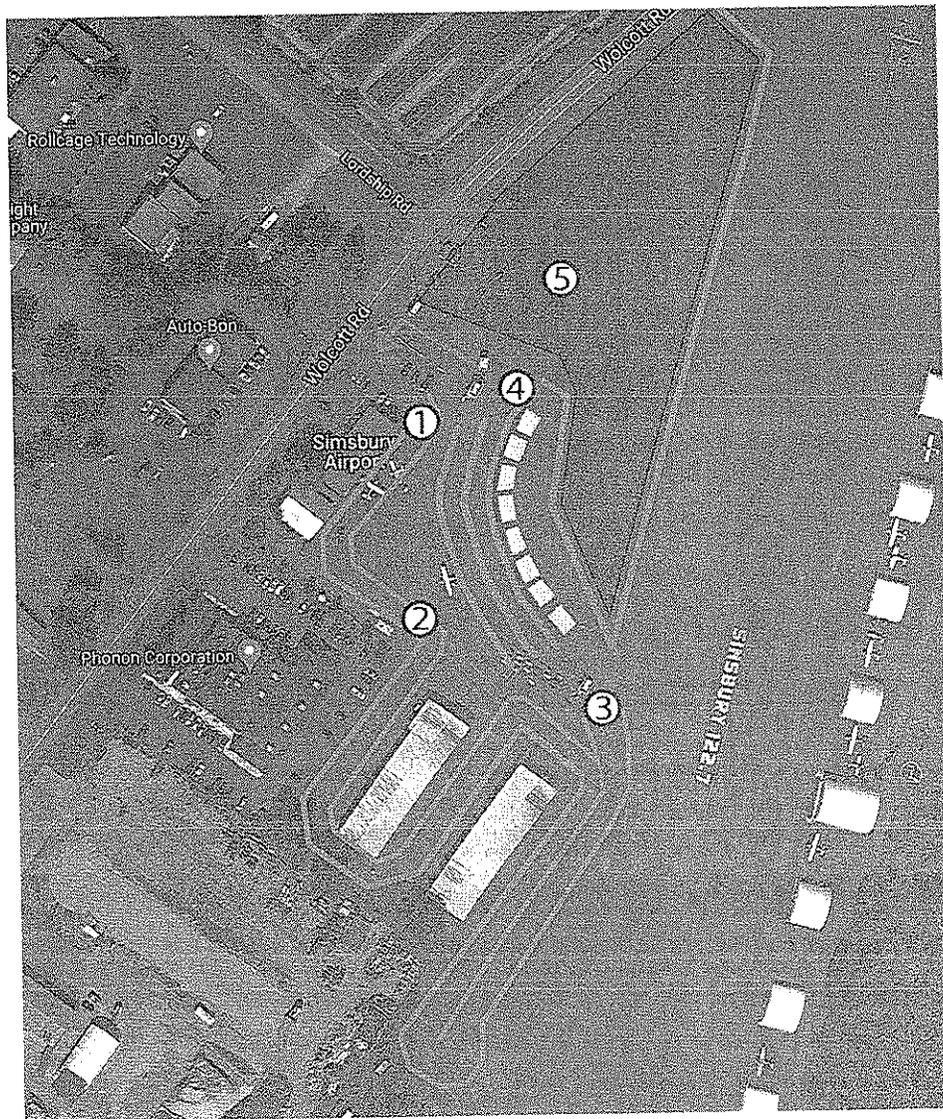
## Type of Attendance:

Only motorized vehicles will be permitted to enter the grounds. Pedestrians on foot/bicycles are not allowed. Essentially only vehicles that would be permitted in a food establishment drive through are permitted. Persons are not allowed to exit their vehicle until after receiving their food.

## PPE Protocol:

- 1) All Runners and cashiers as well as food service staff will be wearing PPE, gloves and masks or face coverings the entire time the Fair Food Drive Thru is open.
- 2) Simsbury Airport Authority will have a member(s) on a golf cart monitoring/enforcing our stay in your car rule/social distancing.
- 3) Customer must stay in their cars until they have received their food and have exited the Food Service area. If any customer Exits their car while in the food service area they will be asked to leave and escorted to the exit.
- 4) If allowed by state mandates and health department: Customers will be allowed to eat in the parking area for a maximum of 30 minutes to make room for more customer and avoid social distancing infractions.

## Event Map:



### 1) Entrance

Vehicles enter the grounds coming from the south (10/202 & Wolcott). Directional signage located at 10/202/Floydville, Wolcott/Floydville and 10/202/Wolcott will direct all traffic to that entrance coming from the south. Once entering the grounds, vehicles will enter a serpentine that is .45 miles long (and can be extended up to almost a mile if needed, but we do not anticipate using more than about .15-.25 miles of the length). This is designed to remove all vehicular traffic from the road.

### 2) Order Form Handout

Vehicles will pull in approximately 800ft into the serpentine and will receive a disposable paper order form and writing utensil (golf pencil that they keep to avoid shared surfaces). They will fill out this form and hand it to the cashier at station "3".

### 3) Cashier

The driver will hand the order form to the cashier and will then pay for their food. Food Caller takes paper menu from cashier walks the food truck line putting in the orders with each food truck then passes paper menu to runner. Runner will pull the orders from the food trucks matching the menu items to license plates/car make and model and place food on the table next to the vehicle at station "4"

### 4) Food Pickup

Vehicles will pull past the food trucks up to the food pickup location. At this area, food will be placed on a tray on a table next to their vehicle (matched by license plate number on the order form) so that they may take their food. From here they may take their food and exit or proceed to the picnic area at station "5".

### 5) Socially Distanced Picnic Area

Patrons choosing to enjoy their food on grounds will pull into a demarcated row and park socially distanced from any other vehicles/groups. They may exit their vehicle and enjoy their food in proximity to their vehicle so long as they remain socially distanced from other groups. Simsbury Airport will have a member(s) on a golf cart monitoring/enforcing our stay in your car rule while in line and social distancing in the picnic area for the duration. Patrons will be encouraged to linger no longer than 30 minutes to ensure ample space for patrons coming through.

### Other Notes

Signage will direct traffic exiting the grounds to make a right turn only to avoid any traffic tie ups/conflicts.

## Other Considerations:

### Aircraft

This will not be advertised as a fly in, strictly as a drive through fair food event. While normal aircraft operations may be going on (takeoffs/landings), patrons will not be allowed to wander through the aircraft area (it will be cordoned off). Additionally, the safety barrier offsets for a normal fly in will be doubled to ensure an additional safety factor for all patrons.

### Signage

In addition to the directional signage mentioned earlier, there will be significant on-ground signage directing people to remain in their vehicles while in line for food, to encourage social distancing and other safety signage as appropriate.

### Food Trucks

The map currently shows 8 trucks. This is an estimated total and will vary (between 5 and 9) as permitted by the Farmington Valley Health District.

### Hand Sanitizing Stations

Will be provided for safety.



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Simsbury-Granby Rotary Club Donation
2. **Date of Board Meeting:** August 10, 2020
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Kristen Formanek, Director of Community & Social Services  
*Maia E. Capriola*

4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports acceptance of the Simsbury-Granby Rotary Club donation, the following motion is in order:

*Move, effective August 10, 2020, to accept the Simsbury-Granby Rotary Club donation in the amount of \$4,500 for the purpose of supporting Simsbury Community and Social Services Department food programs that assist residents in need, with special focus on "kid friendly" food items for the summer months.*

5. **Summary of Submission:**  
The Simsbury-Granby Rotary Club has donated the sum of \$4,500 to the Simsbury Food Closet to help keep the shelves stocked for our residents in need, especially during the COVID-19 pandemic. This donation will be focused on providing "kid friendly" food items for our households with children during the summer months.

Chapter 100 of our Code of Ordinances, "Gift Policy" Section 100-2 "Monetary Donations" states that no donation of more than \$1,500 may be accepted without Board of Selectmen approval. If the donation is accepted I will direct staff to send a thank you letter to the Simsbury-Granby Rotary.

6. **Financial Impact:**  
This is a donation of \$4,500 to the Community & Social Services Department. The funds would be deposited into a Social Services special revenue fund.
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:** Simsbury Woman's Club Donation
2. **Date of Board Meeting:** August 10, 2020
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Kristen Formanek, Director of Community & Social Services Department *Maria E. Capriola*

4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports acceptance of the Simsbury Woman's Club donation, the following motion is in order:

*Move, effective August 10, 2020, to accept the Simsbury Woman's Club donation in the amount of \$2,097.37 for the purpose of supporting Community & Social Services Department food programs that assist residents in need.*

5. **Summary of Submission:**  
The Simsbury Woman's Club's signature fundraiser had historically been their Arts & Crafts Show. The Simsbury Woman's Club has recently disbanded and decided that the Simsbury Food Pantry would be their final donation.

Chapter 100 of our Code of Ordinances, "Gift Policy" Section 100-2 "Monetary Donations" states that no donation of more than \$1,500 may be accepted without Board of Selectmen approval. If the donation is accepted I will direct staff to send a thank you letter.

6. **Financial Impact:**  
This is a donation of \$2,097.37 to the Community & Social Services Department. The funds would be deposited into a Social Services special revenue fund.
7. **Description of Documents Included with Submission:**
  - a) None



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Federal FY 2020 State Homeland Security Grant Program
2. **Date of Board Meeting:** August 10, 2020
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Michael Berry, Emergency Management Director  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports participating in the State Homeland Security Grant Program, the following motion is in order:

*Move, effective August 10, 2020, to approve the Federal Fiscal Year 2020 State Homeland Security Grant Program Memorandum of Agreement, which makes the Town of Simsbury eligible for regional allocations made through the Region 3 Regional Emergency Planning Team. Further move, to approve the attached resolution that authorizes the Town Manager to execute all documents related to the grant award.*

5. **Summary of Submission:**  
The Federal FY 2020 State Homeland Security Grant Program (SHSGP) provides funding to state administrative agencies to the Capitol Region for emergency preparedness and response activities. The Department of Emergency Services and Public Protection (DESPP) and Department of Emergency Management and Homeland Security (DEMHS) are retaining pass-through funds from this program in the amount of \$1,539,465 for regional projects designed to benefit municipalities. Projects include: regional collaboration; Connecticut Intelligence Center/Fusion Center; CBRNE detection and response; metropolitan medical response system; citizen corps program; medical preparation and response; and cyber security.
6. **Financial Impact:**  
Region 3 Regional Emergency Planning Team (REPT), which we are part of, will receive \$447,156.80 for regional projects. The Capital Region Council of Governments (CRCOG) will serve as the fiduciary for these funds, and will provide programmatic oversight of the funding allocation. Specific projects will be developed and approved by the Region 3 REPT and DEMHS.
7. **Description of Documents Included with Submission:**
  - a) FY20 State Homeland Security Grant Program Memorandum of Agreement
  - b) Authorizing Resolution



**FFY 2020 STATE HOMELAND SECURITY GRANT PROGRAM  
Region 3 MEMORANDUM OF AGREEMENT**



**Data Sheet**

**Step 1- Fill out this datasheet form to auto populate MOA document in this PDF file.**

**THIS DATASHEET MUST BE COMPLETED ELECTRONICALLY**

**Step 2-After populating the document, print out entire MOA and obtain the correct signatures as outlined by the completion checklist on the following page.**

<b>Town Information:</b> 	
<b>Person Completing Document:</b>	
<b>Municipality Name:</b>	
<b>Town CEO Name:</b>	
<b>Town CEO Title (ie. Mayor):</b>	

**\*Municipality Name - Municipalities can enter the name as either the long or short name, for example: enter name as either "New Haven" or "City of New Haven"**

<b>Point of Contact Information:</b> 	
<b>POC Name &amp; Title:</b>	
<b>Address:</b>	
<b>Email:</b>	
<b>Phone:</b>	
<b>Fax:</b>	



**FFY 2020 STATE HOMELAND SECURITY GRANT  
PROGRAM Region 3 MEMORANDUM OF AGREEMENT  
CHECKLIST**



Please use this checklist to insure completion and accuracy of the following agreement.

## 1. Instructions for: \_\_\_\_\_

**Received by:** \_\_\_\_\_

**For the MOA:**

- A municipal point of contact been identified in Part III, Section M.
- The Chief Executive Officer has signed and dated the agreement.
- The Chief Executive Officer's name and title has been typed in the space provided.

**Authorizing Resolution Attached**

The Blanket Resolution Template includes the recommended language for the resolution. If you do not use this template, the resolution must reference the FFY 2020 Homeland Security Grant Program. No other resolutions will be accepted.

Please note: The Fiduciary and Municipality shall complete Appendix A Custodial Ownership and Memorandum of Agreement (Appendix A), for any municipality that takes ownership of equipment purchased with 2020 HSGP funds by the REPT. *(These documents are not attached to this MOA, but will be sent directly to the Fiduciary)*

**Once complete, mail or email the complete MOA package to: Cheryl Assis, Capitol Region Council of Governments, 241 Main Street, Hartford, CT 06106**

## 2. Instructions for the Capitol Region Council of Governments

**Received by:** \_\_\_\_\_

**Review and Signature**

- The Chief Executive Officer has signed and dated the agreement.
- The Chief Executive Officer's name and title has been typed in the space provided.
- The Region 3 REPT Chair has signed and dated the agreement.
- The Region 3 REPT Chair's name has been typed in the space provided.
- All of the items listed on this checklist have been completed and are correct.

Once complete please contact your DESPP/DEMHS Program Manager to schedule a MOA review meeting.

Please note: The Fiduciary shall complete Appendix A, Custodial Ownership, for any Municipality that takes ownership of equipment purchased with 2020 HSGP funds by the REPT. *(These documents are not attached to this MOA, but will be sent directly to the Fiduciary)*

**DUE DATE: October 20, 2020**

# MEMORANDUM OF AGREEMENT

## REGARDING USE OF FEDERAL FISCAL YEAR 2020 STATE HOMELAND SECURITY GRANT FUNDING AND CUSTODIAL OWNERSHIP OF REGIONAL ASSETS IN DEMHS Region 3

### I. AGREEMENT REGARDING THE USE OF FEDERAL HOMELAND SECURITY GRANT FUNDS TO SUPPORT REGIONAL SET-ASIDE PROJECTS

#### A. Introduction

The following facts are understood and agreed to by all parties:

1. The parties to this part of the Memorandum of Agreement (MOA) are the State of Connecticut Department of Emergency Services and Public Protection (DESPP), including the Division of Emergency Management & Homeland Security (DEMHS), the municipality of \_\_\_\_\_, the Capitol Region Council of Governments (Fiduciary) and the Region 3 Regional Emergency Planning Team (Region 3 REPT).
2. DESPP is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for Federal Fiscal Year 2020 State Homeland Security Grant Program (SHSGP), Award No. EMW-2020-SS-*pending*. DEMHS is the division of DESPP responsible for program management of the grants, including consulting with the DEMHS Advisory Council, and the DEMHS Regional Planning Teams to provide a coordinated and integrated program of emergency management and homeland security.
3. The DEMHS Advisory Council, through its Homeland Security Working Group, has approved the allocation formula for grant funds available under the SHSGP;
4. DESPP/DEMHS is retaining pass-through funds from 2020 SHSGP in the total amount of \$1,654,801 on behalf of local units of government, for the following eight regional set-aside projects designed to benefit the state's municipalities:
  - a. Regional Collaboration;
  - b. Enhancing Information and Intelligence Sharing and cooperation with Federal Agencies, including DHS;
  - c. Addressing Emergent Threats;
  - d. Capitol Metropolitan Medical Response System - MMRS;
  - e. Medical Preparation and Response; and Cyber Security; Citizen
  - f. Corps. Program;
  - g. Enhancing Cybersecurity; and,
  - h. Enhancing Protection of Soft Targets and Crowded Places.
5. DEMHS – in coordination and cooperation with the municipalities located within DEMHS Region 3 including \_\_\_\_\_ – has created, and established bylaws for, the Region 3 REPT, a multi-disciplinary, multi-jurisdictional regional group to facilitate planning and resource coordination within DEMHS Region 3.
6. \_\_\_\_\_ is eligible to participate in those Federal Fiscal Year 2020 SHSGP regional allocations made through the Region 3 REPT and not included in the set-aside projects, in the amount of \$382,156.80 (and an additional \$65,000 for the regional bomb squad) for Region 3 which will be made available to the jurisdictions in Region 3 in the manner recommended by the REPT in accordance with its approved bylaws, upon execution of the grant accepted by the SAA.

#### B. Purpose of Agreement

The SAA and \_\_\_\_\_ enter into Part I of this MOA authorizing the SAA to act as the agent of \_\_\_\_\_ and allowing the SAA to retain and administer grant funds provided under 2020 SHSGP for the eight regional set-aside projects listed above, and also for The Capitol Region Council of Governments to provide the financial and programmatic oversight described below.

#### C. SAA and \_\_\_\_\_ Responsibilities.

The SAA agrees to administer the SHSGP grant funds of \$1,654,801 in furtherance of the eight regional set-aside projects listed above.

\_\_\_\_\_ agrees to allow the SAA to provide financial and programmatic oversight of the \$1,654,801 for the purpose of supporting the allocations and uses of funds under the

2020 SHSGP consistent with the 2020 State Homeland Security Grant Application that has been reviewed and approved by the federal Department of Homeland Security and supported by the Initial Strategy Implementation Spending Plan (ISIP) as part of the Biannual Strategy Implementation Report (BSIR) approved by the Emergency Management & Homeland Security Council, now known as the DEMHS Advisory Council. \_\_\_\_\_ agrees to allow the SAA to hold, manage, and disburse the grant funds that have been reserved for the eight regional set-aside projects listed above.

**D. Capitol Region Council of Governments & \_\_\_\_\_ Responsibilities.**

\_\_\_\_\_ also agrees to allow the Capitol Region Council of Governments to provide financial and programmatic oversight of the Federal Fiscal Year 2020 regional allocation not included in the eight regional set-aside projects in the amount of \$382,156.80 (an additional \$65,000 for the regional bomb squad) targeted to member municipalities in DEMHS Region 3 and recommended through the Region 3 REPT in accordance with its approved bylaws. Such funds will be applied to specific projects developed and approved by the Region 3 REPT and DEMHS.

**II. AGREEMENT REGARDING CUSTODIAL OWNERSHIP OF REGIONAL ASSETS**

**A. Introduction**

The following facts are understood and agreed to by all parties:

1. The parties to this part of the Memorandum of Agreement (MOA) are the State of Connecticut Department of Emergency Services and Public Protection (DESPP), including the Division of Emergency Management & Homeland Security (DEMHS), the municipality of \_\_\_\_\_, the Capitol Region Council of Governments (Fiduciary), and the DEMHS Region 3 Regional Emergency Planning Team (Region 3 REPT).
2. DESPP is the designated recipient and State Administrative Agency (SAA) of the United States Department of Homeland Security for grants awarded beginning in Federal Fiscal Year (FFY) 2004, up to the present time. DEMHS is the division of DESPP responsible for program management of the grants, including consulting with the DEMHS Advisory Council, and the DEMHS Regional Planning Teams to provide a coordinated and integrated program of emergency management and homeland security.
3. \_\_\_\_\_ has agreed to operate as the custodial owner of the asset(s) described in Appendix A, on behalf of \_\_\_\_\_, the region, and if necessary, the State. (Please note: If a town takes ownership of assets, the Fiduciary will assist them in completing Appendix A. The Appendix will be added to this MOA).
4. The parties also agree that \_\_\_\_\_ may operate as the custodial owner of additional assets purchased on behalf of the Region from FFY 2020 grant funds, as approved by the Region 3 REPT, and DEMHS, which assets will be added to Appendix A by the Fiduciary within thirty (30) days of approval by the Region 3 REPT.
5. The Region 3 REPT has been established to foster regional collaboration and mutual aid through, among other things, collaborative plan development, resource sharing and coordination.
6. The Capitol Region Council of Governments (Fiduciary) has agreed to operate as the fiscal agent for the federal SHSGP grants awarded to DEMHS Region 3 for Federal Fiscal Year 2020.

**B. Purpose.**

DESPP/DEMHS, the Region 3 REPT, Capitol Region Council of Governments (Fiduciary), and \_\_\_\_\_, enter into Part II of this MOA regarding asset(s) for which \_\_\_\_\_ agrees to be the custodial owner, and which are described in the approved 2020 Subgrant Application and will be added to this MOA as Appendix A.

**C. Agreements and Responsibilities of the Parties.**

**1. Definitions.**

As used in this MOA:

- The term "authorized training" means training that is authorized by DESPP/DEMHS.
- The term "custodial owner" means a political subdivision or tribe that has agreed to accept title and responsibility for the asset(s), subject to possible redeployment under the terms outlined in Paragraph C(4) below.

**2. Responsibilities of DESPP/DEMHS and Capitol Region Council of Governments (Fiduciary)**

In its role as SAA, DESPP/DEMHS will subgrant funds to Capitol Region Council of Governments which, as the Region 3 Fiscal Agent, will procure the asset(s) listed in their approved Subgrant Application (which will be added to Appendix A).

### 3. Appendix A.

The parties agree that decisions regarding the placement of regional assets in \_\_\_\_\_ may be made after the execution of this agreement and that Appendix A shall be completed accordingly. \_\_\_\_\_ agrees to be bound by the terms of this agreement for any asset added to Appendix A. The parties also agree that Appendix A must be signed by the DEMHS Deputy Commissioner, the chair of the Region 3 REPT, and the Chief Executive Officer, or his/her designee, of \_\_\_\_\_.

### 4. Responsibilities of Custodial Owner

\_\_\_\_\_ understands that it is the Custodial Owner, on behalf of itself and the Region, of the asset(s) which will be added to Appendix A, as may be amended pursuant to Paragraph C(4) above. As Custodial Owner, \_\_\_\_\_ agrees:

- a. To safeguard the asset(s) in a secure location, including, for example, providing refrigeration or protection from the elements, if appropriate;
- b. To regularly test, use and maintain the asset(s) in working order. It is understood by the parties that trained personnel of \_\_\_\_\_'s municipal agencies may use the asset(s) for appropriate emergency response/emergency management purposes, including authorized training and exercise;
- c. To provide the asset(s) in a timely manner, in working order, and with appropriate staffing, if necessary, when deployment is requested: under the terms of this MOA; under a mutual aid agreement, including a civil preparedness mutual aid agreement approved by DESPP/DEMHS, as required by Conn. Gen. Stat. §28-7(d); under the terms of the intrastate mutual aid system, Connecticut General Statutes §28-22a; or at any time by the State of Connecticut, including DESPP/DEMHS;
- d. To provide the asset(s) in a timely manner, in working order, and with appropriate staffing, if necessary, when deployment is requested for authorized training and/or exercise;
- e. To maintain records of the use of the asset(s), including deployment for an actual incident or for authorized training, and to provide these records to DESPP/DEMHS as requested;
- f. To maintain an inventory of the asset(s), including a unique tagging system (including the DEMHS logo) so that the asset(s) can be easily identified as separate from the Custodial Owner's other property, and to provide that inventory to DESPP/DEMHS as requested.
- g. To maintain all necessary insurance regarding the asset(s) and their use;
- h. To cooperate with any state or federal audit of the asset(s) and/or their use;
- i. To abide by the bylaws and/or procedures established under any applicable State of Connecticut or regional plan;
- j. That the State, including DESPP/DEMHS, does not guarantee any further funding for, or provision of repairs to, the asset(s) beyond the terms of this MOA;
- k. That all maintenance and operations of the asset(s) by \_\_\_\_\_ shall conform to the manufacturer's recommendations. If appropriate, \_\_\_\_\_ shall maintain trained personnel available to transport and supervise the operation of the asset(s). All personnel or agents of \_\_\_\_\_ performing any maintenance or repair services in connection with these asset(s) shall be fully qualified and authorized or permitted under federal, state, and local laws to perform such services.

### 5. Responsibilities of the REPT.

The Region 3 REPT understands and acknowledges that, in accepting responsibility as the custodial owner of the asset(s), \_\_\_\_\_ is furthering regional collaboration and mutual aid on behalf of all of the members of Region 3.

**6. Assignment of Asset(s).**

If \_\_\_\_\_ does not comply with the requirements under this MOA, or terminates its involvement in this MOA, then DESPP/DEMHS, in consultation with the REPT Chair, may redirect the asset(s), preferably to a different town within the Region. Whenever possible, DESPP/DEMHS will provide 60 days' notice before re-assigning the asset.

**III. GENERAL TERMS OF AGREEMENT APPLICABLE TO ALL PARTS OF THIS MEMORANDUM OF AGREEMENT****A. Effective Date.**

The terms of this agreement will become effective when all parties have executed it.

**B. Authority to Enter Agreement.**

DESPP/DEMHS is authorized to enter into this Agreement through the Deputy Commissioner of the DESPP/DEMHS pursuant to the authority provided under Connecticut General Statutes §4-8 and Titles 28 and 29. The Municipality of \_\_\_\_\_ is authorized to enter into this agreement through its Chief Executive Officer, authorized pursuant to the attached [original or certified copy of resolution, ordinance or charter provision]. The other persons executing this Memorandum of Agreement (MOA) on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this agreement on behalf of the entity for which they sign, as indicated by valid resolutions, if necessary.

**C. Duration of Agreement.**

Part I of this MOA, as modified with the consent of the parties, remains in full force and effect until the end of the grant period, or any extension thereof, covered by this MOA, unless cancelled by the SAA, giving \_\_\_\_\_ written notice of such intention at least thirty (30) days in advance. Any party may terminate its involvement with Part II of this agreement upon sixty days' written notice to the other parties. DESPP/DEMHS reserves the right to cancel any funding under this MOA without prior written notice when the funding is no longer available.

**D. Amendment of the Agreement.**

This agreement may be modified upon the mutual written consent of the parties.

**E. Litigation.**

The Parties agree to good faith consultation with one another to resolve disagreements that may arise under or relating to this MOA before referring the matter to any other person or entity for settlement. The Parties agree that any disputes under Part II, Paragraph C.6 shall be resolved by DEMHS. The Parties also agree that the sole and exclusive means for the presentation of any claim against the State, including the SAA, arising from this agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Parties further agree not to initiate legal proceedings in any State or Federal Court in addition to, or in lieu of, said Chapter 53 proceedings.

**F. State Liability.**

The Parties agree to indemnify and hold harmless the State of Connecticut with regard to the activities described within this MOA, and recognize that the State does not waive its right to sovereign immunity with regard to any provision of this MOA. The State of Connecticut assumes no liability for funding under the terms of this MOA until \_\_\_\_\_, through the Region 3 REPT, is notified by the SAA that this MOA has been approved and executed by DEMHS and by any other applicable state agency.

## G. Confidential Information

**a. Confidential Information:** Any name, number or other information that may be used, alone or in conjunction with any other information, to identify a specific individual including, but not limited to, such individual's name, date of birth, mother's maiden name, motor vehicle operator's license number, Social Security number, employee identification number, employer or taxpayer identification number, alien registration number, government passport number, health insurance identification number, demand deposit account number, savings account number, credit card number, debit card number or unique biometric data such as fingerprint, voice print, retina or iris image, or other unique physical representation. Without limiting the foregoing, Confidential Information shall also include any information that DESPP/DEMHS classifies as "confidential" or "restricted." Confidential Information shall not include information that may be lawfully obtained from publicly available sources or from federal, state, or local government records which are lawfully made available to the general public.

**b. Confidential Information Breach:** Generally, an instance where an unauthorized person or entity accesses Confidential Information in any manner, including but not limited to the following occurrences: (1) any Confidential Information that is not encrypted or protected is misplaced, lost, stolen or in any way compromised; (2) one or more third parties have had access to or taken control or possession of any Confidential Information that is not encrypted or protected without prior written authorization from the State; (3) the unauthorized acquisition of encrypted or protected Confidential Information together with the confidential process or key that is capable of compromising the integrity of the Confidential Information; or (4) if there is a substantial risk of identity theft or fraud to the client, the Contractor, the Department or State.

## H. Audit Compliance.

If \_\_\_\_\_ through the Region 3 REPT, agrees to serve as a host or custodial owner of equipment purchased with the grant funds referenced in this MOA, then \_\_\_\_\_ must comply with the Federal Single Audit Act of 1984, P.L. 98-502 and the Amendments of 1996, P.L. 104-156 and with the Connecticut Statutes §7-396a and 396b, and the State Single Audit Act § 4-230 through 236 inclusive, and the regulations promulgated thereunder.

\_\_\_\_\_ agrees that all fiscal records, if any, pertaining to the projects shall be maintained for a period of not less than three (3) years from the date of the signing of this MOA. Such records will be made available to state and/or federal auditors upon request.

## I. Lobbying, Debarment, and Suspension.

\_\_\_\_\_ commits to compliance with the requirements under 28 CFR Part 66 (Uniform Administrative Requirements for Grants to States); 28 CFR Part 69, New Restrictions on Lobbying; 28 CFR Part 67, Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug Free Workplace (Grants); Office of Management and Budget (OMB) Circular A-87, addressing cost principles for grants to state and local governments; 28 CFR Part 70 (Common Rules for Administrative Requirements for Grants to Non-Profits); OMB Circulars A-122 and A-21 addressing Cost Principles for Grants to Non-Profit Entities and requirements included in the Department of Homeland Security Office of Grants and Training Financial Guides.

**J. Executive Orders.**

This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971, and, as such, this contract may be cancelled, terminated or suspended by the State Labor Commissioner for violation of or noncompliance with said Executive Order No. Three, or any State or federal law concerning non-discrimination, notwithstanding that the Labor Commissioner is not a party to this contract. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Three is incorporated herein by reference and made a part hereof. The parties agree and abide by said Executive Order and agree that the State Labor Commissioner shall have continuing jurisdiction in respect to contract performance in regard to non-discrimination, until the contract is completed or terminated prior to completion. \_\_\_\_\_ agrees, as part consideration hereof, that this contract is subject to the Guidelines and Rules issued by the State Labor Commissioner to implement Executive Order No. Three, and that it will not discriminate in its employment practices or policies, will file all reports as required, and will fully cooperate with the State of Connecticut and the State Labor Commissioner. This contract is also subject to the provision of Executive Order No. 16 of Governor John G. Rowland promulgated August 4, 1999 adopting a zero tolerance policy for workplace violence, and as such, this contract may be cancelled terminated or suspended by the State for violation of or noncompliance with said Executive Order No. Sixteen. The parties to this contract, as part of the consideration hereof, agree that said Executive Order No. Sixteen is incorporated herein by reference and made a part thereof. The parties agree to abide by such Executive Order. The contract is also subject to provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, and, as such this contract may be cancelled, terminated or suspended by the contracting agency or the State Labor Commissioner for violation of or non-compliance with said Executive Order No. Seventeen, notwithstanding that the Labor Commissioner may not be a party to this contract. The parties to this contract, as part of the consideration hereof, agree that Executive Order No. Seventeen is incorporated herein by reference and made a part hereof. The parties agree to abide by such Executive Order and agree that the contracting agency and the State Labor Commissioner shall have joint and several continuing jurisdiction in respect to contract performance in regard to listing all employment openings with the Connecticut State Employment Service. This contract may also be subject to Executive Order No. 14 and Executive Order No. 49. Executive Order of Governor M. Jodi Rell, promulgated April 17, 2016, concerning procurement of cleaning products and services. Executive Order No. 49 of Governor Dannel P. Malloy, promulgated May 22, 2015, mandating disclosure of certain gifts to public employees and contributions to certain candidates for office in accordance with their respective terms and conditions.

**K. Non-Discrimination Clause.**

In accordance with Public Act 88-351, the Town agrees and warrants that, (a) For the purposes of this section, "minority business enterprise" means any small grantee or supplier of materials fifty-one percent or more of the capital stock, if any, or asset(s) of which is owned by person or persons: (1) Who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of Conn. Gen. Stat. Sect. 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

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

The Town agrees and warrants that in the performance of the contract such Town will not discriminate or permit discrimination against any person or group or persons on the grounds of race, color, religious creed, age, marital status, national origin, sex, mental retardation or physical disability, including but not limited to, blindness, unless it is shown by such Town that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut.

The Town further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such Town that such disability prevents performance of the work involved: the Town agrees, in all solicitations or advertisements for employees placed by or on behalf of the Town, to state that it is an "affirmative action – equal opportunity employer" in accordance with the regulations adopted by the Commission; the Town agrees to provide each labor union or representative of workers with which such Town has a collective bargaining agreement or other contract of understanding and each vendor with which Town has a contract of understanding, a notice to be provided by the Commission advising the labor union or workers' representative of the Town's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; the Town agrees to comply with each provision of this section and Conn. Gen. Stat. Sect. 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Conn. Gen. Stat. Sect. 46a-56, as amended by Section 5 of Public Act 89-253, 46a-68e and 46a-68f; the Town agrees to provide the Commission of Human Rights and Opportunities with such information requested by the Commission, permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Town as related to the provisions of this section and section 46a-56. If the contract is a public works contract, the Town agrees and warrants that he will make good faith efforts to employ minority business enterprises as subgrantees and suppliers of materials on such public works project.

Determination of the Town's good faith efforts shall include but shall not be limited to the following factors: The Town's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

The Town shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.

The Town shall include the provisions of subsection (b) of this section in every subcontract or purchase order entered into in order to fulfill any obligation or a contract with the State and such provisions shall be binding on a subgrantee, vendor or manufacturer, unless exempted by regulations or orders of the Commission. The Town shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for non-compliance in accordance with Conn. Gen. Stat. Sect. 47a-56, as amended by Section 5 of Public Act 89-253; provided, if such Town becomes involved in, or is threatened with litigation with a subgrantee or vendor as a result of such direction by the Commission, the Town may request the State of Connecticut to enter into any such litigation prior thereto to protect the interest of the State and the State may so enter.

The Town agrees to comply with the regulations referred to in this section as they exist on the date of this contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.

Pursuant to Public Act 89-227, as amended, as of January 1, 1991, no agency of the State of Connecticut may purchase new products packaged in or composed in whole or part of polystyrene foam if such foam is manufactured using chlorofluorocarbons (CFC). Manufacturers are required by the Act to provide information regarding the CFC content of polystyrene foam used in such products or packaging to any person selling the product who requests such information. By submitting an offer to sell to or accepting an order from the State of Connecticut the vendor certifies that no CFC are used in the manufacture of polystyrene foam contained in such products or packaging.

#### **L. Non-discrimination on the Grounds of Sexual Orientation.**

1. The Town agrees/warrants that in the performance of the contract such Town will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation.
2. The Town agrees to provide each labor union or representative of workers with which such Town has a collective bargaining agreement or other contract or understanding and each vendor with which such Town has a contract or understanding and each vendor with which such Town or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Town's commitments under this section, and to post

copies of the of the notice in conspicuous places available to employees and applicants for employment;

3. The Town agrees to comply with each provision of this Section and Sections 46a-68f of the General Statutes and with each regulation or relevant order issued by said Commission pursuant to Sections 46a-56, 46a-68e and 46a-68f of the General Statutes;
4. The Town agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Town as related to the provisions of this section and Section 46a-56 of the General Statutes.
5. The Town shall include the provisions of paragraph (1) of this addendum in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subgrantee, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Town shall take such actions with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for non-compliance in accordance with Section 46a-56 of the General Statutes; provided, if such Town becomes involved in, or is threatened with, litigation with a subgrantee or vendor as a result of such direction by the Commission, the Town may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

**M. Points of Contact.**

<b>1. The Point of Contact for the SAA</b>	
<b>Name &amp; Title:</b> Deputy Commissioner Regina Y. Rush-Kittle	
<b>Address:</b> 1111 Country Club Road, Middletown, CT 06457	
<b>Emails:</b> regina.rush-kittle@ct.gov and <a href="mailto:rita.stewart@ct.gov">rita.stewart@ct.gov</a>	<b>Phone:</b> 860-685-8531
	<b>Fax:</b> 860-685-8902
<b>2. The Point of Contact for _____</b> (Please fill in the following fields)	
<b>Name &amp; Title:</b>	
<b>Address:</b>	
<b>Email Address:</b>	<b>Phone:</b>
	<b>Fax:</b>

**N. Other provisions.**

Nothing in this agreement is intended to conflict with current laws or regulations of the State of Connecticut or \_\_\_\_\_. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this agreement shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have set their hands and seals on the dates written below:

**THE** \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Its Chief Executive Officer  
 Duly Authorized  
 Typed Name &  
 Title: \_\_\_\_\_

**CAPITOL REGION COUNCIL OF GOVERNMENTS**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Its Chief Executive Officer  
 Duly Authorized  
 Typed Name \_\_\_\_\_

**MOA THE Region 3 REGIONAL EMERGENCY PLANNING TEAM**

By:

Date:

Its Chair  
Duly Authorized  
Typed Name: \_\_\_\_\_

**DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION/  
DIVISION OF EMERGENCY MANAGEMENT & HOMELAND SECURITY**

Date:

By: \_\_\_\_\_

Regina Y. Rush-Kittle  
Duly Authorized

**AUTHORIZING RESOLUTION OF THE**  
**TOWN OF SIMSBURY BOARD OF SELECTMEN**

CERTIFICATION:

I, Ericka Butler, the Town Clerk of Town of Simsbury, do hereby certify that the following is a true and correct copy of a resolution adopted by Board of Selectmen at its duly called and held meeting on August 10 2020, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

RESOLVED, that the Town Manager , Maria Capriola may enter into with and deliver to the **State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security** any and all documents which it deems to be necessary or appropriate; and

FURTHER RESOLVED, that Maria Capriola, as Town Manager, is authorized and directed to execute and deliver any and all documents on behalf of the Simsbury Board of Selectmen and to do and perform all acts and things which he/she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Maria Capriola now holds the office of Town Manager and that he/she has held that office since January 29, 2018.

IN WITNESS WHEREOF: The undersigned has executed this certificate this 11 day of August 2020.

Ericka Butler

Town of Simsbury Clerk

PLACE  
SEAL HERE  
(or "L.S." if  
no seal)



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** STEAP Grant Application – Simsbury Meadows Performing Arts Center Site Accessibility and Safety Improvements
2. **Date of Board Meeting:** August 10, 2020
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Missy DiNunno, Executive Director, Performing Arts Center, Jerome F. Shea, Town Engineer *Maria E. Capriola*

4. **Action Requested of the Board of Selectmen:**  
If the Board of Selectmen supports submission of this STEAP application, the following motion is in order:

*Move, effective August 10, 2020, to authorize Maria E, Capriola, Town Manager, to submit a 2020 Small Town Assistance (STEAP) grant application for the Simsbury Meadows Performing Art Center Accessibility and Safety Improvements.*

*RESOLVED, that Town Manager, Maria E. Capriola be, and hereby is, authorized to accept on behalf of the Town of Simsbury, a 2020 Connecticut STEAP Grant in the amount of \$128,000 for Performing Art Center Accessibility and Safety Improvements; and*

*FURTHER RESOLVED, that Town Manager Maria E. Capriola is hereby authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said 2020 STEAP Grant with the State of Connecticut.*

5. **Summary of Submission:**  
The Performing Arts Center at the Simsbury Meadows does not meet current standards of the American Disabilities Act with respect to reasonable accommodations for the patrons that attend events at this facility. This project will provide ADA compliant parking, accessible seating areas distributed throughout the facility, and accessible routes to both parking and seating areas. Also included in the project is lightning protection for the existing stage and sound towers and a lightning warning system to notify patrons prior to severe storm events.
6. **Financial Impact:**  
There are no financial impacts anticipated. The STEAP grant is anticipated to fully fund the project. The Town is requesting \$128,000 in grant funding. As leverage for the

grant, the Town has identified the \$30,000 budgeted for the FY 20/21 capital project for a feasibility study for proposed parking at the Simsbury Meadows.

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

- a) Proposed Application Document with Attachments
- b) Municipal Certificate of Resolution

State of Connecticut  
Office of Policy and Management [www.portal.ct.gov/opm](http://www.portal.ct.gov/opm)  
STEAP Project Application, Analysis & Eligibility  
*Pursuant to Connecticut General Statutes Section 4-66g*

**APPLICATION FOR FY 2020 STEAP GRANT FUNDING**

**Towns may submit one (1) STEAP application for one (1) project, with a maximum request of \$128,205. Complete instructions are outlined on pages 16 through 19 of this application.**

**You must save your completed application then attach your completed application along with all other required attachments to an email and send to:**

[opm.steapapplications@ct.gov](mailto:opm.steapapplications@ct.gov)

--- IMPORTANT ---

**DO NOT ENTER "SEE ATTACHED" IN SECTIONS THAT ASK FOR DETAILS.  
PLEASE PROVIDE THE REQUESTED INFORMATION ON THE ACTUAL APPLICATION UNLESS A  
SECTION SUGGESTS USING A SEPARATE PAGE OR ATTACHMENT.**

Applicant Town: **Simsbury** Tax ID (FEIN) No.: **06-6002085**

Authorized Signatory Full Legal Name: **Maria E. Capriola**

Authorized Signatory Title: **Town Manager**

Authorized Signatory Email: **mcapriola@simsbury-ct.gov**

Authorized Signatory Phone Number: **860-658-3230** Extension:

Town Office Street Address / PO Box: **933 Hopmeadow St. , Simsbury, CT** Town Office Zip Code: **06070**

Project Name/Title: **Simsbury Meadows Performing Arts Center Site Accessibility and Safety Improvements**

Proposed Project Street Address: **22 Iron Horse Boulevard** Zip Code: **06070**

If no project address is available, please provide street intersection detail.

Provide a list of all parcel numbers impacted by the project:

The 2020 round of STEAP grants will be funded from an aggregate amount of \$15,000,000. Individual grant award amounts will depend on the number of participating towns, and the number of qualified applications selected to receive an award. **Requested amount of STEAP Funding (\$128,205 max.): \$128,000**

Will this project offer a benefit to your community related to the COVID-19 Public Health and Civil Preparedness emergencies? Check one:  YES /  NO

If you answered YES above, please provide a brief explanation of how this project will benefit the community as it relates to the COVID-19 Public Health and Civil Preparedness emergencies:

**As an outdoor facility, the Simsbury Meadows Performing Arts Center (SMPAC) is uniquely suited to host community events typically held indoors. By making the area fully accessible, SMPAC will be able to universally accommodate more safe, socially-distanced required events that cannot happen in their traditional indoor locations as a result of COVID-19 restrictions.**

Name, phone and email address of person preparing this application:

**Jerome F. Shea, P.E. Town Engineer, jshea@simsbury-ct.gov**

Identify town officials and professionals that may be contacted with questions regarding this application:

Names, phone numbers and email addresses:

**Maria E. Capriola, Town Manager, 860-658-3230, mcapriola@simsbury-ct.gov**

**Jerome F. Shea, P.E. Town Engineer, 860-658-3260, jshea@simsbury-ct.gov**

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1.) Provide a description of the proposed project which includes the purpose of the project. Please be clear as to whether the funds you are requesting are for design, planning, site acquisition and/or construction. **Please be as comprehensive as possible in the description of this project (\*Note: only capital projects will be considered:** new construction, expansion, renovation, or replacement project for an existing facility or facilities. Project costs can include the cost of land, design, engineering, architectural planning, and contract services needed to complete the project. For a description of expenditures that **cannot** be funded with STEAP funds, see page 4).

**The Town of Simsbury proposes the construction of an ADA compliant parking lot and seating areas as part of the Simsbury Meadows Performing Arts Center property. The current property includes an existing gravel lot that includes 433 parking spaces, only three of which are van accessible. None of these existing spaces are compliant in regards to an acceptable accessible surface treatment. The proposed ADA compliant parking lot modifications would include 18 ADA compliant accessible spaces, and 5 van accessible spaces to support the standard 405 parking spaces. A passenger loading zone would also be constructed along the north edge of the parking lot to further improve access and drop-off capabilities.**

**Within the venue, 5 ADA compliant seating areas would be developed. These designated areas for person's with disabilities and their companions will be 12'x10' areas constructed of portland cement concrete surfaces. The 5 circular seating areas will be wide enough to accommodate either theatre style seating or table seating featuring a 60" round table in the center with ample room for wheelchair accessible and companion seating around the table.**

**Lastly, the existing stone dust circulation pathways leading into the venue as well as along the brownstone perimeter walkway will be converted to bituminous concrete to comply with accessibility route requirements for such a venue. This would also provide a general improvement in safety and accessibility for other users of the facility. This area could also be used for additional ADA compliant seating areas with companion seating**

**The requested grant funds will be used to construct the ADA compliant parking lot, accessible seating areas, and concrete paths.**

2.) How will this project impact and benefit the community? Please include any projected economic impact and job creation or retention estimates.

**These proposed ADA improvements will provide full compliance with current codes for SMPAC's parking facility and will remove barriers by way of eliminating obstacles created by the current loose gravel parking area and walkways. In addition, the permanent pavement and subsequent accessible parking space markings will provide for safe travel and will provide more efficient traffic flow by creating a more visible and intuitive traffic pattern. Furthermore, connecting the accessible parking with accessibility pathways throughout the venue will allow for more universal travel and access throughout the various parts of the facility which currently have limited accessibility due to grass or disintegrating stone dust.**

3.) What, if any, planning or design work has begun or been completed on this project?

**The Town of Simsbury Engineering Department has developed a conceptual site plan for the proposed project (attached). A full set of construction plans will be developed by an engineering consultant if we are successful in obtaining this grant funding.**

4.) Is the proposed project consistent with the [State Plan of Conservation and Development](#)?

YES or NO           **Yes**

5.) Is the proposed project consistent with your local Conservation & Development (C&D) Plan?

YES or NO   **Yes**

**The proposed project will enhance economic development opportunities, promote places with a sense of place, enhance community facilities and address transportation and infrastructure needs consistent with the 2017 Plan of Conservation and Development.**

6.) Last date local C&D Plan Adopted:

**Plan of Conservation and Development adopted 11/01/2007**

7.) Will the project require the conversion of lands currently in agricultural use to non-agricultural use?

YES or NO           **No**

8.) Does the project area contain prime or important agricultural soils that are greater than 25 acres in area?

YES or NO           **No**

9.) Does this project impact state-owned property (i.e.: state facilities, state roads and/or bridges, state parks, forests or other state-owned land.) If yes, please provide the location and a brief explanation.

**No**

10.) Will any project related activities be conducted within a floodplain\*?

YES or NO   **Yes – the site in mostly within Zone AE - Special Flood Hazard Area. The impact to the floodplain are anticipated to be negligible as no changes to the existing ground elevation is anticipated and no filling is proposed in the floodplain. The will be a zero net increase in peak runoff associated with the project.**

(\*If you answer “yes” to question 10, please be advised that the provisions of the [Dept. of Energy and Environmental Protection’s Flood Management Certification are applicable.](#))

11.) Describe the environmental and social impacts of the proposed project. For example, impacts related to traffic, floodplains, natural resources/wetlands, endangered species, archeological resources, historical structures, neighborhoods, utilities, parks, cemeteries etc. (If necessary, attach response in a separate document with the following heading: “Environmental & Social Impacts”.)

**The social impact of the proposed project is significant not only for people with disabilities with respect to improved access, but to the entire community when it comes to vehicular and pedestrian safety.**

**The Town of Simsbury is committed to serving individuals of all abilities. The addition of ADA compliant parking, seating, and pathways will transform SMPAC from a venue for some, to a venue for all.**

**Pedestrian and vehicular traffic throughout the venue will also be improved. With a more efficient and positive parking experience in place, along with clearly indicated pathways, the overall patron experience will be improved therefore boosting event attendance, and providing the community with a vibrant hub of entertainment, recreation, and community gathering suitable for all of its members.**

**Environmental impacts associated with the project are anticipated to be negligible.**

12.) Is this project a phase of a larger plan? YES or NO **Yes**

If YES, please complete **a** through **e** below.

If NO, skip to #13.

a.) What phase are you applying for? **Phase 1**

b.) How many phases are there in total? **Two phases**

c.) What state agency/agencies administers/administered the previous phase(s)?

Agency Name: or n/a

d.) Who is/was the state agency contact person for this project?

Agency Contact Name: **n/a** or n/a

e.) Attach additional information regarding the overarching, long-term plan if applicable. Attachment heading should read "Long Term Plan".

**Attached: YES or NO The long term plan is to fully develop this parking facility to service the various uses on the site including the Performing Arts Center, Rotary Park, the recreational fields, and the dog park. This facility will be developed in a responsible manner in regards to the floodplain and other natural resources on the parcel.**

13.) What is the amount of Town/Local matching funds for this project?

Amount \$ **30,000** Engineering Services and permit assistance will be provided for the project by an engineering consultant hired by the town.

14.) Project Funding – And STEAP Fund Use/Budget

Please complete the attached Funding and Budget Worksheet. The purpose of the work sheet is to reflect how much money has already been spent on the project, how much money will be spent on the project moving forward, what types of expenditures you will use the STEAP funds for, and how much match funding the municipality is committing to the project. You are reminded that STEAP funds cannot be used as a municipal “share” or “match” for any other state or federal grant, and no other state or federal grants can be used to satisfy the “match” for this grant application.

15.) Please summarize amounts and types of funds, if any that have been expended to date for this project.

**No funds have been expended to date.**

16.) If this is not part of a multi-phase project, has any work already begun? If yes, please summarize.

**No work has begun on the project.**

17.) If this is a multi-phase project, please provide a brief summary of the work completed to date.

**No work has been completed to date**

18.) Should this project be awarded a STEAP grant, how soon after our contract is fully executed, would STEAP funded project work begin? (CHECK ONE BOX BELOW)

30 days          60 days          90 days          **90+ days X**

19.) Will this project move forward if the requested STEAP funds are not awarded or are awarded only in part? Please explain.

**The Town will continue to seek private donations and commit local funding to this accessibility project if required. Also, a preliminary study of the overall parking facility will be completed in FY 2020/2021**

20.) Was this project not selected in a previous round of STEAP grants? **No**

21.) Will this project require a referendum/legislative body vote? If “no”, check this box and skip to question 23. If already approved by vote, enter vote date here **August 10, 2020** and skip to question 23. If to be voted on in future, enter projected date of vote here . If your application is selected for an award, the project must be approved by vote within 30 days of being notified of the award. A copy of the municipality’s approval of the project, whether in resolution format or memorialized in meeting minutes, must be submitted to the administering agency.

22.) Has this project been rejected at a previous referendum/legislative body vote? YES or NO  
**NO**. If yes, what has changed that leads you to believe that it will pass at the next referendum/legislative body vote?

23.) Has there been, or do you anticipate a measurable level local opposition to the project which may interfere with the expedient use of grant funds should this project be selected for an award?

**No**

24.) Is there any other relevant information you feel may be helpful, please include it below:

**Attached is some background information on the Performing Art Center facility**

**Include the following material with your completed and signed application:**

1. Site location indicated on a flood map
2. Property boundary map
3. Two separate real estate appraisals, if land acquisition is proposed. ***\*Note: STEAP funds cannot exceed the appraised value established in the appraisals***
4. Project plans / concept plans
5. Proposed project schedule and duration of project (or project phase) to be funded by these STEAP funds should they be awarded
6. Project cost estimates supporting the request for funding
7. List of necessary local, state, and federal permits and approvals required for the project; list the status of each if applicable
8. Environmental site assessments (if applicable)
9. Any town resolution(s) in support of application for this grant and/or resolutions in support of the project for which you are seeking this grant. (An authorizing resolution to apply for this grant is not required, however other resolutions will be required as part of your contracting process should you be selected to receive an award.) A sample resolution is provided on page 19 of this document.
10. [Municipal Certification of Eligibility for OPM Discretionary State Funding \(rev. 03/26/18\) \(Please see the COVID-19-Related Information related to this certification by clicking THIS LINK\)](#)
11. Budget Worksheet that has been provided with this application
12. Acceptance & Certification (pages 17 and 18 of this document)

## ACCEPTANCE & CERTIFICATION

(Page 1 of 2)

**This Acceptance and Certification must be read and signed by the Authorized Signatory of the municipality in order for the municipality/project to be considered for STEAP funding.**

My signature below, as Authorized Signatory of the Town of **Simsbury**, indicates acceptance of the following and further certifies that:

1. I understand that should this grant application be approved I will be required to sign an assistance agreement/contract with the assigned administering agency delineating the terms and conditions of this grant;
2. I will comply with any grant terms and conditions required by the administering agency;
3. I understand that various permits and permit-related documentation may be required by the administering agency as required by either the Connecticut General Statutes or Connecticut regulations, including but not limited to a Flood Management Certification;
4. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
5. I understand that if this project warrants a Connecticut Environmental Policy Act (CEPA) review pursuant to Sections 22a-1 through 22a-1h of the Connecticut General Statutes that I will comply with such an environmental assessment. Further, if a CEPA is required, I understand that there are costs associated with such a review and that the municipality is in a position to continue with the proposed project despite this cost;
6. I understand that this application will be examined by the Intergovernmental Policy and Planning Division of the Office of Policy and Management for consistency with the State Plan of Conservation and Development and that I may be contacted if additional information is required for that review;
7. I understand that projects which convert twenty-five or more acres of prime farmland to a nonagricultural use will be reviewed by the Commissioner of Agriculture, in accordance with Section 22-6 of the Connecticut General Statutes;
8. I understand that I am responsible for meeting the requirements to remain eligible for discretionary state funding as outlined at [this link](#).

**ACCEPTANCE & CERTIFICATION**

**(Page 2 of 2)**

9. I will supply the Office of Policy and Management with all documentation supporting my authority to enter into an assistance agreement, including but not limited to applicable certified minutes and by-laws from the town denoting my authority to apply for the grant and the authority to enter into such an agreement should a grant be awarded;
10. I understand that if this application leads to the award of a STEAP grant for this project, that no payment will be made for project expenses incurred prior to the start date, unless such expenditures are satisfactorily determined by the administering agency to be allowed pursuant to the **\*COVID-19-Related Provision** (page 3) or after the end date as set forth in the fully executed contract; and
11. I have read, in full, all pages of this application package, entitled Small Town Economic Assistance Program (STEAP) Guidelines and Application.

**Maria E. Capriola**

Authorized Signatory's Name (Please Print)

**Town Manager**

Title

---

Signature

Date

**You must save this completed application, then attach your completed application, the separate completed budget workbook, and all other required attachments to an email and send to:**

**[opm.steapapplications@ct.gov](mailto:opm.steapapplications@ct.gov)**

**MUNICIPAL CERTIFICATION OF RESOLUTION**

Below is the suggested format for the municipal certification of the town's resolution which authorizes the Chief Executive Officer of the municipality to accept a STEAP grant and enter into any required contracts/agreements necessary to facilitate such grant. The title of the Chief Executive Officer can be changed to reflect the appropriate title with respect to your municipality's form of government (i.e., Mayor, Town Manager, First Selectman, etc.).

A copy of the relevant resolution shall accompany the below certification. The below certification must be printed on the municipality's letterhead and must bear the official seal of the town/town clerk. For embossed seals with no ink, please darken the impression with graphite so it will be visible on the scanned document.

Required language to be included in the town's resolution appears in the indented portion of the certification below.

---

**Municipal Certification of Resolution - STEAP 2020**

I, Ericka Butler, Town Clerk of the Town of Simsbury, a municipality organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of the resolution adopted at the Board of Selectmen meeting of said municipality at the Regular meeting held on August 10, 2020:

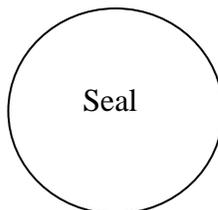
"RESOLVED, that Town Manager, Maria E. Capriola be, and hereby is, authorized to accept on behalf of the Town of Simsbury, a 2020 Connecticut STEAP Grant in the amount of \$128,000.00 for Performing Art Center Accessibility and Safety Improvements; and

FURTHER RESOLVED, that Town Manager Maria E. Capriola is hereby authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said 2020 STEAP Grant with the State of Connecticut."

AND I DO FURTHER CERTIFY that the above resolution has in no way been altered, amended or revoked, and is in full force and effect.

AND I DO FURTHER CERTIFY that \_\_\_\_\_ Maria E. Capriola is the Town Manager of the town of Simsbury, and has been since January 29, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 2020.



\_\_\_\_\_  
Signature/Town Clerk  
Town of \_\_\_\_\_



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## Municipal Certification of Resolution - STEAP 2020

I, Ericka Butler, Town Clerk of the Town of Simsbury, a municipality organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of the resolution adopted at the Board of Selectmen meeting of said municipality at the Regular meeting held on August 10, 2020:

“RESOLVED, that Town Manager, Maria E. Capriola be, and hereby is, authorized to accept on behalf of the Town of Simsbury, a 2020 Connecticut STEAP Grant in the amount of \$128,000.00 for the Simsbury Meadows Performing Art Center Accessibility and Safety Improvements; and

FURTHER RESOLVED, that Town Manager Maria E. Capriola is hereby authorized to enter into and execute any and all agreements, contracts and documents necessary to obtain said 2020 STEAP Grant with the State of Connecticut.”

AND I DO FURTHER CERTIFY that the above resolution has in no way been altered, amended or revoked, and is in full force and effect.

AND I DO FURTHER CERTIFY that Maria E. Capriola is the Town Manager of the town of Simsbury, and has been since January 29, 2018.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Simsbury this \_\_\_\_ day of \_\_\_\_\_, 2020.

Seal

---

Signature/Town Clerk

Town of Simsbury

Narrative  
**Simsbury Meadows Performing Arts Center  
Accessibility and Safety Improvements**

The Simsbury Performing Arts Center at Simsbury Meadows, located on Iron Horse Boulevard, is on a 15-acre site in the center of Simsbury. Completed in June 2005, the facility consists of a 2930 square foot raised stage and shell, and a 1337 square foot support preparation area.

The proposed parking and access improvements at the Performing Arts Center will support the goals of maintaining the viability and growth of Simsbury's business center.

**Economic Development**

The Performing Arts Center and the programming for the Talcott Mountain Music Festival provides summer employment for over 100 people, including musicians and Hartford Symphony Orchestra administrative and support staff. The Festival allows the Hartford Symphony Orchestra to expand its programs and educational activities. The Festival produces large audiences who come from a number of towns in Connecticut and Western Massachusetts. It is an evening event, and most concert goers picnic at the site with food and beverages they bring in or purchase at the site or locally. Since the event and parking takes place in downtown Simsbury, many will take the opportunity to shop in Simsbury and nearby towns. We estimate the financial impact expenditures for food and services, hotels, restaurants, equipment rentals, security, etc. during these events is over \$400,000. Other events at the Center will produce the same benefits on a smaller scale. This benefit is a natural extension of the mission of the Simsbury Main Street Partnership and contributes significantly to the economic vitality of the Farmington Valley Region and the Simsbury Downtown.

***Recreational and Cultural Benefits***

The Simsbury Meadows contains three high quality rectangular sod playing fields suitable for soccer, field hockey and lacrosse. An extensive drainage system has been installed to make the fields available for all-weather play. The fields also benefit from an automatic irrigation system.

The Talcott Mountain Music Festival has been held in Simsbury each summer since 1996. The Festival, which features five performances by the Hartford Symphony Orchestra, has been held at the Simsbury Meadows since the summer of 2001. Audiences for each concert are in the range of 4,000 to 10,000 people. With enhanced backstage support facilities, there may be additional opportunities for local, state and national arts organizations to utilize the facilities.

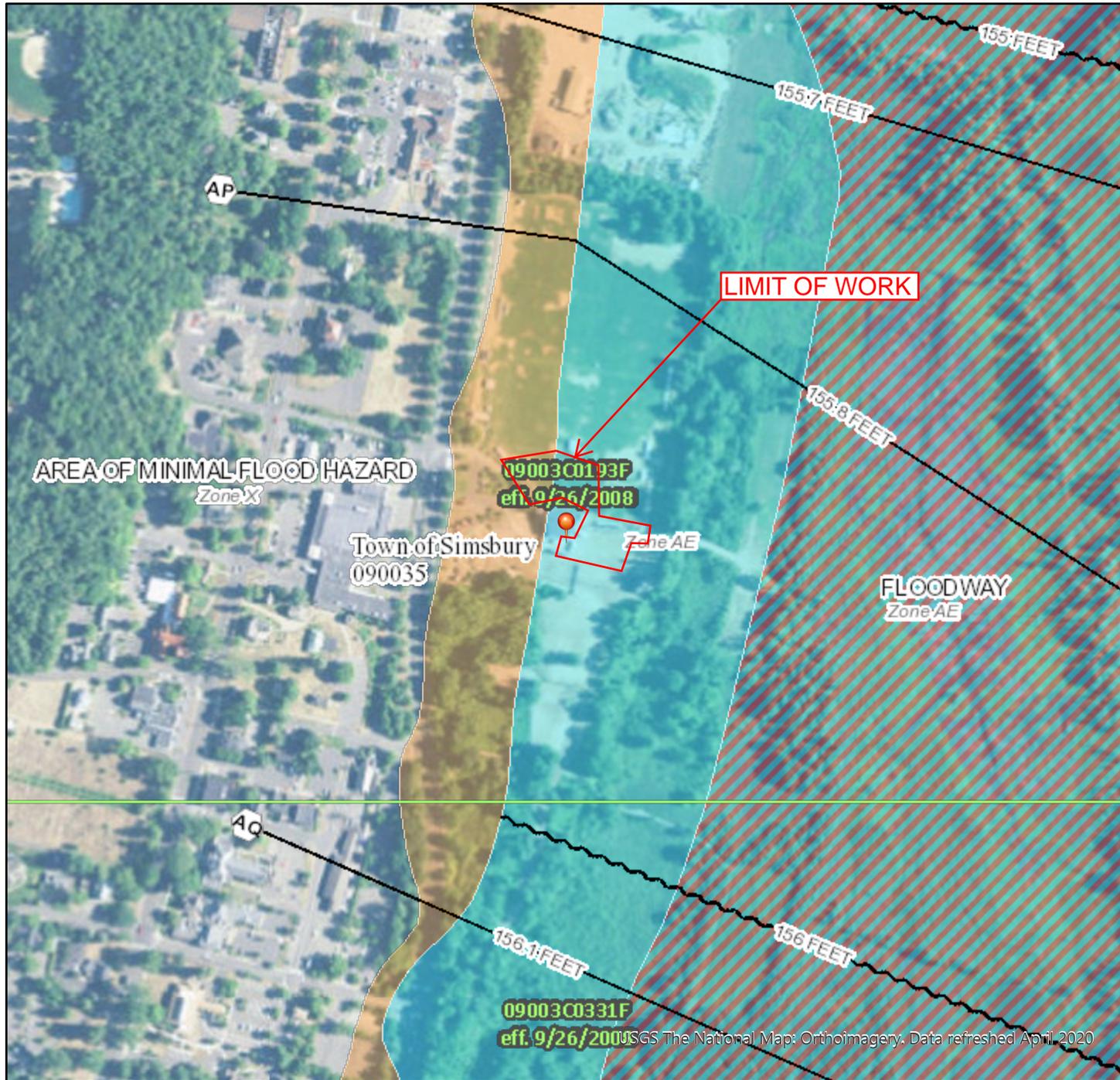
### ***Environmental***

The Simsbury Meadows is strategically positioned to offer a wide range of activities and benefits with a minimum impact on the environment. The area is contiguous to nearly 500 acres of open space owned by the Town of Simsbury and the State of Connecticut. In addition, the location of the site in the Simsbury downtown area, along with the extensive adjacent open space, ensures separation of over one-half mile from the nearest residential properties. This buffering reduces or eliminates potential concerns about sound, lighting, and pedestrian traffic.

# National Flood Hazard Layer FIRMette



72°48'12"W 41°52'50"N



## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes. Zone X
		Area with Flood Risk due to Levee Zone D

OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard Zone X
		Effective LOMRs
		Area of Undetermined Flood Hazard Zone D

GENERAL STRUCTURES		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall

OTHER FEATURES		20.2 Cross Sections with 1% Annual Chance
		17.5 Water Surface Elevation
		Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
		Coastal Transect Baseline
OTHER FEATURES		Profile Baseline
		Hydrographic Feature

MAP PANELS		Digital Data Available
		No Digital Data Available
		Unmapped
		The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

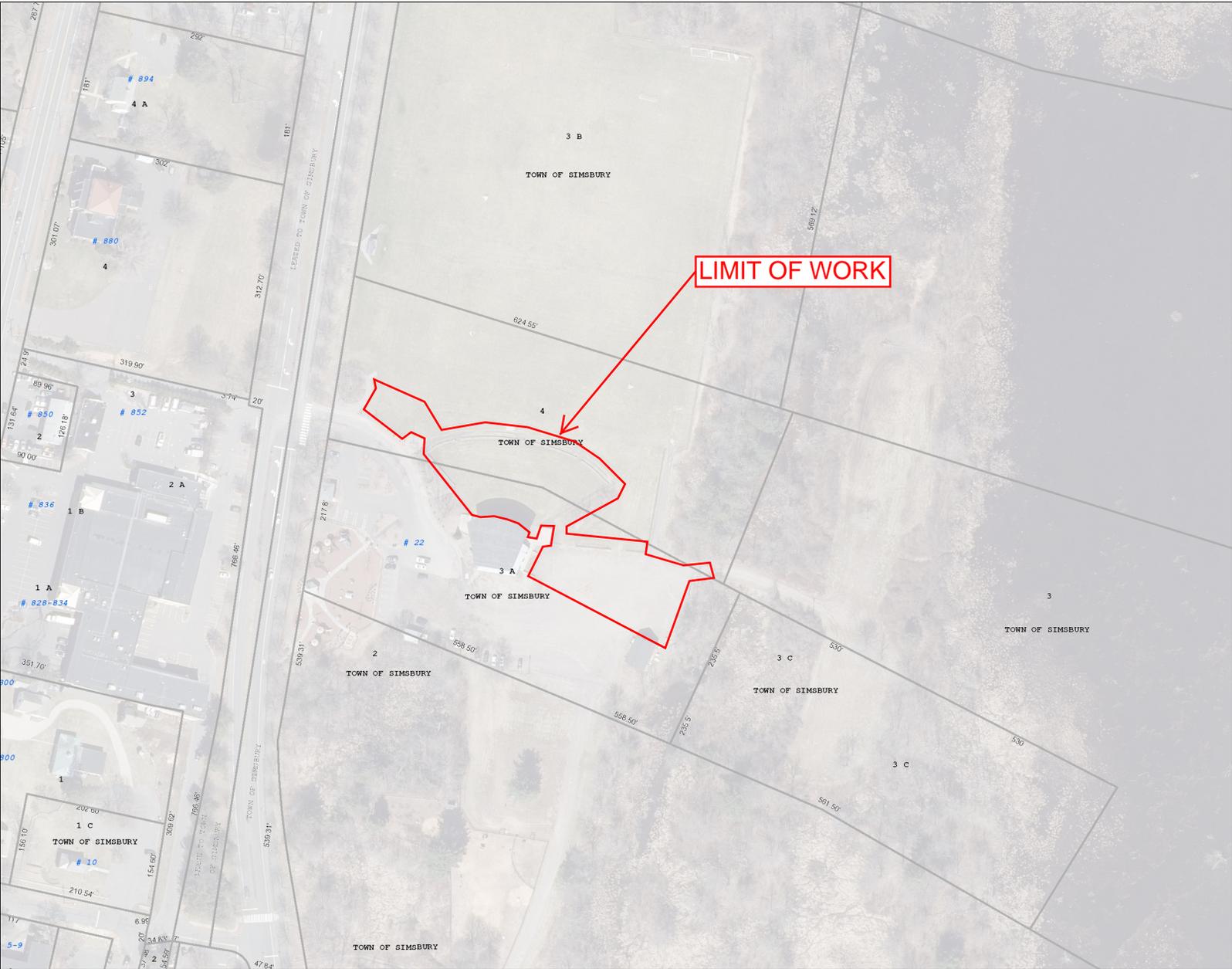
This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 8/3/2020 at 8:35 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



# Town of Simsbury, CT



### Legend

- Subdivision Plans
- Parcels
- Town Border
- Citations

### Location

### Notes



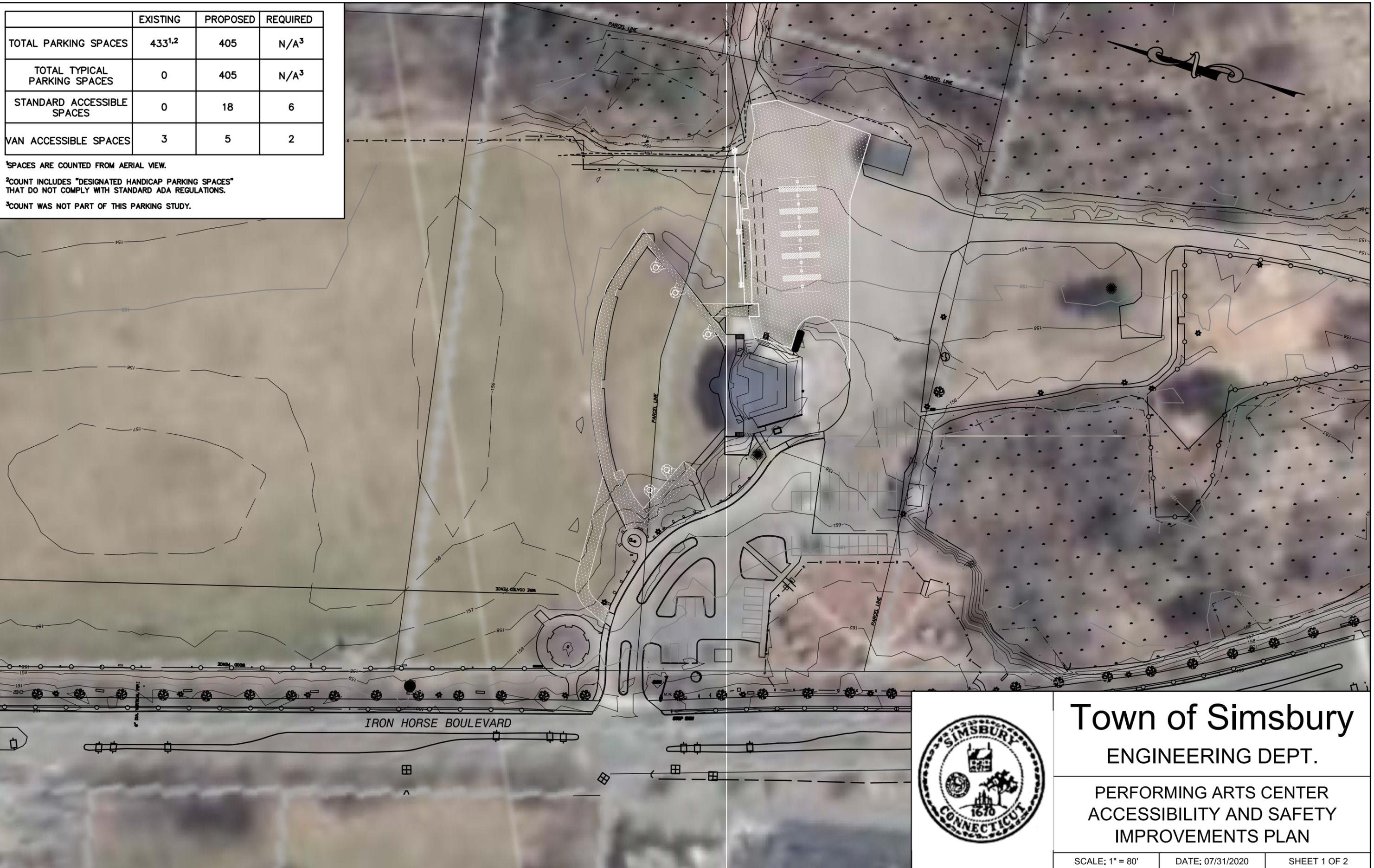
This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information.

	EXISTING	PROPOSED	REQUIRED
TOTAL PARKING SPACES	433 <sup>1,2</sup>	405	N/A <sup>3</sup>
TOTAL TYPICAL PARKING SPACES	0	405	N/A <sup>3</sup>
STANDARD ACCESSIBLE SPACES	0	18	6
VAN ACCESSIBLE SPACES	3	5	2

<sup>1</sup>SPACES ARE COUNTED FROM AERIAL VIEW.

<sup>2</sup>COUNT INCLUDES "DESIGNATED HANDICAP PARKING SPACES" THAT DO NOT COMPLY WITH STANDARD ADA REGULATIONS.

<sup>3</sup>COUNT WAS NOT PART OF THIS PARKING STUDY.



# Town of Simsbury

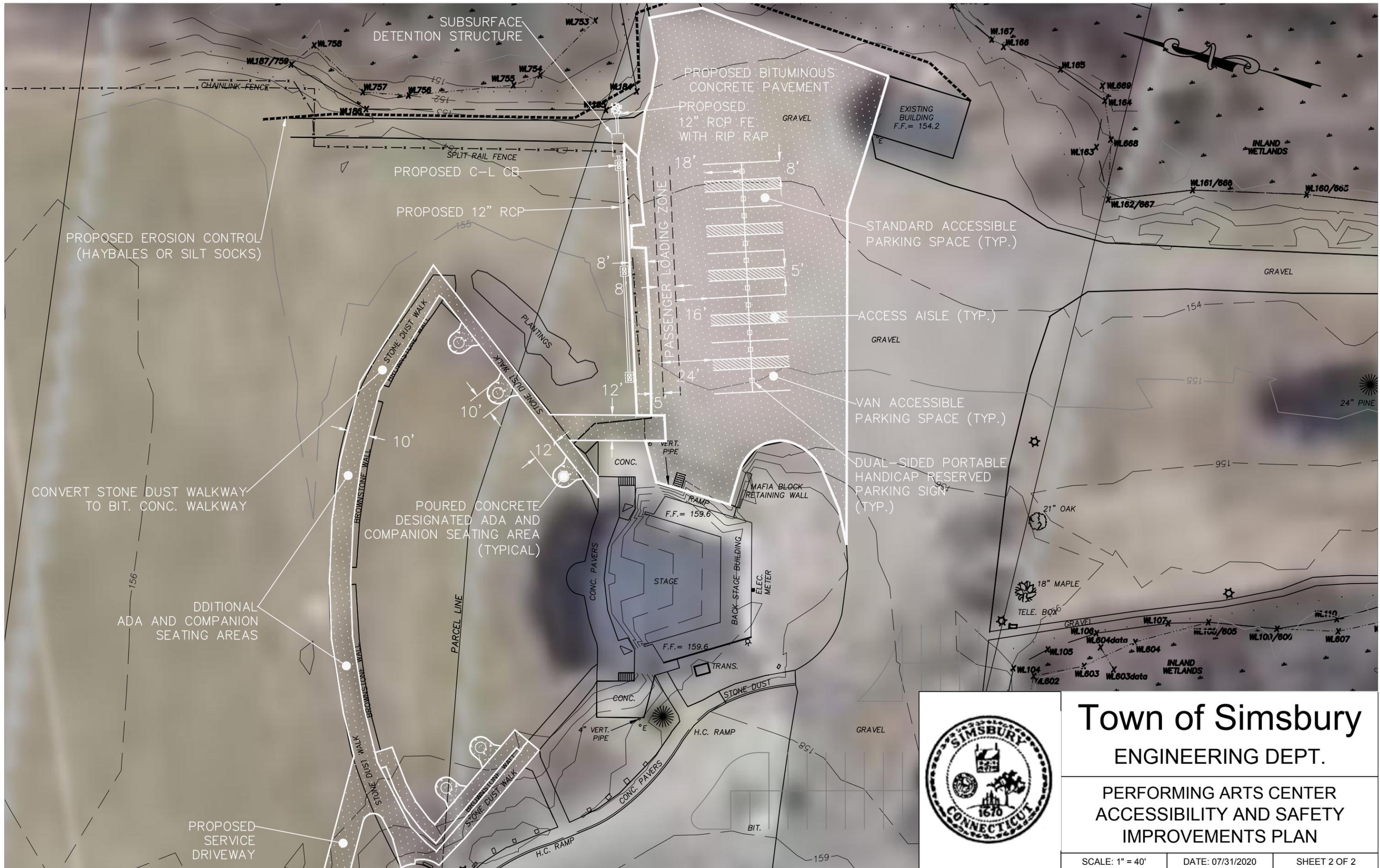
## ENGINEERING DEPT.

### PERFORMING ARTS CENTER ACCESSIBILITY AND SAFETY IMPROVEMENTS PLAN

SCALE: 1" = 80'

DATE: 07/31/2020

SHEET 1 OF 2



# Town of Simsbury

## ENGINEERING DEPT.

PERFORMING ARTS CENTER  
ACCESSIBILITY AND SAFETY  
IMPROVEMENTS PLAN

SCALE: 1" = 40'

DATE: 07/31/2020

SHEET 2 OF 2

**Project Schedule**  
**Simsbury Meadows Performing Arts Center**  
**Site Accessibility and Safety Improvements**

	<b><u>Entity Performing Task</u></b>	<b><u>Start Date</u></b>	<b><u>Finish Date</u></b>
Contract Award / Execution	Town	August 14, 2020	September 14, 2020
Design Phase	Town	October 1, 2020	January 1, 2021
Permitting	Town	October 1, 2020	February 1, 2021
Advertising for Bids	Town	February 1, 2021	April 1, 2021
Construction	Contractor	April 1, 2021	July 1, 2021

**Town of Simsbury**

**Cost Estimate**

**Simsbury Meadows Performing Arts Center Site Accessibility and Safety Improvements**

**July 30, 2020**



<b>Item</b>	<b>Units</b>	<b>Unit Price \$</b>	<b>Quantity</b>	<b>Total \$</b>
EARTH EXCAVATION (12" DEEP)	CY	\$22.80	1000	\$22,800
PROCESSED AGGREGATE BASE	CY	\$44.40	800	\$35,520
BITUMINOUS CONCRETE - CLASS 2 (2" FINAL, SIDEWALKS)	TON	\$100.00	13	\$1,300
BITUMINOUS CONCRETE - CLASS 2 (" FINAL, DRIVEWAY)	TON	\$100.00	132	\$13,200
TURF ESTABLISHMENT - LAWN	SY	\$1.40	500	\$700
HANDICAP RESERVED PARKING SIGN (DOUBLE SIDED)	EA	\$300.00	10	\$3,000
SEDIMENTATION CONTROL SYSTEM (HAYBALE OR SILT SOCK)	LF	\$6.40	400	\$2,560
PAINTED PAVEMENT MARKINGS 4" WHITE	LF	\$0.20	684	\$137
TYPE C-L CB (0'-10' DEEP)	EA	\$3,500.00	3	\$10,500
DRAINAGE PIPE (12" RCP)	LF	\$90.00	122	\$10,980
12" RCP FLARED END	EA	\$526.00	1	\$526
TRENCH EXCAVATION (0'-4' DEEP)	CY	\$23.80	18	\$428
RIP RAP OUTLET PROTECTION	CY	\$106.40	3	\$319
CONCRETE	CY	\$215.00	10	\$2,150
SUBSURFACE DRAINAGE DETENTION	EA	\$2,000.00	1	\$2,000
LIGHTNING PROTECTION & WARNING SYSTEM	EA	\$18,000.00	1	\$18,000
<b>Sub-Total</b>				<b>\$124,120.00</b>
Misc. Items	3%			\$3,723.60
<b>Total</b>				<b>\$127,843.60</b>
			<b>say</b>	<b>\$128,000.00</b>

Note: Unit Prices were taken from ConnDOT Master Bid Item List Updated 06/10/2020

**Local, State, and Federal permits and approvals required for**  
**Simsbury Meadows Performing Arts Center**  
**Site Accessibility and Safety Improvements**

<b><u>Board/Commisison</u></b>	<b><u>Submission Date</u></b>	<b><u>Agency</u></b>	<b><u>Status</u></b>
Zoning Commission	TBD	Local	To be Submitted
Inland Wetlands / Conservation Commission	TBD	Local	To be Submitted
Farmington River Wild & Scenic Committee	TBD	Local	To be Submitted
CT DEEP - Flood Plain Certification	TBD	State	To be Submitted



**EXISTING PERFORMANCE ART CENTER LOOKING SOUTH**



**EXISTING PERFORMANCE ART CENTER LOOKING EAST**



Photo 1: Southern section of proposed parking area



Photo 2: Central section of proposed parking area



Photo 3: Northern section of proposed parking area



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Review of Commission Referrals for Meadowood Purchase
2. **Date of Board Meeting:** August 10, 2020
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Mike Glidden, Director of Planning and Community Development; Jeff Shea, Town Engineer, Tom Tyburski Director Culture, Parks and Recreation *Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
The Board has three options on how to proceed:

**Option 1** – A motion to support the purchase of the Meadowood project provided that Environmental Reviews are completed by a licensed environmental professional and that said review certifies that there are no outstanding environmental issues with the subject properties.

**Option 2** – A motion to reject the purchase of the Meadowood project.

**Option 3** – A motion to table the matter to the September 14, 2020 meeting for further discussion and possible action.

5. **Summary of Submission:**

The Board of Selectmen referred the potential purchase of the Meadowood project to the Open Space Committee, Parks and Recreation, Zoning, Planning, Conservation, and Historic District Commission. All of the noted commissions have provided responses to the potential purchase.

As background, the Meadowood project was a residential development approved by the court in 2008. The plan called for the construction of 296 residential homes some with an affordability component. As part of the court settlement, portions of the project were remediated to meet CTDEEP's residential exposure standards due to residual pesticide issues related to historical agricultural uses of the properties.

Staff has engaged the services of a licensed environmental professional. Due to COVID and other matters the completion of the environmental report has been delayed. The consultant is reviewing one set of data in order to provide a final report to the Town of Simsbury. Jeff Shea will be available if members have questions about the review.

The current draft timeline for the remaining steps in the acquisition process are outlined for you below:

- At tonight’s meeting the Board of Selectmen will review the referrals from commissions and committees in town. The Board may opt to take a formal position on the acquisition, either to proceed or not proceed in the process.
- At the September 14<sup>th</sup> Board of Selectmen meeting, if no formal position was taken at the August 10<sup>th</sup> Board meeting, then one can be taken.
- At the September 15<sup>th</sup> Board of Finance meeting the BOF will be given a presentation by TPL.
- Should the project proceed, at the September 28<sup>th</sup> or October 14<sup>th</sup> Board of Selectmen meeting, the Board would approve the referendum question wording for the \$2,200,000 bond and send that to the Board of Finance.
- At the October 20<sup>th</sup> Board of Finance meeting, the Board would approve (or not) the bond question wording and send the question to referendum (or not).
- At the October 26<sup>th</sup> Board of Selectmen meeting the Board would approve setting a date for the referendum. Currently that date is anticipated to be January 2021 or later.
- Ongoing updates for the project will be provided by staff to the Open Space Committee at their meetings.
- Other grant applications would be submitted to the Board of Selectmen as opportunities arise.

**6. Financial Impact:**

The Trust for Public Lands developed a potential funding model:

<b>\$2,175,000</b>	-	<b>Town of Simsbury</b>
\$820,000	-	DEEP via Open Space Grant
\$600,000	-	DEEP via Highlands Conservation Act Funding (USFWS)
\$280,000	-	George Dudley Seymour Trust
\$1,475,000	-	Connecticut Dept of Agriculture
\$500,000	-	State Historic Preservation Office
\$150,000	-	Sale of private lot at 129 Holcomb St
\$6,000,000		total capital
Private funding campaign for TPL project costs \$460,000		

A bulk of the financial commitment for the purchase will be handled via state and federal grants. The Town would need to commit \$2,175,000.00 towards the purchase. Anticipating some other modest town costs associated with the project, the Town has estimated \$2.2M for bond purposes.

Bond Issue	Rate	# Years	Annual Debt Svce	Net Grand List	Mills Req'd	Estimated Yearly Cost Effect per Household		
						\$100K Home Value	Median House Cost	\$1M Home Value
1,900,000	2.0%	10	\$211,520	\$2,508,093,944	0.08434	\$5.90	\$18.06	\$59.03
2,000,000	2.0%	10	\$222,653	\$2,508,093,944	0.08877	\$6.21	\$19.02	\$62.14
2,200,000	2.0%	10	\$244,918	\$2,508,093,944	0.09765	\$6.84	\$20.92	\$68.36
3,000,000	2.0%	10	\$333,980	\$2,508,093,944	0.13316	\$9.32	\$28.52	\$93.21
4,000,000	2.0%	10	\$445,306	\$2,508,093,944	0.17755	\$12.43	\$38.03	\$124.28
5,000,000	2.0%	10	\$556,633	\$2,508,093,944	0.22193	\$15.54	\$47.54	\$155.35
6,000,000	2.0%	10	\$667,959	\$2,508,093,944	0.26632	\$18.64	\$57.05	\$186.43
7,000,000	2.0%	10	\$779,286	\$2,508,093,944	0.31071	\$21.75	\$66.55	\$217.50

Pursuant to the Charter, this amount would exceed 2% of the total operating budget for the Town and trigger a referendum for the issue.

As part of the discussion with the Planning Commission, the Trust for Public Lands provided a white paper and presentation specific to costs associated with purchasing land for open space purposes versus developing. A copy of these documents has been provided to the Board.

The Town is still finalizing costs associated with preserving or securing barns. The preservation of barns along Firetown Road is covered by the above noted grant funding from the State Historic Preservation Office. According to the Trust for Public Lands, there may additional funds available for barn preservation through the State Historic Preservation Office. The Building Official is working with the Trust for Public Lands and Griffin Land to inspect the interior barns and determine whether preservation or securing of these additional structures can be economically feasible.

Town Attorney Bob DeCrescenzo has provided the town with an outline of the approval process for supplemental appropriations where a referendum is required during the current Executive Orders from the Governor due to the COVID-19 Pandemic.

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

- a) Information from Atty. DeCrescenzo re: Referendum During the Pandemic
- b) Open Space Committee Response
- c) Conservation Commission Response
- d) Historic District Commission Response
- e) Zoning Commission Response
- f) Planning Commission Response
- g) Culture, Parks and Recreation Commission Response
- h) Meadowood Economic Presentation provided by Trust for Public Lands
- i) Cost of Community Services – prepared by Farmland Information Center

**During the period of time that local referenda are subject to the Governor's COVID-19 Executive Orders, Executive Order 7S-7 applies to the approval of a supplemental appropriation required by the Simsbury Town Charter. Executive Order 7S-7 allows towns to conduct an "in-person" referendum after consultation with the Health Director to establish referendum protocols to ensure that the other applicable COVID-19 rules are being followed, such as social distancing and the wearing of masks.**

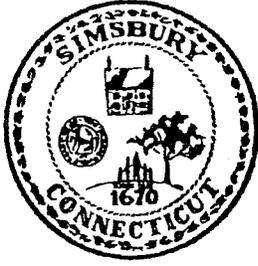
**Executive Order 7S-7 reads as follows in pertinent part:**

**7. Allowance of Suspension of In-Person Voting Requirements for Critical and Time Sensitive Municipal Fiscal Deadlines.** Notwithstanding any contrary provision of the Connecticut General Statutes, including Title 7, or any special act, municipal charter, ordinance or resolution that conflicts with this order, the legislative body of a municipality, . . .the board of selectmen, and the budget-making authority of said municipality if different from the legislative body or board of selectmen, by majority vote of each such body, as applicable, may authorize (i) any supplemental, additional or special appropriations under Section 7-348 of the Connecticut General Statutes or comparable provisions of any special act, municipal charter or ordinance, . . . without complying with any requirements for in person approval by electors or taxpayers, including but not limited to, annual or special town meetings requiring votes or referenda.

Notwithstanding the foregoing, if the legislative body and budget-making authority, if they are separate entities, are taking any action specified in (ii) or (iii) above, or any action under (i) above, which involves an appropriation in an amount in excess of 1 % of the current year's total municipal budget without complying with any in-person approval requirements normally required by statute, special act, municipal charter, ordinance or resolution, such body(ies) shall make specific findings that such actions are necessary to permit the orderly operation of the municipality and that there is a need to act immediately and during the duration of the public health and civil preparedness emergency in order to avoid endangering public health and welfare, prevent significant financial loss, or that action is otherwise necessary for the protection of persons and property within the municipality. . . .

All conditions precedent to any such approval, including without limitation, public notices, hearings or presentations, shall proceed in a manner as closely consistent with the applicable statutes, special acts, town charters, municipal ordinances, resolutions or procedures as possible, and in compliance with the open meeting provisions set forth in Executive Order 7B.

**Nothing in this order shall be construed to prohibit a municipality from conducting any in-person meeting, approval process, or referendum, provided such municipality first consults with local or state public health officials and conducts such meeting, approval process, or referendum in a way that significantly reduces the risk of transmission of COVID-19.**



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

*Office of Community Planning and Development*

## Memorandum

Date: July 28, 2020

To: Board of Selectmen

From: Michael Glidden CFM CZEO, Director of Planning

Re: Meadowood Referral; Response from Open Space Committee

At the June 2, 2020 meeting of the Open Space Committee, the Meadowood purchase referral was discussed by the committee.

The Committee discussed the merits of the potential purchase from an open space/conservation perspective. The Committee voted to send a positive referral to the Board of Selectmen.

A copy of the meeting minutes is attached to this memorandum.

May 21, 2019

Maria Capriola, Town Manager  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070

Eric Wellman, First Selectman  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070

Dear Maria and Eric,

At the Conservation Commission meeting of June 2, 2020, the Commissioners unanimously voted to send a positive referral to the Board of Selectmen for of the acquisition of the Meadowood property.

This property is a vital habitat connector between Great Pond / Massacoe State Forest and the McLean Game Refuge. Such connections are a recommendation in the upcoming Parks and Recreation, Open Space Management Plan. Managed as a grassland or meadow this property also has the opportunity to provide enhanced habitat for either nesting birds or for pollinators. Currently grasslands are among the most threatened and rare habitats in Connecticut and, as a result, grassland birds and many pollinating insects are on the decline in our state.

The opportunity for additional passive recreation trails through this property also meets with the goals of the upcoming Parks and Recreation, Open Space Management Plan. Such grassland hikes are also rare in Simsbury and would aid the public's appreciation for this habitat and its wildlife.

The Meadowood plan also calls for agricultural use on a portion of the property. Though degraded by years of tobacco farming, organic farming practices could help restore the fertility and productivity of this soil. As the State of Connecticut is losing farmland faster than any other state in our country and soil is one of the least recognized national resources, the preservation of this land for farming is in the interest of the Town and its residents.

Although the Commission recognizes that these are challenging times for the Town, this is a rare opportunity to acquire such a valuable property for the future of the town.

Sincerely,

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

Margery Winters, Chair  
On behalf of the Commission



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

*Office of Community Planning and Development*

Date: June 28, 2020

To: Maria Capriola MPA, Town Manager

From: Michael Glidden CFM, CEO  
Director of Planning and Community Development

Re: **Meadowood Referral Historic District Commission**

The Historic District Commission discussed the referral concerning the purchase of the Meadowood Development at their meeting.

The Commission voted to send a favorable recommendation to the Board of Selectmen for the purchase of the Meadowood Development. They asked that some consideration be given to preserving all the barns if feasible or possible.

A copy of the meeting minutes is attached to this correspondence.



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Office of Community Planning and Development

June 22, 2020

Eric Wellman, First Selectman  
Board of Selectman  
933 Hopmeadow Street  
Simsbury, CT 06070

RE: Potential Open Space Acquisition at Meadowood Site

First Selectman Wellman:

The referral from the Board of Selectman with respect to the potential for open space acquisition at the Meadowood site was discussed at the June 15, 2020, meeting of the Zoning Commission.

A motion to support the proposed acquisition failed on a 3-3 vote.

While there was no application presented by Griffin Land, the sense of the commission was that it would support a possible renewal of the affordable housing permit should it become necessary. This opinion is, of course, non-binding.

Very truly yours,

*David R. Ryan*

David Ryan, Chairman  
Simsbury Zoning Commission

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

[www.simsbury-ct.gov](http://www.simsbury-ct.gov)

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# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Office of Community Planning and Development

July 1, 2020

Eric Wellman, First Selectman  
Board of Selectman  
933 Hopmeadow Street  
Simsbury, CT 06070

RE: Potential Open Space Acquisition at Meadowood Site

First Selectman Wellman:

The referral from the Board of Selectman with respect to the potential for open space acquisition at the Meadowood site was discussed at the June 22, 2020, meeting of the Planning Commission. The Commission voted a positive referral to this open space acquisition and found it to be consistent with Section 5 and 6 of the Plan of Conservation and Development.

Very Truly Yours,

William Rice, Chairman

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SIMSBURY, CONNECTICUT 06070

## Culture, Parks and Recreation

### SIMSBURY CULTURE, PARKS AND RECREATION COMMISSION

July 7, 2020

To: Simsbury Board of Selectmen  
From: Tom Tyburski, Culture, Parks and Recreation Department  
Cc: Maria Capriola, Town Manager  
Re: Meadowood Land Acquisition

At their July 2, 2020 Special Meeting, the Simsbury Culture, Parks and Recreation Commission voted 6-0 to provide a positive referral back to your Board regarding the "Meadowood Acquisition" project as presented to their Commission on July 2, 2020. The members present were very supportive of this project and looked forward to further town-wide discourse on this project.

Tom Tyburski  
Director  
Culture, Parks and Recreation Dept.

# Economics of Open Space

June 23, 2020

Honor Lawler, Project Manager, The Trust for  
Public Land

The logo for The Trust for Public Land, featuring the text "THE TRUST FOR PUBLIC LAND" in white, stacked vertically, on a green rectangular background.

THE  
TRUST  
FOR  
PUBLIC  
LAND

# Meadowood



## Meadowood Conservation Project

SIMSBURY, HARTFORD COUNTY, CONNECTICUT

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LAND

# Threats to the State's natural resources, tourism economy, and public health:

In **Connecticut**, more than 80 miles of rivers receive raw sewage overflows during storms, with **73% of rivers and streams classified as too polluted** for swimming or even human contact. In Long Island Sound, the lobster population has collapsed and failed to recover. There are **more than 45 threatened, endangered and special-concern bird species, animals and amphibians in Connecticut** that, if not protected, risk permanent loss. Annual environmental health metrics for 2012 reveal fewer good air days, shortfalls in land preservation, declining acres of inland wetlands, declining core forests, and increased hypoxia in Long Island Sound (Council on Environmental Quality, Environmental Quality in Connecticut: 2012 Annual Report. Hartford, CT, 2012).

# Part of the Solution:

***Protecting natural open space can help reverse these trends*** and rebuild Connecticut's natural wealth, providing additional economic benefits through ecosystem services, including clean drinking water and waterways, clean air, agricultural crop pollination, insect control, buffers against storms, and much more. Furthermore, protecting open space makes Connecticut more of a competitively attractive place to live, which ***retains and attracts workers and their employers.*** (CT Land Conservation Council, Economics of Open Space, 2013).

# The Outdoor Industry in Connecticut

- 69,000 Direct Jobs
- \$9.0 BILLION In Consumer Spending
- \$2.9 BILLION In Wages and Salaries
- \$734 MILLION In State and Local Tax
- More jobs in Connecticut **DEPEND ON OUTDOOR RECREATION** (69,000) than on the aerospace and defense industry (60,000)

(Source: Outdoor Industry Association – CT report)

# Conservation economics

TRANSLATING PERCEIVED VALUES INTO DOLLARS

Conserved lands can:

- Increase public health
- Propel economic development
- Enable recreation
- Bolster tourism
- Provide natural goods and services
- Support farming, fishing, and forestry
- Enhance property values

# Natural goods and services

- Over a dozen Return on Investment ([ROI analyses](#)) by The Trust for Public Land
- Every **\$1 invested in state land conservation programs returns \$4 to \$11** in natural goods and services.
- According to a ROI study by TPL, every \$1 invested by **Massachusetts** returns \$4 in natural goods and services



Virginia's Return on Investment  
in Land Conservation



# Enhanced Property Values

- Homes near conserved lands are frequently worth more than properties elsewhere (proximate principle)
  - 5% more up to 500-1000 feet
- Conservation easements increase surrounding property values
- An increase in property values generally leads to increased tax revenues

# Cost of Community Services

- Residential lands almost always require more government services than they pay in taxes

SUMMARY OF COST OF COMMUNITY SERVICES STUDIES				
Community	Residential including farm houses	Commercial & Industrial	Working & Open Land	Source
<b>Colorado</b>				
Custer County	1 : 1.16	1 : 0.71	1 : 0.54	Haggerty, 2000
Sagauche County	1 : 1.17	1 : 0.53	1 : 0.35	Dirt, Inc., 2001
<b>Connecticut</b>				
Bolton	1 : 1.05	1 : 0.23	1 : 0.50	Geisler, 1998
Brooklyn	1 : 1.09	1 : 0.17	1 : 0.30	Green Valley Institute, 2002
Colchester	1 : 1.14	1 : 0.18	1 : 0.18	Stahl, 2013
Coventry	1 : 1.06	1 : 0.25	1 : 0.25	Green Valley Institute, 2008
Durham	1 : 1.07	1 : 0.27	1 : 0.23	Southern New England Forest Consortium, 1995
Farmington	1 : 1.33	1 : 0.32	1 : 0.31	Southern New England Forest Consortium, 1995
Hebron	1 : 1.06	1 : 0.47	1 : 0.43	American Farmland Trust, 1986
Lebanon	1 : 1.12	1 : 0.16	1 : 0.17	Green Valley Institute, 2007
Litchfield	1 : 1.11	1 : 0.34	1 : 0.34	Southern New England Forest Consortium, 1995
Pomfret	1 : 1.06	1 : 0.27	1 : 0.86	Southern New England Forest Consortium, 1995
Windham	1 : 1.15	1 : 0.24	1 : 0.19	Green Valley Institute, 2002



# Cost of Community Services Calculation

UMASS AMHERST: [Calculating COCS](#)

Meadowood:

Cost of a 20-yr bond on \$2.2M = \$16.67 per household on average (using average home price of \$349K)

Simsbury, CT									
Bond Issue	Rate	# Years	Annual Debt Svce	Net Grand List	Mills Req'd	\$100K Home Value	Avg House Cost	\$1M Home Value	
1,000,000	5.0%	20	\$80,243	\$2,442,435,959	0.03285	2.30	7.58	23.00	
2,000,000	5.0%	20	\$160,485	\$2,442,435,959	0.06571	4.60	15.16	45.99	
2,200,000	5.0%	20	\$176,534	\$2,442,435,959	0.07228	5.06	16.67	50.59	
3,000,000	5.0%	20	\$240,728	\$2,442,435,959	0.09856	6.90	22.73	68.99	
4,000,000	5.0%	20	\$320,970	\$2,442,435,959	0.13141	9.20	30.31	91.99	
5,000,000	5.0%	20	\$401,213	\$2,442,435,959	0.16427	11.50	37.89	114.99	
6,000,000	5.0%	20	\$481,456	\$2,442,435,959	0.19712	13.80	45.47	137.98	
7,000,000	5.0%	20	\$561,698	\$2,442,435,959	0.22997	16.10	53.04	160.98	
2005 Residential Sales Price*									
\$329,500									
Equivalent in Assessed Value is									
\$230,650									



# Questions

# COST OF COMMUNITY SERVICES STUDIES

Cost of Community Services (COCS) studies are a case study approach used to determine the fiscal contribution of existing local land uses. A subset of the much larger field of fiscal analysis, COCS studies have emerged as an inexpensive and reliable tool to measure direct fiscal relationships. Their particular niche is to evaluate working and open lands on equal ground with residential, commercial and industrial land uses.

COCS studies are a snapshot in time of costs versus revenues for each type of land use. They do not predict future costs or revenues or the impact of future growth. They do provide a baseline of current information to help local officials and citizens make informed land use and policy decisions.

## Methodology

In a COCS study, researchers organize financial records to assign the cost of municipal services to working and open lands, as well as to residential, commercial and industrial development. Researchers meet with local sponsors to define the scope of the project and identify land use categories to study. For example, working lands may include farm, forest and/or ranch lands. Residential development includes all housing, including rentals, but if there is a migrant agricultural work force, temporary housing for these workers would be considered part of agricultural land use. Often in rural communities, commercial and industrial land uses are combined. COCS studies findings are displayed as a set of ratios that compare annual revenues to annual expenditures for a community's unique mix of land uses.

COCS studies involve three basic steps:

1. Collect data on local revenues and expenditures.
2. Group revenues and expenditures and allocate them to the community's major land use categories.
3. Analyze the data and calculate revenue-to-expenditure ratios for each land use category.

The process is straightforward, but ensuring reliable figures requires local oversight. The most complicated task is interpreting existing records to reflect COCS land use categories. Allocating revenues and expenses requires a significant amount of research, including extensive interviews with financial officers and public administrators.

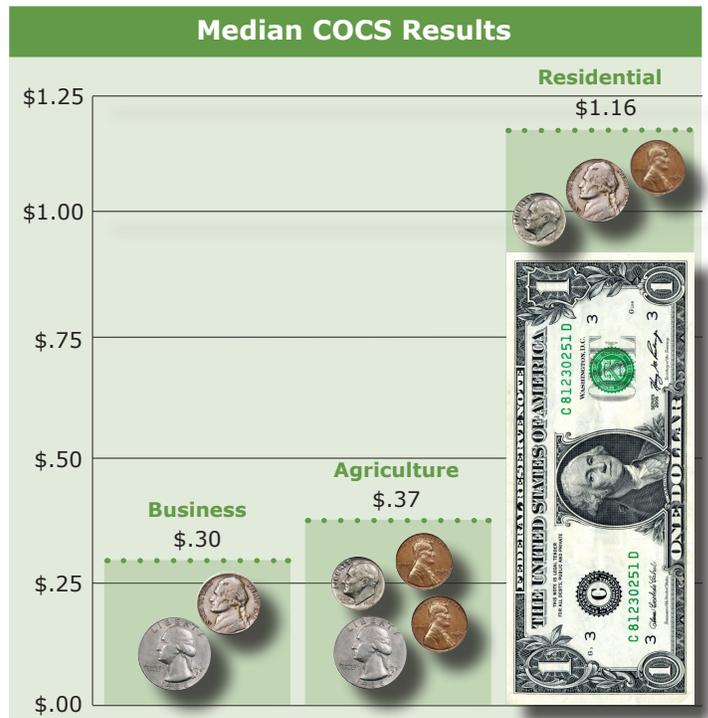
## History

Communities often evaluate the impact of growth on local budgets by conducting or commissioning fiscal impact analyses. Fiscal impact studies project public costs and revenues from different land development patterns. They generally show that residential development is a net fiscal loss for communities and recommend commercial and industrial development as a strategy to balance local budgets.

Rural towns and counties that would benefit from fiscal impact analysis may not have the expertise or resources to conduct a study. Also, fiscal impact analyses rarely consider the contribution of working and other open lands, which is very important to rural economies.

American Farmland Trust (AFT) developed COCS studies in the mid-1980s to provide communities with a straightforward and inexpensive way to measure the contribution of agricultural lands to the local tax base. Since then, COCS studies have been conducted in at least 151 communities in the United States.

CONTINUED ON PAGE 6



Median cost to provide public services for each dollar of revenue raised.

## SUMMARY OF COST OF COMMUNITY SERVICES STUDIES

Community	Residential including farm houses	Commercial & Industrial	Working & Open Land	Source
<b>Colorado</b>				
Custer County	1 : 1.16	1 : 0.71	1 : 0.54	Haggerty, 2000
Saguauche County	1 : 1.17	1 : 0.53	1 : 0.35	Dirt, Inc., 2001
<b>Connecticut</b>				
Bolton	1 : 1.05	1 : 0.23	1 : 0.50	Geisler, 1998
Brooklyn	1 : 1.09	1 : 0.17	1 : 0.30	Green Valley Institute, 2002
Colchester	1 : 1.14	1 : 0.18	1 : 0.18	Stahl, 2013
Coventry	1 : 1.06	1 : 0.25	1 : 0.25	Green Valley Institute, 2008
Durham	1 : 1.07	1 : 0.27	1 : 0.23	Southern New England Forest Consortium, 1995
Farmington	1 : 1.33	1 : 0.32	1 : 0.31	Southern New England Forest Consortium, 1995
Hebron	1 : 1.06	1 : 0.47	1 : 0.43	American Farmland Trust, 1986
Lebanon	1 : 1.12	1 : 0.16	1 : 0.17	Green Valley Institute, 2007
Litchfield	1 : 1.11	1 : 0.34	1 : 0.34	Southern New England Forest Consortium, 1995
Pomfret	1 : 1.06	1 : 0.27	1 : 0.86	Southern New England Forest Consortium, 1995
Windham	1 : 1.15	1 : 0.24	1 : 0.19	Green Valley Institute, 2002
<b>Florida</b>				
Leon County	1 : 1.39	1 : 0.36	1 : 0.42	Dorfman, 2004
<b>Georgia</b>				
Appling County	1 : 2.27	1 : 0.17	1 : 0.35	Dorfman, 2004
Athens-Clarke County	1 : 1.39	1 : 0.41	1 : 2.04	Dorfman, 2004
Brooks County	1 : 1.56	1 : 0.42	1 : 0.39	Dorfman, 2004
Carroll County	1 : 1.29	1 : 0.37	1 : 0.55	Dorfman and Black, 2002
Cherokee County	1 : 1.59	1 : 0.12	1 : 0.20	Dorfman, 2004
Colquitt County	1 : 1.28	1 : 0.45	1 : 0.80	Dorfman, 2004
Columbia County	1 : 1.16	1 : 0.48	1 : 0.52	Dorfman, 2006
Dooly County	1 : 2.04	1 : 0.50	1 : 0.27	Dorfman, 2004
Grady County	1 : 1.72	1 : 0.10	1 : 0.38	Dorfman, 2003
Hall County	1 : 1.25	1 : 0.66	1 : 0.22	Dorfman, 2004
Jackson County	1 : 1.28	1 : 0.58	1 : 0.15	Dorfman, 2008
Jones County	1 : 1.23	1 : 0.65	1 : 0.35	Dorfman, 2004
Miller County	1 : 1.54	1 : 0.52	1 : 0.53	Dorfman, 2004
Mitchell County	1 : 1.39	1 : 0.46	1 : 0.60	Dorfman, 2004
Morgan County	1 : 1.42	1 : 0.25	1 : 0.38	Dorfman, 2008
Thomas County	1 : 1.64	1 : 0.38	1 : 0.67	Dorfman, 2003
Union County	1 : 1.13	1 : 0.43	1 : 0.72	Dorfman and Lavigno, 2006
<b>Indiana</b>				
See chart on page 6 for details.				
<b>Idaho</b>				
Booneville County	1 : 1.06	1 : 0.84	1 : 0.23	Hartsmans and Meyer, 1997
Canyon County	1 : 1.08	1 : 0.79	1 : 0.54	Hartsmans and Meyer, 1997
Cassia County	1 : 1.19	1 : 0.87	1 : 0.41	Hartsmans and Meyer, 1997
Kootenai County	1 : 1.09	1 : 0.86	1 : 0.28	Hartsmans and Meyer, 1997
<b>Kentucky</b>				
Campbell County	1 : 1.21	1 : 0.30	1 : 0.38	American Farmland Trust, 2005
Kenton County	1 : 1.19	1 : 0.19	1 : 0.51	American Farmland Trust, 2005
Lexington-Fayette County	1 : 1.64	1 : 0.22	1 : 0.93	American Farmland Trust, 1999
Oldham County	1 : 1.05	1 : 0.29	1 : 0.44	American Farmland Trust, 2003
Shelby County	1 : 1.21	1 : 0.24	1 : 0.41	American Farmland Trust, 2005

## REVENUE-TO-EXPENDITURE RATIOS IN DOLLARS

Community	Residential including farm houses	Commercial & Industrial	Working & Open Land	Source
<b>Maine</b>				
Bethel	1 : 1.29	1 : 0.59	1 : 0.06	Good, 1994
<b>Maryland</b>				
Carroll County	1 : 1.15	1 : 0.48	1 : 0.45	Carroll County Dept. of Management & Budget, 1994
Cecil County	1 : 1.17	1 : 0.34	1 : 0.66	American Farmland Trust, 2001
Cecil County	1 : 1.12	1 : 0.28	1 : 0.37	Cecil County Office of Economic Development
Frederick County	1 : 1.14	1 : 0.50	1 : 0.53	American Farmland Trust, 1997
Harford County	1 : 1.11	1 : 0.40	1 : 0.91	American Farmland Trust, 2003
Kent County	1 : 1.05	1 : 0.64	1 : 0.42	American Farmland Trust, 2002
Wicomico County	1 : 1.21	1 : 0.33	1 : 0.96	American Farmland Trust, 2001
<b>Massachusetts</b>				
Agawam	1 : 1.05	1 : 0.44	1 : 0.31	American Farmland Trust, 1992
Becket	1 : 1.02	1 : 0.83	1 : 0.72	Southern New England Forest Consortium, 1995
Dartmouth	1 : 1.14	1 : 0.51	1 : 0.26	American Farmland Trust, 2009
Deerfield	1 : 1.16	1 : 0.38	1 : 0.29	American Farmland Trust, 1992
Deerfield	1 : 1.14	1 : 0.51	1 : 0.33	American Farmland Trust, 2009
Franklin	1 : 1.02	1 : 0.58	1 : 0.40	Southern New England Forest Consortium, 1995
Gill	1 : 1.15	1 : 0.43	1 : 0.38	American Farmland Trust, 1992
Leverett	1 : 1.15	1 : 0.29	1 : 0.25	Southern New England Forest Consortium, 1995
Middleboro	1 : 1.08	1 : 0.47	1 : 0.70	American Farmland Trust, 2001
Southborough	1 : 1.03	1 : 0.26	1 : 0.45	Adams and Hines, 1997
Sterling	1 : 1.09	1 : 0.26	1 : 0.34	American Farmland Trust, 2009
Westford	1 : 1.15	1 : 0.53	1 : 0.39	Southern New England Forest Consortium, 1995
Williamstown	1 : 1.11	1 : 0.34	1 : 0.40	Hazler et al., 1992
<b>Michigan</b>				
Marshall Township, Calhoun County	1 : 1.47	1 : 0.20	1 : 0.27	American Farmland Trust, 2001
Newton Township, Calhoun County	1 : 1.20	1 : 0.25	1 : 0.24	American Farmland Trust, 2001
Scio Township, Washtenaw County	1 : 1.40	1 : 0.28	1 : 0.62	University of Michigan, 1994
<b>Minnesota</b>				
Farmington	1 : 1.02	1 : 0.79	1 : 0.77	American Farmland Trust, 1994
Independence	1 : 1.03	1 : 0.19	1 : 0.47	American Farmland Trust, 1994
Lake Elmo	1 : 1.07	1 : 0.20	1 : 0.27	American Farmland Trust, 1994
<b>Montana</b>				
Carbon County	1 : 1.60	1 : 0.21	1 : 0.34	Prinzing, 1997
Flathead County	1 : 1.23	1 : 0.26	1 : 0.34	Citizens for a Better Flathead, 1999
Gallatin County	1 : 1.45	1 : 0.16	1 : 0.25	Haggerty, 1996
<b>New Hampshire</b>				
Brentwood	1 : 1.17	1 : 0.24	1 : 0.83	Brentwood Open Space Task Force, 2002
Deerfield	1 : 1.15	1 : 0.22	1 : 0.35	Auger, 1994
Dover	1 : 1.15	1 : 0.63	1 : 0.94	Kingsley, et al., 1993
Exeter	1 : 1.07	1 : 0.40	1 : 0.82	Niebling, 1997
Fremont	1 : 1.04	1 : 0.94	1 : 0.36	Auger, 1994
Groton	1 : 1.01	1 : 0.12	1 : 0.88	New Hampshire Wildlife Federation, 2001
Hookset	1 : 1.16	1 : 0.43	1 : 0.55	Innovative Natural Resource Solutions, 2008
Lyme	1 : 1.05	1 : 0.28	1 : 0.23	Pickard, 2000
Milton	1 : 1.30	1 : 0.35	1 : 0.72	Innovative Natural Resource Solutions, 2005
Mont Vernon	1 : 1.03	1 : 0.04	1 : 0.08	Innovative Natural Resource Solutions, 2002
Stratham	1 : 1.15	1 : 0.19	1 : 0.40	Auger, 1994

# SUMMARY OF COST OF COMMUNITY SERVICES STUDIES

Community	Residential including farm houses	Commercial & Industrial	Working & Open Land	Source
<b>New Jersey</b>				
Freehold Township	1 : 1.51	1 : 0.17	1 : 0.33	American Farmland Trust, 1998
Holmdel Township	1 : 1.38	1 : 0.21	1 : 0.66	American Farmland Trust, 1998
Middletown Township	1 : 1.14	1 : 0.34	1 : 0.36	American Farmland Trust, 1998
Upper Freehold Township	1 : 1.18	1 : 0.20	1 : 0.35	American Farmland Trust, 1998
Wall Township	1 : 1.28	1 : 0.30	1 : 0.54	American Farmland Trust, 1998
<b>New York</b>				
Amenia	1 : 1.23	1 : 0.25	1 : 0.17	Bucknall, 1989
Beekman	1 : 1.12	1 : 0.18	1 : 0.48	American Farmland Trust, 1989
Dix	1 : 1.51	1 : 0.27	1 : 0.31	Schuyler County League of Women Voters, 1993
Farmington	1 : 1.22	1 : 0.27	1 : 0.72	Kinsman et al., 1991
Fishkill	1 : 1.23	1 : 0.31	1 : 0.74	Bucknall, 1989
Hector	1 : 1.30	1 : 0.15	1 : 0.28	Schuyler County League of Women Voters, 1993
Kinderhook	1 : 1.05	1 : 0.21	1 : 0.17	Concerned Citizens of Kinderhook, 1996
Montour	1 : 1.50	1 : 0.28	1 : 0.29	Schuyler County League of Women Voters, 1992
North East	1 : 1.36	1 : 0.29	1 : 0.21	American Farmland Trust, 1989
Reading	1 : 1.88	1 : 0.26	1 : 0.32	Schuyler County League of Women Voters, 1992
Red Hook	1 : 1.11	1 : 0.20	1 : 0.22	Bucknall, 1989
Rochester	1 : 1.27	1 : 0.18	1 : 0.18	Bonner and Gray, 2005
<b>North Carolina</b>				
Alamance County	1 : 1.46	1 : 0.23	1 : 0.59	Renkow, 2006
Catawba County	1 : 1.23	1 : 0.54	1 : 0.75	Renkow, 2013
Chatham County	1 : 1.14	1 : 0.33	1 : 0.58	Renkow, 2007
Davie County	1 : 1.14	1 : 0.50	1 : 0.67	Renkow, 2014
Durham County	1 : 1.15	1 : 0.33	1 : 0.59	Renkow, 2010
Franklin County	1 : 1.12	1 : 0.53	1 : 0.77	Renkow, 2009
Gaston County	1 : 1.23	1 : 0.41	1 : 0.89	Renkow, 2008
Guilford County	1 : 1.35	1 : 0.29	1 : 0.62	Renkow, 2010
Henderson County	1 : 1.16	1 : 0.40	1 : 0.97	Renkow, 2008
Iredalell County	1 : 1.35	1 : 0.30	1 : 0.47	Renkow, 2015
Orange County	1 : 1.31	1 : 0.24	1 : 0.72	Renkow, 2006
Pitt County	1 : 1.29	1 : 0.36	1 : 0.62	Renkow, 2013
Union County	1 : 1.30	1 : 0.41	1 : 0.24	Dorfman, 2004
Wake County	1 : 1.54	1 : 0.18	1 : 0.49	Renkow, 2001
Yadkin County	1 : 1.12	1 : 0.38	1 : 0.61	Renkow, 2011
<b>Ohio</b>				
Butler County	1 : 1.12	1 : 0.45	1 : 0.49	American Farmland Trust, 2003
Clark County	1 : 1.11	1 : 0.38	1 : 0.30	American Farmland Trust, 2003
Hocking Township	1 : 1.10	1 : 0.27	1 : 0.17	Prindle, 2002
Knox County	1 : 1.05	1 : 0.38	1 : 0.29	American Farmland Trust, 2003
Liberty Township	1 : 1.15	1 : 0.51	1 : 0.05	Prindle, 2002
Madison Village, Lake County	1 : 1.67	1 : 0.20	1 : 0.38	American Farmland Trust, 1993
Madison Township, Lake County	1 : 1.40	1 : 0.25	1 : 0.30	American Farmland Trust, 1993
Madison Village, Lake County	1 : 1.16	1 : 0.32	1 : 0.37	American Farmland Trust, 2008
Madison Township, Lake County	1 : 1.24	1 : 0.33	1 : 0.30	American Farmland Trust, 2008
Shalersville Township	1 : 1.58	1 : 0.17	1 : 0.31	Postage County Regional Planning Commission, 1997
<b>Pennsylvania</b>				
Allegheny Township, Westmoreland County	1 : 1.06	1 : 0.14	1 : 0.13	Kelsey, 1997
Bedminster Township, Bucks County	1 : 1.12	1 : 0.05	1 : 0.04	Kelsey, 1997

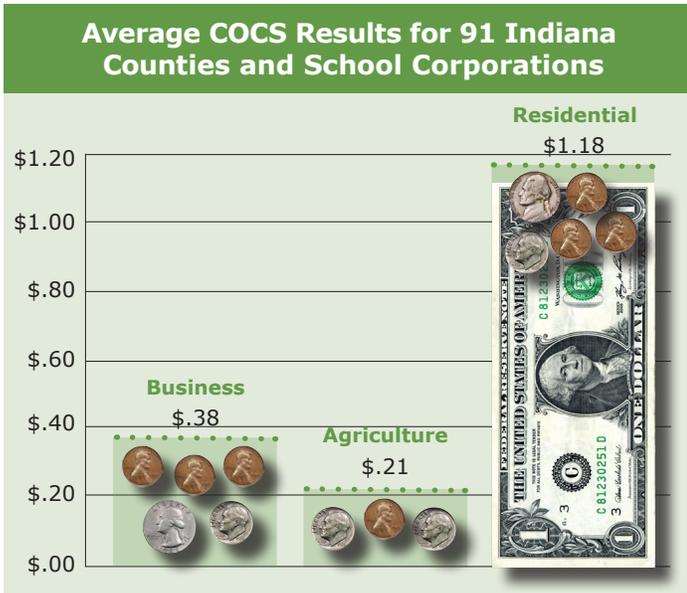
## REVENUE-TO-EXPENDITURE RATIOS IN DOLLARS

Community	Residential including farm houses	Commercial & Industrial	Working & Open Land	Source
<b>Pennsylvania (continued)</b>				
Bethel Township, Lebanon County	1 : 1.08	1 : 0.17	1 : 0.06	Kelsey, 1992
Bingham Township, Potter County	1 : 1.56	1 : 0.16	1 : 0.15	Kelsey, 1994
Buckingham Township, Bucks County	1 : 1.04	1 : 0.15	1 : 0.08	Kelsey, 1996
Carroll Township, Perry County	1 : 1.03	1 : 0.06	1 : 0.02	Kelsey, 1992
Hopewell Township, York County	1 : 1.27	1 : 0.32	1 : 0.59	The South Central Assembly for Effective Government, 2002
Kelly, Township, Pike County	1 : 1.48	1 : 0.07	1 : 0.07	Kelsey, 2006
Lehman Township, Pike County	1 : 0.94	1 : 0.20	1 : 0.27	Kelsey, 2006
Maiden Creek Township, Berks County	1 : 1.28	1 : 0.11	1 : 0.06	Kelsey, 1998
Richmond Township, Berks County	1 : 1.24	1 : 0.09	1 : 0.04	Kelsey, 1998
Shrewsbury Township, York County	1 : 1.22	1 : 0.15	1 : 0.17	The South Central Assembly for Effective Government, 2002
Stewarson Township, Potter County	1 : 2.11	1 : 0.23	1 : 0.31	Kelsey, 1994
Straban Township, Adams County	1 : 1.10	1 : 0.16	1 : 0.06	Kelsey, 1992
Sweden Township, Potter County	1 : 1.38	1 : 0.07	1 : 0.08	Kelsey, 1994
<b>Rhode Island</b>				
Hopkinton	1 : 1.08	1 ; 0.31	1 : 0.31	Southern New England Forest Consortium, 1995
Little Compton	1 : 1.05	1 : 0.56	1 : 0.37	Southern New England Forest consortium, 1995
West Greenwich	1 : 1.46	1 : 0.40	1 : 0.46	Southern New England Forest Consortium, 1995
<b>Tennessee</b>				
Blount County	1 : 1.23	1 : 0.25	1 : 0.41	American Farmland Trust, 2006
Robertson County	1 : 1.13	1 : 0.22	1 : 0.57	American Farmland Trust, 2006
Tipton County	1 : 1.07	1 : 0.32	1 : 0.57	American Farmland Trust, 2006
<b>Texas</b>				
Bandera County	1 : 1.10	1 : 0.26	1 : 0.26	American Farmland Trust, 2002
Bexar County	1 : 1.15	1 : 0.20	1 : 0.18	American Farmland Trust, 2004
Hays County	1 : 1.26	1 : 0.30	1 : 0.33	American Farmland Trust, 2000
<b>Utah</b>				
Cache County	1 : 1.27	1 : 0.25	1 : 0.57	Snyder and Ferguson, 1994
Sevier County	1 : 1.11	1 : 0.31	1 : 0.99	Snyder and Ferguson, 1994
Utah County	1 : 1.23	1 : 0.26	1 : 0.82	Snyder and Ferguson, 1994
<b>Virginia</b>				
August County	1 : 1.22	1 : 0.20	1 : 0.80	Valley Conservation Council, 1997
Bedford County	1 : 1.07	1 : 0.40	1 : 0.25	American Farmland Trust, 2005
Clarke County	1 : 1.26	1 : 0.21	1 : 0.15	Piedmont Environmental Trust, 1994
Culpepper County	1 : 1.22	1 : 0.41	1 : 0.32	American Farmland Trust, 2003
Frederick County	1 : 1.19	1 : 0.23	1 : 0.33	American Farmland Trust, 2003
Northampton County	1 : 1.13	1 : 0.97	1 : 0.23	American Farmland Trust, 1999
<b>Washington</b>				
Okanogan County	1 : 1.06	1 : 0.59	1 : 0.56	American Farmland Trust, 2007
Skagit County	1 : 1.25	1 : 0.30	1 : 0.51	American Farmland Trust, 1999
<b>Wisconsin</b>				
Dunn	1 : 1.02	1 : 0.55	1 : 0.15	Wisconsin Land Use Research Program, 1999
Perry	1 : 1.20	1 : 1.04	1 : 0.41	Wisconsin Land Use Research Program, 1999
Westport	1 : 1.11	1 : 0.31	1 : 0.13	Wisconsin Land Use Research Program, 1999

Note: Some studies break out land uses into more than three distinct categories. For these studies, AFT requested data from the researcher and recalculated the final ratios for the land use categories listed in this table. The Okanogan County, Wash., study is unique in that it analyzed the fiscal contribution of tax-exempt state, federal and tribal lands.

American Farmland Trust's Farmland Information Center acts as a clearinghouse for information about Cost of Community Services studies. Inclusion in this table does not necessarily signify review or endorsement by American Farmland Trust.

CONTINUED FROM PAGE 1



**Average cost, using standard assumptions, to provide public services for each dollar of revenue raised. The [full study](#), including alternate assumptions, is posted on the FIC website.**

## Functions and Purposes

Communities pay a high price for unplanned growth. Scattered development frequently causes traffic congestion, air and water pollution, loss of open space and increased demand for costly public services. This is why it is important for citizens and local leaders to understand the relationships between residential and commercial growth, agricultural land use, conservation and their community's bottom line.

COCS studies help address three misperceptions that are commonly made in rural or suburban communities facing growth pressures:

1. Open lands—including productive farms and forests—are an interim land use that should be developed to their "highest and best use."
2. Agricultural land gets an unfair tax break when it is assessed at its current use value for farming or ranching instead of at its potential use value for residential or commercial development.
3. Residential development will lower property taxes by increasing the tax base.

While it is true that an acre of land with a new house generates more total revenue than an acre of hay or corn, this tells us little about a community's bottom line. In areas

where agriculture or forestry are major industries, it is especially important to consider the real property tax contribution of privately owned working lands. Working and other open lands may generate less revenue than residential, commercial or industrial properties, but they require little public infrastructure and few services.

COCS studies conducted over the last 30 years show working lands generate more public revenues than they receive back in public services. Their impact on community coffers is similar to that of other commercial and industrial land uses. On average, because residential land uses do not cover their costs, they must be subsidized by other community land uses. Converting agricultural land to residential land use should not be seen as a way to balance local budgets.

The findings of COCS studies are consistent with those of conventional fiscal impact analyses, which document the high cost of residential development and recommend commercial and industrial development to help balance local budgets. What is unique about COCS studies is that they show that agricultural land is similar to other commercial and industrial uses. In nearly every community studied, farmland has generated a fiscal surplus to help offset the shortfall created by residential demand for public services. This is true even when the land is assessed at its current, agricultural use. However as more communities invest in agriculture this tendency may change. For example, if a community creates a purchase of agricultural conservation easement program, the local government may spend more on working and open lands than these lands generate in revenue.

Communities need reliable information to help them see the full picture of their land uses. COCS studies are an inexpensive way to evaluate the net contribution of working and open lands. They can help local leaders discard the notion that natural resources must be converted to other uses to ensure fiscal stability. They also dispel the myths that residential development leads to lower taxes, that differential assessment programs give landowners an "unfair" tax break and that farmland is an interim land use just waiting around for development.

One type of land use is not intrinsically better than another, and COCS studies are not meant to judge the overall public good or long-term merits of any land use or taxing structure. It is up to communities to balance goals such as maintaining affordable housing, creating jobs and conserving land. With good planning, these goals can complement rather than compete with each other. COCS studies give communities another tool to make decisions about their futures.

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For more information on COCS, see the [COCS publications](#) on the Farmland Information Center (FIC) website. The FIC is a clearinghouse for information about farmland protection and stewardship. The FIC is a public/private partnership between the USDA Natural Resources Conservation Service and American Farmland Trust.



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Ice Rink and Paddle Tennis Court Fees
2. **Date of Board Meeting:** August 10, 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 Selectmen is in concurrence with the recommendation of the Culture, Parks and Recreation Commission and supports approving the proposed fee schedule for the Simsbury Farms Ice Rink and paddle tennis courts as presented, the following motion is in order:  
  
*Move, effective August 10, 2020, to approve the fee schedule for the Simsbury Farms Ice Rink and paddle tennis courts as presented.*
5. **Summary of Submission:**  
At their meeting on July 23, 2020, the Culture, Parks and Recreation Commission discussed the 2020/21 fee schedules for the Simsbury Farms Ice Rink and Paddle Tennis Courts. The Commission agreed with the recommendation of staff that the admission fees for public skating sessions should be increased. These proposed fee increases are a direct result of the increased staffing costs associated with the recent increases in the State of CT's minimum wage.  
  
Culture, Parks and Recreation staff recommended no increase to the rink rental or paddle tennis fees. Commission members agreed with the recommendation.  
  
The attached fees were approved unanimously by the Culture, Parks and Recreation Commission members present at the July 23, 2020 meeting.
6. **Financial Impact:**  
The proposed minimal adjustment in some rink fees are expected to generate additional rink revenues of \$6,909.00 based on the average season.
7. **Description of Documents Included with Submission:**
  - a) Proposed Fee Schedule, Ice Rink and Paddle Tennis Court Fees

<b>ANNUAL RECREATION FEES</b>	2015	2016	2017	2018	2019	2020	<i>Projected Add'l Revenue</i>
<b>SKATING</b>							
Season Passes							
Family of 4	\$85.00	\$90.00	\$90.00	\$90.00	\$90.00	\$90.00	
Individual	\$45.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	
Additional	\$25.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	
Daily Fees							
Resident	\$3.00/\$4.00	\$3.00/\$4.00	\$3.00/\$4.00	\$3.00/\$4.00	\$3.00/\$4.00	\$5.00	\$4,819.00
Non-Resident	5.00/6.00	5.00/6.00	5.00/6.00	5.00/6.00	5.00/6.00	\$7.00	\$2,090.00
Learn-to-Skate	\$50.00	\$55.00	\$60.00	\$60.00	\$65.00	\$65.00	
Skate Sharpening	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	\$7.00	
Skate Rentals	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	
Rink Rentals (per hour)							
Resident							
Prime time	\$230.00	\$240.00	\$250.00	\$250.00	\$250.00	\$250.00	
Non-prime time	\$195.00	\$200.00	\$210.00	\$210.00	\$210.00	\$210.00	
Non-resident							
Prime time	\$245.00	\$255.00	\$270.00	\$270.00	\$270.00	\$270.00	
Non-prime time	\$220.00	\$230.00	\$240.00	\$240.00	\$240.00	\$240.00	
Simsbury High School	\$165.00	\$175.00	\$185.00	\$185.00	\$195.00	\$195.00	
Simsbury Youth Hockey	\$210.00	\$215.00	\$225.00	\$225.00	\$225.00	\$225.00	
<b>PADDLE TENNIS</b>							
Day Time - Walk-up	\$8.00	\$10.00	\$10.00	\$12.00	\$12.00	\$12.00	
Rental - days	\$15.00	\$16.00	\$16.00	\$18.00	\$18.00	\$18.00	
Rental - evenings	\$26.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	
Season Rate (20) - days	\$350.00	\$350.00	\$350.00	\$380.00	\$380.00	\$380.00	
Season Rate (20) - eves	\$495.00	\$540.00	\$540.00	\$540.00	\$540.00	\$540.00	
						<i>Total Add'l</i>	<i>\$6,909.00</i>



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** 2020-2021 Board of Selectmen Goals
2. **Date of Board Meeting:** August 10, 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 is prepared to formally adopt its goals, the following motion is in order:

*Move, effective August 10, 2020, to adopt the 2020-2021 Board of Selectmen goals as presented.*

5. **Summary of Submission:**  
Selectmen were asked to prioritize goals of most importance to them from a list developed from their November 16, 2019 goal setting session. Selectmen were emailed the attached spreadsheet and asked to spread out a total of 100 points on the topics based on their priorities. The values for each topic were summed up to show the total group's prioritization of the topics.
6. **Financial Impact:**  
Ultimately the agreed upon goals assist in setting organizational priorities and policy direction, including guidance that is used during budget development for establishing resource priorities.
7. **Description of Documents Included with Submission:**
  - a) 2020 – 2021 Board of Selectmen Goals for Prioritization

**2020-2021 BOARD OF SELECTMEN GOALS by Topic Area**

<b>Topic Area</b>	<b>Goals</b>	<b>Wellman</b>	<b>Askham</b>	<b>Battos</b>	<b>Mackstutis</b>	<b>Paine</b>	<b>Peterson</b>	<b>Total</b>
<b>Financial Management</b>	Engage in long range planning of Capital between BOS, BOF and BOE	5	10	10	25		30	80
	Explore shared services between Town of Simsbury and Simsbury Board of Education	12	5	10		15	30	72
	Update financial benchmarking for the BOS and BOF	1	2	10		8		21
	Complete revenue fund analysis; implement recommendations	2	2	10		5		19
	Demonstrate how tax dollars are distributed; show impact on median valued home	1		10				11
<b>Maintaining Quality of Life/Community Character</b>	Support the work of the SPIRIT Council	8	5	10	15	11	30	79
	Research ability to upgrade signage on state roads	1	2			4	10	17
<b>Fostering an Engaged, High Quality Workforce</b>	Facilitate employee engagement opportunities	2	5		10	4		21
	Create executive coaching & 360 feedback opportunities for employees	5	5			8		18
	Invest in our workforce through professional development opportunities	3	5		5	1		14
<b>Parks &amp; Recreation</b>	Explore Pollinator Pathways opportunities	8	2			4		14
	Explore the Open Space Ranger Program	3	2			2		7
	Disc Golf - create a capital project for disc golf		3			2		5
	Splash Pad - create a capital project for a splash pad; seek donations and grants	4						4
<b>Infrastructure</b>	Prepare visual of what North End of Town will look like after Big Y and Sidewalks are complete	9	3		20	4		36
	Advocate for expansion of water and gas line installation; increase coordination between utilities	8	5	10		1		24
	Improve cell service in town	2	5	10		2		19
	Parking improvements (not an all inclusive list): DOT commuter lots, contiguous business parking, parking on Route 10/lined parking on-street	3	3	10		2		18
	Research underground utilities for center of town		5			1		6
<b>Transportation</b>	Advocate for improvements to DOT timing of lights on Hopmeadow in Weatogue	3	2	10		1		16
	Increase bus service; explore opportunities for fixed route service	1	2			5		8
<b>EDC</b>	Complete research on business incentive policy, provide recommendations to update the policy	3	5		10	4		22
	Conduct business outreach visits; collect and track feedback received on the visits	3	5		10	3		21
	Identify infrastructure improvements that the town can support to help entrepreneurs be successful	2	5		5	4		16
	Assist with promoting 350th Anniversary events	5	2			3		10
	Complete marketing materials refresh for tourism, real estate, and business recruitment purposes	2	5			2		9
	Improve wayfinding signage	1	5			3		9
	Develop a plan for co-working space(s)	3				1		4

2020-2021 BOARD OF SELECTMEN GOALS by Priority								
Topic Area	Goals	Wellman	Askham	Battos	Mackstutis	Paine	Peterson	Total
Financial Management	Engage in long range planning of Capital between BOS, BOF and BOE	5	10	10	25		30	80
Maintaining Quality of Life/Community Character	Support the work of the SPIRIT Council	8	5	10	15	11	30	79
Financial Management	Explore shared services between Town of Simsbury and Simsbury Board of Education	12	5	10		15	30	72
Infrastructure	Prepare visual of what North End of Town will look like after Big Y and Sidewalks are complete	9	3		20	4		36
Infrastructure	Advocate for expansion of water and gas line installation; increase coordination between utilities	8	5	10		1		24
EDC	Complete research on business incentive policy, provide recommendations to update the policy	3	5		10	4		22
Financial Management	Update financial benchmarking for the BOS and BOF	1	2	10		8		21
Fostering an Engaged, High Quality Workforce	Facilitate employee engagement opportunities	2	5		10	4		21
EDC	Conduct business outreach visits; collect and track feedback received on the visits	3	5		10	3		21
Financial Management	Complete revenue fund analysis; implement recommendations	2	2	10		5		19
Infrastructure	Improve cell service in town	2	5	10		2		19
Fostering an Engaged, High Quality Workforce	Create executive coaching & 360 feedback opportunities for employees	5	5			8		18
Infrastructure	Parking improvements (not an all inclusive list): DOT commuter lots, contiguous business parking, parking on Route 10/lined parking on-street	3	3	10		2		18
Maintaining Quality of Life/Community Character	Research ability to upgrade signage on state roads	1	2			4	10	17
Transportation	Advocate for improvements to DOT timing of lights on Hopmeadow in Weatogue	3	2	10		1		16
EDC	Identify infrastructure improvements that the town can support to help entrepreneurs be successful	2	5		5	4		16
Fostering an Engaged, High Quality Workforce	Invest in our workforce through professional development opportunities	3	5		5	1		14
Parks & Recreation	Explore Pollinator Pathways opportunities	8	2			4		14
Financial Management	Demonstrate how tax dollars are distributed; show impact on median valued home	1		10				11
EDC	Assist with promoting 350th Anniversary events	5	2			3		10
EDC	Complete marketing materials refresh for tourism, real estate, and business recruitment purposes	2	5			2		9
EDC	Improve wayfinding signage	1	5			3		9
Transportation	Increase bus service; explore opportunities for fixed route service	1	2			5		8
Parks & Recreation	Explore the Open Space Ranger Program	3	2			2		7
Infrastructure	Research underground utilities for center of town		5			1		6
Parks & Recreation	Disc Golf - create a capital project for disc golf		3			2		5
Parks & Recreation	Splash Pad - create a capital project for a splash pad; seek donations and grants	4						4
EDC	Develop a plan for co-working space(s)	3				1		4



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of Submission:** Resignation of Kevin McCusker from the Conservation Commission
2. **Date of Board Meeting:** August 10, 2020
3. **Individual or Entity Making the Submission:**  
Maria E. Capriola, Town Manager; Mike Glidden Director of Planning and Community Development  
*Maria E. Capriola*
4. **Action Requested of the Board of Selectmen:**  
The following motion is in order:  
  
*Move, effective August 10, 2020, to accept the resignation of Kevin McCusker (R) from the Conservation Commission retroactive to July 24, 2020.*
5. **Summary of Submission:**  
Mr. McCusker has submitted his resignation letter from the Conservation Commission. His resignation letter is dated July 24, 2020. His term was set to expire January 1, 2022.
6. **Financial Impact:**  
None
7. **Description of Documents Included with Submission:**
  - a) Resignation Email from Kevin McCusker

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**From:** Kevin McCuker [mailto: [REDACTED]]  
**Sent:** Friday, July 24, 2020 1:06 PM  
**To:** Margery C. B. Winters [REDACTED]  
**Cc:** Paine Michael; Barkowski Laura  
**Subject:** Resignation from the conservation commission.

Margery,

Do to some changes in my life, I am submitting my resignation to the board. My wife and I have decided to pursue our retirement outside of the Town of Simsbury.

I appreciate my time serving the Town of Simsbury on this board. I want to thank you and all of the board members I had the pleasure to serve with.

Thank You

Kevin McCusker  
[REDACTED] Simsbury, CT 06070

## **CALL TO ORDER**

The Regular Meeting of the Board of Selectmen was called to order at 6:04 p.m. on Zoom due to COVID-19. Present were: First Selectman Eric Wellman; Deputy First Selectman Sean Askham; other Board members Michael Paine, Jackie Battos, Wendy Mackstutis, and Chris Peterson. Others in attendance included: Town Manager Maria E. Capriola; Police Chief Nicholas Boulter; Director of Planning and Community Development Mike Glidden; Director of Public Works Tom Roy; Town Engineer Jeff Shea; Director of Social Services Kristen Formanek; Executive Director of the Performing Arts Center Missy DiNunno; Jim Baldis from the Fire District; Gary Wilcox from the Public Safety Sub-Committee; Aquarion Water Vice President of Supply Operations and Sustainability Jeff Ulrich; Zoning Enforcement Officer Tom Hazel; Aquarion Vice President of Engineering and Planning Dan Lawrence; Aquarion Director of Corporate Communications Peter Fazckas; Aquarion Director of Community Relations George Logan, and Management Specialist Tom Fitzgerald.

## **PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

Mr. Wellman reminded everyone to email [EButler@Simsbury-ct.gov](mailto:EButler@Simsbury-ct.gov) if they want their comments read during Public Audience.

Ms. Mackstutis made a motion to present a resolution to the Board in relationship to calling for the no excuse, really the COVID-19 voting, by absentee ballot, which the State has done by executive order for the primary but are going back in session this week to vote on it for November. Mr. Wellman seconded the motion. All were in favor and the motion passed.

## **PUBLIC HEARING**

### **a) Ordinance to Prohibit the Intentional Feeding of Wildlife**

Mr. Askham said this sub-committee of the Board of Selectmen was formed about one year ago to discuss issues with coyotes and bears after a cry for help from the residents. They have had substantial meetings with DEEP and the Police Department to discuss these issues. Residents need to be educated on feeding wildlife and also birds and then if the resident doesn't comply the ordinance could make them comply. This is not specific to bears, but the intentional feeding of wildlife.

Mr. Peterson said this is an imperfect situation and the Sub-Committee isn't trying to take any enjoyment away from residents. Feeding birds is attracting other animals that could be dangerous.

Mr. Wellman read comments from Danielle D'Ermo, who said she was not in favor of this ordinance. She feels dogs and be worse than bears and feels the Town shouldn't over regulate residents. She loves to feed the song birds and watching other birds. She wants nature just to be left alone. We should stop destroying nature habitats. . She doesn't trust the information from DEEP.

Mr. Askham read comments from Despina Botham, who said she was saddened to hear that the Town would be making bird feeding illegal. Feeding the birds is one of her pleasures in life. She enjoys also seeing the bears. She has seen bears, but there has never been any harm done. She doesn't feel DEEP is trustworthy.

Mr. Wellman read comments from John Dording, who feels common sense needs to be applied and not “one size fits all.” We need to put locks on trash bins. Other things like walking dogs off leashes is more dangerous. If they see a bear and go after it then the owner attempts to retrieve the dog and then there is a bear attack. Wildlife seems to always pay the price. He would like to see data on this issue before going forward.

Mr. Askham read comments from Katie Boyle supports the passing of this ordinance. She feels this is long overdue. Feeing bird's means there are usually large containers of bird seed, which bears can seek out. She is also asking for officials to go beyond bird feeding and advocate for other management strategies to protect residents from bears. Please read Senate bill 894 from 2019.

Mr. Wellman read comments from Cailyn Welsh who said she was in support of this ordinance. She feels this will protect both wildlife and humans. She thinks this has been a long time coming. There are far too many people in Simsbury who leave their birdfeeders out which encourages human/bear conflicts.

Mr. Askham read comments from Cindy Gilbert, who feels there is a possible need for an ordinance but not for feeding birds. She said we should use the same wording as the Barkhamsted Wildlife Ordinance uses.

Mr. Wellman read comments from Ronald and Susan Launsburg spoke about “bear proofing” their feeders. They gave some suggestions and feel these adjustments should be included in the exception clause of the ordinance.

Mr. Askham read comments from Helen Sabin said she and her family has had many bear encounters without having bird seed and keeping their trash bin in their garage. She has reported them to DEEP and they don't do anything. This is beyond feeding birds. Bears are not fazed by humans and all it takes is one accident.

Mr. Wellman read comments from Dawn Cohen, who thanked the Board of scheduling this meeting on evolving bear issues. She feels residents should go out of their way to care for their residents by storing feed, etc. properly. She feels an ordinance is in order. We must deal with the reality of the situation at this point. However, bird seed and garbage is not enough as bears cannot unlearn these behaviors now. The numbers of bears keeps increasing and something else needs to be done.

Mr. Askham read comments from Lou and Terry Moscaritolo, owners of Wild Birds Unlimited in Avon, said they are disappointed about this proposed ordinance. Experts in bird feeding should have been consulted about his issue as well. Research has showed that the bird population has declined by 30% by 1970. They feel the songbirds and be saved by not including them in this ordinance. The wording in this ordinance is too narrow and restrictive. Feeding birds is very relaxing, especially during this pandemic. You can feed them safely and where bears would not be attracted.

Mr. Wellman read comments from Susan Elliott had questions about when the ordinance would take effect and wants to know the rules about hummingbirds. Hummingbirds are only fed in the summer and shouldn't attract bears.

Mr. Askham read comments from Carolyn Brand and Richard Clark who feel this ordinance is an overreach of authority. They hang their feeders out of reach of the bears and bring them in every evening. Their bird seed is kept in the garage or basement where bears can't get them. What about waking dogs in McLean Wildlife Sanctuary?

Mr. Wellman read comments from Sherry and Jim Marsh who said they are against the ordinance. The bear problem is rather new in Simsbury. They elderly or those confided inside enjoy birds feeding. They feels April 1<sup>st</sup> would be too early to cut-off bird feeding and December 1<sup>st</sup> would be too late to start feeding. They would like more consideration for this ordinance. Please leave things alone.

Mr. Askham read comments from Joan Coe who said she is against the ordinance as it is more government control. There shouldn't be a fine by Police. We need to co-exist with the environment. This ordinance will decrease income for the business industry. This ordinance is counter-productive and isn't good for economic development.

Mr. Wellman read comments from Kyle Testerman feels ordinances like this one have been effective in reducing human/wildlife conflicts. She would like to see Simsbury the first “Bear Smart” community. People need to have common sense and make the correct choices. He does support this ordinance with some suggested changes. He also spoke about additional training and investigating better trash bins.

Mr. Askham read comments from Brenda Ransley had some concerns about not living in a Homeowners Association style neighborhood or town. She is also concerned about how this ordinance would be reported and enforced.

Mr. Wellman read comments from Gary Wilcox said this ordinance is needed to live in harmony with our wildlife. Others towns and state have similar ordinances. Human feeding of wildlife not only endangers residents but the wildlife. We can all use foods to keep the bears away. He supports the ordinance and feels it is a step in the right direction.

Mr. Askham read comments from Susan Masino who supports this ordinance. The Simsbury Grange made a resolution supporting a state-wide policy was passed nearly one year ago. Killing nuisance wildlife can have unintended consequences. DEEP does have policies in the killing of bears. It is important that people understand that bears will not increase in population indefinitely. They are not over populated now just more visible. The most important thing to do right now is to make bears less comfortable around us.

Mr. Wellman read comments from Allison Burch who supports the ordinance. She encounters bears, raccoons, coyotes, skunks in her neighborhood all the time. It is time to address the issues and try to live in harmony with wildlife. There are people who intentionally feed these animals in her neighborhood.

Mr. Askham read comments from Kevin Keating who said he appreciates the Town's concern on this issue. He is concerned about the bird feeders. The problem isn't the feeders and other things can be done like bringing them in at night or putting certain things in the feed.

Mr. Wellman thanked everyone for their thoughtful comments.

Mr. Askham made a motion to close the Public Hearing at 7:00 p.m. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

### **PUBLIC AUDIENCE**

Mr. Wellman read comments Dan Mudgett, who said he is opposed to sales of open spaces in Town, to avoid more situations like at the property on West Mountain Road.

Mr. Wellman read comments from Diane Nash, who said there is a scheduled continuation of the Public Hearing on the sale of open space on August 10<sup>th</sup>. There has been no disclosure from the Town. This transaction should be transparent. The parcel is an orphaned piece which has been managed by the potential buyer and not encroached upon. She is asking for the Board of make information on this parcel public.

Mr. Wellman read comments from Joan Coe who spoke about the last Board meeting in June and an attack on her, a Public Safety meeting challenge, her information being public, a two-tier government, wearing a hat during the Pledge, Zoom meeting issues, and other issues.

### **PRESENTATION**

#### **a) Aquarion Water Company – System Overview, Water Demands and Supply**

Mr. Wellman said Aquarion would be doing a presentation about the dry end to the spring and heavier water usage. The Town has asked residents to conserve at times.

Mr. Ulrich spoke about introduced the members of his Aquarion team. He said due to high demands there was a code red given to customers in order to keep the tanks at a comfortable level. They also spoke to customers who were using too much and discussed the issue with the Town. Finally, we got rainfall.

Mr. Ulrich said he does understand that usage has increased also due to the pandemic. He went through all the peek factors and said we are not the only community that was high. He went through some grafts to show different years of use.

Mr. Lawrence spoke about investing in the system. He spoke about improving the wells and water main replacements. He showed the proposal list for next year and the year after.

There was some discussion, but no motion was made at this time.

### **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**

Ms. Battos made a motion to move item m) Review of Diversity and Inclusion Banner Proposal to item c. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

### **a) Tax Refund Requests**

Mr. Paine made a motion, effective July 13, 2020, to approve the presented tax refunds in the amount of \$10,552.17, and to authorize Town Manager, Maria E. Capriola, to execute the tax refunds. Mr. Askham seconded the motion. All were in favor and the motion passed

### **b) Grant Application to Support Local Prevention Activities**

Mr. Wellman said this is an annual grant application that Social Services applies for to provide funds for substance abuse and prevention. This year it has been asked that the grant focus on vaping.

Ms. Battos made a motion, effective July 13, 2020, submit a grant application to support local prevention activities and to authorize Town Manager, Maria E. Capriola to execute the grant application. Further move, to accept the local prevention activities grant and to authorize Maria E. Capriola, Town Manager, to execute all documents related to the grant award. Mr. Paine seconded the motion. All were in favor and the motion passed.

### **c) Review Diversity and Inclusion Banner Proposal**

Mr. Wellman said he asked the community for designs on a banner to express the unambiguous message that racism has no place in Simsbury.

There was some discussion on how the design was read and how BURY needs to be more pronounced and Sims not really been seen.

Mr. Askham made a motion, effective July 13, 2020, to approve the submitted design by the Simsbury SPIRIT Council for an inclusivity banner to be hung across a roadway in Town. Mr. Peterson seconded the motion. All were in favor and the motion passed.

### **d) Donation from the Peterson Family**

Mr. Peterson recused himself.

Mr. Askham made a motion, effective July 13, 2020, to accept the donation from the Peterson Family in the amount of \$1500 for the purpose of providing assistance to our residents in need with our sincere thanks. Ms. Battos seconded the motion. All were in favor, with one abstention, and the motion passed.

Mr. Peterson rejoined the meeting.

**e) Simsbury Volunteer Fire Company Donation**

Mr. Wellman said the Fire Company has offered to donate services and materials to refurbish the area outside of Town Hall where the ornamental clock is located, including brick pavers, replacing two benches and installing commemorative plaque.

Ms. Battos made a motion, effective July 13, 2020, to accept the donation from the Simsbury Volunteer Fire Company for resetting and replacing of the brick pavers; replacement of benches, and installation of a commemorative plaque on the walkway that surrounds the ornamental clock above Town Hall with our thanks. Mr. Paine seconded the motion. All were in favor and the motion passed.

**f) Proposed Updates to (Human Services Aide) Social Services Assistant Classification**

Mr. Wellman said the position is currently referred to Human Services Aide and they just want a name change to Social Services Assistant. There is no job description or wage change. This position will be vacant as a long-time staff member will be retiring.

Ms. Battos made a motion, effective July 13, 2020, to change the job title of Human Services Aide to Human Services Assistant and to approve the proposed changes to the job description for the classification as presented. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

**g) Public Gathering Permit – PAC: 2020 Apogee Dance Academy Dance Recital**

Ms. DiNunno explained how the Public Gathering Permits are completed. She said these are new events to the community. They are not overnight events.

Mr. Askham made a motion, effective July 13, 2020, to approve the public gathering application on behalf of the 2020 Apogee Dance Academy Dance Recital and authorize the issuing of the public gathering permit. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

**h) Public Gathering Permit – PAC: 2021 Charity Concert and Motorcycle Ride**

Ms. DiNunno spoke about the noise and possible traffic issues with this event.

Ms. Battos made a motion, effective July 13, 2020, to approve the public gathering application on behalf of the Simsbury Performing Arts Center, and to authorize the issuance of the public gathering permit for the 2021 Charity Concert and Motorcycle Ride. Mr. Askham seconded the motion. All were in favor and the motion passed.

**i) Public Gathering Permit – Simsbury Airport 2020 Food Truck Event**

Mr. Glidden said this is a version of the Fly-in. There will be 8-9 food trucks there within ½ mile. People will get paper menus and then go to cashier. The food will be delivered to their vehicles and they will be able to take the food home or go to a specified area to eat.

After some discussion on possible traffic issues, Mr. Paine made a motion, effective July 13, 2020, to approve the public gathering application on behalf of the Simsbury Airport and to authorize the issuance of the public gathering permit for the drive-thru food truck event, on the condition that all necessary food permits are obtained from the Farmington Valley Health District. Mr. Askham seconded the motion. All were in favor and the motion passed.

**j) Road Acceptance for Murphy’s Turn**

Mr. Wellman said the Planning Commission approved a subdivision on 46 Hildurcrest Drive. The developer has completed public improvements with the roadway and the utilities. The Town is comfortable with moving forward. The Town Attorney has reviewed the deed for the roadway and utilities.

After some discussion on erosion of the road and the rain, Mr. Askham made a motion, effective July 13, 2020, to refer the acceptance of Murphy’s Turn roadway to the Planning Commission pursuant to CGS §8-24. Mr. Paine seconded the motion. All were in favor and the motion passed.

**k) Letter of Support for State Per Capita Funding for Local Health Departments**

Mr. Wellman said the State is going to underfund its contribution to local health departments across the State. This would be about a \$17,000 reduction to the Farmington Valley Health District. They have been vital in their normal operations and now during this pandemic.

Mr. Askham made a motion, effective July 13, 2020, to demonstrate the Board of Selectmen’s support for fully funding the State Per Capita Funding for Local Health Departments, and to authorize the Town Manager’s Office to end a letter to the Governor’s office and the Acting Commissioner of the Department of Public Health. Ms. Battos seconded the motion. All were in favor and the motion passed.

**l) Draft Ordinance to Prohibit the Intentional Feeding of Wildlife**

Mr. Peterson said this wildlife situation is imperfect. The Committee tried to utilize all comments and put something that is meaningful and fair to all.

Mr. Askham made a motion, effective July 13, 2020, to adopt the proposed Ordinance Prohibiting the Intentional Feeding of Wildlife as presented, which shall be effective 21 days after publication in a newspaper having circulation within the Town of Simsbury. Further move to authorize a summary of the adopted Ordinance be published. Mr. Paine seconded the motion. All were in favor and the motion passed.

**m) Letter to Governor, DEEP, and Other State Officials re: Wildlife Concerns**

Mr. Wellman thanked everyone for their feedback on this issue. We are trying to make our Town a safer place to live. He said he the Board has reached out to State Representative Hampton and Senator Witkos on this issue as well.

Mr. Peterson made a motion, effective July 13, 2020, to endorse the drafted letter about wildlife concerns in Simsbury. Further move to send the letter to the Governor, DEEP, and other State officials. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

**n) Settlement Agreements to Resolve Claims Regarding: R. Newton/CSEA (MPP - 33825, MPP – 33831, Triple AAA Case 01-19-0004-1876**

Ms. Capriola said this would be a final settlement on outstanding claims in this matter. She said the labor attorney negotiated with the union for this settlement.

Mr. Peterson made a motion, effective July 13, 2020, to approve the settlement agreements related to claims brought by R. Newton/CSEA including MPP-33825, MPP-33831, and Triple AAA Case 01-19-0004-1876. Mr. Paine seconded the motion. All were in favor and the motion passed.

**Voting Process**

Ms. Mackstutis read her proposed resolution to support the Governor Lamont’s executive order to use absentee ballots using COVID-19 during the primary ballots. She wants this order to include the November primary election as well.

There was discussion on poll workers concerns and how to comply with election laws. Mr. Askham doesn’t think it is right to push applications on people and doesn’t think the voter list is current.

Mr. Peterson said he thinks a letter, rather than a resolution, which really accomplishes the same thing, would be better. We just want to keep our residents safe.

Ms. Capriola said she and her staff would draft a letter and have a special meeting to discuss it and see if the Board wants to sign it.

**REVIEW OF MINUTES**

**a) Regular Meeting of June 22, 2020**

There were no changes to the Regular Meeting Minutes of June 22, 2020, and, therefore, the minutes were adopted.

**b) Special Meeting of July 1, 2020**

There were no changes to the Special Meeting Minutes of July 1, 2020, and, therefore, the minutes were adopted.

**SELECTMEN LIAISON 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** - there was no report at this time.

### COMMUNICATIONS

- a) **Memo from M. Glidden, re: FEMA Flood Map Update, dated June 22, 2020** – there were no comments at this time.
- b) **Memo from M. Capriola, re: FY 19/20 Town Manage Performance Review Process and Timeline, dated July 9, 2020** – there were no comments at this time.
- c) **Memo from T. Roy, re: Revised Paving Schedule 2020, dated July 9 2020** – there were no comments at this time.

### ADJOURN

Mr. Askham made a motion to adjourn at 9:25 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk



Farmington Valley Health District



*West Hartford-Bloomfield Health District*

July 14, 2020

The Honorable Governor Ned Lamont  
State Capitol  
210 Capitol Avenue  
Hartford, CT 06106

Secretary Melissa McCaw  
Office of Policy & Management  
450 Capitol Avenue  
Hartford, CT 06106

Deidre S. Gifford, MD, MPH  
Acting Commissioner  
Department of Public Health  
410 Capitol Avenue  
Hartford, CT 06134

Dear Governor Lamont, Secretary McCaw and Acting Commissioner Gifford:

We are writing on behalf of the Farmington Valley Collaborative and the West Hartford-Bloomfield Health District (WHBHD). The Collaborative is a voluntary association of the towns of the Farmington Valley including Avon, Barkhamsted, Burlington, Canton, East Granby, Farmington, Granby and Simsbury. With the exception of Burlington, all of these towns are members of the Farmington Valley Health District. Brandon Robertson is the Town Manager of Avon and also serves as the Chairman of the Board of Directors of the Farmington Valley Health District. Matt Hart, the Town Manager for the Town of West Hartford, also serves as the Chairman of the Board of Directors for the WHBHD. We write today to share our respective concerns regarding mandated state funding for Connecticut Health Districts.

Since the onset of the COVID-19 pandemic, our health districts have stepped in to help to assist with the mitigation of the spread of the virus and strive to keep our residents healthy and safe in addition to providing all of their regular programs and services. It has fallen to the districts to continuously track trends and testing rates, conduct contact tracing to slow the spread of the virus within our communities, and to distribute PPE and other supplies. The health districts facilitate testing, provide guidance to municipalities and businesses on reopening and return to work guidelines, and complete inspections of restaurants, salons and pools to ensure compliance with the Governor's directives. Our local health districts have advised local boards of education with the implementation of guidelines for returning students and their classroom teachers to their

classes. Additionally, our health districts continue to engage in planning efforts to conduct enhanced flu clinics this fall/winter and to develop plans to distribute the COVID-19 vaccine to their communities when it becomes available.

Local health directors and their staff have worked tirelessly to implement these new services and to serve as an ongoing resource for municipal leaders and the public during this period of uncertainty and ever-constant change. Their stamina and ability to work under immense stress to manage an unprecedented situation is nothing short of remarkable.

For the towns in the Farmington Valley Collaborative, the total dollars that should be coming from the state per capita is \$202,414. Total state per capita funding for FY2021 is estimated at \$184,209, which is \$17,205 less than what the statute mandates. The statutory funding for District of \$1.85 has NOT increased in years despite the fact that the cost of doing business increases every year.

Federal dollars have been allocated to support State and local public health response to COVID 19. However, to date, FVHD has received only \$40,000 from the State DPH despite Connecticut receiving at least \$20M in additional CDC funding specifically for the current public health crisis.

For the WHBHD, the FY 2021 per capita grant totals \$142,617.01, which is \$13,226.99 less than what the statute provides. To date, the WHBHD has received only \$47,696 from the DPH in pandemic response funding.

The stress on Health Districts and Departments across the state is immense. Now is the time to fully fund the statutory per capita grant. Honoring the statutory mandate at this critical time demands that towns receive proper funding so that continued wellbeing of our residents continues in this ongoing battle against this deadly virus. To that end, we also respectfully demand that districts and departments receive their fair share of the Federal Funding available through the Department of Public Health.

We appreciate your leadership during these unprecedented times and would gratefully appreciate your consideration of our request.

Respectfully,



Brandon L. Robertson  
Town Manager, Town of Avon  
Chair, Farmington Valley Health District



Matthew W. Hart  
Town Manager, Town of West Hartford  
Chair, West Hartford-Bloomfield Health District



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

July 13, 2020

Deidre S. Gifford  
Acting Commissioner  
Department of Public Health  
410 Capitol Avenue  
Hartford, CT 06134

Governor Ned Lamont  
State Capitol  
210 Capitol Avenue  
Hartford, CT 06106

To Whom it May Concern,

This letter is to state Simsbury's support in fully funding our local health districts, especially during the current pandemic that is gripping the world. The local health departments are vital to ensuring public safety throughout the year in normal times, and are even more invaluable during the current times. Learning that the State FY21 per capita allocation for the Farmington Valley Health District will be underfunded by 8.5% will place a burden on municipalities to fund what the state will not.

In addition to the Health District's normal operations, they have been tasked with many duties related to our current public health crisis. They are tracking COVID, trends, and testing rates since the pandemic first hit the Health District in March. They have assisted their ten member towns in regards to reopening guidelines, employee return to work, prevention strategies, exposures and much more. They have been providing guidance to day care providers to ensure they can safely remain open so essential workers continue to have child care. They have conducted contact tracing for more than 300 cases. They have been helping to facilitate local convenient COVID testing in our towns. They have also been responsible for enforcing certain sector re-opening rules and are doing inspections related to the 600+ restaurants, salons, and pools that have re-opened. All their normal duties have become even more challenging in recent times in an effort to keep not only our communities safe, but themselves safe at the same time.

If the Health District were funded at the statutory per capita amount, it would be receiving a total of \$202,414 from the state. As proposed, state per capita funding for FY 20/21 will be an estimated \$185,209, \$17,205 less than what statute requires.

To date the FVHD has only received \$40,000 from the state DPH, despite Connecticut receiving at least \$20M in additional CDC funding specific for the current public health response.

Local Health Departments will be vital in preparing their communities for the upcoming flu season and simultaneously a potential second wave of COVID-19 cases. These duties are on top of all the other responsibilities a health district does on a day to day basis. These organizations are important and should be funded to their statutory levels.

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

[www.simsbury-ct.gov](http://www.simsbury-ct.gov)

*An Equal Opportunity Employer*  
8:30 - 7:00 Monday  
8:30 - 4:30 Tuesday through Thursday  
8:30 - 1:00 Friday

Respectively,



Eric Wellman  
First Selectman



Jackie Battos  
Selectman



Mike Paine  
Selectman



Maria Capriola  
Town Manager



Sean Askham  
Deputy First Selectman



Wendy Mackstutis  
Selectman



Chris Peterson  
Selectman

C: State Representative John Hampton  
State Senator Kevin Witkos  
Farmington Valley Collaborative  
Jennifer Kertanis, Farmington Valley Health District Executive Director



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

July 13, 2020

Mike Demicco  
State Representative & Chair of Environment Committee  
Legislative Office Building, Room 3201  
Hartford, CT 06106

Dear Representative Demicco,

On behalf of the Town of Simsbury, we are reaching out to share a public safety concern that requires swift and meaningful action by the General Assembly. As you know, interactions between humans and wildlife are on the rise in Simsbury and throughout the Farmington Valley. So far this year, our police department has responded to 139 calls about bears as of July 8<sup>th</sup>. In the full year of 2019, they responded to 374 calls and in 2018 they responded to 584 calls. The 5 year average for calls has been 377 per year.

Our concern is that bears are becoming more brazen in their attempt to procure food, putting human lives in danger. Over the July 4<sup>th</sup> weekend in just one day, our police along with officials at the Department of Energy and Environmental Protection responded to four calls – two were home invasions where bears actually entered the premises, a third was an attack of a man and dog who were walking on a nature trail, and the fourth was an incident involving a bear cub that became trapped in a commercial dumpster in our downtown area with a distressed mother and fellow cub guarding the bear and dumpster. Thankfully no human has been seriously injured or killed, but we fear it is only a matter of time as these interactions become more common.

We have also had increasing reports of problematic behavior exhibited by coyotes in our area. We have had reports of dogs being attacked and injured and dogs and humans being followed and “stalked” by coyotes. Some of this has been the result of members of the public intentionally feeding wildlife, despite advice from our local animal control officials to not do so. There is currently not state legislation that prohibits the public from intentionally feeding wildlife.

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Facsimile (860) 658-9467

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8:30 – 1:00 Friday

In Simsbury, we are doing our part with the resources we have. Our Board of Selectmen is working on an ordinance that would prohibit the intentional feeding of wildlife. We are pursuing this course of action because it is within our control and we believe it will have *some* impact. However, we understand this ordinance does not solve the root cause of the problem. That's why we implore the State Legislature to do its part. DEEP has been an incredible partner to Simsbury and an invaluable resource as we've navigated this issue. Please heed their expert advice and ensure they have the tools they need to ensure the safety of our residents, which we believe is the highest responsibility of those elected to lead.

Respectfully,



Eric Wellman  
First Selectman



Sean Askham  
Deputy First Selectman



Jackie Battos  
Selectman



Wendy Mackstutis  
Selectman



Mike Paine  
Selectman



Chris Peterson  
Selectman

Cc: Governor Ned Lamont  
Katie Dykes, DEEP Commissioner  
Jenny Dickson, DEEP Director of Wildlife  
Rick Jacobson, DEEP Bureau of Natural Resources Bureau Chief  
State Representative John Hampton  
State Senator Kevin Witkos  
Farmington Valley Collaborative  
Nick Boulter, Simsbury Chief of Police



# Town of Simsbury

66 TOWN FOREST ROAD, WEST SIMSBURY, CONNECTICUT 06092

~ Department of Public Works ~

## Memorandum: Revised Paving Schedule 2020

**To:** Maria Capriola, MPA – Town Manager  
**CC:** Board of Selectmen  
**From:** Thomas J. Roy, PE - Director of Public Works  
**Date:** July 9, 2020

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As part of our continued coordination with our local utility companies, we were recently advised that Aquarion was interested in replacing water mains in several streets that we had anticipated paving this year. In order to work effectively, we will be deferring our paving on the following roads for two years to allow Aquarion to complete their water main installation work:

- Flintlock Road
- Hawks Lane
- Musket Trail
- Owens Brook (Firetown Road to Great Pond)
- Ox Yoke Drive
- Powder Horn Drive
- Squadron Line Road

In coordinating our paving work with other water main projects, the Town has avoided excavations in freshly paved roads and received significant financial reimbursements from Aquarion, as they will not be required to fully restore the roadway.

With the removal of the streets listed above from our paving program, we will be adding the following roads to be included in our current paving program for this season:

- Aspenwood Drive
- Briarwood Drive
- Canton Road
- Daniel Lane
- Meadow Crossing
- Smokey Ridge Road
- Stillwood Chase
- Woodleigh Place

Letters will be sent to all impacted residents.

If you have any questions or require further information, please let me know.



# Town of Simsbury

933 HOPMEADOW STREET ~ SIMSBURY, CONNECTICUT 06070

**To:** Board of Selectmen  
**From:** Kristen Formanek, Community and Social Services Director; Maria Capriola, Town Manager  
**Date:** August 6, 2020  
**Re:** Review of Diversity and Inclusion Banner Proposal

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During the June 8<sup>th</sup> Board of Selectmen meeting, First Selectman Eric Wellman asked the community for designs on a banner to express the unambiguous message that racism has no place in Simsbury.

Members of the SPIRIT Council helped review the submissions and picked the design to present to the Board of Selectmen.

The submitted banner design was done by Lori Wagner. The design was presented to the Board of Selectmen on July 13, 2020. The Board was supportive of the concept, but had suggestions on how to improve the design.

Lori Wagner has since submitted an updated proposal which has been approved by the SPIRIT Council. This updated proposal will be presented to the Board of Selectmen on August 10, 2020.

**BURY DISCRIMINATION! BURY BIAS!**



**BURY RACISM! BURY PREJUDICE!**

*#simsburyontherise @simsburySPIRITcouncil*

**To:** Board of Selectmen

**From:** Eric Wellman, First Selectman

**CC:** Maria Capriola; Missy DiNunno

**Date:** August 10, 2020

**Re:** Public Gathering Permits & the Performing Arts Center

---

The new contract between the Town and the Performing Arts Center that took effect at the beginning of the year allows public gathering permits for repeat events to be granted at a staff level. This differs from the usual process where the Board of Selectmen has final approval. The intent at the time was to create a more efficient process for approving events that the Board of Selectmen had approved in the past, assuming the event is substantively the same. In early December of 2019 when this board approved the contract with the Performing Arts Center no one could have predicted the pandemic and its impact on our ability to safely gather as a community.

I have received feedback from some Board members who have expressed a preference to return to the process by which the Board of Selectmen has the final approval in the public gathering process at least through the end of 2020 or as long as the pandemic is a factor. I have consulted with the chair of the Performing Arts Center Board as well as their executive director. This summer and fall they have been approached by numerous organizations that are interested in holding smaller scale events. If we move in this direction it would likely require flexibility on the part of our board in holding special meetings to approve public gathering permits so we don't hold up the process and create an additional hardship for the Performing Arts Center.

I am sharing this memo in our packet so that we can have a conversation as a board and establish consensus on how to proceed. I am not concerned about how the public gathering process has been carried out so far this summer. The Farmington Valley Health District reviews all of our public gathering permits and the Performing Arts Center has been certified with the Department of Economic and Community Development for re-opening.

Respectfully,  
Eric Wellman