



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectman

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## **SIMSBURY BOARD OF SELECTMEN**

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

**Regular Meeting – June 13, 2016 – 6:00 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC HEARING**

To receive public comment concerning the Simsbury Charter Revision Commission's Final Report and Proposed Revised Charter as adopted by the Commission on May 5, 2016

### **CLOSE PUBLIC HEARING**

### **PUBLIC AUDIENCE**

### **PRESENTATIONS**

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

### **SELECTMEN ACTION**

- a) Accept State Matching Grant in the amount of \$34,051 and authorize the First Selectman to execute agreements and documents for the Dial-A-Ride Program
- b) Approve Appointment of Town Clerk
- c) Approve Resolution to Adopt Complete Streets Policy
- d) Approve Proposed Eagle Scout Projects
- e) Approve Golf Course Tee Time Proposal
- f) Authorize the Board of Education to apply for a Connecticut School Construction grant for the Henry James Memorial School Renovation – Phase II; referral of the project to the Public Building Committee and authorization of preparation of schematic drawings and specifications

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

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

- g) Review and discuss waiver of \$1,554.34 Building Permit Fee for Roof Replacement at Virginia Connolly Residence
- h) Accept CT DEEP Grant in the amount of \$10,000 for Electric Vehicle Charging Station at Town Hall
- i) Approve Tax Refunds
- j) Action on Charter Revision Commission Draft Final Report

**OTHER BUSINESS**

- a) Update and Discussion on Senior Community Center Project

**APPOINTMENTS AND RESIGNATIONS**

**REVIEW OF MINUTES**

- a) Regular Meeting of May 23, 2016

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

- 1. Personnel:
  - a. Approval of Library Circulation Assistant Job Description
- 2. Finance
- 3. Welfare
- 4. Public Safety
- 5. Board of Education

**ADJOURN**

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



# Town of Simsbury

933 HOPMEADOW STREET

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Thomas F. Cooke - Director of Administrative Services

## TOWN OF SIMSBURY

### PUBLIC HEARING NOTICE

#### **SIMSBURY CHARTER REVISION COMMISSION'S FINAL REPORT AND PROPOSED REVISED CHARTER**

Pursuant to Section 1008 of the Town Charter and Section 7-191 of the General Statutes of Connecticut, notice is hereby given that the Board of Selectmen will hold a public hearing on Monday, June 13, 2016 at 6:00 p.m. to receive public comment concerning the Simsbury Charter Revision Commission's Final Report and Proposed Revised Charter as adopted by the Commission on May 5, 2016. The Public Hearing will be held in the Main Meeting Room of Town Hall, 933 Hopmeadow Street, Simsbury, Connecticut. Copies of the Final Report and Proposed Revised Charter are available at [www.simsbury-ct.gov](http://www.simsbury-ct.gov) and at the Town Clerk's Office.

The Final Report of the Charter Revision Commission is located at:

[http://www.simsbury-ct.gov/sites/simsburyct/files/uploads/160505\\_final\\_report\\_for\\_filing\\_with\\_town\\_clerk.pdf](http://www.simsbury-ct.gov/sites/simsburyct/files/uploads/160505_final_report_for_filing_with_town_clerk.pdf)

The Draft Revised Charter is located at:

[http://www.simsbury-ct.gov/sites/simsburyct/files/uploads/160415\\_docs-1218678-v1-revised\\_charter\\_-\\_town\\_manager.pdf](http://www.simsbury-ct.gov/sites/simsburyct/files/uploads/160415_docs-1218678-v1-revised_charter_-_town_manager.pdf)

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# Town of Simsbury

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P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Social Services Department

## **BOARD OF SELECTMAN MEETING AGENDA SUBMISSION**

<b><u>Title of submission:</u></b>	State Matching Grant For Elderly And Disabled Demand Responsive Transportation (State Fiscal Year 2017)
<b><u>Date of submission:</u></b>	June 9, 2016
<b><u>Date of Board Meeting:</u></b>	June 13, 2016
<b><u>Individual Making Submission:</u></b>	M. Lecours-Beck, Director of Social Services
<b><u>Action Requested of Board:</u></b>	Acceptance of State Grant and authorization to execute Grant document
<b><u>Summary of Submission:</u></b>	The State Matching Grant For Elderly And Disabled Demand Responsive Transportation provides grant funds in the amount of \$34,051 which are used to provide out-of-town medical transportation for our seniors and residents with disabilities through our existing Dial-A-Ride Program.
<b><u>Financial Impact:</u></b>	Receipt of \$34,051 in grant funding
<b><u>Description of Document:</u></b>	State Matching Grant For Elderly And Disabled Demand Responsive Transportation



# Town of Simsbury

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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Approval of Appointment of Ericka Butler as  
Town Clerk
2. **Date of submission:** June 7, 2016
3. **Date of Board Meeting:** June 13, 2016
4. **Individual or Entity making the submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):**

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

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

Approve, pursuant to Charter Section 704, the appointment of Ericka Butler as Town Clerk.

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

With the upcoming retirement of Carolyn Keily from the position of Town Clerk, the Town of Simsbury conducted a search for her replacement. Two days of interviews were conducted – the first with a panel of current Town Clerks to help us identify qualified candidates – and the second with the First Selectman and Personnel Sub-Committee member Cheryl Cook to identify the best candidate.

We are pleased to present Ericka L. Butler, who currently serves as Deputy Town Clerk for the Town of Southington. Ericka has been employed by Southington for almost 9 years and most of her service has been in the Town Clerk's office. She has served as Deputy Town Clerk since January, 2014 and has been certified as a Connecticut Town Clerk. Ericka's references included the Southington Town Clerk and Town Manager. Both were extremely positive.

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

Ms. Butler's salary is covered in the 2016-2017 budget.

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

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



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## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Complete Streets Resolution

2. **Date of submission:** May 4, 2016

3. **Date of Board Meeting:** May 9, 2016

4. **Individual or Entity making the submission:**

Lisa L. Heavner, First Selectman and James Rabbitt, Director of Planning and Community Development

5. **Action requested of the Board of Selectmen:**

Requesting Board of Selectmen adopt the Complete Streets resolution attached to this submission.

6. **Summary of Submission:**

The resolution is for Board of Selectmen support of a complete streets approach to design, build, and use of town streets to further the health, safety, welfare, economic vitality, and environmental well-being of our town. "Complete Streets" are supported by the Institute of Transportation Engineers, the American Planning Association, US Conference of Mayors. The benefits of a "Complete Streets" policy include enhancement of mobility, improved safety, expanded transportation access/choice, and related contributions toward building a healthy community. A "Complete Streets" policy is also an important component of economic development by helping to create walkable and vibrant communities which attract and retain businesses and residents.

7. **Financial Impact:**

N/A

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

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

Draft resolution and letter from James Rabbitt, Director of Planning and Community Development



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Office of Planning and Community Development

April 18, 2016

Lisa L. Heavner, First Selectman  
933 Hopmeadow Street  
P.O. Box 495  
Simsbury, CT 06070

RE: Complete Streets Policy/Resolution

Dear Lisa:

I have attached a snippet of the National Complete Streets Coalition Web page. This organization does a nice job of summarizing what complete streets are.

<http://www.smartgrowthamerica.org/complete-streets>

Link to CTDOT web site on Complete Streets.

<http://www.ct.gov/dot/cwp/view.asp?a=3531&q=531678>

In addition, I have attached a **draft resolution** regarding Complete Streets for your review.

If you have any questions, please contact me.

Sincerely,

*Jamie*

James D. Rabbitt, AICP  
Director of Planning and Community Development

Cc: Thomas Cooke, Director of Administrative Services





## National Complete Streets Coalition

### GET INVOLVED

COMPLETE STREETS: A  
TO Z

FUNDAMENTALS

CHANGING POLICY

IMPLEMENTATION

FEDERAL POLICY

GET HELP

BLOG

NEWSLETTER

WHO WE ARE

CALLES COMPLETAS

ESPAÑOL



CHARLOTTE, NORTH CAROLINA

### Welcome to the National Complete Streets Coalition

Streets are a vital part of livable, attractive communities. Everyone, regardless of age, ability, income, race, or ethnicity, ought to have safe, comfortable, and convenient access to community destinations and public places—whether walking, driving, bicycling, or taking public transportation. But too many of our streets are designed only for speeding cars or, worse, creeping traffic jams.

A nationwide movement launched by the National Complete Streets Coalition in 2004, Complete Streets integrates people and place in the planning, design, construction, operation, and maintenance of our transportation networks. The Coalition promotes the development and implementation of policies and professional practices that ensure streets are safe for people of all ages and abilities, balance the needs of different modes, and support local land uses, economies, cultures, and natural environments.

To date, over 730 agencies at the local, regional, and state levels have adopted Complete Streets policies, totaling over 880 policies nationwide.

SIGN UP FOR E-NEWS

JOIN THE COALITION

DONATE TODAY

SCHEDULE A WORKSHOP

SEARCH

GO ►

### RECENT COMPLETE STREETS NEWS

Your questions answered about "The Best Complete Streets Policies of 2015"

Unfortunately, we were only able to answer a fraction of the questions that listeners asked. We've taken a few minutes here to answer the rest.

READ MORE

Upcoming webinar: Complete Streets Implementation and Design

Hundreds of communities across the country have adopted Complete Streets policies—the next step is to implement them. An upcoming webinar will help transportation planners and practitioners do just that.

READ MORE

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**Town of Simsbury, Connecticut**  
**Resolution to Adopt a Complete Street Policy**

**WHEREAS**, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, persons with disabilities, motorists, transit vehicles, emergency responders, users and operators of public transportation, seniors, children, youth and families;

**WHEREAS**, the people of Simsbury have expressed a desire and need for walking and bicycling options;

**WHEREAS**, “Complete Streets” is a national movement that fundamentally changes how we view our communities and how we design, build, and use our streets in order to further the health, safety, welfare, economic vitality, and environmental well-being of our town. “Complete Streets” are supported by the Institute of Transportation Engineers, American Planning Association, US Conference of Mayors, and other planning and public health professionals;

**WHEREAS**, the Town of Simsbury recognizes the numerous benefits associated with the adoption of a Complete Streets policy to enhance mobility, improve safety, expand transportation access/choice and related contributions toward building a healthy community. A Complete Streets approach to design contributes to an enhanced quality of life and economic vitality for residents and businesses. Benefits include reducing vehicle miles traveled and increasing transportation by walking, bicycling and public transportation, which can help address a wide variety of challenges, including pollution, climate change, traffic congestion, social isolation, obesity and physical inactivity;

**WHEREAS**, “Complete Streets” are an important component of transportation, design and economic and community development by helping create walkable and vibrant communities, which attract and retain businesses and residents and allow for the option to safely walk or bicycle to school, work, parks, or other community destinations;

**WHEREAS**, “Complete Streets” can play an important role by improving pedestrian and bicyclist interactions, reducing traffic congestion, and improving air quality both by promoting alternative forms of transportation and by helping improve traffic flow;

**WHEREAS**, the design and construction of new transportation and other facilities should consider future demand for bicycling, walking and other alternative transportation facilities and not preclude the provision of future improvements;

**WHEREAS**, the Town of Simsbury recognizes that the careful design and development of Complete Streets infrastructure provides long-term quality of life enhancements for Simsbury and supports and attracts an expanded tax base; improves public health and lowers health care expenses; provides financial benefits to property owners and businesses; and decreases air and water pollution. In contrast, the lack of a Complete Streets policy may result in significant costs to government, employers and individuals, due to the cost of physical inactivity;

**WHEREAS**, The application of “Complete Streets” will vary depending on the surrounding land uses and densities and it’s general context, however street and transportation plans should always be guided by the principle that streets should promote multiple transportation options for all people;

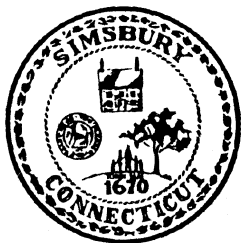
**WHEREAS**, the State of Connecticut Complete Streets Policy (Executive Order #31) was signed October 23, 2014 in accordance with section 13a-153f(a)(d) of the Connecticut General Statutes supported by funding via Substitute Senate Bill No. 735Public Act No. 09-154 AN ACT IMPROVING BICYCLE AND PEDESTRIAN ACCESS;

**WHEREAS, the Town of Simsbury**, therefore, in light of the foregoing benefits and considerations, wishes to demonstrate its commitment to Complete Streets and desires that its streets and multiuse trails form a comprehensive and integrated transportation network promoting safe, equitable and convenient travel for all users while preserving flexibility, recognizing community context and using the latest and best design guidelines and standards;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Selectmen of the Town of Simsbury in the State of Connecticut that the Town of Simsbury:

1. Will strive, where practical and economically feasible, to incorporate "Complete Streets" elements into transportation projects in order to provide appropriate accommodation for bicyclists, pedestrians, transit users and persons of all abilities, while promoting safe operation for all users in comprehensive and connected networks and in a manner consistent with, and supportive of, the surrounding community.
2. Will coordinate with the Town's staff and municipal Boards and Commissions, the Capital Region Council of Governments, the Connecticut Department of Transportation, and related advisory and community organizations to develop implementation strategies, which may include revising and updating processes, policies, procedures, design and construction manuals, and other guidance to assist in this resolution's implementation.

**PASSED AND ADOPTED** by the Board of Selectmen of the Town of Simsbury, State of Connecticut on June 13, 2016, by the following vote:



# Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Approval of Eagle Scout Projects – Dan Hsu & Tyrus Perdue
2. **Date of submission:** June 7, 2016
3. **Date of Board Meeting:** June 13, 2016
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

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

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

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

Authorize the Eagle Scout projects as proposed to be completed on Town owned property.

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

At the regular meeting of the Culture, Parks and Recreation Commission on April 28, the following Eagle Scout projects were proposed to be completed on town owned property:

Dan Hsu: Reconstruction of the retaining wall on the Simsbury Farms Fitness Trail

Tyrus Perdue: Renovation and repairs to the pavilion at Tariffville Park

The Commission was impressed with both proposals and unanimously recommended that they be forwarded to the Board of Selectmen for approval. Both young men will make presentations to the Board.

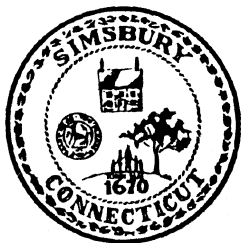
7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

Both projects offer a positive financial impact to the Town since they both involve renovations to existing facilities in areas that are very popular with the public. The Town would otherwise be funding these improvements.

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

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

Both will hand out materials related to their projects at the meeting.



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Approval of Golf Course Tee Time Proposal
2. **Date of submission:** June 8, 2016
3. **Date of Board Meeting:** June 13, 2016
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

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

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

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

Approve a proposal authorizing the Culture, Parks and Recreation Director and Golf Professional to offer a discounted golf fee on weekends after 11:00 a.m. when the reserved tee time capacity is at 30% or below.

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

Periodically, the golf course experiences lower than expected tee time reservations due to weather predictions or other unforeseen circumstances. This proposal would allow the Director and the Golf Professional to jointly authorize a special discounted rate that would be publicized by direct e-mail to our data base. This would be for tee times after 11:00 a.m. only.

Specifically, there are 31 tee times between 11:00 a.m. and 3:00 p.m.. If less than 30% of the tee times are reserved 24 hours in advance, the discounted rate would be offered. On average, 65 – 70% of the tee times are reserved in advance. The discounted fee would be \$45 for 18 holes and a cart, which is down from the regular rate of \$52.00 (residents) and \$60.00 (non-residents).

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

The intent is to create a positive financial impact since the course would be filling excess capacity that otherwise would remain unused.

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

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

N.A.



# Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Authorize the Board of Education to apply for a Connecticut school construction grant for the Henry James Memorial School Renovation – Phase II; referral of the project to the Public Building Committee and authorization of preparation of schematic drawings and specifications.
2. **Date of submission:** June 8, 2016
3. **Date of Board Meeting:** June 13, 2016
4. **Individual or Entity making the submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):**

Burke LaClair, Business Manager, Simsbury Public Schools

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

The following resolutions must be read into the record.


- a. **“RESOLVED** that the Board of Selectmen authorizes the Town of Simsbury Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the Henry James Memorial School Renovation – Phase II Project.”
- b. **“RESOLVED** that the Board of Selectmen hereby establishes the permanent Public Building Committee as the building committee for the proposed Henry James Memorial School Renovation – Phase II Project.”
- c. **“RESOLVED** that the Board of Selectmen authorizes the preparation of schematic drawings and outline specifications for the proposed Henry James Memorial School Renovation – Phase II Project.”



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

Six Year Capital Improvement Program - Project Detail

## PROJECT DETAIL

Project Title: Henry James Renovation - Phase III:									
Department: Board of Education			Category: Improvement/Maint.						
Description and Purpose:									
<b>HJMS Renovation – Phase III</b> <i>Expanded scope of renovation to be defined with architectural support funded through Phase II.</i> New Library Media Center New science classrooms and STEM focus Renovation of Family and Consumer Science wing Classroom renovations Kitchen and bathroom upgrades Auditorium addition  Architect’s initial conceptual cost estimate = \$22 million									
<b>RECOMMENDED FINANCING</b>									
	Source of Funds	Total Estimated Cost	Estimated Expenditures by Fiscal Year						
			FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Six Year Total
A. Planning & Engineering									
B. Land & Right of Way									
C. Construction									
D. Equipment									
E. Other Costs									
<b>TOTAL</b>	2, 5	\$22,000,000							
F. Annual Maintenance									
(1) General Fund		(3) Corporate Donations	(5) State Aid		(7) Special Assessments				
(2) Municipal Bonds		(4) Other Funding	(6) Federal Aid		(8) Capital Outlay Funds				



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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Permit Fee waiver
2. **Date of submission:** 6 June 2016
3. **Date of Board Meeting:** 13 June 2016
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):  
Edward J. LaMontagne  
Executive Director  
Housing Authority of the Town of Simsbury
5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):  
*The Individual or Entity making the submission requests that the Board of Selectmen:*  
The Housing Authority of the Town of Simsbury requests that the Board of Selectmen approve the waiving of the Building Permit Fee for the replacement of the roof on the Virginia Connolly Residence.
6. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):  
The Housing Authority of the Town of Simsbury was awarded a 2015 Small Cities Grant on 30 July 2015, in part, for the replacement of the roof on the Virginia Connolly Residence. The bid has been awarded to JHS Restoration in the amount of \$109,000.00. The low bid was higher than the original estimate for the roof replacement project and any cost savings would help to offset any potential overruns..
7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

The cost of the building permit for this project would be \$1,554.34.

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

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



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## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

**1. Title of submission:**

Accept DEEP Grant and Approve FY16 Supplemental Appropriation for the purchase of an Electric Vehicle Charging Station

**2. Date of submission:**

June 9, 2016

**3. Date of Board Meeting:**

June 13, 2016

**4. Individual or Entity making the submission**

Tom Roy, Director of Public Works  
Sean Kimball, Interim Finance Director

**5. Action requested of the Board of Selectmen**

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

Accept \$10,000 grant from the State of Connecticut Department of Energy and Environmental Protection Public Fleet Electric Vehicle (EV) and Public Workplace EV Charging Station Incentive Program. Recommend to the Board of Finance a FY16 supplemental appropriation pursuant to Charter Section 809(a).

**6. Summary of Submission**

The Town has been awarded a \$10,000 grant from the State of Connecticut Department of Energy and Environmental Protection Public Fleet Electric Vehicle (EV) and Public Workplace EV Charging Station Incentive Program. Due to a tight construction window and requirements of the grant, an FY16 supplemental budget appropriation is being requested pursuant to Charter Section 809(a) which reads:

**Section 809. Duties of the Board of Finance on other financial matters.**

In addition to the duties prescribed in Sections 704, 808, 811 and 813 of this chapter, the Board of Finance shall have the power, by resolution and only upon the recommendation of a majority of the entire Board of Selectmen, to make the following appropriations:

(a) Any appropriation supplemental to those provided in the annual budget which is for a project or program which has been or is expected to be funded wholly or in part by state or federal grants, provided any appropriations pursuant to this subsection may not exceed in any fiscal year a cumulative total of one percent (1%) of the annual budget;

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

The \$10,000 grant is expected to cover the purchase and installation of the charging station. If there were to be any cost overruns, we have additional funding from our Bright Ideas Grant that could be used to support this project.

The estimated annual operating costs of the charging station are as follows:

<b>Estimated Operating Expenses</b>	<b>Amount</b>
Electricity Costs	\$1,000
Annual Maintenance	\$100
Potential Future Insurance Premium Impact*	\$100
<b>Total</b>	<b>\$1,200</b>

\*No immediate budget impact, because these are relatively new to municipalities, CIRMA is still determining whether there will be any future coverage impact from a liability standpoint. Conservative estimate would be at most \$100/year of associated premium increase

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

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

- **Memo from Tom Roy – May 3, 2016**
- **Grant Award Letter from DEEP – May 20, 2016**
- **Listing of Municipalities/Public Agencies with Charging Stations**



# Town of Simsbury

66 TOWN FOREST ROAD, P.O. BOX 495, SIMSBURY, CONNECTICUT 06070

~ Department of Public Works ~

## Memorandum: DEEP Grant for Electric Vehicle Charging Station at Town Hall

**To:** Lisa Heavner, First Selectman  
**CC:** Board of Selectmen, Clean Energy Task Force, Tom Cooke, Don Dapont  
**From:** Thomas J. Roy, PE – Director of Public Works *TJR*  
**Date:** May 3, 2016

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Connecticut DEEP is offering communities throughout the State an opportunity to apply for a grant for the installation of electric vehicle (EV) charging station in their community. These grants have a maximum value of \$10,000 and are intended to include the purchase of the charging station and related work required to install the unit. In many cases this grant will cover most if not all of the costs to install a fully functional charging station.

This grant program requires the Town to provide free electric vehicle charging for a minimum of three years. Additionally, at least two parking spaces need to be provided, along with proper signage directing the public to the charging station. We are proposing applying for this grant and using two parking spaces in the Town Hall parking lot along Hopmeadow Street across from the Post Office.

Assuming that we are selected for this grant and the site work is done by the Highway Department the \$10,000 Grant will be sufficient to cover all of the anticipated costs. The annual cost to supply electricity is negligible based on reports from other towns in the region that are currently operating similar EV charging stations.

The application for this Grant must be submitted to Connecticut DEEP on or before May 4, 2016 as they are looking for the project to be completed before the end of June. If Simsbury is selected by DEEP, we will present the Grant to the Board of Selectmen for vote, prior to accepting the funding. The addition of an EV charging station in Simsbury is strongly supported by Clean Energy Task Force and will demonstrates our Town's support of "green" infrastructure.

May 20, 2016

Mr. Thomas Roy  
Department of Public Works  
Town of Simsbury  
P. O. Box 495  
Simsbury, CT 06070

Re: Public Fleet Electric Vehicle (EV) and Public Workplace EV Charging Station Incentive Program

Dear Mr. Roy:

On behalf of Governor Malloy and the Department of Energy and Environmental Protection, it gives me great pleasure to inform you that the Town of Simsbury was selected to receive up to \$10,000.00 in grant funds under Connecticut's Public Fleet EV and Public Workplace EV Charging Station Incentive Program. These funds will be used to purchase and install one dual head charging station at 933 Hopmeadow Street in Simsbury.

I applaud your foresight in recognizing that the widespread use of EVs in Connecticut is fast approaching and increasing the number of charging stations across the state makes possible the reliable and consistent use of EVs. Your choice to be a part of our state's continued expansion of its charging network demonstrates that local governments are leading by example and playing a significant role in meeting Connecticut's energy and environmental goals. Our efforts today will have a significant impact on reducing emissions from our transportation sector and enhancing air quality now and well into the future.

Again, I thank you for helping us send the message that EVs are a key part of Connecticut's cheaper, cleaner, more reliable energy future. Please see the attached information detailing the steps necessary to ensure timely reimbursement of your equipment purchases and installation expenses. The Department cannot guarantee payment unless the EV charging station is operational by June 30, 2016.

Sincerely,



Robert J. Klee  
Commissioner  
Department of Energy &  
Environmental Protection

Attachment  
cc: Don Dapont



**Public Agencies Currently with Charging Stations**

**June, 2016**

Town of Beacon Falls-Commuter Lot	University of Connecticut
Town of Bethel	Torrington Town Hall
Town of Bloomfield-Human Services Center	Town of Westport-Westport Metro North
Bloomfield Town Hall	Town of Westport-Town Hall
Burlington Library	CT Department of Corrections
Canton Town Hall	CT Department of Motor Vehicles
Town Hall of Coventry	East Connecticut State University
East Hartford Public School	Windham Municipal Parking Lot
Town of East Hartford	Windham Town Hall
Town of East Haven	Wilton Public Library
Easton Public Library	Woodbridge Town Hall
Town of Glastonbury	
Town of Glastonbury-on street parking	
Guilford Town Hall	
Connecticut Legislative Office Building	
Connecticut Legislative Parking Garage	
Greater Hartford Transit District	
Town of Harwinton-Municipal Complex	
Town of Hebron	
Kent Town Green	
Killingly Town Hall	
Town of Madison	
Mansfield Public Library	
Town of Mansfield	
Meriden City Hall/Meriden Library	
Milford Public Library	
City of New Haven	
New Haven Parking Authority	
Town of New Milford-Library Kiosk	
Town of Newington-Market Center	
Newington Town Center Municipal Parking Lot	
East Norwalk Library	
Plainville High School	
Plainville Town Hall	
Pomfret Town Hall	
Putnam Downtown Municipal Parking Lot	
Town of Ridgefield	
Southington Municipal Center	
Southington Public Library	
Stafford Town Hall	
Metro Center Garage Stamford	
Stamford Government Center Garage	



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tax Refunds
2. **Date of submission:** June 7, 2016
3. **Date of Board Meeting:** June 13, 2016
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

Colleen O'Connor- Tax Collector

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

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

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

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

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

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

Approve tax refunds per attached printout in the amount of **\$ 3,196.71**

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

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

Tax Refunds.xls

	BILL NUMBER	TAX	FIRE	INTEREST	TOTAL
List 2012					
					\$0.00
					\$0.00
Total 2012		\$0.00	\$0.00	\$0.00	\$0.00
List 2013					
Kulas, Sarah R	13-03-60034	\$106.59	\$3.42		\$110.01
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2013		\$106.59	\$3.42	\$0.00	\$110.01
List 2014					
Corelogic - Brookman, Gordon	14-01-929	\$3,000.00			\$3,000.00
The Mill at 2T LLC	14-02-40800	\$34.44			\$34.44
Dudley Ronald J	14-03-54919	\$55.68	\$1.79		\$57.47
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2014		\$3,090.12	\$1.79	\$0.00	\$3,091.91
TOTAL 2012		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2013		\$106.59	\$3.42	\$0.00	\$110.01
TOTAL 2014		\$3,090.12	\$1.79	\$0.00	\$3,091.91
					\$3,201.92
TOTAL ALL YEARS		\$3,196.71	\$5.21	\$0.00	\$3,201.92



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Action on Charter Revision Commission Report
2. **Date of submission:** June 9, 2016
3. **Date of Board Meeting:** June 13, 2016
4. **Individual or Entity making the submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):**

Robert M. DeCrescenzo, Esq. – Town Counsel  
Thomas F. Cooke – Director of Administrative Services

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

Take action on the Report of the Charter Revision Commission in accordance with Connecticut General Statutes Section 7-191

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

The Report of the Charter Revision Commission was filed with the Town Clerk on May 9, 2016 and transmitted to the Board of Selectmen that same day. The Board of Selectmen held a public hearing on the report of the Charter Revision Commission this evening prior to its Regular Meeting in accordance with Connecticut General Statutes Section 7-191(b). According to the statute, any additional hearings must be held on or before June 23, 2016.

After its final hearing, the Board of Selectmen has the following options pursuant to Section 7-191:

1. Within fifteen (15) days of the last hearing, it may recommend changes to the Charter Revision Commission. The Charter Revision Commission would be required to confer with the Board of Selectmen on the recommendations, make changes as the Commission deems appropriate, and make its final report to the Board of Selectmen within thirty (30) days of receipt of the recommendations.
2. If it chooses not to make any recommendations within fifteen (15) days, the report becomes "final" and the Board of Selectmen can act on the report.
3. Once the report becomes final, actions available to the Board of Selectmen include:
  - a. Approving the proposed charter amendments or rejecting "the same or separate provisions thereof;" and, if approved in whole or in part,
  - b. The proposed charter amendments shall be prepared for the ballot by the appointing authority and may be submitted in the form of one or several questions.

A complete version of the statute is attached hereto.

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

NA

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

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

Charter Revision Report

[http://www.simsbury-ct.gov/sites/simsburyct/files/uploads/160505\\_final\\_report\\_for\\_filing\\_with\\_town\\_clerk.pdf](http://www.simsbury-ct.gov/sites/simsburyct/files/uploads/160505_final_report_for_filing_with_town_clerk.pdf)

Connecticut General Statutes Section 7-191

**Sec. 7-191. Charters, charter amendments and home rule ordinance amendments: Hearings; draft and final report; public notice; referendum; effective date; filing of copies with Secretary of the State; file maintained by State Library.** (a) The commission shall hold at least two public hearings on the proposed charter, charter amendments or home rule ordinance amendments; one prior to the beginning of any substantive work on such charter, charter amendments or home rule ordinance amendments, and one after the draft report to the appointing authority has been completed, but not submitted, after which hearings the commission may amend such report. The commission may hold such other public hearings as it deems necessary.

(b) The commission shall submit its draft report, including the proposed charter, charter amendments or home rule ordinance amendments, to the clerk of the municipality, who shall transmit such report to the appointing authority. The appointing authority shall hold at least one public hearing on the draft report and shall hold its last hearing not later than forty-five days after the submission of the draft report to such clerk. Not later than fifteen days after its last hearing, the appointing authority shall make recommendations to the commission for such changes in the draft report as it deems desirable.

(c) If the appointing authority makes no recommendations for changes in the draft report to the commission within such fifteen days, the report of the commission shall be final and the appointing authority shall act on such report. If the appointing authority makes recommendations for changes in the draft report to the commission, the commission shall confer with the appointing authority concerning any such recommendations and may amend any provisions of the proposed charter, charter amendments or home rule ordinance amendments, in accordance with such recommendations, or the commission may reject such recommendations. In either case the commission shall make its final report to the appointing authority not later than thirty days after receiving such recommendations.

(d) Not later than fifteen days after receiving the final report, the appointing authority, by a majority vote of its entire membership, shall either approve the proposed charter, charter amendments or home rule ordinance amendments or reject the same or separate provisions thereof. Not later than forty-five days after a vote of the appointing authority to reject such matter, a petition for a referendum thereon, signed by not less than ten per cent of the electors of such municipality, as determined by the last-completed registry list thereof, and

filed and certified in accordance with the provisions of section 7-188, may be presented to the appointing authority. Not later than thirty days after approval by the appointing authority or the certification of such a petition (1) the proposed charter shall be published in full at least once in a newspaper having a general circulation in the municipality, or (2) the portion of the charter or home rule ordinance being amended shall be published at least once in a newspaper having a general circulation in the municipality with a notice that a complete copy of the charter or home rule ordinance and amendment is available in the town clerk's office and that a copy shall be mailed to any person who requests a copy. The town clerk shall mail or otherwise provide such copy to any person who requests a copy.

(e) The appointing authority shall, by a majority vote of its entire membership, determine whether the proposed charter, charter amendments or home rule ordinance amendments shall be submitted to the electors for approval or rejection at a regular election or at a special election warned and held for that purpose, which shall be held not later than fifteen months after either the approval by the appointing authority or the certification of a petition for a referendum.

(f) The proposed charter, charter amendments or home rule ordinance amendments shall be prepared for the ballot by the appointing authority and may be submitted in the form of one or several questions; and, if approved by a majority of the electors of the municipality voting thereon at a regular election or if approved by a majority which number equals at least fifteen per cent of the electors of the municipality as determined by the last-completed active registry list of such municipality at a special election, such proposed charter, charter amendments or home rule ordinance amendments shall become effective thirty days after such approval unless an effective date or dates are specified therein, in which event the date or dates specified shall prevail.

### **CALL TO ORDER**

The Regular Meeting of the Board of Selectmen was called to order at 6:02 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Lisa Heavner; Board members Sean Askham, Michael Paine, Cheryl Cook, Elaine Lang and Christopher Kelly. Others in attendance included: Thomas Cooke, Director of Administrative Services; Gerry Toner, Director of Parks and Recreation; Police Chief Ingvertsen; Captain Boulter; Ed Lamontagne, Chairman of Aging and Disability Commission; and other interested parties.

### **PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

### **PUBLIC HEARING**

**To receive public comment concerning the proposal of the Tariffville Fire District Water Commission (TWC) to replace the water storage tank on Laurel Hill to a location immediately adjacent to the existing tank. TWC is also requesting modification to an existing State of Connecticut Conservation and Public Recreation Easement for the purpose of ensuring that TWC’s proposal infrastructure is located outside the boundaries of an established Easement.**

Ms. Heavner said this Public Hearing is to hear public comments concerning the proposal of the Tariffville Fire District Water Commission to replace and relocate the water storage tank on Laurel Hill to a location immediately adjacent to the existing tank.

Shelby Beauchemin and Jay Sheehan from Woodard & Curran, Inc. spoke about the existing water storage tank being over 80 years old. Ms. Beauchemin said the Tariffville Water District is served by their own water distribution system and storage tank with their own well. Mr. Sheehan showed where the tank would be placed. He said that Simsbury is on Aquarion Water but Tariffville has its own water system.

### **CLOSE PUBLIC HEARING**

With no public comments, Mr. Askham made a motion to close the Public Hearing at 6:05 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

### **PUBLIC AUDIENCE**

Joan Coe, 26 Whitcomb Drive, spoke about her bumper sticker, a sign she made which says “Ditch your Bike Take a Hike”, an article in the Hartford Courant on the State of the State, the Budget Referendum, a sign at Barndoor, the Charter Revision Commission and other issues.



Robert Kalechman, 971 Hopmeadow Street, spoke about Memorial Day and what it really means, the budget, politics, and other issues.

Mary Margaret Girgenti, a long-time resident of Tariffville, thanked the Tariffville Water Board for all their hard work on the water storage tank issue. They were very proactive on this issue.

### **PRESENTATIONS**

#### **• Captain Nick Boulter Graduates from FBI National Academy**

Ms. Heavner congratulated Captain Boulter who graduated from the FBI National Academy. He was selected as one of the 1% of law enforcement officers who get to go.

Chief Ingvertsen said he was very proud to recommend Captain Boulter to this Academy as he is an asset to the Town and the future of Police work. He also graduated from the Academy in 1990.

Captain Boulter said the Academy was a tremendous opportunity. There is now a fast network he can reach out to at any time. He told everyone what he did during this 10 week course. He thanked everyone for supporting him.

### **FIRST SELECTMAN’S REPORT**

Ms. Heavner said everyone will have an opportunity to vote on the 2016-17 Budgets and four capital projects on June 7<sup>th</sup> at Henry James Memorial School from 6 a.m. to 8 p.m.

Ms. Heavner announced that Simsbury has received up to \$10,000 in grant funds, for purchase and install one dual head charging station, from Connecticut’s Public Fleet EV and Public Workplace EV Charging Station Incentive Program. She thanked everyone who worked on this grant.

Ms. Heavner thanked the many volunteers who helped with the Duck Race, Bike Month and Try Simsbury Triathlon. She said Simsbury is a better community because of all of the volunteers who help organize events.

Ms. Heavner said the Memorial Day Parade will be held on Monday, May 30<sup>th</sup>. The Tariffville parade begins at 9:00 a.m. and the Simsbury parade begins at 1:30 p.m. For more information, please call John Fox at (860) 658-0388; Mike Bolduc at (860) 651-8905; Bob Gauthier at (860) 658-2071.

Ms. Heavner said the Simsbury Library will hold a kickoff event for the series “Simsbury and the History of Land Conservation” on Saturday, June 4<sup>th</sup>. On Saturday, June 11<sup>th</sup>, the second

installment of the series, will start with a visit from a re-enactor of Teddy Roosevelt. Events will require registration at the Simsbury Library website: <http://www.simsburylibrary.info/>. These events are made possible by a generous grant from the CT Humanities.

Ms. Heavner said everyone should stop by the Simsbury Public Library to pick up gardening seeds, which are free with your library card. This new Seed Library has been established through the generous support of a number of seed companies including Select Seeds Co.

Ms. Heavner said the Social Services Department is now accepting applications for the Renter's Rebate Program. The application period runs through October 1, 2016. For more information or to schedule an appointment, please call (860) 658-3283.

Ms. Heavner said there are five Friday activities at the Talcott Mountain Music Festival at the Simsbury Meadows Performing Arts Center. You can order tickets at (860) 987-5900, on the web at hartfordsymphony.org, at Fitzgerald's or on site at Simsbury Meadows.

Ms. Heavner said the Simsbury Planning Department has been advised that the Silverman Group continues to press forward on their plans to develop/redevelop on 200 Hopmeadow Street.

### **SELECTMEN ACTION**

#### **a) Tariffville Fire District Water Commission:**

- 1) Approve modifications, as requested by the Tariffville First District Water Commission, to the existing conservation and recreational easement on Laurel Hill in favor of the State of Connecticut to permit construction of a water storage tank on the site, subject to final approval by the State of Connecticut**

Ms. Heavner said this project was presented to the Board of Selectmen on March 28<sup>th</sup>. Updates were received on hazardous materials. Updates were also received from the Commissions.

There was some discussion on the removal of the existing tank and if there would be any changes in the water quality.

Ms. Lang made a motion to approve modifications, as requested by the Tariffville First District Water Commission, to the existing conservation and recreational easement on Laurel Hill in favor of the State of Connecticut to permit construction of a water storage tank on the site, subject to final approval by the State of Connecticut. Mr. Askham seconded the motion. All were in favor and the motion passed.

**2) Approve the issuance of a temporary construction easement on a portion of the property to facilitate construction of the water tank**

Mr. Kelly made a motion to approve the issuance of a temporary construction easement on a portion of the property to facilitate construction of the water tank. Mr. Paine seconded the motion. All were in favor and the motion passed.

**b) Approve Tax Refunds**

Ms. Cook made a motion to approve tax refunds in the amount of \$302.97 as recommended and approved by the Tax Collector. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**c) Approve Language of Referendum Questions and Other Final Budget Actions**

Ms. Lang made a motion, as attached, for projects not included in the Town’s Capital Improvement Plan. Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion: RESOLVED, upon motion duly made, seconded and adopted, the reading into the minutes of the full text of the resolutions set out below is waived, copies of the resolutions having been made available to those in attendance, and is recorded in these records immediately preceding these minutes. Mr. Askham seconded the motion. All were in favor and the motion passed.

Mr. Kelly moved the multi-use connection and master plan update in the amount of \$1,160,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham moved the open space planning and improvements for \$400,000. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Askham moved the street lights purchase and improvements for \$865,000. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Askham moved the highway pavement management for 2,500,000. Ms. Lang seconded the motion. All were in favor and the motion passed.

Ms. Lang moved the public works complex infrastructure improvements for \$450,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Ms. Lang moved the Town Hall safety and site improvements for \$385,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Ms. Lang moved the portable generator infrastructure for \$175,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Ms. Lang moved the Simsbury Veteran’s Memorial for \$100,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham moved the sewer main extensions on Massaco Street for \$104,000. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Askham moved the Hopmeadow and Center area sewer repairs for \$100,000. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Askham moved the skidsteer track loader with brush cutter for \$83,103. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Askham moved the oxidation ditch, dissolved oxygen control for \$27,000. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Askham moved the sewer building for \$65,000. Ms. Lang seconded the motion. All were in favor and the motion passed.

Ms. Cook moved the design and installation of a school district-owned network infrastructure for \$450,000. Mr. Paine seconded the motion. All were in favor and the motion passed.

Ms. Cook moved the renovations and improvements to Henry James Memorial School in the amount of \$1,950,000. Mr. Paine seconded the motion. All were in favor and the motion passed.

Ms. Cook moved the school climate control improvements in the amount of \$950,000. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Paine moved appropriations from the general purpose projects (cash) for energy efficiency financing buyout in the amount of \$92,753. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Paine moved park improvements for \$30,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Paine moved the athletic field improvements for \$30,000. Mr. Askham seconded the motion. All were in favor and the motion passed.

Mr. Paine moved the window replacement for \$44,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Paine moved the land use studies for \$92,500. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Paine moved the Greenway improvements for \$240,000. Mr. Askham seconded the motion. All were in favor and the motion passed.

Mr. Paine moved the dam evaluation and repairs for \$145,000. Mr. Askham seconded the motion. All were in favor and the motion passed.

Mr. Paine moved the Simsbury Farms Golf Course improvements for \$125,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Paine moved the plan of conservation and development in the amount of \$130,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to amend the agenda to add Public Gathering Permits recommendations and possible approval to follow item f). Ms. Cook seconded the motion. All were in favor and the motion passed.

**d) Set Date for Automatic Referendum, pursuant to Section 406 of the Town Charter, for Tuesday, June 7, 2016 from 6:00 a.m. to 8:00 p.m. at Henry James Memorial School**

Ms. Cook made a motion to set the date of Tuesday, June 7, 2016 for automatic referendum, pursuant to Section 406 of the Town Charter, from 6:00 a.m. to 8:00 p.m. at Henry James Memorial School. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**e) Approve the request of the Aging and Disabilities Commission to designate the month of June 2016 as Handicapped Parking Awareness Month**

Mr. Lamontagne said Mr. Jennings complained to the Aging and Disabilities Commission about concerns regarding handicapped parking issues in Town. There is still a need to education and inform the community of the usage of handicapped parking spots. He showed a poster explaining the issue.

Mr. Jennings said there are still issues with parking his van and being able to get his wheelchair out of it. He said it is very important that no one parks on the stripped lines in the handicapped spots as it allows enough room for wheelchairs to get out of their vans.

Ms. Lang made a motion to recognize the month of June 2016 as Handicapped Parking Awareness Month. Mr. Askham seconded the motion. All were in favor and the motion passed.

**f) Approve the bid and authorize entering into an agreement with Golf Irrigation Services to provide the materials and installation of a lightning protection system for the Simsbury Farms Complex and Memorial Pool**

Gerry Toner said the total bid amount is in line with the original projection. This did go through the bid process and they are asking the Board award the bid to Golf Irrigation Services.

Mr. Askham made a motion to approve the bid and authorize entering into an agreement with Golf Irrigation Services to provide the materials and installation of a lighting protection system for the Simsbury Farms Complex and Memorial Pool. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Mr. Toner said there were three events that came in late, and need public gathering permits: Rise Up Connecticut; Avett Brothers; and 2 Left Feet Blues Festival.

Mr. Kelly made a motion to approve three Public Gathering Permit applications subject to approval by Planning, Public Works, Park & Recreation, the Fire Marshall, the Police Department, Health District, and anyone else involved. Ms. Cook seconded the motion. All were in favor and the motion passed.

**g) Set Public Hearing Date to receive public comment on Charter Revision Commission Draft Report**

Ms. Lang made a motion to set a Public Hearing for Monday, June 13, 2016 at 6:00 p.m. to receive public comment on the draft final report of the Charter Revision Commission as required by Section 7-191(b) of the Connecticut General Statutes. Mr. Askham seconded the motion. All were in favor and the motion passed.

**h) Revision of Gift Acceptance Approval at April 25, 2016 meeting**

Ms. Heavner recused herself and turned the meeting over to Mr. Kelly.

Mr. Kelly said the revision is to reflect that the gift of furniture was received by Viking Demolition and not from The Hartford.

Ms. Lang made a motion to revise the prior acceptance of a gift of furniture valued at approximately \$7,400 to reflect that the gift was received from Viking Demolition and not from The Hartford. Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Heavner rejoined the meeting.

### **OTHER BUSINESS**

#### **a) Update and Discussion on Senior Community Center Project**

Ms. Heavner said the Public Building Committee has asked for a joint meeting of the Board of Selectmen, Aging and Disabilities, Board of Education for a total understanding of this issue and concerns there may be by of the Commissions.

Mr. Paine said it is very important to get everyone together so this project can move forward. This would bring a better understanding of the project and where it is going. Ms. Heavner would run the meeting. A short presentation should be made first. Questions should be given to the Board before the meeting. After some discussion, the Board members were asked to give Mr. Cooke dates they are not available so a meeting date can be planned.

### **APPOINTMENTS AND RESIGNATIONS**

There were no appointments and resignations at this time.

### **REVIEW OF MINUTES**

#### **a) Special Meeting of May 9, 2016**

Ms. Lang made a motion to approve the Special Meeting Minutes of May 9, 2016 as amended. Mr. Kelly seconded the motion. All were in favor and the motion passed.

- Amendment to page 1, Presentations, paragraph 1, Mr. S. Askham (change from Ms. S. Askham).

#### **b) Regular Meeting of May 9, 2016**

Ms. Lang made a motion to approve the Regular Meeting Minutes of May 9, 2016 as amended. Ms. Cook seconded the motion. All were in favor and the motion passed.

- Amendment to page 2, Quarterly Financials Update, paragraph 4, Mr. Askham asked the Board (change from Mr. Shea).

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

1. **Personnel** – no report at this time.

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

Ms. Heavner said a plan for the Betty Hudson property was presented to the Open Space Committee and will be discussed at the June Board of Selectmen meeting.

Ms. Lang said there the “Fountain Bash” will be held tomorrow night. These fundraising tickets are \$100 for food and drinks and it will start at 6:30 p.m.

Mr. Askham said the Board of Finance passed the budget. Ms. Heavner thanked the Board of Selectmen for all their hard work on the budget. They were very helpful and supportive. She also thanked Town staff for all their help.

### **ADJOURN**

Mr. Askham made a motion to adjourn at 7:13 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

Sincerely,

Kathi Radocchio  
Clerk



## **Resolution of the Board of Selectmen**

RESOLVED, that the Board of Selectmen hereby approves the following projects, which were not included in the Town's Capital Improvement Plan for the ensuing year but the need to fund such projects is in the best interest of the Town:

### **Town Projects**

Street Lighting Purchase/Lighting Improvements  
Simsbury Veterans Memorial  
Plan of Conservation and Development  
Land Planning Studies  
Energy Efficiency Upgrade Buyout

### **WPCA Projects**

Skidsteer Track Loader  
Oxidation Ditch Dissolved Oxygen Control  
WPCA Storage Building

## Resolution of the Board of Selectmen

### **RESOLVED,**

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

#### General Purpose Projects (Bonds):

Multi-Use Connections & Master Plan Updates	\$ 1,160,000
Open Space Planning and Improvements	400,000
Street Lighting Purchase / Lighting Improvements	\$865,000
Highway Pavement Management	2,500,000
Public Works Complex Infrastructure Improvements	450,000
Town Hall Site and Safety Improvements	385,000
Portable Generator Infrastructure	175,000
Simsbury Veteran's Memorial	100,000
	<hr/>
	\$ 6,035,000

#### Water Pollution Control Projects (SUF):

Sewer Main Extensions Massaco Street	\$ 104,000
Hopmeadow / Center Area Sewer Repairs	100,000
Skidsteer Track Loader with Brush Cutter	83,103
Oxidation Ditch Dissolved Oxygen Control	27,000
Storage Building	65,000
	<hr/>
	\$ 379,103

#### Board of Education Projects (Bonds):

District Network Infrastructure	\$ 450,000
HJMS – Renovation – Phase 2	1,950,000
Climate Control (Phase II)	950,000
	<hr/>
	\$ 3,350,000

Additional CIP Items Approved by the BOF on May 18, 2016 to be funded with Cash:

#### General Purpose Projects (Cash):

Energy Efficiency Financing Buyout	\$ 92,753
Park Improvements	\$ 30,000
Athletic Field Improvements	\$ 30,000
Window Replacement	\$ 44,000
Land Use Studies	\$ 92,500
Greenway Improvements	\$ 240,000
Dam Evaluations and Repairs	\$ 145,000
Simsbury Farms Golf Course Improvements	\$ 125,000
Plan of Conservation & Development	\$ 130,000
	<hr/>
	\$ 929,253

## TOWN OF SIMSBURY

### RESOLUTION APPROPRIATING \$1,160,000 FOR DEVELOPMENT OF THE MULTI-USE TRAILS TO THE TARIFFVILLE CONNECTION AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

#### RESOLVED,

- (a) That the Town of Simsbury appropriate ONE MILLION ONE HUNDRED SIXTY THOUSAND DOLLARS (\$1,160,000) for development of the multi-use trails, as part of the Tariffville Connection of the East Coast Greenway. The project will begin at the existing Farmington Valley Greenway and extend through Tariffville, connecting to the trails at the Bloomfield town line, and include construction of trails and associated bridges and culverts, parking facilities, traffic signals, resurfacing, surfacing, signs and fences, and related work. The Town anticipates receipt of grants to defray, in part, the appropriation. The appropriation may be spent for survey fees, engineering and other consultants' fees, site work, permit fees, easements, modifications to existing private improvements impacted by the project, construction and equipment costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed ONE MILLION ONE HUNDRED SIXTY THOUSAND DOLLARS (\$1,160,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed ONE MILLION ONE HUNDRED SIXTY THOUSAND DOLLARS (\$1,160,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the

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

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

FURTHER RESOLVED,

- (a) that pursuant to the Charter, the resolution above shall be submitted to the voters in the manner provided by Section 406 thereof on June 7, 2016, between the hours of 6:00 A.M. and 8:00 P.M.
- (b) The resolution shall be placed upon the voting machines or paper ballots under the following heading:

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$1,160,000 FOR DEVELOPMENT OF MULTI-USE TRAILS AS PART OF THE TARIFFVILLE CONNECTION; AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?”

Voters approving said resolution will vote “Yes” and those opposing said resolution shall vote “No”.

Electors and persons qualified to vote in town meetings who are not electors will vote at the following polling place:

Henry James Memorial Junior High School Gymnasium  
155 Firetown Road, Simsbury, Connecticut

Absentee ballots will be available from the Town Clerk’s office.

- (c) Notice of the referendum shall be given by the Town Clerk.

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING \$400,000 FOR OPEN SPACE PLANNING AND IMPROVEMENT;  
AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID  
APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate FOUR HUNDRED THOUSAND DOLLARS (\$400,000) for open space planning, including development of an open space master plan for the operation and management of open space and conservation easements; improvements, including better water access, pavilions, parking and access improvements, signage, trail improvements, plantings, culvert and bridge replacement; invasive vegetation removal, interpretive educational and entrance signage; and related work. The appropriation may be spent for survey fees, permit fees, engineering and other consultants' fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope, of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed FOUR HUNDRED THOUSAND DOLLARS (\$400,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed FOUR HUNDRED THOUSAND DOLLARS (\$400,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of

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

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

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING \$865,000 FOR PURCHASE OF AND IMPROVEMENTS TO THE STREET LIGHTS; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate EIGHT HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$865,000) for purchase of and improvements to the street lights, including the conversion of streetlights to a more energy efficient LED lighting. The appropriation may be spent for equipment, furnishings, materials, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing. The Board of Selectman may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed EIGHT HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$865,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed EIGHT HUNDRED SIXTY-FIVE THOUSAND DOLLARS (\$865,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by

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

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



TOWN OF SIMSBURY

RESOLUTION APPROPRIATING \$2,500,000 FOR REPAVING, REPAIR AND REHABILITATION OF THE TOWN ROADWAYS PURSUANT TO THE TOWN'S PAVEMENT MANAGEMENT PROGRAM; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) for the repaving, repair and rehabilitation of the Town roadways pursuant to the Town's pavement management program, including repair and repaving on existing sections. The project shall include: crack sealing, chip sealing; hot in place asphalt recycling (heat scarification), milling and overlay, full depth reconstruction; and related engineering, inspection, testing and support services. The appropriation may be spent for equipment, materials, land and easement acquisition, site improvements, material testing, survey fees, engineering fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope, of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an

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

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

**FURTHER RESOLVED,**

- (a) that pursuant to the Charter, the resolution above shall be submitted to the voters in the manner provided by Section 406 thereof on June 7, 2016, between the hours of 6:00 A.M. and 8:00 P.M.
- (b) The resolution shall be placed upon the voting machines or paper ballots under the following heading:

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$2,500,000  
FOR REPAVING, REPAIR AND REHABILITATION OF THE TOWN  
ROADWAYS PURSUANT TO THE TOWN’S PAVEMENT  
MANAGEMENT PROGRAM; AND AUTHORIZE BONDS AND  
NOTES IN THE SAME AMOUNT TO FINANCE SAID  
APPROPRIATION?”

Voters approving said resolution will vote “Yes” and those opposing said resolution shall vote “No”.

Electors and persons qualified to vote in town meetings who are not electors will vote at the following polling place:

Henry James Memorial Junior High School Gymnasium  
155 Firetown Road, Simsbury, Connecticut

Absentee ballots will be available from the Town Clerk’s office.

- (c) Notice of the referendum shall be given by the Town Clerk.

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING \$450,000 FOR INFRASTRUCTURE IMPROVEMENTS TO THE PUBLIC WORKS COMPLEX; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate FOUR HUNDRED FIFTY THOUSAND DOLLARS (\$450,000) for infrastructure improvements to the Public Works Complex, including: installation of a permanent lift station; installation of a sanitary sewer force main connecting to the sewage pump station on Long View Drive; replacement of existing water service to provide for the truck wash facility; installation of replacement unit heaters in the Vehicle Maintenance Garage, improvements to storm drainage system, security gate replacement; electrical upgrades and installation of emergency generator; maintenance building roof replacement; installation of emergency sprinkler system in the maintenance building, expansion of administrative space; and related work. The appropriation may be spent for design, engineering and other consultants' fees, equipment costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed FOUR HUNDRED FIFTY THOUSAND DOLLARS (\$450,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed FOUR HUNDRED FIFTY THOUSAND DOLLARS (\$450,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the

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

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

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING \$385,000 FOR SITE AND SAFETY IMPROVEMENTS AT TOWN HALL; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate THREE HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$385,000) for site and safety improvements at Town Hall, including: vehicular access and safety improvements at Routes 10 and 202; pedestrian crossing improvements at Routes 10 and 202; expansion of storage and security improvements for Police Department in the rear parking area; replacement and relocation of the maintenance garage; sidewalk, curbing and paver repair and replacement; flagpole installation; landscaping; and related work. The appropriation may be spent for design, engineering and other consultants' fees, construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed THREE HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$385,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed THREE HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$385,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the

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

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

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING \$175,000 FOR PORTABLE GENERATOR INFRASTRUCTURE;  
AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID  
APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000) for acquisition of portable generator infrastructure, including retrofitting of electrical system at Eno Memorial Hall, Simsbury Public Library and Town Hall. The appropriation may be spent for design, engineering and other consultants' fees, equipment, construction, acquisition and installation costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed ONE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$175,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the

continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

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



## TOWN OF SIMSBURY

### RESOLUTION APPROPRIATING \$100,000 FOR THE SIMSBURY VETERAN'S MEMORIAL; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

#### RESOLVED,

- (a) That the Town of Simsbury appropriate ONE HUNDRED THOUSAND DOLLARS (\$100,000) for design and construction of the Simsbury Veteran's Memorial. The appropriation may be spent for design, engineering and other consultants' fees, construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed ONE HUNDRED THOUSAND DOLLARS (\$100,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by

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

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

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING FROM THE SEWER USE FUND \$104,000 FOR COSTS IN CONNECTION WITH THE REPAIR AND REPLACEMENT OF SEWER MAINS ON MASSACO STREET; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate from the Sewer Use Fund ONE HUNDRED FOUR THOUSAND DOLLARS (\$104,000) for costs in connection with the repair and replacement of sewer mains on Massaco Street. The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, part-time employees, inspection and consultant fees, administrative costs, legal fees, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING FROM THE SEWER USE FUND \$100,000 FOR COSTS IN CONNECTION WITH SEWER REPAIRS IN THE HOPMEADOW/CENTER AREA; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate from the Sewer Use Fund ONE HUNDRED THOUSAND DOLLARS (\$100,000) for costs in connection with sewer repairs in the Hopmeadow/Center area, following a review by the Planning and Zoning Commission pursuant to Section 8-24 of the Connecticut General Statutes, Revision of 1958, as amended. The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, part-time employees, inspection and consultant fees, administrative costs, legal fees, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING FROM THE SEWER USE FUND \$83,103 FOR ACQUISITION OF A SKIDSTEER TRACK LOADER WITH BRUSH CUTTER; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate from the Sewer Use Fund EIGHTY-THREE THOUSAND ONE HUNDRED THREE DOLLARS (\$83,103) for the acquisition of a Skidsteer track loader with brush cutter. The appropriation may be spent for equipment costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING FROM THE SEWER USE FUND \$27,000 FOR PURCHASE, INSTALLATION AND PROGRAMMING OF TWO ADDITIONAL DISSOLVED OXYGEN METERS FOR THE OXIDATION DITCH; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate TWENTY-SEVEN THOUSAND DOLLARS (\$27,000) for the purchase, installation and programming of two additional dissolved oxygen meters for the oxidation ditch. The appropriation may be spent for equipment costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING FROM THE SEWER USE FUND \$65,000 FOR A COLD STORAGE BUILDING TO SUPPLEMENT THE CURRENT OPEN AIR STORAGE; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate SIXTY-FIVE THOUSAND DOLLARS (\$65,000) for a cold storage building to supplement the current open air storage. The appropriation may be spent for design, engineering and other consultants' fees, site work, construction and equipment costs, permit fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

TOWN OF SIMSBURY

RESOLUTION APPROPRIATING \$450,000 FOR DESIGN, ACQUISITION AND INSTALLATION OF A SCHOOL DISTRICT-OWNED NETWORK INFRASTRUCTURE TO REPLACE AGING EQUIPMENT; AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- (a) That the Town of Simsbury appropriate FOUR HUNDRED FIFTY THOUSAND DOLLARS (\$450,000) for design, acquisition and installation of a school district-owned network infrastructure to replace aging equipment. The appropriation may be spent for design, engineering and other consultants' fees, equipment costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Education may determine the particulars, and may reduce or modify the scope, of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed FOUR HUNDRED FIFTY THOUSAND DOLLARS (\$450,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed FOUR HUNDRED FIFTY THOUSAND DOLLARS (\$450,000). The notes shall be issued pursuant to Section 7-378 and 10-289a of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the



continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

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

## TOWN OF SIMSBURY

### RESOLUTION APPROPRIATING \$1,950,000 FOR RENOVATIONS AND IMPROVEMENTS TO HENRY JAMES MEMORIAL SCHOOL (PHASE II); AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

#### RESOLVED,

- (a) That the Town of Simsbury appropriate ONE MILLION NINE HUNDRED FIFTY THOUSAND DOLLARS (\$1,950,000) for renovations and improvements to Henry James Memorial School (Phase II), including: second floor hallway renovation; finishing first floor hallways and renovation of stairwells; hazardous materials testing and abatement; fire suppression improvements; replacement of elevator; gymnasium maintenance and HVAC design; plumbing improvements; and additional architectural design development and cost estimates for expanded scope of Phase III renovations. The appropriation may be spent for architectural services, testing, interior construction, equipment, furnishings, materials, site improvements, hazardous material matters, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Education may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed ONE MILLION NINE HUNDRED FIFTY THOUSAND DOLLARS (\$1,950,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed ONE MILLION NINE HUNDRED FIFTY THOUSAND DOLLARS (\$1,950,000). The notes shall be issued pursuant to Section 7-378 and 10-289a of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the

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

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

FURTHER RESOLVED,

- (a) that pursuant to the Charter, the resolution above shall be submitted to the voters in the manner provided by Section 406 thereof on June 7, 2016, between the hours of 6:00 A.M. and 8:00 P.M.
- (b) The resolution shall be placed upon the voting machines or paper ballots under the following heading:

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$1,950,000 FOR RENOVATIONS AND IMPROVEMENTS TO HENRY JAMES MEMORIAL SCHOOL (PHASE II); AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?”

Voters approving said resolution will vote “Yes” and those opposing said resolution shall vote “No”.

Electors and persons qualified to vote in town meetings who are not electors will vote at the following polling place:

Henry James Memorial Junior High School Gymnasium  
155 Firetown Road, Simsbury, Connecticut

Absentee ballots will be available from the Town Clerk’s office.

- (c) Notice of the referendum shall be given by the Town Clerk.

## TOWN OF SIMSBURY

### RESOLUTION APPROPRIATING \$950,000 FOR SCHOOL CLIMATE CONTROL IMPROVEMENTS (PHASE II); AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

#### RESOLVED,

- (a) That the Town of Simsbury appropriate NINE HUNDRED FIFTY THOUSAND DOLLARS (\$950,000) for school climate control improvements (Phase II), including installation of localized cooling improvements (primarily ductless split systems) in all 7 schools as well as completion of a larger spaces at Simsbury High School and Henry James Memorial School. The appropriation may be spent for engineering and other consultants' fees, equipment costs, design and construction costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- (b) That the Town issue bonds or notes in an amount not to exceed NINE HUNDRED FIFTY THOUSAND DOLLARS (\$950,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- (c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed NINE HUNDRED FIFTY THOUSAND DOLLARS (\$950,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.
- (d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.
- (e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such

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

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

**FURTHER RESOLVED,**

- (a) that pursuant to the Charter, the resolution above shall be submitted to the voters in the manner provided by Section 406 thereof on June 7, 2016, between the hours of 6:00 A.M. and 8:00 P.M.
- (b) The resolution shall be placed upon the voting machines or paper ballots under the following heading:

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$950,000 FOR  
SCHOOL CLIMATE CONTROL IMPROVEMENTS (PHASE II);  
AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT  
TO FINANCE SAID APPROPRIATION?”

Voters approving said resolution will vote “Yes” and those opposing said resolution shall vote “No”.

Electors and persons qualified to vote in town meetings who are not electors will vote at the following polling place:

Henry James Memorial Junior High School Gymnasium  
155 Firetown Road, Simsbury, Connecticut

Absentee ballots will be available from the Town Clerk’s office.

- (c) Notice of the referendum shall be given by the Town Clerk.

TOWN OF SIMSBURY

RESOLUTION RECOMMENDING APPROPRIATIONS FROM GENERAL FUND AVAILABLE CASH:

RESOLVED, That the Board of Selectmen recommends that the Town of Simsbury appropriate from General Fund available cash the following amounts for the purposes set forth below:

General Purpose Projects (CASH)			
CIP			
#			
(add)	Energy Efficiency Financing Buyout	\$	92,753
4	Park Improvements	\$	30,000
5	Athletic Field Improvements	\$	30,000
24	Window Replacement	\$	44,000
19a	Land Use Studies	\$	92,500
6	Greenway Improvements	\$	240,000
25	Dam Evaluations and Repairs	\$	145,000
2	Simsbury Farms Golf Course Imp	\$	125,000
19	Plan of Conservation & Dev	\$	130,000



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Circulation Assistant Full Time Job Description Revision

2. **Date of submission:**

May 26, 2016

3. **Date of Board Meeting:**

June 13, 2016

4. **Individual or Entity making the submission:**

Lisa Karim - Director, Simsbury Public Library

Email: lkarim@libraryconnection.info

Phone: 860-658-7663 ext.2103

5. **Action requested of the Board of Selectmen**

The Individual making the submission requests that the Board of Selectmen approve the revised Circulation Assistant Full Time Job Description.

6. **Summary of Submission**

The Circulation Assistant Full Time Job Description has been updated to reflect the current job functions and qualifications of the position. There are no material changes to the job functions, knowledge or skills required for the position. There is no change to the salary grade of the position.

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

None

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

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

Current (8/11/1997) and proposed Circulation Assistant Full Time Proposed Job Descriptions.

## **Town of Simsbury**

**TITLE:** Circulation Assistant (Full Time)

**GRADE:** T-3

**DEPARTMENT:** Library

**DATE:** August 11, 1997

### **POSITION DESCRIPTION:**

Under the general supervision and direction of the Head of Circulation or other department head, performs responsible varied duties at the Library's service desks, issuing and receiving library books and materials via the CONNECT system, and assisting patrons in the use of library services and facilities, and promoting the Library's collections and programs.

### **ESSENTIAL JOB FUNCTIONS:**

- Greets people as they enter the Library.
- Following established Library procedures:
- Processes interlibrary loan requests under the supervision of Reference Department.
- Distributes mail.
- Checks in newspapers and periodical and maintains collection.
- Enters materials on CONNECT database under the direction of Technical Services Department.
- Assists in keeping the Circulation Department in good order, may assist in opening and closing the Library and setting the security system.
- Assists in selecting popular materials for the Library.
- Assists in preparing displays on current materials and programs.
- Issues library cards.
- Collects fines.
- Checks materials in and out.
- Inspects returning materials and equipment for loss or damage.
- Processes overdue notices.
- Takes reserves.
- Answers and transfers telephone calls.
- Helps patrons use the Library's computer catalogs and other equipment.
- Offers general and directional assistance.
- Refers users to appropriate departments for in-depth professional help.
- Insures orderly flow of materials from circulation desk to shelves.
- Sorts and shelves books.
- May perform other tasks and duties as requested by the Supervisor.

### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**



- Ability to perform basic mathematical computations.
- Ability to work and interact effectively with staff, superiors and the general public in person and via the telephone.
- Ability to use a computer terminal to enter and retrieve information
- Ability to communicate effectively orally.

**REQUIRED PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS:**

- Ability to lift books and other materials, weighing up to twenty-five (25) pounds, from shelves ranging from 1' to 8' from the floor and return them to their proper place(s).
- Works in office setting subject to continuous interruptions and background noise.
- Includes exposure to video display terminal on a daily basis.
- Stands, sits and walks extended periods of time; bends and reaches to shelf books and other materials.
- Ability to move throughout the Library.
- Ability to work evenings and/or weekends.

**REQUIRED MINIMUM QUALIFICATIONS:**

The skills and knowledge generally acquired with a high school education. Requires excellent people skills in meeting and interacting with the public, in person and via the telephone. Knowledge of computer and typing skills.

**LICENSE OR CERTIFICATE:** Not applicable.

**NOTE:** The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.

## **Town of Simsbury**

**TITLE:** Circulation Assistant (Full Time)

**GRADE:** T-3

**DEPARTMENT:** Library

**DATE:** Proposed (5/25/16)

### **POSITION DESCRIPTION:**

Under the general direction of the Head of Circulation or Head of Borrower Services, the Full-time Circulation Assistant is responsible for providing excellent customer service and performing a wide variety of clerical tasks related to circulation of library material and access, support and services to patrons. Circulation Assistants are the frontline faces of the Library and often the first people to interact with library users, therefore must be pleasant, friendly and knowledgeable about the Library facility, policies and practices.

### **ESSENTIAL JOB FUNCTIONS:**

- Greets and acknowledges people as they enter the Library
- Offers general and directional assistance, in person and by phone. Directs patrons to other departments as appropriate.
- Assures the confidentiality of library use and library patron accounts
- Assists in keeping Circulation Department in good order
- Performs Circulation Desk and Library opening and closing procedures, including counting revenue at closing time
- Sorts, packs and processes interlibrary deliveries
- Encourages use of and assists patrons with self-checkout/check-in, but also checks material out and in if patrons do not take advantage of self-check option
- Monitors and performs basic troubleshooting of self-check issues, such as replacing receipt paper or instructing patrons to pay fines with their credit cards
- Inspects returning material and equipment for loss or damage and follows through accordingly
- Accepts and processes requests for items/holds
- Notifies patrons of waiting material in the absence of volunteers to do so
- Carries out overdue/damaged/lost material recall and notification procedures, collects and records fines
- Resolves Circulation Desk problems, such as Library customer service concerns with lost or overdue items, fines or registrations. Refers complex issues to the Head of Circulation or Head of Borrower Services.
- Assists with interlibrary loan transactions
- Issues library cards and provides new patrons with a brief overview of Library services and practices
- Performs basic database maintenance such as renewing and updating patron account information
- Facilitates resource sharing
- Insures the orderly flow of materials from the Circulation Desk to the shelves, including shelving material

- Assists with collection of statistics and data
- Assists with the development and maintenance of promotional and instructional materials
- Assists with displays
- Coordinates with Pages and volunteers, as necessary and as directed by the Head of Circulation
- Assists with periodic weeding of the collection
- Recommends items for purchase
- Processes patron and item notices
- Checks in newspapers and periodicals and maintains these collections
- Enters material into ILS under the direction of Technical Services Department
- Distributes mail
- Keeps informed of current consortium policies, procedures and practices
- Keeps informed of current Library policies, procedures and practices
- Performs other duties as assigned

#### **ADDITIONAL DUTIES**

- Attends trainings as necessary to perform job competencies
- Performs shelf reading and maintenance as time allows

#### **REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

- Positive and enthusiastic approach to customer service, in person and on the phone
- Ability to relate well and effectively communicate with Library users of all ages, in person and by phone
- Demonstrated attention to detail
- Demonstrated technology literacy and competency
- Ability to work and interact effectively with staff, administrators and volunteers, as well as work as part of a cohesive team
- Ability to perform basic mathematical computations and make change
- Ability to interpret and follow a variety of instructions in oral and written format
- Ability to alphabetize correctly and to understand numerical arrangements utilizing the Dewey Decimal System

#### **REQUIRED PHYSICAL AND MENTAL EFFORT AND ENVIRONMENTAL CONDITIONS:**

- Ability to lift books and other materials, weighing up to twenty-five (25) pounds, from shelves ranging from 6" to 8' from the floor and return them to their proper place(s)
- Ability to stand and walk for extended periods of time; move throughout the Library; bend, reach and crouch to shelve and retrieve materials; push and pull carts loaded with materials
- Ability to read fine print materials
- Ability to work in office and public settings subject to continuous interruptions and background noises

- Ability to be flexible and adapt in a fast paced, complex and changing environment
- Ability to work evenings and weekends

**REQUIRED MINIMUM QUALIFICATIONS:**

Skills and knowledge generally acquired with a high school education. Competency using PCs and mobile technology. Strong customer service skills essential.

**LICENSE OR CERTIFICATE:**

Not applicable.

**NOTE:**

The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility.