



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 REGULAR MEETING AND CHARTER REVISION COMMISSION SPECIAL MEETING

**Large Program Room – Simsbury Public Library – 725 Hopmeadow Street, Simsbury
July 11, 2016 – 6:00 p.m.**

PLEDGE OF ALLEGIANCE

PUBLIC AUDIENCE

PRESENTATIONS

- Capital Projects Update

FIRST SELECTMAN'S REPORT

SELECTMEN ACTION

- Approve Tax Refunds
- Authorize the First Selectman to execute a contract with Northeast Revaluation Group, LLC for the 2017 Revaluation Project subject to approval by Town Counsel
- Accept Donation in the amount of \$2,467.20 from Stop & Shop for the Feed-A-Friend Program
- Refer pursuant to CGS §8-24 Potential Sale of 23 Mountain Road to the Planning Commission
- Refer pursuant to CGS §8-24 Approval of Easements for 20 Hopmeadow Street to the Planning Commission
- Authorize Purchase of Streetlights
- Discussion and possible action on draft Final Report of the Charter Revision Commission

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

LHeavner@simsbury-ct.gov
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

OTHER BUSINESS

APPOINTMENTS AND RESIGNATIONS

- a) Acknowledge the resignation of Mona Herman (D) as a regular member of the Aging & Disability Commission effective June 29, 2016
- b) Acknowledge the resignation of Anita Mielert (D) as a regular member of the Charter Revision Commission effective July 4, 2016
- c) Appoint Mary E. Vincent of Vincent Funeral Home, 880 Hopmeadow Street as a Sub-Registrar of Vital Statistics effective July 11, 2016 through the term of the current Town Clerk

REVIEW OF MINUTES

- a) Special Meeting of June 27, 2016
- b) Regular Meeting of June 27, 2016

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

- 1. Personnel
- 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

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tax Refunds
2. **Date of submission:** July 06, 2016
3. **Date of Board Meeting:** July 11, 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 \$ 3,540.87

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 2013					
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2013		\$0.00	\$0.00	\$0.00	\$0.00
List 2014					
Beaudoin Marilyn B	14-03-51110	\$14.78	\$0.47		\$15.25
Glissman David R	14-03-56705	\$129.18	\$4.14		\$133.32
Glissman Irene W	14-03-56709	\$265.03	\$8.49		\$273.52
Neal Hunter S	14-03-63105	\$34.89	\$1.12		\$36.01
Mercer-Schwitzer Ashley	14-03-66519	\$17.04	\$0.54		\$17.58
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2014		\$460.92	\$14.76	\$0.00	\$475.68
List 2015					
Cooke Helen P II	15-01-1631	\$2,880.23			\$2,880.23
Barrett Builders LLC	15-03-50976	\$9.25			\$9.25
Choiniere Michael	15-01-3281	\$101.87			\$101.87
Eddy Robert E	15-03-55167	\$40.54	\$1.13		\$41.67
Vanloon Elizabeth C	15-03-69063	\$48.06	\$1.33		\$49.39
					\$0.00
					\$0.00
					\$0.00
Total 2015		\$3,079.95	\$2.46	\$0.00	\$3,082.41
TOTAL 2013		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2014		\$460.92	\$14.76	\$0.00	\$475.68
TOTAL 2015		\$3,079.95	\$2.46	\$0.00	\$3,082.41
TOTAL ALL YEARS		\$3,540.87	\$17.22	\$0.00	\$3,558.09



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** 2017 Revaluation consulting contract

2. **Date of submission:** July 5, 2016

3. **Date of Board Meeting:** July 11, 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):**
David Gardner, Assessor

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.):**
Authorize the first selectman to enter into a contract with Northeast Revaluation Group, LLC for the 2017 revaluation project in accordance with the revaluation specifications (Option 1A) and their proposal, subject to approval of the contract by town counsel, as recommended.

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.):**
 - i) Execute contract by about July 26, 2016 for work to begin by about August 15, 2016.
 - ii) Lisa L. Heavner, First Selectman, Robert M. DeCrescenzo, Town Counsel, Richard Nagle, Northeast Revaluation Group, LLC, and David Gardner, Assessor
 - iii) The amount of the contract is \$176,400, partial invoices submitted monthly; litigation support in excess of five days, \$750 per day. As a point of reference, the contract for the 2007 revaluation, which was the low bid, was \$187,000.
 - iv) The appraisal and consulting agreement has been submitted to town counsel for his review.

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

The Board of Selectmen had requested \$270,000 of which so far the Board of Finance has appropriated \$235,000. It appears that the appropriations made to date will be sufficient for expected costs. The amount of this contract is \$176,400.

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

Memo from the assessor to the first selectman recommending Northeast Revaluation Group, LLC, including a summary of bids received.



Assessor Town of Simsbury

933 HOPMEADOW STREET P.O. BOX 495
SIMSBURY, CONNECTICUT 06070

July 5, 2016

To: Lisa L. Heavner, First Selectmen
cc: Sean Kimball, Director of Finance/Treasurer
Thomas F. Cooke, Director of Administrative Services
From: David M. Gardner, Assessor

The revaluation bids were received on June 1, 2016.

The scope of the project is the complete revaluation of all taxable and tax-exempt real estate as of October 1, 2017. There will be some data collection – measuring and interior inspection – as part of this project for the update for outstanding building permits, verification of sold properties, or other circumstances in which the provision service in a workmanlike manner would require it, but not a general inspection program as in the 2012 revaluation.

The difference between Options 1 and 1A is just that the sending, receiving back and processing property questionnaires – data mailers - is provided in Option 1 and omitted from Option 1A. The use of data mailers is considered to be equivalent to inspection and inspections are required to be made once in ten years. There was a general data collection effort in the 2012 revaluation, and does not need to be repeated. Some data mailers may yet be sent – up to half of the residential properties – but if so, would be an additional service if a proposal under Option 1A is accepted.

There also was request for bids on the appraisal of selected commercial/industrial properties. I recommend that none be awarded. When appraisal services are needed for the defense of tax appeals, they can be procured as needed.

The proposal that I am recommending is not the low bid, although that company also has a good reputation, but the recommended proposal is responsive without any exceptions. My recommendation also considers the known Connecticut work load for each of these two companies, respectively for 2017.

After reviewing the proposals, talking to recent clients, and asking questions especially of the two companies with the lowest bids, I have decided to recommend that the Town accept the bid of Northeast Revaluation Group, LLC's bid on Option 1A, in the amount of \$176,400. For comparison, the revaluation contract with PBS Systems was \$187,000 ten years ago, and was low bid then.

A summary of the bids received is attached. I expect to be available for the July 11, 206 Board of Selectmen's meeting.

Telephone (860) 658-3251
Facsimile (860) 658-3285

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	OPTION ONE	OPTION ONE A	Adjustment to Project Budget for Estimated Two Years' eQuality Support, and 1 Year Web Hosting ('c)	Adjusted Cost Option One	Adjusted Cost Option One A	OPTION 2
E-QUALITY (a)	\$249,000	\$222,000	\$0	\$249,000	\$222,000	\$20,000
JOHN RYAN	\$275,000	\$485,000	\$7,500	\$282,500	\$492,500	\$80,000
MUNICIPAL VALUATION (b)	\$141,000	\$131,000	\$7,500	\$148,500	\$138,500	\$60,000
TYLER TECHNOLOGIES	\$214,200	\$194,700	\$7,500	\$221,700	\$202,200	
PBS SYSTEMS	\$209,000	\$197,000	\$7,500	\$216,500	\$204,500	\$45,000
NORTHEAST REVALUATION GROUP LLC	\$198,200	\$176,400	\$7,500	\$205,700	\$183,900	*
* Some additional review included in 1 and 1A						
(a) Option 2 bid was not made as a stand-alone bid						
(b) Minor exception re: pre-review, and no return postage for data mailers - email and fax proposed						
(c) Plus \$2,500 web hosting already in annual budget						



Town of Simsbury

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SIMSBURY, CONNECTICUT 06070

Social Services Department

BOARD OF SELECTMAN MEETING AGENDA SUBMISSION

1. **Title of Submission:** Stop & Shop Feed A Friend Donation
2. **Date of Submission:** July 6, 2016
3. **Date of Board Meeting:** July 11, 2016
4. **Entity making Submission:** Social Services Department
5. **Action Requested:** Acceptance of financial donation in the amount of \$2,467.20 from Stop & Shop, Feed-A-Friend Program.
6. **Summary of Submission:** Stop & Shop supports a Feed-A-Friend Program by soliciting customer donations. These funds support our Cheese Day Program and our Food Closet.
7. **Financial Impact:** Donation of \$2,467.20 to Social Services to assist with food programs for needy residents.



Town of Simsbury

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SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Potential Sale of 23 Mountain Road Property – 8-24 Referral to Planning Commission

2. **Date of submission:** July 6, 2016

3. **Date of Board Meeting:** July 11, 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

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:

Refer the proposed sale of 23 Mountain Road in Tariffville to the Planning Commission for a report pursuant to CGS §8-24.

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 Town of Simsbury became the owner of property located at 23 Mountain Road, Simsbury, 06070 as a result of a tax foreclosure on the property in 2015 (See, Certificate of Foreclosure submitted herewith). Town Staff, including the Tax Collector, the Assessor and the Director of Administrative Services, recommend sale of the property. An 8-24 referral to the Planning Commission is the first step in this process. Once the town is prepared to proceed with sale, the town will retain the services of a real estate agent.

The house on the property is in disrepair. The total appraised value of the house and lot is \$101,445 with the lot comprising the bulk of the value at \$73,332.

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

Positive upon sale of the property.

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:

Assessor's card

GIS printout

Certificate of Foreclosure

UNIQUE ID: 31355600

Card No: 1 of 1

LOCATION:		23 MOUNTAIN ROAD			Map/Block/Lot: K04 127 014			Date Printed Jul/01/2016			
911 ADDRESS:					Zoning R-15		Neighborhood 12		Last Update 07/01/2016		
OWNER OF RECORD											
TOWN OF SIMSBURY TAX DEPARTMENT					VOLUME / PAGE 0885 0073		DATE Mar/27/2015		SALES TYPE Forclosure	VALID NO	SELLING PRICE 0
PO BOX 495 SIMSBURY CT 06070											
PRIOR OWNER HISTORY											
MERCY ARNOLD R					0270 1142		Nov/15/1983		NO	0	
THIS DOCUMENT WAS PREPARED FOR ASSESSMENT PURPOSES ONLY											
Revaluation Date: 10/01/2012											
PERMIT NUMBER	DATE	COST	NEW HSE	STATUS	% COMP	CO ISSUED	DATE OF CERT		REASON FOR CHANGE		
STATE ITEM CODES											
Census 466400		Code	Quantity	Value		Code	Quantity	Value			
Dev Map		11	0.22	51,330		Farm	0.00	0			
Dev Lot		13	1.00	19,680		Swamp	0.00	0			
						Woodland		0			
						Farm Forest	0.00	0			
						Open Space		0			
ACRES											
Land Type	Acres	490	Rate	Adj	Influence	Total Value		INFLUENCE FACTORS			
HouseLot	0.22	0.00	75,600	0.97	0	73,332		Land Type	Influence	Reason	Comment
Total	0.22					73,332					
ASSESSMENT HISTORY (PRIOR YEARS AS OF OCT 1)											
	Current	2015	2014			APPRAISED VALUE		LAND SUMMARY			
	51,330	51,330	51,330			Total Land Value 73,332		Land Value	73,332		
Land	19,680	19,680	19,680			Total Building Value 28,113		Land Excluding 490	0		
Building	0	0	0			Total Outbuilding Value 0		490 Land	0		
Outbuilding	71,010	71,010	71,010			Total Market Value 101,445		Final Land Value	73,332		
Total											
COMMENTS											
Mar/08/2012	cellar is not usable space; only heat is kerosene burner in LR; PROPANE TANK;										
Sep/30/2007	IN 2002, CODED IN ERROR AS EXCELLENT COND., CORRECTED 7/18/06										
Sep/30/2007	HOUSE IS UNHTD-SPACE HEATERS ONLY; HOUSE F/P CONDITION ON REVIEW										

Town of Simsbury

Geographic Information System (GIS)



Date Printed: 7/7/2016



MAP DISCLAIMER - NOTICE OF LIABILITY

This map is for assessment purposes only. It is not for legal description or conveyances. All information is subject to verification by any user. The Town of Simsbury and its mapping contractors assume no legal responsibility for the information contained herein.

Approximate Scale: 1 inch = 100 feet





Doc ID: 001787660003 Type: LAN

BK 885 PG 73-75

Updike, Kelly & Spellacy, P.C.
100 Pearl Street • P.O. Box 231277 • Hartford, Connecticut 06123-1277 • Tel. (860) 548-2600 • Fax (860) 548-2680 • Juris No. 65040

After Recording Return to
Robert M. DeCrescenzo, Esq.
Updike, Kelly & Spellacy, P.C.
P.O. Box 231277/100 Pearl St.
Hartford, CT 06123-1277

DOCKET NO. HHD-CV-06-5004977-S

TOWN OF SIMSBURY : SUPERIOR COURT
V. : JUDICIAL DISTRICT OF HARTFORD
ARNOLD R. MERCEY, ET AL. : MARCH 23, 2015

CERTIFICATE OF FORECLOSURE

TO ALL WHOM IT MAY CONCERN:

This certifies that tax liens for unpaid taxes due to the Town of Simsbury upon property standing upon the land records in the Town of Simsbury, in the name of Arnold R. Mercey and described as follows: 23 Mountain Road, Simsbury, Connecticut, as more particularly described in the attached **Exhibit A** were foreclosed upon petition of said Town of Simsbury, filed in the Superior Court for the Judicial District of Hartford, under the provision of Connecticut General Statutes § 12-183 on the 5th day of January 2015, no person having a right, title or interest in said property having redeemed the same and that title to said property has become absolute in said Town of Simsbury.

100 Pearl Street • P.O. Box 231277 • Hartford, Connecticut 06123-1277 • Tel. (860) 548-2600 • Fax (860) 548-2680 • Juris No. 65040
Updike, Kelly & Spellacy, P.C.

Dated at Hartford, Connecticut this 27 day of March, 2015.

PLAINTIFF,
TOWN OF SIMSBURY

By: Colleen O'Connor
Colleen O'Connor
Tax Collector
Town of Simsbury

100 Pearl Street • P.O. Box 231277 • Hartford, Connecticut 06123-1277 • Tel. (860) 548-2600 • Fax (860) 548-2680 • Juris No. 65040
Updike, Kelly & Spellacy, P.C.

EXHIBIT A

A certain piece or parcel of land known as 23 Mountain Road and containing one-fourth (1/4) of an acre, more or less, situated in the Town of Simsbury, County of Hartford and State of Connecticut and being more particularly bounded and described as follows:

- Northerly - by land now or formerly of Michael Wall;
- Easterly - by the highway, known as Mountain Road;
- Southerly - by land now or formerly of J. Murray, et al; and
- Westerly - by land now or formerly of J. Murray.

Together with all rights of way in and to the spring on the land now or formerly of J. Murray and all rights to take and use water from said spring.

Received for Record at Simsbury, CT
On 03/27/2015 At 11:34:21 am

Carolyn A. Kelly
Carolyn A. Kelly, Town Clerk



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Simsbury Developers, LLC Request for §8-24 Referral
2. **Date of submission:** July 6, 2016
3. **Date of Board Meeting:** July 11, 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

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:

Refer to the Planning Commission , pursuant to C.G.S. §8-24, the request of Simsbury Developers, LLC, owner of 20 Hopmeadow Street, for approval of easements from the Department of Transportation (“DOT”) and the Department of Energy and Environmental Protection (“DEEP”) to facilitate sewer service for the development of 20 Hopmeadow Street.

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.):**

As set forth in the attached letter from Alter & Pearson, LLC, counsel for Simsbury Developers, LLC, the developers are seeking easements from DOT and DEEP to permit installation of a sewer line to run east from 20 Hopmeadow Street through DOT and DEEP-owned property to connect with an existing Town of Simsbury sewer line. This approach, which was recommended by and is supported by the WPCA, is the best

alternative to a connection via the Town of Avon sewer lines which would, as indicated, necessitate an amendment to the inter-municipal sewer agreement between Simsbury and Avon.

Simsbury Developers, LLC are seeking to bring the matter before the Planning Commission at its July 26, 2016 meeting. Once the easements have been approved by DOT and DEEP, the proposal would return to the Board of Selectmen for final approval and recording on the land records.

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

This approach avoids the potential costs associated with a renegotiation of the inter-municipal sewer agreement.

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:

Letter dated July 7, 2016 from Alter & Pearson, LLC with attachments.

Robin Messier Pearson
rpearson@alterpearson.com

701 Hebron Avenue
P.O. Box 1530
Glastonbury, CT 06033

860.652.4020 TELEPHONE
860.652.4022 FACSIMILE

July 7, 2016

Ms. Lisa L. Heavner, First Selectman
Simsbury Town Hall
933 Hopmeadow Street
Simsbury, CT 06070

RE: Acceptance of Sewer Easements From DOT And DEEP for Hopmeadow Street Service

Dear First Selectman Heavner:

This office represents Simsbury Developers, LLC, owner of 20 Hopmeadow Street currently under construction for a 181 unit apartment complex with club house and pool. The development was approved pursuant to a PAD Master Development Plan controlling it and the future development of two adjacent parcels identified as Lots 1A and 1B on recorded subdivision plan #1422, a copy of which is attached.

Sewer service for the three lots is proposed via a sewer line to run east from 20 Hopmeadow Street, under the Department of Transportation's ("DOT") bike trail on its adjacent property, continuing east through property owned by the Department of Energy and Environmental Protection ("DEEP") where it will connect to an existing Town of Simsbury sewer line. This letter is provided to begin the process of Simsbury's review and acceptance of the grant of easements to allow the connection. Copies of the plans prepared for the DOT and DEEP easements, are also attached.

We are in the process of securing the requisite easements from both DOT and DEEP in order to make this connection. Both agencies have indicated they are willing to grant the easements. To that end, the attached plans have been provided to each agency and easement and title documents are being prepared. The proposed connection is supported by the Simsbury WPCA which recommended this route rather than a connection via the Town of Avon sewer lines, which would necessitate, among other things, an amendment to the inter-municipal sewer agreement between the two Towns. The Simsbury WPCA is copied on this transmittal.

On behalf of our client, we request that the Board of Selectmen find this proposal to accept the easements on behalf of the Town to be a positive one and begin the process necessary to allow the desired connection. The connection will support current and future development pursuant to the approved Master Plan, eliminate the need to amend the inter-municipal sewer agreement with all the

ALTER
PEARSON, LLC

ATTORNEYS AT LAW

L. Heavner
7/7/2016
Page 2

potential for lost time and revenue attendant to doing so, and expedite the resolution of a sewer service connection issue currently slowing the construction of the residential development at 20 Hopmeadow Street.

We request that this letter be received for consideration at the meeting of the Board on July 11, 2016 and forwarded to the Simsbury Planning Commission for an C.G.S. §8-24 review at its meeting on July 26, 2016. Both DOT and DEEP will request evidence of these favorable reviews to finalize the grant of their easements.

Once the easement documents have been approved by DOT and DEEP, they will need to come back to the Board of Selectman for a vote of acceptance and recording on the land records.

Very truly yours,

ALTER & PEARSON, LLC

PP *Robin Pearson*

Robin Messier Pearson, Member

Enclosures.

c. E. Pechthold
A. Piazza
R. Decrescenzo
T.J. Donohue



Town of Simsbury

66 Town Forest Road, P.O. Box 495, Simsbury, Connecticut 06070
~ Thomas J. Roy, P.E. – Director of Public Works ~

BOARD OF SELECTMEN MEETING **AGENDA SUBMISSION FORM**

1. **Title of submission:** Town Purchase of Street Lights
2. **Date of submission:** July 7, 2016
3. **Date of Board Meeting:** July 11, 2016
4. **Individual or Entity making the submission:**
Thomas J. Roy, P.E. – Director of Public Works
5. **Action requested of the Board of Selectmen:**
 - A) Authorize the First Selectmen to execute the necessary agreements with Eversource to purchase the street lights and poles with a value of \$560,731.
 - B) Authorize the First Selectmen to enter into an agreement with ESCO Energy for the re-lamping and maintenance services of street lights with a maximum value of \$304,269 (based on the Capital budget of \$865,000)

*All agreements will be reviewed by Town Counsel.

6. **Summary of Submission:**

For a number of years the Public Works Department has been looking to purchase and maintain the street lights in Simsbury. This will allow better customer service and greatly reduce our energy costs. With recent changes in State regulations and Eversource procedures and the procurement of qualified vendors through CCM, we now have the opportunity to purchase our street light inventory and re-lamp the lights with energy efficient LED lighting. We have completed the preliminary work associated with inventory of and valuation of our existing street lights and we are now prepared to make the purchase from Eversource and begin the re-lamping process. Please see attached memo for more information.

7. **Financial Impact:**

Please see attached memo for a detailed cost analysis of the project.

8. **Description of documents included with submission:**

- July 7, 2016 Memo



Town of Simsbury

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

~ Department of Public Works ~

Memorandum: Town Purchase of Street Lights

To: Board of Selectmen
CC: Tom Cooke, Jeff Shea, Sean Kimball
From: Thomas J. Roy, Director of Public Works *TJR*
Date: July 7, 2016

As we are now preparing to purchase the street lighting in Simsbury, I have outlined the final process that we will need to follow and provided a detailed cost analysis related to the Town's ownership of these assets.

Program Overview:

The Town has been working with ESCO Energy Services Company¹ to conduct a detailed inventory of all of the public street lights in Simsbury currently owned by Eversource. The purchase price for the 651 lights and 127 poles in Simsbury is \$560,731. This value is based on a Federal Energy Regulatory Commission (FERC) formula that considers the initial cost and depreciation.

We are ready to move forward with the purchase of these lights and immediately begin re-lamping these lights with LED lights. The new LED lights will be highly energy efficient and will be selected using best industry practices and take into account recent American Medical Association (AMA) guidelines for the selection of LED street lighting². We may also include additional features in these new lights, including: wi-fi connectivity, dimming and replacement notification (lights would have the ability to be monitored and will self-report outages). These additions will have an impact on the overall project cost and would increase our annual maintenance costs.

Process:

Assuming we are to move forward with this project, the Town will need to execute a letter of intent with Eversource for the purchase of our street lights (\$560,731), and enter into an agreement with ESCO for the re-lamping and inventory work (239,901).

With the agreements executed the re-lamping work would take three to four months to complete. All work and maintenance would be contracted through ESCO who would use Turri-Masterson Electric as a sub-contractor. Turri-Masterson was part of the CCM procurement process and has a long track record with this type of maintenance work for other municipalities in Connecticut.

In order to account for the future replacement of the LED lighting fixtures (entire fixture is replaced at the end of its useful life as there are no bulbs to replace), the Town may want to

develop a fund to account for the future replacement cost for the LED lights at roughly \$15,000 per year. With a life expectancy of the new fixtures being 18 to 20 years, this will allow for the future replacement costs to be fully funded.

Cost Analysis:

Street Lights Only (base project)	Iron Horse & Library Parking Lots	Dimable - Self Reporting Lights	Wi-Fi (Town Center)	
\$ 560,731		\$ 106,250	\$ 100,000	Purchase Price
\$ 239,901	\$ 46,962.00			Re-Lamping
\$ (62,975)	\$ (11,852)			Eversource Rebate
\$ 737,657	\$ 772,767	\$ 879,017	\$ 979,017	Total Purchase (including base project)
\$ 109,734	\$ 5,642			Electricity Savings
\$ (8,500)	\$ (350)	\$ (8,000)	\$ (15,000)	Maintenance
\$ 101,234	\$ 106,526	\$ 98,526	\$ 83,526	Annual Savings
7.29	7.25	8.92	11.72	ROI - Years

*Town could sell advertising on a home page for wi-fi service to offset the annual maintenance and data costs

Benefits of this Program:

Implementing this program has a number of benefits, including a significant reduction in operating cost for our street lights with an estimated savings of over a \$100,000 per year³. We would have direct control over the maintenance of our street lights allowing the Town to be more responsive to resident calls regarding street light outages. Finally, in converting our street lights to LED technology, we will be saving approximately 209,915 kWh per year in electricity. This is comparable to the energy used by 30 residential homes and will reduce the Town's carbon emissions by roughly 500,000 pounds per year.

I look forward to discussing this program in more detail and being able to answer any questions you may have

Notes:

1 ESCO Energy Services was selected via a RFP process conducted by the Connecticut Conference of Municipalities

2 The American Medical Association has recently issued a policy statement and guidelines on how communities can select LED street lighting that will not cause negative health impacts.

3 Cost savings are based on anticipated costs and current utility pricing. Savings do not account for the future replacement costs of approximately \$15,000 per year.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Two Resignations & Appointment of Sub-Registrar of Vital Statistics
2. **Date of submission:** 07/05/2016
3. **Date of Board Meeting:** 07/11/2016

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

Mona Herman
Anita L. Mielert
Ericka L. Butler, Town Clerk

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

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

1. Accepts the resignation of Mona Herman of 45 Fox Den Road, West Simsbury, as a member of the Aging & Disability Commission
2. Accepts the resignation of Anita L. Mielert of 32 Sea Lane-1, Old Saybrook (formerly of Simsbury), as a member of the Charter Revision Commission
3. Appoint Mary E. Vincent of Vincent Funeral Home, 880 Hopmeadow St., Simsbury, as Sub-Registrar of Vital Statistics for the term of July 11th, 2016-Term of Current Town Clerk

6. **Summary of Submission**

1. Resignation: Mona Herman
Board: Aging & Disability Commission
Party: D
Effective: June 29th, 2016
Full Term of Office: 01/01/2016 to 01/01/2020
2. Resignation: Anita L. Mielert
Board: Charter Revision Commission
Party: D

Effective: July 4th, 2016
Full Term of Office: Current – 8/31/2016

7. Financial Impact

NONE

8. Description of documents included with submission

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

Copy of Letter of Resignation from Mona Herman
Copy of Letter of Resignation from Anita Mielert

COPY

Butler Ericka

From: Anita Mielert <wolfried@sbcglobal.net>
Sent: Monday, July 04, 2016 3:33 PM
To: Butler Ericka
Cc: Cooke Thomas; Hadley Rose
Subject: resignation



Ericka Butler
Town Clerk
Town of Simsbury

Dear Ms. Butler,

Please accept my resignation from the Charter Revision Commission, effective immediately.

I had hoped that the Commission was done with its work and this resignation would not have been necessary, but it continues. My husband and I have sold our home at 57 East Weatogue Street, on May 20, and until we close a sale on another property in Simsbury, we are in residence at our beach house in Old Saybrook, CT. So for the time being, I am not officially a Simsbury elector.

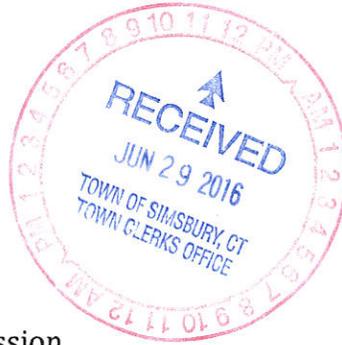
Sincerely,

Anita L. Mielert
P.O. Box 428
Simsbury, CT 06070

Residence:
32 Sea Lane - 1
Old Saybrook, CT 06475

June 27, 2016

Ms. Amy Salls
36 Elm Street
Tariffville, Ct. 06081



ATTORNEY AT LAW CWLS
P.O. BOX 6
WEST SIMSBURY, CT 06092
PHONE (860) 651-3704
FAX (860) 408-0986
E-MAIL rebesq@rebesqlaw.com

Re: Aging and Disability Commission

Dear Amy:

I am writing to let you know that I will be leaving Connecticut permanently on or about July 13, 2016. I must, therefore, regretfully, resign my position on the Simsbury Commission on Aging and Disability.

I have truly loved my participation on this valuable community service. Chairperson Ed Lamontagne is a wonderful and dedicated leader. The people I met who serve on this Commission are some of the finest, kindest, most dedicated, intelligent, and steadfast individuals I have ever had the privilege of knowing. Our national and state public servants could learn much from the volunteers on Simsbury's Commission on Aging and Disability.

Thank you for giving me the opportunity to serve and learn on this Commission.

With best regards,

A handwritten signature in cursive script that reads "Mona Herman".

Mona Herman

Cc: Simsbury Town Clerk
Edward LaMontagne

CALL TO ORDER

The meeting was called to order at 5:30 pm. All Board of Selectmen members were present except for Mr. Kelly. Mr. Paine joined the meeting at 5:35 pm.

Ms. Heavner asked for a motion to adjourn to executive session of the purpose of discussing the case of Gladney vs. Simsbury with Chief Peter Ingvertsen, Captain Nick Boulter, Director of Administrative Services Thomas Cooke and legal counsel Alexandria Voccio in attendance. **The motion was made by Mr. Askham and seconded by Ms. Lang. The Board of Selectmen moved into Executive Session.**

EXECUTIVE SESSION

- a) **Executive Session pursuant to 1-200(6)(B), pending litigation - Gladney vs. Simsbury, USDC Case No. 3:13-cv-00646 (MPS)**

ADJOURN

Ms. Lang made a motion to adjourn the meeting. Mr. Paine seconded the motion and the motion passed. The meeting was adjourned at 5:55 pm.

Respectfully submitted,
Thomas Cooke

CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 6:04 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Lisa Heavner; Board members Sean Askham, Michael Paine, Elaine Lang and Cheryl Cook. Absent was Christopher Kelly. Others in attendance included: Thomas Cooke, Director of Administrative Services; Attorney Robert DeCrescenzo, Jeff Shea, Town Engineer; Chief Ingvertsen and other interested parties.

Ms. Lang made a motion to amend the agenda to place item a) Action on Gladney vs. Simsbury, USDC Case No. 3:13-cv-00646 (MPS) under Selectmen Action to before public audience, so the Town Attorney can file with the Court. Ms. Cook seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to amend the agenda, after item f), to accept a donation from the Farmington Valley Trails Council. Mr. Paine seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to amend the agenda to add item b) under Appointments and Resignations to appoint Sub-Registrars. Ms. Lang seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to approve the settlement agreement for \$55,000.00 for Gladney vs. Simsbury, USDC Case No. 3:13-cv-00646 (MPS). Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to recommend to the Board of Finance for a supplemental appropriation of \$27,500 for fiscal year 2017 for the Gladney vs. Simsbury settlement. Mr. Askham seconded the motion. All were in favor and the motion passed.

PUBLIC AUDIENCE

Bob Crowther gave the Board a Charter Revision Commission comparison of Chief Executive Office alternatives. He said they didn't discuss the First Selectman position as they were focused on Town Manager or Hybrid (CAO) positions instead.

Robert Kalechman, 971 Hopmeadow Street talked about the purchase of a golf cart for the Performing Arts Center, the Charter Revision, economic development, corruption political offices, the marijuana factory, and other issues.

Ms. Coe, 26 Whitcomb Drive spoke about the Charter, allowing alcohol at concerts, a sign on Iron Horse Boulevard, the electric charging station, and other issues.

Dr. Rinaldi spoke about the form of government and being able to elect Board of Education members with expiration dates for terms of service.

FIRST SELECTMAN’S REPORT

Ms. Heavner said it has been a great month in the news for Simsbury. We have received accolades for being ranked among the 15th *Safest Place to Live* in Connecticut; among the 13th Connecticut school districts recognized as a 2016 Best Communities for Music Education by the NAMM Foundation; and Niche.com rated Simsbury among the top *Best Places* in Connecticut to raise a family.

Ms. Heavner said tax bills will be mailed on June 28th and are due July 1, 2016. The last day to pay taxes is August 1, 2016.

Ms. Heavner told everyone to check their car tax bills due to all of the DMV changes and issues lately. If someone has received a tax bill from Simsbury and have never lived in Simsbury, please contact the Simsbury Assessor’s Office at 860-658-3251.

Ms. Heavner reminded everyone to sign-up for emergency alerts for Town news and announcements; Simsbury Community alerts; and the Connecticut Emergency Alert System.

Ms. Heavner said the Town road paving schedule is now available on <http://www.simsbury-ct.gov/sites/simsburyct/files/uploads/pavingschedule2016.pdf>.

Ms. Heavner said construction will begin on June 27th on the new Ice Rink Warming Room at Simsbury Farms. Everyone’s cooperation and patience during this time will be appreciated.

Ms. Heavner said the Town Hall will have an Electric Vehicle Charging Station up and running this week. At this point, there is no charge to the residents for this station.

Ms. Heavner sent best wishes to the retiring Carolyn Keily. She was a great Town Clerk for 32 years and she will be missed.

Ms. Heavner also wished Stephanie Riefe all the best as she moves on to a new job at Westminster School. She too will be missed.

Ms. Heavner welcomed Sarah Loudenslager who joined the Simsbury Public Library as Business Resource Center Coordinator. She may be reached at (860) 658-7663 ext. 2107 or at sarahl@simsburylibrary.info.

Ms. Heavner reminded everyone that there will be five Friday concerts at the Simsbury Meadows Performing Arts Center beginning July 1, 2016.

Ms. Heavner said Hope Family Dentistry is re-opening on Plank Hill; Peachwave has new owners and will hold a ribbon cutting ceremony on July 1st and, there is a new restaurant – Thai Ocha Restaurant on Hopmeadow Street. She also congratulated Nicole Veno on opening her law offices with a ribbon cutting ceremony scheduled for July 12th. Ms. Heavner said Jason Ross and his wife are the new owners of the Gymnastics Training Center in Simsmore Square. She said Pastels Catering has moved at 542 Hopmeadow Street in Simsmore Square.

Ms. Heavner said the Town Planning Boards have approved 88 residential units on Hoskins Road, but there is no activity there at this time.

SELECTMEN ACTION

b) Approve Sean Kimball as Director of Finance

Ms. Heavner said Mr. Kimball has been employed by the Town since January 2011 and most recently his regular position was that of Deputy Director of Administrative Services. Mr. Kimball supported the Finance Director with preparing the budget and coordinating legal notices for publication and distribution online and in the newspaper. He also assisted in financial analysis. Mr. Kimball has twice served as interim Director of Finance/Treasurer where he was critical to the successful conclusion of those budget seasons.

Mr. Askham made a motion to approve the appointment of Sean Kimball to the position of Finance Director/Treasurer effectively immediately. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Kimball thanked everyone for their support and said he has enjoyed working with everyone. He is excited to take the position and looking forward to the next budget challenges.

c) Approve Tax Refunds

Mr. Paine made a motion to approve tax refunds in the amount of \$245.51 as requested and approved by the Tax Collector. Ms. Cook seconded the motion. All were in favor and the motion passed.

d) Refer pursuant to CGS §8-24 Solar Panels at Community Farm to the Planning Commission

Ms. Heavner said the Community Farm of Simsbury has been offered a gift of a 240kWh Solar Array that would be placed on Town owned property. These panels would reduce the operational costs of the Farm and serve as an educational tool to visitors of the Farm.

Pursuant to CGS 8-24; the Board of Selectmen needs to forward a request to the Planning Commission for review prior to action. No work will be done before the necessary approvals are met.

Mr. Paine made a motion to refer the solar panels request for Community Farm to the Planning Commission pursuant to CGS § 8-24. Ms. Lang seconded the motion. All were in favor and the motion passed.

e) Review and Possible Approval of Master Concept Plan for development of the One Old Bridge Road Property

Ms. Heavner said the Board already accepted the recommendation of the Open Space Committee regarding the future use of One Old Bridge Road on August 10, 2015. The Open Space Committee, staff, and Old Drake Hill Flower Bridge have worked together to develop a concept plan for future improvements to this property. Ms. Heavner said funding for \$300,000 was included as part of the FY 2016/17 capital improvement budget and the cost for demolition of the existing structure will be offset by grant funding if approved for the project.

Mr. Shea gave the Board documents and a map showing the enhancements of the property. He spoke about the plan coming together in different phases also.

Mr. Askham made a motion to approve the Master Concept Plan for the development of the One Old Bridge Road Property. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to amend the agenda to discuss the Economic Development report at this time. Mr. Paine seconded the motion. All were in favor and the motion passed.

Kris Barnett, Vice Chairperson of the Economic Development Commission, gave the Board a packet explaining their mission statement, annual reports and powers and duties. She feels they are an effective Board, but they do need leadership from the Board of Selectmen.

There was some discussion on their direction and goals. Ms. Barnett feels it is very hard to meet once a month at 7:30 a.m., when there are people who need to get to work. She also feels they need more collaboration with other Land Use Boards.

The Board also feels there needs to be more discussion about this Commission.

f) Approve Request from Simsbury Performing Arts Center for the Town of Simsbury to co-sponsor the July 1st and September 9th fireworks display and execute contract with American Thunder Fireworks

Ms. Heavner said the Simsbury Performing Arts Center, Inc. requested the Culture, Parks and Recreation Department to contract with American Thunder Fireworks to put on the fireworks displays on July 1st and September 9th. The Performing Arts Center, Inc. will reimburse the Town for the cost of the fireworks as they did last year.

Ms. Cook made a motion to approve the request from the Performing Arts Center to co-sponsor the July 1st and September 9th fireworks displays and execute a contract with American Thunder Fireworks. Ms. Lang seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to accept a donation of \$1,500 from the Farmington Valley Trails Council toward the repair of a section of stockade fence on the Farmington Valley Greenway. Mr. Askham seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to amend the agenda to discuss the Senior Community Center Project, under Other Business, before item g) Discussion and possible action on draft Final Report of the Charter Revision Commission. Ms. Lang seconded the motion. All were in favor and the motion passed.

Ms. Heavner said letters were received from the Performing Arts Center and Don Rieger about the multi-board meeting on July 11th. At that meeting there will be discussion on options and costs for this project. She said there hasn't been much discussion from the seniors and all aspects and costs will be up for further review.

g) Discussion and possible action on draft Final Report on the Charter Revision Commission

Attorney DeCrescenzo went through the different dates and procedures that need to be followed for the Charter Revision to be voted on in November.

The Board did agree to eliminate the Human Relations Commission as there are State and Federal functions that can take care of any issues.

The Board discussed the Economic Development Commission again and decided to give recommendations to the Charter Revision Commission on this issue.

There was also some discussion on the form of government and how that would work. They discussed the creation of a Culture Commission, expanding the Open Space Committee, combining Planning and Zoning, form of government, changing the language in the Charter to add Selectwoman, and other issues.

Mr. Askham made a motion, that after consideration of the draft report by the Simsbury Charter Revision Commission, the Board of Selectmen hereby makes the following recommendations for consideration of changes to the draft report:

1) Economic Development Commission

Would the Town benefit from having the EDC remain in the Charter, to give the Board of Selectmen greater flexibility in defining their future role?

2) Culture Commission

The Board of Selectmen asked the Charter Revision Commission to consider its recommendation, given the number and types of existing Culture Organizations and the issue of capacity of staff to another commission.

3) Combining Planning and Zoning

Reconsideration of the Charter Revision Commission's decision not to recommend the consolidation of Planning and Zoning due to staff capacity to staff two separate Commissions in an active era of development and the evidence of an overwhelming number of Connecticut municipalities who operate successfully with a combined Commission.

4) Form of Government

The Board of Selectmen request that the Charter Revision Commission reconsider its recommendation to change the form of government to Town Manager with particular focus on the following:

- a) Compensation of a newly created office of First Selectman under the Town Manager form.
- b) Other possible forms of government including Chief Operating Officer as an alternative to Town Manager.

- c) The Board of Selectmen encourages the Charter Revision Commission to consider additional testimony from existing Town Manager forms of government that have been less than successful.

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

APPOINTMENTS AND RESIGNATIONS

- a) **Acknowledge the resignation of Mark Deming (D) as a regular member of the Economic Development Commission effective July 1, 2016**

Ms. Lang made a motion to acknowledge the resignation of Mark Deming as a regular member of the Economic Development Commission effective July 1, 2016 with our thanks. Mr. Askham seconded the motion. All were in favor and the motion passed.

- b) **Appoint Sub-Registrars of Vital Statistics**

Ms. Cook made a motion to appoint Richard Vincent, Jr. of Vincent Funeral Home to the Sub-Registrars of Vital Statistics. Ms. Lang seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

- a) **Regular Meeting of June 13, 2016**

Mr. Paine made a motion to approve the Regular Minutes of June 13, 2016 as amended. Ms. Lang seconded the motion. All were in favor and the motion passed.

- Amendment to page 2, 3rd paragraph – (change from Hadley Rhoades to Hadley Rose)
to page 2, 4th paragraph – (change from Chris Barnett to Kris Barnett)

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

1. Personnel:

- a. **Approval of Culture, Parks and Recreation Administrative Secretary I Job Description**

Mr. Cooke said the current Administrative Secretary I is retiring so the staff took the opportunity to look at that job description. It will change the hours from 40 to 35 hours a week and add additional responsibilities to their general duties. There is no change to the salary grade of this position.

Mr. Askham made a motion to approve the revised Culture, Parks and Recreation Administrative Secretary I Job Description. Ms. Lang seconded the motion. All were in favor and the motion passed.

b. Approval of Revised Engineer Job Description

Mr. Cooke said the Engineer job description has been updated to reflect the current administrative functions, scope and systems of projects that are required for the duties and qualifications of the position. There is no change to the salary grade for the position.

Mr. Askham made a motion to approve the revised Engineer job description. Ms. Lang seconded the motion. All were in favor and the motion passed.

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. Cook said the Community for Care will be holding their next program on September 14th on mental health and first aid. She invited the public to attend this interesting meeting.

Ms. Heavner let people know there is help for them if they have substance abuse problems. Please stay away from the new heroin that is on the streets. It is extremely dangerous.

Mr. Askham said he will be talking to the new chair of the Economic Development Commission to discuss concerns regardless to the decision on the Charter. Ms. Heavner said she would also be available to talk to them.

ADJOURN

Mr. Askham made a motion to adjourn at 9:15 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio
Clerk