

**TOWN OF SIMSBURY – BOARD OF SELECTMEN
REGULAR MEETING MINUTES – JUNE 25, 2018**

“Subject to Approval”

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CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 6:00 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Eric Wellman; Board members Michael Paine, Cheryl Cook, Christopher Kelly, Sean Askham and Chris Peterson. Others in attendance included: Town Manager Maria Capriola; Deputy Town Manager Melissa Appleby; Police Chief Nicholas Boulter; Attorney Robert DeCrescenzo; Colleen O'Connor, Tax Collector, Missy Dinunno, Executive Director of the Simsbury Meadows Performing Arts Center, and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

Mr. Wellman proposed an addition to the agenda to briefly discuss the Board's upcoming goal setting session.

Ms. Askham made a motion to add an agenda item to discuss a goal setting session for the Board of Selectmen between Sub-Committee Reports and Communications. Mr. Paine seconded the motion. All were in favor and the motion passed.

PUBLIC AUDIENCE

Joan Coe, 26 Whitcomb Drive, spoke about marijuana, contaminated property, the charging station, C-tech Solar tax abatement and other issues.

Mr. Kalechman, 971 Hopmeadow Street, spoke about a Zoning Hearing on the marijuana factory property concerns, the Federal law, and other issues.

Jay Devivo, 1 Five Gates Farm, spoke about regulating short-term rentals having events and parties at them and enforcing the regulations.

FIRST SELECTMAN'S REPORT

Selectman Wellman reviewed his First Selectman's report.

TOWN MANAGER'S REPORT

Town Manager, Maria Capriola, reviewed her Town Manager's report.

SELECTMEN ACTION

a) Proposed Tax Sale Policy and Appointment of Special Legal Counsel

Mr. Wellman said the Tax Collector has expressed interest in pursuing tax sales for properties that are seriously delinquent. There is no formal policy on this issue.

Ms. Capriola said the tax sales could be more equitable than going through the foreclosure process. There would need to be a standard policy. If a policy is formed, the tax sale would be held in January of 2019. Attorney Adam Cohen from Pullman & Comley and Ms. O'Connor were in attendance for any questions.

After discussion, Ms. Capriola was given direction on this item. No action was taken at this time.

b) Acceptance of Emergency Management Performance Grant

Mr. Wellman said the Town has received notice that we will be receiving an Emergency Management Performance Grant.

Ms. Cook made a motion, effective June 25, 2018, to accept the Emergency Management Performance Grant in the amount of \$11,987.50 and to authorize Town Manager, Maria E. Capriola, to execute all documents related to the Grant Award. Mr. Kelly seconded the motion. All were in favor and the motion passed.

c) Acceptance of Donation from Simsbury Bank for Cadet Program

Mr. Wellman said Simsbury Bank generously offered to donate \$4,000 for the Police Cadet Program in the Simsbury Police Department.

Chief Boulter said this program has been going for 17 years now. It is a one week program which gives leadership skills and team building skills to those who attend.

Mr. Askham made a motion, effective June 25, 2018, to accept a donation from Simsbury Bank in the amount of \$4,000 to be used for the Simsbury Police Cadet Program in the Simsbury Police Department. Further move to recommend to the Board of Finance that the \$4000 donation be transferred to the Community Policing Special Revenue Fund (Fund 213-42110) and appropriate the use of those funds for the Simsbury Police Cadet Program with our thanks. Mr. Kelly seconded the motion. All were in favor and the motion passed.

d) Police Department Vacation Carryforward Request

Mr. Wellman said Chief Boulter is requesting that vacation carryover requests for five personnel in the Police Department be granted. He said it is standard practice for vacation carryover requests up to 10 days be approved or denied by the Board.

Mr. Askham made a motion, effective June 25, 2018, to approve the Police Department's Vacation Carryforward request, as presented in their table and requiring Selectmen action. Further stipulate that the approved excess vacation days must be used on or before December 31, 2018. Any unused approved excess vacation days still on the books as of January 1, 2019 will be forfeited. Should an employee leave service for any reason, including but not limited to retirement or resignation, they will not be paid out for the approved unused excess vacation days authorized by the Board of Selectmen. Mr. Paine seconded the motion. All were in favor and the motion passed.

e) Proposed Public Gathering Permit – Dancing Under the Big Top

Mr. Wellman said the Performing Arts Center is requesting a public gathering permit for the event “Dancing Under the Big Top” to be held at the Performing Arts Center on August 9, 2018.

Ms. Dinunno said this event will be a dinner and dancing event under their tent.

Mr. Peterson made a motion, effective June 25, 2018, to approve the public gathering application as presented for the Dancing Under the Big Top event and to authorize issuance of the public gathering permit contingent upon the event sponsors receiving final approvals from the Farmington Valley Health District. Mr. Askham seconded the motion. All were in favor and the motion passed.

f) Proposed Public Gathering Permit – 2018 Tariffville Farmer’s Market

Mr. Wellman said he and Ms. Capriola are requesting there be no fee charged for this event, on the Tariffville Green, as it is their first year. The dates would be Sunday afternoons from June 24 – October 28, 2018 from 10 – 3.

Mr. Askham made a motion, effective June 25, 2018, to approve the public gathering application as presented for the 2018 Tariffville Farmers Market and to authorize issuance of the public gathering permit contingent upon the event sponsors receiving final approvals from the Farmington Valley Health District and receipt by the Town of the event sponsors certificate of insurance. Mr. Paine seconded the motion. All were in favor and the motion passed.

g) Proposed Agreement with CNG for Service Installation

Mr. Wellman said the Town will save \$13,000 per year by converting the Simsbury Farms Complex to natural gas.

Mr. Askham made a motion, effective June 25, 2018, to authorize Town Manager Maria E. Capriola to execute the service installation agreement with CNG as presented. Mr. Paine seconded the motion. All were in favor and the motion passed.

h) Proposed Water Shortage Ordinance Referrals

Mr. Wellman said a sub-committee of the Board of Selectmen has been reviewing the feasibility of implementing a Water Shortage Ordinance. The purpose of the ordinance would be to protect, preserve and maintain the public health, safety and welfare if there is a threatened or critical water shortage.

Mr. Kelly made a motion, effective June 25, 2018 to refer the Water Shortage Ordinance to the Planning Commission, the Zoning Commission, the Culture, Parks and Recreation Commission, the Conservation and the Farmington Valley Health District. The purpose of this referral is to seek feedback on the proposed ordinance and to determine whether or not any modifications to the draft ordinance may be needed. Referral responses will be respectfully by July 27, 2018. Ms. Cook seconded the motion. Mr. Wellman, Mr. Paine, Mr. Kelly, Ms. Cook, and Mr. Peterson were in favor with Mr. Askham opposing. Therefore, the motion passed.

i) Proposed Letter of Support for AARP Age Friendly Community Designation

Mr. Wellman said the Aging & Disabilities Commission is interested in pursuing the AARP Age Friendly Community Designation application. This requires a letter of commitment from the Town executive.

Mr. Paine made a motion, effective June 25, 2018 to support the Aging and Disability Commission's request to pursue the AARP Age Friendly Community Designation and to authorize Town Manager Maria E. Capriola to issue the letter of support as presented. Mr. Kelly seconded the motion. All were in favor and the motion passed.

j) Proposed Social Services Job Descriptions and Social Worker Classification

Mr. Wellman said the Personnel Sub-Committee is proposing minor modifications, which are mostly reflective of duties being assigned and reassigned to staff due to the upcoming addition of a new social worker position.

Mr. Askham made a motion, effective June 25, 2018 to approve the proposed modifications to the job description for the Director of Social and Community Services and the Coordinator of Elderly Outreach Services as presented. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion, effective June 25, 2018 to approve the creation of the position classification of Community Social Worker and the job description as presented. Furthermore to approve an annual salary range for the Community Social Worker position of \$55,000 - \$70,000 (MSW level) or \$45,000 - \$60,000 (BSW level), which may be amended from time to time through resolutions of the Board of Selectmen. Mr. Kelly seconded the motion. All were in favor and the motion passed.

k) Proposed Appointment of Pension Counsel

Mr. Wellman said Erek Sharp, the Town's pension counsel has moved from Wiggin and Dana LLP to Murtha Cullina, LLP. We do hire the firm and not the individual. His rate would not change.

Ms. Cook made a motion, effective June 25, 2018 to appoint the firm of Murtha Cullina LLP as pension counsel for the Town of Simsbury through December 2, 2019, with the understanding that staff has the option to conduct an RFQ for retirement plan counsel after June 30 2018. Furthermore to authorize town Manager Maria E. Capriola to execute the engagement letter as presented. Mr. Askham seconded the motion. All were in favor and the motion passed.

l) Proposed Agreement for Shared Deputy Building Official

Mr. Wellman said Simsbury and Bloomfield are sharing a Building Official, the cost of which is split between the two towns. The arrangement seems to be working well and they would like to continue this.

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Ms. Cook made a motion, effective June 25, 2018 to approve the “Agreement for Shared Professional Services – Deputy Building Official” with a term of July 1, 2018 through June 30, 2019 and to authorize Town Manager Maria Capriola to execute the agreement. Mr. Paine seconded the motion. All were in favor and the motion passed.

m) Consideration of Tax Abatement for C-Tec PPA ISC, LLC

Mr. Kelly said C-Tec is the company who owns the solar array at the International Skating Center. The company is requesting an exemption from their personal property taxes. Their last request was rejected by the Board of Selectmen in 2014. Mr. Wellman said they are not current on their taxes, which is required before consideration of an abatement.

Mr. Kelly made a motion to table this item. Ms. Cook seconded the motion. All were in favor and the motion passed.

APPOINTMENTS AND RESIGNATIONS

a) Proposed Appointment of Samuel Ziplow (D) as a Regular Member of the Historic District Commission with an Expiration Date of January 1, 2019

Mr. Peterson made a motion, effective June 25, 2018 to appoint Samuel Ziplow as a regular member of the Historic District Commission with a term expiring January 1, 2019. Mr. Paine seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

a) Regular Meeting of June 11, 2018

There was a name correction on page 1 – Public Audience- Duane Royer should be Duane Royce. No motion was made.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

- a) Personnel** – no report at this time.
- b) Finance** – no report at this time.
- c) Welfare** – no report at this time.
- d) Public Safety** – Mr. Askham said he attended a Statewide exercise that was very informative. He said it was excellent to see how prepared we are and how seamless we are in performing our duties.
- e) Board of Education** – no report at this time.

Ms. Cook said solar panels will be installed at the Virginia Connelly residence.

Mr. Wellman asked the Board to give Ms. Capriola some direction on a goal setting session, and what needs to be accomplished at that meeting.

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Mr. Askham said it is an important exercise to discuss budget items, what we value and what we need to prioritize.

Mr. Paine feels we need to look at long term goals as well.

Ms. Capriola said this should be a separate meeting from the Board of Selectmen meeting, maybe from 9-12 on a Saturday. She asked the Board members to get a list of goals and priorities together to discuss. The meeting would possibly take place sometime in September.

Mr. Kelly feels we should start with tactical priorities first.

COMMUNICATIONS

a) FY16/17 Annual Report

There was no discussion or motion at this time.

ADJOURN TO EXECUTIVE SESSION

a) Pursuant to CGS §1-200(6)(B) concerning Pending Claims and Litigation – Deepwater Wind Appeal, Petition 1313

Mr. Askham made a motion to adjourn to executive session at 7:20 p.m. pursuant to CGS §1-200(6)(B) concerning Pending Claims and Litigation – Deepwater Wind Appeal Petition 1313 with the Board of Selectmen, Town Manager Maria E. Capriola, Deputy Town Manager Melissa Appleby and Attorney Robert DeCrescenzo. Ms. Cook seconded the motion. All were in favor and the motion passed.

ADJOURN FROM EXECUTIVE SESSION

Mr. Paine made a motion to adjourn from Executive Session. Ms. Cook seconded the motion and it passed unanimously. Executive Session adjourned at 7:34 pm.

ADJOURN

Mr. Paine made a motion to adjourn the meeting. Ms. Cook seconded the motion and it passed unanimously. The meeting adjourned at 7:34 pm.

Respectfully submitted,

Kathi Radocchio
Clerk