

## **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 Selectwoman Lisa Heavner; Board members Michael Paine, Cheryl Cook, Christopher Kelly, Elaine Lang and Sean Askham. Others in attendance included: Thomas Cooke, Director of Administrative Services; Melissa Appleby, Deputy Director of Administrative Services; Muhammed Razzaq, UConn Intern; Thomas Roy, Director of Public Works; James Rabbit, Director of Planning and Community Development; Sean Kimball, Director of Finance/Treasurer; Senator Kevin Witkos; State Representative John Hampton, and other interested parties.

## **PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

Ms. Heavner said this meeting is being started with a heavy heart as the Town has lost two great public servants –Michael Jepeal of the Fire District and Michael Lauren of the Public Building Committee. She asked for a moment of silence. Our thoughts and prayers are with their families.

Ms. Heavner said this meeting will begin with a Public Hearing to receive public comments and questions from those who did not participate in a focus group for the Town Manager selection process. There will also be a public audience for the Regular Meeting.

Ms. Heavner asked for amendments to the agenda for the Regular Meeting.

Mr. Kelly made a motion to amend the agenda to:

1. Add a budget update from Senator Witkos and State Representative John Hampton under Presentations
2. Approve the use of Town Hall parking lot for the Harvest Food Drive Collection for the Simsbury Food Closet before item a
3. To authorize the First Selectwoman to submit a grant application for the CIRMA Excellence in Risk Management Award/Grant for the Department of Public Works after item d

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

## **PUBLIC HEARING**

**To receive public comments from individuals who did not participate in one of the focus groups an opportunity to provide input into the Town Manager selection process**

Mr. Askham, Ms. Cook and Mr. Kelly gave a power-point presentation on how the Charter was reviewed and how there will be a change in the form of government. The residents of Simsbury voted to adopt the new Charter at a Referendum.

Mr. Kelly spoke about the First Selectman/Board of Selectmen roles. He then spoke about the Town Manager form of government and the use of an outside consultant firm to help select the candidate.

Ms. Cook said the new Charter will become effective December 4, 2017. The new Board will ratify the final appointment/employment of the Town Manager.

Don Jutton, consultant, spoke about the three focus groups that were held and how the Town Manager position will be formulated. He said the Town received 40 resumes, with only 16 meeting minimum qualifications. The committee has now set out essays for those applicants. Then the committee will end up with about 8-10 applicants. Then the interview process will begin with phone interviews and then interviews here.

Marc Lubetkin, 107 East Weatogue, and of The Red Stone Pub, asked about minutes or recordings of the focus groups. He spoke about having a “building friendly” community and his experience when coming to open a business in Town. He doesn’t agree with the decision of the Sub-Committee to not have minutes from the focus groups. He wants the Town Manager to be small business friendly.

Mr. Jutton explained the process again and what the timeframe was. Mr. Cooke also explained the Sub-Committee’s process and decision.

Joan Coe, 26 Whitcomb Drive, said she has been a proponent of a Town Manager form of government for over 30 years. She also spoke about documentation of the focus groups. She hopes the new Town Manager is someone who listens to the residents.

Robert Kalechman, 971 Hopmeadow Street, spoke about the focus groups being held at 7:30 a.m. and how some residents just can’t make that time. He wants to be sure the Town Manager is very well qualified. He thinks a lot of people are confused about the Town Manager form of government.

### **CLOSE PUBLIC HEARING**

After no further comment, Mr. Askham made a motion to close the Public Hearing at 6:40 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

### **PUBLIC AUDIENCE**

Mike Rinaldi, Pinnacle Mountain Road, spoke about the State’s financial troubles and said Conn. is one of the States that pays the highest taxes in the U.S. He doesn’t feel the Town does a good job at what they do. He feels the Simsbury schools are excellent, but feels the 6<sup>th</sup> grade needs to be put with middle school.

Ms. Coe, 26 Whitcomb Drive, spoke about a FOI hearing, conflict of interests, the Simsbury Volunteer Ambulance Association, the Police Department, Town Manager, and other issues.

Robert Kalechman, 971 Hopmeadow Street, spoke about the First Selectman position, the Veteran’s monument, the Betty Hudson property, corruption, CBIA and other issues.

### **PRESENTATIONS**

Representative Hampton said there have been many developments last week. The Senate and House passed a budget with no increase in taxes. The Governor said he was going to veto it.

Senator Witkos said there is a lot of misinformation out there. This week they are going back into session for just one bill. He does not feel that there will be a budget by October 1<sup>st</sup>. There is some movement in the multi-dimensional budget. On 10/21 schools will be getting 20% of payment they would normally get. The rest comes in May.

There was some discussion on the employee pension fund. This money is handled by Statute.

Mr. Witkos said they are now awaiting legal advice and looking at new strategies for the budget.

- **Mailbox Policy – Thomas Roy, Director of Public Works**

Mr. Roy explained the policy on the plow trucks hitting mailboxes in Town. He said mailboxes have to be 9” from the curb to the mailbox and need to be 41-45” high.

Mr. Roy said if a Town truck does hit a mailbox there is an investigation and then a letter is sent to the owner. The Town does reimburse \$25 for the mailbox and \$25 for the post if directly hit by the plow.

### **SELECTMEN ACTION**

Ms. Heavner said Mr. Hampton submitted a request to use the Town Hall Parking lot on Sunday, October 8<sup>th</sup> from 12 – 2 p.m. for a Harvest Food Drive. This would also require an area where Paul Lanza would be able to park his truck in order for residents to stop by and drop off donations.

Ms. Lang made a motion to approve the use of the Town Hall parking lot, located at 933 Hopmeadow Street, for a Harvest Food Drive Collection in support of the Simsbury Food Closet. Ms. Cook seconded the motion. All were in favor and the motion passed.

#### **a) Approve Tax Refunds**

Ms. Cook made a motion to approve tax refunds in the amount of \$9,586.36 as requested and approved by the Tax Collector. Ms. Lang seconded the motion. All were in favor and the motion passed.

#### **b) Appoint Kristen Formanek as Director of Community and Social Services**

Ms. Heavner said Ms. Formanek served as the Director of Social Services for the Town of East Windsor since 2014. She will replace Mickey Le-Cours Beck. She then introduced Ms. Formanek.

Ms. Formanek said she is excited and honored to join Simsbury. She does bring a wealth of experience and passion to serve the public. She was just at the Community Center and served pizza to the seniors and enjoyed it.

Ms. Cook made a motion to approve the appointment of Kristen Formanek as Community and Social Services Director. Ms. Lang seconded the motion. All were in favor and the motion passed.

#### **c) Approve FY17 Budget Transfers and Supplemental Appropriations to close Capital Projects**

Ms. Heavner said there will be a net of \$106,191 going back to the general fund.

Mr. Kimball went through the budget departments. He explained the Intra and Inter department transfers. He said this was a favorable year on the Board of Selectmen budget. He said we would be able to cover Simsbury Farms with a transfer of approximately \$124,000. Ms. Heavner said a lot of Simsbury Farms issues were due to the rain.

Mr. Askham made a motion to approve the Intra-department transfers. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Kelly made a motion to approve the Inter-department transfers with attached document. Ms. Lang seconded the motion. All were in favor and the motion passed.

**d) Authorize a Bid Waiver for the purchase of a Bobcat Compact Track Loader**

Ms. Heavner said under the procurement ordinance the Town is permitted to use the NJPA to procure this equipment.

Mr. Roy said he is requesting the Board to authorize a Bid Waiver to allow the Department to purchase this equipment from a local dealer which would provide the Town with a savings of \$3,451.

Mr. Askham made a motion to authorize a Bid Waiver for the purchase of a Bobcat Compact Track Loader with a value of \$68,788. Ms. Lang seconded the motion. All were in favor and the motion passed.

**e) Authorize the First Selectwoman to submit a grant application for the CIRMA Excellence in Risk Management Award/Grant for the Department of Public Works**

Mr. Roy said CIRMA put out an Excellence in Risk Management Award this year to promote risk management. There are different categories and he will probably apply for two awards. His Department values and promotes safety in the work place and they have worked very hard to promote a culture of safety within the Department. They work with OSHA to help with training as well.

Ms. Cook made a motion to authorize the First Selectwoman to submit a grant application for the CIRMA Excellence in Risk Management Award/Grant for the Department of Public Works. Mr. Paine seconded the motion. All were in favor and the motion passed.

**f) Authorize the First Selectwoman to execute Solar Power Purchase Agreements**

Ms. Heavner said the first year savings at the Department of Public Works and Simsbury Farms Facility would be approximately \$13,546 and \$21,160 respectively with this solar project. Over the life of these two projects the Town is estimated to save over \$1.1M based on an annual electrical price increase of 3%.

Mr. Roy said the Town has an opportunity to have solar arrays placed on the Department of Public Works and Simsbury Farms Facility that will provide significant savings over the next 20 years. If there are any leaks they are responsible. If a new roof needs to be installed, they will take the panels off and then replace them. This is the kind of solar he residents want. We are just leasing the panels that Lodestar Energy LLC and Asante Energy own.

Ms. Lang made a motion to authorize the First Selectwoman to execute the necessary agreements with our selected developers, Asante Energy and Lodestar Energy LLC and their partners Eversource Energy and CT Green Bank to allow for the installation of rooftop mounted Solar PV arrays at the DPW campus on Town Forest Road and the skating rink at Simsbury Farms to be part of a pair of Power Purchase Agreements (one for each site) with a term of 20 years, subject to approval of Culture, Parks and Recreation and Town Counsel. Mr. Paine seconded the motion. All were in favor and the motion passed.

**FIRST SELECTWOMAN'S REPORT**

The First Selectwoman reviewed her report, which is part of the agenda packet.

### **OTHER BUSINESS**

**a) Update on Connecticut Department of Economic and Community Development (DECD) proposed response to Amazon’s HQ2 RFP**

Ms. Heavner said she did submit a few sites, as asked, to Amazon.

Mr. Rabbitt said Amazon announced a nationwide search for HQ2 headquarters around September 10<sup>th</sup>. They are looking for a 500,000 sq. ft. of office space.

Mr. Rabbit said they met with Hartford Metro and other communities on the 14<sup>th</sup> and tried to make sense of the RFP and how to evaluate it. He said they did submit the Greenberg Parcel on 34 Hopmeadow Street; The Silverman Group, 200 Hopmeadow Street; Ensign-Bickford Realty Corporation, 437 Hopmeadow Street; and Downtown Area/Iron Horse Blvd. for their review, even though we don’t think we would be a good fit for 50,000 more people to come into Town.

Ms. Heavner said this helped us to open our eyes to the future and now we know what property we have out there for possible development by corporations. It was a great exercise in economic development.

### **APPOINTMENTS AND RESIGNATIONS**

**a) Acknowledge the resignation of Kathleen Coffey (U) as a regular member of the Housing Authority effective September 14, 2017**

Ms. Lang made a motion to acknowledge the resignation of Kathleen Coffey as a regular member of the Housing Authority effective September 14, 2017 with thanks. Ms. Cook seconded the motion. All were in favor and the motion passed.

**b) Appoint Amy Muska as a representative of Simsbury High School to the Community for Care Committee**

Mr. Paine made a motion to appoint Amy Muska as a representative of Simsbury High School to the Community for Care Committee. Ms. Lang seconded the motion. All were in favor and the motion passed.

**c) Appoint Jennifer M. Whitman (U) as a regular member of the Culture, Parks and Recreation Commission with an expiration date of January 1, 2018**

Ms. Heavner said this appointment would be tabled as there wasn’t a submission at this time.

### **REVIEW OF MINUTES**

**a) Regular Meeting of September 11, 2017**

There were no changes to the Regular Meeting minutes of September 11, 2017 and, therefore, the minutes were adopted.

**b) Special Meeting of September 15, 2017**

There were no changes to the Special Meeting minutes of September 15, 217, and, therefore, the minutes were adopted.

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

**1. Personnel** – Mr. Kelly said the Sub-Committee decided not to have a residency requirement for the Town Manager at this time. This is not an occupational requirement as an absolute necessity for a high performing Town Manager. However, this individual will have to access Simsbury in a timely manner if there is an emergency.

Mr. Kelly made a motion not to have a residency requirement for the Town Manager. Mr. Askham 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. Lang asked everyone to read the First Selectwoman’s report as there is a lot of information on Tourism and other activities.

Ms. Cook said Community for Care had a great program on teen stress, which will be shown on SCTV.

**ADJOURN**

Mr. Askham made a motion to adjourn at 8:30 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk