

CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 6:00 p.m. at Simsbury Public Library and via ZOOM due to COVID-19. Present were: First Selectman Eric Wellman; Deputy First Selectman Sean Askham; Board members Wendy Mackstutis, Jackie Battos, Mike Paine and Chris Peterson. Others in attendance included: Town Manager Maria E. Capriola; Deputy Town Manager Melissa Appleby; Public Works Director Tom Roy; and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

- Email written comments to townmanager@simsbury-ct.gov by 12 P.M. on Monday November 22, 2021, to be read into the records; or
- Email townmanager@simsbury-ct.gov by 12:00 P.M. on Monday, November 22, 2021, to register to address the Board of Selectmen through ZOOM

Joan Coe, 26 Whitcomb Drive, spoke regarding the short-term rental ordinance, the fact that Simsbury has a town employee appointed to the Board of Directors of the Chamber of Commerce, the response she received from the State’s Attorneys’ Office regarding the allegation by Mr. Kosinski, as well as the Milledge federal lawsuit.

Mary Turner spoke in opposition to sunsetting the Recycling Committee and asked the BOS to keep the committee in its current format.

PRESENTATIONS

a) Recognition of Outgoing Board Members

The Board members acknowledged Mr. Paine and Ms. Battos for their service to the community and thanked them for their service.

Ms. Mackstutis made a motion effective, November 22, 2021, to congratulate Selectman Mike Paine on his tenure on the Board of Selectmen from 2013 to present, and to further move to express the Board’s gratitude to Mr. Paine for his service to his community. Mr. Askham seconded the motion. The motion passed with all in favor.

Ms. Mackstutis made a motion effective, November 22, 2021, to congratulate Selectwoman Jackie Battos on her tenure on the Board of Selectmen since 2019, and to further move to express the Board’s gratitude to Ms. Battos for her service to her community. Mr. Askham seconded the motion. The motion passed with all in favor.

b) Proclamation in Recognition of Kindness Week in Simsbury

Mr. Wellman shared that as Thanksgiving and the Holiday season are a time to reflect on thankfulness, he is asking residents to share acts of kindness that they have witnessed, performed or have received. He will be sharing stories each day on the First Selectman’s Facebook page.

c) Presentation and Discussion of Facilities Master Plan- Status Update

Mr. Roy shared that in April 2020, the Town engaged Tecton Architects to prepare a Facilities Master Plan for all buildings owned by the Town. They met with all the department heads to talk about how they use the Town facilities, what the shortcomings are, and what are some of the things they may need to plan for both short and long term. He stated next week they will be going in to the boiler rooms to check out some of the units and everything else they have to maintain.

Mr. McElravy presented on the project goals, existing conditions findings, the facilities database and the next steps. He stated that the project goals are independent assessment, consistent analysis, evaluation program, strategic implementation and long range planning tool. He stated that the study process included data collection which was looking at the existing drawings, utility bills and previous reports/master plans. They also did site visits and analyzed site conditions, ADA, the building envelope, interior condition and both mechanical and electrical systems. The study process also included condition ranking, programming, strategy sessions and identification of CIP items. Mr. McElravy reviewed the existing conditions of Town Hall, Eno Hall, the Library and Simsbury Farms. He reviewed the accessibility, energy efficiency, life safety and maintenance costs associated with their findings and discussed what the immediate costs look like, 1-3 year, 3-5 year, 5-10 year and 10 year plus costs. Mr. McElravy stated that the next steps are to participate in an upcoming site tour and to review and approve the capital project list. He stated that a capital project list has been prepared to consolidate the report findings, pre-existing CIP requests, and the Parks and Recreation Master Plan.

FIRST SELECTMAN’S REPORT

Mr. Wellman, First Selectman, reviewed his First Selectman’s Report.

TOWN MANAGER’S REPORT

Ms. Capriola, Town Manager, reviewed her Town Manager’s Report.

SELECTMEN ACTION

a) Tax Refund Requests

Ms. Battos made a motion, effective November 22, 2021, to approve the presented tax refunds in the amount of \$2,333.88, and to authorize Town Manager, Maria E. Capriola to execute the tax refunds. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

b) Communities Challenge Grant Letter of Intent and Application – Performing Arts Center Facility

Mr. Wellman shared that this the opportunity to apply for a grant anywhere in the range of \$1M-\$10M for qualifying projects and this could potentially fund some of the phase two work that they’ve been hearing about at the PAC. This grant does come with the requirement of a 50% local match. Mr. Paine stated that down the road he would like to hear from the PAC about what they could contribute, he doesn’t believe it should all come out of the Town’s pockets, he thinks it should be a partnership.

Ms. Schofield stated that they are doing a feasibility study at this point and they’ve engaged a consultant to help with the fundraising project. Unfortunately, both the ARPA grant and this grant are due in January and that feasibility study won’t be done by then so they won’t know precisely what the consultant thinks we can raise and even then that’s the consultant’s opinion as opposed to when the rubber meets the road.

Mr. Askham made a motion, effective, November 22, 2021, to authorize submittal of a letter of intent and grant application for the Communities Challenge Grant for the Performing Arts Center Facility. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

c) Economic Development Commission 2021-2022 Work Plan Discussion

Mr. Wellman highlighted a few items from the list that are changing. One is a focus on business outreach for medium and smaller businesses, around tech businesses in particular, and really in the next year focus on that group of businesses and identify trends within that area. The other is an update to the Town’s website, to make it more business friendly for businesses that are interested in opening or expanding. None of these items come with any particular cost or expenditure

Mr. Paine made a motion, effective, November 22, 2021 to adopt the 2021-2022 EDC work plan as presented. Ms. Mackstutis seconded the motion. All were in favor and the motion passed.

d) Proposed Revisions to Open Space Natural Stewardship Policy

Mr. Askham made a motion, effective, November 22, 2021, to adopt the proposed revisions to the Open Space Natural Stewardship Policy as presented. Mr. Peterson seconded the motion. All were in favor and the motion passed.

e) Proposed Open Space Acquisition Criteria and Guidelines

Mr. Askham made a motion, effective, November 22, 2021, to adopt the proposed Open Space Acquisition Criteria and Guidelines as presented. Ms. Battos seconded the motion. The motion passed with all in favor.

f) Town Manager Performance Review and Compensation

Ms. Capriola excused herself from the meeting.

Mr. Wellman discussed the summary of the Town Manager’s performance, stating overall she received a rating of above expectations. He stated following a satisfactory review, her contract calls for a salary increase that’s commensurate with the increased awarded to other employees.

Mr. Askham made a motion, effective, November 22, 2021, to accept the Town Manager’s performance review summary and to increase the Town Manager’s salary by 2.35% to \$169,760 retroactive to July 1, 2021. Mr. Peterson seconded the motion. The motion passed with all in favor.

g) Review of Permanent and Temporary Committees

Mr. Askham made a motion, effective November 22, 2021, to set a public hearing to receive public comment concerning the repeal of Chapter 15 of the Simsbury Code of Ordinances (Fair Rent Commission) for 6:00 p.m. on December 20, 2021. Mr. Paine seconded the motion. The motion passed with all in favor.

Ms. Turner spoke on behalf of the Recycling Committee stating they are looking to exist in the capacity they are at now. Mr. Peterson suggested tabling sunsetting the Recycling Committee until there could be a presentation to highlight them and discuss their contributions.

After some discussion, Ms. Battos made a motion, effective November 22, 2021, to sunset the Tourism Committee and Insurance Committee. Ms. Mackstutis seconded the motion. The motion passed with all in favor.

Ms. Battos made a motion, effective January 1, 2022, to sunset the 350th Anniversary Steering Committee. Ms. Mackstutis seconded the motion. The motion passed with all in favor.

Ms. Mackstutis made a motion, effective, November 22, 2021 to sunset the EDC Work Group, Short-Term Rental Ordinance Work Group, and Review of Appointment Process of Unaffiliated Voters Work Group. Mr. Peterson seconded the motion. The motion passed with all in favor.

Mr. Peterson made a motion, effective, November 22, 2021 for the Sustainability Team and Recycling Committee to be consolidated with the Clean Energy Task Force, and become sub-committees of that Task Force. Should their bodies have an interest in continuing to participate with the Sustainable CT initiative, the following agencies may appoint an ex-officio member to the Sustainability Sub-Committee of the Clean Energy Task Force: Board of Education; Culture Parks and Recreation Commission; Economic Development Commission; Planning Commission. Mr. Askham seconded the motion. The motion passed with Ms. Mackstutis opposed.

APPOINTMENTS AND RESIGNATIONS

a) Resignation of Diana Yeisley from SPIRIT Council

Mr. Paine made a motion, effective November 22, 2021, to accept the resignation of Diana Yeisley as a regular member of the Simsbury SPIRIT Council retroactive to October 4, 2021. Ms. Mackstutis seconded the motion. The motion passed with all in favor.

b) Resignation of Shannon Knall as an Alternate Member from the Zoning Commission

Mr. Askham made a motion, effective November 22, 2021, to accept the resignation of Shannon Knall as an alternate member of the Zoning Commission. Ms. Mackstutis seconded the

c) Resignation of Philip Purciello from the Clean Energy Task Force and Insurance Committee

Mr. Askham made a motion, effective November 22, 2021, to accept the resignation of Philip Purciello as a regular member of the Clean Energy Task Force and the Insurance Committee retroactive to October 5, 2021. Ms. Mackstutis seconded the motion. The motion passed with all in favor.

REVIEW OF MINUTES

a. Regular Meeting of November 8, 2021

There were no changes to the Regular Meeting minutes of August 9, 2021, and, therefore, the minutes were adopted.

b. Special Meeting of November 12, 2021

LIAISON AND SUB-COMMITTEE REPORTS

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

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

Mr. Paine shared his sentiments regarding his time on the Board of Selectmen.

COMMUNICATIONS

- a) **Memo from M. Capriola, re: Public Gathering Permit, dated November 10, 2021**
- b) **Memo from T. Roy re: MIRA Update, dated November 19, 2021**
- c) **Memo from M. Glidden, re: Application# 21-24- of the Simsbury Zoning Commission, Applicant; Michael Glidden CFM CZEO, Agent; application for a text amendment to the Zoning Regulations to opt out of Public Act 21-29 concerning accessory dwelling units and parking standards in Simsbury, dated November 16, 2021**

ADJOURN

Mr. Paine made a motion to adjourn at 8:34 p.m. Ms. Battos seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Heather Taylor

Clerk