

**TOWN OF SIMSBURY – BOARD OF SELECTMEN  
REGULAR MEETING MINUTES – NOVEMBER 27, 2017  
“Subject to Approval”**

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**CALL TO ORDER**

The Regular Meeting of the Board of Selectmen was called to order at 6:03 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectwoman Lisa Heavner; Board members Sean Askham, Cheryl Cook, Christopher Kelly, Michael Paine, and Elaine Lang. Others in attendance included James Rabbitt, Director of Planning and Community Development; State Representative John Hampton; Thomas Cooke, Director of Administrative Services; Melissa Appleby, Deputy Director of Administrative Services, and other interested parties.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**PUBLIC AUDIENCE**

Joan Coe, 26 Whitcomb Drive, spoke about changing to a Town Manager form of government, tax dollars, filing a complaint with the Board of Ethics, non-union raises, Simsbury Volunteer Ambulance/AMR and other issues.

Mary Glassman, 40 Pinnacle Mountain Road, thanked the Board of Selectmen, Ms. Heavner and Ms. Lang, for their service. She congratulated the new Board of Selectmen.

Ms. Glassman, President of Simsbury Community TV, spoke about a fund raising letter and their fundraising campaign.

Attorney Dave Moore said he was speaking as a private individual. He thanked Ms. Heavner and Ms. Lang for their service and invaluable leadership. He also spoke about the highly successful search for a Town Manager.

Lori Ferdinand thanked the outgoing board members for their integrity and intelligence and congratulated the returning board members.

**PRESENTATIONS**

Ms. Heavner said average citizens are usually extraordinary citizens. They give a call to duty when needed the most.

- **Proclamation –Marguerite Carnell**

Mr. Paine read the proclamation.

- **Proclamation – David Coolidge**

Ms. Heavner said David Coolidge has gone above and beyond as Town Moderator.

Ms. Lang read the proclamation.

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Ms. Heavner said Mr. Cooke, Director of Administrative Services will also be leaving. He has done an extraordinary job and is a great friend. He is a master in a choral group, and there being considered for a Grammy Award.

Mr. Cooke said it has been a real pleasure to work with the First Selectwoman and Board of Selectmen. They got a lot accomplished and have made great friendships.

Ms. Heavner said Ms. Lang will also be leaving. She is a remarkable historian and has been a great asset in constitutional law. She will continue to serve the Town.

Representative John Hampton said Ms. Lang served this Board with great distinction. He said she will be remembered for her big smile and great relationships. He gave her a State flag that was flown over the capital today.

Representative Hampton said Ms. Heavner was a great “doorknocker” who served with honor, honesty and distinction. She has a great financial mind. She is a hallmark for kindness. He gave her a citation of congratulations and said the Town owes her a debt of gratitude.

Mr. Askham said Ms. Heavner has great loyalty, thoughtfulness and kindness. She is a focused, very hard worker and always did what was best for the Town. She had great leadership and great friendship for everyone.

Mr. Kelly said Ms. Heavner is steadfast and steady at the helm. She has an open and transparent leadership and the team was effective because of her.

Ms. Cook said Ms. Heavner was an inspiration to the Board of Selectmen. Someone who worked very hard at doing her job and she aspires to do the same.

Mr. Paine said Ms. Heavner cared about the Town, not the job. He thanked her for bringing him along for the great ride. He wished her luck on the Board of Finance.

Ms. Lang said Ms. Heavner cares deeply and passionately about other people. She is lucky to call her a friend.

Ms. Heavner thanked the community and said it was an honor and privilege to serve them. She is grateful to all those who walked with her, especially her husband and sons. She went through a list of some of this boards accomplishments.

- **Doing Business in Simsbury & Entrepreneurship – Sarah Loudenslager, Business Resource Center Coordinator**

Ms. Loudenslager said this is informational guide for anyone who is interested in opening or relocating a business in Simsbury. There is a lot of information to help them get to available State, Local and Federal resources. This information will also be available on the Town Library website.

- **Permitting Overview & Guide – Melissa Appleby, Deputy Director of Administrative Services & James Rabbitt, Director of Planning & Community Development**

Mr. Rabbitt gave a presentation on the Permitting Overview and Guide from the Department of Planning and Community Development. He said it explains the roles and responsibilities of staff and commissions. The

guide describes the processes associated with commercial and residential development in the Town. This is not intended to be relied upon or referred to as a governing source of law.

### **FIRST SELECTWOMAN'S REPORT**

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

### **SELECTMEN ACTION**

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

Ms. Cook made a motion to approve tax refunds in the amount of \$14,646.01 as requested and approved by the Tax Collector. Mr. Askham seconded the motion. All were in favor and the motion passed.

#### **b) Authorize the First Selectwoman to Execute the Contract with Make Media for the 2018 Simsbury Mini Maker Faire**

Ms. Heavner said the Simsbury Mini Maker Faire is funded through a gift from the Friends of the Simsbury Public Library, as well as sponsorships and in-kind support from local organizations and businesses.

Ms. Lang made a motion to authorize the First Selectwoman to sign the contract with Make Media for the 2018 Simsbury Mini Make Faire. Mr. Kelly seconded the motion. All were in favor and the motion passed.

#### **c) Approve Revision to Acceptable Use Policy**

Ms. Heavner said the Board of Selectmen approved the Acceptable Use Policy at its meeting on October 11, 2017. During a discussion on the policy, a question was raised regarding an employee who might improperly use Town resources to view sexually explicit material and how the Town would be able to take action. Therefore, this additional bullet point was proposed.

Ms. Cook made a motion to approve the Acceptable Use Policy with the following language added under “Prohibited Activities” on page 3:

Accessing adult content, including but not limited to sexually explicit material.

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

#### **d) Approve the draft 2017 Local EMS Plan**

Ms. Heavner said municipalities are required to submit a Local EMS Plan to the Department of Health’s Office of Emergency Medical Services every five years.

Mr. Askham made a motion to approve the draft 2017 Local EMS Plan. Ms. Lang seconded the motion. All were in favor and the motion passed.

#### **e) Set Public Hearing Date of January 8, 2018 at 6:00 p.m. for proposed Water Storage Ordinance**

Ms. Heavner said the Public Hearing dated had to be changed so there was enough time to publish the notice.

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Ms. Cook made a motion to set a Public Hearing date of January 8, 2018 at 6:00 p.m. for the proposed Water Storage Ordinance. Mr. Kelly seconded the motion. Ms. Heavner, Ms. Lang, Ms. Cook, Mr. Paine and Mr. Kelly were in favor with Mr. Askham not in favor. Therefore, the motion passed.

**OTHER BUSINESS**

There was no other business at this time.

**a) Appoint Lori Coppinger (D) as a regular member of the Culture, Parks & Recreation Commission with an expiration date of January 1, 2022**

Ms. Lang made a motion to appoint Lori Coppinger as a regular member of the Culture, Parks & Recreation Commission with an expiration date of January 1, 2022. Mr. Askham seconded the motion. All were in favor and the motion passed.

**REVIEW OF MINUTES**

**a) Regular Meeting of November 13, 2017**

There were no changes to the Regular Meeting minutes of November 13, 2017, and, therefore, the minutes were adopted.

**b) Special Meeting of November 16, 2017**

There were no changes to the Special Meeting of November 16, 2017, and, therefore, the minutes were adopted.

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

- 1. Personnel** – no report at this time.
- 2. Finance** - no report at this time.
- 3. Welfare** – no report at this time.
- 4. Public Safety** – Mr. Askham said the Public Safety Committee received a request from the Silverman Group, on The Hartford property, for an access easement to the Weatogue Fire Station site. The Fire District denied the access, but will work with the Committee and the Silverman Group to develop alternatives.

Mr. Askham said Public Safety will also review the bike ordinance involving riding bikes on sidewalks.

**5. Board of Education** – no report at this time.

Ms. Heavner said the Deep Water Wind submission is due to the Siting Council on December 1, 2017. This cost will go over the budget.

Ms. Heavner said there is disappointing news that the State will no longer fund the Main Street sidewalk improvements for \$400,000 that was received, but we did get the Library grant.

Ms. Cook said Community for Care has rescheduled the LGBTQ mental health discussion for January 10, 2018 at 6 p.m. at the Library. This discussion will also be published on SCTV.

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Mr. Paine said the Clean Energy Task Force will allocate funds, earned through solar projects, to do a study on a self-supporting micro grid from the High School for emergencies.

Ms. Heavner thanked the Board of Selectmen for all their hard work and time on the liaison committees. She said it was an honor and pleasure to work with them.

**ADJOURN**

Ms. Lang made a motion to adjourn at 7:23 p.m. Mr. Askham seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk