

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 Town Offices. Present were: First Selectwoman Lisa Heavner; Board members Elaine Lang, Michael Paine, Christopher Kelly and Cheryl Cook. Mr. Askham was absent. Others in attendance included: Thomas Cooke, Director of Administrative Services; Melissa Appleby, Deputy Director of Administrative Services; James Rabbitt, Director of Planning and Development; Gerard Toner, Director of Culture, Parks and Recreation; Ed LaMontagne, Executive Director of the Simsbury Housing Authority and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

Ms. Heavner asked for a moment of silence for the 75th Anniversary of the Bataan Death March of 1942.

PUBLIC AUDIENCE

Joan Coe, 26 Whitcomb Drive, spoke about the budget, the Senior Center, moving SCTV, Library improvements, the Performing Arts Center, Simsbury Ambulance Association, and other issues.

Jack Voorvaart, 11 Westcott Road, spoke about the Community/Senior Center and renovations at Eno Memorial Hall and what he feels needs to be done there.

Ed LaMontagne, 4 George Street, and Chairman of Aging & Disabilities Commission spoke about some questions he has about the proposed ticket booth at the Performing Arts Center. He wants to make sure that the changes comply with ADA regulations.

Robert Kalechman, 781 Hopmeadow Street, spoke about the proposed budget, the Senior Center, Henry James School proposed renovations, a new golf cart for the Performing Arts Center, and other issues.

Rick Anderson, 34 Woodhaven spoke on behalf of the Theater Guild of Simsbury, to let everyone know that there will be a performance of “*Bed Time Stories*” at Eno Memorial Hall on April 22nd, 28th, and 29th at 8 p.m. and April 23rd and 30th at 2 p.m.

He also spoke about the sound system at Eno Memorial Hall and other issues.

PRESENTATIONS

• Connecticut State Firefighters Association Hall of Fame Induction – Kevin Kowalski

Ms. Heavner said she is very excited to announce that Deputy Chief Kevin Kowalski has received a very important honor from the Connecticut State Firefighters Association. She said this is a very rare and a well deserved honor.

Gary Wilcox, President of the Simsbury Fire District, told everyone some of Mr. Kowalski’s credits during his 43 years of service. He is one of 11 people from our State who was awarded with this induction into the Connecticut State Firefighters Association Hall of Fame.

Mr. Kowalski thanked everyone for this honor and said he loves his job and he works with a great team.

- **Proclamation – Autism Awareness**

Ms. Cook read the following:

“PROCLAMATION

AUTISM AWARENESS

WHEREAS, autism, the fastest growing developmental disability in the United States, affecting more than three million people, is an urgent public health crisis that demands a national response; and,

WHEREAS, autism is the result of a neurological disorder that affects the normal functioning of the human brain, and can affect anyone, regardless of race, ethnicity, gender, or socioeconomic background; and

WHEREAS, symptoms and characteristics of autism may present themselves in a variety of combinations and can results in significant lifelong impairment of an individual’s ability to learn, develop healthy interactive behaviors, and understand verbal as well as nonverbal communications; and

WHEREAS, the effort to address autism continues, doctors, therapists, and educators can help persons with autism overcome or adjust to its challenges and provide early, accurate diagnosis and the resulting appropriate education, intervention, and therapy that are vital to future growth and development; and

WHEREAS, ensuring that persons living with autism have access to the lifelong care and services needed to pursue the full measure of personal happiness and achieve their greatest potential; and,

WHEREAS, the Town of Simsbury is honored to take part in the annual observance of Autism Awareness Month and World Autism Awareness Day in the hope that it will lead to a better understanding of the disorder; and,

THEREFORE, I, Lisa L. Heavner, First Selectwoman do hereby proclaim April 2017 as **AUTISM AWARENESS MONTH** and April 2, 2017 as **WORLD AUTISM AWARENESS DAY** in Simsbury to raise public awareness of autism and the myriad of issues surrounding autism, as well as to increase knowledge of the programs that have been and are being developed to support individuals with autism and their families.

IN WITNESS THEREOF, I have placed my seal and the great seal of the Town of Simsbury.

Dated the 2nd Day of April 2017”

FIRST SELECTWOMAN’S REPORT

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

SELECTMEN ACTION

a) **Approve Tax Refunds**

Ms. Cook made a motion to approve tax refunds in the amount of \$3,558.90 as requested and approved by the Tax Collector. Ms. Lang seconded the motion. All were in favor and the motion passed.

b) Approve a Proclamation marking April 2017 as Fair Housing Month

Ms. Heavner said 2017 marks the 49th anniversary of the passage of the Federal Fair Housing Act.

Mr. LaMontagne said this Act promotes diversity, which is how we build stronger communities.

Mr. Kelly made a motion to approve the Proclamation making April 2017 Fair Housing Month. Ms. Cook seconded the motion. All were in favor and the motion passed.

Ms. Lang read the following:

“PROCLAMATION

WHEREAS, the year 2017 marks the 49th Anniversary of the passage of the Federal Fair Housing Act; Title VII of the Civil Rights Act of 1968, as amended; and.

WHEREAS, the law guarantees that housing throughout the United States should be made available to all citizens without regard to race, color, religion, sex, family status, disability or national origin; and,

WHEREAS, equality of opportunity for all is a fundamental policy of this nation, state and city; and,

WHEREAS, barriers which diminish the rights and limit the options of any citizen will ultimately diminish the rights of all citizens; and,

WHEREAS, the cooperation, commitments and support of all residents of the Town of Simsbury is necessary to removing barriers to the enjoyment of living where one chooses within one’s means.

NOW, THEREFORE, I LISA L. HEAVNER, FIRST SELECTWOMAN of the Town of Simsbury do hereby Proclaim the month of April 2017 as:

FAIR HOUSING MONTH

And request and encourage every citizen and business of our community to support and endorse Fair Housing to reaffirm their commitment to Fair Housing for all, and wholeheartedly recognize these rights and responsibilities throughout the year.

IN WITNESS WHEREOF, I have placed my seal and the great seal of the Town of Simsbury.

Dated the 12th day of April 2017”

c) Accept Gift of New Ticket Booth at Performing Arts Center and refer to Culture, Parks & Recreation Commission and Planning Commission pursuant to CGS §8-24 for review

Ms. Heavner said the Ticket Booth is 16’ x 12’ building costing about \$45,000.

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Mark Deming, 3 Ryan Circle, representing the Performing Arts Center, spoke about the proposed new ticket booth. They want this booth so they don't have to keep renting the trailer for tickets. He said they are in the process of raising money for this project.

Mr. Deming and Mr. Rabbitt went through the proposed plans for the booth and grounds around it. They discussed ADA regulations. There was discussion on handicap parking, height of the handicap ticket windows and how disabled people will get to events with no issues.

After discussion, Mr. Paine made a motion to refer this project to the Planning Commission and the Culture, Parks and Recreation Commission for further review. Then The Performing Arts Board will come back to this Board for final approval. Ms. Cook seconded the motion. All were in favor and the motion passed.

d) Appoint Wiggin and Dana, LLP and Erik M. Sharp, Esq. as Retirement Plan Counsel for the balance of the 2015-2017 term

Ms. Heavner said the Board of Selectmen re-appointed Reid and Riege, PC and lead attorney John Galiette, Esq. for a second term as retirement plan counsel in 2015. Mr. Galiette retired in June 2016 and the Town's matters were turned over to Erik M. Sharp, Esq. By a letter dated March 9, 2017, the Town was notified that Mr. Sharp was leaving the firm and moving his practice to Wiggin and Dana, LLP. The Town has these options now (1) staying with Reid and Riege and working with a new counsel or (2) continuing to work with Mr. Sharp at Wiggin and Dana; or (3) choosing other counsel altogether. Ms. Heavner said Town staff has recommended we continue to work with Mr. Sharp for the balance of this term.

Ms. Lang made a motion to appoint Wiggin and Dana, LLP and Erik M. Sharp, Esq. as retirement plan counsel for the balance of the 2015-2017 term. Mr. Kelly seconded the motion. All were in favor and the motion passed.

e) Adopt Town of Simsbury Policy Waiver of Rental Fees for Eno Memorial Hall

Ms. Heavner the said this Board has routinely waived fees for Eno Memorial Hall at the request of locally based non-for-profit organizations who ask to use the space for charitable and/or cultural events.

Ms. Cook made a motion to adopt the new Town of Simsbury Policy on Waiver of Rental Fees for Eno Memorial Hall as presented. Ms. Lang seconded the motion. All were in favor and the motion passed.

f) Approve and Execute Letter to State of Connecticut Legislative Leadership

Mr. Kelly made a motion to approve and execute the letter, contained in this packet, to the State and Connecticut Legislative Leadership. Mr. Paine seconded the motion. All were in favor and the motion passed.

g) Authorize the First Selectwoman to sign Building Permit Application for Refrigeration Unit at Community Farm

Ms. Heavner said the Community Farm has received funding to purchase and install a walk-in refrigeration unit that is necessary for their farm operations.

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Joanne Perry, representing Farm to Family dba Gifts of Love and Community Farm of Simsbury said the farm is certified organic. This refrigeration unit is needed as organic foods spoil faster. They distribute to Simsbury Social Services and help people in financial crisis.

Ms. Lang made a motion to approve the installation of a permanent refrigeration unit at the Community Farm that will become the property of the Town and to authorize the First Selectwoman to sign the building permit application for this work. Mr. Paine seconded the motion. All were in favor and the motion passed.

h) Approve Public Gathering Permit Applications for 2017 Events

Mr. Toner explained the following events who have submitted completed applications with all required signoffs and are asking for Board approval:

Simsbury Library Bike at Rotary Park	Wednesday, May 17
Simsbury High School Graduation	Friday, June 16
SMPAC – Simsbury Community Band Event	Saturday, June 24
SMPAC – Rise Up CT Yoga	Saturday, August 19
SMPAC – Vie for the Kids Dinner	Saturday, September 16
SMPAC – Branham Foundation Event	Sunday, September 24
SMPAC – Main St. Craft Beer Festival	Saturday, October 14

Mr. Paine made a motion to approve the Public Gathering Applications for the 2017 events as listed. Ms. Lang seconded the motion. All were in favor and the motion passed.

OTHER BUSINESS

a) Update and Discussion on FY18 Budget

Ms. Heavner said the Board of Finance has asked the Board of Selectmen to decrease its budget by \$200,000. If members of the Board have any ideas, please forward them to Mr. Kimball. This issue will be discussed further at the April 24th or May meeting.

APPOINTMENTS AND RESIGNATIONS

a) Appoint Katherine Beal (R) as a regular member of the Public Building Committee with an expiration date of January 1, 2020

Ms. Cook made a motion to appoint Katherine Beal as a regular member of the Public Building Committee with an expiration date of January 1, 2020. Mr. Paine seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

a) Budget Workshop Regular Meeting of March 4, 2017

There were no changes to the minutes of March 4, 2017 and therefore, the minutes were adopted.

b) Budget Workshop Regular Meeting of March 7, 2017

Mr. Paine made a motion to make a correction on page 1, paragraph 8; Ms. Paine to Mr. Paine of the March 7, 2017 meeting. Mr. Kelly seconded the motion. All were in favor and the motion passed.

c) Regular Meeting of March 13, 2017

Mr. Kelly made a motion to make a correction on page 9 under Selectmen Liaison and Sub-Committee Reports Personnel; from Mr. Kelly was cancelled to Mr. Kelly informed the Board that the meeting was cancelled. Mr. Paine seconded the motion. All were in favor and the motion passed.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

1. Personnel:

- a. Review of Project Plan**
- b. Review of Final Recommendations from Personnel Sub-Committee on First Selectperson Stipend**
- c. Proposed Job Description for Review**
- d. Selection of Executive Search Firms for Interview**

Mr. Kelly said none of the above items require a vote. He said the Personnel Sub-Committee is in the process of reviewing the RFP's and making recommendations.

Ms. Heavner recused herself from the meeting.

Mr. Kelly said item b is not something that this Board will be voting on. At the budget meeting there was discussion on the stipend of \$10,000 for the First Selectperson position. There was discussion on the amount of the stipend.

The Board agreed that this is uncharted territory and they are trying to guide the Town Manager with the suggested stipend amount. This will be a very different First Selectperson position. Mr. Kelly said they are trying to be transparent to this open ended process.

Ms. Heavner returned to the meeting.

Mr. Kelly went through the draft Town Manager job description. There was discussion on paragraph 3 under essential job functions. The wording of paragraph 3 needs to be reviewed further. Other wording in the draft should also be checked again.

Mr. Kelly spoke about the RFP. There were eight responses and the Committee has now filtered them down to three firms. They are The Mercer Group, Inc.; Randi Frank Consulting, LLC and Municipal Resources, Inc. Mr. Kelly said the pricing of these three firms is about the same. He would like the Board of Selectmen to give their input on questions that could be asked in the interview process.

- 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.

ADJOURN TO EXECUTIVE SESSION

- a) Pursuant to CGS §1-200(6)(D) concerning the selection of a site or the lease, sale or purchase of real estate in connection with the redesign of the Senior Center

Ms. Cook made a motion to adjourn to Executive Session pursuant to CGS §1-200(6)(D) concerning the selection of a site of the lease, sale or purchase of real estate in connection with the redesign of the Senior Center, with Thomas Cooke, Director of Administrative Services and Deputy Director of Administrative Services Melissa Appleby in attendance at 7:50 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

ADJOURN FROM EXECUTIVE SESSION

Ms. Lang made a motion to adjourn from Executive Session at 8:25 p.m. Ms. Cook seconded the motion. All were in favor and the motion passed.

ADJOURN

Ms. Lang made a motion to adjourn at 8:25 p.m. Ms. Cook seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio
Clerk