



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectman

**Watch Board of Selectmen meetings LIVE and rebroadcast on Comcast Channel 96, rebroadcast on AT&T U-verse Channel 99 and on-demand on [www.simsburytv.org](http://www.simsburytv.org)**

## **SIMSBURY BOARD OF SELECTMEN**

**Auditorium – Eno Memorial Hall – 754 Hopmeadow Street, Simsbury**

**Special Meeting – January 29, 2015 – 7:00 p.m.**

**Due to Main Meeting Room Renovations, this meeting will be at Eno Memorial Hall, Auditorium and the February 9<sup>th</sup> meeting will be held in the Board of Education Conference Room at Simsbury Town Hall – 933 Hopmeadow Street**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC AUDIENCE**

### **PRESENTATIONS**

- Senior Center

### **FIRST SELECTMAN'S REPORT**

### **SELECTMEN ACTION**

- a) Approve Tax Refunds
- b) Approve 2015 Budget Workshop Revised Dates
- c) Approve Renewal of Agriculture License Agreement for Dewey Farm to the Ryan Family Farm
- d) Approve Eno Hall Auditorium Waiver of Fee for Theatre Guild of Simsbury
- e) Approve Eno Hall Auditorium Waiver of Fee for Simsbury Light Opera Company
- f) Authorize the First Selectman to execute Memorandum Of Understanding between the Greater New Haven Transit District and the Town of Simsbury

### **OTHER BUSINESS**

Telephone (860) 658-3230  
Facsimile (860) 658-9467

LHeavner@simsbury-ct.gov  
[www.simsbury-ct.gov](http://www.simsbury-ct.gov)  
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8:30 – 7:00 Monday  
8:30 – 4:30 Tuesday through Thursday  
8:30 – 1:00 Friday

**APPOINTMENTS AND RESIGNATIONS**

***Aging & Disability Commission***

- a) Reappoint Ed LaMontagne (R), Mona Martinik (R) and Lynn Veith (R) as regular members of the Aging & Disability Commission with an expiration date of January 1, 2019
- b) Appoint Marge Diachenko (R) as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2019

***Board of Ethics***

- a) Reappoint Barbara Petitjean (R) as regular members of the Board of Ethics with an expiration date of January 1, 2019

***Building Code Board of Appeals***

- a) Reappoint William Egan (R) as a regular member of the Building Code Board of Appeals with an expiration date of January 1, 2020

***Economic Development Commission***

- a) Reappoint Dave Balboni (R), Gary Dornbush (R) and Lou George as regular members of the Economic Development with an expiration date of January 1, 2019

***Fair Rent Commission***

- a) Reappoint Maddie Gilkey (R), Connie Mason (R), John Paddock (R), Dave Richman (R) and Mary Turner to the Fair Rent Commission with an expiration date of January 1, 2019

***Historic District Commission***

- a) Reappoint Dianne Mead (R) as a regular member to the Historic District Commission with an expiration date of January 1, 2019

***Simsbury Farms Complex Committee***

- a) Appoint Liz Keppel (R) as regular members of the Simsbury Farms Complex Committee with an expiration date of December 7, 2015

**ACCEPTANCE OF MINUTES**

- a) Regular Meeting of January 12, 2015

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

1. Personnel
2. Finance
3. Welfare
4. Public Safety
5. Board of Education

**ADJOURN TO EXECUTIVE SESSION**

- a) Public Safety Issue Impacting the Town of Simsbury

**ADJOURN FROM EXECUTIVE SESSION**

Possible action

**ADJOURN**



# Town of Simsbury

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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tax Refunds
2. **Date of submission:** 1-21-2015
3. **Date of Board Meeting:** 1-26-2015
4. **Individual or Entity making the submission:** Colleen O'Connor- Tax Collector
5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Approve tax refunds per attached printout in the amount of \$ 4,641.56

6. **Individual(s) responsible for submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.): Colleen O'Connor, tax Collector
7. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any **additional** information in an attached memorandum.):
8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):  
*The following documents are included with this submission and attached hereto:*

	BILL NUMBER	TAX	FIRE	INTEREST	TOTAL
<b>List 2011</b>					
					\$0.00
<b>Total 2011</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>List 2012</b>					
Bowler Ellen	12-01-787	\$492.24	\$16.10		\$508.34
					\$0.00
					\$0.00
<b>Total 2012</b>		<b>\$492.24</b>	<b>\$16.10</b>	<b>\$0.00</b>	<b>\$508.34</b>
<b>List 2013</b>					
United Bank (Anderson Eileen E)	13-01-2456	\$920.70			\$920.70
Powder Forest Homes LLC	13-01-6358	\$1,330.30			\$1,330.30
Bowler Ellen	13-01-803	\$490.26	\$15.70		\$505.96
Torgersen Joann D	13-01-8071	\$247.21			\$247.21
Powder Forest Homes LLC	13-02-40633	\$590.16			\$590.16
Lamothe Henri	13-03-60185	\$97.60	\$3.13		\$100.73
Toyota Motor Credit Corp.	13-03-68640	\$140.20	\$4.49		\$144.69
Daley James J	13-04-80703	\$287.09			\$287.09
Pestretto Sebastian JNT	13-04-82472	\$7.85			\$7.85
Salls Francis J	13-04-82726	\$37.95			\$37.95
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
<b>Total 2013</b>		<b>\$4,149.32</b>	<b>\$23.32</b>	<b>\$0.00</b>	<b>\$4,172.64</b>
<b>TOTAL 2011</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL 2012</b>		<b>\$492.24</b>	<b>\$16.10</b>	<b>\$0.00</b>	<b>\$508.34</b>
<b>TOTAL 2013</b>		<b>\$4,149.32</b>	<b>\$23.32</b>	<b>\$0.00</b>	<b>\$4,172.64</b>
					<b>\$4,680.98</b>
<b>TOTAL ALL YEARS</b>		<b>\$4,641.56</b>	<b>\$39.42</b>	<b>\$0.00</b>	<b>\$4,680.98</b>



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Budget Workshop Schedule –Revised
2. **Date of submission:** January 22, 2015
3. **Date of Board Meeting:** January 26, 2015
4. **Individual or Entity making the submission:**  
  
Thomas F. Cooke – Director of Administrative Services
5. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**  
*The Individual or Entity making the submission requests that the Board of Selectmen:*  
  
Adopt a revised schedule for budget workshop dates and times based on the available dates described within.
6. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**  
  
Thomas F. Cooke – Director of Administrative Services – 860-658-3230
7. **Summary of Submission (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town’s counsel; and (v) other information that will inform the Board of Selectmen’s consideration of your submission. Include any additional information in an attached memorandum.):**  
  
The attached includes proposed changes to the schedule adopted at the January 12, 2015 meeting.
8. **Description of documents included with submission (All documents must be in final form and signed by the appropriate party.):**  
*The following documents are included with this submission and attached hereto:*

Key Budget Dates – revised



# Town of Simsbury

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Lisa L. Heavner - First Selectman

## Schedule for the Budget Meetings & Workshops

**Thursday evening, February 26<sup>th</sup> / 5:30 pm**

- First Selectman's Budget presented to Board of Selectmen

**Thursday evening, March 5<sup>th</sup> / 5:30 pm**

**Saturday, March 7<sup>th</sup> / 8:00 am – 4:00 pm**

**Monday, March 9<sup>th</sup> / 5:30 pm (prior to Board of Selectmen)**

**Tuesday, March 10<sup>th</sup> through Thursday, March 12<sup>th</sup> – 5:30 pm\***

\*Additional dates if needed

**The meetings will be held in the Main Meeting Room**

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## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Dewey Farm Property Ground License
2. **Date of submission:** January 21, 2015
3. **Date of Board Meeting:** January 26, 2015
4. **Individual or Entity making the submission:** Jerome F. Shea, P.E.
5. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Consider extending the ground license for the Dewey Farm property for the 2015 growing season on the grounds that the Open Space Committee will require time to do an inventory and evaluation of open space parcels and to develop an open space policy.

6. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**

Jerome F. Shea, P.E., Town Engineer

7. **Summary of Submission (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):**

8. **Description of documents included with submission (All documents must be in final form and signed by the appropriate party.):**

*The following documents are included with this submission and attached hereto:*

- i. Existing ground lease with the Ryan Family Flower Farm expires on March 15, 2015.
- ii. Town of Simsbury/The Ryan Family Flower Farm
- iii. A license fee of \$468.00 is proposed for the 2015 growing season
- iv. License Agreement is standard agreement as previously approved by Town Counsel
- v. See attached memorandum and proposal



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Engineering Department

January 21, 2015

Board of Selectmen  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070

Dear Selectmen:

**Subject: Dewey Farm Property Ground License (Terry's Plain Road Parcel I10-104-003 & Parcel I10-106-042B)**

This memorandum is a follow up to previous discussions at the January 12, 2015 Board of Selectman meeting in regards the future use of the Dewey Farm property. The Board of Selectman had initiated discussions back in 2014 relative to the possible sale of all or a portion of the property and the need to consider an extension of the existing ground license if the property was to be used for agriculture during the 2015 growing season. The Board approved the licensing of the property for agricultural use in April of 2014.

At their January 12<sup>th</sup> meeting, the Board of Selectman indicated that there was a desire to complete a review of the towns' open space policy and also complete a review and inventory of town owned open space parcels prior to considering possible sales or disposition of any parcels including Dewey Farm. The review of open space parcels has been initiated by the Open Space Committee who will work with the support of staff from the Culture, Parks and Recreations Department and others to complete this effort.

In consideration of the additional time required to complete the review of all of the open space parcels, staff would recommend that the Board of Selectman consider extending the term of the current ground license with The Ryan Family Flower Farm until January 2016. Attached is a proposal received from Tim Ryan representing The Ryan Family Flower Farm requesting a lease of the property so that appropriate preparations can be initiated for farming of the property in 2015. Mr. Ryan has been a good steward of the land and extending the Ground License would continue the productive use of the land for agricultural purposes.

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Facsimile (860) 658-3205

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8:30 - 4:30 Tuesday through Thursday  
8:30 - 1:00 Friday

Please contact me if there are any questions.

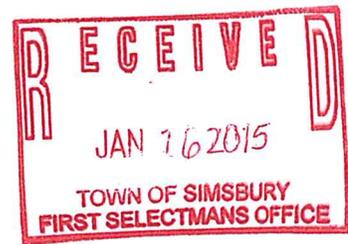
Sincerely,

Jerome F. Shea  
Town Engineer

Enclosure

cc: Thomas F. Cooke, Director of Administrative Services  
Gerald Toner, Director of Culture, Parks and Recreation  
Tom Roy, Director of Public Works

p:\my documents\open space\deweyfarmlicense renewal-bosletter-1-21-15.docx



1/16/2015

Tim Ryan  
The Ryan Family Flower Farm  
64 Terry's Plain Road  
Simsbury, CT 06070

To whom it may concern,

I am reapplying for the land lease at the old Dewey's Flower Farm located at 52 Terry's Plain Road in Simsbury. I would prefer to lease both parcels of land but if you are undecided on both, if you could at least give me an answer on one of them at this time that would be greatly appreciated. I currently own and run The Ryan Family Flower Farm located at 64 Terry's Plain Road in Simsbury so I have the need for the land and a great desire and knowledge of farming to continue farming the land that Mr. Dewey did for years.

Now is the time for me to start ordering my seeds and start them in the greenhouses in order to have a successful crop. Last year I wasn't able to get an answer from you until March so I had to purchase plants already propagated elsewhere costing me a lot more money. Ideally seeds should be started in the greenhouses by early February. Snapdragons and statice, especially, have to be started early so they have time to grow into healthy plants ready for spring planting.

The soil has been neglected at Dewey's for quite a few years now and is in need of nutrients. It needs a lot of compost, organic fertilizer and manure in order to replenish the soil. The manure needs to be continuously turned before it is decomposed enough to be put in the ground and ready for the spring plantings. This is another reason I need to know if I am able to lease the land because I don't want to put the time and labor into getting the soil ready if I don't have the land to use.

I would appreciate your attention to this as soon as possible. Thank you so much for your time.

Sincerely,

Tim Ryan



# Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke—Director of Administrative Services

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** ENO HALL FEE WAIVER
  
2. **Date of submission:**
  
3. **Date of Board Meeting:**
  
4. **Individual or Entity making the submission:**
  
5. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**  
*The Individual or Entity making the submission requests that the Board of Selectmen:*
  
6. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**

7. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

Theatre Guild of Simsbury requests fee waiver for use of ENO Hall auditorium as a performance space on April 17, 18, 25, 2015 from 6:30 pm to 11:00 pm and on April 19, 26, 2015 from 12:30 pm to 4:30 pm.

Theatre Guild of Simsbury agrees to pay custodial fees for those dates and times.

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

*The following documents are included with this submission and attached hereto:*



# Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Simsbury Light Opera Company - Eno Hall

2. **Date of submission:**

Monday, January 12, 2015

3. **Date of Board Meeting:**

Monday, January 26, 2015

4. **Individual or Entity making the submission:**

Simsbury Light Opera Company

5. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

*The Individual or Entity making the submission requests that the Board of Selectmen:*

To waive the fees for Simsbury Light Opera Company's use of Eno Memorial Hall for rehearsals and performances of our 2015 production.

6. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**

Deborah Yurko  
90 West Street, Simsbury CT 06070  
860-651-8183 yvideopro@sbcglobal.net

Telephone (860) 658-3230  
Facsimile (860) 658-9467

tcooke@simsbury-ct.gov  
www.simsbury-ct.gov

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8:30 - 4:30 Tuesday through Friday

7. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The Simsbury Light Opera Company has reserved the use of Eno Memorial Hall on March 12, 16, 17, 19, 20, 21, 22, 28, and 29th, 2015, for rehearsals and performances of "SLOCO's Greatest Hits, featuring Trial by Jury", our 70th annual production. We request that fees for the use of Eno Memorial Hall be waived by the Board of Selectmen, as was done last year. The Simsbury Light Opera Company understands that we will still be responsible for paying janitorial fees for the dates in question.

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

*The following documents are included with this submission and attached hereto:*

Print-out of e-mail from Kari Mackey, Simsbury Light Opera Company President, to Kathleen Marschall, Town of Simsbury Senior Center Coordinator, reviewing dates reserved for Simsbury Light Opera Company's use of Eno Memorial Hall.

From: **Karilyn Mackey** karilyn.mackey@gmail.com  
Subject: **Simsbury Light Opera - use of Eno Hall**  
Date: **December 9, 2014 at 3:55 PM**  
To: **Marschall Kathleen** kmarschall@simsbury-ct.gov



Hi Kathy,

Thanks again for your help. The dates for Simsbury Light Opera's use of Eno Hall for our March production are as follows:

Tech / Move-in: 3/16 - 2pm? (This was what time I had written down, but please verify that we are able to come in that afternoon.)  
Rehearsals: 3/12, 3/17, 3/19, 3/20 - 6:30-9:30 pm  
Performances: 3/21, 3/22, 3/28, 3/29 - 5-11pm for Saturdays and 12 noon - 6pm for Sundays.

The piano could be moved off the stage the same day that we move in the set pieces (Monday 3/16), and it would be put back on Monday 3/30.

Please let me know if you have any questions.

Kari Mackey



# Town of Simsbury

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P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Social Services Department

## **BOARD OF SELECTMAN MEETING AGENDA SUBMISSION**

1. **Date of Submission:** January 16, 2015
2. **Date of Board Meeting:** January 26, 2015
3. **Entity making Submission:** Social Services Department
4. **Action Requested:** Authorize the First Selectman to execute Memorandum Of Understanding between the Greater New Haven Transit District and the Town of Simsbury
5. **Responsible for Submission:** M. Lecours-Beck, Director  
Social Services Department
6. **Summary of Submission:** We applied in March 2014 for a US DOT grant (Section 5310) for a new Dial-A-Ride vehicle to replace our 2010 vehicle (with 118,596 miles). Our application was granted and we are therefore eligible for an 80% - 20% cost split. Our share (20%) will be paid out of our Expanded Dial-A-Ride fund, so there will be no impact on our budget. The Acceptance Certification was signed on June 25, 2014. This Memorandum of Understanding is the next step in the procurement process.
7. **Description of Documents:** Memorandum of Understanding between Greater New Haven Transit District and the Town of Simsbury



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Social Services Department

## MEMORANDUM

To: Lisa Heavner, First Selectman  
From: M. Lecours-Beck, Director of Social Services  
Date: January 22, 2015  
Re: New Dial-A-Ride Vehicle

In an effort to replace our 2010 Ford E450 Dial-A-Ride vehicle (mileage 118,596), we applied for a Federal Transit Grant (Section 5310) in the 2013 grant cycle. Although there was tremendous competition, we did receive approval of our grant application in March, 2014. (Criteria for this grant is a vehicle over 5 years or 100,000 miles).

The Acceptance Certification was signed on June 25, 2014. The next step is to sign and submit a Memorandum of Understanding prior to the procurement event, which will be held on February 5<sup>th</sup>.

As the State bidding process is not yet completed, we do not yet have the exact 20% figure. However, in prior years, the range has been between \$12,000 - \$17,000.

We are very fortunate to have a Dial-A-Ride donation account (Acct. #243 45230) that currently has adequate funds to cover the Town's 20% share. Therefore, this acquisition will have no financial impact on the Town's budget.

Thank you for your consideration.



# Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

Joseph Mancini - Director of Finance/Treasurer

## MEMORANDUM

**To:** Lisa Heavner – First Selectman  
**From:** Joseph Mancini – Finance/Treasurer  
**Re:** **Dial a Ride Van**  
**Date:** January 21, 2015  
**CC:**

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Lisa,

Following up our conversation about the purchase of a new dial a ride van for the senior center / social services, the purchase of this vehicle is being made under the premise that the town would receive a reimbursement for roughly 80% of the cost of the vehicle. The price of this vehicle is around \$55,000, the town is expecting a reimbursement of \$40,000, leaving the town with an expected expense of \$15,000. This expense will be funded through the use of available budget in fund 243, which is a special revenue fund for Simsbury's dial a ride. There is sufficient fund balance to cover this expenditure.

Joseph Mancini



# Town of Simsbury

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SIMSBURY, CONNECTICUT 06070

Social Services Department

## MEMORANDUM

To: Lisa Heavner, First Selectman  
From: M. Lecours-Beck, Director of Social Services  
Date: January 12, 2015  
Re: Dial-A-Ride

In our continuing effort to obtain a new Dial-A-Ride bus, attached please find a Memorandum of Understanding between the Greater New Haven Transit District and the Town of Simsbury. The Memorandum of Understanding sets forth the responsibilities of each party in the procurement process, which will be held on February 3<sup>rd</sup>.

Please sign where indicated on both copies and return.

If you have any questions, please feel free to contact us.

Thank you.

MLB/csb

Enc.

*PLEASE READ CAREFULLY. THIS DOCUMENT CONTAINS DISCLAIMER PROVISIONS CONCERNING THE PURCHASE OF VEHICLES BY ORGANIZATIONS PROCURING THEM THROUGH THE GREATER NEW HAVEN TRANSIT DISTRICT.*

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**MEMORANDUM OF UNDERSTANDING**

This memorandum of understanding sets forth the roles and responsibilities of the Greater New Haven Transit District hereafter sometimes referred to as "The District", and Town of Simsbury hereafter sometimes referred to "The Agency" concerning the procurement of vehicles by the Greater New Haven Transit District.

The Greater New Haven Transit District is purchasing vehicles for its own use by way of a competitive bidding process. In doing so, the Greater New Haven Transit District is willing to include in its own solicitation a provision allowing additional vehicles of the same categories as those being bought by the Greater New Haven Transit District to be purchased by other qualified organizations. In this case a qualified organization is defined as: a 5310 recipient, a Transit District, a Municipality, a State agency and/or a non-profit organization.

In providing Town of Simsbury the opportunity to purchase vehicles under the District's solicitation and bidding process, the Greater New Haven Transit District hereby states the following:

**REPRESENTATIONS:**

1. The Greater New Haven Transit District is continuously using its best efforts to comply with all applicable laws and regulations to which it is bound. However, the Greater New Haven Transit District does not guarantee, affirmatively state, or represent in any manner that it has met all of the legal requirements to which it is bound as a Transit District. Further, there may be additional requirements which Town of Simsbury has to meet within its own procurement process. The District states that in providing the procurement service, it is unaware, does not recognize or accept the responsibility for compliance with the additional obligations of Town of Simsbury.
2. The Contract award will go to the lowest, responsive and responsible Bidder in each category determined by the Greater New Haven Transit District's criteria. Nothing stated herein means that Town of Simsbury cannot obtain the same vehicles at a lower price through other means.
3. The Greater New Haven Transit District makes no representations, guarantees, warranties, or any other inducements of any nature or accepts other responsibility of any nature with regard to the purchase of vehicles, except to include language in its own bid documents allowing the other organizations to purchase vehicles of the same categories as that of the Greater New Haven Transit District at the same price as the Greater New Haven Transit District.
4. Once the purchase order is presented to the vendor, all liability and responsibility will be on the purchaser to follow-up, inspect, and accept delivery of the vehicle(s) and make payment to the successful vendor. **The Greater New Haven Transit District affirmatively states that once the bid is awarded and the purchase order is tendered to the vendor, the Greater New Haven Transit District will have no further responsibility to Town of Simsbury and the successful vendor. All future communication of whatever nature, will be between Town of Simsbury and the successful vendor.**
5. It is clearly understood that the Greater New Haven Transit District is specifying vehicles that will meet its needs only. No representations are made that these vehicles will meet the needs of the additional buyers.

- 6. The Greater New Haven Transit District will not be involved in any financial aspects of the purchase of additional vehicles by Town of Simsbury.
- 7. All responsibility for the inspections and acceptances of the vehicles will be with the individual organization receiving the vehicles.
- 8. The Greater New Haven Transit District shall be held harmless by Town of Simsbury in any and all respects insofar as this purchase of additional vehicles by Town of Simsbury.
- 9. The Greater New Haven Transit District has made available upon request of the additional purchaser, the bid solicitation and the purchaser of additional vehicles has had the opportunity to become familiar with the procurement requirements.

AGREED TO THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

**FOR THE GREATER NEW HAVEN TRANSIT DISTRICT**

\_\_\_\_\_  
**Donna K. Carter**  
**Executive Director**

\_\_\_\_\_  
**Witness**

**Town of Simsbury**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Witness**

\_\_\_\_\_  
**Title**

**ACCEPTANCE CERTIFICATION**  
**SECTION 5310 GRANT**  
Federal Fiscal Year 2013  
CT-16-X039

This will certify that the Town of Simsbury  
(Name of Organization) will accept a Section 5310 grant from the Department of Transportation and has sufficient resources available to provide the additional funding needed for the purchase and operation of the vehicle(s).

Please note that the Department of Transportation must be listed as first lien holder on the motor vehicle registration(s) for the vehicle(s). Titles will be retained by the Department. Also, the vehicle must, during its useful life, be registered in accordance with all the rules and regulations of the Connecticut Department of Motor Vehicles.

**DO NOT** take any action toward ordering a vehicle at this time. However, please note that each group has ninety (90) calendar days from receipt of a fully executed agreement to forward to this Department a written confirmation that the bid process for purchase of a wheelchair accessible vehicle has been initiated, either individually or through a local transit district. Within 120 calendar days after ordering the vehicle(s), the group must show proof that they have received the vehicle and placed it into service transporting the elderly and/or disabled. (Proof of purchase must consist of a dated manufacturer's or dealer's invoice (1) naming the organization as recipient of the vehicle, (2) fully identifying the vehicle, (3) marked "Paid in Full", and (4) signed by an official representative of the manufacturer or dealer). If these conditions are not met, you acknowledge that this cash grant will be returned to the Department of Transportation.

In order to expedite the delivery, the group may order a vehicle in advance of receipt of a fully executed agreement; however, this action shall be taken entirely at the risk of the agency.

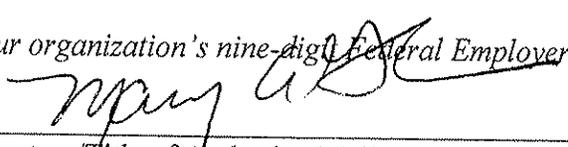
**TYPE OR PRINT THE FOLLOWING, AS YOUR AGREEMENT WILL BE WRITTEN USING THE INFORMATION EXACTLY AS IT APPEARS BELOW: This information and the Secretary of State Concord Records for your organization must match exactly or your agreement cannot be executed.**

Legal Name of Organization: Town of Simsbury

Address: 933 Hopmeadow Street (PO Box 495) Simsbury CT 06070

Name and Title of person authorized to sign an agreement on behalf of your organization:  
Mary A. Glassman, First Selectman

Your organization's nine-digit Federal Employer Identification Number: 06-6002085

  
Signature/Title of Authorized Official  
Mary A. Glassman, First Selectman

Date

6/25/14

**\* PLEASE KEEP A COPY OF THIS INFORMATION FOR YOUR OWN RECORDS \***



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Republican Appointments

2. **Date of submission:**

Friday, January 9, 2015

3. **Date of Board Meeting:**

Monday, January 12, 2015

4. **Individual or Entity making the submission:**

Simsbury Republican Town Committee

5. **Action requested of the Board of Selectmen** (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Respectfully request that the Board of Selectmen make various appointments as set forth on the attached submission.

6. **Individual(s) responsible for submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):

Greg Piecuch  
860-651-3645  
gpiecuch@comcast.net

7. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

On January 7, the Simsbury Republican Town Committee unanimously endorsed the appointment of those individuals listed on the attached submission.

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

*The following documents are included with this submission and attached hereto:*

A one-page summary of the SRTC endorsements is attached.

**REPUBLICAN APPOINTMENTS 1-9-2015**

**FOR TERMS EXPIRING JANUARY 1, 2015**

**Aging and Disability Commission**

1. Ed Lamontagne .....Reappointment of incumbent
2. Mona Martinik .....Reappointment of incumbent
3. Lynn Veith .....Reappointment of incumbent
4. Marge Diachenko (8 Sarah Lane) .....Appointment in succession of Ronald Zappile

**Ethics Commission**

1. Barbara Petitjean .....Reappointment of incumbent

**Building Code Board of Appeals**

1. William Egan.....Reappointment of incumbent

**Economic Development Commission**

1. Dave Balboni .....Reappointment of incumbent
2. Gary Dornbush .....Reappointment of incumbent
3. Lou George .....Reappointment of incumbent

**Fair Rent Commission**

1. Maddie Gilkey .....Reappointment of incumbent
2. Connie Mason .....Reappointment of incumbent
3. John Paddock .....Reappointment of incumbent
4. Dave Richman .....Reappointment of incumbent
5. Mary Turner .....Reappointment of incumbent

**Historic District Commission**

1. Dianne Mead.....Reappointment of incumbent

**FOR EXISTING VACANCIES DUE TO RESIGNATIONS**

**Simsbury Farms Complex Committee**

1. Liz Keppel (1 Cornfield Rd.) .....Appointment in succession of Kevin Schultz

**Justice of the Peace**

1. Linda Johnson (32 Bantry Rd.) .....Appointment in succession of Evan Wollacott



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Resignation
2. **Date of submission:** January 22, 2015
3. **Date of Board Meeting:** January 26, 2015
4. **Individual or Entity making the submission:** Steven Antonio, 133 Holcomb Street, Simsbury
5. **Action requested of the Board of Selectmen**

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Accept his resignation as an Alternate to the Building Code Board of Appeals

6. **Individual(s) responsible for submission**

Carolyn Keily, Town Clerk

7. **Summary of Submission**

Steven Antonio (D)

Resignation as an Alternate to the Building Code Board of Appeals

Term of Office ends: January 2016

8. **Description of documents included with submission**

Letter of Resignation

Steven T. Antonio  
133 Holcomb St. Simsbury, CT 06070

1/22/2015



Carolyn Keily, Town Clerk  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070

Dear Ms. Keily:

I hereby resign my position as Building Code of Appeals - alternate member on the  
Bldg Board of Appeals.

Please notify the Board of Selectmen that the effective date of my resignation is  
1/22/2015.

Sincerely,

A handwritten signature in blue ink, appearing to be "S. Antonio", written over a horizontal line.



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Resignation
2. **Date of submission:** January 22, 2015
3. **Date of Board Meeting:** January 26, 2015
4. **Individual or Entity making the submission:** Diana Yeisley, 78 County Road, Simsbury
5. **Action requested of the Board of Selectmen**

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Accept her resignation as an Alternate to the Aging & Disability Commission

6. **Individual(s) responsible for submission**

Carolyn Keily, Town Clerk

7. **Summary of Submission**

Diana Yeisley (D)

Resignation as an Alternate to the Aging & Disability Commission

Term of Office ends: January 2016

8. **Description of documents included with submission**

Letter of Resignation

January 22, 2015

Office of the Town Clerk  
Simsbury, CT



To whom I may concern -

Please use this letter as notification of my resignation as an alternate member of the Aging and Disability Commission for the Town of Simsbury. This resignation is effective immediately.

Thank you

Respectfully,

A handwritten signature in blue ink that reads "Diana A. Yeisley". The signature is fluid and cursive, with the first name "Diana" being the most prominent part.

Diana A Yeisley

**CALL TO ORDER**

The Regular Meeting of the Board of Selectmen was called to order at 7:00 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Lisa Heavner; Board members Sean Askham, Cheryl Cook, Nancy Haase, Christopher Kelly, and Michael Paine. Others in attendance included Carolyn Keily, Town Clerk; Tom Roy Director of Public Works; Jerome Shea, Town Engineer; Gerry Toner, Director of Parks and Recreation; Thomas Cooke, Director of Administrative Services; and other interested parties.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**SELECTMEN ACTION**

**a) Accept the resignation of Lisa L. Heavner (D) as a Selectman of the Board of Selectmen effective January 11, 2015**

Ms. Cook made a motion to accept the resignation of Lisa L. Heavner (D) as a Regular Selectman of the Board of Selectmen effective January 11, 2015. Mr. Askham seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to amend the agenda to accept the resignation of Christopher Kelly from the Board of Education. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to accept the resignation of Christopher Kelly from the Board of Education. Ms. Cook seconded the motion. All were in favor and the motion passed.

**b) Appoint Christopher Kelly (D) as a Selectman of the Board of Selectmen with an expiration date of December 7, 2015**

Mr. Askham made a motion to appoint Christopher Kelly as a Selectman of the Board of Selectmen with an expiration date of December 7, 2015. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham gave sincere thanks to Mr. Kelly for stepping up to join the Board and he said they look forward to working with him.

**c) Swearing in of Christopher Kelly**

Ms. Keily, Town Clerk swore in Mr. Kelly as a Selectman to the Board of Selectmen with an expiration date of December 7, 2015.

Ms. Heavner officially welcomed Mr. Kelly to the Board of Selectmen. She said he brings a substantial background in public service as both a former member of the Board of Selectmen and Board of Education. He has also been a past chairman of the Public Safety Committee and has also served on the Personnel Committee.

Ms. Heavner said Mr. Kelly will be taking over all of her Liaison and Chairmanship assignments. She

thanked him for also stepping up and taking over those positions.

Ms. Heavner said she is looking forward to working with Mr. Kelly and the full Board as they turn to the Town's business to work to deliver a fair, compassionate, open and effective government together. She has already started working on the budget with Town staff and looks forward to deliberations with the full Board.

Ms. Heavner said opinions matter and she said the Board wants to hear from the public about issues or concerns people might have. She told everyone to feel free to contact any member of the Board, at anytime, as they look forward to working with them. Ms. Heavner gave Mr. Kelly an opportunity to speak at this time.

Mr. Kelly said he was thankful for the opportunity to work with Ms. Heaver and the other Board members He said he appreciated the generosity they have all given him. He also thanked his wife, Sharon, for agreeing to let him do this.

Mr. Kelly said nothing happens by accident, whether is it having a great downtown or school system, there is a whole world involved of hard working people. He is committed to being a hard worker, and good partner to all.

**RECESS** - There will be a short break to recognize Mr. Kelly

Ms. Heavner said this meeting always starts with Public Audience. She said all comments are welcomed, however, because the meetings are formal with extensive agendas, the comments are limited to five minutes. Anyone who feels they need more time or want to discuss issues or concerns, the Board will be happy to meet with them if they call the office and make an appointment.

### **PUBLIC AUDIENCE**

Robert Kalechman, 971 Hopmeadow Street, congratulated Ms. Heavner and Mr. Kelly. He said it is getting to be disgusting as he feels the 5th District is corrupt and has been for a very long time. He feels this Board should rejuvenate the Ethics Board and start to clean-up this corruption.

Mr. Kalechman said there will be a lot of talk on a new Town Manager and other adjustments. He said there is new Democrat now joining this Board. He said the people voted to have four Republicans to take over this government. It still hasn't happened and he doesn't know why they aren't fulfilling the elective duties. He said the First Selectman was not selected as an individual but as a position. There was also a consultant who came in and said the First Selectman only worked 5% of the time, etc. There needs to be change. He also feels it is unfair that the Selectman has transferred all her appointments to Mr. Kelly.

Ms. Heavner said she would be happy to discuss this issue with Mr. Kalechman at a later date as his time was up for Public Audience.

Dee Costelli, representing the Historical Society, the Martin Luther King Celebration Committee, and the Free Library, said they are jointly presenting a program on Martin Luther King Day honoring him. It will be at 2 p.m. at First Church. There will be a guest speaker, the daughter of Rev. Amos Breckin, who was a friend of Martin Luther King.

Joan Coe, 26 Whitcomb Drive, said the people of Simsbury have seen the elected officials fail to lead and

take responsibility for the recent Board mess. Both parties are to blame. The recent Charter Revision Commission is so conflicted that they produced a Charter that assigned responsibility of government to the elected First Selectman and the pseudo Town Manager with the approval of the First Selectman. She said Section 502, Duties of the First Selectman, states the First Selectman shall be responsible for the administration of all Departments, agencies and offices. It says the First Selectman will be the Personnel Director for the Town. The Charter also says the First Selectman may, with the consent of the Board of Selectman, appoint another Town officer to Personnel Director. She feels the verbiage in the Charter is murky and should be re-written.

Ms. Coe said a consultant was hired to decide the duties of the Selectman's office and the salaries assigned to their tasks. The consultant was not asked to review the need for a Town Manager although he had experience to do so. She asked if this was political or self-serving. Ms. Coe said consultants have said that Simsbury has a need for professional management, however both parties have voted against having a Town Manager. Therefore, Ms. Coe said she will probably volunteer herself as a candidate for First Selectman for 2015 in order to promote the Town Manager issue. She will contact the Secretary of State for guidance and gathering signatures.

Ms. Coe asked if the Board was going vote to reduce the First Selectman's salary for 2015 budget.

### **PRESENTATIONS**

- **GIS Update**
- **Ethel Walker Open Space Improvement Plan**
- **Future Use of Dewey Farm Property**

### **FIRST SELECTMAN'S REPORT**

#### **SELECTMEN ACTION**

##### **d) Approve Tax Refunds**

Ms. Haase made a motion to approve tax refunds in the amount of \$16,716.98 as reviewed and recommended by the Tax Collector. Mr. Paine seconded the motion. All were in favor and the motion passed.

##### **e) Approve 2015 Budget Workshop Dates**

Ms. Haase made a motion to approve March 3rd, 4th, 5th, 6th, in the evenings, along with Saturday March 7th, all day, as budget workshop dates and to add March 10th, 11th, and 12th as additional dates if necessary. Mr Paine seconded the motion. All were in favor and the motion passed.

##### **f) Approve License Fee Waiver not to exceed \$100 for Marriage Licenses issued on February 13, 2015**

Ms. Haase made a motion to approve a non-budgeted expenditure, not to exceed \$100, to cover any surcharge to be remitted to the State and waive collection of the fee for Marriage Licenses issued on February 13, 2015. Ms. Cook seconded the motion. All were in favor and the motion passed.

**g) Acceptance of Proposal from L. Wagner & Associates for services relating to Small Cities Grant, Simsbury Housing Authority**

Ms. Cook made a motion to accept the proposal of L. Wagner & Associates to provide professional and technical services in connection with the submission of a Small Cities Grant on behalf of the Simsbury Housing Authority. Mr. Askham seconded the motion. All were in favor and the motion passed.

**h) Accept donation of \$5,000 from Garrity Asphalt Reclaiming, Inc. for the Keep Simsbury Warm Programs**

Mr. Askham made a motion to accept the financial donation from Garrity Asphalt Reclaiming, Inc. in the amount of \$5,000 for the Keep Simsbury Warm Programs. Ms. Cook seconded the motion. All were in favor and the motion passed.

**i) Adopt Resolution authorizing the First Selectman to execute a grant contract with the Connecticut State Library in the amount of \$5,000 for Historic Documents Preservation**

Mr. Kelly read the following motion: "RESOLVED, that Lisa L. Heavner, First Selectman of the Town of Simsbury, is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for a Historic Documents Preservation Grant." Mr. Askham seconded the motion. All were in favor and the motion passed.

**j) Approve the Public Gathering Permit Applications for 2015 Events**

Mr. Askham made a motion to approve the Public Gathering Permit Applications for the 2015 events attached. Ms. Haase seconded the motion. All were in favor and the motion passed.

**k) Assign 1 Old Bridge Road Open Space Committee**

There was no motion on this item.

**OTHER BUSINESS**

- a) Liaison Appointments**
- b) Impeachment Process**
- c) MS4 DEEP Regulations Update**
- d) Veterans Memorial Project and Open Space**

**APPOINTMENTS AND RESIGNATIONS**

**a) Accept the resignation of Kevin W. Schultz (R) as a regular member of the Simsbury Farms Complex Committee effective December 27, 2014**

Mr. Askham made a motion to accept the resignation of Kevin W. Schultz as a regular member of the Simsbury Farms Complex Committee effective December 27, 2014. Ms. Haase seconded the motion. All were in favor and the motion passed.

**ACCEPTANCE OF MINUTES**

**a) Regular Meeting of December 8, 2014**

No action was taken and therefore the minutes are adopted.

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

- 1. Personnel**
- 2. Finance**
- 3. Welfare**
- 4. Public Safety**
- 5. Board of Education**

**ADJOURN TO EXECUTIVE SESSION**

- a) Review Hopmeadow Street, LLC vs Town of Simsbury with Town Counsel**
- b) Review of status of Town Negotiations with IBPO**

Mr Askham made a motion to adjourn to Executive Session to review and take possible action on Hopmeadow Street, LLC vs the Town of Simsbury with Town Counsel and the status of Town Negotiations with IBPO at 8:35 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

**a) Review of Hopmeadow Street, LLC vs. Town of Simsbury with Town Counsel**

In addition to the Board of Selectmen, Town Counsel Robert DeCrescenzo and Director of Administrative Services Thomas Cooke per present. Mr. Haase recused herself and left the meeting. Discussion on the matter concluded at 8:51 p.m. Attorney DeCrescenzo left the meeting.

**b) Review the Status of Town negotiations with IBPO**

Ms. Haase rejoined the meeting at 8:51 p.m.

Ms. Haase made a motion to adjourn from Executive Session. Mr. Askham seconded the motion. All were in favor and the motion passed.

**ADJOURN FROM EXECUTIVE SESSION**

Ms. Haase made a motion to adjourn from Executive Session. Mr. Askham seconded the motion and the motion passes. The Board adjourned from Executive Session at 9:20 p.m.

Respectfully submitted,

Kathi Radocchio  
Clerk