



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectman

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## **SIMSBURY BOARD OF SELECTMEN**

**Main Meeting Room – Simsbury Town Hall – 933 Hopmeadow Street, Simsbury**

**Regular Meeting – March 23, 2015 – 7:00 p.m.**

**(Immediately Following Personnel Sub-Committee Public Hearing)**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC AUDIENCE**

### **PRESENTATIONS**

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

### **SELECTMEN ACTION**

- a) Approve submission of 2015 Small Cities Program Application for Renovations to the Virginia Connelly Residence/Dr. Owen L. Murphy Apartments
- b) Approve Tax Refunds
- c) Accept Donation in the amount of \$4,976.40 from Stop & Shop for the Feed-A-Friend Program
- d) Fiscal Year 2016 Budget Update and Possible Actions
- e) Senior Center Update and Possible Actions

### **OTHER BUSINESS**

- a) Hometown Hero Committee
- b) Correspondence regarding Stormwater Sewer Systems House Bill 5709

### **APPOINTMENTS AND RESIGNATIONS**

- a) Accept the resignation of Christopher M. Meile as a regular member of the Economic Development Task Force effective February 17, 2015

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

- b) Appoint Willam P. Hantzos (D) to the Recycling Committee with an expiration date of December 7, 2015
- c) Appoint Richard Cortes (D) as an alternate member to the Building Code of Appeals with an expiration date of January 1, 2016
- d) Appoint Melissa Osborne (D) to the Clean Energy Task Force with a expiration date of December 7, 2015

**ACCEPTANCE OF MINUTES**

- a) Special Meeting of March 5, 2015
- b) Special Meeting of March 7, 2015
- c) Regular Meeting of March 9,2015

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

- 1. Personnel – Possible Action concerning the Town of Simsbury’s Form of Government
- 2. Finance
- 3. Welfare
- 4. Public Safety
- 5. Board of Education

**ADJOURN**



# Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Small Cities Program Grant Resolution
2. **Date of submission:** March 19, 2015
3. **Date of Board Meeting:** March 23, 2013
4. **Individual or Entity making the 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 – [tcooke@simsbury-ct.gov](mailto:tcooke@simsbury-ct.gov)  
Edward LaMontagne – Executive Director, Simsbury Housing Authority

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 the attached Resolution authorizing the First Selectman to file an application to the State of Connecticut for \$800,000 in order to undertake a Small Cities Community Development Program for the renovation and repair of property owned by the Simsbury Housing Authority. **The Resolution must be read into the record.**

6. **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.):**

As part of the application process for a 2015 Small Cities Grant, the Town of Simsbury held a public hearing earlier this evening to obtain comment from the public and other on the advisability of moving forward with a Small Cities Grant application. The Simsbury Housing Authority has a significant need for the funding in order to repair badly outdated roofing and significantly eroded paving at its properties.

**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

The application seeks a grant of \$800,000 which would cover the cost of the Housing Authority's renovation projects.

**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:*

Certified Resolution of Applicant – Small Cities Program

CERTIFIED RESOLUTION OF APPLICANT

SMALL CITIES PROGRAM

Certified a true copy of a resolution adopted by the Town of Simsbury at a meeting of its Board of Selectmen on March 23, 2015 and which has not been rescinded or modified in any way whatsoever.

\_\_\_\_\_  
(Clerk)

\_\_\_\_\_  
(Date)

(Seal)

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 – 3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Simsbury make application to the State for \$800,000 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SELECTMEN:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application by the Town of Simsbury in an amount not to exceed \$800,000 is hereby approved, and that the First Selectman is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, to carry out approved activities and to act as the authorized representative of the Town of Simsbury.



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933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tax Refunds
2. **Date of submission:** 03-17-2015
3. **Date of Board Meeting:** 03-23-2015
4. **Individual or Entity making the 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

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.):

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

Tax refunds to be approved by State Statue 12-129. Some of the reasons for refunds on cars are –vehicle sold, destroyed, donated, moved out of state or appealed the taxes.

Real Estate refunds are due to the fact that both a bank and an attorney's office pay the taxes because of sale of house or re-finance.

6. **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.):

7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

Approve tax refunds per attached printout in the amount of \$ 1,937.15

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:*

Tax Refunds.xls

	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>					
Leite, Tom C and Caroline	2012-01-4481	\$461.28	\$15.09		\$476.37
					\$0.00
<b>Total 2012</b>		<b>\$461.28</b>	<b>\$15.09</b>	<b>\$0.00</b>	<b>\$476.37</b>
<b>List 2013</b>					
Leite, Tom C and Caroline	2013-01-4508	\$459.42	\$14.72		\$474.14
Corallo, Melanie R	2013-03-53575	\$391.49	\$12.55		\$404.04
Callahan, Sean Michael	2013-03-54278	\$235.47	\$7.54		\$243.01
Hagan, Michelle T	2013-03-57463	\$186.44	\$5.97		\$192.41
Caponetti, Garrett R and Fr	2013-04-80428	\$197.45	\$17.11		\$214.56
Poole, William C	2013-04-82523	\$5.60			\$5.60
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
<b>Total 2013</b>		<b>\$1,475.87</b>	<b>\$57.89</b>	<b>\$0.00</b>	<b>\$1,533.76</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>\$461.28</b>	<b>\$15.09</b>	<b>\$0.00</b>	<b>\$476.37</b>
<b>TOTAL 2013</b>		<b>\$1,475.87</b>	<b>\$57.89</b>	<b>\$0.00</b>	<b>\$1,533.76</b>
					<b>\$2,010.13</b>
<b>TOTAL ALL YEARS</b>		<b>\$1,937.15</b>	<b>\$72.98</b>	<b>\$0.00</b>	<b>\$2,010.13</b>



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P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Social Services Department

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

1. **Date of Submission:** March 12, 2015
2. **Date of Board Meeting:** March 23, 2015
3. **Entity making Submission:** Social Services Department
4. **Action Requested:** Acceptance of financial donation in the amount of \$4,976.40 from Stop & Shop, Feed-A-Friend Program.
5. **Responsible for Submission:** M. Lecours-Beck
6. **Summary of Submission:** Stop & Shop supports a Feed-A-Friend Program by soliciting customer donations during the month of November. These funds support our Cheese Day Program and our Food Closet.
7. **Description of Document:** Copy of checks #0006987569 in the amount of \$1,891.80 and #0006940403 in the amount of \$3,084.60 are attached.



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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Budget Transfers / Budget Changes
  
2. **Date of submission:** March 19, 2015
  
3. **Date of Board Meeting:** March 23, 2015
  
4. **Individual or Entity making the submission** :Joseph Mancini / Board of Finance
  
5. **Action requested of the Board of Selectmen** –
  - A. Recommend that the finance director move \$3,000,000 from the Internal Service Fund to the OPEB Trust.
  - B. Approve the reduction in the fiscal year 2016 Budget of \$147,929 for OPEB Costs.
  - C. Approve the transfer of \$400,000 from the general fund to the Pension Trust.
  - D. Approve the reduction in the fiscal year 2016 Budget of \$17,268 for Pension Costs.
  - E. Approve the Increase in the fiscal year 2016 Budget of \$45,000 for Simsbury Farms, bringing the total for that line item to \$90,000.
  - F. Approve the reduction in CNR by \$83,550. This amount will be funded by favorability in fiscal year 2015.
  - G. Approve the reduction in the fiscal year 2016 Budget of \$16,710 for the Capital Non-Recurring paypack from the general fund.
  
6. **Summary of Submission** – The changes reflected above represent discussions and actions that occurred at the Board of Finance meeting on March 17<sup>th</sup>.
  
7. **Financial Impact** – In Fiscal Year 2015 this will reduce the amount of expected favorability. In Fiscal Year 2016 these changes will keep the mill rate close to zero.
  
8. **Description of documents included with submission**



# Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

Joseph Mancini - Director of Finance/Treasurer

## MEMORANDUM

**To:** The Board of Selectman  
**From:** Joseph Mancini - Finance/Treasurer  
**Re:** **Report from the Board of Finance**  
**Date:** March 20, 2015  
**CC:**

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At the recent regularly scheduled Board of Finance Meeting the Board discussed the fiscal year 2016 budget and some potential strategic changes that were recommend. These recommendations come after the Board of Education Budget presentation on Wednesday March 11, 2015 and are consistent with their expressed desire to not raise taxes for fiscal year 2016.

Please note the attached Memo from Burke LaClair which will be presented to the Board of Education on March 24<sup>th</sup>.

Updates / Recommendations as a result of discussions and actions from the Board of Finance

- **OPEB** (Other Post-Employment Benefits) – Two changes occurred since the Board of Selectman approved the FY16 Budget. First, the Board of Finance instructed the actuaries to restate the actuarial report to include a 7.5% rate of return. Secondly, the Board of Finance voted to recommend moving \$3,000,000 from the internal service fund to the OPEB trust. This provides the Board of Selectman with the opportunity to reduce the OPEB contribution for FY16 by \$147,929. While this action can be taken by the Director of Finance / Treasurer with no further action by the Board of Selectman, the recommendation of the BOS is being sought prior to any action.
- **Pension** – The Board of Finance approved and recommended a transfer of \$400,000 from the Expected FY15 General Fund operating surplus. This recommendation, if acted on will provide additional budgetary relief of \$17,268
- **Simsbury Farms** – Recognizing some favorability, and in the best interest of smoothing future budget increases, the Board of Finance is making the informal recommendation that the Board of Selectman add back \$45,000 for the Simsbury Farms Transfer.
- **CNR** – It appears that both the Board of Education and the town are forecasting operating budget favorability, the Board of Finance has asked if the Board of Selectman would reduce their Fiscal Year 2016 CNR request by \$83,550. This reduction would reduce the operating budget an additional \$16,710.

With the recommendations from the Board of Finance to the Town and the Board of Education the taxpayers of Simsbury would expect to not see a tax increase for the second year in a row.

Thanks,  
Joseph P Mancini

Telephone (860) 658-3282  
Facsimile (860) 658-9467

Jmancini@simsbury-ct.gov  
www.simsbury-ct.gov

8:30 - 7:00 Monday  
8:30 - 4:30 Tuesday through Thursday  
8:30 - 1:00 Friday

March 18, 2015

**Via E-Mail: [jmancini@simsbury-ct.gov](mailto:jmancini@simsbury-ct.gov)**

Mr. Joseph Mancini  
Finance Director  
Town of Simsbury  
P.O. Box 495  
Simsbury, CT 06070

Dear Joe:

Per our prior conversations, we recommend a Claim Reserve target of 20.0% of Paid Claims.

For June 30, 2014, this value would have been \$2.32 Million for Medical/Rx under the Self-funded ASO program.

For June 30, 2015, the estimated value would be \$2.36 million for Medical/Rx under the Self-funded ASO program.

For June 30, 2016, the current projected value would be \$2.38 million; the target is relatively flat due to favorable claims experience and the population migration to the HDHP option.

Please call if you would like to discuss further.

Sincerely,

*Bob*

Robert C. Lindberg  
Area Senior Vice President

/RCL

cc: Burke LaClair, SBOE

MEMORANDUM TO: Members of the Board of Education

FROM: Matthew Curtis  
Superintendent of Schools

DATE: March 24, 2015

RE: 2015-16 Budget Update

As discussed at the last budget update on March 10, 2015, there is positive new financial information the administration will detail this evening, much of which follows actions by the Board of Finance at its meeting of March 17, 2015. As outlined below, the following areas provide downward pressure on the 2015-16 BOE operating budget and would result in a significant reduction in the requested budget increase for 2015-16 from 2.47% to 1.30% with no negative impacts on programs.

- **OPEB** (Other Post-Employment Benefits) – Updated actuarial valuation: The Board of Finance approved the additional funding of \$3 million dollars from the Internal Service Fund into OPEB, which results in an ongoing lowering of the Annual Required Contribution (ARC) for OPEB and a decrease of \$290,691 for our operating budget.
  - Net budget impact of -0.44%
- **Non-Lapsing Account** – The Board of Finance formally established a non-lapsing account for unexpended education funds (up to 1% of the full BOE budget or approximately \$650,000) in accordance with Sec. 10-248a of the Connecticut General Statutes. Due to favorable insurance experience and reserve levels, this account will allow the Board of Education to decrease the out-of-district tuition and transportation impact on our 2015-16 operating budget by \$250,000
  - Net budget impact of -0.38%
- **Energy Efficiency Projects** - It is anticipated that these projects with a new cost \$370,000 will be funded from the non-lapsing account approved by the Board of Finance. These 3 projects proposed for Simsbury High, Henry James and Tootin' Hills Schools have an estimated payback of 1.9 – 3.6 years. There would be a net reduction of \$165,000 to the electricity portion of our 2015-16 operating budget.
  - Net budget impact of -0.25%

- **Pension** – The Board of Finance approved additional funding of \$400,000 from general reserves to the Town’s Defined Benefit Pension plans resulting in a further lowering of the Board’s Actuarially Defined Contribution (ADC) by \$12,621.
  - Net budget impact of -0.02%
  
- **Worker’s Compensation/LAP Insurances** – Our 2015-16 increases for Liability/Auto/Property and Worker’s Compensation insurances were recently finalized and result in a decrease of \$50,000 to the operating budget.
  - Net budget impact of -0.08%

“MOVE that the Board of Education adopt the revised 2015-16 public school budget in the amount of \$66,453,006 which represents an increase of \$850,188 or 1.30%.



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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Resignation
2. **Date of submission:** March 10, 2015
3. **Date of Board Meeting:** March 23, 2015

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

Christopher M. Meile, 46 Banks Road, Simsbury

5. **Action requested of the Board of Selectmen**

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

Accept the resignation of Christopher M. Meile from the Economic Development Task Force.

6. **Summary of Submission:**

Resignation of Christopher M. Meile (U)  
Effective February 17, 2015  
Economic Development Task Force  
Term from 12/2/2013 to 12/7/2015

7. **Financial Impact:** none

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

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

Letter of resignation

February 17<sup>th</sup>, 2015

Simsbury Town Clerk  
933 Hopmeadow Street  
Simsbury, CT 06070

Attn: Carolyn Kelly  
CC: Nancy Haase

Dear Carolyn,

It is with regret that I tender my resignation with the Economic Development Task Force. The EDTF is an outstanding example to other communities about residents sharing their time for the goal of improving town economics. It was an honor to be selected and participate with neighbors who care about our community. Unfortunately, a change in my employment has created a time conflict with the EDTF schedule where I am unable to consistently attend meetings and fulfill my obligations to the group.

I am exploring other opportunities to continue my participation in our town's future. Experiencing a town as a resident is only half the view. Participating in its success makes the journey twice as rich and fulfilling.

Sincerely,



Christopher M. Meile  
46 Banks Rd  
Simsbury, CT 06070





# Town of Simsbury

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## **BOARD OF SELECTMEN MEETING** **AGENDA SUBMISSION FORM**

1. **Title of Submission:**
2. **Date of Submission:**
3. **Date of Board Meeting:**
4. **Individual or Entity making the 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):**
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 the approval of the following individuals to the positions indicated:

William P. Hantzos (D), 34 Simsbury Manor Dr., Weatogue 06089, to complete the Term of Claudia Szerakowki on Recycling Committee ending 12/7/2015.

Richard Cortes (D), 17 Rosewood Dr., Simsbury 06070, to complete the term of Steven Antonio as an Alternate on Building Code Board of Appeals ending 1/1/2016.

Melissa Osborne (D), 25 Orchard Lane, Simsbury 06070, to complete the term Claudia Szerakowski on Clean Energy Task Force ending 12/7/2015.

6. **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.):

Simsbury Democratic Town Committee requests approval of the above names individuals to the offices and terms indicated

7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

None known

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:*

None



# Town of Simsbury

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SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Appointment of Jackie Battos to Economic Development Task Force
2. **Date of submission:** March 23, 2015
3. **Date of Board Meeting:** March 23, 2015
4. **Individual or Entity making the 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):** Hiram Peck, Director of Planning for the Zoning Commission.
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 the appointment of Jackie Battos to fill the vacancy created by resignation of Derek Peterson on the Economic Development Task Force.*
6. **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.):**  
This matter was discussed at 3/16/15 Zoning Meeting. Zoning Commission Chairman Robe Pomeroy has put forward Ms. Battos as the replacement for Derek Peterson as representing the Zoning Commission on the EDTF.

7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury): No negative financial impact to this appointment.

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:*  
No additional documents.

**CALL TO ORDER**

First Selectman Lisa Heavner called the Simsbury Board of Selectmen’s Budget Workshop to order at 5:30 p.m. on Thursday, March 5, 2015. The meeting was held in the main meeting room of the Simsbury Town Offices located at 933 Hopmeadow Street, Simsbury, CT. Also in attendance: Selectmen Sean Askham, Cheryl Cook, Nancy Haase, Chris Kelly and Mike Paine. Staff included Director of Administrative Service Thomas Cooke, Deputy Director of Administrative Services Sean Kimball and Finance Director Joseph Mancini.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the pledge of allegiance.

**PUBLIC AUDIENCE**

Anita Mielert, 57 East Weatogue Street, said she is in favor of restoring Simsbury Main Street Partnership’s funding to the \$50,000, from \$45,000. She said Main Street is the most effective economic development program the town has ever had and needs the town’s full support.

Joan Coe, 26 Whitcomb Drive, said as a candidate for First Selectman she is listening versus talking.

Kristen C. Barnett, 15 Ox Yoke Drive, said supports restoring Main Street to its \$50,000 level, and allocating \$50,000 toward a proposed “hub” that would bring groups like the chamber, Main Street, and tourism to one centralized location, such as a visitor center.

**OVERVIEW OF BUDGET**

Ms. Heavner said the town budget for fiscal year 2015-2016 is \$19,029,456. The budget represents a \$318,093 increase over the current year, or a 1.70 percent increase. She noted that this year’s increase is below the last two years. She said the department requests that were submitted would have increased the budget by \$815,914, or 4.36 percent, to \$19,527,277.

Mr. Mancini related that an additional \$80,000 was available for the budget due to lower than expected OPEB (other post-employment benefits) Arc payments.

**DISCUSSION**

**GENERAL GOVERNMENT**

**Town Clerk:** Carolyn Keily described the work of the town clerk’s office from marriage licenses to death certificates, dog and fishing licenses, to land records, absentee ballots and more. She said the department works with other town department and the state government. The office had a new moveable shelving system put into place that is shares with the probate office. The money used to make the improvement came from a surcharge fee that the state imposed on land record transactions of which the town gets to keep a portion. She said the office had \$773,308 in revenues for fiscal year 2013-2014, but 30 percent, or \$228,447, went to the state.

Ms. Cook asked about public notices going online. Mr. Cooke said that has not taken place.

**First Selectman’s Office/Central Administration**

Ms. Heavner went over increases, such as under contractual services, \$15,900 is for a license fee that will simplify and streamline the HR process and move away from paper-based systems. The town is

working with the Board of Education on this. There is also a contractual obligation of \$4,100 to NeoGov for the online application process, which has been beneficial. If the HR system moves forward, the town will eliminate NeoGov. If nothing is done then the town will retain NeoGov.

Ms. Cook asked if this was a definite. Mr. Cooke said it is not. Ms. Haase asked if there was the possibility of phasing things in. Mr. Cooke said there is a possibility of working with modules. Mr. Askham asked if the current technology platform in town could support this. Mr. Cook said it would.

Ms. Heavner pointed out a reduction in the first selectman's salary, a change in Mr. Kimball's salary, and a new line item for special activities, such as employee award or retirements ceremonies, to make the budget more transparent. Conferences and education were moved back to the various departments so there was a reduction there. Mr. Mancini negotiated a better telephone contract so there was another reduction there. Legal services are essentially the same. There was a small contractual increase for health services.

### **FINANCE**

Mr. Mancini briefly went over the past year and where some savings were realized. He said some of the goals for the future are to maintain the Certificate of Achievement for Excellence in Financial Reporting from the GFOA; maintain the Town of Simsbury's AAA rating; exceed the \$25,000 budget for investment income in fiscal year 2015; and implement a quarterly budget review process with department heads.

His budget request reflects a decrease of one position funded at \$42,000, funds contractual increases of \$12,000, and allows for two staffing changes within the department. Mr. Mancini would like to resurrect the assistant finance director position, and increase the number of hours worked for the payroll/accounts payable employee to 40 hours from 35. This budget request also includes \$4,000 for help during the summer months. Mr. Mancini said audit service is a fixed dollar amount that will be competitively bid or a one-year extension signed.

Ms. Haase asked if the annual report printing was competitively rebid. Mr. Mancini said he thought so.

### **Tax Collector**

The collection rate is 99.5 percent. The number of online bill payments continues to increase. The office successfully transitioned from two full-time employees to one full-time and two part-time employees this past year. A collection agency was used for the first time this past year primarily for old vehicle taxes. About \$15,000 has been collected. There is no cost to the town, as the agency adds a 15 percent tax that it collects. The department is transitioning the majority of its billings to be done electronically, which cuts down on mailing and printing.

### **Assessor**

Town Assessor David Gardner said the current grand list shows an increase of .757 percent, up from .596 from 2013. His budget includes the requested reinstatement of a full-time assistant assessor, last funded in FYE 2010 to improve assessment quality and succession planning. Having an assistant assessor in place before the 2017 revaluation gets under way should help with assessment quality and fairness. In this proposal, the 1/2 time clerk position is eliminated. The clerk's position is currently staffed through June 30, 2015. The budgeted salary for the assistant assessor is \$59,096.

Ms. Haase said with the changes to the office, the net increase would be about \$37,000. Ms. Cook asked how much revaluation services cost. Mr. Gardner said about \$300,000.

Mr. Cooke stressed the need for succession planning in this and other departments. Mr. Paine said succession is something the town should be constantly thinking about. It was supported to put the assistant assessor position on the wish list.

### **Information Technology**

Computer manager Rick Bazzano gave a few highlights of the past year: at the Simsbury Public Library he updated all the network switches and they are now connected to the Nutmeg Network. The police department went to cloud-based storage and has new spam filtering that is running successfully. The police also went with video cameras in the cruisers, and the mobile data terminals in the patrol cars were all updated.

His department worked with the building department, engineering and others to launch GIS. Fiber deployment, with the help of a grant, is underway (except when the ground is frozen). Outside of the parks department, almost everywhere all town facilities are connected to fiber. The migration to Windows 8 was successful, as was the virtual desktop rollout. Any increase in the budget is contractual.

Mr. Askham asked about security and it was suggested to have another security audit, especially if there are plans to help employees work remotely from home by logging on to the town system. Security testing is done regularly, but Mr. Askham wanted to make sure it is always top of mind with more and more threats and more and more information moving and business being done online. He said he would rather spend money to prevent exposure than to try and recover from a breach.

### **SOCIAL SERVICES**

Director of Social Services Mickey Lecours-Beck said her budget increased a bit due to a bumping situation, and due to contractual obligations. She requested the youth program be matched as that amount allows them to fund all of the youth programs the department offers.

She said the department:

- Gave food to 7,432 residents through its four food programs.
- Completed 266 energy assistance applications, resulting in \$176,300 in energy benefits back to qualifying Simsbury residents.
- Completed 110 renters rebate resulting in \$55,800 in rebates back to residents.
- Provided financial assistance to 1,543 residents in the amount of \$105,456, which was used for everything from oil and electricity bills to food and car repairs.
- The department collected \$134,893 in donations. Ms. Lecours-Beck described Simsbury as a “very, very generous town.”

A suicide prevention program was held, as were 38 youth programs. Online registration at senior center is growing and six intergenerational programs for seniors and high school students were held. The senior job bank was operational and senior center artists had a show.

Ms. Haase wondered if there was a possibility of doing the suicide prevention training again. Ms. Lecours-Beck said the program was made possible by a grant, but she thought it was possible. Adding back \$4,000 for youth programs was added to the wish list.

**CULTURE, PARKS AND RECREATION**

Recreation Director Gerry Toner went over what the department is responsible for: park and facility maintenance, recreation programs, and golf course maintenance and the pro shop.

The largest function of the department is park and facility maintenance, which includes 535 acres of parks and recreation, 2,400-acres of open space, 40 athletic fields including board of education fields that the board partially funds. Facilities include the Simsbury Farms Recreation Complex, Performing Arts Center and the Farmington Valley Greenway. The department is involved in an exciting program where a consulting forester is overseeing 630 acres of town property. Mr. Toner also met with Yale School of Forestry about developing a relationship with them.

He said the department administers 750 recreation programs annually and has a database of families that is about 7,000 strong. More than 90 percent of program registration is done online. There are 50 summer camps, serving 2,000 youngsters and 30 youth and adult programs. The department also administers Simsbury Celebrates annually. About 37,000 rounds of golf were played at Simsbury Farms Golf Course. Improved restaurant concession has helped the golf course.

He asked that the facilities maintenance account for tree maintenance for open space be reinstated. He said this is a contracted cost. The department cannot do that in-house.

Ms. Cook mentioned maintenance at Memorial Field pool. Mr. Toner said all safety issues are immediately handled and that further improvements are in the capital improvement project budget. Mr. Toner mentioned the increase in minimum wage and its effect on his budget.

There was discussion on the Simsbury Farms budget and changes made to it to reflect current accounting practices.

Mr. Toner said there is no request in the capital and non-recurring budget for golf course maintenance equipment. He said there is a surcharge to course fees earmarked for equipment replacement.

Ms. Cook asked if Mr. Toner worked with the economic development commission or other groups in for marketing. He said he has worked with various groups and that his department is probably not working with them as much as it should.

**PLANNING/ECONOMIC DEVELOPMENT**

Director of Community Planning Development Hiram Peck is seeking an increase for Colleen Fenn to \$53,562 as a reflection of her work and to keep her on par with other department administrators. His top three additional requests in order are: funding for a part-time certified assistant building official to keep the inspection process running smoothly for \$32,240; restoring Main Street's funding to \$50,000; and \$4,000 for conferences.

**ADJOURN**

Ms. Haase made a motion to adjourn at 8:20 p.m. Ms. Cook seconded and all voted in favor.

Respectfully submitted, Stephanie Riefe

### **CALL TO ORDER**

The Special Meeting of the Board of Selectmen was called to order at 8:00AM in the Main Meeting Room of the Simsbury Town Offices located at 933 Hopmeadow Street, Simsbury, CT. Present were: First Selectman Lisa Heavner and Board members Sean Askham, Cheryl Cook, Nancy Haase, Christopher Kelly and Michael Paine. Also in attendance were Nicholas Boulter, Captain, Simsbury Police, Thomas Cooke, Director of Administrative Services, Chief Peter Ingvertson, Simsbury Police, Lisa Karim, Director, Simsbury Library, Sean Kimball, Deputy Director of Administrative Services, Burke LaClair, Board of Education Business Manager, Joseph Mancini, Director of Finance/Treasurer, Tony Piazza, Superintendent, Water Pollution Control Authority, Thomas Roy, Director of Public Works, Jeff Shea, Town Engineer, Gerry Toner, Recreation Director and other interested parties.

### **PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance

### **PUBLIC AUDIENCE**

Ms. Joan Coe, 26 Whitcomb Drive, stated that she will be running for First Selectmen and noted the changes that she would make if elected.

### **OVERVIEW OF BUDGET**

#### **Public Works**

Mr. Roy presented and discussed the following slides to Board members:

- Impact All Residents, Employees and Visitors
- Support six other departments
  - Police
  - Social Services
  - Library
  - Town Hall
  - Park Recreation
  - Board of Education
- Public Works Administration Responsibilities
- Buildings and Grounds
- Typical Building Services
- On Call 24 Hours a Day, 365 Days per Year
  - 165 miles of roadway
- Roadway Paving
- Drainage Work
- Plowing
- Street Sweeping
- Barricades, Leaf Collection, Guardrail and Signs
- Fleet Maintenance

- Landfill – Bulky Waste
- Budget Highlights
- Staff Changes – Project Administrator
- Building and Grounds Staffing
- Budget Summary
- Budget Drivers
  - Staffing
  - Electricity/Street Lights
  - Equipment/Vehicle Maintenance
  - Road Salt
- Community Involvement
- Simsbury WPCF
- Overview

### **Water Pollution Control**

Mr. Piazza reviewed and discussed the following slides with Board members:

- Key Statistics
- FY 2015 Major Accomplishments
- WPCA Budget
  - No increase in sewer use fees

Board members asked Mr. Roy and Mr. Piazza questions on the Public Works and Water Pollution Control presentations. Some of the items discussed were:

- Senior Center
- Fuel Savings – locked in
- Sharing expenses for Open Space
- Salt increased maintenance on trucks
- Trimming trees in Town

### **Engineering**

Mr. Shea reviewed and discussed his slide presentation to Board members. Slides included:

- Core Activities
- Anticipated FY 2016 Priorities
- Capital Projects
- Capital Budget

Board members asked questions to Mr. Shea and Mr. Mancini on their presentation. Some of the items discussed were:

- Capital Project Budget vs the Operating Budget
- Hire consultants as needed for projects

### **Library**

Ms. Karim discussed a slide presentation to Board members. Slides included:

- Contractual Salary Increases Biggest Increase
- Read Some Comments from Residents
- Visits are up 24% from last year
- Highest Per Capita for number of visits
- Recognition – Ranked 4<sup>th</sup> highest in Connecticut
- 3D Printing Lab
- Innovators Workshop
- Expanded Technology Courses
- One-on-One Technology Assistance
- New Teen Librarian
- Expanded Teen Services
- Children Services
  - Building Foundations of Literacy
  - Building Foundations in STEAM
- Business Resource Center
  - Simsbury Small Business Group
  - Job Assistance
  - Career Development Facilitator Training
  - Small Business Development Center
- Collaboration
  - Touch a Truck
  - Simsbury Historical Society
  - Senior Movie Events
  - Town Halloween Party
  - Simsbury Public & Private Schools
- Outreach
- How we make our \$\$\$ go Further
- CT Library Association 2015 Annual Conference

Ms. Heavner thanked the Library members for their accomplishments and Board members asked questions on the presentation. Some items discussed were:

- Explaining shelving needs
- Increase part-time Administrative employee from 17 hours a week to 25
- Increase in participation in the Simsbury Library

### **Public Safety**

Chief Ingvertson noted that the Simsbury Police Department is nationally accredited as well as State accredited.

Chief Ingvertson and Captain Boulter presented their slide presentation to Board members. Slides included:

- Timely Emergency
  - High Visibility
  - Accessibility
  - Involvement
- Detectives
- Non-Governmental Community leaders and Civic Organizations
- Special Events
- Simsbury voted one of the Best 10 Communities in Connecticut
- New Programs
- Calls for Service Stats 2012-2014
- Detective Division Investigations
- Growth Impacting Police Services
- Proposal for FY 2016
  - Addition of Two Officers
  - Reduction in Operational Budget
  - Conference/Education Fund
  - Overall Increase 4.83%
- Sworn Officers Per Population
  - Anticipated Residential Growth
- Cost per Household or Taxpayer for Budget Increase

Board members discussed and asked questions to Chief Ingvertsen, Captain Boulter and Mr. Mancini on the Public Safety presentation.

#### **CNR**

Mr. Shea and Mr. Roy presented the CNR to Board members. Items included:

- Proposed Capital & Nonrecurring Projects FY 2015-2016
  - DPW – Sign Inventory and Inspection
  - DPW – Plow Truck and Plow Highway
  - DPW – 1-Ton Pickup Truck - Building and Grounds
  - DPW – 1 Ton Pick-up Truck Highway
  - DPW – Library Gutter Melt System

Chief Ingvertson discussed:

- Police – Purchase of three Patrol Vehicles
- Body Cameras and Recorder for Dispatch

Mr. Shea and Mr. Roy discussed:

- Engineering/DPW – GIS Technology Upgrade/Work Order System

Mr. Toner discussed:

- Parks Dept – Park Maintenance Equipment Replacement

Mr. Shea and Chief Ingvertson discussed:

- IT – Network Infrastructure/Security Cameras

Mr. Shea discussed:

- IT – Central Mailing Office Equipment (requested shared funding with BOE)
- Other funding – LoCIP Pavement Management

Board members discussed and asked questions on the above CNR items.

### **CIP**

Mr. Cooke discussed the topic of the Senior Center and the possibility of doing a Town survey. He noted that this survey may be placed on the November vote due to timing. Ms. Heavner noted that this will be on the Board of Selectmen’s Agenda for Monday evening.

Mr. Shea and Mr. Toner discussed the following projects under the CIP for with Board members:

- Simsbury Farms Improvements - Pool and Rink
- Park Improvements
- Open Space Planning and Improvements
  - Ethel Walker Woods
  - 1 Old Bridge
  - Open Space Master Plan Town Wide
- Weatogue Planning Route 10 and Code Preparation Work  
Mr. Mancini and Ms. Heavner explained why this project is in the CIP. Mr. Askham suggested asking the Board of Finance to fund this project with cash to accelerate it along.
- Senior Center will be discussed at the Board of Selectmen meeting on Monday night

Mr. Roy and Mr. Shea discussed the following projects:

- Highway Salt Shed Replacement
- Municipal Building Renovations
- Dam Evaluations and Repairs (this is a State mandate)
- Public Works Complex Infrastructure Improvements
- Town Hall Site and Safety Improvements
  - Improvement to support safety and security at the Town Hall complex
- Portable Generator Project/Generator Infrastructure
- Project Planning Funds
- Various Drainage Improvement Projects – includes but not limited to, East Weatogue, Westledge Road, Hoskins Road, Canal Street and Tariffville Heights
- Sewer Main Extensions
- In-Line Grinder and Screen Replacement
- West Mountain Road area Interceptor Sewer Design
- Portable Six Inch Dri-Prime Pump

Mr. LaClair discussed the following projects for the FY 2015/2016 for the Board of Education with Board members:

- District Network Infrastructure
- Central School Partial Roof Replacement
- Climate Control Project – 7 Schools (Phase I)

Mr. Mancini discussed the Wish List to the 2016 Operating Budget with Board members. Board members discussed their opinions of what may be reduced from the budget.

Mr. Cooke reviewed what the next steps are that the Board members need to take.

**ADJOURN**

Ms. Haase made a motion to adjourn the meeting. Mr. Paine seconded the motion and the motion passed. The meeting was adjourned at 2:24pm.

Respectfully submitted,

Leslie Brigham

**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 Michael Paine, Christopher Kelly, Nancy Haase, Cheryl Cook, and Sean Askham. Others in attendance included: Thomas Cooke, Director of Administrative Services, Hiram Peck, Director of Community Planning, Jeff Shea, Town Engineer, Tom Roy, Director of Public Works, Rick Bazzano, IT Manager, Carolyn Keily, Town Clerk, Town Attorney Robert DeCrescenzo, Joseph Mancini, Finance Director/Treasurer, Sean Kimball, Deputy Director of Administrative Services, and other interested parties.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**PUBLIC AUDIENCE**

Robert Kalechman, 971 Hopmeadow Street, spoke about the Public Hearing on the Senior Center. Some decision needs to be made on the Senior Center.

Mr. Kalechman spoke about the police budget. He said the Town is just replacing two policeman, not adding two. He feels this Town needs more police and more money in their budget.

Mr. Kalechman said he filed a complaint regarding the running for State Representative. He doesn't have any results.

Joan Coe, 26 Whitcomb Drive, spoke about the budget process. She feels a Charter needs to be held for Town Manager form of government.

Ms. Coe feels the Senior Center should remain at Eno Memorial Hall with some kind of shuttle for people to be brought to other places for activities.

Ms. Coe is concerned about the concerts and tail-gating. She doesn't feel people should be drinking at the concerts. She doesn't feel the gathering permits should be approved.

Lisa Gray, the Chamber of Commerce, 120 Old Canal Way, said they are still investigating the possibility of moving their office to a Town hub. They had a meeting on Friday to discuss that further. They are hopeful that they will have a tourism or visitor's center as part of this office.

Ms. Gray said "Good Morning Simsbury" will be held on March 25<sup>th</sup> at the Berkshire Hathaway House. The next "After Hours" will be March 18<sup>th</sup> at 5:30.

Ms. Gray said they are still hoping to launch their new website by March 23<sup>rd</sup>. They will not increase their dues for the next year.

Ms. Gray said they contracted with a company called CI Destinations who will plan a trip somewhere wonderful in 2016.

Also, they will be forming a Health and Wellness Task Force. Their first meeting will be March 12<sup>th</sup> at 4 p.m. This will help promote fitness, health and wellness in the community and workplace. They will be looking for members for this task force.

John Schaefer, 16 Lostbrook Road, made a few comments about the Senior Center site selection. He wanted to remind the Board about some issues that he feels should eliminate the Bushy Hill Road site from consideration.

Mr. Schaefer said the Bushy Hill site is located in an Aquifer protection zone. Also, the Town’s voters made it clear that open space should remain open space. The Senior Center would remove a significant amount of open space at both the PAC and Bushy Hill Road sites. Mr. Schaefer said the charrette agreed that the Town should encourage future development in the Town Center Zone, including the Senior Center.

Mr. Schaefer feels the Eno Hall site is the best choice. Therefore, the Bushy Hill Road site should be removed from consideration.

Althea Graine, 10 Tollgate Lane, said SCTV does have some concerns about the Senior Center staying in Eno Memorial Hall. They would have to be relocated if the Senior Center remains there. This would be extremely expensive. They would appreciate it if it could be just a single move only. There are other concerns for their staff and volunteers and they hope that they are included in a community center as well.

Chris Barnett, Vice-Chair of Economic Development Commission, thanked the volunteers for time on the Task Force. She said that there was a unanimous vote of support on the new website proposal and virtual Town hall proposal.

Don Zeigler, 1 West Street, spoke about the Senior Center. He was part of the Sub-Committee that we developed in 2011. After much investigation and deliberation, they gave their conclusions, which included not having them at the Performing Arts Center or Eno Hall.

He doesn’t understand why these two places are still being looked at for the Senior Center as neither one are suitable. It is time to move on.

## **PRESENTATION**

### **• Economic Development Task Force**

Mr. Peck, staff coordinator for the Task Force, said they are looking at the next steps in Phase II of the task force.

Mr. Dorneburg said the Task Force has been working for about a year and they have broken up into three different groups. He went through a slide show presentation.

Mr. Dorneburg went through the marketing group which agreed on a core idea. They were looking at the quality of life for people to be attracted here and then wanting to stay here. They also looked at attracting new businesses. A good community attracts people and businesses and that is what we have.

The website and be re-planned the way they are told for \$10,000 with our own branding. He hoped the Board would approve this funding.

Mr. Dorneburg spoke about discussion guide that the program group came up with. They also looked at business incentive programs that would be consisted with the Town plan. There will be more recommendations to come in the future.

After further discussion, the Board thanked the Task Force for all their hard work and commitment.

## **FIRST SELECTMAN’S REPORT**

Ms. Heavner said Simsbury was identified as Connecticut’s best choice for young families by NerdWallet, a web-based service designed to help people make informed financial decisions. They say Simsbury offers young families an outstanding combination of quality and affordability.

Ms. Heavner reported that she has been appointed to the MORE Commission, which provides a platform for Town officials to work with state legislators on initiatives to improve regional efficiencies. She thanked Ms. Glassman, who continues to serve on the MORE Commission, for the important role she continues to play on their initiative.

Ms. Heavner said the Town is participating in the “VOIP” demonstration project which is intended to provide the Town with access to “VOIP” telephone systems based on regional bidding power and the high speeds available through the Nutmeg Network.

Ms. Heavner said Simsbury’s grand list grew by 0.757% in 2014 – an increase of over \$17 million as compared to the 2013 grand list. She said most of the growth was due to personal property such as the improvements made to the Eversource sub-station.

**SELECTMEN ACTION**

**a) Approve Tax Refunds**

Mr. Askham made a motion to approve tax refunds in the amount of \$4,421.24 as reviewed and recommended by the Tax Collector. Ms. Haase seconded the motion. All were in favor and the motion passed.

**b) Possible Action on Senior Community Center**

- **Board of Finance Request for Survey**
- **Location of Senior / Community Center**
- **Financial Commitment**

Ms. Heavner said no matter what decision is made, this Board will make their best effort to make the correct decision for everyone in Town.

There was a lot of discussion about the different sites for the Senior Center. There were many questions and concerns about each site.

Mr. Kelly made a motion to accept the Building Committee’s recommendation to select the State lot site behind the Bank of America for the Senior Community Center. Ms. Haase seconded the motion.

After much discussion, Mr. Kelly withdrew his motion. Ms. Haase seconded.

Mr. Askham made a motion to consider the Performing Arts Center as the primary solution to the Senior Center in partnership with the Performing Arts Center Board. Additionally, to look at shared services with the Eno Memorial Facility. Also, to direct Town staff not to abandon the ADA issues at the Eno Memorial site. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Haase made a motion to approve a survey, as requested by the Board of Finance, to encompass the Senior Center, Open Space, and also the issues covered under the Town survey of 2008. Mr. Askham seconded the motion. All were in favor and the motion passed.

**c) Approve Town Seal Use Policy**

Ms. Keily said the Town has received requests for usage of the Town Seal over the last several years and there really isn’t any policy for usage of the Seal. She feels with a Usage Policy, all

requests would be centralized and reviewed by the Town Clerk’s office Pursuant to Connecticut General Statute 7-101. The proposed policy was reviewed by Town Counsel. There was some discussion on this issues.

No action was taken on this agenda item.

**d) Approve the Services Contract Addendum with Virtual Town Hall (VTH) subject to review and approval by Town Counsel**

Mr. Askham noted that the \$10,000 is already appropriated.

Mr. Askham made a motion to approve the Services Contract Addendum with Virtual Town Hall (VTH) subject to review and approval by Town Counsel. Ms. Cook seconded the motion. All were in favor and the motion passed.

**e) Approve Public Gathering Permits for 2015 Events**

Mr. Askham made a motion to approve the Public Gathering Applications for the following 2015 events:

- Avett Brothers Concert, Sunday, June 14, 2015
- Slightly Stupid Concert, Wednesday, July 8, 2015
- Wily Nelson Concert, Saturday, August 22, 2015
- Simsbury Women’s Club Arts & Crafts Festival, September 18-20, 2015

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

**f) Approve Resolution authorizing the First Selectman to execute agreements and documents with regard to the purchase of a new Dial-a-Ride vehicle**

Mr. Kelly made a motion to adopt the following resolution:

“ Resolution authorizing the First Selectman, Lisa Heavner, to sign and execute agreements and contracts, along with all necessary agreements/contract documents, certifications and forms, on behalf of the Town of Simsbury with the Department of Transportation of the State of Connecticut.” Mr. Askham seconded the motion. All were in favor and the motion passed.

**g) Possible Action/Discussion of Fiscal Year 2016 Board of Selectmen Budget**

Mr. Askham made a motion to approve the Board of Selectmen 2015-2016 Operating Budget in the amount of \$19,004,876 with the following changes from the First Selectman’s Proposed Budget:

- \$ 59,096 Added to ASSESSORS OFFICE – FULL TIME
- \$( 21,889) Reduced from ASSESSORS OFFICE – PART-TIME
- \$ 5,000 Added to ECON DVLMNT COMM – PUBLIC AGENCY SUPPORT
- \$(80,000) Reduced from EMPLOYEE BENEFITS – MAJOR MEDICAL INSURANCE

- \$ 3,413 Added to HEALTH – CONTRACTUAL SERVICES
- \$ 4,300 Added to HIGHWAY-FAC & PRGMS – BUILDING SUPPLIES
- \$ 1,500 Added to HIGHWAY-FAC & PRGMS – CLEANING SUPPLIES
- \$ 4,000 Added to SOCIAL SRVS-ADMIN – PUBLIC AGENCY SUPPORT

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

Mr. Askham made a motion to approve the Water Pollution Control 2015-2016 Operating Budget in the amount of \$2,985,637. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to approve the Residential Rental Properties 2015-2016 Operating Budget in the amount of \$41,310. Ms. Haase seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to approve the Simsbury Farms Special Revenue Fund 2015-2016 Operating Budget in the amount of \$1,891,200. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to approve the Capital and Non-Recurring Fund 2015-2016 Budget in the amount of \$499,800. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to add the following new projects to the Capital Improvement Plan for FY 2015-2016 in accordance with Charter Section 803 (b):

Ethel Walker Wood Open Space Improvements	\$	145,000
Weatogue Route 10 Planning and Code Preparation	\$	57,000
Public Works Complex Infrastructure Improvements	\$	280,000
Town Hall Site and Safety improvements	\$	45,000
Portable Generator / Generator Infrastructure	\$	80,000
Project Planning Fund	\$	28,000
Various Drainage Improvements	\$	175,000
Portable Generator	\$	80,000
Portable Six (6) Inch Dri-Prime Pump	\$	72,000

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

Mr. Askham made a motion to approve the Capital Improvement Program to include the following projects in FY 2015-2016:

Ethel Walker Wood Open Space Improvements	\$	145,000
Weatogue Route 10 Planning and Code Preparation	\$	57,000
Public Works Complex Infrastructure Improvements	\$	280,000
Town Hall Site and Safety Improvements	\$	45,000

Portable Generator / Generator Infrastructure	\$ 80,000
Project Planning Fund	\$ 28,000
Various Drainage Improvements	\$ 175,000
Portable Generator	\$ 80,000
Portable Six (6) Inch Dri-Prime Pump	\$ 72,000
SF Rink / Pool improvements	\$ 1,100,000
Park Improvements	\$ 508,000
Salt Shed Replacement	\$ 375,000
Municipal Building Renovations	\$ 50,000
Dam Evaluations and Repairs	\$ 30,000
Sewer Main Extensions	\$ 371,000
Inline Grinder and Screen Replacement	\$ 260,000
Hopmeadow / Center Area Sewer Repairs	\$ 135,000
West Mtn. Road Area Sewer Interception – Design	\$ 50,000
District Network Infrastructure	\$ 200,000
Climate Control	\$ 2,150,000
Central School Roof Replacement	\$ 770,000
Simsbury Senior Center	\$ 8,200,000

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

Mr. Askham made a motion to refer Capital Plan to Planning Commission per Connecticut General Statutes 8-24. Mr. Paine seconded the motion. All were in favor and the motion passed.

Ms. Haase made a motion to cancel the budget meeting for tomorrow. Mr. Askham seconded the motion. All were in favor and the motion passed.

### **OTHER BUSINESS**

#### **a) Aquarion Environmental Champion Awards Program**

Ms. Heavner asked that Mr. Cooke put the Aquarion Water Environmental Champion Awards program information on the Town website.

### **APPOINTMENTS AND RESIGNATIONS**

Mr. Paine made a motion to amend the agenda to include the appointment of Rick Wagner to Tourism and Andrew O'Connor to Conservation. Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to appoint Rick Wagner to the Tourism Committee in succession of Sarah Ann Schultz and to appoint Andrew O'Connor to the Conservation Commission in

succession of Rich Miller. Mr. Kelly seconded the motion. All were in favor and the motion passed.

- a) Amend the appointment of Thomas Frank (D) to the Board of Education from an expiration date of December 4, 2017 to December 7, 2015 per Town Charter Section 205: Vacancies – elective officials**

Mr. Askham made a motion to amend the appointment of Thomas Frank as a regular member of the Board of Education to expire on November 3, 2015 instead of December 4, 2017 per Section 205 of the Town Charter. Ms. Cook seconded the motion. All were in favor and the motion passed.

- b) Accept the resignation of Derek Peterson (R) as a regular member of the Economic Development Task Force effective February 17, 2015**

Mr. Askham made a motion to accept the resignation of Derek Peterson as a regular member of the Economic Development Task Force effective February 17, 2015 with our thanks. Ms. Haase seconded the motion. All were in favor and the motion passed.

#### **ACCEPTANCE OF MINUTES**

- a) Special Meeting of February 17, 2015**

Mr. Askham made a motion to approve the Special Meeting of February 17, 2015 as amended. Ms. Cook seconded the motion. All were in favor and the motion passed.

• **Amendment to Page 6: Adjourn** – Ms. Askham made a motion to adjourn the meeting (change “Ms. Askham to Mr. Askham”)

- b) Regular Meeting of February 23, 2015**

No action was taken and therefore the minutes were adopted.

- c) Special Meeting of February 26, 2015**

No action was taken and therefore the minutes were adopted.

#### **SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

- 1. Personnel - Possible Action on Compensation for the position of First Selectman**
- 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**

Ms. Haase made a motion to adjourn at 11:00 p.m. Ms. Cook seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk