



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Mary A. Glassman - 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

SIMSBURY BOARD OF SELECTMEN

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

Regular Meeting – May 12, 2014 – 7:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC AUDIENCE

PRESENTATION

- Results of 2014-2015 Budget referendum and Capital projects vote on May 6, 2014 and mill rate update
- Simsbury Gridiron Club

FIRST SELECTMAN'S REPORT

SELECTMEN ACTION

- a) Approve Tax Refunds
- b) Discuss and possible action on request to modify the Town's Banner Policy
- c) Approve Request for Funding for Zoning Regulations revision
- d) Approve the request of the Aging and Disability Commission to designate the month of June, 2014 as Handicapped Parking Awareness Month
- e) Discuss revisions to the Naming Rights Policy
- f) Review and possible action on Senior Center Sub Committee's recommendations
- g) Review and possible action on Town Hall / Eno Hall Summer Hours Schedule
- h) Accept gifts to the Library in the amount; of \$7,000 from the Kelly family; and \$2,500 from Simsbury Bank in honor of Anthony Bisceglia

Telephone (860) 658-3230

Facsimile (860) 658-9467

MGlassman@simsbury-ct.gov

www.simsbury-ct.gov

An Equal Opportunity Employer

8:30 - 7:00 Monday

8:30 - 4:30 Tuesday through Friday

Board of Selectmen

May 12, 2014

Page 2

- i) Accept a gift in the amount of \$2,000 from Norman Restaine and the Simsbury Special Olympics Golf Program
- j) Approve the recommendations from the Simsbury Farms Complex Committee and Culture, Parks and Recreation Commission for a new Complimentary Greens Fee Policy and Fee Policy for Simsbury High School Golf Teams
- k) Approve Request from Simsbury Performing Arts Center for the Town of Simsbury to co-sponsor the July 3rd fireworks display with a contribution of the total cost from The Masters School

APPOINTMENTS AND RESIGNATIONS

- a) Appoint Patty Hyyppa (R) as a regular member to the Historic District Commission effective June 1, 2014 with an expiration date of January 1, 2016

OTHER BUSINESS

- a) Update on Simsbury Farms Special Revenue Fund
- b) Notification of transfer from the Sewer Reserve Fund to the Consultant Account in the amount of \$20,600 pending the approval of the WPCA – Informational Purposes Only

ACCEPTANCE OF MINUTES

- a) Regular Meeting of April 16, 2014
- b) Regular Meeting of April 28, 2014

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

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

ADJOURN

1. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the BOARD OF SELECTMEN annual budget for the fiscal year ending June 30, 2015, be approved and implemented in the amount of \$18,711,363?	971	218
2. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the BOARD OF EDUCATION annual budget for the fiscal year ending June 30, 2015, be approved and implemented in the amount of \$65,602,817?	903	291
3. Shall the appropriation recommended and approved by the Board of Finance for the purposes of paying the expenses of the Sewer Use Fund (Sewer Treatment Plant), Residential Rental Properties, Simsbury Farms/Special Programs, Non-Public Schools, Debt Retirement and Capital Non-recurring annual budgets for the fiscal year ending June 30, 2015, be approved and implemented in the amount of \$12,721,292?	972	212
4. Shall the Town of Simsbury appropriate \$1,150,000 for the acquisition for Open Space of approximately 42 acres (Ethel Walker Parcel C) and authorize bonds and notes in the same amount to finance said appropriation?	842	351
5. Shall the Town of Simsbury appropriate \$2,500,000 for repaving, repair and rehabilitation of the Town roadways pursuant to the Town's Pavement Management Program and authorize bonds and notes in the same amount to finance said appropriation?	1,056	137
6. Shall the Town of Simsbury appropriate \$1,050,000 for the relocation and renovation of the Main Office and adjacent Nursing Office to improve access control and security at the Squadron Line Elementary School and authorize bonds and notes in the same amount to finance said appropriation?	772	413

Total Number of Names on Official Registry List of Electors	15,636
Total Number of Electors Checked as Having Voted	1,197
Percent of Electors Who Participated	7.7%
Number of Property Owners Checked as Having Voted	3
Total Number of All Voters	1,200

Simsbury High School

Strength & Conditioning Room Upgrade Proposal



Project Design Date: January 2014
Project Completion Date Goal: June 1, 2014

Project Lead:
Evan Gross
evangross20@gmail.com

Project Participants and Backers:
Simsbury Gridiron Club
Simsbury Athletic Department
Simsbury Physical Education Department



Simsbury Gridiron Club
PO Box 324, Simsbury, CT 06070
www.simsburygridiron.org

"The achievements of an organization are the results of the combined effort of each individual", V. Lombardi.

Dear Friends, Patrons, and Families,

The fall sports seasons have come to a conclusion, but the hard work continues for Simsbury High School student-athletes and coaches. Year round conditioning, so important for a successful season in any sport, is in full swing. As supporters of Simsbury athletics, our attention is focused on this area.

We are writing to ask for your support for a Special Capital Project designed to upgrade and equip the existing strength and fitness area at Simsbury High School.

The current weight racks, furnished and funded by Simsbury Gridiron over 10 years ago, are worn out, bent, and generally insufficient for the needs of a successful athletics program. An updated strength facility is an essential component of personal improvement, team-building and pride for all student athletes. This unique effort is being undertaken with the full knowledge and cooperation of Athletic Director Dane Street and the Physical Education staff.

The Simsbury Gridiron Club, in a partnership with Simsbury High School and the Simsbury High School Athletic Department, has set an ambitious, but reasonable fund raising goal of \$35,000. This amount will ensure that our student-athletes have the strength and fitness training equipment needed for success in their various sports. Your donation, of any amount, will help us achieve this goal, and will be deeply appreciated by past, current and future students participating in many of the various sports offered at Simsbury High. Meeting our goal will allow us to consolidate our strength program under Assistant Coach and Certified Fitness Trainer, Evan Gross, and will minimize the need for students to train in costly outside locations. All gifts will be recognized when the facility is completed. Gifts are tax deductible as Simsbury Gridiron is a 501(c)3 organization (Federal I.D. number 06-1613244). Please consider a donation via our website, www.simsburygridiron.org, or by mail to Simsbury Gridiron, PO Box 324, Simsbury, CT, 06070 (please see attached donation form available with this letter). Our fundraising campaign concludes on April 15, 2014. Our goal for completing the new strength and conditioning facility is June 15, 2014.

Thank you for your consideration.

Sincerely,

Daniel Gerardi, *President*

John Helmkamp, *Immediate Past-President*

Kevin Swan, *Vice-President*

Alan Bradford, *Membership*

Kelli-Ann Hermsen, *Treasurer*

Bill Feldman, *Golf Tournament*

Carmelo Mangiafico, *Treasurer*

Richard Craine, *Special Programs*

Peter Finken, *Secretary, Webmaster, Fundraising*

Sheila Gschwind, *At-Large*

Strength & Conditioning Upgrade - Project Executive Summary

The strength and conditioning facilities at Simsbury High School, last updated in the early 2000's, are now out of date. Not only do they limit the number of student-athletes that can be effectively trained at one time, but the aesthetic look and design is one that does not inspire student-athletes to spend time to improve in their various sports.

With the help of the Simsbury Gridiron Club and Simsbury Athletic Director Dane Street, we have been given an opportunity to change the face of athletics at Simsbury High School and create one of the finest strength and conditioning facilities in the state of Connecticut for the benefit of all Simsbury High School students.

Our improvements would consist of top of the line strength training equipment (such as new racks, benches, barbells and additional weights) along with a variety of organizational and aesthetic improvements to help the student-athletes feel a sense of ownership in the facility. Included in the proposed project are organizational training planning boards, pictures of past SHS sports teams to the walls, and strength and speed record board (so student-athletes can see the top performers not only in weight lifting but for speed and agility tests as well).

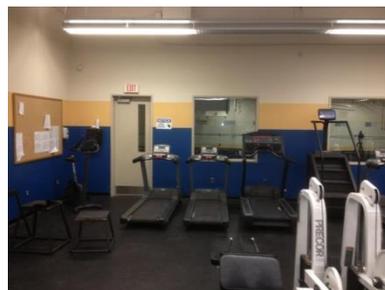
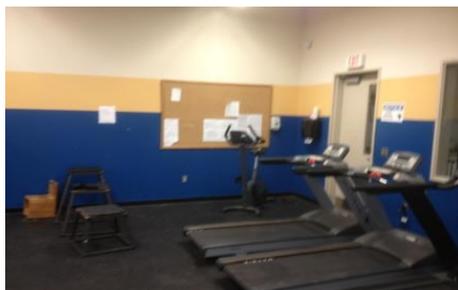
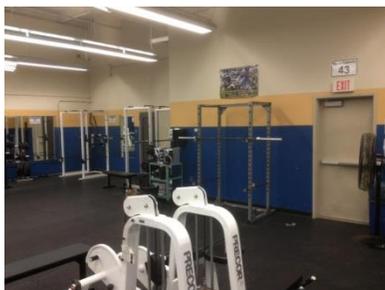
We estimate that the funds needed to properly redesign and equip this new "Strength and Conditioning Room" to be approximately \$35,000. These funds will be raised through efforts lead by the Simsbury Gridiron Club and including all of the sports support groups within the SHS community. Fundraising for this project is already underway. The goal is to have all of the \$35,000 raised by April 15, 2014; the project completion date is June 15, 2014. This timeline will have the new strength and conditioning facility completed and ready to use for the 2014 summer lifting programs.

This project is of utmost importance for the continued development of the athletic programs here at Simsbury High School. For years Simsbury has experienced significant success in the area of athletics, and our student-athletes have thrived because of that success. In recent years, however, many of the competing schools around the state have made an enormous push to revamp their athletic facilities and improve sports programs. In this regard, the fact remains that we have fallen behind the new age of high school athletics. In this new, highly competitive environment, student-athletes must train on a year round basis to improve in the areas of strength, agility, quickness, mobility and conditioning. Additionally, this "year round" training approach teaches our student-athletes healthy life habits that will aid them significantly beyond their high school years.

I thank you for your consideration of this project and am available for any questions regarding this proposal.

Evan Gross C.S.C.S.
Simsbury High School
Strength and Conditioning Coach/Offensive Coordinator
860-882-8792
evangross20@gmail.com

The Existing Weight Training Facility



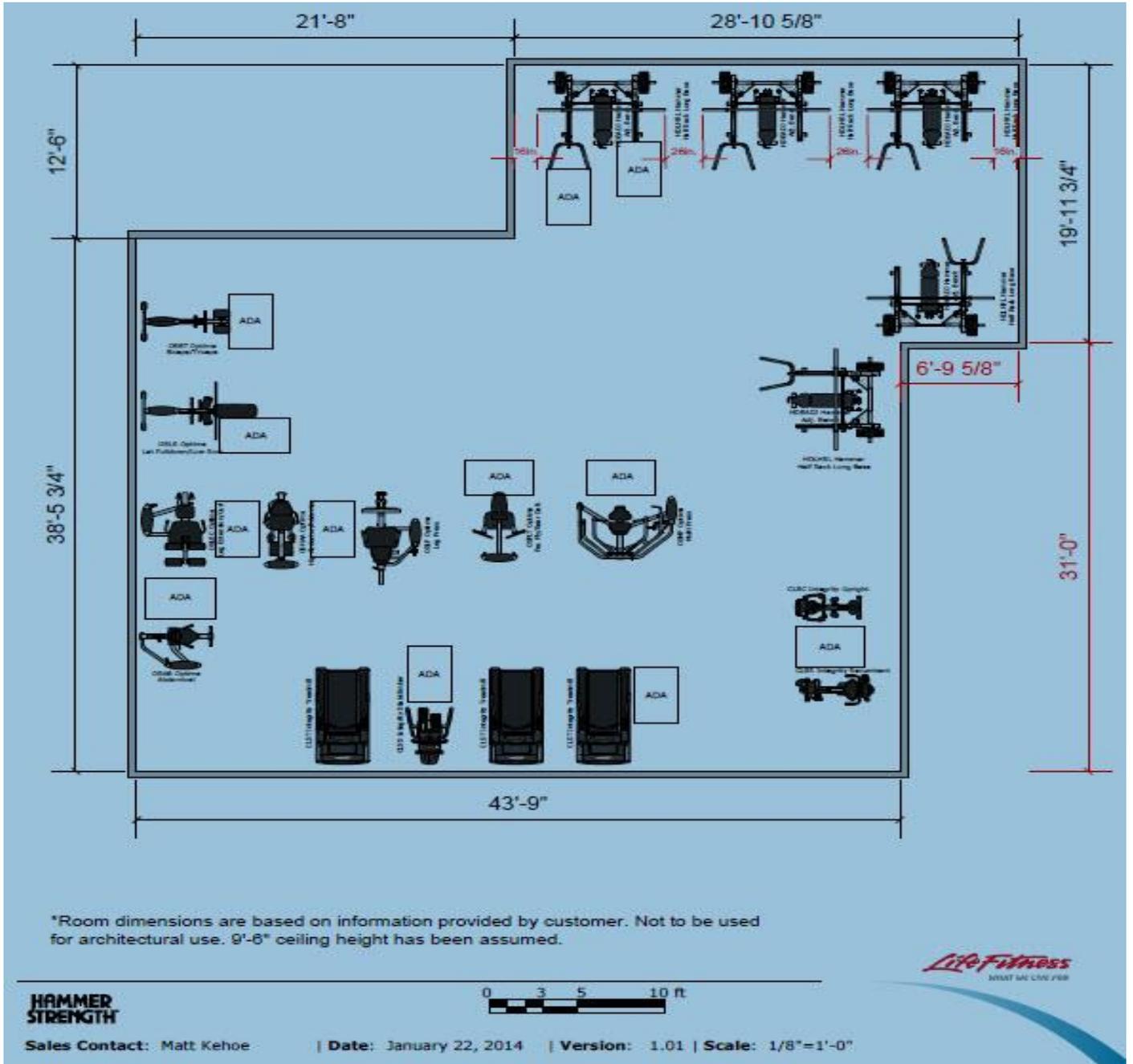
The Current Equipment

The current equipment, shown above, was installed and funded through joint efforts by the Simsbury School System and the Simsbury Gridiron Club. The white weight racks pictured came from a previous weight room and are about ten years old. These racks are in need of replacement. They are relatively light and move without much resistance. In addition the crash bars, designed to hold up a barbell with weight on it and keep that same barbell off the lifter are now bent. The cardio (treadmills, bikes, etc.) equipment is aged as well, also in the 8-12 years old range.

The machines in the center of the room consisting of a leg curl, a leg extension, a chest press, an incline press, and a shoulder press, are in good shape but there is need to redesign the space. This recommendation comes not only from Amy Muska the Simsbury Physical Education department head, but also Dr. Brian Thompson, a Simsbury resident, and the Director of Strength and Conditioning at Springfield College. (Dr. Thompson has acted as an informal consultant to the design phase of this project).

The walls of the room are in decent shape and will not need any major repair work. The blue and gold paint job was done in 2007 by Coach Osborne and Coach Masters and would be redone as part of the project. There are several random posters and team pictures on the walls. There has been no central coordination to the aesthetics of the walls in the room. There is one small bulletin board that is used to some degree by the trainers to coordinate the athletes. It is not an effective means of communication, and does not inspire and excite our athletes, who are accustomed to much livelier graphics.

New Strength & Conditioning Room Suggested Layout



Commentary Regarding the New Layout

As you (and our student-athletes) enter the new weight room through the main entrance, you will immediately notice a more open and inviting space to train. Repositioned cardio machines and the removal of one of the chest presses from the center will create wider aisles so that it will be easier to walk through the rooms. As we move toward the back, our new Hammer Strength™ racks will be the highlight and envy of high schools in the state of Connecticut, which in turn, will excite and inspire our student-athletes. At over 500 lbs. each the HD Elite Half Rack is literally an enormous upgrade over

the current product that is there. Each rack comes with its own weight storage so no longer will we see weight plates sitting on the floor creating an unsightly and unsafe scene.

All weights will be up off the floor, making the whole room safer and more appealing. Instead of a barren, white wall, above the racks there will now be the Strength and Conditioning facility name that the student athlete's select, and under that will be the new weight room record board and a customized dry erase organization board (see examples on page 8) for all student-athletes. **In addition to that, there will be plaques on the wall acknowledging all donors who've helped make this project possible.** On all the surrounding walls will be team photos from current and past teams. Our student-athletes will also see individual photos of former student-athletes who have gone on to compete at the college level. This will help to create a sense of ownership and continuity for all, fostering a sense of pride and inspiration and creating a more inclusive and exciting space for all.

Summary of Suggested Changes/Additions to the Weight Room Equipment

We are proposing additions of:

- 1.) **5 Hammerstrength Elite Half - Rack Stations.** These racks (pictured to the left) will allow for all student-athlete's to train on a much stronger safer piece of equipment. The half rack with its open design in the front will allow for uninhibited access and movement of the student-athlete. These racks also allow for a large variety of equipment to be used thus so student-athletes can perform an entire workout without ever having to leave the rack. The rack also has its own self storage eliminating the need for weight trees and opening up a large amount of floor space. This will eliminate a large amount of clutter and allow for safer movement and easier cleaning. (See picture at left).



- 2.) **5 Elite Hammerstrength Pull up Bars.** The pull up is one of the best movements for the development of upper body and core strength. These new bars in conjunction with the new racks will allow people to do pull ups without the fear that the rack may fall.
- 3.) **5 Texas Power Bars.** The Texas Power bar is one of the best on the market. With rotating heads they make Olympic lifting not only easier but safer since they will allow the elbows, wrists and shoulders to get into position more easily helping to lessen the strain on those joints.
- 4.) **Ten 45 pound bumper plates and 20 ten pound bumpers.** Bumper plates are incredibly important for any weight room to function at a high level. They are designed to dissipate vibrations caused when the weight hits the ground thus lessening the wear on the barbells. That same trait also helps to minimize the noise, so that activities going on around are not bombarded by the noise of the weight room. Lighter bumpers like the ten's also allow for student-athletes who may not be as experienced or as strong to get in proper position for lifts that occur from the ground. (Not pictured)

- 5.) **5 Hammerstrength Elite HD Dip Handles.** The dip is probably second behind the chin up in terms of best exercises to develop the upper body. These new handles easily attach to the front of each rack so they are also easily removed and stored away



to save additional space. (Pictured at left).

6.) **5 Hammerstrength HD Elite Adjustable Benches.** These new benches will go in each of the new HD Elite Half Racks. Adjustable benches allow for more exercises to be done, and in addition these new benches will come with "Dock N Lock" bars that will hold them in place preventing the possibility of the bench moving while being used along with keeping it centered. (Pictured at left).



All Pictures of Equipment Courtesy of HammerStrength™

Team Related Aesthetic Upgrades

Each Simsbury High School team that wishes to participate will be give wall space to create mini team spirit areas. Suggested inclusions are historical team pictures, conference championship pictures, student-athlete action pictures , pictures of SHS student-athletes that went on to play their sport in college, See examples of these items below.

Examples of SHS Team Pictures that could be mounted on the wall each year:



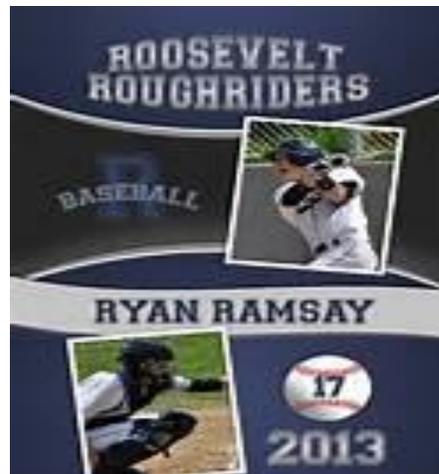
Team Picture Examples (Continued):



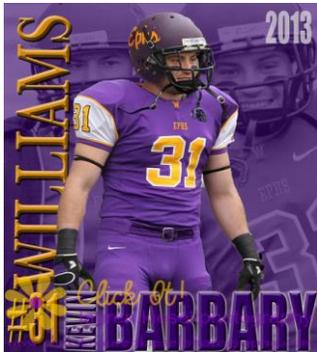
Pictures of SHS Athletes Who Have Played At Next Level (College, Olympics, etc):



Track College Athlete Poster Example



Baseball College Athlete Poster Example



Football College Athlete Poster Example



Wrestling College Athlete Example

Speed/Conditioning/Weight Training Record Board/Dry Erase Tracking Board

To maximize the effect of the new strength and training facility, there will be wall space, with dry erase planning boards and record tracking boards used by the strength and conditioning trainers to track the progress made by the SHS student-athletes. The examples above show S&C boards that are used to that effect. Most importantly, current student-athletes can use a board like the top example to track ongoing progress in strength and speed. The program can also track historical S&C records using something like the second example.

While records and numbers are not the be all end all of strength training, they are great for creating a more competitive environment and helping student-athlete's to set goals and work towards them. Constantly seeing the records of past student-athlete's allow future ones to aspire towards something, and in the process they improve their health and athleticism and thus improve performance on the field.

Examples:

CHARTIERS VALLEY FOOTBALL												
CURRENT LEADERS												
WEIGHT CLASS	BENCH			SQUAT			CLEAN			PULL-UPS		
0-175	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR
175-225	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR
225+	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR
ALL-TIME LEADERS												
WEIGHT CLASS	BENCH			SQUAT			CLEAN			PULL-UPS		
0-175	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR
175-225	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR
225+	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR	NAME	LEGS	YEAR



General

Room will be repainted and renamed. Perhaps a contest will be run to find a name for the facility. "THE FORGE" has been suggested as a possibility.

Conclusion

We are requesting your assistance in developing a modern, well equipped, safe and inspiring weight room for our Simsbury High School student-athletes. We will be happy to meet with you to describe our vision in more detail.



Simsbury Strength & Conditioning Project Donation Form

Note: Donations can either be made by check (with the form below, or by Credit Card at our website www.simsburygridiron.org)

<i>Sponsorship Levels</i>	
<i>Level Name</i>	<i>Contribution Amount</i>
All-American	\$5,000 and above
All-State	\$1,000 to \$4,999
All - Conference	\$250 to \$999
Varsity	\$249 and Under
<i>All levels will be given thanks and representation on a board to be displayed in the new facility</i>	

Name:	
Address:	
Phone Number:	
Email:	
Additional Comments or name to appear on plaque:	

Check Should be made out to "Simsbury Gridiron Club". Please mail completed form and check to: PO Box 324, Simsbury CT, 06070

The Simsbury Gridiron Club will acknowledge your donation with a written thank you letter and receipt. The Simsbury Gridiron Club is a 501(c) 3 organization (Tax I.D. Number 06-1613244). 100% of your donation is tax deductible.

For questions regarding this project, donations etc, please contact Dan Gerardi, President of the Simsbury Gridiron Club at ddgerardi@comcast.net

Thank you for your help with this project!



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission:** 05/07/2014
2. **Date of Board Meeting** 05/12/2014 *Colleen O'Connor*
3. **Individual or Entity making the submission:** Colleen O'Connor, Tax Collector
4. **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 \$430.72
5. **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
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. **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:

Excel spreadsheet prepared by the Tax Collector showing detailed information on refunds

	BILL NUMBER	TAX	FIRE	INTEREST	TOTAL
List 2010					
					\$0.00
Total 2010		\$0.00	\$0.00	\$0.00	\$0.00
List 2011					
					\$0.00
					\$0.00
Total 2011		\$0.00	\$0.00	\$0.00	\$0.00
List 2012					
Folly Farm Stable	12-02-40284	\$45.44			\$45.44
Blake Traci	12-03-51517	\$19.62	\$0.64		\$20.26
Honda Lease Trust	12-03-58380	\$326.06	\$10.66		\$336.72
Rubenstein Kenneth	12-04-82509	\$39.60	\$1.29		\$40.89
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2012		\$430.72	\$12.59	\$0.00	\$443.31
TOTAL 2010		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2011		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2012		\$430.72	\$12.59	\$0.00	\$443.31
TOTAL ALL YEARS		\$430.72	\$12.59	\$0.00	\$443.31



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. **Date of submission:** May 6, 2014

2. **Date of Board Meeting:** May 12, 2014

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

Gerard G. Toner, Director of Culture, Parks and Recreation

4. **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:

Maintain the Route 10 Lightpost Banner Display Policy as approved by the Board of Selectmen on November 25, 2013

5. **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.):**

Gerard G. Toner, Director of Culture, Parks and Recreation
860-408-4682
gtoner@simsbury-ct.gov

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.):

The Board of Selectmen approved the attached Route 10 Lightpost Banner Display Policy at their meeting on November 25, 2013. The policy had been drafted following input and review from the Town's land use commissions, Chamber of Commerce, Main Street Partnership, and the Town Attorney.

The policy allowed for the Town to continue promoting Town sponsored events as well as allowing local non-profit agencies to do the same. The Simsbury Chamber of Commerce was given a one time permission by the Board of Selectmen to promote their organization.

The Chamber has requested that the policy be revised to eliminate the "Town Sponsored Event" requirement. Town staff met to discuss the proposal and, with input from Town Counsel, determined that eliminating this requirement was not in the Town's best interest due to the loss of control over banner content as well as additional staff time expended with the installation and removal of the banners.

The Town Attorney concurred and stated that the lightpost banners could be considered a "limited public forum" and that the Town's ability to discriminate between users would be greatly diminished.

7. **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:

Route 10 Lightpost Banner Display Policy



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Culture, Parks and Recreation

TOWN OF SIMSBURY

ROUTE 10 LIGHTPOST BANNER DISPLAY POLICY

The Town of Simsbury affords Simsbury based non-profit organizations the opportunity to display banners for town-sponsored events on 19 designated bracketed poles (DBP) on Route 10.

I. Definitions

Eligible Organization: To be eligible to apply for use of the designated bracketed poles, an organization must be able to demonstrate that (a) it is a not-for-profit organization as defined by the Internal Revenue Service or the State of Connecticut; and (b) it is based in Simsbury.

Town-Sponsored Event: An event shall be considered a "Town-Sponsored" when it is funded by the Town of Simsbury, organized by the Town of Simsbury or one of its Departments, or receives significant support in the form of in-kind services from the Town of Simsbury. The term "Event" shall include events scheduled on particular dates and times or for specific time periods for which specific events are scheduled.

II. Requirements and Application

- A. All proposed banners must comply with Article 10, Section C-5, TEMPORARY SIGNS FOR PUBLIC PURPOSES, of the Town of Simsbury Zoning Regulations which governs the display of temporary signs for charitable and civic purposes.
- B. An Application for display of banners is available from and shall be made to the Town of Simsbury Planning Department. In addition to submission of the application to the Town of Simsbury, Eligible Organizations are also required to obtain an "Encroachment Permit" from the State of Connecticut Department of Transportation (DOT) as set forth below and to submit the permit with the application.
- C. Applications shall include the following:
 - a. Documentation demonstrating that the organization is a not-for-profit organization based in Simsbury.
 - b. Information demonstrating that the banner is sought in connection with promotion of a Town-Sponsored Event.

- c. A clear statement of the purpose of the banner and a description of the content, size, location, and tenure of the proposed banner. **The maximum period for display of a banner is eight (8) weeks.** The tenure of display shall be listed on the approved permit.
- D. All Eligible Organizations must obtain both a Certificate of Insurance (COI) naming the Town of Simsbury and State of Connecticut as the insured, and an "Encroachment Permit" from the Connecticut Department of Transportation (Division IV Permitting), allowing the banner to be hung in the DOT right-of-way.
- E. Eligible Organizations should be aware that DOT regulations allow the sponsor name to be placed on the banner (subordinate to the message), but no further commercial content/advertising is allowed. A sample of the proposed banner must be included in the application to DOT.
- F. The Culture, Parks and Recreation Department will administer the display of the banners. There will be a \$250 fee payable to the Town of Simsbury to offset staff costs for the display of the banners. Only Town of Simsbury staff will be permitted to put up and take down the banners.
- G. In the event of approval of an application, a Temporary Sign Permit shall be issued by the Zoning Enforcement Officer (ZEO).

Approved by the Town of Simsbury Board of Selectmen, November 25, 2013



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Mary A. Glassman - First Selectman

March 24, 2014

Kay Green, President
Simsbury Chamber of Commerce
749 Hopmeadow Street
P.O. Box 224
Simsbury, CT 06070

Dear Kay,

Thank you so much for your letter regarding the Chamber's request to modify the Town's Banner Policy. I have asked Gerry Toner, Parks and Recreation Director and Hiram Peck, Planning and Development Director to review your request.

Once staff has had a chance to review the recommendation, I will place it on the Board of Selectmen agenda for discussion.

As always, thanks again to the Chamber for all of your work in supporting local business.

Best,



Mary A. Glassman

Cc: Board of Selectmen
G. Toner, Parks and Recreation Director
H. Peck, Planning and Development Director

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

MGlassman@simsbury-ct.gov
www.simsbury-ct.gov

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



749 Hopmeadow St.
PO Box 224
Simsbury, CT 06070
t 860-651-7307
f 860-651-1933
info@simsburycoc.org
www.simsburycoc.org

March 17, 2014

First Selectman Mary Glassman
Town of Simsbury
933 Hopmeadow Street
PO Box 495
Simsbury, CT 06070

RE: Request to modify the TOS Route 10 Light Post Banner Display Policy

Dear Selectman Glassman,

The Simsbury Chamber of Commerce would like to schedule an opportunity to discuss changes to the TOS Route 10 Light Post Banner Display Policy to remove the requirement for a "town-sponsored event" as a pre-requisite for a pole banner permit and to change the language to allow for the possibility of additional state road pole banner brackets on Route 10, Route 315 and Route 309.

The Plan of Conservation & Development as well as the recent downtown charrette encourages economic vitality in the town center. Pole banners have the advantage of adding both color and interest to visitors and residents alike.

The Simsbury Chamber feels that if a Simsbury based non-profit can comply with the following requirements they should be able to hang banners along State roads in Simsbury:

- 1 - Simsbury based non-profit with proof of IRS Status
- 2 - Comply with Article 10, Section C-5 Temporary Signs for Public Purposes
 - a. Including a \$1,000,000 Certificate of Insurance naming Town of Simsbury and State of CT
- 3 - Town banner application (see example attached)
- 4 - State of CT DOT Encroachment permit
- 5 - 8 week limitation
- 6 - Sponsor name but no logo
- 7 - \$250 fee payable to Town to offset cost of hanging banners

The Simsbury Chamber looks forward to reviewing our request at an upcoming Board of Selectmen meeting. Ferg Jansen, director emeritus, will be our representative at the meeting with members of the business community in the audience.

Sincerely,

Kay Green
President

cc: Board of Selectman - Nancy Haase, Sean Askham, Mike Paine, Cheryl Cook and Lisa Heavner
Gerry Toner, Director of Simsbury Culture, Parks and Recreation

TOWN OF SIMSBURY

ROUTE 10 LIGHTPOST BANNER DISPLAY POLICY

Remove*
Review*

The Town of Simsbury affords Simsbury based non-profit organizations the opportunity to display banners *for town-sponsored events on *19 designated bracketed poles (DBP) on Route 10 - new wording: on designated bracketed poles (DBP).

I. Definitions

Eligible Organization: To be eligible to apply for use of the designated bracketed poles, an organization must be able to demonstrate that (a) it is a not-for-profit organization as defined by the Internal Revenue Service or the State of Connecticut; and (b) it is based in Simsbury.

***Town-Sponsored Event:** An event shall be considered a “Town-Sponsored” when it is funded by the Town of Simsbury, organized by the Town of Simsbury or one of its Departments, or receives significant support in the form of in-kind services from the Town of Simsbury. The term “Event” shall include events scheduled on particular dates and times or for specific time periods for which specific events are scheduled.

II. Requirements and Application

- A. All proposed banners must comply with Article 10, Section C-5, TEMPORARY SIGNS FOR PUBLIC PURPOSES, of the Town of Simsbury Zoning Regulations which governs the display of temporary signs for charitable and civic purposes.
- B. An Application for display of banners is available from and shall be made to the Town of Simsbury Culture, Parks and Recreation Department. In addition to submission of the application to the Town of Simsbury, Eligible Organizations are also required to obtain an “Encroachment Permit” from the State of Connecticut Department of Transportation (DOT) as set forth below and to submit the permit with the application.
- C. Applications shall include the following:
 - a. Documentation demonstrating that the organization is a not-for-profit organization based in Simsbury.
 - b. Information demonstrating that the banner is sought in connection with promotion of a Town-Sponsored Event.

- c. A clear statement of the purpose of the banner and a description of the content, size, location, and tenure of the proposed banner. **The maximum period for display of a banner is eight (8) weeks.** The tenure of display shall be listed on the approved permit.
- D. All Eligible Organizations must obtain both a Certificate of Insurance (COI) naming the Town of Simsbury and State of Connecticut as the insured, and an "Encroachment Permit" from the Connecticut Department of Transportation (Division IV Permitting), allowing the banner to be hung in the DOT right-of-way.
- E. Eligible Organizations should be aware that DOT regulations allow the sponsor name to be placed on the banner (subordinate to the message), but no further commercial content/advertising is allowed. A sample of the proposed banner must be included in the application to DOT.
- F. The Culture, Parks and Recreation Department will administer the display of the banners. There will be a \$250 fee payable to the Town of Simsbury to offset staff costs for the display of the banners. Only Town of Simsbury staff will be permitted to put up and take down the banners.
- G. In the event of approval of an application, a Temporary Sign Permit shall be issued by the Zoning Enforcement Officer (ZEO).

November 20, 2013

Draft #2

**Town of Simsbury
Culture, Parks & Recreation
Temporary Permit - Route 10 Light Post Banner
Display Permit for Hopmeadow Street**

Check list:

- To determine banner availability, contact:
Simsbury Culture Parks & Recreation
Gerry Toner, Director
100 Old Farms Road, Simsbury, CT 06070
Phone: 860-658-3255 Fax: 860-408-9283
email: gtoner@simsbury-ct.gov
- Town of Simsbury Temporary Permit -
Route 10 Light Post Banner Display
(see map of Hopmeadow light pole banner locations - attached)
- Certificate of Insurance for \$1 million naming Town of
Simsbury and State of Connecticut (sample attached)
- IRS non-profit designation - please attach to permit
- Sample graphic of your proposed banner -
please attach to permit
- DOT Encroachment Permit (sample attached)

Once permit approved, you need:

- Check for \$250 made payable to: Town of Simsbury
- Call DOT Inspector, David Clarke at 860-601-0734
when
banners are scheduled to be hung by Park & Rec

Town of Simsbury Culture, Parks & Recreation Temporary Permit Route 10 Light Post Banner Display Permit

Name of Town Sponsored Event: _____

Purpose: _____

Organization Name: _____

- Please provide copy of your IRS non-profit designation
- Please attach Certificate of Insurance
- Please attach sample graphic of your banner

Hopmeadow Street current locations:

Location of Banners: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10,
11, 12, 13, 14, 15, 16, 17, 18 19

Please refer to attached map of TOS light pole locations

Application date: _____ Expiration Date: _____ Permit No: _____

TOWN OF SIMSBURY ROUTE 10 LIGHTPOST BANNER DISPLAY POLICY

The Town of Simsbury affords Simsbury based non-profit organizations the opportunity to display banners on designated bracketed poles (DBP).

III. Definitions

Eligible Organization: To be eligible to apply for use of the designated bracketed poles, an organization must be able to demonstrate that (a) it is a not-for-profit organization as defined by the Internal Revenue Service or the State of Connecticut; and (b) it is based in Simsbury.

IV. Requirements and Application

- H. All proposed banners must comply with Article 10, Section C-5, TEMPORARY SIGNS FOR PUBLIC PURPOSES, of the Town of Simsbury Zoning Regulations which governs the display of temporary signs for charitable and civic purposes.
- I. An Application for display of banners is available from and shall be made to the Town of Simsbury Culture, Parks and Recreation Department. In addition to submission of the application to the Town of Simsbury, Eligible Organizations are also required to obtain an "Encroachment Permit" from the State of Connecticut Department of Transportation (DOT) as set forth below and to submit the permit with the application.
- J. Applications shall include the following:
 - a. Documentation demonstrating that the organization is a not-for-profit organization based in Simsbury.
 - b. A clear statement of the purpose of the banner and a description of the content, size, location, and tenure of the proposed banner. **The maximum period for display of a banner is eight (8) weeks.** The tenure of display shall be listed on the approved permit.
- K. All Eligible Organizations must obtain both a Certificate of Insurance (COI) naming the Town of Simsbury and State of Connecticut as the insured, and an "Encroachment Permit" from the Connecticut Department of Transportation (Division IV Permitting), allowing the banner to be hung in the DOT right-of-way.
- L. Eligible Organizations should be aware that DOT regulations allow the sponsor name to be placed on the banner (subordinate to the message), but no further commercial content/advertising is allowed. A sample of the proposed banner must be included in the application to DOT.

- M. The Culture, Parks and Recreation Department will administer the display of the banners. There will be a \$250 fee payable to the Town of Simsbury to offset staff costs for the display of the banners. Only Town of Simsbury staff will be permitted to put up and take down the banners.
- N. In the event of approval of an application, a Temporary Sign Permit shall be issued by the Zoning Enforcement Officer (ZEO).

Nothing in this permit shall supersede any other federal, state, municipal or private laws, regulations, ordinances or by-laws, which may be binding.

**ORGANIZATION AND PURPOSE OF BANNERS BELOW: PLEASE PRINT
(Must be a not-for-profit organization based in Simsbury.)**

Purpose of Banners: _____

Organization: _____

Contact: _____

Address: _____ PO Box _____

City: _____ State: _____ Zip: _____

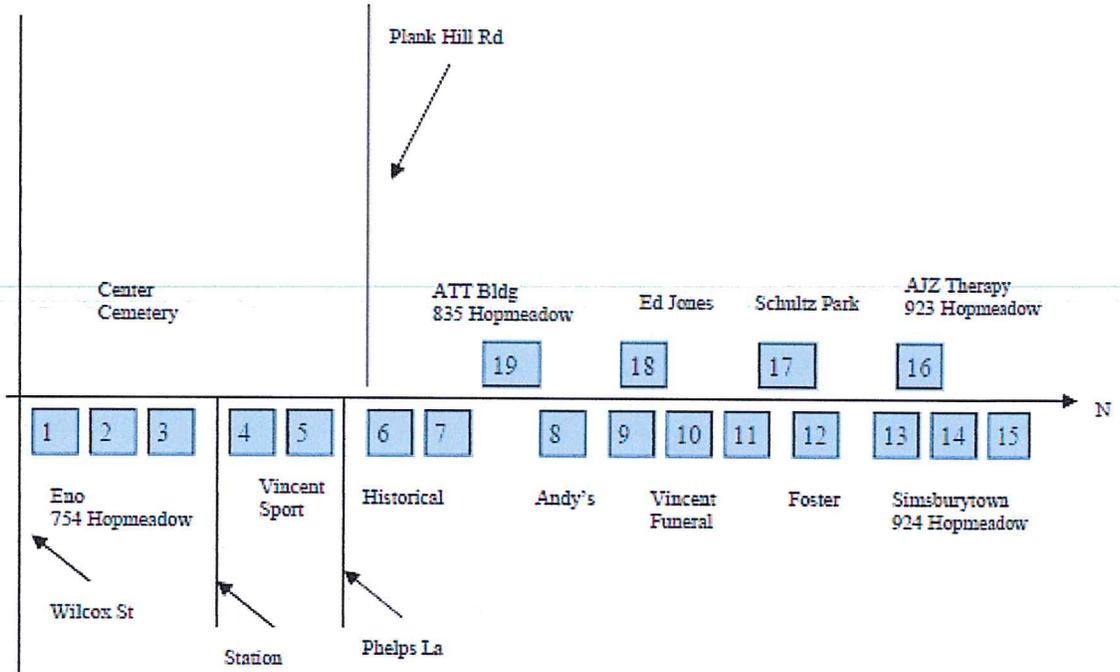
Phone: _____ Fax: _____ email: _____

Date banners to be hung: _____ Date banners to be removed: _____
(The maximum period for display of a banner is eight (8) weeks.)

Signature of Organization _____ Date: _____
Designated representative

Approved by: _____ Date: _____
Zoning Enforcement Officer

Town of Simsbury Pole Banner Locations 19 locations - January 2014



Sample of

Existing TOS
Light Pole Banners
depicting banners used
during Simsbury Celebrates



Connecticut DOT Application Permit
for
TOS Light Pole Banners - Hopmeadow Street

To receive approval from DOT mail, fax or scan a
completed and signed State of Connecticut
Department of Transportation
Encroachment Permit to:

Mr. Jim Lappan
Department of Transportation
District 4
359 South Main Street
Thomaston, CT 06787

Phone: 1-203-591-3627
Fax: 1 - 203- 591-3733
email: james.lapan@ct.gov

see sample below

Sample Encroachment Permit for DOT



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION
BUREAU OF ENGINEERING & HIGHWAY OPERATIONS
 7800 BERLIN TURNPIKE, P.O. BOX 317546
 NEWINGTON, CONNECTICUT 06131-7546

Date: <u>1/14/2014</u>	PMT-1 Rev. 5/91 State of Connecticut Department of Transportation APPLICATION FOR PERMIT	Application forms must be filled in completely and mailed or delivered to the Bureau of Engineering and Highway Operations District Office
Fee: (for DOT use)		

LOCATION OF PROPOSED WORK: *Between 754 and 924*

(a) Town Simsbury (b) Route 10 (c) Street Name & No. Hopmeadow Street

(d) (Circle One) N. S. side of Highway (e) Located Between Utility Poles No. _____ & No. _____

(f) Distance and direction from nearest intersecting road, _____ Miles (N. S. E. W.) of _____ (SR/Rd)

Application is hereby made to: (Describe fully & include sketch or attach plans) Town of Simsbury
decorative light poles along center of town will be hung
with heraldry/banners to promote Chamber of Commerce
Total: 19 light poles with banners
 PERMIT FEE can be paid only by check or money order payable to Treasurer - State of Conn.

Name of Surety Company & amount of Bond _____

Party whom Bond is issued: _____

Print Name _____

Signed _____ Phone _____

Party to whom Insurance is issued: _____

Print Name _____

Signed _____

Approximate Time Required _____ Desired Starting Date _____

Complete Plans and Specifications must be submitted for major encroachment permits. On other work a careful sketch shall be shown on space above or on back side of application.

Permit to be issued to:

Name Simsbury Chamber of Commerce
 & Town of Simsbury

Address PO Box 224

Town Simsbury ZIP 06070

The owner of the property for whom this work is being performed agrees to accept all future maintenance responsibility for the work specified in the permit.

Print Owner's Name Town of Simsbury

Address 933 Hopmeadow St

Signed _____ Phone 860 658-3245

M. Howard Beach



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:** Request for allocation of revenues.
2. **Date of submission:** May 7, 2014
3. **Date of Board Meeting:** May 12, 2014
4. **Individual or Entity making the submission:** Hiram Peck, Director of Planning and Community Development
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 Board of Selectmen is requested to recommend approval of allocation of funds \$25,000 for comprehensive revision to zoning regulations.

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.):**

Hiram Peck and Simsbury Zoning Commission

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.):**

With the exception of the Town Center Form Based Code, the zoning regulations have been amended and revised in a piece meal fashion for several years. They are in need of comprehensive revision at this time.

The original zoning regulations were adopted on 10/2/1933 and have been amended many times through the 40's, 50's, 60's etc. through 2012. Recent minor revisions were also done in 2013, but a comprehensive revision is needed at this time.

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

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:

Letter from Hiram Peck requesting allocation of funds (\$25,000) to undertake and complete the needed revisions to the Simsbury Zoning Regulations.

Thank you for your consideration of this matter.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Planning and Land Use Department

May 7, 2014

To: Mary A. Glassman, First Selectman

From: Hiram Peck, AICP, Director of Planning and Community Development

Re: Request for allocation of funding for comprehensive zoning regulation revision.

I would like to request the Board of Selectmen recommend approval to the Board of Finance for the transfer of funding for the comprehensive revision to the Simsbury Zoning Regulations. The amount requested is \$25,000.

While this allocation will still require significant allocation of staff time to assist in the completion of this comprehensive revision, it will be adequate to bring the current Zoning Regulations up to date in terms of legal requirements and current zoning standards.

If you have any questions please feel free to let me know.

Thank you for your consideration of this request.



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:**

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.):

For the past two years the Aging and Disability Commission has requested, of the Board of Selectman, that the month of June be proclaimed as Handicapped Parking Awareness Month.

The Commission works in concert with the Simsbury Police Department to educate the Simsbury community as to what the laws and protocols of handicapped parking are. The student liaison to the Commission works with the high school to develop posters with a message to the community regarding handicapped parking and the Commissions Public Relations person will work with SCTV and local media outlets to educate the community.

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:

N.A.



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:** Discussion of Revision to BOS Naming Rights Policy

2. **Date of submission:** May 7, 2014

3. **Date of Board Meeting:** May 12, 2014

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

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 revisions to existing policy; please see submitted revisions, seeking additional thoughts, input and comments from the Board.

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.):**

I will be in attendance at the Board of Selectmen meeting on 05/12/2014.

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.):

See attached policy and revisions.

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:

See attached policy and revisions.

**TOWN OF SIMSBURY
BOARD OF SELECTMEN
NAMING RIGHTS POLICY**

The purpose of this policy is to establish the criteria and procedures for granting Naming Rights for Simsbury Town-owned facilities. The Naming Rights Policy recognizes that the naming of publically owned facilities is a legislative act. As such, this policy applies to all Town owned real property.

A. Naming Rights Defined

There are two circumstances in which “Naming Rights” may be granted. In each case, Naming Rights shall be established through a specific written agreement about the nature of the naming right. Such Agreement shall be negotiated between the parties or their representatives. Any such agreement shall be governed by the provisions of this policy.

1. Naming Rights in Consideration

“Naming Rights in Consideration” is in consideration of a [significant](#) financial contribution, sponsorship or other commercial transaction wherein the Town receives a monetary gain in exchange for the naming of a Town facility.

Naming Rights in Consideration may be granted by the Town in consideration of financial contribution made to the Town normally in the form of a cash gift. Naming Rights in Consideration may also be granted in return for provision to the Town of an appropriate sponsorship, including a grant of money or the provision or supply of equipment, materials, land or services. Naming Rights in Consideration may be granted at the sole discretion of the Town

by majority vote of the Board of Selectmen after a finding that the naming rights are consistent with this policy and in the best interests of the Town.

2. Naming Rights in Recognition

“Naming Rights in Recognition” is the naming of a Town facility, building or portion thereof in recognition of a significant contribution to the Town by a [resident or former resident](#), natural person that the Town wishes to honor. The recognized contribution can be in the form of financial or other gift from a donor unrelated to the award of the naming right, or meritorious service, and is at the discretion of the Town in agreement with the party or their representatives. Naming Rights in Recognition may be granted at the sole discretion of the Town by majority vote of the Board of Selectmen after a finding that the naming rights are consistent with this policy and in the best interests of the Town, and subject to the agreement of the party or the party’s representative, except as provided in Section 3 below governing the naming of Board of Education facilities.

One of the following three criteria shall be fulfilled in order for the granting of Naming Rights in Recognition to be considered:

- a. Recognition of historical significance and/or outstanding service to the Town, State of Connecticut or the United States of America while serving in a community service, public office, historic significance, or administrative capacity or other form of outstanding service to the community as determined by the Board of Selectmen;
- b. Recognition of the career or professional achievements of distinguished alumni of the Simsbury Public Schools or for distinguished service in the United States Military;

- c. Recognition of a generous financial or other contribution from a donor (in the form of a donation, bequest, sponsorship etc.), such contribution being voluntary and not rendered in consideration of the granting of naming rights.

The Town may solicit suitable monetary donations from the advocates of such recognition, particularly if the request comes from other than a family member.

3. Board of Education Facilities

Proposals for the naming of Town property occupied and/or used by the Board of Education shall be referred to the Board of Education. The Board of Education shall have the authority to establish its own policy with respect to the naming of Town property occupied and/or used by the Board of Education, provided that the Board of Education policy includes a public hearing requirement prior to any final decision with respect to the naming of such property.

4. Procedure

Proposals for the naming of a Town facility shall be directed to the First Selectman on a form prescribed by the Board of Selectmen. After an administrative review for the completeness of the request, the First Selectman shall transmit the proposal to the Board of Selectmen. [That Board will appoint 2 Selectmen to a Committee that will meet and then bring forward their recommendation with regards to the Naming rights request.](#) The Board may then take one of four actions: (a) reject the proposal; (b) refer the proposal to a naming rights committee appointed by the Board of Selectmen; (c) accept the proposal as submitted; or (d) request a call for additional proposals from the public. In the event that a name is proposed for a newly constructed facility, the Board of Selectmen shall request a call for additional proposals from the

public. The Board of Selectmen shall hold a public hearing prior to taking final action on a properly submitted proposal. Notice of the public hearing shall be provided in a manner consistent with Section 404 – “Public hearing on and publication of ordinances.” Notice shall also be provided on the Town website and sent via the Town’s electronic distribution list.

B. Granting Naming Rights

In granting naming rights, either in consideration or in recognition, due regard should be taken of the need to maintain an appropriate balance between commercial considerations and the role which names of public buildings and spaces play in contributing to the Town’s sense of identity.

The granting of Naming Rights shall always be consistent with the Town’s vision and mission as defined by the Board of Selectmen. The long-term effects of the Naming Rights shall be considered in all decisions. The Town agency affected by the naming right to be granted may be consulted before any decision is made. Each granting of Naming Rights shall be memorialized by an agreement as defined by this and all other applicable Town policies.

1. Facilities for Which Naming Rights May Be Awarded

The term “facilities” as used in the Policy shall apply to the following:

- Existing Town Owned Buildings – provided that the interior features of a Town owned building may be named separately from the main building subject to the criteria and procedures set forth in this policy
- Auditoriums/Theaters
- Gymnasiums
- Libraries
- Gardens/Walks
- Streets
- Athletic Fields/Facilities
- Concessions/Locker Rooms
- Paths or trails

For the purposes of this policy, the term “facilities” shall not apply to such minor items as benches, trees, refuse cans, flagpoles, water fountains or similar items.

2. Delegation of Approval Authority

The Simsbury Board of Selectmen is the body that grants Naming Rights except as provided in Section A.3 above. This authority may not be delegated.

3. Informed Consent

Except in the case of historical figures, the Town shall not grant a Naming Right without the informed written consent of the named party or the named party’s legal representative.

4. Monetary Valuation of Naming Rights

Monetary valuations may be assigned to Naming Rights possibilities on a case-by-case basis to aid with making decisions about granting Naming Rights. The First Selectman shall determine the monetary valuation of each Naming Right after receiving a recommendation from the Town Finance Director, who may take advice from such persons or other professionals as needed and transmit it to the Board of Selectmen. Each case should take into account market comparisons for Naming Rights. As appropriate, the Town may seek professional valuation services for the valuation of the naming rights.

5. Duration of Naming Rights

The duration of Naming Rights shall be decided or negotiated on a case-by-case basis.

6. Physical Display of Naming Rights

The physical display of the Naming Rights shall be decided or negotiated on a case-by-case basis. In the case of buildings, the physical display of the Naming Rights will take into



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:**

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.):

- i. Next steps relative to the recommendations of subcommittee for moving forward with Senior Center Project.
- ii. Town of Simsbury/Public Building Committee
- iii. Estimate of cost for the project have been included in the documents.
- iv. N/A
- V. See Attached Documents.

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:

- 1. May 1, 2014 report from the Senior Center/Eno Memorial Subcommittee.
- 2. Site Summary requirements for the proposed Senior Center.
- 3. Draft meeting minutes from February 6, 2014 Senior Center/Eno Memorial Subcommittee regular meeting.
- 4. Draft meeting minutes from February 27, 2014 Senior Center/Eno Memorial Subcommittee regular meeting.
- 5. Staff report of Senior Center Discussion dated August 8, 2013.
- 6. February 26, 2013 Senior/Community Center Recommendations from Chairman of the Public Building Committee.
- 7. Programming study estimate of project costs for Eno Memorial Hall Renovation and new Senior Center.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

May 1, 2014

Board of Selectman
Attn: Mary Glassman, 1st Selectmen
933 Hopmeadow St.
Simsbury, Ct 06070

Dear First Selectman Mary Glassman,

It has been my honor to serve on the Senior Center/Eno Memorial Subcommittee of the Board of Selectmen alongside the other dedicated members and staff. The members of the study committee gave willingly of their time and talents, meeting three different times during the month of February to review all available options with vigor. I am pleased to inform you that we met our charge to make a recommendation to the Board of Selectmen.

In reaching their decision, the Subcommittee reviewed the Needs' Assessment, design options prepared by Quisenberry Arcari Architects, and the findings contained in their report dated November 2012, as revised in February 2013. Also reviewed were demographics, operating costs for a new building, and a phased in Eno expansion option, as presented in a letter to the Board, dated August 3, 2013.

With regard to the facility and its location, the subcommittee considered four options:

- New Facility at Bushy Hill and Stratton Brook Road.
- Full or phased in renovation of the Eno Memorial with a parking deck
- Addition /Renovations of Eno with new added facility at Performing Arts Center
- New Building in the center of Simsbury i.e. Iron Horse Blvd.

On behalf of the Study Committee, I ask you to accept this report as a summary of work and thoughtfully consider the recommendation it contains for a new facility.

Telephone (860) 658-3200

Facsimile (860) 658-9467

An Equal Opportunity Employer

8:30 - 7:00 Monday

8:30 - 4:30 Tuesday through Friday

It was felt a new location would best address parking/user drop-off issues and guarantee a separate, dedicated space for a new Senior/Community Center, with the capability to meet the most critical needs for kitchen/dining facilities, health screening space, fitness room, and confidential social services conference space.

While the needs' assessments identified minimum space requirements of 22,000 square feet which are available at Eno, much of this area is reserved for the traditional historic space layout (auditorium, rotunda, blue room, DAR room) that ought not to be disturbed. Therefore, additional new construction and major renovations would be needed at Eno. To accommodate the minimum required on-site parking, a deck would be needed. It was felt that more study is needed to demonstrate that a workable deck is possible. People spoke at our public presentations and meetings concerning the benefit of using Eno for the Senior/Community facility because of the importance of keeping community facilities in the town center. There is support for the town center location, but in a new building, or perhaps in a shared new building through the use of distributed services, such as some activities at the Performing Arts Center and the Library. These concepts would need further study.

Nine of the 11 Subcommittee members voted for a new facility location. Only 1 member voted to renovate and add to Eno with a phased-in-program, with some facilities at the Performing Arts Center; and, 1 member wished to defer a decision until after a full survey of Senior Center members was conducted. Of the 9 members voting for a new facility location:

- 4 selected the Bushy Hill/Stratton Brook Roads site
- 3 selected a new site in Simsbury Center
- 1 selected a new building at the Performing Arts Center
- 1 selected either Bushy Hill/Stratton, or a new facility at Eno.

The Study Committee, and the previous Public Building Subcommittee, held several public information meeting and presentations; there were interim reports submitted on February 26, 2013 and August 8, 2013. It is noted that the August report discussed costs estimated to be associated with a new building. If a new building were constructed, Eno could be used for a robust schedule of arts and performing arts events, community uses, SCTV facilities, regional probate court, and town meetings space.

Even though great efforts were made to reach out to the community and users, the study committee asked that serious consideration be given to mailing a survey letter to each of the 2000 names which the Senior Center staff has for its monthly newsletter. More definite building construction budget guidelines for a Senior/Community Center would also prove valuable for any future committee or subcommittee decision making.

We have attached copies of the following for your deliberations:

- Program space needs summary
- Letters of 2/26/13 and 8/8/13
- Cost Estimates
- Committee Minutes

Complete Needs Assessment, site visit and proposed facility reports are available in the Town Engineer's Office.

Again, thank you for the opportunity to serve on the Senior Center/Eno Memorial Subcommittee of the Board of Selectmen. I look forward to your feedback and would be happy to respond to any questions you and or the Board may have. Please feel free to contact me should you need any additional information to fully consider our recommendation.

Best Regards,



Richard E. Ostop

Senior Center/Eno Memorial Subcommittee of the Board of Selectmen

Encl:

List of Committee members

Minutes of the three meetings

cc: Richard L. Sawitzke, P.E. Transition Engineering Manager

Jeff Shea, P.E. Town Engineer

Tom Cooke, Director of Administrative Services

<u>Site Program Space</u>	<u>Associated Net Area</u>
Building Footprint - Approximate	22,200 sf
Building Footprint - Future Growth	5,000 sf
Parking (100 Cars @ 320sf)	27,000 sf
Bus Parking (1)	750 sf
Vehicular Drop Off	2,400 sf
Circulation	In net to gross
Recreation / Front Yard	2,500 sf
Patios	2,500 sf
Game areas - Bocce, Shuffleboard, Croquet	In Recreation / Front Yard
Walking / Jogging Trails	In net to gross
Planters and Gardens	2,500 sf
Picnic Pavilion - Optional	750 sf
Dumpsters	300 sf
Generator	300 sf
Chiller	300 sf
Transformer	150 sf
Total Net Site Space Needs	66,650 sf
Net to gross Calculation (including future expansion space)	x 1.3
Total Gross Site Space Needs	86,645 sf
Minimum Ideal Site Area Required	(1.99 Acres)

DRAFT

SENIOR CENTER/ENO MEMORIAL SUB-COMMITTEE REGULAR MEETING - 4:00 PM FEBRUARY 6, 2014

CALL TO ORDER

Richard Ostop, Chair, called the Regular Meeting of the Senior Center/Eno Memorial Sub-Committee to order at 4:04 P.M. on Thursday, February 6, 2014 in the Court Room of Eno Memorial located at 754 Hopmeadow Street, Simsbury, CT. The following members were also present: **Edna Schreindorfer**, **Pauline Henderson**, **Mona Martinik**, **Mark Orenstein**, Aging Commission, **Mickey Lecours-Beck**, Mike Lauren, PBC, **Ed LaMontagne**, Aging Commission, **Karen Handville**, SCTV, **Linda Schofield**, Board of Finance, **Jeff Shea**, Simsbury Town Engineer, **Richard Sawitzke**, Engineer, **Mike Paine**, Board of Selectmen. General Audience was Judy Schaefer, Cheryl Cook, Anita Mielert, Diane Nash and other interested parties.

PUBLIC AUDIENCE

Mr. Ostop explained that the purpose of this meeting is that the BOS has asked this committee to provide some input as to what to do about a Senior Center. In the past, a number of locations were looked at as well as renovations to Eno Memorial and recommendations were made to the Public Building Committee, which were given to the BOS. The BOS has asked to be more confirming as to what this committee would like to do.

The four options that had been previously discussed were: Renovations to Eno; Renovations and additions to Eno; Additions to Eno as well as an addition to the Performing Arts Center to accommodate over capacity of Eno; A new facility located at Bushy Hill and Stratton Brook Road.

The BOS would like the committee to come back with several recommendations to what this committee thinks the Senior Center should be here in Simsbury and make this recommendation by March 1, 2014.

Eno Hall facility Use Guidelines; August 3, 2013 – Senior Center Discussion Letter to BOS from PBC; and February 23, 2013 letter Senior Commission Center Study Recommendation letter to BOS from PBC were given to all as a hand out information.

There are three meetings scheduled to complete this goal: Introduction meeting on February 6, (today) and two additional meetings at 4:00 P.M. on February 13 and February 20. The Committee is planning on have a senior advisor from McLean attend the February 13th meeting and discuss, as a professional, what a Senior Center should have and some of the positives and negatives about the different ideas raised.

Once the sub-committee makes a recommendation to the BOS, the committee believes that the BOS has to go to a referendum or a town meeting to make a vote.

Some of the needs assessments put forth several times in the past and are considered “top level considerations” that should be included for the overall facilities are:

- It should be a one level building with ground level weather-protected access.
- There should be easy on and off-road access to ample level and wide spaced parking.
- The building itself should have extensive natural lighting protected on the south and westerly facings by shade trees.
- To the extent grants, etc. are available, the building should be situated to take advantage of discrete solar paneling for an alternate energy source and energy efficient materials and devices should be used extensively on the interior.
- The setting for the building should be as near to the geographic center of the town as possible and away from high traffic areas and should have safe and secure usable outdoor spaces for walking, reading, visiting, picnicking, etc.
- This is a suburban and semi-rural community and the “overall feel” of the center, for the comfort and enjoyment of the users, should reflect a home away from home “feeling”.
- The center should reflect not only what the current users think it should be but, perhaps even more importantly, what the hundreds of non-users think it should be.

Some additional needs that have also been presented were:

- Additional parking. Currently there are 37 spaces behind Eno Hall. On most days, there are between 100-200 people that visit the Senior Center.
- A covered patio and a turnaround for Dial-a-Ride buses would be safer and more accommodating. Wider entrances with automatic sliding doors would be more accessible.
- A large Multi-purpose room to hold up to 300, with the ability to divide into 2 to 3 smaller rooms to be used for meal service and large programs. This room would also have an adjacent commercial style kitchen.
- A Creative Arts room that would accommodate 40-50 people for painting, ceramics, stamping, etc. Large work tables, storage space for projects and supplies and a kiln room would also be included in this space.
- Program rooms for groups, presentations, guest speakers and ongoing classes. Ideally, this room could also be divided into two smaller spaces to accommodate more groups as needed.
- A Billiard/Game Room. This room would house pool tables, ping pong tables, card/poker tables, dart boards, TVs, iPod docking stations, arcade games and small kitchen.
- A Fitness Room that would include a variety of exercise equipment, TVs, changing rooms and showers. This room could also be used for small classes and one on one training.
- A Wellness Room for medical appointments, screenings and one on one consultations.

- A Café/Lounge to provide a space where people can gather for conversation, read a book/magazine, access the internet, wait for the Dial-A-Ride bus, etc. Coffee, sandwiches and snacks would be available for sale.
- A Library/Quiet Reading area that would have space for chairs/couches and house books, magazines and newspapers.
- A Movie/Presentation Room that could also be used for virtual gaming. Ceiling mounted projector, large screen, surround sound, stadium seating to accommodate 100 for movies, power point presentations, etc.
- A Conference Room for a variety of meetings including town boards and commissions, community meetings, staff meetings and workshops which would include a ceiling mounted projector and white board.
- Space for The Food Closet.
- Office space for five Social Service staff and three volunteers.
- Storage Space.

It was noted that the cost of a new Senior Center would be added into the budget and Eno Memorial would stay as it is. Mr. Sawitzke stated that estimates have been done in the past and this has been noted in a letter from August 2013 which provides a quick overview about the different options that have been looked at.

Mr. Sawitzke introduced the new Town Engineer, Jeff Shea, who will be taking over for him.

Mr. Sawitzke presented exhibits that had been done in the past showing different options for the Senior Center. It was also noted that Eno could be done in a stage program and Mr. Sawitzke explained some of the stages.

Mr. Ostop noted that some of the costs that have been reported to make Eno into a 22,000 square foot facility would run about \$8m. If a new building were built, i.e. Bushy Hill/Stratton Brook the cost would be around \$6.5m.

It was also brought up that if the town closes a school due to the enrollment dropping, could one of the schools be used for a new Senior Center with other programs taking place in other facilities. It was noted that many seniors use the Dial-A-Ride and would not be able to get to all locations. Another suggestion was brought up for the Senior Center to move into part of The Hartford building, however, it is believed the town wants to keep this building for tax revenue. Mr. Ostop said he would try and confirm with the BOE school closing considerations and report back at the next meeting.

Many seniors have voiced their concern that they do not want their taxes to increase and it was noted that a lot of the construction of a new building could be done through grants; however, operational costs could still run around \$60,000.

Ms. Mickey Lecours-Beck stated that a survey was completed by the Aging and Disability Commission in 2009 and another survey was completed at the Police picnic in 2013. The Police survey results came back that most wanted the Senior Center to stay at Eno with the main concern being avoiding higher taxes.

Mr. Ostop asked/suggested of all in attendance to ask around, question all friends, neighbors and seniors of their thoughts regarding a Senior Center to be brought back at the next meeting.

ADJOURNMENT

Mr. Ostop adjourned the Regular Meeting of the Senior Center/Eno Memorial Sub Committee at 5:03 P.M. on February 6, 2014

Respectfully submitted,

Richard Ostop, Chairman

Leslie Brigham, Commissions Clerk

DRAFT
SENIOR CENTER/ENO MEMORIAL SUB-COMMITTEE
REGULAR MEETING - 4:00 PM
FEBRUARY 20, 2014

OPEN MEETING

Richard Ostop, Chair, called the Regular Meeting of the Senior Center/Eno Memorial Sub-Committee to order at 4:00 P.M. on Thursday, February 20, 2014 in the Court Room of Eno Memorial located at 754 Hopmeadow Street, Simsbury, CT. The following members were also present: **Edna Schreindorfer**, **Mona Martinik**, **Mark Orenstein**, Aging Commission, **Michael Jennings**, Aging Commission, **Kathleen Marschall**, Staff, **Mickey Lecours-Beck**, Staff, **Sarah Nielson**, Main Street Partnership, **Mary Lou Patrino**, PBC, **Francis Kelly**, PBC, **Donald Zaylor**, **Ed LaMontagne**, Aging Commission, **Ron Zappile**, Aging Commission, **Linda Schofield**, Board of Finance, **Jeff Shea**, Simsbury Town Engineer, **Richard Sawitzke**, Engineer, **Mike Paine**, Board of Selectmen. General Audience was Diane Nash and other interested parties.

2. APPROVAL OF MINUTES – February 6, 2014

Mr. LaMontagne made a motion to approve the minutes for February 6, 2014 of the Regular Meeting of the Senior Center/Eno Memorial Subcommittee. The motion was seconded by Mr. Kelly and was unanimously approved.

3. PUBLIC AUDIENCE

Ms. Diane Nash stated that this meeting was not on the town schedule. Mr. Ostop stated that it had been on the schedule with the two prior meetings.

4. POSSIBLE PRESENTATION – GUEST SPEAKER FROM COMMISSION ON AGING

The committee was unable to bring in a guest speaker for this meeting.

5. DISCUSSION OF SITES

Mr. Ostop reminded the committee that the objective is to get back to the Town of Selectmen with a site(s) option for the Senior Center. Once this has been done, the Board of Selectmen would then call a town meeting and/or referendum. It was suggested to do a survey from a mailing list provided by Social Services to 2000 individuals at a cost of approximately \$450. Some committee members disagreed with the mailing as there have been several surveys completed in the past and two of those surveys from 2009 are on file.

Mr. Zaylor made a motion to make recommendations of three sites, in priority order, to the Board of Selectmen for review. Mr. Orenstein seconded the motion and the vote was 7 to 2.

With no recommendations for site selection made thus far, the motion is still on the floor.

Mr. Sawitzke reminded the committee members of the options:

- New building at Bushy Hill Road and Stratton Brook Road
- Full or phased in renovation of Eno Memorial which could include a new parking deck
- Addition to the Performing Arts Center
- New Building in the center of Simsbury

Mr. Sawitzke also reviewed the limited option to increase parking at Eno Memorial through construction of a retaining wall.

Mr. Ostop reminded the committee that the motion is still on the floor and the three recommendations to consider are (1) Bushy Hill Road and Stratton Brook Road; (2) Performing Arts Center and (3) Eno Memorial. The motion was voted on 1/Agree to 7/Disagree. The motion did not pass.

Mr. Orenstein made a motion that the committee decide what is best for the seniors of Simsbury and decide between the renovations versus a new facility. Mr. Jennings seconded the motion.

The committee wanted to clarify the “needs” of the seniors versus the “wants” for the Senior Center. The committee’s concerns also include the cost to renovate or build and how it is going to affect their taxes. The town of Simsbury received a grant to do some continuing design development which would be used to advance either a new building or renovation of Eno Memorial.

Mr. Orenstein withdrew his motion that the committee decide what is best for the seniors of Simsbury and decide between the renovations versus a new facility.

6. POSSIBLE RECOMMENDATION FOR SITE

The committee decided to wait to the next Regular Meeting to vote on one recommendation to the Board of Selectmen for a site for the Senior Center.

7. ADJOURNMENT

Mr. Ostop adjourned the Regular Meeting of the Senior Center/Eno Memorial Sub Committee at 5:55 P.M. on February 20, 2014

Respectfully submitted,

Richard Ostop, Chairman

Leslie Brigham, Commissions Clerk

DRAFT
SENIOR CENTER/ENO MEMORIAL SUB-COMMITTEE
REGULAR MEETING - 4:00 PM
FEBRUARY 27, 2014

1. OPEN MEETING

Richard Ostop, Chair, called the Regular Meeting of the Senior Center/Eno Memorial Sub-Committee to order at 4:02 P.M. on Thursday, February 27, 2014 in the Court Room of Eno Memorial located at 754 Hopmeadow Street, Simsbury, CT. The following members were also present: **Edna Schreindorfer**, **Pauline Henderson**, **Mona Martinik**, **Kathleen Marschall**, Staff, **Sarah Nielson**, Main Street Partnership, **Mary Lou Patrina**, PBC, **Francis Kelly**, PBC, **Donald Zaylor**, **Ed LaMontagne**, Aging Commission, **Jeff Shea**, Simsbury Town Engineer, **Richard Sawitzke**, Engineer, **Mike Paine**, Board of Selectmen. General Audience were Diane Nash, John Schaefer and other interested parties.

2. APPROVAL OF MINUTES – February 20, 2014

Mr. LaMontagne made a motion to approve the minutes for February 20, 2014 of the Regular Meeting of the Senior Center/Eno Memorial Subcommittee. The motion was seconded by Mr. Paine and was unanimously approved.

3. PUBLIC AUDIENCE

Mr. John Schaefer spoke regarding the Senior Center site selection process. Mr. Schaefer stated that the town overwhelmingly agreed that Town policy should encourage future development to occur in the Simsbury Center zone and not in the town's remaining green space. He stated that any development that the town itself might undertake should follow that policy and that the town should build a new Senior Center in the Simsbury Center Zone.

Mr. Schaefer also stated that the residents of Simsbury have voted twice to preserve the Ethel Walker woods property as open space and to protect the aquifer underneath it. He remarked that the town should not be destroying a part of that open space to build a new building, especially when there is a better choice. Mr. Schaefer reminded the subcommittee that every study and survey that the town has done concerning the site for a new Senior Center has indicated that Eno Memorial Hall is the best location for the Senior Center.

Mr. Schaefer said that he could not understand why this committee would make a recommendation that goes against the facts that have come out of the studies. Mr. Schaefer stated that the study was from an architect who was charged with looking at the various sites and that he did an analysis of the sites and needed to follow criteria. The architect then weighed the criteria with a value for each and came up with a total for each property. Mr. Schaefer stated that with the architect's analysis, Eno Memorial was the best site for the Senior Center.

Ms. Diane Nash stated that the subject of a new Senior Center has been studied for almost 40 years and, after going through many years of notes, cannot figure out why it has taken this long. She stated that she is frustrated over the many hours people have spent on this issue and that parameters are never clearly set. Ms. Nash noted that there are issues of the aquifer, soil and the conditions under the Performing Arts Center which needs fill and footings because it is on the edge of the flood plain. The property at Bushy Hill and Stratton Brook Road needs help because it is in the protected aquifer protection zone and will have certain restrictions to a building.

Ms. Nash believes that Eno Memorial can be renovated but it will be costly. She stated that the town residents have voted twice to keep the property at Bushy Hill and Stratton Brook Road preserved for the water supply. Ms. Nash thinks the cost of a new Senior Center is justified but from an environmental standpoint, the cost cannot be justified.

Ms. Nash asked that if committee members are voting for a new Senior Center, think of not what you want for a Senior Center but of what the needs are.

Mr. Bud Kelly, who is a member of the Building Committee, stated that the new Senior Center has been played around with for over three years. This included making trips to various locations to look at other Senior Centers to get ideas of what the seniors of Simsbury would like to do. Mr. Kelly stated that it is at the point where a decision needs to be made. He does agree that putting the new Senior Center on Bushy Hill Road and Stratton Brook but believes it should be in the village of Simsbury and would like to see it down at the Performing Arts Center area. He does not think that it can be a retro-fit in Eno because it will never be what everyone really wants.

Mr. Don Zaylor stated that he is on the sub-committee and has also spent the last three years visiting sites for the new Senior Center. He does not understand why the subcommittee is even evaluating this issue. The town hired an architect for \$50,000 and he interviewed every group of seniors that used the current Senior Center. Mr. Zaylor noted that almost all the seniors stated that parking is a problem. The subcommittee agreed that the Senior Center should have 200 parking spaces (starting off with 100). There have been a couple of concepts with respect to Eno Memorial; however, none of them have come close to the 200 spaces.

Mr. Zaylor reviewed the latest concept with 53 parking spaces with two being handicap spaces. Eno Memorial currently has four handicap spaces and this would reduce it to two. The Bushy Hill and Stratton Brook site has one concept that was developed that resolves the parking problem and the building is all on one floor versus Eno Memorial with three floors.

Mr. Zaylor showed the aquifer plan which illustrates where the new Senior Center building would be built and stated that the report from the town engineer states "surface drainage does not flow toward the well fields and the site is served by public water and sewer". The report also stated that subsurface sewage disposal would not enter the site. Mr. Zaylor stated that some committee members want the new Senior Center built downtown but where are you going to put it?

Ms. Nash wanted to know why the parking deck would just be charged to the Senior Center when the town and local restaurants would use this parking facility also.

Mr. Sawitzke stated that the town has looked into options with one being the parking deck that would go into the Senior Center and the other would be that it would not be included in the cost. If a parking deck were to be built, Mr. Sawitzke believes that there would be some cost recovery.

Mr. Ostop questioned that if the parking deck were shared, how many parking spots would the Senior Center have during the day and what are those spots going to cost. Also, if Station Street becomes a two-way street, then the businesses will lose their street parking and will need to use the parking deck.

Mr. Sawitzke noted that the estimation for Eno Memorial full program without a deck is \$5.1 million for the building. There are other costs associated with the building itself, but with the parking deck it would be \$6.28 million. He noted that some grants may be available to offset the cost.

4. DISCUSSION OF SITES

Mr. Ostop reminded the subcommittee members that it was agreed at the last meeting to take a vote at this meeting on the four locations that have been discussed. The Board of Selectmen had stated that the subcommittee needed to get an answer to them as soon as possible. Mr. Ostop stated that he was told that Board of Selectmen do not need a decision at this time.

Mr. Ostop stated that the subcommittee was considering mailing out a survey to the 2000 names on the mailing list of the Senior Center to try and get feedback from more than the group attending the meetings. He said that the subcommittee has the time to do this now or the vote could be taken now at this meeting.

Mr. Kelly questioned The Hartford property as a possible location. Mr. Ostop stated that the subcommittee was instructed to look at only town owned facility or property. Mr. Paine stated that if the new Senior Center were to use private property like The Hartford building, it would come off the tax roll and it would have tax implications.

5. POSSIBLE RECOMMENDATION FOR SITE

Mr. Ostop asked the members again if they are ready to take a vote on the location for the Senior Center. He stated that only the members of the committee can vote. Mr. LaMontagne noted that there needs to be a majority of members of the subcommittee to vote, however, it cannot include town employees.

Mr. Ostop passed out eleven ballots to the subcommittee members who are allowed to vote.

The results of the votes were:

- ✓• 4 - for New at Bushy Hill and Stratton Brook
- ✓• 1 - for Bushy Hill/Eno Memorial
- ✓• 1 - for New at Performing Arts Center
- ✓• 1 - for Decide on selection above after Social Services complete a survey of its full membership list
- ✓• 1 - for Renovate and Add to Eno Memorial with a phased-in program and with some facilities at the Performing Arts Center
- ✓• 3 - for New Facility (with no designation)

Mr. Paine thanked everyone and stated that he is embarrassed that it has taken four years to get to this point.

Mr. Sawitzke thanked the group and he also introduced Mr. Jeff Shea, the new Town Engineer, to the members

Ms. Martinik thanked Mr. Sawitzke for all he has done for the subcommittee.

6. ADJOURNMENT

Mr. Kelly made a motion to adjourn the Regular Meeting of the Senior Center/Eno Memorial Sub Committee at 4:40PM on February 27, 2014

Respectfully submitted,

Richard Ostop, Chairman

Leslie Brigham, Commissions Clerk



Town of Simsbury

933 HOPMEADOW STREET, P.O. BOX 495, SIMSBURY, CONNECTICUT 06070

Office of the Town Clerk

TO: Senior Center/Eno Memorial Sub-committee

REPRESENTING	MEMBERS	ADDRESS
Senior Center Users	Pauline D. Henderson	90 Laurel Lane, 06070
	Mona A. Martinik	5 Main Street Ext., 06081
	Mary E. (Edna) Schreindorfer	9 Westwood Drive, 06070
	Donald T. Zaylor	1 West Street, #313, 06070
Public Building Committee	Richard E. Ostop	14 Crane Place, 06070
	Mary Lou Patrina	1 West Street, #305, 06070
	Michael E. Laurenno, Jr.	3 Musket Trail, 06070
	Francis J. (Bud) Kelly	1 West Street, #311, 06070
Aging & Disability Commission	Mark A. Orenstein	82 Old Meadow Plain Rd., 06089
	Michael R. Jennings	12 E Wiggins Farm Dr., 06070
	Edward J. LaMontagne	4 George Street, 06070
	Ronald P. Zappile	2 Powers Court, 06070
Police Commission	Michael T. Long	8 Erin's Way, 06070
Board of Finance	Linda J. Schofield	3 Ryan Circle, 06070
Board of Selectmen	Mike R. Paine	72 Holcomb Street, 06070
SCTV	Tegan Blackburn	20 Knoll Lane, 06089

STAFF LIAISONS	NON-MEMBERS	LOCATION
SCTV	Karen Handville	Eno Memorial Hall 754 Hopmeadow Street, 06070
Senior Center	Kathleen Marschall	
Social Services	Mickey Lecours-Beck	
Simsbury Main Street Partnership	Sarah Nielson	Town Hall 933 Hopmeadow Street, 06070
Town Engineer	Jeff Shea	
Engineering Dept.	Richard Sawitzke	



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Richard Sawitzke - Town Engineer, Director of Capital Projects

August 8, 2013

Board of Selectmen
Town Offices
933 Hopmeadow Street
Simsbury, CT 06070-0495

Dear Selectmen:

Subject: Senior Center Discussion

Following a public forum to present the Senior Center Needs Assessment and facility locations, the Selectmen requested additional information to provide guidance in their decision making. This letter summarized the findings for a number of the issues and questions that were discussed. The information was developed from meetings with our architect, senior center staff and public building committee, as well as past focus group input from Senior Center users.

Population and Users

A review of 2010 Census data, demographic projections, and Senior Center Statistics show:

<u>Age</u>	<u>Year</u>	<u>Population</u>
55 & older	2010	6,960
55 & older	2030	9,133
55 & older	2012	975 unduplicated Senior Center users

For the several Senior Center programs, the average daily users are 144.

The demographics show the potential for current user increases if program and facility size were increased. At present, not all persons are able to be accommodated at luncheons, and some physical fitness classes. Peak 55 & older population is expected to occur in the period of years 2025 to 2030. With a nearly 30% increase in that age category, increased use would be expected. The Need's assessment program and space requirement targets that projected growth.

Telephone (860) 658-3260
Facsimile (860) 658-3205

rsawitzke@simsbury-ct.gov
www.simsbury-ct.gov

An Equal Opportunity Employer
8:30 - 7:00 Monday
8:30 - 4:30 Tuesday through Friday

Aquifer and Wetland Considerations

Questions were raised concerning the Stratton Aquifer relative to the Bushy Hill/Stratton Brook Road site. The site is within the far eastern area of the aquifer. However, surface drainage does not flow towards the well fields, and the site is served by public water and sewer. Thus, water would not be withdrawn through a separate well, nor would subsurface sewage disposal enter the site. While we know that an environmentally sound site plan can be prepared, there will be additional costs associated with surface runoff facilities, and environmental impact statements that residents may wish to have prepared.

The performing arts center site's building area is out of wetlands and floodplains. This site is also served by public water and sewer. Only upland review area permits would be needed.

Current Priority Needs

The Senior Center and Social Services staffs have identified a number of current limitations. Of these the greatest needs are for parking/drop off area, kitchen/dining room facilities and space, health screening space, confidential social services conference space, and fitness room.

The ability to meet current needs can likely be met with a phased construction program at Eno Memorial Hall. A phased construction program could also be devised for a new building.

Parking

At present, only 37 parking spaces are available on the Eno Memorial Hall site. Additional parking is available on-street, in the Iron Horse Blvd. lots, and in adjacent business lots (on a very limited basis). During active program times, all spaces are used on a daily basis. A new site could accommodate the full program requirement of 100 spaces.

Our study showed that a parking deck, with structure expansion into adjacent properties, would meet the parking needs for full construction at Eno.

If a phased approach for Eno improvements were to be utilized, a retaining wall along Railroad Street (at greatly reduced cost compared to a parking deck) would allow adding 17 spaces. For large programs, a shuttle service to the Iron Horse Blvd. lots would also be considered.

An interesting possibility is to also provide a multi-purpose room at the Performing Arts Center (PAC). This would allow certain overlapping Community Center meetings and Senior Center programs to occur at the PAC, along with associated parking.

Facility Operations Costs

Utility and HVAC costs are estimated at \$60,000.00 per year at a new building, \$22,000.00 per year at new full expansion space at Eno, and \$10,750 for a phased construction program at Eno.

At present, the Building and Grounds division needs more staff for its overall operations. A new building would likely require a full time person. A full construction program at Eno would require about a half time person, while an initial phase (of phased construction) would require no additional staffing. Senior Center staffing is difficult to predict because of the variable requirements for types of program offerings.

Possible Phased Construction Program

On-going discussions have focused on meeting present day fiscal constraints and current Senior Center user's program needs. An interesting scenario that has merit is to relocate SCTV from Eno, reconfigure space and construct a new entry area with a smaller addition, and construct a retaining wall along Railroad Street, rather than a parking deck (for a savings of over \$1m alone).

Reconfigured space would involve using a new multi-purpose room at the PAC for certain community activities, meeting space and some senior exercise programs. There is on-going discussion with the PAC Board regarding this option.

Possible Phases

- I. Relocate SCTV; Renovate Space for new kitchen and dining room (multi-purpose style); Entry/Drop Off area construction; new construction for physical fitness area and bathrooms; reconfigure space for health screening and offices.
- II. Multi-Purpose Room at PAC
- III. Retaining Wall Parking
- IV. Addition of more new space, as needed
- V. Parking Deck

Next Steps

As the Board of Selectmen further considers choices over the next month, I propose that the new entry/drop off area be presented to the State Historic Preservation Office and the Simsbury Design Review Board. The Historic integrity of the Eno Building, along with the functional requirements, especially a drop off/entry area need to be balanced. If your selection is to proceed with the Eno Memorial option(s), comments should be immediately sought for the Historic office and Design review, prior to committing design efforts to the Eno building.

Both a new site, and an Eno or Eno/PAC configuration all have merit. A short term, phased, construction program appears to be able to meet current needs and cost constraints at Eno.

For any site selection you make, our next step would involve requesting Design Development plan funding, as discussed during the recent budget process.

Please contact me if you have questions.

Sincerely,



Richard L. Sawitzke, P.E.
Town Engineer/Director of Capital Projects

cc: Richard Ostop, Chairman, Public Building Committee
Edward La Montagne, Aging Commission
Hiram peck, AICP, Director of Community Planning
Mickey Lecours-Beck, Director of Social Services
Kathy Marshal, Senior Center Manager
Tom Arcari, AIA, Quisenberry Arcari Architects



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Richard Sawitzke - Town Engineer, Director of Capital Projects

February 26, 2013

Board of Selectmen
Town of Simsbury
Town Offices
933 Hopmeadow Street
Simsbury, CT 06070-0495

Dear Selectmen:

Subject: Senior/Community Center Study Recommendation

On May 18, 2010, your Board assigned the following task to the Public Building Committee,

“Resolved, that, in accordance with Section 173 of the Simsbury Town Charter, the Board of Selectmen hereby charges the Public Building Committee with the responsibility for carrying out a Needs Assessment Study for Eno Memorial Hall as relates to the Senior Center and other community uses. The assignment includes review of other potential sites, and conducting citizen participation/informational meetings. The charge includes working closely with the Simsbury Senior Center to develop the project program, a cost estimate, and schematic plans.”

Pursuant to this assignment, the Committee prepared a request for qualifications in order to retain an architectural firm for carrying out the desired tasks. After reviewing submittals, and conducting interviews, the firm of Quisenberry Arcari Architects was retained. We also formed a subcommittee of Senior Center users and staff to provide information and feed back on needs, programs, desires and comments on plans as they were developed. Several public informational meetings were also held over the course of the study.

A report, a copy of which is attached, was presented in November 2012 detailing the study's findings. Additional revisions were completed in February 2013. Additional background information is available in the Town Engineer/Director of Capital Projects, Richard Sawitzke's files. The following is a brief summary of the report's findings.

The Architects, through an analysis of demographic trends, present and projected program needs, a series of program focus groups, and a review of the present Eno facilities, developed a concept plan for 22,200 gross square feet to be devoted to required program space.

Telephone (860) 658-3260
Facsimile (860) 658-3205

rsawitzke@simsbury-ct.gov
www.simsbury-ct.gov

An Equal Opportunity Employer
8:30 - 7:00 Monday
8:30 - 4:30 Tuesday through Friday

Senior/Community Center Study Recommendation
Page 3

The Committee recognized that the third location for an addition at the Performing Arts Center on Iron Horse Boulevard has considerable merit, provided the various users of that facility/site are in concurrence.

<u>Location</u>	<u>Building & Site Cost</u>	<u>Total Project Cost **</u>
Eno Memorial, without parking deck	\$5,150,000.00	\$6,698,500.00*
Eno Memorial, with parking deck	\$6,350,000.00	\$7,898,500.00*
Bushy Hill/Stratton Brook Site	\$5,262,000.00	\$6,599,000.00*
Performing Arts Center	\$5,630,000.00	\$7,251,500.00*

Notes: * These cost estimates were revised/refined 2/3/2013

** Total project costs include the building and site costs, as well as all "soft costs" such as architect/engineering fees, testing & project administration, advertising, legal, bonding, furniture/furnishings/fixtures, telecommunications/data, and inflation to date of construction.

While the poll indicated a range of divided opinions, the combined Town Center sites hold a strong preference. The Building Committee recognizes that there are a number of varying factors that the Board will want to weigh when reaching a final location decision.

Eno Memorial Hall offers the advantage of meeting the important criteria of being located in the Town Center, being the historic/traditional location of the Senior/Community Center, and having all infrastructures in place. However, parking and on-site access issues need to be resolved, as well as the need to respect the historic fabrics of the building. A parking deck has been developed, in a schematic manner, to address some parking space requirements, but, further refinement is needed to provide better circulation and turning movements. If the parking deck, which is also a component of the Simsbury Center Charrette study, can be paid from pending grants, then the Eno building costs are the most economical. We believe that relocation of SCTV may also result in cost savings.

The Bushy Hill/Stratton Brook Roads site is perhaps the most efficient in terms of flexibility of design and ease of construction. While, it does not meet the important criteria of being in/near the Town Center, this site is, interestingly, near the center of population distribution. Utility infrastructure is not all on-site, and new land clearing would be required in close proximity to an aquifer protection area.

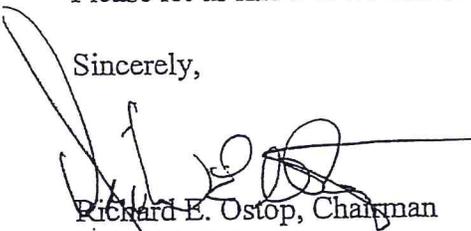
We did not refine the Performing Arts Center site because the existing site users need to express more extensive opinions about sharing the site. We do believe that this site offers some exciting multi-generational uses, with athletic fields, boundless playground, dog park, and, of course, the performing arts center. Cost savings for both the performing arts center and senior/community center construction could be realized by sharing spaces such as the stage, walled-in grass area, multi-function rooms and bathrooms. However, site access and parking need to be carefully addressed, in order to avoid conflicts. Environmental Permits will be required for parking at the Performing Arts Center site.

We have enjoyed the challenge of this assignment and believe that the study will provide valuable guidance to your Board in reaching a decision. At this time, we suggest that \$204,000.00 be authorized in the FY 2014 capital budget to develop design development plans for your selected site. These plans will allow refinement to the space size and layout, and cost estimates.

Senior/Community Center Study Recommendation
Page 4

Please let us know if we can be of further assistance at this time.

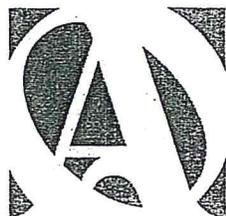
Sincerely,



Richard E. Ostop, Chairman
Public Building Committee

cc: Richard L. Sawitzke, P.E. Town Engineer/Director of Capital Projects
Edward LaMontagne, Aging Commission
Hiram Peck, AICP, Director of Community Planning
Mickey Lecours-Beck, Director of Social Services
Tom Arcari, AIA, Quisenberry Arcari Architects

P:\My Documents\Town Buildings\EnoMemorial\Senior Center Needs' Assessment\BOS-recommendationletter.doc



QUISENBERRY ARCARI
ARCHITECTS, LLC

Programming Study for the
Simsbury Senior Center
Simsbury, CT

ENO Memorial Hall - Renovation

Probable Estimate of Project Cost

February 3, 2013

Hard Costs – Construction – Square Foot Estimates

Sitework, Infrastructure, & Development	\$ 275,000.00
Building Construction (16,000sf @ \$250.00 / square foot)	\$ 4,000,000.00
Interior Renovation – Existing (16,000 sf @ \$25.00 / sf)	\$ 400,000.00
Interior Renovation – Existing (4,000 sf @ \$100.00 / sf)	\$ 400,000.00
Interior Renovation – Existing (elevator allowance)	\$ 75,000.00
Parking Structure (16,000 / car @ 75 cars – 2 levels of parking)	\$ 1,200,000.00

* Square foot estimates are based on general renovation concept prepared by QA Architects, LLC.

Total Hard Costs **\$ 6,350,000.00**

Soft Costs – Fees & Contingency

Topographic Survey of Existing Conditions	\$ 7,500.00
Geotechnical Testing	\$ 5,000.00
Municipal Land Use approval application fees	\$ 3,000.00
Environmental Survey – Phase I	\$ 3,500.00
Hazardous Materials Assessment	\$ 3,500.00
Building Permits (Educational Stipend)	\$ 15,000.00
Advertising	\$ 3,500.00
A/E Fees (6.25%)	\$ 400,000.00
CM Adviser / Clerk of the Works	\$ 100,000.00
Testing / Special Inspections	\$ 20,000.00
Utility Company Fees	\$ 25,000.00
Telephone & Communications Fees	\$ 15,000.00
Furniture, Furnishings & Equipment	\$ 100,000.00
Technology / Computers	\$ 15,000.00
Moving / Relocation / Temporary Conditions	\$ 50,000.00
Drawing Reproduction / Bidding	\$ 7,500.00
Construction Escalation to 2014 (+/- 4%)	\$ 275,000.00
Project Contingency (10% for renovation work at ENO – NIC garage)	\$ 500,000.00

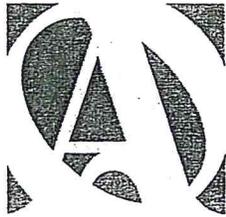
Total Soft Costs **\$ 1,548,500.00**

Total Estimated Project Cost **\$ 7,898,500.00**

Estimates are based on a 2014 construction start.
There is no allowance for cost escalation to future years.
There is no allowance included for bonding / financing.

318 Main Street
Farmington, CT 06032

860 677.4594
860 677.8534 Fax



QUISENBERRY ARCARI
ARCHITECTS LLC

Programming Study for the
Simsbury Senior Center
Simsbury, CT

Bushy Hill Road / Stratton Brook – New Building

Probable Estimate of Project Cost

February 3, 2013

Hard Costs – Construction – Square Foot Estimates

Sitework, Infrastructure, & Development – (125 cars)	\$ 600,000.00
Building Construction (22,200 sf @ \$210.00 / square foot)	\$ 4,662,000.00

* Square foot estimates are based on current and projected costs for building in the 2013 construction year.

Total Hard Costs	\$ 5,262,000.00
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Soft Costs – Fees & Contingency

Site Acquisition	n/a
Topographic Survey of Existing Conditions	\$ 16,000.00
Geotechnical Testing	\$ 10,000.00
Traffic Study – STC approvals (allowance)	\$ 6,500.00
Municipal Land Use approval application fees	\$ 5,000.00
Environmental Survey – Phase I	\$ 3,500.00
Building Permits (Educational stipend)	\$ 15,000.00
Advertising	\$ 3,500.00
A/E Fees (6.75%)	\$ 350,000.00
CM Adviser / Clerk of the Works	\$ 75,000.00
Testing / Special Inspections	\$ 20,000.00
Utility Company Fees	\$ 75,000.00
Telephone & Communications Fees	\$ 15,000.00
Furniture, Furnishings & Equipment (Allowance)	\$ 100,000.00
Technology / Computers	\$ 35,000.00
Moving / Temporary Conditions	\$ 25,000.00
Drawing Reproduction / Bidding	\$ 7,500.00
Construction Escalation to 2014 – (+/-4%)	\$ 200,000.00
Project Contingency (7% for new construction)	\$ 375,000.00

Total Soft Costs	\$ 1,337,000.00
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Total Estimated Project Cost	\$ 6,599,000.00
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Estimates are based on a 2014 construction start.
There is no allowance for cost escalation to future years.
Estimates do not include land acquisition costs.
There is no allowance included for bonding / financing.

318 Main Street
Farmington, CT 06032

860 677.4594
860 677.8534 Fax



QUISENBERRY ARCURI

Programming Study for the
Simsbury Senior Center
Simsbury, CT

Performing Arts Center – New Building

Probable Estimate of Project Cost

February 3, 2013

Hard Costs – Construction – Square Foot Estimates

Sitework, Infrastructure, & Development – (200 cars including PAC upgrades)	\$ 800,000.00
Building Construction (23,000 sf @ \$ 210.00 / square foot)	\$ 4,830,000.00

* Square foot estimates are based on current and projected costs for building in the 2014 construction year.

Total Hard Costs **\$ 5,630,000.00**

Soft Costs – Fees & Contingency

Site Acquisition	n/a
Topographic Survey of Existing Conditions	\$ 20,000.00
Geotechnical Testing	\$ 12,000.00
Traffic Study – STC approvals (allowance)	\$ 15,000.00
Municipal Land Use approval application fees	\$ 5,000.00
Environmental Survey – Phase I	\$ 3,500.00
Building Permits (Educational stipend)	\$ 15,000.00
Advertising	\$ 3,500.00
A/E Fees (7.00%)	\$ 400,000.00
CM Adviser / Clerk of the Works	\$ 75,000.00
Legal Fees (allowance)	\$ 25,000.00
Testing / Special Inspections	\$ 20,000.00
Utility Company Fees	\$ 60,000.00
Telephone & Communications Fees	\$ 15,000.00
Furniture, Furnishings & Equipment	\$ 100,000.00
Technology	\$ 35,000.00
Moving / Relocation / Temporary Conditions	\$ 25,000.00
Drawing Reproduction / Bidding	\$ 7,500.00
Construction Escalation to 2014	\$ 225,000.00
Project Contingency (10%)	\$ 560,000.00

Total Soft Costs **\$ 1,621,500.00**

Total Estimated Project Cost **\$ 7,251,500.00**

Estimates are based on a 2014 construction start. There is no allowance for cost escalation to future years
Estimates do not include land acquisition costs.

318 Main Street
Farmington, CT 06032

860 677.4594
860 677 8534 Fax



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:** Proposed Change in Hours for Town Hall and Eno Hall
2. **Date of submission:** May 8, 2014

3. **Date of Board Meeting:** May 12, 2014

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:

Consider the proposal to offer full service hours at Town Hall and Eno Memorial Hall on Mondays until 7:00 p.m. and to close Town Hall and Eno Memorial Hall at 1:00 p.m. on Fridays, beginning on June 2, 2014 for a trial period through Labor Day, September, 2014.

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
CSEA Bargaining Unit Presidents – Mickey Lecours-Beck, Michael Wallace and Anita Schwager

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 three CSEA bargaining units representing the majority of employees in Town Hall and Eno Memorial Hall have proposed, pursuant to a clause in the collective bargaining agreements, a change in hours for Town Hall and Eno Memorial Hall as follows:

- Town Hall and Eno Memorial Hall Departments – to include Planning, IT, Building, Engineering, Town Clerk, Assessor's Office, Tax Collector, Finance and First Selectman's Office, Social Services and the Senior Center – would remain open and fully staffed on Monday evenings until 7:00 p.m. effective June 2, 2014 for a trial period to extend through Labor Day, September, 2014.
- The change would not apply to the Police Department, the Board of Education, the Library, Culture, Parks & Recreation, Public Works or the Water Pollution Control Authority.
- Departments remaining open on Monday nights would close on Friday afternoons at 1:00 p.m. during the trial period.

The bargaining units involved have voted to support the proposed change. The attached survey shows that throughout Connecticut, sixty-six towns stay open late one day a week, thirty-seven close early on Fridays and an additional twenty-nine close completely on Fridays. In addition to providing a full range of services to residents who are unable to come to Town Hall or Eno Hall during work hours, the proposal would potentially save energy costs at Eno Hall. It is seen as a benefit to employees by the majority of union members voting on the proposal.

At the request of the Personnel Sub-Committee and the full Board of Selectmen, the attached press release was issued on April 30, 2014 seeking comments on the proposed change. Responses to the press release received on or before May 8, 2014 are submitted herewith.

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

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Social Services Department

MEMORANDUM

To: Mary A. Glassman, First Selectman
From: M. Lecours-Beck, Mike Wallace, Anita Schwager, Colleen O'Connor
Re: Change of Work Hours Proposal
Date: March 11, 2014

As you are aware, the 2011-2015 employee contracts between CSEA and the Town of Simsbury included the following provision:

“During the term of this agreement the Town and the Union agree to discuss a possible change in the hours of work to a 4½ day work week for Town Hall and Social Services.”

Although this issue has been discussed for the past 15 years, over the last two years we have made significant progress. All union members, for each group affected, have been surveyed, and have overwhelmingly approved of this proposal.

We are proposing starting June 2, 2014, that Town Hall and the Social Services Department be open from 8:30 AM – 7:00 PM each Monday, and that each Friday Town Hall and Social Services would close at 1:00 PM. Although, current practice is that only a Department Head is present on Monday evenings and typically one afternoon a week departments are short staffed. Our proposal would include all employees at Town Hall and Social Services.

Weekly employee vacations will have no impact upon this proposal, nor will holidays since there are an equal number of Monday and Friday holidays, and they will thus offset each other and have no substantial impact either way.

However, should an employee choose to take a vacation day on a Monday, the resulting 2½ hour shortfall will have to be made up that week. This can be accomplished by working later, starting work earlier, or taking a reduced lunch period, under the supervision of the Department Head.

Tom Roy has indicated that the closing of Town Hall and Eno Hall on Friday afternoons will result in a savings.

We feel this is a workable proposal that will offer savings to the Town and increase services to the public on Monday evenings as the Departments will be fully staffed.

Enclosed is an informal survey of more than 100 Connecticut Town Hall Hours.

Thank you for your consideration.

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Andover	1	3,300	8:15 - 4:00	8:15 - 7:00 M	35	N	Y	Y to 7:00 pm
Ansonia	1	19,283	8:30 - 4:30	8:30 - 5:00 Th	37	Y	N	Y to 5:00 pm
Ashford	2	4,319	8:00 - 3:00	7:00 - 9:00 Wed	30	N	N	Y 7:00 - 9:00 Weds.
Avon	2	18,145	8:30 - 4:45	8:00 - 12:00 Fri Summer only	37.5	Y Summer	N	N
Barkhamsted	2	3,807	9:00 - 4:00	10:00 - 6:00 Wed	33	Y Summer	N	Y 6:00 Weds.
Beacon Falls	3	6,062	9:00 - 4:30	9:00 - 6:30 Th	35	to 2:30	N	Y Th. To 6:30
Berlin	3	19,901	8:30 - 4:30	8:30 - 7:00 TH	35	Y to 1:00	N	Y to 7:00 TH
Bethany	2	5,578	9:00 - 4:30	7:00 - 8:30 M	35	N	N	Y to 8:30 M
Bethel	2	18,600	8:30 - 4:30		35	N	N	N
Bethlehem	2	3,616	9:00 - 12:00	5:00 - 7:00 Tu 9:00 to 12:00 1st & 3rd Sat.	17	N	N	Y Tu to 5:00 - 7:00
Bloomfield	2	20,525	9:00 - 5:00		35	N	N	N
Bolton	1	5000	8:30 - 4:00	8:30 - 6:30 Th	35	Y	N	Y to 6:30 pm
Bozrah	1	2631	9:00 - 4:00	9:00 - 6:00 TH	32	N	Y	Y to 6:00 pm
Branford	3	28,000	8:30 - 4:30		35	N	N	N
Bridgeport	6	144,355	9:00 - 4:00	Closed for lunch 1 hr	24	N	Y	N
Bridgewater	2	1,725	8:00 - 12:30 M,W,F	8:30 - 3:30 Tu	25.5	Y	N	N
Bristol	4	60,510	8:30 - 5:00		42.5	N	N	N

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Brookfield	2	16,470	8:00 - 4:00 M-F	8:00 - 6:00 Th	37	N	N	Y to 6:00 Th
Brooklyn	2	8,228	8:00 - 5:00 M-W	8:00 - 6:00 Th	35	N	Y	Y to 6:00 Th
Burlington	2	9,329	8:00 - 4:00 M -Th	8:00 - 12:30 F	35	Y	N	N
Canaan	3	1,238	9:00 - 3:00 M - Th		24	N	Y	N
Canterbury	2	5144	9:00 - 4:00	9:00 to 6:00 TH	35	Y	N	Y to 6:30
Canton	1	10,337	8:15 - 4:30 M,T,Th	8:15 - 6:45 W 8:15 - 12:00 F	35	Y	N	Y to 6:45 W
Chaplin	1	2,311	9:00 - 3:00 M,W,Th	1:00 - 7:00 Tu	30	N	Y	Y to 7:00 Wed
Cheshire	3	29,260	8:30 - 4:00 M-F		35	N	N	N
Chester	1	3,991	9:00 - 12:00 1:00 - 4:00 M,W,TH	9:00 - 12:00 F 1:00 - 7:00 Tu	36	Y	N	Y to 7:00 Tu
Clinton	1	13,254	9:00 - 4:00 M-W	9:00 - 7:00 TH 9:00 - 12:00 F	35	Y	N	Y to 7:00 Th
Colchester	1	16,092	8:30 - 4:30 M -F	8:30 - 7:00 Th	40	N	N	Y to 7:00 Th
Colebrook	1	1,486	9:00 - 4:30 M-T		30.5	N	N	N
Columbia	1	5,495	8:00 - 4:00 M-W	8:00 - 6:00 TH 8:00 - 12:00 F	35	Y	N	Y to 6:00 TH
Cornwall	3	1,419	9:00 - 12:00	1:00 - 4:00	24	N	Y	N
Coventry	2	12,453	8:30 - 4:30 M-W	8:30 - 6:30 TH 8:30 - 1:30 F	36	Y	N	Y to 6:30 Th
Cromwell	2	14,038	8:30 - 4:00		37.5	N	N	N
Danbury	3	81,056	7:30 - 6:00 M - W	7:30 - 6:30 Thrus	42.5	N	Y	Y every day

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Darien	3	20,750	8:30 - 4:30 M-F		35	N	N	N
Deep River	3	4,625	9:00 - 4:00 M-F	9:00 - 6:30 Th	30.5	N	N	Y to 6:30 Th
Derby	1	12,909	9:00 - 5:00	5:00 - 6:60 T & Th	40	N	N	N
Durham	1	7,406	8:30 - 4:30 M,W,Th F 8:30 - 7:00 Tu		37.5	N	N	Y to 7:00 Tu
E. Granby	1	5,155	8:00 - 12:00 M - Th 1:00 - 4:00	8:00 - 1:00 Fri	33	Y to 12:00	N	N
E. Haddam	1	9,141	9:00 - 4:00	9:00 - 7:00 Tu	35	Y to 12:00	N	Y to 7:00 on Tu
E. Hampton	4	12,999	8:00 - 4:00 M,W,Th 8:00 - 6:30 Tu	8:00 - 12:30 Fri	37.5			
E. Hartford	3	51,318	8:30 - 4:30 M-F	to 6:00 1st & 3rd Th	35	N	N	Y twice a month to 6:00
E. Haven	3	29,267	8:30 - 4:30 M-F		35	N	N	N
E. Lyme	2	19,184	8:00 - 4:00 M-F		35	N	N	N
E. Windsor	2	11,201	8:30 - 4:30 M-F		35	N	N	N
Eastford	2	1,751	10:00 - 12:00 T,W 1:00 - 4:00 T,W	5:30 to 7:30 2nd & 4th T of Month	14	N	Y	Y
Easton	2	7,484	8:30 - 3:30 M-F		35	N	N	N
Ellington	2	15,679	8:30 - 4:00 T-Th 8:30 - 6:30 M	8:30 TO 1:30 FRI	37.5	Y	N	Y to 6:30 M
Enfield	2	44,635	9:00 - 5:00 M-F		40	N	N	N
Essex	1	6,684	9:00 - 4:00 M-F		35	N	N	N
Fairfield	2	59,413	8:30 - 4:30 M-F		35	N	N	N

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Farmington	3	25,638	9:00 - 5:00		37.5	N	N	N
Franklin	1	1,922	8:30 - 3:00 M-Th		28.5	N	Y	Y 6:00 to 8:00 Tu
Glastonbury	3	34,467	8:00 - 4:30 M-F		40	N	N	N
Goshen	1	2,982	9:00 - 12:00 1:00 - 4:00 M-Th	9:00 - 1:00 F	28	N	N	Y to 1:00 pm
Granby	2	11,292	8:00 - 4:00 M-W	8:00 - 6:30 Th 8:30 TO 12:30 FRI	37.5	Y	N	Y to 6:30 Th
Greenwich	4	61,120	8:00 - 4:00 M-F		40	N	N	N
Griswold	1	11,977	8:30 - 4:00 M-W	8:30 - 6:30 Th 8:30 TO 1:00 FRI	37	Y	N	Y to 6:30 Th
Groton	4	40,125	8:30 - 4:30 M-F		35	N	N	N
Guilford	2	22,411	8:30 - 4:30 M-F		40	N	N	N
Haddam	1	8,376	8:30 - 12:00 M-W 1:00 - 4:00 M-W	8:30 - 6:30 Th 9:00 - 1:00 F	32.5	Y	N	Y 8:30 - 12:00 F
Hamden	4	61,054	8:15 - 4:15 M - F		37.5	N	N	N
Hampton	3	1,834	9:00 to 4:00 T	10:00 - 7:00 Th	16	N	Y	Y to 7:00 Th
Hartford	4	124,744	8:15 - 4:45 M - F		40	N	N	N
Hartland	3	2,114	10:00 - 12:00 M,T,W	1:00 - 4:00 M,T,W	15	N	N	N
Harwinton	1	5,561	8:30 - 4:00 M,T,Th	8:30 - 6:00 Th 8:00 - 1:00 Fri`	37	Y	N	Y 8:00 - 1:00 Fri`
Hebron	1	9,704	8:00 - 4:00 M,T,W	8:00 - 6:00 Th 8:00 - 1:00 Fri`	39	Y	N	Y 8:00 - 1:00 Fri`
Kent	2	2979	9:00 to 4:00 M-F		31	Summer only	N	N

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Killingly	2	17,411	8:30 - 4:30 M-F		40	N	N	N
Killingworth	3	6,531	9:00 - 12:00 1:00 - 4:00 M-F		30	N	N	N
Lebanon	1	7,316	8:00 - 4:00 M,T,F Closed Weds	8:00 - 6:00 Th	34	N	N	Y To 6:00 Th
Ledyard	1	15,055	8:30 - 4:30 M-F		40	N	N	N
Lisbon	1	4,435	9:00 - 3:00 M,T,Th 9:00 - 1:00 F	9:00 - 3:00 W 6:00 - 8:00 W	30	Y	Y	Y to 8:00 Wed
Litchfield	1	8,462	9:00 - 4:30 M-F		37.5	N	N	N
Lyme	1	2,409	9:00 - 4:00 M-F		35	N	N	N
Madison	2	18,266	8:30 - 4:00 M-F		37.5	N	N	N
Manchester	3	58,354	8:30 - 5:00 M-F		40	N	N	N
Mansfield	2	26,685	8:15 - 4:30 M-W 8:15 - 6:30 Th	8:00 - 12:00 Fri	40	Y	N	Y to 6:30 Th
Marlborough	1	6,406	8:15 - 4:30 M,T,W 8:15 - 6:30 Th	8:00 - 12:00 Fri	39	Y	N	Y to 6:30 Th
Meriden	3	60,936	8:00 - 5:00 M-F		40	N	N	N
Middlebury	1	7,606	9:00 - 5:00 M - F		40	N	N	N
Middlefield	1	4,430	9:00 - 5:00 M 9:00 - 4:00 T,W,Th	9:00 - 3:00 F	35	N	N	
Middletown	3	47,697	8:30 - 4:30 M-F		40	N	N	N
Milford	3	52,759	8:30 - 5:00 M-F		40	N	N	N
Monroe	2	19,466	8:30 - 4:30 M-Th	8:30 TO 1:30 FRI	35	Y	N	N

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Montville	2	19,594	8:00 - 4:30 M-F		40	N	N	N
Morris	2	2,390	8:30 - 12:00 M-W 1:00 - 4:00 M-W	8:30 - 5:00 Th 8:00 - 12:00 F	30.5	Y	N	N
Naugatuck	2	31,880	8:00 - 4:00 M-F		35	N	N	N
New Britain	7	73,253	8:15 - 3:45 M-F	8:15 - 6:45 last Th Only	37	N	N	Y to 6:45 once per month
New Fairfield	2	13,781	8:30 - 5:00 M-Th	8:30 - 12:00 Fri	37.5	Y	N	N
New Canaan	2	19,732	8:30 - 4:00 M-F		37.5	N	N	N
New Hartford	2	6,994	Unknown			N	N	N
New Haven	4	129,946	9:00 - 5:00 M - F		40	N	N	N
New London	3	27,643	8:30 - 4:00 M-F		37.5	N	N	N
New Milford	3	28,145	8:00 - 4:30 M-F		40	N	N	N
Newington	2	30,599	8:30 - 4:30 M-F		40	N	N	N
Newtown	3	27,605	8:00 - 4:30 M-F		40	N	N	N
Norfolk	2	1,711	8:30 - 12:00 M-Th 1:00 - 4:00	8:30 - 12:00 Fri	30.5	Y	N	N
N. Branford	2	14,399	8:30 - 4:30 M-F		40	N	N	N
N. Canaan	2	3,320	9:30 - 12:00 M-Th 1:00 - 4:00		22	N	Y	N
No. Haven	3	24,106	8:30 - 4:30 M-F		40	N	N	N
N. Stonington	1	5,298	8:00 - 4:00 M-F		35	N	N	N

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Norwalk	3	85,653	8:30 - 4:30 M,T,W,F 8:30 - 7:00 Th		40	N	N	Y to 7:00 Th
Norwich	2	40,605	8:30 - 4:30 M-F		40	N	N	N
Old Saybrook	2	10,224	8:30 - 4:30 M-F		40	N	N	N
Old Lyme	2	7,605	9:00 - 12:00 M:F 1:00 - 4:00 M-F		30	N	N	N
Orange	2	13,968	8:00 - 4:30 M-F		40	N	N	N
Oxford	2	12,749	9:00 - 5:00 M -Th		36	Y	N	Y to 7:00 M 7 Th
Plainfield	2	15,428	8:30 - 4:30 M-F		40	N	N	N
Plainville	3	17,724	8:30 - 4:30 M-F		40	N	N	N
Plymouth	1	12,246	8:00 - 4:00 M-W 8:00 - 7:00 Th	8:00 - 12:00 Fri	39	Y	N	Y to 7:00 Th
Pomfret	1	4,265	8:30 - 5:00 M,T,Th	8:30 - 6:00W	35	N	Y	Y to 6:00 W
Portland	1	9,522	9:00 - 4:30 M-F		37.5	N	N	N
Preston	2	4,752	9:00 - 4:30 T,W,F	9:00 - 6:00 Th	31.5	N	Y	Y to 6:00 on Th
Prospect	1	9,415	8:30 - 4:00 M-F		37.5	N	N	N
Putnam	1	9,602	8:30 - 12:00 M-F 1:00 - 4:30		35	N	N	N
Redding	3	9,174	8:30 - 5:30 M-W	8:30 - 6:00 Th	37.5	N	Y	Y to 6:00 on Th
Ridgefield	3	24,652	8:30 - 4:30 M-F		40	N	N	N
Rocky Hill	2	19,754	8:30 - 4:30 M-F		40	N	N	N

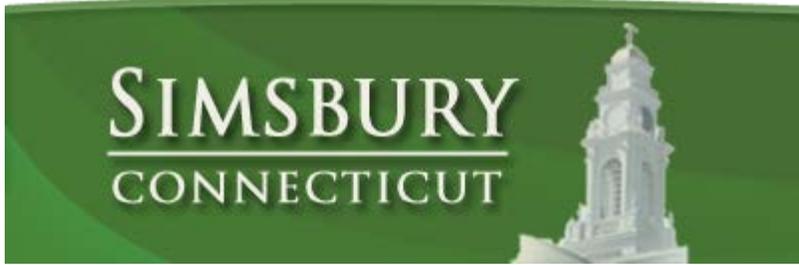
<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Roxbury	2	2,265	9:00 to 12:00 T,Th 1:00 - 4:00	9:00 - 12:00 W,Fr	18	N	Y	N
Salem	1	4,153	8:00 - 5:00 M-W	8:00 - 6:00 Th	37	N	Y	Y to 6:00 Th
Salisbury	1	3,375	9:00 - 4:00 M-F		35	N	N	N
Scotland	1	1,732	9:00 3:00 M, T, Th	11:00 - 7:00 W	26	N	Y	Y to 7:00 W
Seymour	5	16,556	8:00 to 5:30 M-Th		37.5	N	Y	N
Sharon	2	2,774	8:30 - 12:00	1:00 - 4:00	30.5	Y	N	N
Shelton	3	39,580	8:00 to 5:30 M-F		40	N	N	N
Sherman	1	3,574	9:00 - 12:00 T-F	1:00 - 4:00 T-F	24	N	N	N
Simsbury	2	23,507	8:30 - 7:00 M	8:30 - 4:30 T-F	40	N	N	Y to 7:00 M
S. Windsor	2	25,751	8:00 - 4:30 M- W,F	8:00 - 6:00 Th	35	N	N	Y to 6:00 Th
Somers	1	11,469	8:30 - 4:30 M-W 8:30 - 7:00 Th	8:30 - 1:00 Fri	39	Y	N	Y to 7:00 Th
Southbury	2	19,943	8:30 - 4:00 M-F		37.5	N	N	N
Southington	3	43,130	8:30 - 4:30 M-W,F	8:30 - 7:00 Th	35	N	N	Y to 7:00 Th
Sprague	3	2,979	8:00 4:30 M,T,Th	8:00 - 5:00 W	35	N	Y	N
Stafford	2	12,097	8:00 - 4:30 M-W	8:00 - 6:00Th	35.5	N	Y	Y to 6:00 Th
Stamford	5	122,867	8:00 - 3:45 M-F		37.5	N	N	N
Sterling	1	3,948	8:30 - 4:30 M,T	8:00 6:00 W 8:00 - 12:00 Th	35.5	N	Y	Y to 6:00

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Stonington	2	18,559	8:30 - 4:00 M-F		37.5	N	N	N
Stratford	3	51,437	8:00 - 4:00 M-F		40	N	N	N
Suffield	2	15,789	8:00 - 4:30 M-W 8:30 - 6:00 Th	8:00 - 1:00 Fri	40	Y	N	Y to 6:00 Th
Thomaston	1	7,892	8:00 - 4:00 M-W 8:30 - 6:00 Th	8:00 - 12:00 Fri	37.5	Y	N	Y to 6:00 Th
Thompson	2	9,300	9:00 - 4:00 M-W	9:00 - 6:00 Th	35	Y	N	Y to 6:00 Th
Tolland	2	15,086	8:00 - 4:30 M-W 8:30 - 7:00 Th	Closed Friday	35	N	Y	Y to 7:30 Th
Trumbull	3	36,052	9:00 - 5:00 M-F		40	N	N	N
Union	1	855	9:00 - 12:00 T, Th	9:00 - 12:00 W 1:00 - 3:00 W	11	N	Y	N
Vernon	3	29,205	8:30 - 4:30 M-W 8:30 - 7:00 Th	8:30 - 1:00 Fri	40	Y	N	Y to 7:00 Th
Voluntown	1	2,608	9:00 - 4:00 M-F	6:00 - 8:00 Tu	40	Y	N	Y to 7:00 Th
Wallingford	2	45,182	9:00 - 5:00 M-F		37	N	N	Y to 8:00 Tu
Warren	3	1,469	9:00 - 1:00 M,Th	9:00 - 4:00 Tu, W	40	N	Y	N
Washington	1	3586	9:00 - 12:00 M-F 1:00 - 4:30		24	N	N	N
Waterford	2	19,540	8:00 - 4:00 M-F		32.5	N	N	N
Watertown	2	22,526	9:00 - 5:00 M-F		40	N	N	N
W. Hartford	5	63,362	8:30 - 4:30 M, W	7:30 - 4:30 Tu 8:30 - 7:00 Th	40	N	Y	Y to 7:00 Th
W. Haven	3	55,662	9:00 - 5:00 M-F		40	N	N	N

<u>Town:</u>	<u>Assistants</u>	<u>Pop:</u>	<u>Hours</u>	<u>Hours</u>	<u>Total Hrs</u>	<u>½ day Fri.</u>	<u>Closed Friday</u>	<u>Open Late Day a week</u>
Westbrook	2	6,649	9:00 - 4:00 M-W 9:00 - 7:00 Th	9:00 - 12:00 F	34	Y	N	Y to 7:00 pm
Weston	2	10,179	9:00 - 4:30 M-F		37.5	N	N	N
Westport	3	26,300	8:30 - 4:30 M-F		40	N	N	N
Wethersfield	3	26,695	8:30 - 4:30 M-F		40	N	N	N
Willington	1	6,035	12:30 - 7:30 M	9:00 - 2:00 T - F	26.5	N	N	Y to 7:30 M
Wilton	2	18,053	8:30 - 4:30 M-F		40	N	N	N
Winchester	1	11,254	8:00 - 4:00 M-W 8:00 - 7:00 Th	8:00 - 12:00 Fri	39	Y	N	Y to 7:00 Th
Windham	2	25,351	8:00 - 5:00 M-W 8:30 - 7:00 Th	8:00 - 12:00 Fri	40	Y	N	Y to 7:00 Th
Windsor	2	29,060	8:00 - 5:00 M-F		40	N	N	N
Windsor Locks	3	12,502	8:00 - 4:30 M-W 8:00 - 5:30 Th	8:00 - 1:00 Fri	39	N	Y	Y to 6:00 Th
Wolcott	2	16,692	8:00 - 4:30 M-W 8:00 - 5:30 Th	8:00 - 12:00 Fri	39	N	Y	Y to 5:30 Th
Woodbridge	3	8,989	8:30 - 4:00 M-F		37.5	N	N	N
Woodbury	2	9,995	8:00 - 4:00 M-F		35	N	N	N
Woodstock	1	7,986	8:30 - 4:30 M,Tu, Th 8:30 - 6:00 W	8:30 - 3:00 Fri	40	N	N	Y to 6:00 W
Waterbury	3	110,429	8:30 - 4:30 M-F		40	N	N	N

Has a city clerk also

Average: 38.5 37 Towns 1/2 day Fridays 29 Towns Closed Fridays 66 towns open late one day a week



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Simsbury Proposes Extended Service Hours for Town Hall and Eno Memorial Hall on Monday Evenings, Shorter Hours on Fridays

Posted on: April 30, 2014 - 5:12pm

FOR IMMEDIATE RELEASE – April 30, 2014

Contact: Thomas F. Cooke

tcooke@simsbury-ct.gov

Simsbury Proposes Extended Service Hours for Town Hall and Eno Memorial Hall on Monday Evenings, Shorter Hours on Fridays

The Town of Simsbury's Board of Selectmen is considering a proposal to offer full service hours on Monday evenings until 7:00 p.m. at Town Hall and Eno Memorial Hall beginning on June 2, 2014. Staffing for these hours would be expanded to include all department employees in affected departments. The goal is to give residents who cannot come to Town Hall or Eno Memorial Hall during regular work hours the opportunity to obtain those services on Monday evenings. Town Hall and Eno Memorial Hall would close at 1:00 p.m. on Friday instead of 4:30 p.m.

Services available until 7:00 p.m. on Mondays at Town Hall will include the Planning, Building (including building inspection) and Engineering Departments, the Town Clerk, Town Assessor, Town Tax Collector, the First Selectman's Office and the Finance Department. Services available at Eno Memorial Hall include Social Services and Senior Center services. Other departments would continue to work their current schedules.

In addition to providing a full range of services on Monday evenings, the change would permit for cost savings with the early closure of Eno Memorial Hall on Fridays. Throughout Connecticut, sixty-six towns are open late one day a week. Thirty-seven towns close early on Fridays and twenty-nine towns close completely on Fridays.

Comments about the proposed change in hours should be directed to Thomas Cooke, Director of Administrative Services, at tcooke@simsbury-ct.gov.

Cooke Thomas

From: Attyrrmjr@aol.com
Sent: Thursday, May 01, 2014 4:01 PM
To: Cooke Thomas
Subject: New Hours

Closing early on Friday would pose a big inconvenience to real estate closing attorneys who are under pressure to record on the same day that they conduct a closing. I would not want to close in escrow from Friday to Monday until I can record. That means that I would have to tell the sellers' attorney that he has to hold all closing checks until I go to the town hall on Monday and record.

Attorney Bob Moran

Moran, Shuster, Carignan & Knierim, LLP

Cooke Thomas

From: Harald Bender <hbender@snet.net>
Sent: Wednesday, April 30, 2014 7:44 PM
To: Cooke Thomas
Subject: Monday evening vs Friday afternoon

Thomas,

Even though it does not affect me, retired, it is a useful change to allow residents access to the town services in the evening.

**Thanks
Harald**

Constant Time - Variable Learning - Is the current model in education.
Constant learning - Variable Time - Is what the student needs.

Cooke Thomas

From: Lisa Terry <LTerry@montville-ct.org>
Sent: Thursday, May 01, 2014 3:57 PM
To: Cooke Thomas
Subject: hours

Hi there – I thought I would comment as the Town of Montville for years opened late every Wednesday night. We found that the only department that had anyone working in it was the town clerk. The lost time was unbelievable as the rest of the employees would take turns ordering dinner for everyone and eating at their desks. It was quite a social time. I am not sure about Simsbury but most offices are quite slow with the terrible economy here in Connecticut.

Lisa Terry
Montville Town Clerk
310 Norwich-New London Tpke.
Uncasville, CT 06382
860-848-3030 Ext 343

Cooke Thomas

From: Smith, Barbara <barbarasmith@fnf.com>
Sent: Thursday, May 01, 2014 3:56 PM
To: Cooke Thomas
Subject: Proposed Hour Change

Hi Mr. Cooke:

I am not a resident of Simsbury, but I do frequent title searches and recordings in the Town Clerk's Office. I would prefer you not change the hours. It makes it very difficult to have a Friday closing.

Thank you,
Barbara

Barbara C. Smith
Commercial Title Examiner
Branch Counsel
Fidelity National Title Insurance Company
111 Founders Plaza
East Hartford, CT 06108

Cell Phone: (860) 338-0832
Phone: (800) 481-9721 (CT only)
 (860) 289-9548
Fax: (860) 528-7847

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Cooke Thomas

From: Sousa Laurie
Sent: Wednesday, February 26, 2014 2:18 PM
To: Cooke Thomas

TOM:

IT HAS COME TO MY ATTENTION THAT THE POTENTIAL CHANGE IN HOURS FOR THE TOWN IS BEING BROUGHT UP ONCE AGAIN. AS I MENTIONED IN A MEMO TO YOU IN JULY, I AM STRICTLY AGAINST THIS CHANGE FOR MANY REASONS. I'D LIKE TO BRING THEM UP AGAIN.

1. I HAVE YOUNG ENOUGH CHILDREN FOR THIS TO BE A HARDSHIP WHEN I AM SOLELY RESPONSIBLE FOR GETTING THEM TO/FROM SPORTS AND OTHER SCHOOL AND SUMMER ACTIVITIES.
2. THIS WOULD HAVE A VERY NEGATIVE IMPACT ON THE FINANCE DEPT. WE ARE NOT A PUBLIC-ORIENTED DEPARTMENT IN THE SENSE THAT PEOPLE COME IN TO DO BUSINESS WITH US. WE WOULD HAVE NO "VISITORS" OR PHONE CALLS IN THE EVENING. WE DO GET AND *WOULD STILL BE* GETTING PHONE CALLS ON FRIDAY AFTERNOONS. I THINK THAT WOULD BE VERY UPSETTING TO THOSE WHO WANT ANSWERS BEFORE THE WEEKEND. I ALSO RELY ON FRIDAY AFTERNOONS FOR GETTING MY A/P RUNS OUT (IT TAKES ME MOST OF THE DAY TO GET THE HUNDREDS OF CHECKS OUT BY CLOSING); I ALSO HAVE MANY PEOPLE WHO OPT TO PICK UP THEIR CHECKS ON FRIDAY AFTERNOONS SO THEY HAVE THEM PRIOR TO THE WEEKEND.
3. SOMEONE ON A 40 HOUR A WEEK SALARY (I.E. DEBBI) WILL HAVE TO CUT INTO LUNCH TO MAKE UP THE TIME MISSED BY CHANGING THE HOURS (NEW SCHEDULE WOULD ONLY BRING HER TO 39). AND WHAT HAPPENS WHEN THERE'S A HOLIDAY ON THE PROPOSED DAY? WE HAVE TO WORK LATE ON A DIFFERENT NIGHT? WHAT ABOUT CALLING IN SICK OR HAVE A SNOW DAY ON THE PROPOSED DAY - WE'D HAVE TO MAKE UP 2.5 HOURS DURING THE REST OF THE WEEK?. AND WHAT IF SOMEONE HAS THE FLU FOR 3 OR 4 DAYS - WE'D BE EXPECTED TO MAKE UP THAT 2.5 HOURS FROM MONDAY WITH ONLY THURSDAY AND/OR HALF OF FRIDAY LEFT TO WORK WITH? OR WOULD WE BE EXPECTED TO USE VACATION TIME?
4. THERE ARE ONLY A FEW PEOPLE THIS MIGHT AFFECT IN A POSITIVE WAY - BUT IN MOST CASES, THOSE DEPARTMENTS ARE ALREADY OPEN UNTIL 7, ON MONDAYS. THOSE WHO WORK ON MONDAY NIGHTS NOW TAKE FRIDAY AFTERNOONS OFF AS COMP TIME. NOTHING THERE WOULD CHANGE FOR THEM; IT WOULD AFFECT ONLY THOSE WHO NOW ENJOY WORKING 8:30-4:30 OR 8:00-5:00 MON-FRI AND HAVE SCHEDULED THEIR AFTER-WORK TIME ACCORDINGLY.
5. I DON'T SEE ANY POSITIVES ANYWHERE WITH THIS POTENTIAL CHANGE IN TOWN HALL HOURS, IN PARTICULAR WITH RESPECT TO THE FINANCE DEPT. IT DOESN'T BENEFIT US IN ANY WAY, SHAPE OR FORM. I THINK PEOPLE WHO VOTED FOR THIS CHANGE ARE NOT LOOKING AT THE BIG PICTURE, THE PERMANENCE OF IT - THEY'RE THINKING HOW NICE IT WOULD BE TO HAVE FRIDAY AFTERNOONS OFF IN THE SUMMER BUT NOT THINKING AHEAD TO THE WINTER AND THE DIFFERENT CHALLENGES THEN.
6. CAN THIS BE SOMETHING IMPLEMENTED TO THOSE DEPTS ALREADY OPEN UNTIL 7 AND BE EXEMPT FOR US? ON A DEPARTMENT BY DEPARTMENT BASIS, WE (ALONG WITH THE PUBLIC) WILL BE THE ONES TO SUFFER THE MOST BY THIS CHANGE. AND OUR ENTIRE DEPARTMENT, UNANIMOUSLY, IS AGAINST IT FOR GOOD REASON.

THANKS FOR YOUR TIME, TOM. IF THERE'S ANYTHING ELSE WE CAN DO TO HELP OUR CASE, PLEASE LET ME KNOW.

Laurie Sousa
Town of Simsbury
Finance Dept.

933 Hopmeadow Street
Simsbury, CT 06070
860-658-3236 (ph)
860-658-3206 (fax)
Esousa@simsbury-ct.gov



Town of Simsbury

06070

933 HOPMEADOW STREET

P.O. BOX 495 SIMSBURY, CONNECTICUT

Thomas F. Cooke – Director of Administrative Services

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission: Gift Acceptance**
2. **Date of submission: April 15, 2014**
3. **Date of Board Meeting: April 28, 2014**
4. **Individual or Entity making the submission: Lisa Karim, Library Director**
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:
 - *Accept a gift of \$7,000 from the Kelly family to the Library*
 - *Accept a gift of \$2,500 from Simsbury Bank in honor of Anthony Bisceglia to the Library*

These funds will be used entirely to support Innovators' Workshop and the establishment of the Library's 3D printing lab.
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.):**
Lisa Karim lkarim@simsburylibrary.info 860-658-7663 ext 2103

Telephone (860) 658-3230 tcooke@simsbury-ct.gov An Equal Opportunity Employer

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.):

7. **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

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke – Director of Administrative Services

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission:** May 7, 2014

2. **Date of Board Meeting:** May 12, 2014

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

Gerard G. Toner, Director of Culture, Parks and Recreation

4. **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:

Accept a gift of \$2,000 from Norman Restaine and the Simsbury Special Olympics Golf Program

5. **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.):**

Gerard G. Toner, Director of Culture, Parks and Recreation
860-408-4682
gtoner@simsbury-ct.gov

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.):

The Simsbury Special Olympics Golf Program has used the Simsbury Farms Golf Course for a number of years. The golf staff has provided support including instruction and the use of golf equipment. In appreciation of this support, Norm Restaine, the head of the program would like to donate \$2,000 toward the construction of a new scoreboard at the golf course.

Course Superintendent Mike Wallace filed a Site Plan Amendment application for the installation of the scoreboard with the Simsbury Zoning Commission which was recently approved. The staff will be responsible for the construction and installation of the scoreboard.

In accordance with the Town's gift policy, I am requesting that the Board accept this gift from Mr. Restaine.

7. **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:

N.A.



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. **Date of submission:** May 6, 2014
2. **Date of Board Meeting:** May 12, 2014
3. **Individual or Entity making the submission:**

Gerard G. Toner, Director of Culture, Parks and Recreation
4. **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 recommendations from the Simsbury Farms Complex Committee and Culture, Parks and Recreation Commission for a new Complimentary Greens Fee Policy and Fee Policy for Simsbury High School Golf Teams.
5. **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.):

Gerard G. Toner, Director of Culture, Parks and Recreation
860-408-4682
gtoner@simsbury-ct.gov

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.):

At their regular meeting on March 27, the Culture, Parks and Recreation Commission addressed the following recommendations of the Simsbury Farms Complex Committee:

1. After discussing the need for a Complimentary Greens Fee Policy for the Simsbury Farms Golf Course, the Complex Committee requested a survey of the complimentary golf policies of other municipal courses in Connecticut (att.). A policy was written by the Complex Committee and forwarded to the Culture, Parks and Recreation Commission for their approval. They unanimously voted to forward to the Board of Selectmen for final approval. After approving the first part of the policy, the Board of Selectmen asked for further specifics on the remaining categories to ensure that appropriate restrictions were in place. The attached revised policy was reviewed and unanimously approved by the Culture, Parks and Recreation Commission at their May 1 meeting.
2. In response to the concern for generating additional revenues at the Simsbury Farms Golf Course, the Complex Committee prepared the attached proposal and approved by a vote of 5-1 for recommendation to the Culture, Parks and Recreation Commission. The fee policy would take effect in 2015. At the April 16 meeting, the Board of Selectmen tabled this recommendation in order to provide the teams affected by the proposal an opportunity to provide input.

7. **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:

Revised Complimentary Greens Fee Policy; Complimentary Golf Policy Survey; Proposed Simsbury High School Golf Team Fee Policy



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Culture, Parks and Recreation

SIMSBURY FARMS GOLF COURSE

COMPLIMENTARY GREENS FEE POLICY

In recognition of proper protocol, and based on the generally accepted practices at other Connecticut golf facilities, the following policy on complimentary green fees is recommended:

The following are entitled to complimentary green fees:

- Visiting PGA Professionals and Apprentices (PGA card to be presented)
- Visiting GCSAA Superintendents (Card to be presented)
- Simsbury Farms Golf Professional and his Assistant(s)
- Simsbury Farms Golf Course Superintendent and his Assistant(s)
- Simsbury Culture, Parks and Recreation Director
- Simsbury Culture, Parks and Recreation Supervisors

All complimentary golf rounds shall be recorded on a separate log sheet and on a separate key on the POS system

Approved by Simsbury Board of Selectmen
April 16, 2014

Proposed

The following may be entitled to complimentary green fees, at the discretion of the Simsbury Farms Head Golf Professional:

- Additional employees of the Pro Shop or Golf Maintenance staff who are currently working a minimum of 15 hours/wk.
- Visiting Park and Recreation and/or Golf Directors

Note: In all cases mentioned above, the payment of golf cart fees is mandatory, unless the Head Golf Professional deems that a waiver is warranted.

Approved by C.P. & R. Commission
May 1, 2014

Municipal Golf Course Survey

Complimentary Golf Policies

Simsbury	Longshore - Westport	Hunter - Meriden	Stanley - New Britain	Rockledge - W. Hartford	Smith Richardson - Fairfield	Western Hills Waterbury
High School teams/ coaches	HS teams/coaches	HS teams/coaches	HS teams/coaches	HS teams/coaches	HS teams/coaches	HS teams/coaches
Golf Pro, Staff	Golf Pro, Staff	Golf Pro, Staff	Golf Pro, Staff	Golf Pro's Decision	Golf Pro	Golf Pro, Staff
			Staff - min. 10 hrs.wk non-prime time		Staff - pays reduced cart fee	
Superintendent, staff	Superintendent, staff Supt. Guest	Superintendent, staff	Superintendent, staff - no reservations	Golf Pro's decision	Superintendent Staff - weekdays-no carts	Superintendent Staff - pays surcharge - \$3
Park and Rec. Dir.	Park and Rec. Dir., guest	Park and Rec. Dir.	Park and Rec. Dir.	Golf Pro's decision	Park and Rec. Dir. guests - reduced cart fee	Park and Rec. Dir. guest
Park Supt.	Dept. Supervisors, guest	Other Staff Golf Pro decision			Park and Rec. Dir. decision	
Visiting Pro's	Visiting Professionals	Visiting Pro's	Visiting Professionals	Golf Pro's decision	Visiting Professionals	Visiting Pro's
Visiting Supt.'s	Visiting Supt.'s	Visiting Supt.'s	Visiting Supt.'s	Golf Pro's decision	Visiting Supt.'s	Visiting Supt.'s

Simsbury Farms Complex Committee

Simsbury High School

Fee Proposal:

- \$750 fee for Boys' Golf Team
- \$750 fee for Girls' Golf Team
- Both teams will continue to pay for range balls as needed
- A 25% discount on a Junior Season Pass for all members of the HS Teams that wish to buy one-I proposed this to John V, but did not hear back from him regarding his input and feasibility.

Use History:

The High School golf program consists of 27 girls and 13 boys (Varsity and JV boys combined) team. Both teams will practice daily, weather permitting, at Simsbury Farms. Per John Verrengia, the girls tend use the range more, and may send 6 girls out to play 2 or 3 holes. They rarely, if ever, will play 9 holes. The boys use about 3.5 tee times daily. In 2012 the teams played a combined 13 home matches, and in 2014, played 14 home matches. To date, the teams do not pay any greens fees, but have been paying for range balls as needed. Per John, in 2012 the girls' team spent about \$1,000 and the boys' teams spent about \$400. Per Dane Street, in 2013, the girls' team spent \$880 and the boys' team spent \$285 on rang balls. The 100 token range keys are distributed to teams as needed and Simsbury Farms is reimbursed at the end of the season.

Fee Rationale:

Given the use of the course, range, and practice green, it is recommended that a fee of \$750 be assessed to each of the teams this year to help cover the cost of facility and course maintenance. It is also recommended that each of the teams continue to pay for range balls as needed.

HS Students current Play to Pay fees:

- All students pay a participation fee of \$175 per season.
- Hockey players and swimmers pay an additional \$200 per season

Other Schools Arrangements:

- Westminster \$6k - Hop Meadow for unlimited daily course and range use as well as matches
- Miss Porters \$4k - Farmington Woods for matches and daily range use
- Enfield HS \$5k - Cedar Knob for play only - no range
- Avon HS \$4k budget-Blue Fox and some practices at ACC.
- Ethel Walker - Tower Ridge? (info from Dee at Canton)
- Granby HS - Did not hear back
- Canton HS \$3k - Tower Ridge
- Weston HS- Aspetuck. No charge. Limited range. Limited use for matches (Mondays)

Opinion from Dane Street, AD at Simsbury High School:

- Dane posted the question to other HS ADs (via the CAIC website) and did find that many pay a small use fee
- He agrees that a small rental fee would be feasible
- He would have to directly pass any increase or fee on to the participants like they do for hockey or swimming
- He did feel that imposing a change would reflect badly on the "image" of the course with the town and the team members and their families.
- Dane has also indicated that if we impose any additional fees, he will be obligated to "shop around" for other arrangements to find what suits the program best.

Henry James Middle School

Fee Proposal:

- \$10 per round fee paid by players in the Spring (Same as current)
- Free rounds for players in the Fall

Use History:

Per John Verrengia, the Middle School program is run as an intramural program, and consists of approximately 10 kids that come up in the Fall and Spring season under the direct supervision of Chuck Forman. The program is coordinated by Linda Phelps at HJMS. The kids come up each week on Tuesdays and Thursdays (although with planning can be flexible). The kids play in a supervised, scramble format, and pay a fee of \$10 directly to Simsbury Farms each time they play. The kids do not use the range.

Fee Rationale:

A good way to encourage young players to play would be to not charge any fee in the fall, when course use is limited. The hope is that more kids would be encouraged to play, and would continue to play in the spring, when they would pay the \$10 fee. The course could handle these additional players at the times when they play.



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:**
TMMF Fireworks Co-sponsorship by the Town of Simsbury
2. **Date of submission:**
May 7, 2014
3. **Date of Board Meeting:**
May 12, 2014
4. **Individual or Entity making the submission:**
Simsbury Performing Arts Center, Inc.
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:

In accordance with the current TMMF contract with the HSO, we have identified a sponsor (The Master's School - Ray Lagan) who has agreed to contribute \$5,000 to cover the cost of the traditional fireworks display at the TMMF Celebrate America Concert (scheduled for July 3, 2014). The HSO has agreed to offer to the Master's School a TMMF table for all five concerts, plus recognition on the sound tower banner and in the TMMF booklet.

The Simsbury Culture Parks and Recreation Department has put on these fireworks displays with American Thunder Fireworks. Simsbury Performing Arts Center, Inc. does not carry insurance coverage for fireworks, and the cost for such coverage would be \$10,000 to \$12,000. We do not have the funds to purchase such coverage. We are, together with the HSO in accordance with the current TMMF Contract, asking that the Culture, Parks and Recreation Department put on the fireworks display. American Fireworks has reserved the date, but the American Fireworks needs a signed contract.

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.):**

David R. Ryan, 20 Westledge Rd, West Simsbury, CT 06092
(860) 651-9133

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

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

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8:30 - 7:00 Monday
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.):

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

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:**

Appointment of Patty Hyypa to HDC

2. **Date of submission:**

Wednesday, April 16, 2014

3. **Date of Board Meeting:**

Monday, April 28, 2014

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:

Appoint Patty Hyypa, 42 East Weatogue Street, as a regular member of the Historic District Commission in succession of Denise Alfeld.

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, SRTC Secretary

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 April 2, 2014, the Simsbury Republican Town Committee universally recommended that the Selectmen appoint Patty Hyypa, 42 East Weatogue Street, as a regular member of the Historic District Commission as a resident member in succession of Denise Alfeld. We respectfully request that the Board make the appointment. Please note that Ms. Hyypa does reside within the district.

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:

N/A



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Culture, Parks and Recreation

May 9, 2014

To: Simsbury Board of Selectmen

From: Gerard G. Toner, Director

As a result of the sale of the Pharos Farm property to George Hall, I am requesting that \$240,000 be placed in the Open Space fund and fund the following:

Forest Management Plans

Proposals have been received for Forest Management Plans for Onion Mountain Park, Ethel Walker Open Space, Belden Forest, and the Stratton Brook Open Space. The total for the plans is \$4,800, with \$14,000 needed to fund the timber harvesting work at Onion Mountain Park. Following the initial timber harvest, the program will be run on a self-sustaining basis.

Park and Open Space Facility Maintenance

In the FY 13/14 budget process, the appropriation (\$35,000) for Park and Open Space Facility Maintenance was eliminated with the understanding that the line item would be reimbursed for required work. This line item in the budget covers open space tree work, greenway maintenance and playground maintenance and repairs. The elimination of funding for this work creates a hazardous condition in areas that are heavily used by the public. The fund should provide funding for this work until it is replaced in the operating budget.

Ethel Walker

The Town is making the final payment to the Ethel Walker School for the purchase of their open space. As such, we will be taking on the responsibility of maintaining 460 acres for use by the residents of Simsbury. The transition of this property to a one of public use will involve expenses including signage, trail maintenance, and maps/brochures that detail the property. I am currently working with Richard Sawitzke on a transition plan and budget for the management of this property.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Culture, Parks and Recreation

May 9, 2014

To: Simsbury Board of Selectmen

From: Gerard G. Toner, Director

Re: Simsbury Farms Special Revenue Fund

The Simsbury Farms Special Revenue Fund last year (FY 12/13) ended with a deficit of \$187,026. Through ten months of this year expenses for the fund as compared to the previous year are as follows:

Administrative	\$ 156,584	+ 5,291
Programs	325,327	+13,878
Simsbury Farms	367,135	- 13,359
Golf Course	616,434	+ 60,597
Total	\$1,465,480	+66,407

Revenues to date compared to last year are as follows:

Camps/Programs	\$ 238,763	+ 2,249
Simsbury Farms		
- Pools, Rink		
- Concessions		
- Court, Facility		
Rental	328, 956	+15,090
Golf Course	603,733	- 5,708
Total	\$1,171,452	+11,631

During the last two months of the last fiscal year we brought in \$502,702 in revenue. That was lower than the previous year due to late pool and camp openings. The golf course entered this spring with revenues \$11,000 ahead of the previous year, but after this April we are running \$5,708 behind last year.

Expenses for the full year should come in under the budgeted amount of \$1,914,200. Revenues will not meet the projected amount, and the total deficit will be in the same area as last year.

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Phone (860) 658-3222 Fax (860) 408-5416 E-mail troy@simsbury-ct.gov

~ Thomas J. Roy, P.E. – Director of Public Works ~

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of Submission:**

May 9, 2014

2. **Date of Board Meeting:**

May 12, 2014

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

Anthony Piazza, Superintendent, Water Pollution Control
Thomas J. Roy, P.E. – Director of Public Works

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

For information only

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

Anthony Piazza, Superintendent, Water Pollution Control
Thomas J. Roy, P.E. – Director of Public Works

6. **Summary of Submission**

At the May 8, 2014 Water pollution Control Authority meeting, the Commission approved a fund transfer of \$20,600 to be made from the sewer reserve fund to account 44400 52110 (Consultant Fees) to cover an engineering report which describes and evaluates alternative actions which may be taken by the Town to achieve compliance with the Phosphorous limitations of National Pollutant Discharge Elimination System permit.

7. **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

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 Mary Glassman; Board members Nancy Haase, Lisa Heavner and Michael Paine. Absent were Sean Askham and Cheryl Cook. Others in attendance included Tom Cooke, Sean Askham Gerry Toner and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

Joan Coe, 26 Whitcomb Drive, said she is concerned that the budget as presented is manipulated not to increase the taxes. However, when you take \$900,000 out of the general fund to offset the reduction in revenues and the grand list, you will no longer be able to rob from Peter to pay Paul forever. There are fewer employees paying into the pension fund, costs will increase and more money will be needed to make the fund whole.

Ms. Coe said spending money on charrettes for economic development without a comprehensive plan is a waste of taxpayer money. Using taxpayer money to enhance a non-profit Main Street Partnership is irresponsible. Main Street should be finance by the Chamber of Commerce. This Board also gave the Golf Course another pass to lose money for another year.

Ms. Coe said there are \$1,000,000 of expenditures that will not go to a referendum vote, but are approved by the Board of Finance by a majority vote. Many are maintenance items and should go through the regular budget. Many of the capital items that are bonded are also maintenance items and she cannot support this budget.

Ms. Coe said she read an article in the Hartford Courant about Mill Pond Crossing speaking about the town houses overlooking an historic grist mill, waterfall and brook. It didn't mention that these houses are surrounding the building that manufactures explosives and the marijuana factory that will start this summer. People interested in this property should be aware of their surroundings. The Federal government classifies marijuana as a schedule I narcotic and it is illegal in this State. Why are law offices writing contracts for this facility.

Ms. Coe said she reviewed the 2011 tax return for Simsbury Community Farm. This is located on the Eno trust land for the poor of Simsbury. How can the Farm declare a building that they don't own and then depreciate it? She would like the Board review the 2011 1990 income tax of the Community Farm.

Ms. Coe spoke again about school issues. She said education has many dynamics and children are not

**TOWN OF SIMSBURY - BOARD OF SELECTMEN
REGULAR MEETING MINUTES - APRIL 16, 2014-DRAFT**

Page 2 of 23

robots. She feels a strict adherence to a policy with unrealistic goals is not working for the teachers or the students. Standards now face criticism from the left and right. Several states have repealed the common core national education standards.

Barbara Dolinsky, 56 Library Lane, feels everyone is lucky to have this forum and how well the meetings are conducted.

She spoke about the Aquarion Water issue. She has been gathering information on this issue and said it is very clear that Aquarion only wants to make a lot of money for themselves.

Ms. Dolinsky said Aquarion is aggressively pursuing acquisitions and seek out more profits while increasing infrastructure liabilities. She said Aquarion has taken a stand of requesting restraining orders to avoid disclosure of pertinent information to the public. She has asked the O.C.C. to consider curtailing Aquarion's recent pattern of requesting and obtaining restraining orders as the public has a right to know what they are doing. Ms. Dolinsky has also asked for information on recent large windfalls related to tax restructuring as residents should know how much money they get back and what it is used for. Ms. Dolinsky will continue to lobby and get more information for Simsbury. She is not afraid of failing but is afraid of failing.

Robert Kalechman, 971 Hopmeadow Street, said spoke about the chairman of the DUC and the newly appointed commission. He also ran for the Democratic seat in the 8th District and feels Ms. Dolinsky should be speaking to him not this Board.

Mr. Kalechman said he attended the Finance meeting so he could address them. He wants the Board of Finance to have public audience added to their agenda and is asking this Board to ask the Board of Finance to do this.

Mr. Kalechman spoke about the marijuana facility. He said he has no clue where this facility is on Grist Mill Road. He said there is a sign there that says public property and the police can't go up there now, without permission, and Grist Mill Road is now called a different name. Police will need to go there if necessary and he doesn't understand what is going on now.

Mr. Kalechman also spoke about Eno Farms, which is supposed to be for the poor of Simsbury. There seems to be a little confusion about this Farm. This is only supposed to be for the poor of Simsbury. Does this have to go to court; it just all seems so political.

Mr. Kalechman said that April 1865 and the Civil War was over. He feels the Civil War monument needs to be treated with respect and there isn't even a wreath on it. He said there is a For Sale sign in front of this monument and he doesn't understand why. Something needs to be done about this. The Board granted Ms. Coe one more minute for her public audience comments.

Ms. Coe feels the Ethel Walker School should be giving the Town money like the Westminster School does.

PRESENTATION

• Simsbury Bike Presentation for May as Bike Month

Ms. Glassman introduced Patty Jacobus and Diana Moody from the Bike Advisory Committee.

Ms. Jacobus said May is Bike Month and a proclamation was signed by Ms. Glassman for Bike Month in Simsbury. Simsbury is celebrating Bike Month for the third year. She gave the Board the calendar for bike activities. There were 150 bikers in the first year and now there are over 1600 bikers.

Ms. Moody said if someone doesn't have a bike they can go to the shop and they can get a free one - Simsbury Free Bike. If any further information is needed, please contact Simsbury Free Bike. She spoke about the Farmington Valley Trails Council and said they are doing a 30 mile ride on the 17th at 10 a.m. from Iron Horse Blvd. They thanked everyone for their support.

FIRST SELECTMAN'S REPORT

Ms. Glassman asked everyone to join the Friends of Simsbury Library's annual Author luncheon featuring best-selling author Andre Dubus III. Ms. Dubus is the author of novels including "The House of Sand and Fog" and "The Garden of Last Days. He was awarded the Guggenheim Fellowship, the National Magazine Award for Fiction, two Pushcart Prizes and is the 2012 recipient of an American Academy of Arts and Letters Award in Literature.

She said the luncheon and talk will be held at the Hopmeadow Country Club on 85 Firetown Road. The cost is \$28 per person and reservations are needed. After lunch, Mr. Dubus will be signing books which will be available for purchase.

Ms. Glassman said in 2012 we sent Sara Hendershot to the Olympics and this year we're sending Simsbury High School senior Brigid Cazzetta to the annual Irish Dance World Championships in London- the Olympics of Irish dancing.

She said this competition includes the best of the best from around the world. Brigid, who is 18, will be competing tomorrow and we all want to wish her well. Brigid was ranked 11th and there were 12 world qualifiers. She will be competing against approximately 150 people. This Town is very proud of Brigid for making it to the World Championships and for her decision to attend UConn's School of Nursing in the fall.

SELECTMEN ACTION

a) Approve Tax Refunds

Ms. Heavner made a motion to approve tax refunds in the amount of \$1,901.61 as requested and approved by the Tax Collector. Mr. Paine seconded the motion. All were in favor and the motion passed.

b) Approve language and Set Date for Automatic Referendum, pursuant to Section 406 of the Town Charter, for Tuesday, May 6, 2014 from 6:00 a.m. to 8:00 p.m. at Henry James Memorial School

Ms. Haase made a motion to approve the automatic referendum date of Tuesday, May 6, 2014 from 6:00 a.m. to 8:00 p.m. at Henry James Memorial School, pursuant to Section 406 of the Town Charter. Mr. Paine seconded the motion. All were in favor and the motion passed.

c) Approve Resolutions on Approved Capital Projects

Mr. Paine made a motion: “RESOLVED, that the Board of Selectmen hereby approves the following projects, which were not included in the Town’s Capital Improvement Plan for the ensuring year but need to fund such projects is in the best interest of the Town:

1. Simsbury Farms Golf Course design and construction of improvements
2. Design, acquisition and installation of Town-owned technology infrastructure to replace aging equipment.
3. Alternative energy efficiency projects.
4. Squadron Line Elementary School Main Office and Nursing Office relocation and renovation to improve access control and security.

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

d) Approve the following Referendum Questions as contained in the resolutions:

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$1,150,000 FOR THE ACQUISITION FOR OPEN SPACE OF APPROXIMATELY 45 ACRES (ETHEL WALKER PARCEL C) AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?”

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$2,500,000 FOR REPAVING, REPAIR AND REHABILITATION OF THE TOWN ROADWAYS PURSUANT TO THE TOWN’S PAVEMENT MANAGEMENT PROGRAM AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?”

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$1,050,000 FOR RECONSTRUCTION OF THE ACCESS CONTROL AND SECURITY SYSTEM FOR THE MAIN OFFICE OF THE SQUADRON LINE ELEMENTARY SCHOOLS AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?”

Ms. Heavner made a motion to waive the full reading of the resolution appropriating from the Sewer Use Fund \$65,000 for improvements to the SCADA controls and pump upgrade at the Longview Drive pump station. Ms. Haase seconded the motion. All were in favor and the motion passed.

Ms. Heavner made a motion to approve the following::

RESOLUTION APPROPRIATING FROM THE SEWER USE FUND \$65,000 FOR IMPROVEMENTS TO THE SCADA CONTROLS AND PUMP UPGRADE AT THE LONGVIEW DRIVE PUMP STATION

RESOLVED, that the Town of Simsbury appropriate from the Sewer Use Fund SIXTY-FIVE THOUSAND DOLLARS (\$65,000) for costs in connection with the improvements to the SCADA Controls and Pump Upgrade at the Longview Drive pump station. The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, legal fees, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Ms. Haase made a motion to waive the full reading of the resolution appropriating from Sewer Use Fund \$156,000 for sewer main extensions in the area of Buttonwood Drive, Longview Drive, Musket Trail, Flintlock Ridge, Hawks Lane, or other areas. Mr. Paine seconded the motion. All were in favor and the motion passed.

Ms. Haase made a motion to approve the following:

RESOLUTION APPROPRIATING FROM SEWER USE FUND \$156,000 FOR SEWER MAIN EXTENSIONS IN THE ARE OF BUTTONWOOD DRIVE, LONGVIEW DRIVE, MUSKET TRAIL, FLINTLOCK RIDGE, HAWKS LANE AND OTHER AREAS

RESOLVED, that the Town of Simsbury appropriate from Sewer Use Fund ONE HUNDRED FIFTY-SIX THOUSAND DOLLARS (\$156,000) for costs in connection with sewer main extensions in the area of Buttonwood Drive, Longview Drive, Musket Trails, Flintlock Ridge, Hawks Lane, or other areas, following a review by the Planning and Zoning Commission pursuant to Section 8-24 of the Connecticut General Statutes, Revision of 1958, as amended. The appropriation may be spent for design, construction, and installation costs, equipment, materials, engineering, part-time employees, inspection and consultant fees, administrative costs, legal fees, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Mr. Paine made a motion to waive the full reading of the resolution appropriating from Sewer Use Fund \$260,000 for installation of an inline grinder and screening unit at the Wastewater Treatment Facility. Ms. Haase seconded the motion. All were in favor and the motion passed.

Mr. Paine made a motion to approve the following:

**RESOLUTION APPROPRIATING FROM SEWER USE FUND \$260,000 FOR
INSTALLATION OF AN INLINE GRINDER AND SCREENING UNIT AT THE
WASTEWATER TREATMENT FACILITY**

RESOLVED, that the Town of Simsbury appropriate form Sewer Use Fund TWO HUNDRED SIXTY THOUSAND DOLLARS (\$260,000) for costs in connection with installation of an inline grinder and screening unit at the Wastewater Treatment Facility. The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, legal fees, and other expenses related to the project. The Water Pollution Control Authority may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Ms. Heavner made a motion to waive the full reading of the resolution appropriating \$1,150,000 for the acquisition for open space of approximately 42 acres (Ethel Walker Parcel C) and authorizing bonds and notes in the same amount to finance said appropriation. Ms. Haase seconded the motion. All were in favor and the motion passed.

Ms. Heavner made a motion to approve the following:

**RESOLUTION APPROPRIATING \$1,150,000 FOR THE ACQUISITION FOR OPEN SPACE
OF APPROXIMATELY 42, ACRES (ETHEL WALKER PARCEL C) AND AUTHORIZING
BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION**

RESOLVED,

a) That the Town of Simsbury appropriate ONE MILLION ONE HUNDRED FIFTY THOUSAND DOLLARS (\$1,150,000) for the acquisition for open space of approximately 42 acres (Ethel Walker Parcel C), as described in an Agreement dated July 11, 2007. The Town anticipates receipt of grants in the amount of \$500,000 to defray, in part, the appropriation. The appropriation may be spent for survey fees, engineering and other consultant's fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

b) That the town issue bonds or notes in an amount not to exceed ONE MILLION ONE HUNDRED FIFTY THOUSAND DOLLARS (\$1,150,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.

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c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed ONE MILLION ONE HUNDRED FIFTY THOUSAND DOLLARS (\$1,150,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a records of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale, to deliver the bonds or notes; and to perform all other acts which are necessary to appropriate to issue the bonds or notes.

e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowing in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

f) That the First Selectman and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

g) That the Board of Selectmen, the First Selectman, the Treasurer and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

FURTHER RESOLVED,

a) That pursuant to Section 406 of the Charter the resolution above, regarding an appropriation and bond and note authorization for the acquisition for open space of approximately 42 acres (Ethel Walker Parcel C) shall be submitted to the votes in the manner provided by said Section on May 2, 2014, between the hours of 6:00 a.m. and 8:00 p.m.

b) The resolution shall be placed upon the voting machines or paper ballots under the following heading:

“ SHALL THE TOWN OF SIMSBURY APPROPRIATE \$1,150,000 FOR THE ACQUISITION FOR OPEN SPACE OF APPROXIMATELY 42 ACRES (EHTEL WALKER PARCEL C) AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?”

Voters approving and resolution will vote “Yes” and those opposing said resolution shall vote “No”.

Electors and persons qualified to vote in Town meetings who are not electors will vote at the following polling place:

Henry James Memorial Junior High School Gymnasium
155 Firetown Road, Simsbury, Connecticut

Absentee ballots will be available from the Town Clerk’s office.

c) Notice of the referendum shall be given by the Town Clerk.

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

Ms. Haase made a motion to waive the full reading of the resolution appropriating from the General Fund Reserves \$212,000 for the Tariffville Connection, improvements to the Farmington River Trail, and River Loop multi-use trails. Ms. Heavner seconded the motion. All were in favor and the motion passed.

Ms. Haase made a motion to approve the following:

RESOLUTION APPROPRIATING FROM GENERAL FUND RESERVES \$212,000 FOR THE TARIFFVILLE CONNECTION, IMPROVEMENTS TO THE FARMINGTON RIVER TRAIL, AND RIVER LOOP MULTI-USE TRAILS

RESOLVED,

a) That the Town of Simsbury appropriate from General Fund Reserves TWO HUNDRED TWELVE THOUSAND DOLLARS (\$212,000) for the Tariffville Connection, improvements to the Farmington River Trail, and River Loop Multi-use Trails including resurfacing, surfacing, signs and fences and related work. The appropriation also included consultant fees for updating the Tariffville Park and Simsbury Meadow master plans. The appropriation may be spent for design, engineering, and other consultants’ fees, site work, construction and equipment costs, legal fees, net temporary interest and other financing cost, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope, of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Mr. Paine made a motion to waive the full reading of the resolution appropriating from the General Funds Reserves \$125,000 for design and construction of improvements to the Simsbury Farms Golf Course. Ms. Heavner seconded the motion. All were in favor and the motion passed.

Mr. Paine made a motion to approve the following:

RESOLUTION APPROPRIATING FROM GENERAL FUND RESERVES \$125,000 FOR DESIGN AND CONSTRUCTION OF IMPROVEMENTS TO THE SIMSBURY FARMS GOLF COURSE

RESOLVED,

a) That the Town of Simsbury appropriate from General Fund Reserves ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000) for design and construction of improvements to the Simsbury Farms Golf Course, including drainage installation and repair, fairway renovations, greens renovation, cart path work, tree replacement, other on-course improvements and related work. The appropriation may be spent for design and construction costs, survey fees, site work, equipment, materials, furnishings and supplies, architects' engineering and other consultants' fees, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope, of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Ms. Heavner made a motion to waive the full reading of the resolution appropriating from General Fund Reserves \$115,000 for design and construction of various bridge improvements. Ms. Haase seconded the motion. All were in favor and the motion passed.

Ms. Heavner made a motion to approve the following

RESOLUTION APPROPRIATING FROM GENERAL FUND RESERVES \$115,000 FOR DESIGN AND CONSTRUCTION OF VARIOUS BRIDGE IMPROVEMENTS

RESOLVED,

a) That the Town of Simsbury appropriate from General Fund Reserves ONE HUNDRED FIFTEEN THOUSAND DOLLARS (\$115,000) for design and construction of various bridge improvements, and for costs related to the financing thereof. The project is contemplated to include rehabilitation of the bridges, including concrete deck replacement, membrane waterproofing and bituminous concrete overlay, approach paving and guardrail work, and other related work and improvements as required or desirable. The appropriation may be spent for design, construction, acquisition and installation costs, right-of-way acquisition, materials, administrative, testing, engineering fees, consultant and legal fees,

related improvements, repairs or renovations, net interest on borrowings and other financing costs, and other expenses related to the project. The Board of Selectmen may determine the particulars, and may reduce or modify the scope, of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Ms. Haase made a motion to waive the full reading of the resolution appropriating \$2,500,000 for repaving, repair, and rehabilitation of the Town roadways pursuant to the Town's pavement management program and authorizing bonds and notes in the same amount to finance said appropriation. Mr. Paine seconded the motion. All were in favor and the motion passed.

Ms. Haase made a motion to approve the following:

RESOLUTION APPROPRIATING \$2,500,000 FOR REPAVING, REPAIR AND REHABILITATION OF THE TOWN ROADWAYS PURSUANT TO THE TOWN'S PAVEMENT MANAGEMENT PROGRAM AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

- a) That the Town of Simsbury appropriate TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) for repaving, repair and rehabilitation of the Town roadways pursuant to the town's pavement management program, including repair and repaving on existing sections. The project shall include: crack sealing, strip sealing, hot in place asphalt recycling (heat scarification), milling and overlay, full depth reconstruction, and related engineering, inspection, testing and support services. The appropriation may be spent for equipment, materials, land and easement acquisition, site improvements, material testings, survey fees, engineering fees, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope, of the project, and the entire appropriation may be spent on the reduced or modified project.
- b) That the Town issue bonds or notes in an amount not to exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS (\$2,500,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The terms of the bonds or notes shall not exceed ten years.
- c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed TWO MILLION FIVE HUNDRED THOUSAND DOLLARS

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(\$2,500,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

f) That the First Selectman and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

g) That the Board of Selectmen, the First Selectman, the Treasurer and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the projects and to issue bonds, notes or other obligations to finance the aforesaid appropriation..

FURTHER RESOLVED,

a) That pursuant to Section 406 of the Charter the resolution above, regarding an appropriation and bond and note authorization for repaving, repair and rehabilitation of the Town roadways shall be submitted to the voters in the manner provided by said Section on May 6, 2014 between the hours of 6:00 a.m. and 8:00 p.m.

b) The resolution shall be place upon the voting machines or paper ballots under the following heading:

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$2,500,000 FOR REPAVING, REPAIR AND REHABILITATION OF THE TOWN ROADWAYS PURSUANT TO THE TOWN’S PAVEMENT MANAGEMENT PROGRAM AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?”

Voters approving said resolution will vote “Yes” and those opposing said resolution shall votes “No”.

Electors and persons qualified to vote in Town meetings who are not electors will vote at the following polling place:

Henry James Memorial Junior High School Gymnasium
155 Firetown Road, Simsbury, Connecticut

Absentee ballots will be available from the Town Clerk’s office.

c) Notice of the referendum shall be given by the Town Clerk.

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

Mr. Paine made a motion to waive the full reading of the resolution appropriating \$600,000 for design, acquisition and installation of Town-owned technology infrastructure to replace aging equipment and authorizing bonds and notes in the same amount to finance said appropriation. Ms. Haase seconded the motion. All were in favor and the motion passed.

Mr. Paine made a motion to approve the following:

**RESOLUTION APPROPRIATING \$600,000 FOR DESIGN, ACQUISITION AND
INSTALLATION OF TOWN-OWNED TECHNOLOGY INFRASTRUCTURE TO REPLACE
AGING EQUIPMENT AND AUTHORIZING BONDS AND NOTES IN THE SAME
AMOUNT TO FINANCE SAID APPROPRIATION**

RESOLVED,

a) That the Town of Simsbury appropriate SIX HUNDRED THOUSAND DOLLARS (\$600,000) for design, acquisition and installation of Town-owned technology infrastructure to replace aging equipment. The project shall include: fiber optic cable installation and connection, Police and Town network storage and recovery, print and copy management, GIS mapping and data management technology, and integrated public safety equipment. The appropriation may be spent on design, engineering and other consultants’ fees, equipment costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

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b) That the Town issue bonds or notes in an amount not to exceed SIX HUNDRED THOUSAND DOLLARS (\$600,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Section 7-369 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.

c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed SIX HUNDRED THOUSAND DOLLARS (\$600,000). The notes shall be issued pursuant to Section 7-378 of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earning to the United States in future years.

f) That the First Selectman and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

g) That the Board of Selectmen, the First Selectman, the Treasurer and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

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

Ms. Heavner made a motion to waive the full reading of the resolution appropriating from General Fund Reserves \$103,000 for alternative energy efficiency projects. Ms. Haase seconded the motion. All were in favor and the motion passed.

Ms. Heavner made a motion to approve the following:

RESOLUTION APPROPRIATING FROM GENERAL FUND RESERVES \$103,000 FOR ALTERNATIVE ENERGY EFFICIENCY PROJECTS

RESOLVED,

a) That the Town of Simsbury appropriate from General Fund Reserves ONE HUNDRED THREE THOUSAND DOLLARS (\$103,000) for alternative energy efficiency projects. The appropriation may be spent for design, engineering, feasibility studies, and other consultants' fees, construction costs, equipment costs, legal fees, utility fees, net temporary interest and other financing costs, and the other expenses related to the project and its financing. The projects shall include HVAC, building management system improvements, solar installations, natural gas conversions, and related improvements. The Board of Selectmen may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Ms. Haase made a motion to waive the full reading of the resolution appropriating from General Fund Reserves \$150,000 for design, acquisition and installation of a school district-owned network infrastructure to replace aging equipment. Ms. Heavner seconded the motion. All were in favor and the motion passed.

Ms. Haase made a motion to approve the following:

RESOLUTION APPROPRIATING FROM GENERAL FUND RESERVES \$150,000 FOR DESIGN, ACQUISITION AND INSTALLATION OF A SCHOOL DISTRICT-OWNED NETWORK INFRASTRUCTURE TO REPLACE AGING EQUIPMENT

RESOLVED,

a) That the Town of Simsbury appropriate from General Fund Reserves ONE HUNDRED FIFTY

THOUSAND DOLLARS (\$150,000) for design, acquisition and installation of a school district-owned network infrastructure to replace aging equipment. The appropriation may be spent for design, engineering and other consultants' fees, equipment costs, legal fees, net temporary interest and other financing costs, and other expenses related to the project and its financing. The Board of Education may determine the particulars, and may reduce or modify the scope, of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Mr. Paine made a motion to waive the full reading of the resolution appropriating \$775,000 for relocating and renovating the main office to improve access control and security for the main office of Henry James Memorial School and authorizing bonds and notes in the same amount to finance said appropriation. Ms. Haase seconded the motion. All were in favor and the motion passed.

Mr. Paine made a motion to approve the following:

RESOLUTION APPROPRIATING \$775,000 FOR RELOCATING AND RENOVATING THE MAIN OFFICE TO IMPROVE ACCESS CONTROL AND SECURITY FOR THE MAIN OFFICE OF HENRY JAMES MEMORIAL SCHOOL AND AUTHORIZING BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION.

RESOLVED,

- a) That the Town of Simsbury appropriate SEVEN HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$775,000) relocating and renovating the main office to improve access control and security for the main office of Henry James Memorial School, incorporating door access control, security cameras, monitors and infrastructure and to update telephone, voice mail, alarms, systems, sprinkler system and lighting and related work. The Town anticipates receipt of grants to defray, in part, the appropriation. The appropriation may be spent for equipment, furnishing, materials, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project or its financing. The Board of Education may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.
- b) That the Town issue bonds or notes in an amount not to exceed SEVEN HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$775,000) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut. Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.
- c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding

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at any time shall not exceed SEVEN HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$775,000) . The notes shall be issued pursuant to Sections 7-378 and 10-289a of the General Statutes of Connecticut, Revision, 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine the amounts, dates, interest rates, maturities, redemption provisions, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes, to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

e) That the Town hereby declares its official intent under Federal Income Tax Regulation section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not in excess of the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from Federal income Taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earning to the United States in future years.

f) That the First Selectman and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

g) That the Board of Selectmen, The First Selectman, the Treasurer and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes or other obligations to finance the aforesaid appropriation.

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

Ms. Heavner made a motion to waive the full reading of the resolution appropriating from General Fund Reserves \$250,000 for renovations and costs in connection with the reconstruction of the athletic fields and tracks, including re-surfacing, re-grading, installation of drainage and irrigation systems. Ms. Haase seconded the motion. All were in favor and the motion passed.

Ms. Heavner made a motion to approve the following:

RESOLUTION APPROPRIATING FROM GENERAL FUND RESERVES \$250,000 FOR RENOVATIONS AND COSTS IN CONNECTION WITH THE RECONSTRUCTION OF THE ATHLETIC FIELDS AND TRACKS, INCLUDING RE-SURFACING, RE-GRADING, INSTALLATION OF DRAINAGE AND IRRIGATION SYSTEMS

RESOLVED,

a) That the Town of Simsbury appropriate from General Fund Reserves TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000) for the renovations and costs in connection with the reconstruction of the athletic fields and tracks, including re-surfacing, re-grading, installation of drainage and irrigation systems. The appropriation may be spent for design, construction and installation costs, equipment, materials, engineering, inspection and consultant fees, administrative costs, legal fees, net interest on borrowings and other financing costs, and other expenses related to the project and its financing. The Board of Education may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

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

Ms. Haase made a motion to waive the full reading of the resolution appropriating \$1,050,000 for the relocation and renovation of the main office and adjacent nursing office to improve access control and security at the Squadron Line Elementary School and authorize bonds and notes in the same amount to finance said appropriation. Ms. Heavner seconded the motion. All were in favor and the motion passed.

Ms. Haase made a motion to approve the following:

RESOLUTION APPROPRIATING \$1,050,000 FOR THE RELOCATION AND RENOVATION OF THE MAIN OFFICE AND ADJACENT NURSING OFFICE TO IMPROVE ACCESS CONTROL AND SECURITY AT THE SQUADRON LINE ELEMENTARY SCHOOL AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION

RESOLVED,

a) That the Town of Simsbury appropriate of One Million Fifty Thousand Dollars (\$1,050,000) for relocating and the renovation of the main office and the adjacent nursing office to improve access control and security at the Squadron Line Elementary School, incorporating door access controls, security cameras, monitors, and infrastructure to move and update telephone, voice mail, alarm systems, lighting, hazardous material abatement, and related work. The appropriation may be spent for equipment furnishing, materials, site improvements, legal fees, net temporary interest and other

financing costs, and other expenses related to the project and its financing. The Board of Education may determine the particulars, and may reduce or modify the scope of the project, and the entire appropriation may be spent on the reduced or modified project.

b) That the Town issue bonds or notes in an amount not to exceed ONE MILLION FIFTY THOUSAND DOLLARS (\$1,050,00) to finance the appropriation for the project. The bonds or notes shall be issued pursuant to Sections 7-369 and 10-289 of the General Statutes of Connecticut, Revision of 1958, as amended, and any other enabling acts. The bonds or notes shall be general obligations of the Town secured by the irrevocable pledge of the full faith and credit of the Town. The term of the bonds or notes shall not exceed ten years.

c) That the Town issue and renew temporary notes from time to time in anticipation of the receipt of the proceeds from the sale of the bonds or notes for the project. The amount of the notes outstanding at any time shall not exceed ONE MILLION FIFTY THOUSAND DOLLARS (\$1,050,000). The notes shall be issued pursuant to Sections 7-378 and 10-289a of the General Statutes of Connecticut, Revision of 1958, as amended. The notes shall be general obligations of the Town and shall be secured by the irrevocable pledge of the full faith and credit of the Town. The Town shall comply with the provisions of Section 7-378a of the General Statutes with respect to any notes that do not mature within the time permitted by said Section 7-378.

d) That the First Selectman and the Treasurer of the Town shall sign any bonds or notes by their manual or facsimile signatures. The law firm of Day Pitney, LLP is designated as bond counsel to approve the legality of the bonds or notes. The First Selectman and the Treasurer are authorized to determine amounts, dates, interest rates, maturities, redemption provision, form and other details of the bonds or notes; to designate one or more banks or trust companies to be certifying bank, registrar, transfer agent and paying agent for the bonds or notes; to provide for the keeping of a record of the bonds or notes; to designate a financial advisor to the Town in connection with the sale of the bonds or notes; to sell the bonds or notes at public or private sale; to deliver the bonds or notes; and to perform all other acts which are necessary or appropriate to issue the bonds or notes.

e) That the Town hereby declares its official intent under Federal Income Tax Regulation Section 1.150-2 that project costs may be paid from temporary advances of available funds and that the Town reasonably expects to reimburse any such advances from the proceeds of borrowings in an aggregate principal amount not to exceed the amount of borrowing authorized above for the project. The First Selectman and the Treasurer are authorized to amend such declaration of official intent as they deem necessary or advisable and to bind the Town pursuant to such representations and covenants as they deem necessary or advisable in order to maintain the continued exemption from federal income taxation of interest on the bonds or notes authorized by this resolution, if issued on a tax-exempt basis, including covenants to pay rebates of investment earnings to the United States in future years.

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f) That the First Selectman and the Treasurer are authorized to make representations and enter into written agreements for the benefit of holders of the bonds or notes to provide secondary market disclosure information, which agreements may include such terms as they deem advisable or appropriate in order to comply with applicable laws or rules pertaining to the sale or purchase of such bonds or notes.

g) That the Board of Selectmen, the First Selectman, the Treasurer and other proper officers of the Town are authorized to take all other action which is necessary or desirable to complete the project and to issue bonds, notes, or other obligations to finance the aforesaid appropriation.

FURTHER RESOLVED,

a) That pursuant to Section 406 of the Charter the resolution above, regarding an appropriation and bond and note authorization for repaving, repair, and rehabilitation of the Town roadways, shall be submitted to the voters in the manner provided by said Section on May 6, 2014, between the hours of 6:00 a.m. and 8:00 p.m.

b) The resolution shall be placed upon the voting machines or paper ballots under the following heading:

“SHALL THE TOWN OF SIMSBURY APPROPRIATE \$1,050,000 FOR THE RELOCATION AND RENOVATION OF THE MAIN OFFICE AND THE ADJACENT NURSING OFFICE TO IMPROVE ACCESS CONTROL AND SECURITY AT THE SQUADRON LINE ELEMENTARY SCHOOL AND AUTHORIZE BONDS AND NOTES IN THE SAME AMOUNT TO FINANCE SAID APPROPRIATION?”

Voters approving said resolution will vote “Yes” and those opposing said resolution shall vote “No”.

Electors and persons qualified to vote in Town meetings who are not electors will vote at the following polling place:

Henry James Memorial Junior High School Gymnasium
155 Firetown Road, Simsbury, Connecticut

Absentee ballots will be available from the Town Clerk’s office.

c) Notice of the referendum shall be given by the Town Clerk.

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

Mr. Paine made a motion to approve the Referendum question language as follows:

Shall the Town of Simsbury appropriate \$1,150,000 for the acquisition of open space of approximately 42 acres (Ethel Walker Parcel C) and authorize bonds and notes in the same amount to finance said appropriation. Ms. Haase seconded the motion. All were in favor and the motion passed.

Ms. Heaver made a motion to approve the Referendum question language as follows:

Shall the Town of Simsbury appropriate \$2,500,000 for repaving and rehabilitation of the Town roadways pursuant to the Town's Pavement Management Program and authorize bonds and notes in the same amount to finance said appropriation. Mr. Paine seconded the motion. All were in favor and the motion passed.

Ms. Haase made a motion to approve the Referendum question language as follows:

Shall the Town of Simsbury appropriate \$1,050,000 for the relocation and renovation of the main office and adjacent nursing office to improve access control and security at the Squadron Line Elementary School and authorize bonds and notes in the same amount to finance said appropriation. Mr. Paine seconded the motion. All were in favor and the motion passed.

e) Approval of Town Wide Budget Mailer

Ms. Haase made a motion to approve the current format of the budget flyer with changes made and adopted by the Board of Finance and to add the Finance Department phone number. Mr. Paine seconded the motion. All were in favor and the motion passed.

f) Approval of a Milkweed and Nectar Perennials Planting Project for Helen's Way for the benefit of Monarch Butterflies

Mr. Paine made a motion to approve the "Milkweeds for Monarchs" Project for Helen's Way to benefit Monarch butterflies. Ms. Haase seconded the motion. All were in favor and the motion passed.

g) Approve the use of the Town Hall parking lot on Saturday, May 10, 2014 from 9:00 a.m. to 3:00 p.m. for State Representative John Hampton to stage his "Johnnie's Junk Jamboree"

Ms. Haase made a motion to approve the use of the Town Hall parking lot on Saturday, May 10, 2014 from 9:00 a.m. to 3:00 p.m. for State Representative John Hampton to stage his "Johnnie's Junk Jamboree". Ms. Heavner seconded the motion. All were in favor and the motion passed.

h) Approve renewal of Agriculture License Agreement for Dewey Farm to the Ryan Family Farm

Mr. Paine made a motion to approve the renewal of Agriculture License Agreement for Dewey Farm to the Ryan Family Farm - 1 year for land of East Side of Terry's Plain Road and 1 year for land on West Side of Terry's Plain Road. Ms. Haase seconded the motion. All were in favor and the motion passed.

I) Authorize the First Selectman to sign a Right-of-Entry letter agreement for use of the Greenway parking area at the intersection of U.S. 10/202 & R.R. 315 for a month-to-month period of time commencing March 1, 2014

Ms. Heavner made a motion to authorize First Selectman Mary Glassman to sign a Right-of-Entry letter agreement for use of the Greenway parking area at the intersection of U.S. 10/20 & R.R. 315 for a month-to-month period of time commencing March 1, 2014. Ms. Haase seconded the motion. All were in favor and the motion passed.

j) Approve the request of Bruce Kaplan for Eno parking permission effective May 1, 2014 to December 1, 2014

Ms. Haase made a motion to approve the request for permission to use Eno parking for all Iron Horse Boulevard events and all concerts from May 1, 2014 to December 1, 2014 providing Mr. Kaplan work with staff on dates and times. Mr. Paine seconded the motion. All were in favor and the motion passed.

k) Approve a new Complimentary Greens Fee Policy and Fee Policy for Simsbury High School Golf Teams

Ms. Heavner made a motion to table the discussion on the Simsbury High School Golf Teams fee policy. Ms. Haase seconded the motion. All were in favor and the motion passed.

Ms. Heavner made a motion to approve a new Complimentary Greens Fees Policy for the following along with tracking and reporting to the Board of Selectmen and Parks and Recreation Department:

1. Visiting PGA Professionals and Apprentices (PGA card to be present).
2. Visiting GCSAA Superintendents (Card to be present).
3. Simsbury Farms Golf Professional and his Assistant(s).
4. Simsbury Farms Golf Course Superintendent and his Assistant(s).
5. Simsbury Parks and Recreation Director.
6. Simsbury Parks and Recreation Supervisors.

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

l) Approve Public Gathering Permit Applications

Ms. Haase made a motion to approve the Public Gathering Permit applications for the following events: Lions Club Walk for Sight (May 10th); Paw Meadow Dog Park Fundraiser (May 10th); Simsbury High School Graduation (June 17th); PAC Jazz Festival (June 21st); Valley Collector Car Club Show (July 13/raindate July 20th); PAC - Tedeschi Trucks Band (August 14th); PAC- Jazz n' Blue Festival (August 16th); Simsbury Women's Club Annual Arts & Crafts Festival (September 13 & 14th); Simsbury Fly-in and Car Show (September 14th) contingent final sign off with the Farmington Valley Health District. Mr. Paine seconded the motion. All were in favor and the motion passed.

m) Approval for Paw Meadow Dog Park following items:

- **Establish winter access to the dog park for emergency and maintenance**
- **Add optional Paw Meadow donation to Town dog license renewal cards**

Ms. Heavner made a motion to authorize Town staff to work with Paw Meadow to establish winter access for emergency and maintenance and donations on dog license renewal cards. Mr. Paine seconded the motion. All were in favor and the motion passed.

n) Consideration and possible acceptance of conservation easement for Tower Run Subdivisions

Mr. Paine made a motion to accept the Conservation Restriction, dated April 14, 2014, as applicable to the approved Tower Run, 3 lot subdivision in favor of the Town of Simsbury. Ms. Haase seconded the motion. Mr. Paine, Ms. Haase and Ms. Glassman were in favor with Ms. Heavner abstaining. Therefore, the motion passed.

APPOINTMENTS AND RESIGNATIONS

a) Appoint Claudia Szerakowski (D) as a regular member of the Recycling Committee with an expiration date of December 7, 2015

Mr. Haase made a motion to approve the appointment of Claudia Szerakowski as a regular member of the Recycling Committee with an expiration date of December 7, 2015. Mr. Paine seconded the motion. All were in favor and the motion passed.

b) Appoint Kateryna Lagun (D) as a regular member of the Insurance Committee with an expiration date of December 7, 2015

Ms. Haase made a motion to approve the appointment of Kateryna Lagun as a regular member of the Insurance Committee with an expiration date of December 7, 2015. Mr. Paine seconded the motion. All were in favor and the motion passed.

c) Accept the resignation of Melissa Valentin, 7 Orchard Lane as a regular member of the Clean Energy Task Force effective April 8, 2014

Ms. Heavner made a motion to accept the resignation of Melissa Valentin as a regular member of the Clean Energy Task Force effective April 8, 2014. Ms. Haase seconded the motion. All were in favor and the motion passed.

OTHER BUSINESS

There was no other business at this time.

ACCEPTANCE OF MINUTES

a) Budget Workshop Special Meeting of March 24, 2014

Mr. Paine made a motion to approve the minutes of the Budget Workshop Special Meeting of March 24, 2014. Ms. Haase seconded the motion. All were in favor and the motion passed.

b) Regular Meeting of March 24, 2014

Mr. Paine made a motion to approve the minutes of the Regular Meeting of March 24, 2014. Ms. Heavner seconded the motion. All were in favor and the motion passed.

c) Special Meeting of April 9, 2014

Ms. Heavner made a motion to approve the minutes of the Special Meeting of April 9, 2014. Mr. Paine seconded the motion. Three were in favor, with Ms. Haase abstaining, and therefore, the motion passed.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

- 1. Personnel** - no report at this time.
- 2. Finance** - no report at this time.
- 3. Welfare** - no report at this time.
- 4. Public Safety** - no report at this time.
- 5. Board of Education** - no report at this time.

Ms. Heavner noted that Boy Scout Troop 76 made a terrific moving memorial ceremony in honor of Veterans while carrying backpacks full of rocks.

ADJOURN

Ms. Haase made a motion to adjourn at 8:45 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio
Clerk

CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 7:05 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Mary Glassman: Board members Sean Askham, Cheryl Cook, Nancy Haase and Lisa Heavner. Absent was Michael Paine. Others in attendance included Tom Cooke, Sarah Nielsen, Hiram Peck and other interested parties.

PLEDGE OF ALLEGIANCE

All stood as Ethan _____, from Boy Scout Troop 175, lead in the Pledge of Allegiance.

PUBLIC AUDIENCE

Joan Coe, 26 Whitcomb Drive spoke about the financial crisis in Connecticut that trickles down to Simsbury. There have been several newspaper articles about this crisis. They say Simsbury has the highest mil rate in the State. She said there will be no economic development in Simsbury until they become competitive with the surrounding Towns. Simsbury taxes are too high and people are purchasing homes in surrounding Towns, not Simsbury.

Ms. Coe said Simsbury needs a Town Management form of government. This is the only way money can be spent wisely. The Simsbury Farms Special Revenue Fund is \$200,000 in debt, consultant fees are out of control.

Ms. Coe said that at the last Board meeting, the Simsbury Farms management was condoned for poor management but yet was rewarded complimentary greens fees. This takes time away from better management at the golf course. She wants to know why they are being rewarded for this poor management.

Ms. Coe said the 700 remaining employees from The Hartford are being assigned to the main office in Hartford. The Board has told residents that all is in control for the past two years. However, this seems to be immediate action and she wants to know what other issues the Board has been hiding from residents. Employment affects taxes in the Town.

Ms. Coe said she cannot support the Town budgets as presented as they are presented with unrealistic expectations of grand lists and show manipulation of expenses. She said the only new business is the marijuana factory. She said the Federal government has scheduled marijuana a number one narcotic and therefore it is illegal. She wants to know how Simsbury is going to provide safety for the children in their homes where residents use the medical marijuana. "It is time to put the Jeanie back in the bottle". Benefits from this factory do not outweigh the costs to society, health risks, or mental illness.

Ms. Coe said that Simsbury was not asked to participate in the Governor's Task Force on different school systems. Therefore, we do not have a place at the table to discuss how this will affect our students and residents.

Robert Kalechman, 971 Hopmeadow Street, thanked the Board for allowing him to address them.

He said there is a rumor that they are going to change the Town Hall schedule on Fridays. He feels this is a bad move as this should run like clock-work and it needs to stay that way. The hours should not be changed at all.

Mr. Kalechman said he has asked about the marijuana zoning hearing many times as he doesn't feel that meeting wasn't really a hearing. He has asked about having an investigation on this issue. He said a report was written by a convicted felon who is now in prison. He now has another 33 indictments against him. If this Board doesn't investigate he will go above this Board.

Mr. Kalechman said there is no medical evidence that marijuana helps any medical conditions. Just look at Colorado as it is a nightmare out there; you don't know what to eat or drink as it might be laced with marijuana. Simsbury deserves to know what is actually going on with these plants, so please investigate this further.

Mr. Kalechman said there is an election in November and he said the Republicans aren't doing anything about the change that the people voted for. There should have been an alternative budget from the Republicans. He doesn't feel the Town is being run properly.

Mr. Kalechman said the Veterans' monument at Eno Hall can be purchased for \$150 at a monument store. Is that how we honor our veterans?

Sue Bednarczyk, 119 E. Weatogue Street, spoke again about land use. She said there is a bad drainage issue on her street that really needs to be taken care of. One of her neighbors is having issues about drainage there also. She said she heard that staff had suggested a lawsuit as she had enough money to get what she wants done and this issue needs to be looked in to.

Ms. Glassman noted that they marijuana factory issue was put on the Board agenda and the Zoning Commission voted on it. The Board of Selectmen doesn't have any purview to review decisions from the Zoning Commission. There is an appeal process but there were no people who spoke up at the hearing. Mr. Askham noted that the State chose the site, not this Board or the Zoning Commission. Zoning had to allow the use of the site.

PRESENTATION

- **Simsbury Gridiron Club** - this presentation was tabled at this time as there was no one present from this Club to present their project.
- **Main Street Partnership Update on Economic Development Effort**

Ms. Glassman said that Simsbury was the first Town in Connecticut to have a Main Street Partnership. There are now over sixty Towns in the Connecticut Main Street Partnership.

Ms. Nielsen talked about Simsbury on a positive note. This is a great community due to volunteers, partnerships and organizations. This Town is a great power place in Connecticut. She noted branding, innovation, history, art and tourism. Simsbury has done every one of these.

Ms. Nielsen gave a slide-show presentation. Simsbury is focused on heritage tourism. It is a great community for pedestrian and bikers. There have been a lot of surveys done in the Town to explore what the residents want. There are music activities for all to enjoy.

Ms. Nielsen said Simsbury was once again mentioned in newspaper/magazine articles for all that is done here. There are multi-faceted strategies that go in to what events are done in Simsbury. There is a more defined brand in Simsbury now.

Ms. Nielsen said that The Department of Labor is doing the Employer Step-up Conference at the Simsbury High School on June 19th from 7-10:30 a.m. Small business will come to see what Simsbury has to offer. There will be an article in the Boston Globe on April 30th. She feels the Town Charrette's have been a great help to accomplish and implement events here.

Ms. Glassman said this is all very exciting. People have picked up pieces from the marketing study and just run with them to help growth.

Ms. Haase made note that at the May 6th meeting there will be speakers on housing and development.

• Veterans Memorial Update

Ms. Glassman said the Board had voted enthusiastically and unanimously on the Veterans Memorial. She thanked the Veterans and had the Committee members at the meeting introduced.

Terry Ann Hahn, of LADAPC Land Planners, who are planning this project, said they have been through a number of different sites and plans for this project. She said the drive going into the Library has now been chosen. They wanted to keep this Memorial on Hopmeadow Street for all to see.

Ms. Hahn said the new design has gone thru the Conservation Commission and Design Review and also Zoning. They are now ready for fund raising and construction. There will be granite pillars, benches, and American flag, inscribed brick pavers, flowers, etc. at this site. Their budget is approximately \$150,000 and more information will be put on the website including where to make donations. They are also looking for any free, available dirt, etc. for this project. The website will also give the time frame of this project with construction to hopefully begin in the spring.

Ms. Glassman said the Board is in full support of their efforts and thanked them for their update.

FIRST SELECTMAN'S REPORT

Ms. Glassman said the automatic referendum on the budget will be held on Tuesday, May 6th from 6:00 a.m. to 8:00 p.m. at Henry James Middle School, 155 Firetown Road. You can get more information on the budget and capital projects from www.simsbury-ct.gov. Ms. Glassman urged all eligible votes to participate in this vote.

Ms. Glassman congratulated the Simsbury Public Library for its wonderful "Innovators' Fair" this

past Saturday. It was a wonderful event which gave the Library an opportunity to showcase its new 3D-Printing Lab made possible by gifts from the Kelly family in memory of Eunice Kelly and for Simsbury Bank in honor of Anthony Bisceglia.

Ms. Glassman thanked the Library Director and her staff, as well as the Friends of Simsbury Library and the Kelly family for their generous donation along with all the other volunteers who made this event possible.

Ms. Glassman asked everyone to join her and the Board as they kick off National Bike Month with a leisurely 5-mile bike ride Thursday, May 1st. The ride will start at 5:00 p.m. at the Town Hall and will be suitable for riders of all skills and ages. If someone would like to ride, but doesn't have a bike, they can make arrangements to borrow one by contacting Simsbury Free Bike at simsburyfreebike@simsburyfreebike.com. The rain date is Thursday, May 5th. There are many other activities, for Bike Month, on the Town website at www.simsbury-ct.gov or contacting the First Selectman's office at 860-658-3230.

Ms. Glassman noted that the Board of Selectmen meeting materials are available on-line at www.simsbury-ct.gov also. Anyone can also review all of the submissions to the Board, with attachments, by visiting the Town's website at www.simsbury-ct.gov. She said JoAnn Martin, her Assistant, is spearheading a project to improve technology to make Town governance not only more transparent but truly more accessible as well. She thanked her for her hard work and said she has done a wonderful job.

SELECTMEN ACTION

a) Approve Resolution to submit the Main Street Investment Fund grant application titled Downtown Implementation Plan for Mixed Use

Ms. Haase made the following motion:

Certified Resolution of the Legislative Body

The Legislative Body of the Town of Simsbury, Connecticut met on Monday, April 28, 2014 and adopted a resolution by a vote which:

- (1) Authorizes submission of the funding application - *Downtown Implementation Plan for Mixed Use* under the Main Street Investment Fund Program referenced in Section 78 and 79 of the PA 11-1; and
- (2) Identifies Mary Glassman, First Selectman, as an individual authorized to sign the Main Street Investment fund application and administer the grant and the project. Such application is attached to and made part of this record.

Attested to by: _____, Town Clerk

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

b) Approve Tax Refunds

Ms. Heavner made a motion to approved tax refunds in the amount of \$7,169.21 as requested and approved by the Tax Collector. Ms. Haase seconded the motion. All were in favor and the motion passed.

c) Update on Fiscal Year 2014-2015 Budget and review and possible action of Planning Commission's decision

Ms. Glassman said all budget obligations have been met. There was no motion at this time.

d) Review and discuss waiver of \$290 fee for the Old Drake Hill Bridge of Flowers "Burgers on the Bridge" event on June 18th (rain date - June 19th)

Ms. Heavner made a motion to approve the Old Drake Hill Bridge of Flowers "Burgers on the Bridge" event on June 18th, with a rain date of June 19th. Ms. Haase seconded the motion. All were in favor and the motion passed.

e) Endorsement of Solarize CT Program

Ms. Glassman gave everyone some information on this issue. The Board of Selectmen did endorse this program and will send a letter as discussed. There was no motion at this time.

APPOINTMENTS AND RESIGNATIONS

a) Accept the resignation of Jonathan Laschever (D) as an alternate member of the Historic District Commission effective April 11, 2014

Mr. Askham made a motion to accept the resignation of Jonathan Laschever as an alternate member of the Historic District Commission effective April 11, 2014 with our thanks. Ms. Heavner seconded the motion. All were in favor and the motion passed.

b) Reappoint Woodrow W. Eddins (D) as a regular member of the Housing Authority with an expiration date of April 1, 2019

Ms. Heavner made a motion to reappoint Woodrow W. Eddins as a regular member of the Housing Authority with an expiration date of April 1, 2019. Ms. Cook seconded the motion. All were in favor and the motion passed.

c) Appoint Julie Carmelich (D) as an alternate member of the Historic District Commission with an expiration date of January 1, 2016

Mr. Askham made a motion to appoint Julie Carmelich as an alternate member of the Historic District Commission with an expiration date of January 1, 2016. Ms. Haase seconded the motion. All were in favor and the motion passed.

d) Appoint Jonathan Laschever (D) as a regular member of the Historic District Commission

with an expiration date of January 1, 2019

Ms. Haase made a motion to appoint Jonathan Laschever as a regular member of the Historic District Commission with an expiration date of January 1, 2019. Ms. Heavner seconded the motion. All were in favor and the motion passed.

e) Appoint Mark Scully (D) as a regular member of the Clean Energy Task Force with an expiration date of December 7, 2015

Ms. Heavner made a motion to appoint Mark Scully as a regular member of the Clean Energy Task Force with an expiration date of December 7, 2015. Ms. Cook seconded the motion. All were in favor and the motion passed.

f) Accept the resignation of Marc Lubetkin (D) as a regular member of Culture, Parks & Recreation Commission effective April 16, 2014

Mr. Askham made a motion to accept the resignation of Marc Lubetkin as a regular member of Culture, Parks and Recreation Commission effective April 16, 2014. Ms. Haase seconded the motion with our thanks. All were in favor and the motion passed.

g) Accept the resignation of Marc Lubetkin (D) as an alternate member of the Historic District Commission effective April 16, 2014

Ms. Haase made a motion to accept the resignation of Marc Lubetkin as an alternate member of the Historic District Commission effective April 16, 2014 with our thanks. Mr. Askham seconded the motion. All were in favor and the motion passed.

h) Accept the resignation of William J. Fiske (R) as a regular member of the Zoning Commission effective April 22, 2014

Ms. Heavner made a motion to accept the resignation of William J. Fiske as a regular member of the Zoning Commission effective April 22, 2014 with our thanks. Mr. Askham seconded the motion. All were in favor and the motion passed.

I) Accept the resignation of Diana F. Fiske (R) as a regular member of the Library Board of Trustees effective April 30, 2014

Ms. Heavner made a motion to accept the resignation of Diana F. Fiske as a regular member of the Library Board of Trustees effective April 30, 2014 with our thanks. Mr. Askham seconded the motion. All were in favor and the motion passed.

OTHER BUSINESS

There was no other business at this time.

ACCEPTANCE OF MINUTES

a) Regular Meeting of April 16, 2014

Mr. Askham made a motion to table this approval. Ms. Haase seconded the motion. All were in favor and the motion passed.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

1. Personnel

Mr. Askham made a motion to appoint Bob DeCrescenzo as the Town Attorney and to continue the interview process on labor negotiations. Ms. Cook seconded the motion. All were in favor and the motion passed.

- 2. Finance** - there is no report at this time.
- 3. Welfare** - there is no report at this time.
- 4. Public Safety** - no report at this time.
- 5. Board of Education** - no report at this time.

Ms. Heavner wanted to thank Congresswoman Esty, the DAR, VFW and the Boy Scouts for the ceremony they offered Esty, Vietnam Veteran and Simsbury resident Terrence Keefe to get his service medals from the U.S. Army.

Ms. Heavner said Community for Care had its first meeting, which endorsed the Director of Social Services "A Parent's Guide for the Prevention of Alcohol, Tobacco, and Other Drug Use". She said this guide will be distributed to schools during the fall open houses. It will provide resources on the adolescent brain, signs and symptoms, behavioral changes, communication suggestions, and legal consequences. She thanked Mickey LeCours-Beck for her work in this project, Martha Hogan, who designed the cover and Cheryl and Ed La Montaigne who are working with Ms. LeCours-Beck on the local resources.

Ms. Heavner said the Committee is also looking into how to survey the community about what issues regarding alcohol, drugs, mental health, they'd like to see addressed further.

ADJOURN

Mr. Askham made a motion to adjourn at 8:30 p.m. Ms. Haase seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio
Clerk