

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

AMENDED

SIMSBURY BOARD OF SELECTMEN

**Main Meeting Room – Simsbury Town Hall – 933 Hopmeadow Street, Simsbury
Regular Meeting – May 28, 2014 – 7:00 p.m.**

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

To receive public comment concerning findings and recommendations submitted to the Board of Selectmen in connection with the possible construction of a Senior Center or renovation of the existing Senior Center

CLOSE PUBLIC HEARING

PUBLIC AUDIENCE

FIRST SELECTMAN'S REPORT

SELECTMEN ACTION

- a) Approve Tax Refunds
- b) Discuss and possible action on next steps for construction of a Senior Center or renovations to the existing Senior Center
- c) Discuss and possible action on request to modify the Town's Banner Policy
- d) Approve resolution delegating oversight of the Squadron Line School Main Office project to the Public Building Committee
- e) Approve resolution delegating oversight of the Henry James Renovation – Phase 1A Main Office Security project to the Public Building Committee
- f) Discuss and possible action regarding CL&P rate increase

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

APPOINTMENTS AND RESIGNATIONS

- a) Accept the resignation of Vaughn A. Marecki (R) as an alternate member of the Zoning Commission effective May 28, 2014
- b) Appoint Vaughn A. Marecki (R) as a regular member of the Zoning Commission with an expiration date of December 7, 2015
- c) Appoint Sara H. Mogk (R) as a regular member of the Library Board of Trustees with an expiration date of December 4, 2017

OTHER BUSINESS

- a) Update on The Hartford Land Study
- b) Town Hall Summer Hours Reminder

ACCEPTANCE OF MINUTES

- a) Regular Meeting of May 12, 2014

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

1. Personnel

- a) Action on Job Descriptions for Library; Planning Department; and Culture Parks & Recreation

2. Finance

3. Welfare

4. Public Safety

5. Board of Education

ADJOURN



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

TOWN OF SIMSBURY PUBLIC HEARING NOTICE

Notice is hereby given that the Board of Selectmen will hold a public hearing on Wednesday, May 28, 2014 at 7:00 p.m. in the Main Meeting Room of Town Hall, 933 Hopmeadow Street, Simsbury, CT 06070 to receive public comment concerning findings and recommendations submitted to the Board of Selectmen in connection with the possible construction of a Senior Center or renovation of the existing Senior Center. Copies of the findings and recommendations of the Senior Center/Eno Memorial Subcommittee can be found on the Town of Simsbury's website, www.simsbury-ct.gov/public-building-committee under the "Links" section entitled "Senior Center Study Files." Questions concerning the findings and recommendations may be directed to the Town of Simsbury's Engineering Department at (860) 658-3260.

Public Hearing Date: Wednesday, May 28, 2014 at 7:00 p.m. in the Main Meeting Room of Simsbury Town Hall, 933 Hopmeadow Street, Simsbury, CT 06070



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Facsimile (860) 658-9467

tcooke@simsbury-ct.gov
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Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission:** 05/21/2014
2. **Date of Board Meeting** 05/28/2014 *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 \$261.22
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					
Chekas David	12-03-53006	\$21.47			\$21.47
Mazza James	12-03-61825	\$157.37	\$5.15		\$162.52
Neighbors Robert	12-03-63288	\$82.38	\$2.69		\$85.07
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Total 2012		\$261.22	\$7.84	\$0.00	\$269.06
TOTAL 2010		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2011		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2012		\$261.22	\$7.84	\$0.00	\$269.06
TOTAL ALL YEARS		\$261.22	\$7.84	\$0.00	\$269.06



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

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Facsimile (860) 658-9467

MGlassman@simsbury-ct.gov
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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: _____

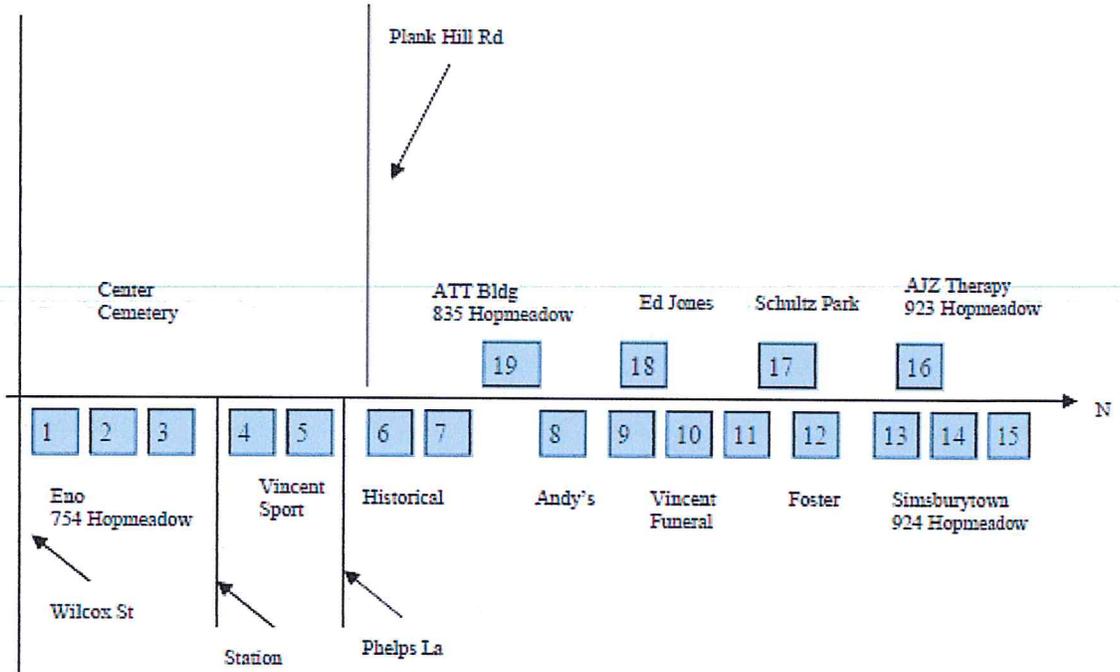
Phone: _____ Fax: _____ email: _____

**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



SAMPLE CERTIFICATE OF INSURANCE

Naming Town of Simsbury and State of Connecticut



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/23/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. IF SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER State Farm Agent Ron Huston State Farm 51 East Main St. Avon, CT 06001	CONTACT NAME: Ron Huston, Licensed Producer PHONE (A/C No. Ext): 860-678-1032 FAX (A/C No.): 860-678-1046 E-MAIL ADDRESS: ron.huston.sbkc@statefarm.com <hr/> INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: State Farm Fire and Casualty Company 25143 INSURER B: _____ INSURER C: _____ INSURER D: _____ INSURER E: _____ INSURER F: _____
INSURED Simsbury Chamber of Commerce, Inc. PO Box 224 Simsbury, CT 06070-0224	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	TYPE OF INSURANCE	ADDL	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y		97-BB-L421-1	06/01/2013	08/01/2014	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (E & Occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ 6,000,000 PRODUCTS - COMP/OP AGG \$ 8,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (E & Occurrence) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE CED RETENTIONS						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in NH) If yes, describe under RECOGNITION OF OPERATIONS below		Y/N/A				WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Heraldry banners along Hopmeadow Street, Simsbury, CT 06070. Banners to be hung along Hopmeadow Street from January 2013 through April 2014.

CERTIFICATE HOLDER Town of Simsbury and State of Connecticut	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

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. E W 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:**

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. Recent budget approval of May 6, 2014 requires initiation of this project so construction can be scheduled for summer 2015.

ii. Public Building Committee

iii. Project approved in the budget for FY 2015 in the amount of \$1,050,000. Partial reimbursement from State School Construction Grants program is anticipated.

iv. NA

v. This approval will allow the Public Building Committee to initiate and manage the project as required by the School Construction grant requirements.

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 19, 2014 memorandum to the Board of Selectmen requesting project delegation to the Public Building Committee.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Jerome F. Shea - Town Engineer

May 19, 2014

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

Dear Selectmen:

**Subject: Squadron Line School Main Office Project
Project Delegation to Public Building Committee**

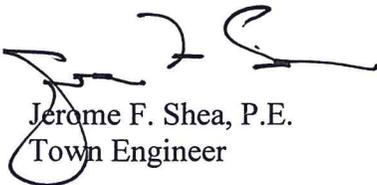
At a Referendum on May 6, 2014, approval was granted to renovate the main office of the Squadron Line School, in the amount of \$1,050,000.00. Under the provisions of Section 173 of the Simsbury Town Charter, and the regulations of the State Board of Education, the project needs to be assigned to the Simsbury Public Building Committee.

Therefore, a resolution is needed to formally delegate oversight of the Squadron Line School Main Office project to the Public Building Committee. It is recommended that the following resolution be considered:

“Resolved, that, in accordance with Section 612 of the Simsbury Town Charter and Section 10-291 of the Connecticut General Statutes, as amended, the Board of Selectmen hereby charges the Public Building Committee with the responsibility for carrying out the design and construction oversight for the Squadron Line School Main Office Project.”

Please contact me if there are any questions.

Sincerely,



Jerome F. Shea, P.E.
Town Engineer

Cc: Mary A. Glassman, First Selectman
Burke LaClaire, Business Manager, Simsbury Public Schools

JFS:jls

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

[jshea@simsbury-ct.gov](mailto:j Shea@simsbury-ct.gov)
www.townofsimsbury.com

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



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

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2. **Date of submission:**

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i. Recent budget approval of May 6, 2014 requires initiation of this project so construction can be scheduled for summer 2015.

ii. Public Building Committee

iii. Project approved in the budget for FY 2015 in the amount of \$775,000. Partial reimbursement from State School Construction Grants program is anticipated.

iv. NA

v. This approval will allow the Public Building Committee to initiate and manage the project as required by the School Construction grant requirements.

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 19, 2014 memorandum to the Board of Selectmen requesting project delegation to the Public Building Committee.



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Jerome F. Shea- Town Engineer

May 19, 2014

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

Dear Selectmen:

**Subject: Henry James Renovation - Phase 1A Main Office Security Project
Project Delegation to Public Building Committee**

At a Referendum on May 6, 2014, approval was granted to relocate the main office of the Henry James Memorial School, in the amount of \$775,000.00. Under the provisions of Section 173 of the Simsbury Town Charter, and the regulations of the State Board of Education, the project needs to be assigned to the Simsbury Public Building Committee.

Therefore, a resolution is needed to formally delegate oversight of the Henry James Renovation - Phase 1A Main Office Security project to the Public Building Committee. It is recommended that the following resolution be considered:

“Resolved, that, in accordance with Section 612 of the Simsbury Town Charter and Section 10-291 of the Connecticut General Statutes, as amended, the Board of Selectmen hereby charges the Public Building Committee with the responsibility for carrying out the design and construction oversight for the Henry James Renovation - Phase 1A Main Office Security Project.”

Please contact me if there are any questions.

Sincerely,



Jerome F. Shea, P.E.
Town Engineer

Cc: Mary A. Glassman, First Selectman
Burke LaClaire, Business Manager, Simsbury Public Schools

JFS:jls

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Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Planning and Land Use Department

May 22, 2014

To: Mary Glassman, First Selectman

From: Hiram Peck, Director of Planning and community Development *HP*

Re: New Code for property at 200 Hopmeadow Street

The final draft of the new form-based code for the 173 acre property at 200 Hopmeadow Street, (The Hartford property) is complete. The final draft dated May 12, 2014 is posted on the Town website www.simsbury-ct.gov on the front page. A link to the document is also found on the Planning and Land Use page in the column on the left hand side of the page.

The process for adopting this Code is as follows:

1. Referral of the draft Code to the Planning Commission and Design Review Board at their next meetings. Planning discussed it on May 27 and DRB will discuss it on June 2, 2014.
2. The draft Code has already been referred to CRCOG for review and comment.
3. The Zoning Commission will be holding a public hearing on the new Code on June 16. Gateway Planning will be here to present the Code and answer any questions on it at that time.
4. The Zoning Commission will receive any comments at the public hearing and will address them as needed.
5. The Zoning Commission then, depending on comments received, will decide whether to act on June 16 or within the 65 days as permitted by law.

The charrette process used to generate the Code has been very open to all who wish to participate. That transparency will continue as this matter progresses.

We are enthusiastic about the potential this Code provides for this property and the Town as the new Code provides many development opportunities for this important property within the form shown in the Code. The potential for significant and desirable development of the property is greatly enhanced by the new Code.

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



Town of Simsbury Town Hall and Eno Memorial Hall

Summer Hours



June 2, 2014 through September 1, 2014

Monday: 8:30 a.m. to **7 p.m.** (full services)

Tuesday: 8:30 a.m. to 4:30 p.m.

Wednesday: 8:30 a.m. to 4:30 p.m.

Thursday: 8:30 a.m. to 4:30 p.m.

Friday: 8:30 a.m. to **1 p.m.**

Departments and Services Affected:

- Assessor's Office
- Building Department
- Engineering
- Finance Department
- First Selectman's Office
- Information Technology
- Planning Department
- Probate Court
- Senior Center
- Social Services
- Tax Collector
- Town Clerk



Mark your calendars! All summer, town hall and Eno will be open until 7 p.m. on Mondays and close at 1 p.m. on Fridays.



*This schedule is being implemented on a trial basis and the trial will be evaluated at the end of the summer. These changes **do NOT** apply to the **Simsbury Police Department** or the **Simsbury Board of Education**. If you would like to provide feedback on the summer hours, please send an e-mail to Thomas Cooke, Director of Administrative Services, at tcooke@simsbury-ct.gov.*

CALL TO ORDER

Ms. Glassman called the Regular Meeting of the Board of Selectmen to order at 7:00PM on Monday, May 12, 2014. The meeting was held in the Main Meeting Room of the Simsbury Town Offices located at 933 Hopmeadow Street, Simsbury, CT. In attendance was Mary Glassman, First Selectman as well as the following Board of Selectmen members: Lisa Heavner, Nancy Haase, Cheryl Cook, Michael Paine and Sean Askham. Also in attendance were Thomas Cooke, Director of Administrative Services, Hiram Peck, Planning Director, Jeff Shea, Town Engineer, Richard Sawitzke, Engineering Transition Manager, Gerry Toner, Recreation Director and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance

PUBLIC AUDIENCE

Ms. Joan Coe, 26 Whitcomb Drive, voiced her displeasure on the voting outcome and the low percentage of residents who came out to vote. She noted that The Hartford will be leaving Town soon with a financial loss to the Town's Grand List.

Ms. Coe also noted that Ensign Bickford Industries will be replacing their president, leaving approximately 300 employees in limbo. She also stated that the Big Y has not yet had a contract signed and that Simsbury Commons is appealing their assessment and any reduction will also reduce the Grand List.

Ms. Coe stated that she does not believe anyone should be golfing for free at Simsbury Farms, as they are in a deficit that the Town will be paying for. She questioned the current Solarized CT program, endorsed by the Town and supported by the State of Connecticut, and the single installer chosen by Simsbury. Ms. Coe stated that the Town did not apply for a permit to erect the sign in front of Town Hall and it should be removed. Ms. Coe also noted several other items she thought were not cost effective for the Town of Simsbury.

Ms. Coe was concerned of the bicycles in town not observing the same rules as automobiles. She also stated that she does not understand why employees in the Selectmen's office do not have a direct phone line for the public to call them directly.

Mr. Ferg Jenson, 3 Fox Den, spoke for SCTV and their many events broadcasted on three stations. He also stated that they are looking for volunteers for the Summer Concerts at the Performing Arts Center and noted that volunteers do not have to pay to attend the concerts. Mr. Jenson also noted that they are looking for local restaurants to vend at the concerts. He noted that the Willie Nelson concert has two 45 minute intermissions and, as agreed with the promoters of the concert, people cannot

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. Recent budget approval of May 6, 2014 requires initiation of this project so construction can be scheduled for summer 2015.

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iii. Project approved in the budget for FY 2015 in the amount of \$775,000. Partial reimbursement from State School Construction Grants program is anticipated.

iv. NA

v. This approval will allow the Public Building Committee to initiate and manage the project as required by the School Construction grant requirements.

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 19, 2014 memorandum to the Board of Selectmen requesting project delegation to the Public Building Committee.



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 14, 2014
3. **Date of Board Meeting:** May 28, 2014
4. **Individual or Entity making the submission:** Vaughn A. Marecki, 26 Lucy Way, Simsbury
5. **Action requested of the Board of Selectmen:**
Accept the resignation of Vaughn A. Marecki as an alternate member of the Zoning Commission effective May 28, 2014.
6. **Individual(s) responsible for submission:** Carolyn Keily, Town Clerk
7. **Summary of Submission:**
Resignation: Vaughn A. Marecki
Party: R
Effective date: May 28, 2014
Board: Zoning Commission - Alternate
Term: December 2, 2011 to December 7, 2015
8. **Description of documents included with submission**
The following documents are included with this submission and attached hereto:

Signed letter of resignation

Vaughan Marecki
26 Lucy Way, Simsbury, CT

05/13/2014

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

Dear Ms. Keily:

I hereby resign my position as an alternate member on the
Zoning Commission so that I may be appointed as a regular member

Please notify the Board of Selectmen that the effective date of my resignation is
05/28/2014

Sincerely,





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.):**
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On May 7, 2014, the Simsbury Republican Town Committee voted unanimously to recommend that the Board of Selectmen make the following appointments:

1. Vaughan Marecki, 26 Lucy Way, as a regular member of the Zoning Commission in succession of Will Fiske; and
2. Sarah Mogck, 31 Alder Road, as a regular member of the Library Board of Trustee in succession of Diana Fiske.

In order to take the full seat on the Zoning Commission, Mr. Marecki has resigned his alternate seat on the commission. This resulting vacancy will be filled in due course.

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:

Mr. Marecki's resignation as an alternate member of the Zoning Commission is filed herewith.

bring anything into the concert to drink or eat. Ms. Jenson reminded the Board of the lighting of the 185 Bridge and it has been named in the honor of the troops.

Ms. Haley Latorre, 10 Litchfield Drive, spoke on the 4th annual Memorial Day Wounded Warrior Bake Sale fundraiser. She noted that in the past three years they have raised \$7,000. It will be held on Memorial Day in the parking lot of Martocchio Music Shop, 1 Massaco Street from 12:30 to the end of the parade.

Mr. Donald Zaylor, 1 West Street, stated that he served on the sub-committee for the Senior Center. He noted that 100+ hours were spent by many individuals visiting various Senior Centers, looking at plans and attending meetings with architects. Mr. Zaylor was very disappointed that the decision was put on the agenda and has come before the Board of Selectmen without notifying the sub-committee members.

Ms. Linda Johnson, 32 Bantry Road, spoke as a member of Simsbury Celebrates and the efforts to modify the Route 10 light post banner display policy. She noted that the existing brackets on the light posts were donated about ten years ago by the Chamber of Commerce to Simsbury Celebrates. At that time, the brackets were only used by Simsbury Celebrates. Ms. Johnson noted that there are now ten additional light posts and hoped that the brackets would have been installed on these by now. Now that the brackets are being used by other groups, Ms. Johnson believes this would be a good reason to be extended to the ten additional light posts.

Ms. Glassman noted that she believes the policy is to allow the non-profits to use the brackets but not to extend to the additional posts.

Mr. Robert Kalechman, 971 Hopmeadow Street, voiced his displeasure on the marijuana facility in Simsbury and that the public was never informed regarding this facility coming to Town. Mr. Kalechman believes that the Town is playing favorites in allowing certain residents to not follow the law when planning events in Simsbury.

Ms. Susan Salina, 33 Alder Road, spoke regarding the high school golf teams being charged at Simsbury Farms. As a parent of a golfer, she wanted the Board to keep in mind that the Town does charge the high school swimmers and hockey players extra money to play. This is due to the fact that they have to rent from Westminster and ISCC. When the golfers are at the Farms, they do pay to exclusively use the rink. The golf course we never take over exclusively. Ms. Salina noted that if additional fees are added for the golfers, it is too late for them to make an adjustment to their budget and they will have to pass any additional fees onto the athletes.

Ms. Susan Bednarczyk, 19 East Weatogue Street, noted that there is an approved request for funding for zoning regulation provisions and she had no idea that this was going to happen. She would like to know what this is going to be paid for with the zoning regulations.

Ms. Diane Nash, 5 Merrywood, noted that she was on the Senior Center sub-committee and the recommendation for this center. She stated that she finds fault for the way the meetings were conducted in that there was no public notice regarding these meetings. She noted that there was also very little public audience until the end of the summary phase of the meeting. Ms. Nash believes that if there had been more public participation, the proposal that is before the Board of Selectmen, would look quite different in that only eighteen people voted. She voiced her concern on the site for the new Senior Center because of the wet lands, aquifer and open space on this property.

Ms. Susan Brachwitz, 10 Pinecrest Drive, noted that she just recently became aware of the Bushy Hill/Stratton Brook site being considered for the new Senior Center. She is against this site being considered because it is within the boundaries of the recharge zones/aquifer. She noted several things that could contaminate the aquifer if the center was built on this property.

Mr. Francis Kelly, 1 West Street, who is a member of the Public Building Committee, in charge of the development of the Senior Center, as well as the sub-committee. He believes that if you look at the time and finances that were spent on looking for a location for the new Senior Center, there are a lot of issues and opinions. Mr. Kelly stated that there are many people in Town that support what was given to the Board of Selectmen to make a judgment on.

Ms. Susan Masino, 41 Madison Lane, was very pleased that the final vote has been passed to complete the Ethel Walker Woods purchase. She noted that this has taken over nine years to complete. She stated that there will be a celebration at the Old Well Tavern on May 23rd with a band and BBQ starting at 6:30 and invited everyone to attend. Ms. Masino also noted that she would like to see the Senior Center in the center of Town, especially because it is on the bus line for the seniors.

Ms. Glassman thanked everyone for their comments briefed the public that the Board of Selectmen has to accept the report that was given to them by the Public Building Committee. It is on the Board of Selectmen agenda this evening to accept the report and let the public know what the report says. Ms. Glassman will be asking the Board to set a Public Hearing, at which time the Board will get everyone's comments.

PRESENTATION

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

Ms. Glassman reviewed the following results of the referendum and noted that there were 1,200 voters who voted in the referendum. This was 1,197 electors and three property owners. This was 7.7% of the voters.

The results were:

- Board of Selectmen Budget: 971/Yes; 218/No

- Board of Education Budget: 903/Yes; 291/No
- Special Funds/Residential Rental Properties/Non-Public Schools: 972/Yes; 212/No
- Open Space Ethel Walker Acquisition Final: 842/Yes; 351/No
- Town Roads \$2.5 million: 1,056/Yes; 137/No
- Squadron Line Elementary Improvements: 772/Yes; 413/No

Ms. Glassman thanked the Board of Finance, Board of Selectmen and Board of Education for working cooperatively to bring forward the budgets. As a result of the vote, for the first time in memory, the mill rate has decreased from 37.29 mills to 37.14 mills. Residents do pay separately for Fire District and Ms. Glassman hopes that the Fire District will be lowering their mill rate as well.

- Simsbury Gridiron Club

Mr. Daniel Gerardi from the Gridiron Club explained that this is an organization which is a booster club that supports Simsbury football at the High School level as well as the youth club. He noted that this organization has done many things over the years to support the team and the program and scholarships for players. Mr. Gerardi stated that they wanted to have a greater impact on the program in the school and asked what the Gridiron Club could do. They had discussions with the head coach of the football team and others at the high school level. After a year or more of planning, it came to them to add improvements to the weight room at the high school with a conditioning and fitness center. Mr. Gerardi noted that there was a fundraiser in March and the organization wanted to raise \$35,000. They have cleared a donation from the Board of Education to the school of about \$25,000 to order some equipment for the first phase of the improvements. The second phase, which hopefully will be completed over the summer, will potentially improve the room as a whole with some teaching boards and educational opportunities. Mr. Gerardi also stated that there is one donor who would like to give a substantial contribution and would like to name the room in honor of a relative. He believes that the Board of Education would be involved in the naming rights issue.

Ms. Glassman noted that the organization is still accepting donations and she thanked them for all they are doing.

Mr. Gerardi noted that residents can find them at Simsburygridiron.org for donations and information.

FIRST SELECTMEN'S REPORT

Ms. Glassman stated that the Town would like to honor the Veterans and thanked them for their service. She reminded everyone that there are two Memorial Day parades on May 26th. The first parade will begin in Tariffville at 8:30 a.m. and the second parade will assemble on Owens Brook Boulevard and begin at 1:30 p.m. with a ceremony to follow both parades for the Veterans. She thanked the Simsbury American Legion and the Veterans of Foreign Wars for coordinating the Memorial Day parades.

Ms. Glassman noted that Simsbury has voted to participate in the Solarized CT program. There will be a workshop of May 27th at 7:00 p.m. at the Simsbury Library. This is a forum at the Library to explain the program which is voluntary and is part of a Connecticut program. She noted that was a competitive bid process, which a local vendor was selected. More than 125 residents attended the first workshop and the program is off to a good start. The program will conclude on September 23, 2014.

Ms. Glassman reminded everyone that notification has been received by the Town that CL&P will be tree trimming in Simsbury. They will be conducting routine tree trimming around power lines during the Spring and Summer months. This is designed to be sure that there is sufficient distance between the limbs and the electrical wires. Residents will receive a letter form CL&P if they are working in your area, which will describe the proposed tree trimming, at least fifteen days prior to the trimming. Residents may elect to limit the tree trimming or object to the tree trimming if you feel it is not appropriate. For more information, residents may contact the Public Works department.

Ms. Glassman stated that there will be a household hazardous waste collection held on June 14 from 8:00 a.m. noon at Town Forest Road.

Ms. Glassman noted that on Saturday, May 17th at 7:30 p.m. at Eno Memorial Hall there is a performance of Shirley Valentine. The Board of Selectmen approved this play and it is a charitable event that will benefit the Sunshine Kids for children with cancer.

Ms. Glassman reminded everyone that May is recognized as Mental Health Awareness month. She thanked the Community for Care committee members Lisa Heavner and Cheryl Cook for highlighting tonight that we are participating in National Mental Awareness Month.

SELECTMEN ACTION

a) Approve Tax Refunds

Ms. Askham made a motion to approve Tax Refunds. Ms. Cooke seconded the motion and it was passed unanimously.

b) Discuss and possible action on request to modify the Town's Banner Policy

Ms. Glassman thanked Charity Folk for working with the Town on its policy. This policy was before the Board previously and it only allowed the banners to be put up by Town sponsored events. Town Counsel recommended strongly that the Town not allow non-profits because the Town would be put in a difficult position of monitoring the content.

The Town did work with the Chamber and allowed them to put up the for-profit messages but indicated, at that time based on the Board of Selectmen's earlier vote, that it would be a one-time only approval. It is before the Board tonight because the Chamber would like to continue to use the banners and adopt the policy to allow non-profits. It was again sent to Town Counsel with the same legal opinion that the Town attorney recommended strongly that we not allow the policy because of the concern of churches and political organizations and that there was no way to regulate content.

Board members discussed the banner policy and reviewed the issues that could arise if the policy was changed. Mr. Jensen noted that the Board of Selectmen did receive a letter from the Chamber which gives a summary and the strict regulations that they feel could be followed going forward. Ms. Glassman noted that when the Board of Selectmen creates a policy, it is created for all times and has to be played even handedly.

c) Approve Request for Funding for Zoning Regulations revision

Ms. Glassman noted that this was an item that was requested as part of the budget process at the direction of the Board of Selectmen. The Board stated that since this is a one-time request and not a particular zoning regulation, they are asking to revise to give up authority to staff to work with the Zoning Commission to look at the regulations and modify and adopt the changes.

Mr. Peck noted that the original regulations were adopted in 1933 and need to be updated so they are consistent and that one section does not conflict with another section. Mr. Peck believes these revisions will take nine to twelve months to complete but, as long as the money is allocated properly before the end of the fiscal year, the Town should be in good shape to get it started and underway this year. Ms. Glassman noted that the public would get notice of these changes and have an opportunity to comment before they are adopted by the Zoning Commission. Mr. Peck stated that there has to be a public hearing for a regulation change and they will be referred to the Planning Commission and the other land use agencies for referral. Ms. Glassman also stated that the Town would go out and hire a consultant to report back to staff and the Commissions.

Mr. Askham made a motion to approve the allocation funds for \$25,000 for the Comprehensive Zoning Regulations by identifying transfers at the end of the year. Ms. Haase seconded the motion and it passed unanimously.

d) Approve the request of the Aging and Disability Commission to designate the month of June, 2014 as Handicapped Parking Awareness Month

Ed LaMontagne noted that this is the third year for this designation. They are going to be working with the Simsbury Police Department as well as a student liaison that will be making posters that will be spread around Town. Mr. Jennings is the resident commissioner with the legalities of the handicap parking and he will be on SCTV.

Ms. Cook made a motion to endorse the month of June, 2014 as Handicapped Parking Awareness Month. Ms. Heavner seconded the motion and it passed unanimously.

e) Discuss revisions to the Naming Rights Policy

Board members discussed the revisions Mr. Paine made to the Naming Rights Policy. Ms. Glassman noted that she would like to see the moratorium lifted, as there are some good projects out there. If the Board of Selectmen wants to refer it to a sub-committee, Ms. Glassman stated she could support that because it would at least give public notice that it has come to the Board of Selectmen first.

Mr. Paine made a motion to accept the revisions to the Name Rights Policy. Ms. Cooke seconded the motion and it passed unanimously.

f) Review and possible action on Senior Center Sub Committee's recommendations

Ms. Glassman noted that the Board of Selectmen received a recommendation from Dick Ostop and it was placed on the agenda.

Mr. Askham made a motion that the Board set a public hearing for the next Board of Selectmen meeting on May 28th to discuss the recommendations of the report and, therefore, give the public ample time to review the report. Ms. Haase seconded the motion and it was passed unanimously.

Mr. Sawitzke thanked everyone who served on both sub-committees. He noted that the reports give some background information as well as minutes attached to the handouts. Mr. Sawitzke stated that the sub-committee recommended a new facility be constructed and strongly recommended that a professionally prepared questionnaire be done to get a broad based response. One struggle for the sub-committee was getting people to come out to the meeting and present their thoughts.

Ms. Glassman asked Mr. Sawitzke if he could get the following information to the Board of Selectmen by their next meeting: the name of who will doing the questionnaire, where it would go, how much it would cost, who would receive it and who would be responsible for making sure it is objective.

Mr. Peck believes that it would be very cost effective to update the Town's survey. He believes a telephone survey is very effective.

Mr. Sawitzke noted that he has numerous old reports that were completed on this subject and are available for anyone interested in looking at them. Ms. Glassman suggested putting them in a PDF file for review by residents on line. She will also contact the Board of Finance and ask if they would like to participate in the public hearing on this issue.

g) Review and possible action on Town Hall / Eno Hall Summer Hours Schedule

Ms. Heavner noted that this item was on the agenda twice so that the public would have notice as well as a press release to notify residents. This is only a test and the Board of Selectmen will reevaluate at the end of the summer or the first weekend in September. Ms. Heavner stated they could then make a final decision to see how this goes.

Mr. Askham made a motion for approval of the amended hours as proposed for the trial period to Labor Day, September, 2014. Ms. Haase seconded the motion and it was passed 5-0. Ms. Glassman abstained.

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

Ms. Glassman showed the bracelets made by the new 3-D printer in the Library as just one of the new items at the Library.

Ms. Heavner made a motion to 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. Mr. Askham seconded the motion and it passed unanimously.

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

Ms. Glassman stated that the Town appreciates the generous donation in keeping this program working. Mr. Wallace is working on a score board, which was approved by the Zoning Commission, and the funds will be used to pay for that as well.

Mr. Askham made a motion to accept a gift in the amount of \$2,000 from Norman Restaine and the Simsbury Special Olympics Golf Program. Ms. Haase seconded the motion and it passed unanimously.

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.

Ms. Glassman noted that the Board of Selectmen did not approve both of these recommendations earlier. She stated that she is comfortable with the current list and does not think that the High School fees are worth the revenue.

No additional action taken on this request.

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

Ms. Glassman wanted to recognize and thank Mr. Ray Lagan from the Masters School and Mr. Ryan for their generous gift. She noted that the Town has sponsored this in the past as a Town event and has received funding from sponsors. Ms. Glassman stated that now that the Performing Arts Center is no longer a Town entity, it will now require Board of Selectmen approval as a sponsor.

Mr. Lagan stated that the Masters School has been in Town for over 40 years and have enjoyed many of the benefits by being in the community. He noted that it is now their turn to say thank you in a small way back and hopefully it is the beginning of a long term relationship that they can say thank you in additional ways.

Ms. Heavner made a motion to approve the 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. Ms. Cooke seconded the motion and it was passed unanimously.

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 2, 2016

Ms. Haase made a motion to appoint Patty Hyyppa as a regular member to the Historic District Commission. Ms. Cook seconded the motion and it was passed unanimously.

OTHER BUSINESS

a) Update on Simsbury Farms Special Revenue Fund

Ms. Glassman noted that there is a sub-committee made up of the Board of Selectmen, Board of Finance and Culture, Parks and Rec that will be meeting on May 27th to review the recommendations of the special revenue fund. She stated that this year they are working with the Finance Director to get a final expense itemization.

Mr. Toner passed out the Summer Program Guide to Board members. He noted that the memo, that was included in their packet, shows expenses year over year to date. Mr. Toner noted that the biggest expense is the four full-time salary increases that were not funded into the budget and at some point will be resolved. Mr. Toner reviewed other revenues coming in for Simsbury Farms.

Mr. Toner noted that they have over 7,000 families in the data base and they send out frequent e-mails on their programs. .

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

Ms. Glassman noted this is for informational purposes only.

ACCEPTANCE OF MINUTES

a) Regular Meeting of April 16, 2014

Ms. Heavner made a motion to approval the Regular Meeting of April 16, 2014 minutes as amended. Ms. Haase seconded the motion and it was passed 4-0. Ms. Cook and Mr. Askham abstained.

b) Regular Meeting of April 28, 2014

Ms. Heavner made a motion to approval the Regular Meeting of April 28, 2014 minutes as amended. Ms. Haase seconded the motion and it was passed 5-0. Mr. Paine abstained.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

1. Personnel

Ms. Heavner wanted to thank Town staff for the tour of the Ethel Walker Woods and also Ms. Glassman for organizing it.

Ms. Heavner noted that the Aquarion will be reducing its rates by 5.6% for the next three years because of the IRS settlement.

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

ADJOURN

Mr. Askham made a motion to adjourn the May 12, 2014 Regular Meeting of the Board of Selectmen at 9:51PM. The motion was seconded by Ms. Haase and was unanimously approved.

Respectfully submitted,

Leslie Brigham
Clerk