

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 – August 11, 2014 – 7:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC AUDIENCE

PRESENTATION

- Simsbury Police Department receives CALEA re-accreditation

FIRST SELECTMAN'S REPORT

SELECTMEN ACTION

- a) Approve Tax Refunds
- b) Approve acceptance of Highway Safety Grant award in the amount of \$22,000 and creation of a Special Revenue account for receipt of funds
- c) Approve acceptance of a \$25,000 gift/bequest from the estate of Jewel Gutman
- d) Accept the gift of a bench for use at the Pinchot Sycamore Tree Park in memory of Pauline Schwartz
- e) Approve Public Gathering Permit Applications
- f) Approve Fiscal Year 2014 Inter-Departmental Budget Transfers
- g) Approve Fiscal Year 2014 Intra-Departmental Transfers
- h) Authorize agreement with Charles Houlihan, Esq. as Special Counsel for the purchase of Ethel Walker Open Space Parcel C
- i) Approve Request from Simsbury Performing Arts Center for the Town of Simsbury to co-sponsor the SeptemberFest fireworks contingent upon receipt of funds and bond requirement

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 Thursday
8:30 – 1:00 Friday

Board of Selectmen

August 11, 2014

Page 2

- j) Review and possible action on continuing Town Hall / Eno Hall Summer Hours Schedule
- k) Review and approve a resolution authorizing a one hundred percent (100%) tax abatement to the International Skating Center as authorized by Connecticut General Statutes Section 12-81(57)(C)

APPOINTMENTS AND RESIGNATIONS

- a) Accept the resignation of Jacqueline Battos (R) as an alternate member of the Zoning Board of Appeals effective July 3, 2014
- b) Appoint Jacqueline Battos (R) as an alternate member of the Zoning Commission with an expiration date of December 7, 2015
- c) Accept the resignation of Paul A. Sarkis (U) as a regular member of the Technology Task Force effective July 28, 2014
- d) Accept the resignation of Andy Berling (D) as a regular member of the Technology Task Force effective August 4, 2014
- e) Accept the resignation of Janice Kern (D) as a regular member of the Recycling Committee effective August 6, 2014

OTHER BUSINESS

- a) Simsbury Farms swimming accommodations for seniors

ACCEPTANCE OF MINUTES

- a) Regular Meeting of July 14, 2014
- b) Special Meeting of July 24, 2014

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

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

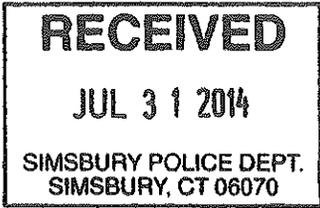
ADJOURN TO EXECUTIVE SESSION

- a) Discussion and update of Real Estate negotiations

ADJOURN FROM EXECUTIVE SESSION

Possible action

ADJOURN



Commission on Accreditation for Law Enforcement Agencies, Inc. 13575 Heathcote Boulevard Suite 320 Gainesville, Virginia 20155

Phone: (703) 352-4225 Fax: (703) 890-3126 E-mail: calea@calea.org Website: www.calea.org

July 26, 2014

Mr. Peter Ingvertsen Chief of Police Simsbury Police Department Post Office Box 495 Simsbury, CT 06070-0495

Dear Chief Ingvertsen:

CALEA® Accreditation serves as the International Gold Standard for Public Safety Agencies and this correspondence serves to acknowledge the Simsbury Police Department has been awarded CALEA® Law Enforcement Accreditation effective July 30, 2014 for the second time. This award may remain in effect for three years and the agency retains all privileges associated with this status during that period.

The process of CALEA Accreditation begins with a rigorous self-assessment, requiring a review of policies, practices and processes against internationally accepted public safety standards. This is followed with an assessment by independent assessors with significant public safety experience. Additionally, public feedback is received to promote community trust and engagement, and structured interviews are conducted with select agency personnel and others with knowledge to assess the agency's effectiveness and overall service delivery capacities. The decision to accredit is rendered by a governing body of twenty-one Commissioners following a public hearing and review of all reporting documentation.

Although the award symbolizes a significant professional accomplishment, it is also a demarcation for the agency to remain in compliance with CALEA standards. To this end, the agency must remit annual status reports to document its progression of continuous organizational improvement. The first two reports are to be submitted on the agency's award date of July 30, and the third report should be submitted three months prior to the next assessment period.

CALEA congratulates the Simsbury Police Department for demonstrating a commitment to professional excellence through accreditation. The CALEA Accreditation indices are the Marks of Professional Excellence and should be displayed proudly by those that have earned them.

[Signature] J. Grayson Robinson Chairperson

[Signature] W. Craig Hartley, Jr. Executive Director



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission:** 08/05/2014
2. **Date of Board Meeting** 08/11/2014
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 **\$87,108.01**
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					
Schuster Rollin G Jr	11-01-7231	\$4,079.35	\$133.94		\$4,213.29
Total 2011		\$4,079.35	\$133.94	\$0.00	\$4,213.29
List 2012					
Schuster Rollin G Jr	12-01-7217	\$3,373.63	\$110.37		\$3,484.00
Christensen Ryan	12-03-53099	\$70.85	\$2.32		\$73.17
Feld Robert S	12-03-55714	\$109.63	\$3.59		\$113.22
Frost James	12-03-56293	\$81.29	\$2.66		\$83.95
Gelco Corporation	12-03-56609	\$59.63	\$1.95		\$61.58
Gelco Corporation	12-03-56611	\$377.56	\$12.36		\$389.92
Gelco Corporation	12-03-56618	\$62.39	\$2.05		\$64.44
Gelco Corporation	12-03-56631	\$351.64	\$11.50		\$363.14
Kaplan Ella Y	12-03-59367	\$220.28			\$220.28
Magwood Johnny	12-03-61360	\$363.99	\$11.91		\$375.90
Magwood Johnny	12-03-61361	\$101.58	\$3.33		\$104.91
Magwood Johnny	12-03-61362	\$190.37	\$6.23		\$196.60
Magwood Johnny	12-03-61363	\$74.47	\$2.43		\$76.90
Rodin Barbara F	12-03-65760	\$41.39	\$1.36		\$42.75
Siegel Joshus L	12-03-67106	\$323.57	\$10.59		\$334.16
Selvaraju Lakshminarayan	12-04-82602	\$24.58	\$0.80		\$25.38
Tanakavizcarron J	13-03-68241	\$542.30	\$17.74		\$560.04
					\$0.00
Total 2012		\$6,369.15	\$201.19	\$0.00	\$6,570.34
List 2013					
Coreologic:		\$42,063.73			\$42,063.73
Iris, Linden, Jansen, Prugar, Vacca,					\$0.00
Carr, Pusch, Millan, Boyle,					\$0.00
Sathyamangalam, Menoret					\$0.00
PNC Mortgage - Carroll Stephanie	13-01-1213	\$147.62			\$147.62
Cruse Carol A	13-01-1698	\$282.77			\$282.77
Anderson Walter E	13-01-177	\$56.12			\$56.12
Farmington Bank - Davis Paul	13-01-1837	\$9,315.07			\$9,315.07
Wells Fargo - Donlan John	13-01-2286	\$242.24			\$242.24
Hess David P	13-01-3450	\$5,261.18			\$5,261.18
LERETA, LLC - Falzarano Michael	13-01-3867	\$309.58			\$309.58
Wells Fargo - Oseychik Linda M	13-01-5933	\$280.82			\$280.82
LERETA, LLC - Peterson Christine	13-01-6185	\$300.59			\$300.59
Wells Fargo - Santiago Anthony	13-01-7102	\$3,661.29			\$3,661.29
Central Mrtg Co - Paul Amanda N	13-01-7749	\$256.89			\$256.89
Wells Fargo - Demers Michael P	13-01-8215	\$250.22			\$250.22
Andrews Merwin E	13-03-50366	\$191.42	\$6.13		\$197.55
ARI Fleet LT	13-03-50486	\$226.82	\$7.26		\$234.08
Atkins Douglas W	13-03-50611	\$64.95	\$2.08		\$67.03
Baldis James	13-03-50781	\$166.39	\$5.33		\$171.72
Baldis James	13-03-50782	\$23.14	\$0.74		\$23.88

Barone Nicholas	13-03-50946	\$177.09			\$177.09
Barone Nicholas	13-03-50948	\$164.44			\$164.44
Benigno June	13-03-51258	\$103.81	\$3.32		\$107.13
Bennett Gary C	13-03-51275	\$119.63	\$3.84		\$123.47
Burgess Dion E	13-03-52209	\$179.77			\$179.77
Burgess Dion E	13-03-52210	\$169.04			\$169.04
Burgess Dion E	13-03-52211	\$147.57			\$147.57
Burns Richard E	13-03-52267	\$91.46			\$91.46
Calloway Deborah A	13-03-52481	\$20.00			\$20.00
Casavant Richard A	13-03-52732	\$38.51	\$1.23		\$39.74
Clark Kathleen	13-03-53166	\$48.10	\$1.54		\$49.64
Curcuru Vincent or Gail	13-03-53906	\$91.26			\$91.26
Curcuru Vincent or Gail	13-03-53907	\$701.06			\$701.06
Daley James J	13-03-54083	\$42.67	\$1.37		\$44.04
Davis Michael J	13-03-54202	\$20.00			\$20.00
Dawe Shane R	13-03-54223	\$61.76	\$1.98		\$63.74
Delassus Renee	13-03-54325	\$391.16			\$391.16
Dickey George C	13-03-54546	\$105.41			\$105.41
Dzenko Kirk A	13-03-55081	\$59.35	\$1.90		\$61.25
Feld Robert S	13-03-55629	\$7.47			\$7.47
Galat Roseria	13-03-56272	\$12.26			\$12.26
GE Capital Comm	13-03-56495	\$189.09			\$189.09
Gelco Corporation	13-03-56503	\$2,974.94			\$2,974.94
Gelco Corporation	13-03-56521	\$302.42			\$302.42
Grannis Palazzo J	13-03-57124	\$65.82	\$2.11		\$67.93
Grant John W	13-03-57125	\$157.47	\$5.05		\$162.52
Gross Mitchell	13-03-57306	\$38.44	\$1.23		\$39.67
Hess Landscaping Inc	13-03-57984	\$38.21			\$38.21
Ho Sylvia M	13-03-58076	\$411.28			\$411.28
Honda Lease Trust	13-03-58224	\$175.93	\$5.64		\$181.57
Hornstein Sharon R	13-03-58434	\$51.96	\$1.66		\$53.62
Jones Karen M	13-03-59097	\$423.93			\$423.93
Jones Tucker F	13-03-59120	\$19.17			\$19.17
Kaufman Martin G	13-03-59315	\$17.93	\$0.58		\$18.51
Korfel Richard J	13-03-59840	\$256.64	\$8.22		\$264.86
Lane Florence P	13-03-60223	\$114.47	\$3.67		\$118.14
Leathers Alan S	13-03-60444	\$34.51			\$34.51
Martocci Michael A	13-03-61584	\$56.67	\$9.64		\$66.31
Martocci Michael A	13-03-61585	\$111.79	\$3.58		\$115.37
McDermott Joan	13-03-61861	\$88.74			\$88.74
McGrady Kathleen W	13-03-61933	\$330.44	\$10.59		\$341.03
McKennerney Gordon	13-03-62007	\$60.55			\$60.55
McNally Michael A	13-03-62062	\$130.55	\$4.18		\$134.73
Mehta, Sandeep N	13-03-62138	\$90.58	\$2.91		\$93.49
Meyer Alfred P	13-03-62298	\$7.73	\$0.25		\$7.98
Meyer Alfred P	13-03-62299	\$49.84	\$1.60		\$51.44
Meyer Alfred P	13-03-62300	\$14.85	\$0.47		\$15.32
Meyer Alfred P	13-03-62301	\$2.16	\$0.07		\$2.23
Meyer Alfred P	13-03-62302	\$7.73	\$0.25		\$7.98
Mungovan John P	13-03-62936	\$15.93	\$0.51		\$16.44
Newton John S	13-03-63245	\$32.20			\$32.20
Parks Cheryl A	13-03-64114	\$151.16	\$4.84		\$156.00
Parks Cheryl A	13-03-64115	\$25.63	\$0.82		\$26.45
Pelzar Robert H	13-03-64271	\$29.08	\$0.93		\$30.01
Porter Scott D	13-03-64814	\$16.20	\$0.52		\$16.72
Prentiss Jill C	13-03-64907	\$513.23			\$513.23
Sevick Joel	13-03-66749	\$102.39	\$3.29		\$105.68
Sevick Joel	13-03-66751	\$88.24	\$2.82		\$91.06

Storrs Richard S	13-03-67834	\$48.28	\$1.55		\$49.83
Sweet Russell P	13-03-68038	\$558.09			\$558.09
Sweet Russell P	13-03-68039	\$159.83			\$159.83
Thibodeau Serge	13-03-68306	\$184.92	\$5.92		\$190.84
USB Leasing LT	13-03-68928	\$234.46			\$234.46
USB Leasing LT	13-03-68931	\$504.17	\$16.16		\$520.33
Varnel Lorilyn	13-03-69042	\$133.39			\$133.39
Vault Trust	13-03-69089	\$800.74	\$25.66		\$826.40
Wesolowski Marian	13-03-69754	\$5.94	\$0.19		\$6.13
Wheels LT	13-03-69813	\$383.00			\$383.00
Wright Kimberly L	13-03-70237	\$179.50	\$5.75		\$185.25
Wunderle Max S	13-03-70265	\$27.00			\$27.00
Ziko Mary R	13-03-70535	\$81.07			\$81.07
Zyskowski John	13-03-70606	\$308.56			\$308.56
					\$0.00
					\$0.00
					\$0.00
Total 2013		\$76,659.51	\$167.38	\$0.00	\$76,826.89
TOTAL 2010		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2011		\$4,079.35	\$133.94	\$0.00	\$4,213.29
TOTAL 2012		\$6,369.15	\$201.19	\$0.00	\$6,570.34
TOTAL 2013		\$76,659.51	\$167.38	\$0.00	\$76,826.89
TOTAL ALL YEARS		\$87,108.01	\$502.51	\$0.00	\$87,610.52



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:** *July 31, 2014*
2. **Date of Board Meeting:** *August 11, 2014*
3. **Individual or Entity making the submission:** *Peter N. Ingvertsen, Chief of Police*
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 receipt of a Highway Safety Grant award in the amount of \$22,000. and approve the creation of a special revenue fund that will be used to receive and process the grant funds. The purpose of this grant is to assist local governments who qualify as a "High Risk Rural Road" municipality with Specialized Speed Enforcement Operations beyond their police agency's routine patrol activities, and to address "Special Events" that a municipality may be hosting. This grant award will also allow awarded agencies to purchase two Lidar/Doppler Speed Measuring Devices.

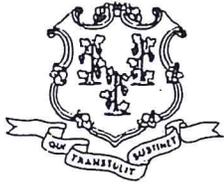
5. **Individual(s) responsible for submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):

Peter N. Ingvertsen, Chief of Police

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 Chief of Police received notification from the State of CT Department of Transportation on June 18, 2014, that the Town has been designated as qualifying for a Highway Safety Grant in the amount of \$22,000., which will be used to assist the Police Department with Specialized Speed Enforcement Operations and for the purchase of two Lidar/Doppler Speed Measuring Devices.*

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:*

State of CT Department of Transportation Highway Safety Office (HSO) Notice of Grant Qualification.



STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:
June 18, 2014



Dear Chief of Police/Resident Trooper:

Subject: **Highway Safety Grant Application**
2014 High Risk Rural Roads Speed Enforcement Program

The Connecticut Highway Safety Office (HSO) is anticipating the availability of FY 2014 federal safety funds for the support of High Risk Rural Roads Speed Enforcement Initiatives. Your town has been designated as a qualifying "High Risk Rural Road" municipality (see attached list). The HSO will allocate these federal funds to awarded law enforcement agencies on a reimbursement basis for 100 percent of allowable operational expenses and purchase of two Lidar/Doppler speed measuring devices.

This enforcement effort will run from July 1st to September 30th, 2014, where speeding may occur more frequently in your specific municipality. Eligible expenses for this activity are limited to overtime wages and overtime fringe benefits for municipal and State law enforcement officials. This grant is designed for specialized speed enforcement operations beyond your agency's routine patrol activities, and to address "special events" your municipality may be hosting.

If you wish to participate in this Speed Enforcement effort, please complete and sign the Highway Safety grant application, along with the certification and assurances, and return it to the HSO two weeks before the start date of your first mobilization. The application is available in digital form and can be obtained through the following steps on the Department's web site:

- go to <http://www.ct.gov/dot/site>
- click 'Programs and Services'
- click 'Highway Safety Programs'
- click 'Police Traffic Services'
- under High Risk Roads Speed Enforcement will be the appropriate Grant Proposal Application, Guidelines, and the Reimbursement Package

Please return:

1. Completed application via e-mail to Stop-SpeedingDOT@ct.gov AND
2. A hard copy with the original signatures to my attention via mail to:

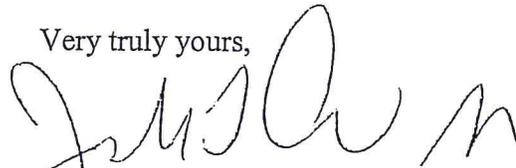
Mr. Joseph T. Cristalli
Connecticut Department of Transportation
Highway Safety Office
P.O. Box 317546
2800 Berlin Turnpike, Newington, CT 06131-7546

It is essential to Connecticut's highway safety initiatives that all investigating law enforcement agencies comply with Fatality Analysis Reporting System (FARS) reporting guidelines. FARS is a national program administered by the National Highway Traffic Safety Administration (NHTSA). To comply with FARS reporting objectives, the Department requests that copies of fatal police accident reports be forwarded to the Department within 60 days of the occurrence of the accident. Please be aware that the timely and accurate reporting of fatal accidents to the Department is required to qualify for federal funding. Failure to comply with the FARS reporting guidelines could affect the ability of your agency to qualify for this grant opportunity.

According to the HSO's established financial operating procedures, the funding under the Speed Enforcement Program is available on a reimbursable basis. All initial allowable expenses must be covered by your municipality. The required backup documentation must accompany each reimbursement in order for the claim to be processed. In addition, please submit photocopies of any local or regional news articles that publicized your enforcement activity. All documentation must be submitted **no later than 30 days** from the grant completion date.

If you have any questions or require additional information regarding these grants, please contact Ms. Phyllis DiFiore at (860) 594-2373 or Mr. Edmund Hedge at (860)594-2386.

Very truly yours,



Joseph T. Cristalli, Jr.
Transportation Principal Safety Program Coordinator
Bureau of Policy and Planning

Attachment

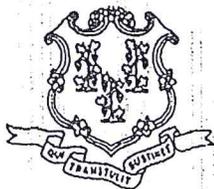
Ingvertsen, Peter

From: Sweet, Laura <LAURA.SWEET@ct.gov>
Sent: Thursday, July 31, 2014 2:02 PM
To: Ingvertsen, Peter
Cc: Boulter, Nicholas; DiFiore, Phyllis
Subject: Simsbury HRRR Grant Approval
Attachments: simsby hrrr.pdf

The Department of Transportation would like to notify you of the approval of the Town of Simsbury's Highway Safety project application entitled: "FY 2014 High Risk Rural Roads – Speed Enforcement Program" effective August 8, 2014 through September 30, 2014 on behalf of Thomas J. Maziarz, Governor's Highway Safety Representative.

Laura Sweet
Department of Transportation
Bureau of Policy and Planning
2800 Berlin Turnpike/PO Box 317546
Newington, CT 06131
860-594-2006





STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION



2800 BERLIN TURNPIKE, P.O. BOX 317546
NEWINGTON, CONNECTICUT 06131-7546

Phone:

August 1, 2014

Chief Peter Ingvertsen
Simsbury Police Department
933 Hopmeadow Street
Simsbury, CT 06070

Dear Chief Ingvertsen:

Subject: Federal Highway Safety Program
Federal Aid Project: 00R (859)V
State Project Number: 0170-3291-BE

The Department of Transportation (Department) would like to notify you of the approval of the Town of Simsbury's Highway Safety project application entitled "FY 2014 High Risk Rural Roads – Speed Enforcement Program" effective August 8, 2014 through September 30, 2014.

Federal funds in the amount of \$ 18,000.00 are obligated for enforcement and \$ 4,000.00 for equipment for a total of \$ 22,000.00 to this project in accordance with the approved 2014 Fiscal Year Connecticut Highway Safety Plan.

All costs incurred under this project must be in full compliance with both federal and state regulations, policies, and procedures that govern the use of highway safety funds. Costs are subject to review by both Department Accounts Examiners and Federal Auditors.

Please note that deviations from the specifics of the approved budget must be reviewed and approved by the Highway Safety Office prior to their implementation in order for related costs to be eligible for reimbursement.

The High Risk Rural Roads reimbursement package is now available, in digital form, on the Department's web site: <http://www.ct.gov/dot/site> under Programs and Services, Police Traffic Services, High Risk Rural Roads Speed Enforcement Reimbursement Worksheets. All

Chief Peter Ingvertsen

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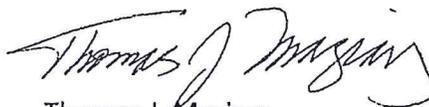
August 1, 2014

final claims against this project, together with all supporting financial documentation (such as paid equipment receipts), must be submitted to the Highway Safety Office no later than thirty (30) days after the project period ending date.

All charges against this project are to be coded to State Project Number 0170-3291-BE in accordance with established coding procedures.

If you have any additional questions or concerns regarding this program, please contact Mr. Joseph T. Cristalli, Transportation Principal Safety Program Coordinator, at 860-594-2412.

Very truly yours,



Thomas J. Maziarz

Governor's Highway Safety Representative

Cc: Captain Nicholas Boulter



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:** 7/14/2014

2. **Date of Board Meeting:** 8/11/2014

3. **Individual or Entity making the submission:** Lisa Karim/Simsbury Public Library

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:

Acceptance of \$25,000 gift/bequest from the estate of Jewel Gutman

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.):

Lisa Karim

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

This is an unrestricted gift. However, the Library plans to use it for a significant special project which has yet to be determined.

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:

COURT OF PROBATE, DISTRICT OF Simsbury Regional Pr District
District DISTRICT NO. PD09

IN THE MATTER OF
Jewel A. Gutman (13-00318)
LATE OF West Simsbury, DECEASED

DATE WILL ADMITTED TO
PROBATE
September 5, 2013

NAME(S) OF BENEFICIARY(IES) UNDER WILL
McLean Foundation
Judith Ellen Gutman
Simsbury Public Library
Sandra Lynn

NAME(S) OF CURRENT AND PRESUMPTIVE REMAINDER BENEFICIARY (IES) UNDER TRUST(S) ESTABLISHED UNDER WILL

NAME AND ADDRESS OF FIDUCIARY AND OF ATTORNEY, IF ANY, FOR FIDUCIARY

Judith Ellen Gutman, 50 Fillmore Road, Dedham, MA 02026
Attorney for Judith Ellen Gutman: Glenn E. Knierim, Jr., Esq., Moran, Shuster, Carignan & Knierim, LLP, 111 Simsbury Road, Avon, CT 06001, (860)678-0450

Probate bond was not required of the fiduciary.
A beneficiary has the right to request a change in the amount of the probate bond.

You are hereby notified that the will of the above-named deceased has been admitted to probate by decree dated 09/05/2013, a copy of which is enclosed. You may have an interest in the form of a devise or a bequest under said will. C.G.S. § 45a-293 and the Probate Court Rules of Procedure, section 30.6 (b).

If you have questions or would like additional information, you are advised to communicate with the fiduciary or his or her attorney.

Dated at Simsbury, Connecticut, on September 5, 2013.

RECEIVED
SIMSBURY PUBLIC LIBRARY
ADMINISTRATIVE OFFICE

SEP 13 2013

TOWN OF SIMSBURY, CT
ns

Julianne P. MacCubbin
Judge/Ass't Clerk

FOR COURT USE ONLY: Probate Court Rules of Procedure, section 30.6 (b). Copies mailed to all parties.

Julianne P. MacCubbin
Judge/Ass't Clerk

COURT OF PROBATE, DISTRICT OF Simsbury Regional Probate
District

DISTRICT NO. PD09

ESTATE OF

Jewel A. Gutman, late of Simsbury (13-00318), DECEASED

FIDUCIARY'S NAME AND ADDRESS

Judith Ellen Gutman, 50 Fillmore Road, Dedham, MA 02026

POSITION OF TRUST

Executrix

At a court of probate held at the place and time of hearing set by the court, together with any continuances thereof, as of record appears, on the petitioner's application for admission to probate of an instrument in writing purporting to be the last will and testament of said decedent dated March 19, 2008, and for the appointment of the proposed fiduciary, and the issuance of letters testamentary, all as in the application more fully appears.

PRESENT: Hon. Cynthia C. Becker

After due hearing, THE COURT FINDS that:

The above-named decedent died on the following date: July 29, 2013
domiciled at the time of death at 8 Daniel Lane, West Simsbury, CT 06092 and having estate whereof administration appertains to this court, and administration of the estate ought to be granted.

All persons known to be interested in the proceedings have received notice of their right to request a hearing in a decedent's estate matter.

Notice was given in accordance with any order of notice previously entered.

The fiduciary named above has accepted the position of trust designated above, and

The fiduciary is excused by the will from giving probate bond or is a bank or trust company duly qualified according to law.

The fiduciary, a non-resident or a foreign corporation, has duly appointed an agent for service of process in this state, and the foreign corporate fiduciary, if any, is domiciled in a state which grants like powers to act as executor or trustee of Connecticut banks and trust companies.

And it is ORDERED AND DECREED that:

The will (*and codicils, if any*) is duly proved, and the same is approved and admitted to probate as the LAST WILL AND TESTAMENT of the deceased, and the fiduciary named above is approved, and letters testamentary are hereby issued to the fiduciary.

And it is further ORDERED AND DECREED that:

Within two months from the date hereof, the fiduciary shall file a true and complete inventory of all property of the estate of the deceased.

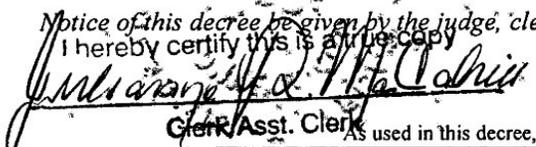
Within six months from the decedent's date of death, the fiduciary shall file the Connecticut Estate Tax Return.

The fiduciary is allowed twelve months within which to settle the estate.

All claims against the above estate be presented pursuant to the provisions of C.G.S. Ch. 802b, Part VII.

The fiduciary shall immediately record a Notice for Land Records/Appointment of Fiduciary, PC-251, in the land records of each town where the decedent owned or had an interest in real property.

Notice of this decree be given by the judge, clerk or assistant clerk by regular mail, not more than TEN days from the date hereof.
I hereby certify this is a true copy


Clerk/Asst. Clerk

As used in this decree, the word fiduciary includes the plural, where the context so requires.

DECREE GRANTING
ADMINISTRATION OR
PROBATE OF WILL
PC-260 REV. 1/13

STATE OF CONNECTICUT

RECORDED:

COURT OF PROBATE

COURT OF PROBATE, DISTRICT OF Simsbury Regional Probate
District

DISTRICT NO. PD09

ESTATE OF

Jewel A. Gutman, late of Simsbury (13-00318), DECEASED

Dated at Simsbury, Connecticut, September 5, 2013.



Cynthia C. Becker, Judge

As used in this decree, the word fiduciary includes the plural, where the context so requires.

DECREE GRANTING ADMINISTRATION OR PROBATE OF WILL
PC-260

COURT OF PROBATE

COURT OF PROBATE, Simsbury Regional Probate District

DISTRICT NO. PD09

ESTATE OF/IN THE MATTER OF
Jewel A. Gutman (13-00318)

PETITION FOR
Admit Probate of Will Testate

DATE OF DECREE:
9/5/2013

CERTIFICATION

The undersigned hereby certifies that a copy of the above decree was mailed or delivered on 9.5.13 to each party and attorney of record as follows:

Name and Address

Judith Ellen Gutman, 50 Fillmore Road, Dedham, MA 02026

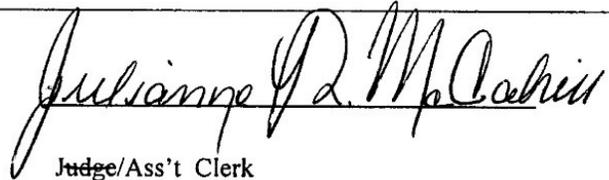
Glenn E. Knierim, Jr., Esq. (attorney for Judith Ellen Gutman), Moran, Shuster, Carignan & Knierim, LLP, 111 Simsbury Road, Avon, CT 06001

Sandra Lynn, 100 Commons Road, Suite 7-185, Dripping Springs, TX 78620

McLean Foundation, 75 Great Pond Road, Simsbury, CT 06070

Simsbury Public Library, 725 Hopmeadow Street, Simsbury, CT 06070

Office of the Attorney General, Public Charities Unit, 55 Elm Street, Hartford, CT 06101


Judge/Ass't Clerk



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:** August 5, 2014
2. **Date of Board Meeting:** August 11, 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 the gift of a bench for use at the Pinchot Sycamore Tree Park. The gift is from Marcia Mulligan, in memory of her mother who passed away in June of this year.
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 is being asked to accept a gift from Marcia Mulligan in memory of her mother, Pauline Schwartz, who passed away in June. The Mulligans are former residents of Simsbury.

The gift is a bench that would be installed at the Pinchot Sycamore Tree Park.

The bench will be an enhancement to the area, and will be appreciated by the visitors to the area.

The value of the gift is based on the following: A 6-foot bench made to be bolted in concrete with a 2" x 10" plaque would cost about **\$1,275.00** with an additional \$275 charged for shipping.

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:** August 5, 2014

2. **Date of Board Meeting:** August 11, 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 Public Gathering Permit applications for the following events:

St. Bernard's on the Green (Tariffville Green) August 23, 2014

Trinity Church Fair (September 14) and Pumpkin Patch (Tariffville Green) October 8- Nov. 2

Latimer Lane PTO Road Race and Fun Run – September 14

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.):

A Public Gathering Permit meeting was held on July 25 for organizations interested in securing permission for an event utilizing town owned property. Staff in attendance was Lieutenant Fred Sifodaskalakis, Public Works Director Tom Roy, and me. Elaine Milardo of the Farmington Valley Health District was not able to attend, but is aware of all the events and has communicated with the event contacts.

The representatives of St. Bernard's and Trinity Church have worked through the Tariffville Village Association on the scheduling and planning of these events.

The following have submitted completed applications with all required signoffs and are ready for Board of Selectmen approval:

St. Bernard's on the Green	August 23, 2014
Trinity Church Picnic – T'ville Green	September 14, 2014
Trinity Church Pumpkin Patch – T'ville Green	Oct. 8 – Nov. 2
Latimer Lane PTO Road Race and Fun Run	September 14

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:

NA



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Joseph Mancini - Finance Director

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** FY 2014 Inter-departmental budget transfers
2. **Date of submission:** August 5, 2014
3. **Date of Board Meeting:** August 11, 2014
4. **Individual or Entity making the submission:** Joseph Mancini
5. **Action requested of the Board of Selectmen**

Attached for your review and approval are the fiscal year 2014 budget transfers. I will be on hand to explain the transfers, but this submission includes both the intra-departmental and inter-departmental transfers. Within each department I've included an additional line item, color coded, to denote if money is coming into this budget unit (unfavorable) in red or coming out (favorable) in green. This is the second part of the fiscal year 14 transfers and I do expect there to be a much smaller batch during October.

The take away from the transfers is that from an expense standpoint we are not requesting anything additional from fund balance for Fiscal 14. Items that stick out as being over-expended follow the theme of building maintenance, library and town offices where improvements have been delayed because of budgetary concerns, this is something to be closely monitored in the current fiscal year. A second concerning area is the telephone service which was over-expended by \$15k, hopefully we will see some reduction through embracing town wide fiber.

Thank you for your consideration and I look forward to discussing these with you,

Joseph Mancini
Finance Director

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.):

Joseph Mancini
Jmancini@simsbury-ct.gov
860-658-3282

7. **Summary of Submission** – Budget transfers for Fiscal Year 2014
8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):
The attached form is a Microsoft excel worksheet that covers the existing budget, YTD expense, encumbrances, ending balance, transfers in, transfers out, and the ending balance.

BOS / BOF 2013 - 2014 Budget Transfers - Interdepartmental

BUDGET UNIT	Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
CENTRAL ADMIN		FULL-TIME	309,425	293,311	-	16,114	-	(14,950)	1,164
CENTRAL ADMIN		PART TIME	20,000	13,437	-	6,563	-	(1,037)	5,526
CENTRAL ADMIN		SEASONAL	7,000	4,046	-	2,955	-		2,955
CENTRAL ADMIN		CONTRACTUAL SERVICES	5,000	6,310	-	(1,310)	2,840		1,530
CENTRAL ADMIN		ADVERTISING	7,000	11,506	150	(4,656)	4,657		1
CENTRAL ADMIN		SPECIAL ACTIVITIES	-	4,525	-	(4,525)	4,525		0
CENTRAL ADMIN		POSTAGE	2,500	3,686	-	(1,186)	1,186		0
CENTRAL ADMIN		OFFICE SUPPLIES	6,000	5,109	-	891	-		891
CENTRAL ADMIN		DUES & SUBSCRIPTIONS	2,500	4,241	-	(1,741)	1,742		1
Amount Sent to Other Departments								1,037	
Subtotal			359,425	346,171	150	13,104	14,950	(15,987)	12,067
ADMIN SERVICES		EDUCATION REIMBURSEMENT	3,600	2,365	-	1,235	-	(1,235)	-
ADMIN SERVICES		CONSULTANT	30,000	33,410	-	(3,410)	3,411		1
ADMIN SERVICES		CONTRACTUAL SERVICES	-	-	-	-	-		-
ADMIN SERVICES		COPY & PRINTING SERVICES	6,000	7,313	-	(1,313)	1,313		0
ADMIN SERVICES		EQUIPMENT MAINTENANCE	6,360	10,174	3,550	(7,364)	7,364		0
ADMIN SERVICES		TELEPHONE SERVICE	45,000	59,317	763	(15,080)	15,080		0
ADMIN SERVICES		CONFERENCES & EDUCATION	23,900	33,710	-	(9,810)	9,811		1
ADMIN SERVICES		TRAVEL	10,000	9,672	-	328	-	(328)	0
Amount received from other departments							(35,416)		
Subtotal			124,860	155,961	4,313	(35,414)	36,979	(1,563)	2
BOS-COMMUNITY SERVICES		SPECIAL ACTIVITIES	3,800	8,846	-	(5,046)	5,047		1
BOS-COMMUNITY SERVICES		PUBLIC AGENCY SUPPORT	57,740	50,826	-	6,914	-	(6,914)	-
Amount Sent to Other Departments								1,868	
Subtotal			61,540	59,673	-	1,868	5,047	(6,914)	1
BOARD OF FINANCE		PART TIME	2,000	1,848	-	152	-	(152)	0
BOARD OF FINANCE		ADVERTISING	2,500	2,500	-	-	-		-
BOARD OF FINANCE		COPY & PRINTING SERVICES	5,000	8,944	-	(3,944)	3,944		0
BOARD OF FINANCE		POSTAGE	500	104	-	396	-	(396)	(0)
BOARD OF FINANCE		OFFICE SUPPLIES	300	-	-	300	-	(300)	-
Amount received from other departments							(3,096)		
Subtotal			10,300	13,396	-	(3,096)	3,944	(848)	0
LAND USE COMM		PART TIME	8,000	7,425	-	575	-	-	575
LAND USE COMM		CONTRACTUAL SERVICES	-	-	-	-	-		-
LAND USE COMM		ADVERTISING	7,500	10,201	-	(2,701)	2,702		1
LAND USE COMM		COPY & PRINTING SERVICES	3,500	445	-	3,055	-	(2,702)	353
LAND USE COMM		POSTAGE	3,500	1,237	-	2,263	-		2,263
LAND USE COMM		OFFICE SUPPLIES	500	160	-	340	-		340
LAND USE COMM		TECH & PROGRAM SUPPLIES	-	-	-	-	-		-
LAND USE COMM		DUES & SUBSCRIPTIONS	1,700	1,560	-	140	-		140
Amount Sent to Other Departments									
Subtotal			24,700	21,029	-	3,671	2,702	(2,702)	3,671
ECON DVLMT COMM		PART TIME	900	830	-	70	-		70
ECON DVLMT COMM		ADVERTISING	-	-	-	-	-		-
ECON DVLMT COMM		POSTAGE	-	-	-	-	-		-
ECON DVLMT COMM		OFFICE SUPPLIES	200	-	-	200	-		200
ECON DVLMT COMM		PUBLIC AGENCY SUPPORT	54,000	54,000	-	-	-		-
ECON DVLMT COMM		DUES & SUBSCRIPTIONS	-	-	-	-	-		-
Amount Sent to Other Departments									
Subtotal			55,100	54,830	-	270	-	-	270
HISTORIC DIST COMM		PART TIME	625	741	-	(116)	117		1
HISTORIC DIST COMM		ADVERTISING	-	-	-	-	-		-
HISTORIC DIST COMM		POSTAGE	-	-	-	-	-		-
HISTORIC DIST COMM		OFFICE SUPPLIES	150	-	-	150	-	(117)	33
HISTORIC DIST COMM		TRAFFIC CONTROL SUPPLIES	500	-	-	500	-		500
Amount Sent to Other Departments									
Subtotal			1,275	741	-	534	117	(117)	534
PUBLIC BLDG COMM		PART TIME	1,600	223	-	1,377	-		1,377
PUBLIC BLDG COMM		POSTAGE	350	62	-	288	-		288
PUBLIC BLDG COMM		OFFICE SUPPLIES	100	-	-	100	-		100
Amount Sent to Other Departments									

BUDGET UNIT	Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
Subtotal			2,050	286	-	1,764	-	-	1,764
BEAUTIFICATION		POSTAGE	45	36	-	9	-	(9)	0
BEAUTIFICATION		AGRICULTURAL SUPPLIES	4,300	4,522	-	(222)	223		1
BEAUTIFICATION		FACILITIES MAINTENANCE	120	926	-	(806)	806		0
BEAUTIFICATION		WATER CHARGES	550	254	-	296	-	(295)	1
Amount received from other departments							(725)		
Subtotal			5,015	5,738	-	(723)	1,029	(304)	2
TOURISM		ADVERTISING	100	-	-	100	-	(15)	85
TOURISM		COPY & PRINTING SERVICES	1,000	57	-	943	-		943
TOURISM		POSTAGE	150	-	-	150	-		150
TOURISM		OFFICE SUPPLIES	130	70	-	60	-		60
TOURISM		TECH & PROGRAM SUPPLIES	-	15	-	(15)	15		0
Amount Sent to Other Departments									
Subtotal			1,380	141	-	1,239	15	(15)	1,239
ELECTION ADMINISTRATION		PART TIME	27,415	18,252	-	9,163	-	(9,163)	-
ELECTION ADMINISTRATION		REGISTRARS	47,540	50,351	-	(2,811)	2,811		-
ELECTION ADMINISTRATION		ADVERTISING	1,800	577	-	1,223	-	(1,223)	-
ELECTION ADMINISTRATION		COPY & PRINTING SERVICES	7,525	5,098	-	2,427	-	(2,427)	-
ELECTION ADMINISTRATION		POSTAGE	1,100	1,072	-	28	-	(28)	-
ELECTION ADMINISTRATION		OFFICE SUPPLIES	2,045	1,192	-	853	-	(853)	-
ELECTION ADMINISTRATION		PROGRAM SUPPLIES	900	956	-	(56)	57		1
ELECTION ADMINISTRATION		EQUIPMENT MAINTENANCE	6,090	7,922	-	(1,832)	1,832		0
ELECTION ADMINISTRATION		CONFERENCES & EDUCATION	200	515	-	(315)	315		-
ELECTION ADMINISTRATION		TRAVEL	-	118	-	(118)	118		0
ELECTION ADMINISTRATION		DUES & SUBSCRIPTIONS	110	120	-	(10)	10		-
Amount Sent to Other Departments								8,550	
Subtotal			94,725	86,173	-	8,552	5,143	(13,693)	1
FINANCE DEPARTMENT		FULL-TIME	309,480	300,788	-	8,692	-	(1,159)	7,533
FINANCE DEPARTMENT		OVERTIME	-	-	-	-	-		-
FINANCE DEPARTMENT		CONTRACTUAL SERVICES	10,000	10,399	-	(399)	399		0
FINANCE DEPARTMENT		ADVERTISING	-	-	-	-	-		-
FINANCE DEPARTMENT		COPY & PRINTING SERVICES	1,200	580	-	620	-		620
FINANCE DEPARTMENT		BANK FEES	2,400	600	-	1,800	-		1,800
FINANCE DEPARTMENT		POSTAGE	2,500	2,591	-	(91)	92		1
FINANCE DEPARTMENT		OFFICE SUPPLIES	3,000	3,667	-	(667)	668		1
FINANCE DEPARTMENT		DUES & SUBSCRIPTIONS	390	130	-	260	-		260
Amount Sent to Other Departments									
Subtotal			328,970	318,755	-	10,215	1,159	(1,159)	10,215
TAX DEPARTMENT		FULL-TIME	92,295	93,512	-	(1,217)	1,217		0
TAX DEPARTMENT		PART TIME	29,050	30,000	-	(950)	951		1
TAX DEPARTMENT		OVERTIME	-	204	-	(204)	205		1
TAX DEPARTMENT		SEASONAL	-	4,397	-	(4,397)	4,398		1
TAX DEPARTMENT		BOND INSURANCE	190	183	-	7	-		7
TAX DEPARTMENT		CONTRACTUAL SERVICES	25,000	21,018	-	3,982	-	(3,981)	1
TAX DEPARTMENT		ADVERTISING	460	989	-	(529)	529		0
TAX DEPARTMENT		COPY & PRINTING SERVICES	2,200	1,318	-	882	-	(881)	1
TAX DEPARTMENT		BANK FEES	3,100	2,253	-	847	-	(846)	1
TAX DEPARTMENT		POSTAGE	4,500	4,088	-	412	-	(412)	0
TAX DEPARTMENT		OFFICE SUPPLIES	500	398	-	102	-	(102)	(0)
TAX DEPARTMENT		TECH & PROGRAM SUPPLIES	1,000	1,768	-	(768)	768		1
TAX DEPARTMENT		FEES PAID TO STATE	5,650	5,641	-	9	-	(9)	(0)
TAX DEPARTMENT		DUES & SUBSCRIPTIONS	150	235	-	(85)	85		-
Amount received from other departments							(1,922)		
Subtotal			164,095	166,005	-	(1,910)	8,153	(6,231)	12
ASSESSORS OFFICE		FULL-TIME	138,665	138,909	-	(244)	245		1
ASSESSORS OFFICE		PART TIME	22,110	22,155	-	(45)	46		1
ASSESSORS OFFICE		SEASONAL	-	-	-	-	-		-
ASSESSORS OFFICE		CONTRACTUAL SERVICES	18,760	19,205	-	(445)	445		-
ASSESSORS OFFICE		ADVERTISING	45	53	-	(8)	8		0
ASSESSORS OFFICE		POSTAGE	1,725	1,431	-	294	-	(294)	(0)
ASSESSORS OFFICE		OFFICE SUPPLIES	1,300	1,256	-	44	-	(44)	(0)
ASSESSORS OFFICE		EQUIPMENT MAINTENANCE	375	-	-	375	-	(375)	-
ASSESSORS OFFICE		DUES & SUBSCRIPTIONS	545	544	-	1	-		1
Amount received from other departments							(31)		
Subtotal			183,525	183,554	-	(29)	744	(713)	2

BUDGET UNIT Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
INFORMATION TECHNOLOGY	FULL-TIME	95,975	95,425	-	550	-	(550)	-
INFORMATION TECHNOLOGY	OVERTIME	5,785	5,896	-	(111)	112		1
INFORMATION TECHNOLOGY	CONTRACTUAL SERVICES	24,000	19,777	277	3,946	-	(3,946)	-
INFORMATION TECHNOLOGY	POSTAGE	50	2	-	48	-	(48)	-
INFORMATION TECHNOLOGY	OFFICE SUPPLIES	200	199	-	1	-	(1)	-
INFORMATION TECHNOLOGY	TECH & PROGRAM SUPPLIES	3,000	2,481	-	519	-	(519)	-
INFORMATION TECHNOLOGY	DUES & SUBSCRIPTIONS	570	3,240	-	(2,670)	2,670		-
INFORMATION TECHNOLOGY	TECHNICAL & PROGRAM EQUIP	13,000	12,314	-	686	-	(686)	-
Amount Sent to Other Departments							2,968	
Subtotal		142,580	139,334	277	2,969	2,782	(5,750)	1
AUDIT SERVICES	CONSULTANT	50,800	50,800	-	-	-		-
Subtotal		50,800	50,800	-	-	-		-
LEGAL SERVICES	LEGAL FEES	111,000	131,375	-	(20,375)	20,376		1
LEGAL SERVICES	LABOR RELATIONS	55,000	25,350	-	29,650	-	(29,650)	-
Amount Sent to Other Departments							9,275	
Subtotal		166,000	156,725	-	9,275	20,376	(29,650)	1
TOWN CLERK	FULL-TIME	186,470	184,603	-	1,867	-	(1,867)	-
TOWN CLERK	OVERTIME	500	181	-	319	-	(319)	-
TOWN CLERK	CONTRACTUAL SERVICES	15,535	15,675	-	(140)	140		-
TOWN CLERK	ADVERTISING	120	181	-	(61)	62		1
TOWN CLERK	COPY & PRINTING SERVICES	7,740	8,437	-	(697)	698		1
TOWN CLERK	BANK FEES	200	104	-	96	-	(96)	-
TOWN CLERK	POSTAGE	2,500	2,959	-	(459)	459		0
TOWN CLERK	OFFICE SUPPLIES	500	389	-	111	-	(111)	-
TOWN CLERK	EQUIPMENT MAINTENANCE	100	-	-	100	-	(100)	-
TOWN CLERK	DUES & SUBSCRIPTIONS	340	165	-	175	-	(175)	-
Amount Sent to Other Departments							1,309	
Subtotal		214,005	212,695	-	1,310	1,359	(2,668)	1
REGIONAL PROBATE COURT	PUBLIC AGENCY SUPPORT	2,100	2,100	-	-	-		-
Subtotal		2,100	2,100	-	-	-		-
POLICE DEPT	FULL-TIME	3,356,065	3,354,949	-	1,116	-	(1,116)	-
POLICE DEPT	PART TIME	42,070	42,344	-	(274)	274		0
POLICE DEPT	OVERTIME	201,562	212,873	-	(11,311)	11,312		1
POLICE DEPT	OVERTIME TRAINING	56,330	26,488	-	29,842	-	(29,842)	(0)
POLICE DEPT	OVERTIME BOWL W/ BADGES	-	5,250	-	(5,250)	5,251		1
POLICE DEPT	SEASONAL	53,525	53,034	-	491	-	(491)	-
POLICE DEPT	HOLIDAY PAY	147,695	136,211	-	11,484	-	(11,484)	-
POLICE DEPT	LONGEVITY	7,575	7,575	-	-	-		-
POLICE DEPT	SPECIAL DUTY	-	(0)	-	0	-	(0)	-
POLICE DEPT	COLLECTIVE BARGAINING	55,470	51,038	-	4,432	-	(4,432)	-
POLICE DEPT	CONTRACTUAL SERVICES	47,125	47,091	-	34	-	(34)	-
POLICE DEPT	ADVERTISING	500	212	-	288	-	(288)	-
POLICE DEPT	INVESTIGATIONS	1,750	1,706	-	44	-	(44)	-
POLICE DEPT	COPY & PRINTING SERVICES	1,000	997	-	3	-	(3)	-
POLICE DEPT	POSTAGE	800	1,110	-	(310)	311		1
POLICE DEPT	EQUIPMENT RENTALS	4,500	4,339	-	161	-	(161)	-
POLICE DEPT	OFFICE SUPPLIES	4,300	4,294	-	6	-	(6)	-
POLICE DEPT	TECH & PROGRAM SUPPLIES	25,525	25,506	-	19	-	(19)	-
POLICE DEPT	BOWL W/BADGES ACTIVITIES	-	1,303	-	(1,303)	1,303		0
POLICE DEPT	MEDICAL SUPPLIES	3,250	3,258	-	(8)	8		0
POLICE DEPT	CHEMICAL & LAB SUPPLIES	400	323	-	77	-	(77)	-
POLICE DEPT	CLOTHES & SAFETY SUPPLIES	7,125	7,147	-	(22)	23		1
POLICE DEPT	EQUIPMENT MAINTENANCE	37,720	36,858	-	862	-	(862)	-
POLICE DEPT	VEHICLE MAINTENANCE	20,000	19,975	-	25	-	(25)	-
POLICE DEPT	GASOLINE	85,000	72,751	-	12,249	-	(12,249)	-
POLICE DEPT	TELEPHONE SERVICE	24,000	35,190	1,205	(12,394)	12,395		1
POLICE DEPT	PUBLIC AGENCY SUPPORT	17,525	17,452	-	73	-	(73)	-
POLICE DEPT	DUES & SUBSCRIPTIONS	1,680	1,422	-	258	-	(258)	-
Amount Sent to Other Departments							30,588	
Subtotal		4,202,492	4,170,696	1,205	30,591	30,877	(61,465)	3

BUDGET UNIT Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
ANIMAL CONTROL	FULL-TIME	49,380	49,379	-	1	-	(1)	-
ANIMAL CONTROL	OVERTIME	-	206	-	(206)	207	-	1
ANIMAL CONTROL	CONTRACTUAL SERVICES	4,500	3,251	-	1,249	-	(1,249)	-
ANIMAL CONTROL	ADVERTISING	200	80	-	120	-	(120)	-
ANIMAL CONTROL	COPY & PRINTING SERVICES	400	339	-	62	-	(62)	-
ANIMAL CONTROL	POSTAGE	575	41	-	534	-	(534)	-
ANIMAL CONTROL	OFFICE SUPPLIES	50	-	-	50	-	(50)	-
ANIMAL CONTROL	TECH & PROGRAM SUPPLIES	400	303	-	97	-	(97)	-
ANIMAL CONTROL	PARTS SUPPLIES	600	325	-	275	-	(275)	-
ANIMAL CONTROL	CLOTHES & SAFETY SUPPLIES	300	323	-	(23)	23	-	0
ANIMAL CONTROL	FEES PAID TO STATE	6,500	5,389	-	1,111	-	(1,111)	-
ANIMAL CONTROL	CONFERENCES & EDUCATION	100	-	-	100	-	(100)	-
ANIMAL CONTROL	DUES & SUBSCRIPTIONS	50	-	-	50	-	(50)	-
Amount Sent to Other Departments							3,418	
Subtotal		63,055	59,636	-	3,419	230	(3,648)	1
CIVIL PREPDNESS	TECH & PROGRAM SUPPLIES	6,685	6,136	-	549	-	-	549
Amount Sent to Other Departments								
Subtotal		6,685	6,136	-	549	-	-	549
DIR OF COMM DEVMNT	FULL-TIME	152,100	158,153	-	(6,053)	6,054	-	1
DIR OF COMM DEVMNT	SEASONAL	2,000	-	-	2,000	-	(2,000)	-
DIR OF COMM DEVMNT	CONTRACTUAL SERVICES	30,000	1,350	-	28,650	-	(28,650)	-
DIR OF COMM DEVMNT	ADVERTISING	500	-	-	500	-	(500)	-
DIR OF COMM DEVMNT	COPY & PRINTING SERVICES	-	-	-	-	-	-	-
DIR OF COMM DEVMNT	POSTAGE	-	-	-	-	-	-	-
DIR OF COMM DEVMNT	OFFICE SUPPLIES	100	150	-	(50)	50	-	-
DIR OF COMM DEVMNT	TECH & PROGRAM SUPPLIES	350	-	-	350	-	(350)	-
DIR OF COMM DEVMNT	DUES & SUBSCRIPTIONS	1,700	1,999	-	(299)	300	-	1
Amount Sent to Other Departments							25,096	
Subtotal		186,750	161,653	-	25,097	6,404	(31,500)	1
PLANNING DEPMNT	FULL-TIME	156,810	135,466	-	21,344	-	(21,344)	-
PLANNING DEPMNT	OVERTIME	-	-	-	-	-	-	-
PLANNING DEPMNT	CONTRACTUAL SERVICES	-	1,250	-	(1,250)	1,250	-	-
PLANNING DEPMNT	COPY & PRINTING SERVICES	420	320	-	100	-	(100)	-
PLANNING DEPMNT	POSTAGE	50	-	-	50	-	(50)	-
PLANNING DEPMNT	OFFICE SUPPLIES	1,000	891	-	109	-	(109)	-
PLANNING DEPMNT	DUES & SUBSCRIPTIONS	400	245	-	155	-	(155)	-
Amount Sent to Other Departments							20,508	
Subtotal		158,680	138,172	-	20,508	1,250	(21,758)	-
BUILDING DEPT	FULL-TIME	141,880	140,025	-	1,855	-	(1,855)	-
BUILDING DEPT	PART TIME	25,000	4,619	-	20,381	-	(20,381)	-
BUILDING DEPT	CONTRACTUAL SERVICES	11,500	18,867	-	(7,367)	7,368	-	1
BUILDING DEPT	ADVERTISING	200	112	-	88	-	(88)	-
BUILDING DEPT	COPY & PRINTING SERVICES	360	29	-	331	-	(331)	-
BUILDING DEPT	BANK FEES	360	464	-	(104)	105	-	1
BUILDING DEPT	POSTAGE	500	918	-	(418)	419	-	1
BUILDING DEPT	OFFICE SUPPLIES	500	425	-	75	-	(75)	-
BUILDING DEPT	TECH & PROGRAM SUPPLIES	790	-	-	790	-	(790)	-
BUILDING DEPT	EQUIPMENT MAINTENANCE	-	-	-	-	-	-	-
BUILDING DEPT	VEHICLE MAINTENANCE	500	159	-	341	-	(341)	-
BUILDING DEPT	GASOLINE	2,500	1,317	-	1,183	-	(1,183)	-
BUILDING DEPT	DUES & SUBSCRIPTIONS	400	248	-	152	-	(152)	-
Amount Sent to Other Departments							17,306	
Subtotal		184,490	167,184	-	17,306	7,892	(25,196)	3

BUDGET UNIT	Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
ENGINEERING DEPT		FULL-TIME	108,750	107,070	-	1,680	-	(1,679)	1
ENGINEERING DEPT		PART TIME	42,335	66,420	-	(24,085)	24,086		1
ENGINEERING DEPT		CONSULTANT	10,000	10,044	-	(44)	44		0
ENGINEERING DEPT		ADVERTISING	100	-	-	100	-	(100)	-
ENGINEERING DEPT		COPY & PRINTING SERVICES	100	24	-	76	-	(76)	-
ENGINEERING DEPT		POSTAGE	270	160	-	110	-	(109)	1
ENGINEERING DEPT		OFFICE SUPPLIES	400	526	-	(126)	127		1
ENGINEERING DEPT		TECH & PROGRAM SUPPLIES	1,065	442	-	623	-	(623)	0
ENGINEERING DEPT		PARTS SUPPLIES	200	-	-	200	-	(200)	-
ENGINEERING DEPT		MISCELLANEOUS SUPPLIES	-	-	-	-	-		-
ENGINEERING DEPT		EQUIPMENT MAINTENANCE	760	955	-	(195)	195		-
ENGINEERING DEPT		VEHICLE MAINTENANCE	570	743	-	(173)	174		1
ENGINEERING DEPT		GASOLINE	2,100	1,766	-	334	-	(333)	1
ENGINEERING DEPT		DUES & SUBSCRIPTIONS	750	1,484	-	(734)	734		1
Amount received from other departments							(22,240)		
Subtotal			167,400	189,635	-	(22,235)	25,360	(3,120)	5
PUBLIC WORKS ADMIN		FULL-TIME	148,585	157,372	-	(8,787)	8,788		1
PUBLIC WORKS ADMIN		OVERTIME	-	-	-	-	-		-
PUBLIC WORKS ADMIN		SEASONAL	1,000	-	-	1,000	-	(1,000)	-
PUBLIC WORKS ADMIN		CONSULTANT	-	-	-	-	-		-
PUBLIC WORKS ADMIN		CONTRACTUAL SERVICES	13,500	11,379	-	2,122	-	(2,121)	1
PUBLIC WORKS ADMIN		ADVERTISING	200	-	-	200	-	(200)	-
PUBLIC WORKS ADMIN		POSTAGE	1,300	296	-	1,004	-	(1,003)	1
PUBLIC WORKS ADMIN		OFFICE SUPPLIES	725	996	-	(271)	271		0
PUBLIC WORKS ADMIN		TECH & PROGRAM SUPPLIES	800	1,011	-	(211)	211		0
PUBLIC WORKS ADMIN		DUES & SUBSCRIPTIONS	1,735	1,444	-	292	-	(291)	1
Amount received from other departments							(4,655)		
Subtotal			167,845	172,497	-	(4,652)	9,270	(4,615)	3
BLDGS & MNT ADMIN		FULL-TIME	337,810	337,837	-	(27)	27		0
BLDGS & MNT ADMIN		PART TIME	16,380	17,375	-	(995)	996		1
BLDGS & MNT ADMIN		OVERTIME	20,000	23,485	-	(3,485)	3,485		0
BLDGS & MNT ADMIN		SEASONAL	13,860	9,806	-	4,054	-	(4,054)	0
BLDGS & MNT ADMIN		LAUNDRY SERVICE	3,000	3,095	-	(95)	95		0
BLDGS & MNT ADMIN		TECH & PROGRAM SUPPLIES	2,500	2,547	-	(47)	48		1
BLDGS & MNT ADMIN		BUILDING SUPPLIES	300	224	-	76	-	(75)	1
BLDGS & MNT ADMIN		VEHICLE MAINTENANCE	4,250	4,255	-	(5)	5		0
BLDGS & MNT ADMIN		GASOLINE	9,660	9,790	-	(130)	130		0
Amount received from other departments							(657)		
Subtotal			407,760	408,414	-	(654)	4,786	(4,129)	3
TOWN OFFICES		CUSTODIAL SERVICES	1,250	-	-	1,250	-	(1,250)	-
TOWN OFFICES		BUILDING SUPPLIES	7,400	8,006	-	(606)	606		0
TOWN OFFICES		CLEANING SUPPLIES	5,750	3,804	-	1,946	-	(1,945)	1
TOWN OFFICES		EQUIPMENT MAINTENANCE	16,500	23,949	-	(7,449)	7,449		0
TOWN OFFICES		FACILITIES MAINTENANCE	5,840	6,875	-	(1,035)	1,035		0
TOWN OFFICES		WATER CHARGES	2,200	2,867	-	(667)	668		1
TOWN OFFICES		SEWER USE FEES	1,810	1,910	-	(100)	100		0
TOWN OFFICES		NATURAL GAS/PROPANE	45,000	21,032	-	23,968	-	(20,857)	3,111
TOWN OFFICES		ELECTRIC	71,500	79,272	-	(7,772)	7,773		1
TOWN OFFICES		BUILDING IMPROVEMENTS	5,000	11,421	-	(6,421)	6,421		0
TOWN OFFICES		TECHNICAL & PROGRAM EQUIP	-	-	-	-	-		-
Amount Sent to Other Departments									
Subtotal			162,250	159,135	-	3,115	24,052	(24,052)	3,115
ENO MEMORIAL HALL		CUSTODIAL SERVICES	1,750	-	1,600	150	-	(150)	-
ENO MEMORIAL HALL		BUILDING SUPPLIES	4,150	4,283	-	(133)	133		0
ENO MEMORIAL HALL		CLEANING SUPPLIES	3,200	3,199	-	1	-	(1)	-
ENO MEMORIAL HALL		EQUIPMENT MAINTENANCE	18,100	12,843	5,135	122	-	(122)	-
ENO MEMORIAL HALL		FACILITIES MAINTENANCE	4,350	4,823	-	(473)	473		0
ENO MEMORIAL HALL		WATER CHARGES	1,300	2,276	-	(976)	977		1
ENO MEMORIAL HALL		SEWER USE FEES	620	555	-	65	-	(65)	-
ENO MEMORIAL HALL		NATURAL GAS/PROPANE	35,000	19,875	-	15,125	-	(15,125)	-
ENO MEMORIAL HALL		ELECTRIC	18,000	20,014	-	(2,014)	2,015		1
ENO MEMORIAL HALL		BUILDING IMPROVEMENTS	3,000	4,029	-	(1,029)	1,030		1
Amount Sent to Other Departments								10,834	
Subtotal			89,470	71,898	6,735	10,837	4,628	(15,462)	3

BUDGET UNIT	Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
MISC BUILDINGS		BUILDING SUPPLIES	1,350	77	-	1,273	-	(1,273)	-
MISC BUILDINGS		EQUIPMENT MAINTENANCE	2,950	2,230	-	720	-	(720)	-
MISC BUILDINGS		FACILITIES MAINTENANCE	7,500	24,876	-	(17,376)	17,376		0
MISC BUILDINGS		WATER CHARGES	350	514	-	(164)	165		1
MISC BUILDINGS		ELECTRIC	6,000	8,909	-	(2,909)	2,909		0
MISC BUILDINGS		HEATING OIL	1,625	3,746	-	(2,121)	2,121		0
Amount received from other departments							(20,578)		
Subtotal			19,775	40,352	-	(20,577)	22,571	(1,993)	1
HIGHWAY-LABR & EQUIP		FULL-TIME	1,145,633	1,161,220	-	(15,587)	15,587		0
HIGHWAY-LABR & EQUIP		OVERTIME	178,594	164,853	-	13,741	-	(13,740)	1
HIGHWAY-LABR & EQUIP		SEASONAL	13,200	16,750	-	(3,550)	3,550		-
HIGHWAY-LABR & EQUIP		EQUIPMENT RENTALS	1,500	761	-	739	-	(738)	1
HIGHWAY-LABR & EQUIP		LAUNDRY SERVICE	7,500	8,772	-	(1,272)	1,273		1
HIGHWAY-LABR & EQUIP		TECH & PROGRAM SUPPLIES	5,000	3,496	-	1,504	-	(1,503)	1
HIGHWAY-LABR & EQUIP		PARTS SUPPLIES	99,000	103,280	-	(4,280)	4,280		0
HIGHWAY-LABR & EQUIP		CLOTHES & SAFETY SUPPLIES	11,575	11,124	-	451	-	(451)	0
HIGHWAY-LABR & EQUIP		OIL & LUBRICANTS	9,700	6,750	-	2,950	-	(2,950)	0
HIGHWAY-LABR & EQUIP		EQUIPMENT MAINTENANCE	9,000	8,773	-	227	-	(227)	0
HIGHWAY-LABR & EQUIP		VEHICLE MAINTENANCE	10,000	7,610	-	2,390	-	(2,390)	0
HIGHWAY-LABR & EQUIP		NATURAL GAS/PROPANE	5,000	4,254	-	746	-	(746)	-
HIGHWAY-LABR & EQUIP		GASOLINE	40,000	36,997	-	3,003	-	(3,002)	1
HIGHWAY-LABR & EQUIP		DIESEL FUEL	70,000	82,920	-	(12,920)	12,920		0
HIGHWAY-LABR & EQUIP		DUES & SUBSCRIPTIONS	275	-	-	275	-	(275)	-
HIGHWAY-LABR & EQUIP		TRUCKS	-	-	-	-	-		-
Amount received from other departments							(11,588)		
Subtotal			1,605,977	1,617,559	-	(11,582)	37,610	(26,022)	6
HIGHWAY-FAC & PRGMS		CONTRACTUAL SERVICES	65,000	36,722	15,444	12,834	-	(12,833)	1
HIGHWAY-FAC & PRGMS		TREE SERVICE	40,000	40,265	-	(265)	265		-
HIGHWAY-FAC & PRGMS		BUILDING SUPPLIES	4,300	4,612	-	(312)	312		0
HIGHWAY-FAC & PRGMS		CLEANING SUPPLIES	1,500	267	-	1,233	-	(1,233)	-
HIGHWAY-FAC & PRGMS		AGRICULTURAL SUPPLIES	2,000	2,003	-	(3)	3		-
HIGHWAY-FAC & PRGMS		TRAFFIC CONTROL SUPPLIES	16,000	12,857	-	3,143	-	(3,143)	0
HIGHWAY-FAC & PRGMS		ROAD & DRAINAGE SUPPLIES	311,318	349,252	-	(37,934)	37,934		0
HIGHWAY-FAC & PRGMS		PARTS SUPPLIES	4,000	4,233	-	(233)	233		0
HIGHWAY-FAC & PRGMS		MISCELLANEOUS SUPPLIES	2,500	3,231	-	(731)	732		1
HIGHWAY-FAC & PRGMS		EQUIPMENT MAINTENANCE	3,500	2,533	-	967	-	(967)	0
HIGHWAY-FAC & PRGMS		FACILITIES MAINTENANCE	9,500	10,491	-	(991)	991		0
HIGHWAY-FAC & PRGMS		WATER CHARGES	1,660	2,386	-	(726)	727		1
HIGHWAY-FAC & PRGMS		NATURAL GAS/PROPANE	15,000	24,423	-	(9,423)	9,424		1
HIGHWAY-FAC & PRGMS		ELECTRIC	11,330	13,492	-	(2,162)	2,163		1
HIGHWAY-FAC & PRGMS		STREET LIGHTS	110,000	132,232	-	(22,232)	22,232		0
HIGHWAY-FAC & PRGMS		HEATING OIL	5,470	4,660	-	810	-	(810)	0
HIGHWAY-FAC & PRGMS		BUILDING IMPROVEMENTS	27,000	25,302	-	1,698	-	(1,697)	1
HIGHWAY-FAC & PRGMS		ROADS & DRAINAGE	63,000	72,417	-	(9,417)	9,418		1
HIGHWAY-FAC & PRGMS		SIDEWALKS	-	-	-	-	-		-
HIGHWAY-FAC & PRGMS		ROAD IMPROVEMENTS	410,000	370,105	-	39,895	-	(39,895)	0
Amount received from other departments							(23,856)		
Subtotal			1,103,078	1,111,482	15,444	(23,848)	84,434	(60,578)	8
LANDFILL		CONTRACTUAL SERVICES	55,000	45,851	-	9,149	-	(9,149)	0
LANDFILL		FACILITIES MAINTENANCE	20,000	11,659	-	8,341	-	(2,050)	6,291
LANDFILL		PUBLIC AGENCY SUPPORT	2,000	13,199	-	(11,199)	11,199		0
Amount Sent to Other Departments									
Subtotal			77,000	70,709	-	6,291	11,199	(11,199)	6,291
HEALTH		CONTRACTUAL SERVICES	117,640	117,640	-	-	-	-	-
Subtotal			117,640	117,640	-	-	-	-	-
SOCIAL SRVS-ADMN		FULL-TIME	148,655	148,680	-	(25)	26		1
SOCIAL SRVS-ADMN		CONTRACTUAL SERVICES	500	7,296	-	(6,796)	6,796		0
SOCIAL SRVS-ADMN		COPY & PRINTING SERVICES	250	88	-	162	-	(162)	0
SOCIAL SRVS-ADMN		POSTAGE	700	1,018	-	(318)	318		0
SOCIAL SRVS-ADMN		OFFICE SUPPLIES	800	547	-	253	-	(253)	0
SOCIAL SRVS-ADMN		TECH & PROGRAM SUPPLIES	100	1,102	-	(1,002)	1,002		0
SOCIAL SRVS-ADMN		PUBLIC AGENCY SUPPORT	34,000	31,679	-	2,321	-	(2,321)	-
SOCIAL SRVS-ADMN		DUES & SUBSCRIPTIONS	850	910	-	(60)	60		-
Amount received from other departments							(5,466)		

BUDGET UNIT	Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
Subtotal			185,855	191,319	-	(5,464)	8,202	(2,736)	2
ELDERLY SRVS OUTRCH		PART TIME	23,660	23,205	-	455	-		455
ELDERLY SRVS OUTRCH		TECH & PROGRAM SUPPLIES	150	146	-	4	-		4
Amount Sent to Other Departments									
Subtotal			23,810	23,351	-	459	-	-	459
SENIOR CENTER		FULL-TIME	103,985	98,821	-	5,164	-	(3,432)	1,732
SENIOR CENTER		PART TIME	2,000	5,049	-	(3,049)	3,050		1
SENIOR CENTER		CONTRACTUAL SERVICES	17,945	17,844	-	101	-		101
SENIOR CENTER		COPY & PRINTING SERVICES	1,000	940	-	60	-		60
SENIOR CENTER		POSTAGE	2,880	2,880	-	-	-		-
SENIOR CENTER		EQUIPMENT RENTALS	585	-	-	585	-		585
SENIOR CENTER		OFFICE SUPPLIES	600	748	-	(148)	149		1
SENIOR CENTER		TECH & PROGRAM SUPPLIES	1,580	1,813	-	(233)	233		0
SENIOR CENTER		EQUIPMENT MAINTENANCE	1,625	1,625	-	-	-		-
Amount Sent to Other Departments									
Subtotal			132,200	129,720	-	2,480	3,432	(3,432)	2,480
SEN. TRANSPORTATION		CONTRACTUAL SERVICES	111,535	94,817	-	16,718	-		16,718
Amount Sent to Other Departments									
Subtotal			111,535	94,817	-	16,718	-	-	16,718
RECREATION-ADMIN		SPLIT TIME	47,275	49,343	-	(2,068)	2,068		0
RECREATION-ADMIN		ADVERTISING	440	301	-	139	-	(138)	1
RECREATION-ADMIN		COPY & PRINTING SERVICES	250	83	-	167	-	(167)	-
RECREATION-ADMIN		POSTAGE	250	1,009	-	(759)	759		0
RECREATION-ADMIN		OFFICE SUPPLIES	520	485	-	35	-	(35)	0
RECREATION-ADMIN		EQUIPMENT MAINTENANCE	270	152	-	118	-	(117)	1
RECREATION-ADMIN		DUES & SUBSCRIPTIONS	255	260	-	(5)	5		-
Amount received from other departments							(2,375)		
Subtotal			49,260	51,633	-	(2,373)	2,832	(457)	2
REC-MEMORIAL POOL		SEASONAL	24,800	24,772	-	28	-		28
Amount Sent to Other Departments									
Subtotal			24,800	24,772	-	28	-	-	28
P&OS-MAINTENANCE		FULL-TIME	439,768	446,274	-	(6,506)	6,506		0
P&OS-MAINTENANCE		OVERTIME	19,250	16,643	-	2,607	-	(2,606)	1
P&OS-MAINTENANCE		SEASONAL	23,200	18,686	-	4,514	-	(4,514)	-
P&OS-MAINTENANCE		EQUIPMENT RENTALS	5,500	4,051	-	1,449	-	(1,449)	0
P&OS-MAINTENANCE		LAUNDRY SERVICE	3,450	2,950	-	500	-	(500)	0
P&OS-MAINTENANCE		TECH & PROGRAM SUPPLIES	300	463	-	(163)	163		0
P&OS-MAINTENANCE		BUILDING SUPPLIES	2,600	7,404	-	(4,804)	4,805		1
P&OS-MAINTENANCE		CLEANING SUPPLIES	1,200	598	-	602	-	(601)	1
P&OS-MAINTENANCE		AGRICULTURAL SUPPLIES	9,980	4,814	-	5,166	-	(5,166)	0
P&OS-MAINTENANCE		ROAD & DRAINAGE SUPPLIES	2,000	5,093	-	(3,093)	3,094		1
P&OS-MAINTENANCE		PARTS SUPPLIES	13,100	13,326	345	(571)	572		1
P&OS-MAINTENANCE		CLOTHES & SAFETY SUPPLIES	2,200	1,918	-	282	-	(282)	0
P&OS-MAINTENANCE		OIL & LUBRICANTS	600	-	-	600	-	(600)	-
P&OS-MAINTENANCE		EQUIPMENT MAINTENANCE	5,000	8,102	-	(3,102)	3,103		1
P&OS-MAINTENANCE		VEHICLE MAINTENANCE	3,400	2,978	-	422	-	(421)	1
P&OS-MAINTENANCE		FACILITIES MAINTENANCE	-	31,653	-	(31,653)	31,653		0
P&OS-MAINTENANCE		WATER CHARGES	9,500	5,164	-	4,336	-	(4,336)	0
P&OS-MAINTENANCE		NATURAL GAS/PROPANE	5,000	10,089	-	(5,089)	5,089		0
P&OS-MAINTENANCE		ELECTRIC	9,500	10,072	-	(572)	572		0
P&OS-MAINTENANCE		GASOLINE	26,010	26,024	-	(14)	14		0
P&OS-MAINTENANCE		DIESEL FUEL	8,000	7,964	-	36	-		36
P&OS-MAINTENANCE		DUES & SUBSCRIPTIONS	300	259	-	41	-		41
P&OS-MAINTENANCE		TECHNICAL & PROGRAM EQUIP	-	-	-	-	-		-
P&OS-MAINTENANCE		PARKS IMPROVEMENTS	-	2,440	-	(2,440)	2,440		-
Amount received from other departments							(37,536)		
Subtotal			589,858	626,965	345	(37,452)	58,011	(20,475)	84

BUDGET UNIT	Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
P&OS-MEM FIELD		SEASONAL	4,820	5,628	-	(808)	808		0
P&OS-MEM FIELD		BUILDING SUPPLIES	450	584	-	(134)	134		0
P&OS-MEM FIELD		AGRICULTURAL SUPPLIES	5,500	1,829	-	3,671	-	(1,914)	1,757
P&OS-MEM FIELD		PARTS SUPPLIES	2,500	1,923	-	577	-		577
P&OS-MEM FIELD		EQUIPMENT MAINTENANCE	2,000	2,971	-	(971)	972		1
P&OS-MEM FIELD		VEHICLE MAINTENANCE	500	200	-	300	-		300
P&OS-MEM FIELD		WATER CHARGES	3,000	-	-	3,000	-		3,000
P&OS-MEM FIELD		GASOLINE	1,000	1,000	-	-	-		-
P&OS-MEM FIELD		DIESEL FUEL	1,000	1,000	-	-	-		-
Amount Sent to Other Departments									
Subtotal			20,770	15,135	-	5,635	1,914	(1,914)	5,635
P&OS-MEM POOL		BUILDING SUPPLIES	1,200	2,837	-	(1,637)	1,638		1
P&OS-MEM POOL		CLEANING SUPPLIES	500	600	-	(100)	100		0
P&OS-MEM POOL		CHEMICAL & LAB SUPPLIES	4,040	2,276	-	1,764	-	(1,764)	0
P&OS-MEM POOL		PARTS SUPPLIES	500	330	-	170	-	(170)	0
P&OS-MEM POOL		EQUIPMENT MAINTENANCE	1,700	1,510	-	190	-	(190)	0
P&OS-MEM POOL		WATER CHARGES	5,000	8,097	-	(3,097)	3,097		0
P&OS-MEM POOL		SEWER USE FEES	1,800	1,800	-	-	-		-
P&OS-MEM POOL		ELECTRIC	2,500	1,397	-	1,103	-	(1,103)	0
P&OS-MEM POOL		HEATING OIL	150	-	-	150	-	(150)	-
P&OS-MEM POOL		REFUSE DISPOSAL	2,400	1,388	-	1,012	-	(1,011)	1
Amount received from other departments							(447)		
Subtotal			19,790	20,235	-	(445)	4,835	(4,388)	2
LIBRARY ADMIN		FULL-TIME	351,245	312,318	-	38,927	-	(36,612)	2,315
LIBRARY ADMIN		PART TIME	74,820	77,258	-	(2,438)	2,439		1
LIBRARY ADMIN		OVERTIME	-	196	-	(196)	197		1
LIBRARY ADMIN		CONTRACTUAL SERVICES	54,110	50,199	-	3,911	-		3,911
LIBRARY ADMIN		COPY & PRINTING SERVICES	500	605	-	(105)	105		-
LIBRARY ADMIN		BANK FEES	1,100	1,811	-	(711)	712		1
LIBRARY ADMIN		POSTAGE	350	228	-	122	-		122
LIBRARY ADMIN		OFFICE SUPPLIES	3,000	4,796	-	(1,796)	1,797		1
LIBRARY ADMIN		TECH & PROGRAM SUPPLIES	8,500	17,878	-	(9,378)	9,378		0
LIBRARY ADMIN		EQUIPMENT MAINTENANCE	19,550	41,533	-	(21,983)	21,984		1
LIBRARY ADMIN		DUES & SUBSCRIPTIONS	300	200	-	100	-		100
Amount Sent to Other Departments									
Subtotal			513,475	507,022	-	6,453	36,612	(36,612)	6,453
LIB ADLT & YNG ADLT		FULL-TIME	277,890	277,940	-	(50)	50		0
LIB ADLT & YNG ADLT		PART TIME	61,165	44,986	-	16,179	-	(16,179)	0
LIB ADLT & YNG ADLT		CONTRACTUAL SERVICES	6,480	7,800	-	(1,320)	1,320		-
LIB ADLT & YNG ADLT		TECH & PROGRAM SUPPLIES	500	2,463	-	(1,963)	1,964		1
LIB ADLT & YNG ADLT		REFERENCE MATERIALS	123,385	140,301	-	(16,916)	16,916		0
Amount received from other departments							(4,071)		
Subtotal			469,420	473,489	-	(4,069)	20,250	(16,179)	2
LIB CHILDREN SRVS		FULL-TIME	185,840	188,820	-	(2,980)	2,981		1
LIB CHILDREN SRVS		PART TIME	111,755	97,335	-	14,420	-	(8,636)	5,784
LIB CHILDREN SRVS		OVERTIME	-	-	-	-	-		-
LIB CHILDREN SRVS		CONTRACTUAL SERVICES	2,000	1,713	-	287	-		287
LIB CHILDREN SRVS		COPY & PRINTING SERVICES	100	-	-	100	-		100
LIB CHILDREN SRVS		TECH & PROGRAM SUPPLIES	900	894	-	6	-		6
LIB CHILDREN SRVS		REFERENCE MATERIALS	37,470	38,265	-	(795)	796		1
Amount Sent to Other Departments							4,849		
Subtotal			338,065	327,028	-	11,037	3,777	(8,636)	6,178
LIB BLDNGS & GRNDS		CUSTODIAL SERVICES	2,935	2,995	-	(60)	61		1
LIB BLDNGS & GRNDS		TECH & PROGRAM SUPPLIES	500	-	-	500	-	(500)	-
LIB BLDNGS & GRNDS		BUILDING SUPPLIES	4,700	6,461	-	(1,761)	1,761		0
LIB BLDNGS & GRNDS		CLEANING SUPPLIES	2,300	992	-	1,308	-	(1,308)	0
LIB BLDNGS & GRNDS		EQUIPMENT MAINTENANCE	15,000	32,158	-	(17,158)	17,659		501
LIB BLDNGS & GRNDS		FACILITIES MAINTENANCE	2,000	5,692	-	(3,692)	3,692		0
LIB BLDNGS & GRNDS		WATER CHARGES	2,040	2,196	-	(156)	156		0
LIB BLDNGS & GRNDS		SEWER USE FEES	830	1,099	-	(269)	270		1
LIB BLDNGS & GRNDS		NATURAL GAS/PROPANE	24,000	26,780	-	(2,780)	2,781		1
LIB BLDNGS & GRNDS		ELECTRIC	67,500	75,675	-	(8,175)	8,176		1
LIB BLDNGS & GRNDS		HEATING OIL	500	-	-	500	-	(500)	-
LIB BLDNGS & GRNDS		REFUSE DISPOSAL	2,335	2,339	-	(4)	4		0
Amount received from other departments							(32,252)		
Subtotal			124,640	156,387	-	(31,747)	34,560	(2,308)	505

BUDGET UNIT	Title	Account Title	Budget	YTD Expenses	Encumbrances	Fav / (Unfav)	Transfers in	Transfers out	Ending Balance
EMPLOYEE BENEFITS		MAJOR MEDICAL INSURANCE	2,407,140	2,309,011	-	98,129	-	(98,129)	-
EMPLOYEE BENEFITS		LIFE INSURANCE	38,920	39,174	-	(254)	255		1
EMPLOYEE BENEFITS		DISABILITY INSURANCE	22,795	22,295	-	500	-	(500)	-
EMPLOYEE BENEFITS		SOCIAL SECURITY/FICA	697,181	697,278	-	(97)	98		1
EMPLOYEE BENEFITS		POLICE PENSIONS	562,235	547,941	-	14,294	-	(14,294)	-
EMPLOYEE BENEFITS		TOWN PENSIONS	770,450	780,819	-	(10,369)	10,369		0
EMPLOYEE BENEFITS		UNEMPLOYMENT COMPENSATION	5,000	18,021	-	(13,021)	13,021		0
EMPLOYEE BENEFITS		CONSULTANT	-	1,608	-	(1,608)	1,608		1
Amount Sent to Other Departments								87,574	
Subtotal			4,503,721	4,416,147	-	87,574	25,351	(112,923)	2
GENERAL LIABILITY & INS		WORKER'S COMPENSATION	179,210	194,010	40,315	(55,115)	55,115		0
GENERAL LIABILITY & INS		COMPREHENSIVE PROP& CASLT	197,415	139,470	36,643	21,302	-	(21,302)	0
GENERAL LIABILITY & INS		FLEET INSURANCE	28,080	13,268	4,812	10,000	-	(10,000)	-
GENERAL LIABILITY & INS		BOILER INSURANCE	4,600	3,450	1,150	-	-		-
GENERAL LIABILITY & INS		INSURANCE DEDUCTIBLE	10,000	4,456	-	5,544	-	(5,544)	-
Amount received from other departments							(18,269)		
Subtotal			419,305	354,655	82,919	(18,269)	55,115	(36,846)	0
OPERATING TRANSFERS		CONTINGENCY RESERVE	-	-	-	-	-		-
OPERATING TRANSFERS		CNR-2009	-	-	-	-	-		-
OPERATING TRANSFERS		CNR-2010	59,700	59,700	-	-	-		-
OPERATING TRANSFERS		CNR-2011	48,000	48,000	-	-	-		-
OPERATING TRANSFERS		CNR-2012	73,000	73,000	-	-	-		-
OPERATING TRANSFERS		CNR-2013	62,865	62,862	-	3	-		3
OPERATING TRANSFERS		CNR-2014	83,250	83,248	-	2	-		2
OPERATING TRANSFERS		POLICE VEHICLES	65,000	65,000	-	-	-		-
OPERATING TRANSFERS		LIBRARY HUD GRANT	-	-	-	-	-		-
OPERATING TRANSFERS		OPERATING TRANSFER	-	-	-	-	-		-
Subtotal			391,815	391,810	-	5	-	-	5
PRINCIPAL		DEBT PRINCIPAL-TOWN	2,491,000	2,550,279	-	(59,279)	59,279		(0)
PRINCIPAL		DEBT PRINCIPAL-SCHOOL	2,994,000	2,934,721	-	59,279	-	(59,279)	0
INTEREST		DEBT SERVICE INT-TOWN	373,445	401,774	-	(28,329)	28,329		0
INTEREST		DEBT INT-SCHOOL	425,730	397,404	-	28,326	-	(28,326)	0
Subtotal			6,284,175	6,284,178	-	(3)	87,608	(87,605)	0



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Joseph Mancini - Finance Director

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Intra-departmental transfers
2. **Date of submission:** August 7, 2014
3. **Date of Board Meeting:** August 11, 2014
4. **Individual or Entity making the submission:** Joseph Mancini
5. **Action requested of the Board of Selectmen**

Attached for your review and approval are the fiscal year 2014 budget transfers. These transfers cover movements from Department to Department.

Thank you for your consideration and I look forward to discussing these with you,

Joseph Mancini
Finance Director

-
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.):**

Joseph Mancini
Jmancini@simsbury-ct.gov
860-658-3282

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

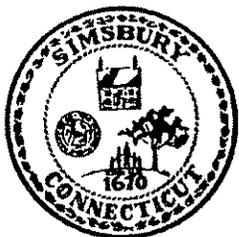
jmancini@simsbury-ct.gov
www.simsbury-ct.gov

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8:30 - 4:30 Tuesday through Friday

7. **Summary of Submission** – Budget transfers for Fiscal Year 2014

BOF 2013 - 2014 Intra-Departmental Transfers

BUDGET UNIT	BUDGET UNIT Title	Account Title	Budget Control Organization	Budget Control Account	Transfers in	Transfers out
P&OS-MAINTENANCE	Amount received from other departments				(37,536)	
ADMIN SERVICES	Amount received from other departments				(35,416)	
LIB BLDNGS & GRNDS	Amount received from other departments				(32,252)	
HIGHWAY-FAC & PRGMS	Amount received from other departments				(23,856)	
ENGINEERING DEPT	Amount received from other departments				(22,240)	
MISC BUILDINGS	Amount received from other departments				(20,578)	
GENERAL LIABILITY & INS	Amount received from other departments				(18,269)	
HIGHWAY-LABR & EQUIP	Amount received from other departments				(11,588)	
SOCIAL SRVS-ADMIN	Amount received from other departments				(5,466)	
PUBLIC WORKS ADMIN	Amount received from other departments				(4,655)	
LIB ADLT & YNG ADLT	Amount received from other departments				(4,071)	
BOARD OF FINANCE	Amount received from other departments				(3,096)	
RECREATION-ADMIN	Amount received from other departments				(2,375)	
TAX DEPARTMENT	Amount received from other departments				(1,922)	
BEAUTIFICATION	Amount received from other departments				(725)	
BLDGS & MNT ADMIN	Amount received from other departments				(657)	
P&OS-MEM POOL	Amount received from other departments				(447)	
ASSESSORS OFFICE	Amount received from other departments				(31)	
EMPLOYEE BENEFITS	Amount Sent to Other Departments					87,574
POLICE DEPT	Amount Sent to Other Departments					30,588
DIR OF COMM DEVMNT	Amount Sent to Other Departments					25,096
PLANNING DEPMNT	Amount Sent to Other Departments					20,508
BUILDING DEPT	Amount Sent to Other Departments					17,306
ENO MEMORIAL HALL	Amount Sent to Other Departments					10,834
LEGAL SERVICES	Amount Sent to Other Departments					9,275
ELECTION ADMINISTRATION	Amount Sent to Other Departments					8,550
LIB CHILDREN SRVS	Amount Sent to Other Departments					4,849
ANIMAL CONTROL	Amount Sent to Other Departments					3,418
INFORMATION TECHNOLOGY	Amount Sent to Other Departments					2,968
BOS-COMMUNITY SERVICES	Amount Sent to Other Departments					1,868
TOWN CLERK	Amount Sent to Other Departments					1,309
CENTRAL ADMIN	Amount Sent to Other Departments					1,037
					(225,180)	225,180



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: August 6, 2014**

2. **Date of Board Meeting: August 11, 2014**

3. **Individual or Entity making the submission: Richard L. Sawitzke, P.E.**

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.):**
Authorize entering into an agreement with Charles Houlihan, Esq. as Special Counsel for the legal services associated with the purchase of the Ethel Walker Open Space acquisition of Parcel C.

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.):**

Richard L. Sawitzke, P.E. Engineering Project Manager

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.):

- i. Board of Selectmen ability to close on property around November 2014.
- ii. Town of Simsbury and Charles Houlihan
- iii. Hourly rate as customary and usual for legal services
- iv. Same type Letter Agreement previously approved by Town Counsel for closing of Parcel B
- v. Documents attached.

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:

Letter from Engineering Project Manager to Board of Selectmen, dated 8/6/14



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Richard Sawitzke - Engineering Project Manager

August 6, 2014

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

Dear Mr. Selectmen:

**Subject: Ethel Walker Open Space-Parcel C
Appointment of Special Counsel**

As you may recall from the previous Ethel Walker Open Space, Parcel B, acquisition, our Town Attorney's firm informed us that they had a conflict of interest in representing the Town in the Ethel Walker closing. I am recommending that the Board of Selectmen authorize retaining Charles D. Houlihan, Jr. as Special Counsel for the Ethel Walker land closing.

Attorney Houlihan represented us regarding the previous parcel B closing. With his other open space acquisitions' involvement in Simsbury, he is familiar with the various State DEEP closing requirements.

His representation will include reviewing the contract of sale, fulfillment of the conditions and representations of the parties, examination of title, review of the deed, review coordination with the grant requirements of the State of Connecticut and organize and conduct the closing. In addition, he will arrange for a title insurance policy to insure fee simple title to Parcel C is vested in the Town.

His representation shall be specific to this transaction only. Should the Town require additional services related to other matter, we would need to have a separate agreement.

Sincerely,


Richard L. Sawitzke, P.E.
Engineering Project Manager

cc: Mary A. Glassman, First Selectman
Jerome F. Shea, Town Engineer
Charles D. Houlihan, Jr.

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

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

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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

1. **Title of submission:**
TMMF Fireworks Co-sponsorship by the Town of Simsbury
2. **Date of submission:**
July 28, 2014
3. **Date of Board Meeting:**
Aug 11, 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:

Simsbury Performing Arts Center, Inc. has sponsors who has agreed to contribute to cover the \$4,000 cost of the now-traditional fireworks display at SeptemberFest on Saturday September 6, 2014. The Simsbury Performing Arts Center, Inc. will pay the \$4,000 cost to the Town as soon as this request is approved.

Over the past few years, 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. 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 - 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.):

SeptemberFest is a great Simsbury-unique community event that attracts over 10,000 visitors from Simsbury and the Farmington Valley. The fireworks display, held on Saturday night, is a big draw for families.

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:

AMERICAN THUNDER FIREWORKS
196 Park Street, North Reading, MA 01864
PHONE: (978) 664-0057 FAX: (978) 664-9886

This CONTRACT AND AGREEMENT is entered into on 8/7/2014 by and between AMERICAN THUNDER FIREWORKS, party of the first part, and Town of Simsbury, party of the second part.

The FIRST PARTY agrees to furnish to the SECOND PARTY a fireworks display of good quality and fired by licensed operators, in accordance with the program submitted to the SECOND PARTY, which program the SECOND PARTY had accepted and approved, for the amount of \$4000.00

Date of Display: 9/5/2014 Rain Date: 9/6/2014 Time: 9:0:0PM
Location: Pent Rd, Simsbury Ct. rear field

The PARTY OF THE FIRST PART agrees to furnish an experienced licensed pyrotechnician necessary for said exhibition and that, in the event of rain or inclement weather, a postponement may be made to the rain date above. It is agreed and understood by the parties hereto that in the event the fireworks have been taken out and set up before the rain and with good weather prevailing the said exhibition of fireworks must be carried out in the best possible manner without any deductions whatever from the hereinafter named compensation. The FIRST PARTY shall carry adequate comprehensive personal injury and property damage liability insurance, and to secure all Police, Fire, Local and State permits, and to arrange for any security bonds as required by law in their community when necessary.

The said party of the second part agrees to procure and furnish a suitable place to display the said fireworks, and agrees to furnish necessary police detail, fire detail, and sponsors protection, snow fencing for proper crowd control, auto parking, and proper supervision in clearing of debris after the display.

In the event of fire, accident, strikes, delay, flood, act of God, or other causes not under the control of the party of the first part which prevent the delivery of said materials, the parties hereto release each other from any and all performances of the covenants herein contained and from the breach thereof.

The PARTY OF THE SECOND PART agrees to pay the PARTY OF THE FIRST a 50% deposit of the total amount of the display with the signed contract. The remaining balance must be paid within a week of the display. The PARTY OF THE SECOND PART agrees to pay the PARTY OF THE FIRST within 10 days of the display (5 % interest will be charged per month after 10 days).

TOTAL DISPLAY AMOUNT.....	\$4000.00
\$2,000,000 CSL.....	INCLUDED
TRANSPORTATION.....	INCLUDED
OTHER.....	(20% Rain Date Fee)
Rain Date Fee does not apply if show is cancelled 24hrs prior to show or before the truck leaves home base.	
LESS: DEPOSIT.....	\$0.00
BALANCE DUE.....	\$4000.00

AMERICAN THUNDER FIREWORKS

AUTHORIZED AGENT
PARTY OF THE SECOND PART

By: Warren R. Peary

By: _____

American Thunder Fireworks
 196 Park Street
 North Reading, MA 01864
 (978) 664-0057
 2014
 Show Program

Sold To: Simsbury Ct Date: 7/11/14 7/3/14, 9/5/14

Mark Program Here

Opening:

15-3"/10-3"

Flights:

1-20-3" 2-10-3"
 6-5-3" 4-5-4"
 1-15-3" Red Comets
 1-5-4" Red Comets

Mid Barrage:

15-3"/5-4"/20-3"

Finale:

30-3"/20-4"/30-3"/20-4"/30-3"/30-3" salute

<u>Mortars (Finale)</u>	<u>Heavy Guns</u>	<u>Pulling Shells</u>	<u>Total Shells</u>
2.5" _____		2.5" _____	2.5" _____
3" _____ 61 _____	3" _____	3" _____ 40 _____	3" _____ 305 _____
4" _____ 18 _____	4" _____	4" _____ 20 _____	4" _____ 90 _____
5" _____ 3 _____	5" _____	5" _____ 15 _____	5" _____ 15 _____
6" _____ 3 _____	6" _____	6" _____ 12 _____	6" _____ 12 _____
	8" _____	8" _____	8" _____
	10" _____	10" _____	10" _____
	12" _____	12" _____	12" _____
		Cakes: _____	Cakes: _____

The Finest In Display Fireworks!!



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:** August 6, 2014
3. **Date of Board Meeting:** August 11, 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 continuing on a permanent basis offering 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.

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

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

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

An Equal Opportunity Employer
8:30 - 7:00 Monday
8:30 - 4:30 Tuesday through Thursday
8:30 - 1:00 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.):**

If approved, the hours for Town Hall and Eno Memorial Hall would continue 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.
- 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.

On May 15, 2014 this office issued a press release announcing the trial summer hours and requesting inviting feedback from the public. The announcement was sent out through the Town's "news and announcements" e-mail list and was posted on the website. To date, this office has not received any comments, positive or negative, in response to this request.

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:

Summaries of the observations of the different departments are attached.

Departmental Observations – Change it Town Hall/Eno Hall Hours

Social Services:

We have begun offering a monthly supper program on Monday evenings, (13 attended in July and 16 in August) and have scheduled many other activities/events/speakers for upcoming Monday evenings.

Additionally, we have found that Monday evenings are ideal for working parents who come in to apply for our assistance programs.

We have received complaints from three seniors from the Line Dance class. They didn't like the change we made to their class from Friday afternoon to Tuesday afternoon.

Tax Collector:

We only had 1 comment since we started the new hours-from someone who was so happy that we were open on Mondays. Told her that we have been for 18+years (she had no idea). Did not have a problem with us closing on Friday's in fact she said she is trying to change her work place to change hours.

Since July was a busy month for us we did not have any complaints about closing on Fridays. We did stay open last Friday August 1, since it was the last day to pay. If we would have closed I think we would have had some. Just so happened that the last day to pay was a Friday.

Monday July 7th we had 14 people and 3 phone calls Friday 4th closed
Monday July 14 we had 8 people and 6 phone calls Friday 11th – 7 people and 5 phone calls
Monday July 20th we had 6 people and 4 phone calls Friday 18th - 5 people and 5 phone calls
Monday July 28th we had 33 people and 2 phone calls Friday 25th – 6 phone calls
Friday August 1, last day to pay taxes 150+ people and no sure how many phone calls, but would say that we did not have that many phone calls after 1:00.

We did post online that we were open until 4:30 on the last day to pay taxes August 1st.
All in all I think it has been positive.

Central Administration

- 1) I have not heard any adverse comments from members of the public regarding the early closing on Friday. I have heard from one employee who prefers the old arrangement for childcare reasons.
- 2) I have received a number of positive comments from members of the public regarding the extended hours on Monday night. In particular one individual who I was helping with veterans benefits issues was pleasantly surprised that we were able to talk after his own regular work hours on Monday. I have also been able to reach out to discuss job offers with potential candidates while they are at home and away from their current employers which can expedite the hiring process. I have also heard from many employees (at least 10) who prefer the new hours. I personally find that I am highly productive during Monday evenings as there are typically less interruptions.

3) As referenced above, I feel like my “level of service” has increased with the new hours primarily due to my ability to connect with people at home who I may have trouble reaching during the day.

Planning

I believe the new hours have worked very well. I have only heard 1 admin person who did not like it, but that was simply “because it was a long day”. The service provided has been excellent.

I have heard no complaints from any potential customers. All service has been provided as requested.

The fact that our department was one of the departments that was always open every single Monday night before means that there has been no reduction in service. The level of service has been and will remain excellent.

Town Clerk

Adverse comments – A person who came late on a June Friday to license a dog was upset because he did not know Town Hall hours had changed. The person returned the following Monday or Tuesday and licensed the dog, which could have been done by mail, also.

Positive comments – A couple who arrived just before 1:00 pm on a Friday in early June sent their thanks because we stayed late to issue their marriage license.

Level of service - We see the increase in the level of service from a fully staffed department as the biggest benefit for the town. As shown in the attached chart, the number and type of fee transactions from year to year are about the same. The chart does not include non-fee business, such as telephone calls. The tangible difference between the two years is that in 2013 one person was on duty, while in 2014 two or three staff members were available to help customers on Monday evenings.

For example, after 5:00 PM on August 4, 2014, we were able to issue marriage licenses simultaneously to two couples who arrived at the same time. Between about 5:00 PM and 6:30 PM on August 4, we issued 5 marriage licenses; and no one had to wait for service. When this happened on Monday evenings in 2013, with one staff member available, the second (and sometimes the third) couple had to wait while the couple(s) ahead of them were helped - a process of at least 15 to 20 minutes.



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) The abatement would begin with the current fiscal year, which is the tax on the list of 10/1/2013 and continue through the list of 10/1/2022.

(ii) C-Tec Solar PPA ISC, LLC

(iii) The forgone taxes on the solar electrical generating equipment which is eligible for the abatement amount to \$13,020.91 in the current fiscal year and about \$79,000 over the course of the ten year abatement, as illustrated in the attached memorandum. The tax amount is expected to decline as the depreciation schedule is applied to the original cost.

(iv) The necessary resolution is being prepared by Town Counsel.

(v) The Board of Selectmen has previously taken certain actions to amend the town's ground lease with the skating center. These amendments enabled it to enter into its equipment lease with C-Tec Solar PPA ISC, LLC. Had the equipment been installed in January 2014 or later, it would have been exempt. As it is, it will remain on the taxable grand list and will owe property taxes to the Simsbury Fire District. The proposed abatement is authorized but not required by statute.

As of July 31, 2014, the taxpayer had paid enough to cover the fire district tax and the first installment of the portion of the town tax which is not subject to abatement.

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:

Memo from the assessor to the first selectman and the director of finance/treasurer detailing the basis for the anticipated tax loss over the course of the abatement.



Assessor Town of Simsbury

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

July 31, 2014

To: Mary A. Glassman, First Selectman
Joseph Mancini, Director of Finance/Treasurer

From: David M. Gardner, Assessor *D.M.G.*

Re: Abatement for solar electric generating equipment installed at the ISCC

C-Tec PPA ISC, LLC is the owner of a solar electrical generating system which includes photovoltaic panels and an inverter installed at the International Skating Center, and which supplies power to it. The equipment assessment is eligible for abatement in full. Page two of this memorandum corresponds to a ten-year abatement resolution.

According to Connecticut General Statute §12-81(57)(C), property like this that was installed between January 1, 2010 and December 31, 2013 is taxable, but is eligible for up to 100% abatement. Installations like this completed after January 1, 2014 are exempt.

As of October 1, 2013, the solar panels had been installed, but the inverter was not tested and made operational until November 2013. I estimated the equipment cost as of October 1, 2013, as 80% of the building permit cost for the project, which was \$659,000. The cost will need to be confirmed from the personal property declaration when it is filed. Any additional cost of equipment installed after October 1, 2013 will be excluded from basis of the assessment upon which the tax and the abatement will be based.

The attached illustration gives an indication of how much property tax the town might forgo based upon its assumptions. These include that the cost basis will not be reduced by the removal of any components within the ten-year abatement period, that the depreciation schedule continues to be used, that the cost basis is accurate and that the mill rate will change as illustrated. For assessment years after 10/1/2016, the mill rate is based upon the ten-year average mill rate ending with the current year, adjusted at the same rate of change as for the remaining years of the current revaluation cycle. The abatement for the current fiscal year would be \$13,021. The total abatement for ten years would be about \$79,000 as illustrated. Holding the current mill rate without adjustment for the entire ten year period yields a total that is only about \$400 less.

Telephone (860) 658-3251
Facsimile (860) 658-3285

www.simsbury-ct.gov

An Equal Opportunity Employer
8:30 - 7:00 Monday
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8:30-1:00 Friday

Fiscal Year Ending 6/30	Grand List October 1	Estimated Original Cost of Equipment Installed as of 10/1/2013	Per Cent Good	Depreciated Value	Eligible Assessment at 70%	Town Tax	Tax Increase Factor	Mill Rate Illustration	Illustrated Abatement 10/1/2013	Net Town Tax
							(1.01463)	0.03714		
							2007-2011 Av Increase	0.03349	2004- 2013 Av Mill Rate	
2015	2013	\$ 527,200	0.95	\$ 500,840	350,590	\$16,276.16	1.0000	0.03714	\$ 13,020.91	\$3,255.25
2016	2014	\$ 527,200	0.90	\$ 474,480	332,140	\$ 12,515.04	1.0146	0.03768	\$ 12,515.04	\$0.00
2017	2015	\$ 527,200	0.80	\$ 421,760	295,230	\$ 11,286.64	1.0294	0.03823	\$ 11,286.64	\$0.00
2018	2016	\$ 527,200	0.70	\$ 369,040	258,330	\$ 10,020.62	1.0445	0.03879	\$ 10,020.62	\$0.00
2019	2017	\$ 527,200	0.60	\$ 316,320	221,420	\$ 7,858.20	1.0598	0.03549	\$ 7,858.20	\$0.00
2020	2018	\$ 527,200	0.50	\$ 263,600	184,520	\$ 6,644.57	1.0753	0.03601	\$ 6,644.57	\$0.00
2021	2019	\$ 527,200	0.40	\$ 210,880	147,620	\$ 5,394.03	1.0910	0.03654	\$ 5,394.03	\$0.00
2022	2020	\$ 527,200	0.30	\$ 158,160	110,710	\$ 4,104.02	1.1070	0.03707	\$ 4,104.02	\$0.00
2023	2021	\$ 527,200	0.30	\$ 158,160	110,710	\$ 4,164.91	1.1232	0.03762	\$ 4,164.91	\$0.00
2024	2022	\$ 527,200	0.30	\$ 158,160	110,710	\$ 4,225.80	1.1396	0.03817	\$ 4,225.80	\$0.00
Totals						\$82,489.99			\$79,234.74	\$3,255.25



Robert M. DeCrescenzo
(t) 860.548.2625
(f) 860.548.2680
rdecrescenzo@uks.com

August 7, 2014

Mary A. Glassman
First Selectman
Town of Simsbury
933 Hopmeadow Street
Simsbury, CT 06070

Re: Proposed Property Tax Abatement
C-TEC, PPA ISC, LLC

Dear Mary:

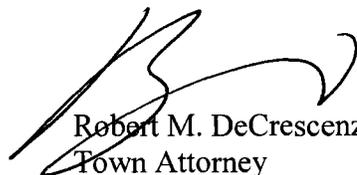
Enclosed please find a proposed resolution for the tax abatement outlined in David Gardner's July 31, 2014 memorandum.

This is to confirm that General Statutes §12-81(57)(C), as outlined in Mr. Gardner's memorandum, authorizes the Board of Selectmen to abate up to 100% of the taxes due on the Solar Power Array owned by C-TEC, PPA, ISC, LLC and installed at the skating rink. To qualify for the abatement, pursuant to General Statutes §12-81(57)(C)(iii), the owner must certify that the "nameplate capacity of such source or facility does not exceed the load for the location where such generation or displacement is located". The term of the abatement is not limited by the statute and is left to the discretion of the Board of Selectmen.

The property is taxable because the installation of the Array was completed prior to January 1, 2014. After that date, General Statutes §12-81(57)(D) makes property like the Array tax exempt.

If you have any questions, please do not hesitate to contact me.

Very truly yours,



Robert M. DeCrescenzo, Esq.
Town Attorney

RMDe/psm
Enclosure

Updike, Kelly & Spellacy, P.C.

100 Pearl Street ■ PO Box 231277 ■ Hartford, CT 06123 (t) 860.548.2600 (f) 860.548.2680 www.uks.com

788399

**TOWN OF SIMSBURY
BOARD OF SELECTMEN RESOLUTION
PROPERTY TAX ABATEMENT: SOLAR POWER ARRAY**

WHEREAS, the Town of Simsbury (“the Town”) as Lessor and the ISCC, LLC (“ISCC”) as Lessee entered into a Ground Lease dated April 18, 1994 on which ISCC constructed and operates a recreational ice skating rink known as the “International Skating Center of Connecticut” (the “Ice Rink”).

WHEREAS in 2013, ISCC entered into a Solar Power & Services Agreement for the installation of a photo voltaic array to support the recreational uses of the Premises consistent with the terms of the Ground Lease, and the Town approved the installation pursuant to the Lessee’s Agreement with C-TEC PPA, ISC, LLC (“C-TEC”).

WHEREAS, the installation consists of a 324kW solar power generation array on the roof of the International Skating Center (“the Installation”), which will result in a material reduction in the operating costs of the Premises and will thereby support the recreational use of the Premises.

WHEREAS, C-TEC has been awarded a 15 year contract from CL&P and has installed the Installation on an area of the roof for a twenty year term. The installation was complete on or about November, 2013.

WHEREAS, C-TEC owns the Installation under the terms of the Agreement and is responsible for the payment of any property tax levied against its property.

WHEREAS, according to Connecticut General Statute §12-81(57)C), a solar power generation array that was installed between January 1, 2010 and December 31, 2013 is taxable, but is eligible for up to 100% abatement as approved by the Town’s legislative body. Under the same statute, installations like the C-TEC Array completed after January 1, 2014 are tax exempt.

WHEREAS, because the installation was completed prior to January 1, 2014, the Simsbury Tax Assessor included the Installation as taxable property on the October 1, 2013 Grand List at a total value of \$527,200 and a depreciated value of \$500,840, producing a tax bill of \$13,020.91 for the current Grand List year. The assessment is reflected in Personal Property Record, List No. 40127, Id. No. 4258446

NOW, THEREFORE, BE IT RESOLVED:

1. The Board of Selectmen hereby approves a tax abatement of the taxes levied for **[number of years to be determined]** years as permitted by General Statutes §12-81(57)(C) beginning on the October 1, 2013 Grand List year, through and including, the Grant List of **[to be determined]** generated by the property tax assessment of the Installation owned by C-TEC

and installed on the ISCC ice rink building as reflected in Personal Property Record, List No. 40127, Id. No. 4258446.

2. The First Selectman is authorized to take any and all actions necessary to carry out the purpose of this tax abatement as outlined above.

Approved by the Board of Selectmen this ____ day of August, 2014.

Mary A. Glassman
First Selectman

Nancy M. Haase
Deputy First Selectman

Sean P. Askham
Selectman

Cheryl B. Cook
Selectman

Lisa L. Heavner
Selectman

Michael R. Paine
Selectman

Attest:

Carolyn Keily, Town Clerk

Connecticut General Statutes Annotated
Title 12. Taxation (Refs & Annos)
Chapter 203. Property Tax Assessment (Refs & Annos)

C.G.S.A. § 12-81

§ 12-81. Exemptions

Effective: June 6, 2014 to December 31, 2014
Currentness

<Section effective until Jan. 1, 2015. See, also, section effective Jan. 1, 2015.>

The following-described property shall be exempt from taxation:

- (1) **Property of the United States.** Property belonging to, or held in trust for, the United States, the taxation of which has not been authorized by Congress;
- (2) **State property and reservation land.** Property belonging to, or held in trust for, this state and reservation land held in trust by the state for an Indian tribe;
- (3) **County property.** Repealed (1959, P.A. 152, § 99.);
- (4) **Municipal property.** Except as otherwise provided by law, property belonging to, or held in trust for, a municipal corporation of this state and used for a public purpose, including real and personal property used for cemetery purposes;
- (5) **Property held by trustees for public purposes.** As long as used by the public for public purposes, property held by trustees named in a will or deed of trust and their successors for this state or its people, one of its counties or its people or one of its municipal corporations or its people;
- (6) **Property of volunteer fire companies and property devoted to public use.** The property of any volunteer fire company used for fire protection or for other public purposes, if such company receives any annual appropriation from the town; and, as long as the owner thereof makes only a nominal charge not in excess of twenty-five dollars annually for its use, property not owned by a Connecticut municipality wherein the same is situated, provided such property is exclusively used by the public in lieu of public property which would otherwise be required, as authorized by any general statute or special act;
- (7) **Property used for scientific, educational, literary, historical, charitable or open space land preservation purposes.**
Exception. (A) Subject to the provisions of sections 12-87 and 12-88, the real property of, or held in trust for, a corporation organized exclusively for scientific, educational, literary, historical or charitable purposes or for two or more such purposes and used exclusively for carrying out one or more of such purposes or for the purpose of preserving open space land, as defined in section 12-107b, for any of the uses specified in said section, that is owned by any such corporation, and the personal property of, or held in trust for, any such corporation, provided (i) any officer, member or employee thereof does not receive or at any future time shall not receive any pecuniary profit from the operations thereof, except reasonable compensation for services in effecting

(57) **Class I renewable energy sources, hydropower facilities, solar water or space heating systems, geothermal energy sources and solar thermal or geothermal renewable energy sources.** (A) (i) Any Class I renewable energy source, as defined in section 16-1, or hydropower facility described in subdivision (21) of subsection (a) of section 16-1, installed for the generation of electricity for private residential use or on a farm, as defined in subsection (q) of section 1-1, provided such installation occurs on or after October 1, 2007, and further provided such installation is for a single family dwelling, a multifamily dwelling consisting of two to four units or a farm, (ii) any passive or active solar water or space heating system, or (iii) any geothermal energy resource. In the case of clause (ii) or (iii) of this subparagraph, such exemption shall apply only to the amount by which the assessed valuation of the real property equipped with such system or resource exceeds the assessed valuation of such real property equipped with the conventional portion of the system or resource;

(B) For assessment years commencing on and after October 1, 2013, any Class I renewable energy source, as defined in section 16-1, hydropower facility described in subdivision (21) of subsection (a) of section 16-1, or solar thermal or geothermal renewable energy source, installed for generation or displacement of energy, provided (i) such installation occurs on or after January 1, 2010, (ii) such installation is for commercial or industrial purposes, (iii) the nameplate capacity of such source or facility does not exceed the load for the location where such generation or displacement is located, and (iv) such source or facility is located in a distressed municipality, as defined in section 32-9p, with a population between one hundred twenty-five thousand and one hundred thirty-five thousand;

(C) For assessment years commencing on and after October 1, 2013, any municipality may, upon approval by its legislative body or in any town in which the legislative body is a town meeting, by the board of selectmen, abate up to one hundred per cent of property tax for any Class I renewable energy source, as defined in section 16-1, hydropower facility described in subdivision (21) of subsection (a) of section 16-1, or solar thermal or geothermal renewable energy source, installed for generation or displacement of energy, provided (i) such installation occurs between January 1, 2010, and December 31, 2013, (ii) such installation is for commercial or industrial purposes, (iii) the nameplate capacity of such source or facility does not exceed the load for the location where such generation or displacement is located, and (iv) such source or facility is not located in a municipality described in subparagraph (B) of this subdivision;

(D) For assessment years commencing on and after October 1, 2014, any (i) Class I renewable energy source, as defined in section 16-1, (ii) hydropower facility described in subdivision (21) of subsection (a) of section 16-1, or (iii) solar thermal or geothermal renewable energy source, installed for generation or displacement of energy, provided (I) such installation occurs on or after January 1, 2014, (II) is for commercial or industrial purposes, (III) the nameplate capacity of such source or facility does not exceed the load for the location where such generation or displacement is located or the aggregated load of the beneficial accounts for any Class I renewable energy source participating in virtual net metering pursuant to section 16-244u, and (IV) in the case of clause (iii) of this subparagraph, such exemption shall apply only to the amount by which the assessed valuation of the real property equipped with such source exceeds the assessed valuation of such real property equipped with the conventional portion of the source;

(E) Any person claiming the exemption provided in this subdivision for any assessment year shall, on or before the first day of November in such assessment year, file with the assessor or board of assessors in the town in which such hydropower facility, Class I renewable energy source, solar thermal or geothermal renewable energy source or passive or active solar water or space heating system or geothermal energy resource is located, a written application claiming such exemption. Failure to file such application in the manner and form as provided by such assessor or board within the time limit prescribed shall constitute a waiver of the right to such exemption for such assessment year. Such application shall not be required for any assessment year following that for which the initial application is filed, provided if such hydropower facility, Class I renewable energy source, solar thermal or geothermal renewable energy source or passive or active solar water or space heating system or geothermal energy resource is altered in a manner which would require a building permit, such alteration shall be deemed a waiver of the

right to such exemption until a new application, applicable with respect to such altered source, is filed and the right to such exemption is established as required initially;

(58) **Property leased to a charitable, religious or nonprofit organization.** Subject to authorization of the exemption by ordinance in any municipality, any real or personal property leased to a charitable, religious or nonprofit organization, exempt from taxation for federal income tax purposes, provided such property is used exclusively for the purposes of such charitable, religious or nonprofit organization and not otherwise exempt under this section;

(59) **Manufacturing facility in a distressed municipality, targeted investment community, enterprise zone or airport development zone. Designated manufacturing plant. Service facility.** (a) With respect to assessment years commencing on or after October 1, 2012, any manufacturing facility, as defined in section 32-9p, acquired, constructed, substantially renovated or expanded on or after July 1, 1978, in a distressed municipality, as defined in said section, in a targeted investment community, as defined in section 32-222, in an enterprise zone designated pursuant to section 32-70 or in an airport development zone established pursuant to section 32-75d and for which an eligibility certificate has been issued by the Department of Economic and Community Development, and any manufacturing plant designated by the Commissioner of Economic and Community Development under subsection (a) of section 32-75c as follows: To the extent of eighty per cent of its valuation for purposes of assessment in each of the five full assessment years following the assessment year in which the acquisition, construction, renovation or expansion of the manufacturing facility is completed, except that a manufacturing facility having a North American Industrial Classification Code of 325411 or 325412 and having at least one thousand full-time employees, as defined in subsection (f) of section 32-9j, shall be eligible to have the assessment period extended for five additional years upon approval of the commissioner, in accordance with all applicable regulations, provided such full-time employees have not been relocated from another facility in the state operated by the same eligible applicant;

(b) Any service facility, as defined in section 32-9p, acquired, constructed, substantially renovated or expanded on or after July 1, 1996, and for which an eligibility certificate has been issued by the Department of Economic and Community Development, as follows: (i) In the case of an investment of twenty million dollars or more but not more than thirty-nine million dollars in the service facility, to the extent of forty per cent of its valuation for purposes of assessment in each of the five full assessment years following the assessment year in which the acquisition, construction, renovation or expansion of the service facility is completed; (ii) in the case of an investment of more than thirty-nine million dollars but not more than fifty-nine million dollars in the service facility, to the extent of fifty per cent of its valuation for purposes of assessment in each of the five full assessment years following the assessment year in which the acquisition, construction, renovation or expansion of the service facility is completed; (iii) in the case of an investment of more than fifty-nine million dollars but not more than seventy-nine million dollars in the service facility, to the extent of sixty per cent of its valuation for purposes of assessment in each of the five full assessment years following the assessment year in which the acquisition, construction, renovation or expansion of the service facility is completed; (iv) in the case of an investment of more than seventy-nine million dollars but not more than ninety million dollars in the service facility, to the extent of seventy per cent of its valuation for purposes of assessment in each of the five full assessment years following the assessment year in which the acquisition, construction, renovation or expansion of the service facility is completed; or (v) in the case of an investment of more than ninety million dollars in the service facility, to the extent of eighty per cent of its valuation for purposes of assessment in each of the five full assessment years following the assessment year in which the acquisition, construction, renovation or expansion of the service facility is completed, except that any financial institution, as defined in subsection (b) of section 32-236, having at least four thousand qualified employees, as determined in accordance with an agreement pursuant to subsection (b) of section 32-236, shall be eligible to have the assessment period extended for five additional years upon approval of the commissioner, in accordance with all applicable regulations, provided such full-time employees have not been relocated from another facility in the state operated by the same eligible applicant. In no event shall the definition of qualified employee be more favorable to the employer than the definition provided in subsection (b) of section 32-236;



A Clean Technology And Energy Company
28 Pinnacle Mountain Rd., Simsbury, CT 06070
888 52 SOLAR — CTECSOLAR.COM

Board of Selectman
Town of Simsbury
Town Council

I am writing you this letter to certify that the International Skating Center solar project, owned and operated by C-TEC PPA ISC, LLC "nameplate capacity of such source or facility does not exceed the load for the location where such generation or displacement is located". Said projects maximum output is approximately 371,000 kWh yearly, which is 60% of the buildings usage.

I hope that this information will allow you to make your decision regarding the property tax abatement for C-TEC PPA ISC, LLC.

Thank you,

Mickey Toro
Owner – CTEC Solar

A handwritten signature in black ink, appearing to read "Mickey Toro", written in a cursive style.

28 Pinnacle Mountain Rd., Simsbury, CT 06070
888 52 SOLAR — CTECSOLAR.COM
Fax 860.658.5756



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Republican Nominations

2. **Date of submission:**

Tuesday, July 15, 2014

3. **Date of Board Meeting:**

Monday, July 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:

1. Accept the resignation of Jackie Battos as a Zoning Board of Appeals alternate;
and

2. Appoint Jackie Battos as a Zoning Commission alternate, in succession to
Vaughan Marecki

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
gpiecuch@comcast.net
860-651-3645

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 July 2, 2014, the Simsbury Republican Town Committee unanimously voted to recommend that the Board of Selectmen appoint Jackie Battos as an alternate member of the Zoning Commission, in succession of Vaughan Marecki.

Please note that Ms. Battos has already submitted a letter to the town clerk to resign her seat as an alternate member of the Zoning Board of Appeals. Please accept this resignation prior to making the new appointment.

The vacancy created on the ZBA will be filled in the regular 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:

7/3/14

I, Jacqueline Battos, resign from the
Zoning Board of Appeals Alternate position,
effective immediately.

Thank you,

J Battos





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:** August 4, 2014
3. **Date of Board Meeting:** August 11, 2014
4. **Individual or Entity making the submission:** Paul A. Sarkis
5. **Action requested of the Board of Selectmen:**
Accept the resignation of Paul A. Sarkis as a **regular** member of the Technology Task Force effective July 28, 2014.
6. **Individual(s) responsible for submission:** Carolyn Keily, Town Clerk
7. **Summary of Submission:**
Resignation: Paul A. Sarkis
Party: unaffiliated
Effective date: July 28, 2014
Board: Technology Task Force
Term: 12/2/2013 to 12/7/2015
8. **Description of documents included with submission**
The following documents are included with this submission and attached hereto:

Signed letter of resignation

Paul A. Sarkis
9 Cardinal Road, Simsbury, CT 06070

07/28/2014

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

Dear Ms. Keily:

I hereby resign my position as a regular member on the
Technology Task Force.

Please notify the Board of Selectmen that the effective date of my resignation is
07/28/2014.

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. **Date of submission:** August 6, 2014
3. **Date of Board Meeting:** August 11, 2014
4. **Individual or Entity making the submission:** Andrew Berling
5. **Action requested of the Board of Selectmen:**
Accept the resignation of Andrew Berling as a **regular** member of the Technology Task Force effective August 4, 2014
6. **Individual(s) responsible for submission:** Carolyn Keily, Town Clerk
7. **Summary of Submission:**
Resignation: Andy Berling
Party: Democratic
Effective date: August 4, 2014
Board: Technology Task Force
Term: 12/2/13 to 12/7/15
8. **Description of documents included with submission**
The following documents are included with this submission and attached hereto:

Signed letter of resignation

Andy Berling
123 W. Mountain Rd., W. Simsbury, CT 06092

08/04/2014

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

Dear Ms. Keily:

I hereby resign my position as a regular member on the
Technology Task Force.

Please notify the Board of Selectmen that the effective date of my resignation is
08/04/2014.

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. **Date of submission:** August 6, 2014
3. **Date of Board Meeting:** August 11, 2014
4. **Individual or Entity making the submission:**
Janice Kern
5. **Action requested of the Board of Selectmen:**
Accept the resignation of Janice Kern as a **regular** member of the Recycling Committee effective August 6, 2014.
6. **Individual(s) responsible for submission:** Carolyn Keily, Town Clerk
7. **Summary of Submission:**
Resignation: Janice Kern
Party: Democratic
Effective date: August 6, 2014
Board: Recycling Committee
Term: 12/2/13 to 12/7/15
8. **Description of documents included with submission**
The following documents are included with this submission and attached hereto:

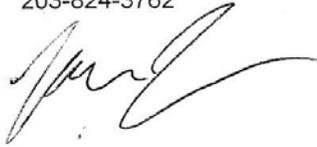
Signed letter of resignation

August 6, 2014

To Whom it May Concern,

The following is a letter of my resignation from the town of Simsbury's **Recycling Committee**. Unfortunately work restraints have made me unable to attend meetings and it is not fair to my fellow members. It has been a pleasure to serve as a member of this committee and hopefully in the future I will have the ability to again be a part of a committee for the town.

Janice Kern
7 Jodi Ln
Weatogue, CT 06089
203-824-3762



CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 7:20 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Mary Glassman; Board members Sean Askham, Cheryl Cook, Lisa Heavner and Michael Paine. Ms. Haase was absent from this meeting. Others in attendance included: Tom Cooke, Director of Administrative Services, Sean Kimball, Chief Ingvertsen, Hiram Peck, Attorney DeCrescenzo and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

Joan Coe, 26 Whitcomb Drive, feels that the residents are continuing with failed leadership. She said the Charter Revision Commission did not welcome a Town Manager and have delegated all the duties of an elected First Selectman to an untrained Town Manager. The Charter is worded in such a way that no one knows how many First Selectman duties are delegated leaving it all up to interpretation.

Ms. Coe spoke about the new salaries for the Director of Administrative Services, Deputy of Human Services, and Staff Coordinator. She said none of these increases were approved by the tax payers. She doesn't understand why the Police pension hasn't been increased. There were also other increases that were approved, but not in the budget.

Ms. Coe said she feels the Town needs to be run by a Professional Town Management form of government.

Ms. Coe said the Performing Arts Center is now a non-profit organization but they still use the town land and resources. The residents are now unable to receive any minutes of their meetings or financials and she feels they should not be exempt from disclosure.

Ms. Coe said she attended the democratic caucus for the State Democratic Representative. She said John Hampton accepted the nomination, but did note that he was told how to vote while on the Board of Selectmen for Simsbury.

Ms. Coe said that Dave Ryan hired Updike, Kelly, and Spellacy as the Performing Arts agent. She said the Town Attorney is a part of this law firm, but this did not show up on the conflict of interest form. Isn't this a conflict?

Ms. Coe said there were garbage bags left at the Meadows on the day after the concert. She showed a picture of this mess. She said the Boy Scouts were asked to clean-up the Meadows. She feels this puts the Town at risk especially if someone gets hurt performing this task. She feels the trash bins also entice animals to the Meadows.

Ms. Coe spoke again about the marijuana factory. The building is supposed to get a certificate of occupancy on Friday. The Police Department will have to deal with this activity. Ms. Coe said there was a heroin overdose called and hopes that the Town comes to aid the family in this crisis.

Ms. Coe spoke about using beet juice for deicing the roads. She feels this is the best thing for our future and will report after further investigating.

Robert Kalechman, 971 Hopmeadow Street, read two quotes before speaking. He said he attended the Personnel Sub-Committee meeting before this meeting. He said they are voting on things that are against the Charter 502. He said if these things are adopted, you will need a public hearing or be in court.

Mr. Kalechman said he asked for two additional policemen and got zero. We need more Police officers. Why do we need two engineers in the Engineering Department? Why did we let Richard Sawitzke retire?

Mr. Kalechman spoke again about the marijuana factory. He said there was a heroin overdose already, so doesn't this encourage more drugs in Town?

Sue Bednarczyk, 119 E. Weatogue Street, spoke about land issues again. She said she heard that at the planning meeting for the proposed gas station. When the vote was taken it was a tie. She said Mr. Peck said a tie passes, which is wrong. Now this referral has to be done again.

Ms. Bednarczyk said a PAD was only allowed for 10 acres of property. She said Mr. Peck said that everything in Town can be a PAD. This needs to be investigated so this is corrected.

Ms. Bednarczyk spoke again about her mom and the program they were supposed to be involved in. She said residents can't get good representation. Her mom should have gotten proper coverage and she will not let this go.

PRESENTATION

• GFOA Certificate of Achievement - Sean Kimball, Interim Director of Finance/ Treasurer

Ms. Glassman said this GFOA Certificate of Achievement is the highest honor we could receive for financial reporting. She congratulated Sean Kimball, Interim Finance Director, and she thanked him for his accomplishment.

Mr. Kimball thanked all the Department Heads and staff for their patience and help with the budget. He also thanked Deb Sweeney, Colleen O'Connor, Dave Gardner, Blum Shapiro and the Board of Selectmen for their support.

• Update on Simsbury's Medication Drop Box Program

Ms. Glassman said she represents Simsbury on the CCM Sub-Committee. She said they discussed seven strategies for community change. They said one of the important things in a community is to have Drop Boxes. We were one of the first towns to have a free prescription drop box to get medications out of the community and streets. She thanked the Chief and department for taking the first step in installing the Drop Box.

Chief Ingvertsen said the process began in 2012. He said the Drug Enforcement Administration approached them wondering if we would be interested in being the first in the region to have such a box.

Chief Ingvertsen said the money to do this did not come out of the Town budget, but it came out of the forfeiture money from drug arrests.

Chief Ingvertsen said since the start of the program they received 1588 lbs. of narcotics, which is about 52 boxes. They have a written policy on how to collect the medications. There are two officers needed to complete the process. They don't look inside the container and put inside a storage room. There are also cameras in these rooms. Anyone could drop off medications, no name or address is needed. The medications should be in a container or plastic bag for drop off.

Chief Ingvertsen said the Town has entered into an agreement with Farmington and Canton where we share resources. One of the towns takes the boxes to Bridgeport for burning. They will be putting up posters inside Pharmacies to let people know that there is such a box.

Chief Ingvertsen said the Police did receive two medical calls for heroin overdoses. Both people survived. He said they are looking at putting NARCAN into the cruisers. They need to come up with a policy and get the officers trained. St. Francis will help the officers use this. There are a few kinks yet to be worked out. The ambulance does carry this already.

FIRST SELECTMAN'S REPORT

Ms. Glassman asked everyone to vote for Simsbury in the Fan Favorite Town Contest. She reminded everyone that the State of Connecticut is conducting a "Fan-Favorite Town" contest as a part of an effort to increase tourism in the State. Everyone could go on the State tourism Facebook page at www.facebook.com/VisitConnecticut and click on the tab #CTFanFavorite to vote, or you can go to the Town website and click the "Vote of Simsbury" link under News and Announcements and you will be walked through the voting process.

Ms. Glassman reminded everyone that August 1, 2014 is the last day to pay your taxes. Postmarks of August 1st will be accepted. Also, the new office hours for Friday are from 8:30 a.m. to 1:00 p.m. You can also pay on-line at www.simsbury.ct-gov and click on the Tax Collector Department. If anyone needs help, call 860-658-3238.

Ms. Glassman reported that Simsbury was just ranked as the top Bicycle Friendly Town in the State by Bike Walk Connecticut. These rankings are part of a new "complete streets" initiative designed to make it safer and easier to walk and bike in Connecticut towns.

The top five communities include Simsbury, New Haven, New Britain, Glastonbury and Middletown. This ranking is the result of hard work and dedication from Town staff, the Bicycle Advisory Committee volunteers and the support of our residents.

Ms. Glassman said since the CCM Prescription Discount Card Program launched in 2012, qualified residents have submitted 1,743 claims using the cards for a total savings of \$93,200. This program is available to residents who are without health insurance, who do not have a traditional pharmacy benefit plan or who have prescriptions which are not covered by insurance. It gives them the opportunity to purchase medications at reduced rates.

Ms. Glassman said cards are available to local drugstores. If you need help obtaining a card, please call her office at 860-658-3230. She also thanked CCM for their part in coordinating this important benefit for the residents.

Ms. Glassman said the household hazardous waste collection on June 14th was a big success. She said out of the 508 vehicles taking advantage of this service, 299 were from Simsbury. This program is run by the MDC and by joining with other towns our Town has saved \$10,000 from 2012.

Ms. Glassman thanked Tom Roy, the Public Works Department and the neighbors for making this program a real success.

SELECTMEN ACTION

a) Approve Tax Refunds

Ms. Glassman said there is a list of tax refunds received from the Tax Collector of \$1,713.08 with the breakdown attached.

Mr. Askham made a motion to approve tax refunds in the amount of \$1,713.08 as reviewed and recommended by the Tax Collector. Ms. Cook seconded the motion. All were in favor and the motion passed.

b) Authorize referral of offer for donation of open space/flood plain property located at Dorset Crossing to the Planning Commission for review and recommendation back to the Board of Selectmen

Ms. Glassman said this item can also be referred to the Open Space Committee for review. She said this is a request that came from Simsbury Specialty Housing. This is housing for MS people. This is a hardship for them as it would be hardship for them to have flood plain insurance. This issue was sent to Town Counsel and there were two issues that they would have to meet - they would not need any additional approvals and they would have to outline the process for this donation. The Town does not need to obtain flood plain insurance. Ms. Glassman noted that there is an open space meeting tomorrow night to discuss this further also.

There is no easement needed for the Town to get onto this property either.

Mr. Askham made a motion to refer the offer for donation of open space/flood plain property to the Planning Commission for review and recommendation back to the Board of Selectmen. Mr. Paine seconded the motion. All were in favor and the motion passed.

c) Discussion and authorization to apply for a Vibrant Communities Initiative Grant application

Ms. Glassman said the notice of this grant was received about one week before it was due. Staff did attend a meeting to make sure the Town was protected in this application. There was a consensus of the Town Planner, Main Street Partnership and Economic Development Commission to apply for this grant. There is not match on this grant. Mr. Peck felt very strongly that this would help to implement suggestions made for a village district feel.

Mr. Askham made a motion that the Board of Selectmen supply a letter of support for a grant application for a Vibrant Communities Initiative for the CT Trust for Historic Preservation to allow the completion of the creation of the Code for the Weatogue Village District. Mr. Paine seconded the motion. All were in favor and the motion passed.

d) Approve the recommendation of the Culture, Parks and Recreation Commission to allow the private rental of Simsbury Farms Apple Barn

Ms. Glassman said this issue was discussed at the budget workshops. This would help close the gap on the special revenue fund. This would be used for parties such as family parties, birthday parties, showers, etc.

Ms. Heavner made a motion to approve the recommendation of the Culture, Parks and Recreation Commission to allow the private rental of the Simsbury Farms Apple Barn. Mr. Askham seconded the motion. All were in favor and the motion passed.

e) Authorize the First Selectman to execute a Lease Agreement for the use of the Greenway parking area at the intersection of U. S 10/202 and S. R 315

Ms. Glassman said this is standard language and this has been done before.

Mr. Paine made a motion to approve the following resolution:

RESOLVED, that Mary A. Glassman, First Selectman, of the Town of Simsbury is hereby authorized to sign the Agreement entitled "Lease Agreement Between State of Connecticut, Department of Transportation and the Town of Simsbury State Route 202, U.S. Route 10 and State Route 315 Town of Simsbury, File No. 128-000-073."

"Further, Resolved, that Mary A. Glassman, who is the First Selectman of the Town of Simsbury is empowered to execute and deliver in the name, and on behalf, of the Town of Simsbury lease documents and holds the position until December 2015 for execution of the Lease".

ADOPTED BY THE BOARD OF SELECTMEN OF THE TOWN OF SIMSBURY, CONNECTICUT THIS 14TH DAY OF JULY 2014.

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

f) Review and approve resolution authorizing the First Selectman to execute the Agreement for acceptance of the 2014 Grant to Connect to the Nutmeg Network in the amount of \$27,100 for the period of July 15, 2014 to March 15, 2015

Ms. Glassman said this is a very significant grant that was initiated by the Capital Regional Council of Governments. She said Simsbury is one of the first towns to apply for this grant. This will allow us to consolidate finance functions, and share software packages, etc. It will also approve the GIS program. She thanked Tom Cooke and Rich Bazzano for their hard work on this issue.

Mr. Askham made a motion to approve the following resolution:

RESOLVED, that the Town of Simsbury may enter into with and deliver to the State of Connecticut Office of Policy Management ("OPM") any and all documents which OPM deems to be necessary or appropriate for the Town of Simsbury to accept a **2014 Grant to Connect to the Nutmeg Network** in the amount of Twenty-Seven Thousand One Hundred Dollars (\$27,100); and

FURTHER RESOLVED, that Mary A. Glassman, as First Selectman of the Town of Simsbury, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Simsbury and to do and perform all acts and things which she deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Mary A. Glassman now holds the office of First Selectman and that she has held that office since December 2, 2013.

IN WITNESS WHEREOF: The undersigned has executed this certificate this ____ day of July 2014.

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

g) Approve resolution accepting a STEAP Grant in the amount of \$350,000 and authorization to execute Town/State Agreement for improvements of sidewalks and street surfaces on Riverside Road, Drake Hill Road Bridge and Hopmeadow Street

Ms. Glassman thanked Jeff Shea and Rich Sawitzke for their hard work on this very complicated grant. She said the residents also approved this grant. She said the grant was received in 2012.

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

RESOLVED, that Mary A. Glassman, First Selectman, is hereby authorized to sign the Agreement entitled "STEAP Grant Agreement between the State of Connecticut and the Town of Simsbury for the Improvement of Sidewalks and Street Surfaces on Riverside Road, Drake Hill Road Bridge, and Hopmeadow Street".

ADOPTED BY THE BOARD OF SELECTMEN OF THE TOWN OF SIMSBURY, CONNECTICUT THIS 14TH DAY OF JULY 2014.

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

Mr. Paine recused himself from the meeting at this time.

h) Authorize the First Selectman to enter into a three year agreement with Paine's Inc. For the operation of the Town's Bulky Waste Facility

Ms. Glassman said there was a RFP sent out on May 8, 2014, for the operation of the Town's Bulky Waste Facility for a three year contract, after Board approval and there were only two firms responded. Paine's was the lowest bid. The documents are available to the public for review.

Ms. Glassman said the only curious issue to her was why under scrap metal one bid was free and one was \$5 per single item.

Ms. Heavner asked did ask if there would be any issues as the Town only received two bids and not the usually required three. Ms. Glassman said she had the Finance Director take a look at the procedure and there is not requirement to have three bids on this issue.

Mr. Askham made a motion to authorize the First Selectman to enter into a three year agreement with Paine's Inc. For the operation of the Town's Bulky Waste Facility in accordance with their response to the Town's RFP. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Paine rejoined the meeting.

APPOINTMENTS AND RESIGNATIONS

a) Accept the resignation of Jacqueline Battos (R) as an alternate member of the Zoning Board of Appeals effective July 3, 2014

Mr. Askham made a motion to table the acceptance in the resignation of Jacqueline Battos as an alternate member of the Zoning Board of Appeals effective July 3, 2014 at this time, as there should be an appointment that follows this resignation. Ms. Heavner seconded the motion. All were in favor and the motion passed.

OTHER BUSINESS

a) Reminder - Joint Board of Selectmen/Board of Finance meeting regarding Open Space scheduled for Tuesday, July 15, 2014 at 5:00 p.m.

Ms. Glassman reminded everyone that there is a joint Board of Selectmen/Board of Finance meeting regarding Open Space tomorrow night at 5:00 p.m. She said Parks and Recreation and the Conservation Commission were also invited.

ACCEPTANCE OF MINUTES

a) Regular Meeting of June 23, 2014

Ms. Askham made a motion to approve the Regular Meeting minutes of June 23, 2014 with changes. Ms. Heavner made a change under Legislative Update also. Ms. Cooke seconded the motion. All were in favor and the motion passed.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

1. Personnel

a) Approve the proposed Compensation Framework for determination of full-time unaffiliated employee compensation for Fiscal Year 2015

Ms. Heavner said the Personnel Sub-Committee met before the Board meeting. She said the Sub-Committee tabled the Compensation Framework for determination of full-time unaffiliated employee compensation for Fiscal Year 2015. She said unaffiliated staff does not receive step compensation. The unaffiliated did increase the OPEC contribution up ½%.

Ms. Heavner went through the framework charts. Mr. Askham made a motion to approve the proposed Compensation Framework for determination of full-time unaffiliated employee compensation for FY 2015. Ms. Cook seconded the motion. All were in favor and the motion passed. Ms. Glassman said these are all on track.

b) Approve the following position descriptions and salaries (with funding available within FY2015 budget) for the Town of Simsbury's Human Resources function:

Ms. Heavner thanked Town staff, Lee Erdmann and Attorney DeCrescenzo for their hard work on these issues. No hearing is needed to complete this process.

Ms. Heavner handed out some changes made after the Personnel Sub-Committee meeting.

The Board of Selectmen chose to approve the revised position descriptions, including salary ranges first and actual salaries for the positions thereafter:

- **Director of Administrative Services - revised position description with a salary of \$114,508 effective on and retroactive to July 1, 2014;**

Ms. Glassman said the additional description and responsibility to this position is very important. Ms. Glassman said she feels it is very important that the Board of Selectmen and the elected officials feel confident that they have a staff person they can call for any questions and they will be given the correct answers.

Mr. Askham said this description has been researched and so has the salary.

Ms. Glassman made a motion to approve the Director of Administrative Services - revised position description attached hereto effective on and retroactive to July 1, 2014. Mr. Askham seconded the motion. All were in favor and the motion passed.

- **Deputy Director of Administrative Services - revised position description with a salary of \$90,000 effective on and retroactive to July 1, 2014;**

Ms. Glassman made a motion to approve the Deputy Director of Administrative Services - revised position description attached hereto effective on and retroactive to July 1, 2014. Mr. Askham seconded the motion. All were in favor and the motion passed.

- **Employee Benefits Coordinator - new position description with a salary of \$68,000 effective upon approval**

Ms. Heavner said salary ranges were looked in to. There was some discussion on not actually having an employee for this position and therefore the salary should not be discussed at this time.

Ms. Cook feels that the salary should be commensurate with the experience of the person. Mr. Askham feels the salary should be negotiated with the applicant.

Ms. Cooke said there is a highly competent man, with a great background, who they are looking at for this position with due diligence.

Ms. Glassman made a motion to approve the position description of the Employee Benefits Coordinator effective upon this approval. Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Glassman made a motion to approve the salary of the Director of Administrative Services at \$114,508. Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Glassman made a motion to approve the salary for the Deputy Director of Administrative Services at \$90,000. Ms. Cook seconded the motion. All were in favor and the motion passed.

After discussion, there was no motion on the Employee Benefits Coordinator salary.

c) Approve Part-time Project Manager job description for a one-year period enabling the Town to utilize the knowledge and skill sets of Richard Sawitzke as a cost-effective alternative to contracting out the work

Ms. Heavner said the Sub-Committee did approve the part-time Project Manager job description. Ms. Glassman said she does appreciate that Rich Sawitzke did retire and now we are going to use him part-time and take him out of retirement because of his great experience. He will be working on a limited basis. She noted that revenues and building permits have increased also.

Mr. Askham made a motion to approve the Part-time Project Manager job description for a one-year period enabling the Town to utilize the knowledge and skill sets of Richard Sawitzke as a cost-effective alternative to contracting out the work. Ms. Cook seconded the motion. All were in favor and the motion passed.

ADJOURN TO EXECUTIVE SESSION

a) Discussion of potential Real Estate Acquisitions pursuant to Connecticut General Statutes Section 1-200(6)(d)

Mr. Askham made a motion to adjourn to Executive Session for discussion of potential Real Estate Acquisitions pursuant to Connecticut General Statutes Section 1-200(6)(d) at 8:43 p.m. Mr. Cooke, Director of Administrative Services, was also asked to join the Executive Session. Ms. Cook seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to call to order the Executive Session for the purpose of potential Real Estate Acquisitions pursuant to Connecticut General Statutes Section 1-200(6)(d) at 8:44 p.m. Mr. Cooke seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to move out of Executive Session at 9:05 p.m. Ms. Heaver seconded the motion. All were in favor and the motion passed.

ADJOURN

Ms. Heavner made a motion to adjourn at 9:05 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio
Clerk

CALL TO ORDER

The Special Meeting of the Board of Selectmen was called to order at 8:05 a.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Mary Glassman; Board members Cheryl Cook, Lisa Heavner and Michael Paine. Mr. Askham and Ms. Haase were absent from this meeting. Others in attendance included: Sean Kimball, Deputy Director of Administrative Services, Joseph Mancini, Director of Finance/Treasurer and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

Joan Coe, 26 Whitcomb Drive, expressed concern about buying the property as she feels it has no value to the taxpayers. The Town should not be in the business of the purchasing property and this property should not have brought to the Board of Selectmen. She urged to the Board to vote no on this purchase.

SELECTMEN ACTION

a) Authorization to allow the First Selectman to negotiate and purchase 1 Old Bridge Road

Ms. Glassman stated this item was on Executive Session at the last meeting where the Board requested more information which is the purpose of this meeting. Ms. Glassman stated Town Counsel has been consulted and she explained the formal process that the Town would need to follow. She further stated the public would have multiple opportunities to comment at Board of Selectmen, Planning Commission, Open Space Committee and Board of Finance meetings. Discussion ensued regarding the advantages of the Town owning the property such as access to the river, removing residents that reside in a flood plain, the ability to control all land near the river and at Drake Hill Flower Bridge as well as potential economic growth for the community. The Board further discussed funding options and Ms. Glassman stated there would be no new taxes for this purchase.

Ms. Heavner made a motion to authorize the First Selectmen to negotiate a purchase and sales agreement on behalf of the Town and authorize a \$5,000 deposit for that purpose contingent on Board of Selectmen, Board of Finance, Planning Commission and Open Space Committee approval. Mr. Paine seconded the motion. All were in favor and the motion passed.

ADJOURN

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

Respectfully submitted,

JoAnn Martin
Executive Secretary