



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectman

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AMENDED

SIMSBURY BOARD OF SELECTMEN

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

Regular Meeting – February 8, 2016 – 6:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC AUDIENCE

PRESENTATIONS

FIRST SELECTMAN'S REPORT

SELECTMEN ACTION

- a) Approve Tax Refunds
- b) Approve 2016 fee schedule for Simsbury Farms Golf Course, Aquatic Facilities and Summer Camp Programs
- c) Approve the appointment of the following members to the Friends of Simsbury Farms:
 - Sarah Cramer, Thomas Cross, Robert Ellis, Ronald Patterson, and Paul Simeon.
- d) Proposed Amendment to Code of Ordinances: Board of Assessment Appeals

OTHER BUSINESS

- a) Notification of Number of Voting Tabulators
- b) Update on Senior Community Center Project

APPOINTMENTS AND RESIGNATIONS

- a) Acknowledge the resignation of Ronald J. Locandro, Jr. (R) as an alternate member of the Planning Commission effective February 8, 2016

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

LHeavner@simsbury-ct.gov
www.simsbury-ct.gov
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8:30 - 7:00 Monday
8:30 - 4:30 Tuesday through Thursday
8:30 - 1:00 Friday

- b) Appoint Ronald J. Locandro, Jr.(R) as a regular member of the Planning Commission with an expiration date of December 4, 2017
- c) Appoint Mark Drake (R) as an alternate member of the Planning Commission with an expiration date of November 7, 2017
- d) Reappoint Kevin Kowalski as Director of Civil Preparedness with an expiration date of December 4, 2017
- e) Reappoint Michael Berry as Assistant Director of Civil Preparedness with an expiration date of December 4, 2017
- f) Reappoint Geoffrey H. Dale (R), Donald Kipetz (U) and Robert R. Moran (U) as Hearing Officers with an expiration date of December 4, 2017
- g) Reappoint Peter C. Pabich (U) as a member at large of the Business Development Committee with an expiration date of December 4, 2017
- h) Reappoint Paul F. McAlenney (U) and Philip M. Schulz (D) as members at large of the Retirement Plans Sub-Committee with an expiration date of December 4, 2017
- i) Reappoint Robert Beinstein (R) and James A. Ray (U) as regular members of the Clean Energy Task Force with an expiration date of December 4, 2017
- j) Reappoint Carol Miller (R) as a regular member of the Recycling Committee with an expiration date of December 4, 2017
- k) Reappoint Steven S. Mitchell (U) as a regular member of the Tourism Committee with an expiration date of December 4, 2017
- l) Appoint Lucian M. Dragulski (R) as a regular member of the Water Pollution Control Authority with an expiration date of January 1, 2018
- m) Rescind the January 25, 2016 appointment of Elizabeth Keppel (R) to the Tourism Committee

REVIEW OF MINUTES

- a) Regular Meeting of January 25, 2016

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

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

ADJOURN



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tax Refunds
2. **Date of submission:** 2-4-2016
3. **Date of Board Meeting:** 2-8-2016
4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

Colleen O'Connor- Tax Collector

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

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

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

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

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

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

Approve tax refunds per attached printout in the amount of **\$ 104,526.50**

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

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

Tax Refunds.xls

	BILL NUMBER	TAX	FIRE	INTEREST	TOTAL
List 2012					
					\$0.00
					\$0.00
Total 2012		\$0.00	\$0.00	\$0.00	\$0.00
List 2013					
Hyundai Lease Titling	13-03-58665	\$101.39	\$3.24		\$104.63
Leavitt Adam A	13-03-60455	\$121.08	\$3.88		\$124.96
Nissan Infiniti LT	13-03-63428	\$970.47	\$31.09		\$1,001.56
					\$0.00
Total 2013		\$1,192.94	\$38.21	\$0.00	\$1,231.15
List 2014					
Corelogic - Black	14-01-0687	\$5,727.06			\$5,727.06
Corelogic-Howes Jacquelyn	14-01-1132	\$3,007.09			\$3,007.09
Cavanaugh, Craig P	14-01-1286	\$40.00			\$40.00
Chen Patrick	14-01-1356	\$295.95			\$295.95
Chen Patrick	14-01-1357	\$165.15			\$165.15
Christallo Linda M	14-01-1716	\$143.84			\$143.84
Corelogic-Derungs	14-01-1973	\$1,896.65			\$1,896.65
Corelogic-Dyson Michele	14-01-2233	\$9,689.25			\$9,689.25
Aquarion Water Co of CT	14-01-2337	\$53.46			\$53.46
Forcucci Anna	14-01-2599	\$2,969.23			\$2,969.23
Corelogic-Perevozchikov Oleg	14-01-2640	\$3,442.88			\$3,442.88
Gibeley Stephen	14-01-2869	\$415.00			\$415.00
Grabowski Thomas	14-01-3062	\$20.01			\$20.01
Ryan James	14-01-3208	\$222.21			\$222.21
Haag Michael D	14-01-3231	\$4,918.03			\$4,918.03
Corelogic - Infinity IV LLC	14-01-3722	\$19,367.21	\$620.88		\$19,988.09
Farmington Bank-Kelsey	14-01-4060	\$7,492.49			\$7,492.49
Wells Fargo - Kholod	14-01-4109	\$3,256.91			\$3,256.91
Corelogic-Cole Michele C	14-01-4147	\$2,347.47			\$2,347.47
Kowalski Edward	14-01-4242	\$325.00			\$325.00
Corelogic - Lintner Gerald L	14-01-4641	\$3,301.46			\$3,301.46
McCusker Robert	14-01-5108	\$400.00			\$400.00
Monaco Ralph	14-01-5456	\$6.00			\$6.00
Osborn Kristina D	14-01-5918	\$40.00			\$40.00
Corelogic - Pabich Edward	14-01-5957	\$6,826.74			\$6,826.74
Corelogic-Perrotta Louis M	14-01-6188	\$3,269.53			\$3,269.53
Pirro, David A	14-01-6300	\$212.51			\$212.51
Corelogic-Queen Jerry	14-01-6456	\$3,852.69			\$3,852.69
Corelogic-Reichler Donald	14-01-6566	\$3,638.69			\$3,638.69
Corelogic-Schaeffer John H	14-01-7175	\$3,266.75			\$3,266.75
Sorgio, Thomas L Jr	14-01-7657	\$125.16			\$125.16
Wells Fargo - Sotis	14-01-7663	\$328.85			\$328.85
Stamler Leslie	14-01-7727	\$97.44			\$97.44
Corelogic-Sutkowski	14-01-7883	\$2,665.40			\$2,665.40
Truting Paul G	14-01-8162	\$292.03			\$292.03

Corelogic -Wallman Jeremy	14-01-8359	\$3,487.24			\$3,487.24
Orzechowski Marianne	14-01-8686	\$1,636.07			\$1,636.07
Finished Splinters LLC	14-02-40268	\$291.81			\$291.81
Mahoney, Karen	14-02-40480	\$28.73			\$28.73
McLadden Restaurant Group	14-02-40505	\$219.39			\$219.39
Daimler Trust	14-03-54065	\$350.79	\$11.24		\$362.03
Hyundai Lease Titling	14-03-58568	\$367.75	\$11.79		\$379.54
Lagasse James R	14-03-60068	\$302.35	\$9.69		\$312.04
Lis Michael A	14-03-60760	\$449.52	\$14.41		\$463.93
Nissan Infiniti LT	14-03-63399	\$856.73	\$27.47		\$884.20
Nissan Infiniti LT	14-03-63400	\$281.37	\$9.02		\$290.39
Nissan Infiniti LT	14-03-63408	\$255.65	\$8.20		\$263.85
Nissan Infiniti LT	14-03-63409	\$73.65	\$2.36		\$76.01
Oken Jeffrey	14-03-63654	\$20.90	\$0.67		\$21.57
Pendergast Kathryn E	14-03-64258	\$51.19	\$1.64		\$52.83
Enslie, Robert W	14-04-80922	\$149.41			\$149.41
Ladutko Angelina M	14-04-81804	\$156.73	\$5.03		\$161.76
Nadeau Joseph D	14-04-82233	\$67.69			\$67.69
Nadeau Joseph D	14-04-82234	\$168.45			\$168.45
Total 2014		\$103,333.56	\$722.40	\$0.00	\$104,055.96
TOTAL 2012		\$0.00	\$0.00	\$0.00	\$0.00
TOTAL 2013		\$1,192.94	\$38.21	\$0.00	\$1,231.15
TOTAL 2014		\$103,333.56	\$722.40	\$0.00	\$104,055.96
					\$105,287.11
TOTAL ALL YEARS		\$104,526.50	\$760.61	\$0.00	\$105,287.11



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: 2016 Facility/Camp Fee Recommendations**

2. **Date of submission:** February 3, 2016

3. **Date of Board Meeting:** February 8, 2016

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

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

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

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

Approve the 2016 fee schedules for the Simsbury Farms Golf Course and Aquatic Facilities, as well as the summer camp programs. The fee schedules were recommended unanimously by the Culture, Parks and Recreation Commission at their December 3 (golf course fees) and January 28 (pool and camp fees) meetings.

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.):**

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

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

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

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

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

The Culture, Parks and Recreation Commission addressed the 2016 fee schedules for the Simsbury Farms Golf Course at their December 3 meeting, and for the Aquatic Facilities and Summer Camps at their January 28 meeting.

The process involves the review of annual fee surveys of area public and municipal facilities, as well as review of the past year's usage and projected operational costs for the same facilities.

The recommendations of the Commission are attached.

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:

Spreadsheets "Simsbury Aquatic/Summer Camp Fees – 2016" and Simsbury Farms Golf Course Annual Fee Schedule.

SIMSBURY FARMS GOLF COURSE ANNUAL FEE SCHEDULE					
					2016
DAILY GREENS FEES	2013	2014	2015		C.P. & R Comm.
RESIDENT				w/surcharge	Recommended
18 hole weekdays	28	29.00	30.00	32.00	32.00
9 hole weekdays	16	17.00	18.00	19.00	19.00
18 hole weekends	31	32.00	32.00	34.00	34.00
9 hole weekends	18.5	19.00	19.00	20.00	20.00
jr./sr. 18 hole weekdays	21	22.00	22.00	24.00	24.00
jr./sr. 9 hole weekdays	12	13.00	14.00	15.00	15.00
NON-RESIDENT					
18 hole weekdays	35	36.00	37.00	39.00	39.00
9 hole weekdays	20	22.00	23.00	24.00	24.00
18 hole weekends	39	40.00	40.00	42.00	42.00
9 hole weekends	23	24.00	24.00	25.00	25.00
Sr. - 18 hole weekdays	27	27.00	28.00	30.00	30.00
Sr. - 9 hole weekdays	17	17.00	18.00	19.00	19.00
Active Military	20/10	20.00/10.00	20.00/10.00	22.00/11.00	22.00/11.00
Weekday Special	39	41.00	42.00	44.00	45.00**
Senior Special	34	36.00	37.00	39.00	40.00 **
Twilight Special (wkday after)	11	12.00	13.00	14.00	14.00
SEASON PASSES					
Adult - unlimited	1050	1,110.00	1,130.00	1230.00	1230.00
Senior Citizen - Limited	550	600.00	600.00	650.00	650.00
Senior Citizen - Unlimited	935	1,000.00	1,020.00	1120.00	1120.00
Junior	400	400.00	400.00	450.00	450.00
Junior - 10 week			220.00	250.00	250.00
Junior - Non-res. 10 week					300.00
Junior - Non-resident	520	1,390.00	450.00	500.00	500.00
Adult - Non-resident	1365	750.00	1,415.00	1515.00	1515.00
Sr. - Non-res. Weekday	715	1,250.00	785.00	835.00	835.00
Sr. - Non-res. Unlimited	1215	50/75	1,285.00	1385.00	1385.00
NR Charge to pay resident fee	45/70		60/90		
CARTS					
18 holes		17.00			18.00
9 holes		10.00			11.00
Sr. 18 holes		15.00			16.00
Sr. 9 holes		9.00			10.00
RANGE BALLS					
Small (30)	4.50	4.50			5.00
Medium (60)	7.50	7.50			8.00
Large (90)	11.00	11.00			12.00
Senior (60)	6.00	6			7.00
					**
					Inc. to surcharge
					gcfees16

AQUATIC/SUMMER CAMP FEES - 2016

ANNUAL RECREATION FEES	2012	2013	2014	2015	2016
SWIMMING					
Season Passes					
Family of 4	105.00/120.00	\$125.00/\$150.00	\$125.00/\$150.00	\$125/\$165	\$125.00/\$165.00
Individual	55.00/65.00	70.00/80.00	70.00/80.00	\$70.00/\$90.00	\$70.00/\$90.00
Additional	25.00/30.00	20.00/30.00	20.00/30.00	20.00	20.00
Senior	30.00/35.00	35.00/40.00	35.00/40.00	35.00	35.00
Non Resident Family of Four	145.00/170.00	190.00/215.00	190.00/215.00	\$175.00/\$230.00	\$175.00/\$230.00
Non Resident Additional	55.00/65.00	65.00/75.00	65.00/75.00	55.00	55.00
Non Resident Senior	55.00/65.00	65.00/75.00	65.00/75.00	55.00	55.00
Session Fees					
Resident	3.00/5.00	3.00/5.00	3.00/5.00	5.00	5.00
Non-resident	4.00/6.00	5.00/7.00	5.00/7.00	7.00	7.00
Discount Card				\$50/\$70 - 11 visits	\$50/\$70 - 11 visits
Learn-to-Swim	\$35.00	40.00/50.00	40.00/50.00	\$40/\$50	\$40/\$50
Swim Team	\$130.00	\$135.00	\$135.00	135.00	135.00
Pool Rental (per 2 hrs.)	\$250.00	\$400.00	\$400.00	425.00	425.00
CAMPS					
Summer Explorers (formerly Stuff to Do)	152.5	155	175	175	175
Jr. Explorers (formerly Koala Kids)	90	90	95	95	95
Awesome Explorers (formerly Awesome Adventure)	\$215.00	250.00	250.00	250.00	250.00
Playground Explorers	145/280/65	160/295/80	160/295/80	170/305/85	170/305/85
1 child season/family season/					



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Appointment of Board Members to Friends of Simsbury Farms 501-C-3 Non-Profit Organization
2. **Date of submission:** February 4, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):**

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

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

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

Approve the appointment of five board members to the Friends of Simsbury Farms.

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

At the January 28 Culture, Parks and Recreation Commission meeting, the Commission unanimously voted to recommend the following for positions on the Board of the Friends

of Simsbury Farms: Sarah Cramer, Thomas Cross, Robert Ellis, Ronald Patterson, and Paul Simeon.

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

NA

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:

NA



Town of Simsbury

933 HOPMEADOW STREET

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SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Proposed ordinance allowing the Board of Selectmen to appoint an additional member of the Board of Assessment Appeals (BAA), and to allow the selectmen to appoint an alternate to the BAA.

2. **Date of submission:** February 4, 2016

3. **Date of Board Meeting:** February 8, 2016

4. **Individual or Entity making the submission** (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting):

David Gardner, Assessor

Robert M. DeCrescenzo, Esq., Town Attorney

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

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

To see what action the board will take on holding a public hearing on the proposed BAA ordinance.

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) Not later than February 15 (February 11) submit a legal notice to run at least 7 days before the February 22, 2016 BOS meeting. ii) Assessor, Town Attorney, Director of Administrative Services iii) See item 7 below iv) The draft ordinance was prepared by town counsel v) A copy of the text used in the assessor's comments before the Charter Revision Commission and his e-mail to the Director of Administrative Services expanding upon the same.

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

The cost of the legal notice for the public hearing and the cost of publication of the ordinance if adopted.

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

The following documents are included with this submission and attached hereto:
A copy of the proposed ordinance as drafted by town counsel.

**TOWN OF SIMSBURY
PROPOSED AMENDMENT
TO THE SIMSBURY CODE OF ORDINANCES
*January 21, 2016 Draft***

BOARD OF ASSESSMENT APPEALS

WHEREAS, the Connecticut General Statutes authorizes municipalities, by ordinance, to appoint alternates to its Board of Assessment Appeals and to appoint additional members to the Board on an annual basis, and

WHEREAS, expanding the Board of Assessment Appeals in revaluation years will provide better service to the public of Simsbury.

NOW, THEREFORE, BE IT ENACTED:

Expansion of the Membership of the Simsbury Board of Assessment Appeals

Section One. Alternates to the Board of Assessment Appeals.

The Board of Selectmen may appoint an alternate for each member of the Board of Assessment Appeals. Each alternate member shall be an elector of the Town of Simsbury. When seated, an alternate member shall have all the powers and duties of a member of the Board of Assessment Appeals.

Section Two. Additional Regular Members of the Board of Assessment Appeals.

The Board of Selectmen may, upon the request of the Simsbury Board of Assessment Appeals, appoint an additional regular member to the Simsbury Board of Assessment Appeals to serve on the Board for any assessment year.

Section Three. Effective Date.

This Ordinance shall take effect on _____, 2016.

Gardner David

From: Gardner David
Sent: Friday, January 15, 2016 12:10 PM
To: Cooke Thomas
Subject: BAA notes
Attachments: Board of Assessment Appeals_appeal.docx

Tracking:	Recipient	Read
	Cooke Thomas	Read: 1/19/2016 10:36 AM

Good Afternoon, Tom,

The notes I used for last week's charter revision meeting are attached.

I just want to add, so as not to mislead, that the 2002 and 2007 revaluation appeal caseloads were not typical of the annual volume of appeals.

The 1994 revaluation was before my time, but I believe the volume may have been similar to the 2007 revaluation.

The appeals on the 2012 revaluation list were in the 60's.

A typical year is less than that.

Yours, etc.,

David Gardner

Martin JoAnn

From: Mark Wigmore <wigmore.mark@gmail.com>
Sent: Thursday, February 04, 2016 1:41 PM
To: Martin JoAnn; Cooke Thomas
Subject: Re: Board of Assessment Appeals Ordinance

This email is being sent to the Simsbury Board of Selectmen in support of the proposed ordinance regarding the Board of Assessment Appeals (“BAA”). I served on the BAA for 10 years (2001-2011, to the best of my recollection), including 4 as Chairman. During my tenure on the BAA, we had two major property revaluations in town, one in 2002 and the other in 2007. Following those revaluations, the 3-person board was faced with more than 600 appeals in 2003 and approximately half that in 2008. Because the time by which the BAA must hear and resolve appeals is prescribed by state statute, the workload was substantial, particularly in 2003. I recall the three of us meeting every day for more than a month. As two of the board members had full time jobs, we were meeting well into the evening, early in the morning, and ultimately used some vacation days. I understand these are extreme examples, but the proposed ordinance would give the BAA additional flexibility, it would result in a more efficient appeals process for Simsbury residents, and it would provide additional resources to the Assessor’s office at times when most needed. I encourage the Board of Selectmen to adopt this ordinance.

Respectfully submitted,

W. Mark Wigmore



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Notification of Number of Voting Tabulators
2. **Date of submission:** ~~February 5, 2015~~ 2/2/2016 ^{CD}
3. **Date of Board Meeting:** ~~February 23, 2015~~ 2/8/2016
4. **Individual or Entity making the submission:** Town Clerk Carolyn Keily
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: NO ACTION

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.): Town Clerk Carolyn Keily

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.): Notice of Number of Voting Tabulators required to be filed with the Board of Selectmen, who are the officials required to provide voting tabulators for Simsbury. Simsbury has a sufficient number of voting tabulators for the 4 voting districts in town. CGS Sections 9-238 and 9-238a

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:

ED-626: The form provided by the Secretary of the State to report the number of voting tabulators in this municipality. Notification was mailed to the Secretary's Office on February ~~5, 2015~~ 2, 2016. *CD*



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Jerome F. Shea - Town Engineer

MEMORANDUM

To: Board of Selectmen
From: Jerome F. Shea, Town Engineer *JFS*
Subject: **Status Report – Senior Community Center Project**
Date: February 3, 2016

The memo is to provide the Board of Selectmen with an update on the progress of the Senior Community Center Project since the Board requested a study of the Performing Art Center site in March of 2015. Since that time, the Engineering Department has worked closely with the First Selectman, Public Building Committee, and other stakeholders to advance a study of the Performing Art Center site for the project.

In October of 2015, a field survey of the site was completed for use in the site planning for the project. In addition, both federal and state wetland areas were field located and a preliminary assessment of the quality of these wetlands were completed by a certified soil scientist.

An architectural selection committee was also established for the project with the participation of various stakeholders to review the qualifications of the architectural design teams that participated in a public request for qualifications process. The architectural firm of Northeast Collaborative Architects (NCA) was recommended for selection by the architectural selection committee in July of 2015. The scope of services for the project and the fees for these services were completed in October of 2015. A contract for these services was executed in November of 2015.

Also, a Programming Report for the Future Senior Community Center (Programming Report) was commissioned from a specialized programming consultant to review the changing demographics of the senior population expected in Simsbury and future trends for programming that should be considered as part of the project. The study was completed in January of 2016.

The selected architect has established a preliminary space program of approximately 17,500 square feet for the proposed senior community center working closely with town staff and in consideration of the Programming Report. The architect and town staff has met on several occasions with the Performing Art Center Board representatives to understand the needs and operating requirements for the PAC facility before, during and after typical PAC events. The architect also has developed several conceptual site plans to accommodate the proposed senior community center program at the Performing Art Center site. These conceptual site plans considered the various activities that presently on the site including the Boundless Playground, recreational fields, the Dog Park, and the Performing Art Center.

These concept plans with two primary alternatives were recently presented to the Public Building Committee who has been providing guidance for the project. The concept plans were well received by the Committee and the Public Building Committee requested that the architectural team continue with development of plans for the project.

Next Steps

The conceptual plan under one alternative suggest possible relocation of the Dog Park be considered to allow for more convenient parking for the proposed Senior Community Center. A meeting between representative of the Dog Park and town staff is being scheduled to discuss this alternative further. If an acceptable conceptual plan can be agreed to by all stakeholders, development of schematic building plans for the proposed senior community center will be completed. These schematic building plans, an estimate of cost, study report and any refinements to the proposed site plan will be presented to the Public Building Committee at their March meeting. If these plans are acceptable by the Public Building Committee, the plans and estimate of cost will be presented to the Board of Selectman for consideration.

The next phase of project development would include development of architectural drawings and site drawings to a level to meeting the requirements for land use approvals for the project. Also, further wetlands impact assessments, geotechnical studies, updates to the estimate of project costs and the required land use applications would be completed prior to a possible referendum. The estimated time frame to obtain local land use approvals is estimated to be 4 months. This time frame could be increases if the application process extends into the summer months.

cc: Tom Cooke, Director of Administrative Services
James D. Rabbitt, Director of Planning and Community Development



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SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** One Resignation & Two Appointments
2. **Date of submission:** January 26, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission:**
Ronald J. Locandro, Jr. and
Simsbury Republican Town Committee, Robert Heagney, Chair
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen:
 1. Accepts the resignation of Ronald J. Locandro Jr. of 26 Horseshoe Circle, Simsbury, as an Alternate Member to the Planning Commission;
 2. Appoints Ronald J. Locandro, Jr. as a Regular Member to the Planning Commission to fill the seat vacated by Kevin M. Prell;
 3. Appoints Mark Drake of 18 Massaco Street, Simsbury, as an Alternate Member to the Planning Commission to fill the seat vacated by Ronald J. Locandro, Jr.
6. **Summary of Submission:**
 1. Resignation: Ronald J. Locandro, Jr. as an Alternate Member
Board: Planning Commission
Party: R
Effective: February 8, 2016
Full Term of Office: 12/7/2015 to 12/2/2019
(Note: The last two years of the 4-year Alternate term, from 12/4/2017 to 12/2/2019, will become a 2-year vacancy position at the Municipal Election on November 7, 2017.)
 2. Appointment: Ronald J. Locandro, Jr. as a Regular Member
Board: Planning Commission
Party: R
Effective: February 8, 2016
Appointment Ends: Until 12/4/2017, the end of the term.
Full Term of Office: 12/2/2013 to 12/4/2017

3. Appointment: Mark Drake as an Alternate Member
Board: Planning Commission
Party: R
Effective: February 8, 2016
Appointment ends on 11/7/2017, the next municipal election.
Full Term of Office: 12/7/2015 to 12/2/2019.
(Note: The last two years of the 4-year Alternate term, from 12/4/2017 to 12/2/2019, will become a 2-year vacancy position at the Municipal Election on November 7, 2017.)

7. **Financial Impact:** None

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

Letter of Resignation from Ronald J. Locandro, Jr.

BOS Agenda Item
One Resignation & Two Appointments
January 26, 2016
3

26 Horseshoe Circle
Simsbury, CT 06070

01/26/2016

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

Dear Ms. Keily:

I hereby resign my position as an alternate member on the
Planning Commission.

Please notify the Board of Selectmen that the effective date of my resignation is
02/08/2016.

Sincerely,


Ronald J. Locandro, Jr.





Town of Simsbury

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SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Appointments – Civil Preparedness
2. **Date of submission:** February 2, 2015
3. **Date of Board Meeting:** February 8, 2015
4. **Individual or Entity making the submission:**

Kevin Kowalski / 860-658-1971
Chief, Administration/Fire Marshal
kkowalski@simsburyfd.org

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

Appoint Civil Preparedness Director and Assistant Civil Preparedness Director

6. **Summary of Submission:**

1. Appointment of Kevin Kowalski as Civil Preparedness Director
Effective Date: December 7, 2015
Expiration Date: December 4, 2017

2. Appointment of Michael Berry as Assistant Civil Preparedness Director
Effective Date: December 7, 2015
Expiration Date: December 4, 2017

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

N/A

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:

Section 704 (4) of the Town Charter relating to Town Officers

Finance-Treasurer, the First Selectman shall also consult with and obtain the approval of the Board of Finance. The Director of Finance-Treasurer shall be the chief fiscal officer, shall serve on a full-time basis, shall be the Town Treasurer and shall coordinate the administration of the financial affairs of the Town.

- (3) Director of Culture, Parks and Recreation. Prior to appointing or removing the Director of Culture, Parks and Recreation, the First Selectman shall also consult with and obtain the approval of the Culture, Parks and Recreation Commission. The Director of Culture, Parks and Recreation shall serve on a full-time basis and shall be in charge of the administration of the Culture, Parks and Recreation Commission program in the Town.
- (4) Director of Civil Preparedness. The appointment and removal of the Director of Civil Preparedness shall be in accordance with the provisions of Section 28-7 of the General Statutes. The Director of Civil Preparedness shall serve for a term of two (2) years.
- (5) Director of Public Works. The Director of Public Works shall serve for an indefinite term. The Director of Public Works shall be the administrative head of the Public Works Department and as such shall be responsible for the efficiency, discipline and good conduct of the public works operation of the Town. He shall have supervision and control of the maintenance of all Town-owned property and structures, except those under the control of the Board of Education and, if required by the Board of Selectmen, the Culture, Parks and Recreation Commission. Upon the request of the Chairman of the Board of Education, the Director of Public Works may supervise and direct the exterior maintenance of school buildings and grounds but only to the extent and for the period requested by the Board of Education and approved by the Board of Selectmen, provided that the costs of such maintenance are charged against the Board of Education appropriations. The Director of Public Works shall serve as Tree Warden.
- (6) Building Official. The Building Official shall serve for a term of four (4) years. Quadrennially, thereafter, the First Selectman shall appoint a Building Official as provided above.
- (7) Town Engineer. Prior to appointing or removing the Town Engineer, as provided above, the First Selectman shall also consult with the Public Works Director.

**CODE OF THE TOWN OF SIMSBURY, CONNECTICUT, v37 Updated 02-01-2014 /
CHARTER OF THE TOWN OF SIMSBURY / Chapter VII, Administrative Officers
and Departments / Section 705. Welfare Officer.**

Section 705. Welfare Officer.

The First Selectman shall serve as the Welfare Officer for the Town and as such shall be in



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SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Reappointment of Hearing Officers
2. **Date of submission:** February 3, 2016
3. **Date of Board Meeting:** February 8, 2016

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

Thomas Cooke, Director of Administrative Services

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

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

Approve the reappointments of Geoffrey H. Dale (R), Donald Kipetz (U) and Robert R. Moran (U) as Hearing Officers with an expiration date of December 4, 2017.

6. **Summary of Submission:**

Reappoint Hearing Officers for 2015-2017 Board of Selectmen term.

7. **Financial Impact:**

None

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

None



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BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Reappointment of Members at Large
2. **Date of submission:** February 3, 2016
3. **Date of Board Meeting:** February 8, 2016

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

Thomas Cooke, Director of Administrative Services

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

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

Approve the reappointments of Members at Large for the following Committees with an expiration date of December 7, 2017:

- Business Development Committee – Peter C. Pabich (U)
- Retirement Plan Sub-Committee – Paul F. McAlenney (U) and Philip M. Schulz (D)

6. **Summary of Submission:**

Reappoint Members at Large for 2015-2017 Board of Selectmen term.

7. **Financial Impact:**

None

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

None



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SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Nominations for Re-appointment to Ad-hoc Committees
2. **Date of submission:** February 5, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission:**
Simsbury Republican Town Committee, Robert Heagney, Chair
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen:
 1. Re-appoints Robert Beinstein, 26 Fairview Street, to the Clean Energy Task Force;
 2. Re-appoints James A. Ray, 216 Great Pond Road, to the Clean Energy Task Force;
 3. Re-appoints Carol Miller, 16 Deer Park Road, to the Recycling Committee;
 4. Re-appoints Steven S. Mitchell, 165 Old Farms Road, to the Tourism Committee.
6. **Summary of Submission:**
 1. Appointment: **Robert Beinstein**
Board: Clean Energy Task Force
Party: R
Full Term of Office: 12/7/2015 to 12/4/2017
 2. Appointment: **James A. Ray**
Board: Clean Energy Task Force
Party: U
Full Term of Office: 12/7/2015 to 12/4/2017
 3. Appointment: **Carol Miller**
Board: Recycling Committee
Party: R
Full Term of Office: 12.7/2015 to 12/4/2017
 4. Appointment: **Steven S. Mitchell**
Board: Tourism Committee
Party: U
Full Term of Office: 12/7/2015/ to 12/4/2017
7. **Financial Impact:** None

BOS Agenda Item
Nominations for Appointment to Office
February 5, 2016
2

8. **Description of documents included with submission:** None



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P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Nomination for Appointment to Office
2. **Date of submission:** February 5, 2016
3. **Date of Board Meeting:** February 8, 2016
4. **Individual or Entity making the submission:**
Simsbury Republican Town Committee, Robert Heagney, Chair
5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen:

Appoints Lucian M. Dragulski, 7 Daniel Lane, West Simsbury, CT 06092, as a Regular Member to the Water Pollution Control Authority to fill the seat vacated by Philip Richardson.
6. **Summary of Submission:**
 1. Appointment: Lucian M. Dragulski as a Regular Member
Board: Water Pollution Control Authority
Party: R
Effective: February 8, 2016
Full Term of Office: 01/01/2014 to 01/01/2018
7. **Financial Impact:** None
8. **Description of documents included with submission:** None



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**Fiscal Year 2017
Budget Meeting Schedule with Departments
First Selectman's Office**

**BOARD OF SELECTMEN MEETING
AGENDA SUBMISSION FORM**

1. **Title of submission:** Rescind Appointment to the Tourism Committee

2. **Date of submission:** February 5, 2016

3. **Date of Board Meeting:** February 8, 2016

4. **Individual or Entity making the submission:**
Simsbury Republican Town Committee, Robert Heagney, Chair

5. **Action requested of the Board of Selectmen:**
The Individual or Entity making the submission requests that the Board of Selectmen:

Rescind the appointment of Elizabeth Keppel to the Tourism Committee. The nomination was made in error. The Board of Selectmen appointed Elizabeth Keppel (R) to the Tourism Committee at its January 25, 2016, meeting for a term from 12/7/2015 to 12/4/2017. Rescinding the appointment will create a vacancy on the Committee.

6. **Summary of Submission:**
Rescind the nomination of Elizabeth Keppel to the Tourism Committee.

7. **Financial Impact:** None

8. **Description of documents included with submission:** None

CALL TO ORDER

The Regular Meeting of the Board of Selectmen was called to order at 6:04 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Lisa Heavner; Board members Michael Paine, Cheryl Cook, Christopher Kelly, Elaine Lang and Sean Askham. Others in attendance included: Thomas Cooke, Director of Administrative Services, Attorney Robert DeCrescenzo and other interested parties.

PLEDGE OF ALLEGIANCE

Everyone stood for the Pledge of Allegiance.

PUBLIC AUDIENCE

Joan Coe, 26 Whitcomb Drive, spoke about the Charter Revision Commission, changing to a Professional Town Management form of government, CHFA and Eno Farms, and solar in Simsbury.

Robert Kalechman, 971 Hopmeadow Street, spoke about public gathering permits, selling alcohol at events, the marijuana factory, the Community for Care Committee and the Veteran’s Memorial.

PRESENTATIONS

There were no presentations at this time.

FIRST SELECTMAN’S REPORT

Ms. Heavner reminded every that there is a free seminar for small businesses on how to become certified in Connecticut on Thursday, January 28th from 4:30 to 6:30 p.m. in the Simsbury Public Library. If you want to attend, you will need to contact the Chamber of Commerce at (860) 651- 7307. For questions about the program itself, contact the Department of Administrative Services Supplier Diversity Program at (860) 713-5228.

Ms. Heavner thanked everyone who helped make the 6th Annual MLK Day a success. It was a very inspiring celebration.

Ms. Heavner said she will be holding an open house on Monday, February 1st from 4:30 to 6:30 p.m. in her office. This is an opportunity for residents to ask questions, voice concerns, and share opinions on the Town.

SELECTMEN ACTION

- a) **Appoint Akash Kaza as a youth member of the Community for Care Committee with an expiration date of December 4, 2017**

Ms. Heavner noted that Akash Kaza was running late and asked that this item be moved to the end of the action agenda. The Board agreed.

b) Approve Tax Refunds

Mr. Askham made a motion to approve tax refunds in the amount of \$11,080.82 as requested and approved by the Tax Collector. Mr. Kelly seconded the motion. All were in favor and the motion passed.

c) Approve a Resolution for Municipal Filing Pilot Program for Campaign Financing

Ms. Heavner said the State Elections Enforcement Commission are in the process of establishing a pilot program, under which up to twenty municipalities will be selected to have some or all of their filing duties transferred to the Commission for the 2017 cycle election.

Ms. Keily, Town Clerk, explained the program, which would reduce staff time and have no budget impact to the Town at this time. She said right now the Commission is in charge of handling campaign finance reporting for State offices. Municipalities are required to receive financial reports from the municipality only. She said the SEEC would like to take all reports, State and Municipalities, and have them on their site to be able to look at. She is interested in applying to see if Simsbury can join the pilot program as it would be easier for staff and residents. Residents wouldn't have to drive to each municipality to check financial filings.

After some discussion, Mr. Askham made a motion:

“RESOLUTION TO APPROVE TOWN CLERK’S APPLICATION TO THE
STATE ELECTIONS ENFORCEMENT COMMISSION’S MUNICIPAL FILING
PILOT PROGRAM

WHEREAS, on June 30, 2015, the Governor signed into law Special Act No. 2015-14, an Act Establishing A Pilot Program for Municipal Campaign Finance Filings;

WHEREAS, the Special Act establishes a pilot program for the State Elections Enforcement Commission to provide assistance to the town clerks of up to twenty municipalities with the completion of some or all of their filing repository duties for the 2017 election cycle;

WHEREAS, the application to participate in the pilot program requires the approval of the municipality’s legislative body:

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF SELECTMEN of the TOWN OF SIMSBURY that the Town Clerk of the Town of Simsbury may apply to participate in the State Elections Enforcement Commission’s Municipal Filing Pilot Program for the 2017 election cycle.

BE IT FURTHER RESOLVED that a copy of this signed resolution be forwarded to the State Elections Enforcement Commission as part of the Town of Simsbury’s application.”

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

d) Approve Revised 2016 Budget Workshop Dates

Ms. Heavner said she would like a motion to approve the revised budget workshop dates.

Mr. Paine made a motion to approve the following Budget Workshop Dates:

Thursday, March 10th at 5:30 p.m.

Saturday, March 12th at 8 a.m.

With possible additional dates, if necessary, of Wednesday, March 16 at 5:30 p.m. and

Saturday, March 19th at 8:00 a.m.

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

e) Set Public Hearing date for proposed Amendment to Chapter 21 of the Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund as follows: Section 21-8 Process and Criteria for the Disposition of Open Space Land

Ms. Heavner said in January 2015, the Board of Selectmen discussed the need to have an ordinance on the disposition of land designated as open space before the Town considers selling land donated or purchased for that purpose. The Open Space Committee and Town Counsel prepared a draft ordinance for consideration. The Open Space Committee voted unanimously to forward the draft ordinance to the Board of Selectmen.

Ms. Heavner said the amendment proposes that proposals for sale of designated Open Space Land be referred to Planning and reviewed by the Open Space Committee, Culture, Parks and Recreation and the Conservation Commission.

Attorney DeCrescenzo explained the proposed ordinance. He said this is property owned by the Town and designated as Open Space only.

After some discussion, Ms. Cook made a motion to set February 22, 2016 @ 6 p.m. for a Public Hearing for the proposed Amendment to Chapter 21 of the Code of Ordinances, the Agricultural Land Preservation and Land Acquisition Fund with a new section titled Section 21-8 Process and Criteria for the Disposition of Open Space Land, with the addition of a 60 day provision on item A1. Mr. Paine seconded the motion. All were in favor and the motion passed.

Approve submission of Emergency Management Performance Grant Application for Fiscal Year 2015

Ms. Heavner noted that this submission is done retroactively every year.

Mr. Askham made a motion to approve submission of Emergency Management Performance Grant Application for Fiscal Year 2015. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to amend the agenda to appoint Akash Kaza as a youth member of the Community for Care Committee with an expiration date of December 4, 2017. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Ms. Cook made a motion to appoint Akash Kaza as a youth member of the Community for Care Committee with an expiration date of December 4, 2017. Ms. Lang seconded the motion. All were in favor and the motion passed.

Ms. Cook noted that Mr. Kaza asked what he could do to become more involved with the local government. He chose to be on this Committee and he comes highly recommended.

OTHER BUSINESS

a) Update on Senior Community Center Project

Ms. Heavner said the Board received the consultant report, which has very interesting options. She asked that everyone read this report and give her feedback.

Ms. Heavner thanked everyone who worked so hard on this project.

Mr. Kelly said he thinks this report gives a lot of insight with a lot of viable options. He said the current information on demographics was very interesting as well.

Ms. Heavner said the report can also be seen online and asked the public look at it and give their feedback as well. This will be a long/hard process to make sure the final project is the right one for all.

APPOINTMENTS AND RESIGNATIONS

Mr. Paine noted that the Board has inadvertently omitted a number of unaffiliated members who are on the Boards and Commission. He is asking that the Board amend the agenda to extend all the unaffiliated members, who are not on the agenda, for another month to be able to still use their valuable input.

Mr. Askham made a motion to amend the agenda to extend the terms of unaffiliated members to Boards and Commissions. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Paine made a motion to extend the terms of the unaffiliated members of the Boards and Commissions, who are not on this agenda, until the second Board of Selectmen meeting in February (February 22nd). Mr. Kelly seconded the motion. All were in favor and the motion passed.

a) Acknowledge the resignation of Barbara L. O’Connor (D) as a regular member of the Tourism Committee effective January 8, 2016

Mr. Askham made a motion to acknowledge the resignation of Barbara L. O’Connor as a regular member of the Tourism Committee effective January 8, 2016. Mr. Kelly seconded the motion. All were in favor and the motion passed.

b) Acknowledge the resignation of Jacqueline S. Battos (R) as an alternate member of the Zoning Commission effective January 12, 2016

Mr. Askham made a motion to acknowledge the resignation of Jacqueline Battos as an alternate member of the Zoning Commission effective January 12, 2016. Ms. Lang seconded the motion. All were in favor and the motion passed.

c) Acknowledge the resignation of Robert D. Pomeroy, Jr. (R) as a regular member of the Zoning Commission effective upon appointment of replacement member effective 1/25/16

Mr. Askham made a motion to acknowledge the resignation of Robert D. Pomeroy, Jr. as a regular member of the Zoning Commission effective upon appointment of replacement member effective January 26, 2016. Mr. Kelly seconded the motion. All were in favor and the motion passed.

d) Appoint Jacqueline S. Battos (R) as a regular member of the Zoning Commission with an expiration date of December 4, 2017

Mr. Askham made a motion to appoint Jacqueline S. Battos as a regular member of the Zoning Commission with an expiration date of December 4, 2017. Mr. Kelly seconded the motion. All were in favor and the motion passed.

e) Appoint Vaughn A. Marecki (R) as an alternate member of the Zoning Commission with an expiration date of December 4, 2017

Mr. Askham made a motion to appoint Vaughn A. Marecki as an alternate member of the Zoning Commission with an expiration date of December 4, 2017. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Aging and Disability Commission

a) Reappoint Victor Bible III (U) as an alternate member of the Aging & Disability Commission with an expiration date of January 1, 2018

Mr. Askham made a motion to reappoint Victor Bible III as an alternate member of the Aging & Disability Commission with an expiration date of January 1, 2018. Mr. Kelly seconded the motion. All were in favor and the motion passed.

b) Reappoint Grace Comeau (R) as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2020

Mr. Askham made a motion to reappoint Grace Comeau as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2020. Ms. Lang seconded the motion. All were in favor and the motion passed.

c) Appoint April Schmidt (R) as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2019

Mr. Askham made a motion to appoint April Schmidt as a regular member of the Aging & Disability Commission with an expiration date of January 1, 2019. Ms. Cook seconded the motion. All were in favor and the motion passed.

Building Code Board of Appeals

a) Reappoint JoAnn M. Hogan (R) and Charles A. Warren, Jr. (U) as regular members of the Building Code of Appeals with an expiration date of January 1, 2021

Mr. Askham made a motion to reappoint JoAnn M. Hogan and Charles A. Warren, Jr. as regular members of the Building Code Board of Appeals with an expiration date of January 1, 2021. Ms. Cook seconded the motion. All were in favor and the motion passed.

Clean Energy Task Force

a) Reappoint Mark Scully (D), Susan Van Kleef (D) and Melissa Osborne (D) as regular members of the Clean Energy Task Force with an expiration date of December 4, 2017

Mr. Askham made a motion to reappoint Mark Scully, Susan Van Kleef, and Melissa Osborne as regular members of the Clean Energy Task Force with an expiration date of December 4, 2017. Ms. Lang seconded the motion. All were in favor and the motion passed.

Conservation Commission / Inland Wetlands Agency

a) Reappoint Darren P. Cunningham (R) and Andrew S. O'Connor (R) as regular members of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2020

Mr. Askham made a motion to reappoint Darren P. Cunningham and Andrew S. O’Connor as a regular member of the Conservation Commission / Inland Wetland Agency with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

b) Appoint Craig MacCormac (R) as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2018

Mr. Askham made a motion to appoint Craig MacCormac as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2018. Ms. Cook seconded the motion. All were in favor and the motion passed.

c) Appoint Phillip J. Purciello (R) as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2020

Mr. Askham made a motion to appoint Phillip J. Purciello as a regular member of the Conservation Commission / Inland Wetlands Agency with an expiration date of January 1, 2020. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Culture, Parks & Recreation Commission

a) Reappoint Gerald A. Post (R) as a regular member of the Culture, Parks & Recreation Commission with an expiration date of January 1, 2020

Mr. Askham made a motion to reappoint Gerald A. Post as a regular member of the Culture, Parks & Recreation Commission with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

Fair Rent Commission

a) Reappoint Madeleine P. Gilkey (R) and Mary N. Turner (R) as regular members of the Fair Rent Commission with an expiration date of November 30, 2019

Mr. Askham made a motion to reappoint Madeleine P. Gilkey and Mary N. Turner as regular members of the Fair Rent Commission with an expiration date of November 30, 2019. Ms. Lang seconded the motion. All were in favor and the motion passed.

Historic District Commission

a) Reappoint Patricia F. Hyypa (R) as a regular member of the Historic District Commission with an expiration date of January 1, 2021

Mr. Kelly made a motion to reappoint Patricia F. Hyyppa as a regular member of the Historic District Commission with an expiration date of January 1, 2021. Ms. Cook seconded the motion. All were in favor and the motion passed.

Insurance Committee

- a) Reappoint Peter C. Peterson (D), Paul H. Mikkelson, Jr. (R) and Edward F. Sparkowski (R) as regular members of the Insurance Committee with an expiration date of December 4, 2017**

Mr. Kelly made a motion to reappoint Peter C. Peterson, Paul H. Mikkelson, Jr. and Edward F. Sparkowski as regular members of the Insurance Committee with an expiration date of December 4, 2017. Ms. Cook seconded the motion. All were in favor and the motion passed.

Open Space Committee

- a) Reappoint Helen Peterson (D) as a member at large of the Open Space Committee with an expiration date of December 4, 2017**

Mr. Kelly made a motion to reappoint Helen Peterson as a member at large of the Open Space Committee with an expiration date of December 4, 2017. Ms. Lang seconded the motion. All were in favor and the motion passed.

Public Building Committee

- a) Reappoint Lucian M. Dragulski (R), Mary Lou Patrino (R) and John J. Salvatore (R) as regular members of the Public Building Committee with an expiration date of December 4, 2017**

Mr. Kelly made a motion to reappoint Lucian M. Dragulski, Mary Lou Patrino and John J. Salvatore as regular members of the Public Building Committee with an expiration date of December 4, 2017. Ms. Cook seconded the motion. All were in favor and the motion passed.

Recycling Committee

- a) Reappoint R. Kingsbury Chase (D), Lori P. Fernand (D), Rosemary V. Fusco (R), William P. Hantzog (D), Alexandra Rice (D) and Mary N. Turner (R) as regular members of the Recycling Committee with an expiration date of December 4, 2017**

Mr. Kelly made a motion to reappoint R. Kingsbury Chase, Lori P. Fernand, Rosemary V. Fusco, William P. Hantzog, Alexandra Rice and Mary N. Turner as regular members of the Recycling Committee with an expiration date of December 4, 2017. Mr. Askham seconded the motion. All were in favor and the motion passed.

Ms. Heavner noted that the Public Building Committee reappointments should expire January 1, 2020.

Mr. Askham made a motion to reconsider the Public Building Committee motion. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to reappoint Lucian M. Dragulski, Mary Lou Patrina, and John J. Salvatore as regular members of the Public Building Committee with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

Tourism Committee

- a) Reappoint Dominique Avery (D), Catherine Barnard (D), Patricia Carbone (D), Paulette Clark (D), Joyce R. Howard (R), Katherine A. Oakes (R), Diane Phillips (D), Charmaine L. Seavy (D) and Richard D. Wagner, Jr. (R) as regular members of the Tourism Committee with an expiration date of December 4, 2017**

Mr. Kelly made a motion to reappoint Dominique Avery, Catherine Barnard, Patricia Carbone, Paulette Clark, Joyce R. Howard, Katherine A. Oakes, Diane Phillips, Charmaine L. Seavy and Richard D. Wagner, Jr. as regular members of the Tourism Committee with an expiration date of December 4, 2017. Mr. Askham seconded the motion. All were in favor and the motion passed.

- b) Reappoint Elizabeth Keppel (R) as a regular member of the Tourism Committee with an expiration date of December 4, 2017**

Mr. Kelly made a motion to reappoint Elizabeth Keppel as a regular member of the Tourism Committee with an expiration date of December 4, 2017. Mr. Askham seconded the motion. All were in favor and the motion passed.

Water Pollution Control Authority

- a) Reappoint Edward J. Kelly (R) and Loren Shoemaker (R) as regular members of the Water Pollution Control Authority with an expiration date of January 1, 2020**

Mr. Kelly made a motion to reappoint Edward J. Kelly and Loren Shoemaker as regular members of the Water Pollution Control Authority with an expiration date of January 1, 2020. Ms. Cook seconded the motion. All were in favor and the motion passed.

Technology Task Force Committee

- a) Reappoint Harald Bender (U), Lawrence A. DiSciaccia (D), Michael T. Doyle (R), Laurel E. Hennebury (D), John W. Jahne (U), Mark A. Orenstein (D), Jerry P. Queen (D), Ramon W. Rosati (D), William J. Rucci (U), Jeremy B. Wallman (U) and Eric J. Zemantis, as regular members of the Technology Task Force with an expiration date of December 4, 2017**

Mr. Kelly made a motion to reappoint Harald Bender, Lawrence A. DiSciacca, Michael T. Doyle, Laurel E. Hennebury, John W. Jahne, Mark A. Orenstein, Jerry P. Queen, Ramon W. Rosati, William J. Rucci, Jeremy B> Wallman, and Eric J. Zemantis as regular members of the Technology Task Force with an expiration date of December 4, 2017. Mr. Askham seconded the motion. All were in favor and the motion passed.

REVIEW OF MINUTES

a) Regular Meeting of January 11, 2016

No action was taken and therefore, the minutes were adopted.

SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS

- 1. Personnel** – no report at this time.
- 2. Finance** – Ms. Heavner said the Board of Selectmen and Finance Sub-Committee met to discuss insurance participations. This is being looked at by our attorneys and financial advisors. Hopefully they will have some information for the Board meeting next month.
- 3. Welfare** – no report at this time.
- 4. Public Safety** – Mr. Askham said there will be an emergency disaster drill that the Town is organizing. There is more information to come. Ms. Heavner asked that the other Board Members be sure to do their NIMS training 100.

Mr. Askham noted that the Town did have a recent structural fire and there were no working fire alarms in the structure. However, everyone, including pets, did get out safely.

Ms. Heavner also asked that during snow storms that everyone clear their fire hydrants.

- 5. Board of Education** – Ms. Cook said the SCTV website is showing the Community for Care updates. There is also a background on their mission.

Ms. Cook said Community for Care have four public programs on their agenda for this year. The programs will be held in the Library. Please check the website for all the information. The programs are set up to help all different demographics in Town. All problems are community problems, not just school problems.

Ms. Lang said the 6th Annual MLK Day was held at First Church. There were eloquent speakers, and great singers at the event. She thanked everyone for their help with this event.

Ms. Cook said a High School student vote her a letter about possibly using the electric sign in front of Town Hall when there are meetings to be held to better inform people of the meetings.

Mr. Askham said the Economic Development Committee passed their budget. There was additional discussion on setting up an infrastructure fund again. Mr. Cooke said he is preparing a memo on this fund for the EDC and he will forward it to the Board as well. He asked the Board to look at this and share their thoughts.

ADJOURN TO EXECUTIVE SESSION

a) Discuss possible lease or purchase of property for Senior/Community Center including 828 Hopmeadow Street

Mr. Askham made a motion to adjourn to Executive Session to discuss possible lease or purchase of property for Senior/Community Center including 828 Hopmeadow Street at 7:30 p.m., including Thomas Cooke and Attorney Robert DeCrescenzo, Esq. in attendance. Mr. Paine seconded the motion. All were in favor and the motion passed.

ADJOURN FROM EXECUTIVE SESSION

Mr. Askham made a motion to adjourn from Executive Session at 8:02 p.m. Ms. Lang seconded the motion. All were in favor and the motion passed.

ADJOURN

Mr. Askham made a motion to adjourn the meeting at 8:02 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio
Clerk