



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Lisa L. Heavner - First Selectwoman

Watch Board of Selectmen meetings **LIVE** and rebroadcast on Comcast Channel 96, on Frontier Channel 99 and **LIVE** streamed or on-demand at [www.simsburytv.org](http://www.simsburytv.org)

## **SIMSBURY BOARD OF SELECTMEN**

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

**Regular Meeting – January 23, 2017 – 6:00 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC AUDIENCE**

### **PRESENTATIONS**

- Capitol Region Council of Governments Proposed Local Assessment for FY17-18 – Lyle Wray
- Prospective Development – James Rabbitt, Director of Planning & Community Development
- Quarterly Financial Update – Sean Kimball, Director of Finance

### **FIRST SELECTWOMAN'S REPORT**

### **SELECTMEN ACTION**

- a) Approve Tax Refunds
- b) Refer Eagle Scout Project to the Planning Commission pursuant to CGS §8-24
- c) Approve listing 23 Mountain Road Property with a Realtor and issuance of RFP

### **OTHER BUSINESS**

### **APPOINTMENTS AND RESIGNATIONS**

- a) Acknowledge the resignation of Chris Meile (R) as a regular member of the Economic Development Commission effective November 2, 2016
- b) Acknowledge the resignation of Louis George (R) as a regular member of the Economic Development Commission effective January 11, 2017

- c) Acknowledge the resignation of Todd Burrick (D) as a regular member of the Insurance Committee effective January 5, 2017
- d) Appoint Jan Losee (U) as a regular member of the Tourism Committee with an expiration date of December 4, 2017
- e) Appoint Thomas Gilmore (D) as a regular member of the Insurance Committee with an expiration date of December 4, 2017

**REVIEW OF MINUTES**

- a) Regular Meeting of January 9, 2017

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

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

**ADJOURN TO EXECUTIVE SESSION**

- a) Pursuant to CGS §1-200(6)(D) and (E) concerning the selection of a site or the lease, sale or purchase of real estate in connection with the redesign of the Senior Center and related protected records
- b) Pursuant to CGS §1-200(6)(C) to Discuss Matters Concerning Security Strategy

**ADJOURN FROM EXECUTIVE SESSION**

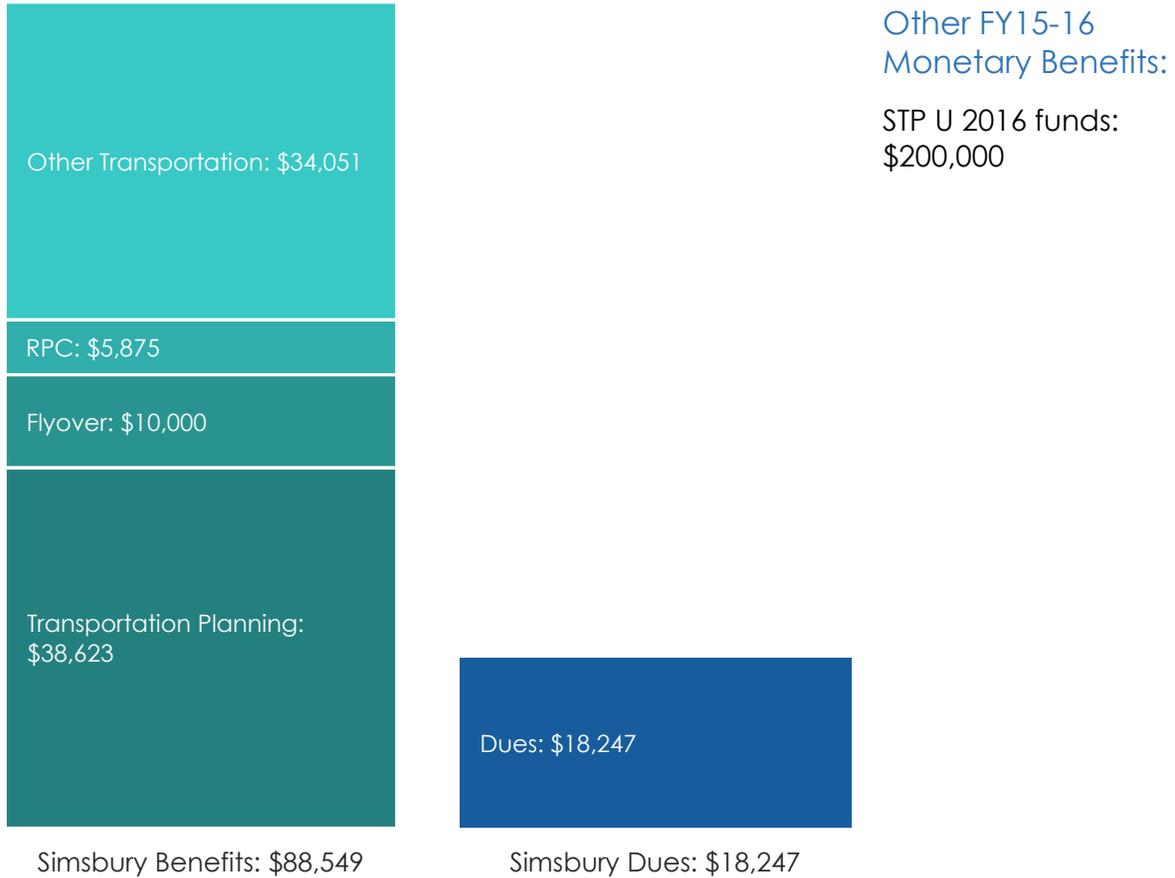
Possible action

**ADJOURN**

Most of the documents reviewed by the Board of Selectmen at this meeting can be located at:  
<http://www.simsbury-ct.gov/board-of-selectmen>

## Membership Benefits FY 2015-2016

### Simsbury | \$4.90 of Benefits Per Dollar of Dues



NOTE: The above chart does not include one-time town-specific benefits, such as corridor studies or funded capital projects.

### Simsbury | Highlights

- » The town is expected to receive \$2.6 million for future STP-Urban and LOTCIP projects on Route 10 / Route 185 / Nod Road and for the Route 189 corridor multi-use trail.
- » The Capital Region Incident Management Team assisted Simsbury in preparing an Incident Action Plan and training town's executive leadership on Emergency Operations Center operations.

# Accomplishments in Municipal Shared Services – A CRCOG Perspective

Capitol Region Council of Governments

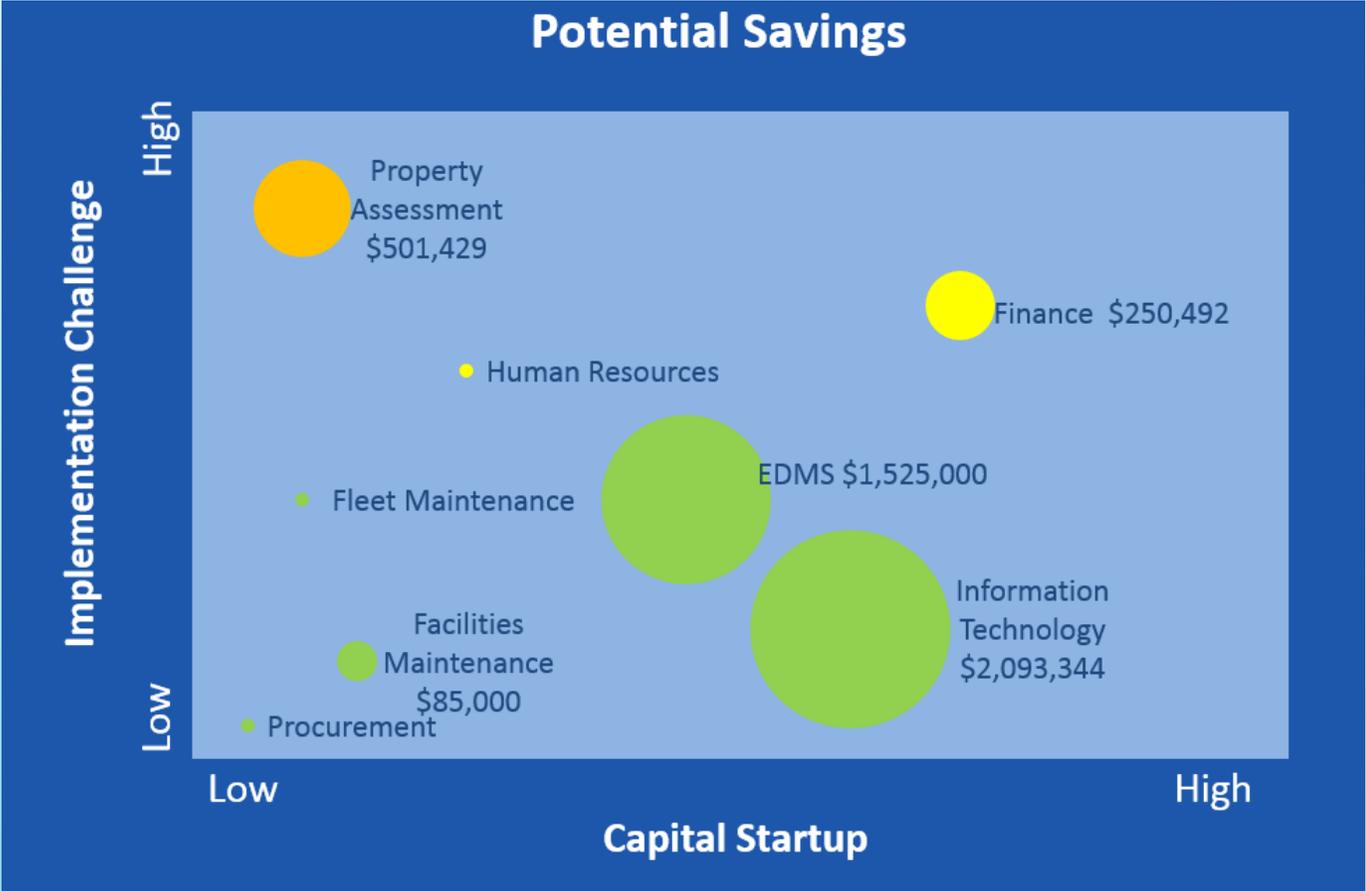
[www.crcog.org](http://www.crcog.org)

January 13, 2017

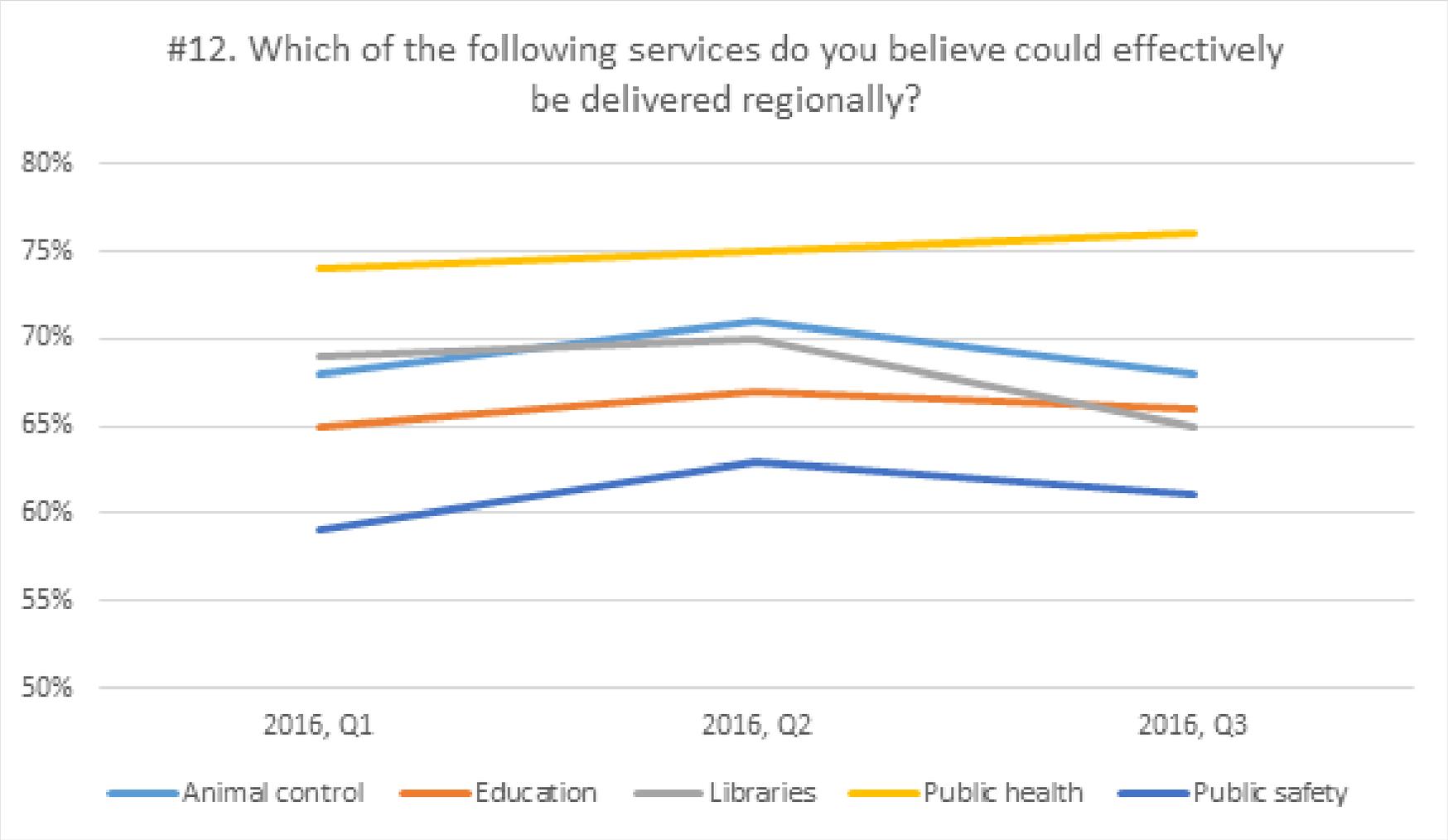
# Shared Services Opportunities List

- Funded study worked with towns to seek out areas with good savings and service improvement potential and with minimal pushback
- Report is at: <http://crcog.org/backoffice/>
- Eight opportunity areas were identified
- Many are in process or largely done
- Next up: New set of opportunity areas to match the “permanent fiscal crisis”

# Opportunities



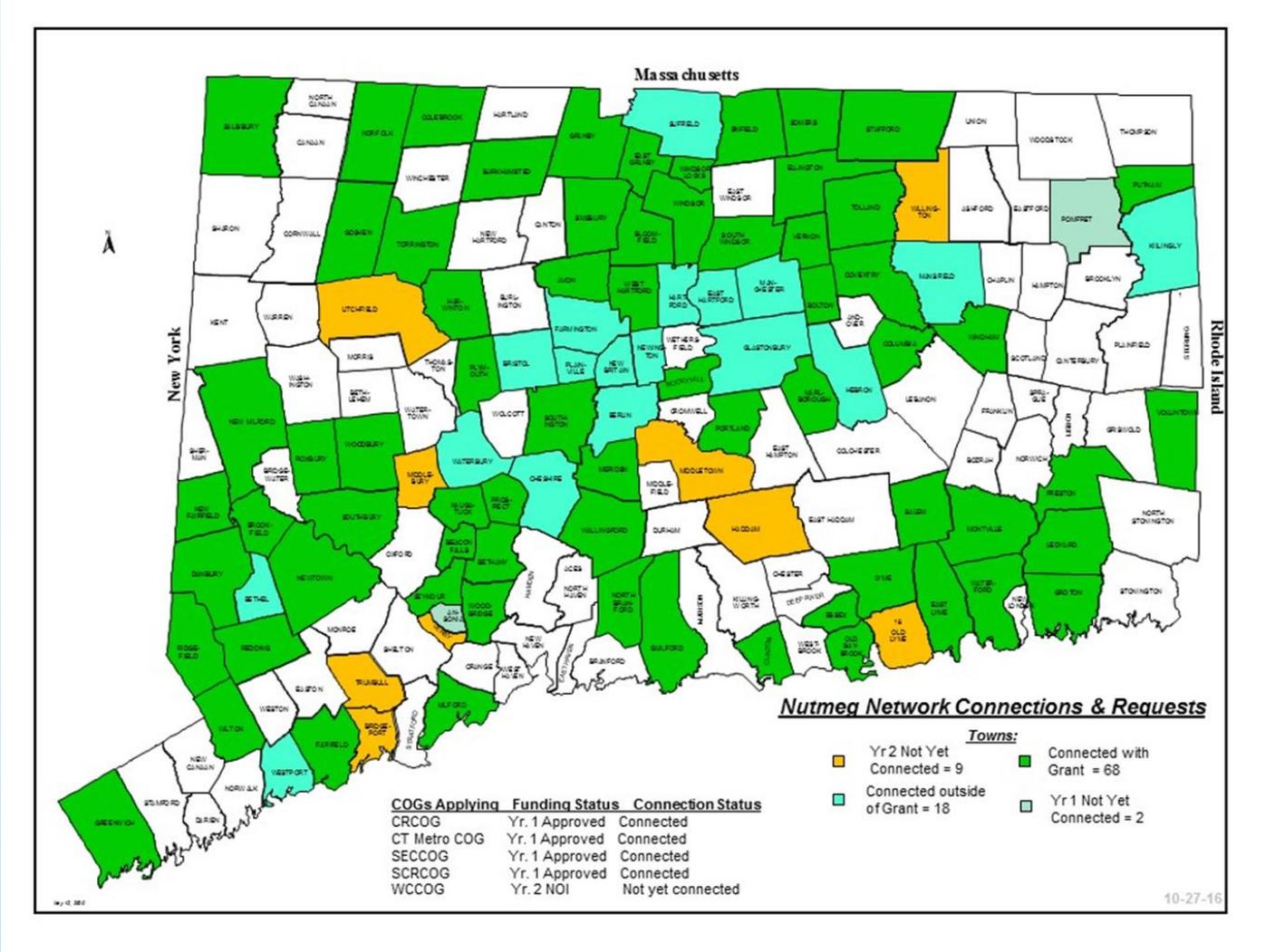
# The CT Public Is Ready for More Shared Services



# Accomplishments

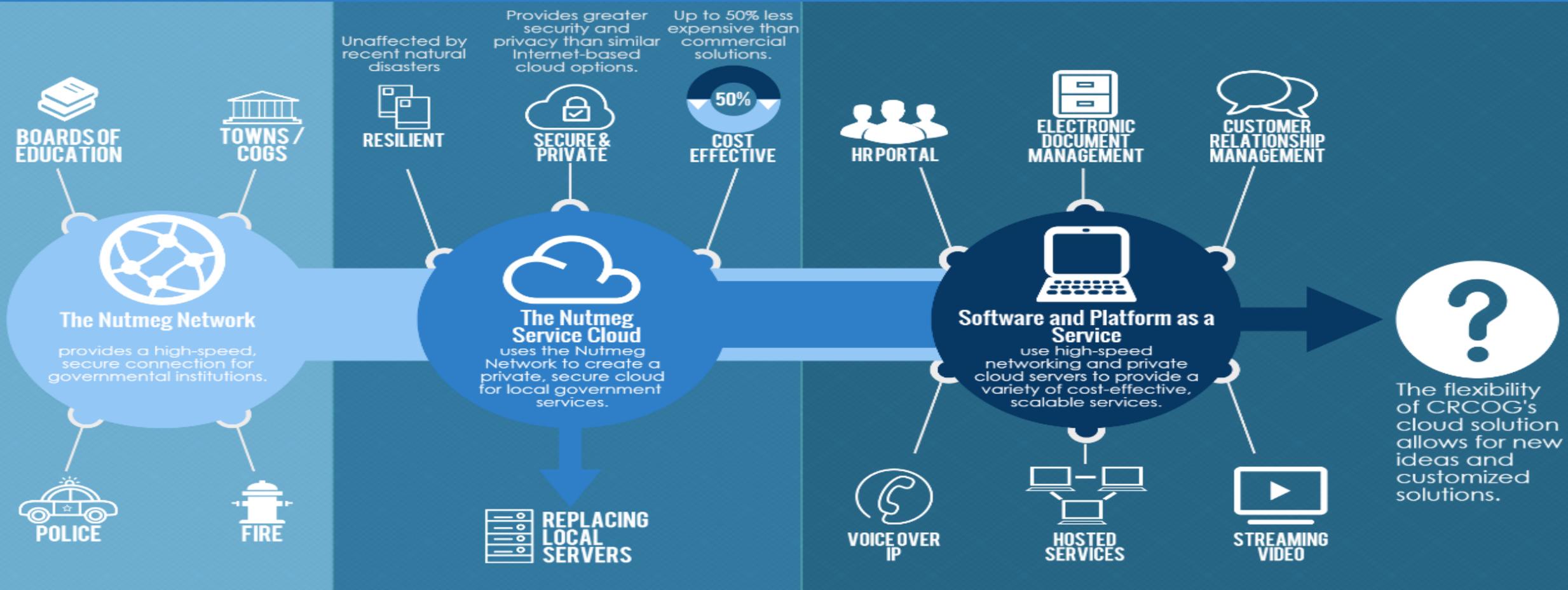
- Nutmeg Network now connected to 89 of 169 towns
- Connections in process are 9 towns statewide
- All towns have access to Nutmeg Server at CCAT and back up located in two locations (East Hartford and Norwalk)
- Online building permitting now in 18 towns in CRCOG and 14 towns statewide.
- CAPTAIN mobile communications for police has 37 towns using it
- Statewide flight for GIS information system done at an estimated savings of \$8 million over doing individual regional or sub-regional flights

# CT Municipalities Connected to Nutmeg Network



# The Nutmeg Service Cloud

## The Platform for Local Government Services



### 10 TIMES FASTER

The Nutmeg Network is 10 times faster than most commercially available business cable services.

CRCOG's cloud server is cost-effective, fast, flexible, and resilient. It can replace local servers saving on capital expenses, reducing maintenance costs, and providing improved services.

Software and platform as a service is a flexible, low-cost method of distributing services. Capital and maintenance costs are shared while providing security and privacy to users.

# Why Nutmeg Network, Nutmeg Cloud and IT Services?

- Integrated into the provision of most public services
- Enables towns to be more efficient and effective
- Provides access to programs that would otherwise be cost prohibitive
- Provides savings and economies of scale
- Towns can replace antiquated technology while keeping one time and on-going expenses low

# Why the Nutmeg Cloud ? – A Private Municipal Cloud

- Not on the Internet – very fast
- Flexible, scalable
- Less expensive compared to the public cloud – Nutmeg hosting services are about one half of the price of several leading commercial cloud services

# Hosted Services

- File servers
- e-Mail exchange servers
- Disaster recovery backup
- Self-managed or managed by CCAT
- Best of breed technology
- Reduced expense

# Internet Phone Service

- Voice Over Internet Protocol (VOIP) Services
- Reduce capital expense, operationalize systems
- Easy to manage
- Enable remote workforce
- Expand disaster preparedness
- Flexible and highly expandable
- Best of breed technology

# Electronic Document Management (EDMS)

- Currently in Pilot phase
- Enable efficiency in back office operations
- Leverage CRCOG data center
- Many potential integrations and workflows
- Huge growth area for towns in near future

# Human Resources (HR) Portal

- Currently in Pilot phase
- Successful automation of the salary survey and reporting tool
- Model documents and job descriptions available
- Additional add-ons are in Pilot

# Streaming Public Meetings and Police Camera Storage

- **Public Meeting Video Streaming.** Livestream and record public meetings and enable more participation in government
- **Body Camera Storage.** Leverage shared infrastructure for large amounts of data, reduce costs and currently in the beginning stages of a Pilot

# Other Related Programs

- Fiber Infrastructure Contract to connect town offices and to Nutmeg network
- Information Technology Services
  - Assessment and Consulting
  - Technology Security
  - Managed Support Services
  - Website Application Design and Development
- Regional Online Permitting expanding

# Benefits of Leveraging the Nutmeg Network

- Security
- Better pricing on solutions
- Increased access to technology
- Cost savings
- Increased efficiency
- Expertise

# Nutmeg Network and Nutmeg Cloud : Next

- Solid foundation for town back office functions is in place
- Scalable quickly and at good price to meet expanded needs of towns and cities
- Very favorable economics of software as a service and Nutmeg cloud
- Menu of service offerings has grown and will grow quickly in coming year
- Great array of opportunities going forward

# Highlights from RPIP and MORE Demonstration Projects

- Regional Online Permitting – more than two dozen towns
- Regional and Statewide Orthographic Flights
- CAPTAIN 4G Upgrade
- Voice over IP
- Streaming Video
- HR-Portal, Salary Survey and Reporting
- Electronic Document Management
- Farmington Valley Trail Equipment Sharing
- Shared Regional Animal Control

# Accomplishments and Implications

- Much has been accomplished in back office and shared services
- IT is an important ingredient of progress
- The platform of the Nutmeg Network and Nutmeg Cloud can be readily expanded
- Economics of cloud and software as a service are very favorable
- Not a panacea for state \$1.45 billion deficit
- But may be hundreds of millions of dollars of annual savings potential with appropriate lead time
- Develop new opportunities list to build on earlier CRCOG opportunities list

# Next Steps

- School and Municipal Back Office Integration – fewer than 10% of towns and schools have integrated back office (finance, HR, property management)
- Enterprise Resource Planning (ERP) – next generation financial/HR software systems
- Property Tax Assessment Sharing at regional scale – one pilot
- Facilities Maintenance Sharing across towns/schools
- Human Resources Sharing for Small Towns
- Expansion of IT Opportunities (Code Enforcement, CRM, etc.)



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933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tax Refunds
2. **Date of submission:** January 17,2017
3. **Date of Board Meeting:** January 23, 2017
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 **\$ 9,826.99**

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

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

Tax Refunds.xls

	BILL NUMBER	TAX	FIRE	INTEREST	TOTAL
<b>List 2013</b>					
					\$0.00
					\$0.00
					\$0.00
					\$0.00
<b>Total 2013</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>List 2014</b>					
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
<b>Total 2014</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>List 2015</b>					
Gersten, Karen	15-01-2873	\$505.57			\$505.57
CT Bar Foundation (Kendall)	15-01-4081	\$138.97			\$138.97
Mitelman Yuriy	15-01-5441	\$180.17			\$180.17
Ilaughlin Kelly F	15-01-5889	\$11.51			\$11.51
Bilotti-Peterson Christine	15-01-6221	\$5,000.00			\$5,000.00
Schuyler Jeffrey	15-01-7283	\$116.71			\$116.71
Friedman Davis	15-01-7799	\$205.46			\$205.46
Celli Lauren M	15-03-52846	\$233.10			\$233.10
USB Leasing	15-03-68903	\$852.88	\$23.69		\$876.57
VW Credit Leasing	15-03-68957	\$200.23	\$5.56		\$205.79
VW Credit Leasing	15-03-68990	\$382.39	\$10.62		\$393.01
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
<b>Total 2015</b>		<b>\$9,826.99</b>	<b>\$39.87</b>	<b>\$0.00</b>	<b>\$9,866.86</b>
<b>TOTAL 2013</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL 2014</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<b>TOTAL 2015</b>		<b>\$9,826.99</b>	<b>\$39.87</b>	<b>\$0.00</b>	<b>\$9,866.86</b>
					<b>\$9,866.86</b>
<b>TOTAL ALL YEARS</b>		<b>\$9,826.99</b>	<b>\$39.87</b>	<b>\$0.00</b>	<b>\$9,866.86</b>

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

**Title of submission:** Eagle Scout Project Proposal- Loafing shed for Simsbury Community Farm

**Date of submission:** 12/30/16

**Date of Board Meeting:** 1/23/17

**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):**

Mike Doyle  
48 Sunset Hill Road, Simsbury, CT  
(860) 658-0079  
20doylem@gmail.com

**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 building of a loafing shed at Simsbury Community Farm as my Eagle Project

**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. I aim to build the shed this spring, dependent upon reaching fundraising goal
- ii. Mike Doyle, Troop 174 and the Simsbury Community Farm, and the representative from Simsbury Community Farm will be Jonni Marshall.
- iii. I estimate the shed will cost \$1650 to build. I will raise all of the money, there will be no financial exposure or commitment on behalf of the town.
- iv. No contracts, licenses or other legal documents are a part of this proposal.

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

I will be raising all of the money needed to build this project. I cannot start the project until the fundraising is complete.

**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:*

Memorandum from Michael Glidden, Assistant Town Planner



# Town of Simsbury

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SIMSBURY, CONNECTICUT 06070

**Date:** January 18, 2017

**To:** Thomas Cooke, Director of Administrative Services

**From:**  Michael Glidden CFM CZEO, Assistant Town Planner

**Re:** Eagle Scout Project Proposal- Loafing shed for Simsbury Community Farm

Michael Doyle has discussed the proposed loafing shed to be constructed at Simsbury Community Farm. Mr. Doyle has prepared a locational map with the assistance of Planning Department staff to illustrate the exact location where this proposed structure will be located.

The applicant will be subject to following process for review and approval:

**Board of Selectmen** – The Board of Selectmen first needs to refer the proposal to the Planning Commission pursuant to CGS 8-24 for review. After the Planning Commission makes a finding on whether the proposal meets the goals and policies of the Plan of Conservation and Development, the Board of Selectmen can act on the request for improvements to town owned property.

**Should the Board of Selectmen approve the request, the applicant will need to follow the below mentioned sets in order to construct the structure:**

**Conservation Commission** – If the proposed location is less than 100 ft from mapped inland wetland soils and/or watercourse, an application to conduct regulated activities will be required.

**Zoning Commission and Design Review Board** – A site plan amendment is required for the improvements. The Commission and Board will be reviewing the application in order to determine compliance to the Zoning Regulations and Community Design Guidelines.

**After the Commissions issue approvals:**

**Administrative Building and/or Zoning Permits** – submission of permits for administrative approval by staff is required for the proposed construction based on the above outlined approvals.



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## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:**

Potential Sale of 23 Mountain Road Property

2. **Date of submission:** January 18, 2017

3. **Date of Board Meeting:** January 23, 2017

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

Thomas F. Cooke – Director of Administrative Services – [tcooke@simsbury-ct.gov](mailto:tcooke@simsbury-ct.gov)

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 proposed sale of 23 Mountain Road in Tariffville and authorize the Director of Administrative Services to issue an RFP for real estate firm services in connection with the potential sale of Town of Simsbury property

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 Town of Simsbury became the owner of property located at 23 Mountain Road, Simsbury, 06070 as a result of a tax foreclosure on the property in 2015 (See, Certificate of Foreclosure submitted herewith). Town Staff, including the Tax Collector, the Assessor and the Director of Administrative Services, recommend sale of the property.

The proposed sale was referred to the Planning Commission for its recommendation in accordance with CGS Section 8-24. At its meeting on January 10, 2017 the Planning Commission concluded that the proposed sale was consistent with the goals and objectives of the 2007 Plan of Conservation and Development (POCD).

As noted in the original submission on this matter, if sale of the property is approved by the Board of Selectmen the town will need retain the services of a real estate agent to proceed with the sale. A draft RFP to select a real estate firm (or firms) to provide services to the Town for a period of two years is attached.

With respect to 23 Mountain Road, the house on the property is in disrepair. The total appraised value of the house and lot is \$101,445 with the lot comprising the bulk of the value at \$73,332.

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

Positive upon sale of the property.

**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:*

Assessor's card

GIS printout

Certificate of Foreclosure

January 17, 2017 Memorandum from Michael Glidden re: the Planning Commission's action on the CGS Section 8-24 referral

Proposed RFP for the selection of a real estate firm or firms

UNIQUE ID: 31355600

Card No: 1 of 1

<b>LOCATION:</b>		23 MOUNTAIN ROAD			<b>Map/Block/Lot:</b> K04 127 014			<b>Date Printed</b> Jul/01/2016	
<b>911 ADDRESS:</b>					<b>Zoning</b> R-15		<b>Neighborhood</b> 12		<b>Last Update</b> 07/01/2016
<b>OWNER OF RECORD</b>									
TOWN OF SIMSBURY TAX DEPARTMENT					VOLUME / PAGE		DATE		SALES TYPE
PO BOX 495 SIMSBURY CT 06070					0885 0073		Mar/27/2015		Forclosure
<b>PRIOR OWNER HISTORY</b>									
MERCY ARNOLD R					0270 1142		Nov/15/1983		NO
<b>THIS DOCUMENT WAS PREPARED FOR ASSESSMENT PURPOSES ONLY</b>									
Revaluation Date: 10/01/2012									
<b>PERMIT NUMBER</b>	<b>DATE</b>	<b>COST</b>	<b>NEW HSE</b>	<b>STATUS</b>	<b>% COMP</b>	<b>CO ISSUED</b>	<b>DATE OF CERT</b>		<b>REASON FOR CHANGE</b>
<b>STATE ITEM CODES</b>									
<b>Census</b> 466400		<b>Code</b>	<b>Quantity</b>	<b>Value</b>		<b>Code</b>	<b>Quantity</b>	<b>Value</b>	
<b>Dev Map</b>		11	0.22	51,330					
<b>Dev Lot</b>		13	1.00	19,680					
<b>490 VALUATION</b>									
	<b>ACRES</b>	<b>VALUE</b>							
	0.00	0		Farm	0.00	0			
	0.00	0		Swamp	0.00	0			
	0.00	0		Woodland	0.00	0			
	0.00	0		Farm Forest	0.00	0			
	0.00	0		Open Space	0.00	0			
<b>ACRES</b>									
<b>Land Type</b>	<b>Acres</b>	<b>490</b>	<b>Rate</b>	<b>Adj</b>	<b>Influence</b>	<b>Total Value</b>		<b>Land Type</b>	<b>Influence</b>
HouseLot	0.22	0.00	75,600	0.97	0	73,332			
<b>Total</b>	0.22					73,332			
<b>INFLUENCE FACTORS</b>									
<b>Land Type</b>	<b>Influence</b>	<b>Reason</b>	<b>Comment</b>						
<b>ASSESSMENT HISTORY (PRIOR YEARS AS OF OCT 1)</b>									
	<b>Current</b>	<b>2015</b>	<b>2014</b>	<b>Total Land Value</b>	73,332	<b>Land Value</b>	73,332		
<b>Land</b>	51,330	51,330	51,330	<b>Total Building Value</b>	28,113	<b>Land Excluding 490</b>	0		
<b>Building</b>	19,680	19,680	19,680	<b>Total Outbuilding Value</b>	0	<b>490 Land</b>	0		
<b>Outbuilding</b>	0	0	0	<b>Total Market Value</b>	101,445	<b>Final Land Value</b>	73,332		
<b>Total</b>	71,010	71,010	71,010						
<b>COMMENTS</b>									
Mar/08/2012	cellar is not usable space; only heat is kerosene burner in LR; PROPANE TANK;								
Sep/30/2007	IN 2002, CODED IN ERROR AS EXCELLENT COND., CORRECTED 7/18/06								
Sep/30/2007	HOUSE IS UNHTD-SPACE HEATERS ONLY; HOUSE F/P CONDITION ON REVIEW								

<b>LOCATION:</b>	23 MOUNTAIN ROAD
<b>911 ADDRESS:</b>	
<b>MAP/BLOCK/LOT:</b>	K04 127 014

GENERAL DESCRIPTION		DESCRIPTION	AREA	VALUE
Building Use	Single Family	Base Rate	760	47,926
Condition	FR/PR	Basement	608	12,087
Class	08	Basement_Walls - Brick	0	578
Stories	1.25	Bsmt Room Low Quality	558	4,464
Design Style	Cape	Exterior_Walls1 - Asbe	47,926	-2,396
Construction	FR	Full Baths	1	4,600
Year Built	1882	Value Before Depr.	0	67,258
Percent Complete	100	Depr/Adjust Amount	0	40,355
Units		Final Value (After Dep)	0	26,903

FOUNDATION	
Basement Area	608
Basement Finished Area	558
Room Style	Low
Basement Walls	Brick
Access	Walkout
Garage Bays	0
Sump Pump	NO

HVAC		GRADE FACTOR	
Heating			0
Fuel	None	ECONOMIC DEPR %	0
Cooling %	0	PHYSICAL DEPR %	55
		FUNCTIONAL DEPR %	5

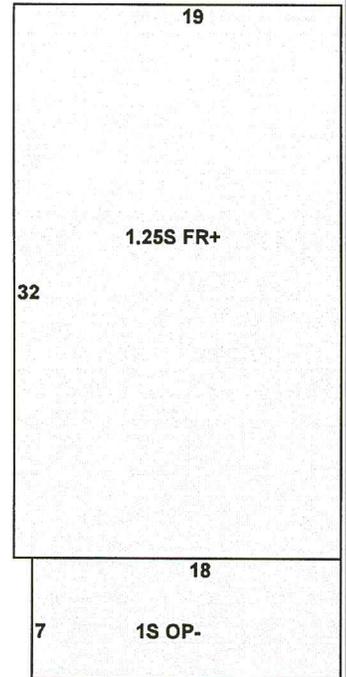
ATTACHED OUTBUILDING COMPUTATIONS			
Type	Construction	Area	Value
Porch	Open	126	1,210

EXTERIOR	
Exterior Walls	Asbestos
Roof Type	

SPECIAL FEATURES	
Chimney	1

DETACHED OUTBUILDING COMPUTATIONS							
Type	Construction	Yr Built	Area	Value	Type	Construction	Yr Built

Finished Area	Rooms	Bedrooms	Kitchens	Full Baths	Half Baths	Extra Fixtures
760	4	2	1	1	0	0



K04-127-014 03/13/2012





# Town of Simsbury

Geographic Information System (GIS)



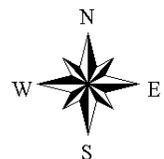
Date Printed: 7/7/2016



**MAP DISCLAIMER - NOTICE OF LIABILITY**

This map is for assessment purposes only. It is not for legal description or conveyances. All information is subject to verification by any user. The Town of Simsbury and its mapping contractors assume no legal responsibility for the information contained herein.

Approximate Scale: 1 inch = 100 feet





Doc ID: 001787660003 Type: LAN

BK 885 PG 73-75

Updike, Kelly & Spellacy, P.C.  
100 Pearl Street • P.O. Box 231277 • Hartford, Connecticut 06123-1277 • Tel. (860) 548-2600 • Fax (860) 548-2680 • Juris No. 65040

After Recording Return to  
Robert M. DeCrescenzo, Esq.  
Updike, Kelly & Spellacy, P.C.  
P.O. Box 231277/100 Pearl St.  
Hartford, CT 06123-1277

DOCKET NO. HHD-CV-06-5004977-S

TOWN OF SIMSBURY : SUPERIOR COURT  
V. : JUDICIAL DISTRICT OF HARTFORD  
ARNOLD R. MERCEY, ET AL. : MARCH 23, 2015

**CERTIFICATE OF FORECLOSURE**

TO ALL WHOM IT MAY CONCERN:

This certifies that tax liens for unpaid taxes due to the Town of Simsbury upon property standing upon the land records in the Town of Simsbury, in the name of Arnold R. Mercey and described as follows: 23 Mountain Road, Simsbury, Connecticut, as more particularly described in the attached **Exhibit A** were foreclosed upon petition of said Town of Simsbury, filed in the Superior Court for the Judicial District of Hartford, under the provision of Connecticut General Statutes § 12-183 on the 5th day of January 2015, no person having a right, title or interest in said property having redeemed the same and that title to said property has become absolute in said Town of Simsbury.

100 Pearl Street • P.O. Box 231277 • Hartford, Connecticut 06123-1277 • Tel. (860) 548-2600 • Fax (860) 548-2680 • Juris No. 65040  
Updike, Kelly & Spellacy, P.C.

Dated at Hartford, Connecticut this 27 day of March, 2015.

PLAINTIFF,  
TOWN OF SIMSBURY

By: Colleen O'Connor  
Colleen O'Connor  
Tax Collector  
Town of Simsbury

100 Pearl Street • P.O. Box 231277 • Hartford, Connecticut 06123-1277 • Tel. (860) 548-2600 • Fax (860) 548-2680 • Juris No. 65040  
Updike, Kelly & Spellacy, P.C.

EXHIBIT A

A certain piece or parcel of land known as 23 Mountain Road and containing one-fourth (1/4) of an acre, more or less, situated in the Town of Simsbury, County of Hartford and State of Connecticut and being more particularly bounded and described as follows:

- Northerly - by land now or formerly of Michael Wall;
- Easterly - by the highway, known as Mountain Road;
- Southerly - by land now or formerly of J. Murray, et al; and
- Westerly - by land now or formerly of J. Murray.

Together with all rights of way in and to the spring on the land now or formerly of J. Murray and all rights to take and use water from said spring.

Received for Record at Simsbury, CT  
On 03/27/2015 At 11:34:21 am

*Carolyn A. Kelly*  
Carolyn A. Kelly, Town Clerk



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Date: January 17, 2017

To: Thomas Cooke, Director of Administrative Services

From: Michael Glidden CFM CZEO, Assistant Town Planner

Re: CGS 8-24 Referral to the Board of Selectmen on the proposed sale of Town-owned property located at 23 Mountain Road (Assessor's Map K04, Block 127, Lot 014). Zone R-15.

At the January 10, 2017 meeting of the Simsbury Planning Commission, the Commission discussed the referral pursuant to Connecticut General Statutes 8-24. This referral was specific to the proposed sale of Town-owned property located at 23 Mountain Road.

Commissioner Needham made a motion that the proposal that the proposal was consistent with the goals and objections of the 2007 Plan of Conservation and Development (POCD). The motion was seconded by Commissioner Beum. The motion passed unanimously (5-0).

Please consider this correspondence to serve as an official report from the Planning Commission noting a finding of consistency with the POCD pursuant to CSG 8-24. A copy of the minutes for the 01/10/2017 meeting of the Planning Commission is attached to this report for your files.

SUBJECT TO VOTE OF APPROVAL

664 understand points for each side. Attorney DeCrescenzo clarified that the submission from each side for  
665 the 22.A.19 Application Petition statutory standard is to tie the standard back to the evidence provided by  
666 the Intervenor and Applicant with points regarding failure to meet that standard; these statements would  
667 be submitted simultaneously for the benefit of the Commission. Chairman Rice understood it would be a  
668 written statement from both parties of what they have spoken. Attorney DeCrescenzo noted the  
669 statements would not be in point-for-point alignment. . Commissioner Needham confirmed with the  
670 Town Attorney the need to also receive from Attorney Wise information about 8-30g negating all Town  
671 regulations. Attorney DeCrescenzo also requested that the Water Pollution Control Authority (WPCA)  
672 actions document be submitted for the record. Attorney Wise indicated the WPCA on 12/08/2016 granted  
673 their application for sewer allocation, and in order to connect, a small extension of the service line is  
674 needed; therefore, a WPCA public hearing for that extension request is scheduled for 01/12/2017, which  
675 would be followed by an intra-town agreement. Mr. Rabbitt summarized that the Chairman has requested  
676 submission of the summary documents as soon as possible to give all sides and the Commission the  
677 opportunity to read them before the 01/24/2017 Hearing continuation, and indicated once those  
678 summaries are received by the Town, they are public documents. Attorney DeCrescenzo indicated that if  
679 either side says something the other side feels an obligation to respond to, that they have an opportunity to  
680 do that, and the way to do that is to get comments in by at least the Friday before the meeting. Attorney  
681 Wise made a similar request that Mr. Shea make an effort to get his comments to them a little sooner,  
682 which has been an ongoing problem for the Applicant. Mr. Rabbitt noted that there is only one Town  
683 Engineer for a town of 23,000 residents. Chairman Rice commented to Mr. Rabbitt that we cannot ask an  
684 applicant or intervenor to have their information in earlier than what has been happening, and not do it  
685 ourselves - what's fair is fair.

686  
687 *Chairman Rice made a motion to leave the Public Hearing until January 24, 2017, citing the Applicant's*  
688 *consent to such extension.*

689  
690 *Commissioner Kulakowski seconded the motion, and it was passed unanimously.*

691  
692 **At 9:25 p.m., Chairman Rice called for a 5-minute recess.**

693  
694 **At 9:30 p.m., Chairman Rice called the meeting back to order.**

- 695  
696 **2. Applications**  
697 **a. Application #16-02** 19-lot affordable housing subdivision at 80 Climax Road (*decision must*  
698 *be rendered within 65 days of closing public hearing*)

699  
700 *Chairman Rice tabled discussion of Application #16-02.*

701  
702 **V. NEW BUSINESS**

- 703 **1. Referrals:**  
704 **a.** CGS 8-24 Referral to the Board of Selectmen on the proposed sale of Town-owned  
705 property located at 23 Mountain Road (Assessor's Map K04, Block 127, Lot 014). Zone  
706 R-15.

707  
708 Chairman Rice read the 8-24 Referral into the record.

709  
710 The Commissioners discussed the potential sale of this property taken in foreclosure by the Town; or  
711 potentially asking the BOS to deed restrict the property and put it in the affordable housing category,  
712 although the property does not have heat. Mr. Rabbitt noted the Commission has been provided Mr.  
713 Glidden's draft motion indicating the property sale is consistent with the goals and objectives of the  
714 Town's 2007 POCD.

SUBJECT TO VOTE OF APPROVAL

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*Commissioner Needham made a motion the Commission finds the sale of the residential property at 23 Mountain Road is consistent with the goals and recommendations of the Town of Simsbury 2007 Plan of Conservation and Development.*

*Commissioner Beum seconded the motion, and it passed unanimously.*

**VI. GENERAL COMMISSION BUSINESS**

**1. POCD Update**

Mr. Rabbitt indicated the consultant and Mr. Glidden are at a listening session tonight at Henry James with increased attendance anticipated. He noted a 3<sup>rd</sup> session is scheduled for 02/14/2017 and depending on the timing of the Commission’s application work flow, if the Public Hearing is concluded for Climax Road on 01/24/2017, and if the agenda is light for the regularly scheduled 02/14/2017 meeting, that meeting could be moved to the Henry James 3<sup>rd</sup> listening session. The Commissioners noted the problematic date of February 14<sup>th</sup>. Mr. Rabbitt indicated at the 01/24/2017 meeting, the February 14<sup>th</sup> meeting date could be discussed and potentially moved to February 8<sup>th</sup> or 9<sup>th</sup>. Commissioner Burt asked what would be the focus of the February 14<sup>th</sup> POCD meeting; Mr. Rabbitt believed it would be infrastructure [Chairman Rice noted tonight’s listening session is focused on development related strategies. Commissioner Needham commented that material received and read so far takes into account Commission comments and pulls references together. Mr. Rabbitt noted what was unique about the 2007 POCD was an effort by multiple commissions/task forces to look at specific subjects and write sections, taking ownership of those sections; the consultant in this revision process is strengthening the plan, where needed, and also consolidating similar subject matter, where possible. Regarding going through each section to parse language, Mr. Rabbitt confirmed that would be done in early spring for incorporation into the document released to the public, with possibly one additional Commission vetting to follow. Commissioner Leavitt-Smith asked if the Commission was still planning to dedicate one meeting a month to the POCD. Mr. Rabbitt confirmed that intent, but it has been complicated by an application. Chairman Rice noted Planometrics is on schedule with the POCD.

Mr. Rabbitt advised the Commissioners that the Connecticut Bar Association has a land use seminar every 2 years, and will be held this year on 03/25/2017 at Wesleyan. He noted in the past the seminar has filled up; they can accommodate 300-400 people in the auditorium and in the past late attendance resulted in being bumped to a classroom watching speakers on a small monitor, rather than being in the large auditorium. Commissioners Kulakowski and Needham have attended in the past and strongly recommended other Commissioners attend. Mr. Rabbitt provided the Commissioners with signup forms to be sent to him. He noted leading land use attorneys in Connecticut will speak, including Mike Cisco, Mark Brandt, and Robin Pearson, any of whom he would recommend hiring as a Town Attorney. He noted that this year digital copies and not booklets will be provided to attendees; he offered that the Town could print them out and have them bound as they are a good resource. He will collect signup forms and the Town will pay the fee, but if signup is last minute, a Commissioner may have to pay and then be reimbursed by the Town.

Commissioner Leavitt-Smith complimented Chairman Rice on another outstanding job conducting a Public Hearing and doing a really nice job.

**VII. ADJOURNMENT**

*Commissioner Kulakowski made a motion to adjourn the meeting at 9:45 p.m.*

*Commissioner Beum seconded the motion, and it was passed unanimously.*



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

**Date:** January 5, 2017  
**To:** Planning Commission  
**From:**   
Michael Glidden CFM CZEO, Assistant Town Planner  
**Re:** §8-24 Referral of Proposed Sale of 23 Mountain Road

The above noted request has been forwarded to the Planning Commission from the Board of Selectman pursuant to Connecticut General Statute 8-24. Connecticut General Statute 8-24 requires the legislative body of a municipality seeks an advisory opinion from the Planning Commission that certain activities are considered consistent with the Plan of Conservation and Development (POCD). Referrals pursuant to CSG 8-24 are required by law for the following activities:

- locate, accept, abandon, widen, narrow or extend any street, bridge, parkway or other public way
- locate, relocate, substantially improve, acquire land for, abandon, sell or lease any airport, park, playground, school or other municipally owned property or public building
- locate or extend any public housing, development, redevelopment or urban renewal project
- locate or extend public utilities and terminals for water, sewerage, light, power, transit and other purposes

## Background

The subject property was transferred to the Town Simsbury following a tax foreclosure. The Board of Selectmen would like to sell the property. An advisory opinion as outlined above is required from the Planning Commission on this action.

The property has a single family residence. The intent is to sell the property as a single family residence. The parcel is zoned for single family residential

## Staff Comments

For discussion purposes, staff has prepared a draft motion of approval for the referral below the GIS plot plan for this property.



Subject property

**Attachment "A"**  
**Draft Motion for Approval**  
**Simsbury Planning Commission**  
**Tuesday January 10, 2017**

A motion finding that the sale of the residential property of 23 Mountain Road property is consistent with the goals and recommendations of the Town of Simsbury 2007 Plan of Conservation and Development.



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

## **Request for Proposal Real Estate Firms to Represent the Town of Simsbury in Real Estate Transactions**

### **Purpose**

The Town of Simsbury (the "Town") is seeking to identify up to four (4) real estate firms to represent the Town's interests in real estate transactions, including but not limited to the sale of properties owned by the Town as a result of tax foreclosure. The firm(s) selected will be eligible to provide real estate services to the Town through January 31, 2019. If more than one firm is selected, firms will be utilized on a rotating basis. The Town, by and through its Board of Selectmen, reserves the sole right to determine which firm(s) are best qualified to provide the services described herein, as well as the sole right to determine whether or not to enter into a contract or contracts with one or more firms.

### **Scope of Services**

The primary responsibility of the firm is to market and sell properties identified for sale by the Town in a timely and professional manner and to negotiate a sales price acceptable to the Town. Related required services include but are not limited to:

- Developing a thorough working knowledge of the property for sale;
- Identifying appropriate market(s) for the property and advertise accordingly;
- Managing communications with potential purchasers and keep the Town, through its Director of Administrative Services, informed of any and all offers on the property; and
- Taking all of the steps necessary to complete transactions for sale.

### **Requirements for Submission**

Respondents to this RFP are asked to submit a Proposal containing:

- A description of your firm, including its qualifications to provide the services described above;
- Information about the personnel specifically identified to provide services to the Town;
- Evidence that your firm is licensed by the State of Connecticut to conduct real estate transactions;
- Information about similar work provided to other municipalities;
- At least three (3) client references; and
- The firm's proposed compensation structure for its services, including any and all fees, commissions and charges, including any costs to be charged back to the Town, for the period ending on January 31, 2019.

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

An Equal Opportunity Employer  
tcooke@simsbury-ct.gov  
www.simsbury-ct.gov

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

### **Minimum Requirements**

In addition to the above, respondents must have been in the business of conducting real estate transactions in the Town of Simsbury for at least seven (7) years and must possess a working knowledge of Simsbury's real estate market.

Candidates will also be asked to certify that representation of the Town in this capacity will not present a conflict of interest.

### **Instructions for Submission of Proposals**

Three (3) copies of the Proposal must be submitted to Thomas F. Cooke, Director of Administrative Services, 933 Hopmeadow Street, Simsbury, CT 06070 before the close of business at 1:00 p.m. on Friday, February 3, 2017. Please direct any questions to Mr. Cooke at (860) 658-3230 or [tcooke@simsbury-ct.gov](mailto:tcooke@simsbury-ct.gov).



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** 1 Resignation

2. **Date of submission:** 1/18/2017

3. **Date of Board Meeting:** 1/23/2017

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

Christopher Meile, 46 Banks Rd., Simsbury, CT 06070

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

Accepts the resignation of Christopher Meile, 46 Banks Rd., Simsbury, CT 06070,  
Economic Development Commission

6. **Summary of Submission**

1. Christopher Meile

Board: EDC

Party: R as of the effective date-switched to Independent on 1/18/17

Effective: 11/2/2016

Full Term of Office: 1/2/2015-12/4/2017

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

None

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

Copy of Resignation Letter received from Christopher Meile

November 2, 2016



Dear Lisa and Rob,,

I hereby submit my resignation as a member of the Simsbury Economic Commission effective November 2, 2016. My work commitments have made both attendance to meetings and local events near impossible. Thank you for the opportunity to serve.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Meile".

Christopher Meile





# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** 2 Resignations & 1 Appointment

2. **Date of submission:** 1/12/2017

3. **Date of Board Meeting:** 1/23/2017

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

Republican Town Committee (appointment of Jan Losee)  
Louis George, 48 Drumlin Rd., West Simsbury, CT 06092 (resignation)  
Todd Burrick, 4 Victoria Lane, West Simsbury, CT 06092 (resignation)

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

Accepts the resignation of Louis George, 48 Drumlin Rd., West Simsbury, CT 06092,  
Economic Development Commission  
Accepts the resignation of Todd Burrick, 4 Victoria Lane, West Simsbury, CT 06092,  
Insurance Committee  
Approve the appointment of Jan Losee, (U), Tourism Committee, term ending 12/4/17

6. **Summary of Submission**

1. Resignation: Louis George  
Board: EDC  
Party: R  
Effective: 1/11/2017  
Full Term of Office: 1/2/2015-1/1/2020

2. Resignation: Todd Burrick  
Board: Insurance Committee  
Party: D  
Effective: 1/5/2017  
Full Term of Office: 12/5/2015-12/4/2017

3. Appointment: Jan Losee  
Board: Tourism Committee  
Party: U  
Full Term of Office: 12/5/2015-12/4/2017

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

None

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

Copies of Resignation Letters received from Louis George and Todd Burrick

4 Victoria Lane  
West Simsbury, CT 06092  
January 5, 2017

Simsbury Town Clerk  
933 Hopmeadow Street, PO Box 495  
Simsbury, CT 06070

Please accept my resignation from the Insurance Commission effective immediately. I have found that work conflicts are causing me to miss too many meetings and would like to step off the commission so that someone else can commit the appropriate amount of time.

Thank you,



Todd Burrick



January 11, 2017

Louis George  
48 Drumlin Rd  
West Simsbury, CT 06092

Ericka Butler, Town Clerk  
Town of Simsbury  
933 Hopmeadow St  
Simsbury, CT 06070



Dear Ms. Butler:

I hereby resign my position as a regular member on the Economic Development Commission.

Please notify the Board of Selectmen that the effective date of my resignation is January 11, 2017.

Sincerely,

A handwritten signature in blue ink, appearing to read "LNG", written over a horizontal line.

Louis George

LNG/cap

cc: Robert Heagney



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM



1. **Title of submission:** Democratic Party Nomination
2. **Date of submission:** January 19 , 2017
3. **Date of Board Meeting:** January 23, 2017
4. **Individual or Entity making the submission:** Simsbury Democratic Town Committee, Thomas Frank, Chair, Nominations Committee, 19 Banbury Drive, West Simsbury, CT 06092

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

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

Respectfully request approval of the following **appointment** to the Insurance Committee following nomination by the Simsbury Democratic Town Committee on 01/18/2016. This nominee is a registered voter enrolled in the Democratic Party and will fill a vacancy created when Angela Campetti-Cocchi resigned as of October 31, 2013

Thomas Gilmore, 3 Hyer Drive, Simsbury CT 06070 (**Member, Insurance Committee**, with a term ending 12/04/2017).

6. **Summary of Submission:** Simsbury Democratic Town Committee requests approval of the above named individual to the office and term indicated.
7. **Financial Impact:** None known
8. **Description of documents included with submission:**

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

None

### **CALL TO ORDER**

The Regular Meeting of the Board of Selectmen was called to order at 6:00 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectwomen Lisa Heavner; Board members Sean Askham, Christopher Kelly, Cheryl Cook, Michael Paine and Elaine Lang. Others in attendance included: Tom Roy, Director of Public Works; Tom Cooke, Director of Administrative Services; Gerard Toner, Director of Culture, Parks & Recreation; Jeff Shea, Town Engineer; Sean Kimball, Finance Director, Richard Ostop, Public Building Committee Chairman; David Ryan, Chairman of Performing Arts Center Board, and other interested parties.

### **PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

### **PUBLIC HEARING**

**To receive public comment concerning a proposal to amend §137-3 of the Town of Simsbury’s Sidewalk Maintenance ordinance to include required replacement or resurfacing of sidewalks in the Town of Simsbury’s maintenance or capital budget and to discontinue assessing adjacent landowners.**

Mr. Roy said the Town has an existing Sidewalk Ordinance which says when a sidewalk has surpassed its useful life and is in need of replacement, along an entire length of the street, the Town will take the responsibility of designing the new sidewalk and hiring the contractor to replace the sidewalk. However, the Town is supposed to assess the abutting property owners for their portion of the costs. This is difficult as sometimes there is only sidewalk on one side of the street.

Mr. Roy said the proposed change is that the Town would take on the total cost of the replacement. He is proposing the sidewalk program to be done like the roadway program. There would be an initial investment through bonding to get them up to a good condition. Then they would be on an annual maintenance program. If a homeowner damages a sidewalk it would still be up to the homeowner to repair the sidewalk.

Joan Coe, 26 Whitcomb Drive, said she was pleased to see the Town was going to update the plan for sidewalks. However, she has some concerns on the liability of maintenance. She doesn’t understand who is responsible for a “trip and fall.”

Jay Sadalano, 2 Hayes Road, Tariffville, said he has taken care of his sidewalk for 33 years now and understands the responsibility. He thanked Mr. Roy for bringing this forward to the Town. He said he maintains a sidewalk that the students use to go to Tariffville School. He said the

sidewalks on Rte. 315 are in need of repair and that is a State road and maybe the State can get involved with this program. He would like this program passed.

Robert Kalechman, 971 Hopmeadow Street, said he has been asking for lighting and sidewalks for years now. He wanted to know what type of material would be used to replace the sidewalks as tar just heaves up and is difficult to walk on. He doesn't feel another ordinance is really needed and the Town doesn't need more responsibility.

Debbie Thibodeau, 5 Woodsmith Drive, said she is in support of this proposed ordinance. This is consistent with the Town's complete street resolution of June 13, 2016. She feels other aspects of the sidewalks policy should be looked at. She has concerns about sidewalks near schools. She also wants the Town to look at bikes being able to ride on certain sidewalks as well.

Ed Pabich, 26 Woodchuck Hill Road, spoke about a unique situation on 131-135 West Street. He feels there are some burdens to small businesses. The students walk along this sidewalk and the burden comes upon the businesses. While he welcomes the students, there are some issues there he would like looked at.

### **CLOSE PUBLIC HEARING**

Ms. Cook made a motion to adjourn the Public Hearing, after hearing public comments at 6:27 p.m. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Kelly made a motion to amend the agenda to add a brief presentation from Sean Kimball, Director of Finance. Ms. Lang seconded the motion. All were in favor and the motion passed.

Mr. Kelly made a motion to amend the agenda to add the appointment of Richard Jones to the Board of Ethics under Appointments and Resignations. Ms. Lang seconded the motion. All were in favor and the motion passed.

### **PUBLIC AUDIENCE**

Joan Coe, 26 Whitcomb Drive, spoke about changing to a Town Manager form of government; moving SCTV out of Eno Memorial Hall; the Performing Arts Center Board; issues at the International Skating Center; and other issues.

Robert Kalechman, 971 Hopmeadow Street, spoke about a \$200,000 donation for the Veteran's Memorial and other issues.

Mark Orenstein, 82 Old Meadow Pine Road, spoke about sketches he look at for the proposed new Eno Memorial Hall. He had some questions about wanting more office space.

## **PRESENTATIONS**

Sean Kimball, Finance Director, said the State announced two current year budget adjustments that will have an impact on our revenues. He said one was a decrease in the Education cost-sharing grant. The State is also freezing applications for reimbursement through the State’s Capital Improvement Program.

Mr. Kimball said he would have his quarterly update at the next Board meeting.

- **Simsbury Public Library Strategic Plan Presentation**

Lisa said the community were very invested in this Strategic Planning. She said it took a lot of going out to speak to residents and they held focus groups on this planning.

Ms. O’Neil said they finished the plan at the end of the year. This plan will help move the Library into the future. The goals will help them achieve their vision and accomplish their mission.

Mr. Blume said they looked at their existing vision and mission statement and revised them. He feels the Library is already doing great things now, but will getting even better within the next five years.

Ms. Ryan said the Library goals are critical components of their strategic plan and she went through their five goals.

Mr. Blume explained how the plan was developed. Residents were asked what they want for Simsbury, not just the Library. The Board of Trustees approved this document when completed.

Ms. Heavner thanked everyone for their hard work on this plan. She said the Board of Selectmen would like a copy of the summary of the feedback from residents.

- **Senior/Community Center Conceptual Plan**

Ms. Heavner said the Board directed the Public Building Committee to obtain more information to relocate SCTV and to complete the Senior/Community Center into Eno.

Richard Ostop, Chairman of the Public Building Committee, said they were charged to look at Eno for the Senior/Community Center. They spoke to many people, including past architects, the Fire Marshall, and other committees, etc. to see what everyone needs there.

They have been assured that Eno would be competent to meet all American Disability Acts and Regulations. They added approximately 2300 sq. ft. with the removal of SCTV from Eno and many other features there. There would also be changes in the parking area, with a drop-off area. He said the estimated cost for the renovation would be about \$4,000,000.

Raymond Giolitto, from Northeast Collaborative Architects explained the changes needed to Eno for the new Senior/Community Center. He showed plans of the updated building and new parking area and drop-off area. He said there are 45 parking spaces that will be provided.

Ms. Heavner said Aging & Disabilities is looking at this new proposal and will get back to the Board with their feedback.

The Board had questions about walkways, the outdoor sitting area, ramps, etc. and asked that a few changes be made, if possible, to discuss further. They appreciate all the work that has been done on this plan and are looking at moving forward with this plan.

### **FIRST SELECTWOMAN’S REPORT**

Ms. Heavner said Mayor Luke Bronin from Hartford held a Town Hall at the Simsbury Public Library on January 3<sup>rd</sup> to discuss his vision for the capital city along with obstacles he is facing and how successes of Simsbury are tied together. The watch this discussion please control-click on <http://simsburytv.org/v/4PlfNoOtoBU>.

Ms. Heavner said the Planning Commission invites everyone to participate in a discussion about *How Simsbury Should Guide Growth or Change* to be held on January 10<sup>th</sup> in the cafeteria at Henry James School at 7:00 p.m.

Ms. Heavner said there will be two Martin Luther King Programs in Simsbury. One will be held on Saturday, January 14<sup>th</sup> at 1:p.m. at the Simsbury Public Library. It is called *Come Walk in My Shoes – Film and Community Discussion*. The other one is the *2017 MLK in Simsbury Celebration* on January 16<sup>th</sup> at 2:00 p.m. at the First Church of Christ.

Ms. Heavner said three Simsbury Restaurants made the List of CT Magazine’s 2017 Best Restaurants. Congratulations to *Millwrights*, *Present Company* and *Metro Bis*.

Ms. Heavner reminded everyone that the last day to pay taxes without penalty is February 1, 2017. Postmarks of February 1<sup>st</sup> are acceptable or payments can be made online at <http://www.simsbury-ct.gov/tax-office>.

Ms. Heavner said Paine’s customers can put their Christmas trees out for pick-up the week of January 17<sup>th</sup> and All Waste customers can put their trees out the week of January 30<sup>th</sup>.

Ms. Heavner congratulated the Simsbury Police Department for receiving two awards from the State’s Law Enforcement Safety Challenge for 2015. They received the “*Best Overall Occupant Protection Safety Program*” for the fourth year in a row. They also received an Honorable Mention for “*Overall Traffic Safety Enforcement*” for the second year in a row.

Ms. Heavner thanked the Simsbury Abigail Phelps Chapter of the Daughters of the American Revolution for sponsoring Wreaths Across America in Simsbury. Volunteers placed over 300 wreaths in cemeteries across Simsbury to remember the fallen

Ms. Heavner asked everyone to keep Simsbury safe by clearing fire hydrants from snow in case of an emergency. Besides it is the law! She said the ordinance can be found by control-clicking on <http://www.simsbury-ct.gov/public-safety-subcommittee/files/fire-hydrant-maintenance>.

Ms. Heavner said the January/February edition of the Senior Center Communicator Newsletter is out. Just control-click on the following link: [http://www.simsbury-ct.gov/sites/simsburyct/files/news/january-february\\_2017.pdf](http://www.simsbury-ct.gov/sites/simsburyct/files/news/january-february_2017.pdf).

Ms. Heavner congratulated Chef Attilio Ceneviva who was featured on the Food Network’s “Cooks vs. Cons” on December 14<sup>th</sup>.

Ms. Heavner said the Snow Plow Ride-Along program is still running. For more information go to the Public Works page of the Town’s website or click on <http://www.simsbury-ct.gov/public-works/files/snow-plow-ride-along-program-information-application>.

Ms. Heavner reminded everyone that the Drought watch is still in effect statewide. For more information go to <http://www.fvhd.org>.

Ms. Heavner said the Simsbury Social Services Department has been designated as an official intake site for residents wishing to apply for the Conn. Energy Assistance Program. For more information, call (860) 658-3283.

Ms. Heavner said the Town of Simsbury, Simsbury Chamber of Commerce and Eversource have launched a town-wide energy-savings campaign for businesses. For more information, please contact 1-877-947-3873 or visit [EnergizeCT.com/businesses](http://EnergizeCT.com/businesses).

Ms. Heavner said Wednesday Night is Business Night at the Simsbury Library beginning January 11<sup>th</sup>. To get more information or register for these programs go to: <http://www.simsburylibrary.info>.

Ms. Heavner welcomed the new owner of *Farmers Insurance – The Kosior Agency*; Benny’s reopening; and *Khagan Mongolian Grill & Sushi* who are now open for business.

**SELECTMEN ACTION**

**a) Possible Action on Amendment to §137-3 of the Town of Simsbury’s Sidewalk Maintenance Ordinance**

Mr. Roy reiterated the proposed amendment to the Sidewalk Maintenance Ordinance. He said the abutting property owner would still be responsible to remove snow within 24 hours, make the sidewalk safe if icing issues within 2 hours after sunrise, repairs to maintenance associated with heaving associated with tree roots, etc.

Mr. Roy said the only actual change would be under the complete replacement of a sidewalk within a neighborhood. The property owner would no longer be assessed for this cost.

Ms. Lang made a motion to amend section §137-3 of the Town of Simsbury’s Sidewalk Maintenance Ordinance to be as the notice of the Public Hearing held on January 9, 2017. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**b) Approve Tax Refunds**

Ms. Cook made a motion to approve tax refunds in the amount of \$25,278.34 as requested and approved by the Tax Collector. Ms. Lang seconded the motion. All were in favor and the motion passed.

**c) Authorize the First Selectwoman to execute a Historic Documents Preservation Grant with the CT State Library in the amount of \$4,000**

Ms. Heavner said the Board of Selectmen approved the submission of this grant to be used for scanning and attaching land record images to the Town Clerk’s Electronic Land Record Index. The application was approved by the Ct State Library, and now the Grant needs to be signed by the First Selectwoman.

Ms. Lang made a motion to authorize the First Selectwoman to accept and execute the Historic Documents Preservation Grant awarded to the Town of Simsbury in the amount of \$4,000 from the CT State Library. Ms. Cook seconded the motion. All were in favor and the motion passed.

**d) Approve Eagle Scout Projects**

Mr. Toner said these are two great projects. Chris Anderson will be making repairs and renovations to the David Emott Memorial Fitness Trail at Simsbury Farms. He will be upgrading and signage and doing some work at the stations and give it a good face-lift.

Alec Traktovenko will be constructing and installing two “Little Free Library” book cabinets along the Farmington Valley Greenway.

Mr. Toner said the Culture, Parks and Recreation Commission voted unanimously to approve these proposals.

Mr. Askham made a motion to authorize Chris Anderson’s Eagle Scout project at David Emott Memorial Fitness Trail at Simsbury Farms and Alec Traktovenko’s Eagle Scout projects along the Farmington Valley Greenway as presented. Ms. Lang seconded the motion. All were in favor and the motion passed.

**e) Approve the Recommendation for Simsbury Farms Golf Course Restaurant Agreement**

Mr. Toner said Culture, Parks and Recreation did go out to RFP for this. He said Maple KRG, LLC was the only response. He said Attilio has previously operated the restaurant from 2005 to 2012. He feels this is a good fit for the Golf Course Restaurant.

Ms. Cook made a motion to approve the recommendation of the Culture, Parks and Recreation Commission to enter into a two year agreement with Maple KRG, LLC to operate the Simsbury Farms Golf Course Restaurant for 2017 and 2018 subject to counsel review and approval, and to authorize the First Selectwoman to sign the agreement. Ms. Lang seconded the motion. All were in favor and the motion passed.

**f) Approve extending the term of the non-exclusive license agreement for the use of the Stoddard Reservoir between the Town of Simsbury and the Simsbury Fish and Game Club, Inc. by four years from March 1, 2017 to March 1, 2021**

Ms. Heavner said the Simsbury Fish and Game Club, Inc. has had a non-exclusive license agreement with the Town for the Stoddard Reservoir Pond Fishing Program since 2000.

Mr. Toner said they have been great stewards of the property. The dam may require some repairs within the next few years and they will make the Fish and Game Club aware of this.

Mr. Askham made a motion to waive the reading of the resolution on the non-exclusive license agreement. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to approve the resolution for the Simsbury Fish and Game Club, Inc. License Agreement as presented. Ms. Lang seconded the motion. All were in favor and the motion passed.

**g) Discussion and possible approval of Performing Arts Center Contract Renewal**

Ms. Heavner said the original agreement gave SPAC the “non-exclusive right to manage and conduct the operations of the Performing Arts Center” for a three year period beginning January 1, 2014 and ending on December 31, 2016. This proposal is intended to continue that relationship with some modifications for another three year period with the possibility of two one-year extensions.

Mr. Cooke said in recognition of the additional financial burden placed on SPAC the administrative fee would be dropped from \$10,000 to \$2,500 per year. There needs to be a balance of maintenance of vehicles as well. The amended agreement also provides SPAC with year-round access to the office located at the Performing Arts Center. Other issues were addressed and improved. The agreement has been reviewed and approved by Town Counsel.

Mr. Askham made a motion to authorize the First Selectwoman to execute the Amended Facility Operation Agreement with Simsbury Performing Arts Center, Inc. for the operation of the Simsbury Performing Arts Center. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**h) Accept Donation in the amount of \$4,000 from Sutton Kaylor and Jake Goodwin for Social Services Department Programs**

Ms. Heavner said Sutton Kaylor and Jake Goodwin came before the Board of Selectmen with their proposal for this Middle School Semi-formal dance. It was a huge success with no problems. Something special will be done for these two boys for their donation.

Ms. Lang made a motion to accept the donation of \$4,000 from Sutton Kaylor and Jake Goodwin to support Social Services Department programs with our thanks. Ms. Cook seconded the motion. All were in favor and the motion passed.

**i) Accept Donation in the amount of \$5,000 from Garrity Asphalt Reclaiming, Inc. for the Keep Simsbury Warm Programs**

Ms. Heavner noted that Mr. Garrity donates \$5,000 every year for this program. It assists the needy in keeping their homes warm.

Ms. Cook made a motion to accept the donation of \$5,000 from Garrity Asphalt Reclaiming Inc. for the Keep Simsbury Warm Program with our thanks. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**j) Adopt Resolution Amending Defined Contribution Plan Administrative Procedure**

Ms. Heavner said the Board is being asked to adopt the resolution of the collective bargaining agreement negotiated with AFSCME Local 2945 of Council 4, AFL-CIO and previously approved by the Board of Selectmen. This resolution approves the revisions necessary to update the defined contribution plan’s Administrative Procedure regarding eligible employees and contributions to reflect those changes.

Mr. Askham made a motion to waive the reading of the Resolution amending the Defined Contribution Plan Administrative Procedure. Mr. Paine seconded the motion. All were in favor and the motion passed.

Mr. Askham made a motion to adopt the resolution amending the Defined Contribution Plan Administrative Procedure as presented. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**k) Accept of Proposal from L. Wagner & Associates for services relating to Small Cities Grant, Simsbury Housing Authority**

Ms. Cook recused herself at this time.

Ms. Heavner said a RFP went out for a firm to provide professional and technical services in connection with preparation of a 2017 Small Cities Community Development Program Grant on behalf of the Housing Authority. The entire cost of the firm chosen will be covered by the grant, if awarded.

She said the purpose of the grant is to resurface the roadway surrounding the Virginia Connolly Residence, install new sidewalks with curb cuts for accessibility, upgrade the existing generator and replace the in-ground oil tank.

Mr. Cooke said the Small Cities Grants are extremely complicated in terms of the administrative side. The application is one of the most complicated processes he has seen. L. Wagner & Associates has done work like this for the Town before.

Mr. Paine made a motion to accept the proposal of L. Wagner & Associates to provide professional and technical services in connection with the submission of a Small Cities Grant on behalf of the Simsbury Housing Authority. Ms. Lang seconded the motion. All were in favor and the motion passed.

Ms. Cook returned to the meeting.

**I) Approve 2017 Budget Workshop Dates**

Ms. Lang made a motion to approve the 2017 budget workshop dates as presented. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**OTHER BUSINESS**

There was no other business at this time.

**APPOINTMENTS AND RESIGNATIONS**

**a) Acknowledge the resignation of Carolyn Bligh (R) as a regular member of the Economic Development Commission effective December 9, 2016**

Mr. Askham made a motion to acknowledge the resignation of Carolyn Bligh as a regular member of the Economic Development Commission effective December 9, 2016 with our thanks. Ms. Cook seconded the motion. All were in favor and the motion passed.

**b) To appoint Richard Jones (U) to fill a vacancy on the Board of Ethics with a term of January 1, 2017 to January 1, 2021**

Mr. Kelly made a motion to appoint Richard Jones to fill an unaffiliated position on the Board of Ethics with a term of January 1, 2017 to January 1, 2021. Ms. Cook seconded the motion. All were in favor and the motion passed.

**REVIEW OF MINUTES**

**a) Regular Meeting of December 12, 2016**

No changes were made to the Regular Meeting Minutes of December 12, 2016, and therefore, the minutes were adopted.

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

- 1. Personnel** – Mr. Kelly said they will start to schedule meetings within the next two months. They will be working on RFP's.

Mr. Askham said he would be meeting with the Economic Development Commission to answer questions of what they have been charged with. They will discuss the scope of work needed.

- 2. Finance** – no report at this time.
- 3. Welfare** – no report at this time.

**4. Public Safety** – no report at this time.

**5. Board of Education** – no report at this time.

Ms. Lang said that the Martin Luther King celebration at First Church will have great musical entertainment this year. This will start at 2 p.m.

Ms. Lang said she did a piece for the NPR show “Next” which starts on Thursday. This will give Simsbury’s connection to Dr. Martin Luther King as well. You can google Martin Luther King in Connecticut to view the history of Dr. King and Simsbury.

**ADJOURN**

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

Respectfully submitted,

Kathi Radocchio  
Clerk