



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:** Appoint Ken Picard to the Hartford Area Cable Television Advisory Council
2. **Date of submission:** March 13, 2014
3. **Date of Board Meeting:** March 24, 2014
4. **Individual or Entity making the submission:** Tom Cooke
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 Ken Picard (D) of 12 Quarry Road to the Hartford Area Cable Television Advisory Council with an expiration date of June 30, 2015.

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.):** Tom Cooke, Director of Administrative Services
7. **Summary of Submission (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):**
8. **Description of documents included with submission (All documents must be in final form and signed by the appropriate party.):**
The following documents are included with this submission and attached hereto:

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

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

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