



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission: January 10, 2014**
2. **Date of Board Meeting: January 13, 2014**
3. **Individual or Entity making the submission: Nancy Haase, Deputy First Selectman**
4. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

The Board of Selectmen is requested to:

1. Approve the establishment of the Simsbury Economic Development Task Force as recommended by the Economic Development Commission.
2. Members: To be identified based on the 12/4/13 Submission and 12/10/13 Memorandum, appointed by the BOS within 30 days.

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

Nancy Haase, Deputy First Selectman

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.):**

Information regarding the establishment of the Economic Development Task Force including:

1. Economic Development Commission adopted motion of 1/9/14:
"EDC recommends to the Board of Selectmen that they implement an EDC Task Force which after establishment, reports to the EDC, and that it add as an additional task to

what has been proposed, to look at a position in Town Hall directing Economic Development.”

2. Mission/Goals – to be finalized by the EDTF and include but not be limited to those outlined in 12/4/13 EDTF Submission Form and 12/10/13 EDTF Memorandum from Hiram Peck.
3. Duration – formed as a Temporary Board coterminous with the BOS, serving through 12/7/15.

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

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

Attachments include:

- 12/4/13 Submission from Deputy First Selectman Nancy Haase
- 12/10/13 Memorandum from Director of Community Planning and Development Hiram Peck

Thank you for your consideration of this matter.