



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

*Thomas F. Cooke - Director of Administrative Services*

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Date of submission: August 30, 2013**
2. **Date of Board Meeting: September 9, 2013**
3. **Individual or Entity making the submission:**

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

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

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

Enter into a contract with Farmington Valley ARC (FAVARH) to provide services and programming to Simsbury residents with special needs and support services to the department in adapting programs for individuals with special needs.

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

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

Telephone (860) 658-3230  
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*An Equal Opportunity Employer*  
8:30 - 7:00 Monday  
8:30 - 4:30 Tuesday through Friday

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.):

Attached is the proposed contract for services between the Farmington Valley ARC and the Town of Simsbury. The content of the contract is consistent with past years and has been reviewed by the Town Attorney. The fixed cost for the contract is \$4,800 and has not one up since 2008. This contract cost was approved in the FY 2013/14 budget process.

The following programs were offered with the number if Simsbury residents in parentheses: Adult Recreation (19), Inspirational Arts (4), Unified Special Olympics (11), Summit Hiking Club (7), Culinary Arts Program (6).

Support services were also provided to this department in adapting our programs for individuals with special needs.

I recommend that we continue our working relationship with FAVARH and extend the contract for the coming year.

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:*

Contract for services between the ARC of the Farmington Valley and the Town of Simsbury for Special Needs Individuals September 1, 2013 – August 31, 2014