



# 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 6, 2013**
  
2. **Date of Board Meeting: August 12, 2013**
  
3. **Individual or Entity making the submission: Richard L. Sawitzke, P.E.**
  
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.):**  
Action on fee changes for certain items, as requested by Paine's Inc., for the Simsbury Transfer Station facility. In accordance with Sec. VIII of the Operations Agreement dated 11/24/10, Paine's must obtain BOS approval for fee changes. Suggest addressing rates at time of approval for extension of Operations Agreement.
  
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.):**

Richard L. Sawitzke, P.E.

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. None
  - ii. Town of Simsbury/Paine's Inc.
  - iii. None to Town, as defined in Operations Agreement, Sec. VIII
  - iv. Operations Agreement previously reviewed
  - v. See attached

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

[tcooke@simsbury-ct.gov](mailto:tcooke@simsbury-ct.gov)  
[www.simsbury-ct.gov](http://www.simsbury-ct.gov)

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

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:*

Letter from Town Engineer to BOS, dated 8/6/13

Fee Summary

Letter from Paine's Inc. to Tom Roy, dated 6/19/13

Letter from Tom Roy, DPW, to BOS, dated 7/15/13