



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 ²³7, 2014

2. **Date of Board Meeting:** January ²⁷13, 2014

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:

Accept the recommendation of the Culture, Parks and Recreation Commission to re-name the Main Building at the Simsbury Farms Recreation Complex. The proposed new name of the facility will be ***The Thomas S. West Recreation Center.***

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

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.):

Tom West was the chairman of the Simsbury Farms Complex Committee from 1998 until he passed away in 2011. During that time, Tom was instrumental in overseeing the implementation of the Simsbury Farms Master Plan which included the construction of the new ice rink (1999), golf clubhouse (2003), parks and golf maintenance facility (2011), and the renovation of the main building (2012).

In recognition of his contributions and leadership, Wayne Westbrook and Ron Urban submitted a proposal under the new Town of Simsbury Naming Rights Policy. That proposal is attached for your review.

The proposal was first reviewed by the Simsbury Farms Complex Committee and forwarded to the Culture, Parks and Recreation Commission. At their regular meeting on December 5, the Commission considered this application and unanimously endorsed the naming of the main building in Tom West's honor. It was recommended that the building be called ***The Thomas S. West Recreation Center***, and be forwarded to the Board of Selectman for approval.

Please set a Public Hearing for this proposal at your February 12 meeting.

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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:

Proposal for Naming of Town Facility – Thomas S. West Recreation Center



Town of Simsbury

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Proposal for Naming of Town Facility

The policies and procedures for the naming of a Town Facility are set forth in the Town of Simsbury Board of Selectmen Naming Rights Policy (the "Policy") which was adopted in 2013. Proposals for the naming of a Town Facility must be prepared in compliance with the Policy. Please complete the questions below and submit your proposal to the First Selectman. After an administrative review for the completeness of the proposal, your proposal will be forwarded to the Board of Selectmen for consideration in accordance with the terms and conditions of the Policy.

Please note that the naming of a Town Facility, other than a Town Facility occupied and/or used by the Board of Education, is at the sole discretion of the Board of Selectmen, is subject to the terms and conditions of the Policy and is conditioned upon execution of an Agreement between the Town of Simsbury and the person honored by the naming of the Town Facility (or his/her representatives). Proposals applicable to Town Facilities occupied and/or used by the Board of Education will be forwarded to the Board of Education for its consideration in accordance with its policies and procedures.

1. Who is submitting the proposal?

Name: WAYNE W. WESTBROOK

Address: 14 WESTRIDGE DR

SIMSBURY CT 06070

Telephone: 860/658-7276

e-mail: WESTWOMB4@aol.com

RONALD H. URBAN

480 FIRETOWN RD

SIMSBURY CT 06070

860/658-9302

randmurbar@aol.com

2. What Town Facility do you wish to name? (See, Section B.1 of the Policy; Note that a monetary valuation of the naming rights may be required pursuant to Section B.4 of the Policy.)

RINK AND POOL FACILITY

100 OLD FARMS RD

W. SIMSBURY CT 06092

3. What name are you proposing for the Town Facility identified above?

"WEST CENTER" OR "TOM WEST CENTRE" OR "THOMAS S. WEST CENTRE"

4. Are you the legal representative of the person/entity identified in answer to No. 3 above?

NO

5. If you are not the legal representative of the person/entity identified in answer to No. 3 above, do you have the informed written consent of the named party or the named party's legal representative? If the answer is "yes," please provide a copy of the consent with your Proposal.

YES (COPY OF CONSENT ATTACHED)

6. Are you proposing naming rights "in consideration" or naming rights "in recognition?" (Please refer to Section A.1 and A.2 of the Policy.)

"IN RECOGNITION"

a. **Naming Rights in Consideration:** If you are proposing "naming rights in consideration," please attach a statement (1) describing the nature of the proposed consideration (financial contribution, sponsorship, grant, in-kind contribution, etc.); and (2) explaining why you believe the Town Facility should be named for the person or entity identified in answer to No. 3 above.

b. **Naming Rights in Recognition:** If you are proposing "naming rights in recognition," please attach a statement in support of your proposal which describes the nature of the significant contribution made by the individual or organization identified in answer to No. 3 above. (See, Section A.2 of the Policy: historical significance and/or outstanding service; career, professional achievements or distinguished service; financial or other contribution(s) to the Town made on a voluntary basis.)

7. What is the desired duration of the proposed Naming Rights?

IN PERPETUITY

8. What is the desired display of the proposed Naming Rights?

DISPLAY NAME ON ROOF OVER MAIN ENTRANCE
TO RINK and POOL FACILITY

ATTACHED
(1) COPY OF CONSENT
(2) STATEMENT IN SUPPORT OF PROPOSAL

TO WHOM IT CONCERNS

Please know that I have read the "Town of Simsbury Board of Selectmen Naming Rights Policy."

In regard to Section B, 3 ("Informed Consent"), I agree to the use of my husband's name – Thomas S. West – by the Town of Simsbury for a town building or facility.

Mrs. Thomas S. West
Mrs. Thomas S. West

NAMING RIGHTS IN RECOGNITION

Proposed: Naming of the Town of Simsbury's Rink and Pool facility in the Simsbury Farms Recreation Complex as the "WEST CENTER" or "TOM WEST CENTRE" or "THOMAS S. WEST CENTRE"

Listed here are contributions that Thomas S. West ("Tom") has made to the Simsbury Farms Recreation Complex ("SFR Complex").

I Chairman, Simsbury Farms Recreation Complex Committee, 1998-2011.

- Helped create, advise, and oversee the "Masterplan Development for SFR Complex," November 1999 (Copy available if requested).
- Provided direction and suggestions for the operation of the SFR Complex, setting annual financial goals and methods for raising revenues and controlling expenses.
- Monitored SFR Complex financial performance on monthly basis, including operations of golf course, pro shop, restaurant, skating rink and pool.
- Regularly communicated with and updated First Selectman on all facets of SFR Complex operations.
- Provided input on annual contracts and lease agreements For pro shop and restaurant personnel.
- Recommended ways to achieve positive cash flow for the Simsbury Farms Special Revenue Fund.

II New Clubhouse and Restaurant (Dedicated 2003)

- Helped create preliminary floor plan for the main building, which housed pro shop, locker rooms, and restaurant.
- Advised and signed off on architect's plans and blueprints for the main building.
- Provided key role in obtaining funding of \$1.2 million for construction of the main building, while holding construction costs to budget.

- Made daily on-site inspections during construction, advising architect on design of restaurant kitchen and dining area, which included selection of tables, chairs, and other furnishings, kitchen utensils, appliances, and also volunteered his labor on installing ovens and ventilation systems.

III Simsbury Farms Golf Course

- Recommended short and long-term capital improvements (always with SFR Complex Committee input, consensus, and approvals). These capital improvements included: 1) upgrade of cart paths; 2) drainage of fairways (estimated four miles of pipeline installed); 3) new tees for women and children; 4) redesign and upgrade of sand traps; 5) rope course for summer programs; 6) new target mounds with flags on driving range; 7) new driving range pads; 8) new shelter for ball machine; 9) rebuilt rain shelters near 11th and 13th greens.
- Helped plan right of way for new access road that exits from main parking lot of golf course, and obtained necessary funding and approvals as well as monitored construction.

IV New Maintenance Building (2011)

- Visited the Coldwell facility (Granby contractor) with Gerry Toner and formulated plans for a long-overdue maintenance building with office space serving both golf course and Park Department.
- Helped plan and oversee construction of 8,000 sq. ft. structure from groundbreaking to completion.

V Rink and Pool Renovation (2010-2012)

- Interfaced with Public Building Committee on renovation plans.
 - Studied blueprints and made daily on-site inspections during construction (Tom passed away in November 2011, with renovation on his final project in progress).
 - Mrs. Thomas S. West cut the ribbon at the opening ceremony of the facility, with Selectman John Hampton officiating (July 2012).
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Summary

Not a facet of today's SFR Complex is in place that Tom was not directly involved in. In addition to his contributions to the SFR Complex, he has been: 1) President of Men's Golf Club; 2) Founder and President of the Senior Men's Golf Club; 3) President of the Geritol Swingers Golf Club; 4) Recognized as Simsbury Town Hero (2008); 5) Honored with Memorial Bench on Hole #1 (Fall 2012) with plaque: **"Tom West/For His Vision and Dedication as Chairman/ of the Simsbury Farms Complex Committee"**

As Chairman of the SFR Complex Committee for 13 years, Tom earned wide respect for conducting monthly meetings at the Apple Barn with efficiency, kindness, humor, and a rare mastery for hearing all voices and building consensus among Committee members. Under his leadership the SFR Complex has become a popular and profitable asset for the Town.

The name "West Center" or "Tom West Centre" or "Thomas S. West Centre" over the main entrance to the Rink and Pool facility is a deserved and appropriate recognition.