



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: September 5, 2013**
2. **Date of Board Meeting: September 9, 2013**
3. **Individual or Entity making the submission: Hiram Peck, Director of Planning**
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.):**

Request BOS vote to agree to recommend to BOF to establish a Special Revenue fund account in order to be able to receive funds from The Hartford in connection with agreement to fund part of the consultant's work for the charrette and form-based code work. This is to facilitate the work on the Hartford Land Use Study.

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.):**

Hiram Peck, Director of Planning and Community Development

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.):**

The Hartford has agreed to fund a significant portion of The Hartford Land Use Study. They have committed to this in writing. The details of the arrangement are being worked out between The Hartford's legal department and the Simsbury Town Attorney. The establishment of this Special revenue fund will allow the Town to receive funds from The Hartford to pay the consultant, Gateway Planning.

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:

1. Copy of letter dated August 20, 2013 from Thomas Bartell of The Hartford regarding agreement to provide this funding of \$145,000.

Thank you for your consideration of this matter.