



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

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## **SIMSBURY BOARD OF SELECTMEN**

**Main Meeting Room – Simsbury Town Hall – 933 Hopmeadow Street, Simsbury**

**Regular Meeting – January 8, 2018 – 6:00 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **PUBLIC HEARING**

To receive public comment concerning a proposed ordinance, Section 157, Water Shortages

### **CLOSE PUBLIC HEARING**

### **PUBLIC AUDIENCE**

### **PRESENTATIONS**

- Bicycle Friendly Community

### **FIRST SELECTMAN'S REPORT**

### **SELECTMEN ACTION**

- a) Possible Action on Proposed Water Shortage Ordinance
- b) Approve Tax Refunds
- c) Simsbury Farms Gift:
  - 1) Accept a gift from the Friends of Simsbury Farms, Inc. in the amount of \$76,000 for the construction of basketball courts at the Simsbury Farms complex
  - 2) Approve the agreement between the Town of Simsbury and the Friends of Simsbury Farms, Inc.
  - 3) Approve and refer to the Board of Finance a supplemental appropriation in the amount of \$76,000
- d) Hopmeadow Street Banners – Installation Policy
- e) Approve 2018 Ground Licenses for various Town owned Agricultural Properties
- f) Authorize Submission of a State Local Bridge Grant to rehabilitate Firetown Road Bridge over Bissell Brook
- g) Authorize Submission of a State Local Bridge Grant to rehabilitate Barndoor Hills Road Bridge over Bissell Brook

- h) Revisit Charge to the Public Building Committee for the relocation of Simsbury Community Television (SCTV)
- i) Accept Fiscal Year 2018 Dial-A-Ride (DAR) Operating Assistance Grant
- j) Accept Donation in the amount of \$5,000 from Middle School Semi-Formal Dance for Social Services Department Programs
- k) Accept Donation in the amount of \$5,000 from Garrity Asphalt Reclaiming, Inc. for the Keep Simsbury Warm Programs
- l) Accept Donation in the amount of \$1,500 from Robert Hensley & Associates LLC for the Simsbury Food Closet

### **OTHER BUSINESS**

- a) Deepwater Wind Proposed Solar Project Update
- b) Discussion on Historic Tobacco Agricultural Structures

### **APPOINTMENTS AND RESIGNATIONS**

- a) Acknowledge the resignation of Ronald P. Zappile (R) as a regular member of the Housing Authority effective December 31, 2017
- b) Open Space Committee – discussion regarding appointments of members at large

### **REVIEW OF MINUTES**

- a) Regular Meeting of December 11, 2017

### **SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

- 1. Personnel
- 2. Finance
- 3. Welfare
- 4. Public Safety
- 5. Board of Education

### **ADJOURN TO EXECUTIVE SESSION**

- a) Pursuant to CGS§1-200(6)(B) to discuss matters concerning the Deepwater Wind Proposed Solar Project

### **ADJOURN FROM EXECUTIVE SESSION**

Possible action

### **ADJOURN**



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Water Shortage Ordinance
2. **Date of submission:** November 21, 2017
3. **Date of Board Meeting:** November 27, 2017
4. **Individual or Entity making the 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):

Chris Kelly – Deputy First Selectman – [ckelly@simsbury-ct.gov](mailto:ckelly@simsbury-ct.gov)

Mike Paine – Selectman – [mpaine@simsbury-ct.gov](mailto:mpaine@simsbury-ct.gov)

5. **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 final edits to the Water Shortage Ordinance from a subcommittee formed of Chris Kelly and Mike Paine; and set a date for a public hearing and potential final approval of the Ordinance.

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.):

In the fall of 2016 the Conservation Commission working in conjunction with Mike Glidden CFM, CZEO; Assistant Town Planner, and reviewed by Town Attorney developed a Water Shortage Ordinance proposal. This proposal was reviewed:

- December 12 2016: Board of Selectmen 1<sup>st</sup> review
- Feb 15 2017: Board of Selectmen 2<sup>nd</sup> review
- March 13 2017: Public Hearing

- April 12 2017: Subcommittee meeting of Mike Paine and Chris Kelly
- June 20 2017: Subcommittee meeting of Mike Paine and Chris Kelly

At this point final edits from the subcommittee has been reviewed by Town Attorney and the ordinance is ready for a final public hearing and review/approval by the B.O.S. A suggested date is the next B.O.S. meeting on December 11, 2017.

**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

The potential costs of this ordinance results in the circumstances

- where the ordinance needs to be utilized and some staff time will be involved in executing the ordinance

**8. 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:*

Current version of ordinance

**TOWN OF SIMSBURY  
DRAFT ORDINANCE  
WATER SHORTAGES**

*November 3, 2017 Draft*

**Sec. 157-1. Authority and purpose.**

The Town of Simsbury, under its powers pursuant to state law, has adopted this ordinance to protect public health and welfare. This ordinance implements the Town's authority to impose water use restrictions, conditioned upon a finding by the Board of Selectmen that a water shortage or state of ground water depletion exists, or upon a state of water use restrictions or a declaration of public drinking water supply emergency issued by the Department of Public Health pursuant to C.G.S. 25-32b.

The purpose of this ordinance is to protect, preserve and maintain the public health, safety and welfare whenever there is in force a finding by the Simsbury Board of Selectmen of a water shortage or state of ground water depletion or a declaration by the State of Connecticut of a State Water Use Restriction or State of Public Drinking Water Supply Emergency by providing for enforcement of any duly imposed restrictions, requirements, provisions or conditions imposed by the Town or by the State of Connecticut.

Pursuant to the General Statutes of the State of Connecticut, it is hereby declared to be in the best interest of the public health and safety of the residents and citizens of the Town of Simsbury to regulate and restrict the use of water during a water shortage or state of ground water depletion.

**Sec. 157-2. Definitions.**

- (a) When used in this ordinance, unless the context otherwise requires:
- (1) *Person* shall be construed to mean and include an individual, a corporation, a partnership, a trust, an unincorporated organization, business organization of any kind or any other group or organization.
  - (2) *State of ground water depletion* shall exist whenever the Board of Selectmen, determines that the underground water supplies within the Town are at, or are in danger of reaching, levels insufficient to provide for the needs of the public health, preservation of human life, sanitation, safety, welfare, or economic needs of those served by wells within the Town. The Board of Selectmen may consult with the Water Companies, other government officials, the Farmington Valley Health District, and other persons the Board shall deem as appropriate

- (3) *Threatened water shortage* shall exist whenever the Board of Selectmen, after consultation with the Water Companies, other government officials, the Farmington Valley Health District, and other persons the Board shall determine that the adequacy of the Town water supply is threatened after consideration of the following items to wit: amount of water available; water demands; time of year; weather forecast data; and any other relevant factors.
- (4) *Town* means the Town of Simsbury.
- (5) *Water* means potable water.
- (6) *Water Company* means the Aquarion Water Company, the Avon Water Company or the Tariffville Water Company or their successors and assigns or any other public utility Water Company providing public water supply in the Town.
- (7) *Water shortage* shall exist whenever the Board of Selectmen, after consultation with the Water Companies, other government officials, the Farmington Valley Health District, and other persons the Board shall deem appropriate, determines after considering the factors set forth in Subsection (3) above that the water supplies available to the Town are at, or are in danger of reaching levels insufficient to provide for the normal needs of the public health, preservation of human life, sanitation, safety, welfare and economy of the Town.

#### **Sec. 157-3. Notice of water use restrictions.**

If the Board of Selectmen imposes restrictions under §157-5 and/or §157-6 or modifies existing restrictions to make them stricter or more inclusive, it shall notify the Connecticut Department of Public Health and the Connecticut Department of Energy and Environmental Protection in writing within fourteen (14) days of the effective date of the restrictions or changes. The Board of Selectmen shall give public notice of such restrictions or changes before they become effective.

#### **Sec. 157-4. Drought management plan.**

Upon its determination that there is a threatened water shortage, the Board of Selectmen may adopt a drought management plan covering all matters of water conservation.

#### **Sec. 157-5. Certain uses prohibited during shortage.**

Upon its determination that a water shortage exists, and that voluntary conservation measures were implemented and have failed or are deemed inadequate to provide relief for the water shortage, the Board of Selectmen, in addition to the powers set forth in §157-4 above, shall have the power to declare to be unlawful any or all of the following acts concerning water obtained from the Water Companies, or other public utility water company subject to such reasonable and

necessary exceptions as are determined by the Board of Selectmen to be in the public interest. Such action shall be effective upon publication pursuant to §157-3 of this Chapter:

- (a) Using water to sprinkle, water or irrigate any plants, lawns, grass, ground covers, vines, flowers, shrubbery, trees or any other vegetation unless necessary to sustain food crops, crops for harvest or stocks of a business inventory;
- (b) Using water for private and/or public recreational, ornamental or decorative purposes, including but not limited to fountains, pools or ponds;
- (c) Using water to wash or clean motor vehicles or trailers unless done as a means of livelihood at a commercial facility, which use may be limited by the Board of Selectmen to facilities using a completely recyclable water system or those facilities using not more than three (3) gallons of water per vehicle. This restriction shall not apply to vehicles required by law to be washed or cleaned for sanitary, health or safety reasons;
- (d) Using water to wash or flush sidewalks, driveways, pavements, porches or other outdoor surfaces;
- (e) Using water to wash the outside of buildings or structures;
- (f) Using water to wash or clean windows unless done as means of livelihood and only then by washing or cleaning exclusively from a bucket or container of three (3) gallons capacity or less;
- (g) Using water from fire hydrants, other than for health or safety;
- (h) Permitting exterior water supply lines to remain in a state of disrepair, resulting in the escape of water;
- (i) Operating an air-conditioning device or system using water as a coolant unless the same shall be of the water recirculating type;
- (j) Serving water to eating facilities' customers, except on request; and
- (k) Such other uses and activities as the Board of Selectmen shall declare following a public hearing thereon.

The Board of Selectmen may phase in the restrictions to tailor them according to the severity and nature of the water supply emergency.

**Sec. 157-6. State of ground water depletion.**

Upon its determination that a state of ground water depletion exists and that voluntary conservation measures have failed or are deemed inadequate to provide relief for the water shortage, the Board of Selectmen shall have the authority to apply any or all of the prohibitions contained in §157-5 to the use of water from water wells within the Town, subject to such reasonable and necessary exceptions as are determined by the Board of Selectmen to be in the public interest.

**Sec. 157-7. Exceptions, application for waiver.**

Any water users that consider the restrictions, as imposed, to adversely affect their livelihood, health or sanitation, may make written application for a waiver. Any such application shall be directed to the attention of the Board of Selectmen, which shall refer the application, within three (3) business days, to the Farmington Valley Health District with the request that it make a recommendation, within three (3) business days if possible, as to whether a waiver should be granted. The Board of Selectmen may grant an interim waiver pending receipt of the recommendation. Thereafter, the Board of Selectmen may delegate to Town staff the decision whether to grant a waiver. Direct rain water storage systems shall be exempt from this ordinance.

Whenever the Board of Selectmen, or Town staff exercising delegated authority, shall make an exception pursuant to §157-5, §157-6 or §157-7, it may attach reasonable conditions.

**Sec. 157-8. Use of water to maintain health standards.**

The Farmington Valley Health District shall have the authority to permit a reasonable use of water in any case necessary to maintain adequate health and sanitation standards.

**Sec. 157-9. Violations and penalties.**

Any person, business, or other entity who commits an unlawful act within the meaning of this Chapter shall be subject to a fine not to exceed fifty dollars (\$50.00) for each offense. Each violation of a separate section shall be considered a separate offense and shall not merge with a violation of any other section. Any violation continued more than one (1) day shall constitute a separate offense for each day such violation continues. Fines shall be subject to appeal pursuant to the citation hearing process authorized by General Statutes §7-152c.

**Sec. 157-10. Termination of prohibitions.**

Any actions of the Board of Selectmen taken under this Chapter shall continue in effect until the Board of Selectmen, after such consultations as it deems appropriate, determines that there is no continuing need for restrictions. The Board of Selectmen shall review any finding of a water shortage or state of ground water depletion at least every thirty (30) days from the date of the



initial finding. The Board of Selectmen shall cause notice of the various terminations to be published in the manner provided for in §157-3.

**Sec. 157-11. Invalidity.**

If any part, subsection, sentence, clause, phrase or other portion of this Chapter is, for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed to be a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Tax Refunds
2. **Date of submission:** January 3, 2018
3. **Date of Board Meeting:** January 8, 2018
4. **Individual or Entity making the 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):

Colleen O'Connor- Tax Collector

5. **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.):

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

Tax refunds to be approved by State Statue 12-129. Some of the reasons for refunds on cars are –vehicle sold, destroyed, donated, moved out of state or appealed the taxes.

Real Estate refunds are due to the fact that both a bank and an attorney's office pay the taxes because of sale of house or re-finance.

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.):

7. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

Approve tax refunds per attached printout in the amount of **\$ 28,178.77.**

8. **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:*

Tax Refunds.xls

[illegible]

<b>Total 2016</b>		<b>\$27,508.45</b>	<b>\$35.72</b>	<b>\$0.00</b>	<b>\$27,544.17</b>
<b>TOTAL 2014</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL 2015</b>		<b>\$670.32</b>	<b>\$18.62</b>	<b>\$0.00</b>	<b>\$688.94</b>
<b>TOTAL 2016</b>		<b>\$27,508.45</b>	<b>\$35.72</b>	<b>\$0.00</b>	<b>\$27,544.17</b>
					\$28,233.11
<b>TOTAL ALL YEARS</b>		<b>\$28,178.77</b>	<b>\$54.34</b>	<b>\$0.00</b>	<b>\$28,233.11</b>



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Donation to Construct Two Basketball Courts at the Simsbury Farms Recreation Complex
2. **Date of submission:** December 22, 2017
3. **Date of Board Meeting:** January 8, 2018
4. **Individual or Entity making the 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 - Culture, Parks and Recreation Department

5. **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:*

1. Accept a gift from the Friends of Simsbury Farms, Inc. in the amount of \$76,000 for the construction of basketball courts at the Simsbury Farms complex.
  2. Approve the agreement between the Town of Simsbury and the Friends of Simsbury Farms, Inc.
  3. Approve and refer to the Board of Finance a supplemental appropriation in the amount of \$76,000.
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.):

A Simsbury family has expressed their intention to donate up to \$76,000 toward the construction of two basketball courts at the Simsbury Farms Recreation Complex. The family will be making this donation through the Friends of Simsbury Farms, a 501-c-3, that was created to accept funding for projects such as this one.

This project has been carried in the Simsbury Farms Master Plan since 1998 and was recently given 8-24 approval by the Simsbury Planning Commission. An application has been submitted for approval by the Simsbury Conservation Commission.

Upon approval of this project, the firm of Milone and Macbroom will assist the Town in the bid and construction process. The attached agreement details the proposed arrangement for the acceptance of the gift and the disbursement of funds for the construction of the facility. It has been reviewed and approved by the Town Attorney.

**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

Preliminary construction cost estimates indicate that the gift should cover the full cost of the project. In the event that project costs exceed the amount of the gift, the remainder will be covered by a previously approved capital project fund.

**8. 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:*

Agreement between the Town of Simsbury and the Friends of Simsbury Farms, Inc.



**UKS**  
MERITAS LAW FIRMS WORLDWIDE

**Robert M. DeCrescenzo**  
(t) 860.548.2625  
(f) 860.548.2680  
rdcrescenzo@uks.com

January 5, 2018

Ron Patterson  
Friends of Simsbury Farms, Inc.  
P.O. Box 992  
Simsbury, CT 06070

RE: Donation for Simsbury Farms Basketball Court

Dear Mr. Patterson:

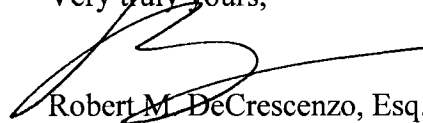
This is a Donation Agreement between the Friends of Simsbury Farms, Inc. (the Friends), a 501 C-3 corporation duly formed, and the Town of Simsbury, Connecticut (the Town).

The Friends has obtained a donation of \$76,000 from a Donor who wishes for his donation funds to be used solely towards the construction of a basketball court at Simsbury Farms complex in Simsbury, Connecticut. The Friends is incorporated as a charity whose purpose is to enable projects at Simsbury Farms complex to be funded by contributions to the Friends charity and to enable the Town of Simsbury to construct such projects at Simsbury Farms complex.

The Town has agreed to accept the \$76,000 from the Friends in order to facilitate the construction of the basketball court at Simsbury Farms complex.

The parties hereby agree that as the Town submits paid invoices to the Friends along with copies of the vendor invoices for work on the basketball court, Friends agrees to pay these invoices up to a maximum amount of \$76,000 to the Town to facilitate the project's completion provided the project is completed within 7 years from the date of this Agreement. The Friends agrees that it shall pay each paid invoice that has been certified for payment by the project design professional without set off or deduction.

Very truly yours,



Robert M. DeCrescenzo, Esq.  
Town Attorney

Agreed to by:

Town of Simsbury

Friends of Simsbury Farms, Inc.

By: \_\_\_\_\_  
Sean Kimball  
Acting Town Manager  
Duly Authorized

By: \_\_\_\_\_  
Ronald Patterson  
Duly Authorized

**Updike, Kelly & Spellacy, P.C.**

100 Pearl Street ■ PO Box 231277 ■ Hartford, CT 06123 (t) 860.548.2600 (f) 860.548.2680 [www.uks.com](http://www.uks.com)



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Hopmeadow Street Banners – Installation Policy
2. **Date of submission:** January 2, 2018
3. **Date of Board Meeting:** January 8, 2018
4. **Individual or Entity making the 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):

Thomas J. Roy – Director of Public Works – [troy@simsbury-ct.gov](mailto:troy@simsbury-ct.gov)

5. **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:*

Approve a moratorium on the hanging of banners across Hopmeadow Street adjacent to Shultz Park until Town staff identify a specific policy and process for managing this work.

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.):

This past December the long-time volunteers that had regularly hung banners for various Town and civic events across Hopmeadow Street adjacent to Shultz Park notified the Town they would no longer be able to perform this service. The Public Works and Culture, Parks and Recreation Departments anticipated having several months in early 2018 to determine how the Town will manage this work moving forward. In particular, staff is looking into which department will be responsible, whether a fee will be charged and whether hanging banners will be restricted to certain seasons.



This past week a group asked the Town to hang a banner for an event at First Church related to Martin Luther King Day. Staff expects additional groups to make similar requests in the next few months. This presents a challenge, as we are actively being asked to place banners before we have developed a policy and process for managing this work.

Staff is recommending a moratorium on the hanging of banners until a policy and process are finalized.

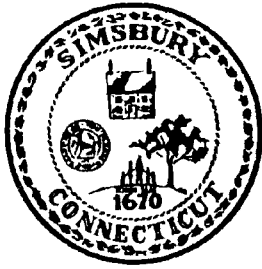
**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

None

**8. 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:*

Memorandum: Hopmeadow Street Banners – Installation Policy



# Town of Simsbury

66 TOWN FOREST ROAD SIMSBURY, CONNECTICUT 06070

~ Department of Public Works ~

## **Memorandum: Hopmeadow Street Banners – Installation Policy**

**To:** Sean Kimball – Interim Town Manager  
**CC:** Melissa Appleby, Gerry Toner, Jamie Rabbit, Robin Newton, Mike Glidden  
**From:** Thomas J. Roy, PE - Director of Public Works  
**Date:** January 2, 2018

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This past December the long-time volunteers that had regularly hung banners for various Town and civic events across Hopmeadow Street adjacent to Shultz Park notified the Town they would no longer be able to perform this service. The Public Works and Culture, Parks and Recreation Departments worked to hang the last banner of 2017 in mid-December, and based on our records from prior years, we believed we would have several months to work on a policy and process for hanging the banners moving forward. Specifically, we were looking into:

- which staff/Departments will hang banners
- whether a fee should be charged
- whether we will limit the time of year that banners are hung (exclude the winter months)

This past week a group asked the Town to hang a banner for an event at First Church related to Martin Luther King Day. Without a defined process for this work and with the current forecast for a significant snow event with high winds for this week and we are holding off on placing this banner. In addition, we believe more groups may be looking to have banners installed during the next few months that had not been permitted in the past. This presents a challenge for staff as we are being asked to place banners before we have developed a policy and process for managing this work.

Town staff from the various Departments involved in this process are recommending a moratorium on the hanging of banners until a new policy is developed that outlines roles and responsibilities, potential fees, and any parameters for hanging banners. I would anticipate a new policy can be developed within two months.



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Ground Licenses – Agricultural Properties
1. **Date of submission:** January 3, 2018
1. **Date of Board Meeting:** January 8, 2018
2. **Individual or Entity making the 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):  
Jerome F. Shea, P.E., Town Engineer
3. **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:*  
Authorize a one year or multi-year extension of ground licenses for various town owned agricultural properties.
4. **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) Current ground licenses expire on December 31, 2017.
  - (ii) Town of Simsbury and the following:  
Daren P. Hall  
Anthony Napolitano (dba Anthony's Family Farm)
  - (iii) The Town would receive fees for annual licensing of the properties as indicated on the attached letter to the Board of Selectmen.
  - (iv) Licensing documents were previously reviewed and approved by Town counsel.
  - (v) Letter from the Town Engineer to the Board of Selectmen dated January 3, 2018.
5. **Financial Impact** (Include a description of any impact on the finances of the Town of Simsbury):

There is no impact on the finances of the Town of Simsbury.

**6. 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:*

1. Letter dated January 3, 2018 from Jerome F. Shea, Town Engineer



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

**Jerome F. Shea – Town Engineer**

January 3, 2018

Board of Selectmen  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070

Dear Selectmen:

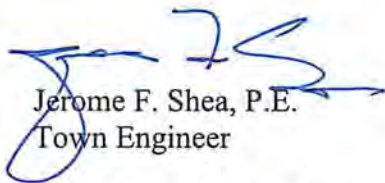
**Subject: Ground Licenses – Agricultural Properties**

The following farmers have requested use of town land for agriculture for the 2018 planting season. The use may be permitted by amendment, or extension, of approved Ground License Agreements.

Farm	Site	Size	Annual Fee	Action
Anthony Napolitano	Barndoor Hill Rd.	5 ac.	\$ 300.00	License Renewal
Daren P. Hall	Barndoor Hill Rd.	17 ac.	\$1,020.00	License Renewal

These farmers have used the properties in a satisfactory manner in accordance with their respective License agreements. Anthony Napolitano has requested a multi-year agreement similar to what was issued to The Ryan Family Farm in 2017. It is recommended that the Licenses be extended for either a one year period or for possible consideration of a multi-year period.

Sincerely,



Jerome F. Shea, P.E.  
Town Engineer

cc: Sean Kimball, Interim Town Manager  
Tom Cooke, Interim Director of Finance / Treasurer  
Debra Sweeney, Accounting Manager

Telephone (860) 658-3260  
Facsimile (860) 658-3205

[jshes@simsbury-ct.gov](mailto:jshes@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 Thursday  
8:30 – 1:00 Friday





# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** State Local Bridge Project Grant – Firetown Road Bridge over Bissel Brook
2. **Date of submission:** January 3, 2018
3. **Date of Board Meeting:** January 8, 2018
4. **Individual or Entity making the 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):**

Jerome F. Shea, P.E., Town Engineer

5. **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:*

Authorize submission of a State Local Bridge grant to rehabilitate Firetown Road Bridge over Bissell Brook.

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) Approval of grant application is subject to State funding availability.
- (ii) Town of Simsbury, State Department of Transportation.
- (iii) The Town of Simsbury would need to provide 50% of the total cost of the project estimated to be \$179,300. Local funding is available for the project in the FY 2018 CIP Program.
- (iv) Grant agreement is currently unavailable for review.
- (v) Memorandum dated January 3, 2018 explaining the funding program and proposed project.

**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

If the grant is awarded, and the Town proceeds with the project, the town will contribute 50% of the project cost estimated to be \$179,300. This funding is available in the FY 2018 Capital Improvement Program.

**8. 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:*

1. Memorandum dated January 3, 2018 from Jerome F. Shea, Town Engineer
2. Preliminary Application – Local Bridge Program





# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

*Jerome F. Shea - Town Engineer*

## MEMORANDUM

**To:** Board of Selectmen

**From:** Jerome F. Shea, Town Engineer *JFS*

**Subject:** State Local Bridge Program Grant Application – Firetown Road Bridge Over Bissell Brook

**Date:** January 3, 2018

The Engineering Department has been reviewing the condition of town-owned bridges along with appropriate grant opportunities to offset the costs of these improvements to the town. Several town owned bridges have been identified as requiring some level of rehabilitation to extend the useful life of these critical structures. The State Local Bridge Program recognized the need to rehabilitate bridges to preserve their structural integrity and reduce the overall cost for bridge improvements. Rehabilitation provides a significantly lower cost to the municipality as opposed to bridge replacement and a later date once the bridge reaches an unacceptable level of service. Firetown Road Bridge over Bissell Brook currently meets the criteria for funding under this State program for bridge rehabilitation.

The scope of the project includes repair of the concrete decking, replacement of the waterproof membrane and bituminous concrete surface, replacement of bridge railing and approach guiderail, and repairs to the concrete abutments and wingwalls.

The program pays for 50% of all cost of the project including design, construction and construction administration. The total cost of the project is estimated to be \$358,600 with 50% of the project costs to be borne by the town. The local funding of \$179,300 required for the project is currently available as part of the funding approved in the FY 2018 Capital Improvement Program.

I believe this solicitation provides a unique opportunity to fund a worthwhile project. I would request authorization to submit an application for funding in the amount of \$179,300 for this project. I would be happy to provide any additional information if requested.

**cc:** Sean Kimball, Interim Town Manager  
Tom Cooke, Interim Director of Finance / Treasurer  
Tom Roy, P.E., Director of Public Works





CONNECTICUT DEPARTMENT OF TRANSPORTATION  
LOCAL BRIDGE PROGRAM



**PRELIMINARY APPLICATION**

Preliminary application is hereby made by the Town/City/Borough of Simsbury  
for possible inclusion in the Local Bridge Program for Fiscal Year **2017** for the following structure:

Bridge Location: Firetown Road over Bissell Brook

Bridge Number: 04549 Structure Length: 24.0 feet Curb-to-Curb Width: 26.0 feet

Sufficiency Rating: 91.30 % Priority Rating: 91.20 %

Evaluation & Rating Performed by: ☐ State Forces ☒ Others

If Others, Name of Professional Engineer: Jagdish Gopal, P.E.

Connecticut Professional Engineers License Number: \_\_\_\_\_

Engineering Firm: GM2 Associates, Inc.

Engineer's Address: 115 Glastonbury Blvd., Glastonbury, CT 06033

Engineer's E-mail Address: JGopal@GM2INC.COM

Description of Existing Condition of Structure: *(attach description)*

Description of Project Scope: F,G,J,U,V *(note Bridge Repair Code as per Figure 5-1 of the FY 2017 Local Bridge Program Manual; attach narrative/preliminary plans & specifications).*

Name of Municipal Official to Contact: Jerome F. Shea, P.E.

Title: Town Engineer Telephone: (860) 658-3260 Ext: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: 933 Hopmeadow Street, Simsbury, CT 06070

E-mail: \_\_\_\_\_

**Anticipated Schedule:**

(MM/DD/YYYY)

Public Meeting Conducted: 06/05/2018

Design Completion: 10/01/2018

Property Acquisition Completion: \_\_\_\_\_

Utilities Coordination Completion: \_\_\_\_\_

Construction Advertising: 01/01/2019

Supplemental Application Submission: \_\_\_\_\_  
(Not applicable for Federal Local Bridge Program Projects)

Start of Construction: 06/01/2019

Completion of Construction: 10/01/2019

Bridge Number 04549, Town/City/Borough of Simsbury

**Preliminary Cost Figures:**

Preliminary Engineering Fees (Include Breakdown of Fees)	\$ 38,500.00
Rights-of-Way Cost (If applicable)	\$ 0.00
Municipally Owned Utility Relocation Cost	\$ 0.00
Estimated Construction Costs (Include Detailed Estimate)	\$ 256,000.00
Construction Engineering (Inspection, Materials Testing)	\$ 38,500.00
Contingencies (10% of Construction Costs Only)	\$ 25,600.00
Total Estimated Project Cost	\$ 358,600.00

**NOTE: funding limited to Eligible Bridges** as published at [www.ct.gov/dot/localbridge](http://www.ct.gov/dot/localbridge) or those found to be eligible in accordance with Section 2.3 – Priority Lists of the FY 2017 Local Bridge Program Manual.

**Total Estimated Project Cost multiplied by 80%:**

Federal Aid Request \$ \_\_\_\_\_

☒

State Local Bridge Project Grant: (Cannot be combined with Federal reimbursement)

Municipal Grant Percentage 50.00 % of Total Cost (Appendix 2 of FY 2017 Local Bridge Program Manual)

Project Grant Request: \$ 179,300.00

Other Source of State or Federal funding received/applied for: \$ 0.00, State/Federal \_\_\_\_\_  
Funding program: \_\_\_\_\_

I hereby certify that the above is accurate and true, to the best of my knowledge and belief. I also certify that this form has not been modified in any way from that distributed by the Department of Transportation for FY 2017.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Must be signed by Chief Elected Official, Town Manager, or other Officer Duly Authorized)

**Return original signed applications to:**

Mr. Francisco T. Fadul, P.E.  
Project Engineer for the Local Bridge Program  
Connecticut Department of Transportation  
2800 Berlin Turnpike, P.O. Box 317546  
Newington, Connecticut 06131-7546

**Bridge No. 04549 – Firetown Road over Bisselle Brook, Simsbury**  
**Narrative for Local Bridge Program Preliminary Application**

**Description/Existing Condition:**

The Bridge carrying Firetown Road over Bisselle Brook consist of a single span concrete slab superstructure supported on conventional cast in place concrete abutments. The original structure was built in 1949 and there is no record of rehabilitation. The bridge has a travel way width of approximately 26 feet, an overall length of 24 feet and crosses the Brook at a 45 degree skew angle. The existing roadway is classified a "Rural – Local" and is eligible for funding under the DOT's Bridge State Preservation Program for fiscal year 2018.

According to the ConnDOT Bridge Inspection Report, dated September 21, 2015 (copy included), the structure has a structural evaluation of 6.

**Proposed Condition:**

Using the criteria for preservation, the following repairs are proposed:

1. Remove and replace the existing membrane waterproofing and bituminous concrete wearing surface.
2. Patch and repair concrete bridge deck and concrete curbing
3. Replace bridge railing.
4. Patch and repair concrete abutments and wingwalls.
5. Repair local scour.
6. Reconstruct roadway approach pavement (approximately 50' at each approach).
7. Replace roadway approach guide railing.

The total estimated cost for the work is \$ 256,000. A detailed estimate is provided on the following page.



Town of Simsbury  
 Preservation of Bridge No. 04549  
 Firetown Rd over Bissell Brook

Project No.:  
 Date: 10/16/2017  
 By: LP  
 Checked By:

Item No.	Description	Unit	Estimated Quantity	Unit Cost	Total Cost
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**ROADWAY (100 lf of approach roadway reconstruction)**

0202	Earth excavation	c.y.	135	\$20	\$2,700
0212	Subbase	c.y.	74	\$35	\$2,590
0219	Sedimentation control system	l.f.	450	\$10	\$4,500
0406	Bituminous Concrete	ton	113	\$150	\$16,950
0910	MBR Attachment to Bridge	ea.	4	\$3,500	\$14,000
0910	Metal Beam Rail	l.f.	120	\$25	\$3,000
0911	R-B End Anchorage	ea.	4	\$1,500	\$6,000
0925	Pavement for Railing	s.y.	45	\$65	\$2,925

**STRUCTURE ITEMS**

0406	Replace Membrane and Bituminous Wearing Surface	s.f.	700	\$15	\$10,500
0502	Bridge Joints	l.f.	48	\$225	\$10,800
0601	Rehabilitate Bridge Deck	s.f.	350	\$125	\$43,750
0601	Rehabilitate Existing Substructures	s.f.	200	\$140	\$28,000
0703	Riprap	c.y.	10	\$85	\$850
0904	Bridge Railing	l.f.	50	\$450	\$22,500

MINOR ITEMS/UNIDENTIFIED COSTS				% of cost	
	Minor Items			20.0%	\$33,813

LUMP SUM ITEMS				% of cost	
0201	Clearing & Grubbing			2.0%	\$4,058
0971	M&P of Traffic			4.0%	\$8,115
0975	Mobilization			7.5%	\$15,216
0980	Construction Staking			1.0%	\$2,029

ENGINEERING PERCENTAGES (Incidentals & Contingencies)				% of cost	
	Incidentals			10.0%	\$23,230

				<b>TOTAL CONSTRUCTION COST</b>	<b>\$255,525</b>
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# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** State Local Bridge Project Grant – Barndoor Hills Road over Bissell Brook
2. **Date of submission:** January 3, 2018
3. **Date of Board Meeting:** January 8, 2018
4. **Individual or Entity making the 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):

Jerome F. Shea, P.E., Town Engineer

5. **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:*

Authorize submission of a State Local Bridge grant to rehabilitate Barndoor Hills Road Bridge over Bissell Brook.

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) Approval of grant application is subject to State funding availability.
- (ii) Town of Simsbury, State Department of Transportation.
- (iii) The Town of Simsbury would need to provide 50% of the total cost of the project estimated to be \$168,000. Local funding is available for the project in the FY 2018 CIP Program.
- (iv) Grant agreement is currently unavailable for review.
- (v) Memorandum dated January 3, 2018 explaining the funding program and proposed project.



**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

If the grant is awarded, and the Town proceeds with the project, the town will contribute 50% of the project cost estimated to be \$168,000. This funding is available in the FY 2018 Capital Improvement Program.

**8. 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:*

1. Memorandum dated January 3, 2018 from Jerome F. Shea, Town Engineer
2. Preliminary Application – Local Bridge Program



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

*Jerome F. Shea - Town Engineer*

## MEMORANDUM

**To:** Board of Selectmen

**From:** Jerome F. Shea, Town Engineer *JFS*

**Subject:** State Local Bridge Program Grant Application – Barndoor Hills Road Bridge over Bissell Brook

**Date:** January 3, 2018

The Engineering Department has been reviewing the condition of town-owned bridges along with appropriate grant opportunities to offset the costs of these improvements to the town. Several town owned bridges have been identified as requiring some level of rehabilitation to extend the useful life of these critical structures. The State Local Bridge Program recognized the need to rehabilitate bridges to preserve their structural integrity and reduce the overall cost for bridge improvements. Rehabilitation provides a significantly lower cost to the municipality as opposed to bridge replacement and a later date once the bridge reaches an unacceptable level of service. Barndoor Hills Road Bridge over Bissel Brook currently meets the criteria for funding under this State program for bridge rehabilitation.

The scope of the project includes repair of the concrete decking, replacement of the waterproof membrane and bituminous concrete surface, replacement of bridge railing and approach guiderail, and repairs to the concrete abutments and wingwalls.

The program pays for 50% of all cost of the project including design, construction and construction administration. The total cost of the project is estimated to be \$336,600 with 50% of the project costs to be borne by the town. The local funding of \$168,000 required for the project is currently available as part of the funding approved in the FY 2018 Capital Improvement Program.

I believe this solicitation provides a unique opportunity to fund a worthwhile project. I would request authorization to submit an application for funding in the amount of \$168,000 for this project. I would be happy to provide any additional information if requested.

cc: Sean Kimball, Interim Town Manager  
Tom Cooke, Interim Director of Finance / Treasurer  
Tom Roy, P.E., Director of Public Works





CONNECTICUT DEPARTMENT OF TRANSPORTATION  
LOCAL BRIDGE PROGRAM



**PRELIMINARY APPLICATION**

Preliminary application is hereby made by the Town/City/Borough of Simsbury  
for possible inclusion in the Local Bridge Program for Fiscal Year **2017** for the following structure:  
Bridge Location: Barndoor Hills Road over Bissell Brook  
Bridge Number: 04550 Structure Length: 40.0 feet Curb-to-Curb Width: 22.0 feet  
Sufficiency Rating: 81.80 % Priority Rating: 81.10 %

Evaluation & Rating Performed by: ☐ State Forces ☒ Others

If Others, Name of Professional Engineer: Jagdish Gopal, P.E.  
Connecticut Professional Engineers License Number: \_\_\_\_\_  
Engineering Firm: GM2 Associates, Inc.  
Engineer's Address: 115 Glastonbury Blvd., Glastonbury, CT 06033  
Engineer's E-mail Address: JGopal@GM2INC.COM

Description of Existing Condition of Structure: *(attach description)*

Description of Project Scope: F,G,J,U,V *(note Bridge Repair Code as per Figure 5-1 of the FY 2017 Local Bridge Program Manual; attach narrative/preliminary plans & specifications).*

Name of Municipal Official to Contact: Jerome F. Shea, P.E.  
Title: Town Engineer Telephone: (860) 658-3260 Ext: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mailing Address: 933 Hopmeadow Street, Simsbury, CT 06070  
E-mail: \_\_\_\_\_

**Anticipated Schedule:**

(MM/DD/YYYY)

Public Meeting Conducted:	<u>06/05/2018</u>
Design Completion:	<u>10/01/2018</u>
Property Acquisition Completion:	_____
Utilities Coordination Completion:	_____
Construction Advertising:	<u>01/01/2019</u>
Supplemental Application Submission: <small>(Not applicable for Federal Local Bridge Program Projects)</small>	_____
Start of Construction:	<u>06/01/2019</u>
Completion of Construction:	<u>10/01/2019</u>



Bridge Number 04550, Town/City/Borough of Simsbury

**Preliminary Cost Figures:**

Preliminary Engineering Fees (Include Breakdown of Fees)	\$ 36,000.00
Rights-of-Way Cost (If applicable)	\$ 0.00
Municipally Owned Utility Relocation Cost	\$ 0.00
Estimated Construction Costs (Include Detailed Estimate)	\$ 240,000.00
Construction Engineering (Inspection, Materials Testing)	\$ 36,000.00
Contingencies (10% of Construction Costs Only)	\$ 24,000.00
Total Estimated Project Cost	\$ 336,000.00

**NOTE: funding limited to Eligible Bridges** as published at [www.ct.gov/dot/localbridge](http://www.ct.gov/dot/localbridge) or those found to be eligible in accordance with Section 2.3 – Priority Lists of the FY 2017 Local Bridge Program Manual.

☐ Federal Reimbursement:  
Total Estimated Project Cost multiplied by 80%:  
Federal Aid Request    \$ \_\_\_\_\_

☒ State Local Bridge Project Grant: *(Cannot be combined with Federal reimbursement)*

Municipal Grant Percentage 50.00 % of Total Cost *(Appendix 2 of FY 2017 Local Bridge Program Manual)*

Project Grant Request: \$ 168,000.00

Other Source of State or Federal funding received/applied for: \$ 0.00, State/Federal \_\_\_\_\_  
Funding program: \_\_\_\_\_

I hereby certify that the above is accurate and true, to the best of my knowledge and belief. I also certify that this form has not been modified in any way from that distributed by the Department of Transportation for FY 2017.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Must be signed by Chief Elected Official, Town Manager, or other Officer Duly Authorized)

**Return original signed applications to:**

Mr. Francisco T. Fadul, P.E.  
Project Engineer for the Local Bridge Program  
Connecticut Department of Transportation  
2800 Berlin Turnpike, P.O. Box 317546  
Newington, Connecticut 06131-7546

**Bridge No. 04550 – Barndoor Road over Bisselle Brook, Simsbury**  
**Narrative for Local Bridge Program Preliminary Application**

**Description/Existing Condition:**

The Bridge carrying Barndoor Road over Bisselle Brook consist of a single span prestressed concrete superstructure supported on conventional cast in place concrete abutments. The original structure was built in 1956 and reconstructed in 1989. The bridge has a travel way width of approximately 22 feet, an overall length of 40 feet and crosses the Brook at a 0 degree skew angle. The existing roadway is classified a "Rural – Major Collector" and is eligible for funding under the DOT's State Bridge Preservation Program for fiscal year 2018.

According to the ConnDOT Bridge Inspection Report, dated September 20, 2017 (copy included), the structure has a structural evaluation of 6.

**Proposed Condition:**

Using the criteria for preservation, the following repairs are proposed:

1. Remove and replace the existing membrane waterproofing and bituminous concrete wearing surface.
2. Patch and repair concrete bridge deck and concrete parapets.
3. Repair bridge railing.
4. Patch and repair concrete abutments and wingwalls.
5. Repair local scour.
6. Reconstruct roadway approach pavement (approximately 50' at each approach).
7. Replace roadway approach guide railing.

The total estimated cost for the work is \$ 240,000. A detailed estimate is provided on the following page.

Town of Simsbury  
 Preservation of Bridge No. 04550  
 Barndoor Hills Rd over Bissell Brook

Project No.:  
 Date: 10/16/2017  
 By: LP  
 Checked By:

Item No.	Description	Unit	Estimated Quantity	Unit Cost	Total Cost
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**ROADWAY (100 lf of approach roadway reconstruction)**

0202	Earth excavation	c.y.	135	\$20	\$2,700
0212	Subbase	c.y.	74	\$35	\$2,590
0219	Sedimentation control system	l.f.	250	\$10	\$2,500
0406	Bituminous Concrete	ton	113	\$150	\$16,950
0910	MBR Attcahement to Bridge	ea.	4	\$3,500	\$14,000
0910	Metal Beam Rail	l.f.	120	\$25	\$3,000
0911	R-B End Anchorage	ea.	4	\$1,500	\$6,000
0925	Pavement for Railing	s.y.	45	\$65	\$2,925

**STRUCTURE ITEMS**

0406	Replace Membrane and Bituminous Wearing Surface	s.f.	1100	\$15	\$16,500
0502	Bridge Joints	l.f.	48	\$225	\$10,800
0601	Rehabilitate Bridge Deck	s.f.	350	\$125	\$43,750
0601	Rehabilitate Exisitng Substructures	s.f.	200	\$140	\$28,000
0703	Riprap	c.y.	10	\$85	\$850
0904	Repair Bridge Railing	l.f.	80	\$100	\$8,000

**MINOR ITEMS/UNIDENTIFIED COSTS**

		% of cost	
	Minor Items	20.0%	\$31,713

**LUMP SUM ITEMS**

		% of cost	
0201	Clearing & Grubbing	2.0%	\$3,806
0971	M&P of Traffic	4.0%	\$7,611
0975	Mobilization	7.5%	\$14,271
0980	Construction Staking	1.0%	\$1,903

**ENGINEERING PERCENTAGES (Incidentals & Contingencies)**

		% of cost	
	Incidentals	10.0%	\$21,787

		<b>TOTAL CONSTRUCTION COST</b>	<b>\$239,655</b>
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# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** SCTV Relocation Charge to the Public Building Committee
2. **Date of submission:** January 3, 2018
3. **Date of Board Meeting:** January 8, 2018
4. **Individual or Entity making the 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):  
  
Jerome F. Shea, Town Engineer
5. **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:*  
  
Revisit Charge to the Public Building Committee for the relocation of SCTV.
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) Charge to Public Building Committee approved in October 2016 by the Board of Selectmen
  - (ii) Public Building Committee / SCTV
  - (iii) Costs for relocation of SCTV were part of the Senior Community Center project that did not move forward.
  - (iv) No legal documents were required
  - (v) Letter from the Chairman Ostop to the Board of Selectmen date January 3, 2018.

**7. Financial Impact (Include a description of any impact on the finances of the Town of Simsbury):**

There is no current financial impact to the Town of Simsbury. The financial impact would be redefined at a future date if the Senior Community Center project moves forward.

**8. 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:*

- October 28, 2018 memorandum from the Board of Selectman to Richard E. Ostop, Chairman of the Public Building Committee
- Letter from Chairman Ostop to the Board of Selectmen date January 3, 2018.



# Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

January 3, 2018

Board of Selectmen  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070

Dear Selectmen:

**Subject: SCTV Relocation Charge to Public Building Committee**

In October 2016, the Board of Selectman asked the Public Building Committee to independently explore options for the relocation of SCTV to accommodate expansion of the Senior Community Center at Eno Memorial Hall. The funding for the Senior Community Center project has since been deferred for at least FY 2019 in consideration of budget restraints in the Capital Improvement Program. The need for the relocation of SCTV is not at this point necessary.

The Public Building Committee did investigate possible locations for the relocation of SCTV, but no viable options for relocation were identified. I would respectfully request that the Board of Selectmen release the Public Building Committee from this charge if there is no additional work required on this matter.

Sincerely,

*Richard E. Ostop*  
(sp)

Richard E. Ostop  
Chairman  
Public Building Committee

cc: Sean Kimball, Interim Town Manager  
Tom Cooke, Interim Director of Finance / Treasurer  
Jerome F. Shea, P.E., Town Engineer

Telephone (860) 658-3260  
Facsimile (860) 658-3205

[jshea@simsbury-ct.gov](mailto:jshea@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 Thursday  
8:30 - 1:00 Friday





# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

*Lisa L. Heavner - First Selectman*

## MEMORANDUM

**To:** Richard E. Ostop – Chair, Public Building Committee

**From:** Lisa L. Heavner – First Selectwoman

**Re:** Charge to the Public Building Committee – Senior Center

**Date:** October 28, 2016

**CC:** Board of Selectmen  
Jerome Shea – Town Engineer  
Sean M. Kimball – Director of Finance/Treasurer  
Tom Roy – Director of Public Works  
James Rabbitt – Director of Planning and Community Development  
Mickey Lecours-Beck – Director of Social Services  
Kathleen Marschall – Senior Center Coordinator  
Edward LaMontagne – Chair, Aging and Disability Commission  
Anita Mielert – Chair, Main Street Partnership  
Thomas F. Cooke – Director of Administrative Services

~~~~~

First and foremost, my thanks to you and the Public Building Committee for your ongoing efforts to create an exceptional Senior Center for our residents. As we discussed at Monday's Board of Selectmen meeting, we are committed to providing our seniors with a warm, welcoming space capable of supporting a wide range of services and programs and reflecting how much we value them.

At its Regular Meeting on Monday, the Board of Selectmen – after hearing from representatives of the Public Building Committee, the Performing Arts Center Board and the Aging and Disability Commission – concluded that the proposed site at Simsbury Meadows was not viable and elected to revise its charge to the Public Building Committee as follows:

- Working in close consultation with the Director of Social Services, the Senior Center Coordinator, the Aging and Disability Commission and historic preservation groups, prepare plans for the renovation of Eno Memorial Hall to accomplish the following goals:
  - **Ensure that Eno Memorial Hall is compliant with the Americans with Disabilities Act and its regulations.** Recognizing that Eno Memorial Hall is an

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

*LHeavner@simsbury-ct.gov*  
*www.simsbury-ct.gov*

*An Equal Opportunity Employer*  
8:30 - 7:00 Monday  
8:30 - 4:30 Tuesday through Thursday  
8:30 - 1:00 Friday

historic structure and that there may be some architectural limitations, the building (including but not limited to its bathrooms and entryways) should be renovated to ensure that it is both safe for and accessible to our seniors and disabled individuals.

- **Increase and improve space within the building for programming purposes.** Plans should include (but not be limited to) the potential relocation and improvement of administrative space and the improvement of kitchen space. The plan should also recognize that many services and programs are available to seniors through the Library, Culture, Parks & Recreation and potentially other Simsbury-based organizations. Assume for these purposes that SCTV will be relocated and that the lower level of the building will be available to the Senior Center. Every effort should be made to make the lower levels of the facility as bright, open and inviting as possible.
- **Consider options to improve parking.** Recognizing that parking remains a significant challenge, the plan should maximize parking close to the building.
- **Develop the plan assuming that \$5 million will be available for the project.** Plans should also include steps, it necessary, to value engineer the project to \$3 million. The possibility of phasing the project should also be considered. The town will work closely with Main Street Partnership to seek and obtain grants to support this project.
- **Provide a projected cost estimate in time for consideration of the renovation in connection with the FY2017-2018 Capital Plan.**
- **Utilize the extensive material from prior senior center plans and studies to minimize costs and increase the overall value of the revitalized Eno Memorial Hall.**

Independently, the Public Building Committee is also charged with exploring the relocation of SCTV. The total cost of the relocation should not exceed \$1.1 million. The Simsbury Board of Education has offered to evaluate space for SCTV in its plans for the renovation of Henry James Memorial School and this should be the primary focus for relocation plans. Notwithstanding this, other locations should be considered provided they are financially viable.

My thanks to all of you for the excellent and extensive work you have already completed and for your ongoing commitment to work together to create a spectacular facility for the Town of Simsbury and its seniors.





# Town of Simsbury

754 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMAN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Dial-A-Ride Operating Assistance Grant Contract
2. **Date of submission:** January 2, 2018
3. **Date of Board Meeting:** January 8, 2018
4. **Individual making submission:** Kristen Formanek, Director of Community and Social Services
5. **Action requested of Board:** Authorization for the Acting Town Manager to sign the Operating Assistance Grant Contract between the Greater Hartford Transit District and the Town of Simsbury in the amount of \$6,322.
6. **Summary of submission:** The Greater Hartford Transit District provides an operating grant to the Town of Simsbury. The grant offered this year is in the amount of \$6,322, and is to be used to assist the Town of Simsbury with the operational costs of the Dial-A-Ride program.
7. **Financial impact:** Grant funds in the amount of \$6,322.
8. **Description of document included with submission:** Copy of Operating Assistance Grant Contract between the Greater Hartford Transit District and the Town of Simsbury.

## OPERATING ASSISTANCE GRANT CONTRACT

THIS CONTRACT, retroactive to July 1, 2017 by and between the Greater Hartford Transit District (the "District") and the Town of Simsbury ("Grantee"), WITNESSETH:

In consideration of the mutual covenants, promises and representations herein, the parties hereto agree as follows:

Section 1. Purpose of Contract - The purpose of this Contract is to provide for the undertaking of a mass transit operating assistance project (the "Project") with District financial assistance to the Grantee in the form of an operating grant (the "Grant"), using funds applied for by the District for such purpose under budget addendum 2018-ADA-02 Agreement No. 10.09-02 (14) between the District and the Connecticut Department of Transportation ("CTDOT") (the "Agreement"), and to state the terms and conditions upon which such assistance will be provided and the manner in which the Project will be undertaken.

Section 2. The Project - The Project involves the continued or improved operation of a mass transit system, providing transportation to elderly and disabled citizens, operated by the Town of Simsbury for the time period of July 1, 2017 through June 30, 2018.

The Grantee agrees to provide for the continued or improved operation of the system, substantially as described in quarterly reports for the previous fiscal year ended June 30, 2017, filed with and approved by the District (the "Application of the Grantee"), incorporated in this Contract by reference, and in accordance with the terms and conditions of this Contract.

Section 3. The Grant - In order to assist the Grantee in financing the project's eligible operating expenses that are required to be reported under 49 U.S.C. §5335 (herein called "Eligible Project Operating Expenses"), such Eligible Project Operating Expenses being estimated to be in the amount of \$12,644.00, the District will make a Grant in an amount not to exceed 50% (fifty percent) of the Eligible Project Operating Expenses, as determined by the District and the CTDOT upon completion of the Project, or in the amount of \$6,322.00, whichever is the lesser.

Payments shall be made to the Grantee quarterly provided the Grantee has provided up-to-date quarterly reports and is in compliance with other terms and conditions of this Contract. The District shall have no obligation to make any payments under this Contract unless the District has received and has available sufficient State funds pursuant to the District's Application and the Agreement with the CTDOT for the Project.

The Grantee shall permit the authorized representatives of the District and/or the CTDOT to inspect and audit all data and records of the Grantee relating to its performance under this Contract.

For purposes of this Grant Contract, "Eligible Project Operating Expenses" must comply with reporting requirements set forth in 49 U.S.C. §5335 and with any guidelines or regulations issued by the District or CTDOT.

The Grantee agrees that it will provide from sources other than State or Federal funds or revenues from the operation of public mass transportation systems, an amount sufficient to assure payment of at least 50% (fifty percent) of all Eligible Project Operating Expenses, which is estimated to be the Local share in the amount of \$6,322.00. The Grantee further agrees that if the amount of the local share provided under this Grant Contract is less than the State share at any time, it will refund to the District an amount necessary to equalize the Total State Share and the Total Local Share.

Section 4. Use of Project Funds - The Grantee agrees that the State financial assistance provided under this Grant Contract shall be applied to the Eligible Project Operating Expenses incurred in the provision of mass transportation service within the urbanized area served by the Grantee with respect to a Project time period of July 1, 2017 through June 30, 2018. If, during such period, any State financial assistance provided pursuant to this Grant Contract is not so applied, the Grantee shall immediately notify the District.

Section 5. Records - The Grantee shall keep satisfactory records in the manner prescribed by the District with regard to the use of State financial assistance provided pursuant to this Grant Contract and shall submit upon request such information as the District or CTDOT may require in order to assure compliance with this Section. All financial statements shall be in conformity with generally accepted accounting principles consistently applied.

Section 6. Civil Rights. The Grantee agrees and warrants that in the performance of the contract the Grantee will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless shown by such Grantee that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut. The Grantee further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless shown by such Grantee that such disability prevents performance of the work involved; (2) the Grantee agrees, in all solicitations or advertisements for employees placed by or on behalf of the Grantee, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission (on Human Rights and Opportunities of the State of Connecticut); (3) the Grantee agrees to provide each labor union or representative of workers with which such Grantee has a collective bargaining agreement or other contract or understanding and each vendor with which such Grantee has a contract or understanding, a notice to be provided by the Commission advising the labor union or workers' representative of the Grantee's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Grantee agrees to comply with each provision of this section and Conn. Gen. Stat. §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Conn. Gen. Stat. §§ 46a-56, 46a-68e, and 46a-68f; (5) the Grantee agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Grantee as they relate to the provisions of this section and § 46a-56.

Section 7. Nondiscrimination (Sexual Orientation). (a) Pursuant to § 4a-60 of the Connecticut General Statutes, (1) the Grantee agrees and warrants that in the performance of the contract such Grantee will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Grantee agrees to provide each labor union or representative of workers with which such Grantee has a collective bargaining agreement or other contract or understanding and each vendor with which such Grantee has a contract or understanding, a notice to be provided by the Commission advising the labor union or workers' representative of the Grantee's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Grantee agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to § 46a-56 of the general statutes; (4) the Grantee agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Grantee as they relate to the provisions of this section and § 46a-56.

Section 8. Executive Orders - This Agreement is subject to the provisions of Executive Order No 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms, Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Sixteen of Governor John G Rowland promulgated August 4, 1999, concerning violence in the workplace, all of which are incorporated into and are made a part of this agreement as if they had been fully set forth in it. For complete text of said documents, please go to: [http://www.das.state.ct.us/Purchase/Info/Executive\\_Orders.pdf](http://www.das.state.ct.us/Purchase/Info/Executive_Orders.pdf)

Section 9. Termination - The District, effective 30 (thirty) days after date of written notice, may suspend, postpone, abandon, or terminate this Contract for any or no reason and such action shall in no event be deemed a breach of contract. The District, effective after five (5) days of written notice, may suspend, postpone, abandon, or terminate this Contract, and such action shall in no event be deemed a breach of contract when taken for cause including, but not limited to (a) the Grantee's failure to render the services under the Project to the satisfaction of the District or the CTDOT, (b) the termination for any reason of the operating assistance contract between the District and the CTDOT for the funding of this Project; or (c) the Grantee's failure to otherwise comply with the terms of this

Contract.

Section 10. Special Conditions - The Grantee agrees and assures that the rates charged the elderly and persons with disabilities during non-peak hours for transportation utilizing or involving the facilities and equipment financed pursuant to this Grant Contract will not exceed one-half of the rates generally applicable to other persons at peak hours, whether the operation of such facilities and equipment is by the Grantee or is by another entity under lease or otherwise.

The Grantee agrees and assures that it will give the rate required herein to any person presenting a Medicare card duly issued to that person pursuant to Title II or Title XVIII of the Social Security Act.

The Grantee shall be solely responsible for all costs pertaining to the ownership, operation, use, maintenance and repair of all vehicles used in the provision of service under this Contract, so that the District will not be liable for any such costs.

Section 11. Indemnification - The Grantee, in accepting this Grant Contract, agrees that it shall indemnify and hold harmless the District, and the officers, employees, and agents of the District, from all claims, suits, actions damages and costs of every name and description resulting from or arising out of the District's Application for Grant funds, the awarding of such Grant funds to the Grantee, and the implementation of this Grant Contract. The Grantee agrees that it shall not use the defense of governmental immunity in the adjustment of any claims by the District pertaining to this contract.

Section 12. Operating Policies - The operation of all vehicles providing transportation services to the elderly and persons with disabilities under this Contract shall be in accordance with operation policies set forth or to be set forth by the State of Connecticut and the Capitol Region Council of Governments, the region's Metropolitan Planning Organization, incorporated herein by reference.

Section 13. Uniform System of Accounts and Records - The District shall not make any payment under this Contract unless the Grantee or any organization to receive benefits directly from that grant are each subject to the uniform system of accounts and records prescribed under 49 U.S.C. §5335.

Section 14. Reports of Financial and Operation Data - The Grantee agrees to file reports on forms furnished by the District of financial and operating data pursuant to 49 U.S.C. §5335, cited in Sections 3 and 13 of this Contract, on a quarterly basis during the fiscal year of this Grant. The ending dates of said fiscal quarters shall be September 30, December 31, March 31, and June 30. The Grantee further agrees to deliver the appropriate forms and information to the District within fifteen (15) business days of the close of each fiscal quarter as defined above. Failure to provide those reports by the time indicated may require the District to suspend financial assistance under this Contract until such times as said forms and information are furnished to the District.

All such exhibits and provisions and any changes or modifications thereto are incorporated hereby by reference, and the Grantee shall comply with the obligations thereunder for grant recipients and contractors and shall do nothing which would cause the District to be in violation of the requirements imposed on it by CTDOT as the recipient of State funds, and such compliance shall be a continuing obligation of the Grantee and a condition to receipt of funds pursuant to this Grant Contract.

Nothing contained in this Grant Contract is intended to or shall limit the obligations of the parties hereto under any applicable State or Federal law.

Section 15. Integrity - The Grantee hereby certifies that it, its principals, sub-recipients, or sub-contractors are not on the United States of America's Comptroller General's list or similar list maintained by the State of Connecticut of ineligible contractors and that none of the above persons or entities by defined events or behavior, potentially threaten the integrity of this State supported Contract.



GREATER HARTFORD TRANSIT DISTRICT

The District has executed this Grant Contract this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

[SEAL]

Signed and Sealed in the  
presence of:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Vicki L. Shotland, Executive Director

\_\_\_\_\_  
Witness

TOWN OF SIMSBURY

The Grantee has executed this Grant Contract this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

[SEAL]

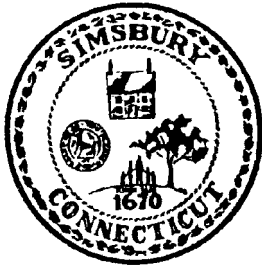
Signed and Sealed in the  
presence of:

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Eric Wellman, First Selectman

Sean Kimball, Interim Town Manager

\_\_\_\_\_  
Witness



# Town of Simsbury

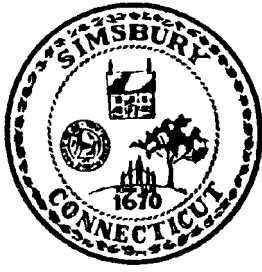
754 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Community and Social Services Department

## **BOARD OF SELECTMAN MEETING AGENDA SUBMISSION**

1. **Title of Submission:** Semi-Formal Dance held and large donation made to Simsbury Community and Social Services Department
2. **Date of Submission:** December 22, 2017
3. **Date of Board Meeting:** January 8, 2018
4. **Entity making Submission:** Community and Social Services Department
5. **Action Requested:** Acceptance of financial donation from proceeds of Middle School Semi-Formal Dance in the amount of \$5,000 to support Community and Social Services Department programs.
6. **Summary of Submission:** Donation of \$5,000, the proceeds from a successful Semi-Formal dance held at Eno Memorial Hall to benefit the Community and Social Services Department programs.
7. **Financial Impact:** Donation to Community and Simsbury Social Services Department in the amount of \$5,000.



# Town of Simsbury

754 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Community and Social Services Department

## **BOARD OF SELECTMAN MEETING AGENDA SUBMISSION**

1. **Title of Submission:** Garrity Asphalt Reclaiming, Inc. donation
2. **Date of Submission:** December 22, 2017
3. **Date of Board Meeting:** January 8, 2018
4. **Entity making Submission:** Community and Social Services Department  
Kristen Formanek
5. **Action Requested:** Acceptance of financial donation from Garrity Asphalt Reclaiming, Inc. in the amount of \$5,000 to assist needy residents with such needs as heat, food and shelter.
6. **Summary of Submission:** Garrity Asphalt Reclaiming Inc. has donated the sum of \$5,000 to be used to assist needy Simsbury residents.
7. **Financial Impact:** Donation to Simsbury Social Services Department



# Town of Simsbury

754 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Community and Social Services Department

## **BOARD OF SELECTMAN MEETING AGENDA SUBMISSION**

1. **Title of Submission:** Donation from Robert Hensley & Associates LLC to Simsbury Food Closet
2. **Date of Submission:** January 3, 2018
3. **Date of Board Meeting:** January 8, 2018
4. **Entity making Submission:** Kristen Formanek, Director of Community and Social Services Department
5. **Action Requested:** Acceptance of financial donation in the total amount of \$1,500 from Robert Hensley & Associates LLC to the Simsbury Food Closet
6. **Summary of Submission:** Robert Hensley & Associates LLC has donated \$1,500 to the Simsbury Food Closet, which will enable the Department to purchase items in order to keep the shelves stocked when non-perishable donations are diminished
7. **Financial Impact:** Donation of \$1,500 to Simsbury Food Closet
8. **Description of Document:** None





# Town of Simsbury

933 HOPMEADOW STREET, SIMSBURY, CONNECTICUT 06070

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Resignation

2. **Date of submission:** 09/21/2017

3. **Date of Board Meeting:** 01/08/2018

4. **Individual or Entity making the submission**

Ronald P. Zappile, 2 Powers Court, Simsbury

5. **Action requested of the Board of Selectmen**

Accepts the resignation of Ronald P. Zappile, 2 Powers Court, Simsbury, as a Regular Member of the Housing Authority

6. **Summary of Submission**

Regular Member: Ronald P. Zappile  
Board: Housing Authority  
Party: R  
Effective: 12/31/2017  
Full Term of Office: 04/02/2017 – 04/01/2022

7. **Financial Impact:**

NONE

8. **Description of documents included with submission** *The following documents are included with this submission and attached hereto:*

Resignation letter received from Ronald P. Zappile

September 15, 2017

Erika Butler  
Town Clerk  
Town of Simsbury  
933 Hopmeadow Street  
Simsbury, CT 06070

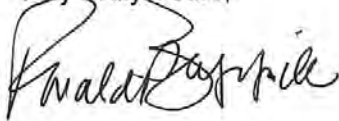
Dear Ms. Butler,

This letter is to inform you that effective 31st December 2017, I am resigning as a Commissioner of the Simsbury Housing Authority.

I have had the pleasure of serving on the Board over the past number of years and working with a tremendously talented team of individuals.

Thank you.

Very Truly Yours,



Ronald P Zappile  
2 Powers Court  
Simsbury, CT 06070  
860-608-5915

cc: Rob Heagney, Republican Town Committee  
Edward LaMontagne, SHA Executive Director



**TOWN OF SIMSBURY – BOARD OF SELECTMEN  
REGULAR MEETING MINUTES – DECEMBER 11, 2017**

**“Subject to Approval”**

Page | 1

**CALL TO ORDER**

The Regular Meeting of the Board of Selectmen was called to order at 6:04 p.m. in the Main Meeting Room of the Simsbury Town Offices. Present were: First Selectman Eric Wellman; Board members Sean Askham, Michael Paine, Christopher Kelly, Cheryl Cook and Chris Peterson. Others in attendance included: Sean Kimball, Interim Town Manager; Melissa Appleby, Deputy Town Manager; Attorney Robert DeCrescenzo; Thomas Roy, Director of Public Works, Gerard Toner, Director of Culture, Parks and Recreation; Kristen Formanek, Director of Community and Social Services; James Rabbit, Director of Planning and Community Development; and other interested parties.

**PLEDGE OF ALLEGIANCE**

Everyone stood for the Pledge of Allegiance.

**PUBLIC AUDIENCE**

Wooda McNiver, August Road, spoke about SCTV. He has been volunteering with them since 2004. He was asking for everyone to donate to their fund raiser, as SCTV is a very important resource for the community.

Joan Coe, 26 Whitcomb Drive, spoke about the transition to the Town Management form of government, checks and balances, the Performing Arts Center events, the Iron Horse Marathon, the Deep Water Solar project, and other issues.

Kris Barnett, Chairman of the former Economic Development Commission encouraged the Board to form a new Economic Development Commission. She would like them to look at the presentation she did in September.

Diane Tracey, 40 Berkshire Way, spoke about the solar farm project. She asked that the Board of Selectmen continue to protect Simsbury and to appeal to the siting council if they approve the project.

Joe Tracey, 40 Berkshire Way, also spoke about the solar project. He is also concerned about the project being approved. His concerns include water quality, safety and a buffering plan. He also asked the Board to be vigilant and appeal when necessary.

Maria Ecke, 8 Glenwood, spoke about the budget, spending issues and the First Selectman's stipend. She also spoke about residents being more involved in the budget process.

## **PRESENTATIONS**

- Proposed Deepwater Wind Solar Project Update – Attorney Robert DeCrescenzo

Attorney DeCrescenzo said the application was filed in late June and several Public Hearings were held. Briefs were filed on December 1, 2017 and the Council held an informal review on December 7, 2017. A straw poll was done with a majority of members in favor of the application. However, no decision has been rendered yet. The vote will be taking place on December 21, 2017.

Attorney DeCrescenzo said he is working on several issues that could possibly help our case, such as the area being a historic parcel due to Martin Luther King.

Attorney DeCrescenzo said he will have to look at the actual decision to see if an appeal should be made.

## **FIRST SELECTMAN’S UPDATE**

Mr. Wellman provided an update on various items. Mr. Kimball as Interim Town Manager provide an update on various items per Mr. Wellman’s request.

## **SELECTMEN ACTION**

### **a) Approve Tax Refunds**

Mr. Askham made a motion to approve tax refunds in the amount of \$1,009.90 as requested and approved by the Tax Collector. Ms. Cook seconded the motion. All were in favor and the motion passed.

### **b) Approve Public Gathering Permits for 2018 Events**

Mr. Wellman said the Simsbury-Granby Rotary Club River Run is held on April 29, 2018 and The Iron Horse Half Marathon is held on June 3, 2018.

Mr. Toner said these events have been long standing. They did change the Marathon time to accommodate resident concerns.

Mr. Kelly made a motion to approve the Public Gathering Applications for the 2018 Iron Horse Half Marathon, 10k and 5k and the Simsbury-Granby Rotary Club River Run. Mr. Paine seconded the motion. All were in favor and the motion passed.

### **c) Authorize the Town Manager to execute contract for Capital Area Substance Abuse Council (CASAC) Grant**

Mr. Wellman said the Social Services Department applies to the Capital Area Substance Abuse Council (CASAC) for a grant to provide funds for substance abuse prevention each year. Ms. Formanek said the money is used to support the Police Department's Narcan program.

Mr. Askham made a motion to authorize the Town Manager to execute the CASAC Grant Contract for funds to support local prevention activities. Ms. Cook seconded the motion. All were in favor and the motion passed.

**d) Bright Ideas Grants:**

Mr. Wellman said there is a fee that Eversource Energy collects whenever we pay an electric bill.

The project selected by the Clean Energy Task Force is the installation of 11 autonomous energy monitoring Tiles across six Town facilities.

Mr. Roy said these Tiles will be used to track our energy usage, in real time, with a level of accuracy that will allow us to develop short and long range plans to reduce energy consumption and demand costs.

**1) Accept Bright Ideas Grant and authorize Town Manager to execute agreement with Eversource Energy, subject to review by Town Counsel**

Ms. Cook made a motion to authorize the Town Manager to enter into an agreement with Eversource Energy to receive the Bright Ideas Grant funding with a value up to \$10,000, subject to Town Counsel. Mr. Kelly seconded the motion. All were in favor and the motion passed.

**2) Authorize submission and acceptance for a third Bright Ideas Grant in the amount of \$10,000 in December, 2017, subject to review by Town Counsel**

Mr. Kelly made a motion to authorize submission and acceptance for a third Bright Ideas Grant in the amount of \$10,000 in December, subject to review by Town Counsel. Mr. Paine seconded the motion. All were in favor and the motion passed.

**e) Authorize Disposal of 2006 Ford Econoline Dial-A-Ride Van**

Mr. Wellman said the van has been out of commission for three years now and it doesn't have any value at this point. Ms. Formanek said the owner would like this old van off of his property.

Mr. Askham made a motion to authorize the Public Works Department to dispose of a 2006 Ford Econoline van to a scrap dealer willing to take the vehicle from its current location at Martel Transportation, Powder Mill Road, Canton, Connecticut. Mr. Paine seconded the motion. All were in favor and the motion passed.

**OTHER BUSINESS**



**a) Discussion regarding Electronic Packets**

Mr. Wellman spoke about the Town moving to Electronic Packets to save staff time and paper expense.

The Board felt this was a good idea as it was more convenient, and will help reduce stress due to staff time needed to put together the packets.

Mr. Kimball said this issue was looked at before and he will gather more information on options for the change to Electronic Packets.

**b) Discussion regarding Meeting Room Setup**

Mr. Wellman wanted to discuss the meeting room setup and where the Town Manager and staff should sit.

The Board feels that the room should be set up for easy, comfortable interactions, with a sense of connection from the Town Manager and Board.

Mr. Kimball said he would work on some options for the Board.

**APPOINTMENTS AND RESIGNATIONS**

**a) Acknowledge the resignation of Diane Madigan (R) as an Alternate Member of the Zoning Board of Appeals effective November 30, 2017**

**b) Acknowledge the resignation of Craig K. MacCormac (R) as a Regular Member of the Conservation Commission & Inland Wetlands Agency effective December 1, 2017**

**c) Acknowledge the resignation of Joseph Campolieta (D) as an Alternate Member of the Zoning Board of Appeals effective December 4, 2017**

**d) Acknowledge the resignation of Donna Beinstein (D) as an Alternate Member of the Conservation Commission effective December 4, 2017**

Mr. Askham made a motion to acknowledge the resignations of Diane Madigan as an Alternate member of the Zoning Board of Appeals, Craig K. MacCormac as a regular member of the Conservation Commission & Inland Wetlands Agency, Joseph Campolieta as an Alternate member of the Zoning Board of Appeals and Donna Beinstein as an Alternate member of the Conservation Commission with the board's thanks. Mr. Paine seconded the motion. All were in favor and the motion passed.

**REVIEW OF MINUTES**

**TOWN OF SIMSBURY – BOARD OF SELECTMEN  
REGULAR MEETING MINUTES – DECEMBER 11, 2017**

**“Subject to Approval”**

Page | 5

**a) Regular Meeting of November 27, 2017**

There were no changes to the Regular Meeting minutes of November 27, 2017, and, therefore, the minutes were adopted.

**b) Special Meeting of December 4, 2017**

There were no changes to the Special Meeting minutes of December 4, 2017, and, therefore, the minutes were adopted.

**SELECTMEN LIAISON AND SUB-COMMITTEE REPORTS**

- 1. Personnel** – there was no report at this time.
- 2. Finance** – there was no report at this time.
- 3. Welfare** – there was no report at this time.
- 4. Public Safety** – there we no report at this time.
- 5. Board of Education** – there was no report at this time.

**ADJOURN**

Mr. Askham made a motion to adjourn at 7:25 p.m. Mr. Kelly seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kathi Radocchio  
Clerk